Regular Meeting of the Board of Directors

Thursday, October 30, 2014
4:00 pm

The Regional District of Kootenay Boundary Board Room,
Trail, B.C.

F I N A L A G E N D A

1. Call to Order

2. Consideration of the Agenda (Additions/Deletions)

a) Items to be moved forward on the agenda if required.

3. Minutes

a) The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held October 2, 2014 are presented.
Minutes - Regular Meeting of the Board of Directors - 02 Oct 2014 - Pdf

4. Delegation(s)

5. Unfinished Business

a) **Memorandum of Board Resolutions**

The Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending October 2, 2014 is presented.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending October 2, 2014 be received as presented.
Memorandum of Board Resolutions-Ending October 02, 2014-Board October 30, 2014.pdf

6. Communications

a) **Chair McGregor - Oct. 20/14**
re: Special Voting Opportunity
Schedule Change - RDKB Board Meeting

A Memorandum from RDKB Board Chair McGregor regarding the use of the Regional District Special Voting Regulation for changes to the location and time of the October 30, 2014 Board meeting is presented.

Corporate Vote Unweighted

Recommendation: That on October 14, 2014 and pursuant to the Regional District Special Voting Regulation; BC Regulation 41/91, the Regional District of Kootenay Boundary Board of Directors approved changing the time and location of the October 30, 2014 regularly scheduled Board meeting from 6:00 p.m., Thursday, October 30, 2014 in the Grand Forks Boardroom to 4:00 p.m., Thursday, October 30, 2014 in the Trail Boardroom.
Memo - Special Voting Reg - Changes to Oct. Board Meeting - Board - October 30, 2014 - Pdf

7. Communications (Information Only)

a) Minutes - Grand Forks & District Recreation Commission - Oct 9/14
Minutes - Grand Forks and District Recreation Commission - October 9, 2014.pdf

b) Minutes - Area C Christina Lake - Parks and Recreation Commission - Oct. 8/14
Minutes - Area C/Christina Lake - Parks and Recreation - October 8, 2014.pdf

c) Minutes - APC - Electoral Area A - Oct. 7/14
Minutes - Area A APC - October 7, 2014 - Board - October 30, 2014.pdf

d) Minutes - APC - Electoral Area C/Christina Lake - Oct 7/14
Minutes - Area C/Christina Lake APC - October 7, 2014 - Board - October 30, 2014.pdf

e) Minutes - APC - Electoral Area D/Rural Grand Forks - Oct. 7/14
Minutes - Area D/Rural Grand Forks APC - October 7, 2014 - Board - October 30, 2014.pdf

f) Minutes - APC - Big White - Oct. 2014
Minutes - Big White APC - October 2014 - Board -October 30, 2014.pdf

g) Municipal Insurance Association - Oct. 9/14
re: Dividend Cheque
Letter - MIA - Dividend Cheque - Board - October 30, 2014.pdf

h) A. Atamanenko - Oct 15/14
re: CPR Night Trains
Letter - A. Atamanenko - CPR Train Schedule - Board - October 30, 2014.pdf

i) Christina Lake Stewardship Society - Oct 7/14
re: Zebra & Quagga Mussels
Letter - Christina Lake Stewardship Society - Mussels - Board - October 30, 2014.pdf

Corporate Vote Unweighted

Recommendation: That Communications Information Only Items a) - i) be received.

8. Reports

a) **Corporate Vote Unweighted**

Recommendation: That the following draft minutes be received: Beaver Valley Water Committee, October 6, 2014; Boundary Economic Development Committee, October 7, 2014; Policy, Executive and Personnel Committee, October 8, 2014; Beaver Valley Recreation Committee, October 9, 2014; Electoral Area Services Committee, October 16, 2014.

Minutes - Beaver Valley Water Committee - 06 Oct 2014 - Pdf
Minutes - Boundary Economic Development Committee - 07 Oct 2014 - Pdf
Minutes - Policy, Executive and Personnel Committee - 08 Oct 2014 - Pdf
Minutes - Beaver Valley Recreation Committee - 09 Oct 2014 - Pdf
Minutes - Electoral Area Services Committee - 16 Oct 2014 Pdf

b) **Policy, Executive and Personnel Committee**

Chair of Committee - Director Taylor

Corporate Vote Unweighted

i) Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Workplace Bullying and Harassment Policy as presented.

Staff Report - PEP - Anti-Bullying and Anti-Harassment Policy - Board - October 30, 2014 - Pdf

c) **Electoral Area Services Committee**

Chair of Committee - Director Worley

Corporate Vote Weighted

i) Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the contract with MMM

Group to complete the Christina Waterworks District Water Transition Study in 2015 for an amount not to exceed $115,000. **FURTHER** that the Board of Directors authorizes the RDKB signatories to enter into the contract with MMM Group.

Staff Report-EAS Committee-Water Transition Study Christina Waterworks District-Board-October 30, 2014 - Pdf

Electoral Area Directors Only

ii) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by 0985028 BC Ltd. for the property legally described as DL 5085 requesting an interior side parcel line setback variance of 5.0 metres (from 5 metres to 0 metres) to permit the placement of a deck attached to the adjacent existing building.

Staff Report - EAS Committee - DVP - 0985028 BC Ltd - Board - October 30, 2014.pdf

Electoral Area Directors Only

iii) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors denies the application for amendments to the Electoral Area C/Christina Lake Official Community Plan and Zoning Bylaw submitted by Kathleen Smythe for the properties legally described as Lots 3 and 4, Block 4, DL 963, SDYD, Plan KAP6348.

Staff Report - EAS Committee - Smythe - Christina Lake OCP Zoning Amendments - Board - October 30, 2014.pdf

d) **Interim Schedule of Accounts**

Chair of Finance Committee - Director Rotvold

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves payment of the Interim Schedule of Accounts as follows:

Cheques Nos. 44744 – 45218	$1,054,922.87
Payroll	388,872.22
TOTAL	**$1,443,795.09**

Interim Schedule of Accounts - Sept 1- Sept 30, 2014 - Board - October 30, 2014.pdf

e) **Board Appointments Updates**

S.I.D.I.T. - Chair McGregor

S.I.B.A.C. - Chair McGregor

Okanagan Film Commission - Director Baird

Boundary Weed/Stakeholders Committee - Director Baird

Columbia River Treaty - Directors Worley and Rotvold

Chair's Update

9. Bylaws

a) **M. Andison- Oct. 20/14**
re: Revisions to the RDKB Delegation Bylaw No. 1249
Planning Department Authority to Issue DVPs

A staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a proposal to revise the RDKB Delegation Bylaw No. 1249 is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a proposal to revise the RDKB Delegation Bylaw No. 1249 be received.

Electoral Area Directors Only

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves a revision to the Delegation Bylaw, changing Section 2 of the current bylaw to replace *"either the Director of Planning and Development or Chief Administrative Officer"* as a possible delegate with the following in the revised bylaw: *"the Manager of Planning and Development; the General Manager of Operations; or the Chief Administrative Officer".*
Staff Report - Revisions to RDKB Delegation Bylaw (Planning Dept DVP) - Board - October 30, 2014.pdf

Bylaw No. 1567 - RDKB Delegation Bylaw
First and Second Readings, Third Reading and Adoption

Electoral Area Directors Only

Recommendation: That Regional District of Kootenay Boundary Delegation Bylaw No. 1567, 2014 be given first and second readings.

Electoral Area Directors Only

Recommendation: That Regional District of Kootenay Boundary Delegation Bylaw No. 1567, 2014 be given third reading.

Electoral Area Directors Only

Recommendation: That Regional District of Kootenay Boundary Delegation Bylaw No. 1567, 2014 be reconsidered and finally adopted.
Bylaw 1567-Delegation Bylaw (Planning Dept DVP) - Board - October 30, 2014.pdf

b) **M. Andison - Oct. 20/14**
re: Proposed Amendment to Boundary Animal Control Bylaw - 3-Dog Limit in Greenwood

A staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a proposed amendment to the current Boundary Animal Control Bylaw as submitted by the City of Greenwood is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a proposed amendment to the current Boundary Animal Control Bylaw as submitted by the City of Greenwood be received.

Stakeholder Vote Weighted

Recommendation: That Section 17 of the Boundary Animal Control Bylaw No. 1550 be amended to restrict the number of dogs that may be kept on a residential property within the boundaries of the City of Greenwood to three (3).
Staff Report - Bylaw 1568 - Amendment to Boundary Animal Control Bylaw No. 1550-Board-October 30, 2014.pdf

Bylaw No. 1568
Amending Boundary Animal Control Bylaw No. 1550
First and Second Readings, Third Reading and Adoption

Stakeholder Vote Weighted

Recommendation: That Regional District of Kootenay Boundary/Boundary Animal Control Amendment Bylaw No. 1568, 2014 be given first and second readings.

Stakeholder Vote Weighted

Recommendation: That Regional District of Kootenay Boundary/Boundary Animal Control Amendment Bylaw No. 1568, 2014 be given third reading.

Stakeholder Vote Weighted

Recommendation: That Regional District of Kootenay Boundary/Boundary Animal Control Amendment Bylaw No. 1568, 2014 be reconsidered and finally adopted.
Bylaw No. 1568-Amending Boundary Animal Ctrl Bylaw No. 1550 - Board - October 30, 2014.pdf

10. New Business

a) M. Andison - Oct. 20/14
re: Building Bylaw Contravention-Electoral Area A

A staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer, regarding a Building Bylaw Contravention in Electoral Area 'A' is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer, regarding a Building Bylaw Contravention in Electoral Area 'A' be received.

Electoral Area Directors Only

Recommendation: That the Regional District of Kootenay Boundary Board of Directors directs the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot A, D.L. 1236, KD, Plan 19338.
Staff Report-Bylaw Contravention-Bisaro-Board October 30, 2014.pdf

b) M. Andison, Oct. 21/14
Re: Building Bylaw Contravention-Electoral Area A

A staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a Building Bylaw Contravention in Electoral Area 'A' is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a Building Bylaw Contravention in Electoral Area 'A' be received.

Electoral Area Directors Only

Recommendation: That the Regional District of Kootenay Boundary Board of Directors invites the owner, Jason Ricketts, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 201, D.L. 1236, KD, Plan 785B.
Staff Report-Bylaw Contravention-Ricketts-Board October 30, 2014.pdf

c) M. Andison - Oct. 21/14
re: Building Bylaw Contravention
Electoral Area 'E'/West Boundary

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention in Electoral Area E/West Boundary is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention in Electoral Area 'E'/West Boundary be received.

Electoral Area Directors Only

Recommendation: That the Regional District of Kootenay Boundary Board of Directors invites the owner, Christian Bond, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, D.L. 1545, SDYD, Plan KAP83857.
Staff Report-Bylaw Contravention-Bond-Board October 30, 2014.pdf

d) M. Andison - Oct. 21/14
re: Building Bylaw Contravention
Electoral Area 'E'/West Boundary

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention in Electoral Area 'E'/West Boundary is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention in Electoral Area 'E'/West Boundary be received.

Electoral Area Directors Only

Recommendation: That the Regional District of Kootenay Boundary Board of Directors invite the owners, Richard Kroetsch and Laura Robinson, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot 32, D.L. 3638, SDYD, Plan 33084.
Staff Report-Bylaw Contravention-Kroetsch & Robinson-Board October 30, 2014.pdf

e) J. Ginalias
re: Application to FrontCounter BC
Crown Land License of Occupation

A staff report from Jeff Ginalias, Planner regarding a referral from FrontCounter BC submitted by Rogers Communication Inc. for a license of occupation to establish a radio communication facility on Crown land near Greenwood, legally described as the Crown land portion of District Lot 2944, SDYD, together with Surface of District Lot 1773 SDYD, is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Jeff Ginalias, Planner regarding a referral from FrontCounter BC submitted by Rogers Communication Inc. for a license of occupation to establish a radio communication facility on Crown land near Greenwood, legally described as the Crown land portion of District Lot 2944, SDYD, together with Surface of District Lot 1773 SDYD, be received.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by Rogers Communication Inc. for a license of occupation to establish a radio communication facility on Crown land near Greenwood, legally described as the Crown land portion of District Lot 2944, SDYD, together with Surface of District Lot 1773 SDYD, is supported.
Staff Report - Rogers - Licence of Occupation - Board - October 30, 2014.pdf

f) J. Ginalias
re: Adjacent Local Government Referral
RDCK Transportation Roadway Referral

A staff report from Jeff Ginalias, Planner regarding a referral from the Regional District of Central Kootenay on a Provincial referral for Transportation-Roadways on land in the Regional District of

Central Kootenay north of Genelle near the boundary with the Regional District of Kootenay Boundary, is presented.

Corporate Vote Unweighted

Recommendation: That the staff report regarding a referral from the Regional District of Central Kootenay on a Provincial referral for Transportation-Roadways on land in the Regional District of Central Kootenay north of Genelle near the boundary with the Regional District of Kootenay Boundary, be received.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors advise the Regional District of Central Kootenay that the Regional District of Kootenay Boundary has no objections to the proposed Transportation-Roadways on Crown land located in the Regional District of Central Kootenay near the boundary with the Regional District of Kootenay Boundary.
Staff Report - RDCK Referral - Roadway - Board - October 30, 2014.pdf

g) J. Ginalias
re: Adjacent Local Government Referral
Village of Fruitvale-Zoning Bylaw Referral

A staff report from Jeff Ginalias, Planner regarding the Village of Fruitvale's new Zoning Bylaw No. 846, 2013 is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Jeff Ginalias, Planner regarding the Village of Fruitvale's new Zoning Bylaw No. 846, 2013 be received.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors notify the Village of Fruitvale of its

support for the Village of Fruitvale Zoning Bylaw 846, 2013.
Staff Report - Adjacent Local Government Referral Village of Fruitvale Zoning - Board - October 30, 2014.pdf

h) M. Andison - Oct. 21/14
re: Mutual Aid Agreement - Big White Fire Department and Joe Rich Fire Department

A staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a proposed Mutual Aid Fire Protection Agreement between the Big White Fire Department and the Joe Rich Fire Department is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a proposed Mutual Aid Fire Protection Agreement between the Regional District of Kootenay Boundary (Big White Fire Department) and the Regional District of Central Okanagan (Joe Rich Fire Department) be received.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Mutual Aid Fire Protection Agreement between the Regional District of Central Okanagan (Joe Rich Fire Department) and the Regional District of Kootenay Boundary (Big White Fire Department). **FURTHER** that the Board of Directors authorizes the RDKB signatories to enter into the Mutual Aid Fire Protection Agreement.
Staff Report - Mutual Aid Agreement - Big White Fire Dept and Joe Rich Fire Dept-Board-October 30, 2014.pdf

i) J. MacLean - Oct. 23/14
re: East End Transit

A staff report from John M. MacLean regarding a service change to the East End Transit Conventional Service increasing service on Saturdays and improving linkages between Trail and Nelson is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from John M. MacLean regarding a service change to the East End Transit Conventional Service increasing service on Saturdays and improving linkages between Trail and Nelson be received.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Implementation Plan Memorandum of Understanding for an increase in the conventional transit Saturday service between Nelson and Trail, with the Regional District of Kootenay Boundary's local share of costs being $11,800. **FURTHER** that the Board of Directors authorizes the RDKB signatories to enter into the agreement.
Staff Report - EES Transit - MOU Service Change - Board - October 2014 - Pdf

j) J. MacLean - Oct. 23/14
re: East End Transit Master Operating Agreement

A staff report from John M. MacLean, CAO regarding the Master Operating Agreement between BC Transit, Trail Transit and the RDKB for the provision of conventional and custom transit services in the Greater Trail area is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from John M. MacLean, CAO regarding the Master Operating Agreement between BC Transit, Trail Transit and the RDKB for the provision of conventional and custom transit services in the Greater Trail area be received.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Master Operating Agreement between BC Transit, Trail Transit and the Regional District of Kootenay Boundary for the provision of conventional and custom transit services in the Greater Trail area. **FURTHER** that the Board of Directors authorizes the RDKB signatories to enter into the agreement in the East End Service area.
Staff Report - EES Transit Master Operating Agreement - Board - October 2014 - Pdf

k) J. MacLean - Oct. 23/14
re: Waneta Expansion Lands

A staff report from John M. MacLean, CAO regarding the future of the Waneta Expansion Project lands in the Columbia Gardens Industrial Park is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from John M. MacLean, CAO regarding the future of the Waneta Expansion Project lands in the Columbia Gardens Industrial Park be received.

Corporate Vote Unweighted

Recommendation: That a letter be sent to the Waneta Dam Expansion Project Partners requesting that the lands purchased, developed and used for the Projects offices, shops and storage areas be made available in a serviced condition that will facilitate industrial development and/or expansion in the Columbia Gardens area.
Staff Report - Board - Future of WAX Lands - October 2014 - Pdf

l) J. MacLean - Oct. 27/14
re: East End Sewer Agreement

A staff report from John M. MacLean, CAO presenting the Funding Contribution Agreement for the RDKB portion of the sewer pedestrian walkway/pipebridge project proposed in the City of Trail to be utilized by the East End Sewer Service is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from John M. MacLean, CAO presenting the Funding Contribution Agreement for the RDKB portion of the sewer pedestrian walkway/pipebridge project proposed in the City of Trail to be utilized by the East End Sewer Service be received.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Funding Contribution Agreement for the pedestrian walkway/sewer pipebridge project and a contribution from the East End Sewer Service of $4,200,000.00, as presented. FURTHER that the Board of Directors authorizes the RDKB signatories to enter into the Funding Contribution Agreement.

Staff Report - Board - Sewer Funding Contribution Agreement - October 2014 - Pdf

m) J. MacLean - Oct. 27/14
re: Beaver Valley Arena Energy Savings Implementation

A staff report from John M. MacLean, CAO requesting that the Board approve and enter into a contract to undertake an energy savings project at the Beaver Valley Arena is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from John M. MacLean, CAO requesting that the Board approve and enter into a contract to undertake an energy savings

project at the Beaver Valley Arena be received.

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the contract with Kootenay A Plus Systems Ltd. in the amount of $61,425.00 (taxes in) for the Energy Savings Implementation Project (Beaver Valley Arena). FURTHER that the Board of Directors authorizes the Regional District's signatories to enter into the contract.

Staff Report - Board - BV Arena Energy Savings - October 2014 - Pdf

n) B. Burget - Oct. 27/14
re: 2015-2019 Five Year Financial Plan

A staff memorandum from B. Burget, General Manager of Finance regarding the 2015-2019 Five Year Financial Plan is presented.

Corporate Vote Unweighted

Recommendation: That the staff memorandum from B. Burget, General Manager of Finance regarding the 2015-2019 Five Year Financial Plan be received.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors refers the 2015-2019 Five Year Financial Plans to the RDKB Committees for review.

Staff Memorandum - 2015-2019 Five Year Financial Plan-Board-October 30, 2014.pdf
Financial Plan Comparison Rprt-2014 2015-Board-October 30, 2014.pdf
Financial Plan-Services-Summary Sheets-Board - October 30, 2014.pdf

o) **Grants in Aid**

Electoral Area Directors Only

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the following Grants-in-Aid:

1. Remembrance Day Free Lunch - Area 'A' - $500
2. Seniors Programming - Area 'A' - $800
3. Age Friendly - Area 'A' - $250
4. Christina Gateway CDA - Area 'C'/Christina Lake - $2,995.33
5. Christina Gateway CDA - Area 'C'/Christina Lake - $7,000
6. West Boundary ATV Club - Area 'E'/West Boundary - $1,000
7. Kettle Valley Golf Club - Area 'E'/West Boundary - $1,500
8. Big White Community Policing Society - Area 'E'/West Boundary - $1,000

Grant in Aid - As at October 2, 104 - Board - October 30, 2014.pdf

11. Late (Emergent) Items

12. Discussion of items for future meetings

13. Question Period for Public and Media

14. Closed (Incamera) Session

a) There will be a Closed Meeting to adopt the minutes of the Closed Meeting held on October 2, 2014.

15. Adjournment

Regular Meeting of the Board of Directors
Minutes
Thursday, October 2, 2014
Fruitvale Memorial Hall
1968 Main Street, Fruitvale, BC
6:00 pm

Present: Director G. McGregor, Chair
Director N. Kettle
Director B. Taylor
Director R. Russell
Director M. Rotvold
Director T. Webber (Alternate Director)
Director D. Danchuk
Director A. Grieve
Director L. Worley
Director R. Cacchioni
Director B. Crockett
Director G. Granstrom

Call to Order

The Chair called the meeting to order at 6:00 p.m.

Consideration of the Agenda (Additions/Deletions)

Items to be moved forward on the agenda if needed.

The Chair advised that Item 9d); a staff report and proposed Amendment Bylaw No. 1564, amending the Economic Development (Kootenay) Service Establishment Bylaw would be moved to the front of the agenda after Item 3; Minutes, and it was;

332-14 Moved: Director Grieve Seconded: Director Worley

That the agenda be adopted as amended.

Carried.

Minutes

The minutes from the Regional District of Kootenay Boundary Board of Directors meeting held August 28, 2014 were presented.

Corporate Vote Unweighted

333-14 Moved: Director Danchuk Seconded: Director Kettle

That the minutes from the Regional District of Kootenay Boundary Board of Directors meeting held August 28, 2014 be adopted as presented.

Carried.

Item Moved Up on the Agenda

Bylaw No. 1564 - Economic Development (Kootenay) Service Establishment Amendment Bylaw - First, Second and Third Readings

J. MacLean - Sept. 29/14
re: Proposed Amendment to Economic Development (Kootenay) Service Establishment Bylaw

A staff report from John MacLean, CAO regarding Bylaw No. 1564, a bylaw to amend the Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw to potentially change the method of cost apportionment was presented.

Corporate Vote Unweighted

334-14 Moved: Director Cacchioni Seconded: Alternate Director Webber

That the staff report from John MacLean, CAO regarding Bylaw No. 1564, a bylaw to amend the Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw to potentially change the method of cost apportionment be received.

Carried.

In view of the Court of Appeal Schlenker Decision (BCCA, 2013), Director Granstrom left the meeting due a potential conflict of interest (6:03 p.m.)

Corporate Vote Unweighted

335-14 Moved: Director Grieve Seconded: Alternate Director Webber

That the Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw No. 1564, 2014 be read a first, second and third time.

Carried.

Director Granstrom returned to the meeting (time: 6:05 p.m.).

Director Cecchini joined the meeting and Alternate Director Webber left the meeting (time: 6:05 p.m.).

Delegation(s)

There were no delegations in attendance.

Unfinished Business

Memorandum of Board Resolutions

The Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending August 31, 2014 was presented.

Corporate Vote Unweighted

336-14 Moved: Director Rotvold Seconded: Director Cacchioni

That the Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending August 31, 2014 be received as presented.

Carried.

Communications

Chair McGregor-Sept. 17/14
re: Special Voting Opportunity
East End Sewerage Committee Flow Meter Upgrade Project

A Memorandum from Chair McGregor regarding a special voting opportunity regarding the East End Regionalized Sewerage Utility Flow Metering Upgrade Project was presented.

Corporate Vote UnWeighted

337-14 Moved: Director Danchuk Seconded: Director Worley

That the Memorandum from Chair McGregor regarding a special voting opportunity regarding the East End Regionalized Sewerage Utility Flow Metering Upgrade Project be received.

Carried.

Communications (Information Only)

a) Genelle Recreation Commission-Sept. 8/14
re: Thank You
b) Kettle River Museum
re: Thank You - Sept. 11/14
c) Minutes - APC - Electoral Area A - Sept. 2/14
d) Minutes - APC - Electoral Area D/Rural Grand Forks - Sept. 2/14
e) Minutes - APC - Electoral Area E/West Boundary - Sept./14
f) Minutes - Electoral Area 'C'/Christina Lake Parks and Recreation Commission - Sept. 10/14
g) Minutes - Grand Forks and District Recreation Commission - Sept. 11/14
h) Grand Forks ATV Club - Sept. 5/14
re: Thank You
i) City of Trail - Sept. 11/14
re: Regional Sewer Committee Chair
j) City of Trail - Sept. 10/14
re: Victoria Street Sewer Option
k) City of Trail - Sept. 17/14
re: Sewer Committee Decision Delays

Corporate Vote Unweighted

338-14 Moved: Director Kettle Seconded: Director Rotvold

That Communication Information Only Items a) - k) be received.

Carried.

Reports

Corporate Vote Unweighted

339-14 Moved: Director Rotvold Seconded: Director Cacchioni

That the following draft minutes be received:

East End Sewerage Committee, September 2, 2014; Beaver Valley Water Committee, September 8, 2014; Policy, Executive and Personnel Committee, September 11, 2014; Electoral Area Services Committee, September 11, 2014; Beaver Valley Recreation Committee, September 9, 2014; East End Services Committee, September 16, 2014.

Carried.

Corporate Vote Unweighted

340-14 Moved: Director Cacchioni Seconded: Director Worley

That the draft minutes from the Environmental Services Committee meeting held September 11, 2014 be received as amended.

Carried.

Corporate Vote Unweighted

341-14 Moved: Director Rotvold Seconded: Director Cacchioni

That the draft minutes from the Finance Committee meeting held September 18, 2014 be received as amended.

Carried.

East End Sewerage Committee
Columbia River Crossing

Stakeholder Vote Weighted

342-14 Moved: Director Granstrom Seconded: Director Crockett

That the Regional District of Kootenay Boundary enter into discussions with the City of Trail for the Regional District to advance an initial offer of $2.7 million towards the construction of a Pedestrian/Pipe Bridge Columbia River Crossing.

Defeated

Stakeholder Vote Weighted

343-14 Moved: Director Cacchioni Seconded: Director Granstrom

That the Regional District of Kootenay Boundary, on behalf of the East End Regionalized Sewer Service, agrees to pay the City of Trail, Four million two hundred thousand dollars ($4,200,000) towards the costs of the design and construction of a pedestrian/pipe bridge to cross the Columbia River, which also includes a regional sewer interceptor line ("The Project") Further that this contribution will be subject to the following conditions:

1. That the City of Trail, as the owner of the bridge, accepts all responsibility for the design, acquiring necessary permits, tendering and construction management of The Project.
2. That the City of Trail accepts all liability related to The Project and shall hold the Regional District harmless in this regard.
3. The Project will include the purchase and installation of the regional sewer interceptor line based on specifications provided by the Regional District from the Murray Park Lift Station to the connection on Columbia Avenue. The City will pay directly up to six hundred thousand dollars ($600,000) for the pipe as part of The Project costs. Should the final costs for this component of The Project exceed $600,000 the East End Regional Sewer Service will reimburse the City directly for the excess.
4. That the design will facilitate the inclusion, inspection, maintenance, repair and renewal of all required regional sewer infrastructure on the pedestrian/pipe bridge.
5. That the City will provide unfettered access for the Regional District or its agents to the pedestrian/pipe bridge after its construction for the purposes of inspecting, maintaining, repairing or renewing any sewer infrastructure for the useful life of the bridge.
6. That the regular maintenance or repair of the pedestrian/pipe bridge will be shared based on an agreement to be reached between the City of Trail and the East End Regionalized Sewer Service.
7. That should the tendered amount and/or associated change order(s) for The Project exceed the current budget estimate, the City will assume full responsibility for these costs other than the costs reflected in Paragraph 3 above.
8. That the City will retain the sole and independent right to determine whether or not it will proceed with The Project following receipt and review of the tenders.

9. That the Regional District Sewer Committee will advance to the City of Trail four million two hundred thousand dollars ($4,200,000) as soon as practical following the necessary consent of each member to the service to proceed and on the provision that any and all items associated with this motion are successfully dealt with.

Carried.

Director Granstrom acknowledged the work that the three participating communities have accomplished with reaching consensus in this matter.

Director Cacchioni thanked Directors Granstrom, Crockett and Mayor Bogs, City of Trail for their efforts. Chair McGregor also thanked RDKB Chief Administrative Officer, John Maclean for his time and involvement with this matter.

The participants of the East End Sewerage Service agreed to reinstate Director Cacchioni as the Chair of the East End Sewerage Committee.

East End Sewer Utility
Oasis-Rivervale Sewer Utility Internal Service Agreement

Corporate Vote Weighted

344-14 Moved: Director Cacchioni Seconded: Director Taylor

That the Regional District of Kootenay Boundary Board of Directors approves the Internal Service Agreement on behalf of the Oasis-Rivervale Sewer Utility and East End Regional Sewer Utility Services for Regional Wastewater Collection, Treatment and Disposal activities.

Carried.

Policy, Executive and Personnel Committee

Columbia Basin Trust Appointment Policy

Corporate Vote Unweighted

345-14 Moved: Director Taylor Seconded: Director Cacchioni

That the Regional District of Kootenay Boundary Board of Directors approves the Columbia Basin Trust Appointment Policy with the inclusion of a statement under the Procedure section that the appointment of the Regional District of Kootenay Boundary representative to the Columbia Basin Trust Board of Directors shall be for a term of office to be determined by the Province of British Columbia from time to time.

Carried.

Electoral Area Services Committee

Site Specific Exemption to RDKB Floodplain Management Bylaw

Stakeholder Vote Unweighted (Electoral Area Directors Only)

346-14 Moved: Director Worley Seconded: Director Russell

That the application for a Site Specific Exemption to the Floodplain Management Bylaw submitted by Thomas Stoffel, in order to construct a single family dwelling on the property legally described as Lot 1, DL 3637, SDYD, Plan KAP 12818, Subsidy Lot 8 Portion SOUTH 1445 FT, be approved, subject to:

1. Adherence to all the recommendations included in the Flood Hazard Assessment Geotechnical Report submitted by Chris Wallis, P.Eng., of Beacon Geotechnical Ltd; and
2. The owner registering a new standard floodplain covenant on title in favour of the Regional District of Kootenay Boundary prior to issuance of a building permit.

Carried.

B. Teasdale
re: Anaconda Water System Assessment

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an assessment of the existing potable water distribution system for the unincorporated area of Anaconda, was presented.

Corporate Vote Unweighted

347-14 Moved: Director Worley Seconded: Director Kettle

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an assessment of the existing potable water distribution system for the unincorporated area of Anaconda, be received.

Carried.

Environmental Services Committee

Grand Forks and Boundary Regional Agricultural Society Waste Materials

Corporate Vote UnWeighted

348-14 Moved: Director Cacchioni Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors approves the receipt of waste materials from the Grand Forks and Boundary Regional Agricultural Society mobile abattoir cattle test kills under the conditions as presented in a staff report to the Environmental Services Committee on September 11, 2014 and which conditions are set out as follows:

1. Appropriate tipping fees must be paid by the Society,
2. All materials must be organic waste only,
3. The Board could decide, in its sole discretion, not to receive any abattoir waste in the future, and
4. The Board could decide, in its sole discretion, to change the tipping fees for abattoir waste at any time.

Carried.

Finance Committee

Kootenay Booth

Corporate Vote Weighted

349-14 Moved: Director Cacchioni Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Board of Directors approves the allocation of up to $10,000 in the Financial Plan to cover costs for the FCM and UBCM Kootenay Booth(s) Projects in 2015. **FURTHER** that this matter be discussed in more detail with possible adjustments during Budget deliberations.

Carried.

Corporate Vote Unweighted

350-14 Moved: Director Rotvold Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors directs staff to forward correspondence to Columbia Power Corporation thanking the Company for providing financial assistance in the amount of $5,000 towards the Kootenay Booth Project and for the services and assistance of Audrey Repin, Director, Stakeholder and External Relations at the FCM Kootenay Booth.

Carried.

It was noted that the Kootenay Booth partners; Columbia Basin Trust, Columbia Power Corporation and the Regional Districts of Kootenay Boundary, Central Kootenay and East Kootenay contribute the same amount of funding towards the Kootenay Booths.

Interim Schedule of Accounts

Corporate Vote Unweighted

351-14 Moved: Director Rotvold Seconded: Director Cacchioni

That the Regional District of Kootenay Boundary Board of Directors approves payment of the Interim Schedule of Accounts as follows:

Cheques Nos. 44293-44743	$ 2,296,811.20
Payroll	$ 391,630.01
TOTAL	$ 2,688,441.21

Carried.

Board Appointment Update

S.I.D.I.T. - Chair McGregor

Chair McGregor advised that there will be a Strategic Planning session in Kelowna during the week of October 6th and that updated information is forthcoming.

S.I.B.A.C. - Chair McGregor

Chair McGregor explained that at the 2014 UBCM Convention, the Province committed to the creation of a Rural Advisory Council for the Rural BC Project. The Rural Advisory Council will provide input to government policy decisions to best support thriving rural communities. Chair McGregor emphasized the importance of having balanced representation from across British Columbia on the Council.

Columbia River Treaty - Directors Worley and Rotvold

Director Worley updated the Board members on the details regarding the upcoming Columbia River Forum being held in Spokane and she noted that she would be attending with Director Rotvold.

Preparations for the 50th Anniversary are underway and more information will be reported out after the teleconference scheduled for October 7th.

Chair's Update: Riding Boundaries Commission - Electoral Boundary Hearings

Chair McGregor referred to the agenda materials respecting the BC Electoral Boundaries Commission that were attached to the agenda. She encouraged all Board members to forward correspondence opposing changes that would alter the boundaries of provincial electoral districts / ridings and which may impact the RDKB Boundary communities.

Bylaws

Bylaw No. 1561, 2014 - Tax Exemption
First, Second and Third Readings and Adoption

T. Lenardon - Sept. 5/14
re: 2015 Property Tax Exemption

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding the proposed Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 was presented.

Corporate Vote Unweighted

352-14 Moved: Director Rotvold Seconded: Director Cecchini

That the staff report from Theresa Lenardon, Manager of Corporate Administration regarding the proposed Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be received.

Carried.

Corporate Vote Unweighted

353-14 Moved: Director Grieve Seconded: Director Cecchini

That the Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be given first, second and third readings.

Carried.

Corporate Vote Unweighted

354-14 Moved: Director Worley Seconded: Director Cacchioni

That the Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be reconsidered and finally adopted.

Carried.

The Chair noted that taxation exemptions will be discussed in more detail in the future.

Bylaw No. 1560
Garbage Collection Fees - RDKB Waste Management Local Service Area
First, Second and Third Readings and Adoption

Corporate Vote Weighted

355-14 Moved: Director Rotvold Seconded: Director Cecchini

That the Regional District of Kootenay Boundary Garbage Collection Charges Bylaw No. 1560, 2014 be given first, second and third readings.

Carried.

Corporate Vote Weighted

356-14 Moved: Director Cacchioni Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Garbage Collection Charges Bylaw No. 1560, 2014 be reconsidered and finally adopted.

Carried.

Bylaw No. 1559-Amending Mt. Baldy Official Community Plan
Bylaw No. 1335, 2007 - First and Second Readings

Stakeholder Vote Unweighted (Electoral Area Directors Only)

357-14 Moved: Director Russell Seconded: Director Grieve

That the Regional District of Kootenay Boundary Bylaw No. 1559 be given first and second readings.

Carried.

New Business

Schedule Public Hearing - Bylaw No. 1559

Corporate Vote Unweighted (Excluding Village of Midway)

358-14 Moved: Director Cacchioni Seconded: Director Grieve

That Staff be instructed to schedule a Public Hearing for Regional District of Kootenay Boundary Bylaw No. 1559. **FURTHER** that Director Baird be appointed to attend with Directors Russell and McGregor as Alternates.

Carried.

M. Andison - Sept 5/14
re: Building Bylaw Contravention – Bisaro (Electoral Area A)

A staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Office, regarding a Building Bylaw Contravention in Electoral Area A was presented.

Corporate Vote Unweighted

359-14 Moved: Director Grieve Seconded: Director Cacchioni

That the staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a Building Bylaw Contravention in Electoral Area A be received.

Carried.

Stakeholder Vote Weighted (Electoral Area Directors Only)

360-14 Moved: Director Russell Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors invite the owners, David and Donna Bisaro to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, D.L. 1236, KD, Plan 19338.

Carried.

J. Ginalias
re. Kettle Valley Golf Club Application to
Liquor Control Licencing Branch for Change of Hours

A staff report from J. Ginalias, Planner regarding the application to the Liquor Control and Licensing Branch by Kettle Valley Golf Club for an amendment to their primary liquor license for a change in hours was presented.

Corporate Vote Unweighted

361-14 Moved: Director Cacchioni Seconded: Director Rotvold

That the staff report from Jeff Ginalias, Planner regarding the application to the Liquor Control and Licensing Branch by Kettle Valley Golf Club for an amendment to their primary liquor license for a change in hours, be received.

Carried.

Corporate Vote Unweighted

362-14 Moved: Director Russell Seconded: Director Worley

Based on the information provided, and in compliance with Part 5 of the Liquor Control and Licensing Form;

Be it resolved that:

1. The Regional District of Kootenay Boundary Board of Directors recommends the permanent amendment for the liquor primary license be supported for the following reasons:

   The operators of the Kettle Valley Golf Club want to change the hours of their liquor license to better suit the operations of the Golf Club. Amending the hours to serve liquor one hour earlier and stop serving one hour earlier better suits the needs of the customers, is more accommodating to staff, and should have no impact on the community and neighbouring property owners if approved.

2. The Board's comments on the prescribed considerations are as follows:

   a. The potential for noise:

   The Golf Club is a large property located along Highway 3 between Rock Creek and Midway. The neighbouring parcels are a mix of agricultural, commercial and residential. There are no residences near the clubhouse. The impacts on these parcels to the proposed change in hours, serving one hour earlier and stopping service one hour earlier, are likely to be negligible. There should be no potential for an increase in noise.

   The RDKB has no history of noise related or other disturbance complaints associated with this business.

   b. The impact on the community:

   If the application is approved, the impact is expected to be positive or neutral. It will better support the operations of the Golf Club. It may support growth in tourism and offer an improved social venue for residents. As noted above, the location of the

operation to neighbouring properties and the proposed change in hours should not impact the community. There is no change or expansion of use of the property. The change in hours should not result in increased traffic or parking, or congestion.
The Board's comments on the views of the residents are as follows:

The applicant posted a notice of the proposed development in the front window of their establishment. The notices were posted from August 28, 2014 through October 2, 2014. No comments have been received by the Planning and Development Department.

Carried.

J. Ginalias
re: Floyd & Joyce Jensen/Bron and Sons Nursery
Application for Subdivision in the ALR

A staff report from J. Ginalias, Planner regarding the application for subdivision in the ALR, submitted by Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen for the adjacent parcel was presented.

Corporate Vote Unweighted

363-14 Moved: Director Cacchioni Seconded: Director Russell

That the staff report from Jeff Ginalias, Planner regarding the application for subdivision in the ALR, submitted by Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen for the adjacent parcel, be received.

Carried.

Corporate Vote Unweighted

364-14 Moved: Director Russell Seconded: Director Cacchioni

That the application for subdivision in the ALR, submitted by Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen for the adjacent parcel, for the properties legally described as Block 26, DL 362, SDYD, Plan KAP2430, Except Plan A965 and Lot 15, DL 363, SDYD, Plan KAP2430, Portion EXC PCL A PL B5901 Except Plan 7521, be forwarded to the Agricultural Land Commission with a recommendation of support.

Carried.

Grants-in-Aid

The Chief Administrative Officer left the meeting due to a possible conflict of interest (time: 6:03 p.m.)

Stakeholder Vote Weighted (Electoral Area Directors Only)

365-14 Moved: Director Worley Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors approves the following Grants-in-Aid:

1. 5 Tenets Martial Arts Society - Area 'A' - $500
2. Beaver Valley Nitehawks - Area 'A' - $1,100
3. Age Friendly - Area 'A' - $750
4. Village of Fruitvale - Area 'A' - $10,000
5. Village of Fruitvale - Area 'A' - $1,000
6. 5 Tenets - $500 - Area 'B'/Lower Columbia-Old Glory
7. Selkirk College Grand Forks Campus Ag Workshops - $500 - Area 'C'/Christina Lake
8. Selkirk College Grand Forks Campus Ag Workshops - $1,500 - Area 'D'/Rural Grand Forks
9. Selkirk College Grand Forks Campus Ag Workshops - $500 - Area 'E'/West Boundary
10. Big White Chamber of Commerce/Tourism Society - $2,800 - Area 'E'/West Boundary
11. Beaverdell Fire Department - $2,500 - Area 'E'/West Boundary
12. Art e'scape @ Big White - $2,500 - Area 'E'/West Boundary
13. Big White Freestyle Ski Club for Youth - $1,000 - Area 'E'/West Boundary
14. Blackjack Ski Club - Area 'B'/Lower Columbia-Old Glory - $3,500
15. Fruitvale Community Chest - Area 'A' - $1,500

Carried.

The Chief Administrative Officer returned to the meeting (time: 6:32 p.m.).

B. Teasdale
re: Request for Modifications to Regional Interceptor (Teck Trail Operations)

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a request from Teck (Trail Operations) to modify the existing RDKB East End Sewer Utility's Regional Interceptor to allow for the construction and installation of a new real time sampling station, was presented.

Corporate Vote Unweighted

366-14 Moved: Director Crockett Seconded: Director Granstrom

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a request from Teck (Trail Operations) to modify the existing RDKB East End Sewer Utility's Regional Interceptor to allow for the construction and installation of a new real time sampling station, be received.

Carried.

Corporate Vote Weighted

367-14 Moved: Director Crockett Seconded: Director Granstrom

That the Regional District of Kootenay Boundary Board of Directors approves Staff to enter into an agreement with Teck Metals Ltd. for the construction and installation of a Sanitary Sewer Monitoring Station on the current Regional Collection System where it leaves Teck Trail Operations property.

Carried.

J. MacLean - Sept. 30/14
re: Request for Funding-Area B Recreation, Parks and Trails

A staff report from John M. MacLean, CAO regarding a grant request from Blackjack Ski Club for funding of a C-Can storage module from the Area B Recreation, Parks and Trails Service was presented.

Corporate Vote Unweighted

368-14 Moved: Director Worley Seconded: Director Rotvold

That the staff report from John M. MacLean, CAO regarding a grant request from Blackjack Ski Club for funding of a C-Can storage module from the Area B Recreation, Parks and Trails Service be received.

Carried.

Corporate Vote Unweighted

369-14 Moved: Director Worley Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors approves a grant of $7,500 from the Area B Recreation, Parks and Trails Service reserves to the Blackjack Ski Club for the purchase and installation of a 40 foot Modified Self-Store Container to be used as a waxing shed.

Carried.

Corporate Vote Weighted

370-14 Moved: Director Worley Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Board of Directors directs staff to prepare the required Financial Plan Amendment bylaw for the transfer of $7,500 from the Area B Recreation, Parks and Trails Service reserves.

Carried.

Late (Emergent) Items

There were no late items to discuss.

Discussion of Items For Future Meetings

1. Scheduling and times of Board meetings when they are held in other communities.

Question Period for Public and Media

A question period was not required.

Closed (In Camera) Session

371-14 Moved: Director Rotvold Seconded: Director Kettle

That the Regional District of Kootenay Boundary Board of Directors convenes to a closed meeting pursuant to Section 90 (1) (e) of the *Community Charter* (time: 6:50 p.m.).

Carried.

372-14 Moved: Director Cacchioni Seconded: Director Rotvold

That the Regional District of Kootenay Boundary Board of Directors reconvenes to the open meeting (time: 7:15 p.m.).

Carried.

373-14 Moved: Director Cacchioni Seconded: Director Granstrom

That the Regional District of Kootenay Boundary Board of Directors release to the open meeting the matter of the disposal of the recycling plant at 9370 Highway 22, Trail, BC through the capital assets disposal process prescribed in Section 187 of the *Local Government Act*.

Carried.

Adjournment

There being no further business, it was;

374-14 Moved: Director Russell Seconded: Director Danchuk

That the meeting be adjourned (time: 7:20 p.m.).

Carried.

Chair

Director of Corporate Administration

RDKB Board of Directors
Memorandum of Resolutions

Action Items Arising from Board Direction (Task List)
Updated on October 22, 2014

PENDING TASKS

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
231-10	May 26/10	Sidley Mtn. Fire Protection	Staff met with Okanagan Similkameen Regional District in June re. Satellite Service in Area 'E' (Sidley Mountain/Anarchist)	Ongoing
***Note: *More work re. communications, management, administration & costs for satellite fire service is required*				
232-10	May 26/10	Christian Valley Mosquito Control Service	Staff working with proponents	Ongoing
***Note: *Staff continue to wait for proponents as to whether they wish to move forward*				
102-14	March 20/14	Mosquito Control	Include use of bat houses in proposed Feasibility Study	IP
5-14	Jan 30/14	Carbon Emissions Reduction	Continue current partnership agreement subject to approved partnership funding contributions	Ongoing
34-14	Jan 30	Org/governance review	Refer to 2015 Budget deliberations	IP
N/A	May 1/14	Sale of Airport	Directors take time to consider future use of proceeds from sale of Trail Airport	IP

TASKS FROM August 28, 2014 BOARD MEETING

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
312-14	Aug 28/14	SOFI	Staff will upload the 2011/2012/2013 SOFI Reports to the RDKB's website	C
328-14	Aug 28/14	SIDIT	Staff will advise SIDIT of Director Cacchioni's appointment to the RAC.	C
N/A	Aug 28/14	Big White Community	Staff will meet with Stakeholders after November election to discuss Big White's Advisory Stakeholders Committee and possible financial support	Ongoing

TASKS FROM October 2, 2014 BOARD MEETING

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
345-14	Oct 2/14	*Columbia Basin Trust Appointment Policy*	Staff to add statement under Procedure section that appointment of RDKB rep to the CBT BOD shall be for a term of office to be determined by Province from time to time	C
349-14	Oct 2/14	Kootenay Booth	Further detailed discussions with possible adjustments to cost on FCM and UBCM Kootenay Booth(s) Projects in 2015 to be held during Budget deliberations	IP
350-14	Oct 2/14	Kootenay Booth	Staff to thank Audrey Repin, by letter, for services and assistance at FCM Kootenay Booth	C
367-14	Oct 2/14	Modifications to Regional Interceptor	Staff will enter into agreement with Teck for construction and installation of a Sanitary Sewer Monitoring Station	C

Staff & Board Follow-Up –In Addition to Board Resolutions

Date	Item/Issue for future meetings
Oct 2/14	Discussion of scheduling and times of Board meetings when they are held in other communities.

Regional District of Kootenay Boundary

MEMORANDUM

Date: 20 Oct 2014 **File** Admn-Board
To: Members of the RDKB Board of Directors
From: Chair McGregor
Re: Special Voting Regulation - Results
Change Board Meeting Date & Location

Issue Introduction

A Memorandum from RDKB Board Chair McGregor regarding the use of the Regional District Special Voting Regulation for changes to the location and time of the October 30, 2014 Board meeting is presented.

Pursuant to the attached Regional District Special Voting Regulation (BC Regulation 41/91), Director Cacchioni and I deemed the following issue urgent and requested that the following resolution be considered by the Board of Directors as soon as possible:

> *Due to the scheduling of the City of Trail All Candidates Forum, that the Regional District of Kootenay Boundary Board of Directors approves changing the location and time of the October 30, 2014 regularly scheduled Board meeting from 6:00 p.m., Thursday, October 30, 2014 in the Grand Forks Boardroom to 4:00 p.m., Thursday, October 30, 2014 in the Trail Boardroom.*

The Special Voting Regulation requests respecting the Board meeting changes were made by staff via email on October 14, 2014 and the resolution passed.

History/Background Factors

The City of Trail All Candidates Forum, arranged by the Trail and District Chamber of Commerce has been scheduled for 6:30 p.m. in the Trail Memorial Centre Gymnasium, Trail, BC on October 30th. This is the same day as the RDKB Board of Directors meeting, which is scheduled for 6:00 p.m. in Grand Forks.

In order for the City's RDKB Appointee, Director Cacchioni, to be able to participate in both the All Candidates Forum and the RDKB Board meeting and in order for other RDKB Directors who may be interested in attending the Forum, it is necessary to change the time and location of the RDKB Board meeting from 6:00 p.m. in Grand Forks to 4:00 p.m. in Trail (October 30th). Director Cacchioni's Regional District Alternate, Councilor Georgetti will also be participating in the All Candidates Forum and hence, would not be able to attend the RDKB Board meeting in Director Cacchioni's absence.

Respectfully submitted

Grace McGregor, Chair
Regional District of Boundary Board of Directors

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B.C. Reg. 41/91
M21/91

Deposited February 6, 1991

Local Government Act

REGIONAL DISTRICT

SPECIAL VOTING REGULATION

Note: Check the Cumulative Regulation Bulletin 2014
for any non-consolidated amendments to this regulation that may be in effect.

[includes amendments up to B.C. Reg. 17/98]

Contents

1 Interpretation
2 Special vote may be taken on urgent matters
3 How special voting is to be conducted
4 Special vote must be reported at next regular meeting
5 Application of regulation

Schedule

Interpretation

1 In this regulation **"urgent"** means requiring immediate action as a result of unforeseen circumstances.

Special vote may be taken on urgent matters

2 (1) Subject to subsection (2), the voting by the directors of a regional district board, including voting on passing a resolution or on reading or adopting a bylaw, may be conducted in accordance with section 3 where the chairperson and one other director consider

(a) that the issue to be voted on is urgent, and

(b) that calling a regular or special meeting to conduct the voting is impractical.

(2) Voting on the second or third reading of the following bylaws may not be conducted in accordance with section 3:

(a) annual budget bylaws;

(b) zoning bylaws;

(c) bylaws adopting official community plans;

(d) rural land use bylaws.

How special voting is to be conducted

3 (1) The secretary shall make all reasonable attempts in the circumstances to ensure that each director entitled to vote has the opportunity to do so.

(2) Before a director votes, the secretary shall ensure that the resolution or bylaw to be voted on is communicated to the director either

(a) orally, including by telephone or other means of telecommunication, or

(b) by delivery, including by delivery in writing, by facsimile transmission or other means of electronic transmission or by delivery in electronic form.

(3) A director shall vote by informing the secretary, in any manner referred to in subsection (2), of the director's approval or disapproval of the resolution or bylaw and the secretary shall at that time record the director's vote.

(4) Each director who votes shall have the number of votes that he or she would have had in voting on the matter at a regular meeting of the board.

(5) The rules under section 791 of the Act regarding the counting of votes at meetings of the board, except section 791 (10), apply to the counting of votes taken in accordance with this section.

(6) After ensuring that each director has an opportunity to vote as required by subsection (1), the secretary shall inform the chairperson of the results of the voting and the chairperson shall declare the vote to have passed or failed in accordance with those results.

(7) At the time of the chairperson's declaration under subsection (6), the results of the voting shall have the same effect as if the voting had been conducted at a regular meeting of the board and shall then be recorded by the secretary as a minute of the board.

(8) If the secretary is absent, ill or otherwise disabled, the chairperson may appoint another director to conduct voting under this section in the place of the secretary.

Special vote must be reported at next regular meeting

4 At the next regular meeting of the board following a vote under section 3, the chairperson shall report the results of the vote.

Application of regulation

5 This regulation applies only to the districts listed in the Schedule.

[en. B.C. Reg. 17/98.]

Schedule

[en. B.C. Reg. 17/98.]

the Cariboo Regional District
the Central Coast Regional District
the Regional District of Central Kootenay
the Columbia-Shuswap Regional District
the Regional District of East Kootenay
the Regional District of Fraser-Fort George
the Fraser Valley Regional District
the Regional District of Kitimat-Stikine
the Regional District of Kootenay Boundary
the Regional District of Mount Waddington
the Skeena-Queen Charlotte Regional District
the Squamish-Lillooet Regional District
the Thompson-Nicola Regional District

[Provisions of the *Local Government Act*, R.S.B.C. 1996, c. 323, relevant to the enactment of this regulation: section 793 (8)]

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Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held October 9, 2014 in the Jack Goddard Memorial Arena Meeting Room

Present	Absent
Gene Robert	Brian Taylor
Cindy Strukoff	Michael Wirishchagin
George Longden	Ken Johnston
Dean Engen	

Staff
Tom Sprado/Lilly Bryant/Mark Andison

Agenda

1. M/S Dean Engen, Cindy Strukoff that the agenda is accepted as adopted as amended.

Carried

2. M/S Cindy Strukoff , Dean Engen that the minutes of the regular meeting of September 11, 2014 are accepted as circulated

Carried

Delegation: Pickle Ball Group
Wayne Hall, Bonnie Olson, Henry King, Elliot Teskey, Walter Fiebiger

Approximately 20 players are using the pickle ball/tennis courts at Barbra Anne Park from 4pm to 7pm, Mondays, Wednesdays and Fridays. The courts are in need of repair. The Group is asking for a letter of support that can be used in request for the City of Grand Forks to repair the courts and redesign.

3. M/S Dean Engen, George Longden that the Grand Forks Recreation Commission provides a letter of support AND that the Pickle Ball group make the same presentation to the City of Grand Forks.

Carried

Business Arising from the Minutes
Community Garden Project - The Grand Forks Recreation Commission is looking for a signed agreement with the Community Garden Group and their partnership with the Grand Forks Boundary Agricultural Society.
George Longden is seeking input on installing a 5ft by 9ft sign to promote the Community Garden.

Correspondence

Dean Engen brought forward there is a need for gymnastics in the City of Grand Forks and would like the Grand Forks Recreation to investigate the possibilities of finding a qualified instructor and adequate space to operate gymnastics.

4. M/S Dean Engen, George Longden that the Grand Forks Recreation Department staff pursues the possibilities of offering a gymnastics program in the City of Grand Forks.

Carried

Discussed the request from Grand Forks Border Bruins on a discounted admission for the use of the Grand Forks Aquatic Centre.

5. M/S Dean Engen, Cindy Strukoff that the Grand Forks Recreation Department staff provides recommendations at the next meeting.

Carried

Old Business

Mark Andison spoke on the new organization structure and that the RDKB had discussions with the City of Grand Forks regarding the operations of the recreation facilities – at this time the responsibilities will remain as they are.

The 2015 fees and charges – Grand Forks & District Aquatic Centre and the Grand Forks Arena were reviewed.

6. M/S Dean Engen, George Longden that the Grand Forks Recreation Commission recommend that the RDKB Board of Directors approve the 2% increase to the 2014 Fees & Charges effective January 1, 2015.

Carried

New Business

The Grand Forks Aquatic Centre has been nominated for a Green Business Award. The award ceremony will take place at the Curling Rink on Thursday, October 16 from 5pm to 7pm.

Other Business Arising from the Floor

Meeting with the City of Grand Forks regarding Field Use allocations.
The City staff representatives and the Grand Forks Recreation Department Staff to meet in November to develop a Memo of Understanding (Terms of Reference) on the responsibilities for the use of and booking the ball fields.

Adjournment

7. Moved by Gene Robert that the meeting be adjourned.

_____ _____

Tom Sprado, Recording Secretary Gene Robert, Chairman

Grand Forks & District Recreation Commission
Regular Meeting
Thursday, October 9, 2014
Arena Meeting Room
8:45 AM

AGENDA

1. **Approval of the Agenda**

2. **Minutes**
- **Minute of Regular Meeting held on September 11, 2014 .**

3. **Business Arising from the minutes**
   - Community Garden Project
4. **Delegation**
   a. Wayne Hall –Pickle Ball

5. **Correspondence**
   - Gymnastics Program
   - Grand Forks Border Bruins Request
6. **Old Business**
   - Mark Andison – Update on changes for the Recreation Department
   - 2015 Fees and Charges

7. **New Business**
   - Community Futures – Green Business Award
8. **Other Business Arising from the floor**
   - Meeting with City regarding Field use allocations

9. **Adjournment**

Minutes of the Regular Meeting of the Electoral Area "C" Parks & Recreation Commission held Wednesday October 8, 2014 at the Welcome Centre

Present	Absent
Carlo Crema	Liz Stewart, Advised
Bob Dupee	Don Nelson, Advised
Paul Beattie	
Dave Beattie	
Dianne Wales	
Larry Walker	
Dan Marcoux	

RDKB Staff	**Area Director**	**Guest**
Tom Sprado/Lilly Bryant/Mark Andison	Grace McGregor	Cavan Gates

Agenda

1. M/S Dave Beattie, Bob Dupee that the agenda is accepted as Amended

Carried

2. M/S Paul Beattie, Dave Beattie that the minutes of the regular meeting of September 13, 2014 are accepted as circulated

Carried

Delegations: Brenda LaCroix presented the Christina Lake and Wetland Demonstration Site for the Nature Park study project summary. The presentation included a long term proposal for the ***future*** project to move forward in the nature park. Funding may be available through the Gas Tax Rebate – November meeting to help determine funding requirements.

Old Business

Pedestrian Feasibility Study Update: Tom Sprado, Paul Beattie and Dave Beattie met and viewed the site. Tom presented a feasibility Study that had been done by Pemberton, B.C. for a pedestrian Bridge.

3. M/S Paul Beattie, Larry Walker that the Christina Lake Recreation Commission proceeds with the Request for Proposals on the Design and Construction Cost Estimate for the Christina Creek Pedestrian Bridge study as presented by Tom Sprado.

Carried

Christina Sand Property Feasibility Study update: Mark Andison spoke on the confirmation of the ownership of the Property. Questions are being compiled by Dan Paterson (Christina Sands Property Owner) to circulate *for future discussions on the use of the property in question.* There is $6000 from the sale of the property that may go back to the government.

Budget Review: Meeting will be set up with Tom Sprado and Grace McGregor to review the Budget.

Marine Feasibility Study: Paul Beattie, Don Nelson and Tom Sprado will meet to discuss moving forward with the Marine Study. The 2015 budget will need funds to start this 5 year project. The November meeting to confirm 2015 budget.

C**OP –** NO Update to report

Gateway Update: Cavan gave an update on the Investment workshop –Had good attendance

- Venture Capital Project is a pilot
- Sandi Mark will be attending a Business Workshop in Vancouver
- Trail Project is ongoing - Trail information will be compiled and will be posted on the website
- Computer Training for the community to be held on Saturday mornings
- Gas Tax Funding of Bike Racks for the community- locating the racks around the community
- News letter has been distributed

Other Business Arising from the Floor

WinterFest Promotional Advertising:
The Christina Lake Winterfest Committee has purchase T-shirts for all the Christina Lake Elementary School students to wear to help promote the Winterfest Event to be held Winter of 2015.

4. M/S that Paul Beattie/Dan Marcoux that The Recreation Commission supports the Winterfest Committee in the amount of $100 towards the purchase of t-shirt for all the students at the Christina Lake Elementary School.

Carried

View Point Signage:
The Christina Lake Recreation Commission would like a letter sent to Highways, Stephanie Gillies requesting that a sign be place on the Highway 1km East of Christina Lake View Point pullout.

5. M/C Paul Beattie, Carlo Crema that a letter is sent to Highways for approval for a View Point Ahead 1km sign to be installed East of Christina Lake.

Carried

Outstanding Projects and Discussions

Christina Crest Trail
Boat House (part of Marine Study)
Seniors Housing
Winter Ice Rink on Slab
Cascade Cemetery (Completed)
Teck Property Access (Determine payment plan over five years)(Listed at $380,000)
Walking Trail around Golf Course
Disc Golf
Pedestrian Bridge
Boat Dock @ Community Park (part of Marine Study)
Fitness Trail in Nature Park
Pickle Ball Facility
Performance Awning for Welcome Centre
Rental agreement for use of Nature Park
Ownership of Provincial Park Beach

Adjournment

4. Moved by Paul Beattie that the meeting be adjourned.

Carried

_____ _____
Tom Sprado, Recording Secretary Dianne Wales, Chairperson

MINUTES of the Area'A' Advisory Planning Commission meeting held on Tuesday, October 7, 2014 at the BV Arena Meeting Room commencing at 5:30 pm

PRESENT	Craig Stemmler, Chairman Shelley Levick, Recording Jim Green Rob Ironmonger
OTHER PRESENT	Ali Grieve, Area A Director Donna Dean, Manager of Planning Ben Legebokoff, representing Columbia Gardens Reload Orest Leland Linda Green Tom and Elaine Bouma

MINUTES OF PREVIOUS MEETING

Accepted as written by Rob and seconded by Jim

OLD BUSINESS

No old business

NEW BUSINESS

Columbia Gardens Reload Ltd.
RE: Development Permit Amendment
Lob 6B, Section 20 & 29, DL 205A & DL 205B, TWP 7A, KD Plan NEP800
RDKB FILE: A-205A/B-00935.050

Ben Legebokoff, representing Columbia Gardens Reload gave a presentation regarding the application and steps being taken to conform to the Development Permit Amendment

The ACP would like the following added to the Development Permit

-- Diagram and formal quote for paving
-- Bond (volunteered by Dennis) for paving
-- Set a deadline date for completed paving
-- Set a deadline for completed seeding
-- Adequate buffer must be maintained on south side (to be monitored)
-- Dust control measures (hydro seeding?) on the North West side of the property.

The APC has no concerns regarding the building being proposed on the small piece of the applicants property.

Two members of the public present were given a ten minute opportunity to speak to the application. Their main concerns were:

--Dust Control
--Buffering of south property
--Noise and hours of operation

Staff to provide Federal contacts to the public present

The APC would like staff to look into what can be done to enforce bylaws and Development Permits

Village of Fruitvale
RE: Bylaw Referral
RDKB File:F1

Presented and Accepted

ADJOURNMENT

6:50 pm

Regional District of Kootenay Boundary	**ADVISORY PLANNING COMMISSION** **ELECTORAL AREA 'C'** **MINUTES**

Minutes of the Area 'C' Advisory Planning Commission meeting held on Tuesday, **October 7, 2014** at the Christina Lake Fire Hall, Swanson Road, commencing at 7:00 p.m.

PRESENT: Dave Durand, Terry Mooney, Jennifer Horahan, Butch Bisaro, Jeff Olsen, Peter Darbyshire, John Mehmal, Grace McGregor, Don Nelson, Dawn Sioga, and approximately 12 members of the public.

ABSENT: Brenda LaCroix, Dave Bartlett

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

APPROVAL OF AGENDA

Terry Mooney moved to approve the agenda. Butch Bisaro 2nd the motion.

MINUTES OF THE PREVIOUS MEETING:

A meeting was not held in September

OLD BUSINESS:

NEW BUSINESS:

SMYTHE, Kathleen
RE: OCP and Zoning Amendments
136 and 140 Alpine Road, Christina Lake, BC
Lot 3 and 4, Block 4, DL 963, SDYD, Plan KAP6348,
RDKB File: C-963-04270.010

- Questions about sewer/septic being adequate
- Concerns with respect to other similar "operations" in the area
- Is there adequate water for proposal
- Beach access through Alpine Beach
- Street safety
- Concerns about rezoning without consent of neighbours
- Every statement Terry made was correct
- 8 members of the APC are against this application

Comments from the public:

- Kathleen Smythe stated she's been operating this for 17 plus years. There are 4 sites now with up to 6 more.
- Clara, Brown, ELD, Boat Access
- Complaints this year but unaware what they are.
- Ellen McDonnell commented on noise, smoke and transient traffic; Availability of amenities to service the increase in operations.

BALDWIN/AIKEN
RE: Development Permit
3401A White Road, Christina Lake, BC
Lot A, DL 2104, SDYD, Plan KAP11883
RDKB File: C-2104-05061.000

- If touching retaining wall for any reason could it be suggested to move wall out of habitat.
- No apparent objections from neighbours.

OLDROYD/STRUKOFF
RE: MOTI Subdivision
1305 Thompson Road, Christina Lake, BC
Lot 1, DL's 268 & 1020s, SDYD, Plan KAP84576
RDKB File: C-268-1020s-04511.200

- Lots of room. No comments or objections.

Staff Report by Donna Dean, Manager of Planning and Development
RE: Kettle River Watershed Management Plan – Draft
RDKB File K-7

- To be discussed at the November APC meeting.

For Information:

Richard White and Bill Strukoff have both resigned from the Area 'C' APC.

Advisory Planning Commission- Area D
Minutes – October 7, 2014
Note: Venue & Time Change

In attendance:

David Reid
Deb Billwiller
Edith MacAllister
Lesley Matthews
Werner Behrens
Roly Russell - Acting Director

Meeting was called to order at 7:37 p.m. in the Rotary Room at Gallery 2.

Minutes:

There were no corrections to the minutes.

New Business:

1. **Staff Report by Donna Dean, Manager of Planning and Development**
   RE: Kettle River Watershed Management Plan – Draft
   RDKB File: K-7

   Roly went through the staff report with those present and clarified anything that was unclear. A few wording issues or questions were given to Roly to pass on to Graham.

Old Business:

1. Landfill tour is being postponed for a few weeks until more members can attend.

2. Roly updated us on an earlier application.

Note: Solid Waste Management Plan to be discussed at next meeting.

The meeting was adjourned at 9:20 p.m.

Big White APC Minutes – October, 2014

The Big White APC has no problem with the requested variance requested by the Snow Ghost Inn to reduce the setback allowance to zero in the rehabilitation of the existing outside deck. It is uncertain whether there was a previous variance approved by the RDKB for the originally non-conforming deck. In the report it is mentioned that original variances, if they existed, are not "grandfathered". An owner cannot be expected to be aware of this, but conversely an owner should follow building permit procurement protocol with intended renovations.

Bill DiPasquale, Chairman
Big White APC.

BOD Com

MUNICIPAL INSURANCE ASSOCIATION
of British Columbia

390 – 1050 Homer Street
Vancouver, BC V6B 2W9
Phone: 604 683 6266 Fax: 604 683 6244
www.miabc.org
tbarnes@miabc.org

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FILE #
OCT 14 2014
DOC #
REF. TO: A.G. G.M. / S. MACLEAN
CC:

October 9, 2014

Chair Grace McGregor
Kootenay Boundary, R.D. of
202 - 843 Rossland
Trail BC V1R 4S8

Dear Chair Grace McGregor

Re: MIABC Dividend Cheque
$ 7,856.00

Enclosed is your dividend cheque for the 2013 fiscal year. The enclosed cheque represents your portion of the dividend based on the size of your Subscriber Account Balance.

The Board declared a $1.1 million dividend at its June meeting, bringing the total dividends distributed over the last five years to $5.2 million. The MIABC first began returning money to its members in 2002 by subsidizing reinsurance costs. By 2006 $7.3 million was returning to members in this way. This was replaced by dividends following the 2005 fiscal year, which have totaled $11.5 million. Three years ago the Risk Management Grant debuted, which has resulted in a further $2.3 million being paid out to members. All told to MIABC members have received $20.7 million back from their liability insurer. This represents a return of 13% of the total costs paid by members over the last ten years. During that period the MIABC has grown by 10%, yet its costs have dropped by 3.5%.

The MIABC is continuing to create more value for its members. Our Member Services Department is providing an impressive array of services. A Casual Legal Advice Program debuted last year. Even more exciting is that the MIABC is now launching its Property Insurance Program, this now enables us to be the source of all local governments'' insurance needs.

Yours truly,

Thomas W. Barnes LLB
Chief Executive Officer & General Counsel

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FILE #
OCT 17 2014
DOC #
REF. TO: L.W.
CC: L. WORLEY / J. MACLEAN Board.

October 15, 2014
Castlegar, BC

Mr. Michael LoVecchio
Director Government Affairs
Canadian Pacific Railways
1670 Lougheed Highway
Port Coquitlam, BC V3B 5C8

Dear Mr. LoVecchio,

We are writing to express our concern for the safety and well-being of the residents of Castlegar, Blueberry, Genelle and Rivervale with the addition of night trains to the regular CPR schedule on the Castlegar to Trail run. Particularly disturbing is that the changes were made without consultation with the municipalities or regional districts.

Hundreds of families are being deprived of sleep and some local businesses are suffering. While we understand there is a necessity to operate at a profit, we believe there is also an obligation for CP to be a good corporate neighbor.

As one frustrated resident stated the Castlegar public meeting on October 09, "I cannot see a better way to destroy a town—than letting the residents of town not sleep."

It is simply wrong and unfair for the residents of these communities to be victimized by the redeployment of three locomotives by CP Rail. To our knowledge, neither Teck nor Celgar has requested the scheduling of night trains between Trail & Castlegar.

We sincerely hope that a reasonable compromise can be reached that will allow CP to remain efficient and profitable while ensuring that the quality of life our communities is maintained.

Sincerely,

Alex Atamanenko, M.P.
B.C. Southern Interior

Katrine Conroy, MLA
Kootenay West

Lawrence Chernoff, Mayor
City of Castlegar

CC: Hunter Harrison, CEO – CPR
Hon. Lisa Raitt, P.C., M.P. - Minister of Transport
Hoang Mai, MP – NDP Transport Critic
Gordon Zaitsoff, Area J Director – RDCK
Linda Worley, Area B Director – RDKB
All media

Gp/

KOOTENAY BOUNDARY
FILE #
OCT 16 2014
DOC # M.F. J.MACLEAN A.STANLEY board
REVIEW
OCG



CHRISTINA LAKE STEWARDSHIP SOCIETY
COMMUNITY STEWARDSHIP RESOURCE CENTRE
P.O. Box 373
1675 Hwy #3
Christina Lake, B.C. V0H 1E0
Website: lakesteward.ca

October 7th, 2014

Attention: The Honourable **Christy Clark**, Premier
The Honourable **Mary Polar**, Minister of Environment
The Honourable **Shirley Bond**, Minister of Jobs, Tourism and Skills Training
Stn Prov Gov
Victoria, BC
V8W 9E2

RE: Urgent need to prevent invasion of Zebra and Quagga mussels

The Christina Lake Stewardship Society is extremely concerned that action be taken to prevent the introduction of zebra and quagga mussels into British Columbia. The rapid dispersal and irrevocable damage done by these aquatic mollusks throughout the Great Lakes is well-documented. We don't want them in our province.

We request:

- Legislation, including mandatory inspection of boats entering Western Canada, to prevent the importation of the mussels.
- Passage of the necessary changes to federal fisheries regulations, or other appropriate legislation to prohibit the importation of mussels.
- Mandatory training of Border Services personnel in the identification of the mussels along with sufficient staffing, and the necessary legislative changes to detect mussel infested watercraft at the Western Canada borders and authorize detention of mussel infested watercraft.
- Co-operation with the Province of British Columbia in the education and training of Border Services personnel in the identification of mussels.
- Co-operation with all provincial authorities in the establishment of protocols.

The havoc wreaked by these mollusks is massive. Aside from altering the food web and creating a foul environment, their impact extends to the economy. Individuals, industry and the

greater community are at high financial risk. Public facilities such as power and water treatment plants along with fire-fighting equipment can be severely impacted by reduced pumping capabilities. Continued attachment of mussels can cause corrosion of steel and concrete affecting the structural integrity of transportation infrastructure.

The Christina Lake Stewardship Society is a non-profit, charitable organization which finances it's various activities through grants along with many hours of volunteer labour. The Society has been monitoring for the Zebra and Quagga mussels for the last six years (the first in the province), and initiated an educational program with the Boundary Invasive Species Society in 2013. They are doing the best they can with limited funding, and without the necessary legislation to implement mandatory inspections at Christina Lake. The threat of these mussels is very real though, as indicated by the many stops of mussel-fouled watercraft on their way to BC by Idaho and Washington inspectors.

It is not feasible to establish a comprehensive public education/boat inspection program without a global plan and adequate funding in place. The Society strongly believes that it is less than prudent for the federal government to rely on local volunteer organizations, and that the issue is provincial/national in scope and should be addressed by those levels of government.

There is no need to re-invent the wheel. Mussel invasion prevention programs are well established in the Pacific Northwest, including a sticker program established by Idaho's Department of Agriculture which requires that all watercraft be inspected before entering the state's water ways. The purchase of the stickers following inspections funds staff training and professional fees, the inspection sites, as well as decontamination processes, and would be a worthwhile program for the province to adopt.

We urge the federal government, as one of the stewards of the public interest, to take action without haste. Though the Society has the will to protect our ecosystem via educational venues consistent with government protocols, we have no jurisdiction to demand boat inspection/cleaning.

Respectfully Submitted,



Peter Bowen, President CLSS

cc:

- Local Government
  - Regional District of Kootenay Boundary, Regional District of Central Boundary, Regional District of East Kootenay, Regional District of Okanagan-Similkameen
  - City of Grand Forks, City of Greenwood, Village of Midway, City of Rossland, Village of Warfield, City of Trail, Village of Montrose, Village of Fruitvale
- Provincial Government
  - Kootenay/Okanagan MLAs: Katrine Conroy (Kootenay West), Bill Bennett (Kootenay East), Michelle Mungall (Nelson-Creston), Linda Larson (Boundary-Similkameen), Spencer Chandler-Herbert (Vancouver-West End, environment critic), David Eby (Vancouver-Point Grey, tourism critic)
- Federal Government
  - Kootenay/Okanagan MPs: Alex Atamanenko (Southern Interior), David Wilks (Kootenay-Columbia), Dan Albas (Okanagan-Coquihalla)
  - Hon. Gail Shea, Minister of Fisheries and Oceans Canada
  - Hon. Steven Blaney, Minister of Public Safety Canada
- Non-Government Organizations
  - First Nations Representatives – Okanagan Nations Alliance
  - Boundary Invasive Species Society
  - East Kootenay Invasive Plants Council
  - Central Kootenay Invasive Plants Council
  - Okanagan Basin Water Board

Beaver Valley Water Committee
Minutes

Monday, October 6, 2014
Fruitvale Council Chambers, Village of Fruitvale
4:45 pm

Committee Members Present:

Councillor T. Webber, Chair	Alternate Director, Village of Fruitvale
Director A. Grieve	RDKB Electoral Area 'A'
Councillor B. Kniss	Village of Fruitvale
R. Johnston	
J. Peters	

Staff and Others Present:
B. Teasdale, Manager of Infrastructure and Sustainability, RDKB
M. Forster, Executive Assistant/Recording Secretary, RDKB
G. Grieve, Water Works Foreman, Village of Fruitvale
L. Cresswell, Chief Administration Office, Village of Fruitvale

CALL TO ORDER

The Chair called the meeting to order at 4:45 pm.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 6, 2014 Beaver Valley Water Committee meeting was presented.

Moved: Director Grieve Seconded: Rick Johnston

That the agenda for the October 6, 2014 Beaver Valley Water Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Beaver Valley Water Committee meeting held on September 8, 2014 were presented.

Moved: Director Grieve Seconded: Rick Johnston

That the minutes of the Beaver Valley Water Committee meeting held on September 8, 2014 be received as presented.

Carried.

GENERAL DELEGATIONS

Joel Carty, Diameter Services Inc.
Mr. Joel Carty of Diameter Services Inc. presented the draft Beaver Valley Water Service Universal Metering Plan Implementation Report and Budget Study to the Committee for review.

The PowerPoint report, presented by telephone, gave an overview of the following topics:
1. Project Goals and Metering Benefits,
2. Summary of Customers,
3. Project Scope,
4. Procurement Strategy,
5. Project Timing,
6. Combined Approach,
7. Project Support, and
8. Project Costs.

Moved: Rick Johnston Seconded: Councillor Kniss

The presentation from Mr. Joel Carty, Diameter Services Inc. on the draft Beaver Valley Water Service Universal Metering Plan Implementation Report and Budget Study be received as presented.

Carried.

UNFINISHED BUSINESS

Beaver Valley Water Committee Memorandum of Action Items
The Beaver Valley Water Committee Memorandum of Action Items for the period ending September 30, 2014 was presented.

Moved: Councillor Kniss Seconded: Rick Johnston

That the Beaver Valley Water Committee Memorandum of Action Items for the period ending September 30, 2014 be received as presented.

Carried.

2015 User Fee Options for Beaver Valley Manor
A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding potential options regarding 2015 Water User Fees and the Beaver Valley Manor was presented.

Moved: Director Grieve Seconded: Rick Johnston

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding potential options regarding 2015 Water User Fees and the Beaver Valley Manor, be received.

Carried.

Bryan Teasdale, Manager of Infrastructure and Sustainability, provided the Committee members with additional information on potential options regarding 2015 Water User Fees and the Beaver Valley Manor. He informed the Committee that the user fees could not be waived but other options may be considered. The possible options included charging Beaver Valley Manor the entire user fee, charging a reduced user fee or providing a grant through the Beaver Valley Water Service as allowed under the *Local Government Act*. After discussing the three options, the Committee recommended option 2 whereby a reduced user fee would be charged.

Moved: Director Grieve Seconded: Rick Johnston

That the Beaver Valley Water Committee recommends that the Beaver Valley Manor be charged a reduced user fee.

Carried.

Moved: Councillor Kniss Seconded: Rick Johnston

That the Beaver Valley Water Committee recommends that the Beaver Valley Water User Fee Bylaw be amended in 2015 to provide for a different unmetered account rate structure for the Beaver Valley Manor through an affordable housing class equal to 50% of the current W01 rate class.

Carried.

NEW BUSINESS

Beaver Valley Water System - Operational Report (September 2014)
A Staff Report from Glen Grieve, Water Works Foreman, regarding Monthly Operations for September 2014 was presented.

Moved: Rick Johnston Seconded: Councillor Kniss

That the Staff Report from Glen Grieve, Water Works Foreman, regarding Monthly Operations for September 2014 be received.

Carried.

Water Treatment Plant Access Improvements
A Staff Report form Goran Denkovski, Engineering and Safety Coordinator, regarding the review of possible improvements to the main gate securing the Beaver Valley Water Service's Water Treatment Plant in Fruitvale was presented.

Moved: Director Grieve Seconded: Rick Johnston

That the Staff Report form Goran Denkovski, Engineering and Safety Coordinator, regarding the review of improvements to the main gate securing the Beaver Valley Water Service's Water Treatment Plant in Fruitvale, be received.

Carried.

Bryan Teasdale, Manager of Infrastructure and Sustainability, reviewed the budgetary cost estimates for two improvement options.

LATE (EMERGENT) ITEMS

There were no late (emergent) items.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

No items were discussed for future meetings.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

There was no closed (in camera) session.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:55 pm.

Boundary Economic Development Committee
Minutes

Tuesday, October 7, 2014
RDKB Grand Forks Boardroom, Grand Forks
10:00 am

Directors Present:
Director M. Rotvold, Acting Chair
Director B. Taylor
Director R. Russell, Alternate Director
Director N. Kettle
Director G. McGregor

Staff and Others Present:
J. MacLean, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
S. Elzinga, Community Futures

Call to Order

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

Consideration of the Agenda (additions/deletions)

The agenda for the October 7, 2014 Boundary Economic Development Committee meeting was presented.

Moved: Director Kettle Seconded: Director Taylor

That the agenda for the October 7, 2014 Boundary Economic Development Committee meeting be adopted as presented.

Carried.

Consideration of the Minutes

The minutes of the Boundary Economic Development Committee meeting held June 24, 2014 were presented.

Moved: Director Taylor Seconded: Director Kettle

That the minutes of the Boundary Economic Development Committee meeting held June 24, 2014 be adopted as presented.

Carried.

Delegations

Barbara Bleiler and Brian McAndrew, Kettle Valley Express
Ms. Bleiler and Mr. McAndrew of Kettle Valley Express provided a presentation on advertising in the Kettle Valley Express, followed by a general question and answer period.

The Committee was approached for purchasing advertising in the 2015 issue of the Kettle Valley Express Adventure Travel Guide. There was general consensus amongst the Committee members to have a fulsome discussion regarding this request later in the Committee meeting.

Unfinished Business

Boundary Economic Development Committee Memorandum of Action Items
The Boundary Economic Development Committee Memorandum of Action Items for the period ending June 30, 2014 was presented.

Moved: Alternate Director Russell Seconded: Director Kettle

That the Boundary Economic Development Committee Memorandum of Action Items for the period ending June 30, 2014 be received.

Carried.

New Business

Report from Community Futures
A report from Community Futures for the period ending September 30, 2014 was presented.

Moved: Director Kettle Seconded: Director Taylor

That the Community Futures report for the period ending September 30, 2014 be received.

Carried.

S. Elzinga provided the Committee members with a review of the Community Futures report which included:
- TOTA website launch and Boundary Country billboard,
- City of Grand Forks murals,
- ATV Trails - Job Creation Program,
- City of Greenwood Community Beautification Projects,
- Venture Connect - marketing/businesses for sale,
- Invest Kootenay,
- Job Options Program,
- Beaverdell Community meeting,
- Open for Business Award/BC Chamber Award,
- Provincial Nominees Program,
- Business Advisory Program Pilot,
- Small Business Excellence/Volunteer Awards,
- All Candidates Forum - Election November 2014, and
- Boundary/Basin Economic Development Practitioner's Dialogue.

There was also a brief report on ongoing and completed projects.

Destination BC Corporate Strategy TOTA Letter
Correspondence from the Thompson/Okanagan Tourism Association (TOTA) was presented.

Moved: Director Kettle Seconded: Director Taylor

The correspondence from the Thompson/Okanagan Tourism Association (TOTA) is received.

Carried.

The Committee members reviewed a letter from TOTA which explained that as part of its development of a new corporate strategy, Destination BC is making changes to the tourism management model. The changes will have a direct negative impact on regional representation and support in the Boundary area. TOTA provided a letter template and encouraged small businesses and communities to write government officials to request collective collaboration during this process.

Moved: Alternate Director Russell Seconded: Director Kettle

That the Boundary Economic Development Committee recommends that the template letter provided by the Thompson Okanagan Tourism Association be changed to suit the Committee's needs. **Further,** that the Boundary Economic Development Committee write a letter to government officials requesting that the tourism boundaries remain unchanged.

Carried.

Late (Emergent) Items

There were no late (emergent) items to be discussed.

Discussion of items for future agendas

Kettle Valley Express Advertising

The Committee discussed the request made by B. Bleiler and B. McAndrew, representatives from the Kettle Valley Express, for the RDKB to purchase advertising in the 2015 issue. Alternate Director Russell felt that the RDKB should look towards more creative advertising solutions and Director McGregor concurred.

Moved: Director Taylor Seconded: Director Kettle

That the Boundary Economic Development Committee approves advertising in the Kettle Valley Express up to $3,168.00 for a full page ad.

Carried.

Question Period for Public and Media

A question period for public and media was not required.

Closed (In camera) Session

There was no closed (in camera) session.

Adjournment

There being no further business, the meeting was adjourned at 10:51 am.

Policy, Executive and Personnel Committee

Minutes

Wednesday, October 8, 2014
RDKB Board Room, Grand Forks, BC
2:00 PM

DIRECTORS PRESENT

Director B. Taylor, Chair
Director R. Cacchioni
Director G. McGregor
Director L. Worley
Director B. Crockett

CALL TO ORDER

The Chair called the meeting to order at 2:00 p.m.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the Policy, Executive and Personnel Committee meeting held October 8, 2014 was presented.

Moved: Director Cacchioni Seconded: Director McGregor

That the agenda for the October 8, 2014 Policy, Executive and Personnel Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Policy, Executive and Personnel Committee Meeting held September 11, 2014 were presented.

Moved: Director Cacchioni Seconded: Director Worley

That the minutes of the Policy, Executive and Personnel Committee Meeting held September 11, 2014 be adopted as presented.

Carried.

GENERAL DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

Policy, Executive and Personnel Committee
Memorandum of Action Items

The Memorandum of Committee Action Items for the period ending September 30, 2014 was presented.

Moved: Director McGregor Seconded: Director Cacchioni

That the Memorandum of Committee Action Items for the period ending September 30, 2014 be received as presented.

Carried.

J. Maclean - Oct 3/14
re: Board/Committee Meeting Cancellation Policy

A staff report from John M. MacLean presenting the revised Board/Committee Meeting Cancellation Policy was presented.

Moved: Director McGregor Seconded: Director Crockett

That the staff report from John M. MacLean presenting the revised Board/Committee Meeting Cancellation Policy be received.

Carried.

Moved: Director Cacchioni Seconded: Director Worley

That the Policy, Executive and Personnel Committee approves the Board/Committee Meeting Cancellation Policy as presented. **FURTHER** that the Policy be referred to the Directors for comments.

Carried.

J. MacLean-Oct. 3/14
re: Workplace Bullying and Harassment Policy

A staff report from John M. MacLean, CAO regarding the Workplace Bullying and Harassment Policy and Program was presented.

Moved: Director McGregor Seconded: Director Cacchioni

That the staff report from John M. MacLean, CAO regarding the Workplace Bullying and Harassment Policy and Program be received.

Carried.

The Chief Administrative Officer reviewed the Policy noting that the RDKB Engineering and Safety Coordinator has reviewed the Policy and has, in certain places, added text that is standard language found in the B.C. Municipal Safety Association Workplace Bullying and Harassment template. The Committee agreed to the inclusion of this language, and it was;

Moved: Director Cacchioni Seconded: Director McGregor

That the Policy, Executive and Personnel Committee approves the Workplace Bullying and Harassment Policy and Program as presented. **FURTHER** that the Policy be referred to the Regional District of Kootenay Boundary Board of Directors with a recommendation that it be approved.

Carried.

NEW BUSINESS

J. MacLean - Oct 3/14
re: Proposed Policy - Grants from RDKB Services

A staff report from John M. MacLean, CAO presenting a proposed policy respecting the provision of grants from individual RDKB services was presented.

Moved: Director Cacchioni Seconded: Director Worley

That the staff report from John M. MacLean, CAO presenting a proposed policy respecting the provision of grants from individual RDKB services be received.

Carried.

The Chief Administrative Officer explained the staff report noting that the RDKB has some services which over many years have provided grants to particular legacy groups and organizations to assist with their programs and services that are consistent with the purposes of the RDKB service in question. The groups and organizations receiving the grants must be non-profit / charitable organizations.

Staff has been requested to research and draft a policy that would permit other non-profit groups and organizations, in addition to the legacy groups, to be included and considered for these grants.

The Committee members reviewed the draft Policy and the proposed Expressions of Interest (application) form. In consideration of the annual Budget Calendar and financial matters, the Committee members also discussed the increased workload for staff, a deadline for Expressions of Interest and a schedule as to when such grants would be provided.

Director Crockett expressed concerns with the provision of grants not being a core service and he stated that there are already funding opportunities for these types of groups through Grant-in-Aid and the Columbia Basin Trust Community Initiatives Program.

After further review, it was;

Moved: Director Cacchioni Seconded: Director McGregor

That the Policy, Executive and Personnel Committee approves the proposed Policy of the Provision of Grants from Individual RDKB Services as presented. **FURTHER** that the Policy be forwarded to the Directors for comment.

Carried.

(Director Crockett opposed)

J. MacLean - Oct. 3/14
re: Municipal Director Appointment - Best Practices

A staff report from John M. MacLean, CAO presenting a proposed policy for the "best practice" for appointing a Municipal Director to the RDKB Board of Directors was presented.

Moved: Director Worley Seconded: Director Crockett

That the staff report from John M. MacLean, CAO presenting a proposed policy for the "best practice" for appointing a Municipal Director to the RDKB Board of Directors be received.

Carried.

There was a discussion respecting the process used by Municipal Councils when appointing their representative to the RDKB Board of Directors. This is a regulatory practice and the RDKB can't enforce its policies or own practices.

The Committee discussed the Municipal Directors' legal responsibility to the Regional District which includes decision-making and a duty of care at the Regional Board table. Such decisions are made independently from the Municipal Council.

The frequency of travel, the importance of there being consistency and experience with the Municipal appointment and the learning-curve for Municipal Directors appointed to the RDKB Board of Directors were also discussed.

It was agreed that the draft Policy should be referred to staff to review the legal framework for decision making and for revisions to the policy that would include the addition of language to clarify and strengthen point #3 with respect to Municipal Directors having a responsibility of a duty of care to the Regional District. Municipal Directors must represent and make decisions for not only their Municipal constituents but also for all constituents in the region.

It was also agreed that the Policy should be revised further to include a statement making it clear to the Municipal Appointees that all Directors will be expected to travel to meetings and to other Regional District gatherings etc., that there is a significant amount of time and commitment required and expected and that the Policy include emphasis about the Municipal Directors' learning-curve.

Moved: Director Cacchioni Seconded: Director Worley

That the draft Municipal Appointments to the RDKB Board of Directors Policy be referred to staff for revisions. **FURTHER** that the revised Policy be emailed to the members of the Policy, Executive and Personnel Committee and then referred to the Directors for comments.

Carried.

Policy Review
Director's Laptop

The Committee reviewed the current Director's Laptop Policy. It was agreed that given the Budget includes a technology allowance for the Electoral Area Directors that the content of the Policy is sufficient but that the title should be changed to "Municipal Director's Laptop" Policy, and it was;

Moved: Director McGregor Seconded: Director Worley

That the name of the Director's Laptop Policy be revised to "Municipal Director's Laptop" Policy and that the policy be referred to the Directors for comments.

Carried.

Policy Review
Liquor Use

The current Liquor Use Policy was reviewed.

The Committee discussed where and how liquor can be served at events that have been approved by the RDKB Board of Directors or the Board Chair.

It was agreed that the Policy should be revised to include language that requires the facility, the hosts and the servers to have the appropriate licenses and the servers to have a "Service It Right" ticket, and it was;

Moved: Director Cacchioni Seconded: Director Crockett

That the Liquor Use Policy be referred to staff for revisions and then forwarded to the Directors for comments.

Carried.

Policy Review
Flag Half-Masting

The Committee reviewed the Flag Half-Masting Policy and agreed that changes are not necessary.

There was a discussion regarding the consistency of half-masting flags for the same occasion within the different RDKB communities and it was agreed that the Policy be sent to the Member Municipalities, and it was;

Moved: Director Cacchioni Seconded: Director Worley

That the Policy, Executive and Personnel Committee approves the Half-Masting of the Canadian Flag Policy as presented. **FURTHER** that the Policy be referred to the Directors for comments and that once comments have been received that the Policy be forwarded to the RDKB Member Municipalities so that local government flag half-masting will be consistent within the RDKB communities.

Carried.

LATE (EMERGENT) ITEMS

Meals Policy

Director McGregor shared her concerns respecting the use of non-local caterers to provide meals. She noted that the Meals Policy requires staff to arrange for meals using local restaurants.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

A discussion regarding items for future agendas was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period was not required.

CLOSED (IN CAMERA) SESSION

A closed meeting was not required.

ADJOURNMENT

There being no further business, it was;

Moved: Director Worley

That the meeting be adjourned (time: 2:50 p.m.)

Carried.

TL

Beaver Valley Recreation Committee
Minutes

Thursday, October 9, 2014
RDKB Boardroom, Trail
12:00 pm

Committee Members Present:
Director A. Grieve - Chair
Director J. Danchuk
Director P. Cecchini

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

CALL TO ORDER

The Chair called the meeting to order at 12:00 pm.

ACCEPTANCE OF THE AGENDA (additions/deletions)

The agenda for the October 9, 2014 Beaver Valley Recreation Committee meeting was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the agenda for the October 9, 2014 Beaver Valley Recreation Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Beaver Valley Recreation Committee meeting held September 9, 2014 were presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the minutes of the Beaver Valley Recreation Committee meeting held September 9, 2014 be adopted as presented.

Carried.

DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

Beaver Valley Recreation Committee Memorandum of Action Items

The Beaver Valley Recreation Committee Memorandum of Action Items for the period ending September 30, 2014 was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Committee Memorandum of Action Items for the period ending September 30, 2014 be received as presented.

Carried.

M. Daines, Manager of Facilities and Recreation, informed the Committee members that the electrical upgrade at the Beaver Valley Family Park has been completed. The replacement of the steel doors at the Beaver Valley Arena as well as the replacement of the swing set at the Beaver Valley Family Park have been moved to 2015.

NEW BUSINESS

M. Daines, Manager of Facilities and Recreation
re: Strategic Plan Measurables and Targets

A staff report from Mark Daines, Manager of Facilities and Recreation, regarding a quarterly report of Strategic Goals and Measurables was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the staff report from M. Daines, Manager of Facilities and Recreation, on Strategic Goals and Measurables be received.

Carried.

M. Daines, Manager of Facilities and Recreation, highlighted that the Beaver Valley Family Park has had a 22% revenue increase over last year. A suggestion was made to research the addition of more amenities and added value to the Park to continue this trend.

Director Grieve would like to see a one page ad in newspapers on the Beaver Valley Family Park to kick start the 2015 spring season. Director Grieve spoke briefly about the recreation site just outside of Fruitvale. Chair Grieve informally invited the park owners to speak to the Committee on the type of recreation opportunities they offer (e.g. public pool) as a general awareness item on what recreation opportunities are available in adjacent communities.

M. Daines, Manager of Facilities and Recreation
re: Geocache Letters

A staff report from M. Daines, Manager of Facilities and Recreation on Geocache letters was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the staff report from M. Daines, Manager of Facilities and Recreation, on Geocache letters is received as presented.

Carried.

M. Daines, Manager of Facilities and Recreation, informed the Committee that the addition of a geocache in the Beaver Valley Family Campground has proven to be very successful and well received. Committee members requested that staff add more travel bugs to the geocaches next year.

M. Daines, Manager of Facilities and Recreation
re: Capital Improvements for 2015

An amended staff report from M. Daines, Manager of Facilities and Recreation, on capital improvements for 2015 was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That an amended staff report from M. Daines, Manager of Facilities and Recreation, on capital improvements for 2015 is received.

Carried.

M. Daines, Manager of Facilities and Recreation, updated the Committee members on several proposed capital improvements scheduled for 2015. He highlighted that C. Fairbanks, Architect, has provided proposals for the Beaver Valley Arena roof replacement and a cost o f $390,000 was more accurate than first estimates of $180,000. This project can be held back to 2016 but

the roof is leaking.

Canadian Tire has expressed interest in providing corporate advertising for the zamboni. Staff will provide Canadian Tire with a formal proposal for advertising.

The Committee will approach Columbia Basin Trust for funding of exterior arena building painting.

Discussion Item
M. Daines, Manager of Facilities and Recreation
re: Request from Dennis Bedin to have "Nitehawks Champions 2014" on entrance signs to Montrose and Fruitvale

M. Daines, Manager of Facilities and Recreation, provided the Committee members with a verbal update on the request from Dennis Bedin to have "Nitehawks Champions 2014" on the entrance signs to Montrose and Fruitvale. The Committee members concurred that this request should be referred to the Montrose and Fruitvale Councils for discussion and approval. Staff will recommended that D. Bedin send a letter to both Councils outlining the costs involved in altering the signs.

LATE (EMERGENT) ITEMS

There were no late (emergent) items to be discussed.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

Budgets will be discussed at the next meeting on November 12, 2014.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

There was no closed (in camera) session.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:55 pm.

Moved: Director Danchuk

MF

Electoral Area Services Committee

Minutes
Thursday, October 16, 2014
4:30 p.m.
RDKB Board Room,
2140 Central Ave., Grand Forks, BC

Directors Present:
Director Linda Worley
Director Grace McGregor
Director Bill Baird
Director Ali Grieve - teleconference
Director Roly Russell - teleconference

Staff Present:
Mark Andison, General Manager of Operations/Deputy CAO
Donna Dean, Manager of Planning & Development
Lori Ann King, Recording Secretary

CALL TO ORDER

Director Worley called the meeting to order at 4:30 p.m.

Chair McGregor announced that future Electoral Area Services Committee meetings will be held at 6:00 p.m. so that all the Directors will be able to attend in person.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 16, 2014 Electoral Area Services Committee was presented.

Moved: Director McGregor Seconded: Director Russell

Item #6A was brought forward on the agenda as Mr. Seminoff and Mrs. Smythe, (applicant) were in attendance.

That the October 16, 2014 Electoral Area Services Committee Agenda be adopted as amended.

Carried.

DELEGATIONS

Mr. Wally Semenoff was in attendance to address his submission regarding the OCP and Zoning Amendment application in Electoral Area 'C'/Christina Lake. Donna Dean, Manager of Planning and Development, read out Mr. Seminoff's submission which outlined several concerns with the use of the subject parcels for a commercial campground.

Kathleen Smythe
RE: OCP & Zoning Amendment
136 and 140 Alpine Road, Electoral Area 'C'/Christina Lake
Lots 3 and 4, DL 963, SDYD, Plan KAP6348
RDKB File: C-963-04270.010

Donna Dean, Manager of Planning and Development, presented and reviewed the application with the Committee members and noted the complaints and concerns raised by the residents in the area. She also stated that the APC members were not in favour of the proposed OCP and Zoning Bylaw amendments.

Moved: Director McGregor Seconded: Director Grieve

That the staff report regarding the application by Kathleen Smythe to amend the Electoral Area 'C'/Christina Lake Official Community Plan and Zoning Bylaw to allow a commercial RV campground on the parcels legally described as Lots 3 and 4, Block 4, DL 963, SDYD, Plan KAP6348 be received.

Carried.

Mrs. Smythe then spoke on her application responding to several of the concerns/complaints that have been raised regarding her current commercial campground operation and proposed expansion plans.

Moved: Director Grieve Seconded: Director McGregor

That the application for amendments to the Electoral Area 'C'/Christina Lake Official Community Plan and Zoning Bylaw submitted by Kathleen Smythe for the properties legally described as Lots 3 and 4, Block 4, DL 963, SDYD, Plan KAP6348, be presented to the Board of Directors with a recommendation to deny the request.

Carried.

Director Russell abstained for personal reasons.

MINUTES

Minutes of the September 11, 2014 Electoral Area Services Committee meeting were presented.

Moved: Director McGregor Seconded: Director Grieve

That the minutes of the September 11, 2014 Electoral Area Services Committee meeting be received.

Carried.

UNFINISHED BUSINESS

A) Electoral Area Services Committee Memorandum of Action Items

The Electoral Area Services Committee Memorandum of Action Items with the Christina Lake Fire Rescue Financial Plan Action Items table included was presented.

Moved: Director Grieve Seconded: Director McGregor

That the Electoral Area Services Committee Memorandum of Action Items for the period ending September 2014 be received.

Carried.

B) Discussion on Electoral Area Highway Signage:

The idea of adding signs on major roadways at Electoral Area boundaries was discussed. Several details would have to be worked out such as the wording on the signs and permission from the Ministry of Transportation and Infrastructure.

Moved: Director Worley Seconded: Director McGregor

That Staff be directed to investigate the possibility of signing Electoral Area boundaries.

Carried.

C) Discussion on Grant in Aid Record Keeping and Application Process

Mark Andison, General Manager of Operations/Deptuy CAO, will have a report on the Grant in Aid Record Keeping and Application Process next month. He has a message out to the Electoral Area Directors for comments and he will add the comments as well as ideas from other Regional Districts in his report.

NEW BUSINESS

A) 0985028 BC Ltd.
RE: Development Variance Permit
40 Kettle View Road, Big White Ski Resort, Electoral Area 'E'/West Boundary
DL 508s
RDKB File: BW-508s-07440.104

Donna Dean, Manager of Planning and Development, reviewed the application and stated that the APC had no concerns regarding this application.

Moved: Director McGregor Seconded: Director Grieve

That the staff report regarding an application by 0985028 BC Ltd. for a Development Variance Permit for the parcel legally described as DL 508S to reduce the interior side parcel line setback from the required 5 metres to 0 metres be received.

Carried.

Moved: Director McGregor Seconded: Director Russell

That the Development Variance Permit application submitted by 0985028 BC Ltd. for the property legally described as DL 508S requesting an interior side parcel line setback variance of 5.0 metres (from 5 metres to 0 metres) to permit the placement of a deck attached to the adjacent existing building, be presented to the Board for consideration with a recommendation of support.

Carried.

B) Baldwin/Aiken
RE: Development Permit
3401 White Road, Electoral Area 'C'/Christina Lake
Lot A, DL 2104, SDYD, Plan 11883
RDKB File: C-2104-05061.000

Moved: Director McGregor Seconded: Director Grieve

That the staff report regarding an application submitted by Darcie Laurient, Scott Baldwin, Debbie Aiken, and Gary Aiken for a Development Permit in the Waterfront Environmentally Sensitive Development Permit Area for the parcel legally described as Lot A, DL 2104, SDYD, Plan 11883 be received.

Carried.

C) Columbia Gardens Reload Ltd.
RE: Development Permit Amendment
9155 Station Road, Electoral Area 'A'
Lot 6B, Twp 7A, DL 205A, DL 205B, Section 20 & 29, KD, Plan 800
RDKB File: A-205A/B-00935.050

Donna Dean, Manager of Planning and Development, reviewed this application stating the long history of zoning changes and the trigger for this Development Permit amendment. She explained that because of new construction this summer there have been many complaints particularly about the dust control.

Donna Dean explained that she received a number of written complaints on October 15 and 16 regarding the Columbia Reload operation. A package, including submissions from seven property owners and relatives of property owners in the vicinity of the facility, as well as a summary of those complaints, was distributed to committee members.

The summary of complaints separated those that can be addressed directly by the Regional District and those that are outside the Regional District's jurisdiction. Those that can be addressed through the Zoning Bylaw, Development Permit, and Building Bylaw include: uses on the parcel, dust control, buffering, building permit requirements, and establishment of property lines. Local Governments can also regulate hours of operation and limit noise, however there are no regulations in place for Electoral Area 'A'. Additional complaints, which are outside the jurisdiction of the Regional District include truck and train traffic, road width, visibility issues, materials falling from trucks, debris on the railway right of way, property trespass, railway crossings, and school bus stop safety.

Committee members discussed the conditions that should be addressed as part of the proposed Development Permit amendment. There was also discussion regarding the Regional District's plan to help facilitate discussion with interested parties regarding the issues outside the Regional District's authority. Some frustration was expressed with the bylaw enforcement process since the reload facility has continued to operate with ongoing dust control issues, and requested that staff further investigate the bylaw adjudication process that could be used for those who do not comply with existing bylaws and Development Permit Guidelines.

Moved: Director Grieve Seconded: Director Russell

That the staff report regarding the application for a Development Permit Amendment from Columbia Gardens Reload Ltd. for the parcel legally described as Lot 6B, Twp 7A, DL 205A, DL 205B, Section 20 & 29, KD, PLAN 800, be received.

Carried.

D) Oldroyd/Strukoff
RE: MOTI Subdivision
1305 Thompson Road and 1250 Stewart Creek Road, Electoral Area 'C'/Christina Lake
Lot 1, DL 268 & 1020s, SDYD, Plan KAP84576
RDKB File: C-268/1020s-04511.200

Moved: Director Grieve Seconded: Director Director Russell

That the staff report regarding the subdivision referral from the Ministry of Transportation and Infrastructure regarding a proposed subdivision for the parcel legally described as Lot 1, District Lots 268 and 1020s, SDYD, Plan KAP84576 be received.

Carried.

E) Village of Fruitvale
RE: Bylaw Referral
RDKB File: F-1

Moved: Director Grieve Seconded: Director McGregor

That the staff report regarding the Village of Fruitvale's new Zoning Bylaw No. 846, 2014 be received.

Carried.

F) Completion of Water Transition Study for Christina Waterworks District

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a draft proposal from MMM Group to complete a Water Transition Study for the Christina Waterworks District Water System.

Moved: Director McGregor Seconded: Director Russell

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a draft proposal from MMM Group to complete a Water Transition Study for the Christina Waterworks District Water System be received.

Carried.

Mark Andison, General Manager of Operations/Deputy CAO, spoke on the approval of the Infrastructure Planning Grant Study application and the $10,000 the RDKB received.

Moved: Director McGregor Seconded: Director Russell

That the Electoral Area Services Committee recommend to the RDKB Board of Directors to approve Staff to enter into a contract with MMM Group to complete the Christina Waterworks District Water Transition Study in 2015 for an amount not to exceed $15,000.

Carried.

G) Attendance at Conferences/Conventions

There was a discussion regarding funding from the Electoral Area Services Committee to allow the Manager of Corporate Administration to attend Conventions/Conferences.

Traditionally the positions of CAO and Manager of Corporate Administration attended UBCM in alternate years. Directors McGregor and Worley described the benefits of having both attend the UBCM in September 2014. Director Russell acknowledged that it is likely useful for both positions to attend and suggested further discussion regarding attendance at UBCM and other professional development opportunities for Administration Staff and the costs involved.

It was decided that Staff be directed to look into which conferences the Manager of Corporate Administration would like to attend and what the cost would be.

Director Grieve left the meeting.

H) Grant in Aid update

Moved: Director McGregor Seconded: Director Russell

That the Grant in Aid report be received as presented.

Carried.

I) Gas Tax update

There was a discussion about 'earmarking' funds from the Gas Tax. Will the Province send the funds to the AKBLG rather than the Regional District?

Moved: Director McGregor Seconded: Director Russell

That the Gas Tax report be received as presented.

Carried.

LATE (EMERGENT) ITEMS

There were no late items.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

QUESTION PERIOD FOR PUBLIC AND MEDIA

Vicky Gee was in attendance observing the meeting and explained her interest since she is running for Director of Electoral Area 'E'/West Boundary.

CLOSED (IN CAMERA) SESSION

There was no in-camera meeting.

ADJOURNMENT

There being no further items to discuss, Director Worley adjourned the meeting at 5:37 p.m.

Regional District of Kootenay Boundary

STAFF REPORT

Date: 03 Oct 2014 **File**
To: **Chair Taylor and Committee - Policy, Executive and Personnel**
From: John M. MacLean, CAO
Re: Workplace Bullying Harassment Policy

Issue Introduction
A staff report from John M. MacLean, CAO regarding the Workplace Bullying and Harassment Policy and Program is presented.

History/Background Factors
The Committee has previously considered this policy and it has been referred to the Directors for comment. we did receive several comments notably from Directors Grieve and Russell. The RDKB Engineering and safety Coordination, Mr. Denkovski provided the following feedback (in red font) to the issues raised:

Director Grieve Comments:

1. The scope should include anyone conducting business at the RDKB with staff, including members of the public.
The Harassment policy is only intended to deal with incidents between workers. The Violence in the Workplace Policy and Program deals with incidents between the public and workers.

2. My understanding of the new legislation introduced last November was that MANDATORY training be provided to all staff, as opposed to "as required".
Yes the training is mandatory for all employees and the term "as required" means as required by WorkSafeBC regulation.

Director Russell Comments:

1. PG. 5.

"Physical contact, (such as striking another person) is an assault": I don't think this is true. Make this clearer somehow? Or avoid 'defining' assault here entirely, to avoid legal trouble later?
"Assault (such as striking another person) is prohibited..." Maybe?

2. PG 10.
A copy of the oral reprimand to be placed on file seems odd language. A synopsis or summary might be more accurate?

4. PG 11.
My opinion would be that some training is mandatory (since the people that need most to take it won't volunteer); should this be the case, and if it is should that not be clearly stated?

This response is for comments 1, 2, and 4 above. As noted above I am reluctant to make changes to a program and policy that is already approved by the BCMSA. However, the program is a living document that is supposed to reviewed every year. I would like to advise the board to move forward with adopting the policy and program to the bring the RDKB in compliance with regulation. Changes can be made during yearly reviews.

3. The disciplinary measures are to be recommended to the RDKB; is this the board? And, should that be made more clear?
This is the RDKB as the employer. This may or may not be the Board, it depends who the complaint was reported against.

5. I think it's VERY important to have a clearly documented avenue for filing a complaint when the allegations are against the C.A.O. or General Manager (I may be confused on titles, but is this different than the Deputy CAO?); I would opt for this to be clearly stated in the policy as the Chair of the Board (and the converse as well; a complaint against the Chair ought to be filed with the CAO or General Manager).
I have attached a revised Policy and Program to reflect the above comment. Please see page 4 of 7 in the Program

Implications
The proposed policy meets a statutory and moral responsibility of the Regional District.

Advancement of Strategic Planning Goals
Adoption of this or a similar policy meets the Board focus on good governance operations and its committment to staff.

Background Information Provided
Proposed Policy and Program

Alternatives
1. Receipt
2. Deferral
3. Approval and referral to Directors for comment.

Recommendation(s)
That the staff report from John M. MacLean, CAO regarding the Workplace Bullying and Harassment Policy and Program be received.

That the Workplace Bullying and Harassment Policy and Program be approved and referred to the Directors for comment.

Regional District of Kootenay Boundary

Workplace Anti-Harassment & Anti-Bullying Policy and Program

Original: November 2013

Workplace Anti-Harassment & Anti-Bullying Policy and Program

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Workplace Anti-Harassment & Anti-Bullying Policy and Program

PURPOSE

The purpose of this policy and program is to assist in developing a working environment in which harassment and bullying are known to be unacceptable and where individuals have the confidence to complain about harassment and bullying, should it arise, in the knowledge that their concerns will be dealt with appropriately and fairly. The Policy and Program outlines procedures to be followed by the Regional District of Kootenay Boundary (RDKB) if a member of staff feels they are being harassed or bullied in the course of their work or as a result of their employment.

POLICY TITLE: Workplace Anti-Harassment & Anti-Bullying Policy

APPROVAL DATE: December 10, 2013 **DATE OF REVIEW:**

POLICY: The Regional District of Kootenay Boundary (RDKB) welcomes diversity and is committed to ensure that all staff will be treated in a fair and respectful manner. The RDKB is dedicated to providing a work environment that respects the dignity and self-esteem of its employees and affiliated members. Bullying and harassment are not acceptable or tolerated in the workplace. All incidents must be reported and investigated immediately.

RESPONSIBILITIES:

Senior Management

- Support and endorse the workplace bullying and harassment policy and program.
- Ensure time and resources are available to conduct training, investigations etc.
- Complete all appropriate forms to document any incidents of bullying or harassment.
- Assist in the investigation of any incidents of bullying or harassment where necessary or required.
- Not engage in bullying or harassment of workers, supervisors or other managers.

Managers/Supervisors/Foremen/Leadhands

- Apply and comply with this policy and program.
- Inform and train workers on this policy and program.
- Ensure bullying/harassment is never endorsed or engaged in.
- Take steps to prevent bullying and harassment.
- Promote the process to report incidents and complaints of bullying and harassment.
- Complete all appropriate forms to document any incidents of bullying or harassment.
- Assist in the investigation of any incidents of bullying/harassment where necessary or required.
- Not engage in bullying or harassment of workers, other supervisors or managers.

Workplace Anti-Harassment & Anti-Bullying Program

Workers

- Not engage in bullying or harassment of other workers, supervisors, or managers.
- Report bullying and harassment observed or experienced in the workplace.
- Complete all appropriate forms to document any incidents of bullying or harassment.
- Apply and comply with the employer's policies and procedures on bullying and harassment.
- Attend training sessions.

Investigators

- Gather all required information to conduct a full and comprehensive investigation.
- Complete investigations free of bias.
- Provide follow up and recommendations to assist in eliminating reoccurrence.
- Complete training on investigation techniques and procedures.

How Workplace Harassment Affects Workers:

- Adversely affects a worker's psychological or physical wellbeing.
- Has the purpose or the effect of interfering with a person's work performance or creating an intimidating, hostile or offensive work environment.
- Might reasonably be expected to cause, insecurity or discomfort, to another person or group.
- When submission to such conduct is made either implicitly or explicitly a condition of employment.
- When submission to or rejection of such conduct is used as a basis for any employment decision (including, but not limited to, matters of promotion, raise in salary, job security or benefits affecting the employee);.
- Harassment can take the form of subtle methods of coercion such as manipulation, including ignoring and isolating a person.
- For greater certainty, harassment may occur in the absence of any intent to harm, humiliate, intimidate or otherwise harass a worker.
- Includes any inappropriate vexatious conduct or comment by a person towards a worker that the person knew or reasonably ought to have known would cause that worker to be humiliated, offended or intimidated.
- Harassment excludes any reasonable action taken by an employer or supervisor relating to the management and direction of workers or the place of employment.
- Physical contact, (such as striking another person) is an assault and is prohibited by the *Criminal Code of Canada*. The RDKB does not tolerate such activities and encourages employees to report such incidents so they may be dealt with appropriately.

Workplace Anti-Harassment & Anti-Bullying Program

PROGRAM

This program includes:

A. Procedures for reporting incidents of bullying/harassment (COMPLAINANT)
B. Procedures for investigating incidents of bullying/harassment (EMPLOYER)
C. Appeal Procedure
D. Training
E. Record Keeping
F. Annual Review

SCOPE

This program applies to all elected officials, volunteers, RDKB employees, including permanent, temporary, casual, contract and student workers, managers and supervisors. It applies to face-to-face and electronic communications, such as email or social media.

DEFINITIONS

Bullying/Harassment Any inappropriate conduct or comment by a person towards a worker that the person knew or reasonably ought to have known would cause that worker to be humiliated or intimidated, but excludes any reasonable action taken by an employer or supervisor relating to the management and direction of workers or the place of employment.

Bullying and harassing behavior **can include**:

- Verbal aggression, insults or threats
- Humiliating initiation practices or hazing
- Spreading malicious rumors
- Calling someone derogatory names
- Vandalizing personal belongings
- Isolation and/or exclusion from work-related activities

The above list is not exclusive and harassment can also take place on the grounds of a persons' age, religion, or any other characteristic protected under Human Rights.

Bullying and harassing behavior **does not include**:

- Expressing differences in opinion.
- Offering constructive feedback, guidance or advice about work-related behavior.
- Reasonable action taken by an employer or supervisor relating to the management and direction of workers or the place of employment (eg. Managing a workers performance, taking reasonable disciplinary actions, assigning work).

Complainant	Someone who makes a complaint or files a formal objection.
Education	Knowledge acquired by learning and instruction.
External Investigator	Someone outside the organization hired to investigate an incident and is trained in workplace harassment investigations.
Internal Investigator	Someone within the organization assigned or designated to investigate an incident and is trained in workplace harassment investigations.
Respondent	One who responds or is in the position to defend his/her position.
Retaliation	Retaliation is any action taken against an individual in retaliation for that individual: (a) having invoked this policy whether on behalf of oneself or another individual; (b) having participated or cooperated in any investigation under this policy; (c) having been associated with a person who has invoked this policy or participated in procedures under this policy; or (d) having been perceived to be doing any of the above.
Sexual Harassment	"Sexual harassment" is a form of harassment and is defined as one or a series of incidents involving unwelcome sexual advances, requests for sexual favours, or other verbal or physical conduct of a sexual nature. Sexual harassment may include, but is not limited to, the

following types of behavior:

(a) sexist jokes causing embarrassment or offence, told or carried out after the joker has been advised that they are embarrassing or offensive, or jokes that are by their nature clearly embarrassing or offensive;
(b) display of offensive material of a sexual nature;
(c) sexually degrading words used to describe a person;
(d) derogatory or degrading remarks directed toward members of one sex or one sexual orientation;
(e) sexually suggestive or obscene comments or gestures;
(f) unwelcome sexual flirtations, advances, or propositions;
(g) unwelcome inquiries or comments about a person's sex life;
(h) persistent unwanted contact or attention after the end of a consensual relationship;
(i) requests for sexual favours;
(j) unwanted touching;
(k) verbal abuse or threats; and
(l) sexual assault.

Supervisor	A person who instructs, directs and controls workers in the performance of their duties. This could be a Manager, Supervisor, Foreman, or Leadhand.
Target	Person who is the focus of bullying/harassment
Worker	A person employed to perform a function or duty. For the purposes of this Program, worker means any permanent, temporary, casual, contract and student workers, managers and supervisors.
Workplace	Workplace is not confined to the offices and buildings where business of the RDKB is being carried out. Harassment can occur during or after working hours, on or off RDKB property. Harassment can occur during business travel, work-related social gatherings, through internet communications, or any other locations where the prohibited conduct may have a subsequent impact on the work relationship, environment or performance of any person to whom this policy applies.

PROCEDURES FOR REPORTING INCIDENTS OF BULLYING/HARASSMENT (COMPLAINANT)

1. All incidents of bullying/harassment must be reported immediately to a manager verbally and in writing. A *Workplace Bullying and Harassment Complaint Form* is to be completed. A sample is shown in Appendix A.
2. Where the manager is the alleged bully, the C.A.O., Deputy C.A.O, Board Chair and General Manager will assist in receiving/following up on incidents/reports.
3. Where the C.A.O is the alleged bully the Board Chair and General Manager will assist in receiving/following up on incidents/reports.
4. Where a director or Board Chair is the alleged bully the C.A.O and Deputy C.A.O will assist in receiving/following up on incidents/reports.

PROCEDURES FOR INVESTIGATING INCIDENTS OF BULLYING/HARASSMENT (EMPLOYER)

The process for investigating incidents and complaints of workplace bullying and harassment will be:

- undertaken promptly and diligently, and be as thorough as necessary, given the circumstances
- fair and impartial, providing both the complainant and respondent equal treatment in evaluating the allegations
- sensitive to the interests of all parties involved, and maintain confidentiality
- focused on finding facts and evidence, including interviews of the complainant, respondent, and any witnesses
- incorporate, where appropriate, any need or request from the complainant or respondent for assistance during the investigation process

1. Investigator selection

Most investigations at the RDKB will be conducted internally. Depending on the situation, the manager, General Manager, union representative or other designate will be the lead investigator. A worker representative from the safety committee may also be involved. In complex or sensitive situations, an external investigator may be hired. A Workplace Bullying and Harassment Investigation Form is shown in Appendix B.

2. Incident Review

Investigations will include interviews with the alleged target, the alleged bully, and any witnesses. If the alleged target and the alleged bully agree on what happened, then the RDKB will not investigate further, and will determine what corrective/follow up action to take, if necessary.

Documents to be reviewed may include:

- Workplace Bullying and Harassment Complaint Form
- Emails or social media evidence
- Notes
- Photographs
- Physical evidence like vandalized objects

3. Follow up

All investigations of alleged bullying and harassment will be followed up and documented. Follow up will include a description of corrective actions, a time frame, and a means for dealing with adverse symptoms. The complainant(s) will be advised of the outcomes and options available. These could include assistance programs, training and discipline.

Documents to be completed:

- Workplace Bullying and Harassment Complaint Form

Possible Outcomes

If it is determined that harassment has occurred, the investigator will recommend disciplinary measures, as appropriate, to the RDKB. Such disciplinary measures may include:

(a) a written apology to the complainant Note: apologies are rarely done correctly. They are only effective if done sincerely and of one's own volition;
(b) counseling;
(c) oral reprimand (copy placed in employee file);
(d) written reprimand (copy placed in employee file);
(e) transfer;
(f) suspension without pay for a period of time;
(g) demotion;
(h) supervision;
(i) suspension with or without pay pending for approval for discharge;

(j) Termination of Employment; and
(k) a combination of the above appropriate to the circumstances.

The RDKB will decide what action to take and will inform both parties of the decision in writing.

All efforts will be made to ensure that the complainant does not suffer any detriment in his/her working situation, as a result of making the complaint, an investigation and/or any resolution of the complaint.

APPEAL PROCESS

Should either complainant or respondent wish to appeal any outcome of the investigation, they are free to do so.

- An appeal must be made in writing without unreasonable delay, no later than 30 days after the decision.
- Full details on the reason for appealing the decision must be provided, clearly explaining why there is a disagreement on the decision.
- Every effort must be made to follow the current corrective actions while the appeal is reviewed.
- An appeal meeting will be arranged to discuss the appeal and, where possible, other participants may be included in the discussion (different senior manager, unbiased 3rd party, union etc).
- A final decision will be provided in writing within one week of the appeal meeting.

TRAINING

Training for supervisors and workers will include the following:

- How to recognize bullying and harassment
- How staff who experience or witness bullying and harassment should respond
- Procedures for reporting, and how the employer follows up with incidents or complaints of bullying and harassment
- Documents/form review

Training will occur as required and will be included in orientation.

RECORD KEEPING

The RDKB expects that staff experiencing or witnessing suspected/alleged bullying and harassment to complete the Workplace Bullying and Harassment Complaint Form. (Appendix A). The RDKB will keep all records pertaining to investigations and findings in a secure and confidential manner.

ANNUAL REVIEW

This program and these procedures will be reviewed annually. All workers will be advised and educated on this policy and program when they are hired, through the new employee orientation process.

IMPLEMENTATION DATE:_____

REVIEW DATE:_____

APPENDIX A

WORKPLACE ANTI-HARASSMENT & ANTI-BULLYING COMPLAINT FORM

COMPLAINANT INFORMATION	
NAME:	POSITION:
DEPT:	DATE:
RESPONDENT INFORMATION (ALLEGED BULLY OR BULLIES)	
NAME(S):	
POSITION/RELATIONSHIP:	

PERSONAL STATEMENT

Please provide details on the bullying and harassment incident(s), including:

- Names of all parties involved
- Any witnesses to the incident(s)
- Location, date and time of the incident(s)
- Details about the incident(s) (behavior and/or words used)
- All other relevant information

Attach any supporting documents, such as emails, handwritten notes, or photographs. Physical evidence, such as vandalized personal belongings, can also be submitted. Attach additional pages, as necessary.

Complaint form received by: (Name and Position)

Date:

Regional District of Kootenay Boundary

APPENDIX B

WORKPLACE ANTI-HARASSMENT & ANTI-BULLYING INVESTIGATION FORM COMPLETED BY THE INVESTIGATOR	
INVESTIGATOR INFORMATION	
NAME(S):	POSITION(S):
DEPT:	DATE:
DOCUMENT REVIEW	
List all documentation reviewed (emails, notes, photographs, physical evidence etc.)	
INTERVIEWS	
PERSON INTERVIEWED (Name, position)	
SITUATION DESCRIPTION (include dates, words actions) and impact (humiliated, intimidated etc.)	
PERSON INTERVIEWED (Name, position)	
SITUATION DESCRIPTION (include dates, words actions) and impact (humiliated, intimidated etc.)	
PERSON INTERVIEWED (Name, position)	
SITUATION DESCRIPTION (include dates, words actions) and impact (humiliated, intimidated etc.)	
OUTCOMES	
Based on the investigation, did workplace bullying and harassment occur? Yes No	
Reason(s) for this conclusion:	
Follow up with complainant/respondent. Include corrective actions, time frame, training opportunities etc.	

Regional District of Kootenay Boundary

STAFF REPORT

Date: 10 Oct 2014 **File** ES Administration - Water

To: **Chair Worley and Members, Electoral Area Services Committee**

From: Bryan Teasdale, Manager of Infrastructure and Sustainability

Re: Christina Waterworks District - Water Transition Study

Issue Introduction

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a draft proposal from MMM Group to complete a Water Transition Study for the Christina Waterworks District Water System

History/Background Factors

In early 2014, RDKB Staff submitted an application for an Infrastructure Planning Grant Study in order to complete a Water Transition Study for the Christina Waterworks District. Recently, the RDKB has received approval on this grant application and as such, approached MMM Group to provide an engineering proposal to complete the study in 2015 and would involve completing the following general tasks:

1. Review current operations, costs and fees associated with the Christina Waterworks District water system,
2. Review long-term water supply delivery options for the current water system,
3. Determine possible future capital upgrades for the water system that may be required,
3. Determine future rate structures and their impact on rate payers based on possible future operations and capital costs of the water system, and
4. Review possible future administrative service delivery models for the water system.

The above-noted information is required for the RDKB to make a sound decision in embarking on the possibility of acquiring ownership of the water system should the RDKB become responsible for providing administrative, operational and maintenance services as per current and future IHA standards.

Implications
The MMM Group proposal falls within the allocated budget of this project, which is $15,000. Additionally, as the RDKB will receive funds totaling $10,000 through the province as per the above-mentioned grant program, a maximum contribution of $5,000 will be required from the RDKB to complete the study.

This maximum contribution amount has been included within the Draft 2015-2019 Financial Plan

Advancement of Strategic Planning Goals
Completing this study would provide sound information to the RDKB Board and would ensure that any possible transition activities related to this core service would include extensive review of current Strategic Planning goals related to Exceptional Cost Effective and Efficient Services and Organizational Excellence.

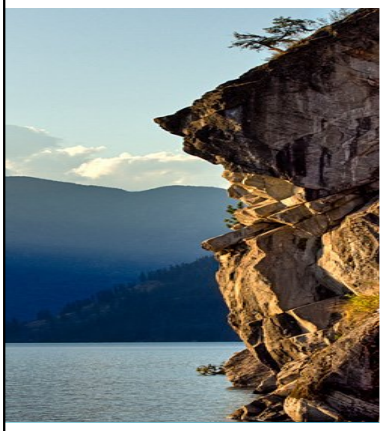
Background Information Provided
1. MMM Group Engineering Proposal - Christina Water Transition (October 9, 2014)

Alternatives
1. Receive the Staff Report.
2. Receive the Staff report and approve Staff to enter into a contract with MMM Group to complete the Christina Waterworks District Water Transition Study in 2015 for an amount not to exceed $15,0000.
3. Receive the Staff report and request staff to obtain additional quotes.
4. Receive the Staff Report and direct Staff not to proceed with completing the Study.
5. Not to receive the Staff Report.

Recommendation(s)
That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a draft proposal from MMM Group to complete a Water Transition Study for the Christina Waterworks District Water System be received.

That the Electoral Area Services Committee recommend to the RDKB Board of Directors to approve Staff to enter into a contract with MMM Group to complete the Christina Waterworks District Water Transition Study in 2015 for an amount not to exceed $15,0000.







Regional District of Kootenay Boundary



Request for Proposal

October 09, 2014

Christina Waterworks District Water Transition Study

CHRISTINALAKE

MMM Contact:
Jim Roe, AScT
540 Leon Avenue
Kelowna, BC V1Y 6J6
250.869.1334
RoeJ@mmm.ca

MMM GROUP

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1.0 INTRODUCTION

MMM Group Limited (MMM) has prepared the following proposal in response to the Regional District of Kootenay Boundary (RDKB) email request for proposal dated October 6, 2014 for the completion of the Christina Waterworks District Water Transition Study. The RDKB is seeking a qualified professional consultant to complete the review and assessment of the water utility that services the area of Christina Lake which is located East of Grand Forks in Area 'C' of the RDKB.

MMM understands that the objective of this assignment is to complete the transition study of the water utility and identify upgrades that may be required so that the RDKB can determine its acquisition viability. Our team will review the system for regulatory compliance, and assess the systems current and future operations, capital improvements and financial costs.

MMM is well qualified to complete this project. Over the past several years we have performed similar assessments for municipalities and regional districts and played key roles for numerous improvement projects where the main components (civil, structural, mechanical, electrical, permitting, ownership and environmental services) have been required for successful completion of the project. In this proposal, we will show examples of our successfully completed similar projects.

The strength of MMM's team is our local project manager and engineer who both have extensive experience in municipal infrastructure and the review, operations and expansion of water systems. This team will be supported by two senior advisors who will review the works and provide further recommendations and a quality control review of the project deliverables.

2.0 PROJECT UNDERSTANDING

The RDKB is looking to retain a consultant to review and complete transition study for the Christina Waterworks District water system located within the RDKB in a rural area east of the City of Grand Forks. This study is the first step in the potential utility transfer process.

The Christina Waterworks District Board of Trustees approached the RDKB to consider taking over operations of the water system. The Christina Lake area is a popular tourist destination and the water system services approximately 800 people in the winter and 6,000 people in the summer.

MMM is very familiar with providing water and utility assessments and understands that this assessment will help guide the RDKB forward in the acquisition process. Our team will complete the following tasks for this assessment:

- Review the systems legal documents (legal property, rights of ways, water licenses etc.)
- Current compliance regulatory agencies such as Ministry of Environment, Interior Health Authority, Water Utility Act and Utilities Commission Act
- Review existing operation and maintenance
- Assess current asset life expectancy
- Identify capital improvements required to meet current regulations or which may be required over the next 20 years
- Determine financial implications to users and the RDKB to maintain and/or improve the system

3.0 WORK PLAN

We have developed a work plan that implements the requirements for data collection, preparation and reporting. Our program was developed to optimize the RDKB's time and financial resources, while also optimizing use of MMM's resources.

We understand that good communication and coordination with the RDKB during all phases of this project is essential to its successful completion. We will endeavor to keep the RDKB informed and obtain their input on all aspects of the project through regular meetings, emails, and verbally throughout the project to ensure that the RDKB forms an integral part of the team and contributes during all stages.

In addition, as part of our project management commitment, MMM will provide monthly progress reports. The reporting will be based on the tasks identified in the work plan, and will summarize the work to date, task percentage complete and up-to-date project expenditures. In addition, the report will outline budget, schedule and scope issues for resolution.

3.1 Phase One: Project Initiation

3.1.1 Project Initiation Meeting

Objective

We will meet with the RDKB staff, on-site to go over the work plan, schedule and budget. We will ensure that it meets your needs, and will add or revise elements that you feel would better fit the program. The key issue will be to get clear direction on intended outcomes of the analysis processes.

Tasks

- Gather all background information, plans, policies and regulatory documents.
- Meet with the RDKB to clearly define stakeholders and protocol for interaction, to confirm work plan and to confirm / refine the project schedule.
- Confirm any RDKB policies that are to be incorporated into the utility assessment.
- Confirm system design criteria and objectives.

3.1.2 Background Review

Our consulting team will review the relevant background material, including mapping, system models (if available), studies, reports, Tangible Capital Asset (TCA) inventory, utility rates, utility structure, legal plans, conditions on permit, and all other available information.

3.2 Phase Two: Existing Infrastructure Review

Based on the review of background material, our team will analyse the existing infrastructure with respect to its ability to meet current and future community needs. This exercise will include analysis of infrastructure condition, system capacity and system operations. We will conduct a tour with RDKB and operations staff to assist in understanding local perspectives, issues and opportunities. Infrastructure recommendations / solutions will be made within the requirements of the current regulatory bodies of the Ministry of Environment and Interior Health Authority.

The distribution system will be reviewed against available record drawings to determine if any utilities are not located in rights of way. The location of key features will be located with our hand held GPS unit and geo-referenced photographs. If there are too many discrepancies between the drawings and in field verification a detailed survey may be required at which point our project manager will discuss available options with the RDKB.

3.3 Phase Three: Financial Plan

The key objective of the financial review is to determine if the system is operating as a financially viable standalone utility. The financial plan will confirm where the Christina Waterworks District is doing the right things; from an operational perspective and in what areas it can improve. The financial analysis will evaluate financing options for capital improvements. We will determine the appropriate utility rates to fund current operations, ongoing capital investments and system improvements, such as infrastructure replacement and conservation. We will review historical revenues and expenditures to establish a base case financial model and to develop a capital expenditure forecast from the recommended infrastructure improvement projects.

The financial analysis will provide a summary of the existing systems with a long-term projection (20 year) to address financial and economic impacts of:

- Improvements to the existing water, distribution and treatment systems;
- Expansion to address projected development and expansion in residential growth;
- Impact on utility rates;
- The investment (and timing thereof) required to operate sustainable utilities; and
- Rate forecasts

Our perspective will be to define the utility as a fully independent operation from other RDKB services, reliant upon generating its own resources to offset expenditures and to deliver operational goals. This will allow us to compartmentalize the utilities and to determine the true cost for providing service. The result of the financial modeling will be a financial plan that will address three primary goals for the utilities, namely to:

- Identify sustainable rates packages for users, which account for system upgrades and renewal into the future;
- Propose a funding plan for conservation initiatives and system improvements; and
- Provide guidance to improve or sustain acceptable service delivery.

We will draft a complete copy of the financial plan for review and comment by the RDKB. After the RDKB has reviewed the draft plan, our team will make any necessary revisions, as identified by staff.

3.4 Phase Four: Summary Report

A summary report will be prepared and presented to the RDKB. In the report MMM will summarize all findings for the utility. A draft table of contents showing the expected headings may be as follows:

- General Utility Description
  - Location, History and Service Area
  - Governance
  - Administration
  - Permits, Licenses, Registrations and Certificates
- Current Utility Infrastructure Conditions and Conformance with RDKB and Government Regulations
  - Source
  - Source Protection
  - Well
  - Treatment
  - Storage
  - Distribution System
  - Communication System
- Financial Status
  - Revenue
  - Expenditure
  - Asset Value
  - Reserves
- Operation and Maintenance Considerations
  - Maintenance Activities
  - Sampling and Reporting
  - Emergency Response Procedures
- Land Use Plans and Growth Projections

- Official Community Plan
- Zoning Bylaw

- Future Upgrades to meet RDKB and Government Regulations
  - Infrastructure Upgrading Plan
  - Operations and Maintenance Plan

3.5 Project Management and Advisory Services

Communication with project manager – For this project all formal communication will be between our project manager and the RDKB representative. We will provide **weekly updates** and a monthly summary report (in either electronic or a hard copy format depending on the client's desire) that will identify:

- The status of the project
- A comparison of the actual versus planned schedule
- Our cost control spreadsheet
- Any approved extra work
- Any issues of concern
- The anticipated activity for the following weeks

A follow up telephone conversation will take place between the project manager and RDKB's representative for each report.

3.6 Deliverables

Our submissions for the project will be based on these requirements:

- Meeting facilitation – the meeting agenda and previous minutes will be submitted to the RDKB project manager within three (3) days of the meeting.
- Drawing submissions – completed full size drawings, reduced (11x17) drawings and digital files in AutoCAD 2014 and Adobe PDF formats.
  - All drawing shall use a geodetic datum and UTM Nad 83 coordinates.
  - Drawing will use SI units throughout.
  - Be acceptable to the Regional District's Geographical Information Systems department.
- Summary Report – one copy will be submitted in hard copy (8.5 x 11) format in digital MS Word, MS Excel and Adobe PDF format.

- Quality Control Plan - as a component of our in-house QA/QC program, MMM Group assigns a senior staff member to review all reports, drawings, specifications and other documents prior to being issued. The review process is company policy for all the documents that we prepare. This will be part of the quality control plan for this project.

MMM's goal is to provide consulting service in complete conformance with the stated requirements of its clients, and achieve total client satisfaction through delivery of error-free services on time and within budget. In order to achieve this objective, MMM established, implemented and maintains a quality management system that references ISO 9001 requirements. Our quality plan includes mechanisms for change control, corrective action, and quality assurance. It serves as a framework for us to meet our obligations as professional engineers and provide first-class client service.

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4.0 SCHEDULE

4.1 Project Schedule

We commit to having the project areas deliverables provided by mid-2015 in accordance with the timeline expectations of the RDKB.

MMM has the resources required to achieve these dates. It is assumed that RDKB will expedite design comments and return comments back within seven (7) days to MMM once receiving our submittals so that these timelines can be met. The following shows a summary of the expected key project milestone dates to completion of the report, assuming a project start date of January 5, 2015.

Project Stage	Date
Start-up Meeting	January 5, 2015
Background Information	January 16, 2015
Water System Demand Analysis and Condition Assessment	January 30, 2015
Draft Report Submittal	February 27, 2015
Draft Report Review Meeting	March 13, 2014
Capital Improvement Plan and Financial Impacts	March 27, 2015
Final Report Submittal	April 17, 2015
Final Report Review Meeting	April 24, 2015
Final Submittal and Project Closeout	May 1, 2015

This schedule may be expedited depending on the availability of information, and RDKB's ability to review and provide comments on submittals. In the event of a later project start date, the milestone dates would need to be adjusted accordingly.

5.0 CORPORATE PROFILE AND PROJECT PERSONNEL

5.1 MMM Group Limited

MMM will be the prime consultant for this project. MMM is a privately held Canadian company with over 2,000 staff offering comprehensive consulting services in project management, engineering, planning, and geomatics to government and private sector clients across Canada and overseas.

This assignment will be led by our Kelowna team; our personnel will work closely with RDKB staff to ensure an on-time and on-budget project. Our office is located in downtown Kelowna and will serve as the lead project office for this assignment.

Our Kelowna office has a staff of 30 employees and our facilities include videoconferencing capability with other MMM offices, contract document and drawing production capability, accounting, and IT support staff. Additionally, our Vancouver office has approximately 180 engineers and support staff to provide assistance to our Kelowna team if necessary.

Full detailed resumes on each of our project personnel are available upon request.

Identified key project team members shall only be replaced with written approval of the RDKB.

5.2 Why are we Interested?

We are interested in RDKB as a client, and this assignment in particular, because:

- Our corporate philosophy of achieving long-term professional relationships and developing sustainable solutions for communities is part of our culture.
- The type of work that the RDKB requires is well within our capability and is part of our core business. Our team has been working on three similar assignments over the last year.
- Many of our key personnel have been involved in the planning, operation, design and construction of municipal infrastructure including local service area improvements and water master planning for small to medium sized municipal or provincial clients. We enjoy working on these assignments and with these clients because our corporate and personal abilities are very much appreciated and in line with this service.

5.3 Advantages of our Team

MMM brings the capabilities necessary to fulfill and exceed the objectives of RDKB. We offer a fresh approach with:

- **Local Government Experience** – our team members in the BC Interior office have 100 years of combined experience in local government consulting, providing engineering, planning, operations and corporate services solutions.
- **Real Experience with Similar Assignments** – Our team members have recently completed and are currently engaged in planning, engineering, of water system related projects for many municipalities, regional districts and the province.
- **Personal Service from Our Core Team** – We will attend meetings and be available in person when required. Our goal, as with all of our assignments, is to provide the client with outstanding service and products, on time and within budget.

5.4 Project Personnel

Our project team is comprised of individuals with extensive project management, research, planning, system modelling, financial, design, construction and operations experience who will work closely with RDKB staff to deliver this plan. For effective project delivery, we can offer additional depth of technical support in addition to the key individuals identified in the areas of land use planning, mechanical, electrical and structural engineering. With the following proposed project team we have:

- Identified key personnel with appropriate expertise who can commit to the assignment as a priority
- Included personnel with a demonstrated ability to plan, research, design, monitor, control and administer projects to minimize costs and maintain the schedule
- Appointed a strong project manager and project engineer who can apply the experience gained from recent assignments in utility analysis and assessment
- Included personnel and teams members who have successfully completed numerous assignments within the BC Interior.

The proposed water utility transition study will require an experienced and diverse team with a wide range of skills and expertise, such as:

- Project management
- Water system analysis/design
- System planning operations
- Letters patent and regulatory reviews
- Survey (legal and topographic)
- Report writing

Jim Roe, AScT MMM Project Manager (Client Liaison)

For this assignment, Jim Roe will be the project manager for all phases of the project providing day-to-day direction and guidance to the project team. He will be the liaison between MMM's project team and the RDKB project manager.

Jim is a project manager in the MMM Kelowna office. He specializes in municipal administration, project management, municipal infrastructure design and operations and capital planning. He has spent a majority of his career completing retro fit projects for local government clients. Prior to joining MMM, Jim was the public works manager at RDCO where he was involved in the sewer and water capital plan.

Over the past 30 years Jim has worked in consulting and local government, municipal engineering and land development, as well as all aspects of project management. He has exceptional local government and regulatory knowledge, technical expertise in public works operations, municipal engineering and planning.

Some of Jim's relevant project experience includes:

- Village of Lumby Water Utility 20 Year Financial Master Plan
- Anaconda Water System Assessment
- Greenwood Wastewater Utility Financial Master Plan
- Deer Park Estates Phase 4 Utility Upgrade

Sean Wren, P.Eng. MMM Project Engineer

Sean Wren is a civil engineer who has demonstrated a commitment to excellence and leadership in engineering. Sean is currently leading a water master-planning report for the Village of Lumby and similar exercises with the RDKB for the unincorporated area of Anaconda and with the Regional District of Okanagan-Similkameen for the unincorporated area of Willowbrook, north-west of the Town of Oliver. Sean is also working on a wastewater master-planning report for the City of Greenwood. Sean's background in planning and design will make him a good fit for this assignment.

Sean will be the project engineer responsible for the technical review and asset assessment of the water system.

David Gibson, P.Eng. MMM Advisor / Quality Control

For this assignment David will work with the project team as an expert advisor and quality control specialist.

David is a civil engineer who has demonstrated a commitment to excellence and leadership in the engineering industry since 1984. He has extensive experience with water systems of all scopes, from design and contract administration to water system assessment and water use

studies. David has proven success with a range of stormwater management and drainage / irrigation projects, including studies, design, and construction. He also has proven experience with a myriad of sanitary sewer system design, contract administration, feasibility studies, and pre-design reports. He has successfully led numerous transportation and road upgrading projects throughout British Columbia and Alberta.

Some of Dave's relevant project experience includes:

- Project manager, Harvey Avenue Water and Sewer, City of Kelowna, British Columbia
- Project manager, Arrow Creek Water Transmission Main Repair / Replacement, Creston, British Columbia, Regional District of Central Kootenay
- Project manager, Pinnacle Ridge Subdivision Booster Pump Station and Reservoir, Anmore, British Columbia, The Bowra Group
- Project manager, Silver Star Water Supply, Vernon, British Columbia, Silver Star Ski Resort
- Project manager, North Thompson, Monck, Shuswap and Herald Water Systems, Thompson Okanagan Region, British Columbia, Ministry of the Environment / BC Parks

Tyler Fox, P.Eng., ALS, BCLS, Associate — Surveyor

Tyler will conduct any survey work, if required, and legal title research for the utility. He has managed public works surveys, ranging from legal boundary placement to pre-construction and construction layout surveys, and natural boundary definition to evidence restoration and re-establishment. Tyler had been involved in several projects requiring the research of right-of-ways and boundary establishment.

5.5 Availability and Commitment

The RDKB's timing for issuing the RFP and awarding the successful consultant is ideal as it allows MMM to keep its proposed personnel available for this project as a priority.

MMM's project team is a skilled and experienced group available to commit sufficient time and resources to this project. With our team located in Kelowna and will be close enough to deal with any immediate concerns during the assignment.

6.0 FIRM EXPERIENCE AND REFERENCES

MMM has provided consulting services on several similar projects throughout the region. For many consecutive years, we have retained strong working relationships with the same clients, providing consistent client satisfaction through complete design execution and efficient project management. MMM's quality management program helps to ensure that projects are completed on-time, on-budget and with total client satisfaction.

Willowbrook Water System Assessment

MMM is currently working with the Regional District of Okanagan-Similkameen, in coordination with Willowbrook Utilities, in performing an analysis of the water system for the unincorporated area of Willowbrook. This exercise will provide recommendations for the phasing and funding of recommended infrastructure upgrades to the system, as well as a proposed ownership model and rate structure.

City of Greenwood Wastewater Utility Financial Master Plan

MMM is currently working with the City of Greenwood in developing a financial master plan for the wastewater utility. This exercise will provide recommendations for the phasing and funding of recommended infrastructure upgrades to the collection and treatment systems.

Village of Lumby Water Utility Financial Master Plan

MMM is currently working with the Village of Lumby in developing a financial master plan for the water utility. This exercise will provide recommendations for the phasing and funding of recommended infrastructure upgrades to the supply, storage and distribution systems.



Anaconda Water System Assessment

MMM is currently working with the Regional District of Kootenay Boundary, in coordination with the City of Greenwood in performing an analysis of the water system for the unincorporated area of Anaconda. This exercise will provide recommendations for the phasing and funding of recommended infrastructure upgrades to the system, as well as a proposed ownership model and rate structure.



City of Merritt Integrated Growth Strategy

MMM worked with the City of Merritt in developing an integrated growth strategy. This document integrates land use, infrastructure, community services, economic development, finance and operations. The document serves to chart the future of the community and give the decision makers the tool to balance the infrastructure investment with economic development initiatives.

City of Williams Lake Water Management Bylaw, Emergency Response Plan and Water Utility Business Plan

MMM completed a series of studies associated with planning for the City's water system. These assignments included development of a water conservation plan, new water management bylaw to comply with the Drinking Water Protection Act, updating the emergency response plan and finally a comprehensive review of the City's water rate structure as part of the business plan for the utility.

6.1 References

Regional District of Okanagan-Similkameen Liisa Bloomfield, Engineer t: 250.490.4229 e:lbloomfield@rdos.bc.ca	**City of Greenwood** Randy Smith, Public Works Superintendent t: 250.528.5288 e:publicworks.greenwoodcity@shaw.ca
Village of Lumby Jeremy Sundin, Director of Finance t: 250.547.2171 e:jeremys@lumby.ca	**City of Trail** John Howes, Engineering Technician t: 250.364.1262 e: jhowes@trail.ca
Ministry of Environment (misc. water system assessments and improvements since 2007) Dave Richmond t: 250-490-8259 e: Dave.Richmond@gov.bc.ca	

7.0 FEES

MMM will provide the services described in this proposal for a lump sum fee of **$15,000.00** including disbursements, plus applicable taxes.

7.1 Cost Control

Cost control for this assignment will include monthly monitoring of the status of the project and a comparison to the schedule. The time and cost spent will be compared to our fee spreadsheet on a monthly basis.

7.2 Invoicing

Invoices for the work shall be submitted monthly. The invoices will be based on the hourly rates quoted and the actual work performed that month. The invoices shall be due and payable within 30 days of receipt of the invoice.

7.3 Additional or Optional Services

In the event that optional or additional services are required, we will prepare a budget and work plan for approval. The hourly rates quoted, as well as disbursement rates, will be fixed for the project during the 2015 calendar year and will also apply to any extra services that may arise.

7.4 Assumptions

Our proposed fees are based on the following assumptions:

- Receipt of all information identified in Section 3.1.2
- RDKB providing complete and accurate digital base plan and aerial photography
- RDKB providing existing water information, mapping, and model (model, if available)
- RDKB providing digital versions of reports and information from previous consultants work
- That the provided information is adequate to assess the system

Regional District of Kootenay Boundary

Electoral Area Services Committee Staff Report

Prepared for meeting of October 2014

Development Variance Permit			
Owner: 0985028 BC Ltd			***File No:*** BW-508S-07440.104
Location: 40 Kettle View Road Big White Ski Resort, Electoral Area 'E'/West Boundary			
Legal Description: DL 508S			***Area:*** 0.105 acre (425m²)
OCP Designation: Village Core	***Zoning:*** Village Core 6	***ALR status:*** No	***DP Area:*** Alpine Environmentally Sensitive Landscape Reclamation/Commercial & Multiple Family Development Permit Areas
Contact Information: Brad Powell, President 0985028 BC Ltd 1385 Baker Creek Road Quesnel, BC V2J 7H5 (250) 983-6073 powellfamily@netbistro.com			
Report Prepared by: Jeff Ginalias, Planner			

ISSUE INTRODUCTION

The owner of the subject parcel has applied for a Development Variance Permit to legalize the placement of a deck that has been partially constructed at the Snow Ghost Inn, formally known as Das Hofbrauhaus. The deck extends to the interior side lot line (a setback of 0 meters). The deck is attached to the adjacent building, and is part of the commercial establishment, formally known as Rachel's, in the Snow Ghost Inn.

HISTORY / BACKGROUND FACTORS

The subject property is located at 40 Kettle View Road *(see Site Location Map)*. The pub and deck were established years ago. The new owner is remodelling and upgrading the pub, which includes replacing the attached deck.

The deck is the only structure on the subject parcel. The Crown granted fee simple title to the parcel in 1987, upon condition it be used in conjunction with the adjacent parcel (the pub). The adjacent parcel is a building strata. The applicant owns two strata units in the building, including the pub.

The property is designated as 'Village Core' in the Big White OCP and zoned 'Village Core 6' (VC6) in the Big White Zoning Bylaw. The property is within the Alpine Environmentally Sensitive Landscape Reclamation and Commercial & Multiple Family Development Permit Areas; however, the construction of a deck within the original footprint does not trigger the Development Permit requirements.

PROPOSAL

The applicant replaced an existing 2150 ft² (200m²) deck which is attached to the existing pub. The applicant is remodeling and upgrading the pub in addition to replacing the deck *(see Applicant's Submission; New Deck Photos)*.

Even though the deck is being built in the same location and with the same of projection into the setback (to the lot line), a Development Variance Permit is required since the original construction was done without a variance. Accordingly, the applicant requests the following:

- Decrease in the interior lot line setback of 5.0m (from 5.0m to 0.0m)

IMPLICATIONS

In considering applications for Development Variance Permits, the RDKB generally considers whether the proposed variance will:

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

The applicant asserts the request is based on hardship. The deck is an integral part of the business. To be attached and part of the pub, the deck has to project into the setback and extend to the parcel line.

The applicant asserts the new deck will be an improvement. The old deck was in poor condition. The new deck, in conjunction with the remodeled pub, should improve the area.

Regarding negative impacts the neighbouring properties, before the Board can consider approving the variance, letters will be sent to neighbouring property owners notifying them of the proposal and providing opportunity for comment. This would include the members in the strata units.

Over the years there have been complaints from residents about noise and disruption from pub operations. While acknowledging this, the application is a land use request for construction of a deck. Matters regarding complaints concerning pub operations are more related to the liquor licensing matters with the pub and the deck.

REFERRALS

This application was referred to both the RDKB Building Official for Big White and the Big White Fire Department. Both expressed concern related to fire hazards both for the deck that has been partially constructed and for the proposed pagoda.

The Building Official has expressed concern about the potential for combustible construction occurring at or near the property line. It is a British Columbia Building Code requirement that as construction is placed closer to a property line it shall achieve a higher level of non-combustible materials. Similarly the Big White Department expressed concern regarding the close proximity of the first floor deck, and the proposed roof of the Pagoda.

The owner is required to apply for a Building Permit, and any required fire separations will be addressed through that process.

APC COMMENTS

The Big White APC has no concerns regarding the request for a Development Variance permit to place the deck within the interior side yard setback.

RECOMMENDATIONS

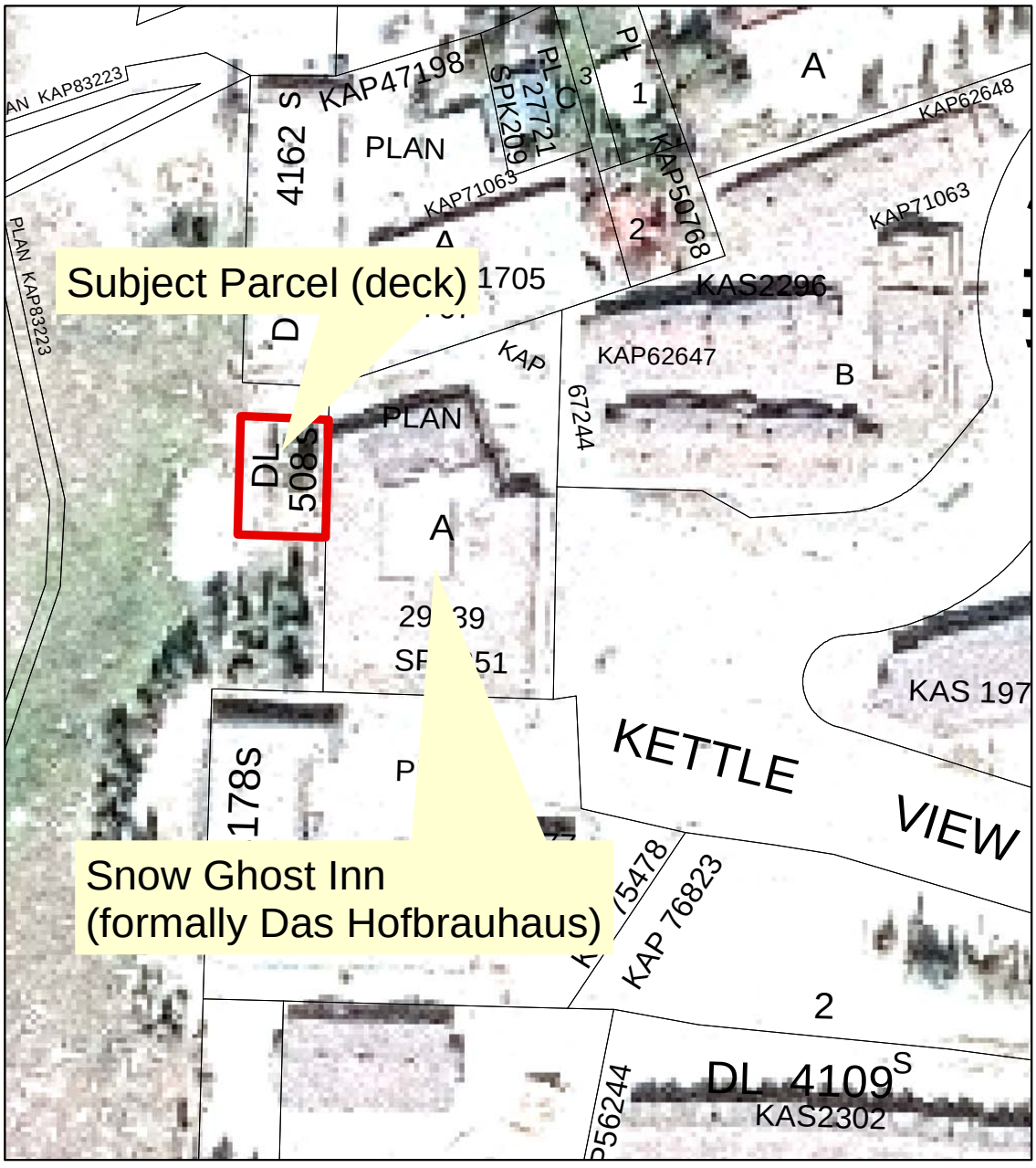
That the staff report regarding an application by 0985028 BC Ltd. for a Development Variance Permit for the parcel legally described as DL 508S to reduce the interior side parcel line setback from the required 5 metres to 0 metres be received.

That the Development Variance Permit application submitted by 0985028 BC Ltd. for the property legally described as DL 508S requesting an interior side parcel line setback variance of 5.0 metres (from 5 metres to 0 metres) to permit the placement of a deck attached to the adjacent existing building, be presented to the Board for consideration with a recommendation of support.

ATTACHMENTS

Site Location Map
Applicant's Submission
New Deck Photos

Site Location Map



#650
100

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

RDKB Main Office
202-843 Rossland Avenue
Traill, B.C. V1R 4S8
Telephone: 250-368-9148 Toll Free: 1-800-355-7352
Fax: 250-368-3990 Email: plandept@rdkb.com

RDKB Sub-Office:
PO Box 1965
Grand Forks, BC V0H 1H0
Telephone: 250-442-2708 Toll Free: 1-877-520-7352
Fax: 250-442-2688 Email: plandept@rdkb.com

PLANNING & DEVELOPMENT DEPARTMENT
APPLICATION FORM FOR BIG WHITE SKI RESORT

TYPE OF APPLICATION (PLEASE CHECK THE APPROPRIATE BOX):

(a) ☐ Zoning Amendment Only
(b) ☐ Zoning and Official Community Plan Amendment
(c) ☐ Official Community Plan Amendment Only
(d) ☑ Development Permit (Single or Two Family Dwellings)
(Alpine Environmentally Sensitive Landscape Development Permit Area)
(e) ☐ Development Permit (Commercial Development or Multi-Family Dwellings)
(Commercial and Multi-Family Development Permit Area)
(f) ☐ Development Permit Amendment
(g) ☑ Development Variance Permit

APPLICATION FEES:

Types (a) or (c) application $1600.00
Type (b) application $1800.00
Type (d) application $100.00
Type (e) application $200.00
Type (f) application $50.00
Type (g) application $450.00

Please make all cheques payable to ***The Regional District of Kootenay Boundary*

DEVELOPMENT PROPOSAL SIGN FEE

The Regional District's Fees and Procedures Bylaw No. 1231 requires the posting of a Development Proposal Sign in certain circumstances. If such a sign is necessary, a fee of $100 is required for the sign board and preparation of text. Applicants will be refunded $70.00 once the sign has been returned to the RDKB in good condition.

REFUNDS:

If type (a) or (c) application is denied before public hearing $800.00
If type (b) application is denied before public hearing $900.00
If a Development Proposal Sign is returned in good condition $70.00
**Fees for application types (d), (e), (f) and (g) are non refundable

Name(s) of registered owner(s): 0985028 BC Ltd (president Brad Powell)
Address: 3365 Baker creek Road Quesnel B.C V2J 7H5

Telephone/Fax: 250-983-6073 Email: powellfamily@netbistro.com
Legal description of land under application: Legal Description D.L. 5085
Area of land in hectares: 0.105 Acres

SUPPORTING INFORMATION REQUIRED

1. **All applicants**: Please submit the following information (**failure to do so may delay or jeopardize the application**):

(a) a copy of the Certificate of Title or recent Tax Assessment notice for the subject property;
(b) a plan drawn to an appropriate scale, accompanied by a written report (if necessary) showing:
  (i) the legal boundaries and dimensions of the subject property;
  (ii) the location of any earthworks/grading and/or proposed landscaping on the subject property;
  (iii) the boundaries and dimensions of any proposed lots (if subdivision is being proposed);
  (iv) the location of any physical or topographic constraints on the subject property (such as watercourses, ravines, wetlands, steep slopes, bedrock outcrops, etc.);
  (v) the location of permanent buildings and structures on the subject property;
  (vi) the location of any proposed buildings, structures or additions thereto;
  (vii) the location of any existing or proposed access roads, driveways, screening and fences.

- Contact planning staff to determine if Floodplain Bylaw regulations apply.

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.

Additional Information Required For Development Permit Applications:

2. **In addition to the information listed above, Development Permit applications must include::**

(a) **five (5) sets of concept plans are required** showing basic front, side and rear elevations as well as a scaled site plan with 2m contour intervals on 11" x 17"paper showing the placement of the proposed buildings on the lot and their relationship to other buildings, services and amenities on adjacent lots, and distances between the proposed buildings and lot lines;
(b) additional requirements according to which development permit area your proposed development falls within (see Section II of the Applicant's Information Package). These requirements must be met in writing, and some require a professional architect's or engineer's signature.

****Please refer to the document entitled "Obtaining a Development Permit at Big White – An Applicant's Information Package". A copy may be obtained from the RDKB Planning Department, or from the RDKB website at www.rdkb.com.**

Please outline how your proposed development will meet the requirements contained in the above-referenced package. In addition, outline any requests for variances from the regulations in the Big White Zoning Bylaw:

re-place existing deck (2150 sq feet) attached to existing pub. and original foot print of deck. which requires "0" set back to interior lot line. this would be a hardship to business without getting a variance!

I, the undersigned, hereby certify that the information provided with respect to this application is full and complete and is, to the best of my knowledge, a true statement of the facts related to this application.

Signature of Owner

Sept 21/2014
Date

Agent's Authorization

I, _____ hereby authorize _____
(Owner) (Agent)

to act on my behalf in respect of this Development Permit application.

Address of Agent _____

_____

Telephone: _____ Fax: _____ Email: _____

DECLARATION pursuant to the *Waste Management Act*

I, Brad Powell owner of the subject property described on this application form, hereby declare that the land which is the subject of this application has not, to my knowledge, been used for industrial or commercial activity as defined in the list of "Industrial purposes and activities" (Schedule 2) of the *Contaminated Sites Regulation* (B.C. Reg. 375/96). I therefore declare that I am not required to submit a Site Profile under Section 20.11 or any other section of the *Waste Management Act*.

Signature

Sept 24/2014
Date

Applicants are entitled to appear before the Big White Advisory Planning Commission (APC) to explain the nature of their request. Should the applicant choose to exercise this option it is their responsibility to contact the APC Chair with respect to meeting schedules and procedures. For further information respecting the Big White APC, please contact the RDKB Planning and Development Department.

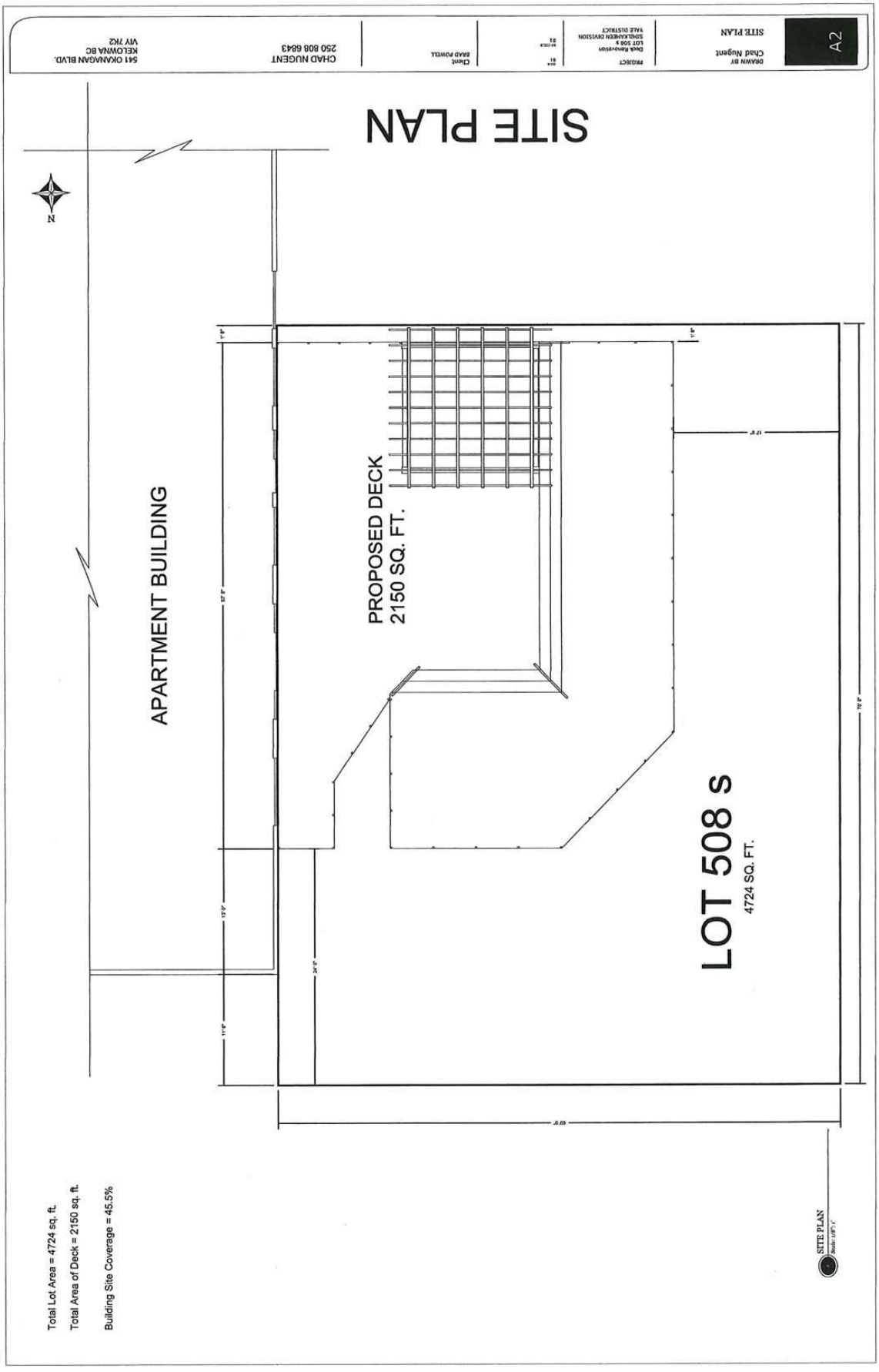
The following checklist(s) indicates basic requirements for a complete application submission.

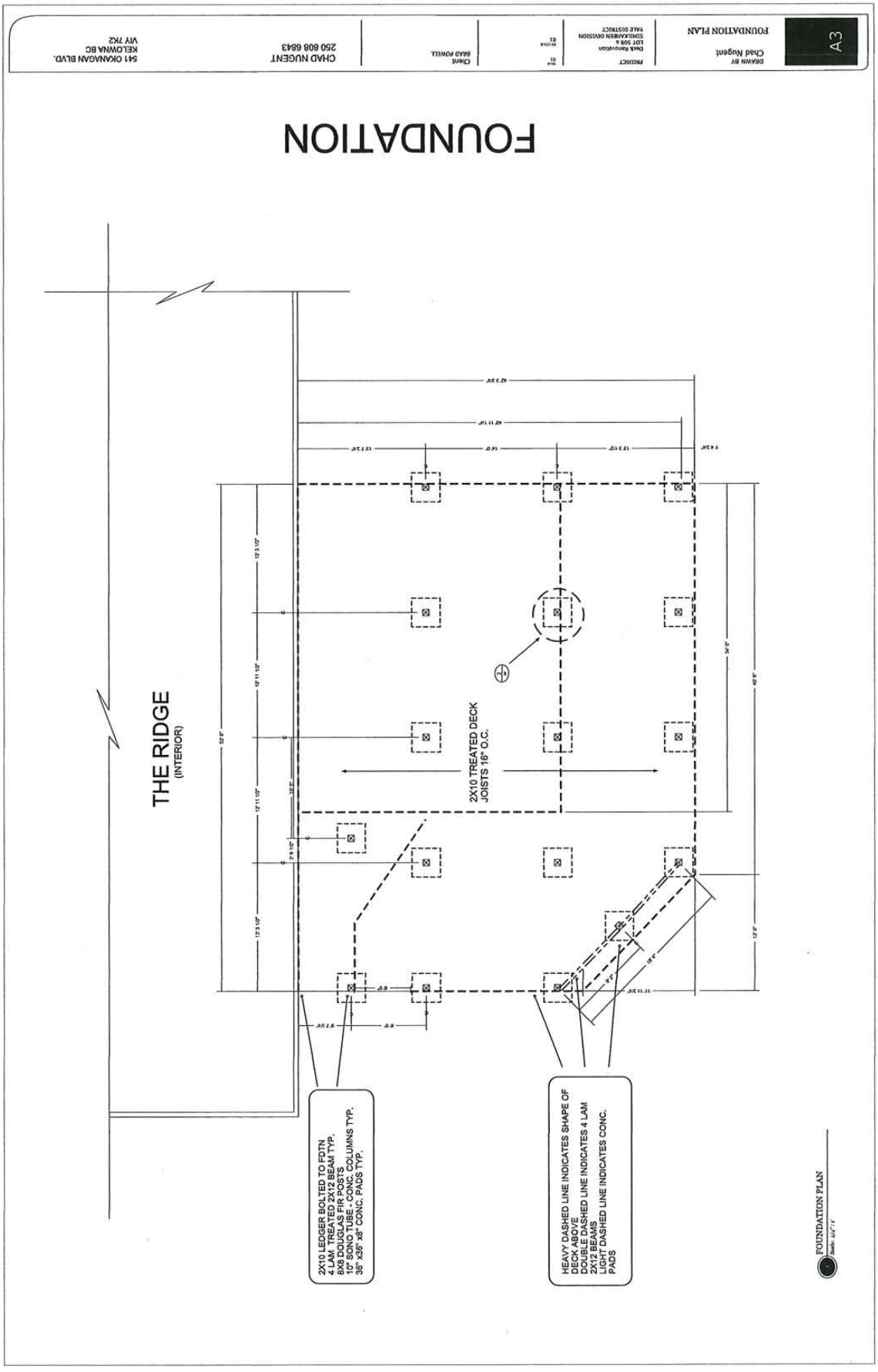
GENERAL REQUIREMENTS FOR ALL APPLICATIONS:

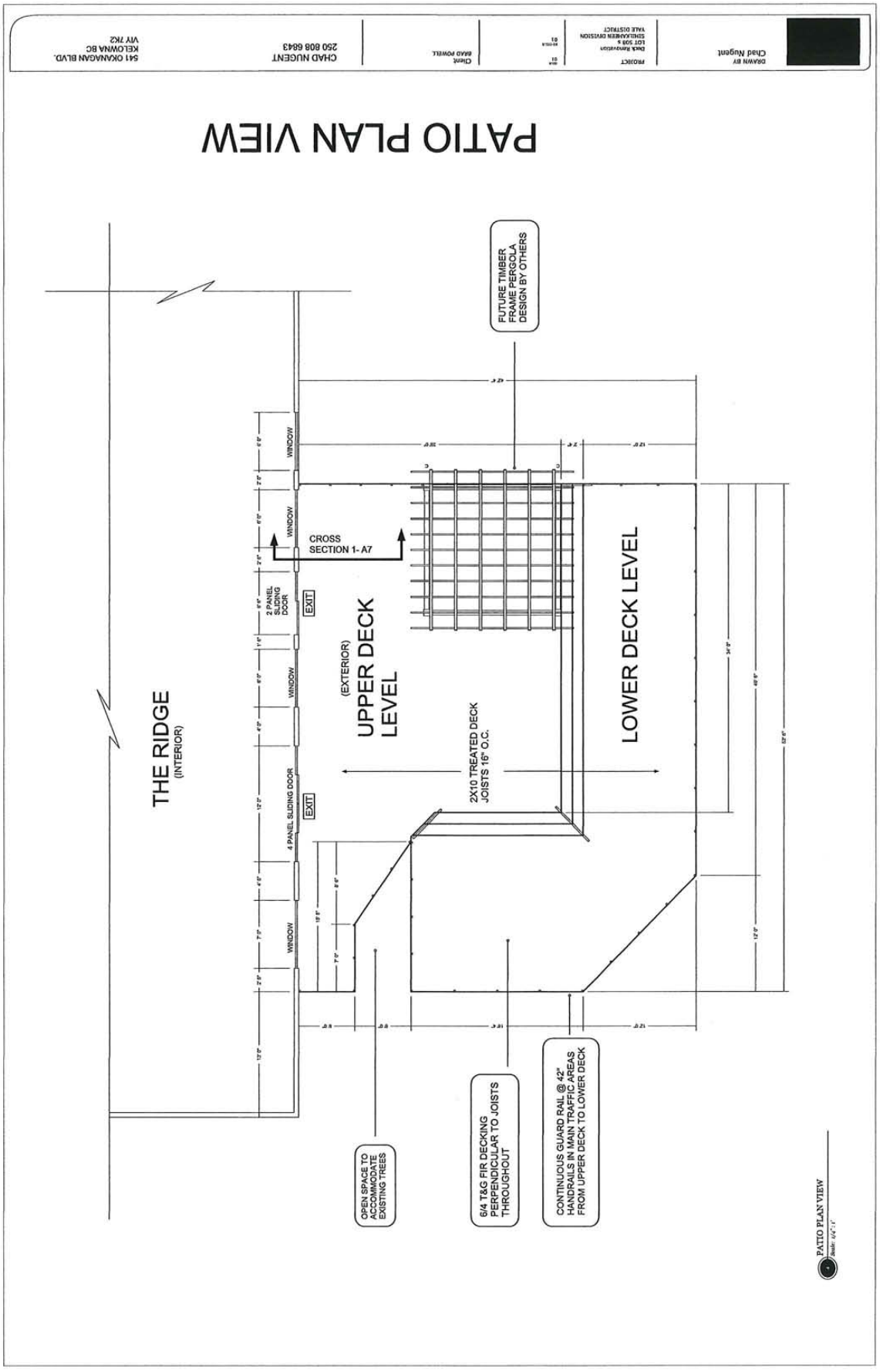
- ☐ Completed application form
- ☐ Fee
- ☐ Additional $100.00 for sign if necessary
- ☐ Copy of most recent Property Assessment, Tax Notice or Certificate of Title

REQUIREMENTS FOR DEVELOPMENT PERMIT APPLICATIONS

Development Permit Applications accompanied by a checklist signed and sealed by a Primary Consultant (e.g. Architect, Professional Engineer, Designer), verifying a complete submission will ensure that processing of the application will commence upon acceptance. RDKB Planners will review the completeness of an application when not accompanied by a signed checklist. If the application is incomplete it will affect the processing time of the pending application. The Planning and Development Department will only process submissions which include all of the Development Permit Area requirements; particularly the following items:


SITE PLAN
A2
DRAWN BY
Chad Nugent
SITE PLAN
PROJECT
LOT 508 S
SHUSWAP/EN DIVISION
YALE DISTRICT
CLIENT
BRAD POWELL
CHAD NUGENT
250 808 6843
641 OKANAGAN BLVD.
KELOWNA BC
V1Y 7K2
N
APARTMENT BUILDING
PROPOSED DECK
2150 SQ. FT.
LOT 508 s
4724 SQ. FT.
SITE PLAN
Total Lot Area = 4724 sq. ft.
Total Area of Deck = 2150 sq. ft.
Building Site Coverage = 45.5%


A3
DRAWN BY
Chad Nugent
FOUNDATION PLAN
PROJECT
Duke Ranyebbon
LOT 508 5
SUNSLAWREN DIVISION
VALE DISTRICT
CLIENT
BRAD POWELL
CHAD NUGENT
250 808 6843
541 OKANAGAN BLVD.
KELOWNA BC
V1Y 7K2
FOUNDATION
THE RIDGE
(INTERIOR)
2X10 TREATED DECK
JOISTS 16" O.C.
2X10 LEDGER BOLTED TO FDTN
4 LAM TREATED 2X12 BEAM TYP.
4/0 DOUBLE LAM POSTS
10" SONO TUBE - CONC. COLUMNS TYP.
36" X36" X8" CONC. PADS TYP.
HEAVY DASHED LINE INDICATES SHAPE OF
DECK ABOVE
DOUBLE DASHED LINE INDICATES 4 LAM
2X12 BEAMS
LIGHT DASHED LINE INDICATES CONC.
PADS
FOUNDATION PLAN


PATIO PLAN VIEW
DRAWN BY
Chad Nugent
PROJECT
Duck Runs Run
LOT 50A S
SUNSHADEEN DIVISION
YALE DISTRICT
Client
BRAD POWELL
CHAD NUGENT
250 808 6843
541 OKANAGAN BLVD.
KELOWNA BC
V1Y 7K2
FUTURE TIMBER FRAME PERGOLA DESIGN BY OTHERS
CROSS SECTION 1- A7
THE RIDGE
(INTERIOR)
(EXTERIOR)
UPPER DECK LEVEL
LOWER DECK LEVEL
2X10 TREATED DECK JOISTS 16" O.C.
WINDOW
2 PANEL SLIDING DOOR
EXIT
4 PANEL SLIDING DOOR
OPEN SPACE TO ACCOMMODATE EXISTING TREES
5/4 T&G FIR DECKING PERPENDICULAR TO JOISTS THROUGHOUT
CONTINUOUS GUARD RAIL @ 42" HANDRAILS IN MAIN TRAFFIC AREAS FROM UPPER DECK TO LOWER DECK
PATIO PLAN VIEW

WEST ELEVATION

DRAWN BY
Chad Nugent

SOUTH & WEST ELEVATIONS

PROJECT
Deck Renovation
LOT 108 &
LOT 109 DL 2888 OSOYOOS DIVISION
YALE DISTRICT

Client
BRAD POWELL

CHAD NUGENT
250 808 6843

541 OKANAGAN BLVD.
KELOWNA BC
V1V 7K2

A5

NORTH & SOUTH ELEVATIONS

NORTH & SOUTH ELEVATIONS

DRAWN BY: Chad Nugent
NORTH & EAST ELEVATIONS

PROJECT: Dock Renovation
LOT 1 PLAN
SENKLKAMEEN DIVISION
YALE DISTRICT

DWG NO: 01
REVISION: 01

Client: BRAD POWELL

CHAD NUGENT
250 808 6843

541 OKANAGAN BLVD.
KELOWNA BC
V1Y 7K2

A6

541 OKANAGAN BLVD.
KELOWNA BC
V1Y 7X2

CHAD NUGENT
250 808 6843

Client:
BRAD POWELL

PROJECT:
Deck Renovation
LOT 1 DL 358 2
SDYD, OKANEEN DIVISION
YALE DISTRICT

DRAWN BY:
Chad Nugent

SECTION DETAILS

A7

SECTION DETAILS
Scale: as noted

GENERAL NOTES
PROJECT STANDARDS
All work on the project shall meet or exceed the following codes:
1. Latest edition of the British Columbia Building Code (BCBC)
2. Latest edition of the British Columbia Electrical Code
3. Latest edition of the British Columbia Plumbing Code
4. Latest edition of the British Columbia Fire Code
5. Latest edition of the British Columbia Gas Safety Code
6. Latest edition of the British Columbia WorkSafe BC requirements
7. All products shall be CSA approved
CONTRACTOR RESPONSIBILITIES
1. Before construction commences it is the responsibility of the Contractor to check all details and dimensions to confirm for accuracy and assure there are no discrepancies
2. PERMITS: sub contractors shall be responsible for applying for and obtaining all required permits
3. WCB CLEARANCE LETTERS AND OTHER APPROPRIATE CERTIFICATES OF INSURANCE SUBMITTED TO GENERAL CONTRACTOR ALONG WITH ALL JOB BIDS.
4. USE OF SITE - KEEP SITE NEAT AND CLEAN -
subcontractors are responsible for:
removal of all garbage pertaining to their work.
operating in a safe and efficient manner
respecting all municipal noise control regulations
utilizing supplied wash room facilities
6. Every effort has been made to assure an accurate and complete set of drawings however the possibility of human error cannot be eliminated. Therefore "NUGENT CONSTRUCTION AND DESIGN" legally listed as 0820124 BC LTD. will not be liable for any errors or omissions.
541 OKANAGAN BLVD.
KELOWNA BC
V1Y 7X2
CHAD NUGENT
250 808 6843
Client
BRAD POWELL
PROJECT
Deck Renovation
LOT 2 PLAN
SDKELOWNEEN DIVISION
YALE DISTRICT
DRAWN BY
Chad Nugent
A1
THE RIDGE
PATIO

New Deck photos September 2014





Regional District of Kootenay Boundary

Electoral Area Services Committee Staff Report

Prepared for meeting of October 2014

OCP and Zoning Amendment			
Owner: Kathleen Smythe			***File No:*** C-963-04270.010 C-963-04270.015
Location: 136 and 140 Alpine Road, Christina Lake BC, Electoral Area 'C'/Christina Lake			
Legal Description: Lot 3, Block 4, DL 963, SDYD, Plan KAP6348 (140 Alpine Rd) Lot 4, Block 4, DL 963, SDYD, Plan KAP6348 (136 Alpine Rd)			***Area:*** 1477m² (0.365 acres) 1477m² (0.365 acres)
OCP Designation: Waterfront Residential	***Zoning:*** Waterfront Residential 2 (R2)	***ALR status:*** Out	***DP Area:*** No
Contact Information: Kathleen Smythe 159 Alpine Road Christina Lake, BC V0H 1E1 250-447-6201 sunflowerinnbb@shaw.ca			
Report Prepared by: Jeff Ginalias, Planner			

ISSUE INTRODUCTION

Kathleen Smythe has applied to amend the Area 'C'/Christina Lake OCP and Zoning Bylaws to re-designate and rezone two adjacent waterfront residential parcels in the Alpine Road neighbourhood, to allow for a campground *(see Site Location Map)*.

HISTORY / BACKGROUND FACTORS

These two parcels are located on the upslope side of Alpine Road off the waterfront. The owner states that she has operated a commercial RV site on the two parcels for several years. It appears that originally there were "just" two RV sites. Now it has grown to four or five; three on one parcel (136 Alpine Road) and two on the other (140 Alpine Road) *(see Site Plan Current)*. The owner has a web site offering RV sites for rent *(see RV Web Ad)*.

There have been several complaints lodged this summer over the operation. The complaints range from noisy guests to heavy smoke for campfires, to large RV's and

boat trailers blocking traffic and access. The complaints are discussed in greater detail below.

The applicant operates the Sunflower Inn B&B, at 159 Alpine Road. The septic system for the Sunflower Inn is on Lot 3 (140 Alpine Road). To protect the integrity of the septic system a covenant on Lot 3 restricts development on the parcel. Placing temporary RVs on the parcel, if they do not interfere with the septic system, is not addressed in the covenant. It is unclear if the RVs on this parcel hook to this septic system. If so, that would seem to violate the covenant.

PROPOSAL

The applicant is requesting an OCP re-designation and zoning amendment to permit a total of 10 RV sites on these two parcels, for short term and long term stays *(see Applicant's Submission)*. The application also provides a litany of additional requests, some which are already permitted, some which may go against charges on title, and some which are beyond the authority of the Regional District. Rather than address each of the requests separately, at the end of this report is a template zone which attempts to lay out some of the criteria to be considered in creating an RV campground zone, addresses the major portions of the proposal applicable to that, and considers the unique aspects of the two parcels and the surrounding neighbourhood. This template is not a bylaw for review and consideration at this point, but rather a framework for review of the proposal *(see Zoning Template)*.

IMPLICATIONS

There is no issue of legal non-conforming or "grandfathered" use. The property is zoned Waterfront Residential 2 in the current Zoning Bylaw and was similarly zoned in the previous zoning bylaw. Commercial campgrounds or RV sites is not a permitted use now and was not a permitted use in the prior Zoning Bylaw. The fact that the Regional District has not enforced this contravention, either because they were unaware of it or somehow indicated tacit approval, does not create legal status for the use. The Regional District was not aware of this operation until recent complaints were made.

There are some policies in the Area 'C' Official Community Plan which are relevant to waterfront residential development and commercial campgrounds in and around Christina Lake. They include:

Area 'C' OCP Provisions (Excerpts)

First, a review of the OCP policies for the Waterfront Residential designated parcels. The policies are not extensive and detailed. Basically it is recognition that these are small lots, in difficult terrain up against the Lake. Further development in these areas should be carefully considered. There is recognition of the unique historic development in the nearby Alpine Point Resort designation.

2.11.1 Waterfront Residential

Waterfront residential areas are characterized by smaller lots, private water and sewer services and difficult terrain conditions such as slope and soils. These factors, together with the anticipated higher per unit costs for the installation of community services suggest that further development at this time would be premature and could contribute to the degradation of lake water quality and the shoreline in general. Therefore, it shall be a policy of this plan to continue discouraging small lot subdivisions by supporting a minimum parcel size of 10 ha.

The maximum number of dwelling units shall be 1 per parcel in the implementing bylaws. Notwithstanding this policy, those parcels having multiple dwellings or guest cabins shall be classified as legal non-conforming.

Notwithstanding the permitted uses and densities in the Waterfront Residential designation the Alpine Point Resort shall be classified as a legal conforming use in the implementing Zoning Bylaw. This legal conforming status shall limit the maximum number of dwelling units to 66 and the total amount of habitable floor area to 4000 m^2 (which includes current buildings plus another 7 m^2 per cabin, plus about 69 m^2 each for the four undeveloped sites). New development will continue to be subject to Provincial regulations and approvals regarding sewage disposal.

The OCP provisions on commercial campgrounds provide some goals, objectives and policies which may be useful. Basically, the provisions suggest that campgrounds blend into the surrounding environment, retain natural vegetation, be linked to camping related recreational opportunities, and provide some basic camping related facilities and amenities. These provisions were drafted with "traditional" campground locations in mind, i.e., larger parcels devoted to a bigger scale camping operation that then one under application, so some of these provisions are likely not on point or may not fit in this area.

2.3 Campground Commercial

2.3.1 Goals

- That commercial campgrounds are integrated into the natural environment.

2.3.2 *Objectives*

- Encourage the retention of trees and natural vegetation.
- Encourage connectivity with adjacent linear trail systems, where present.

2.3.3 Policies

1. Those areas which are considered suitable as Campground Commercial designation are

identified on the Land Use Map.

2. The permitted uses within the Campground Commercial designation shall be limited to include campgrounds as a principal use; and one convenience store not to exceed 100m^2 in retail floor area, and one single family dwelling as secondary uses.
3. Maximum density 50 campsites per hectare with a minimum area of 125m^2 per site will be permitted.
4. Must be connected to an approved sewage disposal system.
5. Provides temporary accommodation for the travelling public.
6. That cabins be considered as a permitted use in Campground Commercial designated areas.

There are a couple other issues unique to this proposal which have been touched upon, but should be given hard weight in a review for a commercial RV campground for this location, which is not reflected in the OCP provisions. One is parking and access. Most commercial campgrounds are fairly spacious and have relatively good parking and access features. The Alpine area is notorious for its problems with access and parking. Permitting a commercial RV campground in the midst of it will likely either exacerbate the problem, or at least will not help with the situation. Other areas in Christina Lake which combine residential use with campground operations, such as Lavalley Point, have perennial problems and complaints related to parking and access.

Another unique concern is water and sewer. Water is provided to the residents thorough a community water service. The ability to service several campsites has not been addressed. The RDKB has received complaints about the campground operation (see below) and some of the complaints have raised concerns on the water service. Sewer is another unique concern. One parcel (Lot 3) has a septic system serving the Sunflower Inn. Apparently there is a separate septic system on Lot 4. The adequacy of these systems to handle additional loads is a legitimate concern.

Statutory Building Scheme

The subject parcels, plus many of the surrounding parcels, have a statutory building scheme registered on title. The building scheme was registered in 1978, apparently when several of the residential parcels were created by subdivision. The building scheme appears intended to assure that development in the neighbourhood conforms to a standard on dwelling design (restrictions on trailers, mobile homes and RVs). The building scheme is silent on permitting a campground operation, but an argument could be made that the proposal is contrary to the provisions, if not the intent, of the building scheme. The Regional District is not a party to the building scheme, and cannot enforce it. The holder of the building scheme, Okanagan West Shores View Estates Ltd., may no longer exist. Other parties subject to the covenant supposedly could form an organization to enforce the building scheme. Rezoning the parcels does not alter or affect the terms of the building scheme. The building scheme runs with the land, regardless of the local government land use regulations. If the parcels are rezoned, and the rezoning does not conform to the building scheme, it is conceivable that

interested parties could initiate a civil action to enforce the provisions of the building scheme *(see Building Scheme)*.

Complaints

The RDKB has received several complaints, mostly written but some verbal, about the commercial use of these parcels this summer.

The concerns include:

- An incremental creep in the size of the operation.
- Smoke from the multiple campsites on the parcels drifting through the neighbourhood.
- Campers often tend to be noisy and boisterous, with large bonfires.
- Bonfires create potential fire hazard.
- There is no on-site manager keeping tabs on the operation.
- Concern over failure of the septic system(s) to handle multiple camp site and that sites/camping is occurring on the covenant area on the 140 lot possibly impacting that septic system.
- Traffic congestion with numerous large RV's and boats hindering emergency vehicle access and access to residential lots.
- Campsite users often have several guests, sometimes pitching tents, which increase traffic congestion and noise.
- Operation of these parcels as RV camping, when combined with the Sunflower Inn B & B, results in parking and access issues on Alpine Road.
- Lots were purchased for single family residential use, not to be near a commercial RV campsite.
- Property values may be affected.
- Residents pay an annual fee for water by way of a private local water supply. Belief that water supply is not intended for commercial use.

SUMMARY

In short, the issue can be boiled down to its simplest elements. Is there a need for additional RV campsites at Christina Lake? If so, is this a proper location for an RV campsite? If so, what should be the scope of this operation, such that it can operate and still be compatible with the surrounding residential use?

APC COMMENTS

Eight of the nine APC members present at the meeting were not in favour of the proposed OCP and Zoning Bylaw amendments. Concerns that were raised by the APC included:

- Adequacy of the sewer/septic system;
- Adequacy of water;
- Pressures on beach access at 'Alpine Beach';
- Street Safety; and
- Opposition to the proposal by neighbours.

Although not related to this application, the APC also expressed concern regarding other similar campground operations in the area.

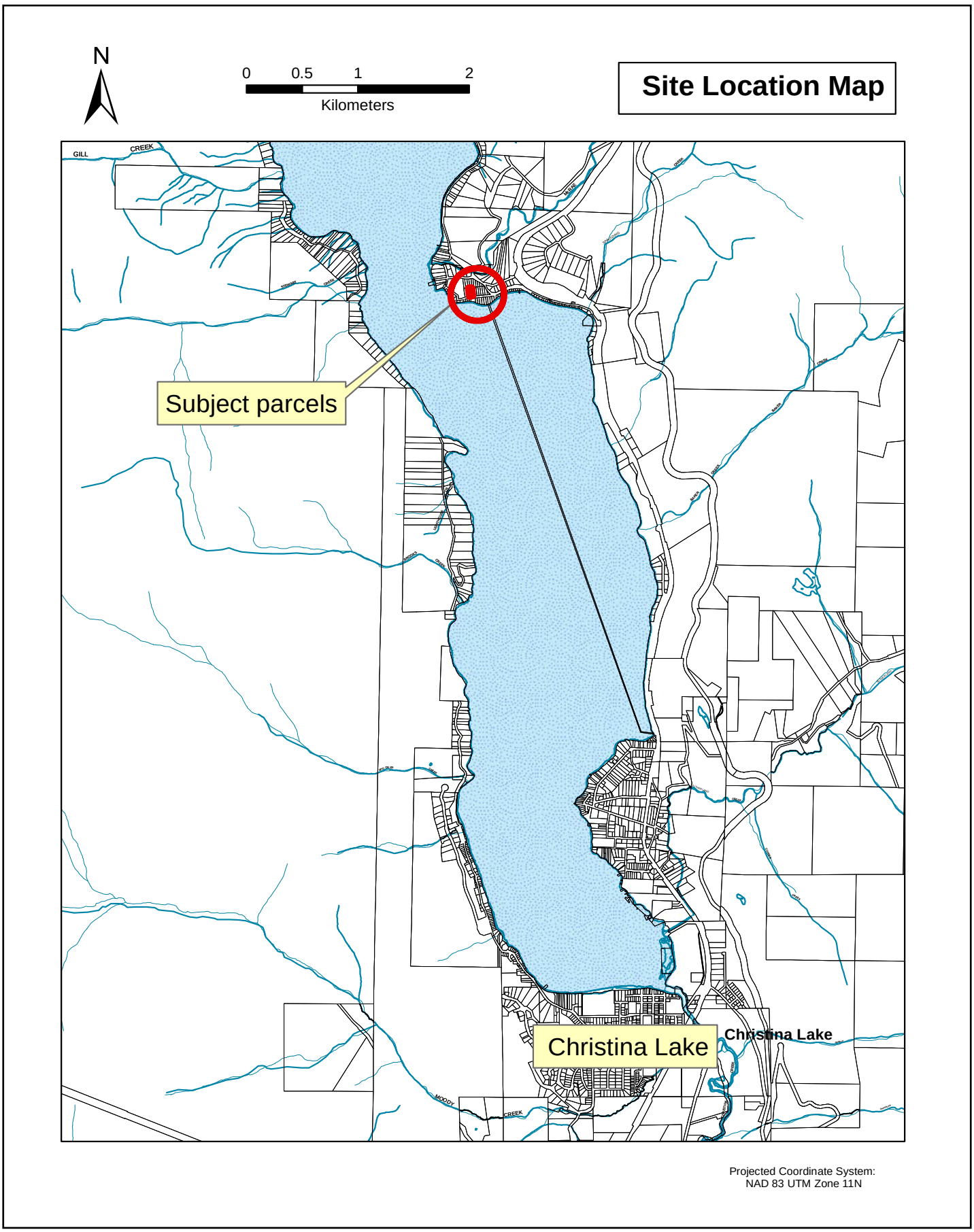
RECOMMENDATIONS

That the staff report regarding the application by Kathleen Smythe to amend the Electoral Area 'C'/Christina Lake Official Community Plan and Zoning Bylaw to allow a commercial RV campground on the parcels legally described as Lots 3 and 4, Block 4, DL 963, SDYD, Plan KAP6348 be received.

That the application for amendments to the Electoral Area 'C'/Christina Lake Official Community Plan and Zoning Bylaw submitted by Kathleen Smythe for the properties legally described as Lots 3 and 4, Block 4, DL 963, SDYD, Plan KAP6348, be presented to the Board of Directors with a recommendation to deny the request.

ATTACHMENTS

Site Location Map
Site Plan Current
RV Site Web Ad
Applicant Submission
Building Scheme
Covenant
Zoning Template


N
0
0.5
1
2
Kilometers
Site Location Map
GILL
CREEK
Subject parcels
Christina Lake
Christina Lake
MOODY
CREEK
Projected Coordinate System:
NAD 83 UTM Zone 11N


N
0
10
20
40
Meters
140 & 136 Alpine Rd
Yellow is general area for existing sites. Not to scale; not confirmed w/applicant.
140
136
Alpine Road
Green is septic system location
Projected Coordinate System: NAD 83 UTM Zone 11N

Now available at Christina Lake two private treed Lakeview RV Trailer Sites!

Features:

- Sandy Beach Access at the Alpine Beach is only a 2 min. walk from the site.
- Lake View
- RV sites (your RV must be self contained with its own bathroom and holding tanks)
- Close to Boat Launch

Availability for 2014:
(updated June 9, 2014)

Weekly bookings preferred.
Minimum stay is 3 days.
Deposit is required

T1 Site
(has wooden deck 30 amp power, sewer hook-up and water supply)

All May
June 7- 13
June 14-20
June 21 - 26
July 1
July 12 - 18
July 19, 20

August 9 - 15
August 16 - 23
August 29 - Sept 5
Sept 6 -12

Alpine RV Trailer Sites



This RV site is suitable for a trailer or a 5th wheel trailer. This site has shade most of the time during the day in at least one or more places and has access to Alpine's sandy beach.



T1 RV site has a 20 x 12' deck and an 8' picnic table. From the deck and your trailer there is a lake view through the trees across Alpine Road. Alpine RV site T1 has a water outlet, 30 amp power and a sewer hook-up.



T2 Site
(no deck, flat gravel pad, 30 or 50 amp power, sewer hook-up, and water supply)

June 16 - 20
June 21 - 26
June 30 - July 4
July 5 - 11
July 12 - 18
July 19 - 25

August 9 - 15
August 16 - 22
August 29 -Sept 5
Sept 6 - Sept 12

T3 Site
(grass pad, 30 amp power, sewer hook-up, and water supply)

June 27 - July 4
July 5 - 12
July 12 - 16
July 20 - 25
July 28 - 31

August 4 - 8
August 9 - 15
August 16 - 20
August 24 - 28
August 29 -Sept 5
Sept 5 - Sept 12

To book this RV site please call

(250) 447 -6201

toll free 1 877 378 0526
or email info@sunflowerinnbb.com



(trailer not included)



There are no provisions for a separate washroom facilities here. Your unit must be self contained with its own washroom facilities.

Trailer size is best at ~36' or less. A larger unit would need to park in a different area on the lot in the sunshine and would only have access to power and water.



We prefer no pets please. Christina Lake Marina is just a few blocks away at the west end of Larson Road and is next to our

closest public boat launch.

To contact us to book this RV site please call
(250) 447 -6201

toll free 1 877 378 0526

or email info@sunflowerinnbb.com

C-963-04270.010

Regional District of Kootenay Boundary	PLANNING AND DEVELOPMENT DEPARTMENT APPLICATION FORM ELECTORAL AREAS 'A' TO 'E'	
RDKB Main Office 202-843 Rossland Avenue Trail, BC V1R 4S8	Telephone: 250-368-9148 Fax: 250-368-3990	Toll Free: 1-800-355-7352 Email: plandept@rdkb.com
RDKB Sub-Office PO Box 1965 Grand Forks, BC V0H 1H0	Telephone: 250-442-2708 Fax: 250-442-2668	Toll Free: 1-877-520-7352 Email: plandept@rdkb.com

TYPE OF APPLICATION (PLEASE CHECK THE APPROPRIATE BOX):

(a) ☐ Zoning Amendment Only

b) ☒ Zoning & Official Community Plan Amendment

(c) ☐ Official Community Plan Amendment Only

(d) ☐ Development Permit

(e) ☐ Development Permit Amendment

(f) ☐ Development Variance Permit

(g) ☐ Temporary Use Permit

(h) ☐ Temporary Use Permit Renewal

(i) ☐ Site-specific exemption to Floodplain Bylaw

(j) ☐ Designation of Heritage Properties

APPLICATION FEES:

Types (a) or (c) application	$1000.00	+ $100.00 Sign Fee
✓ Type (b) application	$1200.00	+ $100.00 Sign Fee
Type (d) application for construction value exceeding $4000.00	$200.00	
Type (d) application for construction value under $4000.00	$50.00	
Type (e) application	$50.00	
Type (f) application	$450.00	+ $100.00 Sign Fee
Type (g) application	$650.00	+ $100.00 Sign Fee
Type (h) application	$200.00	
Type (i) application	$200.00	
Type (j) application	$1,000.00	

**Please make all cheques payable to *The Regional District of Kootenay Boundary*

DEVELOPMENT PROPOSAL SIGN FEE

The Regional District's Fees and Procedures Bylaw No. 1231 requires the posting of a Development Proposal Sign in certain circumstances. If such a sign is necessary, a fee of $100 additional to the above-noted fees, is required for the sign board and preparation of text. Applicants will be refunded $70.00 once the sign has been returned to the RDKB in good condition.

REFUNDS:

If type (a) or (c) application is denied before public hearing	$500.00
If type (b) application is denied before public hearing	$600.00
If a Development Proposal Sign is returned in good condition	$70.00

**Fees for application types (d), (e), (f), (g), (h) and (i) are non refundable

Name(s) of registered owner(s): Kathleen Smythe

Address: 159 Alpine Road, Christina Lake, BC V0H 1E1

Telephone/Fax: 250 447-6201 Email: sunflowerrimbo@shaw.ca

Fax: 250 447-6292 Land Area in ha

Legal description of land under application: Lot 4 Block 4 Plan KAP6348 DL 963
Lot 3 Block 4 Plan KAP6348 DL 963

Please explain your reasons for requesting this application, and please also describe in detail your development proposal (use space provided on the back of this form, or attach a separate sheet of paper if needed):

a 5-1 campground
services provided
public hearing

SUPPORTING INFORMATION REQUIRED

In support of your application, please answer the following questions:	YES	NO
1. Are there any Restrictive Covenants registered on the subject property?	●	o
2. Are there any registered Easements over the subject property?	o	o
3. Is there legal and practical road access to the subject property?	●	o

140

****The following information is also required (failure to do so may delay or jeopardise the application):**

1. A copy of the Certificate of Title or recent Tax Assessment notice for the subject property or properties;
2. A plan drawn to an appropriate scale, accompanied by a written report (if necessary) showing:

   - the legal boundaries and dimensions of the subject property;
   - boundaries and dimensions of any proposed lots (if subdivision is being proposed);
   - the location of any physical or topographic constraints on the subject property (such as watercourses, shorelines, ravines, wetlands, steep slopes, bedrock outcrops, etc.);
   - the location of permanent buildings and structures on the subject property;
   - the location of any proposed buildings, structures or additions thereto;
   - the location of any existing or proposed access roads, driveways, screening and fences;
   - the proposed method of sewage disposal and the location of any existing and/or proposed septic tank, tile field, sewer line or similar, and water sources (well or community water service pipe location); and
   - the location of any earthworks\grading and\or proposed landscaping on the subject property.

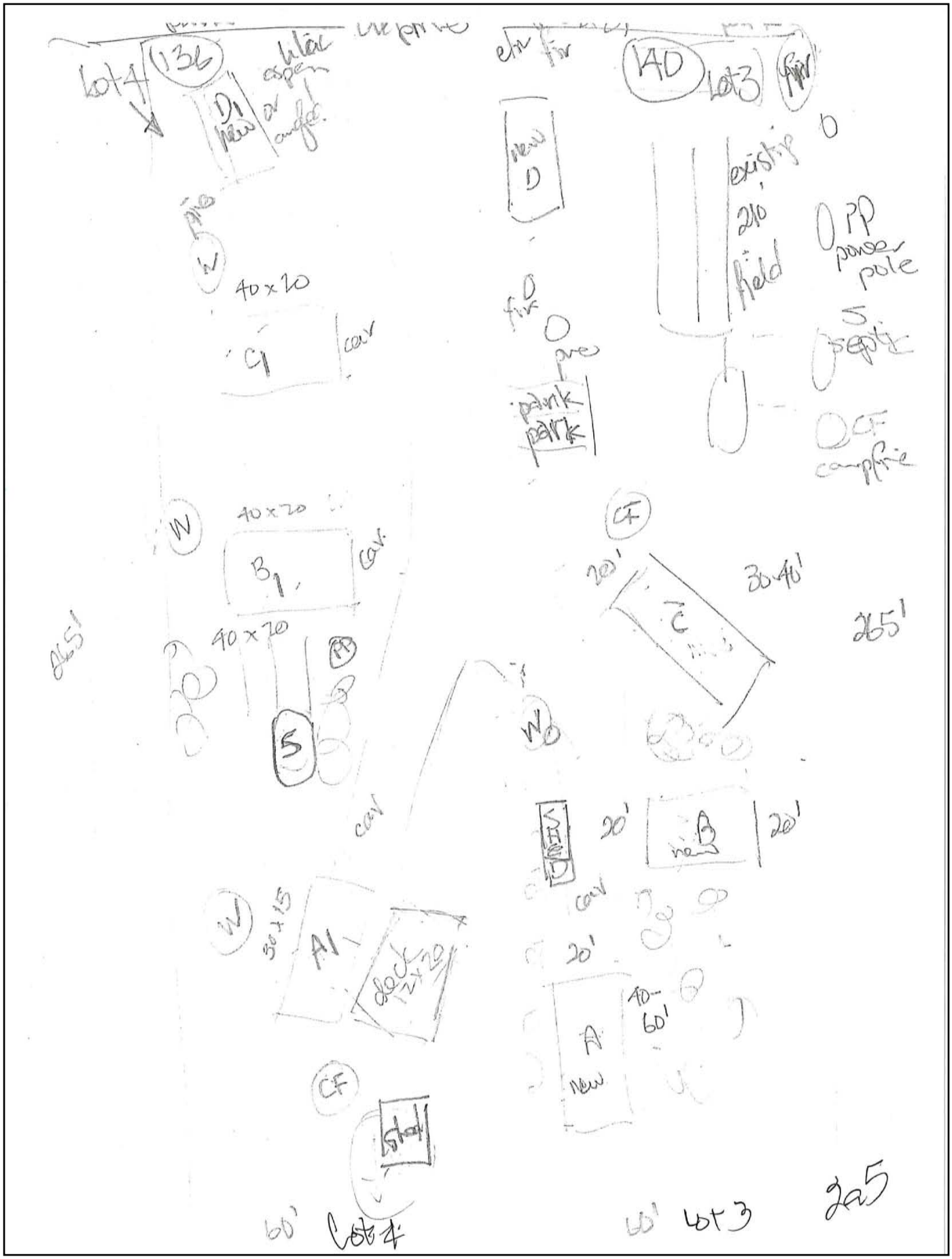
3. **Application types (d) and (i) only:** A copy of a professional's report which addresses relevant development permit guidelines may be required. Please consult the Regional District Planning and Development Department if you are unsure about this requirement.
4. Additional material, or more detailed information may be requested by the Regional District upon reviewing your application.

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.

1. Tax assessment Notice Lot 3 and Lot 4 - Alpine Road, Christina Lake, BC- attached.
2. Legal Boundaries- there are 6 pins staked
   60' x 265'
3. No new proposed lots
4. No topographic constraints- no shorelines, no ravines, no wetlands on these two lots
5. Location of buildings- 2 sheds now exist, another outbuilding may be required.
6. Access roads-none, each lot has a present existing driveway to each lot- side by side
7. Existing sewage tank since 1978 or 1980. This is a two part tank with and existing field that is functioning well.
8. A water source is already present-it is a community water source-Christina Lake Water Suppliers Society
9. Location of landscaping- is as is-natural- presently there are cedar, pine, fir, maple, lilac, elm, birch, quaking aspen, Oregon grape and elderberry, dogbane. There is a grassed area.

This "campground" has been existence since 1998 with me operating it, and has operated without complaint until this year. Historically this land has been a resort area for camping and staying in cabins since the 1920's according to historic articles and elder's stories. Some of the old camping sites names still exist on some places on these Lots 1-18 .

2a


lot 4
136
D1
new
white aspen or conifer
pine
W
40 x 20
C1
cov
elm fir
140
lot 3
fir
new D
existing 210 field
PP power pole
fix
pre
park
septic
CF campfire
W
40 x 20
B1
cov
265'
40 x 20
FP
S
CF
20'
30 x 40'
C
265'
W
cov
W
30 x 15
A1
dock 12 x 20
CF
shed
SHED
20'
new B
20'
cov
20'
40-60'
A
new
60'
Lot 4
60'
Lot 3
265

Should the property owners elect to have someone act on their behalf in submission of this application, the following Agent's Authorization section must be completed.

AGENT'S AUTHORIZATION

I, _____ hereby authorize _____ to act on my behalf in respect of this application.

Name of Authorized Agent: _____

_____

Address of Agent: _____

Telephone/Fax: _____ Email: _____

_____ Date: _____

Signature of Owner

The following Declaration should be completed **ONLY** if the subject property **HAS NOT** been used for industrial or commercial activity as defined on the **attached Contaminated Sites Regulation Schedule 2.**

DECLARATION PURSUANT TO THE *ENVIRONMENTAL MANAGEMENT ACT*

I, Kathleen Smythe, owner of the subject property described on this application form, hereby declare that the land which is the subject of this application has not, to my knowledge, been used for industrial or commercial activity as defined in the list of "Industrial and Commercial Purposes and Activities" (Schedule 2) of the *Contaminated Sites Regulation* (B.C. Reg. 375/96). I therefore declare that I am not required to submit a Site Profile under Section 40.1 or any other section of the *Environmental Management Act.*

Kathleen Smythe

Signature

August 31, 2014

Date

Please submit this application form to our office(s) with appropriate fees and supporting information (page 2).

NOTE: Should the subject property have been used for the purpose of any category listed on **Schedule 2**, a Ministry of Environment **Site Profile** form **Schedule 1** (available from Regional District offices in Trail and Grand Forks or on the RDKB web site www.rdkb.com) must be completed and submitted to our offices with this Application form and the appropriate RDKB fees.

I, the undersigned, hereby certify that the information provided with respect to this Regional District of Kootenay Boundary application is full and complete and is, to the best of my knowledge, a true statement of the facts related to this application.

Kathleen Smythe

Signature of Owner

August 31, 2014

Date

Applicants are entitled to appear before the Electoral Area Advisory Planning Commission and the Planning and Development Committee to explain the nature of their request. Should the applicant choose to exercise this option it is their responsibility to contact the Electoral Area Advisory Planning Commission Chairperson, or the RDKB Planning and Development Department Secretary, as is appropriate, with respect to meeting schedules and procedures. As a final option, the applicant may also choose to appear before the full RDKB Board of Directors to explain the nature of their request. Appearances before both the Planning and Development Committee and the Board of Directors require written notification at least one week prior to the scheduled meeting. Information as to RDKB meeting schedules may be obtained on the RDKB web site www.rdkb.com or by calling the Regional District of Kootenay Boundary Trail office.

Reasons for requesting this application:

As per the definition of the Official Community Plan of Area 'C', I am in contravention of a bylaw for Waterfront Residential R2 zoning by operating a "campground".

Under the definition for "campground" in these bylaws it states the following:

Campground means any land where sites are provided for the temporary accommodation of the travelling or vacationing public in tents, cabins, or recreational vehicles and includes in conjunction with campsites:

a) Recreational and amusements facility intended for the use of overnight guests only;
b) Common washrooms; and
c) Accessory buildings and structures.

Apparently a complaint has been filed about operating a campground and I received a phone call from the RDKB in Trail in June. I was questioned why I have picnic tables.

I have been renting out RV sites since 1998, to supplement my income while living here at Christina Lake, BC. I have raised three children here who are now adults. I request the right to be able to supplement my income without hardship. As business has grown, I have added more sites over the years. I have improved the power outlets as a power post rotted away and a new outlet was required- to provide power for my weed eater (wacker) and power tools and RV sites etc. I have added water taps and sprinkling system to help irrigation. I have upgraded my sewer system there by providing a water tight pump tank to lift the sewage to the regular tank as some of land is at a lower elevation. All of this has been done by qualified contractors. For the last 4-5 years I have had four sites operating during times of high demand.

I need a zoning definition that would apply fairly to my business in the area where I live for Lot 3 and Lot 4 on Alpine Road.

I request the permission to rent out 9-10 RV sites for short and long term stays. Short term stays 1-7 days, long term stays weekly-monthly stays for

Aa

the summer. I request permission to be able to operate my business as I see fit as the business supports it from April – October.
Historically the busiest time is July and August.
I request the ability to have a dwelling on Lot 4 if needed in the future.
I request the ability to have a garage with apartment on top on Lot 3 and on Lot 4 if needed in the future.
I request the ability to have outbuildings as required.
I request the ability to move RV sites as necessary if the septic field for my home at 159 Alpine Road requires replacing or to be changed.
I request permission to have campfires permitted when there are no campfired bans.
I request the ability to use an RV site or three to charge an electric car(s) if need be.
I request the ability to use the area to park boat trailers for my guests if needed. I have been doing this for 19 years now.
I request the ability to revert the zoning back to Waterfront R2 if I so see fit in the future.
I request ability to have signage so that there will be no parking near the driveway entrance to make it easier for the RV's to enter the lot.
I request permissions to have an office outbuilding.
I request permission to have a store, and an eating and drinking establishment.

A public campground washroom will not be provided at this time, these RV sites will be rented to RV's that have their own full washrooms complete with shower, toilet and sink. They will have a self-contained washroom in their RV. Occasional tents or tent trailer will be permitted that come with the RV for the families to allow their children or parents to sleep in.

Each lot already has its own driveway-Lot 3 (1982) and Lot 4 (1978) driveways are side by side. As these driveways are already existing Highway department access permission is not required at this time as per phone call to the Grand Forks Highway office on August 19, 2014.

The positives for this development are the following:

4b

-it helps the local economy- clients go to Owl Mountain Ranch, Golf Courses, marina, gas stations, grocery shopping, restaurants, pharmacy.
-there is a need-this summer my guests had family in boat access properties across the lake, they had relatives and friends in CLARA,
-I have provided RVs and business to other campgrounds by sending them guests that I could not accommodate or that came and did not meet all my requirements to stay here.
-this business is gentle on my land- it goes back to nature, in the fall, winter and spring when the RV'ers go back to their homes.
Guests are quiet, gentle people- usually families and couples.
-I have requests for long term stays for next summer- therefore less parking, or coming and going traffic would be required.
-the sites at Texas Creek campground do not provide power.
-I get to make new friends and aquaintenances.
-some of my sites provide shade and are wooded-this is appealing to many of them.
-I can provide off street parking
-I check on my guests regularly, and remove their garbage and recyclables.

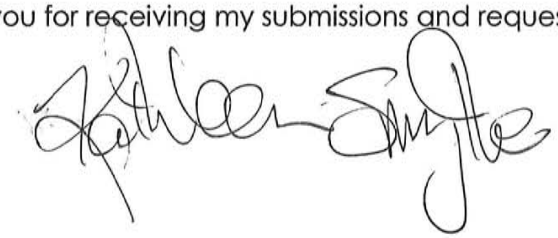
As an aside:
There are other RV lots in my neighbourhood at the present time:
Lot 6, Lot 8 was and now has a house for 1 year, Lot 10 and 14
Lot 16 has 3 plus RV's,
Lot 12 & 11

Lot 17 & 18 has 3 plus RV's, have old campground washrooms from Alpine Inn.

Several of these lots have more than 1 RV, and some of these RV's have been derilect for more than one summer over the past several years.

Therefore it is quite common to have RV's in my neighbourhood on Alpine and Larson Roads and East Lake Drive.

Thank you for receiving my submissions and requests.



4c

Development proposal for 136 and 140 Alpine Road.

To provide 10 RV sites

To provide power outlet for electric car charging- have had requests for this- plug in would be provided at some of the RV sites.

RV sites to be rented daily, preferably weekly or monthly, could be with a minimum stay

Some sites may have power and water, others may have power, water and sewer and/ or solar power

Already have 4 sites – 3 are finished, one is still being worked on.

Request ability to create 5-6 more sites to a maximum of 10 sites

Request ability to move sites as needed is necessary to change the location of my septic field for 159 Alpine Road house.

Request permission for garage with or without an apartment on top at some time in the future, this may take the place of one RV site.

Request permission for a dwelling unit or house on Lot 4 at some time in the future.

Some campfire pits can be shared, none to be used during fire bans

Driveway access already exists for both lots-side by side.

There is already water, power and sewer existing on these lots.

Request permission for the ability to revert back to R2 Waterfront zoning if needed at some time in the future.

Two out building (sheds) exists already for storage. Request permission for another outbuilding if necessary for office or lawn tractor etc.

4d

LAND TITLE OFFICE 3 ADD TITLES

N 26190

78 MAY 15 14:42

FORM V

DECLARATION OF CREATION OF BUILDING SCHEME

WE, OKANAGAN WEST SHORES VIEW ESTATES LTD., a body corporate, of Second Floor, 1560-A Water Street, in the City of Kelowna, Province of British Columbia, DECLARE:

1. THAT we are the registered owners in fee simple of
Lots 2 to 10 inclusive
Lots 14 to 22 inclusive
All in Block 4, District Lot 963, Similkameen Division Yale District, Plan 6348.

going Hlm

2. WE HEREBY CREATE a Building Scheme relating to the lots.

3. A sale of any of the lots is subject to the restrictions enumerated in the schedule.

4. The restrictions shall be for the benefit of all of the lots.

DATED at Kelowna, in the Province of British Columbia, this 11 day of MAY, 1978.

MAY 17 1978
Registered the ..... Day of ....
19 ... on Application Received
... or Stamped

The Corporate Seal of OKANAGAN WEST SHORES VIEW ESTATES LTD. was hereunto affixed in the presence of:

Substitute Forms 'A', 'C', 'D' & 'F' Particulars

Applicant: R. HARRIS
Address: Box 945
Phone No.: 372-2924
Solicitor/Agent for: Gowroe
Declared Value: N/A
Nature of Document/Charge: S.B.S.
Forward Duplicate/NT to applicant
Signature of Applicant/Solicitor/Agent

3/5

S C H E D U L E

1. No houses shall be moved onto any of the lots save and except new prefabricated homes which may be moved onto the lots subject to the approval of the Promoter, the Building Inspector and the Health Department.

2. No signs shall be placed on vacant lots without permission of the Promoter prior to March 1, 1985

3. No poultry or livestock shall be kept on the lots

4. No trailer, double-wide trailer home or mobile home shall be moved onto any of the lots, even if located on cement foundations, without the written consent of the Promoter, Okanagan West Shores View Estates Ltd., the Building Inspector and the Health Officer.

5. No dwelling shall be allowed to remain uncompleted on the outside of the building for more than one year after the commencement of construction of such dwelling.

6. No building shall be erected or maintained on the lots except a single family dwelling house having complied with the Canadian Building Code and the building regulations of British Columbia. However, with the written approval of the Promoter, the Building Inspector and the Health Officer, duplexes will be permitted on the larger lots or on two adjoining lots and, further, with the written approval of the Promoter, the Building Inspector and the Health Officer, multiple dwellings may be permitted on a multiple of adjoining lots.

7. Recreational camper units or motor homes, not exceeding 35' in length, may be placed on the property for a period of three months in any one year providing, however, the unit meets the requirements of the Building Inspector, the Health Officer and the Regional District of Kootenay Boundary.

8. No person shall be liable for breaches of the restrictions herein contained except for breaches committed or continuing during his, her or their joint or sole seisin of or title to the lot upon which or in respect of which such breaches shall have been committed.

ACKNOWLEDGEMENT OF OFFICER OF A CORPORATION

I HEREBY CERTIFY that on the 12 day of May 1978, at the City of Kelowna in the Province of British Columbia, Patrick John McBride, personally known to me, appeared before me and acknowledged to me that he is the President of Okanagan West Shores View Estates Ltd. and that he is the person who subscribed his name to the annexed instrument as President of the said Company and affixed the seal of the said Company to the said instrument; that he was first duly authorized to subscribe his name as aforesaid and affix the seal to the said instrument and that such corporation is legally entitled to hold and dispose of land in the Province of British Columbia.

IN TESTIMONY WHEREOF I have hereunto set my Hand and Seal of Office, at the City of Kelowna, in the Province of British Columbia, this 12 day of May, 1978.

A Commissioner for taking Affidavits
for the Province of British Columbia
H. R. FRETWELL
BARRISTER & SOLICITOR
STE. 101-1470 ST. PAUL ST.
KELOWNA, B.C.

CONSENT OF MORTGAGEE

Cascade Alpine Inn Ltd., a body corporate, of Castlegar Medical Arts Building, in the village of Castlegar, Province of British Columbia, being the holder of a mortgage registered under number _____ against the lands described in the within Building Scheme, DO HEREBY CONSENT to the creation of the said Building Scheme.

DATED at CASTLEGAR, British Columbia, this 11th day of MAY, 1978.

The Corporate Seal of CASCADE ALPINE INN LTD. was hereunto affixed in the presence of:

Gustav Leitner President

Secretary-Treasurer

ACKNOWLEDGEMENT OF OFFICERS OF A CORPORATION

I HEREBY CERTIFY that, on the 11th day of MAY, 1978, at CASTLEGAR, British Columbia, Gustav Leitner, Sr., who is personally known to me, appeared before me and acknowledged to me that he is the PRESIDENT of Cascade Alpine Inn Ltd., and Dr. Harold H. Smythe, who is personally known to me, appeared before me and acknowledged to me that he is the SECRETARY of Cascade Alpine Inn Ltd., and both the aforementioned acknowledged that they are the persons who subscribed their names to the annexed instrument as President and Secretary-Treasurer of the said company and affixed the seal of the said company to the said instrument; that they were first duly authorized to subscribe their names as aforesaid and affix the said seal to the said instrument and that such corporation is legally entitled to hold and dispose of land in the Province of British Columbia.

IN TESTIMONY whereof I have hereunto set my Hand and Seal of office at CASTLEGAR, in the Province of British Columbia, this 11th day of MAY, 1978.

A Commissioner for taking Affidavits for the Province of British Columbia

J.M. Young

Status: Registered Doc #: KG25750 RCVD: 1993-03-29 RQST: 2014-07-08 08.59.02

PART 2 - TERMS OF INSTRUMENT

THIS AGREEMENT made this _____ day of _____, 1993

BETWEEN:

KATHLEEN MARGUERITE LOUISE MACKENZIE, Nurse
General Delivery
Christina Lake, British Columbia, V0H 1E0
HAROLD HEMPHILL SMYTHE, Physician and Surgeon
313 Silica Street
Nelson, British Columbia, V1L 4M4

(hereinafter called the "Grantor")

OF THE FIRST PART,

AND:

HER MAJESTY THE QUEEN IN RIGHT OF
THE PROVINCE OF BRITISH COLUMBIA
as represented by:

Medical Health Officer
for the Central Kootenay Health Unit
810 - 10th Street, Castlegar, British Columbia
V1N 2H7

-and-

Ministry of Transportation and Highways
Parliament Buildings, Victoria, British Columbia,
V8V 1X4

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
#202 - 843 Rossland Avenue
Trail, British Columbia, V1R 4S8

(hereinafter called the "Grantee")

OF THE SECOND PART.

W H E R E A S:

A. Both KATHLEEN MARGUERITE LOUISE MACKENZIE and HAROLD HEMPHILL SMYTHE are the registered owners in fee simple of the following lands in the Province of British Columbia, more particulary known and described as:

Status: Registered Doc #: KG25750 RCVD: 1993-03-29 RQST: 2014-07-08 08.59.02

Lot 1, Block 5, DL 963, SDYD, Plan 6348 Except Plan 8781

and the Grantor, KATHLEEN MARGUERITE LOUISE MACKENZIE, is the registered owner in fee simple of the following lands in the Province of British Columbia, more particularly known and described as:

Lot 3, Block 4, DL 963, SDYD, Plan 6348

(hereinafter called the "Lands" or "Lot 1" or "Lot 3");

B. The Grantor proposes to build a residence on Lot 1, Block 5, DL 963, SDYD, Plan 6348 Except Plan 8781 according to a preliminary plan completed on October 21, 1992 by Newman Engineering Limited, a copy of which is attached hereto as Schedule "A;

C. Lot 1 does not have sufficient area to install a proper sewage disposal system in accordance with the requirements of the Ministry of Health and the Regional District of Kootenay Boundary;

D. A covenant under section 215 of the Land Title Act is required by the Medical Health Officer for the Central Kootenay Health Unit pursuant to the Health Act as a condition of the consent to approval of a sewage disposal system on Lot 3 for the benefit of the residence to be constructed on Lot 1;

E. Section 215 of the Land Title Act provides that there may be registered as a charge against the title to Lot 1 and Lot 3 a covenant in favour of the Province and a Regional District that land is to be used in a particular manner or that land is not to be built on except in accordance with the covenant;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the sum of ONE DOLLAR ($1.00) of lawful money of Canada and other good and valuable consideration paid by the Grantee to the Grantor, the receipt of which is hereby acknowledged, the Grantor does hereby covenant and agree with

the Grantee under Section 215 of the Land Title Act of the Province of British Columbia as follows:

1. The Grantor on behalf of themselves, their heirs, executors, administrators, successors and assigns, hereby covenants and agrees with the Grantee as a covenant in favour of the Grantee pursuant to Section 215 of the Land Title Act, it being the intention and agreement of the Grantor that the provisions hereto be annexed to and run with and be a charge upon the Lands, that from and after the date hereof:

(a) No habitable building, mobile home or unit, modular home or fixed equipment shall be constructed, reconstructed, moved, extended or located on Lot 3; PROVIDED that the existing driveway and vegetable and flower garden together with a yet to be built garage or carport and tool shed can be erected on Lot 3 as long as it does not interfere with the sewage disposal system to be installed on Lot 3.

(b) No pipes or conduits shall be buried on Lot 3 except for a sewage disposal system approved by the Grantee, and a water pipeline to water the existing vegetable and flower garden and power to operate the garage door and light.

(c) Neither Lot 1 nor Lot 3 can be sold as separate lots, as the sewage disposal system on Lot 3 is to be constructed to service the residence to be constructed on Lot 1.

(d) No bedrooms will be added to the house other than the bedrooms set out in the house plans.

(e) No water, plumbing fixtures or appliances will be installed or used in the house except for low water faucets, showers, dishwashers and clothes washers.

2. The Grantor will indemnify and save harmless the Grantee and its servants and agents against all losses, damages, costs and expenses, including fees of solicitors and other professional advisors arising out of any breach, violation or non-performance of any terms, conditions, covenant or other provision of this Agreement.

3. (a) No term, condition, covenant or other provision of this Agreement will be considered to have been waived by the Grantee unless the waiver is expressed in writing by the Grantee.

(b) Any waiver by the Grantee of any term, condition, covenant or other provision of this Agreement or any waiver by the Grantee of any breach, violation or non-performance of any term, condition, covenant or other provision of this Agreement does not constitute and will not be construed as a waiver of any further or other term, condition, covenant or other provision of this Agreement or any further or other breach, violation or non-performance of any term, condition, covenant or other provision of this Agreement.

4. The terms, conditions, covenants and other provisions of this Agreement will extend to, be binding upon and enure to the benefit of the parties to this Agreement and their respective successors and assigns.

5. In this Agreement unless the context otherwise requires, the singular includes the plural and vice versa.

6. This Agreement will be interpreted according to the laws of the Province of British Columbia.

7. Where there is a reference to an enactment in this Agreement, the reference will include any subsequent enactment of the Province of British Columbia of like effect and all enactments referred to are enactments of the Province of British Columbia.

8. If any part of this Agreement is found to be illegal or unenforceable, that part will be considered separate and severable and the remaining parts will not be affected thereby and will be enforceable to the fullest extent permitted by law.

9. This Agreement runs with the lands and will be registered as a charge against the title to the lands under Section 215 of the Land Title Act.

10. Nothing contained or implied in this Agreement will prejudice or affect the rights, powers and remedies of the Grantee in the exercise of the Grantee's functions under any public or private statutes, regulations, bylaws or orders or in equity, all of which may be fully and effectively exercised by the Grantee in relation to the Grantee or the lands as if this Agreement had not been made.

11. The Grantor will do or cause to be done all things and execute or cause to be executed all documents and give such further and other assurances which may be reasonably necessary to give proper effect to the intent of this Agreement.

12. This Agreement will not be modified or discharged except in accordance with the provisions of Section 215(5) of the Land Title Act.

13. This Agreement shall be interpreted according to the laws of the Province of British Columbia.

14. This covenant will only be registered as a charge on the Land if a residence is in fact built on Lot 1 otherwise it will be null and void.

15. This convenant becomes null and void when a community sewage system is established.

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16. Where there is a reference to an enactment of the Province of British Columbia in this Agreement, that reference shall include a reference to any subsequent enactment of the Province of British Columbia of like effect, and unless the context otherwise requires, all statutes referred to herein are enactments of the Province of British Columbia.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and year first above written.

SIGNED, SEALED AND DELIVERED)
by the Grantor in the presence of:)
)
Name)
)
Address PETER SOMERVILLE, Lawyer 135 Market Avenue, P.O. Box 1016, Grand Forks, B.C. V0H 1H0)
)
Occupation)

Kathleen MacKenzie

KATHLEEN MARGUERITE LOUISE MACKENZIE

SIGNED, SEALED AND DELIVERED)
by the Grantor in the presence of:)
)
Name)
)
Address PETER KANIGAN 515 Vernon Street Nelson, B.C. V1L 4E9 Notary Public)
)
Occupation)

HAROLD HEMPHILL SMYTHE

This is the instrument creating the condition of Covenant pursuant to section 215 of the Land Title Act by the Grantor referred to herein.

Nelson Ames

APPROVING OFFICER/Medical Health Officer for the Central Kootenay Health Office

APPROVING OFFICER/Ministry of Transportation and Highways

APPROVING OFFICER/Regional District of Kootenay Boundary

Zoning Template

Template for a zoning bylaw. This is not a draft bylaw. It is a template to review the proposal and see how the requests might fit into a zoning bylaw. Provisions could be added, deleted or modified.

The italic text in parentheses is explanatory discussion on why that provision is presented as is, was modified or deleted.

CAMPGROUND COMMERCIAL RV ZONE

The following provisions apply to lands in the Campground Commercial RV Zone.

1. Permitted Principal Uses

Only the following ***principal uses*** are permitted:

a) ***RV Campground***.

*(A definition of "**RV Campground"** would be provided which would differ from a campground in that if no washroom facilities are provided, then sites are restricted to RVs with water and septic holding tanks, or units which can hook to an approved septic system)*

2. Permitted Secondary Uses

Only the following ***secondary uses*** are permitted, and only in conjunction with a use listed in paragraph 1 above:

a) ***Accessory buildings and structures***;

(Removed single family dwelling from permitted use. These parcels are too small for RV sites and a dwelling, plus the covenant on Lot 3 will not permit a dwelling. Lack of a dwelling poses a problem if an on-site manager is required or desired. They could reside in an RV site, if that is to be considered)

3. Parcel Area

Parcels to be created by subdivision must not be less than 2ha.

(Could leave this or remove it. The parcels cannot be subdivided whether this stays or not, based on Covenant on Lot 3 and the small the size of Lot 4.)

4. Maximum Number of Dwelling Units

No dwelling units (per discussion at Section 2, above)

5. Density

a) Maximum 10 campsites per 3000m², minimum 125m^2 per site.

(The maximum number here is the number the applicant requested.)

6. Parcel Coverage

Maximum 10% of the ***parcel*** area may be covered by ***buildings*** and structures combined.

7. Setbacks

Minimum setbacks measured in metres:

Parcel Line	***RV campsites***	***Accessory buildings and structures*** $10m^2$ or less in size	***Accessory buildings and structures*** $>10m^2$ in size
Front	7.5	7.5	7.5
Exterior side	4.5	4.5	4.5
Interior side	3.0	0.6	3.0
Rear	7.5	0.6	3.0

(These setbacks are consistent with the campground commercial zone and the R2 Zone. That said, regarding interior side setbacks, it is different having a dwelling along the interior parcel line setback and a RV site, which is likely to produce more noise and disruption to neighbours)

8. Height

Maximum:

a) 4.6m for ***accessory buildings and structures***.

9. Outdoor Storage Areas

Outdoor storage areas must be surrounded by a ***solid landscape screen*** not less than 2.0m in height. A ***solid landscape screen*** in the form of a fence or wall must not exceed 2.5m in height.

10. Signs

Signs are permitted in accordance with Section 318 of this Bylaw.

11. Parking and Loading

Off-street parking and loading facilities must be provided in accordance with the parking regulations outlined in Part 3 of this Bylaw.

12. Fire Pits

One fire pit per parcel.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

AP5090 Page : 1

Date : Oct 20, 2014 Time : 8:14 am

Supplier : 084010 To ZUC010
Cheque Dt. : 01-Sep-2014 To 30-Sep-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
44744	04-Sep-2014	092010	0923969 BC LTD	Cleared	343	C	137.50
44745	04-Sep-2014	ABE030	ABELL PEST CONTROL	Cleared	343	C	73.50
44746	04-Sep-2014	BEA130	BEAVER VALLEY LIBRARY	Cleared	343	C	14,797.00
44747	04-Sep-2014	BOB015	BOBERT, ERIC	Cleared	343	C	200.00
44748	04-Sep-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	343	C	280.19
44749	04-Sep-2014	CAC020	CACCHIONI, ROBERT CAESAR	Cleared	343	C	50.00
44750	04-Sep-2014	CAN014	CANADA SAFETY EQUIPMENT LTD.	Cleared	343	C	18.68
44751	04-Sep-2014	CAN035	CANADIAN SPRINGS	Cleared	343	C	201.92
44752	04-Sep-2014	CAN036	CANADIAN RED CROSS SOCIETY	Cleared	343	C	140.00
44753	04-Sep-2014	CAN039	CANADIAN TRAINING RESOURCES	Cleared	343	C	838.95
44754	04-Sep-2014	CAN170	CANADA POST CORP	Cleared	343	C	1,459.40
44755	04-Sep-2014	CAN620	CANADIAN MISSING KIDS NEWSMAGAZINE	Cleared	343	C	312.38
44756	04-Sep-2014	CEC010	CECCHINI, PATRICIA	Cleared	343	C	68.20
44757	04-Sep-2014	CHR018	CHRISTINA LAKE ARTS AND ARTISAN SOCIE	Cleared	343	C	1,388.89
44758	04-Sep-2014	CIB010	CIBC VISA	Cleared	343	C	9,570.99
44759	04-Sep-2014	COM020	COMMISSIONAIRES BRITISH COLUMBIA	Cleared	343	C	9,030.00
44760	04-Sep-2014	COR100	CORDILLERAN ECOLOGICAL	Cleared	343	C	5,017.06
44761	04-Sep-2014	CRO060	CROCKETT, BERT	Cleared	343	C	50.00
44762	04-Sep-2014	DAN090	DANCHUK, JOE	Cleared	343	C	50.00
44763	04-Sep-2014	DAT020	DATUM CONSULTING LTD.	Cleared	343	C	5,250.00
44764	04-Sep-2014	DEN060	DENKOVSKI, GORAN	Cleared	343	C	124.98
44765	04-Sep-2014	DHC010	DHC COMMUNICATIONS INC.	Cleared	343	C	113.27
44766	04-Sep-2014	EMC050	EMCON SERVICES INC.	Issued	343	C	196.00
44767	04-Sep-2014	FIR190	FIRE SAFETY CANADA	Cleared	343	C	7,296.43
44768	04-Sep-2014	FIV030	FIVE STAR UNIFORMS	Cleared	343	C	207.57
44769	04-Sep-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	343	C	14,670.54
44770	04-Sep-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	343	C	1,602.60
44771	04-Sep-2014	FRO040	FRONTLINE FIRE DEPT. TRAINING INC.	Cleared	343	C	73.50
44772	04-Sep-2014	GEN020	GENELLE RECREATION SOCIETY	Cleared	343	C	1,800.00
44773	04-Sep-2014	GEN050	GENELLE IMPROVEMENT DISTRICT	Cleared	343	C	93,750.00
44774	04-Sep-2014	GOL100	GOLDSBURY, CORRIE	Cleared	343	C	115.00
44775	04-Sep-2014	GRA010	CITY OF GRAND FORKS	Cleared	343	C	764.17
44776	04-Sep-2014	GRA016	GRAND FORKS COMMUNITY TRAILS SOCIET	Issued	343	C	4,000.00
44777	04-Sep-2014	GRA047	GRANSTROM, GREG	Cleared	343	C	50.00
44778	04-Sep-2014	GRA048	GRAND FORKS CITIZENS ON PATROL	Cleared	343	C	1,000.00
44779	04-Sep-2014	GUA010	GUARANTEED AUTOMOTIVE	Cleared	343	C	3,076.18
44780	04-Sep-2014	HAE010	HAESSEL, DON	Issued	343	C	70.00
44781	04-Sep-2014	HAL010	HALL PRINTING	Cleared	343	C	5,685.87
44782	04-Sep-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	343	C	1,078.61
44783	04-Sep-2014	HEA025	HEALTH ARTS SOCIETY	Cleared	343	C	4,000.00
44784	04-Sep-2014	HEL010	EDMISON, HELENA	Cleared	343	C	115.50
44785	04-Sep-2014	HIR010	HIRAM, JANICE	Cleared	343	C	217.00
44786	04-Sep-2014	JOH014	BASSETT-SMITH, JOHN	Cleared	343	C	1,237.50
44787	04-Sep-2014	KET002	KETTLE RIVER MUSEUM SOCIETY	Cleared	343	C	1,000.00
44788	04-Sep-2014	KET180	KETTLE, ALBERT	Cleared	343	C	206.00
44789	04-Sep-2014	KUT010	KUTAJ, SPENCER A.B.	Cleared	343	C	33.59
44790	04-Sep-2014	LOR010	LORDCO PARTS LTD.	Cleared	343	C	106.06
44791	04-Sep-2014	MCG002	MCGREGOR, GRACE	Cleared	343	C	399.36
44792	04-Sep-2014	MIN040	MINISTER OF FINANCE	Cleared	343	C	217.91
44793	04-Sep-2014	MIN070	MINISTER OF FINANCE AND CORPORATE RE	Cancelled	354	C	0.00
44794	04-Sep-2014	MIR010	MIRCOM DISTRIBUTION (BC) INC.	Cleared	343	C	56.00
44795	04-Sep-2014	OAS030	OASIS WATERWORKS	Cleared	343	C	26,250.00
44796	04-Sep-2014	OKA180	OKANAGAN MAP GUIDES LTD.	Cleared	343	C	992.25
44797	04-Sep-2014	OME040	OMEGA COMMUNICATIONS LTD.	Cleared	343	C	999.04

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

AP5090 Page : 2
Date : Oct 20, 2014 Time : 8:14 am

Supplier : 084010 To ZUC010
Cheque Dt. : 01-Sep-2014 To 30-Sep-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
44798	04-Sep-2014	ORC010	ORCHARD FORD SALES LTD.	Cleared	343	C	121.09
44799	04-Sep-2014	PLA100	PLANET CLEAN	Cleared	343	C	260.54
44800	04-Sep-2014	ROC030	ROCKY MOUNTAIN PHOENIX	Cleared	343	C	128.67
44801	04-Sep-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	343	C	1,626.81
44802	04-Sep-2014	ROT030	ROTVOLD, MARGUERITE	Cleared	343	C	223.68
44803	04-Sep-2014	RUS010	RUSSELL, ROLY	Cleared	343	C	2,020.52
44804	04-Sep-2014	SHA030	SHAW CABLE	Cleared	343	C	428.46
44805	04-Sep-2014	SID010	SIDHU, AMRINDERDEEP, S.	Cleared	343	C	4,782.52
44806	04-Sep-2014	SKE010	SK ELECTRONICS LTD.	Cleared	343	C	182.01
44807	04-Sep-2014	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TC	Issued	343	C	7,437.00
44808	04-Sep-2014	TAY020	TAYLOR, BRIAN	Cleared	343	C	163.36
44809	04-Sep-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	343	C	14,890.88
44810	04-Sep-2014	TEL002	TELUS MOBILITY	Cleared	343	C	3,753.33
44811	04-Sep-2014	THE410	THE BOUNDARY SENTINEL	Cleared	343	C	300.00
44812	04-Sep-2014	TRA065	CITY OF TRAIL COMMUNITIES IN BLOOM COI	Cleared	343	C	500.00
44813	04-Sep-2014	VAB010	VAB ENTERPRISES	Cleared	343	C	682.50
44814	04-Sep-2014	VAL110	EMILY, VALIANT	Cleared	343	C	245.00
44815	04-Sep-2014	VAL130	VALLEN	Cleared	343	C	109.80
44816	04-Sep-2014	WEB060	WEBBER, TABATHA	Issued	343	C	36.40
44817	04-Sep-2014	WES320	WEST KOOTENAY PEST CONTROL	Cleared	343	C	115.76
44818	04-Sep-2014	WOR100	WORLEY, LINDA	Cleared	343	C	221.24
44827	11-Sep-2014	ACC010	ACCENT CARPET CARE	Cleared	353	C	1,680.00
44828	11-Sep-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Cleared	353	C	141.49
44829	11-Sep-2014	AMF010	AM FORD	Cleared	353	C	599.45
44830	11-Sep-2014	ANS030	ANSCHETZ, DONNA	Cleared	353	C	35.00
44831	11-Sep-2014	ARR010	ARROW BUILDING SUPPLY	Cleared	353	C	58.21
44832	11-Sep-2014	BAI030	BAIRD, BILL	Issued	353	C	1,070.96
44833	11-Sep-2014	BCT030	BC TRANSIT	Issued	353	C	116,268.00
44834	11-Sep-2014	BEA026	BEAVERDELL GENERAL STORE	Cleared	353	C	37.68
44835	11-Sep-2014	BER020	BERGENDAHL, JANICE	Cleared	353	C	70.00
44836	11-Sep-2014	BLA110	BLATKEWICZ, KALEB	Cleared	353	C	850.00
44837	11-Sep-2014	BRI120	BRITISH COLUMBIA SAFETY AUTHORITY	Cleared	353	C	213.00
44838	11-Sep-2014	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	Cleared	353	C	1,575.00
44839	11-Sep-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	353	C	1,291.24
44840	11-Sep-2014	CAN031	THE CANADIAN PAYROLL ASSOCIATION	Cleared	353	C	210.00
44841	11-Sep-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	353	C	529.73
44842	11-Sep-2014	CLA130	CLARITY DEVELPMENT CONSULTING INC.	Cleared	353	C	262.50
44843	11-Sep-2014	COC010	COCA-COLA REFRESHMENTS CANADA	Cleared	353	C	1,687.24
44844	11-Sep-2014	COL017	COLBACHINI, CHERYL ANN	Cleared	353	C	202.50
44845	11-Sep-2014	COL240	COLUMBIA FILTER LTD.	Issued	353	C	124.10
44846	11-Sep-2014	DAV150	DAVIES, BRAD	Issued	353	C	579.90
44847	11-Sep-2014	DEL070	DELL CANADA INC	Cleared	353	C	56.00
44848	11-Sep-2014	DHC010	DHC COMMUNICATIONS INC.	Cleared	353	C	3,064.93
44849	11-Sep-2014	EAT020	EATON, JENNIFER	Cleared	353	C	70.00
44850	11-Sep-2014	ENO010	ENORMOUS PRODUCTIONS	Cleared	353	C	4,095.00
44851	11-Sep-2014	FED020	FEDERATED CO-OPERATIVES LTD.	Cleared	353	C	1,211.41
44852	11-Sep-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	353	C	9,901.45
44853	11-Sep-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	353	C	2,468.24
44854	11-Sep-2014	FOR070	FORTIS BC INC.	Cleared	353	C	539.36
44855	11-Sep-2014	FOS040	FOSSEN, ERIKA ANN	Cleared	353	C	105.00
44856	11-Sep-2014	FRA080	JANINE, FRASER	Cleared	353	C	210.00
44857	11-Sep-2014	FRI100	FRITO LAY CANADA	Cleared	353	C	161.78
44858	11-Sep-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	353	C	40.00

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
44859	11-Sep-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	353	C	113.37
44860	11-Sep-2014	GRA010	CITY OF GRAND FORKS	Cleared	353	C	1,188.46
44861	11-Sep-2014	GRE031	GREEN, SARAH	Cleared	353	C	70.00
44862	11-Sep-2014	GRE080	GRESLEY-JONES, KEN	Cleared	353	C	75.00
44863	11-Sep-2014	HAL010	HALL PRINTING	Cleared	353	C	3,609.05
44864	11-Sep-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	353	C	1,198.16
44865	11-Sep-2014	HAR010	HARLAN FAIRBANKS	Cleared	353	C	1,338.81
44866	11-Sep-2014	IMP020	IMPERIAL OIL LIMITED	Cleared	353	C	1,098.18
44867	11-Sep-2014	INL070	INLAND ALLCARE	Cleared	353	C	1,251.54
44868	11-Sep-2014	INS050	INSIGHT CANADA INC	Cleared	353	C	4,531.52
44869	11-Sep-2014	IRI010	IRIDIA MEDICAL INC.	Cleared	353	C	105.00
44870	11-Sep-2014	JET010	JET ICE LIMITED	Cleared	353	C	1,160.28
44871	11-Sep-2014	JJH010	J.J.H. ENTERPRISES	Cleared	353	C	26.00
44872	11-Sep-2014	JON060	JONES, FRANCES	Cleared	353	C	10.75
44873	11-Sep-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	353	C	222.32
44874	11-Sep-2014	KOO200	KOOTENAY COFFEE COMPANY	Cleared	353	C	75.00
44875	11-Sep-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cancelled	355	C	0.00
44876	11-Sep-2014	LIB010	LIBERTY FOOD STORES	Cleared	353	C	120.26
44877	11-Sep-2014	LOC050	LOCAL GOVERNMENT MANAGEMENT ASSOC	Cleared	353	C	446.25
44878	11-Sep-2014	LOR010	LORDCO PARTS LTD.	Cleared	353	C	138.93
44879	11-Sep-2014	MAC011	MACASSO, CHRISTINE	Cleared	353	C	48.50
44880	11-Sep-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	353	C	51.51
44881	11-Sep-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	353	C	2,710.67
44882	11-Sep-2014	MAT040	MATTEUCCI, MELISSA	Cleared	353	C	14.98
44883	11-Sep-2014	MCG002	MCGREGOR, GRACE	Cleared	353	C	1,149.69
44884	11-Sep-2014	MER100	MERVYN, STEPHANIE	Cleared	353	C	2.14
44885	11-Sep-2014	MID010	VILLAGE OF MIDWAY	Issued	353	C	400.00
44886	11-Sep-2014	MIN040	MINISTER OF FINANCE	Cleared	353	C	110.33
44887	11-Sep-2014	MIN070	MINISTER OF FINANCE AND CORPORATE RE	Cleared	353	C	900.00
44888	11-Sep-2014	MOH020	MOHAWK CANADA LTD.	Cleared	353	C	2,879.08
44889	11-Sep-2014	NDB010	NDB CONSTRUCTION LTD.	Issued	353	C	6,863.65
44890	11-Sep-2014	NOW010	NOW ADVERTISING	Cleared	353	C	105.00
44891	11-Sep-2014	OKA080	OKANAGAN VALLEY NEWSPAPER GROUP	Cleared	353	C	1,253.07
44892	11-Sep-2014	OKT010	OK TIRE STORE	Cleared	353	C	75.44
44893	11-Sep-2014	OLD010	OLD DUTCH FOODS	Cleared	353	C	336.80
44894	11-Sep-2014	PAD010	PAZDZIERSKI, CANDACE	Cleared	353	C	70.00
44895	11-Sep-2014	PAR050	PARSLOW LOCK & SAFE	Cleared	353	C	73.01
44896	11-Sep-2014	PAR140	PARTRIDGE, JIM	Issued	353	C	35.27
44897	11-Sep-2014	PER120	PERT, JOANNE	Issued	353	C	48.61
44898	11-Sep-2014	PET010	PETRO CANADA	Cleared	353	C	6,051.71
44899	11-Sep-2014	PUR020	PUROLATOR COURIER LTD.	Cleared	353	C	70.34
44900	11-Sep-2014	RAC010	RACE TRAC FUELS	Cleared	353	C	754.68
44901	11-Sep-2014	REB001	REBELATO MORNING PERK	Cleared	353	C	96.29
44902	11-Sep-2014	REC010	RECEIVER GENERAL FOR CANADA	Cleared	353	C	66,122.01
44903	11-Sep-2014	ROC240	ROCHESTER MIDLAND LTD.	Cleared	353	C	1,522.50
44904	11-Sep-2014	ROS010	THE CITY OF ROSSLAND	Cleared	353	C	135.24
44905	11-Sep-2014	RUS010	RUSSELL, ROLY	Cleared	353	C	1,070.96
44906	11-Sep-2014	SEC040	SECURIGUARD SERVICES LIMITED	Cleared	353	C	14,628.74
44907	11-Sep-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	353	C	258.58
44908	11-Sep-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	353	C	444.86
44909	11-Sep-2014	SHA030	SHAW CABLE	Cleared	353	C	115.19
44910	11-Sep-2014	SIN050	SINGH, HARVIR	Cleared	353	C	167.57
44911	11-Sep-2014	SKI030	SKILLPATH SEMINARS	Issued	353	C	208.95

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Bank : 1	CIBC Bank - General						
44912	11-Sep-2014	TDC020	TD CANADA TRUST	Cleared	353	C	2,296.41
44913	11-Sep-2014	TEL050	TELUS SERVICES INC.	Cleared	353	C	6,154.07
44914	11-Sep-2014	TER010	TERRA NOVA MOTOR INN	Cleared	353	C	457.50
44915	11-Sep-2014	THE010	THE SOURCE	Cleared	353	C	55.99
44916	11-Sep-2014	TOM040	TOMASHEWSKY, ROSANNE	Cleared	353	C	52.00
44917	11-Sep-2014	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	Cleared	353	C	115.49
44918	11-Sep-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	353	C	239.02
44919	11-Sep-2014	TWI020	TWIN RIVERS CONTROLS	Cleared	353	C	907.20
44920	11-Sep-2014	UTG010	UTGAREN, VAL	Issued	353	C	67.14
44921	11-Sep-2014	VAL020	VALKYRIE LAW GROUP LLP	Cleared	353	C	5,484.58
44922	11-Sep-2014	VAL130	VALLEN	Cleared	353	C	124.25
44923	11-Sep-2014	VAN050	VAN HELLEMOND SPORTE LTD.	Cleared	353	C	2,865.55
44924	11-Sep-2014	VAN140	VAN HEMERT JV	Cleared	353	C	78.75
44925	11-Sep-2014	VIS050	VISTA RADIO LTD.	Cleared	353	C	104.21
44926	11-Sep-2014	VIT001	VITALAIRE	Cleared	353	C	168.15
44927	11-Sep-2014	WAL080	WAL MART CANADA CORP	Cleared	353	C	239.42
44928	11-Sep-2014	WES100	WESCO	Cleared	353	C	648.33
44929	11-Sep-2014	WHI120	WHITE, BROOKE	Cleared	353	C	12.12
44930	11-Sep-2014	WOR100	WORLEY, LINDA	Cleared	353	C	600.00
44931	11-Sep-2014	XER010	XEROX CANADA LTD.	Cleared	353	C	12.75
44932	18-Sep-2014	ACE010	A.C.E. COURIER SERVICES	Cleared	366	C	117.69
44933	18-Sep-2014	AIR001	AIR LIQUIDE CANADA INC.	Cleared	366	C	27.44
44934	18-Sep-2014	ALL140	ALLAN, JONATHAN	Issued	366	C	160.00
44935	18-Sep-2014	ALP002	ALPINE SIGNS & GRAPHICS	Cleared	366	C	50.40
44936	18-Sep-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Cleared	366	C	31,982.58
44937	18-Sep-2014	AND060	ANDISON, R. MARK	Cleared	366	C	462.48
44938	18-Sep-2014	AQU020	AQUAM SPECIALISTE AQUATIQUE INC.	Cleared	366	C	169.05
44939	18-Sep-2014	ARC040	ARCTEC ALLOYS LIMITED	Cleared	366	C	350.52
44940	18-Sep-2014	ARR010	ARROW BUILDING SUPPLY	Cleared	366	C	10.39
44941	18-Sep-2014	ARS010	ARSENAULT, DARRYL	Cleared	366	C	223.60
44942	18-Sep-2014	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	Cleared	366	C	761.60
44943	18-Sep-2014	BAI030	BAIRD, BILL	Issued	366	C	687.10
44944	18-Sep-2014	BEA020	BEAVER FALLS MACHINING LTD	Cleared	366	C	22.40
44945	18-Sep-2014	BEA037	BEAVERDELL VOLUNTEER FIRE DEPARTMEI	Issued	366	C	4,000.00
44946	18-Sep-2014	BEA480	BEAVER VALLEY MAY DAYS SOCIETY	Issued	366	C	1,171.67
44947	18-Sep-2014	BEA680	BEAVER'S SEPTIC TANK CLEANING SERVICE	Cleared	366	C	420.00
44948	18-Sep-2014	BFS010	B & F SALES LTD	Cleared	366	C	33.59
44949	18-Sep-2014	BIG015	BIG WHITE GAS UTILITY LTD.	Cleared	366	C	75.41
44950	18-Sep-2014	BIG030	BIG WHITE WATER UTILITY LTD.	Cleared	366	C	7,362.70
44951	18-Sep-2014	BIP010	BI PURE WATER	Cleared	366	C	340.75
44952	18-Sep-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	366	C	2,592.62
44953	18-Sep-2014	BLA090	BLACKWELL, CAMERON	Issued	366	C	120.00
44954	18-Sep-2014	BOU010	BOUNDARY ELECTRIC(1985) LTD.	Cleared	366	C	431.84
44955	18-Sep-2014	BOU017	BOUNDARY INVASIVE SPECIES SOCIETY	Cleared	366	C	10,105.38
44956	18-Sep-2014	BOU070	BOUNDARY HOME BUILDING CENTRE	Issued	366	C	86.70
44957	18-Sep-2014	BOU320	BOUTIN, KYLE	Cleared	366	C	32.75
44958	18-Sep-2014	BRA040	BRADLEY, TYLER	Cleared	366	C	200.00
44959	18-Sep-2014	BRE090	BREDBECK, HAROLD	Cleared	366	C	109.78
44960	18-Sep-2014	CAL050	CAL-GAS	Cleared	366	C	931.22
44961	18-Sep-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	366	C	91.63
44962	18-Sep-2014	CAR280	CARRELL, D.	Issued	366	C	488.61
44963	18-Sep-2014	CAS030	CASTLE MOUNTAIN TREE SERVICE	Cleared	366	C	238.88
44964	18-Sep-2014	CHE050	CHERRY HILL COFFEE INC.	Cleared	366	C	117.60

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44965	18-Sep-2014	CHI080	CHINA CREEK INTERNET SERVICE	Cleared	366	C	469.73
44966	18-Sep-2014	CHR002	CHRISTINA LAKE STEWARDSHIP SOCIETY	Cleared	366	C	5,000.00
44967	18-Sep-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	366	C	93.78
44968	18-Sep-2014	CLE020	CLEAN-SCENE ENTERPRISES LTD.	Issued	366	C	126.00
44969	18-Sep-2014	COA210	COASTAL CORROSION SERVICES LTD.	Issued	366	C	4,725.00
44970	18-Sep-2014	COL090	COLUMBIA RECYCLE	Issued	366	C	790.00
44971	18-Sep-2014	COL240	COLUMBIA FILTER LTD.	Issued	366	C	186.96
44972	18-Sep-2014	COM003	COMMERCIAL AQUATIC SUPPLIES	Cleared	366	C	306.91
44973	18-Sep-2014	COM060	COMPLETE CLIMATE CONTROL INC.	Cleared	366	C	352.04
44974	18-Sep-2014	COR100	CORDILLERAN ECOLOGICAL	Cleared	366	C	11,824.31
44975	18-Sep-2014	CRO030	CROCKER EQUIPMENT CO LTD	Cleared	366	C	810.62
44976	18-Sep-2014	DEL070	DELL CANADA INC	Cleared	366	C	198.81
44977	18-Sep-2014	DEL080	DE LAGE LANDEN FINANCIAL SERVICES CAN	Cleared	366	C	655.20
44978	18-Sep-2014	DEL100	DELTA T CONSULTANTS	Cleared	366	C	1,513.32
44979	18-Sep-2014	DEM070	DEMOSKOFF, REBECCA	Cleared	366	C	39.76
44980	18-Sep-2014	DHC010	DHC COMMUNICATIONS INC.	Cleared	366	C	814.80
44981	18-Sep-2014	DON060	DONEGAN, CAMERON	Issued	366	C	170.00
44982	18-Sep-2014	DRE030	DREXLER COMPUTER SYSTEMS	Cleared	366	C	336.00
44983	18-Sep-2014	ECO030	ECO-CLEAN DRY CLEANING SERVICES	Cleared	366	C	27.78
44984	18-Sep-2014	FDM010	FDM SOFTWARE LTD.	Cleared	366	C	4,112.50
44985	18-Sep-2014	FER001	FERRARO FOODS	Cleared	366	C	34.45
44986	18-Sep-2014	FER002	FERNO CANADA	Issued	366	C	309.73
44987	18-Sep-2014	FIR020	FIRST REGISTRY SERVICES LTD.	Cleared	366	C	24.25
44988	18-Sep-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	366	C	2,575.46
44989	18-Sep-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	366	C	441.61
44990	18-Sep-2014	FRE060	FREEMAN, BOB	Cleared	366	C	790.00
44991	18-Sep-2014	FRE100	FREEMAN, CHAD, R.	Cleared	366	C	222.00
44992	18-Sep-2014	FRU070	FRUITVALE FIRE DEPT	Cleared	366	C	182.00
44993	18-Sep-2014	GAG001	GAGNON, ANDRE	Issued	366	C	10.57
44994	18-Sep-2014	GEN040	GENELLE VOLUNTEER FIRE DEPT	Issued	366	C	182.00
44995	18-Sep-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	366	C	99.29
44996	18-Sep-2014	GGW010	G&G WOODWORK	Cleared	366	C	420.00
44997	18-Sep-2014	GOL100	GOLDSBURY, CORRIE	Cleared	366	C	465.00
44998	18-Sep-2014	GON010	GONZALEZ, JOSE ALBERTO	Issued	366	C	112.38
44999	18-Sep-2014	GOR040	GORDON, DEANNA	Issued	366	C	100.94
45000	18-Sep-2014	GRA010	CITY OF GRAND FORKS	Cleared	366	C	16,804.50
45001	18-Sep-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	366	C	608.49
45002	18-Sep-2014	GRA055	GRAND FORKS RENOVATION CENTRE LTD.	Cleared	366	C	171.65
45003	18-Sep-2014	GRA570	GRANBY CONTAINERS SALES & RENTALS	Cleared	366	C	4,648.00
45004	18-Sep-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	366	C	2,784.60
45005	18-Sep-2014	HAL010	HALL PRINTING	Cleared	366	C	1,596.61
45006	18-Sep-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	366	C	882.00
45007	18-Sep-2014	HEA020	HEAVY METAL CO.	Cleared	366	C	926.20
45008	18-Sep-2014	HOL015	HOLY TRINITY PARISH	Cleared	366	C	2,063.00
45009	18-Sep-2014	HOM010	HOME DEPOT CREDIT SERVICES	Cleared	366	C	112.49
45010	18-Sep-2014	HOR015	HORIZON NORTH RELOCATABLE STRUCTUR	Cleared	366	C	106.05
45011	18-Sep-2014	HUB020	HUB FIRE ENGINES & EQUIPMENT LTD.	Cleared	366	C	160.02
45012	18-Sep-2014	HUZ010	HUZZEY, MARTIN, R.	Cleared	366	C	140.00
45013	18-Sep-2014	INN010	INNOV 8 DS DIGITAL SOLUTIONS	Cleared	366	C	60.65
45014	18-Sep-2014	INT017	INTERSTATE BATTERIES	Cleared	366	C	7.82
45015	18-Sep-2014	IRO030	IRON GRAPHIX INC.	Cleared	366	C	196.00
45016	18-Sep-2014	JAR010	JARVIE, JEANNETTE	Cleared	366	C	83.96
45017	18-Sep-2014	KAM030	KAMBEITZ, KEN	Cleared	366	C	420.00

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45018	18-Sep-2014	KAT040	KATNICH, ROSE	Cleared	366	C	60.47
45019	18-Sep-2014	KET170	KETTLE VALLEY WASTE LTD.	Cleared	366	C	46,568.25
45020	18-Sep-2014	KON001	KONE INC.	Cleared	366	C	514.43
45021	18-Sep-2014	KOO023	KOOTENAY CHRYSLER LTD.	Cleared	366	C	1,132.82
45022	18-Sep-2014	KOO026	KOOTENAY WEED CONTROL	Cleared	366	C	21,015.25
45023	18-Sep-2014	KOO200	KOOTENAY COFFEE COMPANY	Cleared	366	C	1,053.00
45024	18-Sep-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	366	C	166.95
45025	18-Sep-2014	KOV010	KOVACS, MARGARET A.	Issued	366	C	290.90
45026	18-Sep-2014	KRE010	KREWSKI, DENIS	Issued	366	C	41.98
45027	18-Sep-2014	LAJ010	LAJEUNESSE, CARRIE L	Issued	366	C	28.43
45028	18-Sep-2014	LEW004	LEW, PAUL B.	Issued	366	C	7.14
45029	18-Sep-2014	LOR010	LORDCO PARTS LTD.	Cleared	366	C	1,339.17
45030	18-Sep-2014	LUD001	LUDWAR, CORA	Issued	366	C	96.96
45031	18-Sep-2014	MAC020	MACLEAN, JOHN	Cleared	366	C	100.00
45032	18-Sep-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	366	C	355.88
45033	18-Sep-2014	MAK010	MAKI, PHILLIP	Issued	366	C	160.00
45034	18-Sep-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	366	C	174.56
45035	18-Sep-2014	MAR110	Mark's B2B AR Dept	Cleared	366	C	870.66
45036	18-Sep-2014	MCG002	MCGREGOR, GRACE	Cleared	366	C	104.00
45037	18-Sep-2014	MCG020	MCGREGOR, ROBERT	Cleared	366	C	602.46
45038	18-Sep-2014	MCL015	MCLEOD, BRENDA	Cleared	366	C	29.52
45039	18-Sep-2014	MCR002	MCRITCHIE, TERRI	Issued	366	C	140.00
45040	18-Sep-2014	MIN040	MINISTER OF FINANCE	Cleared	366	C	862.69
45041	18-Sep-2014	MIR010	MIRCOM DISTRIBUTION (BC) INC.	Cleared	366	C	106.05
45042	18-Sep-2014	MIS050	MISKULIN, PAUL	Issued	366	C	42.09
45043	18-Sep-2014	MON040	MONTROSE FIRE DEPARTMENT	Cleared	366	C	182.00
45044	18-Sep-2014	NAT090	NATIONAL EDUCATION CONSULTING INC.	Cleared	366	C	1,015.88
45045	18-Sep-2014	OKA140	OKANAGAN TELEPHONE CO. LTD.	Issued	366	C	1,194.55
45046	18-Sep-2014	OVE010	OVERWAITEA FOODS	Cleared	366	C	20.14
45047	18-Sep-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	366	C	156.43
45048	18-Sep-2014	RIC010	RICOH CANADA INC.	Cleared	366	C	303.02
45049	18-Sep-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	366	C	560.89
45050	18-Sep-2014	ROC030	ROCKY MOUNTAIN PHOENIX	Cleared	366	C	10,155.60
45051	18-Sep-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	366	C	471.54
45052	18-Sep-2014	ROS140	ROSSLAND FIRE DEPT.	Issued	366	C	182.00
45053	18-Sep-2014	RUS010	RUSSELL, ROLY	Issued	366	C	121.68
45054	18-Sep-2014	RUS025	RUSTIC CRUST	Cleared	366	C	294.00
45055	18-Sep-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	366	C	363.50
45056	18-Sep-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	366	C	444.00
45057	18-Sep-2014	SEW010	SEW-IT BOAT TOPS & UPHOLSTERY	Cleared	366	C	71.85
45058	18-Sep-2014	SHA030	SHAW CABLE	Issued	366	C	509.32
45059	18-Sep-2014	SKE010	SK ELECTRONICS LTD.	Cleared	366	C	447.95
45060	18-Sep-2014	SLU015	SLUBOWSKI, MEAGAN	Cleared	366	C	25.25
45061	18-Sep-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	366	C	168.00
45062	18-Sep-2014	STA007	DESJARDINS CARD SERVICES	Cleared	366	C	20.41
45063	18-Sep-2014	STR006	STROUD, ROBERT	Issued	366	C	49.80
45064	18-Sep-2014	SUP030	SUPERIOR PROPANE INC.	Cleared	366	C	669.00
45065	18-Sep-2014	SUP170	SUPER SAVE DISPOSAL INC.	Cleared	366	C	10,587.44
45066	18-Sep-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	366	C	2,056.55
45067	18-Sep-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	366	C	10.59
45068	18-Sep-2014	TRE070	TREMBLAY, DONNA	Issued	366	C	52.00
45069	18-Sep-2014	VAL130	VALLEN	Cleared	366	C	40.62
45070	18-Sep-2014	VAN060	VAN KAM FREIGHTWAYS LTD.	Cleared	366	C	100.65

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

AP5090 Page : 7
Date : Oct 20, 2014 Time : 8:14 am

Supplier : 084010 To ZUC010
Cheque Dt. : 01-Sep-2014 To 30-Sep-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
45071	18-Sep-2014	VEN010	VENTURE MECHANICAL SYSTEMS LTD	Cleared	366	C	60,480.00
45072	18-Sep-2014	VIS050	VISTA RADIO LTD.	Cleared	366	C	791.70
45073	18-Sep-2014	WAD010	WADE TECHNOLOGIES LTD.	Issued	366	C	991.87
45074	18-Sep-2014	WAI020	WAINBEE LTD	Cleared	366	C	959.77
45075	18-Sep-2014	WAR040	WARFIELD FIRE DEPT. SOCIAL CLUB	Issued	366	C	182.00
45076	18-Sep-2014	WAS010	WASTE MANAGEMENT	Issued	366	C	622.11
45077	18-Sep-2014	WDS010	W.D. SHEETMETAL LTD.	Cleared	366	C	304.50
45078	18-Sep-2014	XPC010	XP CONTRACTING	Cleared	366	C	640.94
45079	18-Sep-2014	YOU090	YOUNG, PAUL M	Cleared	366	C	67.05
45080	18-Sep-2014	YOU100	YOUNG, KERRY ANNE	Issued	366	C	210.37
45081	18-Sep-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	366	C	299.26
45082	18-Sep-2014	LEN002	LENARDON, THERESA	Cleared	368	C	120.00
45093	25-Sep-2014	ABC070	ABC COMMUNICATIONS - KELOWNA	Issued	379	C	1,607.48
45094	25-Sep-2014	ACK020	ACKLANDS-GRAINGER INC.	Issued	379	C	83.75
45095	25-Sep-2014	ALE040	ALEXANDER, KIM	Issued	379	C	42.09
45096	25-Sep-2014	ALP002	ALPINE SIGNS & GRAPHICS	Issued	379	C	22.40
45097	25-Sep-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Cleared	379	C	1,573.74
45098	25-Sep-2014	AND040	ANDREW SHERET LTD.	Cancelled	380	C	0.00
45099	25-Sep-2014	ASH030	ASHMAN, DANIEL	Issued	379	C	230.48
45100	25-Sep-2014	BAT020	BATCH, ROBYN	Issued	379	C	12.53
45101	25-Sep-2014	BEA400	BEAVER VALLEY CURLING CLUB	Issued	379	C	4,195.91
45102	25-Sep-2014	BEA650	BEAVER VALLEY GOLF & RECREATION SOCI	Issued	379	C	5,000.00
45103	25-Sep-2014	BEN015	BENEFITS BY DESIGN	Issued	379	C	3,433.95
45104	25-Sep-2014	BEN060	BENEDICT'S STEAK HOUSE	Issued	379	C	446.25
45105	25-Sep-2014	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	Issued	379	C	392.00
45106	25-Sep-2014	BIG060	BIG WHITE SKI RESORT LTD.	Issued	379	C	2,499.01
45107	25-Sep-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	379	C	49.16
45108	25-Sep-2014	BOR010	BORSATO, ANDREW	Issued	379	C	90.00
45109	25-Sep-2014	BOU320	BOUTIN, KYLE	Issued	379	C	230.48
45110	25-Sep-2014	BVC001	BV COMMUNICATIONS LTD.	Issued	379	C	2,878.40
45111	25-Sep-2014	CAN024	CANCADD IMAGING SOLUTIONS LTD.	Issued	379	C	970.51
45112	25-Sep-2014	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	Cleared	379	C	3,779.76
45113	25-Sep-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	379	C	673.55
45114	25-Sep-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	379	C	320.76
45115	25-Sep-2014	CAR012	CARO ANALYTICAL SERVICES	Issued	379	C	2,257.19
45116	25-Sep-2014	CHA060	CHARTERS, DEREK	Issued	379	C	230.48
45117	25-Sep-2014	CHA210	CHARTERED PROFESSIONAL ACCOUNTANTS	Issued	379	C	99.75
45118	25-Sep-2014	CHR430	CHRISTINA LAKE PORTA POTTY	Issued	379	C	720.00
45119	25-Sep-2014	COC010	COCA-COLA REFRESHMENTS CANADA	Issued	379	C	208.77
45120	25-Sep-2014	COL017	COLBACHINI, CHERYL ANN	Cleared	379	C	119.50
45121	25-Sep-2014	COL390	COLUMBIA BASIN BROADBAND CORPORATI	Issued	379	C	1,120.00
45122	25-Sep-2014	COM220	COMMERCIAL MAINTENANCE CHEMICAL CO	Issued	379	C	995.00
45123	25-Sep-2014	CRO030	CROCKER EQUIPMENT CO LTD	Cleared	379	C	330.40
45124	25-Sep-2014	DAI001	DAINES, MARK	Issued	379	C	60.00
45125	25-Sep-2014	DEA060	DEAN, DONNA	Issued	379	C	40.51
45126	25-Sep-2014	DEN060	DENKOVSKI, GORAN	Cleared	379	C	121.98
45127	25-Sep-2014	DER070	DE ROEVEN, MARIE	Issued	379	C	19.13
45128	25-Sep-2014	DHC010	DHC COMMUNICATIONS INC.	Issued	379	C	876.80
45129	25-Sep-2014	DUN090	DUNNEBACKE, MARJORIE	Issued	379	C	24.37
45130	25-Sep-2014	EMC050	EMCON SERVICES INC.	Issued	379	C	1,110.78
45131	25-Sep-2014	FIR040	FIREFIGHTERS ASSOCIATION	Issued	379	C	3,564.50
45132	25-Sep-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	379	C	40.37
45133	25-Sep-2014	FRU020	FRUITVALE CO-OP	Issued	379	C	404.06

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

AP5090 Page : 8
Date : Oct 20, 2014 Time : 8:14 am

Supplier : 084010 To ZUC010
Cheque Dt. : 01-Sep-2014 To 30-Sep-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
45134	25-Sep-2014	FYF010	FYFFE, BART	Issued	379	C	45.00
45135	25-Sep-2014	GAG001	GAGNON, ANDRE	Issued	379	C	60.00
45136	25-Sep-2014	GEO020	GEOTRAC SYSTEMS INC.	Issued	379	C	154.56
45137	25-Sep-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	379	C	61.88
45138	25-Sep-2014	GLE040	GLENMERRY GLASS LTD.	Issued	379	C	4,158.49
45139	25-Sep-2014	GRE030	GREYHOUND COURIER EXPRESS	Issued	379	C	509.09
45140	25-Sep-2014	GRE510	GREEN, DALE ALAN	Cleared	379	C	1,001.15
45141	25-Sep-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	379	C	1,665.88
45142	25-Sep-2014	HAA010	HAAS, IRENE D.	Issued	379	C	47.91
45143	25-Sep-2014	HAC020	HACH SALES AND SERVICE CANADA LTD.	Issued	379	C	291.20
45144	25-Sep-2014	HAL060	HALL'S BASICS & GIFTS LTD	Issued	379	C	399.19
45145	25-Sep-2014	HEL010	EDMISON, HELENA	Issued	379	C	115.50
45146	25-Sep-2014	HOO040	HOODLE, MELINA C	Issued	379	C	75.00
45147	25-Sep-2014	HOR070	HORNE, KEVIN	Issued	379	C	107.51
45148	25-Sep-2014	HOS040	HOSKINS, PENNY	Issued	379	C	42.09
45149	25-Sep-2014	HOW020	HOWALD, SARA	Issued	379	C	17.43
45150	25-Sep-2014	HSL010	HSL BUILDING MAINTENANCE	Cleared	379	C	500.00
45151	25-Sep-2014	INF030	INFOSAT COMMUNICATIONS	Issued	379	C	864.59
45152	25-Sep-2014	INL070	INLAND ALLCARE	Issued	379	C	5,848.21
45153	25-Sep-2014	INS050	INSIGHT CANADA INC	Issued	379	C	1,085.49
45154	25-Sep-2014	ISL030	ISL ENGINEERING AND LAND SERVICES LTD	Cleared	379	C	5,354.71
45155	25-Sep-2014	JES001	JESSE JAMES BOBCAT & LANDSCAPING	Issued	379	C	168.00
45156	25-Sep-2014	JJH010	J.J.H. ENTERPRISES	Issued	379	C	905.84
45157	25-Sep-2014	JOH012	JOHNSON, KIM, IN TRUST	Issued	379	C	131.76
45158	25-Sep-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	379	C	393.75
45159	25-Sep-2014	KIN050	KING'S DOOR AND EXTERIOR LTD.	Issued	379	C	163.80
45160	25-Sep-2014	KOO200	KOOTENAY COFFEE COMPANY	Issued	379	C	75.00
45161	25-Sep-2014	KOO210	KOOTENAY VALLEY WATER CO.	Issued	379	C	96.19
45162	25-Sep-2014	KRA003	KRASTEL, MARK	Issued	379	C	90.00
45163	25-Sep-2014	LEA001	LEAVITT, LEO	Issued	379	C	60.00
45164	25-Sep-2014	LOR010	LORDCO PARTS LTD.	Cleared	379	C	89.66
45165	25-Sep-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Issued	379	C	287.47
45166	25-Sep-2014	MAR006	MARINO WHOLESALE LTD.	Issued	379	C	427.31
45167	25-Sep-2014	MAR007	MARIO'S TOWING & RECOVERY	Issued	379	C	462.66
45168	25-Sep-2014	MAR020	MARTIN, TERRY K.	Issued	379	C	160.00
45169	25-Sep-2014	MAT040	MATTEUCCI, MELISSA	Issued	379	C	247.40
45170	25-Sep-2014	MCG002	MCGREGOR, GRACE	Issued	379	C	100.00
45171	25-Sep-2014	MCL030	MCLEAN, KIM	Issued	379	C	90.00
45172	25-Sep-2014	MCL070	MCLEAN, KEN	Issued	379	C	500.00
45173	25-Sep-2014	MEA040	MEARL'S MACHINE WORKS LTD.	Cleared	379	C	3,788.96
45174	25-Sep-2014	MID160	MIDDLETON, ALLAN	Issued	379	C	17.16
45175	25-Sep-2014	MIN090	MINISTER OF FINANCE	Cleared	379	C	262.81
45176	25-Sep-2014	OME040	OMEGA COMMUNICATIONS LTD.	Cleared	379	C	15.68
45177	25-Sep-2014	OPU010	OPUS DAYTONKNIGHT CONSULTANTS LTD.	Cleared	379	C	1,369.20
45178	25-Sep-2014	OVE030	OVERLAND WEST FREIGHT LINES LTD.	Issued	379	C	145.68
45179	25-Sep-2014	PAR050	PARSLOW LOCK & SAFE	Cleared	379	C	452.90
45180	25-Sep-2014	POW020	POWER, KELLY J.	Cleared	379	C	24.18
45181	25-Sep-2014	POW100	POWER TECH ELECTRIC LTD.	Issued	379	C	2,841.29
45182	25-Sep-2014	PRA040	PRAXAIR DISTRIBUTION	Issued	379	C	66.51
45183	25-Sep-2014	PUR020	PUROLATOR COURIER LTD.	Issued	379	C	63.38
45184	25-Sep-2014	REC010	RECEIVER GENERAL FOR CANADA	Issued	379	C	63,065.90
45185	25-Sep-2014	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	379	C	2,292.38
45186	25-Sep-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	379	C	1,264.67

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

Regional District of Kootenay Boundary

AP5090 Page : 9
Date : Oct 20, 2014 Time : 8:14 am

Supplier : 084010 To ZUC010
Cheque Dt. : 01-Sep-2014 To 30-Sep-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
45187	25-Sep-2014	ROG001	ROGERS	Issued	379	C	140.46
45188	25-Sep-2014	RUS025	RUSTIC CRUST	Issued	379	C	294.00
45189	25-Sep-2014	SCO070	SCOUTS CANADA - CAMP TWEEDSMUIR	Issued	379	C	1,142.86
45190	25-Sep-2014	SEC030	SECURE BY DESIGN	Issued	379	C	44.80
45191	25-Sep-2014	SEC030	SECURE BY DESIGN	Issued	379	C	45.70
45192	25-Sep-2014	SEL160	SELKIRK SECURITY SERVICE	Issued	379	C	771.84
45193	25-Sep-2014	SFE010	SFE LTD.	Cleared	379	C	1,076.25
45194	25-Sep-2014	SHA030	SHAW CABLE	Issued	379	C	502.90
45195	25-Sep-2014	SHE040	SHELL CANADA PRODUCTS	Issued	379	C	209.73
45196	25-Sep-2014	SIM070	SIMM, LARRY	Issued	379	C	90.00
45197	25-Sep-2014	SPE030	SPEEDPRO SIGNS PLUS	Issued	379	C	28.00
45198	25-Sep-2014	STR050	STRIKER INDUSTRIES	Issued	379	C	33,191.25
45199	25-Sep-2014	TEA020	TEASDALE, BRYAN	Cleared	379	C	28.00
45200	25-Sep-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	379	C	171.42
45201	25-Sep-2014	TEL002	TELUS MOBILITY	Issued	379	C	163.07
45202	25-Sep-2014	TER010	TERRA NOVA MOTOR INN	Issued	379	C	610.00
45203	25-Sep-2014	TET010	TETRA TECH EBA INC.	Issued	379	C	4,338.90
45204	25-Sep-2014	THE010	THE SOURCE	Issued	379	C	27.98
45205	25-Sep-2014	TOM040	TOMASHEWSKY, ROSANNE	Issued	379	C	207.60
45206	25-Sep-2014	TOO010	TOOL TIME SUPPLIES LTD.	Issued	379	C	13.42
45207	25-Sep-2014	TRA010	THE CITY OF TRAIL	Issued	379	C	70.00
45208	25-Sep-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	379	C	66.33
45209	25-Sep-2014	TRU040	TRUE CONSULTING GROUP	Issued	379	C	1,496.25
45210	25-Sep-2014	VAL130	VALLEN	Issued	379	C	1,390.44
45211	25-Sep-2014	VAL140	VALLEY FIREARMS	Issued	379	C	27.99
45212	25-Sep-2014	VIS050	VISTA RADIO LTD.	Issued	379	C	313.43
45213	25-Sep-2014	WAL080	WAL MART CANADA CORP	Issued	379	C	510.27
45214	25-Sep-2014	WES021	WESTECH INDUSTRIAL LTD.	Issued	379	C	3,611.41
45215	25-Sep-2014	WHI120	WHITE, BROOKE	Issued	379	C	5.91
45216	25-Sep-2014	WMU010	WM UNIFORM GROUP	Cleared	379	C	247.97
45217	25-Sep-2014	WOL002	WOLFE, DEREK	Issued	379	C	90.00
45218	25-Sep-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	379	C	199.45

Total Computer Paid :	1,054,922.87	Total EFT PAP :	0.00	Total Paid :	1,054,922.87
Total Manually Paid :	0.00	Total EFT File :	0.00		

457 Total No. Of Cheque(s) ...

INTERIM SCHEDULE SUMMARY:

ACCOUNTS PAYABLE FOR SEPTEMBER 2014	$ 1,054,922.87
PAYROLL EXPENDITURES (PP# 19 & 20)	388,872.22
TOTAL EXPENDITURES FOR SEPTEMBER 2014	**$ 1,443,795.09**

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**October 20, 2014**	**File:**	**Delegation Bylaw 1249**
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**PROPOSED REVISIONS TO THE RDKB DELEGATION BYLAW**		

Issue Introduction

The purpose of this report is to introduce the Board of Directors to a proposal to revise the RDKB Delegation Bylaw No. 1249.

History/Background Factors

The current RDKB Delegation Bylaw No. 1249 was enacted in 2005 to delegate the authority for issuance of development permits for lands designated as Development Permit Areas, pursuant to Section 920 of the *Local Government Act*, to either the Director of Planning and Development or the Chief Administrative Officer. The purpose of doing so was to streamline the approvals process for development permits.

With recent changes to the structure of the organization, there is no longer a staff position entitled "Director of Planning and Development". To keep the delegation bylaw up-to-date, staff recommends that the bylaw be revised to reflect the current organizational structure of the RDKB. It is suggested that Section 2 of the bylaw be changed to provide for the delegation of authority for issuance of development permits to: the Manager of Planning and Development; the General Manager of Operations; or the Chief Administrative Officer. This will allow any one of those staff members to sign-off on development permits, which allows some flexibility during those times that any one or two of the staff members identified are unavailable to issue a development permit.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The proposed bylaw change will ensure that the RDKB Delegation Bylaw is consistent with the current structure of the organization.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Regional District of Kootenay Boundary Delegation Bylaw No. 1249

Alternatives

1. Receive the staff report and enact a revised RDKB Delegation Bylaw as suggested in the staff report.
2. Receive the staff report.

Recommendation(s)

1. That the staff report regarding a proposed amendment to RDKB Delegation Bylaw No. 1249 from Mark Andison, General Manager of Operations / Deputy CAO be received;

2. That a revised Delegation Bylaw be enacted, changing Section 2 of the current bylaw to replace "*either the Director of Planning and Development or Chief Administrative Officer*" as a possible delegates with the following in the revised bylaw: "*the Manager of Planning and Development; the General Manager of Operations; or the Chief Administrative Officer*".

Respectfully submitted:



Concurrence:

(C.A.O.)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1249

A bylaw to delegate Development Permit approval authority to the Director of Planning and Development or Chief Administrative Officer

WHEREAS the Board of Directors of the Regional District of Kootenay Boundary has adopted various Official Community Plan Bylaws pursuant to Section 876 of the *Local Government Act* which have designated areas where Development Permits are required pursuant to Section 920 of the *Local Government Act*;

AND WHEREAS pursuant to Sections 176 (1) (e), 191, 192, 194 and 920 (12) of the *Local Government Act,* the Board of Directors may delegate its powers, duties and functions to its officers or employees;

NOW THEREFORE, the Regional District of Kootenay Boundary Board of Directors, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "Regional District of Kootenay Boundary Delegation Bylaw No. 1249".

2. The Board of Directors of the Regional District of Kootenay Boundary hereby delegates authority to issue Development Permits for lands located in all areas of the Regional District designated as Development Permit Areas pursuant to Section 920 of the *Local Government Act*, to either the Director of Planning and Development or the Chief Administrative Officer;

3. An applicant is entitled to a reconsideration of a delegated decision by the Board of Directors;

4. The procedures for reviewing a reconsideration request are established as follows:

   a) A delegated decision will be reviewed by the Board of Directors if an applicant submits a written request to the Secretary of the Board;

   b) The request for reconsideration will be placed on the Board of Director's Agenda;

   c) An applicant making a request for reconsideration, may appear before the Board of Directors to explain their appeal, provided they request the appearance in writing;

5. The delegate may require that the applicant for a Development Permit provide a security in an amount equal to the value of works contained in any landscape plan submitted by the applicant or, alternatively, in a standardized amount established by the Regional District of Kootenay Boundary based upon the scale of development.

6. "Regional District of Kootenay Boundary Delegation Bylaw No. 1196, 2002" is hereby repealed.

INTRODUCED this 9th day of December, 2004.

READ A FIRST AND SECOND TIME this 9th day of December, 2004.

READ A THIRD TIME this 9th day of December, 2004

RECONSIDERED AND FINALLY ADOPTED this 9th day of December, 2005.

Chief Administrative Officer\
Corporate Administrator

Chair

I, L. J. Robinson, Chief Administrative Officer\Corporate Administrator of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1249 cited as "Regional District of Kootenay Boundary Delegation Bylaw No. 1249".

Chief Administrative Officer\
Corporate Administrator

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
(RDKB)
BYLAW NO. 1567

RDKB Delegation Bylaw
A Bylaw Delegating Development Permit Approval Authority to the Manager of Planning and Development, the General Manager of Operations or the Chief Administrative Officer

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WHEREAS the Board of Directors of the Regional District of Kootenay Boundary has adopted various Official Community Plan Bylaws pursuant to Section 876 of the *Local Government Act* which have designated areas where Development Permits are required pursuant to Section 920 of the *Local Government Act*;

AND WHEREAS pursuant to Sections 176 (1) (e), 191, 192, 194 and 920 (12) of the *Local Government Act,* the Board of Directors may delegate its powers, duties and functions to its officers or employees;

NOW THEREFORE, the Regional District of Kootenay Boundary Board of Directors, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "Regional District of Kootenay Boundary Delegation Bylaw No. 1567".

2. The Board of Directors of the Regional District of Kootenay Boundary hereby delegates authority to issue Development Permits for lands located in all areas of the Regional District designated as Development Permit Areas pursuant to Section 920 of the *Local Government Act*, to the Manager of Planning and Development, the General Manager of Operations or the Chief Administrative Officer;

3. An applicant is entitled to a reconsideration of a delegated decision by the Board of Directors;

4. The procedures for reviewing a reconsideration request are established as follows:

   a) A delegated decision will be reviewed by the Board of Directors if an applicant submits a written request to the Secretary of the Board;

   b) The request for reconsideration will be placed on the Board of Director's Agenda;

   c) An applicant making a request for reconsideration, may appear before the Board of Directors to explain their appeal, provided they request the appearance in writing;

5. The delegate may require that the applicant for a Development Permit provide a security in an amount equal to the value of works contained in any landscape plan submitted by the applicant or, alternatively, in a standardized amount established by the Regional District of Kootenay Boundary based upon the scale of development.

6. "Regional District of Kootenay Boundary Delegation Bylaw No. 1249, 2004" is hereby repealed.

Read a **FIRST** time this 30TH day of October, 2014.

Read a **SECOND** time this 30TH day of October, 2014.

Read a THIRD time this 30th day of October, 2014.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1567 cited as "Regional District of Kootenay Boundary Delegation Bylaw No. 1567, 2014" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 30th day of October, 2014.

_____
Manager of Corporate Administration

RECONSIDERED and finally adopted this 30th day of October, 2014.

_____ _____
Chair Manager of Corporation Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1567 cited as "Regional District of Kootenay Boundary Elections Delegation Bylaw No. 1567, 2014" as reconsidered and finally adopted this 30th day of October, 2014.

_____
Manager of Corporate Administration

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**October 20, 2014**	**File:**	**Boundary Animal Control Bylaw**
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**PROPOSED AMENDMENT TO BOUNDARY ANIMAL CONTROL BYLAW NO. 1550**		

Issue Introduction

The purpose of this report is to introduce the Board of Directors to a proposal to amend the current Boundary Animal Control Bylaw submitted by the City of Greenwood.

History/Background Factors

Boundary Animal Control Bylaw No. 1550 was enacted in May of this year. The bylaw applies to a defined "control area" which includes Electoral Areas 'C' and 'D', and the Cities of Grand Forks and Greenwood. Among the various regulatory provisions included in the bylaw, there is a restriction on the number of dogs permitted on a residential property within the City of Grand Forks – a maximum of 3 dogs. There is no such restriction that applies to the other three areas: Electoral Areas 'C', 'D', and the City of Greenwood.

The RDKB has recently received the attached memorandum from the City of Greenwood CAO indicating that Council would like Section 17(1) of Bylaw No. 1550 amended to restrict the number of dogs permitted on a residential property within the City of Greenwood to three (3), as currently applies within the City of Grand Forks.

Staff has polled the four stakeholders in the service (Directors McGregor, Russell, Taylor, and Kettle) regarding the City of Greenwood's proposal and none have expressed any objection to the proposed amendment.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

If the bylaw is amended as proposed, residential property-owners within the City of Greenwood will be restricted from keeping more than 3 dogs on property. The bylaw change will not have any effect upon any of the other participating areas in the service. RDKB Animal Control Officers will be notified of their new obligation to enforce this new restriction within the City of Greenwood.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Memorandum from the City of Greenwood dated September 16,

Alternatives

1. Receive the staff report and amend Section 17(1) of Boundary Animal Control Bylaw No. 1550 as requested.
2. Receive the staff report.

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That Section 17(1) of Boundary Animal Control Bylaw No. 1550 be amended to restrict the number of dogs that may be kept on a residential property within the boundaries of the City of Greenwood to three (3).

Respectfully submitted:



Concurrence:

(C.A.O.)

_____

City of Greenwood

MEMORANDUM

To: John MacLean, CAO
Theresa Lenardon, Manager of Corporate Admin. Date: September 16, 2014

From: Robin Dalziel

Subject: Animal Bylaw #1550 - RDKB

The Council of the City of Greenwood has approved in principal the request for an amendment of Bylaw #1550, to be ratified at the September 29, 2014 Regular Council meeting, as follows:

"To request that RDKB change Animal Bylaw #1550, 17. (1) to include the City of Greenwood."

In discussions with John Smith, RDKB Commissionaire. The RDKB Animal Bylaw #1550, 17. (1) Number of Dogs states:

A person must not keep or allow to be kept more than three (3) dogs on any residential property within the boundaries of the Corporation of the City of Grand Forks.

Council would like to request that an amendment be made to Bylaw #1550, 17 (1) to include the City of Greenwood, and to be read at the October 2, 2014 RDKB meeting. We are attempting to stop the Grandfathering of large numbers of dogs with city limits.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
(RDKB)

BYLAW NO. 1568, 2014

A bylaw to amend Regional District of Kootenay Boundary Bylaw No. 1550, 2014 being a bylaw to set regulations for Boundary Animal Control comprising the Corporations of the City of Grand Forks and the City of Greenwood and comprising Electoral Areas C/Christina Lake and D/Rural Grand Forks of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary adopted Bylaw No. 1550 on the 1st day of May, 2014;

AND WHEREAS the Council of the Corporation of the City of Greenwood has requested that Bylaw No. 1550, 2014 be amended to limit the number of dogs that may be housed on any residential property within the boundaries of the City of Greenwood to three (3);

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Regional District of Kootenay Boundary, in open meeting assembled enacts that RDKB Boundary Animal Control Bylaw No. 1550, 2014 be amended by adding the following text to Clause 17; *Number of Dogs*

(2) "A person must not keep or allow to be kept more than three (3) dogs on any residential property within the boundaries of the Corporation of the City of Greenwood."

Citation

This Bylaw may be cited as "Regional District of Kootenay Boundary/Boundary Animal Control Amendment Bylaw No. 1568, 2014".

Read a **First** time this 30th day of October, 2014

Read a **Second** time this 30th day of October, 2014

Read a **Third** time this 30th day of October, 2014

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1568, 2014 cited as "Regional District of Kootenay Boundary/Boundary Animal Control Amendment Bylaw No. 1568, 2014"as read a third time this 30th day of October, 2014.

_____
Manager of Corporate Administration

RECONSIDERED and finally adopted this 30th day of October, 2014.

_____ _____
Chair Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1568, 2014 cited as "Regional District of Kootenay Boundary/Boundary Animal Control Amendment Bylaw No. 1568, 2014" as reconsidered and finally adopted this 30th day of October, 2014.

_____

Manager of Corporate Administration

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**October 16, 2014**	**File:**	
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**BUILDING BYLAW CONTRAVENTION** **1654 GREEN ROAD, FRUITVALE, B.C.** **ELECTORAL AREA 'A'** **PARCEL IDENTIFIER: 017-376-386** **LOT A, D.L. 1236, KD, PLAN 19338** **OWNERS: DAVID AND DONNA BISARO**		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The Building Official confirmed that there have been no changes concerning the above referenced property. The owner has constructed and addition to a single family dwelling at the above referenced property without first obtaining a building permit.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The filing of a Notice on Title against the above mentioned property pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Staff Report dated September 5, 2014 submitted to the Board regarding the building bylaw contravention;
- Letter dated October 14, 2014 inviting the Owner to the October 30, 2014 Board Meeting and revised letter (change in time) dated October 20, 2014 inviting the Owner to the October 30, 2014 Board Meeting.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of $200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;

2. That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, D.L. 1236, KD, Plan 19338.

Respectfully submitted:



Concurrence:

(C.A.O.)

Regional District of Kootenay Boundary

October 20, 2014

David and Donna Bisaro
1654 Green Road
Fruitvale, B.C. V0G 1L1

Re: Lot A, District Lot 1236, KD, Plan 19338
1654 Green Road, Fruitvale, B.C., Electoral Area 'A'
Constructed an Addition to a Single Family Dwelling without a Valid Building Permit

On October 2, 2014 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 695 of the Local Government Act and Section 57 of the Community charter you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filled. The Board has therefore, adopted the following resolution.

"That David and Donna Bisaro be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, District Lot 1236, KD, Plan 19338".

We have had a revision on time of meeting. This hearing before the Board of Directors is scheduled for Thursday, October 30, 2014 at approximately 4:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 202-843 Rossland Avenue, Trail, B.C. Please advise Sara Bradley at the address noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by October 23, 2014. This will provide sufficient time for your report to be distributed to the Board of Directors.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors requires a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 695 of the Local Government Act and Section 57 of the Community Charter. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

Theresa Lenardon
Manager of Corporate Administration

Attachment

/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

October 14, 2014

David and Donna Bisaro
1654 Green Road
Fruitvale, B.C. V0G 1L1

Re: Lot A, District Lot 1236, KD, Plan 19338
1654 Green Road, Fruitvale, B.C., Electoral Area 'A'
Constructed an Addition to a Single Family Dwelling without a Valid Building Permit

On October 2, 2014 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 695 of the Local Government Act and Section 57 of the Community charter you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filled. The Board has therefore, adopted the following resolution.

"That David and Donna Bisaro be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, District Lot 1236, KD, Plan 19338".

This hearing before the Board of Directors is scheduled for Thursday, October 30, 2014 at approximately 6:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 202-843 Rossland Avenue, Trail, B.C. Please advise Sara Bradley at the address noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by October 23, 2014. This will provide sufficient time for your report to be distributed to the Board of Directors.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors requires a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 695 of the Local Government Act and Section 57 of the Community Charter. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

Theresa Lenardon
Manager of Corporate Administration

Attachment

/sb

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email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**September 5, 2014**	**File:**	
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**BUILDING BYLAW CONTRAVENTION** **1654 GREEN ROAD, FRUITVALE, B.C.** **ELECTORAL AREA 'A'** **PARCEL IDENTIFIER: 017-376-386** **LOT A, D.L. 1236, KD, PLAN 19338** **OWNERS: DAVID AND DONNA BISARO**		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The owners, David and Donna Bisaro have started construction of an **addition to a single family dwelling** at the above referenced property without first obtaining a building permit.

July 4, 2014	**First registered letter** mailed to owner requesting a response by July 11, 2014;
July 10, 2014	Canada Post confirmation that the letter was successfully delivered;
July 15, 2014	**Second registered letter** mailed to owner requesting a response by July 22, 2014;
July 24, 2014	Canada Post confirmation that the letter was successfully delivered;
Aug. 7, 2014	**Third registered letter** to owner requesting a response by August 22, 2014;
Aug. 16, 2014	Canada Post confirmation that the letter was successfully delivered.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Prohibition:

7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Duties of the Owner:

12.1 Obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Registered letter dated August 7, 2014;
- Registered letter dated July 15, 2014;
- Registered letter dated July 4, 2013.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of $200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;

2. That the Regional District of Kootenay Boundary Board of Directors invite the owners, David and Donna Bisaro, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, D.L. 1236, KD, Plan 19338.

Respectfully submitted:

Concurrence:

(C.A.O.)

Regional District of Kootenay Boundary

August 7, 2014

REGISTERED MAIL

David and Donna Bisaro
1654 Green Road
Fruitvale, B.C. V0G 1L1

Re: STOP WORK ORDER
Addition to a Single Family Dwelling
1654 Green Road, Area 'A'
Lot A, D.L. 1236, Plan NEP19338

Further to our site visit, Stop Work Order letter dated July 4, 2014 and registered letter dated July 15, 2014 we have not received any documentation for the start of construction for an addition to a single family dwelling at the above noted address without a valid building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved and all other permits required in connection with the proposed work prior to the commencement of such work.

If we do not receive a submitted application and documentation by **August 22, 2014**, we will recommend to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on title pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter (copies attached). This notice will refer to a building bylaw contravention on the above referenced property and does not limit further action being taken.

If you have any questions, please contact the undersigned at 250-368-0222.

Yours truly,

Don Lepitre
Building and Plumbing Official

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

cc: Mark Andison, General Manager of Operations / Deputy CAO

Attachment

/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
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email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

July 15, 2014

REGISTERED MAIL

David Bisaro
1654 Green Road
Fruitvale, B.C. V0G 1L1

Re: STOP WORK ORDER
Addition to a Single Family Dwelling
1654 Green Road, Area 'A'
Lot A, D.L. 1236, Plan NEP19338

Further to our site visit and Stop Work Order letter dated July 4, 2014 we have not received any documentation for the start of construction for an addition to a single family dwelling at the above noted address without a valid building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved and all other permits required in connection with the proposed work prior to the commencement of such work.

To apply for a building permit, please fill out enclosed application with required documentation and submit information to our office by **July 22, 2014.** Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

Don Lepitre
Building and Plumbing Official

Attachment

/sb

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Regional District of Kootenay Boundary

July 4, 2014

REGISTERED MAIL

David Bisaro
1654 Green Road
Fruitvale, B.C. V0G 1L1

Re: STOP WORK ORDER
Addition to a Single Family Dwelling
1654 Green Road, Fruitvale, B.C.
Lot A, D.L. 1236, Plan NEP19338

This letter confirms a **Stop Work Order** on July 4, 2014 for the start of construction for an addition to a single family dwelling at the above noted address without a valid building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved and all other permits required in connection with the proposed work prior to the commencement of such work.

To apply for a building permit, please fill out enclosed application with required documentation and submit information to our office by **July 11, 2014.** Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

Don Lepitre
Building and Plumbing Official

Attachment

/sb

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email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**October 16, 2014**	**File:**	
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**BUILDING BYLAW CONTRAVENTION** **2217 HIGHWAY 3B, FRUITVALE, B.C.** **ELECTORAL AREA 'A'** **PARCEL IDENTIFIER: 016-031-792** **LOT 201, D.L. 1236, KD, PLAN 785B** **OWNER: JASON RICKETTS**		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The owner, Jason Ricketts, has constructed a **roof over a mobile home** at the above referenced property without first obtaining a building permit.

April 7, 2014	Site inspection and Stop Work Order posted;
April 7, 2014	**First registered letter** mailed to owner requesting a response by April 21, 2014;
April 14, 2014	Canada Post confirmation that the letter was successfully delivered;
April 14, 2014	Application submitted by owner;
April 16, 2014	Letter sent to owner requesting further documentation;
May 2, 2014	Voicemail received from owner;
May 8, 2014	Letter sent to owner requesting further documentation;
June 20, 2014	**Second registered letter** mailed to owner requesting a response by July 11, 2014;
July 3, 2014	Canada Post confirmation that the letter was successfully delivered;
July 17, 2014	**Third registered letter** to owner requesting a response by July 31, 2014;
July 28, 2014	Canada Post confirmation that the letter was successfully delivered;
July 30, 2014	Owner came into office to confirm looking into documentation;

Oct. 16, 2014 To date, we have had no further response or submitted documentation by the owner.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Prohibition:

7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Duties of the Owner:

12.1 (b) Obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Registered letter dated July 17, 2014;
- Registered letter dated June 20, 2014;
- Registered letter dated April 7, 2014.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of $200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;

2. That the Regional District of Kootenay Boundary Board of Directors invite the owner, Jason Ricketts, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot 201, D.L. 1236, KD, Plan 785B.

Respectfully submitted:



Concurrence:

(C.A.O.)

Regional District of Kootenay Boundary

July 17, 2014

REGISTERED MAIL

Jason Ricketts
2211 Highway 3B
Fruitvale, B.C. V0G 1L0

Re: Addition to Mobile Home – Roof Over
2217 Highway 3B, Fruitvale, B.C.
Lot 201, D.L. 1236, Plan NEP785B

Further to our Stop Work Order letter dated April 7, 2014, letters dated April 16, 2014, May 8, 2014, registered letter June 20, 2014 and conversations we have not received the documentation that was requested. We are unable to process the application until we receive the following:

1. A complete site plan showing the proposed construction area, indicating all distances to property lines and including all other existing building and waterways;
2. A variance from the Regional District of Kootenay Boundary for setbacks to property lines if required;
3. Schedule B from a registered professional for geotechnical;
4. Schedule B from a registered professional for structural;
5. Two sets of registered professional sealed structural drawings.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449;

7.0 PROHIBITION

7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

If we do not receive this documentation by **July 31, 2014**, we will recommend to the Regional District of Kootenay Boundary Board of Directors that a Notice be registered on the title pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter (copies attached). This notice will refer to a building bylaw contravention on the above referenced property and does not limit further action being taken

If you have any questions, please contact the undersigned at 250-368-0222.

Yours truly,

Brian Zanussi
Building and Plumbing Official

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

cc: Mark Andison, General Manager of Operations / Deputy CAO

Attachment

/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

June 20, 2014

REGISTERED MAIL

Jason Ricketts
2211 Highway 3B
Fruitvale, B.C. V0G 1L0

Re: Addition to Mobile Home – Roof Over
2217 Highway 3B, Fruitvale, B.C.
Lot 201, D.L. 1236, Plan NEP785B

Further to our Stop Work Order letter dated April 7, 2014, letters dated April 16, 2014, May 8, 2014 and conversations we have not received the documentation that was requested. We are unable to process the application until we receive the following:

1. A complete site plan showing the proposed construction area, indicating all distances to property lines and including all other existing building and waterways;
2. A variance from the Regional District of Kootenay Boundary for setbacks to property lines if required;
3. Schedule B from a registered professional for geotechnical;
4. Schedule B from a registered professional for structural;
5. Two sets of registered professional sealed structural drawings.

The above noted items do not limit further information being requested prior to the issuance of the building permit.

Please submit the required documentation to our office by **July 11, 2014**.Failure to comply may result in legal action.

If you have any questions, please contact the undersigned at 250-368-0222.

Yours truly,

Brian Zanussi
Building and Plumbing Official

cc: Mark Andison, General Manager of Operations / Deputy CAO

/sb

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Regional District of Kootenay Boundary

April 7, 2014

REGISTERED MAIL

Jason Ricketts
2211 Highway 3B
Fruitvale, B.C. V0G 1L0

Re: STOP WORK ORDER
2217 Highway 3B, Fruitvale, B.C.
Roof over Mobile Home

This letter confirms a posting of a **Stop Work Order** on April 4, 2014 for construction of a roof structure over a mobile home without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449;

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved and all other permits required in connection with the proposed work prior to the commencement of such work.

To apply for a permit, please fill out the enclosed application form and submit a drawing showing all construction details to our office by **April 21, 2014**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned at 250-368-0222.

Yours truly,

Brian Zanussi
Building and Plumbing Official

cc: Mark Andison, General Manager of Operations / Deputy CAO

Attachment

/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**October 21, 2014**	**File:**	
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**BUILDING BYLAW CONTRAVENTION** **5843 3RD STREET, BEAVERDELL, B.C.** **ELECTORAL AREA OF WEST BOUNDARY (AREA 'E')** **PARCEL IDENTIFIER: 027-071-791** **LOT A, D.L. 1545, SDYD, PLAN KAP83857** **OWNER: CHRISTIAN BOND**		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The owner, Christian Bond, has **located a mobile home** at the above referenced property without first obtaining a building permit.

Aug. 27, 2014	Site inspection and Stop Work Order posted;
Aug. 29, 2014	**First registered letter** mailed to owner requesting a response by September 26, 2014;
Sept. 26, 2014	**Second registered letter** mailed to owner requesting a response by October 27, 2014;
Oct. 15, 2014	First registered letter returned "unclaimed";
Oct. 20, 2014	Second registered letter returned "unclaimed";
Oct. 21, 2014	To date, we have had no response or submitted documentation by the owner.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner:

12.1 (b) Obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity,

buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Registered letter dated September 26, 2014;
- Registered letter dated August 19, 2014.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of $200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That the Regional District of Kootenay Boundary Board of Directors invite the owner, Christian Bond, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, D.L. 1545, SDYD, Plan KAP83857.

Respectfully submitted:

Concurrence:

(C.A.O.)

Regional District of Kootenay Boundary

September 26, 2014

REGISTERED

Christian Bond
Box 18
Beaverdell, B.C.
V0H 1A0

Re: STOP WORK ORDER – LOCATE A MOBILE HOME
5843 3rd Street, Beaverdell, B.C.
Lot A, Plan KAP83857, DL 1545

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated August 29, 2014. A **Stop Work Order** was posted on August 27, 2014 for locating a mobile at the above referenced property without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449

Section 7.1 — No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) — Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by October 27, 2014. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

Robert Silva, RBO
Building & Plumbing Official

RECEIVED
OCT 20 2014
REGIONAL DISTRICT OF KOOTENAY BOUNDARY

RS:rt
Attachment

2140 Central Ave Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: building-gf@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

August 29, 2014

REGISTERED

Christian Bond
Box 18
Beaverdell, B.C.
V0H 1A0

Re: STOP WORK ORDER – LOCATE A MOBILE HOME
5843 3rd Street, Beaverdell, B.C.
Lot A, Plan KAP83857, DL 1545

This letter confirms the posting of a **Stop Work Order** on August 27, 2014 for locating a mobile at the above referenced property without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 — No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) — Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, **buildings to be moved**, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by **September 26, 2014.** Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

R Silva

Robert Silva, RBO
Building & Plumbing Official

RECEIVED
OCT 15 2014
REGIONAL DISTRICT OF KOOTENAY BOUNDARY

RS:rt
Attachment

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toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: building-gf@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**October 21, 2014**	**File:**	
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**BUILDING BYLAW CONTRAVENTION** **44 PRINGLE ROAD, BEAVERDELL, B.C.** **ELECTORAL AREA OF WEST BOUNDARY (AREA 'E')** **PARCEL IDENTIFIER: 003-259-129** **LOT 32, D.L. 3638, SDYD, PLAN 33084** **OWNERS: RICHARD KROETSCH AND LAURA ROBINSON**		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The owners, Richard Kroetsch and Laura Robinson, have **located a mobile home** at the above referenced property without first obtaining a building permit.

July 29, 2008	**First registered letter** mailed to owner;
July 31, 2008	Canada Post confirmation that the letter was received by owners;
Mar. 18, 2009	Site inspection and Stop Work Order posted;
Mar. 20, 2009	**Second registered letter** mailed to owner requesting a response by April 20, 2009;
Mar. 23, 2014	Canada Post confirmation that the letter is "available for pick up";
Oct. 20, 2014	**Third registered letter** mailed to owner;
Oct. 21, 2014	To date, we have had no response or submitted documentation by the owners.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner:

12.1 (b) Obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity,

buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Registered letter dated October 20, 2014;
- Registered letter dated March 20, 2009;
- Registered letter dated July 29, 2008.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of $200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That the Regional District of Kootenay Boundary Board of Directors invite the owners, Richard Kroetsch and Laura Robinson, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot 32, D.L. 3638, SDYD, Plan 33084.

Respectfully submitted:

Concurrence:

(C.A.O.)

Regional District of Kootenay Boundary

October 20, 2014

REGISTERED

Rick Kroetsch & Mel Robinson
175 Alin Court
Kelowna, B.C.
V1X 4S3

RE: Locating a Mobile Home
Lot 32, Plan 33084 , D.L. 3638
44 Pringle Road, Beaverdell, B.C.

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated **March 20, 2009**. A **Stop Work Order** was posted on March 18, 2009 for locating a mobile home without a building permit.

To date, no response has been received by this office as requested.

We will now be recommending to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on title pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter (copies attached). This notice will refer to a building bylaw contravention on the above referenced property and does not limit further action being taken.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

If you have any questions or wish to discuss this notice, please contact the undersigned.

Respectfully,

R Silva

Robert Silva, RBO
Building & Plumbing Official

RS:rt
Encls.

Cc: Mark Andison, MCIP, RRP, General Manager, Operations/Deputy CAO

2140 Central Ave Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: building-gf@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

REGISTERED

March 20, 2009

Rick Kroetsch & Mel Robinson
175 Atlin Court
Kelowna, B.C. V1X 4S3

RE: Lot 32, Plan 33084 , D.L. 3638 – Locating a Mobile Home
44 Pringle Road, Beaverdell, B.C.

This is a letter to follow-up our letter dated **July 29, 2008** indicating that this office is not able to proceed with your building permit application due to Covenant T17322 registered on the above noted property title (enclosed).

A recent site visit on **March 19, 2009** indicates that a mobile home was located on the above noted property without the issuance of a building permit.

No building permit has been issued as required by Regional District of Kootenay Boundary Bylaw # 449, *Section 12.1: "Every owner shall:*

b) obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

Please submit the required documentation to indicate you have met the requirement of Covenant T17322 to this office by **April 20, 2009**. Failing to comply may result in legal action. Please contact the undersigned if you have any questions.

Yours truly,

Don Lepitre
Building & Plumbing Official

DL:lp
Encls.

cc: Sig Dreher, RBO, Chief Building & Plumbing Official

2140 Central Ave Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: building-gf@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

REGISTERED

July 29, 2008

Rick Kroetsch and Mel Robinson
175 Alin Court
Kelowna, B.C. V1X 4S3

RE: Building Permit Application for Locating a Mobile Home
Lot 32, Plan 33084, D.L. 3638, 44 Pringle Road

This office is in receipt of your building permit application for Locating a Mobile Home at the above noted property. We are unable to proceed with you application at this time for the following reason:

Restrictive Covenant T17322 on the above noted property:

1) That no building, dwelling, well or private sewage disposal system may be constructed or erected on lot 32, of Sub-Lot 3 of District Lot 3638, Plan 33084 until the lot is serviced by an approved community water system in an amount and to a quality satisfactory to the Medical Health Officer for the West Kootenny Health Unit and the Regional Engineer, Water Rights Branch, Ministry of Environment.

If you have any questions regarding the above, please contact the undersigned.

Yours truly,

Don Lepitre
Building & Plumbing Official

DL:lp

cc: Sig Dreher, RBO, Chief Building & Plumbing Official

2140 Central Ave Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: building-gf@rdkb.com • web: www.rdkb.com

STAFF REPORT

Prepared for meeting of October 2014

FrontCounter BC Referral Communications Site, Powerline and Roadway Crown land License of Occupation			
To: Chair McGregor and Members of the RDKB Board of Directors			
Applicant: Rogers Communication Inc. (Rogers)		***File No:*** E-10	
Location: Crown land just south of Greenwood, Electoral Area 'E'/West Boundary			
Legal Description: Crown land portion of District Lot 2944, SDYD, together with Surface of District Lot 1773 SDYD		***Area:*** Comms Site: 30m x 30m = 0.09 ha Powerline: 165m x 10m = 0.165 ha Road: 110m x 20m = 0.22 ha **Total (0.475 ha ±)**	
OCP Designation: N/A	***Zoning:*** N/A	***ALR status:*** Out	***DP Area:*** N/A
Contact Information: Christine Lohr FrontCounter BC Kootenay Boundary Region Phone: 250-365-8668 christine.lohr@gov.bc.ca		***Proponent:*** Tawny Verigin, Cypress Land Services 120 736 Granville Street Vancouver, BC V6Z 1G3 (604) 620-0877 tawny@cypresslandservics.com	
Report Prepared by: Jeff Ginalias, Planner			

ISSUE INTRODUCTION

FrontCounterBC has invited the Regional District of Kootenay Boundary to comment on an application for a license of occupation submitted by Rogers Communication Inc. for a communications site, and related roadway and powerline on Crown land just south of Greenwood *(see Site Location Map)*.

HISTORY / BACKGROUND FACTORS

This proposal is part of a Rogers plan to expand its existing network to provide cellular coverage to currently un-serviced areas in British Columbia. The sequencing of towers is important as they are interdependent. Thus, the timing for when this tower becomes operational affects other proposed towers and related service *(see Referral Package).*

PROPOSAL

The proposal is to construct a 44.9m self-support tower, to provide cellular coverage to Greenwood and the surrounding area along Highway 3. The proposed communications site is an undeveloped parcel. Access to the site is by Skylark Avenue and Lind Creek Road. Power would be supplied from a Fortis BC primary line about 200m to the north.

No water will be used. There will be some tree clearing for the road and to run in overhead power. The road will have steep grade in spots, so shoring up and ditching will be required. A road construction plan is provided with the submission. A short access spur (110m) to the site would be necessary and is part of the application.

IMPLICATIONS

Electoral Area 'E'/West Boundary has no OCP or Zoning Bylaws in place, which might provide policies and objectives on this application. Even if there were policies, they may not be applicable, as the licensing authority rests with Industry Canada.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'E'/West Boundary APC did not meet, thus there are no comments.

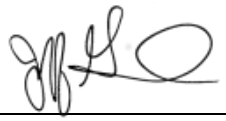
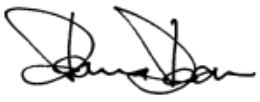
BACKGROUND INFORMATION PROVIDED

Site Location Map; Referral Package

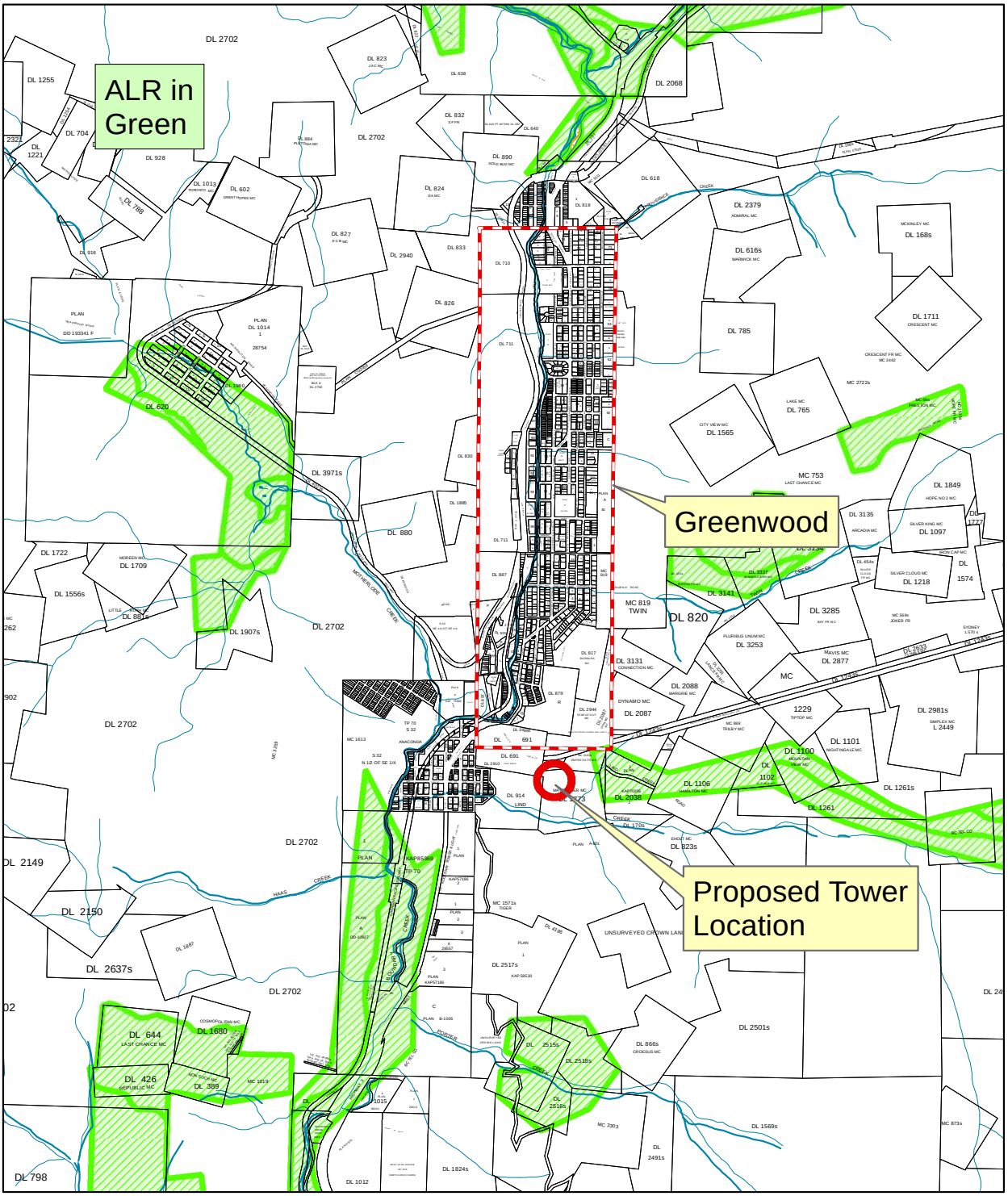
RECOMMENDATION

That the staff report regarding a referral from FrontCounter BC submitted by Rogers Communication Inc. for a license of occupation to establish a radio communication facility on Crown land near Greenwood, legally described as the Crown land portion of District Lot 2944, SDYD, together with Surface of District Lot 1773 SDYD, be received.

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by Rogers Communication Inc. for a license of occupation to establish a radio communication facility on Crown land near Greenwood, legally described as the Crown land portion of District Lot 2944, SDYD, together with Surface of District Lot 1773 SDYD, is supported.

Respectfully Submitted:	*Concurrence: (Department Head)*	*Concurrence: (CAO)*
		

Site Location Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

MANAGEMENT PLAN

Communications Site, Power Line & Access Road

Rogers File Name: Greenwood

Rogers File No. W2988

Date: June 25, 2014

I. Background

Proposed Use: Rogers Communications is proposing to construct a 44.9m self-support tower in order to provide cellular coverage to the surrounding area of Greenwood and along a section of Highway #3.

Placement: The proposed location was chosen for several reasons:

- The natural elevation allows the tower to be constructed smaller than it would be required on lower elevation lands.
- The natural elevation allows the tower to provide cellular coverage to greater distances from the tower, helping to reduce the absolute number of towers required for the Rogers Communications network expansion.
- The specific location provides the technologically required line of sight to adjacent Rogers Communications towers.
- The proposed location is on a small outcrop of bedrock, reducing the number of trees that will need to be removed.
- The proposed location is in close proximity to an existing access road, requiring only a short driveway to be constructed.

Co-location: Per Industry Canada's Co-location requirements, Rogers Communications endeavours to utilize existing structures and to co-locate on existing towers. One potential co-location candidate was explored: The TELUS tower BC0723 located within the City of Greenwood. It was determined that Rogers Communications is unable to co-locate on the TELUS tower as the available height available for Rogers Communications to utilize on the tower is too low to meet the coverage objectives and does not provide the line of sight required to make the site operable for Rogers.

Timing: Rogers Communications is now executing on its plans to expand its existing network to provide cellular coverage to currently unserviced areas in British Columbia. This site would need to be built now as it is an integral part of the network expansion, providing microwave transmissions connecting upstream and downstream towers. A delay in the construction of this tower would necessarily delay coverage being provided to the entire corridor as the towers are all interdependent.

Traffic Expectations: Post-construction, Rogers will need to access to the site approximately 2-6 times a year for routine maintenance with a 4 x 4 vehicle.

Land Use of Adjacent Parcels: The parcel to the north is vacant Crown Land. The parcel to the east is privately owned with an existing residence located approx. 460m from the proposed tower location. The land to the south and west of the parcel is un-surveyed Crown Land. The parcel to the northwest is privately-owned with an existing residence located at the base of the hill approx. 415m away along Everett Ave.

First Aid & Safety Plan: Rogers Communication and their contractors will follow their own Health and Safety procedures compliant with all Worksafe BC requirements.

III. Infrastructure

Proposed Infrastructure: The proposed 30m x 30m licensed area is on rocky terrain with no foreseeable construction issues noticed at the time of the visit. The new infrastructure proposed includes:

- A fenced area of 13.7m x 15.5m
- A 44.9m self-support lattice tower
- An equipment shelter with dimensions approximately 3.5m x 4m

Roads: Access to the site is by an existing public road known as Summit Street, or Lind Creek Road. From there, a new access road will be constructed to the site approximately 110m in length and 3m wide. A 20m wide clearing will be created as overhead power will also be run along this same route. The road will have grades of up to 28% and some extensive side slopes so shoring of banks and ditching will be required

Details of the road construction can be found on drawings sheet C-2. The construction will involve the removal of all organic material, including tree removal of mature and immature Douglas Fir Trees, and the addition of compacted local stone. There will be a 1.5% run off on the surface and drainage along each side of the road.

Utility Requirements: The closest existing electrical power source is a Fortis BC primary line found approximately 200m north of the site along a Fortis BC right-of-way. It is proposed to obtain power from pole #9L914 which is close to Lind Creek Road. It is proposed that Fortis BC install 3 primary poles with single phase framing running south along the east side of Lind Creek Road towards the site. From there, a single phase transformer would be set on the last primary pole feeding a meter on the first secondary pole across Lind Creek Road. 4 secondary poles would be set up the proposed 20m wide clearing feeding 200A of single phase power to the site via overhead service due to rocky site conditions.

Water Supply: No water will be used are required for the proposed use.

Waste Disposal: No sewage, sanitation facilities, refuse disposal, or septic systems are required for the proposed use.

Disposal of Environmentally Hazardous Material: In the unlikely event any hazardous material is found during construction, the hazardous material will be disposed of at a licensed disposal site under the supervision of an Environmental professional.

Construction Schedule: The construction of the tower will take approximately 3 months assuming no delays with equipment, material and delivery of power to the site. Rogers will look to undertake the construction in the summer months of 2015. This tower is part of a cluster of interdependent sites that are to be constructed simultaneously as each site provides Microwave transmission to adjacent sites.

IV. First Nations

Time Cole, RPF from Lonely Mountain Consulting Co. had been commissioned by Rogers Communications to determine potential First Nations interests. It was noted that the site is located in an area with overlapping interests. It was noted that several organizations that have expressed an interest in the area such as the Okanagan Band, Okanagan Nation Alliance, Penticton Band, Upper Nicola Band, Lower Silmilkameen Band, Splats 'in First Nation, Osoyoos Band and the Secwepemc Nation.

Rhonda Eager and Kathryne Nairne from David Nairne + Associates Ltd. has been commissioned by Rogers Communications to engage the affected groups and discuss the proposed installation.

V. Environmental

Cutting of Vegetation: Removal of timber will be required along the proposed power line, the proposed road and at the tower site. The timber consists of mature and immature interior Douglas fir. An Occupational License to Cut will be obtained to remove any timber.

Soil Disturbances: Compaction hazards are expected to be moderate within the site. Operational activities off the constructed road and site (ie power right of way) should be conducted during times of dry or frozen soil conditions. Erosion hazards are expected to be moderate within the site due to the high component of rock. Drainage structures on the road(s) and water bars could be added to minimize erosion and damage to the road however the risk will be low.

Riparian Encroachment: There are no riparian features or water bodies near the proposed area; there will not be any riparian encroachment as a result of the proposed installation.

Pesticides & Herbicides: No pesticides or herbicides will be used.

Visual Impact: The proposed tower will be placed on an outcrop with land slopping down to the town and highway to the north, west and south. The tower should therefore be visible from points along the highway as well as certain points within the City of Greenwood and Anaconda community. The installation should also be visible from parts of the privately-owned parcels to the northwest and east but given the terrain and distance, visual impact should be minimal.

Archaeological Sites: To our knowledge, there are no archeological sites or features identified at this location.

Construction Methods & Materials Used: A concrete foundation will be used to ballast the steel lattice tower that would be erected using cranes. No significant impacts would be caused by the installation.

Atmospheric Impacts: There will be no noise or smells emitted by the equipment once in operation and construction has been completed. However, during construction there would be construction noise as well as fuel emission caused by vehicles transporting the equipment onto site as well as emission cause by construction vehicles. The construction is expected to take approximately 2 - 3 months.

Aquatic Impacts: This installation will not have any environmental impacts and is not located near any water course or riparian features.

Fish & Wildlife Habitat: The site is within designated Mule Deer Winter Range but will have a minimal impact on deer habitat. This area is also known occurrences of American Badger. If required, Rogers will engage a wildlife biologist at to review the proposed plan and determine the potential impact and mitigated strategies for these wildlife resources.

Rogers will follow construction practices to ensure that any noxious weeds or invasive plants are not transported to this site on equipment. This is accomplished by ensuring (especially tracked equipment) is pressure washed prior to coming to site.

VI. Socio-Community

Land Use: The parcel and majority of surrounding parcels are vacant as well as have no zoning assigned. The privately-owned parcels to the east and northwest are being used for residential (and potentially some farming) purposes.

Public Health: There will be no affect or impact on public health.

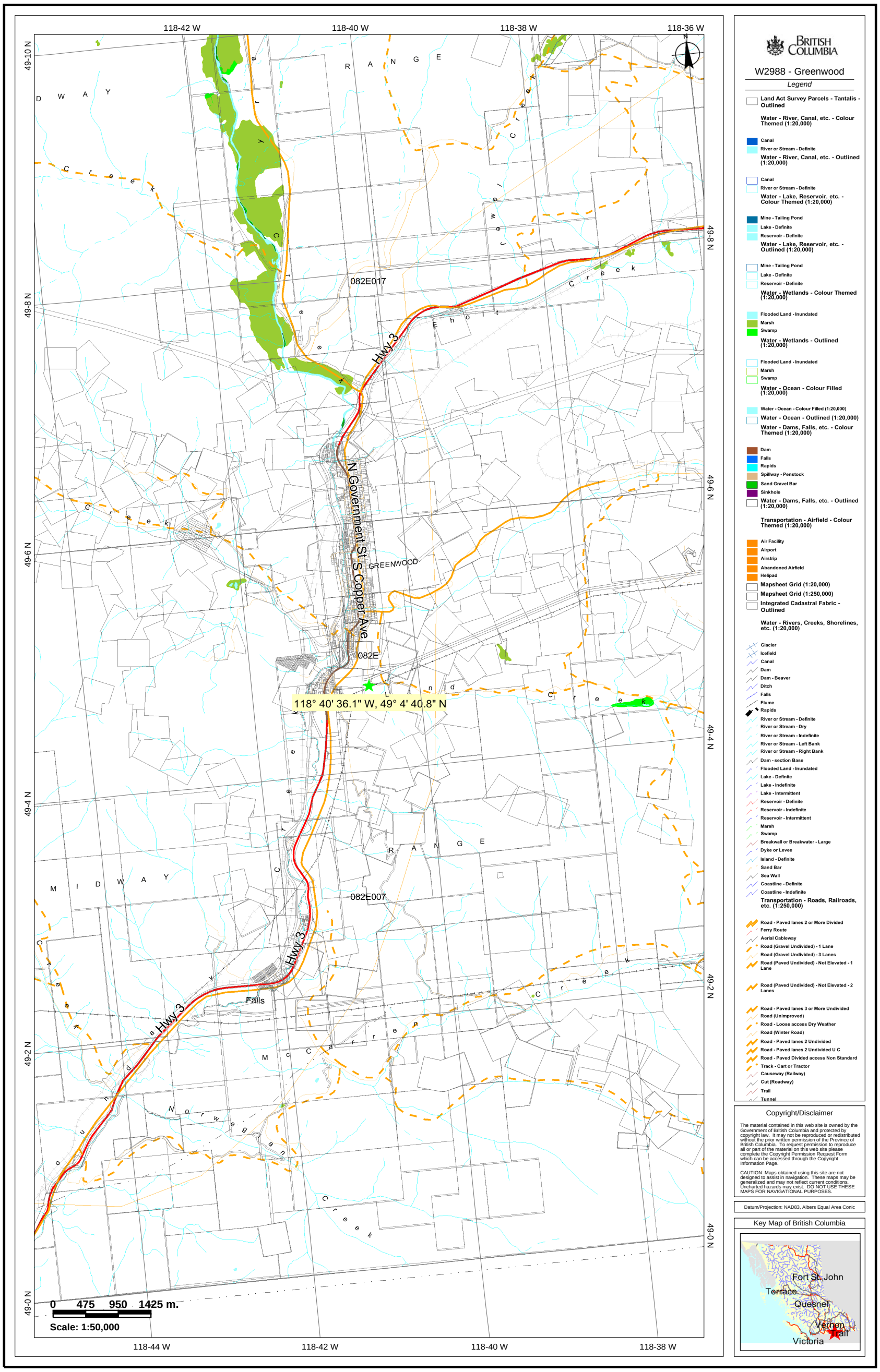
Socio-Community Conditions: This installation will provide the surrounding area with Rogers's cellular service to extend coverage along the highway where there is currently no Rogers coverage. Approximately 70% of 911 emergency calls are made from cellular devices and the addition of this service to the area can only provide further safety for the community and also travelers traveling along the highway.

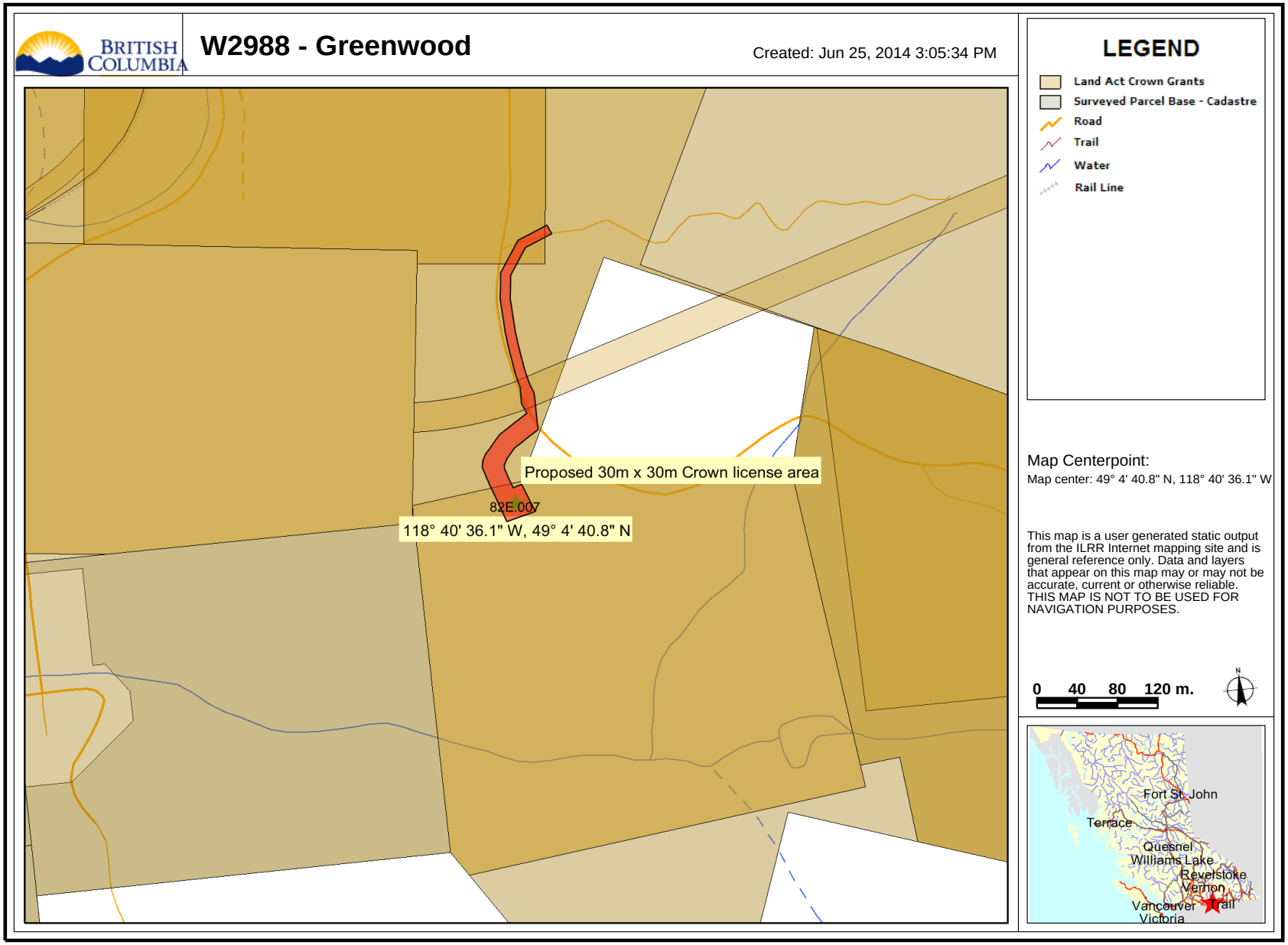
Management Plan Completed By

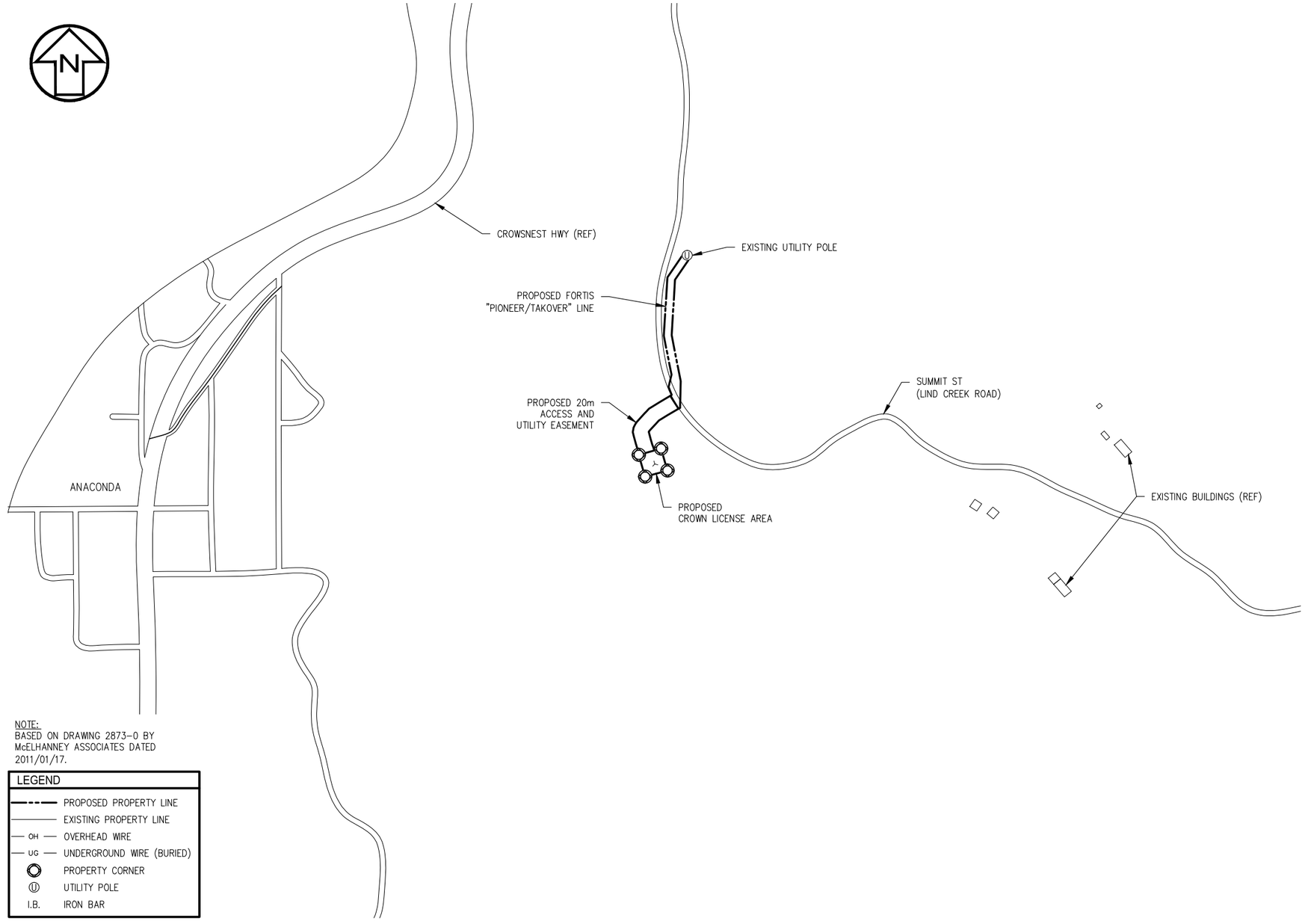
25-JUNE-14

Andrew Orchard

Cypress Land Services


118-42 W
118-40 W
118-38 W
118-36 W
118-44 W
49-10 N
49-8 N
49-6 N
49-4 N
49-2 N
49-0 N
082E017
082E
082E007
Hwy 3
N Government St S Copper Ave
GREENWOOD
Falls
118° 40' 36.1" W, 49° 4' 40.8" N
0 475 950 1425 m.
Scale: 1:50,000
W2988 - Greenwood
Legend
Land Act Survey Parcels - Tantalis - Outlined
Water - River, Canal, etc. - Colour Themed (1:20,000)
Canal
River or Stream - Definite
Water - River, Canal, etc. - Outlined (1:20,000)
Canal
River or Stream - Definite
Water - Lake, Reservoir, etc. - Colour Themed (1:20,000)
Mine - Tailing Pond
Lake - Definite
Reservoir - Definite
Water - Lake, Reservoir, etc. - Outlined (1:20,000)
Mine - Tailing Pond
Lake - Definite
Reservoir - Definite
Water - Wetlands - Colour Themed (1:20,000)
Flooded Land - Inundated
Marsh
Swamp
Water - Wetlands - Outlined (1:20,000)
Flooded Land - Inundated
Marsh
Swamp
Water - Ocean - Colour Filled (1:20,000)
Water - Ocean - Colour Filled (1:20,000)
Water - Ocean - Outlined (1:20,000)
Water - Dams, Falls, etc. - Colour Themed (1:20,000)
Dam
Falls
Rapids
Spillway - Penstock
Sand Gravel Bar
Sinkhole
Water - Dams, Falls, etc. - Outlined (1:20,000)
Transportation - Airfield - Colour Themed (1:20,000)
Air Facility
Airport
Airstrip
Abandoned Airfield
Helipad
Mapsheet Grid (1:20,000)
Mapsheet Grid (1:250,000)
Integrated Cadastral Fabric - Outlined
Water - Rivers, Creeks, Shorelines, etc. (1:20,000)
Glacier
Icefield
Canal
Dam
Dam - Beaver
Ditch
Falls
Flume
Rapids
River or Stream - Definite
River or Stream - Dry
River or Stream - Indefinite
River or Stream - Left Bank
River or Stream - Right Bank
Dam - section Base
Flooded Land - Inundated
Lake - Definite
Lake - Indefinite
Lake - Intermittent
Reservoir - Definite
Reservoir - Indefinite
Reservoir - Intermittent
Marsh
Swamp
Breakwall or Breakwater - Large
Dyke or Levee
Island - Definite
Sand Bar
Sea Wall
Coastline - Definite
Coastline - Indefinite
Transportation - Roads, Railroads, etc. (1:250,000)
Road - Paved lanes 2 or More Divided
Ferry Route
Aerial Cableway
Road (Gravel Undivided) - 1 Lane
Road (Gravel Undivided) - 3 Lanes
Road (Paved Undivided) - Not Elevated - 1 Lane
Road (Paved Undivided) - Not Elevated - 2 Lanes
Road - Paved lanes 3 or More Undivided
Road (Unimproved)
Road - Loose access Dry Weather
Road (Winter Road)
Road - Paved lanes 2 Undivided
Road - Paved lanes 2 Undivided U C
Road - Paved Divided access Non Standard
Track - Cart or Tractor
Causeway (Railway)
Cut (Roadway)
Trail
Tunnel
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Datum/Projection: NAD83, Albers Equal Area Conic
Key Map of British Columbia
Fort St. John
Terrace
Quesnel
Vernon
Trail
Victoria


BRITISH COLUMBIA
W2988 - Greenwood
Created: Jun 25, 2014 3:05:34 PM
LEGEND
Land Act Crown Grants
Surveyed Parcel Base - Cadastre
Road
Trail
Water
Rail Line
Proposed 30m x 30m Crown license area
82E.007
118° 40' 36.1" W, 49° 4' 40.8" N
Map Centerpoint:
Map center: 49° 4' 40.8" N, 118° 40' 36.1" W
This map is a user generated static output from the ILRR Internet mapping site and is general reference only. Data and layers that appear on this map may or may not be accurate, current or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION PURPOSES.
0 40 80 120 m.
N
Fort St. John
Terrace
Quesnel
Williams Lake
Revelstoke
Vernon
Vancouver
Trail
Victoria



NOTE:
BASED ON DRAWING 2873-0 BY McELHANNEY ASSOCIATES DATED 2011/01/17.

LEGEND

PROPOSED PROPERTY LINE	
EXISTING PROPERTY LINE	
OH	OVERHEAD WIRE
UG	UNDERGROUND WIRE (BURIED)
	PROPERTY CORNER
	UTILITY POLE
I.B.	IRON BAR

PLAN VIEW
SCALE – 1:5000

PREPARED BY:
ADVANCED TOWER SERVICES
54 MILL STREET WEST, P.O. BOX 40,
MILVERTON, ONTARIO, CANADA, N0K 1M0
TEL (519) 595-3500 ~ FAX (519) 595-3501

PROJECT:
SITE: W2988
GREENWOOD
CROWN LICENSE OF OCCUPATION
GREENWOOD, BC
CANADA

PREPARED FOR:
ROGERS™ WIRELESS

REV	DATE	DRW'N	CHK'D	DESCRIPTION
0	08MAY14	JKB	DLT	PRELIMINARY

SEAL:

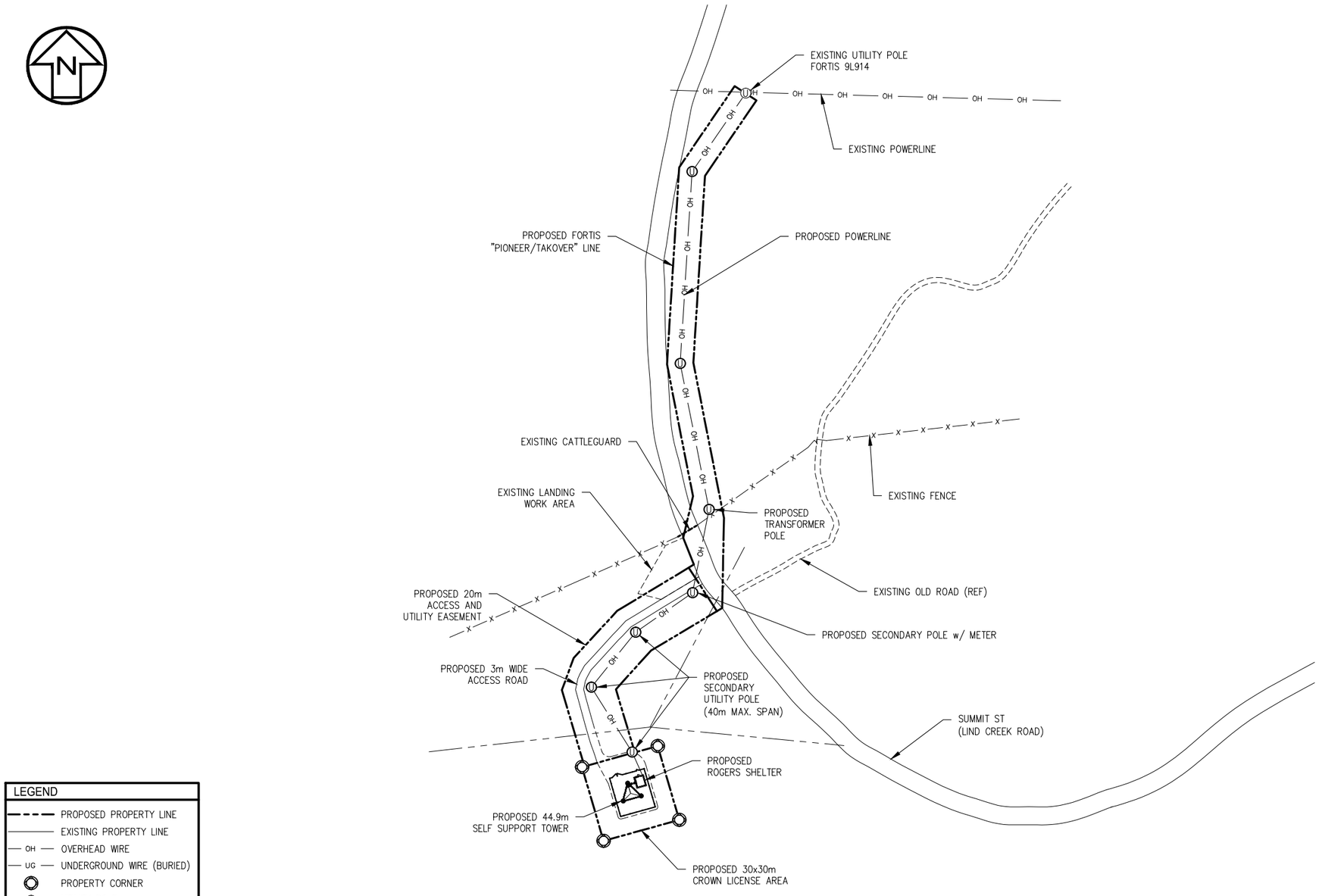
TITLE:
AREA VIEW

DWG.#: C-1

PROJ.#: 14-6068

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LAST UPDATE : 2014-06-25



LEGEND

- PROPOSED PROPERTY LINE
- EXISTING PROPERTY LINE
- OH — OVERHEAD WIRE
- UG — UNDERGROUND WIRE (BURIED)
- PROPERTY CORNER
- UTILITY POLE
- I.B. IRON BAR

PLAN VIEW
SCALE – 1:1500

PREPARED BY:
ADVANCED TOWER SERVICES
54 MILL STREET WEST, P.O. BOX 40,
MILVERTON, ONTARIO, CANADA, N0K 1M0
TEL (519) 595-3500 ~ FAX (519) 595-3501

PROJECT:
SITE: W2988
GREENWOOD
CROWN LICENSE OF OCCUPATION
GREENWOOD, BC
CANADA

PREPARED FOR:
ROGERS™ WIRELESS

REV	DATE	DRW'N	CHK'D	DESCRIPTION
0	08MAY14	JKB	DLT	PRELIMINARY
0	25JUN14	JKB	LTE	PRELIMINARY

SEAL:

TITLE:
SITE PLAN

DWG.#: C-2

PROJ.#: 14-6068

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LAST UPDATE : 2014-06-25

STAFF REPORT

Prepared for meeting of October 2014

Adjacent Local Government Referral RDCK Transportation – Roadways referral	
To: Chair McGregor and Members of the RDKB Board of Directors	
Applicant: Regional District of Central Kootenay	***File No:*** C-23
Location: RDCK – north of Genelle, RDKB Electoral Area 'B'/Lower Columbia-Old Glory	
Contact Information: Meeri Durand Planning Manager Regional District of Central Kootenay Box 590 Nelson, BC V1L 5R4 MDurand@rdck.bc.ca	
Report Prepared by: Jeff Ginalias, Planner	

ISSUE INTRODUCTION

The Regional District of Central Kootenay (RDCK) has referred a Crown land referral application to the RDKB for comments. The Crown land under application is in the RDCK. However, as it is near the RDKB Electoral Area 'B'/Lower Columbia-Old Glory border, the RDCK has referred the matter to the RDKB for comments *(see Site Location Map)*. RDCK will forward any RDKB comments they receive to the Crown.

HISTORY/BACKGROUND

The referral is for a license of occupation over Crown land to access private property for timber harvest. The proposed route is about 2.79 kilometers. Two segments would pass through Crown land and two segments will pass through private properties. At present, access is an old unmaintained access road, which would be upgraded *(see RDCK Referral Package)*.

The proposed route passes through three designated community watersheds. The RDKB's interest is the China Creek watershed.

IMPLICATIONS

The RDKB area around the referral area is designated 'Drinking Water Resource 1' to the south and 'Drinking Water Resource 2' to the west *(see RDKB OCP Map).* The zoning is 'Rural Resource 1' (RUR1). The RDCK report suggests that issuance of the license and completion of the road upgrades may improve the drainage and erosion conditions in these watersheds. The RDCK has no objection to the Crown land referral *(see RDCK Referral Package)*.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'B'/Lower Columbia-Old Glory APC decided not to meet, as this referral involved land outside the Electoral Area and the Regional District. Thus no comments are available.

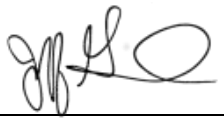
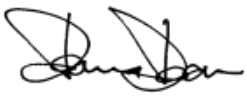
BACKGROUND INFORMATION PROVIDED

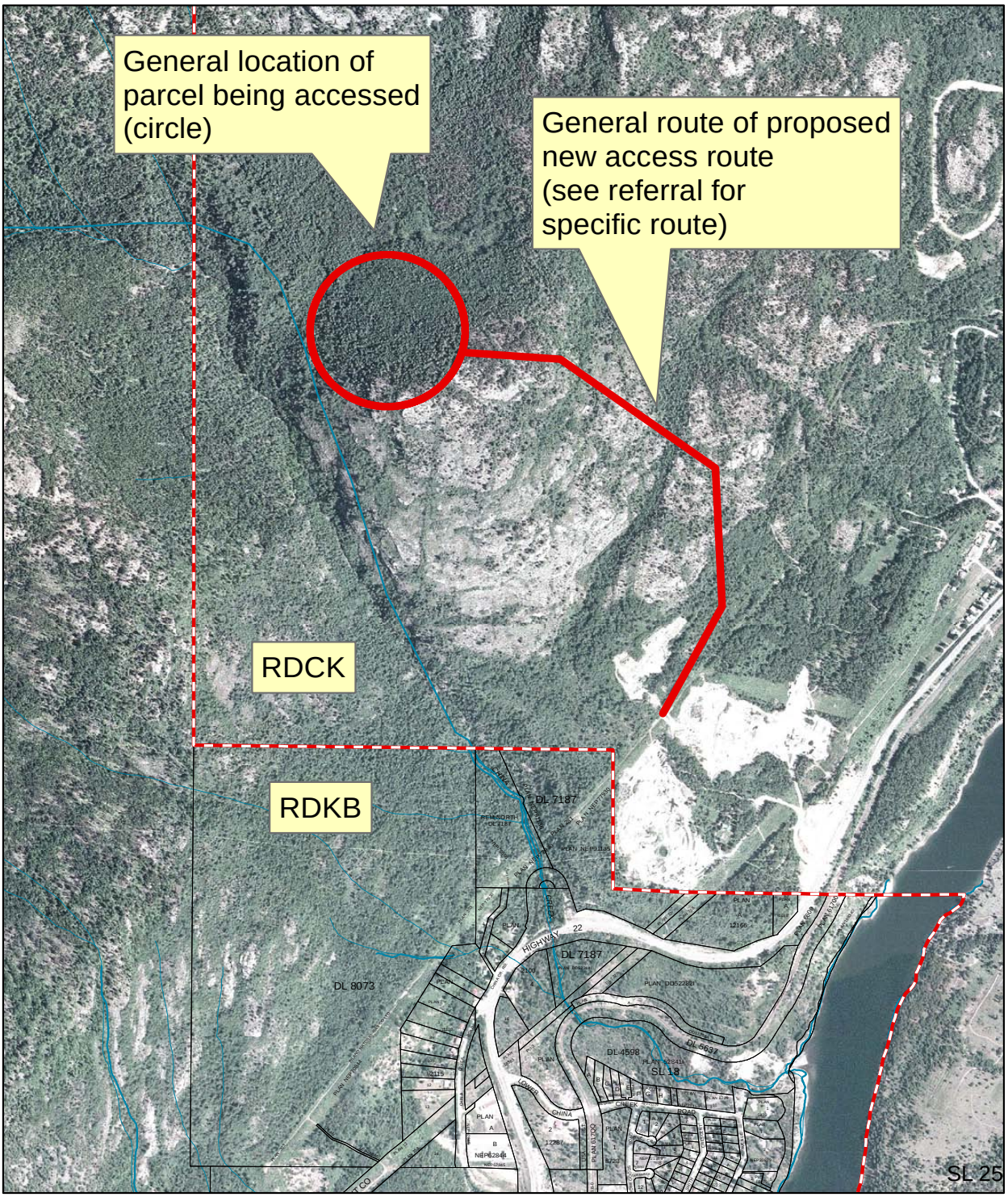
Site Location Map
RDCK Referral Package
OCP Map

RECOMMENDATION

That the staff report regarding a referral from the Regional District of Central Kootenay on a Provincial referral for Transportation-Roadways on land in the Regional District of Central Kootenay north of Genelle near the boundary with the Regional District of Kootenay Boundary, be received.

That the Regional District of Kootenay Boundary Board of Directors advise the Regional District of Central Kootenay that the Regional District of Kootenay Boundary has no objections to the proposed Transportation-Roadways on Crown land located in the Regional District of Central Kootenay near the boundary with the Regional District of Kootenay Boundary.

Respectfully Submitted:	*Concurrence: (Department Head)*	*Concurrence: (CAO)*
		


N
0
0.25
0.5
1
Kilometers
Site Location Map
General location of parcel being accessed (circle)
General route of proposed new access route (see referral for specific route)
RDCK
RDKB
DL 7187
DL 8073
HIGHWAY 22
DL 4598
SL 18
SL 25
Projected Coordinate System:
NAD 83 UTM Zone 11N

Maria Ciardullo C-23

From: Donna Dean
Sent: September-11-14 4:02 PM
To: Maria Ciardullo
Subject: FW: Crown Land Referral - Area - Applicant - 0967706 BC Ltd.
Attachments: 2014-08-27-R1433-FC_General_Location_Map.pdf; 2014-08-27-R1433-FC_Management_Plan.pdf; 2014-08-27-R1433-FC_Site_Map.pdf

A new 'application'.

From: Meeri Durand [mailto:MDurand@rdck.bc.ca]
Sent: September-11-14 1:19 PM
To: Gordon Zaitsoff
Cc: Chris Talbot; Donna Dean
Subject: Crown Land Referral - Area - Applicant - 0967706 BC Ltd.

RDCK Planning File # R1433
E-Referral Reference # 143326

MEMORANDUM

Re: CROWN LAND REFERRAL Applicant: 0967706 BC Ltd. Agent: Rob Tupper, Monashee Surveying

Enclosed is a Crown Land referral for a "Transportation - Roadways" to access private land for the purposes of timber harvesting for your area that was submitted by the Ministry of Forests, Lands and Natural Resource Operations proposed by 0967706 BC Ltd. The proposed access route covers a total length of 2.79 kilometres starting at Pipeline Pit Road and the south boundary of District Lot 8625 (see attached engineer's report for reference). The proposed access route passes through two private properties and two separate segments pass through Crown land.

Please advise whether you have any objection to the application (find attached). I have also attached the Planning Response Comments based on applicable OCP Policy and Zoning which will be submitted to the Ministry.

Response Comments:

The subject property and associated area is designated under RDCK Kootenay – Columbia Rivers Official Community Plan Bylaw No. 1157 and RDCK Zoning Bylaw No. 1675 as 'Open Space'. This designation allows for outdoor recreational use and resource based activities as proposed. Initial access will be from Pipeline Pit Road north of Genelle and just south of the community of Fairview bordering the Regional District of Kootenay Boundary.

The proposed use passes through three designated 'community watersheds', including Mads Brook, Petersen Brook and China Creek. Due to the nature of the proposal with regard to up-grading existing and long established road access, it appears consideration should be given that construction and engineering requirements may result in improved conditions for drainage and erosion within these watersheds.

The Regional District of Central Kootenay has no objection to the proposed Crown land application for 'Transportation – Roadways to Access Private Land for Industrial Purposes'

This memo has been provided to the Regional District of Kootenay Boundary as courtesy for their review and comment.

If we haven't received a reply from you by **September 26th, 2014** we will assume you have no comment on this application.

Respectfully,

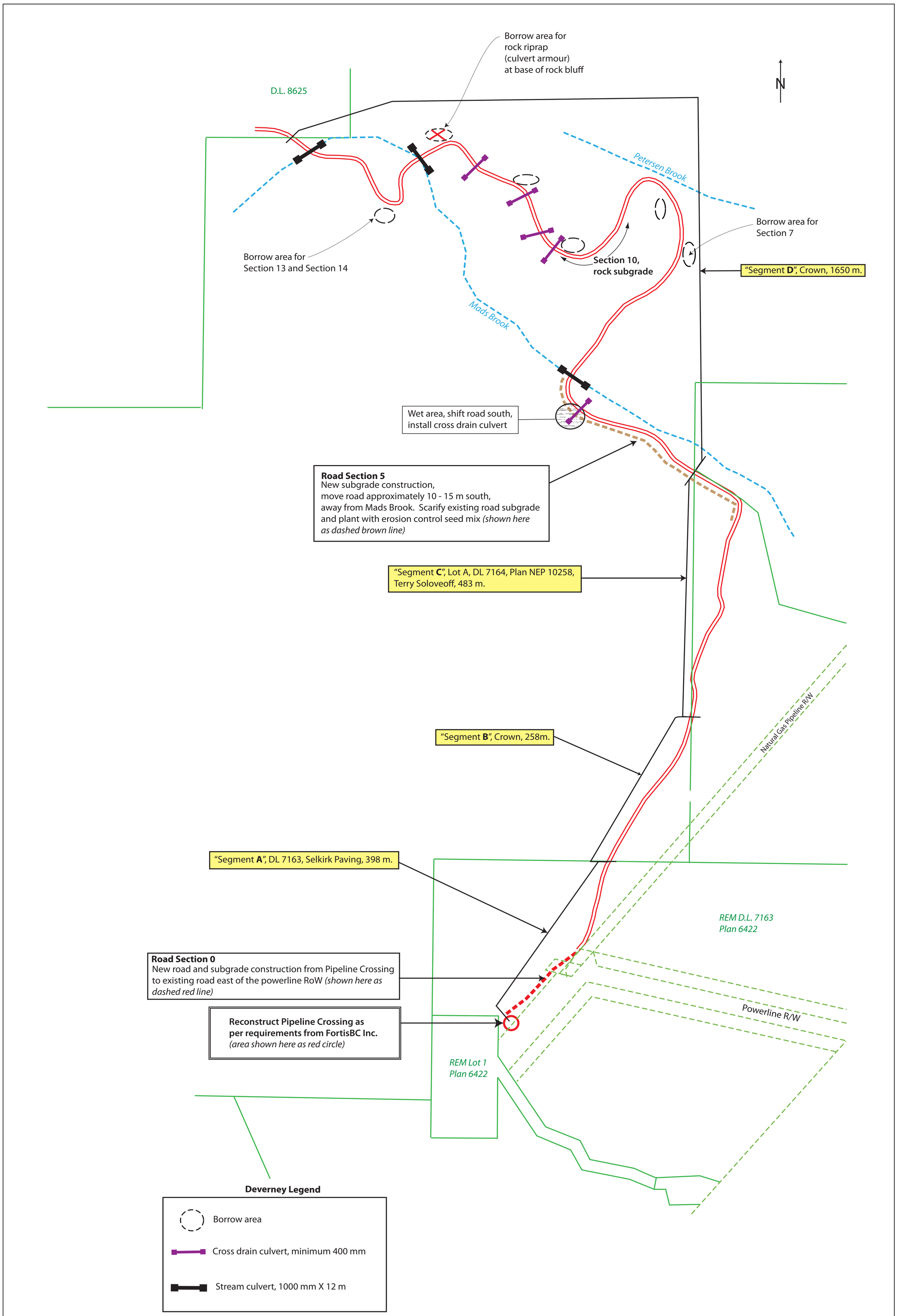
Meeri Durand
Planning Manager

Regional District of Central Kootenay
Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
Phone: (250) 352-8162 **Fax:** (250) 352-9300
Web: www.rdck.ca **Friend us on** Facebook

Representing Diverse Communities in the Kootenays

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DEVERNEY
ENGINEERING SERVICES LTD.

Plan View Map
Construction Summary, and Erosion and Sediment Control Plan
Proposed Industrial Use Road, Access to District Lot 8625, Near Fairview BC

0967706 BC Ltd.

Reference: Monashee Surveying, Geomatics, Dwg: 5963, sheet 1 of/1	Date: July 2014	Designed by: NLD	Drawn by: DLRD	Scale: 1:5800	Job number: DE13-1221

DEVERNEY
Engineering Services Ltd.

0967706 BC Ltd.
3710A – 28th Street
Vernon, BC
V1T 9X2

July 4, 2014
File: DE13-1221

Attn: Mr. Mark Budgen, P.Eng.
Mr. Bruce Gardiner

Re: Construction Summary, and Erosion and Sediment Control Plan
Proposed Industrial Use Road, Access to District Lot 8625 Near Fairview, BC

Dear Sirs:

Following is a summary of recommended road reconstruction work and sediment control measures to provide industrial access to District Lot 8625. The attached Plan View Map shows the relative location of the subject property (DL 8625) to the proposed access route.

This report is intended to address reporting requirements for sediment and erosion control over the proposed access route.

Our recommendations also include measures to restore access over existing road segments that have been damaged over the years by the general absence of drainage and runoff control.

1.0 ACCESS ROUTE DESCRIPTION

The proposed access route covers a total length of 2.79 kilometres between the starting point at Pipeline Pit Road and the south boundary of DL 8625.

1.1 Land Ownership

The proposed access route passes through two private properties, and two separate segments of the road pass through Crown Land. Table 1.1 provides a summary of land ownership and associated road segment lengths.

Mailing Address: 4711 Robertson Road, Nelson, BC V1L 6N4
Business Telephone: 250-825-4347 Fax: 250-825-0032
Email: deverney.engineering@shawcable.com
Home Telephone: 250-825-9383

Table 1.1 Summary of Land Ownership

Segment	Segment Length	Legal Descriptor / Ownership
Segment A	398 m	DL 7163 Selkirk Paving
Segment B	258 m Clearing Area: 0.52 ha	Crown
Segment C	483 m	Lot A, DL 7164, Plan NEP10258 Terry Soloveoff
Segment D	1,651 m Clearing Area 4.2 ha	Crown
Total	**2,790 m**	

1.2 Community Watersheds

The proposed access route passes through three designated Community Watersheds as indicated on Figure 2. This map shows the presence and relevant mapped extents of the Mads Brook, Petersen Brook, and China Creek Community Watersheds.

The actual locations of some watercourse reaches associated watershed boundaries were observed to be somewhat different from those mapped, particularly in the upper reaches of Mads Brook where the proposed route crosses Mads Brook two times at sites well away from the stream locations shown on the Community Watershed map. Portions of the eastern area of the China Creek Community Watershed appear to be in the Mads Creek Community Watershed.

The above point is presented for information purposes only. It is beyond the scope of this assessment to map and define watershed limits.

For operational considerations, the stream locations and watershed location – whether in Mads Creek or China Creek makes no difference in how the management of surface drainage and sediment control will be undertaken through this project.

2.0 CONSTRUCTION DESIGN BASIS

Construction of the access route will consist of structural upgrading of the existing road, which has been in place, un-maintained for tens of years.

For the most part, upgrading will comprise clearing of the existing road margins to improve sight lines for safety considerations, establishment or re-establishment of ditching for drainage control, and installation of cross drain culverts.

Three new stream culverts are planned for sites where the road crosses Mads Brook. The existing crossing sites are low profile fords or shallow ditches. Where streamflow has spilled from the crossings, there has been erosion of the road surface in downgrade areas.

Several road segments are planned for re-surfacing to improve trafficability where there are fine textured native soils, or where surfacing materials have been eroded by runoff due to the lack of cross drainage.

In some instances, the road can be re-surfaced using material cut and sidecast from the existing roadway.

In some instances, road re-surfacing will require some drill and blast construction and / or borrow of suitable granular materials from designated borrow areas.

New subgrade and road surface construction is proposed at two locations.

- The first location is approximately 190 metres of new road construction starting at the FortisBC Natural Gas Pipeline crossing at District Lot 7163.
- The second location is an approximately 400 metre length of new construction to relocate the road outside of the Riparian Management Area of Mads Brook. The recommended road relocation will minimize direct sediment inputs to Mads Creek from the road surface, and will reduce erosion of the road shoulder by the stream where the road is within a few metres of the stream bank.

At completion of access development, all borrow sites, road relocation areas, and other disturbed areas will be re-sloped or re-contoured to establish a stable slope configuration and to minimize erosion. Disturbed areas will be re-seeded with an erosion control seed mix to promote re-vegetation.

3.0 PERMITTING

3.1 Agency Notification

Installation of culverts at three crossings of Mads Brook are to be undertaken following Permitting or Notification under Section 9 of the Water Act, and in accordance with the associated Conditions.

Because Mads Brook is a small, low elevation watershed, it is expected that culvert installation conducted in the late summer to early autumn can be completed under dry or very low flow conditions.

3.2 Licensed User Notification

Mads Brook is licensed for Waterworks by the Poupore Improvement District.

Petersen Brook is licensed for Waterworks by the Poupore Improvement District, and there is one additional domestic use license.

3.3 Pipeline Crossing

Permitting for a temporary (5 – year) crossing of the High Pressure Natural Gas Pipeline is being addressed under separate cover.

3.4 Powerline Crossing

A portion of the proposed access route will require new construction in close proximity to anchor structures for a power transmission Right of Way.

Appropriate permitting and notification to FortisBC will be required prior to any construction activity in the area of the Right of Way.

3.5 Timber Values

The Access Upgrade Summary presented in Table 4.1 includes a list of timber types and estimated timber volumes that will need to be felled and removed to accommodate construction. The summary and volume estimate has been prepared by a Professional Forester.

Timber values along the route are modest. Excluding the initial 190 metres of the proposed route from the Pipeline Crossing to the existing road at the north side of the Powerline Right of Way (Section 0), the total volume of merchantable timber (conifers) is approximately 78 m^3. A timber mark is required for transport and disposal of this wood.

Timber volume over Section 0 will be estimated after the pipeline crossing requirements are finalized. Volumes over this section are expected to be similarly modest.

3.6 Borrow Areas

Several borrow areas have been identified along the proposed access route to generate surfacing material for road re-construction. The borrow areas are in close proximity to the proposed road, and can be accommodated by increasing the clearing width as noted on Table 4.1.

All of the identified borrow sites are inferred as having been previously developed for the original road construction. Accordingly, these borrow areas have modest stands of immature (non-merchantable) timber.

A “scree” slope near the base of a rock bluff has been identified as a borrow site for coarse angular rock riprap.

Material from this borrow site will be applied to armour the culvert inlets and outlets for the three Mads Brook crossing sites. Additional rock riprap may be borrowed for use as necessary for erosion control at ditches and road shoulders.

3.7 Clearing Area

Clearing widths over the proposed road are listed on Table 4.1. Total cleared area, Crown and Private land area will be 6.72 hectares.

Total Crown area to be cleared is approximately 4.72 hectares.

4.0 PROJECT IMPLEMENTATION

4.1 Prescribed Work Summary

The following table summarizes the proposed access road upgrades to bring the current access up to 'industrial road' standards. The upgrades proposed are divided into sections of similar construction techniques and/or issues.

The starting point for the table (Section 0) is at the pipeline crossing. The road plan ends at the 'large yellow sign' that the previous land owner had placed at the south boundary of Lot 8625.

4.2 Supervision

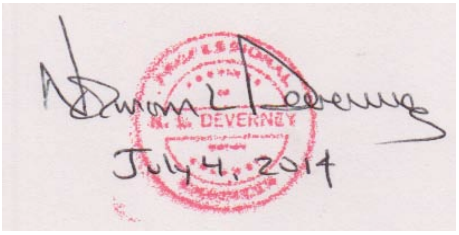
Proposed road works are to be undertaken under the supervision of a suitably qualified Professional Engineer or his designate such that the completed works can be certified as having been implemented in general accordance with the recommendations of this report.

5.0 CLOSURE

We trust this provides the information you require. If you have any questions or comments, please call.

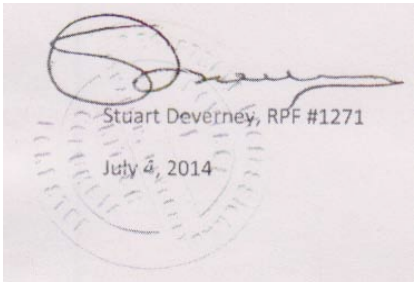
Respectfully submitted

DEVERNEY ENGINEERING SERVICES LTD.



Norman L. Deverney, P.Eng.

Deverney Forestry Services



Stuart N. Deverney, RPF

MONASHEE
SURVEYING · GEOMATICS

APPLICATION REQUIREMENTS LIST AND MANAGEMENT PLAN

D.L. 8625 KOOTENAY DISTRICT – 0967706 B.C. LTD.

Section A – Project Overview

Project and purpose

The purpose of the application is to obtain a licence of occupation over an existing (historic) road bed to access District Lot 8625, Kootenay District, a parcel of private titled land, originally crown granted in 1908.

The owner wishes to do upgrades to this existing road bed to an acceptable modern standard to facilitate removal of timber from selective logging planned on the private DL 8625.

Location, size, main features of project

The location of the proposed license of occupation is the unsurveyed crown land between the west boundary of DL 7164 and the east boundary of DL 8625.

The size of the proposed licence of occupation is 1909 metres in traveled distance by approximately 20 metres in width.

The main features of the project are an enhancement of the existing road bed to alleviate erosion, and to provide a safe access to private land. It is understood that this is a non exclusive license, and the public would be free to utilize this road bed over Crown Land.

Access plans

DL 8625 has blanket easements (included in this package) over adjacent private land, such that access from public highway to the proposed license of occupation is guaranteed.

Construction schedule

The owner of DL 8625 would like to commence the road bed enhancements as soon as a licence of occupation is issued. It is anticipated that the road bed enhancements will take one to two months.

3710A 28th. Street Vernon, B.C. V1T 9X2 Tel. (250) 545 5990 Fax (250) 545 5912
www.monasheesurveying.com

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Section B – Project Description

a. Purpose

The rational for the licence of occupation is that DL 8625 is surrounded by Crown Land, and has no direct connection with a public road. There are no alternative arrangement that can be made to get around this fact.

The intended use is for access to the private land, for the registered owner's enjoyment and to facilitate the remove of selectively harvested timber from the private land.

The term of the license of occupation is proposed to be 2 – 5 years.

The nature and intensity of the existing land use over which the licence is proposed can be best described as vacant crown land, with no visible use by a specific user group or the public. The private land holders adjacent to the proposed licence are already subject to a blanket easement for access. The public is free to use the existing road bed on crown land, and as noted above, it is understood that a licence of occupation would be a non exclusive use, with the public having ability to use an enhanced road bed.

There are no plans to upgrade the road to MoTI standards and prepare a gazette plan of a Right of Way. We are applying for a licence of occupation, and the standard of the road bed will be that of any similar access in the area.

b. Construction

The proposed licence of occupation access road will connect to the existing public road (Pipeline Pit Road) through DL 7164, over which there is a blanket easement.

The length of the license of occupation is 1909 metres

The road alignment follows the existing road bed except for one section which will be relocated to avoid Mads Brook. The location is shown on the attached plans.

There are no proposed turnouts, and wide areas can be constructed if required, and will be in appropriate areas.

The approximate percent slope is 9.6%

There are 8 culverts to be installed. There are no fences, cattle guards crossed or required in the licence area.

The clearing width is proposed to be 20 metres. There are only modest timber removal requirements.

The construction methods will be by excavator.

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The estimated construction cost is $40,000, and the contractor is to be determined.

The construction schedule is as soon as the licence of occupation is obtained.

The road has not been flagged as it is an existing road bed.

No rock blasting is required.

c. Materials
Materials for the road bed are in place. We are upgrading an existing road. The soil type is rocky and gravel. There are no proposed borrow areas. If any gravel is required, it will be sourced from the existing adjacent private gravel suppliers.

d. Environment

Proper and suitable ditching will be completed to mitigate soil erosion.
Culverts will be installed at a the two seasonal water courses and for cross drainage.
There are no known resource impacts as this is an existing road bed.

Section C – Additional Information

I. Environmental

a. Land Impacts

Other than some vegetation removal on the side of the existing road bed, the are no know land impacts. There are no known archaeological sites on the existing road bed. Please see the attached Species-at-Risk, Ungulate Winter Range and Invasive Plant Management plan.

b. Atmospheric Impacts

There are no impacts beyond the use of an excavator anticipated

c. Aquatic Impacts

There are no aquatic areas. Two seasonal drainages will have culverts. Please see the attached Species-at-Risk, Ungulate Winter Range and Invasive Plant Management plan.

d. Fish and Wildlife

The licence of occupation will not affect or create a disturbance for fish and wildlife. Please see the attached Species-at-Risk, Ungulate Winter Range and Invasive Plant Management plan.

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II. Socio - Community

a. Land Use

The private land is zoned Open Space (OS), which provides of Outdoor Recreational Activities and Resource Based Activities. The zoning is attached.

b. Socio – Community Conditions

The proposed licence of occupation will have no impact of existing community services or infrastructure. The selective forest harvesting on the private land will have a positive economic impact though the use of local contractors.

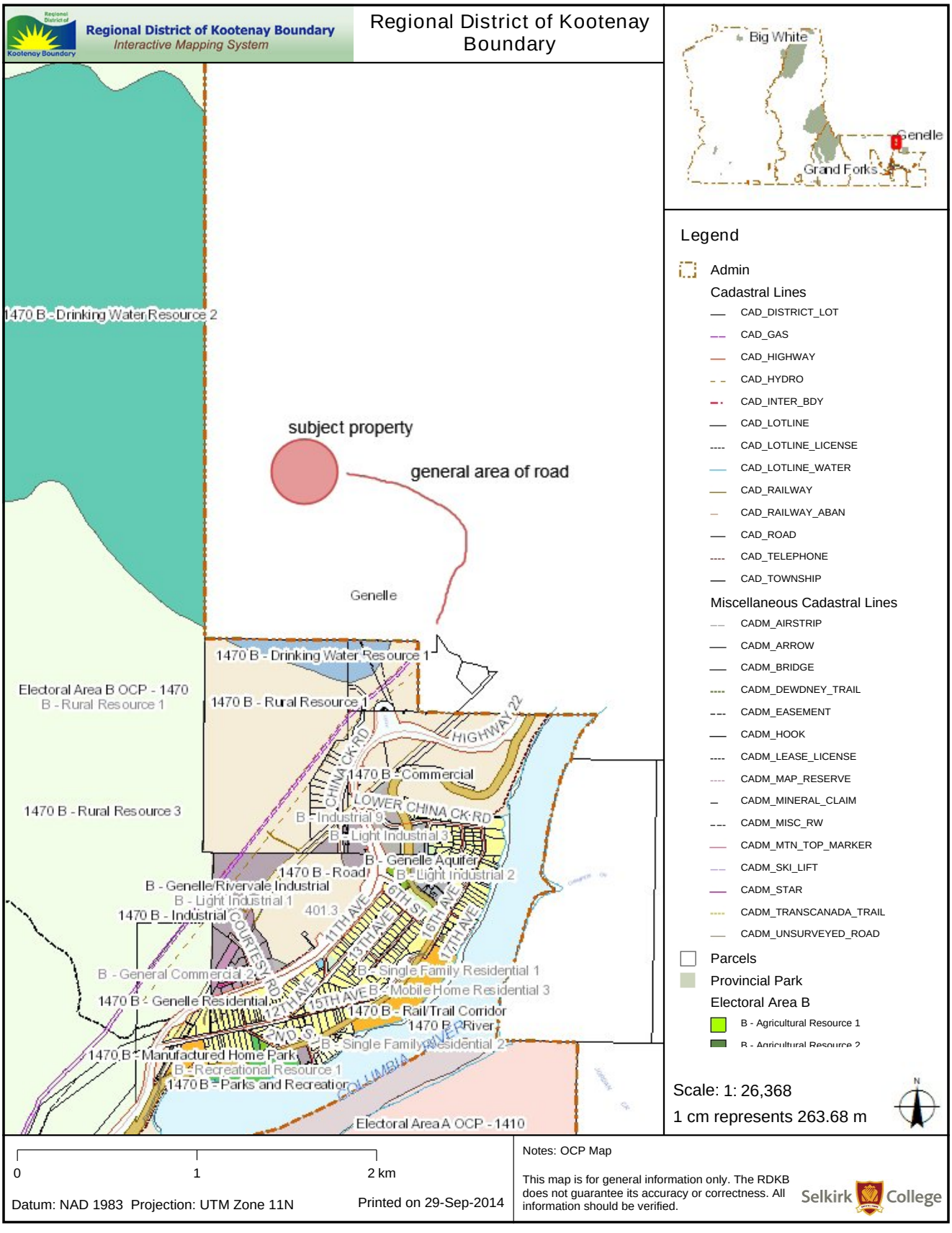
c. Public Health

The proposed licence of occupation will not affect public health.

d. First Nations

There has been no contact with First Nations at the present time about the licence of occupation. It is our understanding that due to the small nature of this application, First Nation consultation will happen as part of the application processing. As this is a re-application for the license of occupation, a processing fee has been previously paid to the Kinbasket Development Corporation (Shuswap Indian Band).

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Regional District of Kootenay Boundary
Interactive Mapping System
Regional District of Kootenay Boundary
Big White
Genelle
Grand Forks
1470 B - Drinking Water Resource 2
subject property
general area of road
Genelle
1470 B - Drinking Water Resource 1
Electoral Area B OCP - 1470
B - Rural Resource 1
1470 B - Rural Resource 1
HIGHWAY 22
CHINA CK RD
1470 B - Commercial
LOWER CHINA CK RD
1470 B - Rural Resource 3
B - Industrial 3
B - Light Industrial 3
B - Genelle Aquifer
B - Light Industrial 2
1470 B - Road
B - Genelle/Rivervale Industrial
B - Light Industrial 1
401.3
1470 B - Industrial 1
11TH AVE
13TH AVE
16TH AVE
17TH AVE
6TH ST
COURTESY RD
B - General Commercial 2
B - Single Family Residential 1
B - Mobile Home Residential 3
1470 B - Genelle Residential
12TH AVE
15TH AVE
1470 B - Rail Trail Corridor
1470 B - River
M.O.T.
B - Single Family Residential 2
1470 B - Manufactured Home Park
B - Recreational Resource 1
1470 B - Parks and Recreation
COLUMBIA RIVER
Electoral Area A OCP - 1410
Legend
Admin
Cadastral Lines
CAD_DISTRICT_LOT
CAD_GAS
CAD_HIGHWAY
CAD_HYDRO
CAD_INTER_BDY
CAD_LOTLINE
CAD_LOTLINE_LICENSE
CAD_LOTLINE_WATER
CAD_RAILWAY
CAD_RAILWAY_ABAN
CAD_ROAD
CAD_TELEPHONE
CAD_TOWNSHIP
Miscellaneous Cadastral Lines
CADM_AIRSTRIP
CADM_ARROW
CADM_BRIDGE
CADM_DEWDNEY_TRAIL
CADM_EASEMENT
CADM_HOOK
CADM_LEASE_LICENSE
CADM_MAP_RESERVE
CADM_MINERAL_CLAIM
CADM_MISC_RW
CADM_MTN_TOP_MARKER
CADM_SKI_LIFT
CADM_STAR
CADM_TRANSCANADA_TRAIL
CADM_UNSURVEYED_ROAD
Parcels
Provincial Park
Electoral Area B
B - Agricultural Resource 1
B - Agricultural Resource 2
Scale: 1: 26,368
1 cm represents 263.68 m
N
0
1
2 km
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 29-Sep-2014
Notes: OCP Map
This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.
Selkirk College

STAFF REPORT

Prepared for meeting of October 2014

Municipal Referral – Village of Fruitvale Zoning Bylaw No. 846, 2013 Referral	
To: Chair McGregor and Members of the RDKB Board of Directors	
Referral Agency: Village of Fruitvale	***File No:*** F-1
Contact: Lila Cresswell, Chief Administrative Officer PO Box 370, 1947 Beaver Street Fruitvale, BC V0G 1L0 250.367.7551 (Phone) 250.367.9267 (Fax)	
Report Prepared by: Jeff Ginalias, Planner	

ISSUE INTRODUCTION

The Village of Fruitvale has requested comments from the Regional District on their proposed Zoning Bylaw No. 846, 2013. If adopted, it will replace the Village's current consolidated Zoning Bylaw No. 769, adopted in 2006.

BACKGROUND FACTORS

In 2011, the Village adopted a new Official Community Plan, Bylaw No. 835. The OCP bylaw was referred to the RDKB for comments. About that same time the RDKB was revising the Electoral Area 'A' OCP. The RDKB acknowledged that the Village of Fruitvale OCP recognized objectives and policies raised in the Area 'A' OCP around the fringe areas between the two jurisdictions and RDKB concerns on infrastructure and utilities. Both are discussed below.

Village of Fruitvale OCP objectives and policies on fringe area and land use objectives which were considered consistent with RDKB Area 'A' policies:

- Objective: to collaborate with the Regional District in regard to fringe area planning and development;
- Policy: to support the connection of parks, trails and open spaces to areas outside the boundaries of Fruitvale;
- Policy: to work with the Regional District of Kootenay Boundary and support the

Regional District Area 'A' OCP policies to protect the Agricultural Land Reserve in the fringe area of Fruitvale; and
- Policy: to keep rural lands in Fruitvale and in the fringe area (outside the ALR) to a 4 hectare minimum parcel size in keeping with minimum standard set out by the Regional District for Electoral Area 'A'.

Village of Fruitvale OCP objectives and policies which were considered consistent with RDKB Area 'A' policies infrastructure and utilities concerns:

- Objective: continue to support the Regional District's studies of the Kelly Creek Watershed and associated groundwater system in keeping with the Regional District's Water Smart Action Plan; and
- Objective: work in cooperation with the Regional District and surrounding communities to coordinate cost effective and efficient utilities and infrastructure.

The new zoning bylaw now incorporates these policies into regulation. It appears that the provisions in the zoning bylaw capture and reflect these objectives and policies.

The RDKB expressed a concern in the Village of Fruitvale OCP regarding the designation of the Burlington Northern Santa Fe Railway (BNSFR) right of way. The portion of the BNSFR right of way within Electoral Area 'A' is designated Rail/Trail Corridor in the Area 'A' OCP with the objective of preserving the corridor for transportation type uses. Area 'A' OCP policies give priority to railway use with support for conversion to trails should the railway be abandoned. The Village of Fruitvale OCP contains a policy to "...protect the integrity of the BNSFR right of way as an important transportation corridor and economic development opportunity", but does not contain a provision to consider a priority for conversion of the right of way to trails if the right of way is abandoned. That issue is moot, as the OCP has been adopted.

IMPLICATIONS

The Village of Fruitvale's proposed zoning bylaw appears to be consistent with the RKDB Electoral Area 'A' Zoning Bylaw and the RDKB Area 'A' OCP. The Zoning Bylaw implements the provisions of the Village's OCP, which the RDKB deemed consistent with RDKB land use and development objectives and policies in Electoral Area 'A'.

ADVISORY PLANNING COMMISSION COMMENTS

The APC reviewed the Bylaw and accepted it as presented.

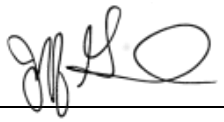
BACKGROUND INFORMATION PROVIDED

Village of Fruitvale Zoning Bylaw No 846, as adopted October 6, 2014 (link)
https://fruitvale.civicweb.net/document/13660/846%20Zoning%20Bylaw%20Final%20-%20print%20version.pdf

RECOMMENDATION

That the staff report regarding the Village of Fruitvale's new Zoning Bylaw No. 846, 2013 be received.

That the Regional District of Kootenay Boundary Board of Directors notify the Village of Fruitvale of its support for the Village of Fruitvale Zoning Bylaw 846, 2013.

Respectfully Submitted:	*Concurrence: (Department Head)*	*Concurrence: (CAO)*
		

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**October 21, 2014**	**File:**	**Big White Fire – Mutual Aid**
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**MUTUAL AID AGREEMENT BETWEEN BIG WHITE FIRE DEPARTMENT AND JOE RICH FIRE DEPARTMENT**		

Issue Introduction

The purpose of this report is to present to the Board of Directors a proposed Mutual Aid Agreement between the Big White Fire Department and the Joe Rich Fire Department.

History/Background Factors

The Chiefs from both the Big White Fire Department and the Joe Rich Fire Department, in Central Okanagan Regional District, have been discussing the need for additional resources within their respective Fire Protection Areas and recruitment problems that each is experiencing. A Mutual Aid Agreement between the two fire protection services appears to be a cost-effective means of mitigating the resourcing and manpower issues each is facing.

A Mutual Aid Agreement between the two fire departments would allow each to rely on the other for the provision of resources and manpower in response to large structure fires. While such fires are infrequent, when they do occur, they tend to be labour intensive and require multiple resources. With both the Big White and Joe Rich Fire Protection Areas being relatively isolated, the ability to utilize one another's resources in response to major structure fires would be an asset to each.

The proposed agreement would apply to structure fires and suppression only. Road rescue will continue to be administered through Emergency Management BC with requests for response and the issuance of a task number for cost recovery.

The proposed Mutual Aid Agreement is not expected to result in significant additional costs to either department. The number responses expected to be experienced for each department is similar over the lifetime of the agreement. In the event that one of the departments experiences a disproportionate number of requests for assistance or other reasons demand, the agreement allows for either party to terminate the agreement with six months notice. Under the agreement, each department will be responsible for its own costs for the response but will be indemnified by the requesting department.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The proposed Mutual Aid Agreement will allow both the Big White Fire Department and the Joe Rich Fire Department access to a larger pool of fire response equipment and personnel when large structure fires occur within either of the Fire Protection Areas, with minimal cost to each party.

Advancement of Strategic Planning Goals

The proposed Mutual Aid Agreement is consistent with the Board's goal to "...continue to focus on partnerships that advance the interests of the Region." The partnership will allow the respective fire departments access to one another's equipment and personnel when they are most needed, without each department itself having to maintain, on an on-going basis, that same level of response capability.

Background Information Provided

- Mutual Aid Fire Protection Agreement between Regional District of Central Okanagan (Joe Rich Fire Department) and Regional District of Kootenay Boundary (Big White Fire Department)

Alternatives

1. Receive the staff report and approve the Mutual Aid Fire Protection Agreement between Regional District of Central Okanagan (Joe Rich Fire Department) and Regional District of Kootenay Boundary (Big White Fire Department)
2. Receive the staff report.

Recommendation(s)

1. That the staff report regarding a proposed the Mutual Aid Fire Protection Agreement between Regional District of Central Okanagan (Joe Rich Fire Department) and Regional District of Kootenay Boundary (Big White Fire Department) from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That the Board of Directors approve the Mutual Aid Fire Protection Agreement between Regional District of Central Okanagan (Joe Rich Fire Department) and Regional District of Kootenay Boundary (Big White Fire Department).

Respectfully submitted:

Concurrence:

(C.A.O.)

MUTUAL AID FIRE PROTECTION AGREEMENT

THIS AGREEMENT made this 30th day of September, 2014.

BETWEEN:

REGIONAL DISTRICT of CENTRAL OKANAGAN
(JOE RICH FIRE DEPARTMENT)

AND

REGIONAL DISTRICT of KOOTENAY BOUNDRY
(BIG WHITE FIRE DEPARTMENT)

WHEREAS the Regional District of Kootenay Boundary (Big White Fire Department) and the Regional District of Central Okanagan (Joe Rich Fire Department) each maintain their own firefighting equipment and personnel;

AND WHEREAS they consider it to be to their mutual benefit to co-operate in the resolution of emergency incidents;

NOW THEREFORE in consideration of the premises and mutual covenants and agreements hereinafter contained, the parties hereto agree, each with the other as follows:

In this Agreement "Fire Chief" means Senior Officer of the Fire Department, or his delegate, who is in charge of the operation and direction of the Fire Department.

1. In the event that the Fire Chief of either Joe Rich or Big White Fire Department requires assistance to deal with an emergency suppression incident occurring in their jurisdiction, he may request assistance from the other party named in this Agreement.

2. Road Rescue will still be under the provisions of EMBC and attendance may be requested but only initiated after a Task number has been assigned by the Province.

3. Assistance shall be provided by the other party if the equipment and personnel requested are not required for service in their own jurisdiction or by other agreements. Joe Rich is bound to the Regional Emergency Mutual Aid Agreement which will take precedence over this standalone agreement in the event of conflicting requests for aid.

4. Emergency equipment and personnel of the assisting party shall be under the direction and at the discretion of the Fire Chief, or Officer in charge, of the requesting party. He shall direct all of the personnel and equipment within his jurisdiction, and provide for the possibility that assisting personnel and equipment may be recalled at any time to respond to an emergency within its own jurisdiction.

5. The releasing of resources shall be initiated as soon as the Emergency has been brought under control. Any Mutual Aid Emergency Resource of personnel and apparatus shall be released first before any local resources are released.

6. Neither party to this Agreement shall be liable for any loss or damage occasioned to the equipment while operating under this agreement.

7. No charge shall be levied for services rendered under this Agreement, between the parties to this Agreement.

8. The parties agree that an area covered by fire protection services shall not be, as a result of this agreement, left unprotected and further so as to ensure that this protection is maintained; all requests for Mutual Aid shall be made and coordinated through the Regional Fire Dispatch Centre. At no time shall the Regional Fire Dispatch Centre deploy any Mutual Aid Emergency Resources that have not been specifically asked for and by a requesting Party of this agreement.

9. Indemnity:

   (a) It is understood and agreed by both parties hereto that the party requesting or accepting Emergency Resources under this agreement shall indemnify and save harmless the responding/assisting party, their officers, agents and employees from any and all liabilities, actions, damages and claims of whatever nature or kind arising out of the Emergency;

   (b) In the event that the responding Providing Party acts independently of the Requesting Party then the Providing Party shall not be entitled to indemnity pursuant to this article, but shall be responsible for their own legal liabilities and shall accordingly indemnify and save harmless the Requesting Party under this Agreement for any and all liabilities, actions, damages and claims of whatever nature or kind arising out of the independent act of the Providing Party in connection with the Emergency;

   (c) Notwithstanding part (b) of this article, the Providing Party shall not be liable for any loss, costs, damages and expenses whatsoever in connection with failure to supply the Emergency Resources for any reason whatsoever, or for any delay in arrival of the Emergency Resources for any reason whatsoever.

10. This agreement shall remain in force and effective for a period of five (5) years from the date of execution.

11. Either Party to this agreement may terminate its rights and obligations under this agreement by giving to the other Party six (6) months' notice in writing of its intention to do so.

12. In the event of either a State of Local Emergency or Provincial State of Emergency being declared by the Province of British Columbia, this agreement shall not apply to the parties.

13. This Agreement shall be binding upon and shall enure to the benefit of the parties hereto and their successors assigns.

IN WITNESS WHEREOF the parties hereto have set their hands and seals on the day and in the year first written above:

THE REGIONAL DISTRICT OF CENTRAL OKANAGAN

_____
Authorized Signatory

_____
Authorized Signatory

THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY

_____
Authorized Signatory

_____
Authorized Signatory

Departments Named in This Agreement: Joe Rich Fire Department, RDCO
Big White Fire Department, RDKB

Regional District of Kootenay Boundary

STAFF REPORT

Date: 23 Oct 2014 **File**
To: **Chair McGregor and Members of the RDKB Board of Directors**
From: John M. MacLean, CAO
Re: East End Transit - Service Change MOU

Issue Introduction
A staff report from John M. MacLean regarding a service change to the East End Transit Conventional Service increasing service on Saturdays and improving linkages between Trail and Nelson.

History/Background Factors
The East End Services Committee, at their meeting held September 16, 2014, adopted the following resolution:

"That the East End Services Committee approve the expansion of Saturday Conventional
Transit service to improve Route 99 - Kootenay Connector Service, for a local share cost
of $11,800 and 230 expansion hours subject to the City of Castlegar and the RDCK confirming that approval, and further, should the partners confirm their approval, that
staff be directed to allocate the necessary funds in the 2015 Financial Plan."

We can confirm that our partners in this service have provided the required approvals. The change in service is scheduled to take place in March of 2015.

The increase in service is consistent with the West Kootenay Master plan.

At this point we will require approval of the Memorandum of Understanding.

Implications

This change will require an addition of $11,800. It is the intention of the Committee to discuss the overall local service to strive for offsetting savings.

Advancement of Strategic Planning Goals
This approval is part of the partnership we have entered into with the RDCK and the City of Nelson. The West Kootenay Connector service and the West Kootenay Transit Committee are necessary components of this successful partnership.

Background Information Provided
- Implementation Plan Memorandum of Understanding

Alternatives
1. Receipt
2. Deferral
3. Approval

Recommendation(s)
That the staff report from John M. MacLean regarding a service change to the East End Transit Conventional Service increasing service on Saturdays and improving linkages between Trail and Nelson be received.

That the Board of Directors approve the Implementation Plan Memorandum of Understanding for an increase in the conventional transit Saturday service between Nelson and Trail, with the RDKB local share of costs being $11,800, and authorize it's signatories to sign the agreement.

BCTransit
Connecting People and Communities

Implementation Plan Memorandum of Understanding

Date	September 24, 2014
Work Order ID	14_02_WKT
System	West Kootenay Transit

Introduction

This is an Implementation Agreement that is to be signed for all service changes. The agreement outlines the objectives of the service change and defines the scope of work to be completed.

Background

On July 2, 2013, the West Kootenay transit systems were integrated into one overall system, bringing three (3) local governments and nine (9) transit systems together into one integrated schedule and one rider's guide. The intention of the integration and its alignment of routes and service options were to simplify the process for passengers travelling between the separate locations and provide more overall service by reducing duplicate service .

The Castlegar and Trail (Kootenay Boundary) area systems became one local zone; the Nelson, Playmor Junction, and Balfour systems became a second local zone; and the Slocan Valley, Kaslo, Nakusp and Salmo systems became a third local zone.

The service enhancements resulted in an increase in regional service, with three additional trips each between Nelson and Castlegar (to total six round trips per day) on the Route 99 Kootenay Connector, and between Castlegar and Trail (to total seven round trips per day) on the Route 98 Columbia Connector. Four of these Route 98 trips now extend to Trail's Kootenay Boundary Regional Hospital, and timed local connections in Nelson on the Route 99 provide service to the Kootenay Lake District Hospital in that community.

Service for the Blewett, North Shore, Slocan Valley, Nakusp and Kaslo areas of the Regional District of Central Kootenay was simplified into a reduced number of routes, with trip time and service day adjustments in order to better match passenger demand.

One additional day of service between Salmo and Nelson was added (Tuesdays), with service between Kaslo and Nelson and Nakusp and Nelson consolidated on Tuesdays and Thursdays.

Objectives and Deliverables

Further to the West Kootenay Transit Committee meeting held May 7, 2014 in Castlegar, the following information details the service adjustments and expansions for the transit system and its member local governments which were identified for implementation as requested by the Regional District of Central Kootenay (RDCK), Regional District of Kootenay Boundary (RDKB) and the City of Nelson.

The service changes listed below are recommended to build on and further improve what was implemented last July and supports the West Kootenay Master Plan.

Revenue Hours These service enhancements require 1,290 additional revenue hours of service

Fleet Considerations These service enhancements will not require any changes to fleet numbers

Infrastructure Requirements New stops or exchanges may be required (or required to be removed) for the proposed routing changes. Local government staff will need to work with operating company and BC Transit staff to confirm requirements and install signs prior to implementation.

Financial Considerations These service enhancements will require an increase annually to the local share of costs before revenue

Service Changes

Summary of Service Changes, Local Share of Costs and Hours

West Kootenay Transit System Service Option Summary: Preliminary Estimated Additional Annual Impacts*									
Service Option	Vehicles**	Total Kms	Revenue Hours	Rides***	Total Revenue***	Total Costs	Total Local Share of Costs^	BC Transit Share of Costs	Local Government Partner
(Post-July 2012 System Integration) Scheduling Adjustments									
Option 1: Post-Integration Scheduling Adjustments (Castlegar)	0	0	210	1,100	$900	$20,200	$10,800	$9,400	City of Castlegar
Option 2: Post-Integration Scheduling Adjustments (North Shore)	0	0	190	700	$600	$18,300	$9,800	$8,500	RDCK
Saturday Options									
Option 3: Castlegar Saturday Service (Regional between Nelson & Trail, Local within Castlegar)	0	25,700	890	5,900	$4,900	$85,500	$45,600	$39,900	RDCK
*Option 3: RDCK Share^^*	*0*	*9,900*	*340*	*2,200*	*$1,800*	*$32,700*	*$17,500*	*$15,200*	*RDCK*
*Option 3: City of Castlegar Share^^*	*0*	*9,300*	*320*	*2,100*	*$1,800*	*$30,800*	*$16,500*	*$14,300*	*City of Castlegar*
*Option 3: RDKB Share^^*	*0*	*6,700*	*230*	*1,500*	*$1,300*	*$22,100*	*$11,800*	*$10,300*	*RDKB*
Weekday Options									
Option 5: Weekday Service Extension—Grandview Heights (Castlegar)^^^	0	7,600	260	600	$500	$25,000	$13,300	$11,700	RDCK (City of Castlegar)

Notes:

* Based on preliminary 2014/15 budgets. Final costs may change based on final budgets and confirmation of final operational details.

** The vehicle requirements shown here appear feasible but would need to be confirmed by BC Transit's Fleet Standards department closer to the implementation date. Annual lease fee costs for a conventional vehicle used in these estimates is $73,200.

*** The rides and total revenue figures shown here are based on the first 12 months following implementation. Due to ridership taking on average 12 months post-implementation to stabilitize, the figures used are 60% of the estimated ridership once implementations are mature.

^ Does not include projected revenue offset

^^^ It is recommended that this service be implemented initially as a handyDART subscription trip, in order to best gauge demand.

This trip would hook onto an existing trip operating Nelson <-> Playmor Junction -- LG Partners would be RDCK and RDKB only.

Service Implementations

City of Castlegar - Service Changes

The service adjustments, expansions and related costs for implementation relating to the City of Castlegar are listed below.

Short Term Option 1: Post-Integration Scheduling Adjustments:

Service Details: These scheduling adjustments would see three weekday morning trips (one each on the Route 31 North Castlegar, Route 32 Columbia and Route 33 Selkirk) moved 15 minutes earlier, to enable a connection at Selkirk College to the 7:40 a.m. Route 99 Kootenay Connector trip to Nelson. They would also add three minutes to the running time of the Route 32 Columbia, in order to improve schedule adherence and trip reliability.

Estimated Additional Annual Impacts:

- Hours: 210
- Ridership: 1,100
- Projected local share of costs: $10,800

Short Term Option 3: Regional and Local Saturday Service to/from/within Castlegar

Currently, Castlegar is the only major community with the West Kootenay Transit System (WKTS) without Saturday service. There have been requests from local residents, as well as local elected officials and staff, for this service.

All of Castlegar's local routes (Route 31 North Castlegar, Route 32 Columbia, Route 33 Selkirk, Route 34 Kinnaird, and Route 36 Ootischenia) operate Monday to Friday only. As a result, the Route 99 Kootenay Connector, operating between Nelson and Castlegar on weekdays, operates on Saturdays between Nelson and Playmor Junction Park & Ride only, and the Route 98 Columbia Connector (providing service between Trail and Castlegar) operates on weekdays only. Thus, the WKTS currently leaves Castlegar residents with no transit service on Saturdays. The addition of Saturday service would aid local transit users - in particular the 200 students housed at Selkirk College in Castlegar, as well as the many international students, housed with local families, with bus passes but no opportunity to use them on Saturdays in order to access local shopping and services independently.

Service Details:

A. Local Castlegar Saturday service
Local service would be implemented on Castlegar's best-used routes: Route 33 Selkirk, Route 31 North Castlegar and Route 32 Columbia, and Route 34 Kinnaird (in that order). Proposed service levels would consist of:

- Approximately eight round trips on the Route 33 Selkirk to connect students living in residence to area amenities
- Approximately four round trips on a combined Route 31 and Route 32 to connect Robson and North Castlegar residents to the Community Complex
- Approximately two round trips on the Route 34 Kinnaird to provide a basic level of service to this lower-ridership route

Estimated Additional Annual Impacts:

- Hours: 320
- Ridership: 2,100
- Projected local share of costs: $16,500

Longer-Term Option 5: Grandview Heights (Castlegar)

It is recommended that more information be gathered on Grandview Heights and on the transit needs of its residents. It is suggested that this service be implemented first for the period of (1) one year as a handyDART subscription trip using existing system resources. This would help to better gauge demand, before deciding whether to adjust the Route 34 routing, schedule, and trip frequency in order to accommodate this extension.

Offering service to this area as a handyDART subscription trip would involve no additional costs and would be offered in the short term.

Estimated Additional Annual Impacts:

- Hours: 0
- Ridership: To be evaluated
- Projected local share of costs: $0

Regional District of Central Kootenay - Service Changes

The service adjustments, expansions and related costs for implementation relating to the Regional District Central Kootenay are listed below.

Short Term Option 2: Post-Integration Scheduling Adjustments: North Shore

Service Details: The Route 10 North Shore routing was slightly modified and rescheduled as part of the overall system route restructuring of July 2013. Reports from front-line staff and ongoing system monitoring show that slightly more schedule time is needed between the 2nd Street & Gordon and the Six Mile timing points. This adjustment would add four minutes in each direction between these points in order to improve on-time performance.

Estimated Additional Annual Impacts:

- Hours: 190
- Ridership: 700
- Projected local share of costs: $9,800

Short Term Option 3: Regional Service to/from Castlegar

Currently, Castlegar is the only major community with the West Kootenay Transit System (WKTS) without Saturday service. There have been requests from local residents, as well as local elected officials and staff, for this service.

All of Castlegar's local routes (Route 31 North Castlegar, Route 32 Columbia, Route 33 Selkirk, Route 34 Kinnaird, and Route 36 Ootischenia) operate Monday to Friday only. As a result, the Route 99 Kootenay Connector, operating between Nelson and Castlegar on weekdays, operates on Saturdays between Nelson and Playmor Junction Park & Ride only, and the Route 98 Columbia Connector (providing service between Trail and Castlegar) operates on weekdays only. Thus, the WKTS currently leaves Castlegar residents with no transit service on Saturdays. The addition of Saturday service would aid local transit users—in particular the 200 students housed at Selkirk College in Castlegar, as well as the many international students, housed with local families, with bus passes but no opportunity to use them on Saturdays in order to access local shopping and services independently.

Service Details:

B. Route 99 Kootenay Connector Saturday service

Three trips would operate between Nelson and Castlegar, connecting to the Route 98 Columbia Connector at Selkirk College, and two trips would operate between Nelson and Playmor Junction.

- In addition to the new service between Nelson and Castlegar/Trail, this change would mean that Saturday service between Playmor Junction and Nelson would increase from three trips to five.

C. Route 20 Slocan Valley Saturday service

The Route 20 Slocan Valley service (between Playmor Junction and Slocan City) would increase from three Saturday trips to four, with better overall trip spacing during the midday period. On two of these trips, direct service would be provided between Nelson and Slocan City as is now the case. On the other two trips, passengers would transfer to/from the 99 Kootenay Connector at Playmor Junction to continue their trip to Nelson/Slocan.

Estimated Additional Annual Impacts:

- Hours: 340
- Ridership: 2,200
- Projected local share of costs: $17,500

Additional Scheduling Change – Route 76 Kaslo

There is currently too much time given to the Kaslo bus leaving Nelson going to Balfour. The following schedule change will be implemented to address the discrepancy.

1. Change current 8:20 PM departure from Kaslo Seniors Hall to leave at 8:30 AM arriving Kootenay Lake Hospital at 9:48 as opposed to 09:30 AM
2. 0948-1000 recovery time (12 mins, same as current)
3. Depart Kootenay Lake Hospital at 10:00 AM and arrive at Balfour Ferry at 10:46 AM (same as current schedule)

Estimated Additional Annual Impacts:

- Hours: 0
- Projected local share of costs: $0

Regional District of Kootenay Boundary

The service adjustments, expansions and related costs for implementation relating to the Regional District Kootenay Boundary are listed below.

Short Term Option 3: Regional Service between Castlegar and Trail

D. Route 98 Columbia Connector Saturday service
Three trips would operate between Castlegar and Trail, connecting to the Route 99 Kootenay Connector at Selkirk College and other local Castlegar routes at the Community Complex. This would enable travel to both the local Castlegar area as well as to destinations in Nelson and the Slocan Valley.

Estimated Additional Annual Impacts:

- Hours: 230
- Ridership: 1,500
- Projected local share of costs: $11,800

City of Nelson

No changes

Riders Guide Changes

An updated version of the riders guide will accompany the service change incorporating the feedback received from the operating companies, Arrow Slocan Lakes Community Services, City of Nelson and Trail Transit.

Kootenay Zone

- Route 10, Route 99: In rider's guide show which bus type (high-floor vs. low-floor accessible) is used for each trip.
- Route 99: In rider's guide, add text box on Saturdays (direction: to Castlegar) stating "No service to Castlegar".
- Route 10: Change routing shown in rider's guide to reflect a change on the ground: remove from 3rd St, add to 4th St.

Columbi Zone

- Route 98 Columbia Connector and 33 Selkirk – should have the Airport / Casino timing point added in the riders guide.

Slocan Zone

- Remove the "Slocan only" runs from the Kootenay Connector section.

Timeline

The implementation could be started as early as 12 weeks after the signing of this agreement and upon receipt of related signed agreements from the other participating West Kootenay municipal partners.

The timeline considers only the service changes noted above. Significant alterations to the service changes outlined in this agreement or sign off not occurring by the expiry date could result in delays or a need to re-initiate a new Implementation Agreement and timeline

Context (Limitations and Restrictions)

The content of this Memorandum of Understanding is subject to:

1. *Hours are only an estimate*
2. *Fleet requirements have been estimated by the minimum fleet required to deliver the proposed estimated service hours. Actual fleet requirements can only be determined following final scheduling sign off*
3. *Any costs included are based on an estimated operating cost per service hour and vehicle lease fees*
4. *Provincial funding for expansion or capital projects is not yet confirmed*

Recommendation

That all parties agree to the Implementation of the Service Changes noted in this Agreement and requests BC Transit to proceed with the implementation of service changes within the timeline noted.

Local Government Approval

Regional District of Central Kootenay (as per Resolutions 524/14 and 525/14) Attached.

Name RANDY MATHESON Position RESEARCH ANALYST

Signature [signature] Date OCT 7 2014

Regional District of Kootenay Boundary

Name _____ Position _____

Signature _____ Date _____

City of Nelson

Name _____ Position _____

Signature _____ Date _____

MOU created on behalf of **BC Transit**

Name Daniel Pizarro Position Senior Regional Transit Manager

Signature [signature] Date September 24, 2014

REGIONAL DISTRICT OF CENTRAL KOOTENAY
BOARD RESOLUTION – SEPTEMBER 18, 2014 BOARD MEETING

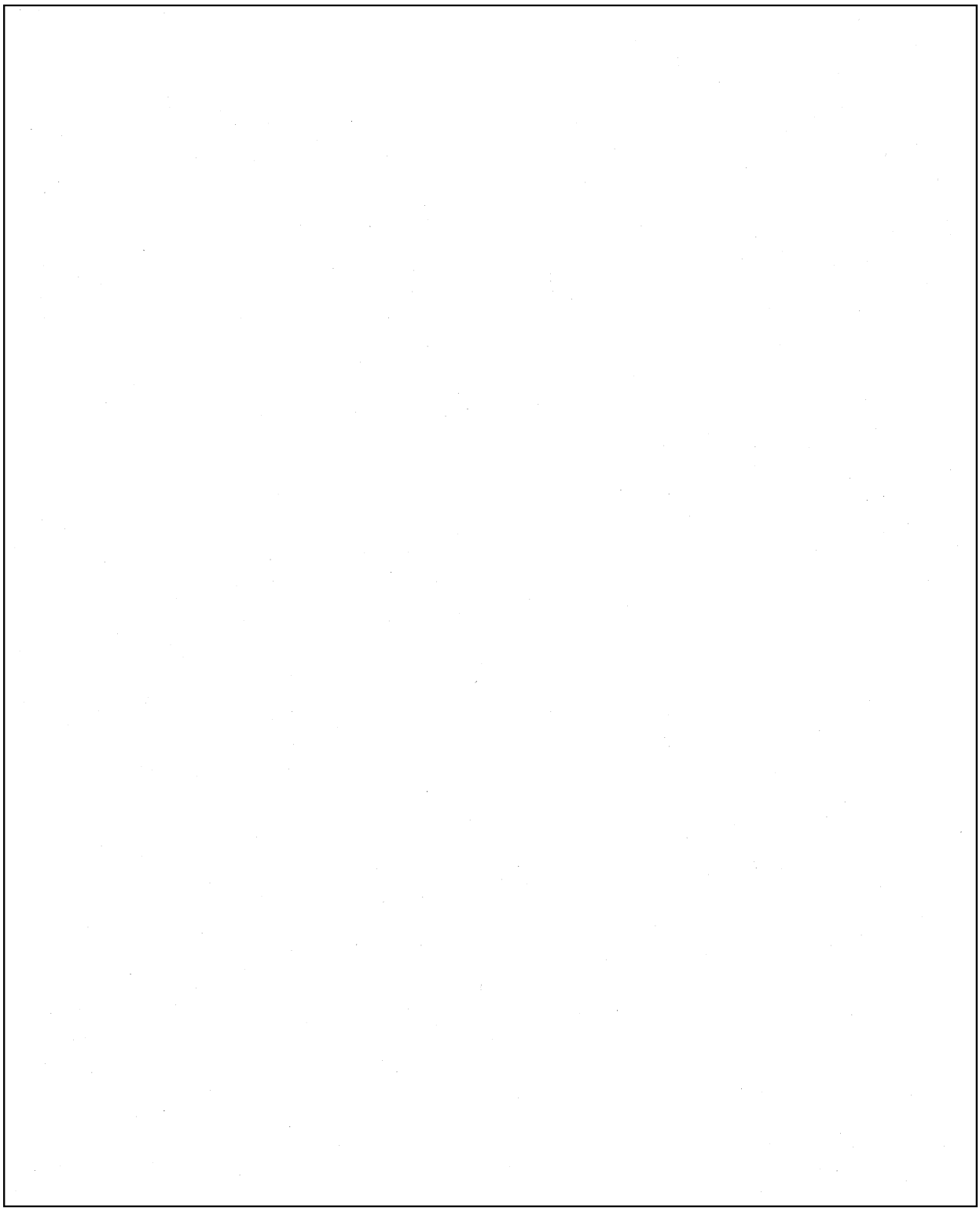
524/14 The Board approve service options for the Castlegar and Area Transit System and implement the services through a signed Memorandum of Understanding.

525/14 The Board approve service options 2,3C and 3D for the West Kootenay Transit System and implement the services through a Memorandum of Understanding.

- Please note that for Castlegar Grandview service, the recommendation is for HandyDart subscription trip at this time to gauge demand.

- Please note that for 3D (now 3C on Memorandum) Slocan Valley Saturday service – While the board approved this option as it increases service from 3 to 4 trips on Saturdays, there were reservations that the change may cause difficulty for the established riders currently utilizing the service.

  The RDCK requests BC Transit to minimize these disruptions as it implements these changes and inform the users well in advance of the changes.



Regional District of Kootenay Boundary

STAFF REPORT

Date: 23 Oct 2014 **File**
To: **Chair McGregor and Members of the RDKB Board of Directors**
From: John M. MacLean, CAO
Re: East End Transit - Master Operating Agreement

Issue Introduction
A staff report from John M. MacLean, CAO regarding the Master Operating Agreement between BC Transit, Trail Transit and the RDKB for the provision of conventional and custom transit services in the Greater Trail area.

History/Background Factors
A new Master Operating Agreement is entered into following a public request for proposal process and any required negotiations. BC Transit conducted the required processes in 2013 and the Master Operating Agreement reflects those processes.

Implications
This agreement expires March 31, 2022.

The financial components of this agreement are managed through the annual operating agreements.

Advancement of Strategic Planning Goals
This is an administrative outcome of the partnership we have with BC Transit for the provision of conventional and custom transit in our communities.

Background Information Provided
- Master Operating Agreement

Alternatives
1. Deferral
2. Approval

Recommendation(s)

That the staff report from John M. MacLean, CAO regarding the Master Operating Agreement between BC Transit, Trail Transit and the RDKB for the provision of conventional and custom transit services in the Greater Trail area be received.

That the Board authorize it's signatories to enter into the Master Operating Agreement with BC Transit and Trail Transit Ltd. for the provision of conventional and custom transit services in the East End Service area.

MASTER OPERATING AGREEMENT

BETWEEN: THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY
(the "Municipality")

AND: BRITISH COLUMBIA TRANSIT
(the "Authority")

AND: TRAIL TRANSIT LTD.
(the "Operating Company")

INFORMATION CONTAINED IN THIS AGREEMENT IS SUBJECT TO THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT. CONSULT WITH THE AUTHORITY PRIOR TO RELEASING INFORMATION TO INDIVIDUALS OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO THIS AGREEMENT.

MASTER OPERATING AGREEMENT

BETWEEN: THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY
(the **"Municipality"**)

AND: BRITISH COLUMBIA TRANSIT
(the **"Authority"**)

AND: TRAIL TRANSIT LTD.
(the **"Operating Company"**)

WHEREAS the Municipality has requested the provision of a Public Passenger Transportation System and the Authority has entered into a Transit Service Agreement pursuant to the British Columbia Transit Act for the provision and cost sharing of that Public Passenger Transportation System;

WHEREAS the Authority is authorized to contract for the provision of a Public Passenger Transportation System and to share in the costs of providing same pursuant to the British Columbia Transit Act;

WHEREAS the Operating Company has submitted an Operating Company's Proposal in response to Request for Proposal 12.12 for the management and delivery of Transit Services which includes detail deliverables, amendments, warranties, representations, any amended and costs;

WHEREAS the Authority has accepted the Operating Company's Proposal for Transit Services subject to the Master Operating Agreement and Annual Operating Agreement;

WHEREAS the Operating Company is authorized to operate, manage and maintain a Public Passenger Transportation System within the Kootenay Boundary and Castlegar and Area Transit Service Area;

AND WHEREAS this Master Agreement forms part of the Annual Operating Agreement for the provision of the Public Passenger Transportation System.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants herein contained, the parties covenant and agree with each other as follows:

SECTION 1 – Definition of Terms

1.1 The following definitions shall apply to this Master Operating Agreement and any Annual Operating Agreements entered into among the parties hereto in accordance with this Master Operating Agreement and as approved pursuant to the BC Transit Act and Regulations and, unless the context clearly indicates to the contrary, any words defined in the singular shall include the plural and vice versa:

a) **"Attendant"** means a person whose presence is essential to the Registered User to enable the Registered User to physically use the service and whose origin and

destination are the same as the Registered User;

b) **"Annual Operating Agreement"** means the Annual Operating Agreement and all attached schedules negotiated and entered into on an annual basis pursuant to the British Columbia Transit Act, among the parties hereto this Master Operating Agreement;

c) "**Community Transit Partnership Agreement**" means a partnership agreement entered into by the Municipality and a third party whereby the third party agrees to pay a fee to the Municipality in order to fund certain services provided under the Annual Operating Agreement;

d) **"Direct Operating Costs"** means the sum of the Fixed Costs and Variable Costs of service, maintenance and other costs of service, where:

i. **"Fixed Costs"** means items of cost that may be reasonably and conveniently identified with the overall service but which cannot be directly assigned to a unit of service such as hours or kilometres of service. Items of cost will exclude the cost of items which are normally capitalized but may include appropriate charges for depreciation of capital assets or the leasing of capital assets. The use of the term Fixed Costs does not mean that some items of cost included will not vary depending on service requirements;

ii. **"Variable Costs"** means items of cost which may be reasonably and conveniently identified and allocated to a specific unit of service such as hours or kilometres of service;

iii. **"Maintenance Costs"** means parts and materials, sublet and labour costs of a qualified licensed mechanic for the maintenance of the Revenue Service Vehicles, but shall not include costs associated with interior and exterior transit advertising signs and non-mechanical servicing of Revenue Service Vehicles such as fuelling, clearing fareboxes, cleaning and painting wheel rims, vehicle washing, etc. and work performed by a serviceman; and

iv. **"Other Costs"** shall include but not be limited to vehicle insurance costs, incurred by the Authority and Operating Company, contingency costs, taxi program costs (if applicable).

e) **"Eligible User"** means any person who is deemed eligible to use Custom Transit Services as defined in Section 11 of the British Columbia Transit Act Regulations.

f) **"Escort"** means a person who accompanies the Registered User but whose presence is not essential to the Registered User to physically use the service and whose origin and destination are the same as the Registered User;

g) **"Extra Service"** means Overloads or Special Transit Service;

h) **"Indemnified Parties"** means the Authority and the Municipality;

i) **"Fare"** means an entitlement to ride upon the services of the Public Passenger Transportation System;

j) **"FOIPPA"** means the Freedom of Information and Protection of Privacy Act and Regulations (British Columbia);

k) **"Kootenay Boundary Transit Service Area"** means the boundaries of the Transit Services as defined in Schedule "A" of the Annual Operating Agreement;

l) **"Master Agreement"** means this Master Operating Agreement including any amendments made thereto in accordance with the terms of this Master Operating Agreement;

m) **"Operating Company's Proposal"** means the Operating Company's accepted proposal submission in response to RFP 12.12 including detailed activities, staffing, warranties, representations and costs as amended by letter of agreement dated June

3, 2013;

n) **"Overloads"** means additional Revenue Service Vehicles operating on specified routes to cope with ridership demands which cannot be served by the regularly scheduled service;

o) **"Physical Assets"** other than Revenue Service Vehicles, means any land, buildings, equipment or other items of a material nature which for accounting purposes are considered to contribute to delivery of Transit Services for a period exceeding one fiscal year;

p) **"Premises"** means the lands, buildings and equipment owned or leased by the Authority and used in the provision of the Public Passenger Transportation System;

q) "**Preventable Vehicle Contact**" means an event where a Revenue Service Vehicle that is under the Operating Company's care and control, or the care and control of a sub-contractor hired by the Operating Company, contacts with another object and the resulting damage to the Revenue Service Vehicle is greater than $500 to repair, or the nature of the damage is significant enough to require repair, and the Authority determines the vehicle contact occurred under one or more of the following circumstances:

i. The driver failed to do everything they reasonably could have done to prevent it, despite the actions of others, the determination of preventable or not preventable in this circumstance will depend on whether the driver is issued a violation ticket for the incident or is found to be fully or partially at fault by police services or ICBC;

ii. The contact occurs at the Premises; or

iii. The contact is with another Revenue Service Vehicle under the Operating Company's care and control or the care and control of a sub-contractor hired by them.

however, this Section 1.1(q) is not intended to apply, and does not apply, to damage that is reasonable wear and tear to the Revenue Service Vehicles such as rock chips, windshield cracks and exterior scuffing that is normally expected when operating public transit vehicles.

r) **"Public Passenger Transportation System"** means a public transit system for the transportation of passengers within the Kootenay Boundary Transit Service Area by any means operated under an Annual Operating Agreement;

s) **"Registered User"** means an Eligible User who has satisfied certification and registration requirements established by the Authority to allow them to use Custom Transit Services;

t) **"Revenue Hours", "Revenue Kilometres"** means those units of service that are actually offered to the public as reflected in the public timetable and set out in the Service Specification, including lay over time between trips;

u) **"Revenue Service Vehicles"** shall include all motor vehicles used for the transportation of passengers that are owned or leased by the Authority, or by the Operating Company where approved by the Authority, and used in the performance of Transit Services;

v) **"RFP 12.12"** means the Section 3 service specifications and Section 4 business requirements of the Request for Proposal and all attached supplemental information issued by the Authority dated August 28, 2012 which details the service specifications, contract deliverables and business requirements;

w) "**Service Specifications**" means a detailed description of the Public Passenger

Transportation System covered by Schedule "B" of the Annual Operating Agreement;

x) **"Shared Services Resources"** means the management, planning, financial, procurement, fleet and maintenance management, contract and performance management, marketing, environmental, safety, training and other services and resources provided by the Authority to support the Public Passenger Transportation System;

y) **"Special Transit Service**" means infrequent and temporary service provided within the Kootenay Boundary Transit Service Area for specific events or purposes beyond the Revenue Hours outlined in Schedule "B" of the Annual Operating Agreement. Special Transit Services will not exceed the boundaries of the ICBC coverage unless written permission is given in advance by the Municipality and the Authority;

z) **"Statutory Holidays"** means New Year's Day, Family Day, Good Friday, Victoria Day, Canada Day, B.C. Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day and/or any other days that may be gazetted as being a holiday in and for the Province of British Columbia;

aa) **"Support Vehicles"** means all motor vehicles owned or leased by the Operating Company that are not Revenue Service Vehicles, but are used as support vehicles in the performance of Transit Services and which vehicles are approved by the Authority. Examples of Support Vehicles would include transit supervisors' vehicles or on road mechanics' vehicles;

bb) **"System Revenues"** means the revenue of the Public Passenger Transportation System and includes revenue from farebox, revenue from sale of passes and tickets, revenue from advertising contracts and any other Fare related revenue accruing from the operation of the Public Passenger Transportation System pursuant to this Master Agreement;

cc) **"Taxi Saver"** means a custom transit program that provides a direct subsidy in the form of taxi saver coupons to Registered Users;

dd) **"Transit Services"** includes without limitation any activity related to the provision of the Public Passenger Transportation System, whether conducted directly or indirectly by the Operating Company or its agents, affiliates, subsidiaries, contractors or representatives, to operate, maintain, repair or store vehicles, equipment or infrastructure and conduct any related environmental and waste management measures and includes:

i. **"Conventional Transit Services"** shall mean services and facilities operated by or for a public passenger transportation system to transport persons on specified fixed routes and schedules using public streets or thoroughfares, but does not include Custom Transit Services or Paratransit Services;

ii. **"Custom Transit Services"** shall mean services and facilities operated or provided by a Public Passenger Transportation System for on demand point to point transportation of any Registered User; and if applicable

iii. **"Paratransit Services"** shall mean services and facilities operated or provided by a Public Passenger Transportation System offering more flexible service than Conventional Transit Services. Paratransit Service is a blend of Conventional Transit Services and Custom Transit Services providing service to able bodied transit passengers as well as Registered Users using the same Revenue Service Vehicles that deviate periodically from their fixed route and fixed schedules to provide on demand point to point service.

iv. Special Transit Service has the meaning assigned under 1.1 (y)

SECTION 2 - Municipal Responsibilities:

2.1 In accordance with the terms and provisions of this Master Agreement, the Annual Operating Agreement and the British Columbia Transit Act, the Municipality shall be responsible for:

a) Participating in the development of, and where in agreement, approving plans and amendments to the Public Passenger Transportation System including:

i. Determining service goals, levels and objectives for the Public Passenger Transportation System;
ii. Approving transit service plans and where feasible incorporating these plans into Official Community Plans and transportation plans for the Municipality;
iii. Approving bus routes;
iv. Approving the Service Specifications prepared by the Authority and contained in Schedule "B" of the Annual Operating Agreement consistent with operating and capital budgets set by the Authority and the provisions of the Annual Operating Agreement; and
v. Approving, after prior consultation with the Authority, requests for Special Transit Services in accordance with the policies and procedures developed by the Authority and the contingency budget provisions of Schedule "C" of the Annual Operating Agreement or as otherwise agreed to by parties for the payment of the Special Transit Services.

b) Establishing necessary traffic control by-laws and transit priority measures on Municipal streets including:

i. Approving, installing and maintaining bus stops, shelters and related amenities;
ii. Identifying bus stops or shelters with signs and decals provided by the Authority and consistent with the Authority's brand standards. The purchasing of materials, installation and maintenance of stops and shelters and related costs are the responsibility of the Municipality; and
iii. Notifying the Operating Company at least 48 hours in advance of any scheduled or anticipated street closures or traffic disruptions affecting transit service; develop alternate routings in consultation with the Operating Company; and ensure that adequate signage is posted along affected portions of routes.

c) With respect to System Revenues:

i. In consultation with the Authority, establishing a tariff of Fares and prescribing the terms and conditions applicable to each Fare category and amending this Fare structure in whole or in part from time to time;
ii. Depositing and reporting of system revenues received from the Operating Company as required under Section 4 of this Master Agreement;
iii. Submitting a completed "Report of Revenue" form, supplied by the Authority, within 10 working days of the end of each month showing all system revenues collected on a monthly basis; and
iv. Sell, or manage a network of vendors for sales of fare products.

d) With respect to budgets and payment:

i. Approving annual budgets in the Annual Operating Agreement consistent with the Service Specification and the Authority's budgets;
ii. Paying the actual amounts owing to the Authority under the Annual Operating Agreement on a monthly basis in accordance with the payment terms outlined in the Annual Operating Agreement; and
iii. Where requested by BC Transit, prior to the negotiation of each Annual Operating Agreement, the Municipality shall determine its administration costs relative to its responsibilities under that Agreement. Payment for these costs, pursuant to Schedule "C" of the Annual Operating Agreement shall not exceed 2% of the Direct Operating Costs for the service.

e) Supporting the sustainability of the Public Passenger Transportation System by:

i. Taking into consideration the impacts on transit service effectiveness when making local land use decisions; and
ii. Promoting the use of the Public Passenger Transportation System.
iii. Defining the service area where custom transit is to be provided
iv. Providing bus stop GPS information need for online system information to support systems such as Google Transit.

f) Consulting with the Authority prior to entering into Community Transit Partnership Agreements.

SECTION 3 - Authority Responsibilities:

3.1 In accordance with the terms and provisions of this Master Agreement, the Annual Operating Agreement and the British Columbia Transit Act, the Authority shall be responsible for providing and directing the Shared Services Resources for:

a) Managing the Operating Company's overall delivery of Transit Services including:

i) In consultation with the Municipality and Operating Company, establishing customer service practices and procedures; and
ii) Conducting any inspections and audits the Authority deems necessary of the Operating Company, Transit Services, Revenue Service Vehicles, Premises and other Physical Assets.

b) Developing policies and procedures for the delivery of the Transit Services including:

i) Prescribing Registered User eligibility criteria and developing procedures and policies to be used by the Operating Company for the assessment and registration of Eligible Users for Custom Transit Services; and
ii) Developing procedures and policies for the delivery of Extra Services.

c) Planning, preparing and implementing the Transit Services including:

i) In consultation with the Municipality, providing Public Passenger Transportation System marketing in accordance with Section 10 and the budget specified in Schedule "C" of the Annual Operating Agreement;

ii) Ensuring that the terms and conditions of the transit advertising agreement between the Authority and the advertising contract company are met, and that the designated revenues generated by this contract are credited to the Municipality;

iii) Negotiating the terms of the Provincial BC Bus Pass and ensuring that the designated revenue is credited to the Municipality;

iv) Providing on a periodic basis, as agreed between the Municipality and the Authority, the Municipality with reports which will specify:

(1) The actual costs of service compared to the budgeted costs specified in Schedule "C" of the Annual Operating Agreement; and

(2) The revenue accrued to date, including farebox and other transit revenue (obtained from the Municipality or credited to the Municipality) compared to the budgeted revenue amount.

v) Providing, on a periodic basis, as agreed between the Operating Company and the Authority, the Operating Company with the budget versus expenditure report which specifies the direct costs of operation compared to the budgeted cost.

3.2 Subject to Section 6, reimbursing the Operating Company upon receipt of a monthly Operating Company invoice in the form determined by the Authority, and in accordance with Schedule "D" of the Annual Operating Agreement, for:

a) All costs, other than fuel and maintenance, duly incurred by the Operating Company as a result of this Master Agreement and the Annual Operating Agreement, to be calculated and paid monthly in accordance with Schedule "D" of the Annual Operating Agreement;

b) All parts and labour for maintenance of the Authority's Revenue Service Vehicles. The amount paid for parts shall not exceed the amount paid by the Operating Company and shall be net of GST or PST. The amount paid for labour shall be calculated and paid in accordance with Schedule "D" of the Annual Operating Agreement; and

c) The Operating Company's actual fuel usage to deliver the Transit Services by month based on the monthly report, designated by the Authority, completed and submitted by the Operating Company via the Authority's established billing process. Total monthly litres will be reimbursed at the average fuel price per litre paid by the Operating Company for the fuel consumed in the month. The Operating Company will be required to submit a detailed monthly fuel reconciliation report to the Authority which calculates the average monthly fuel price charged to the Authority by the Operating Company.

3.3 Designating the Operating Company's supplier of fuels, tires and other parts of significance for maintenance of the Authority's Revenue Service Vehicles. The Operating Company will be responsible for establishing an account and purchasing from the designated suppliers.

3.4 Determining and providing the following:

a) the Revenue Service Vehicles, Premises and other Physical Assets required by the Operating Company for the provision of the Transit Services pursuant to lease or license agreements with the Authority and monitor the use, maintenance and conditions of such Revenue Service Vehicles, Premises and Physical Assets;

b) Fareboxes;

c) Vehicle stop identification signs in accordance with the marketing provisions of the budget contained in Schedule "C" of the Annual Operating Agreement and the Authority's branding standards; and

d) Requirements and technical support for the maintenance of Revenue Service Vehicles and Premises operated by the Operating Company.

SECTION 4 - Operating Company Responsibilities:

4.1 In consultation with the Authority and in accordance with the terms, provisions and requirements of this Master Agreement, the Annual Operating Agreement, RFP 12.12, the Operating Company's Proposal and any additional policies and procedures issued by the Authority as amended from time to time, the Operating Company shall be responsible for:

a) Managing and operating the Public Passenger Transportation System including:

i) Supplying the Transit Services in an effective and efficient manner;
ii) Providing trained, competent, uniformed and licensed drivers and require such drivers to operate the Revenue Service Vehicles strictly in compliance with the rules and regulations attached hereto as Section 8;
iii) Ensuring that its servants, employees, agents, contractors and others doing business with the Operating Company shall comply strictly with the rules and regulations attached hereto as Section 8;
iv) Maintaining a dispatch service for the Custom Transit Services;
v) Assessing the eligibility of registrants for Custom Transit Services by applying the procedures and policies provided by the Authority;
vi) Inspecting the on-street facilities and promptly inform the Municipality of any maintenance or upkeep required; and
vii) Taking all necessary and reasonable measures to maintain safe service during adverse operating conditions, detours and emergencies and ensuring the public is kept informed of the measures through timely updates to the resources designated by the Authority and Municipality for the dissemination of public information.

b) Conducting all actions and activities necessary to service, maintain and insure the Revenue Service Vehicles and Support Vehicles used for the Public Passenger Transportation System including:

i) Subject to Section 4.1(b)(ii), maintaining, servicing and insuring the Revenue Service Vehicles provided as specified in the lease agreement between the Authority and the Operating Company and in accordance with the Authority's preventative maintenance program and directives of the Authority issued from time to time, the requirements of RFP 12.12, the Operating Company's Proposal and in compliance with the National Safety Code and any other requirements of the Provincial Motor Vehicle Act and Regulations to ensure that all vehicles used to deliver or support the Transit Services be maintained in strictly safe and dependable condition at all times; and

ii) The Operating Company shall contact the Authority for technical advice prior to undertaking any Revenue Service Vehicle repair estimated to cost in excess of the limits established by the Authority.

c) Using maintenance apprentices where practical. Any proposal to employ apprentices to work on Revenue Service Vehicles must be presented to the Authority for consideration and approval by the Authority's manager responsible for fleet maintenance. In all cases, the work of an apprentice must be performed under the supervision of a licensed mechanic who accepts responsibility for the work. The apprentice labour rate must also be identified separately in Schedule "D" - Payment Schedule of the Annual Operating Agreement;

d) Ensuring all employees are appropriately trained for the work they are conducting in support of delivering the Transit Services, including ensuring all training staff are effectively trained using the Authority's training manuals where available and as updated from time to time;

e) Ensuring that all Revenue Service Vehicles and Support Vehicles are equipped with a properly functioning communication system, with the drivers, and on street supervisors who are on shift, maintaining a listening radio contact with central dispatch at all times during the service day subject to interruptions that may occur in the communications signal from time to time;

f) Supplying the Authority with a list of all Support Vehicles which are to be used in the execution of this Master Agreement and the Annual Operating Agreement, stating model, make and year; and insure such vehicles in accordance with Section 12;

g) Making all reasonable efforts to maintain the Revenue Service Vehicle blocking provided by the Authority to support the integrity of information being provided to passengers and the information being collected on the system;

h) Collecting from each passenger such Fare as set out in the Public Passenger Transportation System Tariff, being Schedule "E" of the Annual Operating Agreement and ensuring the security of the farebox revenue and the transfer of such revenue to an official or bank designated by the Municipality. With respect to Custom Transit Services passenger revenue, the Operating Company is responsible for maintaining records of passengers carried and revenue collected including books of account back to daily passenger and revenue records;

i) Maintaining a transit telephone, electronic messaging and mail information service, to be attended by a competent representative at all times during the agreed upon business hours to provide accurate information with respect to the service

specification, missed, unmet or late trips, tariff and rules and regulations. The Operating Company shall maintain a complete log of all complaints and suggestions however received, to include date of the communication, name and address of the party, nature of complaint or inquiry, and the action taken to rectify the matters in question. The Operating Company shall respond to written complaints from the public with respect to the operation of the Public Passenger Transportation System, and refer suggestions to the Authority and Municipality. The Operating Company shall train all of its staff in customer service relations through a formal training course and shall instruct its staff members to treat customer service as a major component of its daily provision of service;

j) Processing and securing of all lost property found by an employee or other person on all Revenue Service Vehicles. Such processing and security shall ensure maintenance of a log of items found and the issuance of proper receipts to all persons involved when the lost property is returned to the owner or disposed of in a manner agreed upon by all parties to this Master Agreement;

k) Keeping and filing such records as may be required by the Authority and the Municipality as set out in Section 9, and any other information requested that is available, subject to the following conditions:

   i) All Registered User records are the property of the Authority. The Operating Company shall keep these records in a strictly confidential manner and in compliance with the requirements of Section 13 of this Master Agreement and any applicable legislation. The Authority shall have access to review the Operating Company's Registered User records at all times; and

   ii) Twice a year, the Operating Company is to separate records of persons who have not used the Custom Transit Services for six months and retain these records in an inactive file;

l) Maintain proper books of account and supporting records for the Transit Services, including audit trails from books of account back to source documents; and providing the Authority with an audited financial statement upon request;

m) Placing, changing, maintaining and storing interior and exterior transit advertising material in accordance with instructions provided from time to time by the advertising contract company designated by the Authority and Municipality;

n) Complying with the requirements of its License of Occupation #12.12A and:

   i) Maintaining the Premises in good operating and physical condition by providing regular inspection, repairs and maintenance;
   ii) Complying with all Premises maintenance and inspection recommendations provided by the Authority;
   iii) Maintaining an environmental management system, including procedures, documentation, reporting, best practices and spill response to the satisfaction of the Authority;

iv) Responding and rectifying any environmental non-compliance caused by the Operating Company or party under its control. The Operating Company shall not be responsible for or liable for any environmental issue that pre-dates the start of Operating Company's occupancy of the Premises, except that they will remain responsible for immediately notifying the Authority of the existence of an environmental issue that pre-dates the start of Operating Company's occupancy of the Premises where they become aware of it while occupying the Premises.

v) Complying with all procedures, best practices, including shop maintenance practices, as recommended by the Authority or otherwise;

vi) Without the prior written consent of the Authority, not causing or suffering or permitting any hazardous materials to be stored or used on the Premises or in connection with the performance of the Public Passenger Transportation System and/or vehicle maintenance contemplated hereunder, except in compliance with all environmental laws, by-laws, orders and regulations; and

vii) Without the prior written consent of the Authority, not permitting the release of any hazardous materials onto the Premises or any parts of the lands or the environment.

o) Sending representatives to the Authority's annual workshop and maintenance seminars;

p) With respect to each Preventable Vehicle Contact, paying the Authority an amount equal to the lesser of:

i) The actual cost to repair the damage to the Revenue Service Vehicle as a result of the vehicle contact or

ii) $5,000;

for repair of the physical vehicle damage.

4.2 The Operating Company agrees that all hazardous materials used in the performance of the Public Passenger Transportation System and/or vehicle maintenance are the sole and exclusive property of the Operating Company.

4.3 The Operating Company confirms and, for greater emphasis, covenants that, save as disclosed in writing by the Operating Company prior to the signing of this Master Agreement, no Director, officer or employee of the Authority or an associate of such Director, officer or employee:

a) Has any interest in the Operating Company whether by way of ownership, management or control, employment or otherwise including any contractual relationship; or

b) Has or is entitled to have any interest in this contract or any benefit arising therefrom.

4.4 The Operating Company further covenants and agrees that the provisions contained in Section 4.3 above, is a fundamental condition of this contract, and any breach thereof shall entitle the Authority, at its sole discretion, to terminate this Master Agreement and the related Annual Operating Agreement whereupon the Operating Company shall reimburse the Authority for any loss which it sustains as a result of termination.

4.5 The Operating Company is and shall at all times remain an independent contractor to the Authority and neither this Master Agreement, the Annual Operating Agreement or other agreement, nor performance of the Transit Services and any related work, shall create a relationship of principal and agent, partnership, joint venture or any other legal relationship. Neither The Operating Company nor the Authority has authority, and shall not represent itself as having authority, to enter into any legal obligation binding on the other or otherwise to act in any manner for, or on behalf of, the other. In no event shall the Authority be deemed as the operator of the Transit Services that are delivered. The Operating Company shall be responsible for all site safety and shall be deemed to be the "Prime Contractor" for the purposes of all occupational health and safety regulations (WorkSafe BC) from the effective date of this Master Agreement until such time as the Authority delivers to the Operating Company written notice that another contractor has been appointed "Prime Contractor".

4.6 Without the prior written consent of the other parties to this Master Agreement, the Operating Company agrees to not enter into any agreement which would adversely affect the budget, Schedule "C" of the Operating Agreement, or the level of service as specified in Schedule "B" of the Annual Operating Agreement to be provided during the term of this Master Agreement or in subsequent periods.

4.7 Without prior written consent by other parties, the Operating Company agrees to not substantially change its corporate structure by way of shareholders, directors or management.

4.8 Subject to Section 6, in the event that the Authority is required to assume some or all of the Operating Company's responsibilities to ensure the safety and security of the Public Passenger Transportation System, the Operating Company will use all commercially reasonable efforts to cooperate with the Authority to minimize any negative impacts to the Transit Services.

SECTION 5 – Indemnity:

5.1 The Operating Company shall indemnify and save harmless the Indemnified Parties from any suit, claim, loss, damage, injury of any nature or kind whatsoever arising out of or connected with the Transit Services provided by the Operating Company pursuant to this Master Agreement and/or the Annual Operating Agreement; and without restricting the generality of the foregoing, shall conform to the insurance requirements of Section 12 of this Master Agreement and maintain in effect such employee benefits and insurance as specified or required by law or collective agreement. However, the Operating Company shall have no duty to indemnify, defend or save harmless for any suit, claim, loss, damage, cost or injury to the extent such is caused by or arises out of the gross negligence or wilful misconduct of the Indemnified Parties.

5.2 The Operating Company further agrees that:

a) The indemnity granted under section 5.1 applies equally to Transit Services provided by its agents, representatives, contractors, subcontractors, affiliates, subsidiaries and their respective officer, directors, agents, successors and assigns;

b) The liability protection of the Operating Company's indemnity in section 5.1 applies

equally to both the Indemnified Parties', affiliates, subsidiaries and their officers, directors, employees, agents, successors and assigns;

c) For the purposes of Section 5.1, the term "damages" includes damages of whatever nature and includes without limitation fines, penalties, costs and expenses associated with the claims, lawyers' fees, and court costs; and

d) The obligations of the Section 5.1 indemnity apply equally to the Operating Company's current and former directors if the Operating Company becomes defunct, insolvent or is otherwise unable or unwilling to discharge the indemnity obligations.

5.3 The Operating Company will defend, at its expense, any proceeding, whether it be actual or reasonably imminent, of any kind whatsoever, against the Indemnified Parties that, if successful, would result in a liability contemplated by Section 5.1, even if any of the allegations of the proceeding are groundless, false or fraudulent.

5.4 The Operating Company may make such investigation, conduct such negotiations towards settlement and, with the written consent of the Indemnified Parties, make such settlement of any proceeding as it deems expedient, provided that:

a) The Indemnified Parties will not be required to admit liability as part of any proposed settlement;

b) If, within ten business days after receiving written notice by the Operating Company of a proposed settlement acceptable to the Operating Company and the claimant, the Indemnified Parties fails to give their consent to the settlement, the Operating Company will not be responsible for any legal fees and disbursements or other costs and expenses relating to the proceeding incurred after the date of the notice and the Operating Company may require the Indemnified Parties to assume the defence of the proceeding; and

c) If any amount is recovered by the claimant in excess of the amount of a proposed settlement described in paragraph (b) that excess amount will not be recoverable under this Indemnity.

5.5 The Operating Company will consult the Indemnified Parties on the appointment of any defence counsel to be engaged by the Operating Company in fulfilment of its obligation to defend proceedings, provided that after such consultation, the Operating Company may, in its sole discretion, appoint and instruct any counsel of its choice. The Indemnified Parties reserve the right to appoint their own respective legal counsel to review, audit, and defend the Indemnified Parties. The Operating Company shall cooperate fully and provide all relevant information to Indemnified Parties' respective legal counsel.

5.6 If the Operating Company defends a proceeding against the Indemnified Parties and at the conclusion of that proceeding (including any appeals in connection therewith) the Operating Company is not liable to indemnify the Indemnified Parties pursuant to this Indemnity, the Indemnified Parties will pay to the Operating Company, within 60 days of the Operating Company making demand therefore, all reasonable fees, disbursements, costs and expenses incurred by or on behalf of the Operating Company resulting from the investigation and defence (and any appeals) of such proceeding.

5.7 For greater certainty and subject to Section 5.4, the potential availability or assertion of a defence to a proceeding based on Section 61 of the Environmental Management Act does not limit the Operating Company's obligation to defend that proceeding.

SECTION 6 - Payment Alterations

6.1 Payments to be made pursuant to Section 3.2 shall be subject to the following alterations:

a) Variable Costs: Failure by the Operating Company and/or its employees to provide service in accordance with the Service Specification shall result in a deduction from the Variable Cost payments, as specified in Schedule "D" of the Annual Operating Agreement. The Operating Company shall not have its variable cost payments reduced when routes are obstructed by snow or other similar "Acts of God" or work projects performed by or for the Municipality and obstructions caused by other third parties unless the Operating Company knew about the obstructions and could have mitigated the loss of service had they responded in a way that was reasonable given the circumstances. A written statement of deleted Revenue Hours and deleted Revenue Kilometres shall be submitted monthly by the Operating Company to the Authority stating: the amounts of losses, dates, time and causes that arose during the prior month. Where the Operating Company fails to report lost service as required under this section, the deduction from the variable cost payment shall be considered liquidated damages and will be calculated as double the amount that would otherwise have been deducted if the lost service had been reported in compliance with this section.

b) Fixed Costs: In the event that the Operating Company fails in the due performance of any part of this Master Agreement and/or the Annual Operating Agreement, the Authority may determine, in consultation with the Municipality, to make such arrangements as it considers necessary to provide some or all of the services which are the subject of this Master Agreement. In the event of any such failure to perform, a pro-rata allocation of Fixed Costs, as specified in Schedule "D" of the Annual Operating Agreement, shall be deducted for each day or part day that such failure continues. Any loss, damage or deficiency that may directly arise shall be deducted out of any moneys otherwise payable to the Operating Company under the terms of this Master Agreement and/or the Annual Operating Agreement and should said moneys so deducted not be sufficient to indemnify and cover such losses, the deficiency then due shall be charged against the Operating Company.

c) Key Performance Goals and Targets: Section 4 of RFP 12.12, and related supplemental information to RFP 12.12, outlines the key performance goals which the Operating Company will be measured by, some of which will attract credits for the Operating Company or charges in the form of liquidated damages paid to the Authority as outlined in RFP 12.12. Any related liquidated damages charges resulting from the Operating Company's failure to achieve these key performance goals will be applied as a deduction to the Operating Company's monthly invoice amount as outlined in RFP 12.12. The Authority must notify the Operating Company of its intent to assess liquidated damages charges under this section within thirty (30) days of the Authority becoming knowledgeable of the event giving rise to the liquidated damages charges so that the Operating Company has the opportunity to investigate the matter in order

to either correct the cause of the set off, and avoid further liquidated damages charges, or to establish the Operating Company did not cause the event giving rise to the liquidated damages charges. If the Authority fails to alert the Operating Company within the thirty (30) days of any potential set off, the set off will be waived. Credit amounts earned by the Operating Company during an Annual Operating Agreement's contract year will be reconciled within 30 days of each Annual Operating Agreement's year end (March 31) and applied as outlined in RFP 12.12, and may result in a refund being issued to the Operating Company of amounts paid by them during the contract year as liquidated damages charges.

SECTION 7 - Service Specification Notes

7.1 For purposes of this Service Specification, scheduled Revenue Service and Revenue Kilometres are calculated according to the current public timetable and are detailed in Schedule "B" of the Annual Operating Agreement.

7.2 Subject to the availability of Extra Service funds in the budget, being Schedule "C" of the Annual Operating Agreement or as otherwise agreed to by the parties in writing, the Operating Company shall:

a) Have the capability to operate extra Revenue Service Vehicles for the purposes of Overloads as may be warranted, without prior approval in order to prevent a pass up of passengers due to full loading or in reasonable expectation of a pass up, or to maintain regular service under adverse operating conditions, but the Operating Company shall not schedule these services beyond five consecutive days of operation without the approval of the Authority and the Municipality; and

b) Upon prior approval of the Authority and the Municipality, and subject to reasonable notice and vehicle availability, have the capability to operate extra Revenue Service Vehicles for the purposes of Special Transit Services in accordance with policies established by the Authority;

For providing the Extra Service outlined in this Section 7.2, the Operating Company shall be entitled to be paid at the rates set forth in Schedule "D" of the Annual Operating Agreement.

7.3 The Operating Company shall be notified of any and all intentions to amend or modify the Service Specification contained in Schedule "B" of the Annual Operating Agreement at least two (2) months in advance of the intended effective date of the proposed amendment. All amendments to the services specified in Schedule "B" shall be documented as amendments to the Schedule "B", and shall contain a detailed description of the amendment. Amendments to the Service Specification within the terms of this Master Agreement shall only be proposed when the estimated cost of the amendment is within the contingency provision of the budget contained in Schedule "C" the Annual Operating Agreement or where additional expansion funding has otherwise being agreed to by the Authority and the Municipality.

7.4 Where the Operating Company is requesting additional compensation as a result of an amendment or modification of service, the Operating Company is required to provide sufficient supporting information showing the cost impact the amendment or modification has on their Direct Operating Costs.

7.5 Where the service for Custom Transit Service includes the use of a taxi supplement as specified in Schedule "C" of the Annual Operating Agreement, taxis are to be dispatched by the Operating Company. Taxis should be used in the same manner as regular custom transit vehicles. The Operating Company should endeavour to give company(s) with wheelchair accessible vehicles the first opportunity to provide service.

SECTION 8 - Rules and Regulations

8.1 The Operating Company shall ensure that all drivers adhere to the rules and regulations outlined in the Authority's training manuals as amended from time to time and including the following:

a) Drivers shall deal in a courteous and professional manner with passengers at all times and shall assist the passengers with due care and diligence and use every reasonable precaution to prevent loss or damage to any vehicle because of fire, theft, collision or damage to property or third persons;

b) All drivers and other employees in contact with the public shall be fully conversant with the custom transit user eligibility criteria (where applicable), service schedules, timetables, Fares, and the applicable rules and regulations in this Section;

c) The Operating Company shall set and enforce standards of dress and grooming for its employees, within the limitations imposed by the BC Human Rights Code or any other law, and shall be subject to periodic scrutiny and approval by the Authority;

d) The Operating Company shall maintain a reliable clock at its operation centre, to be checked daily against a reliable standard; and shall ensure that its employees operate according to this standard;

e) With respect to Conventional Transit Services, route and destination signs are to be correctly displayed for the next trip immediately prior to the completion of the previous trip. Drivers are also required to announce all route deviations, temporary bus stop changes and, where notified by the Authority, the enunciation to passengers of all major stops and transit exchanges;

f) A driver shall not unreasonably refuse passage to any passenger, but reserves the right to refuse to carry in any Revenue Service Vehicle and order to leave the Revenue Service Vehicle, any person who is ill to the point of endangering the health of other passengers, intoxicated, boisterous, disorderly or profane, or who for any other reason may be offensive or dangerous to the driver or other passengers, or property of passengers, the Operating Company, the Authority or the Municipality. A person refused passage should not be left at any point where he/she is likely to be exposed to danger. Extreme care shall be observed in this respect during cold or inclement weather, late at night, or when the passenger is intoxicated. The Operating Company may refuse service to any individual whose wheelchair or other mobility device in the opinion of the Operating Company, poses a safety hazard to the occupant or to the other passengers in the vehicle;

g) With the exception of a certified service dog accompanying a blind person or hearing disabled person, dogs and other pet animals are not to be carried on revenue service Vehicles unless approved by the Authority;

h) Folded baby strollers and large packages may be carried only when they cause no nuisance or obstructions to other passengers. The Operating Company may refuse to

allow any passenger to bring on board any vehicle anything that in its opinion might cause danger or nuisance to its employees or other passengers, or might soil or damage property of its employees, other passengers, the Operating Company, the Municipality or the Authority;

i) Smoking by passengers and drivers inside any vehicle in service is prohibited;

j) Where electronic fareboxes are in use, the Operating Company must ensure its drivers are operating the fareboxes in compliance with the Authority's driver instruction manuals. Passengers must deposit their own Fare product in the farebox; drivers are not permitted to handle cash or tickets except when the passenger is unable to do so;

k) Revenue Service Vehicles will stop for boarding or alighting passengers upon request at all designated bus stops, flag stops and safe spots which may be established by the Municipality, and which meet safety and operating requirements of the Operating Company. Revenue Service Vehicles will carry passengers at all times when in Revenue Service unless otherwise specified;

l) As indicated by the schedules or as directed by dispatch, timed transfer connections are designed for the convenience of passengers and the Operating Company will endeavour to ensure that such connections can be made whenever practicable; and

m) Rider's guides should be made available on board all Revenue Service Vehicles when in service on Conventional Transit Services routes.

8.2 In addition to the applicable rules outlined above in Section 8.1, when conducting Custom Transit Services the Operating Company shall ensure that the following rules are also adhered to:

a) As Custom Transit Services provide service to and from accessible building entrances, drivers shall assist Registered Users from the door at the pick-up point, to the door at the drop-off point; Registered Users requiring assistance beyond that outlined above must travel with an Attendant;

b) Escorts and Attendants should as a general rule be picked up and dropped off at the same point as the Registered User they are accompanying;

c) A Registered User wishing to travel with an Escort or Attendant must notify the dispatcher when booking the trip. Escort trips may be limited due to space restrictions;

d) Drivers shall assist individuals who may have difficulty securing their own seat belts. Drivers shall safely secure wheelchairs or other mobility devices once inside the vehicle. Drivers shall endeavour to ensure that all passengers use seat belts as required under by the British Columbia Motor Vehicle Act. The definition of assistance does not require the carrying of an individual up or down steps, or the carrying of parcels to and from the revenue service Vehicles;

e) Subject to the policies and procedures that may be established or amended by the Authority from time to time:

i) Registered Users will be encouraged to cancel trip requests as soon as possible; and

ii) Habitual no-shows or non-cancellations may be grounds for a review and potential temporary suspension of Registered User privileges by the Operating Company. The Operating Company shall advise the Authority of any such situations prior to implementing any suspension of privileges.

SECTION 9 - Reports

9.1 The Operating Company shall accurately measure, prepare and file with the Authority within the time stated, the reports and key performance indicators they are responsible for reporting as outlined in RFP 12.12. The Authority reserves the right to, in its sole discretion, add, amend or delete any requirements for additional reports and/or key performance indicators during the term of the contract, except in those instances where the key performance indicator is related to a penalty or credit in which case they may be added or amended only where all parties to this Master Agreement agree to the amendment in writing.

9.2 In addition to the reports identified in RFP 12.12, the following reports shall also be prepared by the Operating Company on a regular basis and submitted to the Authority:

a) Due within 14 days of month end:

i) Monthly Revenue Service Checklist – Applies to Conventional Transit Services only;
ii) Custom/Paratransit Monthly Statistics Summary;
iii) If applicable, Taxi Saver Sales Record & Inventory Control and Taxi Saver Monthly report; and
iv) Reports for Special Transit Services.

b) On Request:

i) Complaint Logs;
ii) Trip Request and Driver Log Forms – Applies to Custom Transit Services; and
iii) Maintenance Invoices.

9.3 Where the Operating company is required to file a report identified in Section 9.1 or 9.2(a) by a specified day, the Operating Company will be required to pay a late filing fee of $100 per business day per report if the report is received later than 5 business days after its due date unless the Authority, in its sole discretion, decides to waive part or all of the late filing fee. Late filing fees will be deducted from the Operating Company's monthly invoice. Incomplete or incorrect reports will not be considered filed until all information required is provided and/or corrected by the Operating Company.

SECTION 10 - MARKETING

10.1 The Authority shall, in consultation with the Municipality, provide public information, marketing and communications services consistent with the budget established in Schedule "C" of the Annual Operating Agreement and the Authority's branding standards to promote the Public Passenger Transportation System. For greater

certainty, public information, marketing and communications services shall include a website presence, telephone listings, rider's guides, press releases and bus stop signs.

10.2 Without impeding the authority of the Municipality to communicate with the public in respect to local transportation issues, development and its transit program, the Authority will be the primary spokesperson for transit operational issues relating to the Public Passenger Transportation System and all parties will cooperate when necessary to ensure accurate and effective public communications.

10.3 All parties will ensure that the Authority's and Municipality's respective corporate graphic standards are met in local promotions and communications.

10.4 The Operating Company shall maintain the appearance of the Revenue Service Vehicles in accordance with the Authority's branding standards.

SECTION 11 - Tariff Notes

11.1 Passenger Categories: There shall be the following passenger categories:

a) Child - a person who is under five (5) years of age;
b) Student - a person, other than a child, who is:

   i) Under the age of 21 years;
   ii) Regularly attending classes at a public or private school at or below the level of Grade 12; and
   iii) The holder of a current Student I.D. Card or other identification approved by the Municipality.

c) Senior - a person who is sixty-five (65) years of age or over and the holder of valid identification;
d) HandyDART Registrant – Registered User in possession of a valid handyPASS;
e) Adult - a person not defined as a child, student or senior;
f) Accessible Transit Attendant- A person accompanying a Registered User in possession of a valid handyPASS; and
g) Such other passenger categories as may be agreed to by the Authority and the Municipality from time to time and included within Schedule "E" of the Annual Operating Agreement.

11.2 Mode of Payment: There shall be the following modes of payment:

a) Cash - legal tender issued by the authority of the Government of Canada for use as money, or the equivalent in legal tender issued by the authority of the Government of the United States of America for use as money;
b) Ticket - a prepaid form of Fare, issued by the Municipality, for use in lieu of cash, for payment of a single Fare;
c) Transfer - a transfer issued by the Public Passenger Transportation System upon payment of a single Fare, to enable a passenger to travel within specified Fare zones, within a specified period of time;
d) Pass - a pass issued under authority of the Public Passenger Transportation System for use as a Fare, subject to specified terms of use depending on the type of pass (e.g. Monthly Pass, Student Pass, U-Pass, handyDART Pass);

e) BC Bus Pass - a Pass available to BC residents who receive:
   i) Federal Guaranteed Income Supplement with the Old Age Security Pension or Spouse's Allowance (60 years and older);
   ii) Disability allowance under BC Benefits (18-64 years of age)
f) Canadian National Institute of the Blind Pass – a pass available to those who are certified by the Institute and are residents of B.C.; and
g) Such other modes of payment as may be agreed to by the Authority and the Municipality from time to time and included within Schedule "E" of the Annual Operating Agreement.

11.3 Terms and Conditions: There shall be the following terms and conditions:

a) Young Children - Not more than four children under five years of age who board a Revenue Service Vehicle with, and who are at all times accompanied by an Adult, Student or Senior, shall be carried free.
b) Proof of Fare when boarding - Each passenger boarding a Revenue Service Vehicle must present proof of a valid Fare by means of either:
   i) Deposit of correct Fare in the farebox, plus presentation of any entitlement to a reduced Fare; or
   ii) Presentation of a valid transfer or pass.
c) Transfer - A Transfer will be issued and honoured only upon compliance with all of the following conditions:

   i) Issued only at time a valid single Fare is paid;
   ii) Valid only on day issued, for the specified amount of time from the time issued noted in Schedule E of the Annual Operating Agreement;
   iii) Valid for use only by the individual for whom originally issued;
   iv) Valid for travel towards or within the Fare zone indicated by transfer colour and/or punch mark; and
   v) Valid only when presented face-up; void if mutilated or altered.

d) BC Bus Pass - A Provincial Pass honoured only upon compliance with all of the following conditions:

   i) Valid only for year indicated;
   ii) Valid within all Fare zones;
   iii) Valid only when presented face-up; void if mutilated or altered; and
   iv) Valid only when presented with signature of bearer.

e) CNIB Pass - A Canadian National Institute of the Blind pass will be honoured only upon compliance of the following conditions:

   i) Valid only for year indicated;
   ii) Valid within all Fare zones;
   iii) Valid only when presented face-up; void if mutilated or altered; and
   iv) Valid only when presented with signature of bearer.

SECTION 12 – INSURANCE

12.1 The Operating Company and the Authority shall purchase and maintain in force

throughout the term of this Master Agreement, insurance covering the perils specified herein as set out below for claims stemming from the Operating Company's performance of the Transit Services under this Master Agreement, and Annual Operating Agreement. As evidence of of insurance coverage, the Operating Company shall deposit with the Authority and Municipality, copies of the insurance policies the Operating Company is required to purchase in accordance with this Master Agreement and the Annual Operating Agreement. The Authority, in its sole discretion, reserves the right to self-insure part or all of the insurance requirements herein this Section 12.

12.2 The following insurance coverage shall be purchased and maintained throughout the term of this Master Agreement and the Annual Operating Agreement:

a) Vehicle Insurance:

i) The Operating Company shall purchase and maintain insurance on all Revenue Service Vehicles and Support Vehicles used by the Operating Company in the operation of the Public Passenger Transportation System under this Master Agreement including Third party liability insurance of Five Million Dollars ($5,000,000) per occurrence purchased from the Insurance Corporation of British Columbia;

ii) The Authority shall purchase and maintain insurance on all Revenue Service Vehicles used by the Operating Company in the operation of the Public Passenger Transportation System under this Master Agreement as follows:

(1) Third Party Liability insurance in excess of Five Million Dollars ($5,000,000) to a minimum limit of Twenty-Five Million Dollars ($25,000,000);
(2) Comprehensive insurance covering hazards such as fire, theft, vandalism, glass breakage, falling trees, wind-storms, etc. $500 deductible; and
(3) Where the Authority in its sole discretion deems it appropriate, collision or upset insurance.

b) Physical Assets Leased from the Authority:(where applicable)

i) The Authority shall purchase and maintain insurance on all Physical Assets leased from the Authority, pursuant to the terms of the individual lease agreements with the Operating Company and respecting said Physical Assets;

ii) Without limiting the generality of the foregoing, such insurance shall be in the name of the Authority and shall include a waiver of subrogation in favour of the Operating Company. The insurance shall be in accordance with the laws in force and in effect in the Province of British Columbia and Canada; and

iii) The amount of such insurance for the respective categories of Physical Assets shall be not less than as follows:

(1) Buildings and Structures Including Leasehold Improvements. The Authority shall purchase and maintain insurance on all buildings and structures on a standard all risk form including boiler explosion, flood and earthquake where applicable, in an amount not less than the full replacement value thereof as determined by the Authority; and

(2) Other Chattels and Equipment. The Operating Company shall purchase and maintain insurance on all chattels and equipment not otherwise insured under this Schedule against loss or damage from all risks, in an amount not less than the full replacement value thereof.

c) Physical Assets Owned by the Operating Company or Leased from a Party other than the Authority:

i) The Operating Company shall purchase and maintain insurance on all Physical Assets owned or leased by them from a party other than the Authority, to the same extent as specified in Section 12.2(b), above, except that contrary to Section 12.2(b) the Operating Company shall determine the full replacement value thereof.

d) Commercial General Liability Insurance "CGL":

i) The Authority shall take out and maintain commercial general liability insurance (CGL) covering the operation of the Public Passenger Transportation System specified in Schedule "B" of the Annual Operating Agreement on an occurrence basis in an amount not less than Twenty-Five Million Dollars ($25,000,000). Such insurance shall include the Operating Company and the Municipality as an additional insured party and further, the policy shall apply to each insured in the same manner and to the same extent as if a separate policy has been issued to each of the insured parties;

ii) The Authority's CGL does not extend to cover non-Transit Services activities of the Operating Company or its sub-contractors. If the Operating Company performs work outside of the terms of this Master Agreement and/or the Annual Operating Agreement, the Operating Company shall obtain separate insurance coverage for that work which provides a waiver of subrogation in favour of the Authority and Municipality; and

iii) The Authority's Environmental Impairment Liability Insurance exclusively protects the Authority and Municipality. This insurance does not extend to the Operating Company. The Authority's insurer reserves the right to subrogate against the Operating Company, or any sub-contractors of the Operating Company, on a cross liability basis, for any claims or damage as a result of environmental pollution.

12.3 With respect to insurance the following additional covenants shall apply:

a) The Operating Company covenants that it shall not knowingly permit, suffer, allow or connive at the use or operation of any vehicle in respect of this Master Agreement by any person, or in any way, or for any purpose, contrary to the provisions of this Master Agreement or the provisions of the Insurance (Vehicle) Act or any other applicable legislation and related regulations. The Operating Company shall indemnify and save harmless the Authority from any breach of this covenant; and

b) It is mutually understood and agreed that the responsibilities to acquire and maintain policies of insurance pursuant to this Master Agreement and/or the Annual Operating Agreement shall be restricted and limited to the provisions of this Section 12.

SECTION 13 - Freedom of Information and Protection of Privacy:

13.1 This Master Agreement and the parties thereto are subject to the provisions of FOIPPA. Any information developed in the performance of the Master Agreement or any personal information obtained, collected, stored pursuant to this Master Agreement, including database information, shall be deemed confidential and subject to the provisions of the FOIPPA including the handling, storage, access and security of such information. Confidential information shall not be disclosed to any third party except as expressly permitted by the Authority or pursuant to the requirements of the FOIPPA.

13.2 The Operating Company agrees it shall be solely responsible to ensure it complies with all of the requirements of FOIPPA and it shall exercise extra due care and diligence in the protection and the security of any and all personal information of customers or passengers.

SECTION 14 – Cancellation

14.1 Cancellation by the Authority: In the event that the Authority decides to terminate this Master Agreement for any reason whatsoever, and by extension the Annual Operating Agreement, the Authority shall provide at least Ninety (90) days prior written notice to the other parties of its decision to terminate this Master Agreement.

14.2 Cancellation by the Municipality: In the event that the Municipality decides to terminate this Master Agreement for any reason whatsoever, and by extension the Annual Operating Agreement, the Municipality shall provide at least one hundred and eighty (180) days prior written notice to the other parties of its decision to terminate this Master Agreement.

14.3 Cancellation by the Operating Company: In the event that the Operating Company decides to terminate this Master Agreement for any reason whatsoever, and by extension the Annual Operating Agreement, the Operating Company shall provide the Authority with at least Ninety (90) days prior written notice of its decision to terminate this Master Agreement.

14.4 Cancellation due to Breach of Contract: The Authority and the Municipality retain the right to terminate the Master Agreement, and by extension the Annual Operating Agreement, upon breach by the Operating Company of any term or covenant hereof upon ten (10) business days written notice, unless the Operating Company has cured such failure or breach to the satisfaction of the Authority and Municipality prior to the expiration of such notice. In the event of any such cancellation, the Operating Company shall be entitled to no compensation other than for services rendered up to the date of said cancellation, as computed at the rate for Variable Costs and a pro rata allocation on a daily basis for monthly Fixed Costs and for Maintenance Costs as specified in Schedule "D" of the Annual Operating Agreement incurred up to the date of said cancellation.

SECTION 15 - Settlement of Disputes

15.1 In the event of any dispute arising between or among the parties as to their respective rights and obligations under this Master Agreement and/or the Annual Operating Agreement, or in the event of a breach of this Master Agreement and/or the Annual

Operating Agreement, the parties agree to use their best efforts to find resolution through a mediated settlement. However, in the event that mediation is not successful in finding a resolution satisfactory to all parties involved, any party shall be entitled to give to the others notice of such dispute and to request arbitration thereof; and the parties may, with respect to the particular matter then in dispute, agree to submit the same to a single arbitrator in accordance with the applicable statutes of the Province of British Columbia.

SECTION 16 - Term and Renewal

16.1 The term of this Master Agreement shall be in effect from April 1, 2013 to March 31, 2022 except as otherwise provided herein. The term of the Annual Operating Agreement shall be one year unless otherwise agreed to by the parties. At Authority's sole discretion, after consultation with Municipality, the Operating Company may be offered an extension of the initial term above, subject to the mutual written agreement of all Parties and acceptable terms, conditions and costs covering such extension. The Authority shall give written notice of its desire to extend the term of the Master Agreement to Operating Company at no later than January 1, 2022. It is acknowledged by the parties that in the event of termination or non-renewal of the Master Agreement or the Annual Operating Agreement, both agreements shall likewise be so terminated or not renewed, as the case may be.

SECTION 17 – Schedules

17.1 Any schedules that may be attached hereto shall form part of this Master Agreement and be binding on the parties hereto as though they were incorporated into the body of the Master Agreement.

SECTION 18 – Amendment

18.1 This Master Agreement, the Annual Operating Agreement and any potential schedules attached thereto, may be amended only with the prior written consent of all parties.

SECTION 19 – Assignment

19.1 This Master Agreement and the Annual Operating Agreement shall not be assignable without the prior consent of the other parties.

SECTION 20 – Enurement

20.1 This Master Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.

SECTION 21 - Incorporation of Master Agreement into Annual Operating Agreement

21.1 Upon execution, this Master Agreement shall be deemed to be integrated into the Annual Operating Agreement, once executed, and thereafter the Master Agreement and the Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for purposes of the British Columbia Transit Act, as amended from time to time.

21.2 Where in conflict, the terms and conditions of this Master Agreement and the current Annual Operating Agreement supersede those of any other referenced documents. The order of precedence for all referenced documents is:

a) Amendments to the Master Agreement;

b) Master Agreement and Annual Operating Agreement and all schedules;

c) The Authority's RFP 12.12. including specifications, requirements, amendments, schedules and appendices; and

d) The Operating Company's Proposal as submitted in response to the RFP 12.12.

SECTION 22 - Notices and Communication

22.1 All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a responsible officer of the party hereto to whom it is addressed or if mailed by prepaid registered mail, to:

Regional District of KOOTENAY BOUNDARY
Attn: John McLean, CAO
#202-843 Rossland Avenue
Trail, BC V1R 4S8

and to: **BC Transit**
Attn: Chief Operating Officer
520 Gorge Road East
PO Box 610
Victoria, BC V8W 2P3

and to: Trail Transit Services Inc.
Attn: Dennis Stach
President,
8170 Old Waneta Road
Trail, BC, V1R 4W9

and, if so mailed during regular mail service, shall be deemed to have been received five (5) days following the date of such mailing.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals and where a party is a corporate entity the seal of such party has been affixed hereto in the presence of its duly authorized officer this day of 2014.

THE CORPORATE SEAL OF THE **REGIONAL DISTRICT OF KOOTENAY BOUNDARY** has been hereto affixed in the presence of:

_____

_____

THE COMMON SEAL OF **BRITISH COLUMBIA TRANSIT** has been hereto affixed in the presence of:

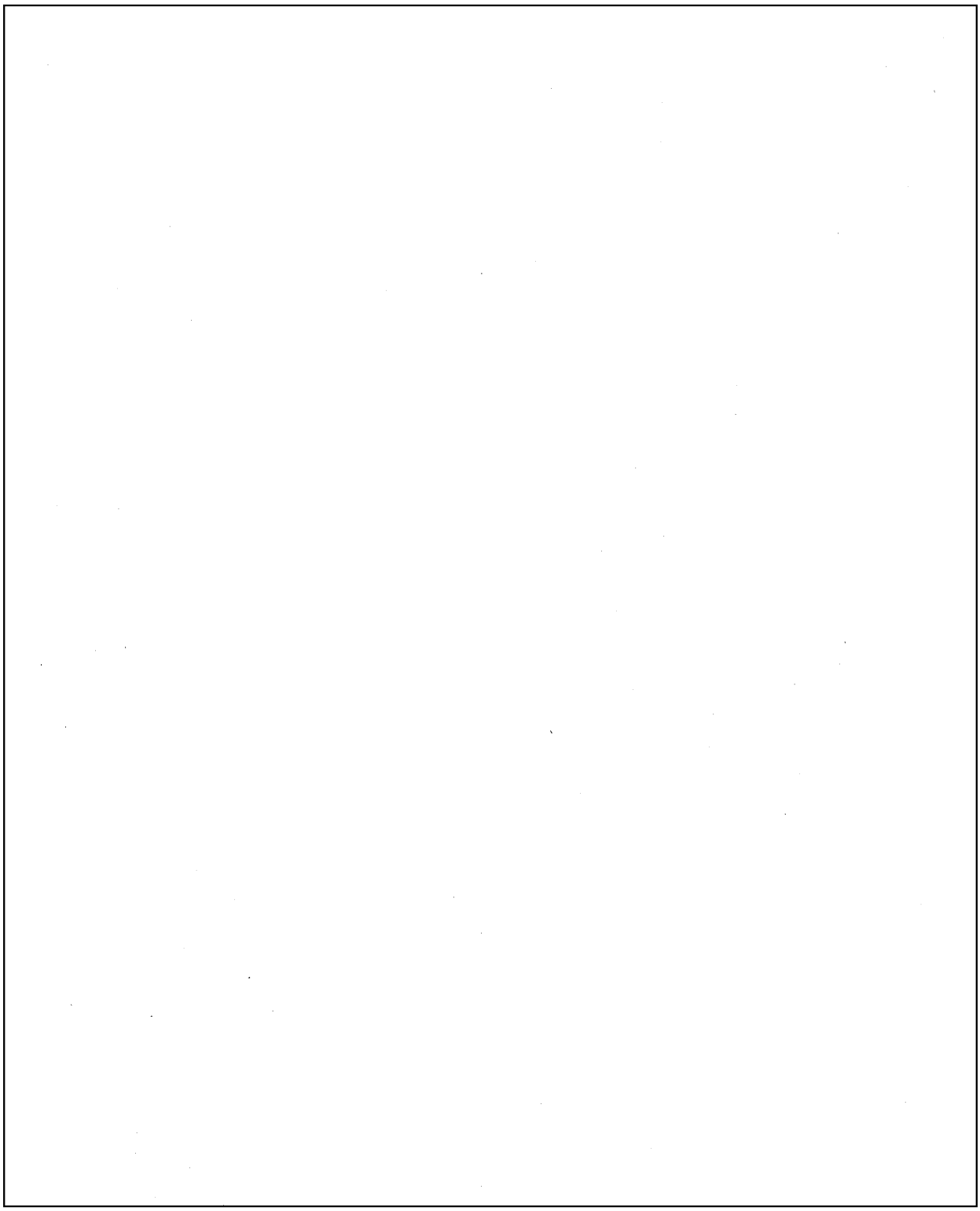
_____
CHIEF OPERATING OFFICER

_____
CHIEF FINANCIAL OFFICER

THE CORPORATE SEAL OF **TRAIL TRANSIT SERVICES INC** has been hereto affixed in the presence of:

_____

_____



Regional District of Kootenay Boundary

STAFF REPORT

Date: 23 Oct 2014 **File**
To: **Chair McGregor and Members of the RDKB Board of Directors**
From: John M. MacLean, CAO
Re: Waneta Expansion Project - Legacy Lands

Issue Introduction
A staff report from John M. MacLean, CAO regarding the future of the Waneta Expansion Project lands in the Columbia Gardens Industrial Park.

History/Background Factors
The Waneta Expansion Project partners purchased to parcels of land in the in the Columbia Gardens Industrial Park as a location for the development of offices, shops, and storage areas required for the Waneta Dam Expansion.

As the Waneta Dam Expansion Project is coming to a conclusion the issue of the future of the lands has arisen.

From the beginning of the project there has always been discussions around the additional legacies that such a project could leave in a community. One issue that has always been discussed is the possibility that the lands be developed to, and left in a state that would facilitate and encourage industrial development.

It has been requested, by Director Grieve, that a letter be sent to the Waneta Dam Expansion Partners requesting that the lands purchased and used for the projects offices, shops and storage areas be left serviced in a way that will facilitate industrial development in our communities.

Implications
Leaving developed lands as a legacy will provide an opportunity for economic growth in the Greater Trail area.

Advancement of Strategic Planning Goals

The Board has committed to laying a foundation that will foster economic growth.

Background Information Provided
None.

Alternatives
1. Receipt
2. Deferral
3. Direction to write a letter

Recommendation(s)
That the staff report from John M. MacLean, CAO regarding the future of the Waneta Expansion Project lands in the Columbia Gardens Industrial Park be received.

That a letter be sent to the Waneta Dam Expansion Project Partners requesting that the lands purchased, developed and used for the Projects offices, shops and storage areas be made available in a serviced condition that will facilitate industrial development and/or expansion in the Columbia Gardens area.


STATION RD
CROWN RD
PARK RD
INDUSTRIAL RD
HIGHWAY 22A
9120
9061
9063

Regional District of Kootenay Boundary

STAFF REPORT

Date: 27 Oct 2014 **File**
To: **Chair McGregor and Members of the RDKB Board of Directors**
From: John M. MacLean, CAO
Re: Sewer Agreement

Issue Introduction
A staff report from John M. MacLean, CAO presenting the Funding Contribution Agreement for the RDKB portion of the sewer pedestrian walkway/pipebridge project proposed in the City of Trail to be utilized by the East End Sewer Service.

History/Background Factors
The East End Sewer Service has been examining options to relocate an existing Columbia River sewer interceptor crossing for several years. At the last Board meeting a resolution was passed that reflected a negotiated agreement on how the three parties, Rossland, Warfield and Trail would participate in a pedestrian walkway/pipebridge through the East End Sewer Service.

In order to borrow the necessary funds ($4,200,000) the Regional District had to have a capital asset, therefore this agreement was developed. It has been prepared by our legal adviser and sent to the City of Trail for review. However, at the time of writing, no comment from the City had been received.

If approved by the Board and the City of Trail, and if the accompanying maintenance agreement is approved by the Sewer Committee at their next meeting, will be asking that the Board facilitate the speedy processing of this bylaw by authorizing utilization of the Special Voting Regulation (phone poll).

Implications
This agreement includes sums that are currently included in the East End Sewer Financial Plan. If ultimately approved, the board will be presented with a loan authorization authorizing the borrowing of $4,200,000 over 25 years.

Advancement of Strategic Planning Goals

Not applicable

Background Information Provided
- Proposed Agreement

Alternatives
1. Receipt
2. Deferral
3. Approval of Agreement

Recommendation(s)
That the staff report from John M. MacLean, CAO presenting the Funding Contribution Agreement for the RDKB portion of the sewer pedestrian walkway/pipebridge project proposed in the City of Trail to be utilized by the East End Sewer Service be received.

That the Board of Directors approve the Funding Contribution Agreement, for the pedestrian walkway/sewer pipebridge project and a contribution from the East End Sewer Service of $4,200,000.00, as presented, and authorize the Regional District`s signatories to enter into the agreement.

Funding Contribution Agreement

This Agreement, effective the ____ day of October, 2014

Between:

Regional District of Kootenay Boundary ("RDKB")

And:

City of Trail ("City")

Whereas:

A. The RDKB operates a service for the interception, treatment and disposal of sanitary sewage (the "Service"), with only the member municipalities of the City, the City of Rossland ("Rossland"), and the Village of Warfield ("Warfield"), (collectively, the "Participants"), participating in, and sharing in the cost of, the Service;

B. A portion of the Service infrastructure requires replacement for the preservation of the integrity and operation of the Service, and for enhancing environmental protection;

C. The portion of the Service infrastructure to be replaced will require the construction and installation of all necessary pipes, fixtures, fittings, connections and ancillary work from the Murray Park lift station, across the Columbia River, to the point of collection on Columbia Avenue (the "Works");

D. The Participants have reviewed various options to complete the Works;

E. The City wishes to enhance the livability of its community and desires that the Works be constructed and installed in a manner to achieve that goal, including the construction of a pedestrian bridge over the Columbia River (the "Bridge") to which portions of the Works will be affixed and has requested a design option for the Bridge and Works which is not the lowest-cost option for the completion of the Works;

F. The Participants have agreed that the City's preferred option may be appropriate if the City will contribute additional funding for the Works and Bridge given the City's objectives, notwithstanding the default Service cost allocations among the Participants;

G. The cost of the Bridge and Works is estimated to total nine million eight hundred sixteen thousand dollars ($9,816,000.00) ("Cost Estimate");

H. The RDKB has agreed to contribute to the capital costs of the Bridge and Works to the maximum amount of four million two hundred thousand dollars ($4,200,000.00) ("RDKB Contribution") from the Service; and

I. The City has agreed to fund the balance of the actual capital costs of the Bridge and Works, excluding the Additional Cost and any RDKB Reimbursement, each as defined below, ("Actual Cost"); and

J. The RDKB and the City have agreed to share maintenance costs of the Bridge and the Works in accordance with the Operation and Maintenance Agreement entered into by the parties having an effective date of October _____, 2014;

Witnesses that for the consideration of the mutual promises and covenants contained herein, the RDKB and the City agree as follows:

Construction of Bridge and Works

1. The City will be solely responsible for the procurement and award of any contract or contracts for the design, construction and installation of the Bridge and Works. The City will ensure the work is carried out promptly by qualified professionals and reputable companies and will keep the RDKB apprised of progress. The City agrees the Works will be designed, constructed and installed to RDKB standards applicable to the Service, including connection of the Works once complete to the Murray Park lift station and the point of connection on Columbia Avenue. The City will ensure that the design of the Bridge and Works will facilitate the inclusion, inspection, maintenance, repair and renewal of all required portions of the Works that are to be affixed to the Bridge. The City will be the prime contractor for the Bridge and the Works, as between the RDKB and the City. The City will ensure the Bridge and the Works are warranted as may be required by the RDKB in keeping with the RDKB's practice.

2. The City will ensure the Works are designed and constructed to the necessary RDKB specifications and, for that purpose, will provide the RDKB with a copy of all draft procurement documents for RDKB review and approval, prior to issuance. The RDKB will cooperate with the City in providing all requisite information, including technical specifications ad required insurance coverage, necessary for the City to develop and finalize the procurement documents and will, within 10 days of receipt of the draft procurement documents from the City, communicate to the City the RDKB's approval or requirements for document amendments with respect to the Works, and to the features of the Bridge necessary for the RDKB to access the Works. The City will revise the procurement documents as necessary and will seek and obtain the final approval of the RDKB to the procurement documents prior to their issuance.

3. The City will complete its procurement process and award all necessary contracts as promptly as possible and, in any event, no later than 12 noon on August 31, 2015 (the "Contract Award Deadline"). If the necessary contracts have not been awarded by the Contract Award Deadline, the obligations of the RDKB contained herein, including funding obligations, will cease and this Agreement, subject to the parties mutually consenting, in writing, to an extension of the Contract Award Deadline, will terminate.

Ownership of Works and Bridge

4. During construction of the Works, the RDKB will own all the materiel procured for the Works and, upon completion of construction of the Works and commissioning, will be the sole owner of the Works.

5. During construction of the Bridge, the City and RDKB will be joint owners of all the materiel procured for the Bridge to the proportional extent of each party's funding contribution to the Actual Cost of the Bridge (net of the Works) and, upon completion of construction of the Bridge and commissioning, the City and RDKB will be joint owners of the Bridge in that same proportion.

6. The respective ownership interests of the City and RDKB in the Bridge, and the sole ownership of the Works by the RDKB, will survive the expiry or earlier termination of this Agreement.

Funding Contributions

7. Subject to:

    a. the prior consent of each of the Participants to proceed with the Bridge and Works project having been received by the RDKB; and

    b. the RDKB having secured the necessary funding and funding approvals,

    the RDKB will, within 30 days of receipt by the RDKB of satisfactory evidence from the City that all necessary awards for the design and construction of the Bridge and Works have been made by the Contract Award Deadline, pay to the City the RDKB Contribution.

8. The City will contribute an additional amount, not included in the calculation of the Cost Estimate or Actual Cost, in the sum of six hundred thousand dollars ($600,000.00) toward the direct cost of acquisition of the pipe, alone, required for the Works ("Additional Cost"). Should the actual cost of acquisition of the pipe, alone, excluding installation and any other related costs, exceed the Additional Cost, the RDKB will reimburse the City for the excess cost ("RDKB Reimbursement") within 30 days of receipt by the RDKB of satisfactory evidence of the actual cost of the pipe, alone.

9. The City will pay the balance of any and all Actual Cost incurred for the design, construction, and installation of the Bridge and Works to completion, regardless of whether the Actual Cost exceeds the Cost Estimate. The City will not be required to reimburse the RDKB should the Cost Estimate exceed the Actual Cost.

10. Within 30 days of completion and commissioning of the Bridge and Works, the City will provide the RDKB with documentary evidence any other necessary information, satisfactory to the RDKB, sufficient to establish the Actual Cost of the Bridge and Works.

11. Only the Works and the superstructure portions of the Bridge necessary to attach and support the Works will be funded by, and form assets of, the Service.

Reimbursement if Works Not Constructed

12. If, for any reason, the RDKB Contribution and/or the RDKB Reimbursement is paid to the City, and the design, construction and commissioning of the Works and Bridge are not completed in accordance with the conditions and within the term of this Agreement, the City will, within 30 days of demand by the RDKB, reimburse the RDKB the full amount of the RDKB Contribution and RDKB Reimbursement, unless the parties by consent in writing agree to extend the time for completion of the Works and Bridge. This obligation will survive the expiry or termination of this Agreement.

Insurance

13. The City will ensure that, prior to the commencement of the design/construction of the Bridge and Works, the proponent awarded the work ("Design-Builder") will, at its cost, obtain and maintain or cause to be obtained or maintained in force during the design/construction period insurance coverage in favour of the City of the types and in the amounts satisfactory to the RDKB. The City will ensure that the Design-Builder provides, upon request, a copy of all policies of insurance required by this Agreement and proof of payment of premiums thereon. The City will ensure that all policies of insurance of the Design-Builder and any subcontractors providing coverage required by this Agreement name the RDKB as an additional insured and are endorsed to provide the RDKB thirty (30) days advance written notice of any cancellation or change in the policy. This obligation will survive the expiry or termination of this Agreement.

Indemnity

14. The City hereby fully releases and indemnifies the RDKB, its officers, employees and agents, from any and all claims, including third party claims, for any losses, damages, claims, penalties including environmental penalties, or costs, including legal costs on a solicitor-client basis, whether direct, indirect or consequential in nature, arising from or relating in any way to the design and construction of the Bridge and Works, except to the extent such losses or damages are attributable to the negligence of the RDKB or any person for whom the RDKB is responsible in law. This obligation will survive the expiry or termination of this Agreement.

Term

15. The term of this Agreement is five (5) years less a day, and will expire on the date which is 5 years less a day from the effective date first above written.

No Extension or Renewal

16. This Agreement may not be extended or renewed.

Amendment

17. This Agreement may be amended by mutual consent, in writing.

Termination

18. This Agreement may be terminated by mutual consent, in writing.

Assignment

19. This Agreement may not be assigned by either party except with the written consent of the other party.

Dispute Resolution

20. If there is any dispute regarding the interpretation, performance or an alleged breach of this Agreement, either party may give written notice of dispute, including a request for a meeting, to the other party and the parties will meet within 3 business days after the notice of dispute is given and will attempt in good faith, and using reasonable efforts, to resolve the matter amicably to the satisfaction of both parties. If the parties cannot resolve the dispute within 7 business days after they first meet, or if the parties fail to meet within 7 business days after the notice of dispute is given, then with the consent of both parties the matter may be referred to a mutually appointed single arbitrator for final determination, and if both parties do not so consent within 14 business days after the notice of dispute is given, then either party may commence litigation to have the dispute settled.

Severability

21. Each provision of this Agreement is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever such provision shall be severed from this Agreement and will not affect the legality, validity or enforceability of the remainder of or any other provision of this Agreement.

Notices

22. Any notice to be provided under this Agreement may be delivered in writing, by facsimile, or by electronic mail to the attention of the Chief Administrative Officer, or his or her delegate, of either party at their usual business address. Any such notice, request, demand or other communication given as aforesaid will be deemed to have been given, in the case of delivery by hand, when delivered, in the case of facsimile transmission or e-mail, when a legible facsimile or e-mail is received by the recipient if received before 5:00 p.m. on a day other than a Saturday, Sunday or statutory holiday in the Province of British Columbia or Canada (a "**business day**"), or on the next business day if such facsimile or e-mail is received on a day which is not a business day or after 5:00 p.m. on a business day, and in the case of delivery by prepaid registered mail, as aforesaid, on the date received. In the event of discontinuance of postal service due to strike, lockout, labour disturbance or otherwise, notice, demands, requests and other communications shall be delivered by hand or facsimile transmission or e-mail.

Governing Law and Attornment

23. This Agreement and any dispute arising out of or in connection with this Agreement shall be governed exclusively by and shall be enforced, construed and interpreted exclusively in accordance with the laws of British Columbia and the laws of Canada applicable in British Columbia which will be deemed to be the proper law of this Agreement. The parties agree to submit to and hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia for any action arising out of or in connection with this Agreement.

Use of the Word "Including"

24. The word "including" when following any general term or statement will not be construed as limiting the general term or statement to the specific matter immediately following the word "including" or to similar matters, and the general term or statement will be construed as referring to all matters that reasonably could fall within the broadest possible scope of the general term or statement.

Written Waivers

25. No indulgence or forbearance by either party shall be deemed to constitute a waiver of its rights to insist on performance in full and in a timely manner of all covenants of the other party; and any such waiver must be in writing and signed by the party giving the waiver and then such waiver shall only be effective in a specific instance and for the specific purpose for which it is given.

Counterparts

26. This Agreement and all documents contemplated by or delivered under or in connection with this Agreement may be executed and delivered in any number of counterparts with the same effect as if all parties had all signed and delivered the same document and all counterparts will be construed together to be an original and will constitute one and the same agreement.

Delivery by Fax or Electronically

27. Any party may deliver an executed copy of this Agreement by fax or by electronic mail in PDF format but that party will immediately dispatch by delivery in person to the other parties an originally executed copy of this Agreement.

Entire Agreement

28. This Agreement and all documents contemplated by or delivered under or in connection with this Agreement constitute the entire agreement between the parties and supersede all prior agreements, negotiations, discussions, undertakings, representations, warranties and understandings whether written or oral, express or implied, or otherwise.

Independent Legal Advice

29. Each party confirms it has had an opportunity to obtain independent legal advice in entering into this Agreement.

No Derogation

30. The parties acknowledge and agree that nothing contained or implied in this Agreement will be construed as limiting or prejudicing the rights and powers of the City in the exercise of its functions pursuant to the *Local Government Act* and the *Community Charter*, or any other right or power under any public or private statutes, bylaws, orders or regulations, all of which may be fully exercised as if this Agreement had not been entered into.

Force Majeure

31. If a party is delayed in the performance of its obligations under this Agreement by an event outside its reasonable control, then subject to its duty to take reasonable commercial steps to minimize the effect of such delay the party delayed will be relieved of its obligations under this Agreement to the extent of the delay, but in no event will a delayed party be entitled to claim compensation or payment from the other party on account of such delay.

IN WITNESS WHEREOF this Agreement has been executed and delivered by the parties as of the day and year first above written.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

_____

_____

Authorized Signatory(ies)

CITY OF TRAIL

_____

_____

Authorized Signatory(ies)

Regional District of Kootenay Boundary

STAFF REPORT

Date: 27 Oct 2014 **File**
To: **Chair McGregor and Members of the RDKB Board of Directors**
From: John M. MacLean, CAO
Re: Award of Contract - Beaver Valley Arena

Issue Introduction
A staff report from John M. MacLean, CAO requesting that the Board approve and enter into a contract to undertake an energy savings project at the Beaver Valley Arena.

History/Background Factors
This projects will replace lighting in the Beaver Valley Arena with current technologies which will result in a better lighting performance in a more efficient manner. The total contract is $61,425.00.

A full Request for Proposal/Tender process was undertaken as per policy. We received three other bids which ranged from $79,328 to $104,162.

Implications
This project is included in the Beaver Valley Arena Financial Plan and will result in cost containment in future years. This project is being funded through Electoral Area A Gas Tax funds.

Advancement of Strategic Planning Goals
This contract and project is entirely consistent with the Board's desire to operate effective and efficient services.

Background Information Provided
- Contract

Alternatives
- Receipt

- Deferral
- Approval

Recommendation(s)
That the staff report from John M. MacLean, CAO requesting that the Board approve and enter into a contract to undertake an energy savings project at the Beaver Valley Arena be received.

That the Board of Directors approve the contract with Kootenay A Plus Systems Ltd. in the amount of $61,425.00 (taxes in) for the Energy Savings Implementation Project (Arena Lighting) and autorize the Regional District's Signatories to enter into the contract.

CCDC 2

CCDC 2

stipulated price contract

2008

Beaver Valley Arena - Energy Savings Implementation

This agreement is protected by copyright and is intended by the parties to be an unaltered version of CCDC 2 - 2008 except to the extent that any alterations, additions or modifications are set forth in supplementary conditions.

CCDC 2 2008

CANADIAN CONSTRUCTION DOCUMENTS COMMITTEE

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The Canadian Construction Documents Committee (CCDC) is a national joint committee responsible for the development, production and review of standard Canadian construction contracts, forms and guides. Formed in 1974 the CCDC is made up of volunteer representatives from:

Public Sector Owners
Private Sector Owners
Canadian Bar Association (Ex-Officio)
* The Association of Canadian Engineering Companies
* The Canadian Construction Association
* Construction Specifications Canada
* The Royal Architectural Institute of Canada

*Committee policy and procedures are directed and approved by the four constituent national organizations.

CCDC 2 is the product of a consensus-building process aimed at balancing the interests of all parties on the construction project. It reflects recommended industry practices. CCDC 2 can have important consequences. The CCDC and its constituent member organizations do not accept any responsibility or liability for loss or damage which may be suffered as a result of the use or interpretation of CCDC 2.

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Standard Construction Document CCDC 2 – 2008

AGREEMENT BETWEEN OWNER AND CONTRACTOR

For use when a stipulated price is the basis of payment.

This Agreement made on the 8th day of August in the year 2014 .

by and between the parties

Regional District of Kootenay Boundary

hereinafter called the "*Owner*"

and

Kootenay A Plus Systems Ltd.

hereinafter called the *"Contractor"*

The *Owner* and the *Contractor* agree as follows:

ARTICLE A-1 THE WORK

The *Contractor* shall:

1.1 perform the *Work* required by the *Contract Documents* for

the Energy Savings Imiplementation Project at the Beaver Valley Arena

insert above the name of the Work

located at

1777 Green Road, Fruitvale, BC

insert above the Place of the Work

for which the Agreement has been signed by the parties, and for which

Fairbank Architects Ltd.

insert above the name of the Consultant

is acting as and is hereinafter called the "*Consultant*" and

1.2 do and fulfill everything indicated by the *Contract Documents*, and

1.3 commence the *Work* by the 8th day of August in the year 2014 and, subject to adjustment in *Contract Time* as provided for in the *Contract Documents*, attain *Substantial Performance of the Work*, by the 31st day of October in the year 2014 .

ARTICLE A-2 AGREEMENTS AND AMENDMENTS

2.1 The *Contract* supersedes all prior negotiations, representations or agreements, either written or oral, relating in any manner to the *Work*, including the bidding documents that are not expressly listed in Article A-3 of the Agreement - CONTRACT DOCUMENTS.

2.2 The *Contract* may be amended only as provided in the *Contract Documents*.

Note: This contract is protected by copyright. Use of a CCDC 2 document not containing a CCDC 2 copyright seal constitutes an infringement of copyright. Only sign this contract if the document cover page bears a CCDC 2 copyright seal to demonstrate that it is intended by the parties to be an accurate and unamended version of CCDC 2 – 2008 except to the extent that any alterations, additions or modifications are set forth in supplementary conditions.

ARTICLE A-3 CONTRACT DOCUMENTS

3.1 The following are the *Contract Documents* referred to in Article A-1 of the Agreement - THE WORK:

- Agreement between *Owner* and *Contractor*
- Definitions
- The General Conditions of the Stipulated Price Contract
- *

See attached.

* *(Insert here, attaching additional pages if required, a list identifying all other Contract Documents e.g. supplementary conditions; information documents; specifications, giving a list of contents with section numbers and titles, number of pages and date; material finishing schedules; drawings, giving drawing number, title, date, revision date or mark; addenda, giving title, number, date)*

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wf

ARTICLE A-3 CONTRACT DOCUMENTS – Project 1407

Clause 3.1 – Additional Pages are listed below:

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wt

C. ADDENDA

1. Addendum No. One (1), dated July 14, 2014 of two (2) standard pages.
2. Addendum No. Two (2), dated July 18, 2014 of three (3) standard pages.

D. **Kootenay A Plus Systems Ltd.'s Bid Form, dated July 23, 2014 and Kootenay A Plus Systems Ltd.'s Quotation Letter to Mark Daines of July 24, 2014.**

E. **Letter of Award to Kootenay A Plus Systems Ltd., dated August 8, 2014.**

End of Article A-3

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ARTICLE A-4 CONTRACT PRICE

4.1 The *Contract Price*, which excludes *Value Added Taxes*, is:

Fifty-eight thousand five hundred dollarsxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx /100 dollars $ 58,500.00

4.2 *Value Added Taxes* (of 5 %) payable by the *Owner* to the *Contractor* are:

Two thousand nine hundred and twenty-fivexxxxxxxxxxxxxxxxxxxxxxxxxxxxxx /100 dollars $ 2,915.00

4.3 Total amount payable by the *Owner* to the *Contractor* for the construction of the *Work* is:

Sixty-one thousand four hundred and twenty-fivexxxxxxxxxxxxxxxxxxxxxx /100 dollars $ 61,425.00

4.4 These amounts shall be subject to adjustments as provided in the *Contract Documents*.

4.5 All amounts are in Canadian funds.

ARTICLE A-5 PAYMENT

5.1 Subject to the provisions of the *Contract Documents*, and in accordance with legislation and statutory regulations respecting holdback percentages and, where such legislation or regulations do not exist or apply, subject to a holdback of ten percent (10 %), the *Owner* shall:

.1 make progress payments to the *Contractor* on account of the *Contract Price* when due in the amount certified by the *Consultant* together with such *Value Added Taxes* as may be applicable to such payments, and

.2 upon *Substantial Performance of the Work*, pay to the *Contractor* the unpaid balance of the holdback amount when due together with such *Value Added Taxes* as may be applicable to such payment, and

.3 upon the issuance of the final certificate for payment, pay to the *Contractor* the unpaid balance of the *Contract Price* when due together with such *Value Added Taxes* as may be applicable to such payment.

5.2 In the event of loss or damage occurring where payment becomes due under the property and boiler insurance policies, payments shall be made to the *Contractor* in accordance with the provisions of GC 11.1 – INSURANCE.

5.3 Interest

.1 Should either party fail to make payments as they become due under the terms of the *Contract* or in an award by arbitration or court, interest at the following rates on such unpaid amounts shall also become due and payable until payment:

(1) 2% per annum above the prime rate for the first 60 days.

(2) 4% per annum above the prime rate after the first 60 days.

Such interest shall be compounded on a monthly basis. The prime rate shall be the rate of interest quoted by

The Bank of Canada

(Insert name of chartered lending institution whose prime rate is to be used)

for prime business loans as it may change from time to time.

.2 Interest shall apply at the rate and in the manner prescribed by paragraph 5.3.1 of this Article on the settlement amount of any claim in dispute that is resolved either pursuant to Part 8 of the General Conditions – DISPUTE RESOLUTION or otherwise, from the date the amount would have been due and payable under the *Contract*, had it not been in dispute, until the date it is paid.

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ARTICLE A-6 RECEIPT OF AND ADDRESSES FOR NOTICES IN WRITING

6.1 *Notices in Writing* will be addressed to the recipient at the address set out below. The delivery of a *Notice in Writing* will be by hand, by courier, by prepaid first class mail, or by facsimile or other form of electronic communication during the transmission of which no indication of failure of receipt is communicated to the sender. A *Notice in Writing* delivered by one party in accordance with this *Contract* will be deemed to have been received by the other party on the date of delivery if delivered by hand or courier, or if sent by mail it shall be deemed to have been received five calendar days after the date on which it was mailed, provided that if either such day is not a *Working Day*, then the *Notice in Writing* shall be deemed to have been received on the *Working Day* next following such day. A *Notice in Writing* sent by facsimile or other form of electronic communication shall be deemed to have been received on the date of its transmission provided that if such day is not a *Working Day* or if it is received after the end of normal business hours on the date of its transmission at the place of receipt, then it shall be deemed to have been received at the opening of business at the place of receipt on the first *Working Day* next following the transmission thereof. An address for a party may be changed by *Notice in Writing* to the other party setting out the new address in accordance with this Article.

Owner

Regional District of Kootenay Boundary
*name of Owner**

202 - 843 Rossland Avenue, Trail, BC V1R 4S8
address

250-368-3199 *facsimile number*

mdaines@rdkb.com *email address*

Contractor

Kootenay A Plus Systems Ltd.
*name of Contractor**

8350 Walsh Road, Trail, BC V1R 4W3
address

facsimile number

gerald@apluselectric.ca *email address*

Consultant

Fairbank Architects Ltd.
*name of Consultant**

404 Vernon Street, Nelson, BC V1L 4E5
address

250-352-6542 *facsimile number*

office@fairbankarchitects.com *email address*

** If it is intended that the notice must be received by a specific individual, that individual's name shall be indicated.*

ARTICLE A-7 LANGUAGE OF THE CONTRACT

7.1 When the *Contract Documents* are prepared in both the English and French languages, it is agreed that in the event of any apparent discrepancy between the English and French versions, the English / ~~French~~ # language shall prevail.
 # Complete this statement by striking out inapplicable term.

7.2 This Agreement is drawn in English at the request of the parties hereto. La présente convention est rédigée en anglais à la demande des parties.

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ARTICLE A-8 SUCCESSION

8.1 The *Contract* shall enure to the benefit of and be binding upon the parties hereto, their respective heirs, legal representatives, successors, and assigns.

In witness whereof the parties hereto have executed this Agreement by the hands of their duly authorized representatives.

SIGNED AND DELIVERED
in the presence of:

WITNESS

signature

name of person signing

signature

name of person signing

OWNER

Regional District of Kootenay Boundary

name of owner

signature

name and title of person signing

signature

name and title of person signing

WITNESS

signature

name of person signing

signature

name of person signing

CONTRACTOR

Kootenay A Plus Systems Ltd.

name of Contractor

signature

WAYNE TITUS Secretary

name and title of person signing

signature

Rod HAINES President

name and title of person signing

N.B. *Where legal jurisdiction, local practice or Owner or Contractor requirement calls for:*
(a) proof of authority to execute this document, attach such proof of authority in the form of a certified copy of a resolution naming the representative(s) authorized to sign the Agreement for and on behalf of the corporation or partnership; or
(b) the affixing of a corporate seal, this Agreement should be properly sealed.

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DEFINITIONS

The following Definitions shall apply to all *Contract Documents*.

1. **Change Directive**
A *Change Directive* is a written instruction prepared by the *Consultant* and signed by the *Owner* directing the *Contractor* to proceed with a change in the *Work* within the general scope of the *Contract Documents* prior to the *Owner* and the *Contractor* agreeing upon adjustments in the *Contract Price* and the *Contract Time*.

2. **Change Order**
A *Change Order* is a written amendment to the *Contract* prepared by the *Consultant* and signed by the *Owner* and the *Contractor* stating their agreement upon:
   - a change in the *Work*;
   - the method of adjustment or the amount of the adjustment in the *Contract Price*, if any; and
   - the extent of the adjustment in the *Contract Time*, if any.

3. **Construction Equipment**
Construction Equipment means all machinery and equipment, either operated or not operated, that is required for preparing, fabricating, conveying, erecting, or otherwise performing the *Work* but is not incorporated into the *Work*.

4. **Consultant**
The *Consultant* is the person or entity engaged by the *Owner* and identified as such in the Agreement. The *Consultant* is the Architect, the Engineer or entity licensed to practise in the province or territory of the *Place of the Work*. The term *Consultant* means the *Consultant* or the *Consultant*'s authorized representative.

5. **Contract**
The *Contract* is the undertaking by the parties to perform their respective duties, responsibilities and obligations as prescribed in the *Contract Documents* and represents the entire agreement between the parties.

6. **Contract Documents**
The *Contract Documents* consist of those documents listed in Article A-3 of the Agreement - CONTRACT DOCUMENTS and amendments agreed upon between the parties.

7. **Contract Price**
The *Contract Price* is the amount stipulated in Article A-4 of the Agreement - CONTRACT PRICE.

8. **Contract Time**
The *Contract Time* is the time stipulated in paragraph 1.3 of Article A-1 of the Agreement - THE WORK from commencement of the *Work* to *Substantial Performance of the Work*.

9. **Contractor**
The *Contractor* is the person or entity identified as such in the Agreement. The term *Contractor* means the *Contractor* or the *Contractor*'s authorized representative as designated to the *Owner* in writing.

10. **Drawings**
The *Drawings* are the graphic and pictorial portions of the *Contract Documents*, wherever located and whenever issued, showing the design, location and dimensions of the *Work*, generally including plans, elevations, sections, details, and diagrams.

11. **Notice in Writing**
A *Notice in Writing*, where identified in the *Contract Documents*, is a written communication between the parties or between them and the *Consultant* that is transmitted in accordance with the provisions of Article A-6 of the Agreement – RECEIPT OF AND ADDRESSES FOR NOTICES IN WRITING.

12. **Owner**
The *Owner* is the person or entity identified as such in the Agreement. The term *Owner* means the *Owner* or the *Owner*'s authorized agent or representative as designated to the *Contractor* in writing, but does not include the *Consultant*.

13. **Place of the Work**
The *Place of the Work* is the designated site or location of the *Work* identified in the *Contract Documents*.

14. **Product**
Product or Products means material, machinery, equipment, and fixtures forming the *Work*, but does not include *Construction Equipment*.

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15. **Project**
The *Project* means the total construction contemplated of which the *Work* may be the whole or a part.

16. **Provide**
Provide means to supply and install.

17. **Shop Drawings**
Shop Drawings are drawings, diagrams, illustrations, schedules, performance charts, brochures, *Product* data, and other data which the *Contractor* provides to illustrate details of portions of the *Work*.

18. **Specifications**
The *Specifications* are that portion of the *Contract Documents*, wherever located and whenever issued, consisting of the written requirements and standards for *Products*, systems, workmanship, quality, and the services necessary for the performance of the *Work*.

19. **Subcontractor**
A *Subcontractor* is a person or entity having a direct contract with the *Contractor* to perform a part or parts of the *Work* at the *Place of the Work*.

20. **Substantial Performance of the Work**
Substantial Performance of the Work is as defined in the lien legislation applicable to the *Place of the Work*. If such legislation is not in force or does not contain such definition, or if the *Work* is governed by the Civil Code of Quebec, *Substantial Performance of the Work* shall have been reached when the *Work* is ready for use or is being used for the purpose intended and is so certified by the *Consultant*.

21. **Supplemental Instruction**
A *Supplemental Instruction* is an instruction, not involving adjustment in the *Contract Price* or *Contract Time*, in the form of *Specifications*, *Drawings*, schedules, samples, models or written instructions, consistent with the intent of the *Contract Documents*. It is to be issued by the *Consultant* to supplement the *Contract Documents* as required for the performance of the *Work*.

22. **Supplier**
A *Supplier* is a person or entity having a direct contract with the *Contractor* to supply *Products*.

23. **Temporary Work**
Temporary Work means temporary supports, structures, facilities, services, and other temporary items, excluding *Construction Equipment*, required for the execution of the *Work* but not incorporated into the *Work*.

24. **Value Added Taxes**
Value Added Taxes means such sum as shall be levied upon the *Contract Price* by the Federal or any Provincial or Territorial Government and is computed as a percentage of the *Contract Price* and includes the Goods and Services Tax, the Quebec Sales Tax, the Harmonized Sales Tax, and any similar tax, the collection and payment of which have been imposed on the *Contractor* by the tax legislation.

25. **Work**
The *Work* means the total construction and related services required by the *Contract Documents*.

26. **Working Day**
Working Day means a day other than a Saturday, Sunday, statutory holiday, or statutory vacation day that is observed by the construction industry in the area of the *Place of the Work*.

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GENERAL CONDITIONS OF THE STIPULATED PRICE CONTRACT

PART 1 GENERAL PROVISIONS

GC 1.1 CONTRACT DOCUMENTS

1.1.1 The intent of the *Contract Documents* is to include the labour, *Products* and services necessary for the performance of the *Work* by the *Contractor* in accordance with these documents. It is not intended, however, that the *Contractor* shall supply products or perform work not consistent with, not covered by, or not properly inferable from the *Contract Documents*.

1.1.2 Nothing contained in the *Contract Documents* shall create any contractual relationship between:
- .1 the *Owner* and a *Subcontractor*, a *Supplier*, or their agent, employee, or other person performing any portion of the *Work*.
- .2 the *Consultant* and the *Contractor*, a *Subcontractor*, a *Supplier*, or their agent, employee, or other person performing any portion of the *Work*.

1.1.3 The *Contract Documents* are complementary, and what is required by any one shall be as binding as if required by all.

1.1.4 Words and abbreviations which have well known technical or trade meanings are used in the *Contract Documents* in accordance with such recognized meanings.

1.1.5 References in the *Contract Documents* to the singular shall be considered to include the plural as the context requires.

1.1.6 Neither the organization of the *Specifications* nor the arrangement of *Drawings* shall control the *Contractor* in dividing the work among *Subcontractors* and *Suppliers*.

1.1.7 If there is a conflict within the *Contract Documents*:
- .1 the order of priority of documents, from highest to lowest, shall be
  - the Agreement between the *Owner* and the *Contractor*,
  - the Definitions,
  - Supplementary Conditions,
  - the General Conditions,
  - Division 1 of the *Specifications*,
  - technical *Specifications*,
  - material and finishing schedules,
  - the *Drawings*.
- .2 *Drawings* of larger scale shall govern over those of smaller scale of the same date.
- .3 dimensions shown on *Drawings* shall govern over dimensions scaled from *Drawings*.
- .4 later dated documents shall govern over earlier documents of the same type.

1.1.8 The *Owner* shall provide the *Contractor*, without charge, sufficient copies of the *Contract Documents* to perform the *Work*.

1.1.9 *Specifications*, *Drawings*, models, and copies thereof furnished by the *Consultant* are and shall remain the *Consultant*'s property, with the exception of the signed *Contract* sets, which shall belong to each party to the *Contract*. All *Specifications*, *Drawings* and models furnished by the *Consultant* are to be used only with respect to the *Work* and are not to be used on other work. These *Specifications*, *Drawings* and models are not to be copied or altered in any manner without the written authorization of the *Consultant*.

1.1.10 Models furnished by the *Contractor* at the *Owner*'s expense are the property of the *Owner*.

GC 1.2 LAW OF THE CONTRACT

1.2.1 The law of the *Place of the Work* shall govern the interpretation of the *Contract*.

GC 1.3 RIGHTS AND REMEDIES

1.3.1 Except as expressly provided in the *Contract Documents*, the duties and obligations imposed by the *Contract Documents* and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights, and remedies otherwise imposed or available by law.

1.3.2 No action or failure to act by the *Owner*, *Consultant* or *Contractor* shall constitute a waiver of any right or duty afforded any of them under the *Contract*, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

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GC 1.4 ASSIGNMENT

1.4.1 Neither party to the *Contract* shall assign the *Contract* or a portion thereof without the written consent of the other, which consent shall not be unreasonably withheld.

PART 2 ADMINISTRATION OF THE CONTRACT

GC 2.1 AUTHORITY OF THE CONSULTANT

2.1.1 The *Consultant* will have authority to act on behalf of the *Owner* only to the extent provided in the *Contract Documents*, unless otherwise modified by written agreement as provided in paragraph 2.1.2.

2.1.2 The duties, responsibilities and limitations of authority of the *Consultant* as set forth in the *Contract Documents* shall be modified or extended only with the written consent of the *Owner*, the *Contractor* and the *Consultant*.

2.1.3 If the *Consultant*'s employment is terminated, the *Owner* shall immediately appoint or reappoint a *Consultant* against whom the *Contractor* makes no reasonable objection and whose status under the *Contract Documents* shall be that of the former *Consultant*.

GC 2.2 ROLE OF THE CONSULTANT

2.2.1 The *Consultant* will provide administration of the *Contract* as described in the *Contract Documents*.

2.2.2 The *Consultant* will visit the *Place of the Work* at intervals appropriate to the progress of construction to become familiar with the progress and quality of the work and to determine if the *Work* is proceeding in general conformity with the *Contract Documents*.

2.2.3 If the *Owner* and the *Consultant* agree, the *Consultant* will provide at the *Place of the Work*, one or more project representatives to assist in carrying out the *Consultant*'s responsibilities. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in writing to the *Contractor*.

2.2.4 The *Consultant* will promptly inform the *Owner* of the date of receipt of the *Contractor*'s applications for payment as provided in paragraph 5.3.1.1 of GC 5.3 – PROGRESS PAYMENT.

2.2.5 Based on the *Consultant*'s observations and evaluation of the *Contractor*'s applications for payment, the *Consultant* will determine the amounts owing to the *Contractor* under the *Contract* and will issue certificates for payment as provided in Article A-5 of the Agreement - PAYMENT, GC 5.3 - PROGRESS PAYMENT and GC 5.7 - FINAL PAYMENT.

2.2.6 The *Consultant* will not be responsible for and will not have control, charge or supervision of construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs required in connection with the *Work* in accordance with the applicable construction safety legislation, other regulations or general construction practice. The *Consultant* will not be responsible for the *Contractor*'s failure to carry out the *Work* in accordance with the *Contract Documents*. The *Consultant* will not have control over, charge of or be responsible for the acts or omissions of the *Contractor*, *Subcontractors*, *Suppliers*, or their agents, employees, or any other persons performing portions of the *Work*.

2.2.7 Except with respect to GC 5.1 - FINANCING INFORMATION REQUIRED OF THE OWNER, the *Consultant* will be, in the first instance, the interpreter of the requirements of the *Contract Documents*.

2.2.8 Matters in question relating to the performance of the *Work* or the interpretation of the *Contract Documents* shall be initially referred in writing to the *Consultant* by the party raising the question for interpretations and findings and copied to the other party.

2.2.9 Interpretations and findings of the *Consultant* shall be consistent with the intent of the *Contract Documents*. In making such interpretations and findings the *Consultant* will not show partiality to either the *Owner* or the *Contractor*.

2.2.10 The *Consultant*'s interpretations and findings will be given in writing to the parties within a reasonable time.

2.2.11 With respect to claims for a change in *Contract Price*, the *Consultant* will make findings as set out in GC 6.6 – CLAIMS FOR A CHANGE IN CONTRACT PRICE.

2.2.12 The *Consultant* will have authority to reject work which in the *Consultant*'s opinion does not conform to the requirements of the *Contract Documents*. Whenever the *Consultant* considers it necessary or advisable, the *Consultant* will have authority to require inspection or testing of work, whether or not such work is fabricated, installed or completed. However, neither the authority of the *Consultant* to act nor any decision either to exercise or not to exercise such authority shall give rise to any duty or responsibility of the *Consultant* to the *Contractor*, *Subcontractors*, *Suppliers,* or their agents, employees, or other persons performing any of the *Work*.

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2.2.13 During the progress of the *Work* the *Consultant* will furnish *Supplemental Instructions* to the *Contractor* with reasonable promptness or in accordance with a schedule for such instructions agreed to by the *Consultant* and the *Contractor*.

2.2.14 The *Consultant* will review and take appropriate action upon *Shop Drawings*, samples and other *Contractor*'s submittals, in accordance with the *Contract Documents*.

2.2.15 The *Consultant* will prepare *Change Orders* and *Change Directives* as provided in GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

2.2.16 The *Consultant* will conduct reviews of the *Work* to determine the date of *Substantial Performance of the Work* as provided in GC 5.4 - SUBSTANTIAL PERFORMANCE OF THE WORK.

2.2.17 All certificates issued by the *Consultant* will be to the best of the *Consultant*'s knowledge, information and belief. By issuing any certificate, the *Consultant* does not guarantee the *Work* is correct or complete.

2.2.18 The *Consultant* will receive and review written warranties and related documents required by the *Contract* and provided by the *Contractor* and will forward such warranties and documents to the *Owner* for the *Owner*'s acceptance.

GC 2.3 REVIEW AND INSPECTION OF THE WORK

2.3.1 The *Owner* and the *Consultant* shall have access to the *Work* at all times. The *Contractor* shall provide sufficient, safe and proper facilities at all times for the review of the *Work* by the *Consultant* and the inspection of the *Work* by authorized agencies. If parts of the *Work* are in preparation at locations other than the *Place of the Work*, the *Owner* and the *Consultant* shall be given access to such work whenever it is in progress.

2.3.2 If work is designated for tests, inspections or approvals in the *Contract Documents*, or by the *Consultant*'s instructions, or by the laws or ordinances of the *Place of the Work*, the *Contractor* shall give the *Consultant* reasonable notification of when the work will be ready for review and inspection. The *Contractor* shall arrange for and shall give the *Consultant* reasonable notification of the date and time of inspections by other authorities.

2.3.3 The *Contractor* shall furnish promptly to the *Consultant* two copies of certificates and inspection reports relating to the *Work*.

2.3.4 If the *Contractor* covers, or permits to be covered, work that has been designated for special tests, inspections or approvals before such special tests, inspections or approvals are made, given or completed, the *Contractor* shall, if so directed, uncover such work, have the inspections or tests satisfactorily completed, and make good covering work at the *Contractor*'s expense.

2.3.5 The *Consultant* may order any portion or portions of the *Work* to be examined to confirm that such work is in accordance with the requirements of the *Contract Documents*. If the work is not in accordance with the requirements of the *Contract Documents*, the *Contractor* shall correct the work and pay the cost of examination and correction. If the work is in accordance with the requirements of the *Contract Documents*, the *Owner* shall pay the cost of examination and restoration.

2.3.6 The *Contractor* shall pay the cost of making any test or inspection, including the cost of samples required for such test or inspection, if such test or inspection is designated in the *Contract Documents* to be performed by the *Contractor* or is designated by the laws or ordinances applicable to the *Place of the Work*.

2.3.7 The *Contractor* shall pay the cost of samples required for any test or inspection to be performed by the *Consultant* or the *Owner* if such test or inspection is designated in the *Contract Documents*.

GC 2.4 DEFECTIVE WORK

2.4.1 The *Contractor* shall promptly correct defective work that has been rejected by the *Consultant* as failing to conform to the *Contract Documents* whether or not the defective work has been incorporated in the *Work* and whether or not the defect is the result of poor workmanship, use of defective products or damage through carelessness or other act or omission of the *Contractor*.

2.4.2 The *Contractor* shall make good promptly other contractors' work destroyed or damaged by such corrections at the *Contractor*'s expense.

2.4.3 If in the opinion of the *Consultant* it is not expedient to correct defective work or work not performed as provided in the *Contract Documents*, the *Owner* may deduct from the amount otherwise due to the *Contractor* the difference in value between the work as performed and that called for by the *Contract Documents*. If the *Owner* and the *Contractor* do not agree on the difference in value, they shall refer the matter to the *Consultant* for a determination.

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PART 3 EXECUTION OF THE WORK

GC 3.1 CONTROL OF THE WORK

3.1.1 The *Contractor* shall have total control of the *Work* and shall effectively direct and supervise the *Work* so as to ensure conformity with the *Contract Documents*.

3.1.2 The *Contractor* shall be solely responsible for construction means, methods, techniques, sequences, and procedures and for co-ordinating the various parts of the *Work* under the *Contract*.

GC 3.2 CONSTRUCTION BY OWNER OR OTHER CONTRACTORS

3.2.1 The *Owner* reserves the right to award separate contracts in connection with other parts of the *Project* to other contractors and to perform work with own forces.

3.2.2 When separate contracts are awarded for other parts of the *Project*, or when work is performed by the *Owner*'s own forces, the *Owner* shall:

.1 provide for the co-ordination of the activities and work of other contractors and *Owner*'s own forces with the *Work* of the *Contract*;

.2 assume overall responsibility for compliance with the applicable health and construction safety legislation at the *Place of the Work*;

.3 enter into separate contracts with other contractors under conditions of contract which are compatible with the conditions of the *Contract*;

.4 ensure that insurance coverage is provided to the same requirements as are called for in GC 11.1 - INSURANCE and co-ordinate such insurance with the insurance coverage of the *Contractor* as it affects the *Work*; and

.5 take all reasonable precautions to avoid labour disputes or other disputes on the *Project* arising from the work of other contractors or the *Owner*'s own forces.

3.2.3 When separate contracts are awarded for other parts of the *Project*, or when work is performed by the *Owner*'s own forces, the *Contractor* shall:

.1 afford the *Owner* and other contractors reasonable opportunity to store their products and execute their work;

.2 cooperate with other contractors and the *Owner* in reviewing their construction schedules; and

.3 promptly report to the *Consultant* in writing any apparent deficiencies in the work of other contractors or of the *Owner*'s own forces, where such work affects the proper execution of any portion of the *Work*, prior to proceeding with that portion of the *Work*.

3.2.4 Where the *Contract Documents* identify work to be performed by other contractors or the *Owner*'s own forces, the *Contractor* shall co-ordinate and schedule the *Work* with the work of other contractors and the *Owner*'s own forces as specified in the *Contract Documents*.

3.2.5 Where a change in the *Work* is required as a result of the co-ordination and integration of the work of other contractors or *Owner*'s own forces with the *Work*, the changes shall be authorized and valued as provided in GC 6.1 – OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

3.2.6 Disputes and other matters in question between the *Contractor* and other contractors shall be dealt with as provided in Part 8 of the General Conditions - DISPUTE RESOLUTION provided the other contractors have reciprocal obligations. The *Contractor* shall be deemed to have consented to arbitration of any dispute with any other contractor whose contract with the *Owner* contains a similar agreement to arbitrate.

GC 3.3 TEMPORARY WORK

3.3.1 The *Contractor* shall have the sole responsibility for the design, erection, operation, maintenance, and removal of *Temporary Work*.

3.3.2 The *Contractor* shall engage and pay for registered professional engineering personnel skilled in the appropriate disciplines to perform those functions referred to in paragraph 3.3.1 where required by law or by the *Contract Documents* and in all cases where such *Temporary Work* is of such a nature that professional engineering skill is required to produce safe and satisfactory results.

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3.3.3 Notwithstanding the provisions of GC 3.1 - CONTROL OF THE WORK, paragraphs 3.3.1 and 3.3.2 or provisions to the contrary elsewhere in the *Contract Documents* where such *Contract Documents* include designs for *Temporary Work* or specify a method of construction in whole or in part, such designs or methods of construction shall be considered to be part of the design of the *Work* and the *Contractor* shall not be held responsible for that part of the design or the specified method of construction. The *Contractor* shall, however, be responsible for the execution of such design or specified method of construction in the same manner as for the execution of the *Work*.

GC 3.4 DOCUMENT REVIEW

3.4.1 The *Contractor* shall review the *Contract Documents* and shall report promptly to the *Consultant* any error, inconsistency or omission the *Contractor* may discover. Such review by the *Contractor* shall be to the best of the *Contractor*'s knowledge, information and belief and in making such review the *Contractor* does not assume any responsibility to the *Owner* or the *Consultant* for the accuracy of the review. The *Contractor* shall not be liable for damage or costs resulting from such errors, inconsistencies or omissions in the *Contract Documents,* which the *Contractor* did not discover. If the *Contractor* does discover any error, inconsistency or omission in the *Contract Documents*, the *Contractor* shall not proceed with the work affected until the *Contractor* has received corrected or missing information from the *Consultant*.

GC 3.5 CONSTRUCTION SCHEDULE

3.5.1 The *Contractor* shall:

.1 prepare and submit to the *Owner* and the *Consultant* prior to the first application for payment, a construction schedule that indicates the timing of the major activities of the *Work* and provides sufficient detail of the critical events and their inter-relationship to demonstrate the *Work* will be performed in conformity with the *Contract Time*;

.2 monitor the progress of the *Work* relative to the construction schedule and update the schedule on a monthly basis or as stipulated by the *Contract Documents*; and

.3 advise the *Consultant* of any revisions required to the schedule as the result of extensions of the *Contract Time* as provided in Part 6 of the General Conditions - CHANGES IN THE WORK.

GC 3.6 SUPERVISION

3.6.1 The *Contractor* shall provide all necessary supervision and appoint a competent representative who shall be in attendance at the *Place of the Work* while work is being performed. The appointed representative shall not be changed except for valid reason.

3.6.2 The appointed representative shall represent the *Contractor* at the *Place of the Work*. Information and instructions provided by the *Consultant* to the *Contractor*'s appointed representative shall be deemed to have been received by the *Contractor*, except with respect to Article A-6 of the Agreement – RECEIPT OF AND ADDRESSES FOR NOTICES IN WRITING.

GC 3.7 SUBCONTRACTORS AND SUPPLIERS

3.7.1 The *Contractor* shall preserve and protect the rights of the parties under the *Contract* with respect to work to be performed under subcontract, and shall:

.1 enter into contracts or written agreements with *Subcontractors* and *Suppliers* to require them to perform their work as provided in the *Contract Documents*;

.2 incorporate the terms and conditions of the *Contract Documents* into all contracts or written agreements with *Subcontractors* and *Suppliers*; and

.3 be as fully responsible to the *Owner* for acts and omissions of *Subcontractors*, *Suppliers* and of persons directly or indirectly employed by them as for acts and omissions of persons directly employed by the *Contractor*.

3.7.2 The *Contractor* shall indicate in writing, if requested by the *Owner*, those *Subcontractors* or *Suppliers* whose bids have been received by the *Contractor* which the *Contractor* would be prepared to accept for the performance of a portion of the *Work*. Should the *Owner* not object before signing the *Contract*, the *Contractor* shall employ those *Subcontractors* or *Suppliers* so identified by the *Contractor* in writing for the performance of that portion of the *Work* to which their bid applies.

3.7.3 The *Owner* may, for reasonable cause, at any time before the *Owner* has signed the *Contract*, object to the use of a proposed *Subcontractor* or *Supplier* and require the *Contractor* to employ one of the other subcontract bidders.

3.7.4 If the *Owner* requires the *Contractor* to change a proposed *Subcontractor* or *Supplier*, the *Contract Price* and *Contract Time* shall be adjusted by the differences occasioned by such required change.

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3.7.5 The *Contractor* shall not be required to employ as a *Subcontractor* or *Supplier*, a person or firm to which the *Contractor* may reasonably object.

3.7.6 The *Owner*, through the *Consultant*, may provide to a *Subcontractor* or *Supplier* information as to the percentage of the *Subcontractor*'s or *Supplier*'s work which has been certified for payment.

GC 3.8 LABOUR AND PRODUCTS

3.8.1 The *Contractor* shall provide and pay for labour, *Products*, tools, *Construction Equipment*, water, heat, light, power, transportation, and other facilities and services necessary for the performance of the *Work* in accordance with the *Contract*.

3.8.2 Unless otherwise specified in the *Contract Documents*, *Products* provided shall be new. *Products* which are not specified shall be of a quality consistent with those specified and their use acceptable to the *Consultant*.

3.8.3 The *Contractor* shall maintain good order and discipline among the *Contractor*'s employees engaged on the *Work* and shall not employ on the *Work* anyone not skilled in the tasks assigned.

GC 3.9 DOCUMENTS AT THE SITE

3.9.1 The *Contractor* shall keep one copy of current *Contract Documents*, submittals, reports, and records of meetings at the *Place of the Work*, in good order and available to the *Owner* and the *Consultant*.

GC 3.10 SHOP DRAWINGS

3.10.1 The *Contractor* shall provide *Shop Drawings* as required in the *Contract Documents*.

3.10.2 The *Contractor* shall provide *Shop Drawings* to the *Consultant* to review in orderly sequence and sufficiently in advance so as to cause no delay in the *Work* or in the work of other contractors.

3.10.3 Upon request of the *Contractor* or the *Consultant*, they shall jointly prepare a schedule of the dates for provision, review and return of *Shop Drawings*.

3.10.4 The *Contractor* shall provide *Shop Drawings* in the form specified, or if not specified, as directed by the *Consultant*.

3.10.5 *Shop Drawings* provided by the *Contractor* to the *Consultant* shall indicate by stamp, date and signature of the person responsible for the review that the *Contractor* has reviewed each one of them.

3.10.6 The *Consultant*'s review is for conformity to the design concept and for general arrangement only.

3.10.7 *Shop Drawings* which require approval of any legally constituted authority having jurisdiction shall be provided to such authority by the *Contractor* for approval.

3.10.8 The *Contractor* shall review all *Shop Drawings* before providing them to the *Consultant*. The *Contractor* represents by this review that:

.1 the *Contractor* has determined and verified all applicable field measurements, field construction conditions, *Product* requirements, catalogue numbers and similar data, or will do so, and

.2 the *Contractor* has checked and co-ordinated each *Shop Drawing* with the requirements of the *Work* and of the *Contract Documents*.

3.10.9 At the time of providing *Shop Drawings*, the *Contractor* shall expressly advise the *Consultant* in writing of any deviations in a *Shop Drawing* from the requirements of the *Contract Documents*. The *Consultant* shall indicate the acceptance or rejection of such deviation expressly in writing.

3.10.10 The *Consultant*'s review shall not relieve the *Contractor* of responsibility for errors or omissions in the *Shop Drawings* or for meeting all requirements of the *Contract Documents*.

3.10.11 The *Contractor* shall provide revised *Shop Drawings* to correct those which the *Consultant* rejects as inconsistent with the *Contract Documents*, unless otherwise directed by the *Consultant*. The *Contractor* shall notify the *Consultant* in writing of any revisions to the *Shop Drawings* other than those requested by the *Consultant*.

3.10.12 The *Consultant* will review and return *Shop Drawings* in accordance with the schedule agreed upon, or, in the absence of such schedule, with reasonable promptness so as to cause no delay in the performance of the *Work*.

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GC 3.11 USE OF THE WORK

3.11.1 The *Contractor* shall confine *Construction Equipment*, *Temporary Work*, storage of *Products*, waste products and debris, and operations of employees and *Subcontractors* to limits indicated by laws, ordinances, permits, or the *Contract Documents* and shall not unreasonably encumber the *Place of the Work*.

3.11.2 The *Contractor* shall not load or permit to be loaded any part of the *Work* with a weight or force that will endanger the safety of the *Work*.

GC 3.12 CUTTING AND REMEDIAL WORK

3.12.1 The *Contractor* shall perform the cutting and remedial work required to make the affected parts of the *Work* come together properly.

3.12.2 The *Contractor* shall co-ordinate the *Work* to ensure that the cutting and remedial work is kept to a minimum.

3.12.3 Should the *Owner*, the *Consultant*, other contractors or anyone employed by them be responsible for ill-timed work necessitating cutting or remedial work to be performed, the cost of such cutting or remedial work shall be valued as provided in GC 6.1 – OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

3.12.4 Cutting and remedial work shall be performed by specialists familiar with the *Products* affected and shall be performed in a manner to neither damage nor endanger the *Work*.

GC 3.13 CLEANUP

3.13.1 The *Contractor* shall maintain the *Work* in a safe and tidy condition and free from the accumulation of waste products and debris, other than that caused by the *Owner*, other contractors or their employees.

3.13.2 Before applying for *Substantial Performance of the Work* as provided in GC 5.4 – SUBSTANTIAL PERFORMANCE OF THE WORK, the *Contractor* shall remove waste products and debris, other than that resulting from the work of the *Owner*, other contractors or their employees, and shall leave the *Place of the Work* clean and suitable for use or occupancy by the *Owner*. The *Contractor* shall remove products, tools, *Construction Equipment*, and *Temporary Work* not required for the performance of the remaining work.

3.13.3 Prior to application for the final payment, the *Contractor* shall remove any remaining products, tools, *Construction Equipment*, *Temporary Work*, and waste products and debris, other than those resulting from the work of the *Owner*, other contractors or their employees.

PART 4 ALLOWANCES

GC 4.1 CASH ALLOWANCES

4.1.1 The *Contract Price* includes the cash allowances, if any, stated in the *Contract Documents*. The scope of work or costs included in such cash allowances shall be as described in the *Contract Documents*.

4.1.2 The *Contract Price*, and not the cash allowances, includes the *Contractor*'s overhead and profit in connection with such cash allowances.

4.1.3 Expenditures under cash allowances shall be authorized by the *Owner* through the *Consultant*.

4.1.4 Where the actual cost of the *Work* under any cash allowance exceeds the amount of the allowance, the *Contractor* shall be compensated for the excess incurred and substantiated plus an amount for overhead and profit on the excess as set out in the *Contract Documents*. Where the actual cost of the *Work* under any cash allowance is less than the amount of the allowance, the *Owner* shall be credited for the unexpended portion of the cash allowance, but not for the *Contractor*'s overhead and profit on such amount. Multiple cash allowances shall not be combined for the purpose of calculating the foregoing.

4.1.5 The *Contract Price* shall be adjusted by *Change Order* to provide for any difference between the amount of each cash allowance and the actual cost of the work under that cash allowance.

4.1.6 The value of the work performed under a cash allowance is eligible to be included in progress payments.

4.1.7 The *Contractor* and the *Consultant* shall jointly prepare a schedule that shows when the *Consultant* and *Owner* must authorize ordering of items called for under cash allowances to avoid delaying the progress of the *Work*.

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GC 4.2 CONTINGENCY ALLOWANCE

4.2.1 The *Contract Price* includes the contingency allowance, if any, stated in the *Contract Documents*.

4.2.2 The contingency allowance includes the *Contractor*'s overhead and profit in connection with such contingency allowance.

4.2.3 Expenditures under the contingency allowance shall be authorized and valued as provided in GC 6.1 – OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

4.2.4 The *Contract Price* shall be adjusted by *Change Order* to provide for any difference between the expenditures authorized under paragraph 4.2.3 and the contingency allowance.

PART 5 PAYMENT

GC 5.1 FINANCING INFORMATION REQUIRED OF THE OWNER

5.1.1 The *Owner* shall, at the request of the *Contractor*, before signing the *Contract*, and promptly from time to time thereafter, furnish to the *Contractor* reasonable evidence that financial arrangements have been made to fulfill the *Owner*'s obligations under the *Contract*.

5.1.2 The *Owner* shall give the *Contractor Notice in Writing* of any material change in the *Owner*'s financial arrangements to fulfill the *Owner*'s obligations under the *Contract* during the performance of the *Contract*.

GC 5.2 APPLICATIONS FOR PROGRESS PAYMENT

5.2.1 Applications for payment on account as provided in Article A-5 of the Agreement - PAYMENT may be made monthly as the *Work* progresses.

5.2.2 Applications for payment shall be dated the last day of each payment period, which is the last day of the month or an alternative day of the month agreed in writing by the parties.

5.2.3 The amount claimed shall be for the value, proportionate to the amount of the *Contract*, of *Work* performed and *Products* delivered to the *Place of the Work* as of the last day of the payment period.

5.2.4 The *Contractor* shall submit to the *Consultant*, at least 15 calendar days before the first application for payment, a schedule of values for the parts of the *Work*, aggregating the total amount of the *Contract Price*, so as to facilitate evaluation of applications for payment.

5.2.5 The schedule of values shall be made out in such form and supported by such evidence as the *Consultant* may reasonably direct and when accepted by the *Consultant*, shall be used as the basis for applications for payment, unless it is found to be in error.

5.2.6 The *Contractor* shall include a statement based on the schedule of values with each application for payment.

5.2.7 Applications for payment for *Products* delivered to the *Place of the Work* but not yet incorporated into the *Work* shall be supported by such evidence as the *Consultant* may reasonably require to establish the value and delivery of the *Products*.

GC 5.3 PROGRESS PAYMENT

5.3.1 After receipt by the *Consultant* of an application for payment submitted by the *Contractor* in accordance with GC 5.2 - APPLICATIONS FOR PROGRESS PAYMENT:

.1 the *Consultant* will promptly inform the *Owner* of the date of receipt of the *Contractor*'s application for payment,

.2 the *Consultant* will issue to the *Owner* and copy to the *Contractor*, no later than 10 calendar days after the receipt of the application for payment, a certificate for payment in the amount applied for, or in such other amount as the *Consultant* determines to be properly due. If the *Consultant* amends the application, the *Consultant* will promptly advise the *Contractor* in writing giving reasons for the amendment,

.3 the *Owner* shall make payment to the *Contractor* on account as provided in Article A-5 of the Agreement - PAYMENT on or before 20 calendar days after the later of:

- receipt by the *Consultant* of the application for payment, or
- the last day of the monthly payment period for which the application for payment is made.

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GC 5.4 SUBSTANTIAL PERFORMANCE OF THE WORK

5.4.1 When the *Contractor* considers that the *Work* is substantially performed, or if permitted by the lien legislation applicable to the *Place of the Work* a designated portion thereof which the *Owner* agrees to accept separately is substantially performed, the *Contractor* shall, within one *Working Day*, deliver to the *Consultant* and to the *Owner* a comprehensive list of items to be completed or corrected, together with a written application for a review by the *Consultant* to establish *Substantial Performance of the Work* or substantial performance of the designated portion of the *Work*. Failure to include an item on the list does not alter the responsibility of the *Contractor* to complete the *Contract*.

5.4.2 The *Consultant* will review the *Work* to verify the validity of the application and shall promptly, and in any event, no later than 20 calendar days after receipt of the *Contractor*'s list and application:

.1 advise the *Contractor* in writing that the *Work* or the designated portion of the *Work* is not substantially performed and give reasons why, or

.2 state the date of *Substantial Performance of the Work* or a designated portion of the *Work* in a certificate and issue a copy of that certificate to each of the *Owner* and the *Contractor*.

5.4.3 Immediately following the issuance of the certificate of *Substantial Performance of the Work*, the *Contractor*, in consultation with the *Consultant*, shall establish a reasonable date for finishing the *Work*.

GC 5.5 PAYMENT OF HOLDBACK UPON SUBSTANTIAL PERFORMANCE OF THE WORK

5.5.1 After the issuance of the certificate of *Substantial Performance of the Work*, the *Contractor* shall:

.1 submit an application for payment of the holdback amount,

.2 submit CCDC 9A 'Statutory Declaration' to state that all accounts for labour, subcontracts, *Products*, *Construction Equipment*, and other indebtedness which may have been incurred by the *Contractor* in the *Substantial Performance of the Work* and for which the *Owner* might in any way be held responsible have been paid in full, except for amounts properly retained as a holdback or as an identified amount in dispute.

5.5.2 After the receipt of an application for payment from the *Contractor* and the statement as provided in paragraph 5.5.1, the *Consultant* will issue a certificate for payment of the holdback amount.

5.5.3 Where the holdback amount required by the applicable lien legislation has not been placed in a separate holdback account, the *Owner* shall, 10 calendar days prior to the expiry of the holdback period stipulated in the lien legislation applicable to the *Place of the Work*, place the holdback amount in a bank account in the joint names of the *Owner* and the *Contractor*.

5.5.4 In the common law jurisdictions, the holdback amount authorized by the certificate for payment of the holdback amount is due and payable on the first calendar day following the expiration of the holdback period stipulated in the lien legislation applicable to the *Place of the Work*. Where lien legislation does not exist or apply, the holdback amount shall be due and payable in accordance with other legislation, industry practice or provisions which may be agreed to between the parties. The *Owner* may retain out of the holdback amount any sums required by law to satisfy any liens against the *Work* or, if permitted by the lien legislation applicable to the *Place of the Work*, other third party monetary claims against the *Contractor* which are enforceable against the *Owner*.

5.5.5 In the Province of Quebec, the holdback amount authorized by the certificate for payment of the holdback amount is due and payable 30 calendar days after the issuance of the certificate. The *Owner* may retain out of the holdback amount any sums required to satisfy any legal hypothecs that have been taken, or could be taken, against the *Work* or other third party monetary claims against the *Contractor* which are enforceable against the *Owner*.

GC 5.6 PROGRESSIVE RELEASE OF HOLDBACK

5.6.1 In the common law jurisdictions, where legislation permits and where, upon application by the *Contractor*, the *Consultant* has certified that the work of a *Subcontractor* or *Supplier* has been performed prior to *Substantial Performance of the Work*, the *Owner* shall pay the *Contractor* the holdback amount retained for such subcontract work, or the *Products* supplied by such *Supplier*, on the first calendar day following the expiration of the holdback period for such work stipulated in the lien legislation applicable to the *Place of the Work*. The *Owner* may retain out of the holdback amount any sums required by law to satisfy any liens against the *Work* or, if permitted by the lien legislation applicable to the *Place of the Work*, other third party monetary claims against the *Contractor* which are enforceable against the *Owner*.

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5.6.2 In the Province of Quebec, where, upon application by the *Contractor*, the *Consultant* has certified that the work of a *Subcontractor* or *Supplier* has been performed prior to *Substantial Performance of the Work*, the *Owner* shall pay the *Contractor* the holdback amount retained for such subcontract work, or the *Products* supplied by such *Supplier*, no later than 30 calendar days after such certification by the *Consultant*. The *Owner* may retain out of the holdback amount any sums required to satisfy any legal hypothecs that have been taken, or could be taken, against the *Work* or other third party monetary claims against the *Contractor* which are enforceable against the *Owner*.

5.6.3 Notwithstanding the provisions of the preceding paragraphs, and notwithstanding the wording of such certificates, the *Contractor* shall ensure that such subcontract work or *Products* are protected pending the issuance of a final certificate for payment and be responsible for the correction of defects or work not performed regardless of whether or not such was apparent when such certificates were issued.

GC 5.7 FINAL PAYMENT

5.7.1 When the *Contractor* considers that the *Work* is completed, the *Contractor* shall submit an application for final payment.

5.7.2 The *Consultant* will, no later than 10 calendar days after the receipt of an application from the *Contractor* for final payment, review the *Work* to verify the validity of the application and advise the *Contractor* in writing that the application is valid or give reasons why it is not valid.

5.7.3 When the *Consultant* finds the *Contractor*'s application for final payment valid, the *Consultant* will promptly issue a final certificate for payment.

5.7.4 Subject to the provision of paragraph 10.4.1 of GC 10.4 - WORKERS' COMPENSATION, and any lien legislation applicable to the *Place of the Work*, the *Owner* shall, no later than 5 calendar days after the issuance of a final certificate for payment, pay the *Contractor* as provided in Article A-5 of the Agreement - PAYMENT.

GC 5.8 WITHHOLDING OF PAYMENT

5.8.1 If because of climatic or other conditions reasonably beyond the control of the *Contractor*, there are items of work that cannot be performed, payment in full for that portion of the *Work* which has been performed as certified by the *Consultant* shall not be withheld or delayed by the *Owner* on account thereof, but the *Owner* may withhold, until the remaining portion of the *Work* is finished, only such an amount that the *Consultant* determines is sufficient and reasonable to cover the cost of performing such remaining work.

GC 5.9 NON-CONFORMING WORK

5.9.1 No payment by the *Owner* under the *Contract* nor partial or entire use or occupancy of the *Work* by the *Owner* shall constitute an acceptance of any portion of the *Work* or *Products* which are not in accordance with the requirements of the *Contract Documents*.

PART 6 CHANGES IN THE WORK

GC 6.1 OWNER'S RIGHT TO MAKE CHANGES

6.1.1 The *Owner*, through the *Consultant*, without invalidating the *Contract*, may make:
.1 changes in the *Work* consisting of additions, deletions or other revisions to the *Work* by *Change Order* or *Change Directive*, and
.2 changes to the *Contract Time* for the *Work*, or any part thereof, by *Change Order*.

6.1.2 The *Contractor* shall not perform a change in the *Work* without a *Change Order* or a *Change Directive*.

GC 6.2 CHANGE ORDER

6.2.1 When a change in the *Work* is proposed or required, the *Consultant* will provide the *Contractor* with a written description of the proposed change in the *Work*. The *Contractor* shall promptly present, in a form acceptable to the *Consultant*, a method of adjustment or an amount of adjustment for the *Contract Price*, if any, and the adjustment in the *Contract Time*, if any, for the proposed change in the *Work*.

6.2.2 When the *Owner* and *Contractor* agree to the adjustments in the *Contract Price* and *Contract Time* or to the method to be used to determine the adjustments, such agreement shall be effective immediately and shall be recorded in a *Change Order*. The value of the work performed as the result of a *Change Order* shall be included in the application for progress payment.

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GC 6.3 CHANGE DIRECTIVE

6.3.1 If the *Owner* requires the *Contractor* to proceed with a change in the *Work* prior to the *Owner* and the *Contractor* agreeing upon the corresponding adjustment in *Contract Price* and *Contract Time*, the *Owner*, through the *Consultant*, shall issue a *Change Directive*.

6.3.2 A *Change Directive* shall only be used to direct a change in the *Work* which is within the general scope of the *Contract Documents*.

6.3.3 A *Change Directive* shall not be used to direct a change in the *Contract Time* only.

6.3.4 Upon receipt of a *Change Directive*, the *Contractor* shall proceed promptly with the change in the *Work*.

6.3.5 For the purpose of valuing *Change Directives*, changes in the *Work* that are not substitutions or otherwise related to each other shall not be grouped together in the same *Change Directive*.

6.3.6 The adjustment in the *Contract Price* for a change carried out by way of a *Change Directive* shall be determined on the basis of the cost of the *Contractor*'s actual expenditures and savings attributable to the *Change Directive*, valued in accordance with paragraph 6.3.7 and as follows:

.1 If the change results in a net increase in the *Contractor*'s cost, the *Contract Price* shall be increased by the amount of the net increase in the *Contractor*'s cost, plus the *Contractor*'s percentage fee on such net increase.

.2 If the change results in a net decrease in the *Contractor*'s cost, the *Contract Price* shall be decreased by the amount of the net decrease in the *Contractor*'s cost, without adjustment for the *Contractor*'s percentage fee.

.3 The *Contractor*'s fee shall be as specified in the *Contract Documents* or as otherwise agreed by the parties.

6.3.7 The cost of performing the work attributable to the *Change Directive* shall be limited to the actual cost of the following:

.1 salaries, wages and benefits paid to personnel in the direct employ of the *Contractor* under a salary or wage schedule agreed upon by the *Owner* and the *Contractor*, or in the absence of such a schedule, actual salaries, wages and benefits paid under applicable bargaining agreement, and in the absence of a salary or wage schedule and bargaining agreement, actual salaries, wages and benefits paid by the *Contractor*, for personnel

(1) stationed at the *Contractor*'s field office, in whatever capacity employed;

(2) engaged in expediting the production or transportation of material or equipment, at shops or on the road;

(3) engaged in the preparation or review of *Shop Drawings*, fabrication drawings, and coordination drawings; or

(4) engaged in the processing of changes in the *Work*.

.2 contributions, assessments or taxes incurred for such items as employment insurance, provincial or territorial health insurance, workers' compensation, and Canada or Quebec Pension Plan, insofar as such cost is based on wages, salaries or other remuneration paid to employees of the *Contractor* and included in the cost of the *Work* as provided in paragraph 6.3.7.1;

.3 travel and subsistence expenses of the *Contractor*'s personnel described in paragraph 6.3.7.1;

.4 all *Products* including cost of transportation thereof;

.5 materials, supplies, *Construction Equipment*, *Temporary Work*, and hand tools not owned by the workers, including transportation and maintenance thereof, which are consumed in the performance of the *Work*; and cost less salvage value on such items used but not consumed, which remain the property of the *Contractor*;

.6 all tools and *Construction Equipment*, exclusive of hand tools used in the performance of the *Work*, whether rented from or provided by the *Contractor* or others, including installation, minor repairs and replacements, dismantling, removal, transportation, and delivery cost thereof;

.7 all equipment and services required for the *Contractor*'s field office;

.8 deposits lost;

.9 the amounts of all subcontracts;

.10 quality assurance such as independent inspection and testing services;

.11 charges levied by authorities having jurisdiction at the *Place of the Work*;

.12 royalties, patent licence fees and damages for infringement of patents and cost of defending suits therefor subject always to the *Contractor*'s obligations to indemnify the *Owner* as provided in paragraph 10.3.1 of GC 10.3 - PATENT FEES;

.13 any adjustment in premiums for all bonds and insurance which the *Contractor* is required, by the *Contract Documents*, to purchase and maintain;

.14 any adjustment in taxes, other than *Value Added Taxes*, and duties for which the *Contractor* is liable;

.15 charges for long distance telephone and facsimile communications, courier services, expressage, and petty cash items incurred in relation to the performance of the *Work*;

.16 removal and disposal of waste products and debris; and

.17 safety measures and requirements.

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6.3.8 Notwithstanding any other provisions contained in the General Conditions of the *Contract*, it is the intention of the parties that the cost of any item under any cost element referred to in paragraph 6.3.7 shall cover and include any and all costs or liabilities attributable to the *Change Directive* other than those which are the result of or occasioned by any failure on the part of the *Contractor* to exercise reasonable care and diligence in the *Contractor*'s attention to the *Work*. Any cost due to failure on the part of the *Contractor* to exercise reasonable care and diligence in the *Contractor*'s attention to the *Work* shall be borne by the *Contractor*.

6.3.9 The *Contractor* shall keep full and detailed accounts and records necessary for the documentation of the cost of performing the *Work* attributable to the *Change Directive* and shall provide the *Consultant* with copies thereof when requested.

6.3.10 For the purpose of valuing *Change Directives*, the *Owner* shall be afforded reasonable access to all of the *Contractor*'s pertinent documents related to the cost of performing the *Work* attributable to the *Change Directive*.

6.3.11 Pending determination of the final amount of a *Change Directive*, the undisputed value of the *Work* performed as the result of a *Change Directive* is eligible to be included in progress payments.

6.3.12 If the *Owner* and the *Contractor* do not agree on the proposed adjustment in the *Contract Time* attributable to the change in the *Work*, or the method of determining it, the adjustment shall be referred to the *Consultant* for determination.

6.3.13 When the *Owner* and the *Contractor* reach agreement on the adjustment to the *Contract Price* and to the *Contract Time*, this agreement shall be recorded in a *Change Order*.

GC 6.4 CONCEALED OR UNKNOWN CONDITIONS

6.4.1 If the *Owner* or the *Contractor* discover conditions at the *Place of the Work* which are:

.1 subsurface or otherwise concealed physical conditions which existed before the commencement of the *Work* which differ materially from those indicated in the *Contract Documents*; or

.2 physical conditions, other than conditions due to weather, that are of a nature which differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the *Contract Documents*,

then the observing party shall give *Notice in Writing* to the other party of such conditions before they are disturbed and in no event later than 5 *Working Days* after first observance of the conditions.

6.4.2 The *Consultant* will promptly investigate such conditions and make a finding. If the finding is that the conditions differ materially and this would cause an increase or decrease in the *Contractor*'s cost or time to perform the *Work*, the *Consultant*, with the *Owner*'s approval, will issue appropriate instructions for a change in the *Work* as provided in GC 6.2 - CHANGE ORDER or GC 6.3 - CHANGE DIRECTIVE.

6.4.3 If the *Consultant* finds that the conditions at the *Place of the Work* are not materially different or that no change in the *Contract Price* or the *Contract Time* is justified, the *Consultant* will report the reasons for this finding to the *Owner* and the *Contractor* in writing.

6.4.4 If such concealed or unknown conditions relate to toxic and hazardous substances and materials, artifacts and fossils, or mould, the parties will be governed by the provisions of GC 9.2 - TOXIC AND HAZARDOUS SUBSTANCES, GC 9.3 - ARTIFACTS AND FOSSILS and GC 9.5 – MOULD.

GC 6.5 DELAYS

6.5.1 If the *Contractor* is delayed in the performance of the *Work* by an action or omission of the *Owner*, *Consultant* or anyone employed or engaged by them directly or indirectly, contrary to the provisions of the *Contract Documents*, then the *Contract Time* shall be extended for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor*. The *Contractor* shall be reimbursed by the *Owner* for reasonable costs incurred by the *Contractor* as the result of such delay.

6.5.2 If the *Contractor* is delayed in the performance of the *Work* by a stop work order issued by a court or other public authority and providing that such order was not issued as the result of an act or fault of the *Contractor* or any person employed or engaged by the *Contractor* directly or indirectly, then the *Contract Time* shall be extended for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor*. The *Contractor* shall be reimbursed by the *Owner* for reasonable costs incurred by the *Contractor* as the result of such delay.

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6.5.3 If the *Contractor* is delayed in the performance of the *Work* by:
.1 labour disputes, strikes, lock-outs (including lock-outs decreed or recommended for its members by a recognized contractors' association, of which the *Contractor* is a member or to which the *Contractor* is otherwise bound),
.2 fire, unusual delay by common carriers or unavoidable casualties,
.3 abnormally adverse weather conditions, or
.4 any cause beyond the *Contractor*'s control other than one resulting from a default or breach of *Contract* by the *Contractor*,
then the *Contract Time* shall be extended for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor*. The extension of time shall not be less than the time lost as the result of the event causing the delay, unless the *Contractor* agrees to a shorter extension. The *Contractor* shall not be entitled to payment for costs incurred by such delays unless such delays result from actions by the *Owner*, *Consultant* or anyone employed or engaged by them directly or indirectly.

6.5.4 No extension shall be made for delay unless *Notice in Writing* of the cause of delay is given to the *Consultant* not later than 10 *Working Days* after the commencement of the delay. In the case of a continuing cause of delay only one *Notice in Writing* shall be necessary.

6.5.5 If no schedule is made under paragraph 2.2.13 of GC 2.2 - ROLE OF THE CONSULTANT, then no request for extension shall be made because of failure of the *Consultant* to furnish instructions until 10 *Working Days* after demand for such instructions has been made.

GC 6.6 CLAIMS FOR A CHANGE IN CONTRACT PRICE

6.6.1 If the *Contractor* intends to make a claim for an increase to the *Contract Price*, or if the *Owner* intends to make a claim against the *Contractor* for a credit to the *Contract Price*, the party that intends to make the claim shall give timely *Notice in Writing* of intent to claim to the other party and to the *Consultant*.

6.6.2 Upon commencement of the event or series of events giving rise to a claim, the party intending to make the claim shall:
.1 take all reasonable measures to mitigate any loss or expense which may be incurred as a result of such event or series of events, and
.2 keep such records as may be necessary to support the claim.

6.6.3 The party making the claim shall submit within a reasonable time to the *Consultant* a detailed account of the amount claimed and the grounds upon which the claim is based.

6.6.4 Where the event or series of events giving rise to the claim has a continuing effect, the detailed account submitted under paragraph 6.6.3 shall be considered to be an interim account and the party making the claim shall, at such intervals as the *Consultant* may reasonably require, submit further interim accounts giving the accumulated amount of the claim and any further grounds upon which it is based. The party making the claim shall submit a final account after the end of the effects resulting from the event or series of events.

6.6.5 The *Consultant's* findings, with respect to a claim made by either party, will be given by *Notice in Writing* to both parties within 30 *Working Days* after receipt of the claim by the *Consultant*, or within such other time period as may be agreed by the parties.

6.6.6 If such finding is not acceptable to either party, the claim shall be settled in accordance with Part 8 of the General Conditions - DISPUTE RESOLUTION.

PART 7 DEFAULT NOTICE

GC 7.1 OWNER'S RIGHT TO PERFORM THE WORK, TERMINATE THE CONTRACTOR'S RIGHT TO CONTINUE WITH THE WORK OR TERMINATE THE CONTRACT

7.1.1 If the *Contractor* is adjudged bankrupt, or makes a general assignment for the benefit of creditors because of the *Contractor*'s insolvency, or if a receiver is appointed because of the *Contractor*'s insolvency, the *Owner* may, without prejudice to any other right or remedy the *Owner* may have, terminate the *Contractor*'s right to continue with the *Work*, by giving the *Contractor* or receiver or trustee in bankruptcy *Notice in Writing* to that effect.

7.1.2 If the *Contractor* neglects to prosecute the *Work* properly or otherwise fails to comply with the requirements of the *Contract* to a substantial degree and if the *Consultant* has given a written statement to the *Owner* and *Contractor* that sufficient cause exists to justify such action, the *Owner* may, without prejudice to any other right or remedy the *Owner* may have, give the *Contractor Notice in Writing* that the *Contractor* is in default of the *Contractor*'s contractual obligations and instruct the *Contractor* to correct the default in the 5 *Working Days* immediately following the receipt of such *Notice in Writing*.

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7.1.3 If the default cannot be corrected in the 5 *Working Days* specified or in such other time period as may be subsequently agreed in writing by the parties, the *Contractor* shall be in compliance with the *Owner*'s instructions if the *Contractor*:
.1 commences the correction of the default within the specified time, and
.2 provides the *Owner* with an acceptable schedule for such correction, and
.3 corrects the default in accordance with the *Contract* terms and with such schedule.

7.1.4 If the *Contractor* fails to correct the default in the time specified or in such other time period as may be subsequently agreed in writing by the parties, without prejudice to any other right or remedy the *Owner* may have, the *Owner* may:
.1 correct such default and deduct the cost thereof from any payment then or thereafter due the *Contractor* provided the *Consultant* has certified such cost to the *Owner* and the *Contractor*, or
.2 terminate the *Contractor*'s right to continue with the *Work* in whole or in part or terminate the *Contract*.

7.1.5 If the *Owner* terminates the *Contractor*'s right to continue with the *Work* as provided in paragraphs 7.1.1 and 7.1.4, the *Owner* shall be entitled to:
.1 take possession of the *Work* and *Products* at the *Place of the Work*; subject to the rights of third parties, utilize the *Construction Equipment* at the *Place of the Work*; finish the *Work* by whatever method the *Owner* may consider expedient, but without undue delay or expense, and
.2 withhold further payment to the *Contractor* until a final certificate for payment is issued, and
.3 charge the *Contractor* the amount by which the full cost of finishing the *Work* as certified by the *Consultant*, including compensation to the *Consultant* for the *Consultant*'s additional services and a reasonable allowance as determined by the *Consultant* to cover the cost of corrections to work performed by the *Contractor* that may be required under GC 12.3 - WARRANTY, exceeds the unpaid balance of the *Contract Price*; however, if such cost of finishing the *Work* is less than the unpaid balance of the *Contract Price*, the *Owner* shall pay the *Contractor* the difference, and
.4 on expiry of the warranty period, charge the *Contractor* the amount by which the cost of corrections to the *Contractor*'s work under GC 12.3 - WARRANTY exceeds the allowance provided for such corrections, or if the cost of such corrections is less than the allowance, pay the *Contractor* the difference.

7.1.6 The *Contractor*'s obligation under the *Contract* as to quality, correction and warranty of the work performed by the *Contractor* up to the time of termination shall continue after such termination of the *Contract*.

GC 7.2 CONTRACTOR'S RIGHT TO SUSPEND THE WORK OR TERMINATE THE CONTRACT

7.2.1 If the *Owner* is adjudged bankrupt, or makes a general assignment for the benefit of creditors because of the *Owner*'s insolvency, or if a receiver is appointed because of the *Owner*'s insolvency, the *Contractor* may, without prejudice to any other right or remedy the *Contractor* may have, terminate the *Contract* by giving the *Owner* or receiver or trustee in bankruptcy *Notice in Writing* to that effect.

7.2.2 If the *Work* is suspended or otherwise delayed for a period of 20 *Working Days* or more under an order of a court or other public authority and providing that such order was not issued as the result of an act or fault of the *Contractor* or of anyone directly or indirectly employed or engaged by the *Contractor*, the *Contractor* may, without prejudice to any other right or remedy the *Contractor* may have, terminate the *Contract* by giving the *Owner Notice in Writing* to that effect.

7.2.3 The *Contractor* may give *Notice in Writing* to the *Owner*, with a copy to the *Consultant*, that the *Owner* is in default of the *Owner*'s contractual obligations if:
.1 the *Owner* fails to furnish, when so requested by the *Contractor*, reasonable evidence that financial arrangements have been made to fulfill the *Owner*'s obligations under the *Contract*, or
.2 the *Consultant* fails to issue a certificate as provided in GC 5.3 - PROGRESS PAYMENT, or
.3 the *Owner* fails to pay the *Contractor* when due the amounts certified by the *Consultant* or awarded by arbitration or court, or
.4 the *Owner* violates the requirements of the *Contract* to a substantial degree and the *Consultant*, except for GC 5.1 - FINANCING INFORMATION REQUIRED OF THE OWNER, confirms by written statement to the *Contractor* that sufficient cause exists.

7.2.4 The *Contractor*'s *Notice in Writing* to the *Owner* provided under paragraph 7.2.3 shall advise that if the default is not corrected within 5 *Working Days* following the receipt of the *Notice in Writing*, the *Contractor* may, without prejudice to any other right or remedy the *Contractor* may have, suspend the *Work* or terminate the *Contract*.

7.2.5 If the *Contractor* terminates the *Contract* under the conditions set out above, the *Contractor* shall be entitled to be paid for all work performed including reasonable profit, for loss sustained upon *Products* and *Construction Equipment*, and such other damages as the *Contractor* may have sustained as a result of the termination of the *Contract*.

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PART 8 DISPUTE RESOLUTION

GC 8.1 AUTHORITY OF THE CONSULTANT

8.1.1 Differences between the parties to the *Contract* as to the interpretation, application or administration of the *Contract* or any failure to agree where agreement between the parties is called for, herein collectively called disputes, which are not resolved in the first instance by findings of the *Consultant* as provided in GC 2.2 - ROLE OF THE CONSULTANT, shall be settled in accordance with the requirements of Part 8 of the General Conditions - DISPUTE RESOLUTION.

8.1.2 If a dispute arises under the *Contract* in respect of a matter in which the *Consultant* has no authority under the *Contract* to make a finding, the procedures set out in paragraph 8.1.3 and paragraphs 8.2.3 to 8.2.8 of GC 8.2 - NEGOTIATION, MEDIATION AND ARBITRATION, and in GC 8.3 - RETENTION OF RIGHTS apply to that dispute with the necessary changes to detail as may be required.

8.1.3 If a dispute is not resolved promptly, the *Consultant* will give such instructions as in the *Consultant*'s opinion are necessary for the proper performance of the *Work* and to prevent delays pending settlement of the dispute. The parties shall act immediately according to such instructions, it being understood that by so doing neither party will jeopardize any claim the party may have. If it is subsequently determined that such instructions were in error or at variance with the *Contract Documents*, the *Owner* shall pay the *Contractor* costs incurred by the *Contractor* in carrying out such instructions which the *Contractor* was required to do beyond what the *Contract Documents* correctly understood and interpreted would have required, including costs resulting from interruption of the *Work*.

GC 8.2 NEGOTIATION, MEDIATION AND ARBITRATION

8.2.1 In accordance with the Rules for Mediation of Construction Disputes as provided in CCDC 40 in effect at the time of bid closing, the parties shall appoint a Project Mediator

.1 within 20 *Working Days* after the *Contract* was awarded, or

.2 if the parties neglected to make an appointment within the 20 *Working Days*, within 10 *Working Days* after either party by *Notice in Writing* requests that the Project Mediator be appointed.

8.2.2 A party shall be conclusively deemed to have accepted a finding of the *Consultant* under GC 2.2 - ROLE OF THE CONSULTANT and to have expressly waived and released the other party from any claims in respect of the particular matter dealt with in that finding unless, within 15 *Working Days* after receipt of that finding, the party sends a *Notice in Writing* of dispute to the other party and to the *Consultant*, which contains the particulars of the matter in dispute and the relevant provisions of the *Contract Documents*. The responding party shall send a *Notice in Writing* of reply to the dispute within 10 *Working Days* after receipt of such *Notice in Writing* setting out particulars of this response and any relevant provisions of the *Contract Documents*.

8.2.3 The parties shall make all reasonable efforts to resolve their dispute by amicable negotiations and agree to provide, without prejudice, frank, candid and timely disclosure of relevant facts, information and documents to facilitate these negotiations.

8.2.4 After a period of 10 *Working Days* following receipt of a responding party's *Notice in Writing* of reply under paragraph 8.2.2, the parties shall request the Project Mediator to assist the parties to reach agreement on any unresolved dispute. The mediated negotiations shall be conducted in accordance with the Rules for Mediation of Construction Disputes as provided in CCDC 40 in effect at the time of bid closing.

8.2.5 If the dispute has not been resolved within 10 *Working Days* after the Project Mediator was requested under paragraph 8.2.4 or within such further period agreed by the parties, the Project Mediator shall terminate the mediated negotiations by giving *Notice in Writing* to the *Owner*, the *Contractor* and the *Consultant*.

8.2.6 By giving a *Notice in Writing* to the other party and the *Consultant*, not later than 10 *Working Days* after the date of termination of the mediated negotiations under paragraph 8.2.5, either party may refer the dispute to be finally resolved by arbitration under the Rules for Arbitration of Construction Disputes as provided in CCDC 40 in effect at the time of bid closing. The arbitration shall be conducted in the jurisdiction of the *Place of the Work*.

8.2.7 On expiration of the 10 *Working Days*, the arbitration agreement under paragraph 8.2.6 is not binding on the parties and, if a *Notice in Writing* is not given under paragraph 8.2.6 within the required time, the parties may refer the unresolved dispute to the courts or to any other form of dispute resolution, including arbitration, which they have agreed to use.

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8.2.8 If neither party, by *Notice in Writing*, given within 10 *Working Days* of the date of *Notice in Writing* requesting arbitration in paragraph 8.2.6, requires that a dispute be arbitrated immediately, all disputes referred to arbitration as provided in paragraph 8.2.6 shall be

.1 held in abeyance until
(1) *Substantial Performance of the Work*,
(2) the *Contract* has been terminated, or
(3) the *Contractor* has abandoned the *Work*,
whichever is earlier; and

.2 consolidated into a single arbitration under the rules governing the arbitration under paragraph 8.2.6.

GC 8.3 RETENTION OF RIGHTS

8.3.1 It is agreed that no act by either party shall be construed as a renunciation or waiver of any rights or recourses, provided the party has given the *Notice in Writing* required under Part 8 of the General Conditions - DISPUTE RESOLUTION and has carried out the instructions as provided in paragraph 8.1.3 of GC 8.1 – AUTHORITY OF THE CONSULTANT.

8.3.2 Nothing in Part 8 of the General Conditions - DISPUTE RESOLUTION shall be construed in any way to limit a party from asserting any statutory right to a lien under applicable lien legislation of the jurisdiction of the *Place of the Work* and the assertion of such right by initiating judicial proceedings is not to be construed as a waiver of any right that party may have under paragraph 8.2.6 of GC 8.2 – NEGOTIATION, MEDIATION AND ARBITRATION to proceed by way of arbitration to adjudicate the merits of the claim upon which such a lien is based.

PART 9 PROTECTION OF PERSONS AND PROPERTY

GC 9.1 PROTECTION OF WORK AND PROPERTY

9.1.1 The *Contractor* shall protect the *Work* and the *Owner*'s property and property adjacent to the *Place of the Work* from damage which may arise as the result of the *Contractor*'s operations under the *Contract*, and shall be responsible for such damage, except damage which occurs as the result of:

.1 errors in the *Contract Documents*;

.2 acts or omissions by the *Owner*, the *Consultant*, other contractors, their agents and employees.

9.1.2 Before commencing any work, the *Contractor* shall determine the location of all underground utilities and structures indicated in the *Contract Documents* or that are reasonably apparent in an inspection of the *Place of the Work*.

9.1.3 Should the *Contractor* in the performance of the *Contract* damage the *Work*, the *Owner*'s property or property adjacent to the *Place of the Work*, the *Contractor* shall be responsible for making good such damage at the *Contractor*'s expense.

9.1.4 Should damage occur to the *Work* or *Owner*'s property for which the *Contractor* is not responsible, as provided in paragraph 9.1.1, the *Contractor* shall make good such damage to the *Work* and, if the *Owner* so directs, to the *Owner*'s property. The *Contract Price* and *Contract Time* shall be adjusted as provided in GC 6.1 – OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

GC 9.2 TOXIC AND HAZARDOUS SUBSTANCES

9.2.1 For the purposes of applicable legislation related to toxic and hazardous substances, the *Owner* shall be deemed to have control and management of the *Place of the Work* with respect to existing conditions.

9.2.2 Prior to the *Contractor* commencing the *Work*, the *Owner* shall,

.1 take all reasonable steps to determine whether any toxic or hazardous substances are present at the *Place of the Work*, and

.2 provide the *Consultant* and the *Contractor* with a written list of any such substances that are known to exist and their locations.

9.2.3 The *Owner* shall take all reasonable steps to ensure that no person's exposure to any toxic or hazardous substances exceeds the time weighted levels prescribed by applicable legislation at the *Place of the Work* and that no property is damaged or destroyed as a result of exposure to, or the presence of, toxic or hazardous substances which were at the *Place of the Work* prior to the *Contractor* commencing the *Work*.

9.2.4 Unless the *Contract* expressly provides otherwise, the *Owner* shall be responsible for taking all necessary steps, in accordance with applicable legislation in force at the *Place of the Work*, to dispose of, store or otherwise render harmless toxic or hazardous substances which were present at the *Place of the Work* prior to the *Contractor* commencing the *Work*.

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9.2.5 If the *Contractor*

.1 encounters toxic or hazardous substances at the *Place of the Work*, or

.2 has reasonable grounds to believe that toxic or hazardous substances are present at the *Place of the Work*,

which were not brought to the *Place of the Work* by the *Contractor* or anyone for whom the *Contractor* is responsible and which were not disclosed by the *Owner* or which were disclosed but have not been dealt with as required under paragraph 9.2.4, the *Contractor* shall

.3 take all reasonable steps, including stopping the *Work*, to ensure that no person's exposure to any toxic or hazardous substances exceeds any applicable time weighted levels prescribed by applicable legislation at the *Place of the Work*, and

.4 immediately report the circumstances to the *Consultant* and the *Owner* in writing.

9.2.6 If the *Owner* and *Contractor* do not agree on the existence, significance of, or whether the toxic or hazardous substances were brought onto the *Place of the Work* by the *Contractor* or anyone for whom the *Contractor* is responsible, the *Owner* shall retain and pay for an independent qualified expert to investigate and determine such matters. The expert's report shall be delivered to the *Owner* and the *Contractor*.

9.2.7 If the *Owner* and *Contractor* agree or if the expert referred to in paragraph 9.2.6 determines that the toxic or hazardous substances were not brought onto the place of the *Work* by the *Contractor* or anyone for whom the *Contractor* is responsible, the *Owner* shall promptly at the *Owner's* own expense:

.1 take all steps as required under paragraph 9.2.4;

.2 reimburse the *Contractor* for the costs of all steps taken pursuant to paragraph 9.2.5;

.3 extend the *Contract* time for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor* and the expert referred to in 9.2.6 and reimburse the *Contractor* for reasonable costs incurred as a result of the delay; and

.4 indemnify the *Contractor* as required by GC 12.1 - INDEMNIFICATION.

9.2.8 If the *Owner* and *Contractor* agree or if the expert referred to in paragraph 9.2.6 determines that the toxic or hazardous substances were brought onto the place of the *Work* by the *Contractor* or anyone for whom the *Contractor* is responsible, the *Contractor* shall promptly at the *Contractor's* own expense:

.1 take all necessary steps, in accordance with applicable legislation in force at the *Place of the Work*, to safely remove and dispose the toxic or hazardous substances;

.2 make good any damage to the *Work*, the *Owner*'s property or property adjacent to the place of the *Work* as provided in paragraph 9.1.3 of GC 9.1 – PROTECTION OF WORK AND PROPERTY;

.3 reimburse the *Owner* for reasonable costs incurred under paragraph 9.2.6; and

.4 indemnify the Owner as required by GC 12.1 - INDEMNIFICATION.

9.2.9 If either party does not accept the expert's findings under paragraph 9.2.6, the disagreement shall be settled in accordance with Part 8 of the General Conditions - Dispute Resolution. If such disagreement is not resolved promptly, the parties shall act immediately in accordance with the expert's determination and take the steps required by paragraph 9.2.7 or 9.2.8 it being understood that by so doing, neither party will jeopardize any claim that party may have to be reimbursed as provided by GC 9.2 – TOXIC AND HAZARDOUS SUBSTANCES.

GC 9.3 ARTIFACTS AND FOSSILS

9.3.1 Fossils, coins, articles of value or antiquity, structures and other remains or things of scientific or historic interest discovered at the *Place or Work* shall, as between the *Owner* and the *Contractor*, be deemed to be the absolute property of the *Owner*.

9.3.2 The *Contractor* shall take all reasonable precautions to prevent removal or damage to discoveries as identified in paragraph 9.3.1, and shall advise the *Consultant* upon discovery of such items.

9.3.3 The *Consultant* will investigate the impact on the *Work* of the discoveries identified in paragraph 9.3.1. If conditions are found that would cause an increase or decrease in the *Contractor's* cost or time to perform the *Work*, the *Consultant*, with the *Owner's* approval, will issue appropriate instructions for a change in the *Work* as provided in GC 6.2 - CHANGE ORDER or GC 6.3 CHANGE DIRECTIVE.

GC 9.4 CONSTRUCTION SAFETY

9.4.1 Subject to paragraph 3.2.2.2 of GC 3.2 - CONSTRUCTION BY OWNER OR OTHER CONTRACTORS, the *Contractor* shall be solely responsible for construction safety at the *Place of the Work* and for compliance with the rules, regulations and practices required by the applicable construction health and safety legislation and shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the *Work*.

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GC 9.5 MOULD

9.5.1 If the *Contractor* or *Owner* observes or reasonably suspects the presence of mould at the *Place of the Work*, the remediation of which is not expressly part of the *Work*,

.1 the observing party shall promptly report the circumstances to the other party in writing, and

.2 the *Contractor* shall promptly take all reasonable steps, including stopping the *Work* if necessary, to ensure that no person suffers injury, sickness or death and that no property is damaged as a result of exposure to or the presence of the mould, and

.3 if the *Owner* and *Contractor* do not agree on the existence, significance or cause of the mould or as to what steps need be taken to deal with it, the *Owner* shall retain and pay for an independent qualified expert to investigate and determine such matters. The expert's report shall be delivered to the *Owner* and *Contractor*.

9.5.2 If the *Owner* and *Contractor* agree, or if the expert referred to in paragraph 9.5.1.3 determines that the presence of mould was caused by the *Contractor*'s operations under the *Contract*, the *Contractor* shall promptly, at the *Contractor*'s own expense:

.1 take all reasonable and necessary steps to safely remediate or dispose of the mould, and

.2 make good any damage to the *Work*, the *Owner*'s property or property adjacent to the *Place of the Work* as provided in paragraph 9.1.3 of GC 9.1 - PROTECTION OF WORK AND PROPERTY, and

.3 reimburse the *Owner* for reasonable costs incurred under paragraph 9.5.1.3, and

.4 indemnify the *Owner* as required by GC 12.1 - INDEMNIFICATION.

9.5.3 If the *Owner* and *Contractor* agree, or if the expert referred to in paragraph 9.5.1.3 determines that the presence of mould was not caused by the *Contractor*'s operations under the *Contract*, the *Owner* shall promptly, at the *Owner*'s own expense:

.1 take all reasonable and necessary steps to safely remediate or dispose of the mould, and

.2 reimburse the *Contractor* for the cost of taking the steps under paragraph 9.5.1.2 and making good any damage to the *Work* as provided in paragraph 9.1.4 of GC 9.1 - PROTECTION OF WORK AND PROPERTY, and

.3 extend the *Contract Time* for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor* and the expert referred to in paragraph 9.5.1.3 and reimburse the *Contractor* for reasonable costs incurred as a result of the delay, and

.4 indemnify the *Contractor* as required by GC 12.1 - INDEMNIFICATION.

9.5.4 If either party does not accept the expert's finding under paragraph 9.5.1.3, the disagreement shall be settled in accordance with Part 8 of the General Conditions - DISPUTE RESOLUTION. If such desagreement is not resolved promptly, the parties shall act immediately in accordance with the expert's determination and take the steps required by paragraphs 9.5.2 or 9.5.3, it being understood that by so doing neither party will jeopardize any claim the party may have to be reimbursed as provided by GC 9.5 - MOULD.

PART 10 GOVERNING REGULATIONS

GC 10.1 TAXES AND DUTIES

10.1.1 The *Contract Price* shall include all taxes and customs duties in effect at the time of the bid closing except for *Value Added Taxes* payable by the *Owner* to the *Contractor* as stipulated in Article A-4 of the Agreement - CONTRACT PRICE.

10.1.2 Any increase or decrease in costs to the *Contractor* due to changes in such included taxes and duties after the time of the bid closing shall increase or decrease the *Contract Price* accordingly.

GC 10.2 LAWS, NOTICES, PERMITS, AND FEES

10.2.1 The laws of the *Place of the Work* shall govern the *Work*.

10.2.2 The *Owner* shall obtain and pay for development approvals, building permit, permanent easements, rights of servitude, and all other necessary approvals and permits, except for the permits and fees referred to in paragraph 10.2.3 or for which the *Contract Documents* specify as the responsibility of the *Contractor*.

10.2.3 The *Contractor* shall be responsible for the procurement of permits, licences, inspections, and certificates, which are necessary for the performance of the *Work* and customarily obtained by contractors in the jurisdiction of the *Place of the Work* after the issuance of the building permit. The *Contract Price* includes the cost of these permits, licences, inspections, and certificates, and their procurement.

10.2.4 The *Contractor* shall give the required notices and comply with the laws, ordinances, rules, regulations, or codes which are or become in force during the performance of the *Work* and which relate to the *Work*, to the preservation of the public health, and to construction safety.

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10.2.5 The *Contractor* shall not be responsible for verifying that the *Contract Documents* are in compliance with the applicable laws, ordinances, rules, regulations, or codes relating to the *Work*. If the *Contract Documents* are at variance therewith, or if, subsequent to the time of bid closing, changes are made to the applicable laws, ordinances, rules, regulations, or codes which require modification to the *Contract Documents*, the *Contractor* shall advise the *Consultant* in writing requesting direction immediately upon such variance or change becoming known. The *Consultant* will make the changes required to the *Contract Documents* as provided in GC 6.1 - OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

10.2.6 If the *Contractor* fails to advise the *Consultant* in writing; and fails to obtain direction as required in paragraph 10.2.5; and performs work knowing it to be contrary to any laws, ordinances, rules, regulations, or codes; the *Contractor* shall be responsible for and shall correct the violations thereof; and shall bear the costs, expenses and damages attributable to the failure to comply with the provisions of such laws, ordinances, rules, regulations, or codes.

10.2.7 If, subsequent to the time of bid closing, changes are made to applicable laws, ordinances, rules, regulations, or codes of authorities having jurisdiction which affect the cost of the *Work*, either party may submit a claim in accordance with the requirements of GC 6.6 – CLAIMS FOR A CHANGE IN CONTRACT PRICE.

GC 10.3 PATENT FEES

10.3.1 The *Contractor* shall pay the royalties and patent licence fees required for the performance of the *Contract*. The *Contractor* shall hold the *Owner* harmless from and against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of the *Contractor*'s performance of the *Contract* which are attributable to an infringement or an alleged infringement of a patent of invention by the *Contractor* or anyone for whose acts the *Contractor* may be liable.

10.3.2 The *Owner* shall hold the *Contractor* harmless against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of the *Contractor*'s performance of the *Contract* which are attributable to an infringement or an alleged infringement of a patent of invention in executing anything for the purpose of the *Contract*, the model, plan or design of which was supplied to the *Contractor* as part of the *Contract Documents*.

GC 10.4 WORKERS' COMPENSATION

10.4.1 Prior to commencing the *Work*, again with the *Contractor*'s application for payment of the holdback amount following *Substantial Performance of the Work* and again with the *Contractor*'s application for final payment, the *Contractor* shall provide evidence of compliance with workers' compensation legislation at the *Place of the Work*, including payments due thereunder.

10.4.2 At any time during the term of the *Contract*, when requested by the *Owner*, the *Contractor* shall provide such evidence of compliance by the *Contractor* and *Subcontractors*.

PART 11 INSURANCE AND CONTRACT SECURITY

GC 11.1 INSURANCE

11.1.1 Without restricting the generality of GC 12.1 - INDEMNIFICATION, the *Contractor* shall provide, maintain and pay for the following insurance coverages, the minimum requirements of which are specified in CCDC 41 – CCDC Insurance Requirements in effect at the time of bid closing except as hereinafter provided:

.1 General liability insurance in the name of the *Contractor* and include, or in the case of a single, blanket policy, be endorsed to name, the *Owner* and the *Consultant* as insureds but only with respect to liability, other than legal liability arising out of their sole negligence, arising out of the operations of the *Contractor* with regard to the *Work*. General liability insurance shall be maintained from the date of commencement of the *Work* until one year from the date of *Substantial Performance of the Work*. Liability coverage shall be provided for completed operations hazards from the date of *Substantial Performance of the Work*, as set out in the certificate of *Substantial Performance of the Work*, on an ongoing basis for a period of 6 years following *Substantial Performance of the Work*.

.2 Automobile Liability Insurance from the date of commencement of the *Work* until one year after the date of *Substantial Performance of the Work*.

.3 Aircraft or Watercraft Liability Insurance when owned or non-owned aircraft or watercraft are used directly or indirectly in the performance of the *Work*

.4 "Broad form" property insurance in the joint names of the *Contractor*, the *Owner* and the *Consultant*. The policy shall include as insureds all *Subcontractors*. The "Broad form" property insurance shall be provided from the date of commencement of the *Work* until the earliest of:

(1) 10 calendar days after the date of *Substantial Performance of the Work*;

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(2) on the commencement of use or occupancy of any part or section of the *Work* unless such use or occupancy is for construction purposes, habitational, office, banking, convenience store under 465 square metres in area, or parking purposes, or for the installation, testing and commissioning of equipment forming part of the *Work*;

(3) when left unattended for more than 30 consecutive calendar days or when construction activity has ceased for more than 30 consecutive calendar days.

.5 Boiler and machinery insurance in the joint names of the *Contractor*, the *Owner* and the *Consultant*. The policy shall include as insureds all *Subcontractors*. The coverage shall be maintained continuously from commencement of use or operation of the boiler and machinery objects insured by the policy and until 10 calendar days after the date of *Substantial Performance of the Work*.

.6 The "Broad form" property and boiler and machinery policies shall provide that, in the case of a loss or damage, payment shall be made to the *Owner* and the *Contractor* as their respective interests may appear. In the event of loss or damage:

(1) the *Contractor* shall act on behalf of the *Owner* for the purpose of adjusting the amount of such loss or damage payment with the insurers. When the extent of the loss or damage is determined, the *Contractor* shall proceed to restore the *Work*. Loss or damage shall not affect the rights and obligations of either party under the *Contract* except that the *Contractor* shall be entitled to such reasonable extension of *Contract Time* relative to the extent of the loss or damage as the *Consultant* may recommend in consultation with the *Contractor*;

(2) the *Contractor* shall be entitled to receive from the *Owner*, in addition to the amount due under the *Contract*, the amount which the *Owner*'s interest in restoration of the *Work* has been appraised, such amount to be paid as the restoration of the *Work* proceeds in accordance with the progress payment provisions. In addition the *Contractor* shall be entitled to receive from the payments made by the insurer the amount of the *Contractor*'s interest in the restoration of the *Work*; and

(3) to the *Work* arising from the work of the *Owner*, the *Owner*'s own forces or another contractor, the *Owner* shall, in accordance with the *Owner*'s obligations under the provisions relating to construction by *Owner* or other contractors, pay the *Contractor* the cost of restoring the *Work* as the restoration of the *Work* proceeds and as in accordance with the progress payment provisions.

.7 Contractors' Equipment Insurance from the date of commencement of the *Work* until one year after the date of *Substantial Performance of the Work*.

11.1.2 Prior to commencement of the *Work* and upon the placement, renewal, amendment, or extension of all or any part of the insurance, the *Contractor* shall promptly provide the *Owner* with confirmation of coverage and, if required, a certified true copy of the policies certified by an authorized representative of the insurer together with copies of any amending endorsements applicable to the *Work*.

11.1.3 The parties shall pay their share of the deductible amounts in direct proportion to their responsibility in regards to any loss for which the above policies are required to pay, except where such amounts may be excluded by the terms of the *Contract*.

11.1.4 If the *Contractor* fails to provide or maintain insurance as required by the *Contract Documents*, then the *Owner* shall have the right to provide and maintain such insurance and give evidence to the *Contractor* and the *Consultant*. The *Contractor* shall pay the cost thereof to the *Owner* on demand or the *Owner* may deduct the cost from the amount which is due or may become due to the *Contractor*.

11.1.5 All required insurance policies shall be with insurers licensed to underwrite insurance in the jurisdiction of the *Place of the Work*.

11.1.6 If a revised version of CCDC 41 – INSURANCE REQUIREMENTS is published, which specifies reduced insurance requirements, the parties shall address such reduction, prior to the *Contractor*'s insurance policy becoming due for renewal, and record any agreement in a *Change Order*.

11.1.7 If a revised version of CCDC 41 – INSURANCE REQUIREMENTS is published, which specifies increased insurance requirements, the *Owner* may request the increased coverage from the Contractor by way of a *Change Order*.

11.1.8 A *Change Directive* shall not be used to direct a change in the insurance requirements in response to the revision of CCDC 41 – INSURANCE REQUIREMENTS.

GC 11.2 CONTRACT SECURITY

11.2.1 The *Contractor* shall, prior to commencement of the *Work* or within the specified time, provide to the *Owner* any *Contract* security specified in the *Contract Documents*.

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11.2.2 If the *Contract Documents* require surety bonds to be provided, such bonds shall be issued by a duly licensed surety company authorized to transact the business of suretyship in the province or territory of the *Place of the Work* and shall be maintained in good standing until the fulfillment of the *Contract*. The form of such bonds shall be in accordance with the latest edition of the CCDC approved bond forms.

PART 12 INDEMNIFICATION, WAIVER OF CLAIMS AND WARRANTY

GC 12.1 INDEMNIFICATION

12.1.1 Without restricting the parties' obligation to indemnify as described in paragraphs 12.1.4 and 12.1.5, the *Owner* and the *Contractor* shall each indemnify and hold harmless the other from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings whether in respect to losses suffered by them or in respect to claims by third parties that arise out of, or are attributable in any respect to their involvement as parties to this *Contract*, provided such claims are:

.1 caused by:

(1) the negligent acts or omissions of the party from whom indemnification is sought or anyone for whose acts or omissions that party is liable, or

(2) a failure of the party to the *Contract* from whom indemnification is sought to fulfill its terms or conditions; and

.2 made by *Notice in Writing* within a period of 6 years from the date of *Substantial Performance of the Work* as set out in the certificate of *Substantial Performance of the Work* issued pursuant to paragraph 5.4.2.2 of GC 5.4 – SUBSTANTIAL PERFORMANCE OF THE WORK or within such shorter period as may be prescribed by any limitation statute of the province or territory of the *Place of the Work*.

The parties expressly waive the right to indemnity for claims other than those provided for in this *Contract*.

12.1.2 The obligation of either party to indemnify as set forth in paragraph 12.1.1 shall be limited as follows:

.1 In respect to losses suffered by the *Owner* and the *Contractor* for which insurance is to be provided by either party pursuant to GC 11.1 – INSURANCE, the general liability insurance limit for one occurrence as referred to in CCDC 41 in effect at the time of bid closing.

.2 In respect to losses suffered by the *Owner* and the *Contractor* for which insurance is not required to be provided by either party in accordance with GC 11.1 – INSURANCE, the greater of the *Contract Price* as recorded in Article A-4 – CONTRACT PRICE or $2,000,000, but in no event shall the sum be greater than $20,000,000.

.3 In respect to claims by third parties for direct loss resulting from bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, the obligation to indemnify is without limit. In respect to all other claims for indemnity as a result of claims advanced by third parties, the limits of indemnity set forth in paragraphs 12.1.2.1 and 12.1.2.2 shall apply.

12.1.3 The obligation of either party to indemnify the other as set forth in paragraphs 12.1.1 and 12.1.2 shall be inclusive of interest and all legal costs.

12.1.4 The *Owner* and the *Contractor* shall indemnify and hold harmless the other from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of their obligations described in GC 9.2 – TOXIC AND HAZARDOUS SUBSTANCES.

12.1.5 The *Owner* shall indemnify and hold harmless the *Contractor* from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings:

.1 as described in paragraph 10.3.2 of GC 10.3 – PATENT FEES, and

.2 arising out of the *Contractor*'s performance of the *Contract* which are attributable to a lack of or defect in title or an alleged lack of or defect in title to the *Place of the Work*.

12.1.6 In respect to any claim for indemnity or to be held harmless by the *Owner* or the *Contractor*:

.1 *Notice in Writing* of such claim shall be given within a reasonable time after the facts upon which such claim is based became known;

.2 should any party be required as a result of its obligation to indemnify another to pay or satisfy a final order, judgment or award made against the party entitled by this contract to be indemnified, then the indemnifying party upon assuming all liability for any costs that might result shall have the right to appeal in the name of the party against whom such final order or judgment has been made until such rights of appeal have been exhausted.

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GC 12.2 WAIVER OF CLAIMS

12.2.1 Subject to any lien legislation applicable to the *Place of the Work*, as of the fifth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*, the *Contractor* waives and releases the *Owner* from all claims which the *Contractor* has or reasonably ought to have knowledge of that could be advanced by the *Contractor* against the *Owner* arising from the *Contractor*'s involvement in the *Work*, including, without limitation, those arising from negligence or breach of contract in respect to which the cause of action is based upon acts or omissions which occurred prior to or on the date of *Substantial Performance of the Work*, except as follows:

.1 claims arising prior to or on the date of *Substantial Performance of the Work* for which *Notice in Writing* of claim has been received by the *Owner* from the *Contractor* no later than the sixth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*;

.2 indemnification for claims advanced against the *Contractor* by third parties for which a right of indemnification may be asserted by the *Contractor* against the *Owner* pursuant to the provisions of this *Contract*;

.3 claims for which a right of indemnity could be asserted by the *Contractor* pursuant to the provisions of paragraphs 12.1.4 or 12.1.5 of GC 12.1 – INDEMNIFICATION; and

.4 claims resulting from acts or omissions which occur after the date of *Substantial Performance of the Work*.

12.2.2 The *Contractor* waives and releases the *Owner* from all claims referenced in paragraph 12.2.1.4 except for those referred in paragraphs 12.2.1.2 and 12.2.1.3 and claims for which *Notice in Writing* of claim has been received by the *Owner* from the *Contractor* within 395 calendar days following the date of *Substantial Performance of the Work*.

12.2.3 Subject to any lien legislation applicable to the *Place of the Work*, as of the fifth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*, the *Owner* waives and releases the *Contractor* from all claims which the *Owner* has or reasonably ought to have knowledge of that could be advanced by the *Owner* against the *Contractor* arising from the *Owner*'s involvement in the *Work*, including, without limitation, those arising from negligence or breach of contract in respect to which the cause of action is based upon acts or omissions which occurred prior to or on the date of *Substantial Performance of the Work*, except as follows:

.1 claims arising prior to or on the date of *Substantial Performance of the Work* for which *Notice in Writing* of claim has been received by the *Contractor* from the *Owner* no later than the sixth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*;

.2 indemnification for claims advanced against the *Owner* by third parties for which a right of indemnification may be asserted by the *Owner* against the *Contractor* pursuant to the provisions of this *Contract*;

.3 claims for which a right of indemnity could be asserted by the *Owner* against the *Contractor* pursuant to the provisions of paragraph 12.1.4 of GC 12.1 - INDEMNIFICATION;

.4 damages arising from the *Contractor*'s actions which result in substantial defects or deficiencies in the *Work*. "Substantial defects or deficiencies" mean those defects or deficiencies in the *Work* which affect the *Work* to such an extent or in such a manner that a significant part or the whole of the *Work* is unfit for the purpose intended by the *Contract Documents*;

.5 claims arising pursuant to GC 12.3 - WARRANTY; and

.6 claims arising from acts or omissions which occur after the date of *Substantial Performance of the Work*.

12.2.4 The *Owner* waives and releases the *Contractor* from all claims referred to in paragraph 12.2.3.4 except claims for which *Notice in Writing* of claim has been received by the *Contractor* from the *Owner* within a period of six years from the date of *Substantial Performance of the Work* should any limitation statute of the Province or Territory of the *Place of the Work* permit such agreement. If the applicable limitation statute does not permit such agreement, within such shorter period as may be prescribed by:

.1 any limitation statute of the Province or Territory of the *Place of the Work*; or

.2 if the *Place of the Work* is the Province of Quebec, then Article 2118 of the Civil Code of Quebec.

12.2.5 The *Owner* waives and releases the *Contractor* from all claims referenced in paragraph 12.2.3.6 except for those referred in paragraph 12.2.3.2, 12.2.3.3 and those arising under GC 12.3 – WARRANTY and claims for which *Notice in Writing* has been received by the *Contractor* from the *Owner* within 395 calendar days following the date of *Substantial Performance of the Work*.

12.2.6 "*Notice in Writing* of claim" as provided for in GC 12.2 – WAIVER OF CLAIMS to preserve a claim or right of action which would otherwise, by the provisions of GC 12.2 – WAIVER OF CLAIMS, be deemed to be waived, must include the following:

.1 a clear and unequivocal statement of the intention to claim;

.2 a statement as to the nature of the claim and the grounds upon which the claim is based; and

.3 a statement of the estimated quantum of the claim.

12.2.7 The party giving "*Notice in Writing* of claim" as provided for in GC 12.2 – WAIVER OF CLAIMS shall submit within a reasonable time a detailed account of the amount claimed.

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12.2.8 Where the event or series of events giving rise to a claim made under paragraphs 12.2.1 or 12.2.3 has a continuing effect, the detailed account submitted under paragraph 12.2.7 shall be considered to be an interim account and the party making the claim shall submit further interim accounts, at reasonable intervals, giving the accumulated amount of the claim and any further grounds upon which it is based. The party making the claim shall submit a final account after the end of the effects resulting from the event or series of events.

12.2.9 If a *Notice in Writing* of claim pursuant to paragraph 12.2.1.1 is received on the seventh or sixth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*, the period within which *Notice in Writing* of claim shall be received pursuant to paragraph 12.2.3.1 shall be extended to two calendar days before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*.

12.2.10 If a *Notice in Writing* of claim pursuant to paragraph 12.2.3.1 is received on the seventh or sixth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*, the period within which *Notice in Writing* of claim shall be received pursuant to paragraph12.2.1.1 shall be extended to two calendar days before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*.

GC 12.3 WARRANTY

12.3.1 Except for extended warranties as described in paragraph 12.3.6, the warranty period under the *Contract* is one year from the date of *Substantial Performance of the Work*.

12.3.2 The *Contractor* shall be responsible for the proper performance of the *Work* to the extent that the design and *Contract Documents* permit such performance.

12.3.3 The *Owner*, through the *Consultant*, shall promptly give the *Contractor Notice in Writing* of observed defects and deficiencies which occur during the one year warranty period.

12.3.4 Subject to paragraph 12.3.2, the *Contractor* shall correct promptly, at the *Contractor*'s expense, defects or deficiencies in the *Work* which appear prior to and during the one year warranty period.

12.3.5 The *Contractor* shall correct or pay for damage resulting from corrections made under the requirements of paragraph 12.3.4.

12.3.6 Any extended warranties required beyond the one year warranty period as described in paragraph 12.3.1, shall be as specified in the *Contract Documents*. Extended warranties shall be issued by the warrantor to the benefit of the *Owner*. The *Contractor*'s responsibility with respect to extended warranties shall be limited to obtaining any such extended warranties from the warrantor. The obligations under such extended warranties are solely the responsibilities of the warrantor.

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AGREEMENT BETWEEN OWNER AND CONTRACTOR

ARTICLE A-5 PAYMENT

Delete 5.3.1 (1)

PART 1 GENERAL CONDITIONS OF THE STIPULATED PRICE CONTRACT

The Agreement Between Owner and Contractor, Definitions 1 through 26 and General Conditions 1.1 through 12.3 of the Stipulated Price Contract CCDC 2 (2008), together with the following amendments and supplements shall apply entirely to the contract.

GC 1.1 CONTRACT DOCUMENTS

1.1.8 Delete and Add: "The Owner will provide the Contractor with four sets of Contract Documents (two for the Contract and two for the Building Permit) and an electronic file for the Contractor to make additional copies of the Construction Documents to perform the Work."

PART 2 ADMINISTRATION OF THE CONTRACT

GC 2.3 REVIEW AND INSPECTION OF THE WORK

2.3.2 Add, in the first sentence "review," before the word "tests".

2.3.4 In the first sentence replace "special" with "review," and add "review," before the third instance of "inspections".

Add:
2.3.8 Should the *Consultant* be required to make more than one review of rejected work or should the *Consultant* perform additional reviews due to failure of the Work to comply with the application for status of completion made by the *Contractor*, the *Contractor* is required to compensate the *Owner* for such additional *Consultant* services including expenses incurred. Adjustment for such compensation should be made as outlined under PART 6 CHANGES IN THE WORK.

PART 3 EXECUTION OF THE WORK

GC 3.2 CONSTRUCTION BY THE OWNER OR OTHER CONTRACTORS

Delete:
3.2.2.2 Delete this clause in its entirety.

Add to:
3.2.3. ".4 as it applies to the applicable health and construction safety legislation at the *Place of the Work* and the *Contractor* shall assume overall responsibility and be designated as the "Prime Contractor."

GC 3.6 SUPERVISION

3.6.1 Add after the last sentence:
"The appointed *Contractor* representative shall not be changed except for valid reason. The appointed *Contractor* representative shall not be changed without consultation with and written acceptance of the *Owner*. This acceptance shall not be unreasonably withheld."

GC 3.7 SUBCONTRACTRS AND SUPPLIERS

3.7.4 Add at the end of the sentence ", as outlined in GC 6.3 – CHANGE DIRECTIVE."

PART 4 ALLOWANCES

GC 4.1 CASH ALLOWANCES

4.1.2 Add, after the first sentence "Unless noted otherwise, none of the work included in the drawings and specifications is intended to be paid for by the cash allowances. The cash allowances are for the *Owner's* use, at the *Owner's* sole discretion."

PART 5 PAYMENT

GC 5.2 APPLICATIONS FOR PROGRESS PAYMENT

5.2.4 Add, after the first sentence:
"A second schedule, stating the anticipated monthly progress payments, is to be submitted upon request."

Add:
5.2.8 An application for payment shall be deemed received only if submitted complete with required supporting documentation as determined by the *Consultant*.

Add:
5.2.9 The *Contractor* shall with each and every application for payment subsequent to the first, submit a current CCDC 9A Statutory Declaration of Progress Payment Distribution by the *Contractor*, which shall be complete and sworn before a Notary Public or a Commissioner for Oaths for the Province of British Columbia.

GC 5.3 PROGRESS PAYMENT

5.3.1.2 Add,
"If, after a certificate of payment has been issued to the *Owner* (and prior to payment by the *Owner*), the *Consultant* determines on the basis of new information that the amount certified for payment is inappropriately high or low relative to the value of the work performed, then the *Consultant* shall issue a revised certificate of payment,"

5.3.1.3 Delete in its entirely and replace with,
"The *Owner* shall make payment to the *Contractor*, on account, in the amount certified by the *Consultant* as provided in Article A-5 of the Agreement – PAYMENT, on or before the later of:
- twenty calendar days after receipt by the *Consultant* of the application for payment, or
- twenty-eight calendar days after the last day of the payment period for which the *Contractor's* application for payment is made."

GC 5.4 SUBSTANTIAL PERFORMANCE OF THE WORK

Add:
5.4.4 Subject to the requirements of the Builders Lien Act relative to the date of issuance by the *Consultant* of the certificate of completion pursuant to paragraph 5.4.2:

.1 the *Consultant* shall issue to the *Owner* and copy to the *Contractor* a certificate of payment for an amount equal to the *Contract Price* Less:
  .1 twice the value of any deficiencies shown on the comprehensive list of items to be completed or corrected as in GC 5.4.1, as determined by the *Consultant*;
  .2 the value of incomplete work as determined by the *Consultant*; and
  .3 the amounts of all previous certificates of payment.

.2 The *Owner* shall make payment to the *Contractor* in accordance with the provisions of GC 5.3.1.3.

Add:

5.4.5 The *Owner* reserves the right to take possession of and use completed or partially completed portions of the *Work*, in addition to occupancy conditions included in the Contract, providing:

.1 the portion of the *Work* is ready to be used for the purpose intended, to the satisfaction of the *Consultant* and authorities having jurisdiction; and

.2 the *Owner's* possession and use do not interfere with the *Contractor's Work*; and

.3 the *Consultant* conducts a review prior to possession by the *Owner*; and

.4 any extra costs are borne by the Owner, subject to the provisions of GC 6.5 Delays.

Add:

5.4.6 An application for *Substantial Performance* of the Work shall be deemed complete only if submitted with required supporting documentation, including those requirements in GC 5.2.8, as determined by the *Consultant*.

GC 5.5 PAYMENT OF HOLDBACK UPON SUBSTANTIAL PERFORMANCE OF THE WORK

Add:

5.5.1.3 When applying for the release of holdback, the *Contractor* shall submit a current CCDC 9B Statutory Declaration of Progress Payment Distribution by *Subcontractor* from each of the *Subcontractors* and a Worker's Compensation Board Letter of Good Standing.

GC 5.6 PROGRESIVE RELEASE OF HOLDBACK

Add:

5.6.4 An application for progressive release of holdback will not be considered complete until all related documentation required for the *Consultant's* review is received, including those requirements in GC 5.2.8.

GC 5.7 FINAL PAYMENT

Delete:

5.7.4 "no later than 5 calendar days after the issuance of a final certificate for payment,"

Add:

5.7.5 Partial payment may not be made for the completion or correction of any deficiencies shown on the comprehensive list of items to be completed or corrected prior to the date of the issuance of the final certificate of payment.

GC 5.8 WITHOLDING OF PAYMENT

Add:

5.8.2 Upon the provision of *Notice in Writing* to the *Contractor*, and notwithstanding any other provisions of the *Contract Documents*, the *Owner* may withhold all or any portion of any payment to the extent necessary to protect the *Owner* from any actual or anticipated cost, damage, expense or loss arising from:

.1 the unsatisfactory progress of the *Contractor* or in performing the *Work*, as determined by the *Consultant* acting reasonably and in good faith;

.2 the failure of the Contractor to pay any amounts properly due and payable by the Contractor to third parties arising from the performance of the Work in the aggregate amount of such amounts; and

.3 unsatisfied claims for costs, damages, expenses or losses caused by the *Contractor* to the *Work* or to the property of the *Owner*, the *Consultant*, other contractors, or to anyone employed at the *Place of the Work*, or in connection with the *Work*, including for greater certainty, wages, expenses or other amounts payable to any person employed for the performance of the *Work*, including *Subcontractors* and *Suppliers*.

WK

Add:

5.8.3 The *Owner* may withhold any or all monies pursuant to GC 5.8.2 until such matters have been completed, remedied, discharged, cleared, satisfied or released. When the *Owner* is satisfied that it is no longer necessary to withhold payment from the *Contractor* for any or all of the matters listed in GC 5.8.2, the *Owner* shall release all or part of any amounts withheld except statutory holdback amounts.

PART 6 CHANGES IN THE WORK

GC 6.2 CHANGE ORDER

Add:

6.2.3 The following shall determine *Contractor* markup on *Change Orders* by percentage:

.1 To the cost of the *Work* performed by the *Contractor* or a *Subcontractor* directly (that is, the firm actually doing the work), a 15% markup for overhead and profit combined may be added to the cost of the work. Overhead includes management, bonding, insurance, permits and the incorporation of changes on the Project Record Documents.

.2 To the cost of the *Work* performed by *Subcontractors* for the *Contractor* including the *Subcontractor's* markup, the *Contractor* may add a maximum of 5% markup for overhead and profit combined.

.3 On *Work* deleted from the *Contract*, not covered by unit prices, the credit to the *Owner* shall be the cost of the *Work* as set out in GC 6.3 – CHANGE DIRECTIVE, article 6.3.7.

.4 For a detailed list of what the Contractor may include in the cost of the work before adding markups, refer to GC 6.3 – CHANGE DIRECTIVE, article 3.6.7 except as noted in 6.2.3.1.

GC 6.5 DELAYS

6.5.3.3 Add the work "local" after the word "adverse".

Add:

6.5.6 The party marking the claim shall submit to the *Consultant*, within ten Working Days, a detailed account of the *Contract Time* extension claimed and the grounds upon which the claim is based complete with required supporting documentation as determined by the *Consultant*.

Add:

6.5.7 Should the *Consultant*, in consultation with the *Contractor*, determine the *Contractor* is delayed in performance of the *Work*, or any part thereof, by the *Contractor's* inaction, or by delay or inaction of anyone employed or engaged by the *Contractor* directly or indirectly, and the *Contract Time* is compromised:

.1 Then the *Contractor* shall accelerate the *Work* as required to meet the *Contract Time*.

.2 The *Consultant* will promptly give *Notice in Writing* of such determination to the *Owner* and the *Contractor*.

.3 The *Contractor* shall then promptly give the *Owner* and the *Consultant Notice in Writing* of specific changes to the construction scheduling and construction processes the *Contractor* will implement to accelerate the *Work*.

.4 The *Contractor* shall not be entitled to payment for costs to accelerate the *Work* to meet the *Contract Time*.

GC 6.6 CLAIMS FOR A CHANGE IN CONTRACT PRICE

6.6.1 Add "in no case more than ten Working Days from the event or series of events giving rise to the claim."

PART 7 DEFAULT NOTICE

GC OWNER"S RIGHT TO PERFORM THE WORK, STOPE THE WORK, OR TERMINATE THE CONTRACT

7.1.5 In the first sentence, after "paragraph 7.1.1" replace "and" with "or".

PART 10 GOVERNING REGULATIONS

GC 10.2 LAWS, NOTICES, PERMITS, AND FEES

Add:
10.2.8 The *Contractor* shall provide to the *Consultant* copies of all inspection reports from the various authorities having jurisdiction within two *Working Days* of their receipt.

GC 10.4 WORKERS' COMPENSATION

Add:
10.4.3 The *Contractor* is formally designated as the "Prime Contractor."

PART 11 INSURANCE AND CONTRACT SECURITY

GC 11.1 – INSURANCE - Replace entirely with the following:

11.1.1 The *Contractor* shall, without limiting its obligations or liabilities herein and at its own expense, provide and maintain the following insurances with insurers licensed in British Columbia and in forms and amounts acceptable to the *Owner*:

(a) Commercial General Liability Insurance in an amount not less than:
- Five Million Dollars ($5,000,000.00) inclusive per occurrence against bodily injury and property damage for this project.

The *Owner* is to be added as an additional insured under this policy. Any deductible applicable to property damage shall not exceed Five Thousand Dollars ($5,000.00) or such other reasonable deductible. Such insurance shall include, but not be limited to:

.1 Products of Completed Operations Liability;
.2 Owner's and Contractor's Protective Liability;
.3 Blanket Written Contractual Liability;
.4 Contingent Employer's Liability;
.5 Personal Injury Liability;
.6 Non-Owned Automobile Liability;
.7 Cross Liability;
.8 Employees as Additional Insureds;
.9 Broad Form Property Damage;
.10 Broad Form Completed Operations;
.11 Elevator and Hoist Liability;
.12 Operation of Attached Machinery;

.13 Shoring, Blasting, Excavating, Underpinning, Demolition, Piledriving and Caisson Work, Work Below Ground Surface, Tunneling and Grading, as applicable; and

.14 Limited Pollution Liability in an amount not less than Two Million Dollars ($2,000,000.00).

(b) **Automobile Liability** on all owned or leased vehicles in an amount not less than Two Million Dollars ($2,000,000.00).

(c) **Aircraft and/or Watercraft Liability**, where applicable, for all owned or non-owned craft operating or used in the performance of the *Work* by the *Contractor*, in an amount not less than Two Million Dollars ($2,000,000.00) per occurrence and including aircraft passenger hazard liability, where applicable.

(d) **Property Insurance**

.1 The Owner Shall provide, maintain and pay for Course of Construction Insurance, against "All Risks" of physical loss or damage, and will cover all materials, property, structures and equipment purchased for, entering into, or forming part of the Work located on the site while in storage and during construction, erection, installation and testing, but such insurance shall not include coverage for Contractor's equipment of any description.

.2 The Owner shall not be responsible for injury to the Contractor's employees or for loss or damage to the Contractor's or to the Contractor's employees' machinery, equipment, tolls or supplies which may be temporarily used or stored in, on, or about the premises during construction and which may from time to time, or at the termination of the contract, be removed from the premises. The Contractor herby waives all rights of recourse against the Owner or any Other Contractor with regard to damage to the Contractor's property.

11.1.2 All the foregoing insurance shall be primary and not require the sharing of any loss by any insurer of the Owner.

11.1.3 The *Contractor* shall provide the *Owner* with evidence of all required insurance prior to the commencement of the *Work* or services. Such evidence shall be in the form of the *Owner's* Certificate of Insurance (copy attached – Appendix 1). When requested by the *Owner*, the *Contractor* shall provide certified copies of required insurance policies.

11.1.4 All required insurance shall be endorsed to provide the *Owner* with thirty (30) days advance written notice of cancellation or material change.

11.1.5 The *Contractor* hereby waives all rights of recourse against the Owner with regard to damage to the *Contractor's* property.

11.1.6 The *Contractor* shall require and ensure that each *Subcontractor* maintain liability insurance comparable to that required above.

11.1.7 Unless specified otherwise, the duration of each insurance policy shall be from the date of commencement of the *Work* until the date of the final certificate for payment.

GC 11.2 – CONTRACT SECURITY

Add:

11.2.3 The *Contractor* shall give the *Owner Notice in Writing* of any material change in the surety within 15 days of occurrence.

PART 12 INDEMNIFICATION, WAIVER OF CLAIMS AND WARRANTY

GC 12.1 – INDEMNIFICATION

Delete GC 12.1.1 and 12.1.2 and replace with the following:

12.1.1 Without restricting the parties' obligation to indemnify as described in paragraphs 12.1.4 and 12.1.5, and excepting always losses arising out of the independent acts of the party for whom indemnification is sought, the *Owner* and the *Contractor* shall each indemnify and hold harmless the other from and against all claims, demands, losses, costs, damages, actions, suits or proceedings whether in respect to losses suffered by them or in respect to claims by third parties that arise out of, or are attributable in any respect to their involvement as parties to this contract, provided such claims are:

.1 caused by:
  .1 the acts of omissions of the party from whom indemnification is sought or anyone for whose acts or omissions that party is liable, or
  .2 a failure of the party to the *Contract* from whom indemnification is sought to fulfill its terms or conditions; and

.2 made by *Notice in Writing* within such periods as prescribed by the Limitation Act of the Province of British Columbia.

12.1.2 The obligation of either party to indemnify as set forth in paragraph 12.1.1 shall be limited as follows:

.1 In respect to losses suffered by the *Owner* and the *Contractor* for which insurance is to be provided by the owner pursuant to GC 11.1 – INSURANCE, the limit of GENERAL LIABILITY COVERAGE – GC 11.1.1(a) or the limit of the PROPERTY COVERAGE – GC 11.1.1(b) whichever is pertinent to the loss.

.2 In respect to losses suffered by the *Owner* and the *Contractor* for which insurance is not required to be provided by either party in accordance with GC 11.1 – INSURANCE, the greater of the *Contract Price* as recorded in Article A-4 – CONTRACT PRICE or $2,000,000.00, but in no event shall the sum be greater than $20,000,000.00.

.3 In respect to claims by third parties for direct loss resulting from bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, the obligation to indemnify is without limit. In respect to all other claims for indemnity as a result of claims advanced by third parties, the limits of indemnity set forth in paragraphs 12.1.2.1 and 12.1.2.2 shall apply.

GC 12.3 WARRANTY

12.3.4 Add, "In effecting a correction of defects or deficiencies, the *Contractor* shall also bear all costs involved in removing, replacing, repairing or restoring aspects of the *Work* that may be affected in the process of making the correction."

Add:
12.3.7 Where a material, product or installation covered by warranty fails, the stipulated warranty and warranty period shall be renewed for the specific work being replaced or repaired, with the exception of warranties referred to in GC 12.3.6.

END OF SUPPLEMENTARY GENERAL CONDITIONS

Via e-mail to gerald@apluselectric.ca

August 8, 2014

Mr. Gerald Pinard
Kootenay A Plus Systems Ltd.
8350 Walsh Road
Trail, BC V1R 4W3

FAIRBANK ARCHITECTS LTD
404 VERNON STREET
NELSON, BC V1L 4E5
office@fairbankarchitects.com
TEL: 250 - 352 - 5371
FAX: 250 - 352 - 6542

Dear Gerald: 1407 3.8

Re: Beaver Valley Arena – Energy Savings Implementation

Please accept this Letter of Award in that the Regional District of Kootenay Boundary has accepted your Tender and is prepared to enter into a Construction Contract with Kootenay A Plus Systems Ltd. for the above titled project.

The construction award is based on Kootenay A Plus System Ltd.'s bid dated July 23, 2014 and further letter to Mark Daines, dated July 24, 2014 for a Contract Price of $58,500.00 plus GST.

Building access and scheduling must be coordinated with Mr. Mark Daines, Director of Facilities and Recreation for the Regional District of Kootenay Boundary, office telephone number 250-364-3000, mobile telephone number 250-368-1333.

Please provide a certified copy of the Certificate of Automobile Insurance, Commercial and Liability Insurance, within ten (10) days of award as per Supplementary General Condition 11, Insurance.

The date of this letter shall constitute the date of award, which date will appear on the Contract Documents. The onsite work will be substantially completed by October 31, 2014.

Fairbank Architects Ltd. will compile the Construction Contract Documents for official signing by Kootenay A Plus Systems Ltd. and the Regional District of Kootenay Boundary (RDKB).

It is the intention of the RDKB to add additional light fixtures by Change Order, utilizing the Add/Delete Pricing provided by Kootenay A Plus Systems Ltd. in the Tender Form for an approximate value of $6,000.00.

Mr. Gerald Pinard
Kootenay A Plus Systems Ltd.
August 8, 2014
Page Two

By copy of this letter to the other effected parties, we notify them of our correspondence.

Should you require any additional information and/or clarification, please do not hesitate to contact me. We look forward to working with you towards the successful completion of this project.

Yours very truly,

Christopher J. Fairbank, Architect AIBC
President
Fairbank Architects Ltd.

e.c. Mr. Mark Daines, Director of Facilities and Recreation, Regional District of Kootenay Boundary
Mr. John MacLean, Chief Administrative Officer, Regional District of Kootenay Boundary
Mr. Sam Thomas, Prism Engineering Ltd.

CJF/pf

1407 A Plus Electric.14Aug08 eletter (Letter of Award)

APLUS ELECTRIC
OFFICE 250-368-9253

Quote #14-350 rev

(Valid for 30 days)

July 24, 2014

To: Regional District of Kootenay Boundary
Attn: Mark Daines
Re: Beaver Valley Arena Energy Savings Implementation

A PLUS ELECTRIC is pleased to quote a ***Fixed Price of $58,500.00*** ***(Fifty Eight Thousand Five Hundred Dollars*** *to complete the following*

Scope of Work:

- Re and Re of lighting as per tender package "Beaver Valley Arena Energy Savings Implementation", Project #1407, issued July7,2014. Inclusive of addendum #1 issued July 15th, 2014, and addendum #2 issued July 18th, 2014.

Notes:

- *All work to be performed in regular PPE and during regular work hours*
- *Low Voltage lighting control on-site programing and training included in Base Price*
- *Base Price includes $5,000 cash allowance as stipulated in tender.*
- *Separate price of $20,900 to re & re Ancillary light fixtures not included in Base Bid*
- *Mechanical / Civil scope removed from scope of work*

Not included in price:

- ✓ *GST*

Thank you for your consideration, your continued patronage is greatly appreciated. Should you have any questions concerning this quote, please call me at 250-368-9253.

Regards,

Gerald Pinard

APLUS ELECTRIC
OFFICE 250-368-9253

Quote #14-349

(Valid for 30 days)

(

July 23, 2014

To: Regional District of Kootenay Boundary
Attn: Mark Daines
Re: Beaver Valley Arena Energy Savings Implementation

A PLUS ELECTRIC is pleased to quote a ***Fixed Price of $86,500.00*** ***(Eighty Six Thousand Five Hundred dollars)*** *to complete the following*

Scope of Work:

- Re and Re of lighting as per tender package "Beaver Valley Arena Energy Savings Implementation", Project #1407, issued July7,2014. Inclusive of addendum #1 issued July 15th, 2014, and addendum #2 issued July 18th, 2014.
- Re & Re of 5 fans

Notes:

- *All work to be performed in regular PPE and during regular work hours*
- *Recertification of retrofitted luminaires included in Base Price.*
- *Low Voltage lighting control on-site programing and straining included in Base Price*
- *Base Price includes $5,000 cash allowance as stipulated in tender.*
- *Separate price of $20,900 to re & re Ancillary light fixtures not included in Base Bid*

Not included in price:

- ✓ *GST*

Thank you for your consideration, your continued patronage is greatly appreciated. Should you have any questions concerning this quote, please call me at 250-368-9253.

Regards,

Gerald Pinard

Page 1

Beaver Valley Arena
Energy Savings Implementation
#1407

BID FORM

TO: The Regional District of Kootenay Boundary

Kootenay A Plus Systems Ltd.
(Name of Tenderer)

8350-Walsh road, Trail, BC, V1R 4W3
(Full Address of Tenderer)

hereinafter called the "Tenderer", hereby declares that the Tenderer is a company duly incorporated under the laws of British Columbia.

1. The Tenderer declares that this tender is made without any connection, knowledge, comparison of figures, or arrangement with any other person or persons making a tender for the same work and is in all respects fair and without collusion or fraud.

2. Having examined site, access to the site, contract documents for the above named work, the Tenderer hereby agrees, if the tender be accepted, to execute the whole of the work specified in the contract in conformity with the conditions and provisions set forth herein, for the contract price of:

Eighty Six Thousand Five Hundred Dollars ($ 86,500.00)

dollars in lawful money of Canada which includes all prime costs, allowances and government sales or excise taxes in force at this date, EXCLUDING Goods and Services taxes.

The Federal Goods and Services Tax is calculated at an additional:

Four Thousand Three Hundred Twenty Five Dollars ($ 4,325.00),

3. Enclosed herewith: Attached schedule marked with the letter "A", "B" and "C" which shall form part of this tender.

4. The Tenderer has received the following addenda:

Addendum No. One Dated July 15, 2014

Addendum No. Two Dated July 18, 2014

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Signature of Tenderer

FMD

WT

5. In submitting this tender, it is understood this tender is irrevocable and is open for acceptance until thirty (30) days have expired from the Bid Closing Date. The Owner reserves the right to reject any and all Tenders.

6. The tenderer, if notified in writing by the Owner of the acceptance of this tender, hereby agrees:

To execute the standard form of construction contract, CCDC 2, 2008, with modifications stated in Supplementary General Conditions.

DATED at 8350- Walsh Road, Trail, BC the 23rd day of July, 2014.

SIGNED, SEALED AND DELIVERED BY:

In the presence of:

R. Piché Robin Piche

(Witness to Individual Tenderer OR
Witness signing officers of
Corporate Tenderer)

Kootenay A Plus Systems
Name of Tenderer (Company Seal affixed before signature)

Signature and Seal of Individual Tenderer

*350-Walsh Road, Trail, BC, V1R 4W3
Address of Tenderer

(250)368-9253
Telephone Number of Tenderer

SCHEDULE "A"
LIST OF SUBCONTRACTORS AND PARTIAL PRICES

	Trade	Sub-Contractor/Supplier	Price*
1.	Mechanical	Venture Mechanical Systems	$28,000
2.	Electrical	Kootenay A Plus Systems	$58,500

*Base bid without Prime Contractor profit and overhead mark-up or GST.

SCHEDULE "B"
ALTERNATIVE PRICES

We, the Bidder named below, offer the alternative prices as listed on the Add/Delete Pricing by Retrofit with (Luminaire) Quantities as prepared by Prism Engineering Ltd., on the following pages. The amount to revise our Base Bid Price is entered for each alternative requested. All alternative prices exclude Value Added Taxes.

SCHEDULE "C"
SEPARATE PRICE

1. Refer to the Electrical Specification Sections for details of work.
2. The following separate price indicates the amount by which the Stipulated Contract Price may be INCREASED (excluding GST) if the Owner elects to proceed with the following.
   .1 Separate Price No. 1: Ancillary Light Fixtures

For a sum of Twenty Thousand Nine Hundred dollars ($ 20,900)

Gerald Pinard
Bidder's Name

Bidder's Signature

Add/Delete Pricing by Retrofit with Quantities

Prism Engineering

Company Name: Beaver Valley Arena

Project ID: 2014284

Existing			Retrofit			Unit Add ($)	Unit Delete ($)
Type	Description	Qty	Ltg. Cod	Description	Qty	New Luminaire		
FRF	2-32w RSFI T8 EL-IS	1	2832	2-28w 4' RSFI T8 ES HE EL-IS	1	Use Existing	$110	$110
FSE	1-32w RSFI T8 EL-IS	1	2832	2-28w 4' RSFI T8 ES HE EL-IS	1	Use Existing	$110	$110
FSF	2-34w RSFI T12 - Std	28	2832	2-28w 4' RSFI T8 ES HE EL-IS	28	Use Existing	$110	$110
FSF	2-32w RSFI T8 EL-IS	16	2832	2-28w 4' RSFI T8 ES HE EL-IS	16	Use Existing	$110	$110
FSN	2-60w HOFI T12 - Std	2	2832	2-28w 4' RSFI T8 ES HE EL-IS	2	Use Existing	$110	$110
FST	2-110w HOFI T12 - Std	2	2853	4-28w 4' RSFI T8 ES HE EL-IS NEW	2	FS-G6	$170	$170
FST	2-110w HOFI T12 - Std	41	2853	4-28w 4' RSFI T8 ES HE EL-IS NEW	41	FI-B1-WG	$180	$180
FST	2-110w HOFI T12 - Std	1	2833	2-28w 4' RSFI T8 ES HE EL-IS NEW	2	FW-K6-12	$130	$130
FVD	2-34w RSFI T12 - Std	2	2832	2-28w 4' RSFI T8 ES HE EL-IS	2	Use Existing	$110	$110
FVF	4-34w RSFI T12 - Std 2 bal	2	2832	2-28w 4' RSFI T8 ES HE EL-IS	2	Use Existing	$110	$110
HCC	1-70w HPS	6	1072	1-26W LED FC Wallpack NEW	6	LW-A2	$270	$270
HFJ	1-400w HPS	2	1090	1-105w LED FL or SB NEW	2	LR-A2	$680	$680
ISE	1-150w Inc R40	6	1072	1-26W LED FC Wallpack NEW	7	LW-A2	$270	$270
IXA	2-15w Inc A15	6	1007	1-2 Wall LED Exit Sign LO NEW	6	X6	$150	$150
MHG	1-400w MH	2	9100	0-Remove and cover	2	Use Existing	$110	$110
MHG	1-400w MH	27	1088	1-326W LED HB NEW	27	LH-D2-WG	$600	$600

Add/Delete Pricing by Retrofit with Quantities

Prism ENGINEERING

Company Name: Beaver Valley Arena

Project ID: 2014284

Existing			Retrofit				Unit Add ($)	Unit Delete ($)
Type	Description	Qty	Ltg. Cod	Description	Qty	New Luminaire		

The unit prices above shall serve as a basis for computing the value of additional or omitted work. Work shall only be performed or allowed for at the submitted prices upon written instructions of the Consultant. Unit prices shall include material, labour, overhead and profit, additional bonding and shall exclude applicable taxes.

Regional District of Kootenay Boundary

MEMORANDUM

TO: **Chair McGregor and Board**
FROM: Beth Burget, General Manager of Finance
DATE: October 27, 2014
SUBJE CT: **2015-2019 Five Year Financial Plan**

MESSAGE:

Attached is a Financial Plan Comparison Report along with the summary budget sheets for all services. Managers received the Board directive to prepare budgets with a zero percent increase and maintain existing service levels.

The Financial Plan Comparison Report compares the current version of the 2015 Budget with the 2014 Budget. The 2015 budget may change with input from Committees and with more accurate 2014 yearend data. As the 2014 surplus/deficit is accounted for in the 2015 Budget, it may result in changes to requisition levels.

The attached budget information is provided for information and can be referred to the respective Committees for their review, input and direction. The Committees will make recommendation to the Finance Committee and the Finance Committee will in turn recommend to the Board.

Recommendation(s):

That the staff report from Beth Burget on the 2015 - 2019 Five Year Financial Plan be received.

That the 2015 - 2019 Five Year Financial Plans be referred to Committees for review.

Respectfully submitted,

Beth Burget
General Manager of Finance

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FINANCIAL PLAN COMPARISON with PRIOR YEAR
ANNUAL BUDGET and REQUISITION Listed by COMMITTEE

		BUDGET				REQUISITION		
DESCRIPTION	Number	2014	2015	Change	Comments	2014	2015	Change
Finance Committee								
General Government Services	001	$ 5,093,050	$ 3,403,143	$ (1,689,906)	airport sale	$ 845,059	$ 637,732	$ (207,327)
MFA Debenture Debt	001 MFA	1,604,963	1,542,876	(62,087)	Cash flow (in/out) for Municipal Debt	0	0	-
Building & Plumbing Inspection	004	943,094	970,682	27,588	City of GF left service mid year 2013	633,888	654,330	20,442
Reserve for Feasibility Studies	006	53,451	63,477	10,026	Surplus from 2014	322	348	26
TOTAL FINANCE COMMITTEE		$ 7,694,557	$ 5,980,178	$ (1,714,379)		$ 1,071,695	$ 1,292,410	$ (186,859)
Beaver Valley Recreation								
Beaver Valley Arena	020-011	594,605	642,257	47,653		324,191	324,191	0
Beaver Valley Recreation	020-013	257,771	222,367	(35,404)		177,978	177,922	(56)
Beaver Valley Parks & Trails	019	818,906	957,174	138,268	Capital project - alarm system upgrade	744,731	744,804	73
TOTAL BEAVER VALLEY RECREATION		$ 1,671,281	$ 1,821,798	$ 150,517		$ 786,609	$ 1,246,918	$ (460,309)
East End Services								
Police Based Victims' Assistance	009	108,288	113,395	5,106		55,642	55,642	-
East End Economic Development	017	140,000	179,516	39,516	2014 funded from prior year surplus	0	178,116	178,116
Culture Arts & Rec in the Lower Columbia	018	2,095,527	1,713,451	(382,075)		710,347	710,350	3
Kootenay Boundary Regional Fire Rescue	050	3,946,401	3,821,877	(124,525)		3,063,978	3,063,951	(27)
Animal Control - East End	070	94,525	94,287	(238)		92,585	90,784	(1,801)
Regional Airport - East End	110	71,996	25,795	(46,201)	Transition to City of Trail	0	25,795	25,795
Cemeteries - East End	150	458,548	385,055	(73,493)	require further information from particpants	457,042	383,831	(73,211)
East End Transit	900	1,783,792	1,784,633	841	Operations	1,159,299	1,127,361	(31,938)
TOTAL EAST END STAKEHOLDERS		$ 8,699,078	$ 8,118,009	$ (581,069)		$ 3,307,706	$ 5,635,830	$ 96,936
Environmental Services								
Regionalized Waste Management	010	4,883,750	8,404,757	3,521,007	Solid Waste Management Plan	1,255,440	1,009,901	(245,539)
Refuse Disposal - Big White	064	171,319	171,319	(0)		171,319	171,319	(0)
TOTAL ENVIRONMENTAL SERVICES		$ 5,055,069	$ 8,576,076	$ 3,521,007		$ 2,382,344	$ 1,181,220	$ (245,539)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FINANCIAL PLAN COMPARISON with PRIOR YEAR
ANNUAL BUDGET and REQUISITION Listed by COMMITTEE

		BUDGET				REQUISITION		
DESCRIPTION	Number	2014	2015	Change	Comments	2014	2015	Change
Boundary Stakeholders Services								
Boundary Economic Development	008	106,556	106,636	80		100,337	94,991	(5,346)
Recreation - Grand Forks & Area 'D'	021	490,470	500,026	9,555		419,706	419,706	0
Recreation - Greenwood, Midway , 'E'	022	57,308	52,334	(4,974)		57,026	50,134	(6,892)
Boundary Museum Service	026	30,000	30,000	-		29,960	29,960	-
Grand Forks Arena	030	624,143	627,364	3,221		404,456	404,456	0
Grand Forks Curling Rink	031	117,600	105,529	(12,071)		35,000	35,000	-
Grand Forks Aquatic Centre	040	788,466	814,551	26,084		557,587	557,587	0
Midway & Beaverdell E.R. Service	055	11,938	11,399	(539)		11,938	11,399	(539)
Animal Control - Boundary	071	152,147	150,725	(1,422)		120,217	131,030	10,813
Mosquito - Grand Forks, Area 'D'	080	118,682	119,162	480		100,870	100,870	0
Noxious Weed Control - Area 'D' & 'E'	092	209,717	166,781	(42,936)		74,711	74,711	(0)
Library - Grand Forks, Area 'C' & 'D'	140	349,571	349,642	71		348,809	348,577	(232)
Greenwood, Area 'E' Cemetery Service	145	26,798	8,824	(17,974)		15,644	4,936	(10,708)
Boundary Transit	950	93,802	83,828	(9,974)		49,546	48,148	(1,398)
TOTAL BOUNDARY AREA		$ 3,177,199	$ 3,126,801	$ (50,398)		$ 1,549,274	$ 2,311,505	$ (14,302)
Sewerage Committee								
East End Regionalized Sewer Utility	700	6,678,763	6,146,037	(532,726)	Includes $4.5 million - force main river crossing	1,350,684	1,351,460	776
East End Regionalized Sewer Utility - Trail	700-001	52,535	0	(52,535)	Transition to City of Trail	52,535	-14,920	(67,455)
ast End Regionalized Sewer Utility - Rossland	700-002	12,725	0	(12,725)	Transition to City of Rossland	12,725	-8,780	(21,505)
ast End Reg Sewer Utility - Rossland/Warfield	700-003	8,725	0	(8,725)	Transition to City of Rossland/Village of Warfield	8,725	-4,750	(13,475)
Oasis-Rivervale Sewer Utility		90,064	75,163	(14,901)		1,228	30,582	29,354
TOTAL SEWERAGE COMMITTEE		$ 6,842,812	$ 6,221,200	$ (621,612)		$ 690,366	$ 1,353,592	$ (72,305)
Protective Services								
Emergency Preparedness	012	385,928	404,467	18,539		255,580	255,553	(27)
911 Emergency Communications	015	783,079	729,537	(53,542)		339,241	323,498	(15,743)
TOTAL PROTECTIVE SERVICES COMMITTEE		$ 1,169,007	$ 1,134,004	$ (35,003)		$ 235,771	$ 579,051	$ (15,770)
Other Organized Commitees								
Planning & Development	005	765,237	786,670	21,433		711,029	711,013	(16)
Beaver Valley Water Supply	500	1,064,040	953,968	(110,072)		488,700	488,700	-
TOTAL OTHER COMMITTEES		$ 1,829,277	$ 1,740,638	$ (88,639)		$ 1,019,413	$ 1,199,713	$ (16)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FINANCIAL PLAN COMPARISON with PRIOR YEAR
ANNUAL BUDGET and REQUISITION Listed by COMMITTEE

		BUDGET				REQUISITION		
DESCRIPTION	Number	2014	2015	Change	Comments	2014	2015	Change
Electoral Area Services								
Electoral Area Administration	002	611,725	516,940	(94,785)		227,126	226,840	(286)
Electoral Grant - in - Aid	003	306,740	324,585	17,845		239,462	239,633	171
Parks & Trails - Electoral Area 'B'	014	261,236	237,785	(23,451)		244,036	236,819	(7,217)
Recreation - Christina Lake	023	69,018	65,082	(3,936)		48,886	48,886	0
Recreation Facilities - Christina Lake	024	45,902	45,104	(798)		40,000	40,000	-
Area 'C' Regional Parks & Trails	027	324,931	308,242	(16,689)		275,055	275,055	(0)
Beaverdell Community Club Service	028	19,950	19,950	-		19,950	19,950	-
Area 'D' Regional Parks & Trails	045	48,088	66,324	18,236		48,088	24,134	(23,954)
Fire Protection - Christina Lake	051	344,256	331,958	(12,298)		291,608	291,608	0
Fire Protection - Beaverdell	053	71,770	61,796	(9,974)		43,382	33,931	(9,451)
Big White Fire - Specified Area	054	1,567,562	1,780,667	213,104	Fire hall reno	816,867	817,221	354
Rural Greenwood Fire Service	056	18,798	18,824	26		18,798	18,824	26
Fire Protection - Grand Forks Rural	057	374,860	336,296	(38,564)	New Service in 2013	320,000	319,953	(47)
Area E' Regional Parks & Trails	065	11,298	8,324	(2,974)		6,298	5,162	(1,136)
Big White Security Services	074	241,830	241,908	78		215,861	236,908	21,047
Big White Noise Control Service	075	16,298	16,324	26		12,571	1,324	(11,247)
Area 'C' Economic Development	077	71,298	56,324	(14,974)	New Service in 2013	65,817	56,305	(9,512)
Mosquito Control - Chistina Lake	081	36,812	29,123	(7,688)		28,476	28,476	0
Weed Control - 'A' - Columbia Gardens	090	36,278	46,278	10,000		36,527	20,753	(15,774)
Weed Control - Christina Lake Milfoil	091	304,622	288,551	(16,071)		288,476	288,476	0
Street Lighting - Big White	101	10,249	9,688	(561)		10,249	9,688	(561)
Street Lighting - Beaverdell	103	1,000	1,000	0		622	1,000	378
House Numbering - Areas 'A' & 'C'	120	6,000	6,000	-		6,000	6,000	-
House Numbering - Area 'D'	121	3,000	3,000	-		3,000	3,000	-
House Numbering - Area 'B'	122	3,000	3,000	-		3,000	3,000	-
House Numbering - Area 'E'	123	3,000	3,000	-		3,000	3,000	0
Library - Specified Area 'E'	141	3,500	3,500	-		3,500	3,500	-
Columbia Gardens Water Supply Utility	600	37,916	45,291	7,375		19,884	19,922	38
Rivervale Water & Street Lighting Utility	650	235,175	231,861	(3,315)		0	140	140
Mill Road Sewer Collection Services	710	1,107	0	(1,107)		969	-1	(970)
TOTAL ELECTORAL AREA SERVICES		$ 5,070,220	$ 5,106,725	$ 19,506		$ 2,274,488	$ 3,279,506	$ (58,001)
TOTAL BUDGET		$ 41,208,500	$ 41,825,427	$ 599,928		$ 13,317,667	$ 18,079,744	$ (956,165)
			1.46%	Total Budget Increase			**-7.18%**	Total TAX Increase

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT 001
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES

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

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) Between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	3	941,817	845,059	845,062	(3)	637,732	(207,327)	(24.53)	610,916	649,445	676,497	766,771
11 210 100	Federal Grant In Lieu	4	4,317	3,000	3,000	0	3,000	0	0.00	3,060	3,121	3,184	3,247
11 400 003	Rental - Trail Facilities	5	0	150	0	150	150	0	0.00	150	150	150	150
11 400 004	Rent GF Office - Planning	6	7,004	7,179	7,323	(144)	7,323	144	2.00	7,469	7,618	7,771	7,926
11 400 005	Rent GF Office - Building	7	52,680	52,680	52,860	(180)	52,680	0	0.00	52,680	52,680	52,680	52,680
11 550 100	Interest Earned	8	53,516	50,000	49,331	669	51,000	1,000	2.00	52,020	53,060	54,122	55,204
11 550 106	Woodstove Exchange - BC Lung	9	12,118	2,628	2,628	0	0	(2,628)	(100.00)	0	0	0	0
11 550 107	Woodstove Exchange - Other Income	10	1,600	0	750	(750)	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	11	49,608	1,312,576	1,289,616	22,960	32,576	(1,280,000)	(97.52)	32,628	32,680	32,734	32,788
11 590 400	Columbia Basin Trust	12	16,059	15,059	15,059	0	15,059	0	0.00	15,059	15,059	15,059	15,059
11 590 990	Recovery of Common Costs	13	106,223	108,347	108,347	0	108,347	0	0.00	110,514	112,724	114,979	117,278
11 592 001	Board Fee Revenue	14-16	607,221	615,734	615,734	0	592,056	(23,678)	(3.85)	603,898	615,976	628,295	640,861
11 621 100	Local Government Act - Grant	17	155,767	155,767	155,767	0	155,767	0	0.00	155,767	155,767	155,767	155,767
11 621 150	Province of BC CARIP	18	33,407	38,939	38,940	(1)	38,939	0	0.00	39,718	40,512	41,322	42,149
11 759 159	Province of BC - Misc Revenue	19	15,000	0	0	0	0	0	0.00	0	0	0	0
11 759 940	BC Hydro Grant	20	1,397,580	1,397,580	1,457,185	(59,605)	1,190,817	(206,763)	(14.79)	1,214,633	1,238,926	1,263,704	1,263,704
11 911 100	Previous Year's Surplus	21	169,608	436,351	452,551	(16,200)	465,698	29,346	6.73	0	0	0	0
11 921 205	Transfer from Reserve	22	32,823	40,000	0	40,000	40,000	0	0.00	340,000	140,000	100,000	0
11 990 100	Hospital District Contract	23	12,000	12,000	12,000	0	12,000	0	0.00	0	0	0	0
	Total Revenue		3,668,348	5,093,050	5,106,154	-13,104	3,403,143	-1,689,906	-33.18	3,238,510	3,117,719	3,146,263	3,153,585
EXPENDITURE:													
DIRECTORS REMUNERATION & EXPENSE													
12 110 130	Director Remuneration	24	233,510	374,422	219,428	154,994	346,984	(27,438)	(7.33)	355,724	364,638	371,931	379,370
12 110 210	Director Travel	25	34,560	31,827	25,896	5,931	31,827	0	0.00	32,464	33,113	33,775	34,451
12 110 211	Directors Expenses	26	21,486	25,500	15,675	9,825	25,500	0	0.00	26,010	26,530	27,061	27,602
12 110 251	Office Supplies - Directors	27	840	6,180	0	6,180	6,180	0	0.00	6,304	6,430	6,558	6,689
SALARIES & BENEFITS													
12 121 111	Salaries and Benefits	28-29	1,047,383	1,268,074	1,358,938	(90,864)	1,270,865	2,791	0.22	1,296,282	1,332,619	1,359,271	1,386,456
12 121 190	Labour Relations	30	8,453	10,268	5,584	4,684	10,268	0	0.00	17,413	10,562	10,713	10,867
12 121 210	Travel Expense	31	16,197	14,000	8,166	5,834	12,000	(2,000)	(14.29)	12,240	12,485	12,734	12,989
12 121 239	Staff Development	32	18,694	26,522	16,929	9,593	23,941	(2,581)	(9.73)	24,276	22,417	22,766	23,121
OPERATING EXPENSES													
12 121 212	Postage	33	13,966	21,300	10,868	10,432	10,000	(11,300)	(53.05)	10,200	10,404	10,612	10,824
12 121 213	Telephone	34	10,582	29,380	5,256	24,124	11,120	(18,260)	(62.15)	11,342	11,569	11,801	12,037
12 121 214	FCM Dues	35	0	4,994	10,170	(5,176)	4,994	0	0.00	5,094	5,196	5,300	5,406
12 121 221	Advertising	36	24,342	16,280	8,694	7,586	14,280	(2,000)	(12.29)	14,566	14,857	15,154	15,457
12 121 231	Information Technology	37	191,444	244,462	219,603	24,859	244,462	0	0.00	376,023	158,596	162,180	163,775
12 121 247	Office Equipment	38	11,016	15,981	9,084	6,897	15,981	0	0.00	16,081	16,081	16,681	16,681
12 121 251	Office Supplies	39	23,568	31,212	24,984	6,228	26,000	(5,212)	(16.70)	26,520	27,050	27,591	28,143
12 121 252	Building Maintenance	40	131,100	144,920	66,416	78,504	144,920	0	0.00	147,243	164,613	152,030	154,496
12 121 253	Vehicle Operating	41	13,364	28,864	14,187	14,677	28,864	0	0.00	29,439	30,026	30,625	31,235
12 121 261	Equipment Lease Photocopier	42	34,861	31,208	30,326	882	31,616	408	1.31	31,616	27,458	23,300	23,300
12 121 263	Equipment Lease Postage Machine	43	3,573	4,192	3,750	442	4,192	0	0.00	4,276	4,383	4,448	4,515
12 121 810	Bank Service Charge	44	32,834	30,936	22,363	8,573	30,936	0	0.00	31,442	31,958	32,484	33,021

Continued, page 2

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

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

EXHIBIT 001
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) Between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
PROFESSIONAL FEES/INSURANCE													
12 121 232	Legal Fees	45	115,482	70,000	79,507	(9,507)	70,000	0	0.00	71,400	72,828	74,285	75,770
12 121 233	Consultants Fees	46	85,359	69,200	24,646	44,554	33,200	(36,000)	(52.02)	21,904	29,612	18,824	22,541
12 121 234	External Audit	47	35,655	32,000	50,625	(18,625)	40,000	8,000	25.00	40,800	41,616	42,448	43,297
12 121 237	Liability Insurance	48	85,407	78,928	78,918	10	78,928	0	0.00	80,507	82,117	83,759	85,434
12 121 238	Property Insurance	49	9,549	14,681	9,986	4,695	14,681	0	0.00	14,974	46,112	15,434	11,561
DEBT/CAPITAL													
12 121 610	Capital/Amortization	50	0	40,000	0	40,000	40,000	0	0.00	0	0	40,000	0
12 121 830	Debt - Principal Payments	51	751,146	751,156	751,156	0	181,156	(570,000)	(75.88)	0	0	0	0
12 121 811	Interest Expense - Short Term	52	47,161	37,000	29,006	7,994	27,000	(10,000)	(27.03)	25,000	25,000	25,000	25,000
12 121 741	Contribution to Reserve	53	172,364	1,533,503	1,479,502	54,001	600,189	(933,314)	(60.86)	496,250	496,250	496,250	496,250
REGIONAL WOODSTOVE EXCHANGE PROGRAM													
12 121 905	Woodstove - Coordinator	54	3,365	0	652	(652)	0	0	0.00	0	0	0	0
12 121 906	Woodstove - Rebates Paid	55	7,350	0	2,500	(2,500)	0	0	0.00	0	0	0	0
12 121 907	Woodstove - Other Expenses	56	375	0	0	0	0	0	0.00	0	0	0	0
12 121 908	Woodstove - Workshops	57	0	0	0	0	0	0	0.00	0	0	0	0
12 121 990	Previous Year's Deficit	58	0	0	0	0	0	0	0.00	0	0	0	0
12 121 995	Operating Grants Provided	59	10,000	10,000	0	10,000	10,000	0	0.00	10,000	10,000	10,000	10,000
12 121 999	Contingencies	60	20,813	108,060	57,640	50,420	13,060	(95,000)	(87.91)	3,121	3,199	3,247	3,296
	Total Expenditure		3,215,797	5,105,050	4,640,456	464,593	3,403,143	-1,701,906	-33.34	3,238,510	3,117,719	3,146,263	3,153,585
	Surplus/(Deficit)		452,551		465,698								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT 001
GENERAL GOVERNMENT SERVICES - MFA DEBENTURE DEBT

MFABC
Municipal Finance Authority of BC

U P D A T E D FOR 2015

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2015 BUDGET and 2014 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
13 250 100	MFA due from Fruitvale	2	0	0	0	0	-	0	0.00	-	-	-	-
13 250 200	MFA due from Grand Forks	3	81,070	207,712	81,070	126,642	205,654.43	-2,057	-0.99	205,654.43	205,654.43	205,654.43	203,597.02
13 250 300	MFA due from Greenwood	4	25,460	25,460	25,460	0	25,460.07	0	0.00	25,460.07	25,460.07	25,460.07	25,460.07
13 250 400	MFA due from Midway	5	44,904	42,874	44,904	-2,030	40,844.94	-2,030	-4.73	35,999.94	21,386.58	21,386.58	21,386.58
13 250 500	MFA due from Montrose	6	33,078	0	33,078	-33,078	-	0	0.00	-	-	-	-
13 250 600	MFA due from Rossland	7	273,958	535,278	273,958	261,320	477,278.06	-58,000	-10.84	477,278.06	477,278.06	477,278.06	477,278.06
13 250 700	MFA due from Trail	8	483,855	662,776	483,855	178,921	662,776.47	0	0.00	662,776.47	662,776.47	662,776.47	662,776.47
13 250 800	MFA due from Warfield	9	130,862	130,862	130,862	-0	130,861.65	0	0.00	130,861.65	130,861.65	130,861.65	130,861.65
	Total Revenue		1,073,187	1,604,963	1,073,187	531,776	1,542,875.62	-62,087	-3.87	1,538,030.62	1,523,417.26	1,523,417.26	1,521,359.85
EXPENDITURE:													
	MFA for Debenture Members	10 - 12	1,073,187	1,604,963	1,073,187	531,776	1,542,875.62	(62,087)	(3.87)	1,538,030.62	1,523,417.26	1,523,417.26	1,521,359.85
	Total Expenditure		1,073,187	1,604,963	1,073,187	531,776	1,542,875.62	(62,087)	(3.87)	1,538,030.62	1,523,417.26	1,523,417.26	1,521,359.85
SUMMARY OF ANNUAL PAYMENTS:													
	Total Interest Paid						861,651.92			856,806.92	851,961.92	851,961.92	847,847.10
	Total Principal Paid						681,223.70			681,223.70	671,455.34	671,455.34	673,512.75
	Total Annual Payments						1,542,875.62			1,538,030.62	1,523,417.26	1,523,417.26	1,521,359.85

mfa-bc



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 004
BUILDING INSPECTION

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

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Tax Requisition - Municipalities	2	372,233	297,880	297,881	(1)	306,625	8,745	2.94	332,309	343,709	336,905	364,543
	Tax Requisition - Electoral Areas	3	428,317	436,008	436,008	0	447,705	11,697	2.68	485,207	501,852	491,917	532,272
11 210 100	Federal Grant In Lieu	4	1,678	1,500	604	896	1,500	0	0.00	1,500	1,500	1,500	1,500
11 517 100	Bldg and Plumbing Permits	5	100,795	102,500	80,000	22,500	102,500	0	0.00	102,500	102,500	102,500	102,500
11 590 159	Miscellaneous Revenue	6	9,300	500	8,000	(7,500)	500	0	0.00	513	520	528	536
11 921 205	Transfer from Reserve	7	50,000	0	0	0	42,000	42,000	0.00	42,000	42,000	42,000	0
11 911 100	Previous Year's Surplus	8	109,310	104,705	117,693	(12,988)	69,851	(34,854)	(33.29)	0	0	0	0
	Total Revenue		1,071,633	943,094	940,186	2,908	970,682	27,588	2.93	964,028	992,082	975,349	1,001,352
EXPENDITURE:													
12 292 111	Salaries & Benefits	9	783,989	703,607	703,607	0	698,559	(5,048)	(0.72)	716,023	737,504	759,629	782,418
12 292 210	Travel Expense	10	13,094	24,575	8,000	16,575	21,555	(3,020)	(12.29)	21,986	22,426	22,874	23,332
12 292 213	Telephone	11	13,447	14,565	14,565	0	14,565	0	0.00	14,929	15,377	15,838	16,313
12 292 230	Board Fee	12	24,776	25,272	25,272	0	25,754	482	1.91	26,269	26,794	27,330	27,877
12 292 232	Legal	13	735	5,100	1,500	3,600	5,100	0	0.00	5,202	5,306	5,412	5,520
12 292 243	Building Expense	14	71,895	71,587	71,587	0	71,587	0	0.00	41,587	41,587	41,587	41,587
12 292 247	Office Equipment	15	10,300	35,412	10,094	25,319	31,412	(4,000)	(11.30)	32,890	36,878	37,376	37,883
12 292 251	Office Supplies	16	7,275	18,710	9,000	9,710	18,710	0	0.00	20,978	21,307	21,646	21,996
12 292 253	Vehicle Maintenance	17	26,720	42,555	25,000	17,555	36,229	(6,326)	(14.87)	36,954	37,693	38,447	39,215
12 292 262	Equipment Lease	18	0	0	0	0	3,500	3,500	0.00	3,500	3,500	3,500	3,500
12 292 610	Capital/Amortization	19	0	0	0	0	42,000	42,000	0.00	42,000	42,000	0	0
12 292 990	Previous Year's Deficit	20	0	0	0	0	0	0	0.00	0	0	0	0
12 292 741	Equipment Reserve	21	1,710	1,710	1,710	0	1,710	0	0.00	1,710	1,710	1,710	1,710
	Total Expenditure		953,940	943,094	870,335	72,759	970,682	27,588	2.93	964,028	992,082	975,349	1,001,352
	Surplus(Deficit)		117,693		69,851								

Building & Plumbing Permit Revenue Summary:

	2010	2011	2012
From Municipalities (Net)	120,536	105,712	239,612
From Electoral Areas	168,706	79,858	165,605
Total Building & Plumbing Permit Revenues	$ 289,242	$ 185,570	$ 405,217
Electoral Revenue Used			
Transfer To Reserves	$ -	$ -	$ -
Reduce Electoral Area Taxes	168,706	43,858	80,105
Recorded as Current Revenue	0	36,000	85,500
	$ 168,706	$ 79,858	$ 165,605



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 006
FEASIBILITY STUDIES

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

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE												
Property Tax Requisition	2	27,496	322	324	(2)	348	26	8.07	41,407	41,437	41,467	41,499
11 210 100 Federal Grant In Lieu	3	150	100	31	69	100	0	0.00	100	100	100	100
11 590 159 Miscellaneous Revenue	4	9,960	0	0	0	10,000	10,000	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	5	24,384	53,029	43,633	9,396	53,029	0	0.00	0	0	0	0
Total Revenue		61,990	53,451	43,988	9,463	63,477	10,026	18.76	41,507	41,537	41,567	41,599
EXPENDITURE												
12 821 230 Board Fee	6	1,423	1,451	967	484	1,477	26	1.79	1,507	1,537	1,567	1,599
12 821 999 Contingencies	7	16,933	52,000	4,200	47,800	62,000	10,000	19.23	40,000	40,000	40,000	40,000
12 821 990 Prior Year Deficit	8	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		18,356	53,451	5,167	48,284	63,477	10,026	18.76	41,507	41,537	41,567	41,599
Surplus (Deficit)		43,633		38,821								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 020 - 011
BEAVER VALLEY ARENA

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	327,179	324,191	324,192	(1)	324,191	0	0.00	403,533	411,042	417,074	410,522
11 210 100	Federal Grant In Lieu	3	0	200	367	(167)	200	0	0.00	200	200	200	200
11 400 301	Skate Sharpening	4	3,253	2,381	2,381	0	2,381	0	0.00	2,429	2,477	2,527	2,577
11 400 507	Concession Revenue	5	40,563	46,589	46,589	(1)	46,589	0	0.00	47,520	48,471	49,440	50,429
11 400 510	Photocopying	6	1,065	932	549	383	932	0	0.00	951	970	989	1,009
11 400 512	Vending Machine Revenue	7	2,026	3,934	3,934	0	3,934	0	0.00	4,013	4,093	4,175	4,258
11 530 351	Ice Surface Rental	8	107,291	100,425	100,425	0	100,425	0	0.00	102,434	104,482	106,572	108,703
11 530 356	Admissions Arena	9	2,121	2,485	2,485	(0)	2,485	0	0.00	2,534	2,585	2,637	2,690
11 530 361	Public Skate - Bulk Ticket	10	0	0	0	0	0	0	0.00	0	0	0	0
11 530 363	Tiny Tot Lessons	11	2,203	1,035	1,035	0	1,035	0	0.00	1,056	1,077	1,098	1,120
11 590 159	Miscellaneous	12	6,864	2,071	10,127	(8,056)	2,071	0	0.00	2,112	2,155	2,198	2,242
11 911 100	Previous Year's Surplus	13	110,390	110,362	132,555	(22,193)	158,015	47,652	43.18	0	0	0	0
	Total Revenue		602,955	594,605	624,638	(30,033)	642,257	47,653	8.01	566,781	577,551	586,909	583,750
EXPENDITURE													
12 715 111	Salaries & Benefits	14	248,038	299,994	210,000	89,994	294,624	(5,369)	(1.79)	300,601	306,786	313,100	319,545
12 715 213	Telephone	15	3,517	3,210	3,210	0	3,210	0	0.00	3,274	3,340	3,408	3,475
12 715 221	Advertising	16	1,844	1,656	1,656	0	1,656	0	0.00	1,690	1,723	1,758	1,793
12 715 230	Board Fee	17	11,903	12,141	12,141	0	12,340	199	1.64	12,587	12,839	13,095	13,357
12 715 234	Staff Education & Training	18	1,093	2,071	0	2,071	2,071	0	0.00	2,112	2,154	2,197	2,241
12 715 237	Insurance	19	10,881	11,345	11,345	0	11,345	0	0.00	11,572	11,803	12,039	12,280
12 715 246	Building Equip Maintenance	20	12,400	37,000	37,000	0	24,000	(13,000)	(35.14)	17,000	17,340	17,687	18,041
12 715 247	Office Equip & Furniture	21	2,242	1,864	1,415	448	1,864	0	0.00	1,901	1,939	1,978	2,017
12 715 251	Office Supplies	22	888	1,035	1,035	0	1,035	0	0.00	1,056	1,077	1,098	1,120
12 715 252	Building Maintenance	23	20,847	18,635	22,500	(3,865)	18,635	0	0.00	19,008	19,388	19,776	20,172
12 715 270	Janitorial Supplies	24	3,955	6,626	6,626	0	6,626	0	0.00	6,759	6,894	7,032	7,172
12 715 510	Concession Supplies	25	23,864	30,024	30,024	0	30,024	0	0.00	30,624	31,237	31,862	32,499
12 715 511	Concession Contract	26	9,891	12,942	12,942	0	12,942	0	0.00	13,201	13,465	13,734	14,009
12 715 515	Vending Supplies	27	1,165	2,589	2,589	0	2,589	0	0.00	2,641	2,694	2,747	2,802
12 715 541	Employee Equip & Uniform	28	1,222	1,139	1,544	(405)	1,525	386	33.89	1,165	1,188	1,569	1,601
12 715 551	Utilities - Sewer & Water	29	1,213	1,035	1,035	0	1,035	0	0.00	1,056	1,077	1,098	1,120
12 715 552	Utilities - Heating Fuel	30	15,784	18,000	18,000	0	18,000	0	0.00	18,360	18,727	19,102	19,484
12 715 553	Utilities - Electricity	31	49,265	53,836	53,836	0	48,000	(5,836)	(10.84)	48,960	49,939	50,938	51,957
12 715 559	Utilities - Refuse	32	4,686	4,452	4,452	0	4,452	0	0.00	4,541	4,632	4,724	4,819
12 715 606	Grounds Maintenance	33	2,150	2,071	2,071	0	2,071	0	0.00	2,112	2,155	2,198	2,242
12 715 612	Equipment Replacement	34	24,030	37,897	11,040	26,857	53,471	15,574	41.10	30,971	30,971	30,971	20,567
12 715 650	Zamboni Operation	35	4,377	5,591	5,591	0	5,591	0	0.00	5,703	5,817	5,933	6,052
12 715 654	Zamboni Repairs & Maintenance	36	6,333	4,659	4,659	0	4,659	0	0.00	4,752	4,847	4,944	5,043
12 715 658	Vehicle Operation & Maintenance	37	6,329	13,247	8,525	4,722	13,215	(32)	(0.24)	13,360	13,508	11,669	7,844
12 715 664	Build Equip. - R&M Refridgeration	38	1,182	10,200	2,042	8,158	10,200	0	0.00	10,404	10,612	10,824	11,041
12 715 716	Cashier Contract	39	1,300	1,346	1,346	0	1,346	0	0.00	1,373	1,400	1,428	1,457
12 715741	Contribution to Reserve	40	0	0	0	0	55,731	55,731	0.00	0	0	0	0
12 715 990	Previous Year's Deficit	41	0	0	0	0	0	0	0.00	0	0	0	0
12 715 915	Loss on Disposal of Assets	42	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		470,400	594,605	466,624	127,981	642,257	47,653	8.01	566,781	577,551	586,909	583,750
	Surplus(Deficit)		132,555		158,015								

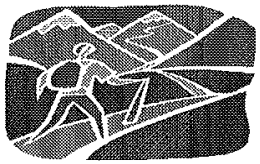


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 020 - 013
BEAVER VALLEY RECREATION

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	178,342	177,978	177,978	0	177,922	(56)	(0.03)	179,655	183,222	186,861	190,572
11 210 100	Federal Grant in Lieu	3	0	0	200	(200)	0	0	0.00	0	0	0	0
11 400 310	Marsh Crk. Park Space Rent	4	2,290	2,589	2,700	(111)	4,000	1,411	54.50	4,080	4,162	4,245	4,330
	Not in Use	5	0	0	0	0	0	0	0.00	0	0	0	0
11 400 402	Adult Programming	6	17,855	21,741	21,741	0	21,741	0	0.00	22,176	22,619	23,072	23,533
11 400 420	Youth Programming	7	10,482	16,565	16,565	0	16,565	0	0.00	16,896	17,234	17,579	17,930
11 590 159	Miscellaneous	8	4,024	2,139	4,154	(2,015)	2,139	0	0.00	2,162	2,185	2,209	2,233
11 911 100	Previous Year's Surplus	9	14,868	36,758	36,758	0	0	(36,758)	(100.00)	0	0	0	0
	Total Revenue		227,860	257,771	260,097	(2,326)	222,367	(35,404)	(13.73)	224,969	229,423	233,965	238,598
EXPENDITURE													
12 718 111	Salaries & Benefits	10	108,099	169,741	169,741	0	171,655	1,914	1.13	175,088	178,590	182,162	185,805
12 718 213	Telephone	11	2,351	1,761	2,100	(339)	1,761	0	0.00	1,796	1,832	1,869	1,906
12 718 221	Advertising	12	5,539	5,177	11,000	(5,824)	5,177	0	0.00	5,280	5,386	5,493	5,603
12 718 230	Board Fee	13	10,948	11,167	11,167	0	11,366	199	1.78	11,593	11,825	12,062	12,303
12 718 234	Staff Education & Training	14	0	2,071	500	1,571	0	(2,071)	(100.00)	0	0	0	0
12 718 240	Memberships	15	107	518	518	0	518	0	0.00	528	539	550	561
12 718 241	Commission Expense	16	175	518	600	(82)	518	0	0.00	528	539	550	561
12 718 243	Space Rental	17	4,440	2,278	3,275	(997)	2,278	0	0.00	2,324	2,370	2,417	2,466
12 718 247	Office Equipment	18	509	11,050	9,788	1,262	3,050	(8,000)	(72.40)	2,300	2,300	2,300	2,300
12 718 251	Office Supplies	19	489	725	725	0	725	0	0.00	740	754	769	785
12 718 253	Ground Equip Maintenance	20	398	6,501	4,000	2,501	3,500	(3,001)	(46.16)	3,570	3,641	3,714	3,789
12 718 293	Program Supplies - Special Event	21	7,577	9,317	7,000	2,317	6,000	(3,317)	(35.60)	6,120	6,242	6,367	6,495
12 718 294	Program Supplies - Summer	22	1,815	2,071	3,340	(1,269)	2,071	0	0.00	2,112	2,155	2,198	2,242
12 718 553	Parks - Utilities (Electricity)	23	2,875	2,071	2,957	(886)	2,071	0	0.00	2,112	2,155	2,198	2,242
12 718 606	Parks - Grounds Maintenance	24	41,993	28,353	30,000	(1,647)	6,212	(22,141)	(78.09)	6,336	6,463	6,592	6,724
12 718 658	Vehicle Operating - Mileage	25	3,786	4,452	4,400	52	4,452	0	0.00	4,541	4,632	4,724	4,819
12 718 716	Grants to Other Recreations	26	0	0	0	0	0	0	0.00	0	0	0	0
12 718 990	Previous Year's Deficit	27	0	0	0	0	1,014	1,014	0.00	0	0	0	0
	Total Expenditure		191,101	257,771	261,111	(3,340)	222,367	(35,404)	(13.73)	224,969	229,423	233,965	238,598
	Surplus(Deficit)		36,758		(1,014)								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 019

BEAVER VALLEY - PARKS & TRAILS

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE												
Property Tax Requisition	2	744,288	744,731	744,730	1	744,804	72	0.01	748,579	717,759	744,548	745,233
11 210 100 Federal Grant in Lieu	3	1,071	530	835	(305)	530	0	0.00	541	551	562	574
11 210 174 Federal Government Grant (Rinc)	4	0	69,000	69,000	0	38,000	(31,000)	(44.93)	0	0	0	0
11 400 ??? User Fees	5	0	0	0	0	0	0	0.00	0	0	0	0
11 400 ??? User Fees	6	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Transferred From Reserve	7	0	0	0	0	0	0	0.00	0	70,000	0	0
11 590 159 Miscellaneous	8	6,420	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	9	55,557	4,644	4,644	0	173,840	169,196	3,643.22	0	0	0	0
Total Revenue		807,335	818,906	819,209	(303)	957,174	138,268	16.88	749,120	788,311	745,111	745,806
EXPENDITURE												
12 709 100 Village of Fruitvale Recreation	10	124,120	148,195	148,195	0	151,123	2,928	1.98	155,267	159,535	165,965	165,965
12 709 111 Beaver Valley Public Library	11	172,388	177,560	177,560	0	177,560	0	0.00	177,560	177,560	177,560	177,560
12 709 230 Board Fee	12	10,948	11,167	11,167	0	11,366	199	1.78	11,593	11,883	12,061	12,242
12 709 252 Building Maintenance	13	4,577	0	0	0	74,500			0	0	0	0
12 709 500 Village of Montrose Recreation	14	38,841	41,983	41,983	0	42,678	695	1.66	43,381	44,097	44,823	44,823
12 709 611 BV Arena Capital Projects	15	127,468	85,815	85,815	0	140,961	55,146	64.26	161,961	126,961	116,961	114,961
12 709 700 BV Recreation Subsidy Program	16	209,350	213,537	40,000	173,537	213,537	0	0.00	100,000	102,000	104,040	106,121
12 709 716 Other Grants	17	22,000	42,449	42,449	(0)	20,449	(22,000)	(51.83)	20,858	21,275	21,700	22,134
12 709 741 Contribution to Reserves	18	5,000	7,000	7,000	0	50,000	43,000	614.29	5,000	35,000	5,000	5,000
12 709 750 Municipal Capital Grants	19	88,000	91,200	91,200	0	75,000	(16,200)	(17.76)	73,500	110,000	97,000	97,000
12 709 840 Vehicle Financing	20	0	0	0	0	0			0	0	0	0
12 709 990 Previous Year's Deficit	21	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		802,691	818,906	645,369	173,537	957,174	138,268	16.88	749,120	788,311	745,111	745,806
Surplus(Deficit)		4,644		173,840								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 009
POLICE BASED VICTIM ASSISTANCE PROGRAM





PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas 'A' and 'B'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	49,953	55,642	55,643	(1)	55,642	(0)	(0.00)	64,137	66,328	68,563	70,843
11 210 100	Federal Grant In Lieu	3	497	200	137	63	200	0	0.00	200	200	200	200
11 921 205	Transferred From Reserve	4	5,900	0	0	0	1,500	1,500	0.00	0	0	0	0
11 590 101	Solicitor General Grant	5	47,832	47,832	49,278	(1,446)	47,832	0	0.00	47,832	47,832	47,832	47,832
11 590 159	Miscellaneous Revenue	6	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	7	7,834	4,614	5,003	(389)	8,220	3,607	78.17	0	0	0	0
	Total Revenue		112,016	108,288	110,060	-1,772	113,395	5,106	4.72	112,169	114,360	116,595	118,875
EXPENDITURE													
12 750 111	Salaries & Benefits	8	95,603	86,897	85,000	1,897	88,634	1,737	2.00	90,407	92,215	94,059	95,940
12 750 114	Salaries VAP Relief	9	6,955	11,002	8,000	3,002	12,133	1,131	10.28	12,376	12,623	12,876	13,133
12 750 210	Travel Expense	10	613	2,550	2,200	350	2,500	(50)	(1.96)	2,550	2,601	2,653	2,706
12 750 213	Telephone	11	1,108	2,100	2,102	(2)	2,220	120	5.71	2,220	2,220	2,220	2,220
12 750 230	Board Fee	12	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,377	1,405	1,433
12 750 234	Training	13	630	3,000	1,500	1,500	2,250	(750)	(25.00)	1,500	1,530	1,561	1,592
12 750 239	Memberships	14	100	102	400	(298)	494	392	384.31	400	400	400	400
12 750 251	Office Supplies	15	731	1,340	1,340	0	2,840	1,500	111.94	1,367	1,394	1,422	1,450
12 750 252	Office Bldg Expense	16	0	0	0	0	0	0	0.00	0	0	0	0
12 750 741	Reserve	17	0	0	0	0	1,000	1,000	0.00	0	0	0	0
12 750 990	Previous Year's Deficit	18	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		107,013	108,288	101,840	6,448	113,395	5,106	4.72	112,169	114,360	116,595	118,875
	Surplus (Deficit)		5,003		8,220								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 017
EAST END ECONOMIC DEVELOPMENT SERVICES

PARTICIPANTS: Fruitvale, Montrose, Rossland, Trail, Warfield, Electoral Areas 'A' and 'B'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	233,826	0	0	0	178,116	178,115	#########	179,594	179,694	179,756	179,818
11 590 159	Miscellaneous Revenue	3	874	0	618	(618)	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserves	4	12,200	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	5	0	140,000	141,041	(1,041)	1,400	(138,599)	(99.00)	0	0	0	0
	Total Revenue		246,900	140,000	141,658	(1,658)	179,516	39,516	28.23	179,594	179,694	179,756	179,818
EXPENDITURE:													
12 692 226	Contracted Services	6	84,000	140,000	140,000	0	175,600	35,600	25.43	175,600	175,600	175,600	175,600
12 692 230	Board Fee	7	3,764	0	0	0	3,916	3,916	0.00	3,994	4,094	4,156	4,218
12 692 232	LCCDT Administration	8	17,200	0	0	0	0	0	0.00	0	0	0	0
12 692 233	Consulting Services	9	258	0	258	(258)	0	0	0.00	0	0	0	0
12 692 741	Contribution to Reserves	10	0	0	0	0	0	0	0.00	0	0	0	0
12 692 990	Previous Year's Deficit	11	637	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		105,859	140,000	140,258	(258)	179,516	39,516	28.23	179,594	179,694	179,756	179,818
	Surplus(Deficit)		141,041		1,400								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 018
CULTURE ARTS & RECREATION FOR THE LOWER COLUMBIA



PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas 'A' & 'B'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) Between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	3	710,387	710,347	710,346	1	710,350	3	0.00	706,762	706,607	707,661	707,871
11 210 100	Federal Grant In Lieu	4	2,482	300	1,945	(1,645)	300	0	0.00	300	300	300	300
11 530 151	Auditorium Rentals	5	43,990	26,089	26,000	89	26,089	0	0.00	26,581	0	0	0
11 530 152	Rental - Gallery	6	8,661	8,661	8,661	0	8,661	0	0.00	8,661	8,661	8,661	8,661
11 530 153	Rental Recital Room	7	542	1,523	1,500	23	1,523	0	0.00	1,523	1,523	1,523	1,523
11 530 154	Rental Multipurpose Room	8	5,978	5,962	0	5,962	5,962	0	0.00	5,962	5,962	5,962	5,962
11 530 156	Box Office Revenue	9	196,221	225,150	225,000	150	225,150	0	0.00	225,150	0	0	0
11 530 160	College Lease	10	198,966	198,956	198,956	0	198,956	0	0.00	198,956	198,956	198,956	198,956
11 530 161	Lease Seniors	11	14,107	13,308	13,308	0	13,308	0	0.00	13,308	13,308	13,308	13,308
11 590 159	Miscellaneous Revenue	12	16,093	15,350	15,350	0	55,350	40,000	260.59	15,350	15,350	15,350	15,350
11 590 162	Contract Revenue	13	7,382	12,000	12,000	(0)	12,000	0	0.00	12,240	12,484	12,734	12,989
11 590 164	Contracted Services RDKB Office	14	65,942	67,026	67,026	0	67,026	0	0.00	68,367	69,734	71,129	72,551
11 590 900	Janitorial Fees - Selkirk	15	36,000	36,000	36,000	0	36,000	0	0.00	36,000	36,000	36,000	36,000
11 590 400	Columbia Basin Trust	16	293,965	435,736	435,736	0	308,672	(127,064)	(29.16)	308,672	308,672	308,672	308,672
11 911 100	Previous Year's Surplus	17	-2,047	39,119	0	39,119	44,105	4,985	12.74	0	0	0	0
11 920 002	From General Capital Fund	18	0	300,000	140,000	160,000	0	(300,000)	(100.00)	0	0	0	0
11 921 205	Contibutions From Reserve	19	0	0	0	0	0	0	0.00	70,000	0	205,000	0
	Total Revenue		1,598,668	2,095,527	1,891,828	203,699	1,713,451	(382,075)	(18.23)	1,697,830	1,377,557	1,585,255	1,382,143
EXPENDITURE													
GREATER TRAIL COMMUNITY & ARTS CENTRE OPERATIONS													
12 720 111	Salaries and Benefits	20	455,093	446,486	446,486	(0)	453,345	6,860	1.54	462,412	471,660	481,093	490,715
12 720 210	Travel & Training	21	0	2,030	500	1,530	1,000	(1,030)	(50.74)	1,000	1,000	1,000	1,000
12 720 213	Telephone	22	7,315	7,105	8,500	(1,395)	7,105	0	0.00	7,105	7,105	7,105	7,105
12 720 237	Property Insurance	23	24,980	26,245	26,245	0	26,245	0	0.00	26,245	26,245	26,245	26,245
12 720 246	Maintenance Mechanical	24	21,028	21,315	21,315	0	21,315	0	0.00	21,315	21,315	21,315	21,315
12 720 247	Maintenance Electrical	25	5,695	6,598	6,598	(1)	6,598	0	0.00	6,598	6,598	6,598	6,598
12 720 251	Office Supplies	26	3,274	3,015	2,000	1,015	3,015	0	0.00	3,015	3,015	3,015	3,015
12 720 252	Building Maintenance	27	121,726	29,740	29,740	0	183,740	154,000	517.82	29,740	47,240	29,740	29,740
12 720 270	Supplies Janitorial - Paper	28	5,558	4,060	4,060	0	4,060	0	0.00	4,060	4,060	4,060	4,060
12 720 271	Supplies Janitorial - Cleaners	29	3,007	4,060	4,060	0	4,060	0	0.00	4,060	4,060	4,060	4,060
12 720 272	Supplies Janitorial - Tools	30	4,002	6,090	4,000	2,090	6,090	0	0.00	6,090	6,090	6,090	6,090
12 720 541	Uniform Allowance	31	1,162	1,015	1,165	(150)	1,015	0	0.00	1,015	1,015	1,015	1,015
12 720 551	Utilities- Water & Sewer	32	883	1,523	1,523	0	1,523	0	0.00	1,523	1,523	1,523	1,523
12 720 552	Utilities- Heating Fuel	33	45,242	45,000	40,000	5,000	32,000	(13,000)	(28.89)	32,640	33,293	33,959	34,638
12 720 553	Utilities- Electricity	34	48,806	60,000	55,000	5,000	58,000	(2,000)	(3.33)	59,160	60,343	61,550	62,781
12 720 559	Utilities-Garbage	35	4,409	5,500	5,500	0	5,500	0	0.00	5,500	5,500	5,500	5,500
12 720 658	Vehicle Operation - Mileage	36	11,393	18,548	4,356	14,192	8,548	(10,000)	(53.91)	8,719	8,894	9,072	9,253
ADMINISTRATIVE													
12 720 230	Board Fee	37	15,968	16,287	16,287	0	16,486	199	1.22	16,816	17,236	17,495	17,757
12 720 716	Grants to Recreation Societies	38	98,053	116,561	116,561	0	116,561	0	0.00	116,561	98,061	98,061	98,061
12 720 231	Columbia Basin Trust Admin Fee	39	15,059	15,059	15,059	0	15,059	0	0.00	15,059	15,059	15,059	15,059
BOX OFFICE OPERATIONS													
12 720 124	Theatre Manpower	40	42,283	45,588	40,000	5,588	45,588	0	0.00	46,500	0	0	0
12 720 244	Theatre Materials	41	22,097	22,000	23,759	(1,759)	22,000	0	0.00	22,000	0	0	0
12 720 245	Box Office Supplies & Expenses	42	213,402	240,453	240,453	0	240,453	0	0.00	240,953	50,000	50,000	50,000



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 018
CULTURE ARTS & RECREATION FOR THE LOWER COLUMBIA



PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas 'A' & 'B'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) Between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
CAPITAL/DEBT:													
12 720 610	Capital Projects GTC&AC	43	66,491	325,000	225,000	100,000	0	(325,000)	(100.00)	200,000	55,000	300,000	150,000
12 720 811	Debt - Interest	44	2,125	10,160	1,500	8,660	2,800	(7,360)	(72.44)	2,000	1,500	1,000	0
12 720 830	Debt - Principal	45	87,000	132,912	72,912	60,000	28,000	(104,912)	(78.93)	28,000	28,000	28,000	28,000
12 720 840	Vehicle Financing	46	2,044	0	6,131	(6,131)	6,132	6,132	0.00	6,132	6,132	4,088	0
12 720 771	Trail Memorial Center	47	0	0	0	0	0	0	0.00	0	0	0	0
COLUMBIA BASIN TRUST:													
12 720 794	City of Rossland CBT Projects	48	42,113	61,298	61,298	0	44,770	(16,528)	(26.96)	44,770	44,770	44,770	44,770
12 720 795	City of Trail CBT Projects	49	72,620	151,867	151,867	0	98,843	(53,024)	(34.91)	98,843	98,843	98,843	98,843
12 720 796	Village of Warfield CBT Projects	50	31,465	45,346	45,346	0	30,000	(15,346)	(33.84)	30,000	30,000	30,000	30,000
12 720 797	Beaver Valley CBT Projects	51	100,936	128,725	128,725	0	90,000	(38,725)	(30.08)	90,000	90,000	90,000	90,000
12 720 798	Electoral Area 'B' CBT Projects	52	31,772	33,441	33,441	0	30,000	(3,441)	(10.29)	30,000	30,000	30,000	30,000
OTHER:													
12 720 999	Contingencies	53	0	0	0	0	0	0	0.00	0	0	0	0
12 720 741	Contribution to Reserve	54	0	62,500	0	62,500	103,600	41,100	65.76	30,000	104,000	75,000	15,000
12 720 990	Previous Year's Deficit	55	0	0	8,334	(8,334)	0	0	0.00	0	0	0	0
	Total Expenditure		1,607,002	2,095,527	1,847,723	247,804	1,713,451	(382,075)	(18.23)	1,697,830	1,377,557	1,585,255	1,382,143
	Surplus(Deficit)		-8,334		44,105								
							308,672	CBT Test		308,672	308,672	308,672	308,672
							YES	Agrees with Line 16 Above					
							293,613	CBT Projects (Lines 46-50)					
							435,736	CBT Expenses ACTUAL COLUMN					

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 050
KOOTENAY BOUNDARY REGIONAL FIRE & RESCUE



PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas 'A' & 'B'

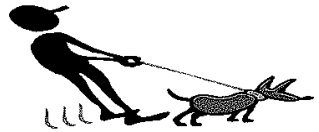
		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	3	3,063,976	3,063,977	3,063,978	(1)	3,063,951	(26)	(0.00)	3,353,274	3,373,004	3,413,110	3,397,471
11 210 100	Federal Grant In Lieu	4	9,581	10,000	8,387	1,613	10,000	0	0.00	10,000	10,000	10,000	10,000
11 590 159	Miscellaneous Revenue	5	10,943	1,016	100	916	1,016	0	0.00	1,036	1,057	1,078	1,100
11 590 160	Transfer From 9-1-1	6	321,313	333,230	333,230	(0)	342,877	9,647	2.89	354,342	366,198	378,459	391,137
11 590 165	Transfer From Emergency Preparedness	7	141,144	137,852	137,852	0	141,382	3,530	2.56	146,330	151,452	156,753	162,239
11 590 167	Ambulance Services Rent	8	7,466	11,350	7,848	3,502	7,848	(3,502)	(30.85)	8,005	8,165	8,328	8,495
11 590 170	Ross Spur Protection Agreement	9	13,506	13,506	13,532	(26)	13,506	0	0.00	13,776	14,052	14,333	14,619
11 921 205	From Equipment Reserve	10	179,267	30,855	30,855	0	0	(30,855)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	11	-15,688	344,615	137,693	206,922	241,297	(103,318)	(29.98)	0	0	0	0
	Total Revenue		3,731,507	3,946,401	3,733,475	212,926	3,821,877	(124,525)	-3.16	3,886,764	3,923,928	3,982,061	3,985,061
EXPENDITURE													
12 241 110	Salaries - Chief, Asst. Chief, Dispatcher	12	353,924	351,274	351,274	0	367,541	16,267	4.63	376,149	387,822	399,860	412,273
12 242 111	Salaries - Career	13	1,807,412	1,862,050	1,800,000	62,050	1,965,813	103,763	5.57	1,962,795	2,031,409	2,102,424	2,175,925
12 242 124	Wages - Volunteers	14	36,116	63,780	48,750	15,030	53,000	(10,780)	(16.90)	53,000	53,000	53,000	53,000
12 242 234	Training/Seminars/Visual Aids	15	159,464	179,378	179,378	(1)	179,378	0	0.00	180,565	181,776	183,012	184,272
12 242 125	District Fire Chiefs & Asst. Chiefs	16	15,781	17,500	17,500	0	17,500	0	0.00	17,850	18,207	18,571	18,943
12 242 159	Uniform/Clothing Allowance	17	15,223	22,898	22,898	0	22,898	0	0.00	23,356	23,823	24,300	24,786
12 242 235	Medicals	18	3,773	3,045	1,000	2,045	3,106	61	2.00	3,168	3,231	3,296	3,362
1	TOTAL COMPENSATION		2,391,693	2,499,925	2,420,800	79,125	2,609,236	109,311	4.37	2,616,883	2,699,269	2,784,462	2,872,561
12 241 251	Office Supplies	19	2,714	7,689	2,500	5,189	7,689	0	0.00	7,842	7,999	8,159	8,322
12 241 561	Shop Supplies	20	0	0	0	0	0	0	0.00	0	0	0	0
12 247 222	Subscriptions	21	1,153	1,523	101	1,422	1,523	0	0.00	1,553	1,585	1,616	1,649
12 248 561	Shop Supplies	22	5,532	14,489	7,000	7,489	15,182	693	4.78	15,485	15,795	16,111	16,433
2	TOTAL OFFICE & SUPPLIES		9,399	23,701	9,601	14,100	24,393	693	2.92	24,881	25,379	25,886	26,404
12 241 237	Insurance	23	11,150	12,126	9,885	2,241	10,100	(2,026)	(16.70)	10,302	10,508	10,718	10,933
12 242 140	Volunteer Benefits & Insurance	24	25,276	28,242	28,242	0	25,613	(2,630)	(9.31)	26,125	26,647	27,180	27,724
12 242 237	Insurance - Building	25	13,654	14,378	14,378	0	14,378	0	0.00	14,666	14,959	15,258	15,563
12 248 237	Insurance Vehicle	26	31,467	31,321	34,800	(3,480)	34,650	3,330	10.63	35,343	36,050	36,771	37,506
3	TOTAL INSURANCE		81,547	86,066	87,305	(1,239)	84,741	(1,326)	(1.54)	86,435	88,164	89,927	91,726
12 241 230	Board Fee	27	105,490	107,600	107,600	0	109,658	2,058	1.91	111,851	114,088	116,370	118,697
12 241 213	Telephone - Emergency/Admin.	28	1,413	0	0	0	0	0	0.00	0	0	0	0
12 247 213	Telephone - Companies	29	40,429	49,275	42,500	6,775	49,275	0	0.00	50,261	51,266	52,291	53,337
12 247 551	Utilities - Water & Sewer	30	2,187	1,918	-3,227	5,145	3,639	1,720	89.68	3,712	3,786	3,861	3,939
12 247 552	Utilities - Heating Fuel	31	13,099	17,407	16,000	1,407	16,814	(594)	(3.41)	17,150	17,493	17,843	18,200
12 247 553	Utilities - Electricity	32	27,621	24,895	25,795	(900)	26,936	2,041	8.20	27,475	28,024	28,585	29,156
6	TOTAL UTILITIES		84,749	93,496	81,068	12,428	96,664	3,168	3.39	98,597	100,569	102,580	104,632
12 241 223	Memberships	33	715	1,523	1,397	126	1,523	0	0.00	1,553	1,585	1,616	1,649
12 241 235	Fire Prevention	34	13,553	14,560	14,000	560	14,560	0	0.00	14,831	15,108	15,390	15,678
12 242 223	Memberships	35	2,583	2,900	4,620	(1,720)	4,700	1,800	62.07	4,794	4,890	4,988	5,087
7	TOTAL PROFESSIONAL FEES		16,850	18,983	20,017	(1,034)	20,783	1,800	9.48	21,179	21,582	21,994	22,414

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 050
KOOTENAY BOUNDARY REGIONAL FIRE & RESCUE



PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas 'A' & 'B'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
12 241 215	Communications Equipment R & M	36	0	0	0	0	0	0	0.00	0	0	0	0
12 241 247	Safety Equipment Replacement & Rep.	37	3,499	13,000	8,000	5,000	14,000	1,000	7.69	14,280	14,566	14,857	15,154
12 247 247	Safety Equipment	38	20,126	27,424	27,424	0	27,924	500	1.82	23,362	23,810	24,266	24,731
12 248 215	Communication Equipment R & M	39	20,563	41,787	41,000	787	39,383	(2,404)	(5.75)	21,001	21,121	21,243	21,368
12 248 216	Equipment Replacement	40	38,983	96,415	80,000	16,415	106,160	9,745	10.11	108,283	110,449	112,658	114,911
8	TOTAL EQUIPMENT		83,171	178,626	156,424	22,202	187,467	8,841	4.95	166,926	169,945	173,024	176,165
12 241 248	SCBA Tests and Repairs	41	53,126	45,864	39,000	6,864	40,884	(4,980)	(10.86)	10,184	10,388	10,595	10,807
12 247 243	Building Maintenance	42	63,081	96,333	95,000	1,333	102,733	6,400	6.64	104,788	106,883	109,021	111,201
12 247 246	First Responder Supplies	43	8,090	9,135	10,052	(917)	10,058	923	10.10	10,259	10,464	10,673	10,887
12 247 248	Fire Extinguisher Agents	44	3,443	4,615	177	4,438	4,858	243	5.25	4,955	5,054	5,155	5,258
12 247 270	Janitorial Supplies	45	4,081	8,628	6,000	2,628	8,900	273	3.16	9,078	9,260	9,445	9,634
12 248 247	SCBA Tests & Repairs	46	3,946	13,396	2,288	11,107	0	(13,396)	(100.00)	0	0	0	0
12 248 249	Fire Hose	47	1,589	20,575	5,000	15,575	13,000	(7,575)	(36.81)	13,260	13,525	13,796	14,072
9	TOTAL REPAIR & MAINTENANCE		137,355	198,545	157,517	41,028	180,432	(18,113)	(9.12)	152,523	155,573	158,685	161,858
12 241 253	Vehicle Maintenance	48	0	0	0	0	0	0	0.00	0	0	0	0
12 241 840	Vehicle Financing	49	436,730	272,452	272,000	452	291,203	18,751	6.88	366,203	305,028	261,695	160,000
12 248 253	Vehicle Maintenance	50	68,887	65,063	60,000	5,063	68,563	3,500	5.38	66,364	67,691	69,045	70,426
10	TOTAL VEHICLE		505,617	337,515	332,000	5,515	359,766	22,251	6.59	432,567	372,719	330,740	230,426
12 247 618	Hydrant Maintenance Fees	51	71,189	73,451	74,956	(1,505)	73,419	(32)	(0.04)	74,887	76,385	77,913	79,471
12 241 234	Professional Fees	52	33,845	0	6,292	(6,292)	10,000	10,000	0.00	0	0	0	0
12 241 239	Conventions	53	2,512	4,568	5,099	(532)	5,100	533	11.66	5,202	5,306	5,412	5,520
12 242 210	Travel/Mileage	54	3,065	5,684	3,500	2,184	5,684	0	0.00	5,798	5,914	6,032	6,153
12	TOTAL TRAVEL & TRAINING		39,422	10,252	14,891	(4,639)	20,784	10,533	102.74	11,000	11,220	11,444	11,673
12 242 999	Contingencies	55	0	0	0	0	0	0	0.00	0	0	0	0
12 241 830	Debt Servicing	56	0	0	0	0	0	0	0.00	0	0	0	0
12 241 610	Capital/Amortization	57	0	0	0	0	0	0	0.00	0	0	0	0
12 241 741	Equipment Reserve	58	67,332	318,243	30,000	288,243	54,535	(263,708)	(82.86)	89,035	89,035	89,035	89,035
12 248 990	Previous Year's Deficit	59	0	0	0	0	0	0	0.00	0	0	0	0
	TOTAL OTHER		67,332	318,243	30,000	288,243	54,535	(263,708)	(82.86)	89,035	89,035	89,035	89,035
	Total Expenditure		3,593,814	3,946,401	3,492,178	454,223	3,821,877	(124,525)	-3.16	3,886,764	3,923,928	3,982,061	3,985,061
	Surplus(Deficit)		137,693		241,297								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

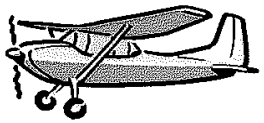
EXHIBIT NO 070
ANIMAL CONTROL - EAST END

PARTICIPANTS: Electoral Areas 'A' & 'B'
CONTRACTS: Trail, Fruitvale, Montrose

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
Property Tax Requisition - Electoral	2	22,572	23,146	23,146	0	22,696	(450)	(1.94)	23,549	24,020	24,500	24,990
Property Tax Requisition - Municipa	3	67,717	69,439	69,439	0	68,088	(1,352)	(1.95)	70,645	72,058	73,499	74,969
11 516 100 Licenses & Fines	4	1,884	1,785	1,048	737	1,785	0	0.00	1,821	1,857	1,894	1,932
11 210 100 Federal Grant In Lieu	5	184	155	30	125	155	0	0.00	158	161	164	168
11 911 100 Previous Year's Surplus	6	247	0	0	0	1,563	1,563	0.00	0	0	0	0
Total Revenue		92,604	94,525	93,663	863	94,287	(238)	(0.25)	96,173	98,096	100,058	102,059
EXPENDITURE:												
12 293 230 Board Fee	7	3,839	3,916	2,612	1,304	3,916	0	0.00	3,994	4,074	4,156	4,239
12 293 239 Operating Contracts	8	87,499	89,249	89,249	0	89,249	0	0.00	91,034	92,855	94,712	96,606
12 293 251 Office Supplies	9	962	306	0	306	306	0	0.00	312	318	325	331
12 293 990 Previous Year's Deficit	10	0	238	238	(0)	0	(238)	(100.00)	0	0	0	0
12 293 999 Contingencies	11	543	816	0	816	816	0	0.00	832	849	866	883
Total Expenditure		92,843	94,525	92,099	2,426	94,287	(238)	(0.25)	96,173	98,096	100,058	102,059
Surplus(Deficit)		(238)		1,563								

Cost Sharing Summary:

	Total Requisition	90,784	
Page 2	Electoral Areas Pay 25%	22,696	Shared on Assessment Base
Page 3	Municipalities Pay 75%	68,088	Shared 75% Trail, 25% shared
		90,784	between Fruitvale and Montrose



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 110
REGIONAL AIRPORT - EAST END

PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas 'A' & 'B'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	100,000	0	0	0	25,795	25,795	##########	0	0	0	0
11 210 100	Federal Grant In Lieu	3	310	0	274	(274)	0	0	0.00	0	0	0	0
11 210 174	Federal ACAP Grant	4	0	0	0	0	0	0	0.00	0	0	0	0
11 530 110	Airport User Fees (Leases)	5	4,494	0	0	0	0	0	0.00	0	0	0	0
11 530 149	Airport Parking Revenue	6	19,180	1,800	1,804	(4)	0	(1,800)	(100.00)	0	0	0	0
11 530 175	Airline Passenger Fees	7	163,429	16,485	16,520	(35)	0	(16,485)	(100.00)	0	0	0	0
11 590 159	Miscellaneous Revenue	8	97,523	3,500	0	3,500	0	(3,500)	(100.00)	0	0	0	0
11 590 185	Fuel Recoveries	9	65,362	13,100	12,705	395	0	(13,100)	(100.00)	0	0	0	0
11 920 002	Revenue From Capital	10	0	0	0	0	0	0	0.00	0	0	0	0
11 911 205	Revenue From Reserve	11	56,000	798	0	798	0	(798)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	12	76,778	36,313	42,313	(6,000)	0	(36,313)	(100.00)	0	0	0	0
	Total Revenue		583,076	71,998	73,616	(1,620)	25,795	(46,201)	(64.17)	0	0	0	0
EXPENDITURE:													
12 332 111	Salaries & Wages	13	87,387	9,125	9,889	(764)	0	(9,125)	(100.00)	0	0	0	0
12 332 213	Telephone	14	1,589	180	176	4	0	(180)	(100.00)	0	0	0	0
12 332 230	Board Fee	15	22,038	23,676	23,676	0	0	(23,676)	(100.00)	0	0	0	0
12 332 237	Insurance	16	8,710	1,350	1,882	(532)	0	(1,350)	(100.00)	0	0	0	0
12 332 239	Maintenance & Repairs	17	90,026	6,250	6,045	205	0	(6,250)	(100.00)	0	0	0	0
12 332 255	Aviation Fuel Purchases	18	66,301	8,450	8,291	159	0	(8,450)	(100.00)	0	0	0	0
12 332 553	Utilities - Electricity	19	3,933	1,050	1,802	(752)	0	(1,050)	(100.00)	0	0	0	0
12 332 610	Capital/Amortization	20	211,168	0	0	0	0	0	0.00	0	0	0	0
12 332 741	Transfer to Reserve	21	0	0	0	0	0	0	0.00	0	0	0	0
12 332 811	Debt - Interest	22	365	0	0	0	0	0	0.00	0	0	0	0
12 332 830	Debt - Prinicpal	23	36,500	0	0	0	0	0	0.00	0	0	0	0
12 332 990	Previous Year's Deficit	24	0	0	0	0	25,795	25,795	0.00	0	0	0	0
12 332 999	Contingencies	25	12,746	21,915	47,650	(25,735)	0	(21,915)	(100.00)	0	0	0	0
	Total Expenditure		540,763	71,996	99,411	(27,415)	25,795	(46,201)	(64.17)	0	0	0	0
	Surplus(Deficit)		42,313		(25,795)								

NOTE: SALE OF AIRPORT TO THE CITY OF TRAIL - FEBRUARY 2014
CORRECTIVE ACTIONS REQUESTED BY COT - $47,568.86

27/10/2014

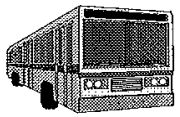


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 150
CEMETERIES - EAST END

PARTICIPANTS: Rossland, Trail, Fruitvale, Warfield, Montrose, Electoral Areas 'A' & 'B'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	447,540	457,042	457,041	1	383,831	(73,211)	(16.02)	341,495	329,364	323,693	298,050
11 210 100	Federal Grant In Lieu	3	1,506	1,000	1,225	(225)	1,000	0	0.00	1,000	1,000	1,000	1,000
11 911 100	Previous Year's Surplus	4	475	506	506	(0)	224	-282	-55.68	0	0	0	0
	Total Revenue		449,521	458,548	458,772	(224)	385,055	(73,493)	(16.03)	342,495	330,364	324,693	299,050
EXPENDITURE:													
12 516 100	Cemetery Contract Fruitvale	5	32,200	33,166	33,166	0	33,166	0	0.00	34,161	28,509	29,364	30,245
12 516 230	Board Fee	6	4,565	4,656	4,656	0	4,739	83	1.78	4,834	4,955	5,029	5,104
12 516 600	Cemetery Contract Rossland	7	15,000	13,800	13,800	0	3,800	(10,000)	(72.46)	5,000	5,000	5,000	5,000
12 516 610	Cemetery Capital/Amortization	8	163,000	165,176	165,176	0	98,250	(66,926)	(40.52)	50,000	40,000	30,000	0
12 516 700	Cemetery Contract Trail	9	234,250	241,750	241,750	0	245,100	3,350	1.39	248,500	251,900	255,300	258,700
12 516 990	Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		449,015	458,548	458,548	0	385,055	(73,493)	(16.03)	342,495	330,364	324,693	299,050
	Surplus(Deficit)		506		224								

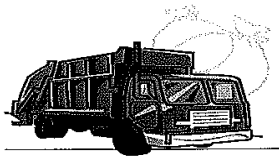


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 900
EAST END TRANSIT

PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas "A" &" B"

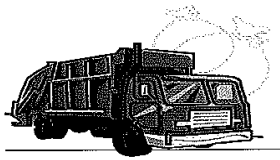
		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	1,159,430	1,159,299	1,159,298	1	1,127,361	(31,938)	(2.75)	1,224,751	1,277,418	1,325,414	1,374,831
81 159 000	Miscellaneous Revenue	3	88	510	0	510	510	0	0.00	523	531	539	547
81 159 190	IHA Fee For Service Contract	4	83,989	83,179	83,179	0	83,179	0	0.00	83,179	83,179	83,179	83,179
81 441 000	Farebox Revenue	5	274,346	272,608	200,000	72,608	272,608	0	0.00	270,956	270,956	270,956	270,956
81 615 445	Federal Grant In Lieu	6	3,477	2,500	592	1,908	2,500	0	0.00	2,500	2,500	2,500	2,500
81 900 000	Previous Year's Surplus	7	267,584	265,696	263,561	2,135	298,475	32,779	12.34	0	0	0	0
	Total Revenue		1,788,914	1,783,792	1,706,630	77,162	1,784,633	841	0.05	1,581,908	1,634,584	1,682,587	1,732,013
EXPENDITURE													
82 230 230	Board Fee	8	45,891	46,809	46,809	0	47,650	841	1.80	48,603	49,575	50,567	51,578
82 350 553	Utilities - Electricity	9	1,027	1,346	1,346	0	1,346	0	0.00	1,505	1,535	1,566	1,597
82 350 754	Operating Contracts	10	1,287,383	1,455,140	1,100,000	355,140	1,455,140	0	0.00	1,497,466	1,548,624	1,595,083	1,642,935
82 350 999	Contingencies	11	191,052	280,497	260,000	20,497	280,497	0	0.00	34,334	34,849	35,372	35,903
82 350 990	Previous Year's Deficit	12	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		1,525,353	1,783,792	1,408,155	375,637	1,784,633	841	0.05	1,581,908	1,634,584	1,682,587	1,732,013
	Surplus(Deficit)		263,561		298,475								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT 010
REGIONALIZED WASTE MANAGEMENT SERVICES

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

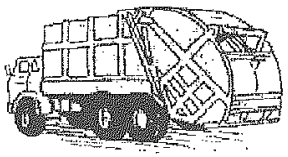
		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	3	1,255,444	1,255,440	1,255,442	(2)	1,009,901	(245,540)	(19.56)	627,917	1,374,306	1,191,934	826,709
11 210 100	Federal Grant In Lieu	4	6,061	2,000	1,415	585	2,000	0	0.00	2,000	2,000	2,000	2,000
USER FEES													
11 550 500	Tipping Fees	5	2,104,399	2,131,000	1,938,000	193,000	2,131,000	0	0.00	2,152,310	2,173,833	2,217,310	2,261,656
11 490 906	GF Garbage & Organics	6	120,161	110,690	85,183	25,507	110,690	0	0.00	110,690	110,690	110,690	110,690
11 490 907	GF Yard & Waste	7	24,069	48,620	16,886	31,734	48,620	0	0.00	48,620	48,620	48,620	48,620
RECOVERIES													
11 490 902	Revenue From Sales	8	765	0	457	(457)	0	0	0.00	0	0	0	0
11 490 910	Materials Recovery	9	0	10,000	14,931	(4,931)	10,000	0	0.00	10,000	10,000	10,000	10,000
11 490 921	Product Care Commission	10	7,617	5,000	4,652	348	5,000	0	0.00	5,000	5,000	5,000	5,000
OTHER REVENUE													
11 590 159	Miscellaneous Revenue	11	29,150	451,000	450,000	1,000	131,000	(320,000)	(70.95)	1,000	1,000	1,000	1,000
11 911 100	Previous Year's Surplus	12	-1,620,363	0	0	0	0	0	0.00	0	0	0	0
11 920 002	Revenue From Capital Fund	13	0	0	0	0	3,300,000	3,300,000	0.00	3,600,000	0	0	0
11 921 205	Transfer From Reserve	14	61,824	870,000	1,185,106	(315,106)	1,195,000	325,000	37.36	1,235,000	0	0	0
	Total Revenue		1,989,127	4,883,750	4,952,072	(68,322)	7,943,211	3,059,461	62.65	7,792,537	3,725,450	3,586,554	3,265,674
EXPENDITURE													
COMPENSATION													
12 433 111	Salaries and Benefits	15	1,039,889	1,032,159	1,055,550	(23,391)	1,041,174	9,016	0.87	1,061,998	1,083,238	1,104,902	1,127,000
12 433 210	Professional Devel./Safety Training	16	40,681	49,537	35,000	14,537	49,537	0	0.00	70,328	71,135	71,957	72,797
ADMINISTRATIVE													
12 433 216	Insurance	17	18,587	16,699	20,009	(3,310)	19,309	2,610	15.63	19,721	20,089	20,463	20,845
12 433 221	Public Education and Advertising	18	25,938	37,214	30,000	7,214	37,214	0	0.00	32,858	33,516	34,186	34,870
12 433 230	Board Fee	19	47,918	48,876	48,876	0	49,775	899	1.84	50,771	51,786	52,822	53,878
12 433 233	Consulting Fees	20	16,500	110,000	85,000	25,000	87,000	(23,000)	(20.91)	0	0	0	0
RECYCLING ACTIVITIES													
12 433 236	Recycling Contract - Boundary	21	512,070	381,656	577,000	(195,344)	452,868	71,212	18.66	277,128	277,139	277,149	277,160
12 433 238	Recycling Contract - East	22	542,795	115,425	226,927	(111,502)	115,425	0	0.00	150,000	350,000	350,000	0
SITE MAINTENANCE CONTRACTS													
12 433 239	Site Maintenance - West	23	20,281	19,161	17,684	1,477	19,161	0	0.00	19,531	19,909	20,294	20,687
12 433 240	Site Maintenance - Central	24	17,172	14,593	11,500	3,093	14,593	0	0.00	14,881	15,174	15,473	15,778
12 433 241	Site Maintenance - East	25	36,964	15,878	4,886	10,992	15,878	0	0.00	16,176	19,479	16,789	17,105
12 433 242	Operating Contracts	26	316,391	384,000	320,000	64,000	384,000	0	0.00	384,000	384,000	384,000	384,000
12 433 243	Water Monitoring	27	41,959	37,874	24,321	13,553	37,874	0	0.00	38,632	39,404	40,192	40,996
EQUIPMENT													
12 433 244	Safety Equipment & Consumables	28	10,408	18,659	7,881	10,778	18,659	0	0.00	19,032	19,413	19,801	20,197
12 433 245	Equipment Operations	29	129,801	99,906	68,293	31,613	99,906	0	0.00	101,905	103,943	106,022	108,142
12 433 251	Technology Equipment & Supplies	30	33,425	22,805	8,918	13,887	25,305	2,500	10.96	32,963	10,560	13,158	9,258
										Continued, page 2			
MAINTENANCE & REPAIRS													
12 433 252	Office Building Maintenance	31	12,848	14,098	8,098	6,000	14,098	0	0.00	14,380	14,668	14,961	15,260
12 433 253	Equipment Maintenance	32	53,671	75,098	42,093	33,004	89,415	14,318	19.07	91,204	93,028	94,888	96,786
12 433 261	Equipment Rentals	33	0	1,035	0	1,035	1,035	0	0.00	1,056	1,077	1,098	1,120
			0										
TRANSFER STATION OPERATIONS													



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT 010
REGIONALIZED WASTE MANAGEMENT SERVICES

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

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
12 433 262	Beaverdell Trsfer Stn Operations	34	4,090	6,796	2,613	4,183	6,796	0	0.00	6,932	7,071	7,212	7,356
12 433 263	Rock Creek Trsfer Stn Operations	35	15,545	18,161	7,297	10,864	18,161	0	0.00	18,524	18,895	19,273	19,658
12 433 264	Greenwood Landfill Operations	36	0	0	0	0	0	0	0.00	0	0	0	0
12 433 266	Transfer Station Operations	37	3,042	12,979	1,000	11,979	12,979	0	0.00	14,198	14,426	14,426	14,426
12 433 553	Utilities	38	39,098	40,909	23,491	17,418	40,909	0	0.00	41,728	42,562	43,413	44,282
12 433 559	CFC Removal Program	39	12,332	10,000	7,060	2,940	10,000	0	0.00	0	0	0	0
CAPITAL PLAN													
12 433 610	Capital/Amortization - Landfills	40	19,741	775,000	1,694	773,306	3,170,000	2,395,000	309.03	3,755,000	40,000	0	0
12 433 611	Capital/Amortization - Transfer Stations	41	19,741	15,000	0	15,000	10,000	(5,000)	(33.33)	100,000	50,000	0	0
12 433 612	Capital/Amortization - Recycling	42	0	80,000	0	80,000	1,380,000	1,300,000	1,625.00	300,000	0	0	0
CONTRIBUTION TO RESERVES													
12 433 741	Closure Reserves	43	180,096	213,881		213,881	0	(213,881)	(100.00)	0	0	0	0
12 433 742	Equipment Reserves	44	136,275	257,095	257,095	0	156,166	(100,929)	(39.26)	136,275	136,275	136,275	136,275
DEBT PAYMENTS													
12 433 820	Debt Interest	45	215,873	297,286	184,784	112,502	129,942	(167,344)	(56.29)	208,144	334,144	304,500	304,500
12 433 830	Debt Principal	46	382,647	437,051	336,305	100,746	255,246	(181,805)	(41.60)	286,981	407,875	356,651	356,651
OTHER													
12 433 256	Provision for Closure/Post-Closure	47	66,647	0	66,647	(66,647)	66,647	66,647	0.00	66,647	66,647	66,647	66,647
12 433 990	Previous Year's Deficit	48	0	224,918	2,037,415	(1,812,498)	575,683	350,765	155.95	461,546	0	0	0
12 433 999	Contingencies	49	14,117	0	10,315	(10,315)	0	0	0.00	0	0	0	0
	Total Expenditure		4,026,542	4,883,750	5,527,755	(644,005)	8,404,757	3,521,007	72.10	7,792,537	3,725,450	3,586,554	3,265,674
	Surplus(Deficit)		(2,037,415)		(575,683)		(461,546)			0	0	0	0



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 064

REFUSE DISPOSAL SPECIFIED AREA - BIG WHITE

PARTICIPANT: Big White Refuse Specified Area

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 831 064	Property Tax Requisition	2	149,052	171,319	171,319	0	171,319	(0)	(0.00)	171,872	172,883	183,913	184,965
11 590 159	Miscellaneous Revenue	3	5	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	79,798	0	0	0	0	0	0.00	0	0	0	0
	Total Revenue		228,855	171,319	171,319	0	171,319	(0)	(0.00)	171,872	172,883	183,913	184,965
EXPENDITURE													
12 435 111	Wages & Benefits	5	6,679	6,399	6,399	0	6,495	96	1.50	6,625	6,758	6,893	7,031
12 435 216	Insurance	6	674	710	710	0	710	0	0.00	724	739	753	769
12 435 230	Board Fee	7	4,943	5,042	5,042	(1)	5,141	100	1.97	5,244	5,349	5,456	5,565
12 435 239	Site Maintenance	8	17,352	9,010	9,100	(90)	9,010	0	0.00	9,020	9,031	9,041	9,052
12 435 242	Operating Contracts (Transfer)	9	125,469	112,840	113,000	(160)	112,740	(100)	(0.09)	112,840	112,840	122,840	122,840
12 435 265	Tipping Fees - Kelowna	10	39,409	34,000	34,487	(487)	34,000	0	0.00	34,680	35,374	36,081	36,803
12 435 553	Utilities	11	1,333	2,485	2,485	0	2,485	0	0.00	2,535	2,585	2,637	2,690
12 435 611	Capital/Amortization - Transfer S	12	33,533	0	0	0	0	0	0.00	0	0	0	0
12 435 990	Previous Year's Deficit	13	0	634	634	(0)	538	(96)	(15.15)	0	0	0	0
12 435 999	Contingencies	14	97	200	0	200	200	0	0.00	204	208	212	216
	Total Expenditure		229,489	171,319	171,857	(538)	171,319	(0)	(0.00)	171,872	172,883	183,913	184,965
	Surplus(Deficit)		(634)		(538)								



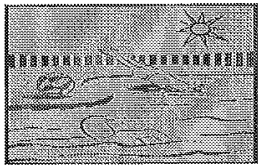
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 008
BOUNDARY ECONOMIC DEVELOPMENT

PARTICIPANTS: Grand Forks, Greenwood, Midway, Electoral Areas 'D' & 'E'
Note: Area 'C' withdrew from Service in 2012

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	72,485	100,337	100,334	3	94,991	(5,346)	(5.33)	106,617	106,701	106,785	106,872
11 210 100	Federal Grant In Lieu	3	278	100	100	(0)	100	0	0.00	100	100	100	100
11 210 172	Government/Agency Grants	4	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	6	8,254	6,119	6,119	(0)	11,545	5,426	88.67	0	0	0	0
11 921 205	Revenue From Reserve	7	17,000	0	0	0	0	0	0.00	0	0	0	0
	Total Revenue		98,017	106,556	106,554	2	106,636	80	0.08	106,717	106,801	106,885	106,972
EXPENDITURE													
12 698 210	Travel & Conference & Admin	8	771	640	0	640	640	0	0.00	640	640	640	640
12 698 226	Contracted Services	9	50,328	54,000	54,000	0	54,000	0	0.00	54,000	54,000	54,000	54,000
12 698 229	B.E.D.C. Projects	10	36,884	47,923	37,016	10,907	47,923	0	0.00	47,923	47,923	47,923	47,923
12 698 230	Board Fee	11	3,915	3,993	3,993	0	4,073	80	2.00	4,154	4,238	4,322	4,409
12 698 239	Memberships	12	0	0	0	0	0	0	0.00	0	0	0	0
12 698 570	Community Tourism Prgm Projects	13	0	0	0	0	0	0	0.00	0	0	0	0
12 698 741	Contribution To Reserve	14	0	0	0	0	0	0	0.00	0	0	0	0
12 698 990	Previous Year's Deficit	15	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		91,898	106,556	95,009	11,547	106,636	80	0.08	106,717	106,801	106,885	106,972
	Surplus (Deficit)		6,119		11,545								

Reprint



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 021
RECREATION PROGRAM SERVICES - GRAND FORKS & AREA 'D'

PARTICIPANTS: Grand Forks, Electoral Area 'D'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	380,084	419,706	419,706	(0)	419,706	0	0.00	437,012	448,779	459,344	470,468
11 210 100	Federal Grant In Lieu	3	416	0	1,119	(1,119)	0	0	0.00	0	0	0	0
11 400 700	Adult Programs	4	9,570	13,500	10,000	3,500	13,500	0	0.00	13,770	14,045	14,326	14,613
11 400 701	Youth Programs	5	22,089	23,460	20,000	3,460	23,460	0	0.00	23,929	24,408	24,896	25,394
11 400 509	Advertising	6	0	0	0	0	0	0	0.00	0	0	0	0
11 400 702	Fitness Programs	7	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	8	2,750	2,000	5,770	(3,770)	2,000	0	0.00	2,040	2,081	2,122	2,165
11 590 163	Christina Lake Contract	9	30,200	31,000	31,000	0	31,000	0	0.00	31,000	31,000	31,000	31,000
11 920 002	From General Capital Fund	10	0	0	39,356	(39,356)							
11 921 205	Equipment Replacement Reserve	11	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	12	1,122	805	2,184	(1,379)	10,360	9,555	1,187.55	0	0	0	0
	Total Revenue		446,231	490,470	529,135	(38,664)	500,026	9,555	1.95	507,752	520,313	531,689	543,640
EXPENDITURES													
12 714 111	Salaries & Benefits	13	43,370	45,199	45,199	(0)	46,415	1,216	2.69	47,343	48,290	49,256	50,241
12 714 123	Wages - Administration	14	82,990	81,606	81,606	(0)	87,537	5,931	7.27	89,259	91,014	92,805	94,632
12 714 125	Aquatic Instructor Wages	15	248,602	254,145	254,145	0	257,646	3,500	1.38	263,637	271,546	279,693	288,083
12 714 190	Contract Instructor Wages	16	5,631	5,410	5,410	0	5,410	0	0.00	5,518	5,629	5,741	5,856
	Total Wages & Salaries		380,593	386,360	386,360	0	397,008	10,647	2.76	405,757	416,479	427,495	438,813
12 714 213	Telephone & Communications	17	7,100	7,725	8,185	(460)	7,725	0	0.00	7,880	8,037	8,198	8,362
12 714 221	Advertising	18	8,521	8,000	8,000	0	8,000	0	0.00	8,160	8,323	8,490	8,659
12 714 230	Board Fee	19	10,948	11,167	11,167	0	11,366	199	1.78	11,593	11,825	12,062	12,303
12 714 716	Grants to Local Organizations	20	0	20,000	20,000	0	20,000	0	0.00	20,000	20,000	20,000	20,000
12 714 234	Staff Training & Education	21	7,552	10,000	10,000	0	10,000	0	0.00	9,250	10,500	9,250	9,250
12 714 239	Management Information Systems	22	5,961	7,500	7,415	85	7,500	0	0.00	7,630	7,763	7,898	8,036
12 714 240	Membership & Ref Material	23	496	1,000	920	80	1,000	0	0.00	1,020	1,040	1,061	1,082
12 714 241	Rec Commission Expense	24	530	750	600	150	750	0	0.00	765	780	796	812
12 714 247	Safety Equipment	25	515	1,000	1,000	0	500	(500)	(50.00)	504	508	512	516
12 714 251	Office Supplies	26	5,086	5,695	5,695	0	5,695	0	0.00	5,809	5,925	6,044	6,164
12 714 253	Vehicle Operating	27	3,841	4,141	4,141	0	4,141	0	0.00	4,224	4,308	4,394	4,482
12 714 296	Program Supplies	28	5,094	9,000	9,000	0	8,000	(1,000)	(11.11)	8,160	8,323	8,490	8,659
12 714 610	Capital/Amortization	29	0	12,000	39,356	(27,356)	12,000	0	0.00	12,000	12,000	12,000	12,000
12 714 612	Equipment Replacement	30	7,180	5,500	6,304	(804)	4,500	(1,000)	(18.18)	5,000	4,500	5,000	4,500
12 714 741	Contribution to Reserve	31	632	632	632	0	1,841	1,209	191.30	0	0	0	0
12 714 990	Previous Year's Deficit	32	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditures		444,047	490,470	518,775	(28,305)	500,026	9,555	1.95	507,752	520,313	531,689	543,640
	Surplus(Deficit)		2,184		10,360								

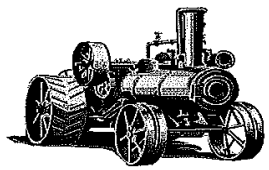


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 022
RECREATION COMMISSION for GREENWOOD, MIDWAY, EA 'E' / WEST BOUNDARY

PARTICIPANTS: Greenwood, Midway, Electoral Area 'E'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	42,283	57,026	57,026	0	50,134	-6,892	-12.09	52,360	52,394	52,415	52,436
11 911 100	Previous Year's Surplus	3	345	282	282	0	2,200	1,918	680.29	0	0	0	0
11 210 100	Federal Grant In Lieu	4	7	0	0	0	0	0	0.00	0	0	0	0
	Total Revenue		42,635	57,308	57,308	0	52,334	-4,974	-8.68	52,360	52,394	52,415	52,436
EXPENDITURES													
12 711 230	Board Fee	5	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 711 291	Other Programs	6	15,970	16,000	16,000	0	16,000	0	0.00	16,000	16,000	16,000	16,000
12 711 716	Grants to Other Recs	7	7,600	12,500	10,300	2,200	7,500	-5,000	-40.00	7,500	7,500	7,500	7,500
12 711 717	Midway Arena Grant	8	11,330	16,330	16,330	0	16,330	0	0.00	16,330	16,330	16,330	16,330
12 711 718	Greenwood Pool Grant	9	6,180	11,180	11,180	0	11,180	0	0.00	11,180	11,180	11,180	11,180
12 711 990	Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		42,353	57,308	55,108	2,200	52,334	-4,974	-8.68	52,360	52,394	52,415	52,436
	Surplus(Deficit)		282		2,200								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 026
BOUNDARY MUSEUM SERVICE

PARTICIPANTS: Electoral Areas 'C' & 'D'

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
Property Tax Requisition	2	30,000	30,000	30,000	0	29,960	-40	-0.13	30,000	30,000	30,000	30,000
11 210 100 Federal Grant In Lieu	3	0	0	40	-40	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	4	0	0	0	0	40	40	0.00	0	0	0	0
Total Revenue		30,000	30,000	30,040	-40	30,000	0	0.00	30,000	30,000	30,000	30,000
EXPENDITURE:												
12 746 230 Board Fee	5	0	0	0	0	0	0	0.00	0	0	0	0
12 746 716 Operating Contracts	6	30,000	30,000	30,000	0	30,000	0	0.00	30,000	30,000	30,000	30,000
12 746 999 Contingencies	7	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		30,000	30,000	30,000	0	30,000	0	0.00	30,000	30,000	30,000	30,000
Surplus(Deficit)		0		40								

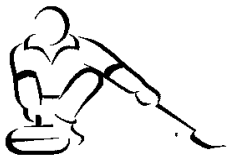


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 030
GRAND FORKS ARENA

PARTICIPANTS: Grand Forks & Electoral Area 'D'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	404,455	404,456	404,456	(0)	404,456	0	0.00	443,676	431,460	429,327	420,004
11 210 100	Federal Grant In Lieu	3	555	0	1,368	(1,368)	0	0	0.00	0	0	0	0
11 530 356	Admissions Arena	4	13,626	13,974	13,945	29	13,974	0	0.00	14,323	14,538	14,756	14,978
11 530 360	Facility Rental Arena	5	110,808	111,207	100,000	11,207	111,207	0	0.00	110,907	113,125	115,387	117,695
11 590 159	Miscellaneous Revenue	6	1,843	5,500	9,535	(4,035)	5,500	0	0.00	5,500	5,500	5,500	5,500
11 911 100	Previous Year's Surplus	7	38,899	89,006	76,309	12,697	22,227	(66,779)	(75.03)	0	0	0	0
11 920 002	From General Capital Fund	8	72,383	0	0	0	40,000	40,000	0.00	0	0	0	0
11 921 205	Transfer From Reserves	9	0	0	10,000	(10,000)	30,000	30,000	0.00	0	0	0	0
	Total Revenue		642,568	624,143	615,614	8,529	627,364	3,221	0.52	574,405	564,623	564,970	558,176
EXPENDITURE													
12 715 111	Salaries - Full Time	10	47,592	50,849	50,849	0	51,818	969	1.90	53,108	54,690	56,319	57,997
12 715 121	Wages - Full Time	11	167,475	162,144	163,000	(856)	172,485	10,342	6.38	175,935	179,454	183,043	186,703
12 715 123	Wages - Administration	12	37,613	44,458	44,458	(0)	48,702	4,245	9.55	48,941	50,409	51,922	53,479
12 715 124	Wages - Part Time	13	5,583	14,200	0	14,200	14,300	100	0.70	14,592	14,888	15,188	15,491
	Total Wages & Salaries		258,263	271,651	258,307	13,344	287,306	15,655	5.76	292,576	299,441	306,471	313,671
12 715 214	Radio Licence	14	0	0	0	0	0	0	0.00	0	0	0	0
12 715 230	Board Fee	15	10,613	10,825	10,825	0	11,024	199	1.84	11,244	11,526	11,698	11,874
12 715 233	Contracted Services	16	7,963	17,000	15,000	2,000	17,000	0	0.00	17,000	17,000	17,000	16,399
12 715 237	Insurance	17	10,771	11,286	11,286	0	11,286	0	0.00	11,512	11,742	11,977	12,216
12 715 248	Occ Health & Safety	18	6,892	6,250	5,000	1,250	6,250	0	0.00	6,406	6,502	6,600	6,699
12 715 252	Building Maintenance	19	47,191	29,330	36,000	(6,671)	56,630	27,301	93.08	25,480	25,757	26,039	26,324
12 715 270	Janitorial Supplies	20	5,547	6,500	6,200	300	6,500	0	0.00	6,663	6,762	6,864	6,967
12 715 551	Utilities - Water & Sewer	21	774	2,040	2,040	0	2,040	0	0.00	2,081	2,122	2,165	2,208
12 715 552	Utilities - Fuel	22	8,633	13,390	11,000	2,390	13,390	0	0.00	13,658	13,931	14,210	14,494
12 715 553	Utilities - Electricity	23	55,278	65,000	60,000	5,000	65,000	0	0.00	69,525	71,611	73,759	75,972
12 715 559	Utilities - Refuse	24	1,950	2,550	2,400	150	2,550	0	0.00	2,601	2,653	2,706	2,760
12 715 606	Grounds Maintenance	25	5,693	33,620	41,000	(7,380)	24,620	(9,000)	(26.77)	12,423	12,609	12,798	12,990
12 715 610	Capital/Amortization	26	0	0	0	0	40,000	40,000	0.00	0	0	0	0
12 715 612	Equipment Replacement	27	109,374	40,016	40,000	16	24,971	(15,045)	(37.60)	35,971	15,745	5,500	3,000
12 715 650	Zamboni Operation	28	8,232	7,650	8,000	(350)	7,650	0	0.00	7,803	7,959	8,118	8,281
12 715 665	Maintenance Refrigeration Plant	29	3,320	10,200	10,200	0	10,200	0	0.00	10,404	10,612	10,824	11,041
12 715 811	Interest Expense - Short Term	30	55	1,245	728	517	1,396	151	12.13	1,507	1,098	689	280
12 715 830	MFA Principal - LUA	31	0	14,177	14,177	(0)	14,552	375	2.65	22,552	22,552	22,552	8,000
12 715 990	Previous Year's Deficit	32	0	0	0	0	0	0	0.00	0	0	0	0
12 715 741	Reserve Account	33	25,711	81,414	61,223	20,191	25,000	(56,414)	(69.29)	25,000	25,000	25,000	25,000
	Total Expenditure		566,260	624,143	593,386	30,757	627,364	3,221	0.52	574,405	564,623	564,970	558,176
	Surplus(Deficit)		76,309		22,227								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 031
GRAND FORKS CURLING RINK



PARTICIPANTS: Grand Forks, Electoral Areas 'C' & 'D'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	35,000	35,000	35,000	0	35,000	0	0.00	35,000	35,000	35,000	35,000
11 210 100	Grant In Lieu	3	92	100	109	(9)	100	0	0.00	100	100	100	100
11 590 159	Miscellaneous Revenue	4	24,674	80,000	0	80,000	0	(80,000)	(100.00)	0	0	0	0
11 590 180	GF Curling Rink Rental	5	0	2,500	2,500	0	2,500	0	0.00	2,500	2,500	2,500	2,500
11 920 002	From General Capital Fun	6	0	0	57,141	(57,141)	50,000	50,000	0.00	0	0	0	0
11 921 205	Transfer From Reserve	7	10,888	0	0	0	0	0	0.00	4,680	4,310	3,944	3,529
11 911 100	Previous Year's Surplus	8	0	0	0	0	17,929	17,929	0.00	0	0	0	0
	Total Revenue		70,654	117,600	94,750	22,850	105,529	(12,071)	(10.26)	42,280	41,910	41,544	41,129
EXPENDITURE													
12 719 111	Salaries & Wages	9	0	0	0	0	0	0	0.00	0	0	0	0
12 719 230	Board Fee	10	2,113	2,155	2,155	0	2,181	26	1.21	2,225	2,280	2,314	2,349
12 719 237	Insurance	11	4,391	4,722	4,722	0	4,722	0	0.00	4,722	4,722	4,722	4,722
12 719 252	Building Maintenance	12	9,488	11,720	11,000	720	11,980	260	2.22	11,980	11,980	11,980	11,980
12 719 610	Capital/Amortization	13	53,925	80,000	57,141	22,859	50,000	(30,000)	(37.50)	0	0	0	0
12 719 741	Reserves	14	0	0	0	0	23,567	23,567	0.00	0	0	0	0
12 719 820	Debt Interest	15	0	1,600	400	1,200	1,650	50	3.13	1,925	1,500	1,100	650
12 719 830	Debt Principal	16	0	16,000	0	16,000	11,429	(4,571)	(28.57)	21,428	21,428	21,428	21,428
12 719 990	Previous Year's Deficit	17	2,140	1,403	1,403	(0)	0	(1,403)	(100.00)	0	0	0	0
12 719 999	Contingencies	18	0	-0	0	(0)	-0	0	(75.00)	0	(0)	(0)	(0)
	Total Expenditure		72,057	117,600	76,821	40,779	105,529	(12,071)	(10.26)	42,280	41,910	41,544	41,129
	Surplus(Deficit)		(1,403)		17,929								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

SUSTAINABLE FIVE YEAR FINANCIAL PLAN

PARTICIPANT: Grand Forks, Electoral Area 'D'



EXHIBIT NO 040
GRAND FORKS AQUATIC CENTRE

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	557,587	557,587	557,587	(0)	557,587	0	0.00	593,747	585,580	587,896	594,948
11 210 100	Federal Grant In Lieu	3	693	0	1,633	(1,633)	0	0	0.00	0	0	0	0
11 400 501	Admissions Aquatic Centre	4	102,376	104,000	98,000	6,000	104,000	0	0.00	108,160	112,486	116,986	121,665
11 400 753	Facility Rental Aquatic Centre	5	26,348	28,600	23,682	4,918	28,600	0	0.00	29,172	29,755	30,351	30,958
11 400 757	Retail Sales Aquatic Centre	6	5,552	7,000	5,298	1,702	7,000	0	0.00	7,175	7,283	7,392	7,503
11 920 002	From General Capital Fund	7	119,637	0	0	0	60,000	60,000	0.00	0	0	0	0
11 921 205	Transferred From Reserves	8	15,000	0	0	0	25,000	25,000	0.00	5,000	5,000	5,000	5,000
11 590 159	Miscellaneous Revenue	9	12,804	0	11,335	(11,335)	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	10	0	91,280	93,526	(2,247)	32,364	(58,916)	(64.54)	0	0	0	0
	Total Revenue		839,998	788,466	791,061	(2,595)	814,551	26,084	3.31	743,254	740,105	747,624	760,073
EXPENDITURE													
12 713 111	Salaries & Benefits	11	14,079	16,983	16,983	(0)	17,406	423	2.49	17,765	18,128	18,495	18,869
12 713 121	Wages Full-Time	12	264,483	304,834	350,000	(45,166)	312,059	7,225	2.37	318,300	324,666	331,159	337,782
12 713 123	Wages - Administration	13	23,693	22,229	22,229	(0)	23,874	1,645	7.40	24,077	24,556	25,044	25,543
12 713 124	Wages Part-time	14	0	0	0	0	0	0	0.00	0	0	0	0
	Total Wages & Salaries		302,255	344,045	389,212	(45,167)	353,339	9,293	2.70	360,142	367,350	374,698	382,194
12 713 230	Board Fee	15	14,658	14,951	14,951	0	15,150	199	1.33	15,453	15,839	16,077	16,318
12 713 233	Contracted Building Maintenance	16	11,940	23,000	14,000	9,000	39,728	16,728	72.73	18,573	20,424	19,282	21,148
12 713 237	Insurance	17	6,227	7,850	6,556	1,294	7,850	0	0.00	8,007	8,167	8,330	8,497
12 713 247	Occ Health & Safety	18	294	1,770	1,770	0	1,770	0	0.00	1,790	1,811	1,832	1,854
12 713 252	Building Maintenance	19	34,066	35,510	44,000	(8,490)	34,260	(1,250)	(3.52)	25,913	24,665	24,530	25,110
12 713 270	Janitorial Supplies	20	1,809	2,040	2,040	0	2,040	0	0.00	2,081	2,122	2,165	2,208
12 713 520	Pool Chemicals	21	7,170	8,160	8,200	(40)	8,160	0	0.00	8,323	8,490	8,659	8,833
12 713 530	Retail Supplies	22	1,247	2,040	2,040	0	2,040	0	0.00	2,081	2,122	2,165	2,208
12 713 541	Clothing Allowance	23	1,278	1,530	2,155	(625)	1,530	0	0.00	1,561	1,592	1,624	1,656
12 713 551	Utilities - Water & Sewer	24	2,485	2,652	2,652	0	2,652	0	0.00	2,705	2,759	2,814	2,871
12 713 552	Utilities - Fuel	25	34,559	57,500	45,000	12,500	47,500	(10,000)	(17.39)	48,450	49,419	50,407	51,416
12 713 553	Utilities - Electricity	26	54,621	60,000	58,000	2,000	60,000	0	0.00	61,200	62,424	63,672	64,946
12 713 559	Utilities - Refuse	27	653	1,224	1,200	24	1,224	0	0.00	1,248	1,273	1,299	1,325
12 713 606	Grounds Maintenance	28	643	3,500	3,500	0	3,500	0	0.00	3,570	3,641	3,714	3,789
12 713 610	Capital/Amortization	29	0	0	0	0	60,000	60,000	0.00	0	0	0	0
12 713 612	Equipment Replacement	30	135,528	2,000	0	2,000	7,000	5,000	250.00	16,000	2,500	1,500	1,500
12 713 741	Contribution to Reserve	31	237	67,086	9,814	57,272	0	(67,086)	(100.00)	0	0	0	0
12 713 811	Interest Expense - Short Term	32	90	2,058	2,058	(0)	3,258	1,200	58.32	2,606	1,955	1,303	652
12 713 820	Debt Interest	33	77,250	77,250	77,250	0	77,250	0	0.00	77,250	77,250	77,250	77,250
12 713 830	Debt Principal	34	50,373	74,300	74,300	0	86,300	12,000	16.15	86,300	86,300	86,300	86,300
12 713 999	Contingency	35	0	0	0		0	0	0.00	0	0	0	0
12 713 990	Previous Year's Deficit	36	9,092	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		746,472	788,466	758,698	29,769	814,551	26,084	3.31	743,254	740,105	747,624	760,073
	Surplus(Deficit)		93,526		32,364								

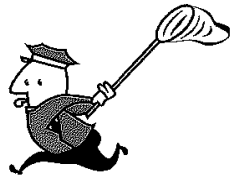


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 055
MIDWAY & BEAVERDELL EMERGENCY RESPONSE SERVICE

PARTICIPANTS: City of Greenwood, Village of Midway, Electoral Area 'E'

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
Property Tax Requisition	2	12,000	11,938	11,939	-1	11,399	(539)	(4.51)	12,000	12,000	12,000	12,000
11 210 100 Federal Grant in Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159 Miscellaneous Income	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	5	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		12,000	11,938	11,939	-1	11,399	(539)	(4.51)	12,000	12,000	12,000	12,000
EXPENDITURE												
12 242 190 Operating Grants	6	12,000	6,000	4,500	1,500	6,000	0	0.00	6,000	6,000	6,000	6,000
12 242 990 Previous Year's Defecit	7	0	4,838	4,838	0	3,399	(1,439)	(29.74)	0	0	0	0
12 242 999 Contingencies	8	4,838	1,100	6,000	-4,900	2,000	900	81.82	6,000	6,000	6,000	6,000
Total Expenditure		16,838	11,938	15,338	1,500	11,399	(539)	(4.51)	12,000	12,000	12,000	12,000
Surplus(Deficit)		-4,838		-3,399								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 071
ANIMAL CONTROL - BOUNDARY

PARTICIPANTS: Grand Forks, Greenwood, Electoral Areas 'C' & 'D'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	120,218	120,217	120,216	1	131,030	10,813	8.99	138,682	131,201	131,222	131,242
11 516 100	Licenses & Fines	3	12,982	8,282	7,198	1,085	8,282	0	0.00	8,448	8,617	8,789	8,965
11 210 100	Federal Grant In Lieu	4	280	104	361	(257)	104	0	0.00	106	108	110	113
11 911 100	Previous Year's Surplus	5	18,511	23,544	23,544	0	11,308	(12,235)	(51.97)	0	0	0	0
	Total Revenue		151,992	152,147	151,318	829	150,725	(1,422)	(0.93)	147,236	139,927	140,121	140,320
EXPENDITURE:													
12 293 230	Board Fee	6	3,839	3,916	3,916	0	3,994	78	1.99	4,074	4,155	4,238	4,323
12 293 238	Insurance	7	0	510	0	510	510	0	0.00	520	531	541	552
12 293 239	Operating Contracts	8	90,105	104,700	104,700	0	103,200	(1,500)	(1.43)	103,200	103,200	103,200	103,200
12 293 251	Office Supplies	9	690	2,040	731	1,309	2,040	0	0.00	2,081	2,122	2,165	2,208
12 293 820	Debt - Principal	10	18,071	18,912	18,912	0	19,791	879	4.65	20,711	21,674	22,682	23,737
12 293 830	Debt - Interest	11	8,929	8,088	8,088	0	7,209	(879)	(10.87)	6,289	5,326	4,318	3,263
12 293 252	Maintenance & Repair	12	6,814	13,981	3,662	10,319	13,981	0	0.00	10,361	2,918	2,977	3,036
12 293 999	Contingencies	13	0	0	0	0	0	0	0.00	0	0	0	0
12 293 990	Previous Year's Deficit	14	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		128,449	152,147	140,009	12,138	150,725	(1,422)	(0.93)	147,236	139,927	140,121	140,320
	Surplus(Deficit)		23,544		11,308								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 080
MOSQUITO CONTROL AREA 'D' / RURAL GRAND FORKS & GRAND FORKS

PARTICIPANTS: Grand Forks & Electoral Area 'D'/Rural Grand Forks (Area 'D')

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	100,871	100,870	100,870	0	100,870	(0)	(0.00)	102,430	105,638	107,851	108,068
11 210 100	Federal Grant in Lieu	3	110	0	292	(292)	0	0	0.00	0	0	0	0
11 759 075	Provincial Grant - WNV	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	5	0	17,812	17,812	0	18,292	480	2.70	0	0	0	0
	Total Revenue		100,981	118,682	118,974	(292)	119,162	480	0.40	102,430	105,638	107,851	108,068
EXPENDITURE:													
12 294 111	Salaries & Wages	6	6,946	6,655	6,655	(0)	7,149	494	7.42	7,292	7,438	7,587	7,738
12 294 230	Board Fee	7	2,968	3,027	3,027	0	3,076	49	1.62	3,138	3,200	3,264	3,330
12 294 239	Pest Control contract	8	68,731	109,000	91,000	18,000	108,937	(63)	(0.06)	92,000	95,000	97,000	97,000
12 294 259	Contracted Services - WNV	9	0	0	0	0	0	0	0.00	0	0	0	0
12 294 990	Previous Year's Deficit	10	4,523	0	0	0	0	0	0.00	0	0	0	0
12 294 999	Contingencies	11	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		83,169	118,682	100,682	18,000	119,162	480	0.40	102,430	105,638	107,851	108,068
	Surplus(Deficit)		17,812		18,292								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 092
NOXIOUS WEED CONTROL EA 'D' / RURAL GRAND FORKS & EA 'E' / WEST BOUNDARY

PARTICIPANTS: Electoral Areas 'D' & 'E'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	72,269	74,711	74,711	0	74,711	(0)	(0.00)	70,243	71,191	72,140	73,104
11 210 100	Grant In Lieu	3	6	20	3	17	20	0	0.00	20	20	20	20
11 210 096	Federal Govt Weed Grant	4	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Income	5	0	50	0	50	50	0	0.00	50	50	50	50
11 759 092	Prov of BC Weed Control Grant	6	18,000	18,000	18,000	0	0	(18,000)	(100.00)	0	0	0	0
11 759 093	Ministry of Transport	7	49,500	50,000	50,000	0	50,000	0	0.00	55,000	55,000	55,000	55,000
11 759 094	Other Provincial Agency	8	29,050	34,000	34,000	0	25,000	(9,000)	(26.47)	25,000	25,000	25,000	25,000
11 759 095	Industry Partners	9	35,117	25,500	25,500	0	17,000	(8,500)	(33.33)	15,500	15,500	15,500	15,500
11 759 100	Province of BC - JOP Grant	10	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	11	0	7,436	7,436	(0)	0	(7,436)	(100.00)	0	0	0	0
	Total Revenue		203,942	209,717	209,650	67	166,781	(42,936)	(20.47)	165,813	166,761	167,710	168,674
EXPENDITURE:													
12 643 111	Salaries & Wages	12	5,343	5,119	5,119	0	5,499	380	7.42	5,609	5,721	5,836	5,953
12 643 230	Board Fee	13	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 643 239	Operating Contracts	14	189,732	203,300	203,300	0	159,891	(43,409)	(21.35)	158,854	159,656	160,469	161,295
12 643 990	Previous Year's Deficit	15	158	0	0	0	67	67	0.00	0	0	0	0
	Total Expenditure		196,506	209,717	209,717	0	166,781	(42,936)	(20.47)	165,813	166,761	167,710	168,674
	Surplus (Deficit)		7,436		(67)								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

Participants: Grand Forks, Electoral Areas 'C' & 'D'

EXHIBIT NO 140
REGIONAL LIBRARY SERVICES - GRAND FORKS, EA 'C' / CHRISTINA LAKE & EA 'D' / RURAL GRAND FORKS

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
Property Tax Requisition	2	341,768	348,809	348,810	(1)	348,577	(232)	(0.07)	349,465	349,539	349,615	349,692
11 210 100 Federal Grant In Lieu	3	762	250	1,065	(815)	250	0	0.00	250	250	250	250
11 911 100 Previous Year's Surplus	4	472	512	511	0	815	303	59.33	0	0	0	0
Total Revenue		343,001	349,571	350,386	(815)	349,642	71	0.02	349,715	349,789	349,865	349,942
EXPENDITURE:												
12 725 230 Board Fee	5	3,501	3,571	3,571	0	3,642	71	1.99	3,715	3,789	3,865	3,942
12 725 716 Operating Contracts	6	338,989	346,000	346,000	0	346,000	0	0.00	346,000	346,000	346,000	346,000
12 725 990 Previous Year's Deficit	7	0	0	0	0	0	0	0.00	0	0	0	0
12 725 999 Contingencies	8	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		342,490	349,571	349,571	0	349,642	71	0.02	349,715	349,789	349,865	349,942
Surplus(Deficit)		511		815								

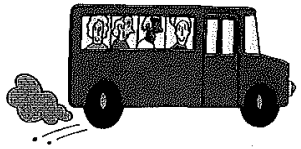


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 145
GREENWOOD, AREA 'E' / WEST BOUNDARY CEMETERY SERVICE

PARTICIPANTS: City of Greenwood, Electoral Area 'E' - Specified Area

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
Property Tax Requisition	2	15,000	15,644	15,644	(0)	4,936	(10,708)	(68.45)	7,850	7,884	7,905	7,926
11 210 100 Federal Grant in Lieu	3	4	0	2	(2)	0	0	0.00	0	0	0	0
12 921 205 Revenue From Reserve	4	713	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	5	2,535	11,154	11,154	0	3,888	(7,266)	(65.14)	0	0	0	0
Total Revenue		18,253	26,798	26,800	(2)	8,824	(17,974)	(67.07)	7,850	7,884	7,905	7,926
EXPENDITURE:												
12 517 230 Board Fee	6	1,248	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 517 716 Operating Contracts	7	5,851	25,500	21,614	3,886	7,500	(18,000)	(70.59)	6,500	6,500	6,500	6,500
13 517 741 Contribution To Reserves	8	0	0	0	0	0	0	0.00	0	0	0	0
12 517 999 Contingencies	9	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		7,099	26,798	22,912	3,886	8,824	(17,974)	(67.07)	7,850	7,884	7,905	7,926
Surplus(Deficit)		11,154		3,888								

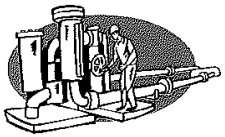


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 950
REGIONAL TRANSIT SERVICES - BOUNDARY AREA

PARTICIPANTS: Grand Forks, Greenwood, Area 'D', and Electoral Area 'E' Specified Area.

PAGE		PAGE	2013 ACTUAL	2014 ANNUAL	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	49,415	49,546	49,547	(1)	48,148	(1,398)	(2.82)	79,541	86,447	94,012	102,321
81 441 000	Farebox Revenue	3	9,923	10,500	5,559	4,941	10,500	0	0.00	10,500	10,500	10,500	10,500
81 615 445	Federal Grant In Lieu	4	71	75	120	(45)	75	0	0.00	75	75	75	75
81 900 000	Previous Year's Surplus	5	18,854	33,681	33,681	0	25,105	(8,576)	(25.46)	0	0	0	0
	Total Revenue		78,264	93,802	88,907	4,895	83,828	(9,974)	(10.63)	90,116	97,022	104,587	112,896
EXPENDITURE:													
82 230 230	Board Fee	6	1,373	1,400	1,400	0	1,426	26	1.86	1,455	1,491	1,513	1,536
82 350 754	Operating Contracts	7	43,210	62,402	62,402	0	52,402	(10,000)	(16.03)	58,061	64,319	71,238	78,887
82 350 990	Previous Year's Deficit	8	0	0	0	0	0	0	0.00	0	0	0	0
82 350 999	Contingencies	9	0	30,000	0	30,000	30,000	0	0.00	30,600	31,212	31,836	32,473
	Total Expenditure		44,583	93,802	63,802	30,000	83,828	(9,974)	(10.63)	90,116	97,022	104,587	112,896
	Surplus(Deficit)		33,681		25,105								



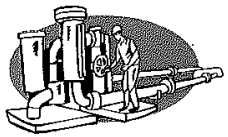
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Trail, Rossland, Warfield

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	3	1,234,798	1,350,684	1,350,684	(0)	1,351,460	776	0.06	1,777,602	1,814,973	1,760,304	1,784,528
61 419 999	Contingencies	4	59,532	17,888	23,247	(5,359)	17,888	0	0.00	18,246	18,519	18,797	19,079
61 449 000	Space Rental	5	5,400	0	1,800	(1,800)	0	0	0.00	0	0	0	0
61 615 445	Federal Grant In Lieu	6	3,186	3,287	4,345	(1,058)	3,287	0	0.00	3,287	3,287	3,287	3,287
61 720 100	Towns For Tomorrow Grant	7	0	0	0	0	0	0	0.00	0	0	0	0
61 759 083	PEP Grants / EMBC Progran	8	120,989	0	0		0	0	0.00	0	0	0	0
61 910 000	Transfer From Reserve Fund	9	20,000	520,000	350,000	170,000	211,990	(308,010)	(59.23)	100,000	0	0	0
61 912 000	Transfer from Oasis/Rivervale	10	24,389	25,792	25,792	0	25,792	0	0.00	26,566	27,363	28,184	29,029
61 920 000	Contribution from Capital Fund	11	0	4,500,000	0	4,500,000	4,200,000	(300,000)	(6.67)	0	0	0	0
61 911 000	Previous Year's Surplus	12	231,574	261,112	271,972	(10,859)	335,620	74,508	28.53	0	0	0	0
	Total Revenue		1,699,868	6,678,763	2,027,839	4,650,924	6,146,037	(532,726)	(37.31)	1,925,701	1,864,142	1,810,572	1,835,923
EXPENDITURE:													
GENERAL ADMINISTRATION													
62 421 111	Salaries & Benefits WWTP Admin	13	46,696	95,192	95,532	(340)	95,532	340	0.36	97,443	99,391	101,379	103,407
62 421 211	Administration Vehicle Operations	14	1,626	5,000	4,000	1,000	5,000	0	0.00	5,020	5,040	5,261	5,282
62 421 230	Board Fee	15	42,253	43,099	43,099	0	43,875	776	1.80	44,753	45,871	46,559	47,258
62 421 234	Training & Development	16	7,695	18,500	10,000	8,500	18,500	0	0.00	18,500	18,500	18,500	18,500
62 421 237	Building Insurance	17	15,086	12,900	15,667	(2,767)	12,900	0	0.00	13,287	13,686	14,096	14,519
62 421 239	Consultant fees	18	13,723	131,000	71,000	60,000	45,000	(86,000)	(65.65)	125,000	25,000	25,000	25,000
62 421 250	Other Administrative Costs	19	5,396	5,000	3,000	2,000	5,000	0	0.00	5,000	10,150	10,150	10,150
62 421 254	Land Leases	20	0	500	0	500	500	0	0.00	500	500	500	500
62 421 610	Capital/Amortization	21	155,336	4,997,500	410,000	4,587,500	4,310,000	(687,500)	(13.76)	100,000	100,000	100,000	100,000
62 421 612	Equipment Replacement	22	0	0	0	0	60,000	60,000	0.00	0	0	0	0
62 421 741	Contribution To Reserve	23	0	145,000	145,000	0	248,636	103,636	71.47	100,000	100,000	100,000	100,000
62 421 820	Debt- Interest	24	29,402	141,902	29,402	112,500	120,542	(21,360)	(15.05)	211,682	211,682	182,280	182,280
62 421 830	Debt- Principal	25	50,807	158,862	50,807	108,055	151,657	(7,205)	(4.54)	151,657	158,862	108,055	108,055
62 421 225	Provinical Emergency Program	26	178,267	15,000	15,000	0	0	(15,000)	(100.00)	0	0	0	0
			546,287	**5,769,455**	**892,507**		**5,117,142**	**(652,313)**		**872,841**	**788,683**	**711,781**	**714,951**
COLLECTION SYSTEMS OPERATIONS & MAINTENANCE													
62 422 111	Lift Station Labour	27	31,171	23,794	23,794	0	33,137	9,343	39.27	33,800	34,476	35,165	35,869
62 423 111	Collection System Labour	28	12,159	3,941	3,941	0	16,569	12,628	320.43	16,900	17,238	17,583	17,935
62 423 275	R&M - Collections	29	10,063	4,000	7,837	(3,837)	35,000	31,000	775.00	35,000	35,000	35,000	35,000
62 423 276	Collection Line Flow Metering	30	37,212	31,800	31,800	0	57,100	25,300	79.56	58,242	59,407	60,595	61,807
62 424 553	Utilities - Glenmerry Lft Stn	31	53,662	55,320	55,320	0	56,800	1,480	2.68	57,936	59,095	60,277	61,482
62 424 560	R&M - Glenmerry Lift Stn	32	12,493	30,000	10,000	20,000	30,000	0	0.00	31,000	31,000	32,000	32,000
62 425 553	Utilities - Murray Park Lift Stn	33	36,404	44,250	44,250	0	46,000	1,750	3.95	48,300	50,715	53,251	55,913
62 425 560	R&M - Murray Park Lift Stn	34	23,528	30,000	10,000	20,000	30,000	0	0.00	31,000	31,000	32,000	32,000
62 426 553	Utilities - Sunningdale Lift Stn	35	884	0	0	0	0	0	0.00	0	0	0	0
62 426 560	R&M - Sunningdale Lift Stn	36	13,885	0	2	(2)	0	0	0.00	0	0	0	0
62 427 553	Utilities - Robertson Lift Stn	37	2,774	0	0	0	0	0	0.00	0	0	0	0
62 427 560	R&M - Robertson Lift Stn	38	17,678	0	0	0	0	0	0.00	0	0	0	0
			251,912	**223,105**	**186,944**	**36,161**	**304,606**	**81,501**		**312,178**	**317,931**	**325,871**	**332,006**

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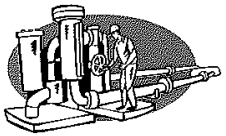


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Trail, Rossland, Warfield

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
WASTE WATER TREATMENT PLANT - TREATMENT & DISPOSAL													
62 428 111	Labour - Sewer Treatment Plant	39	231,246	284,604	255,000	29,604	284,489	(115)	(0.04)	290,178	295,982	301,902	307,940
62 428 247	Small Tools	40	1,366	4,000	1,800	2,200	5,000	1,000	25.00	5,000	5,000	5,000	5,000
62 428 280	Operations	41	103,071	120,000	91,000	29,000	130,000	10,000	8.33	133,000	136,090	139,273	142,551
62 428 281	Digestion / Methane Collection	42	12,097	17,000	35,000	(18,000)	22,000	5,000	29.41	22,500	22,500	23,000	23,000
62 428 282	Chlorine / Disinfection	43	66,525	52,500	44,000	8,500	57,000	4,500	8.57	57,000	59,000	59,000	61,000
62 428 283	Solids Handling	44	51,427	50,000	48,000	2,000	52,000	2,000	4.00	55,400	56,900	58,600	59,100
62 428 284	Lab Testing	45	28,454	26,570	23,500	3,070	28,000	1,430	5.38	28,420	28,848	29,285	29,731
62 428 290	Disposal Permit	46	17,538	18,500	17,538	962	18,000	(500)	(2.70)	18,360	18,727	19,102	19,484
			511,723	**573,174**	**515,838**	**57,336**	**596,489**	**23,315**		**609,858**	**623,048**	**635,161**	**647,805**
WASTE WATER TREATMENT PLANT - BUILDING & GROUNDS													
62 429 211	Vehicle Operating RDKB	47	21,683	16,315	14,000	2,315	24,100	7,785	47.72	24,582	25,074	25,575	26,087
62 429 213	Telephone	48	11,316	9,500	8,100	1,400	15,500	6,000	63.16	15,500	16,000	16,000	16,000
62 429 246	Building HVAC	49	339	784	1,400	(616)	1,500	716	91.33	1,500	1,500	1,500	1,500
62 429 252	Other Supplies	50	15,967	12,000	12,500	(500)	12,000	0	0.00	13,000	13,000	13,000	13,000
62 429 551	Utilities - Water/Sewer	51	517	550	531	19	600	50	9.09	612	624	637	649
62 429 553	Utilities - Electricity	52	30,637	34,880	29,000	5,880	35,900	1,020	2.92	36,624	38,455	40,378	42,397
62 429 554	Utilities - Natural Gas	53	28,621	32,000	29,000	3,000	32,000	0	0.00	32,640	33,293	33,959	34,638
62 429 559	Refuse Collection	54	0	1,500	600	900	700	(800)	(53.33)	700	700	700	700
62 429 606	Grounds Maintenance	55	8,896	5,500	1,800	3,700	5,500	0	0.00	5,665	5,835	6,010	6,190
62 429 990	Previous Year's Deficit	56	0	0	0	0	0	0	0.00	0	0	0	0
			117,974	**113,029**	**96,931**	**16,098**	**127,800**	**14,771**		**130,823**	**134,481**	**137,758**	**141,161**
	Total Expenditure		1,427,897	6,678,763	1,692,220	109,595	6,146,037	(532,726)	0.00	1,925,701	1,864,142	1,810,572	1,835,923
	Surplus(Deficit)		271,972		335,620								

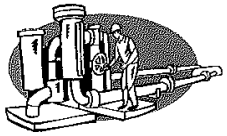


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700-101
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Trail Only

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	0	52,535	52,535	0	-14,920	(67,455)	(128.40)	0	0	0	0
61 419 999	Contingencies	3	0	0	0	0	0	0	0.00	0	0	0	0
61 615 445	Federal Grant In Lieu	4	0	0	0	0	0	0	0.00	0	0	0	0
61 720 100	Grants Programs	5	0	0	0	0	0	0	0.00	0	0	0	0
61 910 000	Transfer From Reserve Fund	6	0	0	0	0	0	0	0.00	0	0	0	0
61 920 000	Contribution from Capital Fund	7	0	0	0	0	0	0	0.00	0	0	0	0
61 911 000	Previous Year's Surplus	8	0	0	0	0	14,920	14,920	0.00	0	0	0	0
	Total Revenue		0	52,535	52,535	0	0	(52,535)	(128.40)	0	0	0	0
EXPENDITURE:													
GENERAL ADMINISTRATION													
62 421 237	Building Insurance	9	0	2,500	0	2,500	0	(2,500)	(100.00)	0	0	0	0
62 421 239	Consultant fees	10	0	0	0	0	0	0	0.00	0	0	0	0
62 421 254	Land Leases	11	0	0	0	0	0	0	0.00	0	0	0	0
62 421 610	Capital/Amortization	12	0	0	0	0	0	0	0.00	0	0	0	0
62 421 612	Equipment Replacement	13	0	10,500	7,780	2,720	0	(10,500)	(100.00)	0	0	0	0
62 421 741	Contribution To Reserve	14	0	0	0	0	0	0	0.00	0	0	0	0
62 421 820	Debt- Interest	15	0	0	0	0	0	0	0.00	0	0	0	0
62 421 830	Debt- Principal	16	0	0	0	0	0	0	0.00	0	0	0	0
62 421 225	Provinical Emergency Program	17	0	0	0	0	0	0	0.00	0	0	0	0
62 422 111	Lift Station Labour	18	0	8,000	8,000	0	0	(8,000)	(100.00)	0	0	0	0
62 423 111	Collection System Labour	19	0	1,500	1,500	0	0	(1,500)	(100.00)	0	0	0	0
62 423 275	R&M - Collections	20	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0	0	0
62 426 553	Utilities - Sunningdale Lift Stn	21	0	1,660	870	790	0	(1,660)	(100.00)	0	0	0	0
62 426 560	R&M - Sunningdale Lift Stn	22	0	7,500	5,900	1,600	0	(7,500)	(100.00)	0	0	0	0
62 427 553	Utilities - Robertson Lift Stn	23	0	3,100	2,690	410	0	(3,100)	(100.00)	0	0	0	0
62 427 560	R&M - Robertson Lift Stn	24	0	7,500	4,600	2,900	0	(7,500)	(100.00)	0	0	0	0
62 428 247	Small Tools	25	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0	0	0
62 429 211	Vehicle Operating RDKB	26	0	6,275	6,275	0	0	(6,275)	(100.00)	0	0	0	0
62 429 252	Other Supplies	27	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0	0	0
62 429 551	Utilities - Water/Sewer	28	0	0	0	0	0	0	0.00	0	0	0	0
62 429 606	Grounds Maintenance	29	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0	0	0
62 429 990	Previous Year's Deficit	30	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		0	52,535	37,615	14,920	0	-52,535	-1,300	0	0	0	0
	Surplus(Deficit)		0		14,920								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700 102
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Rossland Only

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	0	12,725	12,725	0	-8,780	(21,505)	(169.00)	0	0	0	0
61 419 999	Contingencies	3	0	0	0	0	0	0	0.00	0	0	0	0
61 615 445	Federal Grant In Lieu	4	0	0	0	0	0	0	0.00	0	0	0	0
61 720 100	Grants Program	5	0	0	0	0	0	0	0.00	0	0	0	0
61 910 000	Transfer From Reserve Fund	6	0	0	0	0	0	0	0.00	0	0	0	0
61 920 000	Contribution from Capital Fund	7	0	0	0	0	0	0	0.00	0	0	0	0
61 911 000	Previous Year's Surplus	8	0	0	0	0	8,780	8,780	0.00	0	0	0	0
	Total Revenue		0	12,725	12,725	0	0	(12,725)	(169.00)	0	0	0	0
EXPENDITURE:													
GENERAL													
62 421 237	Property Insurance	9	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0	0	0
62 421 239	Consultant fees	10	0	0	0	0	0	0	0.00	0	0	0	0
62 421 254	Land Leases	11	0	0	0	0	0	0	0.00	0	0	0	0
62 421 610	Capital/Amortization	12	0	0	0	0	0	0	0.00	0	0	0	0
62 421 741	Contribution To Reserve	13	0	0	0	0	0	0	0.00	0	0	0	0
62 421 820	Debt- Interest	14	0	0	0	0	0	0	0.00	0	0	0	0
62 421 830	Debt- Principal	15	0	0	0	0	0	0	0.00	0	0	0	0
62 421 225	Provinical Emergency Program	16	0	0	0	0	0	0	0.00	0	0	0	0
62 423 111	Collection System Labour	17	0	2,720	2,720	0	0	(2,720)	(100.00)	0	0	0	0
62 423 275	R&M - Collections	18	0	6,500	0	6,500	0	(6,500)	(100.00)	0	0	0	0
62 429 211	Vehicle Operating RDKB	19	0	1,255	1,225	30	0	(1,255)	(100.00)	0	0	0	0
62 429 252	Other Supplies	20	0	1,250	0	1,250	0	(1,250)	(100.00)	0	0	0	0
62 429 990	Previous Year's Deficit	21	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		0	12,725	3,945	8,780	0	-12,725	-500	0	0	0	0
	Surplus(Deficit)		0		8,780								

ITEM ATTACHMENT # n)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700 103
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Rossland & Warfield

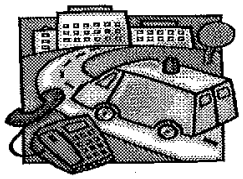
		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
	Property Tax Requisition	2	0	8,725	8,725	0	-4,750	(13,475)	(154.44)	0	0	0	0
61 419 999	Contingencies	3	0	0	0	0	0	0	0.00	0	0	0	0
61 615 445	Federal Grant In Lieu	4	0	0	0	0	0	0	0.00	0	0	0	0
61 720 100	Grant Programs	5	0	0	0	0	0	0	0.00	0	0	0	0
61 910 000	Transfer From Reserve Fund	6	0	0	0	0	0	0	0.00	0	0	0	0
61 920 000	Contribution from Capital Fund	7	0	0	0	0	0	0	0.00	0	0	0	0
61 911 000	Previous Year's Surplus	8	0	0	0	0	4,750	4,750	0.00	0	0	0	0
	Total Revenue		0	8,725	8,725	0	0	(8,725)	(154.44)	0	0	0	0
EXPENDITURE:													
GENERAL													
62 421 237	Property Insurance	9	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0	0	0
62 421 239	Consultant fees	10	0	0	0	0	0	0	0.00	0	0	0	0
62 421 254	Land Leases	11	0	0	0	0	0	0	0.00	0	0	0	0
62 421 610	Capital/Amortization	12	0	0	0	0	0	0	0.00	0	0	0	0
62 421 741	Contribution To Reserve	13	0	0	0	0	0	0	0.00	0	0	0	0
62 421 820	Debt- Interest	14	0	0	0	0	0	0	0.00	0	0	0	0
62 421 830	Debt- Principal	15	0	0	0	0	0	0	0.00	0	0	0	0
62 421 225	Provinical Emergency Program	16	0	0	0	0	0	0	0.00	0	0	0	0
62 423 111	Collection System Labour	17	0	2,720	2,720	0	0	(2,720)	(100.00)	0	0	0	0
62 423 275	R&M - Collections	18	0	2,500	0	2,500	0	(2,500)	(100.00)	0	0	0	0
62 429 211	Vehicle Operating RDKB	19	0	1,255	1,255	0	0	(1,255)	(100.00)	0	0	0	0
62 429 252	Other Supplies	20	0	1,250	0	1,250	0	(1,250)	(100.00)	0	0	0	0
62 429 990	Previous Year's Deficit	21	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		0	8,725	3,975	4,750	0	(8,725)	(500.00)	0	0	0	0
	Surplus(Deficit)		0		4,750								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 800
OASIS-RIVERVALE SEWER UTILITY

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
61 780 900	EA 'B' / Lower Columbia/Old Glor	2	30,463	30,463	30,463	0	30,582	118	0.39	38,913	40,729	42,031	43,869
61 441 000	Users Fees	3	29,232	29,232	29,232	0	29,232	0	0.00	29,232	29,232	29,232	29,232
61 447 000	Penalty Revenue	4	872	360	0	360	360	0	0.00	369	375	380	386
61 720 100	Sewage Facil. Assist Grant	5	0	0	0	0	0	0	0.00	0	0	0	0
61 448 159	Miscellaneous Income	6	0	0	0	0	0	0	0.00	0	0	0	0
61 910 000	Transfer From Reserve	7	0	10,000	10,000	0	0	(10,000)	(100.00)	0	0	0	0
61 911 000	Previous Year's Surplus	8	9,718	20,009	20,009	(0)	14,989	(5,019)	(25.09)	0	0	0	0
	Total Revenue		70,285	90,064	89,704	360	75,163	(14,901)	(16.54)	68,514	70,336	71,643	73,487
EXPENDITURE													
CONTRACTED SERVICES													
62 441 239	Consultant Fees	9	0	0	0	0	0	0	0.00	0	0	0	0
GENERAL ADMINISTRATION													
62 441 100	Discounts	10	2,227	2,500	2,242	258	2,500	0	0.00	2,563	2,601	2,640	2,680
62 441 230	Board Fee	11	4,692	4,786	4,786	0	4,880	94	1.96	4,978	5,102	5,179	5,256
62 441 237	Property Insurance	12	801	1,003	843	160	1,003	0	0.00	1,028	1,043	1,059	1,075
62 441 741	Contribution to Reserve	13	5,000	0	0	0	8,000	8,000	0.00	0	0	0	0
62 441 610	Capital/Amortization	14	0	25,000	21,000	4,000	0	(25,000)	(100.00)	0	0	0	0
LIFT STATION OPERATIONS													
62 442 111	Labour - Callouts	15	7,725	7,956	6,870	1,086	8,461	505	6.35	8,715	8,976	9,246	9,523
62 442 275	Collection Line	16	0	3,000	3,082	(82)	3,500	500	16.67	3,500	3,500	3,500	3,500
62 442 276	Telemetry	17	0	1,000	0	1,000	1,500	500	50.00	1,500	1,500	1,500	1,500
62 442 553	Utilities - Electricity	18	4,690	5,527	4,500	1,027	5,527	0	0.00	5,665	5,750	5,836	5,924
62 442 560	Pumping Station R&M	19	751	13,500	5,600	7,900	14,000	500	3.70	14,000	14,500	14,500	15,000
TREATMENT & DISPOSAL													
62 443 754	Treatment and Disposal (Transfer	20	24,389	25,792	25,792	0	25,792	0	0.00	26,566	27,363	28,184	29,029
OTHER SEWER COSTS													
62 449 990	Previous Year's Deficit	21	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		50,276	90,064	74,715	15,349	75,163	(14,901)	(16.54)	68,514	70,336	71,643	73,487
	Surplus(Deficit)		20,009		14,989								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 012
EMERGENCY PREPAREDNESS

Provincial Emergency Program

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

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE												
Property Tax Requisition	2	255,580	255,580	255,581	(1)	255,553	(26)	(0.01)	236,221	253,436	259,288	265,337
11 759 080 Emergency Planning Grant	3	-1,045	0	0	0	0	0	0.00	10,000	0	0	0
11 759 083 PEP Grants	4	-110,610	100,000	0	100,000	100,000	0	0.00	100,000	100,000	100,000	100,000
11 210 100 Federal Grant In Lieu	5	1,028	250	630	(380)	250	0	0.00	250	250	250	250
11 911 100 Previous Year's Surplus	6	32,026	30,098	30,098	(0)	15,264	(14,835)	(49.29)	0	0	0	0
11 920 002 Capital - Temporary Borrow	7	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserve	8	0	0	0	0	33,400	33,400	0.00	0	0	0	0
Total Revenue		176,979	385,928	286,309	99,619	404,467	18,539	4.80	346,471	353,686	359,538	365,587
EXPENDITURE												
12 258 111 Salaries & Benefits	9	141,158	137,852	137,852	0	141,382	3,530	2.56	146,330	151,452	156,753	162,239
12 258 210 Travel & Conference	10	2,492	4,142	2,500	1,642	4,142	0	0.00	4,225	4,309	4,396	4,483
12 258 211 Vehicle Operating	11	1,700	4,297	3,000	1,297	4,206	(91)	(2.12)	4,290	4,376	4,463	4,553
12 258 213 Telephone	12	10,351	12,994	8,000	4,994	6,540	(6,454)	(49.67)	6,671	6,804	6,940	7,079
12 258 214 Radio - Communications	13	0	2,071	1,590	481	2,100	29	1.40	2,142	2,185	2,229	2,273
12 258 216 Equipment Replacement	14	45,713	42,053	42,053	(0)	1,000	(41,053)	(97.62)	1,020	1,040	1,061	1,082
12 258 221 Advertising & Promotion	15	0	2,000	0	2,000	2,000	0	0.00	2,000	2,000	2,000	2,000
12 258 225 PEP Task Claims	16	-106,485	100,000	0	100,000	100,000	0	0.00	100,000	100,000	100,000	100,000
12 258 230 Board Fee	17	4,979	5,079	5,079	0	5,157	78	1.54	5,260	5,392	5,473	5,555
12 258 233 Consulting Fees	18	95	5,000	2,309	2,692	20,000	15,000	300.00	5,000	5,000	5,000	5,000
12 258 234 Staff Education & Training	19	1,141	5,000	4,500	500	5,000	0	0.00	5,000	5,000	5,000	5,000
12 258 251 Office Supplies	20	572	1,500	1,200	300	1,500	0	0.00	1,500	1,500	1,500	1,500
12 258 252 EOC Center Site Costs	21	15,300	17,300	17,000	300	17,300	0	0.00	17,300	17,300	17,300	17,300
12 258 253 SPU - Maintenance & Repa	22	864	4,640	4,000	640	4,640	0	0.00	4,733	4,827	4,924	5,022
12 258 610 Capital/Amortization	23	0	0	0	0	65,000	65,000	0.00	0	0	0	0
12 258 716 Grants to SARS/ESS Grou	24	23,000	23,000	22,963	37	24,500	1,500	6.52	26,000	27,500	27,500	27,500
12 258 741 Contribution To Reserve	25	6,000	19,000	19,000	0	0	(19,000)	(100.00)	15,000	15,000	15,000	15,000
12 258 820 Debt - Interest	26	0	0	0	0	0	0	0.00	0	0	0	0
12 258 830 Debt - Principal	27	0	0	0	0	0	0	0.00	0	0	0	0
12 258 990 Previous Year's Deficit	28	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		146,880	385,928	271,046	114,882	404,467	18,539	4.80	346,471	353,686	359,538	365,587
Surplus (Deficit)		30,098		15,264								

ROSSLAND OPTED OUT OF THE SERVICE IN 2008



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 015

9-1-1 EMERGENCY COMMUNICATIONS

911

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

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition - RDKB	2	339,979	339,241	339,240	1	323,498	(15,744)	(4.64)	330,492	331,312	341,873	354,492
11 590 161	Contract Revenue - RDCK	3	376,434	383,067	383,067	(0)	365,289	(17,778)	(4.64)	373,187	374,113	386,039	400,288
11 210 100	Federal Grant In Lieu/Misc Income	4	2,077	750	750	0	750	0	0.00	750	750	750	750
11 921 205	Transfer From Reserves	5	50,200	60,000	60,000	0	40,000	(20,000)	(33.33)	40,000	60,000	60,000	60,000
11 911 100	Previous Year's Surplus	6	5,867	20	0	20	0	(20)	(100.00)	0	0	0	0
	Total Revenue		774,557	783,079	783,057	22	729,537	(53,542)	(6.84)	744,429	766,174	788,662	815,530
EXPENDITURE													
12 255 111	Salaries & Benefits	7	321,313	333,230	333,230	(0)	342,877	9,647	2.89	354,342	366,198	378,459	391,137
12 255 213	Telephone	8	99,495	98,354	98,354	(1)	98,354	0	0.00	100,321	102,327	104,374	106,461
12 255 215	Communications Equipment R&M	9	42,244	83,307	83,239	68	83,307	0	0.00	84,904	86,532	88,193	89,888
12 255 216	Equipment Replacement Reserve	10	10,000	5,000	5,000	0	5,000	0	0.00	5,000	5,000	5,000	5,000
12 255 221	Advertising	11	0	750	0	750	750	0	0.00	750	750	750	750
12 255 230	Board Fee	12	15,338	15,645	15,645	0	15,925	280	1.79	16,244	16,568	16,900	17,238
12 255 233	Consultant Fees	13	250	2,500	0	2,500	2,500	0	0.00	2,500	2,500	2,500	2,500
12 255 234	Staff Development	14	1,117	4,000	4,000	0	4,000	0	0.00	4,080	4,121	4,184	4,247
12 255 237	Insurance	15	1,443	1,520	1,520	0	1,520	0	0.00	1,550	1,581	1,613	1,645
12 255 242	Operating Contracts	16	219,297	197,773	197,773	(0)	127,661	(70,112)	(35.45)	133,738	139,555	145,629	155,582
12 255 247	Office Equipment & Furniture	17	0	0	722	(722)	0	0	0.00	0	0	0	0
12 255 251	Office Supplies	18	0	1,000	0	1,000	1,000	0	0.00	1,020	1,040	1,061	1,082
12 255 610	Capital/Amortization	19	74,276	40,000	40,000	0	40,000	0	0.00	40,000	40,000	40,000	40,000
12 255 990	Previous Year's Deficit	20	0	0	10,217	(10,217)	6,643	6,643	0.00	0	0	0	0
12 255 999	Contingencies	21	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		784,774	783,079	789,700	-6,622	729,537	(53,542)	(6.84)	744,429	766,174	788,662	815,530
	Surplus(Deficit)		(10,217)		(6,643)								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 005
ENVIRONMENTAL PLANNING & ZONING

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

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
Electoral	Taxes - Management Development Servic	2	515,608	527,617	527,615	2	527,605	(12)	(0.00)	574,126	585,970	597,752	609,768
All Participants	Taxes - Regional Development Services	3	171,869	175,872	175,872	0	175,868	(4)	(0.00)	191,375	195,323	199,251	203,256
11 210 100	Federal Grant In Lieu	4	1,359	750	829	(79)	750	0	0.00	750	750	750	750
11 460 100	Rezoning Fees	5	12,380	10,000	6,125	3,875	10,000	0	0.00	10,200	10,404	10,612	10,824
11 460 200	ALR Commission Appeal Fees	6	300	2,000	2,700	(700)	2,000	0	0.00	2,040	2,081	2,122	2,165
11 460 300	House Numbering Recovery	7	15,000	16,000	15,000	1,000	16,000	0	0.00	16,000	16,000	16,000	16,000
11 460 400	Map & Report Sales	8	40	1,500	905	595	1,500	0	0.00	1,530	1,561	1,592	1,624
11 590 159	Miscellaneous Revenue	9	0	1,000	0	1,000	1,000	0	0.00	1,000	1,000	1,000	1,000
11 911 100	Previous Year's Surplus	10	32,228	22,958	26,540	(3,583)	44,407	21,449	93.43	0	0	0	0
11 921 205	Transfer From Reserve	11	0	0	0	0	0	0	0.00	0	0	0	0
	Planning Agreements	12	7,539	7,539	7,539	0	7,539	0	0.00	7,539	7,539	7,539	7,539
	Total Revenue		756,323	765,237	763,125	2,111	786,670	21,433	2.80	804,560	820,628	836,619	852,926
EXPENDITURE:													
12 610 111	Salaries and Benefits	13	544,159	560,534	505,515	55,019	607,590	47,056	8.39	619,742	632,136	644,779	657,675
12 610 210	Travel Expense	14	9,082	10,000	16,500	(6,500)	0	(10,000)	(100.00)	0	0	0	0
12 610 220	Public Participation Program	15	8,620	10,000	10,000	0	10,000	0	0.00	10,200	10,404	10,612	10,824
12 610 223	Report Reproduction	16	0	500	500	0	0	(500)	(100.00)	0	0	0	0
12 610 229	Maps	17	115	500	500	0	0	(500)	(100.00)	0	0	0	0
12 610 230	Board Fee	18	42,112	42,954	42,954	0	43,726	772	1.80	44,601	45,493	46,402	47,330
12 610 232	Legal Fees	19	6,351	10,000	10,000	0	1,400	(8,600)	(86.00)	1,428	1,457	1,486	1,515
12 610 234	Library & Research	20	3,769	3,709	3,709	0	3,709	0	0.00	3,783	3,859	3,936	4,015
12 610 235	Operating Contract	21	34,862	41,270	41,270	0	41,270	0	0.00	39,372	40,356	40,962	41,576
12 610 239	Advisory Planning Commission	22	3,093	6,000	6,000	0	6,000	0	0.00	6,120	6,242	6,367	6,495
12 610 243	Office Building Expense	23	49,112	50,020	50,020	(0)	50,020	0	0.00	51,020	52,041	53,082	54,143
12 610 247	Office Equipment	24	7,726	6,000	8,000	(2,000)	6,000	0	0.00	6,000	6,000	6,000	6,000
12 610 251	Office Supplies	25	1,364	4,080	4,080	0	4,080	0	0.00	4,162	4,245	4,330	4,416
12 610 253	Vehicle Operation	26	12,623	12,875	12,875	0	12,875	0	0.00	13,133	13,395	13,663	13,936
12 610 610	Capital/Amortization	27	0	0	0	0	0	0	0.00	0	0	0	0
12 610 741	Contribution To Reserve	28	6,795	6,795	6,795	0	0	(6,795)	(100.00)	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
	Total Expenditure		729,783	765,237	718,718	46,519	786,670	21,433	2.80	804,560	820,628	836,619	852,926
	Surplus(Deficit)		26,540		44,407								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 500
BEAVER VALLEY WATER SUPPLY UTILITY

PARTICIPANTS: Fruitvale, Specified Area 'A'

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
41 441 000 Users Fees	2	300,123	310,521	305,802	4,719	314,516	3,994	1.29	324,236	333,963	343,982	354,301
41 443 000 Fire Hydrant Maintenance Fee	3	10,379	10,379	10,587	(208)	10,566	187	1.80	10,778	10,993	11,213	11,437
41 449 000 Miscellaneous Revenue	4	11,475	10,500	14,975	(4,475)	10,500	0	0.00	10,500	10,500	10,500	10,500
41 615 445 Federal Grant In Lieu	5	189	200	289	(89)	200	0	0.00	200	200	200	200
41 620 000 Parcel Tax Village of Fruitvale	6	352,350	352,350	352,350	0	352,350	0	0.00	352,350	352,350	352,350	352,350
41 630 000 Parcel Tax Electoral Area 'A'	7	136,350	136,350	136,350	0	136,350	0	0.00	136,350	136,350	136,350	136,350
41 910 000 Transfer from Reserves	8	180,000	243,740	150,000	93,740	50,000	(193,740)	(79.49)	26,279	15,741	26,199	37,071
41 920 000 Transfer from Capital Fund	9	0	0	0	0	0	0	0.00	0	0	0	0
41 911 000 Previous Year's Surplus	10	36,690	0	0	0	79,073	79,073	0.00	0	0	0	0
Total Revenue		1,027,556	1,064,040	970,353	93,687	953,554	(110,486)	(10.38)	860,692	860,097	880,794	902,209
EXPENDITURE:												
CONTRACTOR'S COSTS:												
42 412 754 Purification & Treatment	11	293,129	306,600	278,370	28,230	296,460	(10,140)	(3.31)	315,798	325,272	335,030	345,081
42 413 754 Operating Contracts	12	28,686	46,570	25,040	21,530	45,220	(1,350)	(2.90)	46,577	48,440	50,377	52,392
42 414 754 Transmission & Distribution	13	76,671	60,500	27,199	33,301	47,900	(12,600)	(20.83)	49,337	51,310	53,363	55,497
42 415 754 Pumping	14	19,598	31,250	34,748	(3,498)	31,250	0	0.00	32,188	33,153	34,479	35,858
42 417 754 Salaries & Benefits	15	36,867	39,500	39,439	61	39,500	0	0.00	40,685	41,906	43,582	45,325
42 418 754 Other Water Supply	16	32,331	29,300	19,429	9,871	24,500	(4,800)	(16.38)	25,235	26,244	27,294	28,386
42 419 618 Hydrant Maintenance	17	27,160	16,000	14,959	1,041	16,000	0	0.00	16,480	17,139	17,825	18,538
42 419 754 Billing & Collections	18	340	7,750	7,750	0	7,750	0	0.00	7,983	8,302	8,634	8,979
RDKB DIRECT OPERATING COSTS:												
42 411 213 Telephone	19	2,930	2,700	2,930	(230)	2,700	0	0.00	2,781	2,864	2,979	3,098
42 411 230 Board Fee	20	23,293	23,759	23,759	0	24,173	414	1.74	24,656	25,273	25,652	26,037
42 411 237 Insurance	21	7,447	7,841	7,841	0	7,841	0	0.00	8,076	8,319	8,651	8,997
42 411 251 Office Supply	22	0	0	0	0	0	0	0.00	0	0	0	0
42 411 290 Water Licence	23	769	900	782	118	900	0	0.00	927	955	993	1,033
42 415 553 Utilities - Electricity	24	602	2,000	0	2,000	2,000	0	0.00	2,060	2,122	2,207	2,295
42 416 754 Vehicle Operating	25	0	0	0	0	0	0	0.00	0	0	0	0
42 419 999 Contingencies	26	27,840	54,250	30,000	24,250	64,250	10,000	18.43	24,250	24,250	24,250	24,250
42 419 990 Previous Year's Deficit	27	0	20,409	20,409	(0)	0	(20,409)	(100.00)	0	0	0	0
DEBT/CAPITAL COSTS:												
42 411 820 Debt Interest	28	115,763	82,140	82,140	0	60,000	(22,140)	(26.95)	60,000	60,000	51,600	21,600
42 411 830 Debt Principal	29	120,490	120,490	120,490	0	120,490	0	0.00	120,490	120,490	120,490	83,416
42 419 611 Capital/Amortization	30	125,332	210,000	153,914	56,086	86,000	(124,000)	(59.05)	40,000	40,000	40,000	40,000
42 419 740 Contribution to Reserve	31	108,716	2,082	2,082	(0)	77,034	74,952	3,600.52	43,592	24,491	33,827	101,872
Total Expenditure		1,047,965	1,064,040	891,280	172,760	953,968	(110,072)	(10.34)	861,114	860,530	881,233	902,655
Surplus(Deficit)		(20,409)		79,073								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 002
ELECTORAL AREA ADMINISTRATION

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	168,306	227,126	227,126	0	226,840	(286)	(0.13)	218,577	226,856	266,943	235,091
11 210 100	Federal Grant In Lieu	3	257	100	204	(104)	100	0	0.00	100	100	100	100
11 210 171	Community Works (Gas Tax)	4	15,000	250,000	145,013	104,987	250,000	0	0.00	250,000	250,000	250,000	250,000
11 590 173	Kettle River Watershed Study	5	90,659	75,000	75,000	0	0	(75,000)	(100.00)	0	0	0	0
11 621 100	Local Government Act	6	130,000	40,000	40,000	0	40,000	0	0.00	40,000	40,000	40,000	40,000
11 921 205	Transfer From Reserves	7	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	8	32,806	19,499	19,499	0	0	(19,499)	(100.00)	0	0	0	0
	Total Revenue		437,027	611,725	506,842	104,883	516,940	(94,785)	(15.49)	508,677	516,956	557,043	525,191
EXPENDITURE													
12 191 130	Director's Remuneration	9	81,754	78,939	81,000	(2,061)	80,518	1,579	2.00	82,128	83,771	85,446	87,155
12 191 210	Director's Travel	10	8,204	15,821	10,000	5,821	15,821	0	0.00	16,137	16,460	16,789	17,125
12 191 211	Director's Expenses	11	14,111	6,180	17,000	(10,820)	14,000	7,820	126.54	14,280	14,566	14,857	15,154
12 191 212	UBCM/FCM Conferences	12	27,481	53,000	50,000	3,000	53,000	0	0.00	47,000	53,000	55,000	55,000
12 191 213	AKBLG Conference	13	8,847	8,500	7,437	1,063	8,500	0	0.00	8,500	8,500	8,500	8,500
12 191 217	Public Communications 'A'	14	1,628	6,200	6,000	200	6,200	0	0.00	6,200	6,200	6,200	6,200
12 191 218	Public Communications 'B' / Lower (	15	1,320	6,200	6,000	200	6,200	0	0.00	6,200	6,200	6,200	6,200
12 191 219	Public Communications 'C' / Christin	16	3,626	6,200	6,000	200	6,200	0	0.00	6,200	6,200	6,200	6,200
12 191 220	Public Communications 'D' / Rural G	17	3,497	6,200	6,000	200	6,200	0	0.00	6,200	6,200	6,200	6,200
12 191 221	Public Communications 'E' / West B	18	7,644	6,950	6,950	0	6,950	0	0.00	6,950	6,200	6,200	6,200
12 191 223	Elections & Referendums	19	0	45,000	45,000	0	10,000	(35,000)	(77.78)	10,000	10,000	45,000	10,000
12 191 230	Board Fee	20	17,532	17,883	17,883	0	18,204	321	1.80	18,568	18,939	19,318	19,705
12 191 238	AKBLG Membership	21	3,229	2,700	3,597	(897)	2,700	0	0.00	2,700	2,700	2,700	2,700
12 191 239	UBCM Membership	22	6,261	6,367	5,457	910	6,367	0	0.00	6,526	6,624	6,723	6,824
12 191 251	Office Supplies	23	39	500	0	500	500	0	0.00	500	500	500	500
12 191 253	Vehicle Operation	24	19,691	20,085	20,000	85	20,085	0	0.00	20,587	20,896	21,209	21,528
12 191 610	Capital/Amortization	25	0	0	0	0	0	0	0.00	0	0	0	0
12 191 616	Gas Tax Projects	26	35,697	250,000	145,013	104,987	250,000	0	0.00	250,000	250,000	250,000	250,000
12 191 741	Contribution To Reserve	27	0	0	0	0	4,000	4,000	0.00	0	0	0	0
12 191 990	Previous Year's Deficit	28	0	0	0	0	1,495	1,495	0.00	0	0	0	0
12 191 620	Kettle River Watershed Project	29	86,966	75,000	75,000	0	0	(75,000)	(100.00)	0	0	0	0
12 191 800	Contracted Services	30	90,000	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		417,528	611,725	508,337	103,388	516,940	(94,785)	(15.49)	508,677	516,956	557,043	525,191
	Surplus (Deficit)		19,499		(1,495)								

KETTLE RIVER WATERSHED STUDY:	2012	2013
REVENUE (GAS TAX)	85,000	75,000
EXPENSES	86,978	75,000
Deficit Brought Forward	(2,644)	(4,622)
PROJECT BALANCE AT End of Year	$ (4,622)	$ (4,622)

See Line 5 Above
See Line 29 Above



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 003
ELECTORAL GRANT-IN-AID

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

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	243,194	239,462	239,462	0	239,633	171	0.07	239,633	239,633	239,633	239,633
11 210 000	Federal Grant in Lieu	3	0	0	296	-296	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	35,946	67,278	67,277	1	84,952	17,674	26.27	84,952	84,952	84,952	84,952
	Total Revenue		279,140	306,740	307,036	-296	324,585	17,845	5.82	324,585	324,585	324,585	324,585
EXPENDITURE													
12 191 230	Board Fee	4	8,394	8,562	5,710	2,852	8,733	171	2.00	8,562	8,562	8,562	8,562
12 191 701	Grants In Aid - Electoral Area 'A'	5	28,026	40,160	21,008	19,152	49,452	9,292	23.14	49,452	49,452	49,452	49,452
12 191 702	Grants In Aid - EA 'B' / Lower Colur	6	10,950	42,592	28,777	13,815	35,715	(6,877)	(16.15)	35,715	35,715	35,715	35,715
12 191 703	Grants In Aid - EA 'C' / Christina La	7	55,275	65,119	47,640	17,479	75,779	10,660	16.37	75,779	75,779	75,779	75,779
12 191 704	Grants In Aid - EA 'D' / Rural Granc	8	40,300	44,682	24,421	20,261	57,261	12,579	28.15	57,261	57,261	57,261	57,261
12 191 705	Grants In Aid - EA 'E' / West Bound	9	68,918	105,625	91,381	14,244	97,644	(7,981)	(7.56)	97,644	97,644	97,644	97,644
	Total Expenditure		211,863	306,740	218,936	87,804	324,585	17,845	5.82	324,414	324,414	324,414	324,414
	Surplus(Deficit)		67,277		88,099								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 014
REGIONAL PARKS & TRAILS SERVICES - EA 'B' / LOWER COLUMBIA/OLD GLORY

PARTICIPANT: Electoral Area 'B'

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
Property Tax Requisition	2	233,820	244,036	244,036	0	236,819	(7,218)	(2.96)	242,132	246,764	251,490	256,309
11 210 100 Federal Grant In Lieu	3	480	200	449	(249)	200	0	0.00	200	200	200	200
11 921 205 Transferred From Reserve	4	30,000	17,000	17,000	0	0	(17,000)	(100.00)	0	0	0	0
11 911 100 Previous Year's Surplus	5	3,459	0	0	0	766	766	0.00	0	0	0	0
Total Revenue		267,758	261,236	261,485	-248	237,785	(23,451)	(8.98)	242,332	246,964	251,690	256,509
EXPENDITURE:												
Recreation Grants:												
12 710 710 Black Jack Rec Grant	6	20,000	0	0	0	0	0	0.00	0	0	0	0
12 710 711 Casino Rec Grant	7	15,690	31,660	31,660	0	15,485	(16,175)	(51.09)	15,795	16,111	16,433	16,761
12 710 712 Genelle Rec Grant	8	44,000	39,725	39,725	0	39,725	0	0.00	40,520	41,330	42,156	43,000
12 710 713 Oasis Rec Grant	9	10,150	10,150	10,150	0	10,150	0	0.00	10,353	10,560	10,771	10,987
12 710 714 Paterson Rec Grant	10	500	1,600	1,600	0	1,600	0	0.00	1,600	1,600	1,600	1,600
12 710 715 Rivervale Rec Grant	11	9,860	9,860	9,860	0	6,700	(3,160)	(32.05)	6,834	6,971	7,110	7,252
12 710 716 Grants to Other Recs	12	150,290	144,812	144,812	0	142,761	(2,051)	(1.42)	145,616	148,529	151,499	154,529
Total Recreation Grants		250,490	237,807	237,807	0	216,421	(21,386)	(8.99)	220,717	225,100	229,570	234,129
Other Expenditures:												
12 710 230 Board Fee	13	10,948	11,167	11,167	0	11,366	199	1.78	11,593	11,825	12,062	12,303
12 710 251 Office Supplies	14	0	518	0	518	518	0	0.00	531	539	547	555
12 710 296 Other Recreation Costs	15	3,038	3,720	3,720	0	3,720	0	0.00	3,720	3,720	3,720	3,720
12 710 553 Utilities - Electricity	16	547	760	760	0	760	0	0.00	770	781	791	802
12 710 741 Contribution to Reserves	17	5,000	5,000	5,000	0	5,000	0	0.00	5,000	5,000	5,000	5,000
12 710 990 Previous Year's Deficit	18	0	2,264	2,264	0	0	(2,264)	(100.00)	0	0	0	0
12 710 999 Contingencies	19	0	0	0	0	0	0	0.00	0	0	0	0
Total Other Expenditures		19,533	23,429	22,911	518	21,364	(2,065)	(8.82)	21,614	21,865	22,120	22,380
Total Expenditure		270,023	261,236	260,718	518	237,785	(23,451)	(8.98)	242,332	246,964	251,690	256,509
Surplus(Deficit)		(2,264)		766								

Casino Casino Paterson Black Jack Oasis Rivervale Genelle



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 023
RECREATION COMMISSION for CHRISTINA LAKE

PARTICIPANT: Electoral Area 'C'

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 830 903	Property Tax Requisition	2	42,903	48,886	48,886	0	48,886	(0)	(0.00)	51,680	52,554	52,731	52,912
11 210 100	Federal Grant In Lieu	3	233	25	192	(167)	25	0	0.00	25	25	25	25
11 400 700	Adult Programs	4	9,257	10,590	9,000	1,590	10,590	0	0.00	10,682	10,775	10,871	10,968
11 400 701	Youth Programs	5	3,120	3,900	3,650	250	3,900	0	0.00	3,978	4,058	4,139	4,221
		6	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	7	4,243	5,000	6,000	(1,000)	0	(5,000)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	8	3,780	617	617	0	1,681	1,064	172.55	0	0	0	0
	Total Revenue		63,537	69,018	68,344	674	65,082	(3,936)	(5.70)	66,364	67,412	67,766	68,127
EXPENDITURE													
12 711 121	Wages - Full Time	9	0	0	0	0	0	0	0.00	0	0	0	0
12 711 124	Wages - Part Time	10	6,310	6,500	5,402	1,098	6,000	(500)	(7.69)	6,120	6,242	6,367	6,495
12 711 190	Contract Wages	11	6,429	6,500	6,000	500	6,500	0	0.00	6,630	6,763	6,898	7,036
12 711 230	Board Fee	12	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,377	1,405	1,433
12 711 234	Staff Training & Education	13	371	1,000	0	1,000	500	(500)	(50.00)	510	520	531	541
12 711 241	Commission Expenses	14	1,361	1,500	1,500	0	1,500	0	0.00	1,530	1,561	1,592	1,624
12 711 253	Vehicle Operating	15	1,260	2,520	495	2,025	0	(2,520)	(100.00)	0	0	0	0
12 711 261	Office Supplies	16	820	1,200	1,200	0	1,200	0	0.00	1,224	1,248	1,273	1,299
12 711 294	Program Expenses	17	10,895	12,000	13,697	(1,697)	13,000	1,000	8.33	13,000	13,000	13,000	13,000
12 711 741	Contribution to Reserve	18	4,000	4,000	4,000	0	4,000	0	0.00	4,000	4,000	4,000	4,000
12 711 800	Contracted Services	19	30,200	32,500	33,072	(572)	31,058	(1,442)	(4.44)	32,000	32,700	32,700	32,700
12 711 990	Previous Year's Deficit	20	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		62,920	69,018	66,664	2,354	65,082	(3,936)	(5.70)	66,364	67,412	67,766	68,127
	Surplus(Deficit)		617		1,681								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 024
CHRISTINA LAKE RECREATION FACILITIES

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 830 903	Requisition (Parcel Tax)	2	40,000	40,000	40,000	0	40,000	0	0.00	40,000	40,000	40,000	40,000
11 911 100	From General Capital Fund	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	11,319	5,902	5,902	(0)	5,104	(798)	(13.52)	0	0	0	0
	Total Revenue		51,319	45,902	45,902	(0)	45,104	(798)	(1.74)	40,000	40,000	40,000	40,000
EXPENDITURE													
12 711 230	Board Fee	5	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,377	1,405	1,433
12 711 253	Vehicle Operating	6	0	0	0	0	0	0	0.00	0	0	0	0
12 711 741	Contribution to Reserve	7	0	2,500	2,500	0	2,500	0	0.00	3,000	3,000	3,000	3,500
12 711 811	Debt Interest	8	140	0	0	0	0	0	0.00	0	0	0	0
12 711 830	Debt Principal	9	14,000	0	0	0	0	0	0.00	0	0	0	0
12 711 610	Capital/Amortization	10	0	0	0	0	0	0	0.00	0	0	0	0
12 711 716	Grants Local Organizations	11	30,004	42,104	37,000	5,104	41,280	(824)	(1.96)	35,650	35,623	35,595	35,067
	Total Expenditure		45,417	45,902	40,798	5,104	45,104	(798)	(1.74)	40,000	40,000	40,000	40,000
	Surplus(Deficit)		5,902		5,104								

Note:
The maximum requisition is $40,000 collected by a parcel tax.
Page 12 (Item #6 Unfinished Projects from Previous Years) is used to balance each year's Budget fo $40,000.

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 027
EA 'C' / CHRISTINA LAKE REGIONAL PARKS AND TRAILS

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 830 903	Property Tax Requisition	2	244,200	275,055	275,055	(0)	275,055	0	0.00	321,097	295,655	299,160	297,001
11 210 100	Federal Grant In Lieu	3	487	0	830	(830)	0	0	0.00	0	0	0	0
11 410 100	Provinical Grants	4	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserves	5	13,000	25,000	0	25,000	25,000	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	6	10,525	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	7	1,335	24,876	24,983	(107)	8,187	(16,689)	(67.09)	0	0	0	0
	Total Revenue		269,547	324,931	300,868	24,063	308,242	(16,689)	(5.14)	321,097	295,655	299,160	297,001
EXPENDITURE													
12 721 121	Salaries & Wages	8	38,175	40,294	40,294	0	42,040	1,746	4.33	42,801	44,077	44,869	45,676
12 721 230	Board Fee	9	6,997	7,137	7,137	(0)	7,255	118	1.65	7,400	7,585	7,699	7,814
12 721 253	Vehicle Operating	10	2,634	3,000	3,500	(500)	5,520	2,520	84.00	5,645	5,743	5,842	5,943
12 721 241	Commission Expenses	11	0	0	0	0	0	0	0.00	0	0	0	0
12 721 606	Maintenance & Repairs	12	10,190	10,000	8,500	1,500	10,000	0	0.00	10,000	10,000	10,000	10,000
12 721 612	Equipment Replacement	13	693	8,000	7,500	500	7,250	(750)	(9.38)	7,250	7,250	7,250	4,067
12 721 716	Grants To Local Organizations	14	20,881	37,500	37,500	0	38,177	677	1.81	41,500	41,500	41,500	41,500
12 721 741	Contribution to Reserve	15	25,000	25,000	25,000	0	25,000	0	0.00	25,000	25,000	25,000	25,000
12 721 760	Stewardship Society	16	15,000	20,000	20,000	0	17,500	(2,500)	(12.50)	17,500	17,500	17,500	17,500
12 721 761	Park Security	17	15,097	15,000	15,000	0	15,000	0	0.00	20,000	20,000	20,000	20,000
12 721 762	Parks & Trails	18	80,172	89,000	64,000	25,000	90,500	1,500	1.69	75,500	77,000	79,500	79,500
12 721 765	C.L. Solar Aquatic System	19	20,948	27,000	27,000	0	27,000	0	0.00	27,000	28,500	28,500	28,500
12 721 800	Contracted Services	20	8,776	43,000	37,250	5,750	23,000	(20,000)	(46.51)	41,500	11,500	11,500	11,500
12 721 990	Previous Year's Deficit	21	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		244,564	324,931	292,681	32,250	308,242	(16,689)	(5.14)	321,097	295,655	299,160	297,001
	Surplus(Deficit)		24,983		8,187								

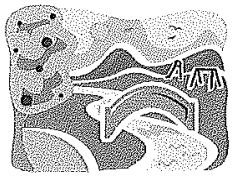


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 028
BEAVERDELL RECREATION SERVICES - SPECIFIED AREA 'E'

PARTICIPANT: Electoral Area 'E' Specified Area

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 831 142	Property Tax Requisition	2	19,950	19,950	19,950	0	19,950	0	0.00	19,950	19,950	19,950	19,950
			19,950	19,950	19,950	0	19,950	0	0.00	19,950	19,950	19,950	19,950
EXPENDITURE													
12 730 716	Grants to Local Organizations	3	19,950	19,950	19,950	0	19,950	0	0.00	19,950	19,950	19,950	19,950
			19,950	19,950	19,950	0	19,950	0	0.00	19,950	19,950	19,950	19,950
	Surplus(Deficit)		0		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 045
EA 'D' / RURAL GRAND FORKS - REGIONAL PARKS & TRAILS SERVICE

PARTICIPANT: Electoral Area 'D'

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE												
11 830 905 Property Tax Requisition	2	32,373	48,088	48,088	(0)	24,134	(23,954)	(49.81)	26,350	26,384	26,405	26,426
11 210 100 Federal Grant in Lieu	3	0	0	10	(10)	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserves	4	9,000	0	0	0	25,000	25,000	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	5	0	0	0	0	17,190	17,190	0.00	0	0	0	0
Total Revenue		41,373	48,088	48,098	(10)	66,324	18,236	37.92	26,350	26,384	26,405	26,426
EXPENDITURE												
12 722 230 Board Fee	6	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 722 239 Operating Contracts	7	41,790	20,000	2,820	17,180	65,000	45,000	225.00	15,000	15,000	15,000	15,000
12 722 741 Contribution To Reserves	8		25,000	25,000	0	0	(25,000)	(100.00)	0	0	0	0
12 722 999 Contingencies	9	0	0	0	0	0	0	0.00	10,000	10,000	10,000	10,000
12 722 990 Previous Year's Deficit	10	100	1,790	1,790	0	0	(1,790)	(100.00)	0	0	0	0
Total Expenditure		43,163	48,088	30,908	17,180	66,324	18,236	37.92	26,350	26,384	26,405	26,426
Surplus(Deficit)		(1,790)		17,190								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 051
FIRE PROTECTION AREA C - CHRISTINA LAKE

PARTICIPANT: Christina Lake Fire Protection Specified Area

Christina Lake Fire & Rescue

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
	Property Tax Requisition	2	249,358	291,608	291,607	1	291,608	(0)	(0.00)	329,566	334,386	339,299	344,307
11 210 100	Federal Grant In Lieu	3	1,813	200	927	(727)	200	0	0.00	200	200	200	200
11 590 159	Miscellaneous Revenue	4	9,457	100	684	(584)	100	0	0.00	100	100	100	100
11 921 205	Contribution From Reserve	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	6	71,497	52,348	52,348	0	40,050	(12,298)	(23.49)	0	0	0	0
	Total Revenue		332,126	344,256	345,566	-1,310	331,958	(12,298)	(3.57)	329,866	334,686	339,599	344,607
EXPENDITURE													
12 241 237	Insurance	7	19,251	37,057	41,000	(3,943)	41,000	3,943	10.64	41,116	41,234	41,355	41,478
12 241 251	Office Supplies	8	9,770	10,006	7,128	2,878	9,900	(106)	(1.06)	10,098	10,300	10,508	10,716
12 242 124	Wages Volunteers	9	54,245	70,307	55,000	15,307	70,307	0	0.00	71,713	73,147	74,610	76,102
12 242 159	Uniform Allowance	10	6,589	8,282	12,000	(3,718)	8,200	(82)	(0.99)	8,364	8,531	8,702	8,876
12 242 210	Travel	11	13,726	21,141	14,000	7,141	19,000	(2,141)	(10.13)	17,340	17,687	18,041	18,401
12 242 230	Board Fee	12	13,035	13,296	13,296	0	13,522	226	1.70	13,792	14,068	14,350	14,637
12 242 234	Training/Seminars	13	24,128	25,300	25,300	0	25,300	0	0.00	20,706	21,120	21,543	21,973
12 242 239	Membership & Ref. Material	14	1,204	1,553	1,553	(0)	1,500	(53)	(3.41)	1,530	1,561	1,592	1,624
12 242 741	Contribution To Reserve	15	15,000	15,000	15,000	0	15,000	0	0.00	15,000	15,000	15,000	15,000
12 242 820	Debt - Interest	16	11,900	11,900	11,900	0	11,900	0	0.00	11,900	11,900	11,900	11,900
12 242 830	Debt - Principal	17	17,479	17,480	17,479	1	17,480	0		17,480	17,480	17,480	17,480
12 242 840	Vehicle Financing	18	0	0	0	0	0	0	0.00	0	0	0	0
12 242 999	Contingencies	19	6,099	10,353	10,353	0	10,000	(353)	(3.41)	10,200	10,404	10,612	10,824
12 247 213	Telephone	20	5,326	5,695	6,200	(505)	6,200	505	8.87	6,324	6,450	6,579	6,711
12 247 243	Building Maintenance	21	13,051	11,582	11,582	0	10,400	(1,182)	(10.21)	10,608	10,820	11,037	11,257
12 247 254	Building Maintenance - grounds	22	1,715	3,950	3,950	0	3,950	0	0.00	4,029	4,110	4,192	4,276
12 247 552	Utilities - Heating Fuel	23	3,097	5,100	3,659	1,441	4,000	(1,100)	(21.57)	4,080	4,162	4,245	4,330
12 247 553	Utilities - Electricity	24	5,255	4,762	4,762	0	4,954	192	4.02	5,053	5,154	5,257	5,362
12 247 610	Capital/Amortization	25	111	0	0	0	0	0	0.00	0	0	0	0
12 248 215	Communication Equipment R&M	26	3,008	10,353	10,353	0	10,353	0	0.00	10,560	10,771	10,987	11,206
12 248 253	Vehicle Operating	27	43,226	42,224	30,000	12,224	36,493	(5,731)	(13.57)	37,223	37,781	38,348	38,923
12 248 561	Shop Supplies	28	12,562	18,915	11,000	7,915	12,500	(6,415)	(33.91)	12,750	13,005	13,265	13,530
12 248 990	Previous Year's Deficit	29	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		279,777	344,256	305,516	38,741	331,958	(12,298)	(3.57)	329,866	334,686	339,599	344,607
	Surplus(Deficit)		52,348		40,050								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 053
FIRE PROTECTION AREA 'E' / WEST BOUNDARY - BEAVERDELL

PARTICIPANT: Beaverdell Fire Protection Specified Area

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 831 053	Property Tax Requisition	2	43,382	43,382	43,382	0	33,931	(9,451)	(21.78)	60,322	60,349	60,377	60,405
11 590 159	Miscellaneous Revenue	3	7,507	11,500	11,500	0	1,500	(10,000)	(86.96)	1,500	1,500	1,500	1,500
11 921 205	Revenue From Equipment Reserve	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 053	Previous Year's Surplus	5	0	16,888	16,888	0	26,365	9,477	56.12	0	0	0	0
	Total Revenue		50,889	71,770	71,770	0	61,796	(9,974)	(13.90)	61,822	61,849	61,877	61,905
EXPENDITURE													
12 244 140	Volunteer Honoraria & Benefits	6	332	1,000	782	218	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 210	Travel & Vehicles	7	552	2,500	2,102	398	2,500	0	0.00	2,500	2,500	2,500	2,500
12 244 215	Communications	8	1,649	5,000	680	4,320	5,000	0	0.00	5,000	5,000	5,000	5,000
12 244 223	Memberships, Professional Fees	9	676	900	90	810	900	0	0.00	900	900	900	900
12 244 230	Board Fee	10	1,273	1,298	866	432	1,324	26	2.00	1,350	1,377	1,405	1,433
12 244 234	Training	11	1,900	5,000	5,750	(750)	5,000	0	0.00	5,000	5,000	5,000	5,000
12 244 237	Insurance	12	5,783	7,729	6,618	1,111	7,729	0	0.00	7,729	7,729	7,729	7,729
12 244 239	Volunteer Recognition/Awards	13	171	1,000	809	191	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 243	Building Maintenance	14	2,102	3,500	1,835	1,665	3,500	0	0.00	3,500	3,500	3,500	3,500
12 244 247	Firefighting Equipment & Safety	15	3,131	5,000	6,833	(1,833)	5,000	0	0.00	5,000	5,000	5,000	5,000
12 244 248	Dry Hydrant	16	85	2,750	0	2,750	2,750	0	0.00	2,750	2,750	2,750	2,750
12 244 251	Office Supply & Expense	17	0	1,000	1,204	(204)	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 253	Vehicle/Equipment Maintenance	18	1,225	9,255	2,836	6,419	9,255	0	0.00	9,255	9,255	9,255	9,255
12 244 610	Capital / Amortization	19	0	0	0	0	0	0	0.00	0	0	0	0
12 244 741	Contribution To Equipment Reserve	20	0	1,000	0	1,000	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 820	Debt - Interest	21	9,675	9,675	4,838	4,838	9,675	0	0.00	9,675	9,675	9,675	9,675
12 244 830	Debt - Principal	22	5,163	5,163	5,163	0	5,163	0	0.00	5,163	5,163	5,163	5,163
12 244 999	Contingency	23	0	10,000	5,000	5,000	0	(10,000)	(100.00)	0	0	0	0
12 244 990	Previous Year's Deficit	24	285	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		34,001	71,770	45,405	26,365	61,796	(9,974)	(13.90)	61,822	61,849	61,877	61,905
	Surplus(Deficit)		16,888		26,365								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 054
FIRE PROTECTION AREA 'E' / WEST BOUNDARY - BIG WHITE

PARTICIPANT: Big White Fire Protection Specified Area

Line		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 830 905	Property Tax Requisition	2	804,078	816,867	816,867	(0)	817,221	354	0.04	947,182	979,967	1,014,619	1,401,282
11 210 100	Federal Grant in Lieu	3	26	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	4	12,085	5,000	11,000	(6,000)	5,000	0	0.00	5,000	5,000	5,000	5,000
11 911 100	Previous Year's Surplus	5	138,745	145,696	149,136	(3,441)	123,446	(22,249)	(15.27)	0	0	0	0
11 920 002	Revenue From Capital Fund	6	0	0	0	0	0	0	0.00	0	0	4,000,000	0
11 921 205	From Equipment Reserve	7	30,000	600,000	38,358	561,642	835,000	235,000	39.17	175,000	175,000	175,000	175,000
	Total Revenue		984,934	1,567,562	1,015,361	552,201	1,780,667	213,104	13.59	1,127,182	1,159,967	5,194,619	1,581,282
EXPENDITURE													
12 241 110	Salaries - Officers	8	314,812	322,981	309,387	13,594	336,754	13,773	4.26	344,354	354,684	365,325	376,284
12 242 124	Wages & Benefits - Volunteers	9	92,317	90,169	85,040	5,129	100,273	10,104	11.21	102,278	104,324	106,410	108,539
12 242 126	Work Experience Program	10	19,191	30,600	30,000	600	30,600	0	0.00	31,212	31,836	32,473	33,122
12 242 159	Uniform Allowance	11	5,027	8,200	5,124	3,076	5,400	(2,800)	(34.15)	8,200	8,200	8,200	8,200
12 242 233	First Responder Program	12	13,694	18,342	10,000	8,342	14,700	(3,642)	(19.85)	14,954	15,213	15,477	15,747
12 242 234	Training/Seminars	13	22,183	30,732	23,000	7,732	27,350	(3,382)	(11.00)	28,493	29,724	31,053	32,487
1	TOTAL COMPENSATION		467,224	501,023	462,551	38,472	515,077	14,054	2.81	529,491	543,982	558,936	574,379
12 241 235	Fire Prevention	14	6,066	7,283	7,283	0	7,283	0	0.00	7,429	7,577	7,729	7,883
12 241 251	Office Supplies	15	8,461	13,369	10,000	3,369	13,100	(269)	(2.01)	13,410	13,632	13,859	14,090
12 242 239	Membership & Reference Materials	16	984	2,050	1,500	550	2,000	(50)	(2.44)	2,040	2,081	2,122	2,165
12 248 561	Shop Supplies	17	2,108	5,075	3,000	2,075	5,000	(75)	(1.48)	5,100	5,202	5,306	5,412
2	TOTAL OFFICE & SUPPLIES		17,619	27,777	21,783	5,994	27,383	(394)	(1.42)	27,979	28,492	29,016	29,550
12 241 213	Telephone	18	3,651	7,649	4,531	3,118	4,900	(2,749)	(35.94)	4,998	5,098	5,200	5,304
12 247 551	Utilities - Water & Sewer	19	2,187	3,659	1,900	1,759	3,000	(659)	(18.01)	3,060	3,121	3,184	3,247
12 247 553	Utilities - Electricity	20	21,090	34,850	27,000	7,850	26,000	(8,850)	(25.39)	26,520	27,050	27,591	28,143
6	TOTAL UTILITIES		26,927	46,158	33,431	12,727	33,900	(12,258)	(26.56)	34,578	35,270	35,975	36,694
12 241 248	SCBA Tests and Repairs	21	5,772	15,639	12,000	3,639	11,303	(4,336)	(27.73)	11,619	11,950	12,298	12,664
12 247 243	Building Maintenance	22	27,517	34,254	23,000	11,254	28,800	(5,454)	(15.92)	29,356	29,923	30,502	31,092
12 248 215	Communication Equipment R&M	23	9,031	12,037	8,500	3,537	9,750	(2,287)	(19.00)	9,945	10,144	10,347	10,554
9	TOTAL REPAIR & MAINTENANCE		42,321	61,931	43,500	18,431	49,853	(12,078)	(19.50)	50,920	52,017	53,146	54,309
12 241 237	3 Insurance	24	1,587	1,671	1,671	0	1,671	0	0.00	1,704	1,739	1,773	1,809
12 242 230	5 Board Fees	25	12,240	12,485	12,485	0	12,711	226	1.81	12,965	13,225	13,489	13,759
12 247 247	8 Safety Equipment	26	19,983	32,323	28,000	4,323	31,000	(1,323)	(4.09)	31,620	32,252	32,897	33,555
12 248 253	10 Vehicle Maintenance	27	61,055	75,000	62,000	13,000	70,500	(4,500)	(6.00)	73,950	77,632	81,564	85,765
12 242 717	11 Contracted Services	28	0	7,959	600	7,359	2,500	(5,459)	(68.59)	2,538	2,576	2,614	2,653
12 247 618	11 Hydrant Maintenance Fees	29	90,419	95,000	91,000	4,000	94,552	(448)	(0.47)	104,007	114,408	125,849	138,434
12 242 210	12 Travel/Mileage	30	3,791	8,144	4,536	3,608	8,300	156	1.91	8,416	8,534	8,655	8,778
12 242 212	12 Meetings	31	12,632	12,091	12,000	91	12,000	(91)	(0.75)	12,570	13,168	13,794	14,451
12 242 999	13 Contingencies	32	0	11,000	5,000	6,000	11,220	220	2.00	11,444	11,673	11,907	12,145
12 242 820	14 Debt - Interest	33	0	0	0	0	0	0	0.00	0	0	0	200,000
12 242 830	15 Debt - Principal	34	0	0	0	0	0	0	0.00	0	0	0	150,000
12 247 610	16 Capital/Amortization	35	30,000	600,000	38,358	561,642	835,000	235,000	39.17	175,000	175,000	4,175,000	175,000
12 242 741	18 Contribution To Reserve	36	50,000	75,000	75,000	0	75,000	0	0.00	50,000	50,000	50,000	50,000
12 242 990	21 Previous Year's Deficit	37	0	0	0	0	0	0	0.00	0	0	0	0
	TOTAL OTHER		281,707	930,673	330,650	600,023	1,154,454	223,781	24.05	484,215	500,206	4,517,543	886,349
	Total Expenditure		835,797	1,567,562	891,915	675,647	1,780,667	213,104	13.59	1,127,182	1,159,967	5,194,619	1,581,282
	Surplus(Deficit)		149,136		123,446								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 056
FIRE PROTECTION - GREENWOOD RURAL FIRE SERVICE

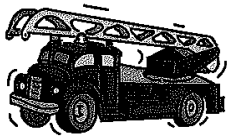
PARTICIPANT: Electoral Area 'E' Specified Area

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE												
11 831 056 Property Tax Requisition	2	18,273	18,798	18,798	0	18,824	26	0.14	18,850	18,884	18,905	18,926
11 590 159 Miscellaneous Revenue	3	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Revenue From Equipment Reserve	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	5	500	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		18,773	18,798	18,798	0	18,824	26	0.14	18,850	18,884	18,905	18,926
EXPENDITURE												
12 243 755 Contracted Fire Service	6	17,500	17,500	17,500	0	17,500	0	0.00	17,500	17,500	17,500	17,500
12 243 230 Board Fee	7	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 243 741 Transfer To Reserves	8	0	0	0	0	0	0	0.00	0	0	0	0
12 243 999 Contingency	9	0	0	0	0	0	0	0.00	0	0	0	0
12 243 990 Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		18,773	18,798	18,798	0	18,824	26	0.14	18,850	18,884	18,905	18,926
Surplus(Deficit)		0		0								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 057
FIRE PROTECTION - GRAND FORKS RURAL FIRE

PARTICIPANT: Electoral Area 'D' Specified Area



		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 830 904	Tax - EA 'D' / Rural Grand Forks	2	53,333	320,000	320,000	-0	319,953	-47	-0.01	336,296	336,296	336,296	336,296
11 550 100	Interest Earned on Investments	3	233	0	0	0	0	0	0.00	0	0	0	0
11 759 159	Province of BC - Misc. Revenue	4	1,755,545	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserves	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	6	0	54,860	374,161	-319,301	16,343	-38,517	-70.21	0	0	0	0
	Total Revenue		1,809,112	374,860	694,161	-319,301	336,296	-38,564	-10.29	336,296	336,296	336,296	336,296
EXPENDITURE													
12 245 230	Board Fee	7	2,172	13,035	13,035	0	13,296	261	2.00	13,296	13,296	13,296	13,296
12 245 237	Insurance	8	1,132	8,000	2,783	5,217	8,000	0	0.00	8,000	8,000	8,000	8,000
12 245 610	Capital	9	1,213,913	0	0	0	0	0	0.00	0	0	0	0
12 245 741	Contribution To Reserves	10	222,585	100,000	450,000	-350,000	67,000	-33,000	-33.00	67,000	67,000	67,000	67,000
12 245 755	Contracted Fire Service	11	-4,831	202,905	212,000	-9,095	238,000	35,095	17.30	238,000	238,000	238,000	238,000
12 245 990	Previous Year's Deficit	12	0	0	0	0	0	0	0.00	0	0	0	0
12 245 999	Contingency	13	0	50,920	0	50,920	10,000	-40,920	-80.36	10,000	10,000	10,000	10,000
	Total Expenditure		1,434,951	323,940	677,818	-353,878	336,296	12,356	3.81	336,296	336,296	336,296	336,296
	Surplus(Deficit)		374,161		16,343								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 065
ELECTORAL AREA 'E' / WEST BOUNDARY - REGIONAL PARKS & TRAILS SERVICE

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE												
11 830 905 Property Tax Requisition	2	6,273	6,298	6,298	0	5,162	(1,136)	(18.03)	6,350	6,384	6,405	6,426
11 210 100 Federal Grant in Lieu	3	0	0	0	-0	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserves	4	0	5,000	0	5,000	0	(5,000)	(100.00)	0	0	0	0
11 911 100 Previous Year's Surplus	5	0	0	0	0	3,162	3,162	0.00	0	0	0	0
Total Revenue		6,273	11,298	6,298	5,000	8,324	(2,974)	(26.32)	6,350	6,384	6,405	6,426
EXPENDITURE												
12 723 230 Board Fee	6	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 723 239 Operating Contracts	7	0	10,000	1,838	8,162	7,000	(3,000)	(30.00)	0	0	0	0
12 723 741 Contribution To Reserves	8	5,000	0	0	0	0	0	0.00	5,000	5,000	5,000	5,000
12 723 999 Contingencies	9	0	0	0	0	0	0	0.00	0	0	0	0
12 723 990 Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		6,273	11,298	3,136	8,162	8,324	(2,974)	(26.32)	6,350	6,384	6,405	6,426
Surplus(Deficit)		0		3,162								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 074
BIG WHITE SECURITY SERVICES

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 831 074	Property Tax Requisition	2	199,476	215,661	215,861	-0	236,908	21,047	9.75	247,655	254,661	261,880	269,320
11 210 100	Federal Grant In Lieu	3	6	104	0	104	104	0	0.00	106	108	110	113
11 911 100	Previous Year's Surplus	4	38,915	25,865	25,865	0	4,896	(20,969)	(81.07)	0	0	0	0
	Total Revenue		238,396	241,830	241,726	104	241,908	78	0.03	247,761	254,769	261,991	269,433
EXPENDITURE													
12 760 230	Board Fee	5	4,339	4,426	4,426	0	4,504	78	1.76	4,594	4,686	4,780	4,875
12 760 241	Security Accommodation	6	9,722	12,000	12,000	0	12,000	0	0.00	12,000	12,000	12,000	12,000
12 760 239	Operating Contracts	7	198,470	220,404	220,404	0	220,404	0	0.00	226,167	233,083	240,211	247,558
12 760 999	Contingencies	8	0	5,000	0	5,000	5,000	0	0.00	5,000	5,000	5,000	5,000
12 760 990	Previous Year's Deficit	9	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		212,531	241,830	236,830	5,000	241,908	78	0.03	247,761	254,769	261,991	269,433
	Surplus(Deficit)		25,865		4,896								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 075
BIG WHITE NOISE CONTROL SERVICE

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 831 070	Property Tax Requisition	2	5,000	12,571	12,571	0	1,324	(11,247)	(89.47)	4,350	4,384	4,405	4,426
11 159 159	Miscellaneous Income	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	0	3,727	3,727	0	15,000	11,273	302.47	0	0	0	0
	Total Revenue		5,000	16,298	16,298	0	16,324	26	0.16	4,350	4,384	4,405	4,426
EXPENDITURE													
12 762 230	Board Fee	5	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 762 239	Operating Contracts	6	0	15,000	0	15,000	15,000	0	0.00	3,000	3,000	3,000	3,000
12 762 741	Transfer To Reserves	7	0	0	0	0	0	0	0.00	0	0	0	0
12 762 999	Contingencies	8	0	0	0	0	0	0	0.00	0	0	0	0
12 762 990	Previous Year's Deficit	9	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		1,273	16,298	1,298	15,000	16,324	26	0.16	4,350	4,384	4,405	4,426
	Surplus(Deficit)		3,727		15,000								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 077
ECONOMIC DEVELOPMENT - AREA 'C' / CHRISTINA LAKE

PARTICIPANT: Electoral Area of Christina Lake (Area 'C')

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 830 903	Property Tax Requisition	2	30,000	65,817	65,817	(0)	56,305	(9,512)	(14.45)	56,350	56,384	56,405	56,426
11 210 100	Federal Grant in Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Income	4	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Revenue From Reserves	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	6	0	5,481	0	5,481	19	(5,462)	(99.65)	0	0	0	0
	Total Revenue		30,000	71,298	65,817	5,481	56,324	(14,974)	(21.00)	56,350	56,384	56,405	56,426
EXPENDITURE													
12 698 230	Board Fee	7	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 698 239	Operating Contracts	8	23,246	55,000	55,000	0	55,000	0	0.00	55,000	55,000	55,000	55,000
12 698 741	Contribution To Reserves	9	0	0	0	0	0	0	0.00	0	0	0	0
12 698 999	Contingencies	10	0	15,000	9,500	5,500	0	(15,000)	(100.00)	0	0	0	0
12 698 990	Previous Year's Deficit	11	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		24,519	71,298	65,798	5,500	56,324	(14,974)	(21.00)	56,350	56,384	56,405	56,426
	Surplus(Deficit)		5,481		19								

NEW SERVICE IN 2013

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN



EXHIBIT NO 081
MOSQUITO CONTROL - CHRISTINA LAKE SPECIFIED AREA

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 830 903	Property Tax Requisition	2	28,735	28,476	28,476	0	28,476	(0)	(0.00)	31,243	33,321	34,400	34,481
11 210 100	Federal Grant in Lieu	3	91	0	98	(98)	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	3,119	8,336	8,336	0	647	(7,688)	(92.24)	0	0	0	0
	Total Revenue		31,945	36,812	36,909	(97)	29,123	(7,688)	(20.89)	31,243	33,321	34,400	34,481
EXPENDITURE													
12 294 111	Salaries & Wages	5	1,202	1,152	1,152	0	1,237	86	7.42	1,268	1,306	1,346	1,386
12 294 230	Board Fee	6	1,873	1,910	1,910	0	1,936	26	1.36	1,975	2,014	2,054	2,096
12 294 239	Pest Control Contract	7	20,535	33,750	33,200	(550)	25,950	(7,800)	(23.11)	28,000	30,000	31,000	31,000
12 294 990	Previous Year's Deficit	8	0	0	0	0	0	0	0.00	0	0	0	0
12 294 999	Contingencies	9	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		23,610	36,812	36,262	(550)	29,123	(7,688)	(20.89)	31,243	33,321	34,400	34,481
	Surplus(Deficit)		8,336		647								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 090
NOXIOUS WEED CONTROL AREA 'A' - COLUMBIA GARDENS

PARTICIPANT: Columbia Gardens Weed Control - Specified Area

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
11 831 090	Property Tax Requisition	2	23,501	20,753	20,753	0	20,753	0	0.00	20,042	20,381	20,712	21,049
11 210 100	Federal Grant In Lieu	3	43	25	36	(11)	25	0	0.00	25	25	25	25
11 759 092	Prov of BC Weed Control Grant	4	2,500	3,000	2,500	500	3,000	0	0.00	3,000	3,000	3,000	3,000
11 759 093	Ministry of Transport Weed	5	13,500	12,500	0	12,500	12,500	0	0.00	12,500	12,500	12,500	12,500
11 759 094	Other Agency Weed Control	6	10,000	0	10,000	(10,000)	10,000	10,000	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	7	0	0	0	0	0	0	0.00	0	0	0	0
	Total Revenue		49,544	36,278	33,289	2,989	46,278	10,000	27.57	35,567	35,906	36,237	36,574
EXPENDITURE:													
12 643 111	Salaries & Wages	8	935	896	896	(0)	962	67	7.42	986	1,016	1,047	1,078
12 643 230	Board Fee	9	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,384	1,405	1,426
12 643 239	Operating Contracts	10	47,208	31,591	36,400	(4,809)	36,194	4,603	14.57	33,230	33,506	33,786	34,070
12 643 999	Contingencies	11	0	0	0	0	0	0	0.00	0	0	0	0
12 643 990	Previous Year's Deficit	12	2,621	2,493	2,493	0	7,798	5,305	212.74	0	0	0	0
	Total Expenditure		52,037	36,278	41,087	(4,809)	46,278	10,000	27.57	35,567	35,906	36,237	36,574
	Surplus(Deficit)		(2,493)		(7,798)								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 091
NOXIOUS WEED CONTROL AREA 'C' / CHRISTINA LAKE - MILFOIL

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 831 091	Property Tax Requisition	2	288,655	288,476	288,476	(0)	288,476	0	0.00	280,415	280,823	285,329	290,936
11 210 100	Federal Grant In Lieu	3	426	75	988	(913)	75	0	0.00	75	75	75	75
11 590 159	Miscellaneous Revenue	4	0	2,071	0	2,071	0	(2,071)	(100.00)	0	0	0	0
11 759 091	Provincial Grant	5	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserve	6	0	14,000	14,000	0	0	(14,000)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	7	5,074	0	0	0	0	0	0.00	0	0	0	0
	Total Revenue		294,156	304,622	303,464	1,158	288,551	(16,071)	(5.28)	280,490	280,898	285,404	291,011
EXPENDITURE													
12 643 111	Salaries & Benefits	8	281,129	184,798	205,000	20,202	203,930	19,132	10.35	207,366	211,514	215,744	220,059
12 643 210	Travel & Training	9	2,413	2,500	327	(2,173)	2,500	0	0.00	2,550	2,601	2,653	2,706
12 643 215	Communication Equipment	10	1,239	1,222	1,000	(222)	1,222	0	0.00	1,246	1,271	1,297	1,323
12 643 230	Board Fee	11	1,756	1,791	1,791	0	1,823	32	1.79	1,859	1,897	1,935	1,973
12 643 235	Diver Medicals	12	250	600	200	(400)	600	0	0.00	612	624	637	649
12 643 240	Dive Equipment Repairs	13	670	1,636	200	(1,436)	2,136	500	30.57	1,668	2,202	1,736	2,271
12 643 245	Boat Operating Costs	14	19,986	14,164	10,000	(4,164)	29,500	15,336	108.27	12,954	13,213	13,477	13,747
12 643 247	Scuba Tank Refills	15	6,286	5,712	3,000	(2,712)	5,712	0	0.00	5,826	5,943	6,062	6,183
12 643 658	Vehicle Operating	16	6,956	5,100	4,000	(1,100)	5,100	0	0.00	5,202	5,306	5,412	5,520
12 643 699	Dive Equipment Rental	17	7,237	6,025	5,000	(1,025)	6,000	(25)	(0.41)	6,120	6,242	6,367	6,495
12 643 741	Contribution to Reserve	18	14,124	0	0	0	15,000	15,000	0.00	15,000	10,000	10,000	10,000
12 643 990	Previous Year's Deficit	19	0	80,989	80,656	(332)	7,884	(73,105)	(90.27)	0	0	0	0
12 643 999	Contingencies	20	32,768	85	173	88	7,144	7,059	8,304.71	20,085	20,085	20,085	20,085
	Total Expenditure		374,812	304,622	311,348	6,726	288,551	(16,071)	(5.28)	280,490	280,898	285,404	291,011
	Surplus(Deficit)		(80,656)		(7,884)								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 101
BIG WHITE STREET LIGHTING

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
11 831 101	Property Tax Requisition	2	9,418	10,249	10,249	-0	9,688	(561)	(5.47)	9,882	10,079	10,281	10,487
11 921 205	Revenue From Reserves	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	55	0	0	0	0	0	0.00	0	0	0	0
	Total Revenue		9,473	10,249	10,249	-0	9,688	(561)	(5.47)	9,882	10,079	10,281	10,487
EXPENDITURE													
12 325 230	Board Fee	5	1,273	1,298	1,298	0	1,324	26	2.00	1,350	1,377	1,405	1,433
12 325 553	Utilities	6	8,787	8,364	8,364	0	8,364	0	0.00	8,531	8,702	8,876	9,053
12 325 610	Capital/Amortization	7	0	0	0	0	0	0	0.00	0	0	0	0
12 325 741	Contribution to Reserve	8	0	0	0	0	0	0	0.00	0	0	0	0
12 325 990	Previous Year's Deficit	9	0	587	587	-0	0	(587)	(100.00)	0	0	0	0
	Total Expenditure		10,060	10,249	10,249	-0	9,688	(561)	(5.47)	9,882	10,079	10,281	10,487
	Surplus(Deficit)		(587)		0								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 103
BEAVERDELL STREET LIGHTING

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE												
11 831 103 Property Tax Requisition	2	0	622	622	0	1,000	378	60.68	1,000	1,000	1,000	1,000
11 921 205 Revenue From Reserves	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	4	7,064	378	378	(0)	0	(378)	(100.00)	0	0	0	0
Total Revenue		7,064	1,000	1,000	0	1,000	0	0.01	1,000	1,000	1,000	1,000
EXPENDITURE												
12 327 233 Contracted Services	5	0	0	0	0	0	0	0.00	0	0	0	0
12 327 553 Utilities	6	1,122	1,000	1,000	0	1,000	0	0.00	1,000	1,000	1,000	1,000
12 327 741 Contribution To Reserves	7	5,564	0	0	0	0	0	0.00	0	0	0	0
12 327 999 Contingency	8	0	0	0	0	0	0	0.00	0	0	0	0
12 327 990 Previous Year's Deficit	9	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		6,686	1,000	1,000	0	1,000	0	0.01	1,000	1,000	1,000	1,000
Surplus(Deficit)		378		-0								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 120
HOUSE NUMBERING - AREA 'A' & 'C' / CHRISTINA LAKE

PARTICIPANTS: Electoral Areas 'A' & 'C'

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
Property Tax Requisition	2	6,000	6,000	6,000	0	6,000	0	0.00	6,000	6,000	6,000	6,000
11 210 100 Federal Grant In Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Prior Year Surplus	4	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		6,000	6,000	6,000	0	6,000	0	0.00	6,000	6,000	6,000	6,000
EXPENDITURE:												
12 326 239 Consultant Fees	5	4,500	4,500	4,500	0	4,500	0	0.00	4,500	4,500	4,500	4,500
12 326 999 Contingencies	6	1,500	1,500	1,500	0	1,500	0	0.00	1,500	1,500	1,500	1,500
Total Expenditure		6,000	6,000	6,000	0	6,000	0	0.00	6,000	6,000	6,000	6,000
Surplus(Deficit)		0		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

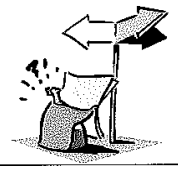
EXHIBIT NO 121
HOUSE NUMBERING - AREA 'D' / RURAL GRAND FORKS

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
11 831 121	Property Tax Requisition	2	3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
11 210 100	Federal Grant In Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Prior Year Surplus	4	0	0	0	0	0	0	0.00	0	0	0	0
	Total Revenue		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:													
12 326 239	Consultant Fees	5	2,250	2,250	2,250	0	2,250	0	0.00	2,250	2,250	2,250	2,250
12 326 999	Contingencies	6	750	750	750	0	750	0	0.00	750	750	750	750
	Total Expenditure		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
	Surplus(Deficit)		0		0								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 122
HOUSE NUMBERING - AREA 'B' / LOWER COLUMBIA/OLD GLORY

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
11 830 902 Property Tax Requisition	2	3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
11 210 100 Federal Grant in Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	4	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:												
12 326 239 Consultant Fees	5	2,250	2,250	2,250	0	2,250	0	0.00	2,250	2,250	2,250	2,250
12 326 990 Previous Year's Deficit	6	0	0	0	0	0	0	0.00	0	0	0	0
12 326 999 Contingencies	7	750	750	750	0	750	0	0.00	750	750	750	750
Total Expenditure		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Surplus(Deficit)		0		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 123
HOUSE NUMBERING - AREA 'E' / WEST BOUNDARY

	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:												
11 830 905 Property Tax Requisition	2	3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
11 210 100 Federal Grant In Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	4	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:												
12 326 239 Consultant Fees	5	2,250	2,250	2,250	0	2,250	0	0.00	2,250	2,250	2,250	2,250
12 326 990 Previous Year's Deficit	6	0	0	0	0	0	0	0.00	0	0	0	0
12 326 999 Contingencies	7	750	750	750	0	750	0	0.00	750	750	750	750
Total Expenditure		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Surplus(Deficit)		0		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 141
LIBRARY - SPECIFIED AREA 'E' / WEST BOUNDARY

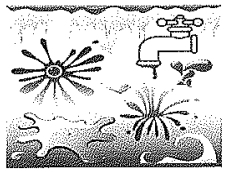
	PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE												
11 831 141 Property Tax Requisition	2	3,500	3,500	3,500	0	3,500	0	0.00	3,500	3,500	3,500	3,500
		3,500	3,500	3,500	0	3,500	0	0.00	3,500	3,500	3,500	3,500
EXPENDITURE												
12 725 716 Grants to Local Organizati	3	3,500	3,500	3,500	0	3,500	0	0.00	3,500	3,500	3,500	3,500
		3,500	3,500	3,500	0	3,500	0	0.00	3,500	3,500	3,500	3,500
Surplus(Deficit)		0		0								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 600
COLUMBIA GARDENS WATER SUPPLY UTILITY

PARTICIPANTS: Fruitvale, Specified Area "A"

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
41 780 000	Property Tax Requisition	2	19,300	19,884	19,884	(0)	19,922	38	0.19	23,847	26,049	39,048	39,556
41 449 000	Miscellaneous Income	3	10,000	10,000	12,500	(2,500)	12,500	2,500	25.00	12,500	12,500	0	0
41 720 000	Provincial Water Grant	4	0	0	0	0	0	0	0.00	0	0	0	0
41 615 100	Federal Grants	5	32	50	51	(1)	50	0	0.00	50	50	50	50
41 443 101	Fire Hydrant Agreement	6	1,712	1,688	1,746	(58)	1,743	55	3.25	1,743	1,743	1,743	1,743
41 441 000	Users Fees	7	5,140	2,640	2,640	0	2,640	0	0.00	2,640	2,640	2,640	2,640
41 910 000	Transfer From Reserve	8	0	0	12,900	(12,900)	0	0	0.00	0	0	0	0
41 920 000	Capital Revenue	9	0	0	0	0	0	0	0.00	0	0	0	0
41 911 000	Previous Year's Surplus	10	19,283	3,654	3,654	0	8,436	4,782	130.86	0	0	0	0
	Total Revenue		55,467	37,916	53,375	(15,459)	45,291	7,375	19.45	40,780	42,982	43,480	43,989
EXPENDITURE:													
42 411 230	Board Fee	11	1,982	2,022	2,022	0	2,060	38	1.88	2,101	2,154	2,186	2,219
42 411 237	Insurance	12	2,723	2,800	2,867	(67)	2,800	0	0.00	2,856	2,913	2,971	3,031
42 413 560	Repairs & Maintenance	13	8,178	10,594	7,000	3,594	10,594	0	0.00	10,806	11,022	11,242	11,467
42 413 754	Operating Contracts	14	13,100	12,500	25,400	(12,900)	14,500	2,000	16.00	14,500	15,500	15,500	15,500
42 413 233	Professional Fees	15	0	0	0	0	0	0	0.00	0	0	0	0
42 415 553	Utilities- Electricity	16	6,755	9,000	7,000	2,000	9,000	0	0.00	9,180	9,364	9,551	9,742
42 418 754	Other Operating Expenses	17	812	1,000	650	350	1,337	337	33.70	1,337	2,030	2,030	2,030
42 419 610	Capital	18	13,263	0	0	0	0	0	0.00	0	0	0	0
42 419 740	Contribution To Reserve	19	5,000	0	0	0	5,000	5,000	0.00	0	0	0	0
42 419 990	Previous Year's Deficit	20	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		51,813	37,916	44,939	(7,023)	45,291	7,375	19.45	40,780	42,982	43,480	43,989
	Surplus(Deficit)		3,654		8,436								



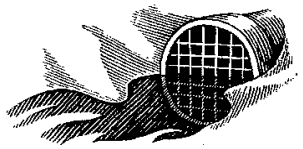
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 650

RIVERVALE WATER & STREET LIGHTING UTILITY

PARTICIPANTS: Rivervale Water Improvement District

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE:													
41 780 100	Property Tax Requisition	2	0	0	0	0	140	140	45,032.26	5,759	4,890	3,987	3,680
41 441 000	User Fees - Water Toll	3	74,687	80,830	81,780	(950)	85,550	4,720	5.84	88,500	90,860	93,220	95,580
41 443 101	Fire Hydrant Agreement	4	642	633	655	(22)	654	21	3.25	654	654	654	654
41 443 200	Contract - Warfield Water	5	75,000	77,580	77,580	0	77,675	95	0.12	79,129	80,611	82,223	83,868
41 449 000	Miscellaneous Income	6	0	20,000	20,050	(50)	40,000	20,000	100.00	0	0	0	0
41 615 100	Federal Grants	7	0	0	0	0	0	0	0.00	0	0	0	0
41 720 000	Provincial Water Grant	8	0	10,000	0	10,000	0	(10,000)	(100.00)	0	0	0	0
41 910 000	Transfer From Reserve	9	0	6,697	0	6,697	0	(6,697)	(100.00)	0	0	0	0
41 920 000	Capital Revenue	10	0	0	0	0	0	0	0.00	0	0	0	0
41 911 000	Previous Year's Surplus	11	37,123	39,435	39,768	(333)	27,842	(11,593)	(29.40)	0	0	0	0
	Total Revenue		187,452	235,175	219,833	15,343	231,861	(3,315)	(1.41)	174,041	177,015	180,084	183,782
EXPENDITURE:													
42 411 100	Discounts	12	6,094	4,500	6,605	(2,105)	6,500	2,000	44.44	6,500	6,500	6,500	6,500
42 411 230	Board Fee	13	7,147	7,190	7,910	(720)	7,330	140	1.95	7,377	7,436	7,573	7,712
42 411 237	Insurance	14	181	400	191	209	400	0	0.00	408	416	424	433
42 411 820	Debt - Interest	15	0	0	0	0	0	0	0.00	0	0	0	0
42 411 830	Debt - Principal	16	0	0	0	0	0	0	0.00	0	0	0	0
42 413 233	Professional Fees	17	9,325	17,500	751	16,749	5,000	(12,500)	(71.43)	5,000	5,000	5,000	5,000
42 413 560	Repairs & Maintenance	18	2,801	12,792	4,100	8,692	25,600	12,808	100.13	16,200	17,200	17,200	17,200
42 415 553	Utilities- Electricity	19	391	500	450	50	500	0	0.00	510	520	531	541
42 415 555	Street Lighting	20	5,229	5,250	5,250	0	5,250	0	0.00	5,355	5,462	5,518	5,628
42 417 750	Salaries & Benefits - Admin	21	11,044	15,955	15,955	0	15,875	(80)	(0.50)	16,224	16,580	16,945	17,318
42 417 760	Salaries & Benefits - Rivervale	22	21,896	40,795	27,650	13,145	41,438	642	1.57	41,344	42,554	43,801	45,085
42 417 765	Salaries & Benefits - Warfield	23	57,207	57,250	57,250	0	57,375	125	0.22	58,523	59,693	60,887	62,105
42 418 754	Other Operating Expenses	24	7,806	7,543	7,330	213	7,543	0	0.00	7,500	7,500	7,500	8,000
42 419 211	Vehicle Operating	25	5,272	9,000	4,500	4,500	7,550	(1,450)	(16.11)	7,601	6,653	6,706	6,760
42 419 247	Small Tools	26	290	1,500	19	1,481	1,500	0	0.00	1,500	1,500	1,500	1,500
42 419 610	Capital	27	0	55,000	54,030	970	40,000	(15,000)	(27.27)	0	0	0	0
42 419 740	Contribution To Reserve	28	13,000	0	0	0	10,000	10,000	0.00	0	0	0	0
42 419 990	Previous Year's Deficit	29	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		147,684	235,175	191,990	43,185	231,861	(3,315)	(1.41)	174,041	177,015	180,084	183,782
	Surplus(Deficit)		39,768		27,842								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 710
MILL ROAD SEWER COLLECTION SERVICE

		PAGE	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	(OVER) UNDER	2015 BUDGET	Increase(Decrease) between 2014 BUDGET and 2015 BUDGET $	%	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET
REVENUE													
61 441 000	User Fees (Parcel Tax)	2	968	969	969	0	-1	(970)	(100.06)	0	0	0	0
61 441 000	Users Fees	3	138	138	138	-0	0	(138)	(100.00)	0	0	0	0
61 448 159	Miscellaneous Income	4	0	0	0	0	0	0	0.00	0	0	0	0
61 911 000	Previous Year's Surplus	5	0	0	0	0	1	1	0.00	0	0	0	0
	Total Revenue		1,106	1,107	1,107	-0	0	(1,107)	(100.00)	0	0	0	0
EXPENDITURE													
62 430 999	Contingnency	6	0	1,107	0	1,107	0	(1,107)	(100.00)	0	0	0	0
62 449 990	Previous Year's Deficit	7	2,213	0	1,107	-1,107	0	0	0.00	0	0	0	0
	Total Expenditure		2,213	1,107	1,107	0	0	(1,107)	(100.00)	0	0	0	0
	Surplus(Deficit)		(1,107)		1								

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

✓	Electoral Area A Director Ali Grieve		Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley		Christina Lake (Electoral Area C) Director Grace McGregor		Electoral Area D/ Rural Grand Forks Director Irene Perepolkin		West Boundary (Electoral Area E) Director Bill Baird

Applicant:	Remembrance Day free lunch		
Address:	1947 Beaver Street Fruitvale B.C. V0G 1L0		
Phone:	250.367.7551	Fax:	
Email:	vickief@telus.net		
Representative:	Vickie Fitzpatrick		
Make cheque payable to:	Village of Fruitvale		

****GIA Requests of $5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

400 people attended the lunch last year, I expect more this year. We serve hotdogs,chile,tea,coffee,hot chocolate,water, and juice. this is to honor a very special day. this wil be in the Fruitvale Hall from 11:30am-3:00pm on Nov. 11 2014

Amount Requested: $500.00 Approved by Director Grieve Oct 11/14

Date: October 09 2014

Signature: _____

Print name: Vickie Fitzpatrick

SUBMIT

Office Use Only

Grant approved by Director: Ali Grieve

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

✓	Electoral Area A Director Ali Grieve		Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley		Christina Lake (Electoral Area C) Director Grace McGregor		Electoral Area D/ Rural Grand Forks Director Irene Perepolkin		West Boundary (Electoral Area E) Director Bill Baird

Applicant:	Seniors Programing		
Address:	1522 Green Road Fruitvale B.C. V0G 1L1		
Phone:	250.367.7124	Fax:	250.512.9379
Email:	vickief@telus.net		
Representative:	Vickie Fitzpatrick		
Make cheque payable to:	Beaver Valley Seniors Programing		

****GIA Requests of $5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Pop up Bistro Oct. 24/14 @ Beavery Valley Curling Rink. I am doing complimentry appies and $5.00 pulled pork on a bun with coleslaw for dinner. This is to bring BV Middlers out to one of our recreational venues. the one last month showed me how much this age group needs to socialize.

Amount Requested: $800.00 Approved by Director Grieve Oct 11/14

Date: October 09 2014

Signature: _____

Print name: Vickie Fitzpatrick

SUBMIT

Office Use Only

Grant approved by Director: Ali Grieve

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

✓	Electoral Area A Director Ali Grieve		Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley		Christina Lake (Electoral Area C) Director Grace McGregor		Electoral Area D/ Rural Grand Forks Director Irene Perepolkin		West Boundary (Electoral Area E) Director Bill Baird

Applicant:	Age Friendly		
Address:	1522 Green Road Fruitvale B.C. V0G 1L1		
Phone:	250.367.7124	Fax:	250.512.9379
Email:	vickief@telus.net		
Representative:	Vickie Fitzpatrick		
Make cheque payable to:	Beaver Valley Age Friendly		

****GIA Requests of $5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

I recieved $750.00 for a Free Wine and Cheese at the Fruitvale Pub on Sept. 26/14 for the younger older population 50ish to 70ish year old. It was a very successful event with attendance of about 180 people. I am asking for assistance in off setting the expence of this event as we budgeted for 100.

Amount Requested: $250.00 Approved by Director Grieve October 7/14

Date: September 30 2014

Signature: _____

Print name: Vickie Fitzpatrick

SUBMIT

Office Use Only

Grant approved by Director: A. Grieve

Approved by Board: _____

Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Electoral Area B Director Linda Worley	✓ Electoral Area C Director Grace McGregor	Electoral Area D Director Irene Perepolkin	Electoral Area E Director Bill Baird

Applicant:	Christina Gateway CDA		
Address:	1675 HWY 3, Christina Lake, BC V0H 1E2		
Phone:	250 447-6165	Fax:	
Email:	coordinator@christinalake.ca		
Representative:	Sandy Mark		
Make cheque payable to:	Christina Gateway CDA		

What is the Grant-in-Aid for:

Community promotion and newsletter.

Amount Requested: $2995.33 Approved by Director McGregor OCT 20/14

Date: October 16, 2014

Signature: Sandra Mark

Print name: Sandy Mark

SUBMIT

Office Use Only

Grant approved by Director: G. McGregor

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

☐ Electoral Area A Director Ali Grieve	☐ Electoral Area B Director Linda Worley	☑ Electoral Area C Director Grace McGregor	☐ Electoral Area D Director Irene Perepolkin	☐ Electoral Area E Director Bill Baird

Applicant:	Christina Gateway CDA		
Address:	1675 HWY 3, Christina Lake, BC V0H 1E2		
Phone:	250 447-6165	Fax:	
Email:	coordinator@christinalake.ca		
Representative:	Sandy Mark		
Make cheque payable to:	Christina Gateway CDA		

What is the Grant-in-Aid for:

Winterfest, Hallowe'en fireworks, annual watershed review.

Amount Requested: $7000 Approved by Director McGregor OCT 20/14

Date: October 16, 2014

Signature: Sandra Mark

Print name: Sandy Mark

SUBMIT

Office Use Only

Grant approved by Director: G. McGregor

Approved by Board: _____

Cavan Gates
Manager of Special Projects
Christina Gateway Community Development Association
cavan@christinalake.ca

2014.10.10 10:54 AM Bill Baird Director West 12504456410 PAGE. 1/ 1

Regional District of Kootenay Boundary

Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	Christina Lake (Electoral Area C) Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	West Boundary (Electoral Area E) Director Bill Baird ~~X~~

Applicant:	West Boundary ATV Club		
Address:	Site 120B Comp22 RR#2		
	Rock Creek B.C. V0H 1Y0		
Phone:	250 449-5389	Fax:	
Email:			
Representative:	William Bosovich President		
Make cheque payable to:	West Boundary ATV Club		

****GIA Requests of $5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

To help with the development & growth of the West Boundary ATV Club

Amount Requested: One thousand Dollars - $1,000

Date: ~~August 5 /2014~~ October 10/14

Signature: [signature]

Print name: William Bosovich

Office Use Only

Grant approved by Director: [signature]

Approved by Board: _____

2014.10.23 09:34 AM Bill Baird Director West 12504456410 PAGE. 1/ 1

07/20/2012 18:26 2504462871 PAGE 01/01

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FILE #
OCT 23 2014
REF. TO:
CC:

Regional District of Kootenay Boundary

Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	Christina Lake (Electoral Area C) Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	West Boundary (Electoral Area E) Director Bill Baird

Applicant:	Kettle Valley Golf Club		
Address:	RR2 Site 140A Comp 18		
	Rock Creek B.C.		
Phone:	(250) 446-2826	Fax:	
Email:	KVGC1927@gmail.com		
Representative:	Aaron Rexin		
Make cheque payable to:	Kettle Valley Golf Club		

****GIA Requests of $5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Upgrades to clubhouse

Amount Requested: $1500

Date: Oct 23rd /2014

Signature:

Print name: Aaron Rexin

SUBMIT

Office Use Only

Grant approved by Director:

Approved by Board:

Regional District of Kootenay Boundary

Grant-in-Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley		Christina Lake (Electoral Area C) Director Grace McGregor		Rural Grand Forks Director Irene Perepolkin
✓	West Boundary (Electoral Area E) Director Bill Baird						

Applicant:	Big White Community Policing Society		
Address:	P.O. Box 45077 Kelowna, BC V1P 1P3		
Phone:	250-765-3549	Fax:	250-765-3529
Email:	rcmpbw@telus.net		
Representative:	Esone Richards (esonedon@telus.net)		
Make cheque payable to:	Big White Community Policing Society		

****GIA Requests of $5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Big White Community Policing Office Operating expenses for the 2014/2015 ski season

Amount Requested: ~~$4,000.00~~ $1,000 Approved by Director Baird October 23/14

Date: October 15, 2014

Signature: E Richards

Print name: Esone Richards

SUBMIT

Office Use Only

Grant approved by Director: B Baird

Approved by Board: