Regular Meeting of the Board of Directors

January 31, 2019
6:00 pm

RDKB Board Room, Grand Forks, B.C

A G E N D A

1. Call to Order

1a) Move items up on agenda if necessary.

2. Consideration of the Agenda (Additions/Deletions)

2a) The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of January 31, 2019 is presented.

Recommendation: Corporate Vote Unweighted
That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of January 31, 2019 be adopted as presented.

3. Minutes

3a) The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held on January 9, 2019 are presented.
Minutes-Board of Directors - 09 Jan 2019 - BoD Jan 31_19 - Pdf

Recommendation: Corporate Vote Unweighted
That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held on January 9, 2019 be adopted as presented.

4. Delegation(s)

5. Unfinished Business

5a) Appointment to the Rural Development Institute (RDI)
Vote by Secret Ballot
Chair Russell

Expressions of Interest: Director Cacchioni and Director Worley

5b) APC Appointments-RDKB Electoral Areas A-E

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted
That the Regional District of Kootenay Boundary Board of Directors approve the Advisory Planning Commission appointments as follows:

Electoral Area 'A'
Fred Buckley
Linda Green
Rob Ironmonger
Shelley Levick
Craig Stemmler
Tyleen Underwood

Electoral Area B/Lower Columbia-Old Glory
Grant Saprunoff
Graham Jones
Mary MacInnis
Fern Acton
Henk Ravestein
Darlene Espenhain

Electoral Area C/Christina Lake
Dave Bartlett
Peter Darbyshire
David Durand
Jennifer Horahan
Phil Mody
Jessica Coleman
Terry Mooney
Butch Bisaro
Annie Rioux
Jeff Olsen
Ken Stewart
Jason Patrick Taylor

Electoral Area D/Rural Grand Forks
Rod Zielinski
Deb Billwiller
Della Mallette
Kathy Hutton
Brian Noble
Lynn Bleiler

Electoral Area E/West Boundary

Grant Harfman
Jamie Haynes
Fred Marshall
Florence Hewer
Michael Fenwick-Wilson
Lynne Storm
Frank Van Oyen
Randy Trerise

Electoral Area E/West Boundary-Big White
Cat Schierer
Deb Hopkinson
Gerry Molyneaux
John Lebrun
Paul Sulyma
Rachelle Marcinkoski

5c) T. Sprado, Manager of Facilities and Recreation (Grand Forks and District)
Re: RDKB Grand Forks and District Recreation Commission Appointments

A staff report from Tom Sprado, Manager of Facilities and Recreation - Grand Forks and District Recreation, regarding appointments to the Grand Forks and District Recreation Commission for the 2019-2021 term is presented.
Staff Report-GF Rec-Appointments and Term-BoD-Jan 31_19

Recommendation: Stakeholder Vote (Electoral Area D and the City of Grand Forks) Unweighted
That the Regional District of Kootenay Boundary Board of Directors appoint the following to the Grand Forks and District Recreation Commission for a two-year term commencing 2019:

Roly Russell – Public Member for Electoral Area 'D'
Terry Doody - Public Member for Electoral Area 'D'
Eric Gillette - Public Member for Electoral Area 'D'
Brian Noble – Public Member for City of Grand Forks
Nigel James - Public Member for City of Grand Forks
Bob MacLean - Public Member for City of Grand Forks
Susan Routley - Public Member for City of Grand Forks

5d) M. Andison, CAO
Re: Ministry of Municipal Affairs and Housing Regarding Proposed Big White Governance Study

A staff report from Mark Andison, Chief Administrative Officer, providing background relating to recent input received from the Ministry of Municipal

Affairs and Housing regarding the initiation of a community issues assessment study for the Big White community is presented.
Big White Community Issues Assessment - Pdf
242303_Andison_Big White Governance Review_Letter Response_final
Recommendation: Corporate Vote Unweighted
That staff and Director Gee consult with members of the Big White Community regarding the letter received from Marijke Edmondson, Director, Governance Structures, Ministry of Municipal Affairs and Housing proposing a community issues assessment process for Big White and report back to the Board of Directors.

6. Communications (Information Only)

6a) Peace River Regional District-Nov. 29/18
Re: Southern Mountain Caribou-Letter to FLNRORD
PeaceRiver-2018-11-29 UBCM Bulleting Response

6b) Agricultural Land Commission-Jan. 8/19
Re: Application for Transportation Corridor-Request for Reconsideration of a Decision
ALC Decision Ltr -Jan8-2019-Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That Communication (Information Only) Items 6a) - 6b) be received and direction at the discretion of the Board.

7. Reports

7a) Adopted RDKB Committee Minutes

The following minutes of RDKB Committee meetings as adopted by the respective Committees are presented:

Policy and Personnel Committee (Oct. 10/18), Utilities Committee (Oct. 10/18), Solid Waste Management Plan Steering and Monitoring Committee (Oct. 11/18), Electoral Area Services Committee (Nov. 15/18), Boundary Community Development Committee (Nov. 19/18), Beaver Valley Regional Trails and Regional Parks Committee (Dec. 11/18), East End Services Committee (Dec. 11/18) and Liquid Waste Management Plan Stage 3 Steering Committee (Nov. 1/18).
Minutes - 10 Oct 2018 - P&P - Jan 9, 2019Pdf
Utilities Committee - 10 Oct 2018 - Minutes - Pdf
Solid Waste Management Plan Steering and Monitoring Committee_Meeting - Minutes - Pdf

Electoral Area Services Committee - 15 Nov 2018 - Minutes - Pdf
Boundary Community Development Committee - 19 Nov 2018 - Minutes - Pdf
Minutes - 11 Dec 2018 - BV Rec - Jan 8, 2019 Pdf
Minutes - 11 Dec 2018 - EES - Jan 15, 2019 Pdf
Minutes-LWMP Stage 3 Steering Committee - 01 Nov 2018 - BoD Dec 12_18 - Pdf

Recommendation: Corporate Vote Unweighted
That the following RDKB Committee minutes as adopted by the respective Committees be received: Policy and Personnel Committee (Oct. 10/18), Utilities Committee (Oct. 10/18), Solid Waste Management Plan Steering and Monitoring Committee (Oct. 11/18), Electoral Area Services Committee (Nov. 15/18), Boundary Community Development Committee (Nov. 19/18), Beaver Valley Regional Trails and Regional Parks Committee (Dec. 11/18), East End Services Committee (Dec. 11/18) and Liquid Waste Management Plan Stage 3 Steering Committee (Dec. 6/18).

7b) Adopted RDKB Recreation Commission Minutes

The minutes of the Electoral Area C Parks and Recreation Commission meeting held November 14, 2018 and the RDKB Grand Forks and District Recreation Commission meeting held November 8, 2018 are presented.

Minutes - Electoral Area C Parks & Recreation Commission November 14, 2018 - Board - January 31, 2019
Minutes-Grand Forks and District Recreation Commission -November 8, 2018 - Board - January 31. 2019

Recommendation: Corporate Vote Unweighted
That the minutes of the RDKB Electoral Area C Parks and Recreation Commission meeting held November 14, 2018 and the minutes of the RDKB Grand Forks and District Recreation Commission meeting held November 8, 2018 be received.

7c) Electoral Area C Parks and Recreation Commission
Re: Request to BC Parks on Feasibility of Swim Dock at Public Beach (Christina Lake)
Christina Lake Rec-BCParks Request for Swim Dock-BoD Jan 31 _19

Recommendation: Corporate Vote Unweighted (Area C Single Participant Service)
That the Regional District of Kootenay Boundary Board of Directors forward a letter to BC Parks with respect to the feasibility of placing a swim dock at the Christina Lake Public Beach, located at Christina Lake Provincial Park.

7d) Draft RDKB Electoral Area Advisory Planning Commission Minutes

The draft minutes of the RDKB Electoral Area A, Electoral Area B/Lower Columbia-Old Glory, Electoral Area C/Christina Lake, Electoral Area D/Rural Grand Forks and Electoral Area E/West Boundary Advisory Planning Commission meetings held during January 2019 are presented.
APC Minutes -Jan8-Area D-Board-Jan 31 2019
APC Minutes-Jan7-Area B-Board-Jan 31 2019
APC Minutes-Jan7-Area E-Board-Jan 31 2019
APC Minutes-Jan8-Area A-Board-Jan 31 2019
APC Minutes-Jan8-Area C-Board-Jan 31 2019
APC Minutes-Jan8-Big White-Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the draft minutes of the RDKB Electoral Area A (Jan. 8/19), Electoral Area B/Lower Columbia-Old Glory (Jan. 7/19), Electoral Area C/Christina Lake (Jan. 8/19), Electoral Area D/Rural Grand Forks (Jan. 8/19) and Electoral Area E/West Boundary (Jan. 7/19) and Electoral Area E/West Boundary-Big White (Jan. 8/19) Advisory Planning Commission meetings held during January 2019 be received.

7e) B. Burget, General Manager of Finance
Re: ERIP
Finance Liaison Director Cacchioni

A staff report from Beth Burget, General Manager of Finance requesting approval to renew the Early Retirement Incentive Plan for a period of January 1, 2019 to December 31, 2020 is presented.
Staff Report - ERIP - BRD - Jan 31, 2019 - Pdf

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors approve the Management Early Retirement Incentive Policy (the ERIP) for employees of the Regional District who are members of the Municipal Pension Program and who are described more particularly in the details of the ERIP immediately following the resolution (Schedule 'A'; revised January 14, 2019. **FURTHER** that the Board of Directors agree to pay one hundred percent (100%) of the total cost of the ERIP as determined by the Pension Corporation.

Recommendation: Corporate Vote Unweighted
The ERIP will provide an unreduced pension for employees of the Regional District of Kootenay Boundary who are members of the Municipal Pension Program and who are at least 55, by waiving the "rule of 90" (normal age plus contributory service) and substituting the "Rule of 80". The member is eligible to apply for an unreduced pension under the terms of this ERIP during the period from January 1, 2019 to December 31, 2020.

8. Monthly Committee Recommendations to Board of Directors

Recommendations from RDKB Committee meetings, as adopted by the respective Committees are presented for consideration.

8a) Policy and Personnel Committee-Jan. 9/19

Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy

Director McGregor, Committee Chair / Director Dunsdon, Committee Vice Chair

The proposed Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy as reviewed by the Policy and Personnel Committee on January 9, 2019 and background information are presented.
Surveillance Camera Policy - P&P Jan 9, 2019-Adopt BoD Jan 31_19
Staff Report-P&P May_18-Use of Surveillance Cameras - BoD Jan 31_19-Pdf

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors adopt the RDKB Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy as approved by the Policy and Personnel Committee on January 9, 2019. **FURTHER** that the Policy be distributed accordingly.

8b) Policy and Personnel Committee-Jan. 9/19

Responsible Conduct Guiding Principles Policy (Code of Conduct)

Director McGregor, Committee Chair / Director Dunsdon, Committee Vice Chair

The proposed Responsible Conduct Guiding Principles Policy as reviewed by the Policy and Personnel Committee on January 9, 2019 and background information are presented.
Final Policy-Responsible Conduct Guiding Principles-BoD Jan 31_19
Staff Report-Responsible Conduct Guiding Principles Policy-P&P Sept_18

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors adopt the RDKB Responsible Conduct Guiding Principles Policy as revised by the Policy and Personnel Committee on January 9, 2019 including the incorporation of the RDKB E-Mail Best Practices Policy. **FURTHER** that the Responsible Conduct Guiding Principles Policy be distributed accordingly.

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary E-Mail Best Practices Policy be rescinded.

8c) Electoral Area Services Committee-Jan. 24/19

Director Worley, Committee Chair / Committee Vice Chair TBD

Application for Development Variance Permit-Connell-Electoral Area A

Staff Report_Connell_BOARD-Jan 31 2019

Recommendation: Stakeholder Vote (Electoral Area Directors) UnWeighted

That the Regional District Board of Directors approves the Development Variance Permit application submitted by Lawrence and Dorothy Connell, to decrease the interior side setback for an accessory building from 3.0 metres to 1.12 metres – a 1.88 metre variance for a garage and carport on the property legally described as Lot A, DL 1236, KD, Plan NEP13816, Electoral Area 'A'.

8d) Electoral Area Services Committee-Jan. 24/19

Director Worley, Committee Chair / Committee Vice Chair TBD

Application for Development Variance Permit-W. Munch and G. Newton-Electoral Area C/Christina Lake

Staff Report_Munch-Newton_DVP-BOARD-Jan 31 2019

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by Wendy Munch and Gary Newton to allow for a variance to increase the maximum gross floor area for storage buildings on a property without a principle permitted use or principle building from 60m2 to 87m2 – a variance of 27m2; and to increase the maximum height for an accessory building from 4.6m to 4.88m – a variance of 0.28m on the property legally described as Lot 33, Plan KAP28028, DL 317, SDYD, Electoral Area 'C'/Christina Lake

8e) Electoral Area Services Committee-Jan. 24/19

Director Worley, Committee Chair / Committee Vice Chair TBD

Application for Development Variance Permit-Walls-Electoral Area C/Christina Lake

Staff Report_Walls_DVP-Board-Jan 31 2019

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by Justin Tanguay of DJM Contracting on behalf of Patrick and Sharon Walls to increase the maximum projection into the interior side setback of a projection from 0.6 metres to 0.76 metres - a 0.16 metre variance; and to increase the maximum projection into the rear setback of a projection from 1.2 metres to 1.52 metres - a 0.32 mete variance to construct a single family dwelling on the property

legally described as Lot 3, DL 3063s, SDYD, Plan 10615, Electoral Area 'C'/Christina Lake.

8f) Electoral Area Services Committee-Jan. 24/19
Director Worley, Committee Chair / Committee Vice Chair TBD

City of Grand Forks Bylaw Referral-Bylaw Amendment to Establish a New Modular Home Park

Staff Report_GF-Mobile Home Park Referral_BOARD-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors advise the City of Grand Forks that the Regional District of Kootenay Boundary supports the referral submitted by the City of Grand Forks for a bylaw amendment to construct a modular home park on the property legally described as Lots 16-18, Block 1, Plan KAP586, SDYD, Grand Forks.

8g) Electoral Area Services Committee-Jan. 24/19

Director Worley, Committee Chair / Committee Vice Chair TBD

Application for Gas Tax Funding-Kettle Valley Golf Club-Electoral Area E/West Boundary

Gas Tax-KettleValley Golf Club-BoD-Jan 24_19

Recommendation: Corporate Vote Weighted
That the Regional District of Kootenay Boundary Board of Directors approve the Gas Tax application submitted by the Kettle Valley Golf Club and the allocation of Gas Tax funding in the amount of $7,945.95 form Electoral Area E/West Boundary for the costs associated with the clubhouse window replacement. **FURTHER** that the Board of Directors authorize the RDKB signatories to sign and enter into the agreement.

9. New Business

9a) Discussion Item-Director Grieve
Re: Loss of Federal Funding for RCMP

9b) T. Lenardon, Manager of Corporate Administration/Corporate Officer
Re: 2019 AKBLG Sponsorship

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding the provision of sponsorship funding for the 2019 Association of Kootenay and Boundary Local Governments (AKBLG) Convention and AGM hosted by the City of Castlegar is presented.

Staff Report-2019 AKBLG Sponsorship-BoD-Jan 31_19 - Pdf

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors approves the allocation of $2,000 (Silver Level Sponsorship) in the 2019 General Administration (001) Budget/Financial Plan as a contribution towards the 2019 Association of Kootenay and Boundary Local Governments Convention and AGM, April 18-20, 2019 hosted by Castlegar, B.C. **FURTHER** that the City of Castlegar and the AKBLG be advised accordingly.

9c) A staff report from Brian Champlin, Manager of Building Inspection Services, regarding the cancellation of a Building Bylaw Contravention for the property described below as:
Griswold Road, Christina Lake, B.C.
Electoral Area 'C' / Christina Lake
Parcel Identifier: 023-480-271
Lot 1 District Lot 317 Similkameen Division Yale District Plan KAP57274
Owner: Blueskyview Software Corp.
Staff Report-Cancellation Bylaw Contravention-Blueskyview Software Corp-Board-January 31, 2019 - Pdf
Memo November 22, 2018
Staff Report February 17, 2003

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted
That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 58 of the *Community Charter* against the property legally described as Lot 1, District Lot 317, Similkameen Division Yale District, Plan KAP57274.

9d) A staff report from Brian Champlin, Manager of Building Inspection Services, regarding the cancellation of a Building Bylaw Contravention for the property described below as:
11900 Brown Creek Road, Grand Forks, B.C.
Electoral Area 'D' / Rural Grand Forks
Parcel Identifier: 015-206-173
District Lot 2653 Similkameen Division Yale District
Owners: Sean Carroll and Suzanne Cullen
Staff Report-Cancellation Bylaw Contravention Carroll+Cullen-Board-January 31, 2019 - Pdf

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted
That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 58 of the *Community Charter* against the

property legally described as District Lot 2653, Similkameen Division Yale District.

9e) A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:
4391 Highway 33, Westbridge, B.C.
Electoral Area 'E' / West Boundary
Parcel Identifier: 028-712-552
Lot 1 District Lot 619S Similkameen Division Yale District Plan KAP92479
Owners: Charles Beaudoin and Kimberly Chrystal
Staff Report-Bylaw Contravention Beaudoin+Chrystal-Board January 31, 2019 - Pdf

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted
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 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 1, District Lot 619S, Similkameen Division Yale District, Plan KAP92479.

9f) **B. Champlin, Manager of Building Inspection**
Re: 2018 Building Statistics

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding the 2018 building statistics is presented.
Staff Report-2018 Building Statistics-Board January 31, 2019 - Pdf

Recommendation: Corporate Vote Unweighted
That the staff report from Brian Champlin, Manager of Building Inspection Services, regarding the 2018 Building Statistics be received.

9g) **M. Stephens, Interim Manager of Emergency Programs**
Draft Emergency Preparedness Service (012) 2019-2023 Five Year Financial Plan and Workplan

Director Gee, Emergency Preparedness Service Liaison

The draft Emergency Preparedness Service (012) 2019-2023 Five Year Financial Plan and the 2019 Workplan are presented.
EM 5YR012 -BoD-Jan 31_19
EM Service 012 Workplan-BoD Jan 31_19

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors discuss the proposed Emergency Preparedness Service (012) 2019-2023 Five Year

Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

9h) D. Derby, Regional Fire Chief and Manager of 9-1-1 Emergency Communications

Re: Draft 9-1-1 Emergency Communications (015) 2019-2023 Five Year Financial Plan and Workplan

Director Gee, Emergency Preparedness Service Liaison

The draft 9-1-1 Emergency Communications (015) 2019-2023 Five Year Financial Plan and Workplan are presented.
Emergency Communications 5YR015-BoD_19
Emergency Communications 015 Workplan-BoD_19

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors discuss the proposed 9-1-1 Emergency Communications Service (015) 2019-2023 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

9i) M. Andison, CAO
Re: Kettle Valley Fire Protection Service Agreement

A staff report from Mark Andison, CAO presenting the Kettle Valley Fire Protection Services Agreement between the Village of Midway and the Regional District of Kootenay Boundary for approval consideration is presented.
Kettle Valley Fire Protection Services Agreement - Pdf

Recommendation: Corporate Vote Weighted
That the Regional District of Kootenay Boundary Board of Directors approves the Kettle Valley Fire Protection Services Agreement with the Village of Midway for the delivery of fire protection services to the Kettle Valley Fire Protection Area for a term of 5 years. **FURTHER**, that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

9j) M. Daines, Manager of Facilities and Recreation
Re: Ministry of Forests, Lands and Natural Resource Operations (Beaver Valley Family Park)

A staff report from Mark Daines, Manager of Facilities and Recreation regarding a new lease agreement with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for the Beaver Valley Family Park is presented.
Staff Report-FLNRO Park Land-Lease- BV FamilyPark-BoD Jan 31_19

Recommendation: Corporate Vote Weighted
That the Regional District of Kootenay Boundary Board of Directors approve the Lease Agreement with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for the Beaver Valley Family Park for a term of 30 years. **FURTHER** that the Board authorize the RDKB signatories to sign and enter into the Agreement.

9k) K. Gobeil, Senior Planner
Re: Front Counter Referral-Kootenay Columbia Trails Society-Electoral Area A

A staff report form Ken Gobeil, Senior Planner regarding a Front Counter BC referral regarding a proposed hiking and mountain biking trail in Electoral Area 'A' north of the City of Trail is presented.
Staff Report_Trails_Aspen Loop-BOARD-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding the establishment of a trail on the lands legally described as DL 12605 KD, Block A Plan NEP1588 DL367 KD, Plan NEP1425 KD in Electoral Area 'A' is supported.

9l) K. Gobeil, Senior Planner
Re: Front Counter Referral-Kootenay Columbia Trails Society-Electoral Area B/Lower Columbia-Old Glory

A staff report from Ken Gobeil, Senior Planner regarding a Crown land application to legally establish two mountain biking trails, SMDA and Colonel, both of which are located east of King George Provincial Park is presented.
Staff Report_Trails_Area B BOARD-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding the establishment of two trails on the lands legally described as Subsidy Lot 147, Plan NEPX63, KD, Electoral Area 'B'/Lower Columbia-Old Glory is supported.

9m) K. Gobeil, Senior Planner
Re: Ministry of Transportation and Infrastructure Road Closure-Electoral Area A

A staff report form Ken Gobeil, Senior Planner regarding a referral from the Ministry of Transportation and Infrastructure (MoTI) for a proposed road closure in Electoral Area A is presented.
Staff Report_Wertz_BOARD-Jan 31 2019

Recommendation: Corporate Vote Unweighted

That the staff report regarding the Ministry of transportation and Infrastructure referral for a proposed road closure and consolidation for the parcel legally described as Lot 26 Plan NEP800, DL205, Electoral Area 'A', be received.

9n) K. Gobeil, Senior Planner
Re: Ministry of Transportation and Infrastructure Road Closure-Electoral Area E/West Boundary

A staff report from Ken Gobeil, Senior Planner regarding a road closure referral from the Ministry of Transportation and Infrastructure (MoTI) for a portion of Hall Avenue in Carmi, Electoral Area 'E'/ West Boundary is presented.
Staff Report_MoTI-Grosch_Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed road closure, for the parcels legally described as Lots 5-7, Block 2, Plan KAP109, DL 2360, SDYD, Carmi, Electoral Area 'E'/West Boundary, be received.

9o) K. Gobeil, Senior Planner
Re: Forestry Referral-Interfor Tree Farm License-Electoral Area E/West Boundary

A staff report from Ken Gobeil, Senior Planner regarding a proposed Management Plan for 'Tree Farm Licence 8' in Electoral Area 'E'/West Boundary is presented.
Staff Report_Interfor_TFL8_E-Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report Forestry Referral – Interfor – Tree Farm License 8, Management Plan, which includes the recommendations of the Electoral Area 'E'/West Boundary Advisory Planning Commission, to Interfor for consideration.

9p) K. Gobeil, Senior Planner
Re: Forestry Referral-BC Timber Sales-Electoral Area B/Lower Columbia-Old Glory

A staff report from Ken Gobeil, Senior Planner regarding logging plans for the Arrow Timber Supply Area in Electoral Area B/Lower Columbia-Old Glory is presented.
Staff Report_BCTS_B-BOARD-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report Forestry Referral: BC Timber Sales (BCTS)

Operating Plan 17, which includes the recommendations of the Electoral Area 'B'/Lower Columbia-Old Glory to BC Timber Sales for consideration.

9q) K. Gobeil, Senior Planner
Re: Forestry Referral-BC Timber Sales-Electoral Area C/Christina Lake, Electoral Area D/Rural Grand Forks and Electoral Area E/West Boundary

A staff report from Ken Gobeil, Senior Planner regarding logging plans for the Arrow Timber Supply Area in Electoral Areas C/Christina Lake, D/Rural Grand Forks and E/West Boundary is presented.
Staff Report_BCTS-C-D-E-Plan-14_BOARD-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff Forestry Referral: BC Timber Sales (BCTS) Operating Plan 14, which includes the recommendations of the Advisory Planning Commissions for Electoral Areas 'C'/Christina Lake, D/Rural Grand Forks and E/West Boundary to BC Timber Sales for consideration.

9r) K. Gobeil, Senior Planner
Re: Ministry of Forests Lands Natural Resource Operations and Rural Development
Application for Statutory Rights of Way-Big White Ski Resort, Electoral Area E/West Boundary

A staff report from Ken Gobeil, Senior Planner regarding a referral from the Ministry of Forests Lands Natural Resource Operations and Rural Development (FLNRORD) for an application for two statutory rights-of-way in Big White is presented.
Staff Report_Ski-pod_Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding the establishment of two statutory rights-of-way for chair lifts on un-surveyed crown land in vicinity of DL 4246 in Big White, Electoral Area 'E'/West Boundary is supported.

9s) K. Gobeil, Senior Planner
Re: Agricultural Land Commission: Reid-ALR Exclusion Electoral Area D/Rural Grand Forks

A staff report from Ken Gobeil, Senior Planner regarding an application for exclusion from the Agricultural Land Reserve (ALR) in Electoral Area 'D'/Rural Grand Forks is presented.
Staff Report_ALC-Exclusion-Reid_Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors directs staff to forward, with a recommendation of support, the Agricultural Land Commission application for removal from the Agricultural Land Reserve submitted by David and Nicole Reid for the property legally described as Plan KAP325B, DL 332, SDYD, Electoral Area 'D'/Rural Grand Forks.

9t) K. Gobeil, Senior Planner
Re: Agricultural Land Commission: Rozek-ALR Exclusion Electoral Area D/Rural Grand Forks

A staff report from Ken Gobeil, Senior Planner regarding an application for exclusion from the Agricultural Land Reserve (ALR) in Electoral Area 'D'/Rural Grand Forks is presented.
Staff Report_ALC-Rozek_Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors directs staff to forward, with a recommendation of support, the Agricultural Land Commission application for a non-farm use submitted by Danna O'Donnel on behalf of Zafia Rozek for the property legally described as Lot 3, Block 3, Plan KAP567, DL 184, SDYD, Electoral Area 'D'/ Rural Grand Forks.

9u) K. Gobeil, Senior Planner
Re: Agricultural Land Commission: Culligan-ALR Exclusion Electoral Area E/West Boundary

A staff report from Ken Gobeil, Senior Planner regarding an application for exclusion from the Agricultural Land Reserve (ALR) in Electoral Area 'E'/West Boundary is presented.
Staff Report_Culligan-ALC_Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors direct staff to forward, without recommendation, the application to the Agricultural Land Commission for a proposed subdivision submitted by Brad Elenko of McElhanney Consulting Services Ltd. on behalf of Pat Lawrence Contracting Ltd. and Ryan Culligan, Erin Culligan for the properties legally described as SL 1, DL 775s and 3501, SDYD Plan KAS3892 and DL 488s, SDYD, Electoral Area 'E'/West Boundary.

9v) K. Gobeil, Senior Planner
RE: Agricultural Land Commission: Everson-ALR Exclusion Electoral Area E/West Boundary

A staff report from Ken Gobeil, Senior Planner regarding an application for exclusion from the Agricultural Land Reserve (ALR) in Electoral Area 'E'/West Boundary is presented.
Staff Report_ALC-Everson_Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors direct staff to forward, without recommendation, the application to the Agricultural Land Commission for a proposed subdivision submitted by Ronald and Elizabeth Everson for the property legally described as Lot 1 Plan KAP75252, DL 164s and 2704, Electoral Area 'E'/West Boundary.

9w) K. Gobeil, Senior Planner
Re: Referral from the Liquor and Cannabis Regulation Branch-Kettle River Golf Club
Electoral Area E/West Boundary

A staff report from Ken Gobeil, Senior Planner regarding a referral from the Kettle Valley Golf Club for their application to the Liquor and Cannabis Regulation Branch (LCRB) to renovate the clubhouse and patio is presented.
Staff Report_LCRB_Board-Jan 31 2019

Recommendation: Corporate Vote Unweighted
Be it resolved that:
1.The Board recommends the primary liquor license for the Kettle River Golf Club be supported for the following reasons:
a.The liquor license should have no impact on the residents, community, or neighbouring properties.
2.The Board's comments on the prescribed considerations are as follows:
a.The potential for noise:
i.No negative noise impact to the community is anticipated by approving this application.
ii.The RDKB does not have a record of noise related or other disturbance complaints associated with this business.
b.The impact on the community:
i.It is anticipated that the proposal would not negatively impact the Rock Creek area. There has been no complaints regarding traffic from this location in the past.
c.Is the amendment contrary to the primary purpose of the establishment:
i.The business operates as a golf course. There are no land use bylaws in effect for this property to regulate land use. The license will not affect the primary purpose of the establishment.
3.The Board's comments on the views of the residents are as follows:
a.The applicant was provided with two 'notice of the proposal' signs. These were posted on communal bulletin boards in Rock Creek and Midway on January 18, 2019. No comments were received at the time this report was prepared.

9x) Grant in Aids to Not for Profit Organizations
As of January 24, 2019
Grant-in-Aid-Board-January 31 2019
Grant-in-Aid-Board-January 31 2019.2
Grant-in-Aid-Board-January 31 2019.3

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted
That grant-in-aid assistance to the following not for profit organizations be approved:

1. BV Recreation – Seniors Dinner and Dance – Electoral Area A - $1,600
2. Montrose Recreation Commission – BC Family Day – Electoral Area A - $500
3. Beaver Valley X-Country Ski Club - Sno-cat expenses - Electoral Area A - $2,000
4. Trail Ambassador Committee – Trail Ambassador Program – Electoral Area B/Lower Columbia-Old Glory - $750.00
5. Christina Lake Stewardship Society – Billboard – Electoral Area C/Christina Lake - $2,058.00
6. Christina Lake Stewardship Society – Replacing Banners – Electoral Area C/Christina Lake - $1,286.25
7. West Boundary Community Services Cooperative Association – Electoral Area E/West Boundary - $2,966.57
8. Big White Mountain Community Development Association – Laptop – Electoral Area E/West Boundary - $500
9. Big White Mountain Community Development Association – Sage Bookkeeping Software – Electoral Area E/West Boundary - $500
10. Big White Mountain Community Development Association – Bookkeeper and Financial Planning Support – Electoral Area E/West Boundary $1,200.

10. Bylaws

10a) J. Chandler, General Manager-Operations/Deputy CAO
T. Lenardon, Manager of Corporate Administration
Bylaw No. 1682-Amending Grand Forks and District Aquatic Centre Service Establishment Bylaw to Increase the Requisition Limit
Adoption
Bylaw 1682-Increase Req Limit-GF Aquatic Centre-BoD Jan 31_19
Participants' Consent to Adopt Bylaw 1682-BoD Jan 31_19
Staff Report-Bylaw 1682 Statutory Requirements-Sept 2018
Staff Report-Intro to GF Aquatic Centre-Requisition Increase-BoD Aug 30 2018
Bylaw 1682-Budget/5 Year Plan-BoD Jan 31_19

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Grand Forks Aquatic Centre Service Amendment Bylaw No 1682, 2018 be Reconsidered and Adopted.

10b) J. Chandler, General Manager-Operations/Deputy Chief Administrative Officer

Re: RDKB Bylaw No. 1682-Electoral Area D/Rural Grand Forks and the City of Grand Forks Aquatic Centre Pool Deck Rehabilitation Project - Commitment to Tender

A staff report from James Chandler, General Manager - Operations/Deputy Chief Administrative Officer seeking approval to proceed with the commitment to initiate the Electoral Area D/Rural Grand Forks and the City of Grand Forks Aquatic Centre Pool Deck Rehabilitation project with the issuance of tender documents is presented.
Staff Report-Bylaw 1682-2019 Grand Forks AquaticCentre Tender Commitment-BoD Jan 31_19

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors approve staff to initiate the Aquatic Centre Pool Deck Rehabilitation Project as per the report titled *Grand Forks/Area D Aquatic Centre-Commitment to Contract Pool Deck Rehabilitation Project* dated January 24, 2019 and presented to the Board of Directors on January 31, 2019.

10c) T. Lenardon, Manager of Corporate Administration/Corporate Officer M. Daines, Manager of Facilities and Recreation

Bylaw No.1707-Amending the Beaver Valley Regional Trails and Regional Parks Service Establishment Bylaw to Increase the Requisition Limit

First, Second and Third Readings

Bylaw 1707-BV Parks and Trails-Increase Req Limit-Jan 2019
Staff Report-Bylaw 1707-BC Parks & Trails Increase Req Limit-BoD Jan 31_19-Pdf
BV Regional Parks & Trails-Tax Calculation-Bylaw 1707
Budget-Bylaw 1707-BV Parks & Trails

Recommendation: Corporate Vote Unweighted
That Regional District of Kootenay Boundary Beaver Valley Regional Parks and Regional Trails Service Establishment Amendment Bylaw No. 1707, 2019 be read a First and Second time.

Recommendation: Corporate Vote Unweighted
That Regional District of Kootenay Boundary Beaver Valley Regional Parks and Regional Trails Service Establishment Amendment Bylaw No. 1707, 2019 be read a Third time.

10d) T. Lenardon, Manager of Corporate Administration/Corporate Officer M. Daines, Manager of Facilities and Recreation

Bylaw No.1708-Amending the Culture, Arts and Recreation for the Lower Columbia Service Establishment Bylaw to Increase the Requisition Limit

First, Second and Third Readings

Bylaw 1708-Art Culture Rec-Lwr Columbia-Increase Req Limit-Jan 2019
Staff Report- Bylaw 1708-Increase ReqLimit-Arts Culture Rec Lwr Columbi-BoDJan 31_19
Culture Arts & Rec Tax Calculation-Bylaw 1708
Budget-Bylaw 1708-Culture Arts Rec Lwr Columbia-Jan _19

Recommendation: Corporate Vote Unweighted
That Regional District of Kootenay Boundary Culture, Arts and Recreation for the Lower Columbia Service Establishment Amendment Bylaw No. 1708, 2019 be read a First and Second time.

Recommendation: Corporate Vote Unweighted
That Regional District of Kootenay Boundary Culture, Arts and Recreation for the Lower Columbia Service Establishment Amendment Bylaw No. 1708, 2019 be read a Third time.

10e) B. Burget, General Manage - Finance
Bylaw No. 1709 Kettle Valley Fire Protection Service Fire Hall Construction Security Issuing

First, Second and Third Reading and Adoption

Bylaw 1709SI-Kettle Valley Fire-Fire Hall-2019

Recommendation: Corporate Vote Weighted
That Regional District of Kootenay Boundary Kettle Valley Fire Protection Service Fire Hall Construction Security Issuing Bylaw No. 1709, 2019 be read a First and Second time.

Recommendation: Corporate Vote Weighted
That Regional District of Kootenay Boundary Kettle Valley Fire Protection Service Fire Hall Construction Security Issuing Bylaw No. 1709, 2019 be read a Third time.

Recommendation: Corporate Vote Weighted
That Regional District of Kootenay Boundary Kettle Valley Fire Protection Service Fire Hall Construction Security Issuing Bylaw No. 1709, 2019 be read Reconsidered and Adopted.

10f) Bylaw 1701-Amending Electoral Area B/Lower Columbia-Old Glory Official Commodity Plan

First and Second Reading and Set up Public Hearing

Bylaw 1701 - Area B OCP Amend-Board-Jan 31 2019

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1701, 2019 be read a First and Second time.

10g) Bylaw 1702-Amending Electoral Area B/Lower Columbia-Old Glory Zoning Bylaw

First and Second Reading and Set up Public Hearing

Bylaw 1702-Area B OCP Amend-Board-Jan 1_19

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1702, 2019 be read a First and Second time.

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That staff be directed to make the necessary arrangements to schedule a Public Hearing for Regional District of Kootenay Boundary Bylaw No. 1701, 2019 and Bylaw No. 1702, 2019. **FURTHER** that Director Worley be appointed the Chair of the Public Hearing with Directors Grieve and McGregor as Alternates.

11. Late (Emergent) Items

12. Discussion of Items for Future Meetings

13. Question Period for Public and Media

14. Closed Meeting

15. Adjournment

RDKB

Regular Meeting of the Board of Directors
January 9, 2019
RDKB Board Room, Trail, B.C.
6:00 p.m.

Present: Director R. Russell, Chair
Director G. McGregor, Vice-Chair
Director A. Grieve
Director L. Worley
Director V. Gee
Director S. Morissette
Director M. Walsh
Alternate Director L. Pasin
Director D. Langman
Director A. Morel
Director B. Taylor
Director G. Shaw
Director R. Dunsdon

Staff: M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration/Recording Secretary
J. Chandler, General Manager of Operations/Deputy Chief Administrative Officer
J. Dougall, General Manager of Environmental Services
Beth Burget, General Manager of Finance
B. Champlin, Manager of Building Inspection

Others: Approximately 2 members of the public (with the Delegation)
Alternate Director B. Edwards

Call to Order

The Chair called the meeting to order at 6:00 p.m. and welcomed all those in attendance.

Consideration of the Agenda (Additions/Deletions)

The agenda for the January 9, 2019 meeting of the Regional District of Kootenay Boundary Board of Directors was presented.

The Manager of Corporate Administration advised that the following Board appointments would be added to Late (Emergent) Items:

1. Kootenay Booth Committee,
2. Rural Development Institute (RDI), and
3. West Kootenay Regional Transit Committee as per the recommendation from the East End Services Committee, and it was;

01-19 Moved: Director Grieve Seconded: Director McGregor

Corporate Vote Unweighted
That the agenda for the January 9, 2019 meeting of the RDKB Board of Directors be adopted as amended.

Carried.

Minutes

The minutes of the RDKB Board of Directors meeting held December 12, 2018 were presented.

02-19 Moved: Director Langman Seconded: Director Morel

Corporate Vote Unweighted
That the minutes of the RDKB Board of Directors meeting held December 12, 2018 be adopted as presented.

Carried.

Delegation(s)

Rosa Jordan and Aladar Reusz
Residents-Blackjack (Electoral Area B/Lower Columbia-Old Glory)
Re: Disposal of Solid Waste

The Chair welcomed the delegation to the meeting and introduced spokesperson, Rosa Jordan. The delegates attended the meeting to present concerns and an option regarding the disposal of solid waste.

Ms. Jordan introduced herself and noted she was representing her neighbors and other Blackjack area residents where an Alpine Disposal bin for discarding non-recyclable household garbage has been removed.

Ms. Jordan thanked the Board for the level of service that is currently provided and she summarized the Blackjack neighbourhood's expectations that the RDKB adopt acceptable recycling plans and services. She reviewed neighborhood concerns and explained that residents feel that the RDKB has not put sound management plans in place for removing non-recyclable household waste leaving residents to travel to Trail to individually deliver their garbage to the landfill.

Ms. Jordan also stated that given residents pay taxes for this service and that the RDKB identifies itself as a "service-delivery" local government organization, the Board needs to consider developing cost-effective and environmentally sound means to manage non-recyclable household garbage and provide residents with garbage collection bins that are conveniently located. This matter is a high priority for the people living in this area.

Aladar Reusz was introduced to the meeting. Mr. Reusz thanked the Board for the opportunity to attend the meeting. Mr. Reusz presented information respecting a temporary solution Blackjack residents have put in place to manage their household garbage. He explained that Blackjack Ski Club has accepted the residents' proposal for the placement of an Alpine Disposal garbage bin on their lot on a trial basis.

Chair Russell thanked the delegates for their presentation and he advised that this issue is a challenge throughout the overall RDKB jurisdiction. Staff will provide additional information for a future meeting, should the Board wish further information respecting this matter.

Chair Russell thanked the delegation and they left the meeting.

Unfinished Business

J. Dougall, General Manager of Environmental Services
Re: Update - Rockwool Proposal for Reuse of Waste
Director McGregor, Environmental Services Liaison

A staff report from Janine Dougall, General Manager of Environmental Services regarding an update on the "Rockwool Proposal for Reuse of Waste" was presented.

03-19 Moved: Director McGregor Seconded: Director Dunsdon

Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors receive the staff report titled "Rockwool Proposal for Reuse of Waste-Update" as presented by Janine Dougall, General Manager of Environmental Services.

Carried.

Communications-RDKB Corporate Communications Officer

Discussion Item-Selkirk College Tuition Fees
Director Grieve

Director Grieve advised that she had a conversation with the President of Selkirk College regarding a submission from the Selkirk College Students' Union that was published in the *Trail Times* newspaper and which indicated that tuition fees were increasing 9% in 2019.

Director Grieve stated that she believes Selkirk College provides a valuable service as an affordable post-secondary opportunity for young adults in our region and noted concerns that enrollment is decreasing. She explained that she learned that the Selkirk College Board of Governors has agreed to a 2% increase; not 9%. Selkirk College President, Angus Graeme has advised he is willing to attend a Board meeting to discuss this matter and to report on College activities, including new programs overall.

After further discussion, it was;

04-19 Moved: Director Grieve Seconded: Alternate Director Pasin

That a review of Selkirk College tuition fees be deferred to a future meeting. **FURTHER** that staff invite Angus Graeme, President, Selkirk College to a future Board meeting to discuss tuition, new programs, enrollment and other College activities.

Carried.

F. Maika, Corporate Communications Officer
Re: Canada Post Follow Up-Flyer Mailing for 2018 Boundary Integrated Watershed Service Referenda

A staff report from Frances Maika, Corporate Communications Officer regarding the issues with the Boundary Integrated Watershed Service Referenda flyer mailings and the results of staff's research into the issues with Canada Post was presented.

05-19 Moved: Alternate Director Pasin Seconded: Director McGregor

Corporate Vote Unweighted
That the staff report from Frances Maika, Corporate Communications Officer regarding the issues with the mail-out for the Boundary Integrated Watershed Service Referenda flyer mailings and the results of staff's research into the issues with Canada Post be received.

Carried.

Communications (Information Only)

a) R. Morris, Secretary / Treasurer, IAFF Local 941-Dec. 4/18
Trail Fire Fighters Association
Re: Thank you

b) UBCM-Dec. 10/18
Re: Gas Tax Agreement Community Works Fund Payment

c) BC Utilities Commission
Re: Phase I-Inquiry on Regulation of Electric Vehicle Charging Services

06-19 Moved: Director McGregor Seconded: Director Taylor

Corporate Vote Unweighted
That Communication (Information Only) Items a)-c) be received.

Carried.

Reports

Monthly Cheque Register Summary
December 2018
Director Cacchioni, Finance Liaison

The monthly Schedule of Vendor Payments ending December 31, 2018 was presented.

07-19 Moved: Director McGregor Seconded: Alternate Director Pasin

Corporate Vote Unweighted
That the monthly Cheque Register Summary ending December 31, 2018 for $1,004,812.25 be received.

Carried.

Adopted RDKB Committee Minutes
The Minutes of the Beaver Valley Regional Parks and Regional Trails Committee meeting held October 30, 2018 and the East End Services Committee meeting held September 18, 2019 as adopted by the respective Committees were presented for information.

08-19 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted
That the Minutes of the Beaver Valley Regional Parks and Regional Trails Committee (Oct. 30/18) and the East End Services Committee (Sept. 18/18) meetings be received.

Carried.

Budgets/Financial Plans

The Board of Directors reviewed the Financial Plans for General Government, Building Inspection, MFA Debenture Debt, Feasibility Studies, Regional Solid Waste and Big White Solid Waste. The Board discussed and staff answered inquiries regarding revenues and expenses, requisition amounts, the overall budget amounts, increasing requisitions, the BC Hydro Grant (in lieu of taxation in Electoral Area A) and various internal and external elements that have an impact on budgets and requisition levels.

B. Burget, General Manager of Finance
Re: General Government (001) Draft 2019 - 2023 Five Year Financial Plan
Director Cacchioni, Finance Liaison

The draft General Government (001) 2019 - 2023 Five Year Financial Plan was presented for information.

09-19 Moved: Director McGregor Seconded: Director Dunsdon

Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors discuss the proposed General Government Services (001) 2019 - 2023 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

Carried.

B. Burget, General Manager of Finance
Re: MFA Debenture Debt (001)
Draft 2019 - 2023 Five Year Financial Plan
Director Cacchioni, Finance Liaison

The draft General Government MFA Debenture Debt (001) 2019 - 2023 Five Year Financial Plan was presented for information.

10-19 Moved: Director Grieve Seconded: Director McGregor

Recommendation: Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors discuss the draft MFA Debenture Debt (001) 2019 - 2023 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and defer to a future meeting.

Carried.

B. Burget, General Manager of Finance
Re: Feasibility Studies (006) 2019 - 2023 Five Year Financial Plan
Director Cacchioni, Finance Liaison

The draft Feasibility Studies Service (006) 2019 - 2023 Five Year Financial Plan was presented.

11-19 Moved: Director Taylor Seconded: Director McGregor

Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors discuss the draft Feasibility Studies (006) 2019 - 2023 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and defer to a future meeting.

Carried.

B. Burget, General Manager of Finance
Re: 2019 Financial Plan Summary
Finance Liaison, Director Cacchioni

A staff report from Beth Burget, General Manager of Finance, regarding the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projections was presented.

12-19 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors receive the staff report from Beth Burget, General Manager of Finance, regarding the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projection.

Carried.

James Chandler, General Manager of Operations/Deputy CAO
Re: Building Inspection Service (004) Draft 2019 - 2023 Five Year Financial Plan

The draft Building Inspection Service (004) 2019 - 2023 Five Year Financial Plan was presented for information.

13-19 Moved: Director Langman Seconded: Alternate Director Pasin

Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors discuss the draft Building Inspection Service (004) 2019 - 2023 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and defer to a future meeting.

Carried.

J. Dougall, General Manager Environmental Services
Re: Draft Regional Solid Waste (010) 2019-2023 Five Year Financial Plan and Workplan

Director McGregor, Environmental Services Liaison

The draft Regional Solid Waste Service (010) 2019 - 2023 Five Year Financial Plan was presented for information.

14-19 Moved: Director Morissette Seconded: Director Worley

Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors discuss the draft Regional Solid Waste (010) 2019 - 2023 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and defer to a future meeting.

Carried.

J. Dougall, General Manager of Environmental Services
Re: Draft Big White Solid Waste (064) 2019-2923 Five Financial Plan and Workplan

Director McGregor, Environmental Services Liaison

The draft Big White Solid Waste Service (064) 2019 - 2023 Five Year Financial Plan was presented for information.

15-19 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted
That the Regional District of Kootenay Boundary Board of Directors discuss the draft Big White Solid Waste (064) 2019 - 2023 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and defer to a future meeting.

Carried.

Board Appointments Updates

Southern Interior Development Initiative Trust (S.I.D.I.T.) and Southern Interior Beetle Action Coalition (S.I.B.A.C.) - Chair McGregor

Director McGregor advised that there is nothing new to report.

Okanagan Film Commission - Director Gee

Director Gee noted that the newly elected representatives from other Regional Districts who have been appointed to the Film Commission are engaged and have a good understanding of the film industry.

Boundary Weed Stakeholders Committee - Director Gee

The AGM will be held January 23, 2019.

Columbia River Treaty Local Government Committee- Directors Worley and Langman

The Columbia River Treaty 2018 Community Meetings Summary Report and a summary of the Negotiations Update telecom were distributed to the Board. As a new member representing the RDKB on this Committee, Director Langman thanked Director Worley for her guidance. She advised that she attended her first meeting via teleconference on December 19, 2018 and will be participating in an orientation webinar on January 29th. Both Director Langman and Director Worley will attend the CRT LGC strategic planning session on March 14 and 15 in Nelson.

Columbia Basin Regional Advisory Committee (CBRAC) - Director Worley

Director Worley will participate in a teleconference meeting on January 28th.

Chair's Update - Chair Russell

Chair Russell distributed paper copies of his report and he provided a verbal summary on the following report topics:

- UBCM priorities (housing and cannabis legalization),
- the Municipal Insurance Association (MIA) presentation at the January 25th Board Orientation session,
- Flood Recovery Team,

- three outstanding recommendations from the 2016 Governance and Organizational Review Results Report (e.g. data management, revision of website and communication system and project management) and
- the RDKB Memorandum of Understanding with the FCM for Inclusive and Sustainable Communities of Latin America programs (CISL).

New Business

D. Derby, Regional Fire Chief
RE: BCEHS (Fruitvale) Lease Agreement

A staff report from D. Derby, Regional Fire Chief regarding the renewal of the BC Emergency Health Services (BCEHS) lease agreement for colocation in the Fruitvale Fire Hall was presented.

16-19 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Weighted
That the Regional District of Kootenay Boundary Board of Directors approves renewing the lease agreement with British Columbia Emergency Health Services for the use of the Fruitvale Fire Hall for a five-year term commencing September 1, 2018 and expiring August 31, 2023 at a cost of: $12,384 for year 1-2, $13,932 Year 3 and $15,480 Year 4-5. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the agreement.

Carried.

B. Champlin
Cancellation of a Building Bylaw Contravention
A Staff report from Brian Champlin, Manager of Building Inspection Services, regarding the cancellation of a Building Bylaw Contravention for the property described as:
106 West Lake Drive
Electoral Area 'C'/Christina Lake
Lot 10, District Lot 317, Similkameen Division, Yale District, Plan 25163
P.I.D. 005-586-208
Owner: Laurie Jo-Anne Renker

17-19 Moved: Director Grieve Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 58 of the *Community Charter* against the property legally described as: Lot 10, District Lot 317, Similkameen Division, Yale District, Plan 25163.

Carried.

New Appointments to the Electoral Area C/Christina Lake Parks and Recreation Commission

Erica McCluney, Tara (Coreen) Bobocel and Andy Moore replacing Carlo Crema, Dave Beatie and Larry Walker.

18-19 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted (Single Stakeholder Participant)

That Erica McCluney, Tara (Coreen) Bobocel and Andy Moore be appointed to the Christina Lake Parks and Recreation Commission.

Carried.

Legislative Assembly of BC-Standing Committee on Crown Corporations
Re: Call for Submissions-Transportation Networks

19-19 Moved: Director Morel Seconded: Director Morissette

Corporate Vote Unweighted

That the Call for Submissions on transportation networks from the Legislative Assembly of BC -Select Standing Committee on Crown Corporations be received.

Carried.

Discussion Item-Director Gee
Re: Regional Fire Service Administration

Brought Forward from December 12, 2018

Director Gee noted her concerns respecting the RDKB possible assuming liability in the management of several volunteer fire services, which are currently administered with various levels of capacity and oversight. She requested an assessment of this matter to ensure that the volunteer services are operating appropriately, and it was;

Moved: Director Gee Seconded: Director Dunsdon

Corporate Vote Unweighted

That for a future meeting, staff prepare a report providing information regarding the current oversight of the RDKB volunteer fire services' operations and possible risks that may be associated with delivering these fire services as they are currently managed. **FURTHER** that the report be prepared for consultations with the City of Greenwood and the Village of Midway to determine if they are receptive to share costs with the RDKB for a study on this matter.

Carried.

Grant in Aids as of January 3, 2019

20-19 Moved: Director Grieve Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Weighted
That the following grants-in-aid be approved:

1. Beaver Valley Public Library – Black Out Blinds – Electoral Area 'A' - $1,500
2. Okanagan Nation Alliance – Fish in Schools Program – Electoral Area 'A' - $1,000
3. Village of Fruitvale – Jingle Down Main Street Propane Heaters – Electoral Area 'A' - $1,500
4. Okanagan Nation Alliance – Fish in Schools Program – Electoral Area 'B'/Lower Columbia-Old Glory - $1,000
5. Rossland Winter Carnival – Electoral Area 'B'/Lower Columbia-Old Glory - $1,000
6. Okanagan Nation Alliance – Fish in Schools Program – Electoral Area 'C'/Christina Lake - $1,000
7. Okanagan Nation Alliance – Fish in Schools Program – Electoral Area 'D'/Rural Grand Forks - $1,000
8. Rewild Project, School District 51 – Electoral Area 'D'/Rural Grand Forks - $5,000
9. Rock Creek Community Medical Society – Rental of Meeting Room-Director Gee - $280

FURTHER that funds for School District #51's Rewild Project (#8) not be released until the applicants have confirmed that the project has advanced.

Carried.

Bylaws

B. Burget, General Manager of Finance
RE: Financial Plan Amendment Bylaw 1706
First, Second and Third Readings and Adoption

A staff report from Beth Burget, General Manager of Finance, regarding Financial Plan Amendment Bylaw No. 1706 was presented.

21-19 Moved: Director Langman Seconded: Director McGregor

Corporate Vote Weighted
That Regional District of Kootenay Boundary Financial Plan Amendment Bylaw No. 1706, 2019 be read a First, Second and Third time.

Carried.

22-19 Moved: Director Worley Seconded: Director Langman.

Corporate Vote Weighted
That Regional District of Kootenay Boundary Financial Plan Amendment Bylaw No. 1706, 2019 be Reconsidered and Adopted.

Carried.

Late (Emergent) Items

External Board Appointments

Kootenay Booth Committee

Director Langman expressed interest.

Chair Russell called for further expressions of interest. Hearing none, Director Langman was appointed by acclamation to represent the RDKB on the Kootenay Booth Committee.

23-19 Moved: Director McGregor Seconded: Director Morel

That Director Langman be appointed to represent the RDKB on the Kootenay Booth Committee.

Carried.

Rural Development Institute (RDI-Selkirk College)

Directors Cacchioni and Worley expressed interest.

Chair Russell advised that this appointment will be decided by an electronic vote. Staff will organize the voting process and forward voting information via email early next week.

East End Services - West Kootenay Regional Transit Committee
Recommendation from the East End Services Committee-Dec. 11/18

24-19 Moved: Director McGregor Seconded: Director Morel

That the Regional District of Kootenay Boundary Board of Directors appoint Director Cacchioni and Alternate Director Parkinson to the West Kootenay Regional Transit Committee for the term 2018-2020.

Carried.

Discussion of Items for Future Meetings

A discussion on future meeting items was not necessary.

Question Period for Public and Media

A question period was not required.

Closed Meeting

A closed meeting was not required.

Adjournment

There being no further business to discuss, the meeting was adjourned (time: 8:04 p.m.)

TL

STAFF REPORT
Meeting Date: January 17, 2019

Date:	**December 29, 2018**	**File:**	
To:	**RDKB - Grand Forks & District Recreation Commission**		
From:	**Tom Sprado, Manager of Facilities and Recreation – Grand Forks and District Recreation**		
RE:	**MEMBERSHIP APPOINTMENT & TERM TO THE RECREATION COMMISSION**		

Issue Introduction: The Commission shall, at its first meeting in each year, elect one of its members to be Chairperson and Vice Chairperson.
The term of office for all members of the Commission shall be a period of two (2) years. Terms expire the first regular Grand Forks & District Recreation Commission meeting of the year. For each succeeding term, at the next regular Regional Board Meeting, the Board shall appoint members to the Commission.

All members to be re-appointed January, 2019 for the term 2019-2021.

Background: Regional District of Kootenay Boundary Bylaw NO. 927 which establishes a Recreation Commission for Electoral Area 'D' of the Regional District of Kootenay Boundary and the City of Grand Forks indicates:

- That the Grand Forks and District Recreation Commission shall consist of no more than 11 members.
- No appointed member of the Commission shall serve more than (3) consecutive terms
- The term of office for all members of the Commission shall be a period of two (2) years

The following table summarizes the members appointed term and when the three terms have been completed:

Name/First meeting date	Representing	Term Appointed	2nd Term	3rd Term
Roly Russell (01/15)	Public Member Electoral Area 'D'	2015-2017	2017-2019	2019-2021
Chris Moslin (01/19)	City of Grand Forks - Recreation and Culture Committee of Council	2019 - 2021	2021-2023	2023-2025
Terry Doody (11/15)	Public Member Electoral Area 'D'	2015-2017	2017-2019	2019-2021
Brian Noble (11/15)	Public Member City of Grand Forks	2015-2017	2017-2019	2019-2021
Nigel James (02/16)	Public Member City of Grand Forks	2015-2017	2017-2019	2019-2021
Eric Gillette (02/16)	Public Member Electoral Area 'D'	2015-2017	2017-2019	2019-2021
Jaime Massey (01/19)	School District # 51	2019 - 2021	2021-2023	2023-2025
Bob Maclean (01/18)	Public Member City of Grand Forks	2017-2019	2019-2021	2021-2023
Susan Routley (09/18)	Public Member City of Grand Forks	2017-2019	2019-2021	2021-2023
Vacant (2)	One-Library & Arts Societies (Culture) One-Public Member - Electoral Area 'D'			

The Commission shall, at its first meeting in each year, elect one of its members to be Chairperson and Vice Chairperson. The Chairperson shall preside at the meetings of the Commission when present and in his/her absence, the Vice Chairperson will preside.

Staff will call for nominations for Chairperson and Vice Chairperson at the January 17, 2019 meeting.

Respectfully submitted:



_____

Regional District of Kootenay Boundary

STAFF REPORT

Date: 22 Jan 2019

File Big White Community Issues Assessment

To: **Chair Russell and Board of Directors**

From: Mark Andison, Chief Administrative Officer

Re: Big White Community Issues Assessment

Issue Introduction

A staff report from Mark Andison, Chief Administrative Officer, providing background relating to recent input received from the Ministry of Municipal Affairs and Housing regarding the initiation of a community issues assessment study for the Big White community.

History/Background Factors

At its September 27th meeting, the Board passed the following resolution:

That the Regional District of Kootenay Boundary Board of Directors direct staff to request that the Ministry of Municipal Affairs and Housing provide it with written information and advice on how a governance review process might be designed for the community of Big White.

The above Board resolution was follow-up from a meeting held at the UBCM Convention in September with staff from the Ministry of Municipal Affairs and Housing to discuss a request to the Board from representatives of the Big White Community Development Association. At its July 26th meeting, the Board of Directors had heard a presentation and request from members of the Big White Community Development Association proposing the initiation of a municipal incorporation study for the Big White community.

Implications
The attached letter from Ministry staff states that rather than pursuing an incorporation study, as requested by the Big White Community Development Association, it is suggested that "... it would be prudent for the the Regional District to first explore if solutions may exist within the current governance model." The Ministry notes that it does not feel that the extent of support from the community for incorporation is understood at this time, recognizing that municipal incorporation requires majority consent of the local electorate to proceed. Also, they do not feel that there is clear evidence that the community's governance issues would best be solved through incorporation.

As noted in the attached letter, the Ministry suggests as a first step in a governance review process that a community issues assessment process be undertaken. A community issues assessment would identify community issues, examine options for addressing those issues, and gauge the entire community's support for potential governance changes to address any identified issues.

In terms of next steps, it is suggested that if the Board wishes to pursue a community issues assessment process and Provincial funding to undertake the work that the Regional District make a written request to the Minister. If funding is approved, the Ministry and Regional District would then work on a jointly developed terms of reference for the project.

Staff suggests that Regional District staff and Director Gee consult with members of the Big White community regarding the Ministry's letter before the Board considers whether to make a formal request to the Minister regarding funding for the proposed community issues assessment process.

Advancement of Strategic Planning Goals
Consideration of the request from the Big White Community Development Association for a municipal incorporation study advances the Board's objective to continue to focus on good management and governance.

Background Information Provided
Letter from Marijke Edmondson, Director, Governance Structures, Ministry of Municipal Affairs and Housing

Alternatives
1. That staff and Director Gee consult with members of the Big White Community regarding the letter received from Marijke Edmondson, Director, Governance Structures, Ministry of Municipal Affairs and Housing proposing a community issues assessment process for Big White and report back to the Board of Directors;

2. That the Board of Directors write to Minister Selena Robinson, Minister of Ministry of Municipal Affairs and Housing to request grant funding for a community issues assessment for Big White.
3. That the Board of Directors provide additional direction regarding this issue.

Recommendation(s)

That staff and Director Gee consult with members of the Big White Community regarding the letter received from Marijke Edmondson, Director, Governance Structures, Ministry of Municipal Affairs and Housing proposing a community issues assessment process for Big White and report back to the Board of Directors.

BRITISH COLUMBIA

January 15, 2019

Ref: 242303

Mark Andison
Chief Administrative Officer
Regional District of Kootenay Boundary
202-843 Rossland Ave
Trail, BC V1R 4S8

Dear Mr. Andison:

Thank you for your letter of October 11, 2018 regarding possible courses of action in relation to a review of governance issues for the Big White community. It was a pleasure meeting with you and Regional District of Kootenay Boundary Board members at the Union of BC Municipalities Convention. I apologize for the length of time it has taken to formulate a response to your request for information.

The Ministry acknowledges that the community at Big White is growing and that some members of the community are interested in exploring alternative forms of governance. Ministry staff met with members of the Big White Community Development Association (BWCDA) several times over the past few years to discuss various issues of governance and service delivery. I understand from our most recent meeting with the Association, in May 2018, that some progress has been made in relations between the Regional District and the BWCDA; at the same time, some frustrations remain with issues such as a lack of a community hall, access to grants, and the potential establishment of a local community commission.

While the BWCDA has indicated interest in an incorporation study as a first step to address their concerns, it would be prudent for the Regional District to first explore if solutions may exist within the current governance model. Municipal incorporation is a complex and costly process which requires majority consent of the local electorate to proceed. As such, there needs to be clear evidence that both the community's governance issues are best solved through incorporation and that the community is willing to support a potential change in governance. In the case of Big White, neither the issues nor the perspectives of the broader community are well understood at this time – for example, there may be different perspectives between the many non-resident electors who spend time at Big White and resident electors who live in the community year-round.

.../2

Ministry of Municipal Affairs and Housing

Assistant Deputy Minister
Local Government

Mailing Address:
PO Box 9490 Stn Prov Govt
Victoria BC V8W 9N7
Phone: 250 356-6575
Fax: 250 387-7973

Location:
6th Floor, 800 Johnson Street
Victoria BC V8W 1N3

www.gov.bc.ca/mahNovember 26, 2018

Reflecting on these uncertainties, the Ministry suggests that as a first step in a governance review process, the Regional District could consider undertaking a preliminary community issues assessment study. The purpose of this community issues assessment would be threefold:

1) to better understand the current state of governance and service delivery at Big White;

2) to clarify and/or prioritize the issues that are most important to the broader community with respect to local governance and service delivery; and,

3) to gain more insight into the perspectives of the broader community with respect to potentially moving towards a different model of local governance.

The community issues assessment process could include the collection of baseline local governance information, such as community profile and property assessment data, service delivery arrangements and cost recovery methods. A public and stakeholder outreach process that presents initial findings of the study would further aid in identifying key issues related to local governance and service delivery as well as clarifying views on any potential change in local governance. Interviews with key local interests such as representatives from BWCDA and Big White Resort might be considered. Recommendations for next steps based on the findings could also be sought.

It is recommended that a community issues assessment not be conducted concurrently with an Official Community Plan (OCP) review. In terms of sequencing, the Board could approach this from one of two viewpoints. On one hand, a review of the OCP may help to inform and solidify Big White community values and perspectives in preparation for completing a community issues assessment on local governance matters. Alternatively, baseline information collected during a community issues assessment may serve as useful input into the OCP process. That choice is the Board's to determine.

Given that the Big White community is located entirely within the Big White Resort's Controlled Recreation Area, the timing and sequencing of a community issues assessment and an OCP review should also consider the scope and timing of any updates to the Big White Master Plan and Master Development Agreement being contemplated by the Resort. All processes would involve outreach to the community and other stakeholders and there may be synergies arising from coordination with the Resort on these matters.

Should the Board wish to seek provincial grant funding, the first step would be to provide the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, a letter that briefly describes the proposed community issues assessment purpose, scope, benefits and costs, timelines and deliverables, along with a formal Board resolution to request funding. The Ministry's ability to fund studies is budget and demand-dependent.

If Minister Robinson agrees to fund the study, Ministry and Regional District staff would then develop a jointly-agreed terms of reference (TOR) for completing the study. This TOR serves as the foundation for a formal cost-share agreement between the Regional District and the terms of reference which includes contractual obligations for the study.

.../3

I hope that you and the Board find this response helpful. If the Board intends to proceed, Ministry staff are available to help guide the Regional District through this process. To that end, your primary contact at the Ministry for this initiative is Brad Smith, Senior Planning Analyst, Governance and Structure Branch. Mr. Smith can be reached at (778) 698-3228 or via email: Brad.Smith@gov.bc.ca.

Sincerely,

Marijke Edmondson
Director, Governance Structures

pc: Rolly Russell, RDKB Board Chair
Vicki Gee, RDKB Electoral Area E Director
Brad Smith, Senior Planning Analyst

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Ministry of Municipal Affairs and Housing

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Sincerely,

Marijke Edmondson
Director, Governance Structures

pc: Rolly Russell, RDKB Board Chair
Vicki Gee, RDKB Electoral Area E Director
Brad Smith, Senior Planning Analyst

PEACE RIVER REGIONAL DISTRICT

November 29, 2018

Email: caribou.recovery@gov.bc.ca

Caribou Recovery
Ministry of Forests, Lands and Natural Resource
Operations and Rural Development

Re: Caribou Recovery Update to UBCM resolution B116 from the Peace River Regional District

On November 28, 2018, UBCM published an update from provincial officials in regards to Southern Mountain Caribou. The statement provided to UBCM responding to the Peace River Regional District's (PRRD) concerns on the caribou recovery process is very misleading. While it is true that the Province has met with the Regional District several times in person or on conference calls, it is not accurate that the PRRD has been provided with all information requested. The provincial caribou recovery and planning process is still on-going with no local government participation. This lack of participation was a deliberate and planned process by the Province even though the Regional Board was promised ongoing and robust consultation and participation. None of the Regional District's concerns have been addressed. As per the PRRD press release of November 22nd, the Board **demands** this process be halted until complete socio-economic impacts are identified and a process is designed that is transparent and inclusive of **all** stakeholders including local government.

Yours Truly,

Brad Sperling
Chair, Peace River Regional District.

c. Marie Crawford, General Manager, UBCM

diverse. vast. abundant.

PLEASE REPLY TO:
[X] Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
[ ] 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca

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

January 8, 2019

ALC File: 58142

ProLogic Property Services
DELIVERED ELECTRONICALLY

Attn. Murray Bird:

Re: Application 58142 for a Transportation Corridor in the Agricultural Land Reserve

Please find attached the Reasons for Decision for the above noted application (Resolution #10/2019). As agent, it is your responsibility to notify the applicant accordingly.

Request for Reconsideration of a Decision

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. The request must be received within one (1) year from the date of this decision's release. For more information, refer to *ALC Policy P-08: Request for Reconsideration* available on the Commission website.

Please direct further correspondence with respect to this application to ALC.Kootenay@gov.bc.ca

Yours truly,

Mike Bandy, Land Use Planner

Enclosures: Reasons for Decision (Resolution #10/2019)
Schedule A: Decision Map

cc: Regional District of Kootenay Boundary

AGRICULTURAL LAND COMMISSION FILE 58142

REASONS FOR DECISION OF THE CHIEF EXECUTIVE OFFICER

Transportation Application Submitted Under s. 6 of the *ALR Use, Subdivision and Procedure Regulation (BC Regulation 171/2002)*

Applicants:	**Wayne Ell** **Yvonne Cartier** **Ralph Girard** **Pamela Girard** **Kelly Harpur** **Karen Harpur**
Agent:	**Murray Bird, ProLogic Property Services, on behalf of the Ministry of Transportation and Infrastructure**
Properties:	**Property 1:** **Parcel Identifier: 024-485-985** **Legal Description: Lot 1 District Lot 2454 Similkameen Division Yale District Plan KAP64195** **Civic: Rock Creek, BC** **Area: 20.4 ha** **Property 2:** **Parcel Identifier: 015-120-104**

Legal Description: That Part of District Lot 2454, Lying East of the Easterly Limit of Plan H722; Similkameen Division Yale District
Civic: Rock Creek, BC
Area: 0.6 ha

Property 3:
Parcel Identifier: 014-978-679
Legal Description: District Lot 1145S Similkameen Division Yale District Except:
(1) That Part Which Lies to the East of the Easterly Limit of Plan H722, (2) Plan 38495, (3) Plan 42188
Civic: Rock Creek, BC
Area: 31.6 ha

Chief Executive Officer: **Kim Grout**
(the "CEO)

OVERVIEW

[1] The Properties are located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA). The Properties are located within Zone 2 as defined in s. 4.2 of the ALCA.

[2] Pursuant to s. 6 of the BC Regulation 171/2002 (Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the "Regulation"), the Applicant is applying to the Agricultural Land Commission (the "Commission") to dedicate 0.4 ha of Property 1, 0.6 ha of Property 2, and 0.3 ha of Property 3 as highway right-of-way (ROW), for the purposes of repairing damage to Highway 3 caused by a recent landslide west of Rock Creek (the "Proposal").

[3] The Proposal along with related documentation from the Applicant, Agent, and Commission, is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.

[4] On October 19th, 2017 the Commission delegated decision-making to the CEO by Resolution #046N/2017. In accordance with section 27 of the *ALCA* the Commission specified that the following applications may be decided by the CEO:

4. Non-farm use applications made pursuant to section 6 of BC Regulation #171/2002 (ALR Use, Subdivision and Procedure Regulation), except for those relating to recreational trails. *Clarification: Applications made under Section 6 of BC Regulation #171/2002 (ALR Use, Subdivision and Procedure Regulation) and Section 20(3) of the ALCA are considered to be non-farm use applications. As such, Section 27 (1)(a) of the ALCA which delegates authority to the CEO to consider non-farm use applications is interpreted to encompass applications made under s. 6 of the Regulation.*

BACKGROUND

[5] The Application submits that the Proposal is necessary to facilitate permanent repairs to a section of Highway 3 damaged by a small landslide in summer 2018. The area proposed for

the ROW expansion will be used for contouring and buttressing of the hillside to stabilize the slope.

[6] Cattle fences were recently installed along some boundaries of the Properties by the BC Cattlemen's Association. The Application submits that the Ministry of Transportation and Infrastructure will install new fencing for those areas impacted by the project.

DECISION

[7] After reviewing the Application, I am satisfied that the Proposal is consistent with Criterion #4 of Resolution #046N/2017 and approve the Proposal to dedicate 0.4 ha of Property 1, 0.6 ha of Property 2, and 0.3 ha of Property 3 as highway right-of-way (ROW), for the purposes of repairing damage to Highway 3 caused by a recent landslide west of Rock Creek.

[8] The Proposal is approved subject to the following conditions:

a. the submission of a survey plan delineating the area to be dedicated as ROW;
b. the survey plan to be in substantial compliance with Schedule A of this decision;
c. the survey plan be submitted within three years from the date of release of this decision, and;
d. the replacement of any cattle fencing required to be removed due to the proposed works.

[9] When the Commission confirms that conditions a, b, and c have been met, it will authorize the Registrar of Land Titles to accept registration of the plan.

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

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

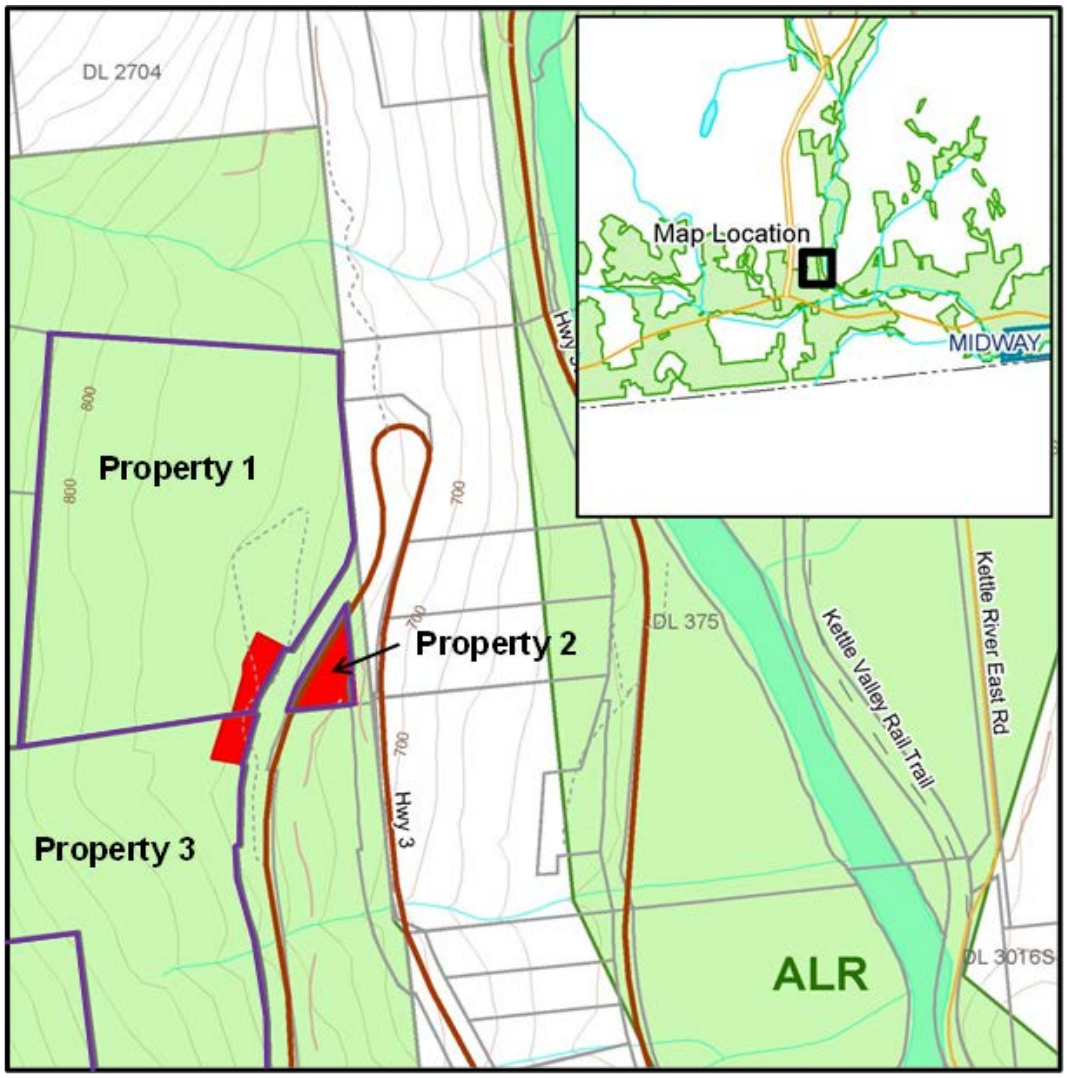
[12] Resolution #10/2019

Released on January 8, 2019



Kim Grout, Chief Executive Officer

Schedule A: Agricultural Land Commission Decision Map
ALC File 58142 (MoTI)
Conditionally Approved Transportation Corridor
ALC Resolution #10/2019



Conditionally Approved ROW (1.3 ha)

Policy and Personnel Committee

Minutes
Wednesday, October 10, 2018
RDKB Board Room, Trail, BC

Committee members present:
Director M. Martin, Chair
Director J. Danchuk
Director R. Russell
Director G. McGregor
Director V. Gee
Director L. McLellan

Staff present:
M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Chandler, General Manager of Operations/Deputy CAO

CALL TO ORDER

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

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 10, 2018 meeting of the Policy and Personnel Committee was presented.

The agenda was amended by the addition of:
1. Closed agenda, and
2. Discussion about format of work plans - Late Item

Moved: Director Russell Seconded: Director McLellan

That the agenda for the October 10, 2018 meeting of the Policy and Personnel Committee be adopted as amended.

Carried

ADOPTION OF MINUTES

The minutes of the Policy and Personnel Committee meeting held on September 6, 2018 were presented.

Moved: Director McGregor Seconded: Director Danchuk

That the minutes of the Policy and Personnel Committee meeting held on September 6, 2018 be adopted as presented.

Carried

GENERAL DELEGATIONS

There were no delegations present.

UNFINISHED BUSINESS

Policy and Personnel Committee Action Items - as of October 4, 2018

The Policy and Personnel Committee Action Items as of October 4, 2018 were presented.

M. Andison, CAO, informed the Committee that changes would be made where action items will be prioritized and attached to the applicable service work plans. The action items will be reviewed by the appropriate committees and presented quarterly. They will be presented again in January 2019.

Moved: Director Russell Seconded: Director McGregor

That the Policy and Personnel Committee Action Items as of October 4, 2018 be received as presented.

Carried

NEW BUSINESS

M. Andison
Re: Process for Managing Spontaneous Resolutions at Meetings and the Release of Minutes Following Board Meetings

A staff report from Mark Andison, CAO, following up on direction provided by the Personnel and Policy Committee to engage in further discussion about the process for making "spontaneous resolutions" at Board meetings and the release of Board meeting minutes to the public prior to Board adoption of those minutes at a subsequent meeting was presented.

Process for making spontaneous resolutions at meetings:
M. Andison, CAO, provided the Committee with three potential options to deal with spontaneous resolutions at meetings and discussion ensued. The Committee members reviewed the options and there was general preference of option 1 and 3:
1. formalize the practice of having recording staff read back the detailed wording of every proposed resolution coming from the floor, and
2. craft the proposed wording of resolutions on a computer monitor that can be viewed by all Board members in attendance to ensure that everyone voting on the motion has a common and detailed understanding of the wording contained in the motion.

Further discussion ensued on where these directions would live. After further discussion, it was;

Moved: Director Martin Seconded: Director McLellan

That the Policy and Personnel Committee directs staff to provide a brief staff report to the Regional District of Kootenay Boundary Board of Directors to have these discretionary items included in Board/Committee Terms of Reference.

Carried

Release of Minutes Following Board Meetings:

Discussion ensued and it was:

That the minutes be released in a timely manner ahead of the approval of the Regional District of Kootenay Boundary Board of Directors and Committee meetings as soon as possible. FURTHER that the minutes will be restricted to resolutions made at the meeting only except where a Director makes a specific request for the addition of

salient points. **FURTHER** that the minutes included a "draft" watermark.

Moved: Director Martin Seconded: Director McLellan

Carried

M. Andison
Re: Process for Managing Contentious Issues with Members of the Public in Attendance

A staff report from Mark Andison, CAO, following up on direction provided by the Personnel and Policy Committee to include a discussion at a future meeting regarding the management of contentious issues in open meetings where the public are present was presented.

Moved: Director McGregor Seconded: Director Russell

That the staff report from Mark Andison, CAO regarding the management of contentious issues in open meetings where the public is present be received.

Carried

M. Andison
Re: Board Room Audio-Video Update

A staff report from Mark Andison, CAO, outlining proposed changes to the schedule for re-fitting the RDKB boardrooms with audio-video hardware and software was presented.

J. Chandler, General Manager of Operations/Deputy CAO, informed the Committee that a staff management team would be meeting tomorrow to discuss options.

Moved: Director McGregor Seconded: Director Danchuk

That the staff report from Mark Andison, CAO, regarding boardroom audio-video system re-fit plans be received.

Carried

M. Andison
Re: Policy Review - Email Best Practices

A staff report from Mark Andison, CAO, introducing the E-mail Best Practices Policy to the Policy and Personnel Committee was presented.

The Committee members discussed the policy and suggested changes:
1. #1 - E-mail Content - Soften the tone of "communications on behalf of RDKB..."
2. #10 - The Committee members questioned the clarity of "Use Reply to All only when necessary".
3. General E-mail Procedures - The Committee members questioned the intent of the term "encrypted".

It was also suggested that email best practices be incorporated into the Code of Conduct

Moved: Director McGregor Seconded: Director Russell

That the Policy and Personnel Committee directs staff to rescind the policy. **FURTHER** that staff will develop best practices.

Carried

It was suggested that email best practices be incorporated into the Code of Conduct.

Moved: Director Gee Seconded: Director Russell

That the Policy and Personnel Committee directs staff to identify how best practices fit into a code of conduct.

Carried

M. Andison
Re: Policy Review - Conservation Opportunities

A staff report from Mark Andison, CAO, introducing the Conservation Opportunities Policy to the Policy and Personnel Committee for review was presented.

The Committee discussed the proposed policy and requested that:
1. Procedures - i) be changed to "Encouraging emissions tracking requirements be incorporated into agreements with major service providers;

2. A sentence be added to the policy: Wood First Policy - consider wood in infrastructure first; and
3. Correct the typo in d): should be "conservation" not "conversation".

Moved: Director Gee Seconded: Director Russell

That the Policy and Personnel Committee recommend to the Board of Directors that the RDKB Conservation Opportunities Policy be amended to change Item (i) to read as follows: *i. Encouraging emissions tracking requirements be incorporated into agreements with major service providers.* **FURTHER**, that the Board of Directors adopt the policy, as amended.

Carried

LATE (EMERGENT) ITEMS

Work Plan Formats

Director Gee requested that work plan formats be changed to include a spreadsheet for project description and have work plans that are manager based where services are uniquely identified.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

A discussion of items for future meetings was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

Proceed to closed meeting pursuant to Section 90 (1) (c) of the *Community Charter*.

Moved: Director McGregor Seconded: Director McLellan

That the Policy and Personnel Committee proceed to a closed meeting pursuant to Section 90 (1) (c) of the *Community Charter* at 3:55 pm.

Carried

The Policy and Personnel Committee reconvened to the open meeting at 4:22 pm.

ADJOURNMENT

The meeting was adjourned at 4:22 pm.

Utilities Committee

Minutes
Wednesday, October 10, 2018
RDKB Board Room, 843 Rossland Ave., Trail, BC

Committee members present:
Director P. Cecchini, Chair
Director D. Langman
Director G. McGregor
Director A. Grieve
Director L. Worley
Director V. Gee
Director L. McLellan
Director M. Martin

Staff present:
G. Denkovski, Manager of Infrastructure and Sustainability
S. Surinak, Secretary/Receptionist/Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 5:00 pm.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 10, 2018 Utilities Committee meeting was presented.

Moved: Director Grieves Seconded: Director Worley

That the agenda for the October 10, 2018 Utilities Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Utilities Committee meeting held on June 13, 2018 were presented.

Moved: Director McGregor Seconded: Director McLellan

That the minutes of the Utilities Committee meeting held on June 13, 2018 be adopted as presented.

Carried.

GENERAL DELEGATIONS

There were no general delegations.

UNFINISHED BUSINESS

Utilities Committee Action Item List - as of October 5, 2018

The Utilities Committee Action Item List as of October 5, 2018 was presented and reviewed.

Moved: Director Langman Seconded: Director Martin

That the Utilities Committee Action Item List as of October 5, 2018 be received as presented.

Carried.

G. Denkovski
Re: Grant Opportunity Tracking
A report from Goran Denkovski, Manager of Infrastructure and Sustainability, on the tracking of grant opportunities was presented.

Moved: Director Langman Seconded: Director Martin

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

Carried.

NEW BUSINESS

G. Denkovski
Re: Utilities Committee Services 2019 Draft Workplans
Draft workplan reports from Goran Denkovski, Manager of Infrastructure and Sustainability for the Utilities Committee Services were presented.

Goran Denkovski presented eight workplans and provided a report on the 2019 workplans.

The Committee was informed that 90% of the projects from 2018 have been completed and will be provided with an update when the 2019 budget has been completed.

Moved: Director Grieve Seconded: Director McGregor

That the draft workplan reports by Goran Denkovski, Manager of Infrastructure and Sustainability for the Utilities Committee Services be received.

Carried.

Jeff Paakkunainen
Re: CPCC Sanitary Sewer Monthly Report May to August 2018
A staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report for May to August 2018, was presented.

Moved: Director Martin Seconded: Director Langman

That the staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report for May to August 2018, be received.

Carried.

G. Denkovski
Re: Flow Meter Report for Volume Data Collected for May to August 2018

Information for the month of September will be available October 15, 2018

Moved: Director Langman Seconded: Director Grieve

That the Flow meter report summarizing volume data collected for the months May to August 2018, be adopted as presented.

Carried.

G. Denkovski
Re: Christina Lake Water June and July Monthly Report 2018
A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water June and July 2018 Monthly report, was presented.

There was no discussion regarding this report.

Moved: Director McGregor Seconded: Director Worley

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water Utility June and July 2018 Monthly report, be received.

Carried.

G. Denkovski
Re: Christina Lake Solar Aquatic Center Second Quarter 2018 Sludge Operations Report
A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding second quarter 2018 sludge operations for the Christina Lake Solar Aquatic Center, was presented.

Moved: Director McGregor Seconded: Director Worley

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the second quarter 2018 sludge operations for the Christina Lake Solar Aquatic Center, be received.

Carried.

J. Paakkunainen
Re: Warfield, Columbia Gardens and Rivervale Water Monthly Report - April to August 2018
A staff report from Jeff Paakkunainen, Chief Utilities Operator, regarding the Water Monthly report for April to August 2018, is presented.

There was no discussion regarding this report.

Moved: Director Langman Seconded: Director Worley

That the staff report from Jeff Paakkunainen, Chief Utility Operator, regarding the Water Monthly report for April to August 2018, be received.

Carried.

LATE (EMERGENT) ITEMS

There we no late (emergent) items.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

There were no discussion items for future meetings.

QUESTION PERIOD FOR PUBLIC AND MEDIA

There were no questions from the media nor the public.

CLOSED (IN CAMERA) SESSION

There was no closed (in camera) session.

ADJOURNMENT

The Chair adjourned the meeting at 5:30 pm.

Solid Waste Management Plan Steering & Monitoring Committee

Minutes
Thursday, October 11, 2018
RDKB Board Room, Trail, BC

Directors Present
Director G. McGregor, Chair
Director P. Cecchini, Vice-Chair
Director L. Worley
Director R. Russell
Director M Martin
Director V. Gee (via telephone)

Staff Present:
J. Dougall, General Manager of Environmental Services
T. Dueck, Solid Waste Program Coordinator
G. Wiebe, Engineering and Safety Coordinator
S. Surinak, Secretary/Receptionist-Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 3:00 p.m.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 11, 2018 meeting of the Solid Waste Management Plan Steering and Monitoring Committee was presented.

Moved: Director Worley Seconded: Director Cecchini

Recommendation: That the Agenda for the October 11, 2018 meeting of the Solid Waste Management Plan Steering and Monitoring Committee be adopted as presented.

Carried.

ADOPTION OF MINUTES

Minutes for the July 26, 2018 Solid Waste Management Plan Steering and Monitoring Committee were presented.

Moved: Director Worley Seconded: Cecchini

That the minutes from the Solid Waste Management Plan Steering and Monitoring Committee meeting held on July 26, 2018 be adopted as presented.

Carried.

NEW BUSINESS

J. Dougall
Re: Organics Composting Infrastructure Update

A Staff Report from Janine Dougall, General Manager of Environmental Services, which provided an update on the investigations completed to date on developing organics composting infrastructure, was presented. In addition, an update was provided on a funding opportunity for implementation of organics composting infrastructure.

Discussion occurred surrounding a variety of topics including:
-tonnage estimates of available organic waste;
-need to consider additional materials in facility design;
-septage waste and biosolids;
-site options for infrastructure development;
-potential partnership with Regional District of Central Kootenay and the City of Grand Forks.

Moved: Director Worley Seconded: Director Cecchini

That the Solid Waste Management Plan Steering and Monitoring Committee provide direction to RDKB Staff to initiate a Request for Proposal process to select a qualified consultant to assist the RDKB in developing an Organics Management Strategy to allow for an application to be submitted to the Organics Infrastructure Program.

Carried.

T. Dueck
Re: Global Recycling Commodity Markets
A staff report on how the risks of the global commodity markets impacts the RDKB's solid waste policies was presented.

Differences between residential packaging and printed paper(Recycle BC) and business recycling was discussed.

Contamination challenges in collected product and differences between depot versus curbside programs were identified.

Moved: Director Russell Seconded: Director Cecchini

That the Solid Waste Management Plan Steering and Monitoring Committee receive the staff report from Tim Dueck, Solid Waste Program Coordinator, regarding global recycling commodity markets and impacts to RDKB solid waste policies.

Carried.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

There was no discussion of items for future agendas.

CLOSED (IN CAMERA) SESSION

That the Solid Waste Management Plan Steering and Monitoring Committee proceed to a closed (in camera) meeting pursuant to Section 90(1) (k) of the Community Charter.

CLOSED (IN CAMERA) SESSION ITEMS TO RELEASE TO THE OPEN MEETING

There were no Closed Meeting items for release to the Open Meeting.

RENCONVENE TO THE OPEN MEETING

The Solid Waste Management Plan Steering and Monitoring Committee reconvened to the open meeting at 4:04 pm.

ADJOURNMENT

The Chair adjourned the meeting at 4:05 pm.

Electoral Area Services Committee

Minutes
Thursday, November 15, 2018
RDKB Board Room, 2140 Central Ave., Grand Forks, BC

Directors Present:
Director L. Worley, Chair
Director A. Grieve, via teleconference
Director G. McGregor
Director R. Russell
Director V. Gee

Staff Present:
M. Andison, Chief Administrative Officer
D. Dean, Manager of Planning and Development
T. Sprado, Manager of Facilities and Recreation
F. Maika, Corporate Communications Officer
S. Surinak, Recording Secretary

CALL TO ORDER

Chair Worley called the meeting to order at 4:52 PM.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

November 15, 2018

Moved: Director McGregor Seconded: Director Russell

That the November 15, 2018 Electoral Area Services Agenda be adopted with the following late items added:

6 New Business

J) Decision Making Regarding the Manly Meadows Area

K) LGLA Meetings

Carried.

MINUTES

October 11, 2018

Moved: Director Gee Seconded: Director Russell

That the October 11, 2018 Electoral Area Services meeting minutes be adopted as presented.

Carried.

DELEGATIONS

There were no delegations to this meeting.

UNFINISHED BUSINESS

Memorandum of EAS Committee Action Items

Moved: Director McGregor Seconded: Director Russell

The Memorandum of Committee Action Items were received as presented.

Carried.

NEW BUSINESS

Kate and Ed Garlinge
RE: OCP and Zoning Amendment
1036 Highway 22, Electoral Area 'B'/Lower Columbia-Old Glory
RDKB File: B-Twp9A-10923.400

Moved: Director Russell Seconded: Director McGregor

That the application submitted by Edwin and Katherine Garlinge to amend the Electoral Area 'B'/Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470 and the Electoral Area 'B'/Lower Columbia-Old Glory Zoning Bylaw No. 1540 to create a retreat on the property legally described as Lot 1 Plan NEP88867, TWP9A, KD, Electoral Area 'B'/Lower Columbia-Old Glory be deferred to give staff an opportunity to work with the applicant to further refine the requested amendments.

Carried.

Michael & Deborah Ritchie
RE: Development Variance Permit
375 & 377 Rock Ridge Road, Big White
RDKB File: BW-4109s-07909.422

Moved: Director McGregor Seconded: Director Gee

That the Development Variance Permit application submitted by Deborah Ritchie on behalf of Michael and Deborah Ritchie; and Brody Thomson, to allow for a reduction to the minimum setback into an interior side yard from 4 metres to 2.8 metres; a 1.2 metre variance on the property legally described as Lot 9, Plan KAS2476, District Lot 4109s, SDYD; and a reduction to the interior side yard setback from 4 metres to 0.37 metres; a 3.63 metre variance on the property legally described as Lot 10, Plan KAS2476, District Lot 4109s, SDYD, Big White, Electoral Area 'E'/West Boundary be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support.

Carried.

Kimmar Holdings
RE: Development Permit
81 East Lake Drive, Electoral Area 'C'/Christina Lake
RDKB File: C-9630-04248.005

Moved: Director McGregor Seconded: Director Russell

That the staff report regarding the Development Permit application submitted by Rod Bergum Contracting Ltd., on behalf of Kimmar Holdings Ltd. to construct a single family dwelling in the Environmentally Sensitive Waterfront Development Permit Area on the

parcel legally described as Lot A, Plan EPP13031, DL 963, SDYD, Electoral Area 'C'/Christina Lake, be received.

Carried.

Eric and Brenda Neil
RE: MOTI Subdivision
1853 Galloway Road, Electoral Area A
RDKB File: A-1236-05367.400

Moved: Director Grieve Seconded: Director Russell

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, for the parcel legally described as Lot 178, Plan NEP758B, DL 1236, KD, Electoral Area 'A', be received.

Carried.

DeGirolamo/McPhail
RE: MOTI Subdivision
1956 Fife Rd and 1960 Moro Rd, Electoral Area 'C'/Christina Lake
RDKB File: C-970-04033.000

Moved: Director McGregor Seconded: Director Russell

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision on the parcels legally described as Lot 1, Plan KAP3426, DL 970, SDYD and Lot 1, Plan EPP19056, SDYD, Electoral Area 'C'/Christina Lake be received.

Carried.

Gas Tax Update

A total of $88,159.66 was allocated from the Gas Tax Fund for work to be done on the Rivervale Oasis Sewer Service Booster Pumps. A grant was subsequently received to pay for the said work, and the monies allocated should be moved back to the Gas Tax Fund.

Moved: Director McGregor Seconded: Director Russell

That the Electoral Area Services Committee direct staff to move the Area 'B'/Lower Columbia-Old Glory Rivervale Oasis Sewer Service Booster Pumps committed funds of $88,159.66 to total remaining revenue, and FURTHER, that the Gas Tax update be received.

Carried.

Grant in Aid Update

Moved: Director McGregor Seconded: Director Russell

That the Grant in Aid update be received.

Carried.

Draft Service Work Plans
Draft Work Plans for services that are under the responsibility of the Electoral Area Services Committee were presented.

The Committee discussed the various 2019 Draft Service Work Plans.

2019 Work Plan 002 Electoral Area Administration
2019 Work Plan 014 Area B Recreational Service
2019 Work Plan 023 Christina Lake Programs
2019 Work Plan 024 Christina Lake Recreation Facilities
2019 Work Plan 027 Christina Lake Regional Parks Trails
2019 Work Plan 045 Area 'D' Regional Parks and Trails
2019 Work Plan 051 Christina Lake Fire Protection Service

2019 Work Plan 053 Beaverdell Fire Protection Service

Director Gee asked if the RDKB needs to resource smaller departments more. There was a discussion regarding hiring a consultant to provide a recommendation regarding regional needs.

2019 Work Plan 054 Big White Fire Department

2019 Work Plan 057 Grand Forks Fire Protection Service

The work plan is to include the renewal of the Fire Protection Contract with the City of Grand Forks.

2019 Work Plan 058 Kettle Valley Fire Protection Service
2019 Work Plan 070 East End Animal Control Service

Moved: Director Russell Seconded: Director McGregor

That the Draft Work Plans be amended as discussed and be referred back to a future meeting for further review.

Carried.

Communications Priorities Discussion

Discussion focused on progress on the Corporate Communications Plan, the Board highlights and ensuring information is shared with Municipal Councils.

Manley Meadows Properties and MOTI-Road Access

Moved: Director McGregor Seconded: Director Russell

That staff be directed to communicate to the Ministry of Transportation and Infrastructure that re-zoning of the parcels that remain on evacuation order in the Manly Meadows area is not being considered at this time and FURTHER we need to know whether the Ministry of Transportation and Infrastructure plans to maintain safe year round access to those parcels in order to guide decision-making for impacted property owners.

Carried.

LGLA Meetings

The Directors discussed their preference for attending LGLA Meetings in Richmond (January 18-19) or Kimberley (February 26-28); and the preference is the Richmond meetings. Since those meetings conflict with the presentation of Service Work Plans originally scheduled for January 18-19, that will be shifted to January 25-26.

LATE (EMERGENT) ITEMS

Agricultural Land Commission

A discussion ensued regarding changes at the ALC. Applications are backed up significantly and concern was expressed regarding the ALC shifting away from the use of regional panels.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

There was no discussion of items for future agendas.

CLOSED (IN CAMERA) SESSION

There was no closed (in camera) session required.

ADJOURNMENT

The Chair adjourned the meeting at 7:24 PM

Boundary Community Development Committee

Minutes
Monday, November 19, 2018
Rock Creek Fair Grounds, Rock Creek, BC

Committee members present:
Director G. McGregor, Chair
Director R. Russell
Director V. Gee
Director B. Taylor (left meeting at 1:20 pm)
Director R. Dundson

Staff and others present:
M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Chander, General Manager of Operations/Deputy CAO
J. Dougall, General Manager of Environmental Services
T. Sprado, Manager of Facilities and Recreation
W. McCulloch, Community Futures, Boundary
J. Wetmore, Community Futures Boundary
S. Carlysle-Smith, TOTA
G. Schierbeck, Councillor

CALL TO ORDER

The Chair called the meeting to order at 11:20 am.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the November 19, 2018 meeting of the Boundary Community Development Committee was presented.

The agenda was amended by moving the update from Community Futures, Boundary after the TOTA presentation and by the addition of an update on a proposed collaboration

between Rock Creek Farmers Institute, Osoyoos Credit Union and Area 'E'/West Boundary.

Moved: Director Dunsdon Seconded: Director Russell

That the agenda for the November 19, 2018 meeting of the Boundary Community Development Committee be adopted as amended.

Carried

ADOPTION OF MINUTES

The minutes of the Boundary Community Development Committee meeting held on October 3, 2018 were presented.

Moved: Director Gee Seconded: Director Russell

That the minutes of the Boundary Community Development Committee meeting held on October 3, 2018 be adopted as presented.

Carried

GENERAL DELEGATIONS

Simone Carlysle-Smith, TOTA
Re: MRDT Progress, Budget and Projects and Next Steps

S. Carlysle-Smith, TOTA, provided the Committee members with an update on:
1. current activities,
2. the leveraged budget,
3. Destination BC Open Pool Application,
4. MRDT funds management,
5. Boundary Country Tourism News, and
6. a proposed research partnership.

She was seeking funds from the Boundary Community Development Committee for a new research budget for 2019.

Moved: Director Russell Seconded: Director Dunsdon

The Boundary Community Development Committee recommends that $2,500 be included in the 2019 budget for market research.

Carried

W. McCulloch and J. Wetmore, Community Futures Boundary provided the Committee members with an update on the 468 Insider App and Rural Dividend applications.

Director Gee provided an update on a proposed collaboration between Rock Creek Farmers Institute, Osoyoos Credit Union and Area 'E'/West Boundary.

OLD BUSINESS

M. Andison
Re: Boundary Recreational Trails Master Plan - Phase 2

A staff report from Mark Andison, CAO presented a revised budget and public engagement plan for Phase 2 of the Boundary Recreational Trails Master Plan process, seeking direction of the Boundary Community Development Committee which will be communicated to the consultants undertaking the work on the project.

Moved: Director Russell Seconded: Director Gee

The Boundary Community Development Committee approves amending the Trails Master Plan contract to allow for up to four additional community meetings and up to four additional open houses, pending clarity on the implications of these changes to the budget and pending confirmation that the province will financially support the development of the Trails Master Plan for the Regional District of Kootenay Boundary.

Carried

NEW BUSINESS

J. Dougall
Re: 2019 Mosquito Control Service (080) Work Plan - Grand Forks/Area 'D'

The 2019 Mosquito Control Service (080) Work Plan was attached for information.

Moved: Director Taylor Seconded: Director Russell

That the 2019 Mosquito Control Service (080) Work Plan be received as presented and referred to a future meeting.

Carried

T. Sprado
Re: 2019 Grand Forks & Area 'D' Recreation Program Service (021) Work Plan

The 2019 Grand Forks & Area 'D' Recreation Program Service (021) Work Plan was attached for information.

Moved: Director Russell Seconded: Director Taylor

That the 2019 Grand Forks & Area 'D' Recreation Programs Service (021) Work Plan be received as presented and referred to a future meeting.

Carried

T. Sprado
Re: 2019 Grand Forks Arena Service (030) Work Plan

The 2019 Grand Forks Arena Service (030) Work Plan was attached for information.

Moved: Director Russell Seconded: Director Taylor

That the 2019 Grand Forks Arena Service (030) Work Plan be received as presented and referred to a future meeting.

Carried

T. Sprado
Re: 2019 Grand Forks Curling Rink Service (031) Work Plan

The 2019 Grand Forks Curling Rink Service (031) Work Plan was attached for information.

Moved: Director Russell Seconded: Director Taylor

That the 2019 Grand Forks Curling Rink Service (031) Work Plan be received as presented and referred to a future meeting.

Carried

T. Sprado
Re: 2019 Grand Forks Aquatic Centre Service (040) Work Plan

The 2019 Grand Forks Aquatic Centre Service (040) Work Plan was attached for information.

Moved: Director Russell Seconded: Director Taylor

That the 2019 Grand Forks Aquatic Centre Service (040) Work Plan be received as presented and referred to a future meeting.

Carried

J. Chandler
Re: 2019 Boundary Animal Control Service (071) Work Plan

The 2019 Boundary Animal Control Service (071) Work Plan was attached for information.

Moved: Director Russell Seconded: Director McGregor

That the 2019 Boundary Animal Control Service (071) Work Plan be received as presented and referred to a future meeting.

Carried

J. Chandler
Re: 2019 Boundary Transit Service (950) Work Plan

The 2019 Boundary Transit Service (950) Work Plan was attached for information.

Moved: Director Russell Seconded: Director Taylor

That the 2019 Boundary Transit Service (950) Work Plan be received as presented and referred to a future meeting.

Carried

D. Dean
Re: 2019 Boundary Integrated Watershed Service (170) Work Plan

The 2019 Boundary Integrated Watershed Service (170) Work Plan was attached for information.

Moved: Director Russell Seconded: Director Dunsdon

That the 2019 Boundary Integrated Watershed Service (170) Work Plan be received as presented and referred to a future meeting.

Carried

West Boundary Rec Grant Application
Re: Community Consultative Group

A grant application from the Community Consultative Group was attached for the Committee's consideration.

Moved: Director Gee Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors approve the grant application from the Community Consultative Group in the amount of $500 for a New Years Family Fun Skate.

Carried

West Boundary Rec Grant Application
Re: Midway Ladies Hockey

A grant application from Midway Ladies Hockey was attached for the Committee's consideration.

Moved: Director Gee Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors approve the grant application from Midway Ladies Hockey in the amount of $1,500 to reduce the cost of hockey and make it affordable for all women in the Boundary area.

Carried

West Boundary Rec Grant Application
Re: Boundary Youth Soccer Association

A grant application from the Boundary Youth Soccer Association was attached for the Committee's consideration.

Moved: Director Gee Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors approve the grant application from Boundary Youth Soccer Association in Grand Forks in the amount of $2,000 for operational expenses, uniforms, equipment, insurance, coach and referee training and gym rentals.

Carried

LATE (EMERGENT) ITEMS

There were no late (emergent) items for discussion.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

A discussion of items for future agendas was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 1:40 pm.

Beaver Valley Regional Parks, Trails and Recreation Committee
Minutes
Tuesday, December 11, 2018
RDKB Committee Room, Trail, BC

Committee members present:
Director A. Grieve, Chair
Director M. Walsh
Director S. Morissette

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 December 11, 2018 Beaver Valley Regional Parks, Trails and Recreation Committee meeting was presented.

The agenda was amended with the addition of late items: contract renewal for the Beaver Valley Age Friendly coordinator position and recognition of the coach of the Beaver Valley Nitehawks.

Moved: Director Walsh Seconded: Director Morissette

That the agenda for the December 11, 2018 Beaver Valley Regional Parks, Trails and Recreation Committee meeting be adopted as amended.

Carried

Moved: Director Morissette Seconded: Director Walsh

The Beaver Valley Regional Parks, Trails and Recreation Committee supports an extension of the contract for the position of the Beaver Valley Age Friendly Coordinator position.

Carried

Director Morissette and M. Daines, Manager of Facilities and Recreation will meet with J. Fowler and secure a contract for a minimum of two years.

Moved: Director Morissette Seconded: Director Walsh

The Beaver Valley Regional Parks, Trails and Recreation Committee approves up to $1,000 for the recognition event for T. Jones, Nitehawks coach.

Carried.

ADOPTION OF MINUTES

The minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on October 30, 2018 were presented.

Moved: Director Walsh Seconded: Director Morissette

That the minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on October 30, 2018 be adopted as presented.

Carried

ELECTION OF VICE-CHAIR

Chair Grieve called a first time for nominations for the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2019.

Moved: Director Morissette

That Director Walsh be nominated as the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2019.

Carried

Chair Grieve called a second time for nominations for the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2019.

Chair Grieve called a third and final time for nominations for the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2019. Hearing none, she closed nominations and declared Director Walsh as the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2019 by acclamation.

DELEGATIONS

There were no delegations present.

UNFINISHED BUSINESS

There was no unfinished business for discussion.

NEW BUSINESS

M. Daines
Age Friendly Report - Jayme Fowler, Beaver Valley Age Friendly Coordinator

The Age Friendly Report from Jayme Fowler, Beaver Valley Age Friendly Coordinator was presented.

The Report will be included on agendas going forward.

Moved: Director Walsh Seconded: Director Morissette

That the Age Friendly Report by Jayme Fowler presented to the Beaver Valley Regional Parks, Trails and Recreation Committee be received.

Carried

A. Grieve
Re: Discussion on Parking at Arena

The Committee members discussed the parking at the Beaver Valley Arena and suggested that Staff look into the cost of hiring someone to plow the alley for extra parking.

Moved: Director Morissette Seconded: Director Walsh

The Beaver Valley Regional Parks, Trails and Recreation Committee directs staff to provide the Committee with an estimate of costs associated with plowing the alley at the Beaver Valley Arena and report back to the Committee members.

Carried

M. Daines
Re: 2nd Draft of Beaver Valley Recreation Work Plan

A staff report from Mark Daines, Manager of Facilities and Recreation, regarding the 2nd draft of the 2019 Work Plans for the Beaver Valley Regional Parks, Trails and Recreation Service was presented.

At the request of the Beaver Valley Regional Parks, Trails and Recreation Committee, the Chair requested that a survey on recreation be completed in 2019 to gauge the interests of the residents in the communities of Area A, Fruitvale and Montrose. The 2019 Beaver Valley Recreation Work Plan has been amended to reflect this request.

Moved: Director Walsh Seconded: Director Morissette

That the RDKB Beaver Valley Regional Parks, Trails and Recreation Committee receives the 2nd Draft of the Beaver Valley Recreation 2019 Work Plan.

Carried

M. Daines
Re: 2nd Draft of Beaver Valley Recreation 2019 Provisional Budgets

A staff report from Mark Daines, Manager of Facilities and Recreation regarding a second draft of the Beaver Valley Recreation provisional budgets was presented.

Moved: Director Morissette Seconded: Director Walsh

That the Beaver Valley Regional Parks, Trails and Recreation Committee receive the 2nd Draft of the 2019 preliminary Beaver Valley Recreation Budgets as presented and referred to a future meeting.

Carried

LATE (EMERGENT) ITEMS

There were no late (emergent) items for discussion.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

The Committee proposed that the June 2019 Beaver Valley Regional Parks, Trails and Recreation Committee meeting be held at the Beaver Valley Family Park.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 1:00 pm.

East End Services Committee

Minutes
Tuesday, December 11, 2018
RDKB Trail Board Room

Committee members:
Director A. Grieve - Chair
Director L. Worley
Director M. Walsh
Director S. Morissette
Director R. Cacchioni
Director A. Morel
Alternate Director A. Parkinson

Staff present:
M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Chandler, General Manager of Operations/Deputy CAO
D. Derby, Regional Fire Chief
F. Maika, Corporate Communications Officer
B. Reilly, Victims Services Coordinator
Sergeant M. Wicentowich, RCMP
Alternate Director B. Edwards

Call to Order

The Chair called the meeting to order at 4:30 pm.

Acceptance of the Agenda (additions/deletions)

The agenda for the December 11, 2018 East End Services Committee meeting was presented.

The agenda was amended with the addition of discussions on:

1. Moving Trail transit exchange site,
2. Organics diversion,
3. Groutage Avenue Apartments, and
4. Fire Department and Building Inspector.

The agenda was also amended by moving the Victims Services discussion to the beginning of the agenda.

Moved: Alternate Director Parkinson Seconded: Director Cacchioni

That the agenda for the December 11, 2018 East End Services Committee meeting be adopted as amended.

Carried

Minutes

The minutes of the East End Services Committee meeting held on September 18, 2018 were presented.

Moved: Director Walsh Seconded: Director Morel

That the minutes of the East End Services Committee meeting held on September 18, 2018 be adopted as presented.

Carried

Delegations

There were no delegations present.

Unfinished Business

There was no unfinished business for discussion.

New Business

B. Reilly, Greater Trail Victim Services Program Manager
Sergeant M. Wicentowich - RCMP
Re.: Draft 2019 Greater Trail Victim Services (009) Work Plan

The Draft 2019 Greater Trail Victim Services (009) Work Plan was presented for information.

Moved: Director Worley Seconded: Director Walsh

That the Draft 2019 Greater Trail Victim Services (009) Work Plan be received as presented and referred to a future meeting.

Carried

Moved: Director Cacchioni Seconded: Director Morissette

That the East End Services Committee Chair draft a letter to the appropriate Ministry, given the historical significance of the grant process over the last ten years, asking for a review and a substantial increase in the amount of money for Victims Services.

Carried

Moved: Director Worley Seconded: Alternate Director Parkinson

The East End Services Committee directs staff to prepare a request to meet with the appropriate Ministry at the UBCM to discuss Victims Services.

Carried

M. Daines, Manager of Facilities and Recreation
Re: Draft 2019 Culture, Arts and Recreation Service - Lower Columbia (018) Work Plan

The Draft 2019 Culture, Arts and Recreation Service - Lower Columbia (018) Work Plan was presented for information.

Moved: Director Cacchioni Seconded: Director Worley

That the Draft 2019 Culture, Arts and Recreation Service - Lower Columbia (018) Work Plan be received as presented and referred to a future meeting.

Carried

D. Derby, Regional Fire Chief
Draft 2019 Kootenay Boundary Regional Fire Rescue Service (050) Work Plan

The Draft 2019 Kootenay Boundary Regional Fire Rescue Service (050) Work Plan was presented for information.

Moved: Director Cacchioni Seconded: Alternate Director Parkinson

That the Draft 2019 Kootenay Boundary Regional Fire Rescue Service (050) Work Plan be received as presented and referred to a future meeting.

Carried

J. Chandler, GM Operations / Deputy Chief Administrative Officer
Re: Draft 2019 East End Animal Control Service (070) Work Plan

The Draft 2019 East End Animal Control Service (070) Work Plan was presented for information.

Moved: Director Walsh Seconded: Alternate Director Parkinson

That the Draft 2019 East End Animal Control Service (070) Work Plan be received as presented and referred to a future meeting.

Carried

J. Chandler, GM Operations / Deputy Chief Administrative Officer
Re: Draft 2019 East End Transit Service (900) Work Plan

The Draft 2019 East End Transit Service (900) Work Plan was presented for information.

Moved: Director Worley Seconded: Director Morel

That the Draft 2019 East End Transit Service (900) Work Plan be received as presented and referred to a future meeting.

Carried

D. Derby, Regional Fire Chief
Re: BC Emergency Health Services Fruitvale Lease Agreement Renewal

A staff report from Dan Derby, Regional Fire Chief regarding the renewal of the BC Emergency Health Services (BCEHS) lease agreement for co-location in the Fruitvale fire hall was presented.

Moved: Director Worley Seconded: Director Cacchioni

That the Regional District of Kootenay Boundary Board of Directors approve the lease agreement renewal with BC Emergency Health Services for co-location in the Fruitvale Fire Station for a term commencing September 1, 2018 and expiring August 31, 2023. **FURTHER** that the Board of Directors authorizes the RDKB's signatories to sign and enter the agreement.

Carried

Information
Re: Letter of Support - Montrose to FortisBC - Power Upgrades

Moved: Director Worley Seconded: Director Cacchioni

That the East End Services Committee receive the letter of support from the Village of Montrose to FortisBC regarding upgrades to the Beaver Creek Electric Sub-station.

Carried

Information
Re: Letter - Mayor Moore to Thomas - Trail Transit Services

Moved: Director Morel Seconded: Director Cacchioni

That the East End Services Committee receive the letter from Mayor K. Moore, City of Rossland to S. Thomas, Trail Transit Services regarding changes to bus schedules.

Carried

Moved: Director Cacchioni Seconded: Director Morel

That the East End Services Committee send a letter to BC Transit and Trail Transit in support of the City of Rossland's request to consider adjusting the schedule to accommodate workers and economic development.

Carried

Appointment to the West Kootenay Transit Committee

Moved: Director Worley Seconded: Director Walsh

That Director Cacchioni and Alternate Director Parkinson be appointed to the West Kootenay Transit Committee for the term 2018-2020.

Carried

Inspection of the Groutage Avenue Apartments

Director Cacchioni brought the condition of the Groutage Avenue Apartments to the Committee's attention. D. Derby, Regional Fire Chief, provided the Committee with pictures of the apartments.

Discussion of items for future agendas

1. Organics Diversion
2. Removal of the transit exchange site.

Question Period for Public and Media

A question period for public and media was not required.

Closed (In camera) Session

Proceed to the closed (in camera) meeting pursuant to Section 90 (1) g of the *Community Charter*.

Moved: Director Worley Seconded: Director Morissette

That the East End Services Committee proceed to a closed meeting pursuant to Section 90 (1) (g) of the *Community Charter* at 6:00 pm.

Carried

The East End Services Committee reconvened to the open meeting at 6:27 pm.

Adjournment

The meeting was adjourned at 6:27 pm.

LWMP Stage 3 Steering Committee
Minutes
Thursday, November 1, 2018
RDKB Boardroom, Trail BC

Committee members present:
Director M. Martin, Chair
Director L. Worley
Director D. Langman
Director L. McLellan

Staff and others present:
G. Denkovski, Manager of Infrastructure and Sustainability
M. Forster, Executive Assistant/Recording Secretary
J. Dougall, General Manager of Environmental Services
G. Wiebe, Engineering and Safety Coordinator
A. Bennett, WSP (OPUS) – by teleconference
R. Ward, WSP (OPUS)

CALL TO ORDER

The Chair called the meeting to order at 12:05 pm.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the November 1, 2018 LWMP Stage 3 Steering Committee meeting was presented.

Moved: Director Worley Seconded: Director Langman

That the agenda for the November 1, 2018 LWMP Stage 3 Steering Committee meeting be adopted as presented.

Carried

ADOPTION OF MINUTES

The minutes for the LWMP Stage 3 Steering Committee October 3, 2018 were presented. Staff attendance will be added and revisions will be made to the CPCC Upgrade Detailed Design Update section by deleting the reference made to Class A estimates.

Moved: Director Langman Seconded: Director McLellan

That the minutes of the LWMP Stage 3 Steering Committee October 3, 2018 meeting be adopted as amended.

Carried

UNFINISHED BUSINESS

G. Denkovski
CPCC Upgrade 60% Design Review Meeting Minutes October 4, 2018 Meeting minutes from the October 4, 2018 60% design review meeting with Staff.

Moved: Director Worley Seconded: Director Langman

That the minutes from the Staff October 4, 2018 60% design review meeting be received.

Carried

NEW BUSINESS

G. Denkovski
CPCC Upgrade Detailed Design Update
The WSP Progress Update, Progress Memo, Progress summary reports and Schedule regarding the CPCC upgrade detailed design was presented.

Moved: Director Worley Seconded: Director Langman

The WSP Progress Update, Progress Memo, Progress summary reports and Schedule regarding the CPCC upgrade detailed design be received.

Carried

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

A discussion of items for future meetings was not required.

CLOSED (IN CAMERA) SESSION

Moved: Director McLellan Seconded: Director Langman

That the LWMP Stage 3 Steering Committee convene to a closed (in camera) session pursuant to Section 90 (1) (k) of the Community Charter at 12:41 pm.

Carried

ADJOURNMENT

There being no further business, the LWMP Stage 3 Steering Committee was adjourned at 1:00 pm.

Electoral Area "C" Parks & Recreation Commission
Regular Meeting
Wednesday, November 14, 2018
Welcome Centre
8:00 AM

AGENDA

1. CALL TO ORDER

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

- The agenda for the November 14, 2018 Christina Lake Parks & Recreation Commission meeting is presented.

Recommendation: That the agenda for the November 14, 2018 Christina Lake Parks & Recreation Commission meeting be adopted as presented.

3. ADOPTION OF MINUTES

- The minutes of the Christina Lake Parks & Recreation Commission meeting held on October 10, 2018 are presented. **Pgs 1-3**

Recommendation: That the minutes for the Christina Lake Parks & Recreation Commission meeting held on October 10, 2018 be adopted as presented.

4. TRAILS PRESENTATION:

- Josh Strzelec

5. OLD BUSINESS

- Christina Lake Community and Nature Park-**Report-Pgs 4-23**
- Pedestrian Bridge-Grant Opportunities-**Package-Pgs24-45**
- Crosswalk/Speed Limit Petition-Delegation **at 9:30am-Pgs-46-47**

6. NEW BUSINESS-N/A

7. INFORMATIONAL ITEMS

A. Financial Plan

- 2018 – RDKB Financial Statement – September Statements-**Pgs 48-50**

B. Correspondence-N/A

C. Project Updates

- **Kettle River Walk Trail-**Phone Meeting with Osoyoos Indian Band
- **Trail Development from Cove Bay to Brown Rd-** Josh Strzelec
- **Pickleball Court Expansion-**
  - Fitness Equipment has been moved/rock wall has been constructed/Trees have been relocated

D. Sub Committee Report

- **COP Update- Dave Beattie-**Truck has been stored in covered area
- **Trails – Josh Strzelec**- Presentation on 2018 Trails

E. Staff Monthly Report/Community Events Report

- **Recreation Program –**
  - November Flyer-**Pgs 51-52**
  - Christmas Dinner- RSVP by Thursday: November 22, 2018
  - Dueling Oaks – Wednesday: December 5- 6pm Cocktails/6:30pm Dinner
- **Park Maintenance –Yearend Report-Pgs 53-58**
- **Community Coordinator Report –** Update

8. LATE EMERGENT ITEMS

9. DISCUSSION OF ITEMS FOR FUTURE MEETINGS

10. QUESTION PERIOD FOR PUBLIC MEDIA

11. DELEGATION: 9:30am - Speed Limit Reduction/Crosswalk

- **Ministry of Transportation: Hugh Eberle, Dennis Kurylowich, Ryan Oakley**

12. ADJOURNMENT

Electoral Area "C" Parks & Recreation Commission
Regular Meeting
Wednesday, November 14, 2018
Christina Lake Fire Hall
8:00 AM

MINUTES

Recreation Commission Members present:

Present	Absent
Brenda Auge	
Carlo Crema	
Dave Beattie	
Dianne Wales	
Joe Sioga	
Josh Strzelec	
Liz Stewart	
Paul Beattie	
Randy Gniewotta	

Staff and others present:

RDKB Staff
Tom Sprado/Lilly Bryant
Area Director
Grace McGregor
Guest
Donna Wilchynski-Absent

1. CALL TO ORDER-

- The Chair called the meeting to order at 8:01am

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

The agenda for the November 14, 2018 Christina Lake Recreation Commission meeting is presented.

Additions: #8 : Late Emergent Items: A. Cascade Cemetery Kiosk
B. Heritage Service Budget

32-18 Moved: Benda Auge Seconded: Liz Stewart

That the agenda for the November 14, 2018 Christina Lake Recreation Commission meeting be adopted as amended.

Carried

3. ADOPTION OF MINUTES

The minutes of the Christina Lake Recreation Commission meeting held on October 10, 2018 are presented.

33-18 Moved: Carlo Crema Seconded: Randy Gniewotta

That the minutes for the Christina Lake Recreation Commission meeting held on October 10, 2018 be adopted as presented.

Carried

4. TRAILS PRESENTATION:

- Josh Strzelec- Excellent Presentation – Before and after pictures of the trails that were upgraded and maintained
- Included a budget breakdown for each trial that was cleared and maintained this past season
- Averaged Trail maintenance for 55 days with 2 people

5. OLD BUSINESS

- **Christina Lake Community and Nature Park-**
  - Christina Lake Park Viewing dock Analysis was provided by George Harris
  - Three options and locations were provided
  - Option A (Linear Design) was the more practical choice but with a 75 foot board walk with a sitting View T extending out into the water
  - Location 2 was the preferred location for the board walk
- George Harris to provide an updated report for the January meeting
- **Pedestrian Bridge-Grant Opportunities-**
  - Staff provided a 2nd Grant opportunity called the Canada-British Columbia Investing in Canada Infrastructure -Rural and Northern Communities Grant which provides 100% funding for infrastructure projects.
  - Deadline is: January 23, 2019
  - Will require a letter of support from the RDKB board before the end of December

- **Crosswalk/Speed Limit Petition-Delegation**
  - Received 842 signature from the community

6. NEW BUSINESS-N/A

7. INFORMATIONAL ITEMS

A. Financial Plan

- 2018 – RDKB Financial Statement –Received for Information

B. Correspondence-N/A

C. Project Updates

- **Kettle River Walk Trail-**Phone Meeting with Osoyoos Indian Band
  - Very positive call
  - Miranda/Amanda would like more information about the trail, location/mapping etc.
  - The letters /application were resent directly to the Osoyoos Band office
  - They would like to walk the Trail this fall
  - An AIA will need to be done
  - The trail can be rerouted if needed
  - Would like to promote the Historical sites if any

- **Trail Development from Cove Bay to Brown Rd-** Josh Strzelec **– N/A**

- **Pickleball Court Expansion-**
  - Fitness Equipment has been moved/rock wall has been constructed/Trees have been relocated
  - An updated quote from Sport Coat is required
  - Updated quote from Power Paving is required
  - Contact Yellowhead Road & Bridge Contractor – The company is interested in Community Projects-(Paving Pickleball Courts/Welcome Centre Parking Lot)

D. Sub Committee Report

- **COP Update- Dave Beattie-**
  - Will forward new coordinator name when assigned

- **Trails – Josh Strzelec**- Presentation on 2018 Trails
  - Area C Director Grace McGregor will support through Grant-In –Aid the purchase of a drone to assist with trail maintenance.
  - Staff will apply for the Grant In Aid on behalf of the Electoral C Parks & Recreation Commission for up to $2000 through Area C Grant-In–Aid

E. Staff Monthly Report/Community Events Report

- **Recreation Program –**
  - November Flyer-
  - Christmas Dinner- RSVP by Thursday: November 22, 2018
  - Dueling Oaks – Wednesday: December 5- 6pm Cocktails/6:30pm Dinner
- **Park Maintenance –Yearend Report-**
  - Included the yearend and past years comparison
- **Community Coordinator Report –**N/A

8. **DELEGATION: 9:30am - Speed Limit Reduction/Crosswalk**

Ministry of Transportation: Hugh Eberle, Dennis Kurylowich, Ryan Oakley

Crosswalk at the Kimura Rd and Santa Rosa Rd Intersection

- Discussed the concerns with the public crossing to access the amenities for the community (Grocery Store/Post Office).
- Only one side of the Bridge has the walkway which is the other side of the amenities
- MOT has agreed to apply for funding in the 2019 Budget to install a crosswalk with overhead signs/LED lights in Christina Lake at the junction of Kimura Rd and Santa Rosa Rd Intersection
- The speed limit change will remain the same with reductions in the summer to 60km/hour and increasing in the fall to 70km/hour
- MOT will provide a letter of support for the Pedestrian Bridge grant application
- MOT would like to be part of an open house/School event to help promote the use of the new crosswalk

9. LATE EMERGENT ITEMS

A. Paul Beattie presented a Kiosk project for the Cascade Cemetery. The Woodworking Gilt is interested in constructing a Bench with a roof which would include the names of family members who have been located in the cemetery.
Paul Beattie will provide drawings and a the cost of the project at the January meeting

B. Area "C" Director Grace McGregor indicated there is a Heritage Service Budget established and she will be providing tax funding to maintain the Cascade Cemetery Site.

10.DISCUSSION OF ITEMS FOR FUTURE MEETINGS

11.QUESTION PERIOD FOR PUBLIC MEDIA

_____ _____

Lilly Bryant, Recording Secretary Dianne Wales, Chairperson

Grand Forks & District Recreation Commission
Regular Meeting
Thursday, November 8, 2018

David Borchelt Meeting Room (Arena)
8:45 AM

AGENDA

1. CALL TO ORDER

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

- The agenda for the November 8, 2018 Grand Forks and District Recreation Commission meeting is presented.

Recommendation: that the agenda for the November 8, 2018 Grand Forks and District Recreation Commission meeting be adopted as presented.

3. DELEGATION –Agricultural Society Representative

- Graham Watt Learning Garden update report-**Pg1**
- Learning Garden Partnership Agreement-**Pgs2-13**

4. ADOPTION OF MINUTES

- The minutes of the Grand Forks and District Recreation Commission meeting held on October 11, 2018 are presented. **Pgs-14-16**

Recommendation: that the minutes for the Grand Forks and District Recreation Commission meeting held on October 11, 2018 be adopted as presented.

5. OLD BUSINESS

- **Facility Condition Assessment** – Capital Reserve tables-**TBD**
  - Facility Condition Assessment **Report-Pgs17-21**
  - Stephenson Engineering Report- Jack Goddard Memorial Arena-**Report-Pgs22-37**
  - Grand Forks Aquatic Centre-**Report-Pgs38-47**
- **Arena:**
  - Honorary Jerseys –Ongoing
- **Aquatic Centre**
  - Aquatic Centre 2019 pool Deck Rehabilitation Program & Requisition Increase- Needs to be signed off at the next Regional Board meeting- Date is undetermined at this time
- **Learning Garden:**
  - Delegation Above

6. NEW BUSINESS-N/A

7. INFORMATIONAL ITEMS

A. Financial Plan

- 2018 – RDKB Financial Income Statement- **Pgs48-50**
- YTD-2018 Revenue Report-GFREC-**Pg51**
- YTD-2018 Arena Attendance/ Revenue Report- **Pg52**
- YTD/Oct 2018 -Aquatic Attendance/Revenue Report –**Pg53-54**
- YTD-Oct 2018-Comparison Program Statistics Report –Aquatics-**Pg55**
- YTD-Oct 2018-Jack Goddard Memorial Arena Usage Stats-**Pg56**

B. Drop In Fee Comparison for the Arena and Aquatic Centre-Report-Pg57-58

C. Membership Appointment & Term to the Recreation Commission-Report-Pg59-60

D. Correspondence- Grand Forks Skating Club Ice Show Requests

- Waiving Fees for Ice- March 9,2019-**Pg61**
- Requirements for Show
- Staff report to follow for next meeting

E. Supervisor Reports

- Aquatic Maintenance Coordinator –**Pgs62-63**
- Aquatic Program Coordinator –**Pgs64-65**
- Arena Maintenance Chief Engineer –**Pgs66-69**
- Recreation Program Services Supervisor
    - Fall Program Update-**Pgs70-74**
    - November Flyer- **Pgs75-78**
    - Christmas Dinner Booked at the Thyme and Plate-
        - Choose three options from the Menu-P**gs-79-80**

8. LATE EMERGENT ITEMS

- **Reschedule January 10 to January 17, 2019**

9. ROUND TABLE

- School District # 51-
- Library and Arts Societies (Culture) - None
- Recreation and Culture Committee of City Council-
- Community Members at Large-

10.DISCUSSION OF ITEMS FOR FUTURE MEETINGS

11.QUESTION PERIOD FOR PUBLIC MEDIA

12.CLOSED (IN CAMERA) SESSION

13. ADJOURNMENT

Grand Forks & District Recreation Commission
Regular Meeting
Thursday, November 8, 2018
David Borchelt Meeting Room
(Arena Viewing Room)
8:45 AM

Minutes

Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held November 8, 2018 in the Jack Goddard Memorial Arena

Present	**Absent**
Bob MacLean	Julia Butler
Brian Noble	Terry Doody-Advised
Dean Engen	Teresa Rezansoff –Advised
Eric Gillette	
Nigel James	
Roly Russell- Advised Late	
Susan Routley	

Staff
Tom Sprado/Lilly Bryant

1. CALL TO ORDER

Meeting was called to order at **8:45am**

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

The agenda for the November 8, 2018 Grand Forks and District Recreation Commission meeting is presented.

Addition 1: #7D: Information Items: Correspondence-
Email from the City of Golden as per the Grand Forks Skating Club Request
Addition 2: # 8: Late Emergent Item:
Email to confirm the Sale of the Old Score clock

Recommendation: that the agenda for the November 8, 2018 Grand Forks and District Recreation Commission meeting be adopted as Amended.

25-18 Moved: Nigel James Seconded: Eric Gillette

Carried

3. DELEGATION –Agricultural Society Representative

- Representative did not attend
- Graham Watt Learning Garden update report - reviewed
- Learning Garden Partnership Agreement - reviewed
- It was agreed to postpone a discussion until The Agricultural Society and or the learning Garden group has an opportunity to attend a Recreation Commission meeting with their intent.

4. ADOPTION OF MINUTES

- The minutes of the Grand Forks and District Recreation Commission meeting held on October 11, 2018 are presented.

Recommendation: that the minutes for the Grand Forks and District Recreation Commission meeting held on October 11, 2018 be adopted as presented.

26-18 Moved: Eric Gillette **Seconded: Bob Maclean**

Carried

5. OLD BUSINESS

- **Facility Condition Assessment –Staff Report**-
  - The Facility Assessment reports from Stephenson Engineering for the Grand Forks Aquatic Centre and The Jack Goddard Memorial Arena were reviewed
  - Staff will be attending a meeting on Monday, November 19th with Area /City Reps in Rock Creek to discuss the Facility Assessment reports and Assets and how to move forward with recommendations.

- **Arena:**
  - Honorary Jerseys – Project is ongoing over the season

- **Aquatic Centre**
  - Aquatic Centre 2019 Pool Deck Rehabilitation Program & Requisition Increase-Meeting to be held on December 10th to approve the 25% requisition increase for the pool deck replacement to project to move forward

- **Learning Garden:**
  - The lease agreement was included and a email from Graham Watt was included explaining the intent for the site

6. NEW BUSINESS –N/A

7. INFORMATIONAL ITEMS

A. Financial Plan – Received for Information

- 2018 – RDKB Financial October Income Statement
- YTD-2018 Revenue Report-GFREC
- YTD-2018 Arena Attendance/ Revenue Report
- YTD/October 2018 -Aquatic Attendance/Revenue Report
- YTD/October 2018- Aquatic Comparison Program Statistics Report
- YTD- October–Jack Goddard Memorial Arena Usage stats

B. Drop In Fee Comparison for the Arena and Aquatic Centre:

- Reviewed the comparison for arena and Aquatic drop In admissions. It was suggested that staff review an unlimited family pass that can be used at the Arena and Aquatic Centre for drop in skating and swimming.

Recommendation, that staff create an unlimited pass to be used for drop in Hockey/Skating and swimming sessions for the Grand Forks Aquatic Centre and the Jack Goddard Memorial Arena.

27-18 Moved: Brian Noble Seconded: Nigel James

Carried

And

Recommendation that the same 25% discount off senior single pool admissions sale be offered on the Senior Men's Hockey drop in admission rate as part of the yearend pass sale.

28-18 Moved: Eric Gillette Seconded: Bob Maclean

Defeated

C. Membership Appointment & Terms to the Recreation Commissions: Received for Information

- A review table was presented to show where each member is in their term
- A Thank you card will be presented at the Recreation Commission's Christmas Dinner

D. **Correspondence-Grand Forks Skating Club –Ice Show Request**

Recommendation: that staff provide a report for January meeting with the cost breakdown for the ice show requests and what the status of the Club is at that time

28-18 Moved: Roly Russell Seconded: Susan Routley
Carried

Dismissed from Meeting

Susan Routley- 10:30am
Dean Engen- 10:47am

Vice chairperson: Brian Noble-continued the meeting

E. Supervisor Reports - Received for Information

- Aquatic Maintenance Coordinator
- Aquatic Program Coordinator
- Arena Maintenance Chief Engineer
- Recreation Program Services Supervisor
    - Fall Program/October Flyer Update
    - Christmas Dinner Date and Location- December 6th Thyme & Plate- RSVP by November 22, 2018

F. LATE EMERGENT ITEMS- Old Score Clock Sale

Recommendation, that staff complete the sale for the old score clock for the price of $500.

29-18 Moved: Bob Maclean Second: Nigel James

Carried

G. ROUND TABLE

- School District # 51- None
- Library and Arts Societies (Culture) - None
- Recreation and Culture Committee of City Council - None
- Community Members at Large-
    - Discussion about the Pump House in the Arena Parking Lot

ADJOURNMENT

30-18 Moved: Nigel James

That the meeting be adjourned

Carried

Lilly Bryant, Recording Secretary

Dean Engen, Chairperson
Brian Noble, Vice Chairperson

CHRISTINA GATEWAY COMMUNITY DEVELOPMENT ASSOCIATION

1675 Highway 3 Christna Lake, BC V0H1E2
Website: www.christinagateway.ca
PH: +250 447 6165 EM: coordinator@christinalake.ca

January 8, 2019

Parks and Recreation Commission
Christina Lake, BC
V0H 1E0

Dear Parks and Recreation Commission

Re: Swimming Dock at Christina Lake Provincial Park (Public Beach)

At today's regular meeting of Gateway, it was voted unanimously to write to the Christina Lake Parks and Recreation to formally request the feasibility of placing a swim dock at the public beach.

Christina Lake is a tourist destination with a beautiful public beach as our biggest asset and tourist draw. To place a swim dock at the public beach (Christina Lake Provincial Park) south end would add to the already much used public beach area and would be a definite tourist and resident draw to further enjoy our lake.

We ask that this be put forward to BC Parks as a formal request.

Thank you for your time.

Sincerely,

Nola Delaye
President

ELECTORAL AREA 'D'/RURAL GRAND FORKS

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, January 8, 2019 at the RDKB Office – Grand Forks, commencing at 7:00 p.m.

PRESENT:	Deb Billwiller, Kathy Hutton, Rod Zielinski, Brian Noble, Della Mallette, Lynn Bleiler
ABSENT:	
RDKB DIRECTOR:	Roly Russell
RDKB STAFF:	Donna Dean
GUESTS:	Lesley Matthews, Edith MacAllister, David Reid

1. CALL TO ORDER

The meeting was called to order at 7:02 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

Moved: Hutton; **seconded:** Noble that the agenda be adopted as presented. **Carried.**

3. ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

All positions were acclaimed:
Chair: Rod Zielinski
Vice-Chair: Kathy Hutton
Secretary: Deb Billwiller

4. ADOPTION OF MINUTES

Moved: Mallette: **seconded:** Noble that the minutes of the November 6, 2018 Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission Minutes be adopted as circulated. **Carried.**

5. DELEGATIONS - None

6. OLD BUSINESS /UPDATES TO APPLICATIONS AND REFRRALS

a) Draft Zoning Bylaw

Because a number of members did not have adequate time to study Draft 7 of the zoning bylaw, and also due to the lengthy agenda it was decided that Donna would discuss the zoning bylaw with Edith and Lesley (members of the OCP and Zoning Bylaw steering committee) in a separate room while the members continued with the regular business. Current APC members will have another month to go over Draft 7 and it will be discussed at the February, 2019 meeting.

b) Vaagen Fibre Canada

RE: Response Letter – West Boundary Community Forest – 2018-2023 Forest Stewardship Plan

It was noted that the response letter was dated the day before our Nov. 6, 2018 meeting at which we had several comments that we would like to be sure were forwarded to Vaagen Fibre Canada.

On a side note, Lynn spoke with regards to The Grand Forks Flood, Forests, & Forestry presentation and workshop on Jan. 22, 2019 at the USCC hall from 6 – 9 p.m. and encouraging everyone to attend.

7. NEW BUSINESS

a) David & Nicole Reid

RE: ALC – Land Exclusion
RDKB File: D-332-02612.050

The subject property does not meet the minimum parcel size for agricultural land, nor do most other properties in the area. The soil is poor, a major road divides the property in two and excluding the property from the ALR would have no impact on agriculture in the area.

Moved: Hutton; **seconded:** Noble that we support this application for the above reasons. **Carried.**

b) Danna O'Donnell
RE: ALC Non Farm Use
RDKB File: D-184-01871.000

After much discussion regarding building size, setting of precedents, and the inconsistencies in the application it was:

Moved: Hutton; **seconded:** Mallette that we not support this application due to the size of the building and the cement floor. **Defeated.**

Further discussion included the importance maintaining the viability of a family farm and concerns about the effect that large cement foundations can have on the ground beneath them. It was then:

Moved: Noble; **seconded:** Zielinski that we support this application provided that it meets Health Canada' size requirements for a micro-cultivation license. **Carried.**

c) City of Grand Forks Referral
RE: Mobile Home Park
RDKB File: G-11

We believe this proposal will be an asset to the entire community. It is a higher density development, located in the city as it should be. We were especially pleased to see the need for an *Environmentally Sensitive Area Development Permit* and the reference to the *Ecological Gift Program.*

Moved: Bleiler; **seconded:** Billwiller that we support this application. **Carried.**

d) BC Timber Sales
RE: Operating Plan 14
RDKB File: B-54-D

Moved: Hutton; **seconded:** Bleiler that we receive this Operating Plan for information and forward the following comments. **Carried.**

- Concerns regarding run off.
- Concerns regarding wildlife habitat.
- Some of the proposed cut blocks appear to be in close proximity to dwellings. Will the property owners/residents be notified in advance?
- A proposed road that runs south from Rock Candy BD_04 appears to continue for a kilometer or more beyond the border of the proposed cut block.

8. FOR INFORMATION

- List of 2019 APC members
- 2019 Planning & Development Department Application Process and Meeting Schedule
- APC Guide

The APC did not provide comments regarding the above information items.

10. ADJOURNMENT

Mallette **moved** adjournment at **9:21 p.m.**

ELECTORAL AREA 'B'/LOWER COLUMBIA-OLD GLORY

ADVISORY PLANNING COMMISSION

MINUTES

Monday, January 7, 2019 at the RDKB Office, Trail, BC, commencing at 7:00 p.m.

PRESENT:	Grant Saprunoff, Graham Jones, Mary MacInnis, Fern Acton, Darlene Espenhain
ABSENT:	Henk Ravestein
RDKB DIRECTOR:	Linda Worley, alternate, Bill Edwards.
RDKB STAFF:	
GUESTS:	

1. CALL TO ORDER

The meeting was called to order at 7:04 pm

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved and seconded that the January 7, 2019 Electoral Area 'B'/Lower Columbia-Old Glory APC agenda be adopted.

3. ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

CHAIR.
Grant allowed his name to stand for chair.
Called three times for additional names, being none, Grant accepted position of Chair for additional year.
VICE-CHAIR.
Called for names, Fern allowed her name to stand, called for more names three times no further names, Fern accepted Vice-Chair for the year.
SECRETARY.
Mary allowed her name to stand, called three times for further names, being none Mary is Secretary for upcoming year.

4. ADOPTION OF MINUTES

It was moved by Graham and seconded by Fern that the November 5, 2018 Electoral Area 'B'/Lower Columbia-Old Glory Advisory Planning Commission Minutes be adopted.

5. DELEGATIONS - None

6. UPDATES TO APPLICATIONS AND REFERRALS - None

7. NEW BUSINESS

A. BC Timber Sales
RE: Operating Plan 17
RDKB File: B-54-B

Discussion/Observations: Although the Companies logging in the area seems to comply with regulations, they clear out all the trees then only harvest the larger more desirable logs. The rest are left to rot or be harvested by small businesses harvesting firewood. Large companies say the fallen trees will rot, but they are suspended in the air and are a hazard to wildlife trying to move through area escaping predators or just transiting area.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the application be: *(Please select one of the following options)*

1. Supported: as above Company complies with gov't standards.

B. Kootenay Columbia Trails Society
RE: SMDA Trail
RDKB File: B-Twp9A-10924.075

Discussion/Observations: These trails are already in place and KCTS will bring them up to current standards. The adventurers that build these trails achieve as much pleasure building the trails as riding them, so when these current trails are brought up to current standards they will find another area to work on.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the application be supported: This application will be supported, with the following. Since these trails are in a park, used by others, not just mountain bikers, the work

should be conducted in such a way to keep the area is as natural state as possible. Any further additional trails through this area should not be allowed. NO FURTHER ADDITIONAL ILLEGAL TRAILS SHOULD BE ALLOWED AT ALL.

8. FOR INFORMATION

- List of 2019 APC members
- 2019 Planning & Development Department Application Process and Meeting Schedule
- APC Guide

Please note that the following meeting dates fall on Statutory holidays; July 1st, August 5th and September 2nd. Members may want to consider holding those meetings on the following day. Please let staff know if you wish to change the date. Also please note that the October meeting is scheduled for September 30th.

- The APC provided no comments regarding the above information items.

9. FOR DISCUSSION

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 7:55 pm.

ELECTORAL AREA 'E'/WEST BOUNDARY

ADVISORY PLANNING COMMISSION

MINUTES

Monday, January 7, 2019 at the Rock Creek Medical Centre, 100 Cut Off Rd, commencing at 6 pm

PRESENT:	Jamie Haynes, Florence Hewer, Fred Marshall, Frank Van Oyen, Grant Harfman, Lynne Storm
ABSENT with notification**:**	Randy Trerise, Michael Fenwick-Wilson
Absent without notification	
RDKB DIRECTOR:	Vicki Gee
RDKB STAFF:	
GUEST:	Brad Elenko, Ryan Culligan

1. CALL TO ORDER

The meeting was called to order at 6 pm.

2. ADOPTION OF AGENDA

Recommendation: That the January 7, 2019 Electoral Area 'E'/West Boundary Planning Commission Agenda be adopted as presented.

Moved by: Flo, seconded by Jamie Motion carried

3. ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

Chair Marshall turned the meeting over to Director Gee to conduct elections.

Director Gee called 3 times for nominations for the position of Chair. Fred Marshall was nominated. He agreed to the nomination and was acclaimed as Chair.

Director Gee called 3 times for nominations for the position of Vice-Chair. Grant Harfman was nominated. He agreed to the nomination and was acclaimed as Vice-chair.

Director Gee called 3 times for nominations for the position of Secretary. Randy Trerise was nominated. Although not present, he had indicated to Chair Marshall his willingness to stand for this position again. He was acclaimed as Secretary.

The role of chair was returned to Fred Marshall.

4. ADOPTION OF MINUTES

Recommendation: That the October 1, 2018 Electoral Area 'E'/West Boundary Planning Commission Minutes be adopted as presented.

Moved by: Flo, seconded by Lynn Motion carried

5. DELEGATIONS

Brad Elenko from McElhanney Consulting presented his client Ryan Culligan's application during that section of the agenda.

6. UPDATES TO APPLICATIONS AND REFERRALS

Vaagen Fibre Canada
RE: Response Letter – West Boundary Community Forest – 2018-2023 Forest Stewardship Plan

There was discussion about their response to comments from APC. Members were disappointed in the response. Although they recognized that the applicant was following the legislation regarding forest practices, members felt they gave no indication of striving to do more than the minimum to sustain

healthy forests for the future.

7. NEW BUSINESS

a) Ryan Culligan
RE: ALC Subdivision
RDKB File: E-775s-04096.010

Discussion/Observations:

Brad Elenko presented the plan and explained the history of ownership and strata development:

- When Kellys subdivided, they chose to create a bare land strata for the lots
- The alternative would have been to designate the road as public, which would have required paving, which would be prohibitively expensive
- When the Land Commissioner approved this subdivision & strata creation, they required that a covenant be placed on the property disallowing future subdivision
- There are access issues with the lot currently owned by Pat Lawrence Contracting
- It's undetermined whether it is land locked presently
- In order to do the lot line adjustment, the current strata will need to be collapsed and a new strata created (because the lot definitions are changing)
- If it wasn't for this, the approving officer at ALC could have approved the application, as no new lots are being created and no land is being removed from the ALR
- They decided to give the ALC 2 options, one with an 8 ha lot remaining for Culligans, and the 2nd with a 24 ha lot remaining
- The 24 ha size would retain a pole barn and a 70' x 150' coverall on Culligan's lot
- This plan allows the Lawrences a broader land base and secures access to the area they currently own
- They did assess the private access road, found it to be of sound base, but estimates to pave it are prohibitively expensive at $150,000

Questions & comments from APC members:

- The Lawrences are a multi-generational ranching family from Keremeos, who run about 400 head of cattle in their operation
- This is good grazing land
- Better to retain a larger lot for Culligans, to increase the possibility of it being used for agriculture, and retaining the out buildings
- Brad and Ryan were questioned about the involvement of the owner of lot 2
- APC member had personal knowledge that they weren't made directly aware of the application

- There was discussion about how their interests might be affected as a member of the strata
- There was discussion about cost sharing for ongoing maintenance of the road
- Ryan said that he does the road maintenance, at no charge to the other strata members
- There was a question about whether there were any bylaws for the strata
- Consultant committed to contacting the owners of lot 2 personally

It was moved by Frank, seconded by Jamie and resolved that the APC recommend to the Regional District that the application be: Supported with conditions:

- That there be consultation with owner of lot 2
- That the covenant restricting future subdivision remain in place
- That there be a recommendation to the ALC to go with the option that creates the larger lot for Culligans

Motion carried.

b) Ron & Elizabeth Everson
RE: ALC Subivision
RDKB File: E-164s-2704-01981.005

Discussion/Observations:

- APC members discussed their criteria in making a recommendation on this subdivision referral. They decided that they should only consider the effect on agriculture, not the family story. Members noted other applications in Area E in the past where the argument was made that subdivision would help families, and then the land was sold immediately after approval was given.

- The 2015 fire burned a lot of topsoil

- The land is marginal for farming; would require a lot of water to irrigate and make it more viable

- Subdivision wouldn't promote agriculture, it likely wouldn't hurt it either

- Discussion about how the parcel size fit in with other parcels in the area; it's an area of large parcel sizes

- Concern about whether MoTI would approve highway access at that point, as there is a curve in the road there

- A suggestion was made that a more suitable plan might be to allow subdivision along the ALR boundary, rather than divide the ALR portion

It was moved by Jamie and seconded by Lynn and resolved that the APC recommend to the Regional District that the application be Not supported for the following reasons:

- The current plan separates the ALR; it should be kept in tact
- Highway access concerns need to be addressed
- The applicants could consider revising the subdivision plan to keep the ALR portion intact

Motion carried.

c) Interfor
RE: Tree Farm License
RDKB File: I-1E

Discussion/Observations:

- There was disappointment that the projected AAC isn't taking forest resiliency and sustainability into consideration
- Members recalled that the 300 year plan didn't mention climate change
- There was discussion about the extraordinarily large cut block sizes we're seeing, in spite of the Kootenay Boundary Higher Level Plan recommending a maximum size of 40 ha
- One at Boundary Creek was about 450 ha
- One member drove past Chenier today and said you can now see all the way to Baldy after recent logging
- Members questioned why 100% of logging was now clear cut
- In the past, there was more selective logging

It was moved by Frank and seconded by Jamie and resolved that the APC recommend to the Regional District that the Management Plan not be supported because we don't see any provision for climate change, insects, disease and increased fire events, and

FURTHER, that we encourage the RDKB to advocate to government to improve plan/ operating standards and enforcement to address these issues in Forestry in general.

Motion carried.

d) BC Timber Sales
RE: Operating Plan 14
RDKB File: B-54-E

Discussion/Observations:

- Members cannot comment on the Jewel Lake cut block as no mapping was provided
- They expressed concern that no mapping was provided when this cut block is the only one that is close to human habitation
- Serious concerns about the extraordinary size of the cut blocks, when the Kootenay Boundary Higher Level Plan recommends a maximum of 40 ha
- One cut block was 275 ha
- The average of all the cut blocks was well over 40 ha
- Concern about contribution to flooding and landslide events with such large disturbances
- Adjacency problems; mapping shows adjacent areas that were only recently harvested; this further expands the disturbance on the landscape
- There is no buffer next to the park
- No plan was provided for future road status relative to deactivation or rehabilitation
- No indication on maps of WTRA (Wildlife Tree Retention Areas) in cut blocks
- We encourage selective harvesting
- On some blocks, access is unclear (West Kettle 01 & 02)
- On some blocks access seems excessive (West Kettle 12 & 19), where there seems to be a duplication of roads

It was moved by Frank, seconded by Jamie and resolved that the APC recommend to the Regional District that the application not be supported because of the concerns expressed above.

e) Peter Grosch
RE: MOTI Road Closure
RDKB File: E-2360-05151.000

Discussion/Observations:

- Current property owner has been there since the 1990s
- It's not just the road allowance where there's been incursion, also crown land
- Concern for blocking access to crown land on other side of property if right of way is sold
- Concerned that if MoTI does approve road closure that the property owner has to pay a fair price

It was moved by Grand and seconded by Lynn and resolved that the APC recommend to the Regional District that the application not be supported, because:

- Dealing with the current application doesn't address other incursion on crown land
- Approval could frustrate crown disposition of other lots beyond applicants' property

Motion carried.

f) Kettle Valley Golf Club
RE: Liquor Primary Structural Change
RDKB File: E-514-03113.000

It was moved by Jamie and seconded by Frank and resolved that the APC recommend to the Regional District that the application be supported.

Motion carried.

8. FOR INFORMATION

- List of 2019 APC members
- 2019 Planning & Development Department Application Process and Meeting Schedule
- APC Guide

Please note that the following meeting dates fall on Statutory holidays; July 1st, August 5th and September 2nd. Members may want to consider holding those meetings on the following day. Please let staff know if you wish to change the date. Also please note that the October meeting is scheduled for September 30th.

- The APC provided no comments regarding the above information items.

9. FOR DISCUSSION

10. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:30 p.m.

Regional District of Kootenay Boundary

ELECTORAL AREA 'A'

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, January 8, 2019 at the BV Arena Meeting Room, commencing at 4:30 p.m.

PRESENT:	Fred Buckley, Linda Green, Rob Ironmonger, Shelley Levick, Craig Stemmler, Tyleen Underwood
ABSENT:	
RDKB DIRECTOR:	Ali Grieve
RDKB STAFF:	
GUESTS:	Lawrence (Larry) Connell

1. CALL TO ORDER

The meeting was called to order at 4:30 PM

2. ADOPTION OF AGENDA

It was moved and seconded that the January 8, 2019 Electoral Area 'A' APC agenda be adopted.

3. ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

The committee agreed to elect the following:

Chair: Craig Stemmler
Vice Chair: In the event of the absence of the chair, one of the attending APC members will chair.
Secretary: Rob Ironmonger

4. ADOPTION OF MINUTES

It was moved and seconded that the November 6, 2018 Electoral Area 'A' APC minutes be adopted.

5. DELEGATIONS Lawrence (Larry) Connell

6. UPDATES TO APPLICATIONS AND REFERRALS

7. NEW BUSINESS

A. Lawrence & Dorothy Connell
RE: Development Variance Permit
RDKB File: A-1236-05226.100

Discussion/Observations:

There were no objections to the application.

Recommendation:

1. It was moved, seconded and resolved that the APC recommends to the Regional District that the application be supported.

B. Kootenay Columbia Trails Society
RE: Aspen Loop Trail
RDKB File: A-12

Discussion/Observations: There were no objections noted.

Recommendation:

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

C. Allen & Brigid Wertz
RE: MOTI Road Closure
RDKB File: A-205-00984.950

Discussion/Observations: The application was reviewed by the committee. The road closure was approved with the condition that there was no negative impact on the neighbouring properties.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the application be: Supported with the condition that there will be no negative impact on neighbouring properties.

8. FOR INFORMATION

- List of 2019 APC members
- 2019 Planning & Development Department Application Process and Meeting Schedule
- APC Guide

The APC provided no comments regarding the above information items.

9. FOR DISCUSSION

Director Ali Grieve advised that she would like to bolster the number of members of the APC. She is interested of being advised of suitable potential members.

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 5 p.m.

Regional District of Kootenay Boundary

ELECTORAL AREA 'C'/CHRISTINA LAKE

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, January 8, 2019 at the Christina Lake Fire Hall, commencing at 7:00 p.m.

PRESENT:	Peter Darbyshire, Jennifer Horahan, Phil Mody, Terry Mooney, Butch Bisaro, Ken Stewart, Annie Rioux, Jeff Olsen, David Durand, Jason Patrick Taylor
ABSENT:	Jessica Coleman, Dave Bartlett
RDKB DIRECTOR:	Grace McGregor, Donna Wichinynski
RDKB STAFF:	
GUESTS:	Karen Planedin, James Pyke, Gary Newton, Catherine Albrecht, Jamie Lasser, Keith Lasser, Jaime Hayes, Chris Michaud, Mike de Visser

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the January 8, 2019 Electoral Area 'C'/Christina Lake Advisory Planning Commission Agenda be adopted. (Jenn/Annie — approved)

3. ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

Jennifer nominated the current slate of officers.

4. ADOPTION OF MINUTES

Recommendation: That the November 6, 2018 Electoral Area 'C'/Christina Lake Advisory Planning Commission Minutes be adopted. (Ken/Peter—approved)

5. DELEGATIONS

6. UPDATES TO APPLICATIONS AND REFERRALS

Cannabis Legalization – Zoning Bylaw Considerations
RDKB File: C-56

1688 - Director McGregor related comments from the Public Meeting. Over-riding thought seemed to be "Why should cannabis be dealt with differently than any other plant-type product?" Jason doesn't feel that long-term, the different requirements will hold up to Court challenge. Jeff felt that many people didn't understand that if they didn't stand up and let their opinions be known, they would not be carried forward. Should we be sharing this with other Electoral Area Directors?

A motion was made that the APC does not support a change to our OCP. (Jeff/Butch—approved)

1689 - Motion to refer this back to the February meeting. Jeff/Jenn-approved)

Vaagen Fibre Canada
RE: Response Letter – West Boundary Community Forest – 2018-2023 Forest Stewardship Plan

Director McGregor asked that the next time a referral is to be sent to the APC, a representative attend the meeting to discuss.

7. NEW BUSINESS

A. Liz Fulop and Gord & Mary Planedin
RE: OCP & Zoning Amendments
RDKB File: C-268-02384.100

Discussion/Observations:

One of the reasons the applicant stated in support of their application was that the other campgrounds were often full and we're losing visitors. This representation was discussed

and Butch pointed out that he volunteers at the Welcome Centre and directs people to available camping spaces in the various campgrounds. He said that, other on the August long weekend, he wasn't aware of a single time that they were turning away campers. This was supported by the new owners of Cascade Cove who stated that since they have owned the campground, they have never been completely full. Additionally, they are in the process of adding a number of tenting sites and also sites to better accommodate the larger RV's. Pete Darbyshire, former owner of Park Lane Motel, said that the new owner also hasn't been full since he purchased.

Mike de Visser, a former year-round tenant at Cascade Cove, complained he had been evicted by the new owners and if they had available space, why couldn't he stay there. It was explained by APC that campgrounds are generally seasonal businesses and not intended for permanent residents.

David Durand asked if it wasn't typical when purchasing a business to have a "non-compete" clause to protect the buyers. The new owners said they hadn't felt that was necessary as they believed it was a "friendly sale" and that the Planedin's were not intending to open a competing campground.

Motion to support amendment to OCP and Zoning By-Law. Jeff/Butch—not supported unanimously.

B. Wendy Munch and Gary Newton
RE: Development Variance Permit
RDKB File: C-317-05235.852

Discussion/Observations:

Motion to support the application with the following conditions:

Subject to Applicant obtaining an approved set of plans from the Building Inspector, subject to his DVP application being approved. Ken/Annie—approved

C. Patrick & Sharon Walls
RE: Development Variance Permit
RDKB File: C-3063s-07038.000

Discussion/Observations:
Supported with no objections. Phil/Jennifer—approved

D. BC Timber Sales
RE: Operating Plan 14

RDKB File: B-54-C

Discussion/Observations:

Motion to refer this to the February meeting, requesting Liam Grant attend prepared to discuss the following:

A) Discuss protection of water sources, water quality and no sediment. How is that protection determined?
B) Who monitors harvesting activities near water courses and how often?
C) What are the conditions along creeks in the area along which prior harvesting has occurred?
D) How are you modifying your plans to adapt to conditions associated with climate change?
E) How do you feel about current inventory numbers in your operating area? How close are we to depending on 2nd growth timber?

8. DISCUSSION

9. FOR INFORMATION

- List of 2019 APC members
- 2019 Planning & Development Department Application Process and Meeting Schedule
- APC Guide

The APC had no comments regarding the above information items.

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 8:40 p.m.

Regional District of Kootenay Boundary

ELECTORAL AREA 'E' (BIG WHITE)

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, January 8, 2019 at Big White Fire Hall - Big White Ski Resort, commencing at 4:00 p.m.
Minutes taken by: Paul Sulyma

PRESENT:	Deb Hopkinson, Rachelle Marcinkoski, Paul Sulyma, Cat Schierer, John Lebrun, Gerry Molyneaux
ABSENT:	
RDKB DIRECTOR:	Vicki Gee by phone
RDKB STAFF:	
GUESTS:	

1. CALL TO ORDER

The meeting was called to order at 4:01 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the January 8, 2019 Electoral Area 'E' (Big White) Advisory Planning Commission Agenda be adopted.

3. ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

As previously elected.
Chair – Deb Hopkinson
Vice-Chair – Gerry Molyneaux
Secretary – Paul Sulyma

4. ADOPTION OF MINUTES

Recommendation: That the November 6, 2018 Electoral Area 'E' (Big White) Advisory Planning Commission Minutes be adopted.

5. DELEGATIONS

N/A

6. UPDATED APPLICATIONS AND REFERRALS

N/A

7. NEW BUSINESS

Ministry of Forests, Lands, Natural Resource Operations and Rural Development
RE: Statutory Right of Way – Ski Pod
RDKB File: BW-4253-10293.275

Discussion/Observations:

Recommendation to remove all fallen trees when clearing for ski runs and lift access – In terms of fire safety.
TFL Consulted?

Recommendation:
It was moved, seconded and resolved that the APC recommends to the Regional District that the Application be supported.

8. FOR DISCUSSION

Update on previous application building without permit – Vicki says the appropriate departments have been notified before Christmas

Looking for examples/documentation regarding changes to other area OCP's uniformity on buildings etc. – a document exists in other area OCP as mentioned by Donna Dean and was mentioned that she could provide the APC with examples.

9. FOR INFORMATION

- List of 2019 APC members

- 2019 Planning & Development Department Application Process and Meeting Schedule
  APC has chosen to meet on Tuesdays

- APC Guide

The APC didn't provide any comments regarding the above information items.

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 4:23 pm.

Regional District of Kootenay Boundary

STAFF REPORT

Date: 13 Jan 2019 **File**

To: **Chair Russell, Finance Liaison Director Cacchioni and Members of the Board**

From: Beth Burget, General Manager of Finance

Re: Management Early Retirement Incentive Program Policy

Issue Introduction

A staff report from Beth Burget, General Manager of Finance requesting approval to renew the Early Retirement Incentive Plan for a period of January 1, 2019 to December 31, 2020.

History/Background Factors

The Regional District of Kootenay Boundary Board originally approved an Early Retirement Incentive Program (ERIP) for Management Staff effective 2005. This program was consented to as a result of concessions to other aspects of the Management Group's benefit package. Management staff hired after the original Program approval date are not eligible to participate in the Program. There are currently two eligible staff. A copy of the Policy is included for the Committee's information.

Implications

There are no new financial implications.

Advancement of Strategic Planning Goals

Not applicable

Background Information Provided

Regional District of Kootenay Boundary Management Early Retirement Incentive Program Policy

Alternatives

- Receipt
- Deferral
- Approval

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve the Management Early Retirement Incentive Policy (the ERIP) for employees of the Regional District who are members of the Municipal Pension Program and who are described more particularly in the details of the ERIP immediately following the resolution (Schedule 'A'; revised January 14, 2019 AND FURTHER that the Regional District of Kootenay Boundary Board of Directors agree to pay one hundred percent (100%) of the total cost of the ERIP as determined by the Pension Corporation.

The ERIP will provide an unreduced pension for employees of the Regional District of Kootenay Boundary who are members of the Municipal Pension Program and who are at least 55, by waiving the "rule of 90" (normal age plus contributory service) and substituting the "Rule of 80". The member is eligible to apply for an unreduced pension under the terms of this ERIP during the period from January 1, 2019 to December 31, 2020.

Regional District of Kootenay Boundary
Management Early Retirement Incentive Program Policy

PURPOSE

To provide exempt management employees with an opportunity to elect an early retirement package, which offers more favourable retirement terms than those provided upon retirement at the normal retirement age.

POLICY

1. Eligible Employees

An employee is eligible to apply for the Early Retirement Incentive Program ("ERIP") if:

(a) he/she occupies an exempt management position.

(b) he/she is a 55 to 60 years of age, or 50 to 55 years of age is he/she is a fire fighter;

(c) In respect to option 1, he/she qualifies for a pension under the Municipal Pension Plan and his/her age and years of contributory service add up to the factor (rule) of 80 or greater, or 75 or greater if he/she is a fire fighter.

(d) he/she has a minimum of five years full time service with the Regional District of Kootenay Boundary (Regional District).

(e) he/she is not on long term disability.

2. ERIP Package

The ERIP Package consists of two mutually exclusive options:

Option 1
Pension Benefit
The plan benefit is to provide eligible exempt management employees an unreduced pension benefit for employees age 55 to 60 and 50 to 55 for Fire Fighters.

The benefit is a change in the unreduced pension benefit formula from the factor (rule) of 90 to the factor (rule) of 80, and a change in the unreduced pension benefit formula for fire fighters from the factor (rule) of 80 to the factor (rule) of 75.

Option 2
Retirement Allowance
Should an eligible employee chose to not apply or does not qualify for a purchase of an annuity to result in an unreduced pension benefit then they are entitled to receive a payout of a retirement allowance upon retirement.

The amount of the payout entitlement is 50% of the accumulated savings in benefit costs as specified in Schedule 'A'. An example for an eligible employee who provides a monthly saving in benefit costs of $100.00 per month and is in the plan for 24 months would be: ($100.00 X 24) X 0.5 = $1,200.00.

This entitlement can be taken as cash, contribution to a registered retirement savings plan, a registered pension plan or as leave with pay, or any combination of forms subject to *the Income Tax Act* and pension plan restrictions.

POLICY (continued)

2. ERIP Package (continued)

Other Entitlements
Payment of vacation, banked time, sick leave, probationary period payout (RDKB Board resolution 109-02) and/or gratuity pay in accordance with legacy entitlement from the I.A.F.F. collective agreement, or any entitlements from other exempt staff policies, whichever may be applicable, is not effected by the E.R.I.P.

3. Purchase of Period of Non-Contributory Employment

An eligible employee who has applied for the ERIP may, at his or her election, purchase a period of non-contributory employment while in the employ of the Regional District in order to increase his or her pension benefit upon retirement. The total cost of such purchase shall be shared between the employee and the Regional District, and the employee's share of the cost shall be deducted from the amount referred to in Section 2.

The same purchase practice applied in the policy directive of Board resolution 109-02 (purchase of probationary period) is to apply to the purchase of any other non contributory employment period while in the employ of the Regional District.

4. Purchase of Pension Reduction

Where the early retirement of an employee would result in the employee receiving a reduced pension the ERIP will buy out the full reduction, by paying a sum or sums of money to the Municipal Pension Plan, the amount of which will be determined by the Pension Corporation. The full cost of such buyout will be paid by the Regional District. The buyout is subject to approval by the Pension Corporation.

5. Applying for the ERIP

(a) An eligible employee interested in participating in the ERIP shall submit his or her expression of interest in writing to the Regional District's Chief Administrative Officer six months prior to their expected date of retirement. The Regional District reserves the right to waive this requirement due to unusual or unique circumstances. The submission of interest does not commit the employee to retire.

(b) The Chief Administrative Officer will, upon receipt of an expression of interest, obtain pension information in respect of the employee and see that the information conveyed to the employee. This information will include an explanation of the Early Retirement Incentive Program package, as described in Section 2, an explanation of the pension distribution and buyout options available to the employee under the Municipal Pension Plan, pension benefit levels and calculations based on the options available, information on group health and welfare benefits, and other related information.

The pension information provided by the employer is of a preliminary nature and may be modified or adjusted by the Pension Corporation. <u>It is the responsibility of the employee</u> to obtain confirmation directly from the Pension Corporation of any pension information provided by the employer.

POLICY (continued)

(c) If, upon reviewing the information provided by the employer and the Pension Corporation, the employee wishes to retire, the employee shall submit a letter of intent to the Chief Administrative Officer stating his or her intent to retire, the intended date of retirement, and whether he/she wishes to purchase period(s) of non-contributory service. The submission of a letter of intent does not commit the employee to retire.

5. Applying for the ERIP (continued)

(d) The Chief Administrative Officer will review the letter of intent and will finalize the pension benefit calculations with the employee and the Pension Corporation will determine the amount payable to the employee under Section 2 of this policy. The Regional District will provide the employee with a formal written offer of early retirement containing the details of the early retirement package.

(e) The employee will be given two weeks to accept the offer. Upon acceptance of the offer, it is the responsibility of the employee to complete all necessary forms required to be submitted to the Pension Corporation.

6. Funding

The Regional District of Kootenay Boundary is funding the Early Retirement Incentive Program. The Regional District reserves the right to fund the program from reserves or current revenues.

7. Plan Amendment

The Early Retirement Incentive Program shall remain in effect subject to *the Income Tax Act* and pension plan restrictions for the employees listed in Schedule 'A'. Regional District of Kootenay Boundary reserves the right to apply for an amendment to the ERIP for subsequent eligible employees should conditions become materially unfavourable.

8. Counseling and Financial Planning

The Pension Corporation offers informational services to assist plan members in assessing the relative merits of the various pension options available to the member. The Regional District takes no roll or responsibility in personal financial and retirement planning and it is the responsibility of the employee to seek professional financial planning services if desired.

Regional District of Kootenay Boundary
Management Early Retirement Incentive Program Policy

SCHEDULE 'A'

Management (union exempt) Group Employees
Early Retirement Incentive Program

Revised: January 14, 2019

Name	Position
Mark Andison	CAO
Theresa Lenardon	Manager of Corporate Administration

POLICY TITLE: **Use of Surveillance Cameras for Monitoring Public Activities**

APPROVAL DATE: **February 25, 2010**

Review Date:

DRAFT - REVIEWED BY P&R COMMITTEE SEPT 6, 2018 - SENT TO DIRECTORS FOR COMMENTS - OCT 4, 2018

Policy: The Board of Directors of the RDKB hereby establishes criteria and procedures for the use of video surveillance cameras at RDKB facilities in order to comply with the *BC Freedom of Information and Protection of Privacy Act.*

Purpose: The purpose of the *Policy* is to direct the use of images gathered by surveillance cameras monitoring public activities at RDKB facilities. The *Policy* will direct proper image-gathering techniques, use of the images, dissemination of images, and describe a schedule for retaining and destroying images.

Policy Criteria: The *Policy* will be consistent with relevant sections of the *Freedom of Information and Protection of Privacy Act* and subsequent amendments to Provincial laws and regulations.
The *Policy* will direct RDKB staff on the proper use of images gathered for the purpose of maintaining good governance of RDKB facilities and the use of images in gathering evidence for the purposes of RDKB bylaw enforcement.

Procedure:

- Video surveillance cameras may be used to monitor public for the purpose of:
  - observing and analyzing usage patterns at recycling and landfill facilities;
  - observing, reporting and assisting prosecution of activities that contravene RDKB bylaws;
  - observing, reporting and assisting law enforcement agencies in the gathering of evidence of contraventions of the laws of British Columbia or Canada.

- The images collected by the video surveillance cameras may only be reviewed by RDKB staff designated by the authority of the C.A.O. The C.A.O. or RDKB authorized staff may then share the images with staff of member municipalities designated by the municipal C.A.O.. These images may be distributed only for the purposes described above and may not be used for any other purposes.

- The equipment used to gather images must be guarded in such a manner as to prevent unauthorized access to the images.

- Cameras must not be positioned in such a manner as to collect images on property not managed by the RDKB. Cameras shall not be positioned in such a way as to record images in areas where people have a reasonable expectation of privacy.

- Signs shall be posted at RDKB facilities that inform people that their activities may be monitored by cameras for the purposes of security and compliance. Images collected by the video surveillance cameras will be automatically deleted within 6 months unless required for the purposes of informing improved program delivery. Images that may be used for the purposes of gathering evidence for the prosecution of infractions to the RDKB bylaws, laws of British Columbia or laws of Canada may be retained until such time as they are no longer relevant to the specific case.

- Persons who can be identified in images collected by the cameras have a right of access to these, and only these, images.

- Images collected by the video cameras may be posted on an RDKB website, posted at the facility or published in local newspapers to educate the public of proper use of RDKB facilities. Persons who may be identified in these images may petition for the removal of these images.

- Images collected by video cameras may be used by the RDKB or law enforcement authorities to seek assistance from the public in identifying individuals who are suspected of contravening RDKB bylaws, laws of British Columbia or laws of Canada.

- Cameras should be used only in areas where there are perceived to be high occurrences of damage to RDKB assets or regular contraventions of a RDKB bylaw.

DRAFT - REVIEWED BY P&P COMMITTEE - SEPT 6, 2018 - SENT TO DIRECTORS FOR COMMENTS - OCT 4, 2018

The use of cameras must be conducted in accordance with the *Freedom of Information and Protection of Privacy Act*. As the use of image recording devices represents a potential impact on privacy, the use of cameras to achieve managerial control of RDKB facilities should be evaluated periodically.

Regional District of Kootenay Boundary

STAFF REPORT

Date: 01 May 2018 **File** Policies

To: **Chair Martin and Members of the Policy and Personnel Committee**

From: Mark Andison, Chief Administrative Officer

Re: Policy Review - Use of Surveillance Cameras for Monitoring Public Activities

Issue Introduction

A staff report from Mark Andison, Chief Administrative Officer presenting the Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy for the Committee's review.

History/Background Factors

The Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy was adopted in February of 2010. The intent of the policy is to establish: how surveillance cameras may be used at RDKB facilities; who may be involved in reviewing material captured on surveillance cameras, how the use of surveillance cameras will be communicated to users of facilities; information retention requirements for surveillance cameras; and how information collected on surveillance cameras may be used.

Implications

The policy, as it is currently written, continues to be relevant. The Freedom of Information and Protection of Privacy Act (RSBC 1996) remains as the legislative basis for the policy. There are a couple of minor amendments to the policy that are proposed by staff:

1. The policy currently refers to the *Freedom of Information and Privacy Act* three times. The correct title of that legislation is the *Freedom of Information and Protection of Privacy Act.* Staff recommends that the policy be amended to include the correct legislative reference throughout the policy.

2. Under the "Procedure" heading, the second bullet references "the village administrator or C.A.O.". Staff recommends that this wording be changed to "the municipal C.A.O.." to ensure that it is broadly applicable to all types of municipalities within the RDKB.

Advancement of Strategic Planning Goals

This review of the Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy advances the Board's strategic objective of ensuring we will continue to focus on good management and governance.

Background Information Provided

1. Current *Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy*
2. Draft *Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy*

Alternatives

1. Receive the staff report.
2. Amend the policy as recommended by staff and distribute to Board of Directors for comment.
3. Make additional amendments to the policy and distribute to Board of Directors for comment.
4. Defer consideration of the proposed policy amendments pending further information from staff.

Recommendation(s)

That the *Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities Policy* be amended to:

1. include the proper legislative reference to the *Freedom of Information and Protection of Privacy Act* and
2. change the current reference in the policy to "the village administrator or C.A.O." to "the municipal C.A.O." to ensure that the reference is broadly applicable to all types of municipalities within the RDKB.

Further, that the amended draft policy be circulated to members of the Board of Directors for comment in accordance with the Policy Development and Review Policy.

Regional District of Kootenay Boundary

POLICY TITLE: Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities

APPROVAL DATE: February 25, 2010

Policy: The Board of Directors of the RDKB hereby establishes criteria and procedures for the use of video surveillance cameras at RDKB facilities in order to comply with the *BC Freedom of Information and Privacy Act.*

Purpose: The purpose of the *Policy* is to direct the use of images gathered by surveillance cameras monitoring public activities at RDKB facilities. The *Policy* will direct proper image-gathering techniques, use of the images, dissemination of images, and describe a schedule for retaining and destroying images.

Policy Criteria: The *Policy* will be consistent with relevant sections of the *Freedom of Information and Privacy Act (1996 and Amendment Act, 2002)* and subsequent amendments to Provincial laws and regulations.
The *Policy* will direct RDKB staff on the proper use of images gathered for the purpose of maintaining good governance of RDKB facilities and the use of images in gathering evidence for the purposes of RDKB bylaw enforcement.

Procedure:

- Video surveillance cameras may be used to monitor public activities at RDKB facilities such as recycling depots and landfills for the purpose of:
  - observing and analyzing usage patterns at recycling and landfill facilities;
  - observing, reporting and assisting prosecution of activities that contravene RDKB bylaws;
  - observing, reporting and assisting law enforcement agencies in the gathering of evidence of contraventions of the laws of British Columbia or Canada;
  - allow staff to monitor the images from the site from designated computers to determine maintenance requirements of the facilities.

- The images collected by the video surveillance cameras may only be reviewed by RDKB staff designated by the authority of the C.A.O. The C.A.O. or RDKB authorized staff may then share the images with staff of member municipalities designated by the village administrator or C.A.O. These images may be distributed only for the purposes described above and may not be used for any other purposes.

- The equipment used to gather images must be guarded in such a manner as to prevent unauthorized access to the images.

- Cameras must not be positioned in such a manner as to collect images on property not managed by the RDKB. Cameras shall not be positioned in such a way as to record images in areas where people have a reasonable expectation of privacy.

- Signs shall be posted at RDKB facilities that inform people that their activities may be monitored by cameras for the purposes of security and compliance. Persons wishing to not be subject to surveillance have the option to not use the facility.

- Images collected by the video surveillance cameras will be automatically deleted within 6 months unless required for the purposes of informing improved program delivery. Images that may be used for the purposes of gathering evidence for the prosecution of infractions to the RDKB bylaws, laws of British Columbia or laws of Canada may be retained until such time as they are no longer relevant to the specific case.

- Persons who can be identified in images collected by the cameras have a right of access to these, and only these, images.

- Images collected by the video cameras may be posted on an RDKB website, posted at the facility or published in local newspapers to educate the public of proper use of RDKB facilities. Persons who may be identified in these images may petition for the removal of these images.

- Images collected by video cameras may be used by the RDKB or law enforcement authorities to seek assistance from the public in identifying individuals who are suspected of contravening RDKB bylaws, laws of British Columbia or laws of Canada.

- Cameras should be used only in areas where there are perceived to be high occurrences of damage to RDKB assets or regular contraventions of a RDKB bylaw.

The use of cameras must be conducted in accordance with the *Freedom of Information and Privacy Act*. As the use of image recording devices represents a potential impact on privacy, the use of cameras to achieve managerial control of RDKB facilities should be evaluated periodically.

POLICY TITLE: **Use of Surveillance Cameras for Monitoring Public Activities at RDKB Facilities**

APPROVAL DATE: **February 25, 2010**

Review Date:

Policy: The Board of Directors of the RDKB hereby establishes criteria and procedures for the use of video surveillance cameras at RDKB facilities in order to comply with the *BC Freedom of Information and Protection of Privacy Act.*

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The use of cameras must be conducted in accordance with the *Freedom of Information and Protection of Privacy Act*. As the use of image recording devices represents a potential impact on privacy, the use of cameras to achieve managerial control of RDKB facilities should be evaluated periodically.

DRAFT

POLICY TITLE: **Responsible Conduct Guiding Principles Policy (RDKB Elected and Appointed Officials)**

ORIGINAL DATE OF APPROVAL: **New Policy**

REVIEWED BY P&P COMMITTEE: **May, 9, 2018,** Sept. 6, 2018, Jan. 9, 2019

ADOPTED BY BOARD OF DIRECTORS:

Policy: The Regional District of Kootenay Boundary (RDKB) is committed to fostering and achieving high standards of responsible conduct by all RDKB elected and appointed officials.

Purpose: To guide the conduct and set minimum standards as the basis for responsible behavior expected of RDKB elected and appointed officials in fulfilling their roles and responsibilities while providing good governance for decision-making and service delivery.

Key Principles:

Integrity:

Being and demonstrating strong ethical principles

- Be truthful, honest and open in all dealings
- Behave in a manner that promotes public confidence in local government, including actively avoiding any perception of conflicts of interest, improper use of office or unethical conduct.
- Uphold public interest, serving citizens diligently to make decisions in the best interests of the community.
- Ensure alignment between stated values and actions, including following through on commitments, engaging in positive communication with the community and correcting errors in a timely transparent manner.

Accountability:

An obligation and willingness to accept responsibility or to account for one's actions

- Be transparent in how an elected official individually, and a council/board collectively, conducts business and carries out duties.
- Ensure information is accessible and citizens can view the process and rationale behind each decision and action, while protecting confidentiality where appropriate or necessary.
- Accept and uphold that the council/board is collectively accountable for local government decisions and that individual elected officials are responsible and accountable for the decisions they make in fulfilling their roles as council/board members.
- Listen to and consider the opinions and needs of the community in all decision make making and allow for discourse and feedback.

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Respect:

Having due regard for others' perspectives, wishes, and rights. Displaying deference (respectful of both tradition and legacy enshrined in *Local Government Act* positions as well as their intended functions) to local government offices and officers and the role of local government in community decision making.

- Treat every person, including other members of council/board, staff and the public, with dignity, understanding and respect.
- Show consideration at all times for colleagues and staff, including honouring people's values, beliefs, ideas, roles, contributions and needs.
- Create an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as offensive or derogatory.
- Value the role of diverse perspectives and debate in decision-making.
- Act in a way that is respectful of the roles and responsibilities of the offices of Mayor/Chair and Councillor/Director.
- In local government considerations and operations, value the distinct roles and responsibilities of local government staff as well as the community and commit to fostering a positive working relationship between staff, the public and elected officials.
- Call for and expect respect from the community towards elected officials and staff, and their roles and responsibilities within the local government system.

Leadership and Collaboration:

An ability to lead, listen to, and positively influence others, coming together to create or meet a common goal through collective efforts.

- Demonstrate behavior that builds and inspires public trust and confidence in local government.
- Calmly face challenges and provide considered direction on issues, while empowering colleagues and staff to do the same.
- Create space for open expression by others, take responsibly for one's own actions and reactions and accept the decisions of the majority.
- Accept that it is the equal responsibility of the individual elected official, the council/board as a collective, the community and stakeholders to work together to achieve common goals.
- Be an active participant in ensuring the foundational principles are followed in all local government dealings (e.g. including among elected officials, between council/board members and staff, with community members, with other orders of government, in the decisions of a council/board, and in the delivery of services and other activities of the local government).

Procedure: Application of a Code of Conduct (attached)

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Statement

As an Elected Official or as an appointed Alternate Director for the Regional District of Kootenay Boundary, I agree to uphold the Guiding Principles for Responsible Conduct Policy as a standard of behavior and as adopted by the Regional District of Kootenay Boundary Board of Directors.

I affirm that I have read and I understand the Regional District of Kootenay Boundary Guiding Principles for Responsible Conduct Policy.

_____
Signature

_____
Print Name

_____
Manager of Corporate Administration/Corporate Officer

_____
Date

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Procedure: **Application of Code of Conduct**

1. Act in the Public Interest

1.1 Recognizing that the Regional District strives to maintain and enhance the quality of life for all RDKB residents through professional, effective, responsive and responsible governance, elected and appointed representatives will conduct RDKB business with integrity in a fair, honest and open manner.

2. Comply with the Law

2.1 Elected and appointed officials shall comply with all applicable federal, provincial and local laws in the performance of their public duties.

3. General Conduct

3.1 The conduct of elected and appointed officials in the performance of their duties and responsibilities with the RDKB must be reasonable, fair, open and honest.

3.2 Elected and appointed officials will have an obligation to consider issues consistently and impartially.

3.3 All officials will treat one another, RDKB staff and the public with dignity and respect. They must also refrain from behavior that is an abuse of power or otherwise amounts to discrimination, harassment, personal ~~charges,~~threats, intimidating or demeaning behaviour, or verbal attacks upon the character, professionalism or motives of others.

3.4 When making decisions, elected and appointed officials must consider all relevant facts, opinions and analysis of which they should be reasonably aware.

4. **Respect for Process**

4.1 All duties must be performed in accordance with the procedures and rules of order established by RDKB bylaws and policies, which govern the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the Regional District by Regional District staff. Members of committees shall be aware of the mandate of their respective committee and act in accordance with it.

5. Conduct of Public Meetings

5.1 Elected and appointed officials shall prepare themselves for meetings, listen courteously and attentively to all discussions before the body, and focus on the business at hand. During meetings, cell phones should be turned off or kept on silent or vibrate. Meeting attendees shall not interrupt other speakers, make personal comments or comments not relevant to the business of the meeting, or otherwise disturb a meeting.

6. Communication, Interactions with Public and Media

6.1 Elected and appointed officials will accurately communicate the decisions of the Board, even if they disagree with the majority decision of the Board and will refrain from making disparaging comments about other elected or appointed officials or the Board's decision itself.

6.2 Members shall publicly share substantive information that is relevant to a matter under consideration by the Board of Directors or Board Committee, which they may have received from sources outside of the public decision-making process.

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7. E-Mail Best Practices

7.1 The RDKB strives to convey a professional image of the organization at all times, and will work to ensure that all forms of communication from the RDKB meet specific standards of professionalism, graphic standards, plain language and other best practices in organizational communication.

7.2 ~~All~~ RDKB ~~staff and~~ elected officials will attempt to use E-Mail best practices as set out in this document when communicating with customers, clients, or any third party on behalf of the organization via e-mail.

7.3 RDKB ~~staff and~~ elected officials are expected to ensure that all electronic communications relating to Regional District business are consistently professional.

7.4 Proof-read e-mails before sending. Use a spell-checker and grammar-checker to ensure that the message is free of mechanical and grammatical errors. In the case of very important e-mails, consider having a colleague proofread a draft before the e-mail is sent. Poor writing can tarnish the RDKB's reputation and credibility.

7.5 Ensure the accuracy of e-mail content. Consult the appropriate authoritative source to verify that what you are writing is correct before you hit "send."

7.6 Use appropriate language and a professional tone in e-mail messages. It is often very difficult to determine when a person is using humour, sarcasm, or irony in an e-mail. Please note that e-mails that include humour, sarcasm or irony may be misunderstood and should be avoided.

7.7 Avoid using all capital letters. Messages typed in ALL CAPITALS are the e-mail equivalent of yelling, and may be taken as offensive.

7.8 Keep messages short, simple, clear and concise.

7.9 Remember that when you send an e-mail, that e-mail becomes part of a permanent electronic record. Whatever is written in your e-mail, including content and form, will be on the record until deleted.

7.10 While it's common to use short-hand for personal notes, it is unacceptable for business communication. Standard abbreviations (including: e.g., Mrs., Mr., etc.) will continue to be acceptable, however, the use of excessive or colloquial abbreviations (LOL, ROFL, TTYL, BRB, etc.) is unacceptable.

7.11 Ensure that all messages are sent only to the intended recipients. Avoid sending messages to parties that are not directly affected by the contents of the message.

7.12 Ensure that all messages include a completed, appropriate and accurate Subject line and a signature.

7.13 E-mails that contain financial information (Quotes, costs, etc.) must be checked for accuracy.

7.14 Under no circumstances should Regional District of Kootenay Boundary confidential business information be sent out to any third party using e-mail, without prior written authorization from the Regional District of Kootenay Boundary.

7.15 Archive all messages that are older than 3 months.

7.16 Outgoing e-mails shall include a signature block indicating the sender's name, title and contact information and follow RDKB graphic standards. The sender shall be responsible for ensuring that paper copies of e-mail strings are kept where circumstances warrant.

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8. Decisions Based on Merit

8.1 Members shall base their decisions on merits and substance of a matter at hand, rather than on unrelated circumstances.

9. Conflict of Interest

9.1 All officials shall be aware of their responsibilities under the *Local Government Act* and shall fulfill the requirements of conflict of interest provisions set out in the *Community Charter.* It is expected officials will make decisions that benefit the community. They are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or business interests.

9.2 Elected and appointed officials must fully disclose to the Board Chair and Chief Administrative Officer any direct or indirect pecuniary interest, any bias or undue influence with respect to any matter they are dealing with immediately.

9.3 Any conflict or incompatibility between personal interests and the impartial performance of public or professional duties must be resolved appropriately and in accordance with statutory requirements.

9.5 Confidential information gained through official positions must not be used for securing a private benefit for the official and or anyone else.

9.6 Elected and appointed officials must not expect or request preferential treatment for themselves or their family because of their position. They must also avoid any action that could lead members of the public to believe that they are seeking preferential treatment.

10. Gifts and Personal Benefits/Favours

10.1 Elected and appointed officials must not, directly or indirectly accept a gift or personal benefit that is intended to influence the member's performance of their respective official duties related to the RDKB and never accept a gift of cash. Officials must ensure that their immediate family members do not receive gifts or personal benefits that could appear to an impartial observer to be an attempt to challenge this policy or to influence or secure a favour from the local government.

11. Confidential Information

11.1 All officials shall be aware of their responsibilities under the L*ocal Government Act* (the application of the *Community Charter*) which sets out legislation and requirements with respect to Duty to Respect Confidentiality and which all elected and appointed officials shall fulfill. Any collection, use and disclosure of personal and or private business information must be managed in accordance with the *Freedom of Information and Protection of Privacy Act* and for the purpose for which it is intended to be used.

11.2 Elected and appointed officials shall respect the confidentiality of information concerning property, personnel or legal affairs of the RDKB and of information provided by a third party to the RDKB on a confidential basis. The confidentiality of information concerning property, personnel, RDKB legal affairs or information provided by a third party to the RDKB on a confidential basis must be respected and must not be disclosed without authorization, nor used to advance personal, financial or other private interests.

11.3 Elected and appointed officials shall not disclose or release to anyone, confidential information acquired by virtue of their office in either oral, electronic or written form except when required by law or authorized by the Board to do so.

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11.4 The deliberations and decisions made in a closed meeting must not be released to the public until the Board approves, by resolution, that this information be released to the public.

11.5 Except in the normal course of duties, elected and appointed officials must not in any way change or alter RDKB records or documents.

12. Use of Public Resources

12.1 Officials are not entitled to use public resources, which are not available to the overall public such as equipment, supplies or facilities or other private property other than for the discharge of their duly authorized duties dealing with the RDKB business and in no case for private or personal gain, convenience or profit.

13. Political Activity

13.1 Elected and appointed officials must not undertake campaign related activities on RDKB property and must not use any RDKB property for campaign work including RDKB photocopiers, computers, and email lists etc.

14. Interactions with Members, Staff and Advisory Bodies

14.1 All officials must act in accordance with the Board's Procedure Bylaw and the conduct guidelines outlined in this document.

14.2 Elected and appointed officials must not direct or influence, or attempt to direct or influence any staff or advisory body member in the exercise of their duties or functions and are not to contact or issue instructions to any of the Regional District's contractors, tenderers, consultants or other service providers.

14.3 Members must not make public statements attacking or reflecting negatively on Regional District staff or invoke staff matters for political purposes.

15. Implementation

15.1 The Regional District's Guiding Principles for Responsible Conduct Policy and the code of conduct procedure will be provided to candidates running in RDKB elections for Electoral Area Director. Candidates elected to the RDKB Board of Directors or individuals appointed to the RDKB Board as municipal Directors and those appointed as municipal Alternate Directors, as well as individuals appointed to other RDKB bodies, committees, commissions will be requested to sign the Policy affirming they have read and understand the Regional District's Responsible Conduct Guiding Principles Policy. The Policy and code of conduct procedure will be reviewed at orientation sessions for new and returning elected and appointed officials following each election or by-election.

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16. Compliance and Enforcement

16.1 All officials are to abide by the requirements of the *Local Government Act*, *Community Charter* and the Guiding Principles for Responsible Conduct Policy and shall endeavor to resolve disputes in good faith recognizing that interpersonal malice and rancor do not facilitate good governance.

16.2 The RDKB Board of Directors may impose sanctions, such as motion of censure or rescinding the appointment to a committee on those whose conduct does not comply with the District's ethical standards and or for breaching the Policy and its code of conduct procedure.

16.3 To ensure procedural and administrative fairness, Members who are accused of violating any provision of the Code of Conduct shall have a minimum of one week, or the time between two consecutive meetings, whichever is greater, to prepare his or her case to respond to these allegations. Before considering a sanction, the Board of Directors must ensure that a member has: 1) received a written copy of the case against him or her and 2) a minimum of one week or the time between two consecutive meetings, whichever is greater, to prepare a defense against any allegations and 3) an opportunity to be heard.

16.4 The Corporate Officer shall receive and retain all reports and other written and electronic records.

17. Impact on Board Decisions

17.1 A violation of this Code of Conduct shall not be considered a basis for challenging the validity of a RDKB decision.

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Regional District of Kootenay Boundary

STAFF REPORT

Date: 06 Jun 2018 **File** Policy Manual-ADM-0590-03

To: **Chair Martin and Members of the Policy and Personnel Committee**

From: Theresa Lenardon, Manager of Corporate Administration/Corporate Officer

Re: Guiding Principles for Elected and Appointed Officials Responsible Conduct Policy

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding a responsible conduct guiding principles policy for elected and appointed officials.

History/Background Factors

At meetings held in March and May 2018, staff presented information from the Working Group on Responsible Conduct. The Working Group is comprised of the Ministry of Municipal Affairs and Housing (MAH), Local Government Management Association (LGMA), and UBCM.

At the May 9th meeting, the Committee was presented with a draft Code of Conduct Policy. After review and discussion, the Committee referred the overall matter back to staff with direction to draft a policy with 4-5 guiding principles for responsible behaviour that includes a sample code of conduct as a background document to the policy (rather than a standalone Code of Conduct Policy).

"Responsible conduct is based on honesty and integrity in a manner that furthers a local government's ability to provide good governance to their communities" (the Working Group). The Working Group's standards for good governance include being:

- transparent,
- ethical,
- accountable,
- respectful of the rule of law,
- collaborative,
- effective and
- efficient.

To guide the behaviour of BC's local government elected officials, the Working Group has drafted "Foundational Principles of Responsible Conduct", which are the basis for the attached Responsible Conduct Guiding Principles Policy. The principles are intended to provide some substance for how local government elected officials fulfill their roles and responsibilities including their relationships with

each other, staff and the public. The principles should be interpreted in accordance with BC local government legislation, common law and the policies and bylaws of the local government itself.

Presently, if an elected or appointed official refuses to behave responsibly the legal tools in B.C. include removal from the meeting (Section 133 of the *Community Charter*), censure or sanction, third party investigations and disqualification proceedings (Section 110 of the *Community Charter*). Best practices that have been discussed by the Working Group, legal firms and BC local governments include enhanced censure motions, mandatory codes of conduct, third party investigations (e.g. "Integrity Commissioner"), legislative sanctions and Ministry oversight.

With the Committees' instruction to include a code of conduct as a "background" document to the guiding principles, staff has revised and reduced the code of conduct policy that was presented in May and has included it as the "procedure" to the Guiding Principles Policy. The original and revised codes of conduct that have been presented to the Committee have been created using codes of conduct policies from the Regional Districts of Okanagan Similkameen, Central Coast and Central Okanagan as well as the District of Saanich and which have formed a somewhat generic code of conduct "template" used by many BC local governments.

Staff is looking for the following direction:

1. Does the Committee wish the revised code of conduct, as attached and presented to the P&P Committee on June 13th, to form the 'background document" as the Guiding Principles Policy Procedure?
2. Alternatively, does the Committee wish the bullet points in the Guiding Principles Policy written under the key principles of integrity, accountability, respect and leadership and collaboration to form the "background" document rather than the code of conduct?
3. Should there be compliance and enforcement sections in either of the documents?
4. Should there be a requirement for RDKB elected and appointed officials to sign-off on the policy procedure (e.g. the code of conduct) should the code of conduct remain as the Guiding Principles Policy procedure (e.g. as presented on June 13th)?

Implications

1. There are no financial or human resource implications to adopting, implementing and enforcing a code of conduct.
2. At this time, codes of conduct are not legislated, therefore it is not mandatory for the RDKB to adopt and implement it.
3. The Province and UBCM continue to receive pressure to legislate local government codes of conduct, therefore should the draft guiding principles policy together with the code of conduct as the policy procedure be adopted; the RDKB will be in a good position to ensure compliance when the time comes.

Advancement of Strategic Planning Goals

Adopting a Responsible Conduct Guiding Principles Policy with a code of conduct as the procedure advances the RDKB's Strategic Goal to:

- continue to focus on good management and governance

This initiative also aligns with the following RDKB Strategic Values:

- efficient, respectful, transparent, professional and ethical.

Background Information Provided

1. Responsible Conduct Guiding Principles Policy (for Elected and Appointed Officials)
2. Responsible Conduct Guiding Principles Policy Procedure - Application of a Code of Conduct
3. Memo dated March 12, 2018 and presented to the P&P Committee at the March 14 meeting
4. Staff report dated May 3, 2018 and presented at the May 9 meeting
5. "Draft" Getting Started on a Code of Conduct for your Board or Council-(Working Group on Responsible Conduct)
6. City of Edmonton Code of Conduct Handbook and Guide
7. Example Code of Conduct - Central Okanagan Regional District

Alternatives

1. Receive Report (take no action)
2. Refer back to staff for further revisions

Recommendation(s)

That the draft Responsible Conduct Guiding Principles Policy and draft Policy Procedure-application of the Code of Conduct, be referred back to staff for revisions as per the direction given at the Policy and Personnel Committee meeting held June 13, 2018.

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Development Variance Permit Application - Connell		
Date:	January 31, 2019	**File #:**	A-1236-05226.100
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received a Development Variance Permit application for a proposed garage and carport along the eastern side of a property in Electoral Area 'A'.

Property Information	
Owner(s):	Lawrence and Dorothy Connell
Location:	37 Lahue Road, Electoral Area 'A'
Legal Description:	Lot A, DL 1236, KD, Plan NEP13816
Area:	930.8m^2 (0.23 acres)
Current Use:	Residential
Land Use Bylaws	
OCP Bylaw No. 1410	Rural Residential 1
DP Area	NA
Service Area	Beaver Valley Water System
Zoning Bylaw No. 1460	Rural Residential 1 (R1)
Minimum Parcel Size	1 hectare
Other	
ALR:	NA
Waterfront / Floodplain	NA
Planning Agreement Area	Fruitvale

HISTORY / BACKGROUND INFORMATION

The subject property is between Highway 3B and Old Salmo Road. In October 2018 the applicants obtained a building permit for a garage on the property. Before starting construction, the applicant decided to change the location of the garage and add a carport to their construction plans.

Within the R1 Zone the setbacks for an accessary building are:

Front Yard	7.5 metres
Exterior Side Yard	7.5 metres
Interior Side Yard	3.0 metres
Rear Yard	1.5 metres

PROPOSAL

The applicants are proposing to build to build a 6.1m by 9.1m garage and a 3.7m by 4.6m carport. A building permit was approved October, 2018. The applicants wish to move both the garage and carport into the setback, which would leave 1.12m between the building and property line.

The requested variances is:

- To decrease the interior side setback for an accessory building from 3.0 metres to 1.12 metres – a 1.88 metre variance

IMPLICATIONS

The R1 Zone does not have site coverage or building height regulations.

In considering applications for Development Variance Permits, we generally consider whether the proposed variance will:

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

The applicant has addressed each one of these points (see Applicants' Submission). In response to the points above, the applicants have provided the following.

a) Maneuvering a vehicle to the back of the yard would be difficult without a Development Variance Permit.
b) The placement of the garage along the interior side property line will have a more open feel to the back yard, and be more aesthetically pleasing from the road.
   The applicants have also noted that the proposed location will have no effect on the septic system.

c) The applicants noted that there would be no negative impact on neighbouring properties. The applicant submitted a letter of support from the property owners adjacent to the interior side parcel line affected. The applicants have also noted that they would install snow stops on the roof if required.

ADVISORY PLANNING COMMISSION (APC)

The application was supported during the January 8, 2019 APC meeting.

ELECTORAL AREA SERVICES (EAS)

During the January 24, 2018 EAS meeting the following resolution was made:

> *That the Development Variance Permit application submitted by Lawrence and Dorothy Connell, to decrease the interior side setback for an accessory building from 3.0 metres to 1.12 metres – a 1.88 metre variance for a garage and carport on the property legally described as Lot A, DL 1236, KD, Plan NEP13816, Electoral Area 'A' be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support.*

RECOMMENDATION

That the Regional District Board of Directors approves the Development Variance Permit application submitted by Lawrence and Dorothy Connell, to decrease the interior side setback for an accessory building from 3.0 metres to 1.12 metres – a 1.88 metre variance for a garage and carport on the property legally described as Lot A, DL 1236, KD, Plan NEP13816, Electoral Area 'A'.

ATTACHMENTS

Applicant Submission
Subject Property map
Site Location map

Applicant Submission

To Whom It May Concern:

We were approved a building permit in October, 2018, for a 20' x 30' garage and a carport (unattached) on our property In Area A. The buildings would be 14' high and have shingle roofs and snow blockers if needed. However, when the building was staked out, we realized that there would be a lot of lost space beside the buildings that could make our access to the garage much easier if we applied for a variance to move both carport and garage over 7' to the left. This would still leave another 3.8' to the property line and a good amount of space to the neighbor's driveway. It would be very difficult to maneuver the car into the garage the way it was originally planned and the carport would also be very close to the end of the house with much wasted space on the other side. Moving this would make things much more open and would be so much easier to back out as well. It would also look much nicer from the road and improve the resale of the property eventually.

This will not affect our septic tank or field as they are away from both of the proposed buildings, and the field runs toward the other side of our property. The water lines will also not be affected.

We have spoken to our neighbors, whose driveway runs parallel to ours, (see letter attached). This will not obstruct their view and will not be an issue with snow from either building.

Thank you for your attention to this matter.

Applicant Submission

October 30, 2018

To Whom It May Concern:

This letter is in support of our neighbors' variance regarding their changes to their building permit for a garage at 37 Lahue Road, Fruitvale, BC.

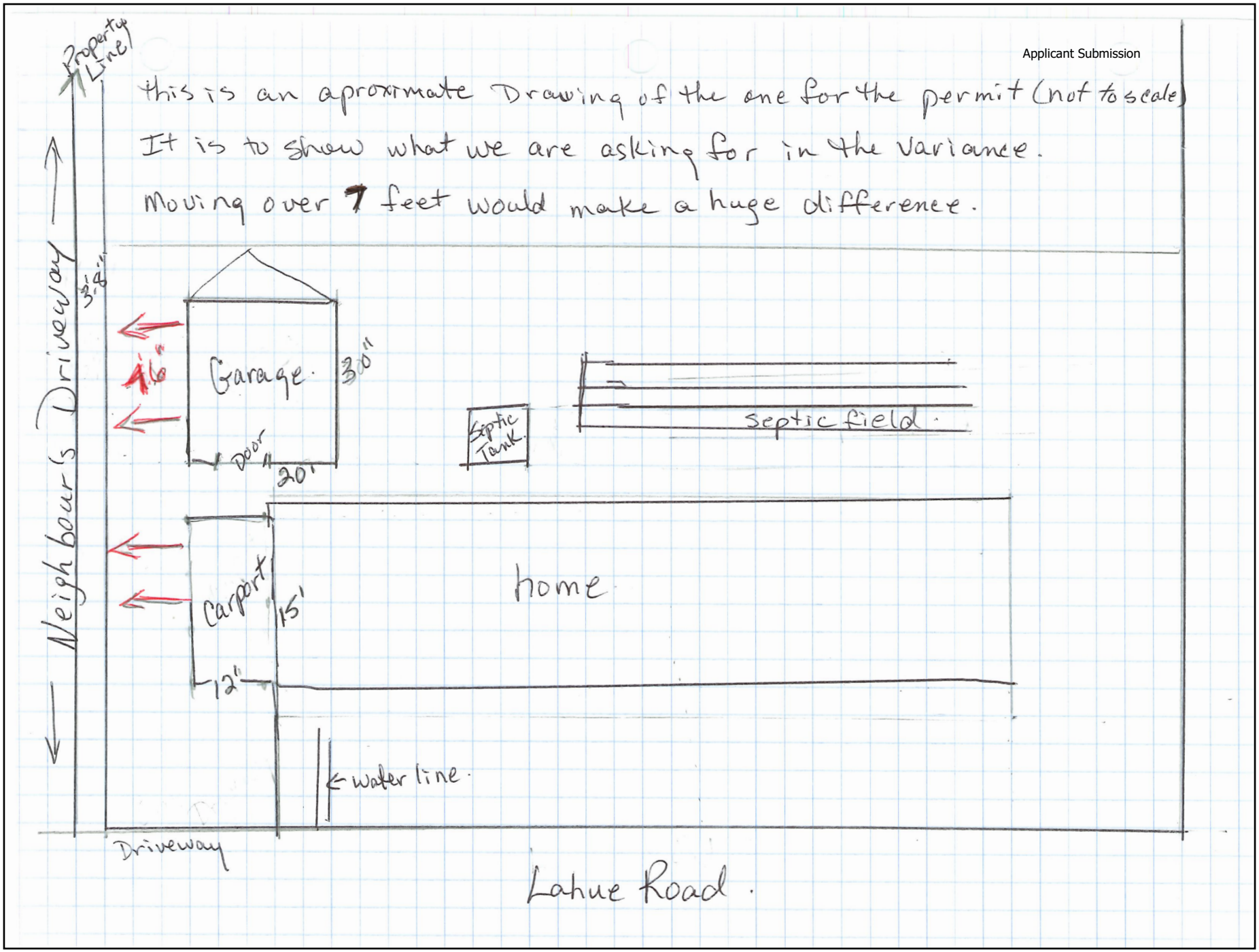
We are the neighbors of Dorothy and Larry Connell whose driveway runs parallel with ours. We have no objection to them building their garage 7 feet closer to their property line as it will not obstruct our view nor will it affect us in the winter with the snow coming off the roof of the building.

Signed,

Neil Edmundson

Annie L'Ecuyer

Applicant Submission



Subject Property Map

Regional District of Kootenay Boundary

Date: 2019-01-15

Lot A, Plan NEP13816
District Lot 1236
Kootenay Land District

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Meters

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Regional District of Kootenay Boundary

Site Location Map

Lot A, Plan NEP13816
District Lot 1236
Kootenay Land District

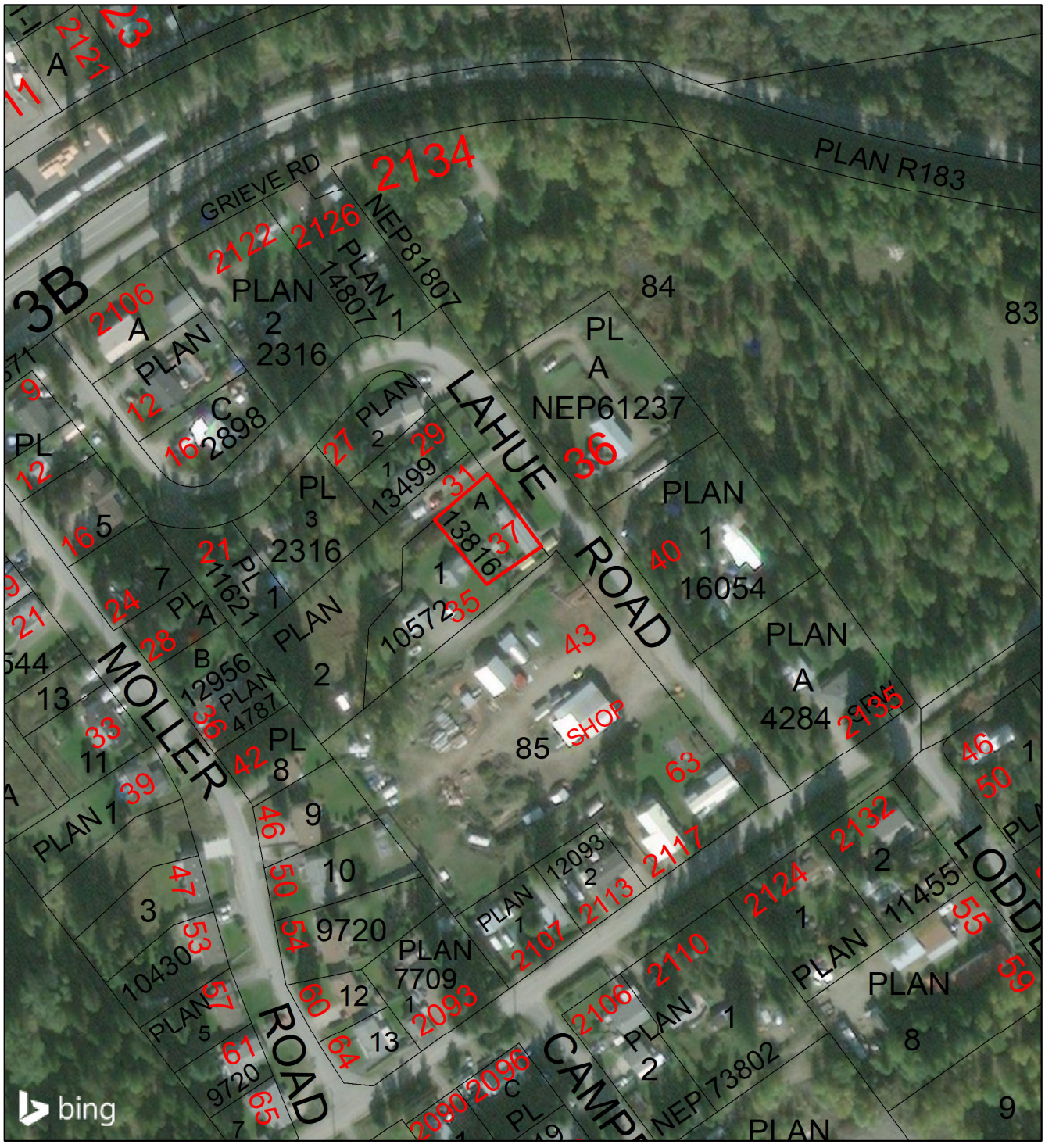
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Meters

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Regional District of Kootenay Boundary

STAFF REPORT

RE:	Development Variance Permit Application – Munch/Newton		
Date:	January 31, 2019	**File #:**	C-317-02535.852
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received a Development Variance Application for a proposed storage building on Thompson Road in Electoral Area 'C'/ Christina Lake (see Site Location Map).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Wendy Munch and Gary Newton
Location:	1549 Thompson Road
Electoral Area:	Electoral Area 'C' / Christina Lake
Legal Description(s):	Lot 33, Plan KAP28028, DL 317, SDYD
Area:	±858m^2 (0.212 acres)
Land Use Bylaws	
OCP Bylaw No. 1250	Residential
Development Permit Area	NA
Service Area	Christina Lake Water Utility
Zoning Bylaw No. 1300	Single Family Residential (R1)
Minimum Parcel Size	2,000m^2 when connected to a service, or 1 hectare
Other Bylaws	
Floodplain	NA
ALR	NA
Planning Agreement Area	NA

The property is on Thompson Road near the intersection of Thompson Road and Wolverton Road. Currently there is an approximately 56m^2 garage at the back of the property.

Section 302.1.i) of the Zoning Bylaw permits accessory-buildings for personal storage on any parcel without a principal permitted use or principal building provided:

- that the gross floor area does not exceed 60m^2 and
- They are compliant with the regulations regarding accessory buildings in that zone.

Within the R1 Zone:

- The maximum height for an accessory building is 4.6m.
- The setbacks for an accessary building larger than 10m^2 are:

Front	7.5m
Interior Side	0.6m
Rear	0.6m

PROPOSAL

The applicant is seeking a Development Variance Permit to construct an approximately 27m^2 garage for boat storage. The building would be located adjacent to the existing garage.

The requested variances are:

- To increase the maximum gross floor area for storage buildings on a property without a principal permitted use or principal building from 60m^2 to 87m^2 – a variance of 27m^2.
- To increase the maximum height for an accessory building from 4.6m to 4.88m – a variance of 0.28m.

IMPLICATIONS

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

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

The applicant has stated that the purpose of the shelter is to provide storage for their boat, and that the structure would be more aesthetically appealing than a “temporary storage shed”. The applicant notes that the garage and boat storage are at the back of the property leaving room for a house in the future.

The proposed building would be compliant with setbacks and parcel coverage. There will also be room for a future residence.

The applicants stated that they believe the neighbours will not have concerns with the proposal.

No timeline was given for future construction of a residence.

ADVISORY PLANNING COMMISSION (APC)

During their January 8, 2017 meeting the APC supported the application on the condition that the applicant obtain a building permit.

ELECTORAL AREA SERVICES (EAS)

During the January 24, 2019 EAS meeting the following resolution was made:

> *That the Development Variance Permit application submitted by Wendy Munch and Gary Newton to allow for a variance to increase the maximum gross floor area for storage buildings on a property without a principle permitted use or principle building from 60m^2 to 87m^2 – a variance of 27m^2; and to increase the maximum height for an accessory building from 4.6m to 4.88m – a variance of 0.28m on the property legally described as Lot 33, Plan KAP28028, DL 317, SDYD, Electoral Area 'C'/Christina Lake be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support.*

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by Wendy Munch and Gary Newton to allow for a variance to increase the maximum gross floor area for storage buildings on a property without a principle permitted use or principle building from 60m^2 to 87m^2 – a variance of 27m^2; and to increase the maximum height for an accessory building from 4.6m to 4.88m – a variance of 0.28m on the property legally described as Lot 33, Plan KAP28028, DL 317, SDYD, Electoral Area 'C'/Christina Lake.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicant Submission

Regional District of Kootenay Boundary

Site Location Map

Date: 2018-11-22

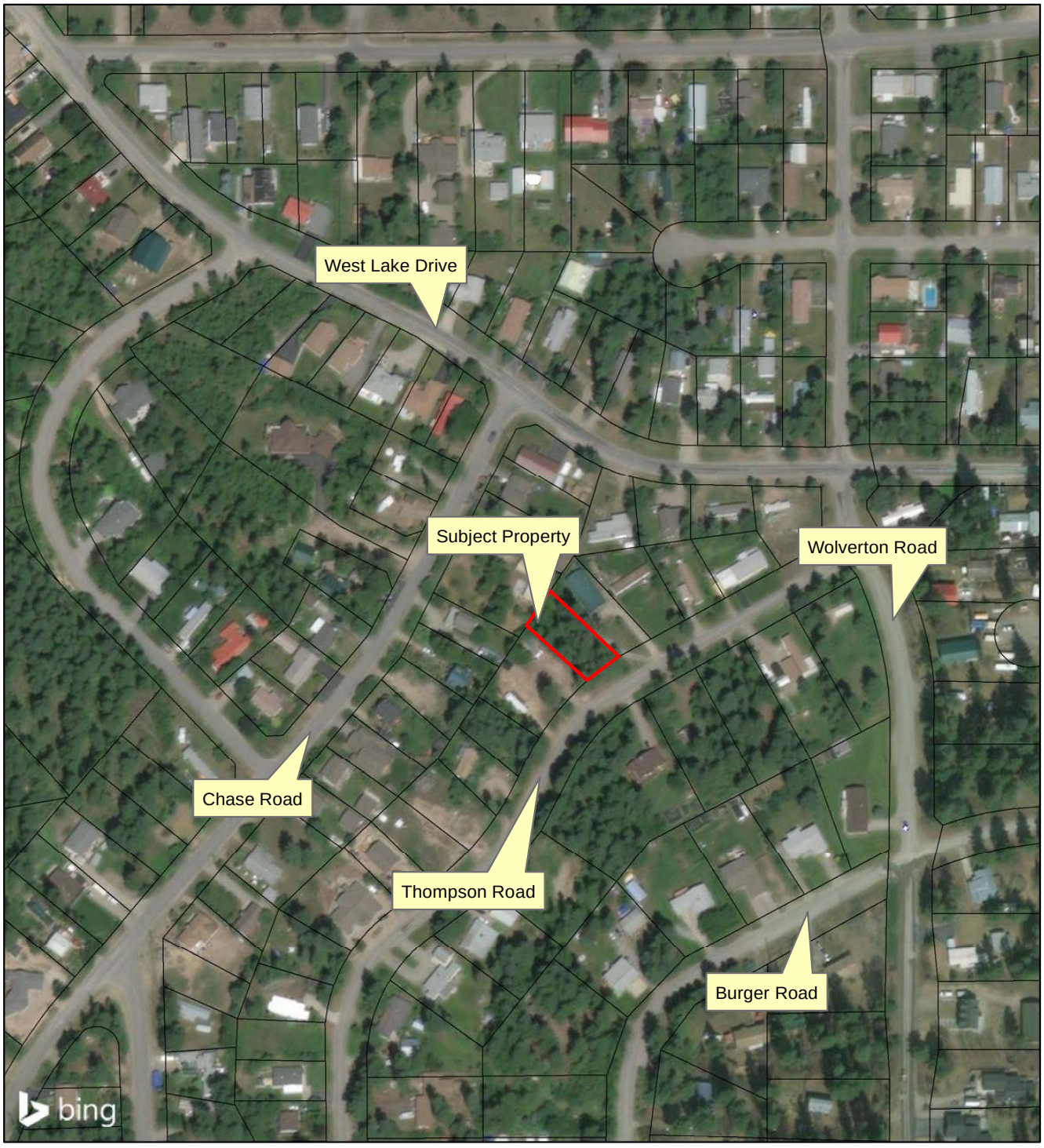
1549 Thompson Road
Lot 33, Plan KAP28028, DL 317, SDYD

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0 30 60 90 120

Meters

1:2,500



Document Path: T:\Ken\MXD_Template.mxd

Regional District of Kootenay Boundary

Subject Property Map

Date: 2018-11-22

1549 Thompson Road
Lot 33, Plan KAP28028, DL 317, SDYD

N

0 5 10 15 20

Meters

1:500



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APPLICANT SUBMISSION

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

I would like to build a boat storage area next to my existing garage at 1549 Thompson Rd, Christina Lake. The boat storage would be a non attached roof supported by four posts

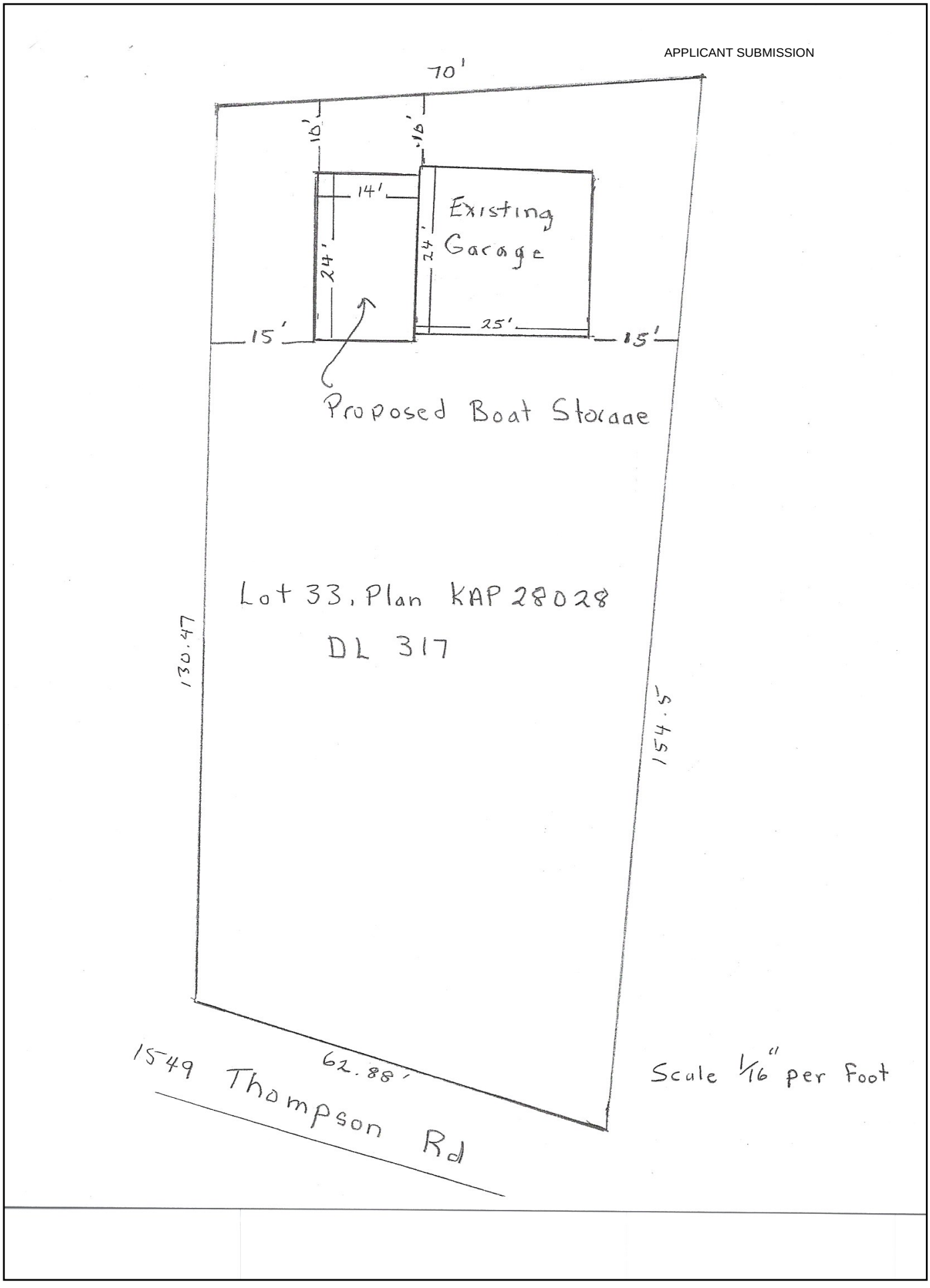
The building inspector tells me that I'm only allowed 600 sq Ft. of my lot covered by a roof (which is the size of my existing garage) because there is no residental house

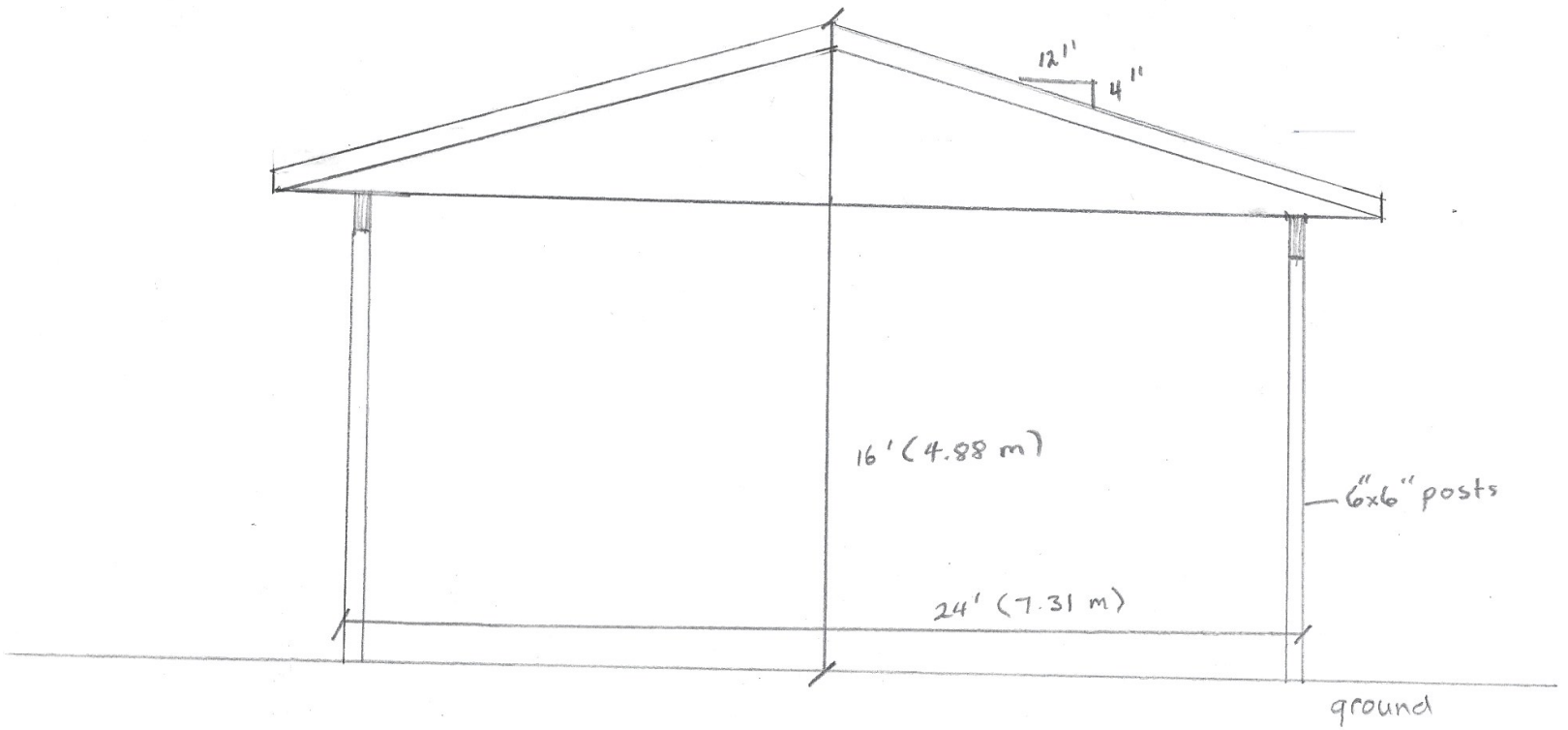
My proposed boat storage and garage are at the back of my lot and not that noticeable from Thompson Rd. I will meet all side yard bylaws but I would like to build the boat storage roof one foot over height to accomodate a boat with a tow tower

I'm certain that I can get letters from my neighbours supporting this proposed boat storage because it will look much nicer than temporary storage tents

I've designed the placement of my existing garage and this proposed boat storage at the rear of my lot so that it will not affect any plans for a future residental home development.

APPLICANT SUBMISSION





Proposed boat Storage
1549 Thompson Rd

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Development Variance Permit Application – Walls		
Date:	January 31, 2019	**File #:**	C-3063s-07038.000
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received an application for a Development Variance Permit to extend the deck and roofline protrusion for a proposed house in Electoral Area 'C'/Christina Lake (see Attachments).

Property Information	
Owner(s):	Sharon Walls
Agent	DJM Contracting Ltd.
Location:	3173 East Lake Drive
Electoral Area:	Electoral Area 'C' / Christina Lake
Legal Description(s):	Lot 3, Plan KAP10615, DL 3063s, SDYD
Area:	±769m^2 (0.19 acres)
Land Use Bylaws	
OCP Bylaw No. 1250	Waterfront Residential
Development Permit Area	Environmentally Sensitive Waterfront Development Permit Area
Service Area	NA
Zoning Bylaw No. 1300	Waterfront Residential 2 (R2)
Other	
ALR	NA
Floodplain	Christina Lake

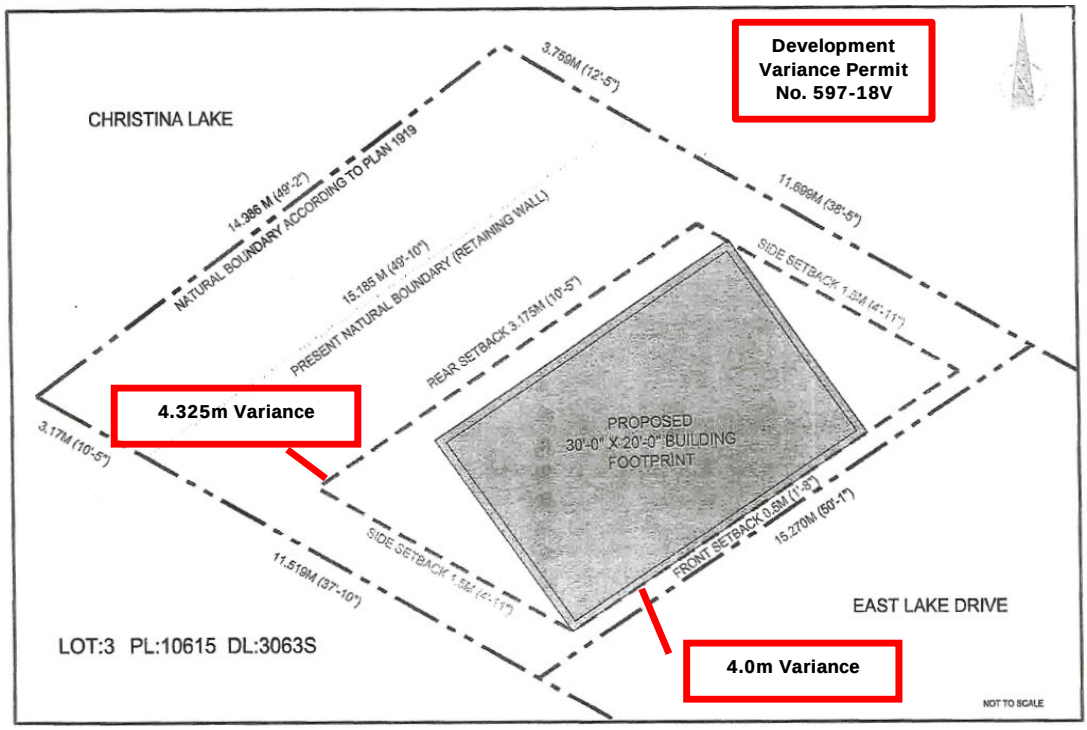
HISTORY / BACKGROUND INFORMATION

The property abuts Christina Lake, north of English Point. The lot is divided by East Lake Drive with the portion between the lake and East Lake Drive being considerably smaller than the portion east of East Lake Drive. Both portions of property are sloped.

There is a retaining wall installed along the lakefront portion of the property. This retaining wall was identified as the current natural boundary of Christina Lake in 2011.

Previous Applications for Development Variance Permits

In August 2018 the Board of Directors approved a Development Variance Permit that created a building envelope on the lakefront portion of the property for a house.



The RDKB Board of Directors approved the Development Variance Permit pictured above in 2011, and 2016. The previous permits lapsed because construction did not begin within 2 years of issuance of the permit. When a permit lapses a new permit is required. A permit can be renewed if the application is made 60 days before the permit expires.

The current Development Variance Permit (597-18V) was issued with the condition that the Applicants obtain a permit to build within 4.5 metres of a highway. This condition was met in December 2018.

PROPOSAL

The applicant is applying for a Development Variance Permit to extend the projection of a deck and roofline on the dwelling on lakefront and the north side of the property. There will be no additional footprint of the foundation past the variance approved in August 2018.

The applicant requests the following:

- To increase the maximum projection into the interior side yard from 0.60 metres to 0.76 metres; a 0.16 metre variance.
- To increase the maximum projection into a rear yard from 1.2 metres to 1.52 metres; a 0.32 metre variance.

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 Applicants has provided the following comments to address the evaluation criteria

a) The size of the parcel is so small that a variance is required in order to have a usable deck space.
b) The Applicant suggested in previous applications that their proposal will be an aesthetically pleasing addition to Christina Lake, and that a stick built home is better than a temporary or makeshift campsite. A dwelling, properly hooked to septic system, would improve the neighbourhood.
c) The potential negative impacts to neighbouring properties are reduced by only asking for a variance to the projection and not a foundation on the ground. The design of the house, and the proposed projection on the north side of the property were designed to reduce conflict with the southern neighbor.

Additional Permits

If this application is approved, the following permits are still required before a building permit can be issued:

- A Site Specific Exemption to the Floodplain Bylaw since the structure would be within the 7.5 metre floodplain setback (the floodplain elevation is 448.2m).
- A Development Permit since the entire property lies within the Environmentally Sensitive Development Permit Area (100 metres from the natural boundary of Christina Lake or a tributary).

The applicants have submitted concurrent applications for a Site Specific Exemption from the Floodplain Bylaw and a Development Permit for the proposed house. These

applications will be presented in separate reports once the required professional reports have been received.

Approval of this application does not guarantee the approval of any other permit.

ADVIOSRY PLANNING COMMISSION (APC)

The APC supported this application. There were no other comments regarding this application.

ELECTORAL AREA SERVICES

During the January 24, 2019 EAS meeting the following resolution was made:

> *That the Development Variance Permit application submitted by Justin Tanguay of DJM Contracting on behalf of Patrick and Sharon Walls to increase the maximum projection into the interior side setback of a projection from 0.6 metres to 0.76 metres - a 0.16 metre variance; and to increase the maximum projection into the rear setback of a projection from 1.2 metres to 1.52 metres - a 0.32 mete variance to construct a single family dwelling on the property legally described as Lot 3, DL 3063s, SDYD, Plan 10615, Electoral Area 'C'/Christina Lake be presented to the Regional District of Kootenay Boundary Board of Directors, with a recommendation of support.*

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by Justin Tanguay of DJM Contracting on behalf of Patrick and Sharon Walls to increase the maximum projection into the interior side setback of a projection from 0.6 metres to 0.76 metres - a 0.16 metre variance; and to increase the maximum projection into the rear setback of a projection from 1.2 metres to 1.52 metres - a 0.32 mete variance to construct a single family dwelling on the property legally described as Lot 3, DL 3063s, SDYD, Plan 10615, Electoral Area 'C'/Christina Lake.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicant Submission

Regional District of Kootenay Boundary

Date: 8/13/2018

Site Location Map

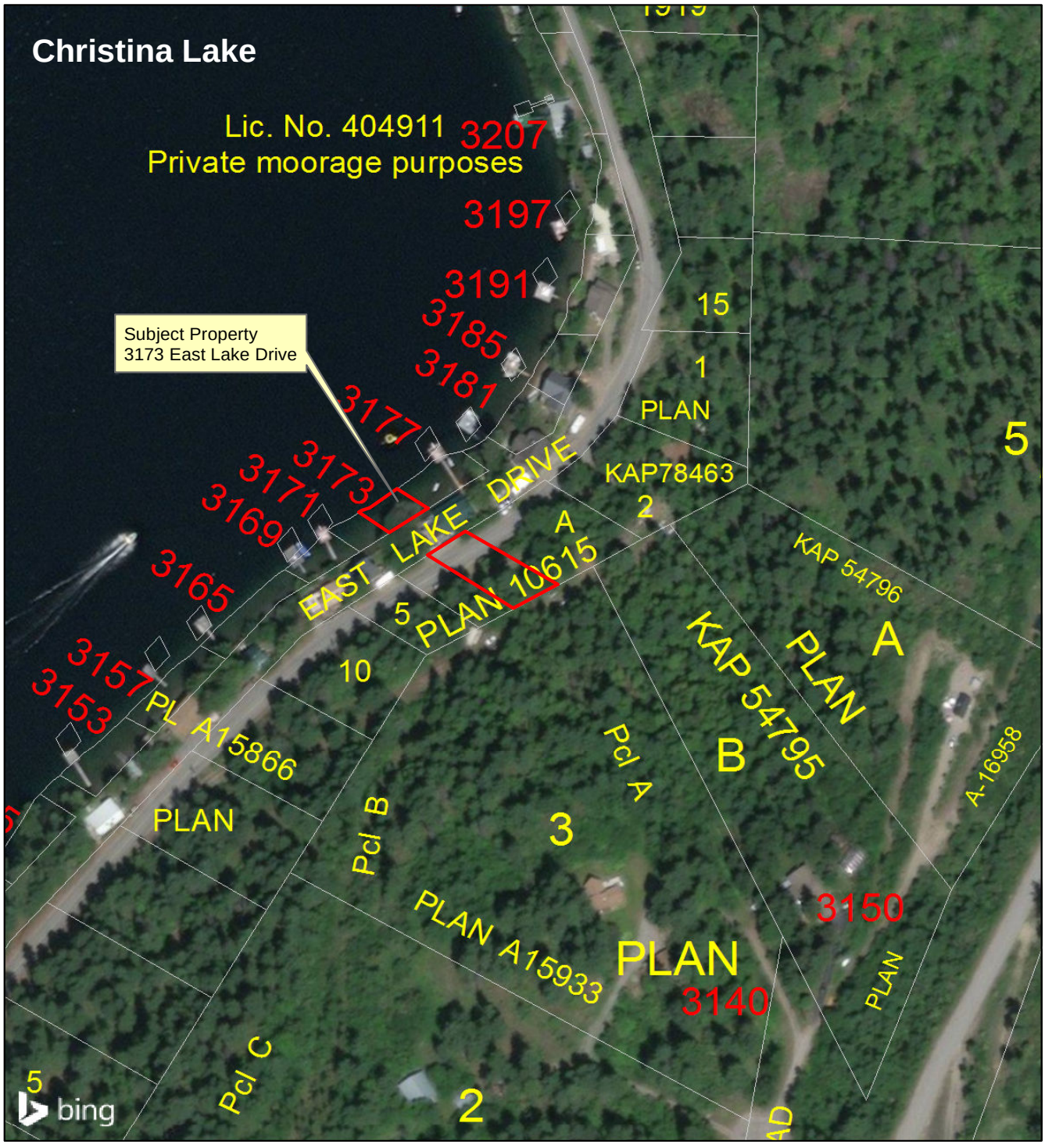
Lot 3, Plan KAP10615
District Lot 3063S
Similkameen Div of Yale Land District

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Meters

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Subject Property Map

Lot 3, Plan KAP10615
District Lot 3063S
Similkameen Div of Yale Land District

Date: 2018-08-13

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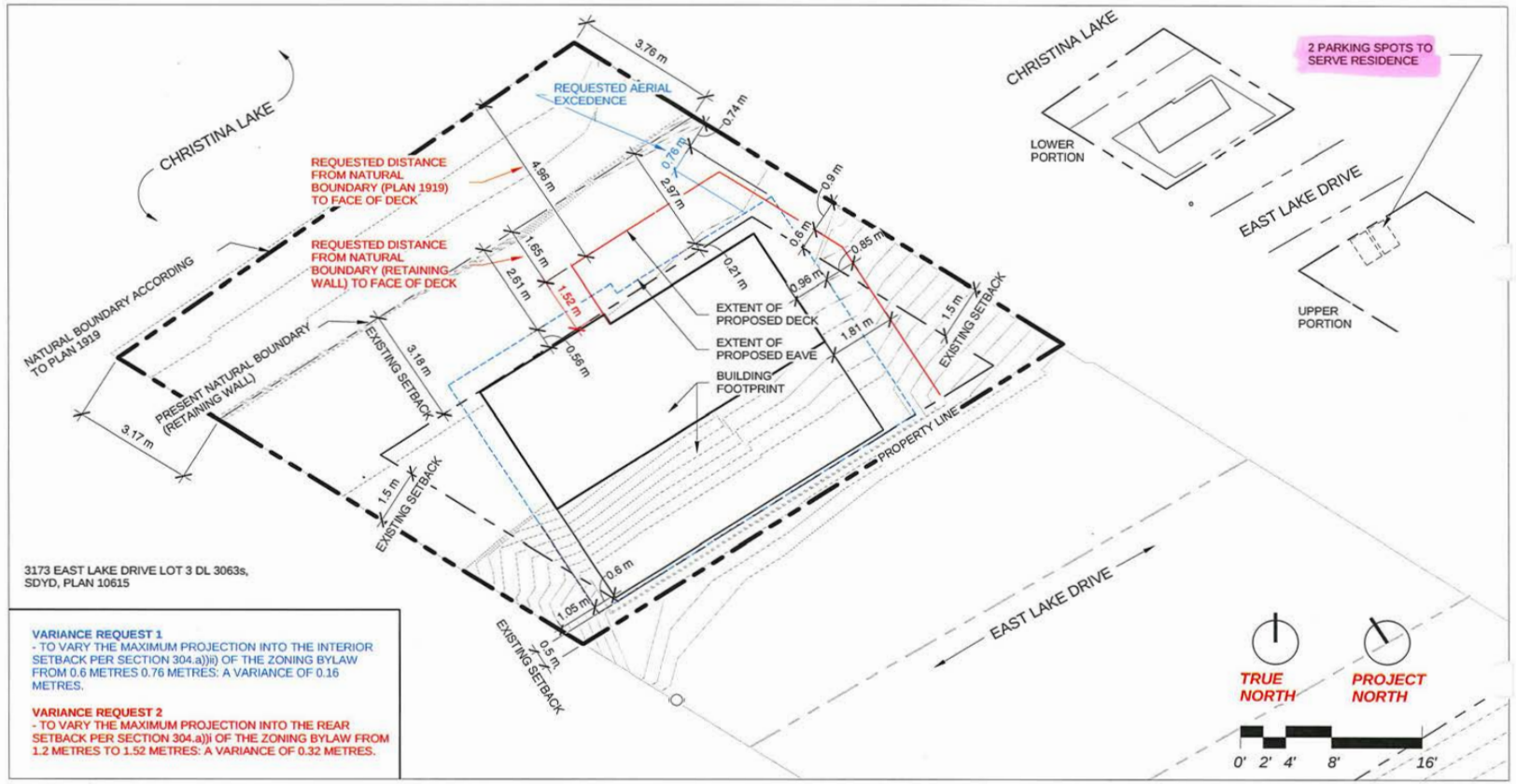
The space below is provided to describe the proposed development. Additional pages may be attached.

New SFD on lakeside of property.

Bylaw reference : RDKB Zoning Bylaw No.1300

Variance Request : To vary the maximum projection into the interior setback per Section 304.a)ii) of the zoning bylaw from 0.6 meters to 1.52 meters, a variance of 0.92 meters, as per drawings attached.

This change proposed is to resolve hardship of construction due to small available footprint. This variance is to permit a usable deck area and proper roof coverage on the NE corner of the property.



3173 EAST LAKE DRIVE LOT 3 DL 3063s, SDYD, PLAN 10615

VARIANCE REQUEST 1
- TO VARY THE MAXIMUM PROJECTION INTO THE INTERIOR SETBACK PER SECTION 304.a))ii) OF THE ZONING BYLAW FROM 0.6 METRES 0.76 METRES: A VARIANCE OF 0.16 METRES.

VARIANCE REQUEST 2
- TO VARY THE MAXIMUM PROJECTION INTO THE REAR SETBACK PER SECTION 304.a))i OF THE ZONING BYLAW FROM 1.2 METRES TO 1.52 METRES: A VARIANCE OF 0.32 METRES.

VARIANCE DRAWINGS 1.0

DEMITRI LESNIEWICZ DESIGN

PROJECT	WALLS RESIDENCE
ADDRESS	3173 EAST LAKE DRIVE
STATUS	FOR VARIANCE

DJM

SCALE	As indicated
PROJECT NUMBER	D18-21-WAL
START DATE	OCT 2018
DRAWN BY	DL
DRAWN DATE	2018-12-14 12:42:09 PM
REVISION	H

All ideas, designs, arrangements, and plans indicated or represented by these drawings are owned by, and are property of Demitri Lesniewicz Design. The documents presented were created, evolved and developed for the sole purpose of use on and within the specified project. None of such ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm, or corporation for any purpose whatsoever without the written permission of Demitri Lesniewicz Design.

D18-21-WAL_Wall Residence_VARIANCE DRAWING 3_Dec 14.pdf 1

2018-12-14 12:48 PM

DEMITRI LESNIEWICZ DESIGN

Demitri Lesniewicz M.Arch.
Building Design and Drafting

Rossland B.C. 250.362.5299
demitrilesniewicz@hotmail.com

CONSULTANTS/CONTRACTOR

Contractor
Address
Address
Phone
Fax
e-mail

DJM

Consultant
Address
Address
Phone
Fax
e-mail

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CLIENT

SHARON & PATRICK WALLS

PROJECT

WALLS RESIDENCE

ADDRESS

3173 EAST LAKE ROAD

No.	Description	Date
A	FOR REVIEW	NOV 20
B	REVIEW	OCT 17 18
C	REVIEW	OCT 31
D	REVIEW	OCT 31
E	FOR STRUC.	NOV 27

Project number	D18-21
Start Date	OCT 2018
Drawn by	DL
Checked by	-

COVER SHEET

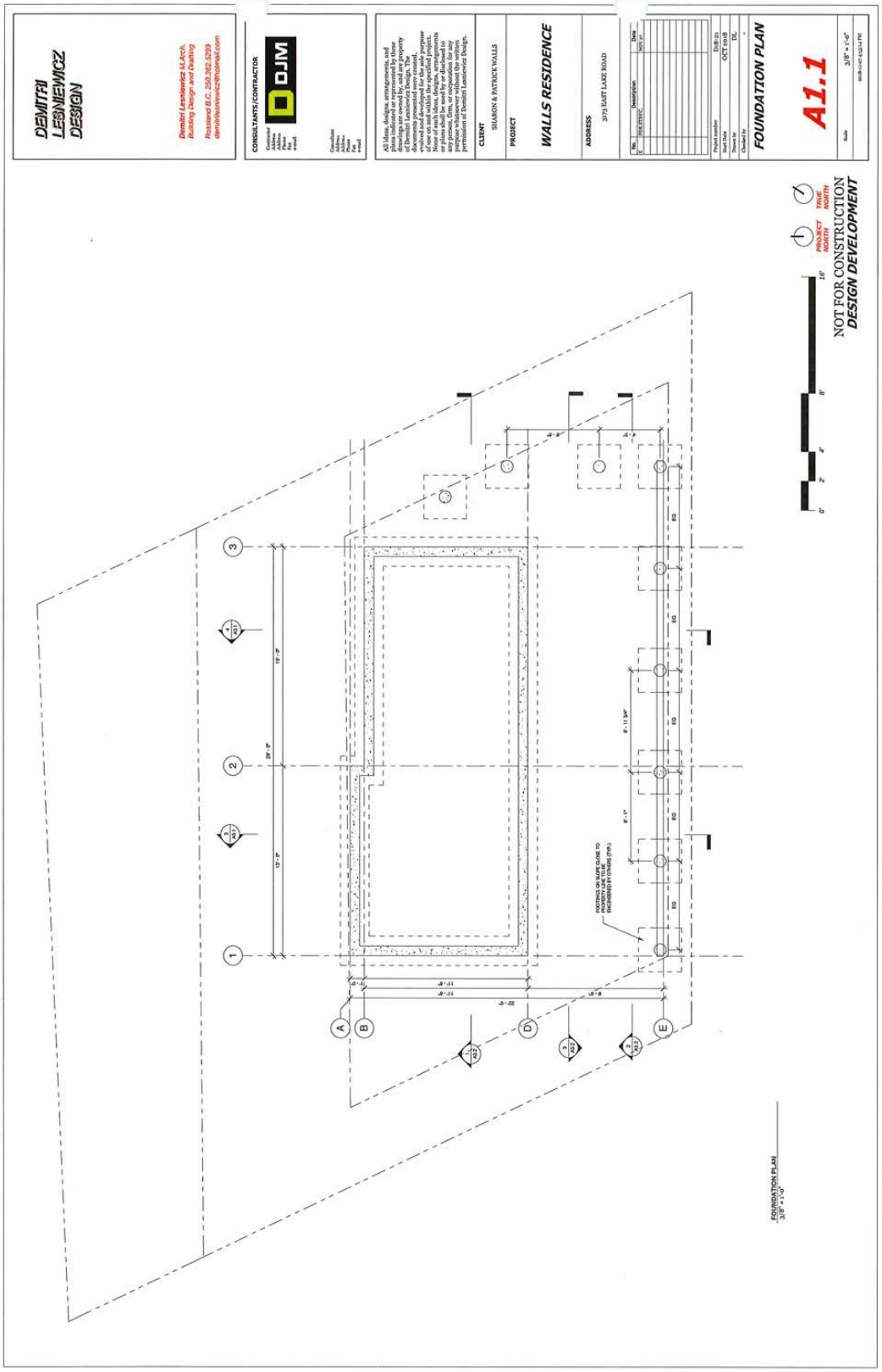
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Scale

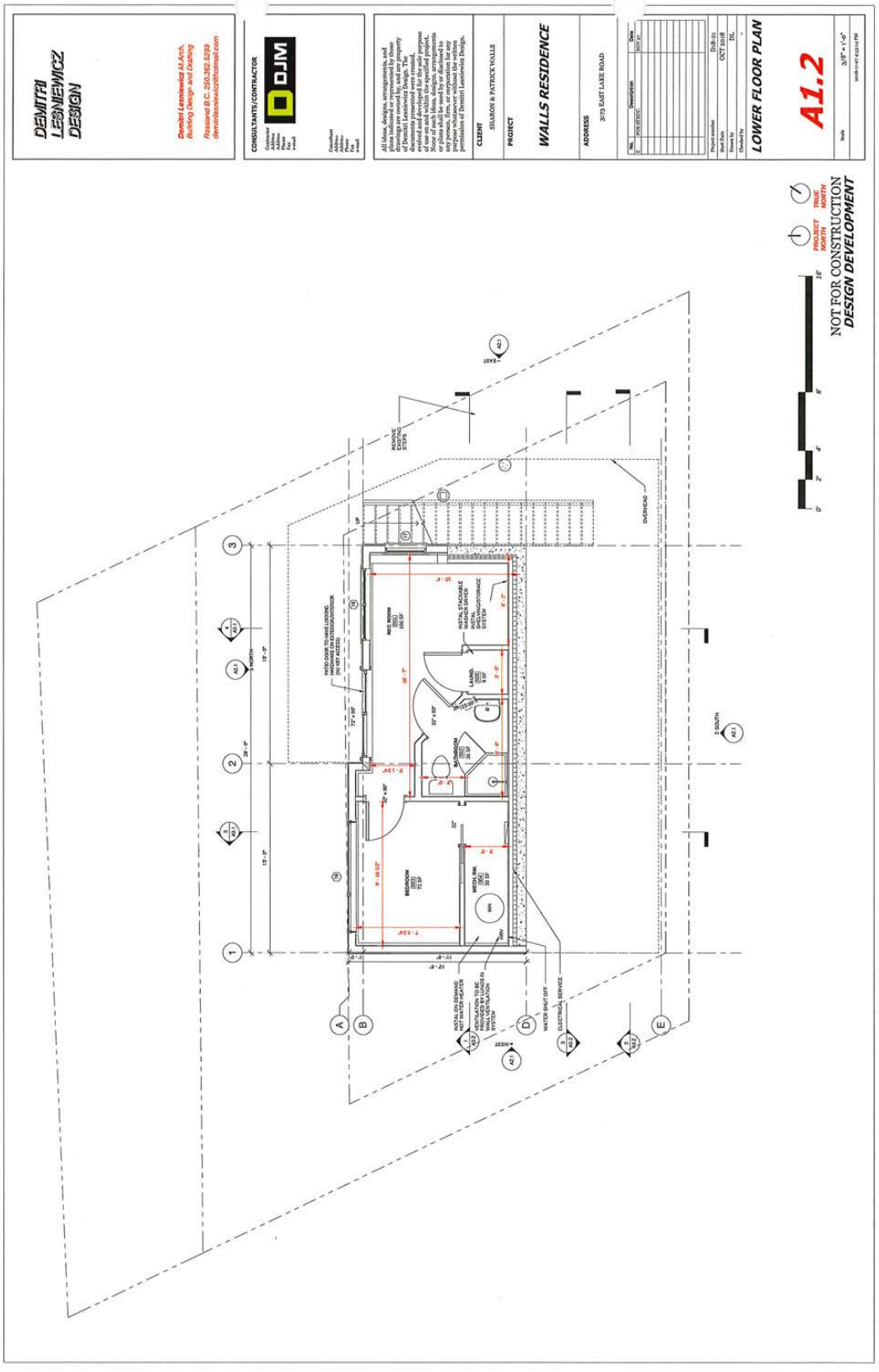
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NOT FOR CONSTRUCTION
DESIGN DEVELOPMENT

Applicant Submission



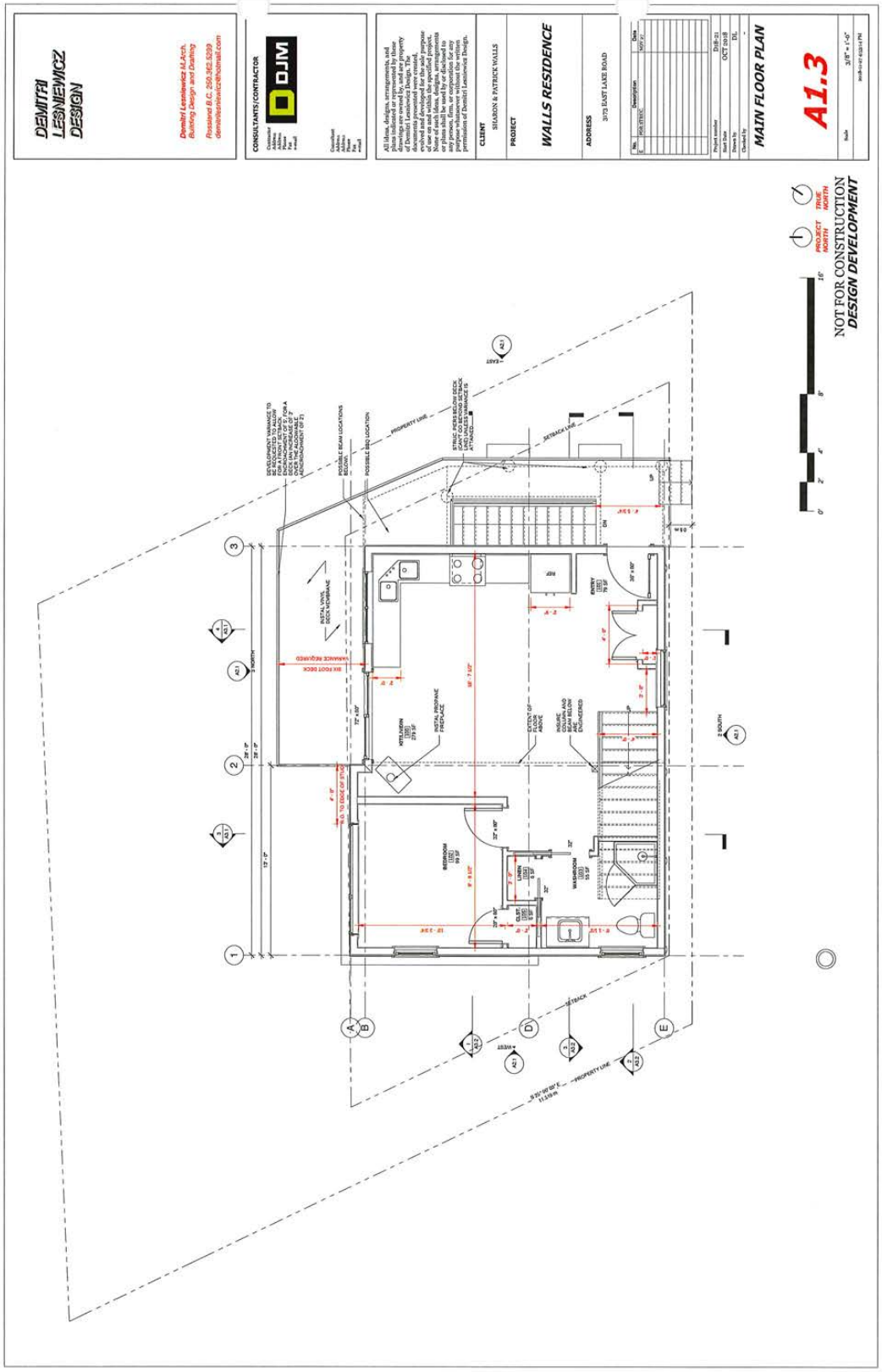
Applicant Submission



WALLS - Application Form.pdf 12

2018-12-14 12:49 PM

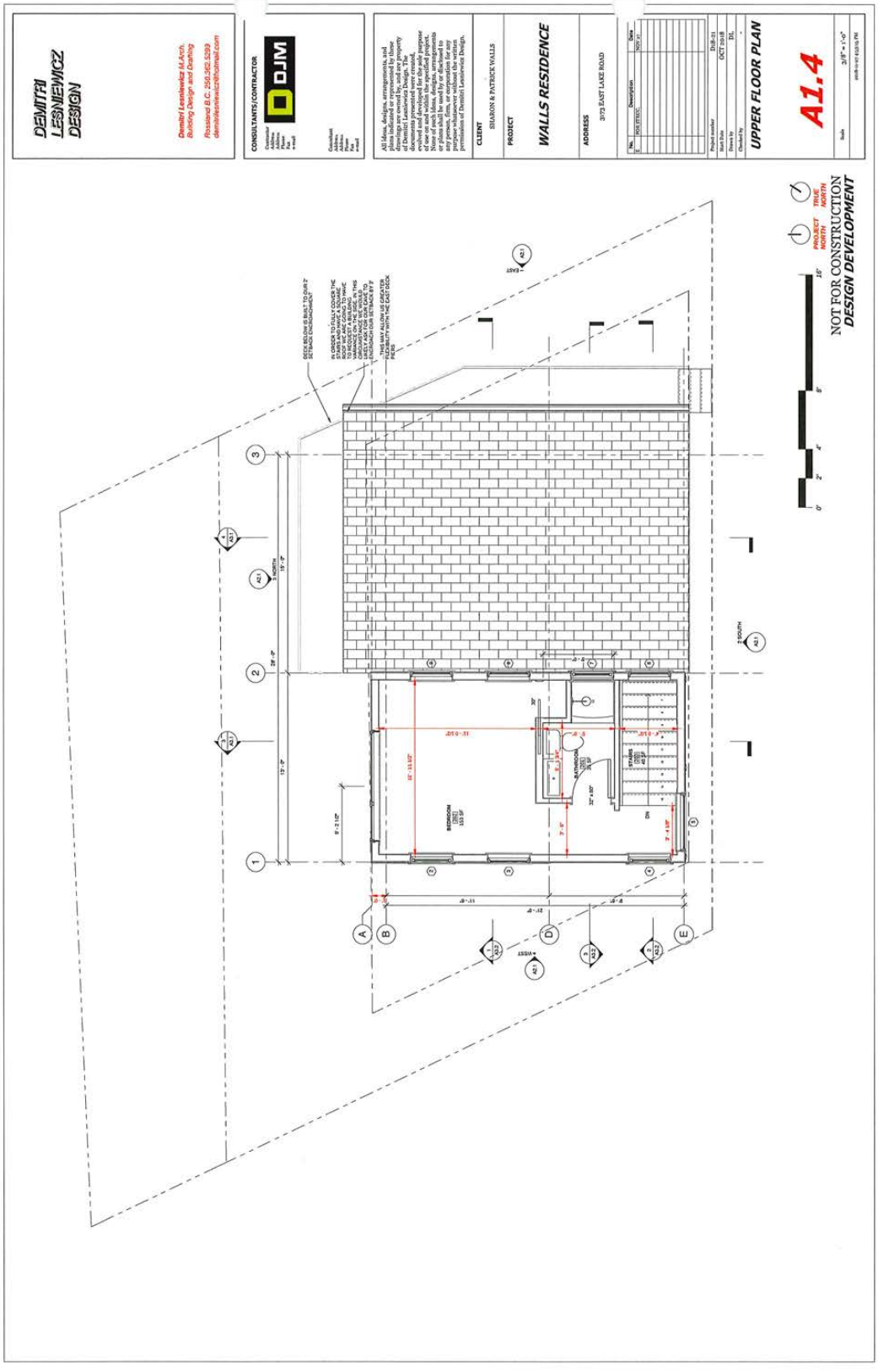
Applicant Submission



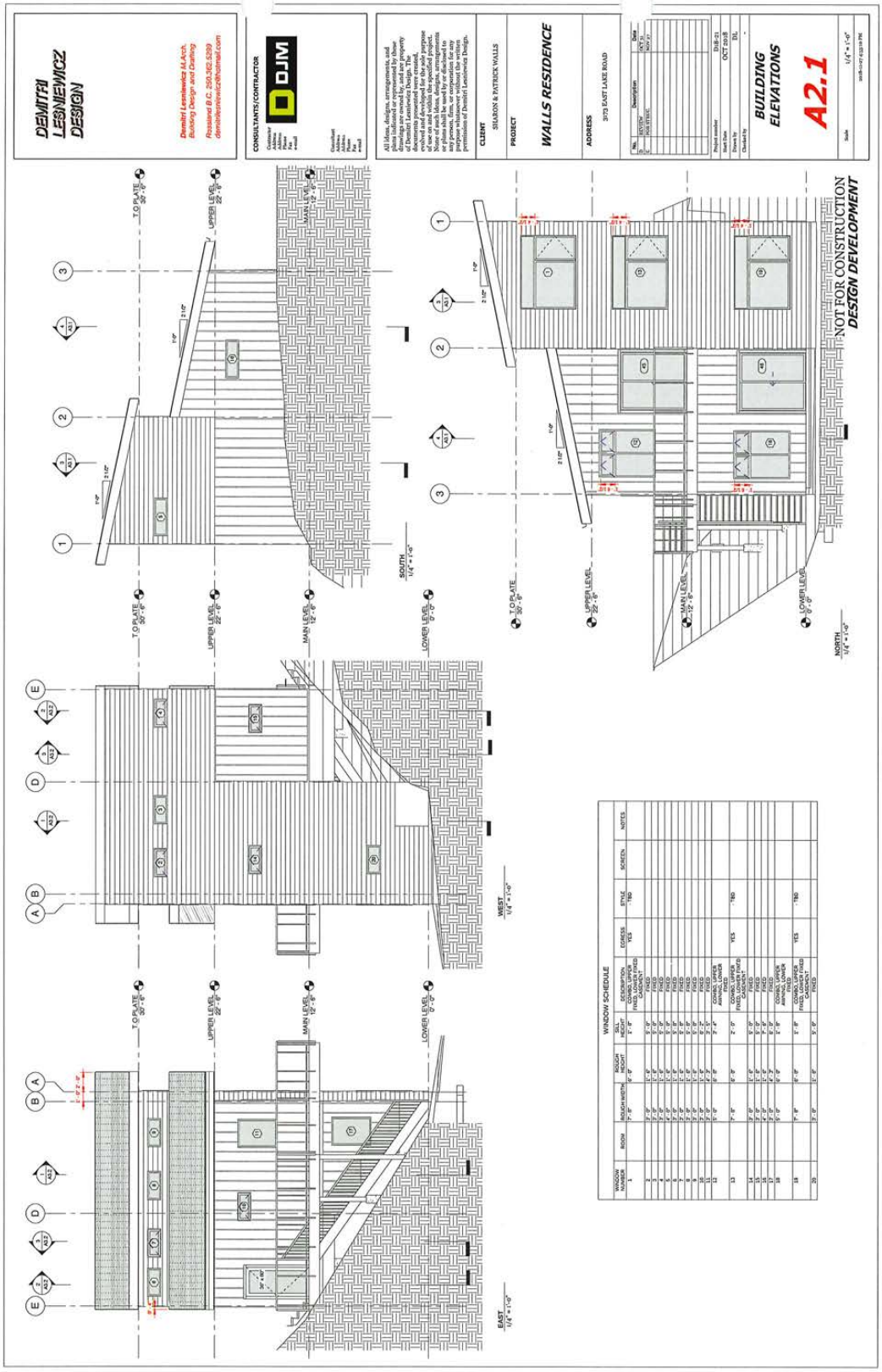
WALLS - Application Form.pdf 13

2018-12-14 12:49 PM

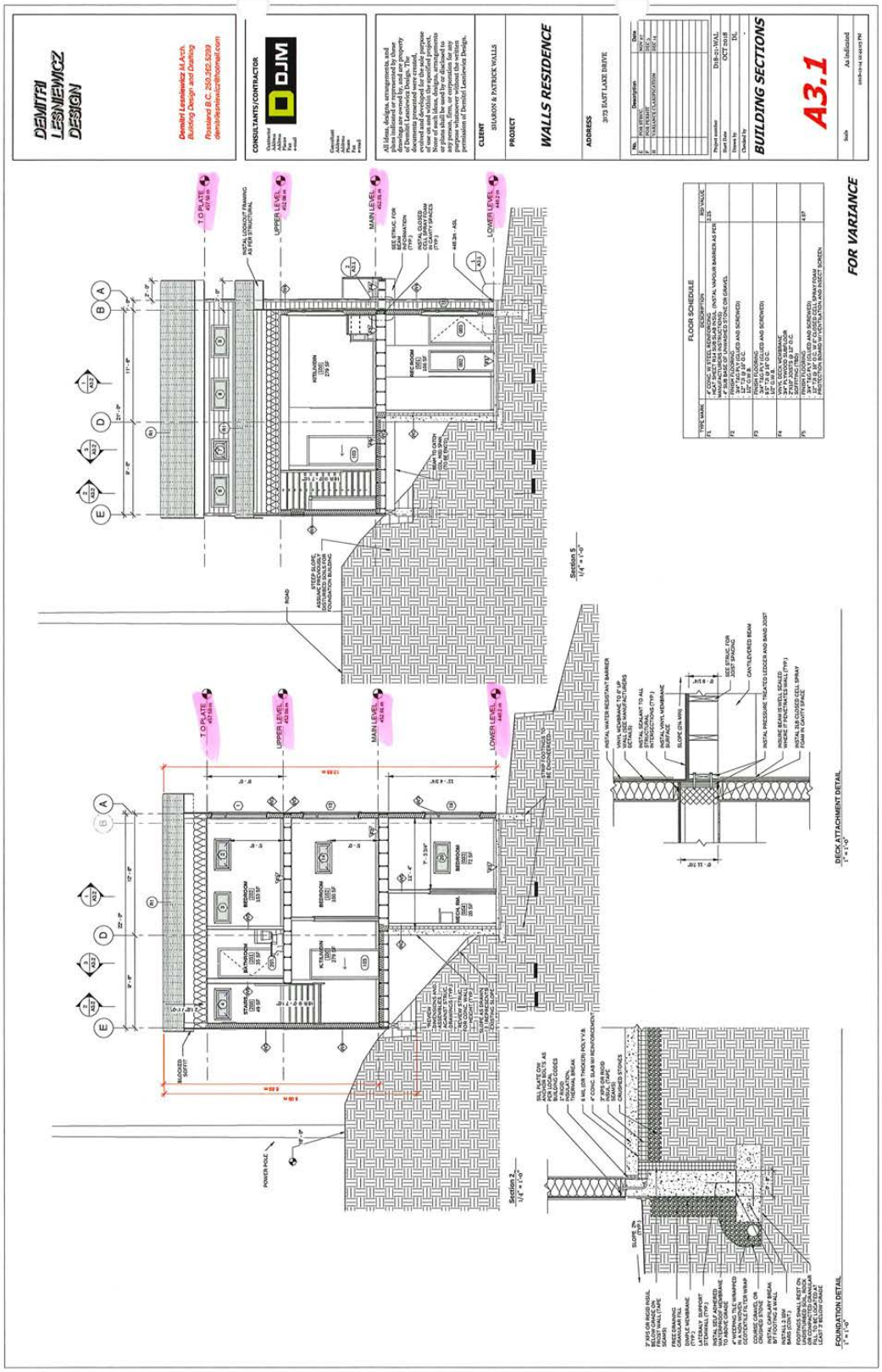
Applicant Submission



Applicant Submission



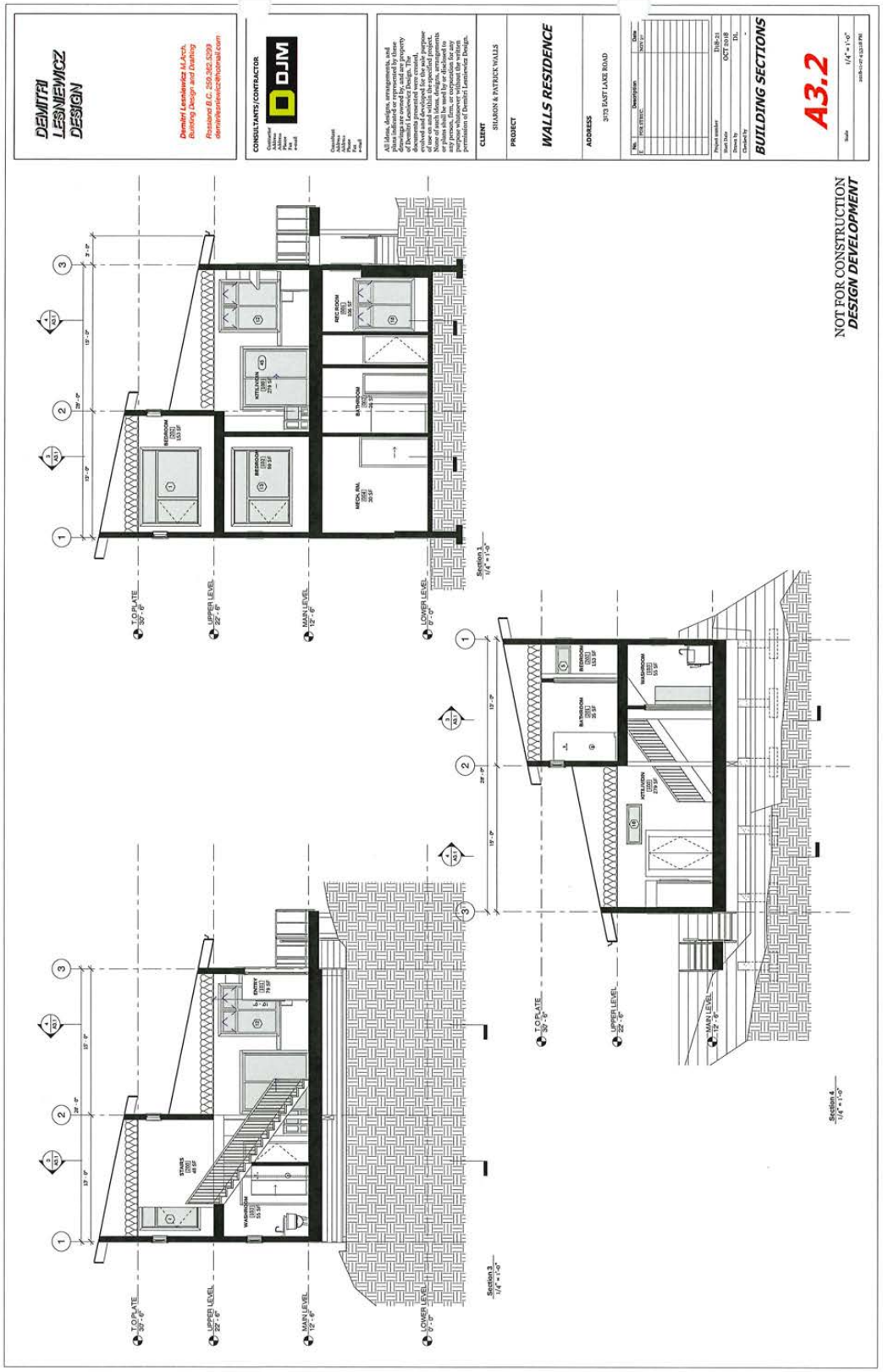
Applicant Submission



D18-21-WAL_Wall Residence_FOR PERMIT UPDATED SECTIONS Dec 14.pdf 1

2018-12-14 12:49 PM

Applicant Submission



Regional District of Kootenay Boundary

STAFF REPORT

RE:	City of Grand Forks Referral – Bylaw Amendment		
Date:	January 31, 2019	**File #:**	G-11
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received a referral from the City of Grand Forks regarding a bylaw amendment to establish a new modular home park within the City. See Attachments.

Property Information	
Owner(s):	Vadim Kobasew
Applicant(s)	Orchard Land Properties Inc.
Location:	8051 Boundary Drive
Local Government:	City of Grand Forks
Legal Description(s):	Lot 16-18, Block 1, Plan KAP586, SDYD
Area:	1.2 hectares (3 acres)
Current Use(s):	Residential
Land Use Bylaws	
Grand Forks OCP Bylaw No. 1541	
City of Grand Forks Zoning Bylaw No. 1606	
Other	
ALR:	NA
Soil Capability	NA
Waterfront / Floodplain	NA
Planning Agreement Area	NA

HISTORY / BACKGROUND INFORMATION

The subject property is on the northern end of the city near the boundary with Electoral Area 'D'/Rural Grand Forks.

The properties are not within the floodplain. However, there is a seasonal wetland on approximately 1/3rd of Lot 16. This wetland is part of an old oxbow of the Kettle River.

The nearby properties in the RDKB are zoned Estate Lot Residential 3.

PROPOSAL

The applicant would like to develop a 25-unit modular home park. This modular home park would offer spaces for modular homes and tiny-homes. In order to proceed with this development a bylaw amendment is required.

IMPLICATIONS

The oxbow forms a wetland and provides storage of water during periods of high water.

The City of Grand Forks is the approving authority regarding this application. As a city, they have the ability to require a servicing agreement as a condition for approval. The notification package from the City of Grand Forks indicated that onsite wastewater management and issues regarding developing in or near wetlands will be components of the Servicing Agreement.

ADVISORY PLANNING COMMISSION

The APC supported the application during their January 8th meeting. The APC had the following comments

> *We believe this proposal will be an asset to the entire community. It is a higher density development, located in the city, as it should be. We were especially pleased to see the need for an Environmentally Sensitive Area Development Permit and the reference to the Ecological Gift Program.*

ELECTORAL AREA SERVICES (EAS)

During the January 24, 2019 EAS meeting the following resolution was made:

> *That the referral submitted by the City of Grand Forks for a bylaw amendment to construct a modular home park on the property legally described as Lots 16-18, Block 1, Plan KAP586, SDYD, Grand Forks, be forwarded to the Regional District of Kootenay Boundary Board of Directors with a recommendation of support.*

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors advise the City of Grand Forks that the Regional District of Kootenay Boundary supports the referral submitted by the City of Grand Forks for a bylaw amendment to construct a modular

home park on the property legally described as Lots 16-18, Block 1, Plan KAP586, SDYD, Grand Forks.

ATTACHMENTS

Site Location Map
Applicants' Submission

Regional District of Kootenay Boundary

Site Location Map
Grand Forks Referral

Proposed Modular Home Park

Date: 2018-12-19

N

0 100 200 300 400

Meters

1:12,000



Document Path: T:\Ken\MXD_Template.mxd

Applicant Submissison

Referral

Rezoning Application
Proposed 25-Unit Mobile Home Park
8000 Block of Boundary Drive (north of Hwy 3), Grand Forks

File: ZA 1803

Referral date: Dec. 12, 2018

Response requested by: Jan. 4, 2018

Respond to:
Wendy Whelen
City of Grand Forks
Box 220, 7217 4th Street
Grand Forks, BC V0H 1H0
(250) 442-8266 wwhelen@grandforks.ca

The City of Grand Forks has received a rezoning application to accommodate a 25-unit mobile home park on 3 acres at the northerly extent of Boundary Drive in Grand Forks. The mobile home park is proposed to contain mobile homes and tiny houses of varying sizes and will be serviced with City water, sewer and electricity.

The northwest corner of the site is considered to be an environmentally sensitive wetland area and will be protected through land dedication or acquisition. An environmentally sensitive area development permit will be required if the rezoning is approved by City Council.

A summary of the proposal and a site plan are attached for your review.

Comments Requested:

We are kindly requesting your comments on this proposal from the perspective of your department or organization. We would appreciate receiving any comments via email by January 4, 2018.

Thank you for your time and please contact me if you have any questions.

Wendy Whelen

Attachments (in one PDF):
1) Proposal summary, context map and air photo
2) Site plan

Distribution List:

BC Ministry of Transportation & Infrastructure
BC Assessment Authority (info only)
BC Transit Operations Management
Fortis BC
TELUS
Shaw Communications
Interior Health (Nelson Health Centre) RCMP
School District #51
CGF Manager of Operations
CGF Fire & Rescue Services
CGF Building Inspection & Bylaw Enforcement
CGF Public Works Coordinator
CGF Public Works (Water)
CGF Public Works (Roads)
CGF Public Works (Electrical)
RDKB Environmental Services
RDKB Planning & Development
Urban Systems - Engineering

Applicant Submissison

Applicant and Site Information
Zoning Bylaw Amendment Application No. ZA 1803
Proposed Mobile Home Park on Boundary Drive

Civic Address: 7900/8000 Block of Boundary Drive (including 8051 Boundary Drive)

Legal Descriptions (three lots):

Lot 16, Block 1, Plan KAP586, District Lot 380, Land District 54; PID: 012-190-136 (1 acre).
Lot 17, Block 1, Plan KAP586, District Lot 380, Land District 54; PID: 012-190-152 (1 acre).
Lot 18, Block 1, Plan KAP586, District Lot 380, Land District 54; PID: 012-190-217 (1 acre).

Applicant/Owner: Vadim Kobasew, PO Box 779, Osoyoos, BC V0H 1V0

Agent: Orchard Lane Properties Inc., PO Box 779, Osoyoos, BC VOH 1V) (250-490-7959)

Proposal: To rezone the subject properties (1.2 hectares/3 acres) from R1 (Residential – Single and Two-Family) Zone to CD (Comprehensive Development) Zone 1, to accommodate a 25-unit Mobile Home Park.

Adjacent Land Uses: North – vacant wetlands and old rail bed trail (City-owned); South – house/small farm (house is close to property line, zoned R1); East – farm buildings and fields (zoned R1); West – vacant wetlands/natural areas (zoned R1).

Current Zoning: R1 (Residential – Single and Two-Family) Zone

Proposed Zoning: Comprehensive Development (“CD”) Zone 1 (with specific regulations regarding setbacks, buffers, home separation, fencing, landscaping, setbacks from the wetland, parking, internal road widths and general site layout).

OCP Land Use Designation: Low Density Residential (LR) which permits up to 20 units per hectare. Northerly Lot 18 is designated Environmental Resource Area (ER).

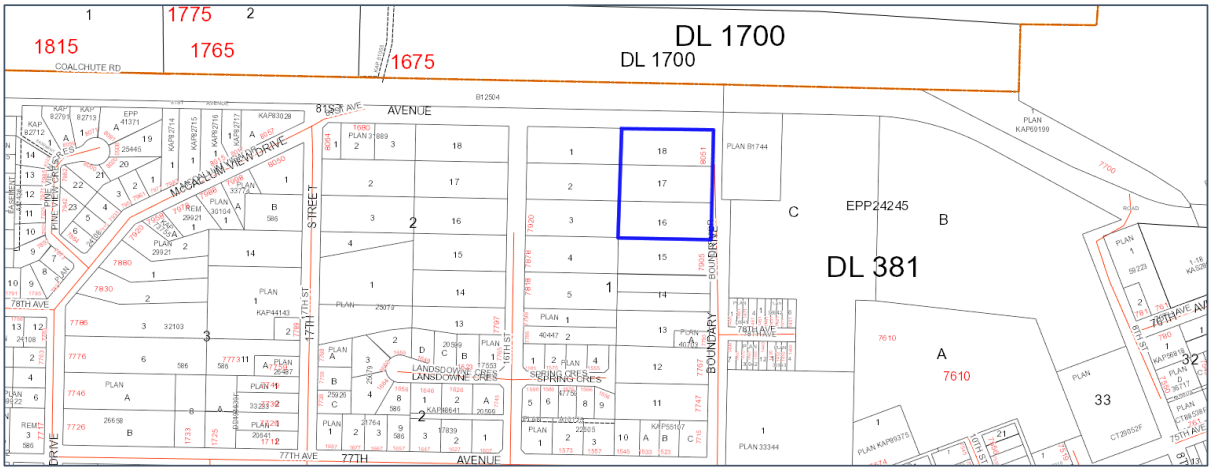
Development Permit Area: The most northerly Lot 18 is within the Environmentally Sensitive Development Permit Area (”DPA”) and therefore requires a Development Permit.

OCP Policy Framework:

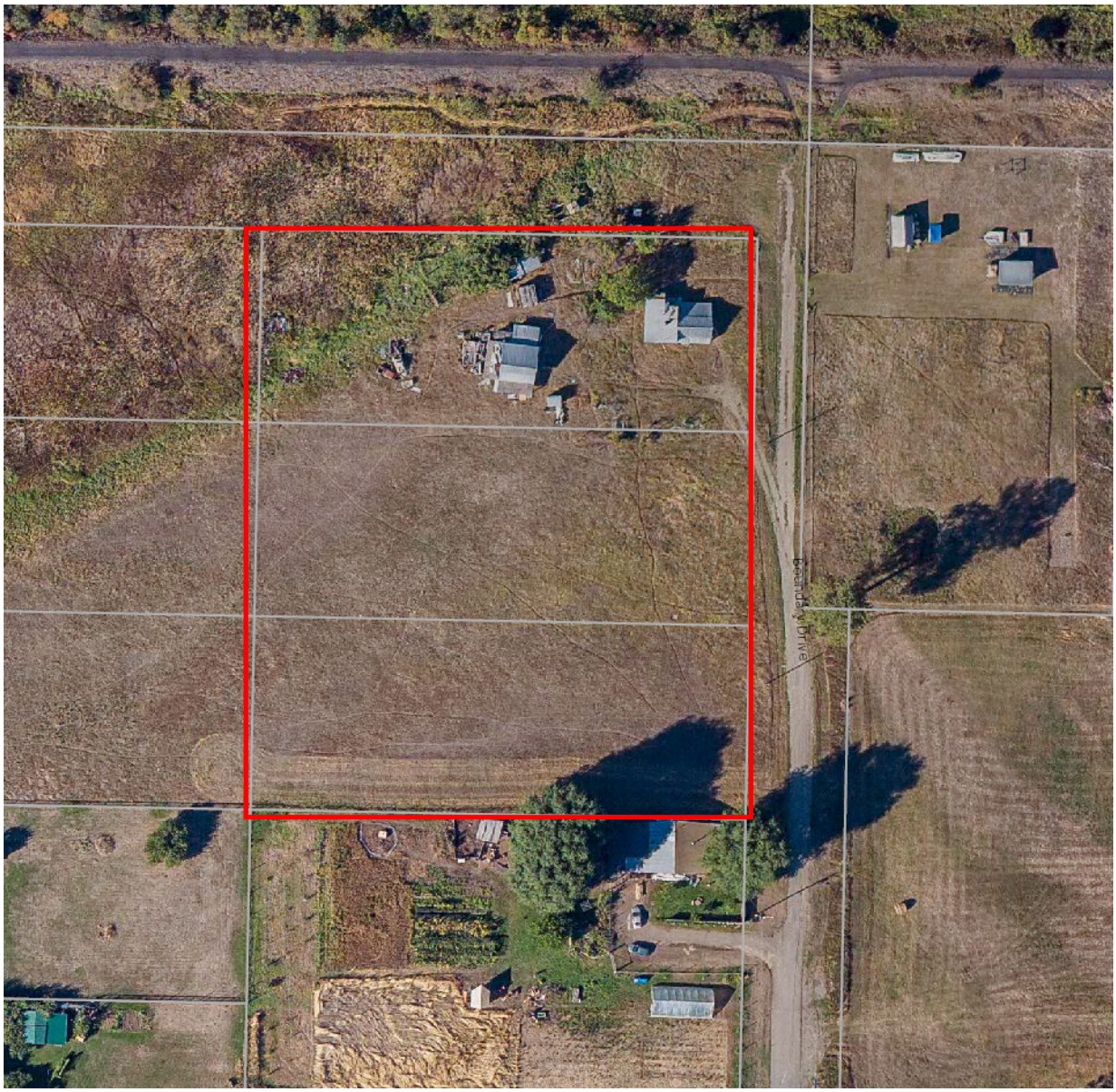
- This proposal fronts onto Boundary Drive which is part of the City’s main bicycle trail network connected to the trail along the old ease/west railbed to the north.
- Boundary Drive is designated in the OCP and the Utilities Capital Plan (2009) as a proposed major road, to be upgraded (medium priority in the future). The road upgrade is currently not identified in our Capital Plan.
- The north west portion of the most northerly Lot 18 is a wetland and seasonally flooded field in the Sensitive Ecosystem Inventory and as such must be protected and incorporated into the Protected Area Network via land dedication. Staff is exploring options in relation to the Ecological Gifts Program for consideration by the applicant.

Servicing: The applicant will be required to enter into a Works and Services agreement with the City, which will be finalized prior to final reading of the rezoning bylaw. Some components of this agreement are:

- The provision of an extended gravity sewer main to the site and appropriate on-site sewer collection.
- The provision of an extended water main to the site.
- On-site storm water/runoff management to the extent that all storm water is contained on the site and drainage into the City's system is maintained at pre-development flows.
- Electrical service as per the City's bylaws.
- Landscaping and screening to mitigate impacts on adjacent development and the wetlands including bonding/security to ensure that the landscaping is undertaken and maintained to a specified standard.
- Road upgrades as per City bylaws.
- Fire protection (hydrants, access, etc.)
- Payment of DCCs as per City bylaws.
- Other works and services requirements as per Bylaw No. 1970.



Applicant Submissison



3

Applicant Submissison

PROPOSED MOBILE HOME PARK
BOUNDARY DRIVE
25 MOBILE HOME SPACES

MHP LAYOUT 4



Guide:

1. Layout shows 25 space design for both full size single wide and double wide mobile homes and tiny homes.
2. Design is based on development receiving variances from the various buffering, setback, mobile home space size requirements of Bylaws 1001 and R-5 outlined in application dated 11-06-2018.
3. Dashed blue line shows full size single wide and double wide mobile home spaces that were reconfigured to into 15 spaces suitable for “tiny homes”.

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY
FILE #
DEC 13 2018
DOC #
REF. TO: CD
CC:

Kootenay Boundary

Federal/Provincial Gas Tax Funding Application

Application Date: 26/11/2018

Project Title: Kettle Valley Golf Club Clubhouse Window Replacement

Applicant Contact Information:

Name of Organization	Kettle Valley Golf Club		
Address	RR #2 Site 140A Comp 18 Rock Creek BC V0H 1Y0		
Phone No.	250-446-2826	Fax No.	n/a
Email Address	kvgc1927@gmail.com		

Director(s) in Support Of Project: Vicki Gee Area: E

Amount Required: $ 7,945.95

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

Land Ownership – Please check one of the following

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

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

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

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

Registered Owners of Land	Legal Description of land(s)
Village of Midway	Lot18,DL 514SDYD, Plan843, Except Plan H1

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

Kootenay Boundary

Application Contents – must include all of the following:

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

1. Eligible Project Description including timeline:

The Kettle Valley Golf Club clubhouse has 20 year old single pane windows which need to be replaced. The 13 windows will be replaced with double glazed windows.
Club members will perform the task of replacing the windows.
The club will be responsible for any other costs incurred to install the new windows.
The club will complete this project by June 30, 2019.

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

1.1 Project Impact:

This project will provide for a more energy efficient operation of the heating and cooling system of the clubhouse. i.e. less heat coming in during the hot summer months and less cool air during the winter months.

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

1.2 Project Outcomes:

The project will greatly reduce utility consumption for the clubhouse.
The project will also allow the club to keep the clubhouse open during the winter months to provide a food and beverage service to the area.

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

1.3 Project Team and Qualifications:

Les Jackman
Gary Schierbeck

2. Project Budget:

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

Items	Details	Cost ($)
13	Windows	7,945.95
	Total	$ 7,945.95

202-843 Rossland Ave Trail British Columbia Canada V1R 4S8
Toll free 1 800 315 7352 tel 250 368 9148 fax 250 368 9990
Email admin@dkb.com web dkb.com

Additional Budget Information

3. Accountability Framework:

The Eligible Recipient will ensure the following:

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

Schedule of Payments

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

(a) 75% upon signing of the Contract Agreement;

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

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.
In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities

Signature	Name	Date
	Gary Schierbeck	26/11/2018

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1.800.355.7352 tel: 250.368.9148 fax: 250.368.3990
Email: admin@rdkb.com web: rdkb.com

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

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

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

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions.

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

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

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

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Email: admin@rdkb.com · web: rdkb.com

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

207-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free 1.800.355.7352 tel: 250.368.9148 fax: 250.368.3990
Email: sgm@rdkb.com web: rdkb.com

The Village of Midway

November 21, 2018

Kettle Valley Golf Club
Attn: Board of Directors
PO Box 58
Rock Creek, BC V0H 1Y0

Dear KVGC Board of Directors:

The Council of the Village of Midway received your letter requesting permission to do improvements to the clubhouse at their November 19, 2018 regular meeting. The Council thanks you for providing notice as per the agreement, and approves the proposed improvements to the facility.

Please ensure that you contact the Building Inspector for a permit to ensure compliancy to the building code if any structural modifications are required with these proposed improvements.

Yours truly,

VILLAGE OF MIDWAY

per

Penny Feist
Chief Administrative Officer

PO Box 160 Midway BC, V0H 1M0 | 250.449.2222 | midway.bc@shaw.ca | www.midway.bc.ca

Attachment # 7.AN)

Sales Person:

GENTEK®

Customer Acknowledgement

Quote Date
2018-04-08

Date Ordered
Quote Not Ordered

Dealer Name:
881080 SUNTEC WINDOWS & DOORS INC

Bill To:

Ship To:

DEL JOHNSON - GOLF COURSE

Order Notes:

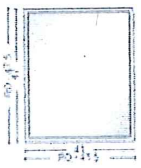
Delivery Notes:

Phone:
Quote Name:
DEL JOHNSON

Fax:
Project Name:
SUNTEC

QUOTE #	RUSH	STATUS	PO#
1781259	No	None	

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
1	1	41" X 47"	85			



A780-80 Series Picture 41 x 47
Frame Width = 41, Frame Height = 47
Operation / Venting = Picture
Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
U-Factor = 0.28, CR = 55, SHGC = 0.35, VT = 0.63, CPD = ASO-A-99-01582-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room:
#1

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
2	1	42" X 60"	102			



A780-80 Series Picture 42 x 60
Frame Width = 42, Frame Height = 60
Operation / Venting = Picture
Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
U-Factor = 0.28, CR = 55, SHGC = 0.35, VT = 0.63, CPD = ASO-A-99-01582-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room:
#2

Page 1 Of 5

QUOTE #	RUSH	STATUS	PO#
1781259	No	None	

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
3	1	48" X 60"	108			



A780-80 Series Picture 48 x 60
Frame Width = 48, Frame Height = 60
Operation / Venting = Picture
Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
U-Factor = 0.28, CR = 55, SHGC = 0.35, VT = 0.63, CPD = ASO-A-99-01982-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room:
#3

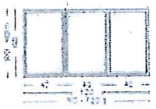
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4	1	48" X 60"	108			



A780-80 Series Picture 48 x 60
Frame Width = 48, Frame Height = 60
Operation / Venting = Picture
Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
U-Factor = 0.28, CR = 55, SHGC = 0.35, VT = 0.63, CPD = ASO-A-99-01982-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room:
#4

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
5	1	120" X 60"	180			



A680-80 Series Picture / Picture / Picture 120 x 60
Frame Width = 40, Frame Height = 60
Operation / Venting = Picture
Flush Fin
Frame Color = White
Double Glaze, Barrier XP
U-Factor = 0.29, CR = 56, SHGC = 0.33, VT = 0.59, CPD = ASO-A-100-00190-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Mulls 1: Vertical Common Frame 6" thick, 60" length
Mulls 2: Vertical Common Frame 6" thick, 60" length
Line Item Notes:

Comment / Room:
#5

Page 2 Of 5

QUOTE #	RUSH	STATUS	PO#
1781259	No	None	

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
6	1	119.126" X 60.75"	181			



A680-80 Series Picture / Picture / Picture 119 1/8 x 60 3/4
Frame Width = 39.708333, Frame Height = 60.75
Operation / Venting = Picture
Flush Fin
Frame Color = White
Double Glaze, Barrier XP
U-Factor = 0.29, CR = 66, SHGC = 0.33, VT = 0.59, CPD = ASO-A-100-00130-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Mulls 1: Vertical Common Frame 0" thick, 60.75" length
Mulls 2: Vertical Common Frame 0" thick, 60.75" length
Line Item Notes:

Comment / Room

#6

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
7	1	42.625" X 60"	103			

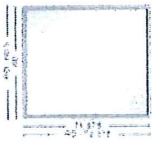


A780-80 Series Picture 42 5/8 x 60
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Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
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Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room

#7

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
8	1	71.875" X 60"	132			



A780-80 Series Picture 71 7/8 x 60
Frame Width = 71.875, Frame Height = 60
Operation / Venting = Picture
Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
U-Factor = 0.28, CR = 55, SHGC = 0.34, VT = 0.62, CPD = ASO-A-99-01688-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room

#8

QUOTE #	RUSH	STATUS	PO#
1781259	No	None	

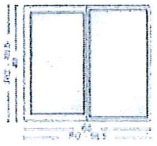
Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
9	1	41 625" X 60"	102			



A760-80 Series Picture 41 5/8 x 60
Frame Width = 41.625, Frame Height = 60
Operation / Venting = Picture
Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
U-Factor = 0.28, CR = 55, SHGC = 0.35, VT = 0.53, CPD = ASO-A-60-01982-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room:
#9

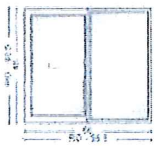
Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
10	1	56" X 48"	104			



A282-80 Series XO 56 x 48
Frame Width = 56, Frame Height = 48, Sash Split = Even
Operation / Venting = XO
Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
Lock Height = Standard Lock Height, Fresh Air Stop
Standard Screen
U-Factor = 0.3, CR = 54, SHGC = 0.3, VT = 0.55, CPD = ASO-A-104-05318-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room:
#10

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
11	1	56" X 48"	104			



A282-80 Series XO 56 x 48
Frame Width = 56, Frame Height = 48, Sash Split = Even
Operation / Venting = XO
Flush Fin
Frame Color = White
Double Glaze, Barrier XP, DS / DS
Lock Height = Standard Lock Height, Fresh Air Stop
Standard Screen
U-Factor = 0.3, CR = 54, SHGC = 0.3, VT = 0.55, CPD = ASO-A-104-05318-00001
Exterior Wrapping Option = 2" Brickmould, Not Overall
Line Item Notes:

Comment / Room:
#11

QUOTE #	RUSH	STATUS	PO#
1781259	No	None	

Line Item #	Qty	Width x Height	UI	Description	Net Price	Extended
12	2		104			

QTY 2- 3'0 X 6'8 DOORS FULL GLASS COMMERCIAL
METAL DOORS OUTSWING
C/W METAL FRAME
C/W HINGES / LOCKS & CLOSERS
Line Item Notes:

Comment / Reps:

None Assigned

ATTENTION
Please note that all weights provided are estimates and subject to change based on actual order shipment
For Informational Purposes: All windows are viewed from the outside looking in.

NOTICE: The rating information provided on this quote is based upon the NFRC ratings at the time of quote. Such ratings are subject to changes in the standard by the applicable regulatory agencies and will be finalized at the time of manufacturing. All ratings printed on the NFRC label will supersede the NFRC rating set forth in the quote. Any changes made to an order after submission may also result in changes to the NFRC rating. Customer shall be solely responsible for determining whether the product ordered meets their jurisdiction's requirements.

In accordance with the state of California

⚠ WARNING: Cancer and Reproductive Harm - www.p65Warnings.ca.gov

This order is subject to AMI's Standard Terms and Conditions, which can be found here:
http://www.associatedmaterials.com/Tools.html

I have reviewed this order and certify that it is correct. I understand that this order is non-cancellable, non-returnable, and non-refundable.

By Authorized Representative

Total Unit Count	15
TOTAL WEIGHT:	1,023.2
SUB-TOTAL:	$7,426.12
SALES TAX 1:	$371.31
SALES TAX 2:	$519.83
LABOR:	$0.00
FREIGHT:	$0.00
TOTAL:	$8,317.26

Page 5 Of 5

Regional District of Kootenay Boundary

STAFF REPORT

Date: 18 Jan 2019 **File** ADMN-0555-03 AKBLG

To: **Chair Russell and Members of the RDKB Board of Directors**

From: Theresa Lenardon, Manager of Corporate Administration

Re: AKBLG SPONSORSHIP

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding sponsorship for the 2019 Association of Kootenay and Boundary Local Governments (AKBLG) Convention and AGM hosted by the City of Castlegar.

History/Background Factors

The City of Castlegar is hosting the 2019 AKBLG Convention and AGM April 18-20 and is requesting sponsorship funding from the RDKB. The attached information provides the amounts of the sponsorship levels being requested.

In the past, the RDKB has provided funding in the amount of $2,000 to a host community that is not a member municipality or an Electoral Area within the RDKB's jurisdiction. The RDKB provides a larger sum of sponsorship when the AKBLG is being hosted by a RDKB member municipality or Electoral Area.

Given Castlegar is not a RDKB member municipality and based on past practice, the RDKB may wish to provide Silver Level Sponsorship in the amount of $2,000.

Implications

1. Financial support for this purpose is included in the 2019 Financial Plan and is allocated in the General Administration (001) Budget.
2. Sponsoring the event supports the efforts of the City of Castlegar and provides good public relations for the RDKB.

Advancement of Strategic Planning Goals

1. Sponsorship funding for the 2019 AKBLG Convention in Castlegar meets Strategic Planning Goal:

   Improve and Enhance Communication: We will continue to focus on partnerships that advance the interests of the Region.

Background Information Provided

1. Letter of request from Rob Gay, AKBLG President
2. List of Sponsorship Opportunities

Alternatives

1. Receipt only - no action required
2. Approve Silver Level Sponsorship in the amount of $2,000

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approves the allocation of $2,000 (Silver Level Sponsorship) in the 2019 General Administration (001) Budget/Financial Plan as a contribution towards the 2019 Association of Kootenay and Boundary Local Governments Convention and AGM, April 18-20, 201 hosted by Castlegar, B.C. **FURTHER** that the City of Castlegar and the AKBLG be advised accordingly.

January 2019

Theresa Lenardon
Regional District of Kootenay Boundary
Email: tlenardon@rdkb.com

Dear Theresa,

As a committed sponsor of the Association of Kootenay & Boundary Local Governments (AKBLG) Convention and Annual General Meeting, the 2019 AKBLG Organizing Committee would like to invite you to join us again as a sponsor of this year's Convention: **Strengthening the Capacity for Local Government Performance**.

The 2019 AKBLG Convention & AGM is being hosted by the City of Castlegar from April 26-28, 2019. Over 150 elected officials and senior staff from 27 municipalities and the Regional Districts of Central Kootenay, East Kootenay and Kootenay Boundary will be in attendance, giving you networking opportunities with decision makers from local governments.

We continue to offer five levels of Convention sponsorships:

Sponsorship Benefits	Diamond $8000+	Platinum $6000+	Gold $4000+	Silver $2000+	Bronze $1000+	Trade Show Only $500
Complimentary delegate registration (includes meals, Banquet & Opening Reception)	Yes 4 delegates	Yes 3 delegates	Yes 2 delegates	Yes 1 delegate	partial 1 delegate	N/A
Trade show booth included in package	Yes Premium location 8X10	Yes Premium location 8x10	Yes Central location 8X10	additional purchase ($500) size varies	additional purchase ($500) size varies	Trade Show booth only. Available after Feb 15, 2019
Sponsorship of a specific Convention event (as negotiated)	Yes 2 Diamond opportunities	Yes 1 Platinum opportunity	Yes 1 Gold opportunity	Yes 1 Silver opportunity	N/A	N/A
Speaking opportunity at sponsored event (as negotiated)	Yes 3-5 Minute	Yes 3-5 Minute	Yes 2-3 Minute	N/A	N/A	N/A

Opportunity to place print or promotional item(s) at registration desk	Yes (plural)	Yes (plural)	Yes (single)	Yes (single)	N/A	N/A
Opportunity to supply branded promotional item(s) for delegate bags	Yes (plural)	Yes (plural)	Yes (single)	Yes (single)	N/A	N/A
Opportunity to supply branded or other items as prizes for special events	Yes	Yes	Yes	Yes	Yes	N/A
Logo recognition on sponsor page of website & program	Yes	Yes	Yes	Yes	Yes	N/A
Logo recognition on sponsor slide show at Convention Venue	Yes	Yes	Yes	Yes	Yes	N/A

Sponsorship at the Diamond, Platinum, Gold and Silver levels will continue to include meals and social events, giving you maximum networking time with Convention delegates. Bronze level sponsors will receive a partial meal package for one delegate that includes breakfasts and lunches only. Sponsorships do not include accommodation. There are many hotels within walking distance of the host location at the Castlegar & District Community Complex situated at 2101 – 6th Avenue in Castlegar.

Attached is our detailed 2019 sponsorship package and sponsorship reply form. Please return the enclosed Sponsorship Form at your earliest convenience to ed@akblg.ca. To maximize your sponsorship benefits we encourage you to confirm your sponsorship as soon as you can and by a confirmation date of Friday, February 15th, 2019.

If you would like to discuss your sponsorship, please contact AKBLG Executive Director Carolyn Maher at ed@akblg.ca. For inquiries concerning details of your Trade Show Booth please contact Convention Coordinator Amanda Murray at conventioncoord@akblg.ca. Online Registration for Sponsors will be available March 4th – 25th at www.akblg.ca.

We look forward to the privilege of working with you for a successful 2019 AKBLG Convention and AGM.

Sincerely,

Rob C. Gay, President
Association of Kootenay & Boundary Local Governments

April 26 – 28, 2019, Castlegar, BC

SPONSORSHIP FORM

☐ Yes! Our organization is pleased to be a sponsor of the 2019 AKBLG Convention.

☐ Thank you for your invitation but we are unable to be a sponsor this year.

ORGANIZATION INFORMATION

Organization Name				
Sponsorship Level	☐Diamond ☐Platinum ☐Gold	$8,000+ $6,000+ $4,000+	☐Silver ☐Bronze	$2,000+ $1,000+
Key Contact Name				
Contact email				
Contact phone				
Mailing Address				
Logo Recognition	**Send us your logo to ensure you receive maximum recognition**! ☐ High quality vector (.eps or .svg or .png) logo has been emailed to jay@3birds.ca			

PAYMENT

Sponsorship Amount	**$**
Trade Show Booth (Silver, Bronze add $500 if you'd like a booth)	**$**
Total Due	**$**

Make cheques payable to AKBLG. Mailed to 4979 Falcon Drive, Fairmont Hot Springs, BC V0B 1L1

☐ Payment to follow ☐ Please invoice us

Return form to ed@akblg.ca

More Info? TRADE SHOW: Contact Amanda Murray, Convention Coordinator at conventioncoord@akblg.ca / 403-678-7044
SPONSORSHIP: Carolyn Maher, AKBLG Executive Director ed@akblg.ca / 250-688-0650

DETAILED INFORMATION ON SPONSORSHIP PACKAGES

DIAMOND LEVEL SPONSORSHIP	$8,000 +
✓ Complimentary Sponsor Delegate registration for 4 delegates. Includes all meals, opening reception, banquet, plenary presentations and workshop sessions.	
✓ Complimentary 8' X 10' trade show space in a premium location. ✓ Exhibitors bring their own table coverings, table skirts, lighting and electrical cords. ✓ Wall outlets along the sides of the building are 120 volt with limited 220 volt available.	
✓ Official sponsor of two Diamond Level events or specific presentations as negotiated with the Convention team. Sponsor will receive verbal and/or banner recognition. Sponsor to supply banner.	
✓ Speaking opportunity at your sponsored event (3-5 minutes) upon negotiation with the Convention team.	
✓ Opportunity to place promotional items at the Convention registration desk.	
✓ Opportunity to provide promotional items in the delegate welcome package if promotional item is received by March 29th.	
✓ Opportunity to provide branded or other items as prizes for special events.	
✓ Logo recognition as a Diamond Sponsor on the Convention webpage and program if logo is received before March 1st.	
✓ Logo recognition on sponsor slide show if logo is received before March 1st.	

PLATINUM LEVEL SPONSORSHIP	$6,000 +
✓ Complimentary Sponsor Delegate registration for three delegates. Includes all meals, opening reception, Convention banquet, plenary presentations and workshop sessions.	
✓ Complimentary 8' X 10' trade show space in a premium location. ✓ Exhibitors bring their own table coverings, table skirts, lighting and electrical cords. ✓ Wall outlets along the sides of the building are 120 volt with limited 220 volt available, long electrical cords required.	
✓ Official sponsor of one Platinum Level event or specific presentation as negotiated with the Convention team. Sponsor will receive verbal and/or banner recognition. Sponsor to supply banner.	
✓ Speaking opportunity at your sponsored event (3-5 minutes) upon negotiation with the Convention team.	
✓ Opportunity to place print or promotional items at the Convention registration desk.	
✓ Opportunity to provide promotional items in the delegate welcome package if promotional item is received by March 29th.	
✓ Opportunity to provide branded or other items as prizes for special events.	

✓ Logo recognition as a Platinum Sponsor on the Convention webpage and program if logo is received before March 1st.
✓ Logo recognition on sponsor slide show if logo is received before March 1st.

GOLD LEVEL SPONSORSHIP	**$4,000 +**
✓ Complimentary Sponsor Delegate registration for two delegates. Includes all meals, opening reception, Convention banquet, plenary presentations and workshop sessions.	
✓ Complimentary 8' X 10' trade show space in a central location. ✓ Exhibitors bring their own table coverings, table skirts, lighting and electrical cords. ✓ Wall outlets along the sides of the building are 120 volt with limited 220 volt available, long electrical cords required.	
✓ Official sponsor of one Gold Level event or specific presentation as negotiated with the Convention team. Sponsor will receive verbal and/or banner recognition. Sponsor to supply banner.	
✓ Speaking opportunity at your sponsored event (2-3 minutes) upon negotiation with the Convention team.	
✓ Opportunity to place one print or promotional item at the Convention registration desk.	
✓ Opportunity to provide branded or other items as prizes for special events.	
✓ Logo recognition as a Gold Sponsor on the Convention webpage and program if logo is received before March 1st.	
✓ Logo recognition on sponsor slide show if logo is received before March 1st.	

SILVER LEVEL SPONSORSHIP	**$2,000 +**
✓ Complimentary full Sponsor Delegate registration for one delegate. Includes all meals, opening reception, Convention banquet, plenary presentations and workshop sessions.	
✓ Opportunity to purchase a trade show space for an additional price of $500. Must be purchased by Feb 15th to guarantee a booth. Size and location varies due to limited space. ✓ Exhibitors bring their own table coverings, table skirts, lighting and electrical cords. ✓ Wall outlets along the sides of the building are 120 volt with limited 220 volt available, long electrical cords required.	
✓ Official sponsor of one Silver Level event or service as negotiated with the Convention team. Sponsor will receive verbal and/or banner recognition. Sponsor to supply banner.	
✓ Opportunity to place one print or promotional item at the Convention registration desk.	
✓ Opportunity to provide branded or other items as prizes for special events.	
✓ Logo recognition as a Silver Sponsor on the Convention webpage and program if logo is received before March 1st .	
✓ Logo recognition on sponsor slide show if logo is received before March 1st .	

BRONZE LEVEL SPONSORSHIP	$1,000 +
✓ Complimentary partial Sponsor Delegate registration for one delegate. Includes breakfasts & lunches, plenary presentations. Does not include Banquet or Welcome Reception. Tickets may be available for purchase during Convention based on availability.	
✓ Opportunity to purchase a trade show space for an additional price of $500. Must be purchased by Feb 15th to guarantee a booth. Size and location varies, due to limited space. ✓ Exhibitors bring their own table coverings, table skirts, lighting and electrical cords. ✓ Wall outlets along the sides of the building are 120 volt with limited 220 volt available, long electrical cord required.	
✓ Opportunity to provide branded or other items as prizes for special events.	
✓ Logo recognition as Bronze Sponsor on the Convention webpage and program if logo is received before March 1st.	
✓ Logo recognition on sponsor slide show if logo is received before March 1st.	

Note:

Branded print or promotional items must be received by the Convention Coordinator by March 29th, 2019. Items should be shipped with tracking via Canada Post to:

AKBLG Convention Coordination
Amanda Murray
1034 Purcell Crescent
Creston, BC V0B 1G3
(403) 678-7044

Delegate Registration:

Your company's "Complimentary Sponsor Delegate" is required to be identified by registering online under the same category. Sponsor registration will be open online March 4th – 25th at www.akblg.ca

Regional District of Kootenay Boundary

STAFF REPORT

Date: 21 Jan 2019 **File**
To: **Chair Russell and Board of Directors**
From: Brian Champlin, Manager of Building Inspection Services
Re: Cancellation Bylaw Contravention

Issue Introduction
A staff report from Brian Champlin, Manager of Building Inspection Services, regarding the cancellation of a Building Bylaw Contravention for the property described below as:
Griswold Road, Christina Lake, B.C.
Electoral Area 'C' / Christina Lake
Parcel Identifier: 023-480-271
Lot 1 District Lot 317 Similkameen Division Yale District Plan KAP57274
Owner: Blueskyview Software Corp.

History/Background Factors
A Notice on Title was registered against the above referenced property for constructing a sign without obtaining a building permit, contrary to the Building Code by the Regional District of Kootenay Boundary. All circumstances that required the registering of the Notice on Title have been rectified to the satisfaction of the Regional District of Kootenay Boundary. A written request to have the Notice removed from the property and a payment in the amount of $200.00 for Administration fees has been received from the owner.

Implications
The owner has met all requirements of the Regional District of Kootenay Boundary to have the Notice on Title removed from the property.

Advancement of Strategic Planning Goals
Not applicable.

Background Information Provided

- Memo dated November 22, 2018 from Ken Wagner, RBO;
- Staff Report dated February 17, 2003.

Alternatives

None.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 58 of the *Community Charter* against the property legally described as Lot 1, District Lot 317, Similkameen Division Yale District, Plan KAP57274.

Regional District of Kootenay Boundary

Memo

To: Brian Champlin, RBO, CRBO, Manager of Building Inspection Services

From: Ken Wagner, RBO

Date: November 22, 2018

Re: **Cancellation of Notice on Title KV30820**

Griswold Rd, Christina Lake, B.C.

Lot 1, D.L. 317, KAP57274

PID 023-480-271

Please be advised that the owner(s), Blueskyview Software Corporation have requested that the Board of the Regional District of Kootenay Boundary remove the Bylaw Contravention Notice **KV30820** filed against the property.

This office has inspected the property and has determined that all conditions have been met to the satisfaction of the RDKB.

Find attached:
- Title Search and Land Title Notice;
- Copy of $200.00 Administration Fee;
- Letter from the owner on April 11, 2016, requesting removal of Notice on Title;
- Final inspection report
- Picture proving removal of sign

I recommend that the Board of the Regional District of Kootenay Boundary consider the owner's request to remove the Notice on Title. The owner submitted the administrative fee of $200.00 on November 21, 2018 as required.

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: gfbuilding@rdkb.com • web: www.rdkb.com

TITLE SEARCH PRINT 2018-11-22, 10:31:45

File Reference: Requestor: Rosanne Tomashewsky

Declared Value $145000

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District	KAMLOOPS
Land Title Office	KAMLOOPS
Title Number	CA7190279
From Title Number	LA147048
Application Received	2018-11-15
Application Entered	2018-11-19

Registered Owner in Fee Simple

Registered Owner/Mailing Address: BLUESKYVIEW SOFTWARE CORP., INC.NO. BC0583749
8125 ANGUS DR
VANCOUVER, BC
V6P 5K9

Taxation Authority Penticton Assessment Area

Description of Land

Parcel Identifier: 023-480-271

Legal Description:

LOT 1 DISTRICT LOT 317 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP57274

Legal Notations

BYLAW CONTRAVENTION NOTICE, LOCAL GOVERNMENT ACT, SECTION 700
SEE KV30820

Charges, Liens and Interests

Nature:	MORTGAGE
Registration Number:	CA7190280
Registration Date and Time:	2018-11-15 11:56
Registered Owner:	VIRGINIA MAIDA

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Regional District of Kootenay Boundary

COPY
24 MAR 2003 11 27
LAND TITLE OFFICE
KAMLOOPS

KV030820

LAND TITLE NOTICE

TAKE NOTICE THAT the Regional District of Kootenay Boundary Board at it's meeting on February 27, 2003 adopted a resolution pursuant to Section 700 of the Local Government Act relating to land described as:

PARCEL IDENTIFIER: 023-480-271
LOT 1, DISTRICT LOT 317, SIMILKAMEEN DIVISION YALE DISTRICT, PLAN KAP57274

FURTHER information respecting the resolution may be inspected at the offices of the Regional District of Kootenay Boundary located at 202-843 Rossland Avenue, Trail, B.C. during regular scheduled hours.

DATED at the City of Trail, Province of British Columbia this 12th day of March, 2003.

Larry Robinson, Chief Administrative Officer
Regional District of Kootenay Boundary

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

Harper Grey LLP
Payee: REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque No: 44559
Date: Nov 19, 2018

Matter	Client	Matter Description	Transaction Amount
142196	BLUESKYVIEW SOFTWARE CORP.	PURCHASE OF LOT 1, PLAN KAP57274, DISTRICT LOT 317, LAND DISTRICT 54	200.00

ADMINISTRATION FEE

TD CANADA TRUST 7895-5001029 Trust Total: $200.00

Harper Grey LLP
Payee: REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque No: 44559
Date: Nov 19, 2018

Matter	Client	Matter Description	Transaction Amount
142196			200.00

ADMINISTRATION FEE

TD CANADA TRUST 7895-5001029 Trust Total: $200.00

THIS CHEQUE CONTAINS A MICROLINE BORDER AND SECURITY FEATURES

Harper Grey LLP
TRUST ACCOUNT
3200 - 650 West Georgia Street
Vancouver, BC CANADA V6B 4P7

TD CANADA TRUST
700 West Georgia Street
Vancouver, B.C. V7Y 1A2
604-654-3665

No. 44559

DATE 19-11-2018 DD MM YYYY

PAY Two Hundred Dollar(s) and no cents $ *******200.00

Harper Grey LLP - TRUST ACCOUNT

TO THE ORDER OF: REGIONAL DISTRICT OF KOOTENAY BOUNDARY

PER _____

PER _____
TWO SIGNATURES REQUIRED

⑈44559⑈ ⑆02850⑈004⑆ 7895⑈5001029⑈

Harper Grey LLP

BARRISTERS & SOLICITORS
3200 • 650 West Georgia Street
Vancouver BC Canada V6B 4P7
Tel. 604 687 0411 • Fax 604 669 9385

JOHN B. BROWN
DIRECT LINE: 604 895 2803
jbrown@harpergrey.com
www.harpergrey.com

File Number: 142196

November 16, 2018

Regional District of Kootenay Boundary
2140 Central Avenue, Box 1965
Grnad Forks, BC V0H 1H0

Attention: Mr. Ken Wagner

Dear Sirs/Mesdames:

Re: Removal of Bylaw Contravention Notice – Legal: 023-480-271, LOT 1 DISTRICT LOT 317 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP57274
Civic: Griswold Road, Christina Lake, BC

We represent Blueskyview Software Corp. and confirm on November 15, 2018 the above noted property was transferred to them. We hereby request the removal of the Bylaw Contravention Notice and enclose the required $200.00 fee.

Please send proof of discharge as soon as it is available.

Yours truly,

HARPER GREY LLP

Per: John B. Brown*
*Personal Law Corporation

JBB/ar

Encl.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BUILDING INSPECTION REPORT

Time & Date Call Rec'd	PERMIT NO. N/A.
Owner's Name ~~VIRGINIA MAIDA~~ BLUESKYVIEW SOFTWARE CORP.	
Address or Legal Description LOT 1, PLAN KAP 57274, DL 317 (PID# 023-480-271)	
Inspection Requested FINAL	Page _____ of _____

- [x] Construction appears to conform reasonably with examined plans and specifications
- [ ] Construction appears acceptable subject to correcting items as noted (see below)
- [ ] Construction **NOT** acceptable due to deficiencies (see below)
- [ ] **Reinspection required**
- [ ] Submit Engineers Report for _____

Notes

- THE ILLEGAL SIGN HAS BEEN COMPLETELY REMOVED AS REQUESTED – O.K.
- YOU MAY NOW APPLY TO HAVE THE NOTICE ON TITLE "KV030820" REMOVED – O.K.

Next Req'd Insp. N/A

Date of Inspection Nov. 21, 2018 Time 2:30 am/(pm) **Building Official** K. M. Dunsmuir

Neither the granting of a building permit nor the approval of the relevant drawings and specifications nor inspections made by the authority having jurisdiction shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.

This Report [x] Placed on site or [ ] Received by ~~VIRGINIA MAIDA~~ BLUESKYVIEW SOFTWARE CORP.

Reservation Boundary

M E M O R A N D U M

TO: **REGIONAL DISTRICT OF KOOTENAY BOUNDARY BOARD OF DIRECTORS**

FROM: **NORM ALLEN, CHIEF BUILDING/PLUMBING OFFICIAL**

DATE: **FEBRUARY 17, 2003**

RE: **VILLAGE SERVICES (1968) LTD., c/o DIANNE SCHMUNK LOT 1, DISTRICT LOT 317, SIMILKAMEEN DIVISION YALE DISTRICT, PLAN KAP57274, ELECTORAL AREA 'C' GRISWOLD ROAD, CHRISTINA LAKE, B.C. CONTRAVENTION OF ZONING BYLAW #900**

On February 13, 2003, the building inspector did a site inspection at the above noted property. The sign remains on the property in contravention of Zoning Bylaw No. 900.

I am enclosing the original memo and a copy of the letter that was sent to Village Service (1968) Ltd.

Based on the information presented above and enclosed and to protect the Regional District of Kootenay Boundary from any liability, I submit for consideration the following recommendation to be adopted by the Board of Directors of the Regional District of Kootenay Boundary:

RECOMMENDATION:

> *"That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administrative Officer to file a Notice in the Land Title Office under Section 700 of the Local Government Act against the property legally described as Lot 1, District Lot 317, Similkameen Division Yale District, Plan KAP57274, AND FURTHER registration of this notice will not be required if confirmation of compliance from the Building Inspection staff is provided on or before February 26, 2003."*

Attachments

January 31, 2003

Village Service (1968) Ltd.
c/o Dianne Schmunk
2968 Mahon Avenue
North Vancouver, B.C. V7N 3T1

Village Service (1968)
135 Market Avenue
P.O. Box 1016
Grand Forks, B.C. VOH 1HO

Dear Sirs:

RE: VILLAGE SERVICES (1968) LTD. c/o DIANNE SCHMUNK
LOT 1, DISTRICT LOT 317, SIMILKAMEEN DIVISION YALE DISTRICT,
PLAN KAP57274, ELECTORAL AREA 'C'
GRISWOLD ROAD, CHRISTINA LAKE, B.C.
CONTRAVENTION OF ZONING BYLAW #900

On January 30, 2003 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 700(2) of the Local Government Act, you are to be afforded an opportunity to be heard by the Board of Directors before such a Notice is filed. The Board has therefore, adopted the following resolution:

> *"That a representative from Village Service (1968) Ltd. be invited to appear before the Board to make a presentation relative to the filing of a Notice in the Land Title Office under Section 700 of the Local Government Act against their property legally described as Lot 1, District Lot 317, Similkameen Division Yale District, Plan KAP57274."*

This hearing before the Board of Directors is scheduled for Thursday, February 27, 2003 at approximately 7:00 p.m. The meeting will be held at the Regional District of Kootenay Boundary Board Room, 843 Rossland Avenue, Trail, B.C. Please advise Sheila Moro at the above address 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 February 18, 2003. 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 written confirmation from the Building Inspection Staff that the property is now in compliance. You are encouraged to acquire that confirmation on or before the hearing date.

Enclosed for your information is a copy of Section 700 of the Local Government Act. 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 be in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

Larry Robinson
Chief Administrative Officer

MEMORANDUM

TO: LARRY ROBINSON, CHIEF ADMINISTRATOR OFFICER

FROM: NORM ALLEN, CHIEF BUILDING/PLUMBING OFFICIAL

DATE: JANUARY 13, 2003

RE: VILLAGE SERVICE (1968) LTD., c/o DIANNE SCHMUNK
LOT 1, DISTRICT LOT 317, SIMILKAMEEN DIVISION YALE DISTRICT,
PLAN KAP57274, ELECTORAL AREA 'C'
GRISWOLD ROAD, CHRISTINA LAKE, B.C.

Please be advised that Village Service (1968) Ltd. has constructed a sign on the above noted property without a building permit. The subsequent application to install the sign on the property has been denied due to the fact that the size of the sign is regulated by the size of the building face on the same lot. There are no existing buildings on this lot, therefore a sign is not permitted as per article 411.8(a) of the Zoning Bylaw No. 900.

The following is a chronology of events:

November, 2002	Notified that a sign had been erected on the property and confirmed that a building permit had not been applied for or issued;
November, 2002	A Stop Work Order was posted on the sign and photographs taken;
November 14, 2002	Registered letter sent to the owners requesting that they remove the sign by December 15, 2002;
November 25, 2002	A letter was received by Dianne Schmunk, Director of Village Service (1968) Ltd. requesting bylaw information;
December 4, 2002	Dianne Schmunk purchased the Zoning Bylaw and maps for Christina Lake from the Grand Forks RDKB office;
December 5, 2002	Registered letter sent to Dianne Schmunk answering her questions including highlighted zoning bylaw sections and building bylaw information that applies to the bylaw infraction;
December 16, 2002	Site inspection, sign had not been removed, took photographs;
December 16, 2002	A completed application was received from Dianne Schmunk;
December 18, 2002	The completed application form was mailed back to Dianne Schmunk with a letter explaining the reasons why the application could not be processed (Zoning Bylaw No. 900, subsection 411.8(a) and 315.4).

Based on the information above, I submit for consideration the following recommendation to be adopted by the Board of Directors of the Regional District of Kootenay Boundary:

> *"That it be recommended to the Regional District of Kootenay Boundary that a representative from Village Service (1968) Ltd. be invited to appear before the Board to make a presentation relative to the filing of a Notice in the Land Title Office under Section 700 of the Local Government Act against their property legally described as Lot 1, District Lot 317, Similkameen Division Yale District, Plan KAP57274."*

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw and under the Local Government Act to enforce compliance with regulations.

Regional District of Kootenay Boundary

STAFF REPORT

Date: 21 Jan 2019 **File**
To: **Chair Russell and Board of Directors**
From: Brian Champlin, Manager of Building Inspection Services
Re: Cancellation Bylaw Contravention

Issue Introduction
A staff report from Brian Champlin, Manager of Building Inspection Services, regarding the cancellation of a Building Bylaw Contravention for the property described below as:
11900 Brown Creek Road, Grand Forks, B.C.
Electoral Area 'D' / Rural Grand Forks
Parcel Identifier: 015-206-173
District Lot 2653 Similkameen Division Yale District
Owners: Sean Carroll and Suzanne Cullen

History/Background Factors
A Notice on Title was registered against the above referenced property for constructing a single family dwelling without a building permit, contrary to the Building Code by the Regional District of Kootenay Boundary. All circumstances that required the registering of the Notice on Title have been rectified to the satisfaction of the Regional District of Kootenay Boundary. A written request to have the Notice removed from the property and a payment in the amount of $200.00 for Administration fees has been received from the owner.

Implications
The owners have met all requirements of the Regional District of Kootenay Boundary to have the Notice on Title removed from the property.

Advancement of Strategic Planning Goals
Not applicable.

Background Information Provided

- Memo dated December 13, 2018 from Ken Wagner, RBO;
- Staff Report dated March 21, 2011 from Sig Dreher, Chief Building Official.

Alternatives

1. None.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 58 of the *Community Charter* against the property legally described as District Lot 2653, Similkameen Division Yale District.

Regional District of Kootenay Boundary

Memo

To: Brian Champlin, RBO, CRBO, Manager of Building Inspection Services

From: Ken Wagner, RBO

Date: December 13, 2018, 2017

Re: **Cancellation of Notice on Title CA4311349**

DL 2653 Similkameen Division Yale District

PID 015-206-173

Please be advised that the owners, Suzanne Cullen & Sean Carroll have requested that the Board of the Regional District of Kootenay Boundary remove the Bylaw Contravention Notice **LB461586** filed against the property.

This office has inspected the property and has determined that all conditions have been met to the satisfaction of the RDKB:

Find attached:
- Title Search and Land Title Notice;
- Copy of $200.00 Administration Fee;
- Letter from the owner requesting removal of Notice on Title;
- Copy of demolition permit;
- Final inspection report;
- Copy of Memo to the Board of Directors requestion a Notice on Title for construction of a single family dwelling without a permit (by prior owner)

I recommend that the Board of the Regional District of Kootenay Boundary consider the owner's request to remove the Notice on Title. The owners submitted the administrative fee of $200.00 on November 22, 2018, as required.

E-MAILED 13 Dec 18

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: gfbuilding@rdkb.com • web: www.rdkb.com

TITLE SEARCH PRINT
File Reference: 18-0602D
Declared Value $550000

2018-11-16, 09:47:59
Requestor: Rosanne Tomashewsky

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District	KAMLOOPS
Land Title Office	KAMLOOPS
Title Number	CA4311349
From Title Number	CA4310446
Application Received	2015-03-31
Application Entered	2015-04-13

Registered Owner in Fee Simple
Registered Owner/Mailing Address: SUZANNE BARBARA CULLEN, SELF EMPLOYED
SEAN CAMERON CARROLL, SELF EMPLOYED
2850 OLD VERNON ROAD
KELOWNA, BC
V1X 6N9
AS JOINT TENANTS

Taxation Authority Penticton Assessment Area

Description of Land
Parcel Identifier: 015-206-173
Legal Description:
DISTRICT LOT 2653 SIMILKAMEEN DIVISION YALE DISTRICT

Legal Notations
THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. M11427

BYLAW CONTRAVENTION NOTICE, COMMUNITY CHARTER, SECTION 57
SEE LB461586

Charges, Liens and Interests

Nature:	MORTGAGE
Registration Number:	CA4915792
Registration Date and Time:	2016-01-07 14:50
Registered Owner:	KATHLEEN CARROLL

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Regional District of Kootenay Boundary

14 APR 2011 11 30 B461586

LAND TITLE OFFICE

Pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter

TAKE NOTICE THAT the Regional District of Kootenay Boundary Board at it's meeting on March 31, 2011 adopted a resolution pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter relating to a Contravention of Building Bylaw No. 449. This notice pertains to land described as:

PARCEL IDENTIFIER: 015-206-173
DISTRICT LOT 2653, SIMILKAMEEN DIVISION YALE DISTRICT

FURTHER information respecting the resolution may be inspected at the offices of the Regional District of Kootenay Boundary located at 202 – 843 Rossland Avenue, Trail, B.C. during regular scheduled hours.

DATED at the City of Trail, Province of British Columbia this 4th day of April, 2011

E. Kumar

Elaine Kumar, Director of Corporate Administration
Regional District of Kootenay Boundary

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

Removal of NOT

GRAND FORKS BUILDING
2140 CENTRAL AVE
GRAND FORKS BC V0H 1H0
(250) 442-2708

SALE

REF#: 00000002
Batch #: 035 SEQ: 035001001002
11/22/18 13:46:36
CVC: M

APPR CODE: 09097F
VISA
**********1789M **/**

AMOUNT $200.00

00 - APPROVED - 001

CUSTOMER COPY

Rosanne Johnson

From: Sean Carroll <sean.cam.carroll@gmail.com>
Sent: Thursday, November 22, 2018 1:53 PM
To: Rosanne Johnson
Subject: Removal of Notice On Title

Dear Rosanne,

Please remove the Notice On Title for 11900 Brown Cr. Rd.,
DISTRICT LOT 2653 SIMILKAMEEN DIVISION YALE DISTRICT

Thank you.

Sean Carroll
250-862-1740

1

No. 18-0602D

INSPECTION CALLS: (250) 442-2708 or 1-877-520-7352

DATE PERMIT GRANTED: Nov 22, 18

Regional District of Kootenay Boundary

BUILDING INSPECTION DEPT.
2140 Central Ave., Box 1965, Grand Forks, B.C. V0H 1H0

PERMIT TO CONSTRUCT, ERECT, INSTALL, ALTER, ADD TO, REPAIR, MOVE, OR DEMOLISH, A BUILDING, STRUCTURE, OR PLUMBING

PURSUANT TO THE APPLICABLE REGULATIONS

SEAN/SUZANNE CARROLL/CULLEN	ADDRESS: GRAND FORKS, B.C.	TELEPHONE:

BEING THE OWNER OR ACTING WITH CONSENT OF THE OWNER IS HEREBY GRANTED

A PERMIT TO: DEMOLITION

AT: 11900 BROWN CREEK RD — FOLIO: 712 06684.000

LOT:	BLOCK:	RANGE:	D.L. 2653	PLAN:	LD:

OWNER: SEAN/SUZANNE CARROL	ADDRESS:	TELEPHONE:
CONTRACTOR: HARMONY HOMES	ADDRESS:	TELEPHONE:

PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS:

ALL WORK TO CONFORM TO THE 2012 B.C. BUILDING CODE AND RELEVANT ELECTORAL AREA 'D'/RURAL GRAND FORKS BYLAWS. DISCONNECT ALL UTILITIES AT PROPERTY LINE. FILL ALL HOLES AND LEAVE SITE IN SAFE CONDITION. CALL FOR: FINAL INSPECTION. PROOF OF LEGAL DISPOSITION OF CONSTRUCITON WASTE IS REQUIRED. (ATTACHED)

FILE

FEES		
AREA OF LIVING SPACE		
CONSTRUCTION VALUE	$ 12000	
BUILDING PERMIT FEE		$ 0
PLUMBING FIXTURES		$ 0
DEMOLITION		$ 100
OTHER		
SUB-TOTAL		$ 100
TITLE SEARCH		$ 11
TOTAL		$ 111
LESS DEPOSIT		
BALANCE OWING		$ 111

WAIVER OF INDEMNITY

In consideration of the granting of this permit, the undersigned: (a) releases the Regional District of Kootenay Boundary and those acting on behalf of the Regional District of Kootenay Boundary from all claims and expenses which the undersigned may have or incur as a result of the issue of this permit or the enforcement or non-enforcement of the Regional District of Kootenay Boundary Bylaws or of the British Columbia Building Code; (b) indemnifies the Regional District of Kootenay Boundary from all such claims and expenses which may be made by any other person; and (c) acknowledges that the Regional District of Kootenay Boundary owes no duty of care to the undersigned or any one else in respect of these matters. The owner or contractor must give 72 hours notice upon completion of the work.

PAID DOUBLE

Owner's Signature

KEN WAGNER, RBO
BUILDING INSPECTOR'S SIGNATURE

DATE PAID Nov 27/18

1. Prior to placing concrete in footings 2. After installation of drain tiles/damproofing/before backfilling 3. When framing completed 4. Insulation and vapour barrier completed 5. Before any part of plumbing system covered 6. Final Inspection - An occupancy permit is required prior to occupancy of building.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BUILDING INSPECTION REPORT

Time & Date Call Rec'd

Owner's Name SUZANNE CULLEN & SEAN CARROLL — PERMIT NO. 18-0602 D

Address or Legal Description 11900 BROWN CREEK ROAD, GRAND FORKS

Inspection Requested DEMOLITION FINAL — Page ____ of ____

☑ Construction appears to conform reasonably with examined plans and specifications
☐ Construction appears acceptable subject to correcting items as noted (see below)
☐ Construction **NOT** acceptable due to deficiencies (see below)
☐ **Reinspection required**
☐ Submit Engineers Report for _____

Notes

DEMOLITION OF ILLEGALLY CONSTRUCTED BUILDING COMPLETE AND O.K.
FILE CLOSED

NOTE: YOU MAY NOW REQUEST THE REMOVAL OF THE NOTICE ON TITLE AS THE CONTRAVENTION OF THE BUILDING BYLAW NO LONGER EXISTS.

Next Req'd Insp. N/A.

Date of Inspection DECEMBER 5, 2018 Time 2:30 am (pm) Building Official K. Miller

Neither the granting of a building permit nor the approval of the relevant drawings and specifications nor inspections made by the authority having jurisdiction shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.

This Report ☐ Placed on site or ☑ Received by S. CULLEN | S. CARROLL
HARMONY HOMES/BRIAN FITZPATRICK

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**March 21, 2011**	**File:**	
To:	**Chair Rotvold and Board of Directors**		
From:	**Sig Dreher, Chief Building Official**		
RE:	**BUILDING BYLAW CONTRAVENTION** **11900 BROWN CREEK ROAD, ELECTORL AREA 'D'** **PARCEL IDENTIFIER: 015-206-173** **DISTRICT LOT 2653, SDYD** **OWNER: JACOB GIESBRECHT**		

Issue Introduction

A staff report from Sig Dreher, Chief Building Official 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 a **single family dwelling** 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 the Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

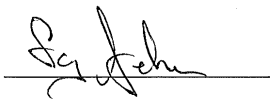
- Staff report dated February 14, 2011 submitted to the Board regarding the building bylaw contravention;
- Letter dated February 28, 2011 inviting the Owner to the March 31, 2011 Board Meeting.

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 Sig Dreher, Chief Building Official be received AND FURTHER that the Regional District of Kootenay Boundary Board of Directors direct the Chief Administrative 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 District Lot 2653, S.D.Y.D.

Respectfully submitted:	Concurrence: (Dept. Head)	Concurrence: (C.A.O.)
		

Regional District of Kootenay Boundary

February 28, 2011

Jacob Giesbrecht
11900 Brown Creek Road
Grand Forks, B.C. V0H 1H8

Re: District Lot 2653, SDYD
11900 Brown Creek Road, Electoral Area 'D'
Contravention of Building Bylaw No. 449
Construction of a Single Family Dwelling without a Building Permit

On February 24, 2011 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 filed. The Board has, therefore, adopted the following resolution:

"That Jacob Giesbrecht 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 District Lot 2653, SDYD".

The hearing before the Board of Directors is scheduled for Thursday, March 31, 2011 at approximately 6:00 p.m. This meeting will be held at the Greater Trail Community Center (GTCC), Muriel Griffith Room, 1501 Cedar Avenue, Trail, B.C. Please advise Sheila Moro 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 March 18, 2011. 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 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 be in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

E. Kumar

Elaine Kumar
Director of Corporate Administration

Attachment

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:	**February 14, 2011**	**File:**	
To:	**Chair Rotvold and Board of Directors**		
From:	**Sig Dreher, Chief Building Official**		
RE:	**BUILDING BYLAW CONTRAVENTION** **11900 BROWN CREEK ROAD, GRAND FORKS, B.C.** **ELECTORAL AREA 'D'** **PARCEL IDENTIFIER: 015-206-173** **DISTRICT LOT 2653, SDYD** **OWNER: JACOB GIESBRECHT**		

Issue Introduction

A staff report from Sig Dreher, Chief Building Official regarding a Building Bylaw Contravention.

History/Background Factors

The owner, Jacob Giesbrecht has constructed a **single family dwelling** at the above referenced property without first obtaining a building permit.

Feb. 10, 2010	**Stop Work Order** posted on site;
Feb. 11, 2010	**Registered letter** sent to owner confirming the posting of the Stop Work Order. Owner was requested to submit the completed building permit application by March 11, 2010;
Feb. 12, 2010	Canada Post confirmation that the letter was unclaimed;
March 11, 2010	**Second Registered letter** sent to owner requesting a response by April 12, 2010;
April 12, 2010	**Third Registered letter** sent to owner requesting a response by May 11, 2010;
April 14, 2010	Canada Post confirmation that the second and third registered letters were successfully delivered;
April 27, 2010	Building permit application received to construct a single family dwelling;
May 4, 2010	Letter sent to owner requesting required documentation to complete the building permit application;
June 29, 2010	Letter sent to owner requesting required documentation to complete the building permit application. This documentation was to be received by July 29, 2010;
Aug. 5, 2010	**Fourth Registered letter** sent to owner requesting a response by September 5, 2010;
Aug. 8, 2010	Canada Post confirmation that the letter was successfully delivered;
Sept. 9, 2010	Schedule B received from Professional Engineer for Geotechnical and Structural;
Oct. 12, 2010	**Fifth Registered letter** sent to owner requesting a response by November 12, 2010;

Oct. 13, 2010	Telephone discussion with the owner in regard to required documentation;
Oct. 15, 2010	Canada Post confirmation that the letter was successfully delivered;
Nov. 12, 2010	**Sixth Registered letter** sent to owner requesting a response by December 13, 2010;
Nov. 15, 2010	Canada Post confirmation that the letter was successfully delivered;
Dec. 14, 2010	**Seventh Registered letter** sent to owner requesting a response by January 14, 2011;
Dec. 18, 2010	Canada Post confirmation that the letter was successfully delivered;
Jan. 20, 2011	To date, the owner has not submitted the required documentation and no building permit has been issued for the single family dwelling.

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 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;**

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 February 11, 2010;
- Registered letter dated March 11, 2010;
- Registered letter dated April 12, 2010;
- Letter dated May 4, 2010;
- Letter dated June 29, 2010;
- Registered letter dated August 5, 2010;
- Registered letter dated October 12, 2010;
- Registered letter dated November 12, 2010;
- Registered letter dated December 14, 2010.

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 Sig Dreher, Chief Building Official be received AND FURTHER that the Regional District of Kootenay Boundary Board of Directors invite the owner, Jacob Giesbrecht 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 District Lot 2653, Similkameen Division Yale District.

Respectfully submitted:	Concurrence: (Dept. Head)	Concurrence: (C.A.O.)
Sig Dreher		

Regional District of Kootenay Boundary

February 11, 2010

REGISTERED MAIL

Jacob Giesbrecht
11900 Brown Creek Rd.
Grand Forks, B.C. V0H 1H8

Re: STOP WORK ORDER
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

This letter confirms a **Stop Work Order** on February 10, 2010 for construction of a Single Family Dwelling 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 **March 11, 2010**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

Don Lepitre
Building & Plumbing Official

DL:lp
Attachment

RECEIVED
SEP 07
REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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

March 11, 2010

REGISTERED LETTER

Jacob Giesbrecht
11900 Brown Creek Rd.
Grand Forks, B.C. V0H 1H8

Re: STOP WORK ORDER
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated February 11, 2010. A **Stop Work Order** was posted on February 10, 2010 for construction of a Single Family Dwelling 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 **April 12, 2010.** Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Regards,

Robert Silva, RBO
Building and Plumbing Official

RS:lp
attachment

RECEIVED
SEP 07 20[illegible]
REGIONAL [illegible]
OF KOOT[illegible]
[illegible]

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

April 12, 2010

REGISTERED LETTER

Jacob Giesbrecht
11900 Brown Creek Rd.
Grand Forks, B.C. V0H 1H8

Re: STOP WORK ORDER
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

A review of the above referenced file indicates that we have not received the documentation requested in our letters dated **February 11, 2010** and **March 11, 2010. A Stop Work Order** was posted on February 10, 2010 for construction of a single family dwelling 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.

If you have any questions or wish to discuss this notice, please contact the undersigned by **May 11, 2010.**

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. Your attention to this matter is appreciated.

Yours truly,

Don Lepitre
Building and Plumbing Official

DL:lp
Attachment

RECEIVED
SEP 07 2010

cc: Sig Dreher, RBO, Chief Building and 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

May 4, 2010

Jacob Giesbrecht
11900 Brown Creek Road
Grand Forksl, B.C. V0H 1H8

Dear Mr.Giesbrecht,

RE: Building Permit Application – Single Family Dwelling
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

This letter is to confirm receipt of your application for a building permit on the above noted property on April 27, 2010. We are unable to continue with a plan check for this project until the following documentation has been received:

1. Provide **Schedules B-1 and B-2** from a Registered Professional for Geotechnical and Structural disciplines (see attached list).
2. Two sets of Registered Professional Sealed Drawings drawn to scale for foundations and above foundation structural.
3. A site plan indicating distances from proposed construction to all property lines, lot dimensions, including other building or any water courses on the property.
4. A Sewage Disposal Permit is required prior to issuing a Building Permit.
5. Submit the required Home Protection Office form (see attached).

This office will resume the plan check on the proposed construction as listed on the building permit application when all of the required documents have been received.

The list above does not limit further information being required in order to meet the B.C. Building Code. Please contact the undersigned if you have any questions.

Yours truly,

Don Lepitre
Building & Plumbing Official

DL:lp
Encls.

RECEIVED
SEP 07 2010
REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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

June 29, 2010

Jacob Giesbrecht
11900 Brown Creek Road
Grand Forks, B.C. V0H 1H8

Dear Mr.Giesbrecht,

RE: Building Permit Application – Single Family Dwelling
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

This letter is a follow-up to our letter dated **May 4, 2010** (attached) confirming receipt of your application for a building permit on the above noted property on April 27, 2010. We are unable to continue with a plan check for this project until the following documentation has been received:

1. Provide **Schedules B-1 and B-2** from a Registered Professional for Geotechnical and Structural disciplines (see attached list).
2. Two sets of Registered Professional Sealed Drawings drawn to scale for foundations and above foundation structural.
3. A site plan indicating distances from proposed construction to all property lines, lot dimensions, including other building or any water courses on the property.
4. A Sewage Disposal Permit is required prior to issuing a Building Permit.
5. Submit the required Home Protection Office form (see attached).

This office will resume the plan check on the proposed construction as listed on the building permit application when all of the required documents have been received. Please respond to this letter by **July 29, 2010**. Failure to comply may result in legal action.

The list above does not limit further information being required in order to meet the B.C. Building Code. Please contact the undersigned if you have any questions.

Yours truly,

Don Lepitre
Building & Plumbing Official

DL:lp
Encls.

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Regional District of Kootenay Boundary

August 5, 2010

REGISTERED LETTER

Jacob Giesbrecht
11900 Brown Creek Rd.
Grand Forks, B.C. V0H 1H8

Re: STOP WORK ORDER
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

A review of the above referenced file indicates that we have not received the documentation requested in our letters dated **February 11, 2010, March 11, 2010, May 4, 2010, and June 29, 2010.** A **Stop Work Order** was posted on February 10, 2010 for construction of a single family dwelling 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.

If you have any questions or wish to discuss this notice, please contact the undersigned by **September 5, 2010.**

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. Your attention to this matter is appreciated.

Yours truly,

Don Lepitre
Building and Plumbing Official

DL:lp
Attachment

cc: Sig Dreher, RBO, Chief Building and Plumbing Official

JAN 2 0 2011
REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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

October 12, 2010

Jacob Giesbrecht
11900 Brown Creek Road
Grand Forks, B.C. V0H 1H8

REGISTERED

Dear Mr.Giesbrecht,

RE: Building Permit Application – Single Family Dwelling
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

This letter is a follow-up to our letter dated **June 29, 2010** confirming receipt of your application for a building permit on the above noted property on April 27, 2010. The following documentation is required:

1. Two sets of Registered Professional Sealed Drawings drawn to scale for foundations and above foundation structural.
2. A site plan indicating distances from proposed construction to all property lines, lot dimensions, including other building or any water courses on the property.
3. A Sewage Disposal Permit is required prior to issuing a Building Permit.
4. Submit the required Home Protection Office form (see attached).

This office will resume the plan check on the proposed construction as listed on the building permit application when all of the required documents have been received. Please respond to this letter by **November 12, 2010**. Failure to comply may result in legal action.

The list above does not limit further information being required in order to meet the B.C. Building Code. Please contact the undersigned if you have any questions.

Yours truly,

Don Lepitre
Building & Plumbing Official

DL:lp

cc: Sig Dreher, RBO, 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

November 12, 2010

Jacob Giesbrecht
11900 Brown Creek Road
Grand Forks, B.C. V0H 1H8

REGISTERED

Dear Mr.Giesbrecht,

RE: Building Permit Application – Single Family Dwelling
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

This letter is a follow-up to our letters dated **June 29, 2010** and **October 12, 2010** confirming receipt of your application for a building permit on the above noted property on April 27, 2010. The following documentation has not been received by this office:

1. Two sets of Registered Professional Sealed Drawings drawn to scale for foundations and above foundation structural.
2. A site plan indicating distances from proposed construction to all property lines, lot dimensions, including other building or any water courses on the property.
3. A Sewage Disposal Permit is required prior to issuing a Building Permit.
4. Submit the required Home Protection Office form (see attached).

This office will resume the plan check on the proposed construction as listed on the building permit application when all of the required documents have been received. Please respond to this letter by **December 13, 2010**. Failure to comply may result in legal action.

The list above does not limit further information being required in order to meet the B.C. Building Code. Please contact the undersigned if you have any questions.

Yours truly,

Don Lepitre
Building & Plumbing Official

DL:lp

cc: Sig Dreher, RBO, 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

December 14, 2010

REGISTERED LETTER

Jacob Giesbrecht
11900 Brown Creek Rd.
Grand Forks, B.C. V0H 1H8

Re: STOP WORK ORDER
11900 Brown Creek Road, Grand Forks, B.C.
D.L. 2653

A review of the above referenced file indicates that we have not received the documentation requested in our letters dated **June 29, 2010** and **October 12, 2010, and November 12, 2010.** A **Stop Work Order** was posted on February 10, 2010 for construction of a single family dwelling 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.

If you have any questions or wish to discuss this notice, please contact the undersigned by **January 14, 2010.**

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. Your attention to this matter is appreciated.

Yours truly,

Don Lepitre
Building and Plumbing Official

DL:lp
Attachment

cc: Sig Dreher, RBO, Chief Building and 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

STAFF REPORT

Date: 21 Jan 2019 **File**
To: **Chair Russell and Board of Directors**
From: Brian Champlin, Manager of Building Inspection Services
Re: Building Bylaw Contravention

Issue Introduction
A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:
4391 Highway 33, Westbridge, B.C.
Electoral Area 'E' / West Boundary
Parcel Identifier: 028-712-552
Lot 1 District Lot 619S Similkameen Division Yale District Plan KAP92479
Owners: Charles Beaudoin and Kimberly Chrystal

History/Background Factors
The Building Official confirmed that there have been no changes concerning the above referenced property. The owners, Charles Beaudoin and Kimberly Chrystal, have constructed a foundation without a valid building permit.

Implications
Should the Regional District not file a Notice on Title against the above mentioned property pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter*, future purchasers of the property would not be aware 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 November 21, 2018 submitted to the Board regarding the building bylaw contravention;
- Letter dated January 9, 2019 inviting the Owners to the January 31, 2019 Board Meeting.

Alternatives

Once all deficiencies are rectified, the Owner may request that that 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).

Recommendation(s)

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 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 1, District Lot 619S, Similkameen Division Yale District, Plan KAP92479.

Regional District of Kootenay Boundary

STAFF REPORT

Date: 21 Nov 2018 **File**
To: **Chair Russell and Board of Directors**
From: James Chandler, General Manager of Operations / Deputy CAO
Re: Building Bylaw Contravention

Issue Introduction
A staff report from James Chandler, General Manger of Operations / Deputy CAO, regarding a Building Bylaw Contravention for the property described as:
4391 Highway 33, Westbridge, B.C.
Electoral Area 'E' / West Boundary
Parcel Identifier: 028-712-552
Lot 1 District Lot 619S Similkameen Division Yale District Plan KAP92479
Owners: Charles Beaudoin and Kimberly Chrystal

History/Background Factors
The owners, Charles Beaudoin and Kimberly Chrystal, have constructed a foundation without a valid building permit.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner
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.

Implications
Should the Regional District not file a Notice on Title against the above mentioned property pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter,* future purchasers of the property would not be aware 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
- History / Background Factors;
- Registered letter dated April 26, 2018;
- Photo dated April 26, 2018.

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 Regional District of Kootenay Boundary Board of Directors invite the owners, Charles Beaudoin and Kimberly Chrystal, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 1, District Lot 619S, Similkameen Division Yale District, Plan KAP92479.

STAFF REPORT ATTACHMENT

Date:	**November 21, 2018**	**File:**	
To:	**Chair Russell and Board of Directors**		
From:	**James Chandler, General Manager of Operations / Deputy CAO**		
RE:	**BUILDING BYLAW CONTRAVENTION** **4391 HIGHWAY 33, WESTBRIDGE, B.C.** **ELECTORAL AREA 'E' / WEST BOUNDARY** **PARCEL IDENTIFIER: 028-712-552** **LOT 1 DISTRICT LOT 619S SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP92479** **OWNERS: CHARLES BEAUDOIN AND KIMBERLY CHRYSTAL**		

History/Background Factors

The owners, Charles Beaudoin and Kimberly Chrystal, have constructed a foundation without a valid building permit.

April 26, 2018	Stop Work Order posted;
April 26, 2018	**First registered letter** mailed to owner requesting a response by May 28, 2018;
May 2, 2018	Canada Post confirmation that the letter was unclaimed;
Nov. 21, 2018	To date, we have received no documentation or response from the owners.

Regional District of Kootenay Boundary

April 26, 2018

REGISTERED

Charles Beaudoin & Kimberly Chrystal
395 Sakitawaw Trail
Fort McMurray, AB
T9H 4P3

Re: STOP WORK ORDER – Construction of a building without a Building Permit
4391 Highway 33, Electoral Area 'E'/West Boundary
Plan KAP92479, Lot 1, DL619s

This letter confirms the posting of a **Stop Work Order** on April 26, 2018 for construction of a building without a Building Permit at the above referenced property.

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 **May 28, 2018**. 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

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: gfbuilding@rdkb.com • web: www.rdkb.com



Regional District of Kootenay Boundary

January 9, 2019

Charles Beaudoin and Kimberly Chrystal
395 Sakitawaw Trail
Fort McMurray, AB T9H 4P3

Re: Constructed Foundation without Building Permit
4391 Highway 33, Westbridge, B.C., Electoral Area 'E' / West Boundary
Contravention of Building Bylaw No. 449
Lot 1 District Lot 619S Similkameen Division Yale District Plan KAP92479

On November 29, 2018 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 302 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 Charles Beaudoin and Kimberly Chrystal 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 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 1, District Lot 619S, SDYD, Plan KAP92479".

This hearing before the Board of Directors is scheduled for Thursday, January 31, 2019 at approximately 6:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 2140 Central Avenue, Grand Forks, 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 January 24, 2019. 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 302 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

TL/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

Regional District of Kootenay Boundary

STAFF REPORT

Date: 21 Jan 2019 **File**
To: **Chair Russell and Board of Directors**
From: Brian Champlin, Manager of Building Inspection Services
Re: 2018 Year End Building Statistics

Issue Introduction
A staff report from Brian Champlin, Manager of Building Inspection Services, regarding the 2018 building statistics.

History/Background Factors
The Building Department is submitting the 2018 statistics for total construction values, number of building permits and total permit fees collected for Electoral Areas A, B, C, D, E, Big White and Fruitvale, Greenwood, Midway, Montrose, Trail and Warfield.

Implications
The volume of building permits processed by the RDKB Building Inspection Department decreased from 520 in 2017 to 503 in 2018. The total value of construction increased from $47,286,812 in 2017 to $57,840,286 in 2018.

Advancement of Strategic Planning Goals
Not applicable.

Background Information Provided
- A comparison report is attached indicating the number of permits and total construction values for the years 2017 and 2018.

Alternatives
1. Receipt.

Recommendation(s)
That the staff report from Brian Champlin, Manager of Building Inspection Services, regarding the 2018 Building Statistics be received.

BUILDING REPORT - MUNICIPALITIES - YEAR ENDING DECEMBER, 2018

MUNICIPALITY	PERMIT FEE	# PERMITS	# UNITS	TOTAL VALUE
FRUITVALE				
SFD	$11,613	8	8	$1,698,000
MANUFACTURED HOME	$0	0	0	$0
ADD / ALTER / REPAIR	$1,714	17	0	$218,464
ACCESSORY BUILDING	$70	1	0	$10,000
ACCESSORY ADD / ALT	$0	0	0	$0
COMMERCIAL	$0	0	0	$0
COMMERCIAL ADD / ALT	$51	1	0	$100
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$0	2	0	$89,775
TOTAL	**$13,448**	**29**	**8**	**$2,016,339**
GREENWOOD				
SFD	$0	0	0	$0
MANUFACTURED HOME	$192	1	1	$168,000
ADD / ALTER / REPAIR	$440	5	0	$40,750
ACCESSORY BUILDING	$73	1	0	$2,000
ACCESSORY ADD / ALT	$51	1	0	$2,500
COMMERCIAL	$0	0	0	$0
COMMERCIAL ADD / ALT	$0	0	0	$0
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$131	1	0	$15,000
RENEWAL	$50	1	0	$5,000
TOTAL	**$937**	**10**	**1**	**$233,250**
MIDWAY				
SFD	$2,548	1	1	$300,000
MANUFACTURED HOME	$396	2	2	$149,000
ADD / ALTER / REPAIR	$242	3	0	$21,000
ACCESSORY BUILDING	$91	1	0	$10,000
ACCESSORY ADD / ALT	$0	0	0	$0
COMMERCIAL	$0	0	0	$0
COMMERCIAL ADD / ALT	$0	0	0	$0
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$461	1	0	$50,000
TOTAL	**$3,738**	**8**	**3**	**$530,000**
MONTROSE				
SFD	$5,188	2	2	$650,000
MANUFACTURED HOME	$0	0	0	$0
ADD / ALTER / REPAIR	$1,720	13	0	$175,087
ACCESSORY BUILDING	$404	2	0	$36,650
ACCESSORY ADD / ALT	$109	2	0	$8,850
COMMERCIAL	$0	0	0	$0
COMMERCIAL ADD / ALT	$0	0	0	$0
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$0	1	0	$5,450
TOTAL	**$7,421**	**20**	**2**	**$876,037**
TRAIL				
SFD	$3,282	2	2	$400,000
MANUFACTURED HOME	$345	1	1	$193,000
ADD / ALTER / REPAIR	$11,051	119	0	$1,187,233
ACCESSORY BUILDING	$1,282	10	0	$161,000
ACCESSORY ADD / ALT	$171	4	0	$8,562
COMMERCIAL	$0	0	0	$0
COMMERCIAL ADD / ALT	$7,081	21	0	$1,027,763
INDUSTRIAL	$851	1	0	$78,442
INDUSTRIAL ADD / ALT	$806	1	0	$100,750
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$119,983	7	0	$15,787,490
DEMOLITION	$172	4	0	$82,000
RENEWAL	$75	1	0	$0
REFUND	-$180	-1	0	-$30,000
TOTAL	**$144,919**	**170**	**3**	**$18,996,240**
WARFIELD				
SFD	$0	0	0	$0
MANUFACTURED HOME	$0	0	0	$0
ADD / ALTER / REPAIR	$2,748	19	0	$315,103
ACCESSORY BUILDING	$156	1	0	$19,500
ACCESSORY ADD / ALT	$0	0	0	$0
COMMERCIAL	$0	0	0	$0
COMMERCIAL ADD / ALT	$2,973	5	0	$371,774
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$6,391	1	0	$797,565
DEMOLITION	$50	1	0	$5,000
TOTAL	**$12,318**	**27**	**0**	**$1,508,942**

BUILDING REPORT - ELECTORAL AREAS - YEAR ENDING DECEMBER, 2018

ELECTORAL AREA	PERMIT FEE	# PERMITS	# UNITS	TOTAL VALUE
AREA 'A'				
SFD	$1,726	1	1	$180,000
MANUFACTURED HOME	$0	0	0	$0
ADD / ALTER / REPAIR	$2,738	11	0	$253,000
ACCESSORY BUILDING	$1,118	5	0	$108,520
ACCESSORY ADD / ALT	$61	1	0	$2,500
COMMERCIAL	$0	0	0	$0
COMMERCIAL ADD / ALT	$882	1	0	$98,000
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$371	3	0	$29,400
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$130	2	0	$113,000
DEMOLITION	$50	1	0	$25,000
TOTAL	**$7,076**	**25**	**1**	**$809,420**
AREA 'B'				
SFD	$18,165	6	6	$1,937,000
MANUFACTURED HOME	$673	6	6	$809,000
ADD / ALTER / REPAIR	$1,565	8	0	$143,158
ACCESSORY BUILDING	$4,714	5	0	$498,000
ACCESSORY ADD / ALT	$390	1	0	$40,000
COMMERCIAL	$861	1	0	$90,000
COMMERCIAL ADD / ALT	$0	0	0	$0
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$400	1	0	$40,000
DEMOLITION	$61	1	0	$1,000
REFUND	-$600	0	0	$0
TOTAL	**$26,229**	**29**	**12**	**$3,558,158**
AREA 'C'				
SFD	$32,099	8	8	$3,272,000
MANUFACTURED HOME	$1,623	5	5	$716,300
ADD / ALTER / REPAIR	$6,682	24	0	$640,000
ACCESSORY BUILDING	$1,432	9	0	$136,000
ACCESSORY ADD / ALT	$111	1	0	$10,000
COMMERCIAL	$0	0	0	$0
COMMERCIAL ADD / ALT	$0	0	0	$0
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$658	1	0	$70,000
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$461	1	0	$50,000
DEMOLITION	$305	5	0	$76,000
RENEWAL	$400	8	0	$40,000
TOTAL	**$43,771**	**62**	**13**	**$5,010,300**
AREA 'D'				
SFD	$21,220	5	5	$2,090,000
MANUFACTURED HOME	$336	1	1	$225,000
ADD / ALTER / REPAIR	$9,637	37	0	$919,000
ACCESSORY BUILDING	$6,224	18	0	$598,000
ACCESSORY ADD / ALT	$1,492	7	0	$435,300
COMMERCIAL	$1,031	1	0	$100,000
COMMERCIAL ADD / ALT	$0	0	0	$0
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$900	1	0	$100,000
DEMOLITION	$294	4	0	$22,100
TOTAL	**$41,134**	**74**	**6**	**$4,489,400**
AREA 'E'				
SFD	$6,197	3	3	$586,500
MANUFACTURED HOME	$683	3	3	$381,200
ADD / ALTER / REPAIR	$311	1	0	$30,000
ACCESSORY BUILDING	$6,933	13	0	$720,500
ACCESSORY ADD / ALT	$0	0	0	$0
COMMERCIAL	$728	1	0	$70,000
COMMERCIAL ADD / ALT	$264	2	0	$27,000
INDUSTRIAL	$18,095	2	0	$2,000,000
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$2,628	1	0	$260,000
INSTITUTIONAL ADD / ALT	$511	1	0	$50,000
DEMOLITION	$172	3	0	$49,000
RENEWAL	$110	1	0	$80,000
TOTAL	**$36,632**	**31**	**6**	**$4,254,200**
AREA 'BIG WHITE'				
SFD	$18,592	3	3	$2,000,000
MFD	$30,760	5	10	$3,250,000
MANUFACTURED HOME	$0	0	0	$0
ADD / ALTER / REPAIR	$19,488	7	0	$2,058,000
ACCESSORY BUILDING	$0	0	0	$0
ACCESSORY ADD / ALT	$0	0	0	$0
COMMERCIAL	$74,267	3	0	$8,250,000
COMMERCIAL ADD / ALT	$0	0	0	$0
INDUSTRIAL	$0	0	0	$0
INDUSTRIAL ADD / ALT	$0	0	0	$0
INSTITUTIONAL	$0	0	0	$0
INSTITUTIONAL ADD / ALT	$0	0	0	$0
TOTAL	**$143,107**	**18**	**13**	**$15,558,000**

COMPARISON BUILDING REPORT FOR 2017 AND 2018 (TO THE END OF DECEMBER, 2018)

AREA	# PERMITS	# UNITS	TOTAL VALUE
FRUITVALE			
Year Ending 2018	29	8	$2,016,339
Year Ending 2017	30	8	$1,918,380
GREENWOOD			
Year Ending 2018	10	1	$233,250
Year Ending 2017	7	1	$339,500
MIDWAY			
Year Ending 2018	8	3	$530,000
Year Ending 2017	10	4	$893,200
MONTROSE			
Year Ending 2018	20	2	$876,037
Year Ending 2017	25	3	$1,352,915
TRAIL			
Year Ending 2018	170	3	$18,996,240
Year Ending 2017	186	7	$14,203,705
WARFIELD			
Year Ending 2018	27	0	$1,508,942
Year Ending 2017	36	2	$929,762
AREA 'A'			
Year Ending 2018	25	1	$809,420
Year Ending 2017	25	5	$2,604,999
AREA 'B'			
Year Ending 2018	29	12	$3,558,158
Year Ending 2017	18	3	$860,600
AREA 'C'			
Year Ending 2018	62	13	$5,010,300
Year Ending 2017	65	8	$3,734,900
AREA 'D'			
Year Ending 2018	74	6	$4,489,400
Year Ending 2017	57	14	$3,635,900
AREA 'E'			
Year Ending 2018	31	6	$4,254,200
Year Ending 2017	30	10	$3,056,300
AREA 'BIG WHITE'			
Year Ending 2018	18	13	$15,558,000
Year Ending 2017	31	52	$13,756,651
TOTAL YEAR ENDING 2018	503	68	$57,840,286
TOTAL YEAR ENDING 2017	520	117	$47,286,812



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 012
EMERGENCY PREPAREDNESS

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

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET $	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
	Property Tax Requisition	2	255,199	236,613	236,613	0	364,083	127,470	53.87	448,297	446,546	455,722	464,328
11 590 159	Miscellaneous Revenue	3	161,253	0	56,625	(56,625)	0	0	0.00	0	0	0	0
11 759 080	Emergency Planning Grant	4	0	0	0	0	0	0	0.00	0	0	0	0
11 759 083	PEP Grants	5	650,546	100,000	2,213,945	(2,113,945)	100,000	0	0.00	100,000	100,000	100,000	100,000
11 210 100	Federal Grant In Lieu	6	804	800	572	228	800	0	0.00	800	800	800	800
11 911 100	Previous Year's Surplus	7	69,064	193,391	193,391	0	67,822	(125,569)	(64.93)	0	0	0	0
11 920 002	Capital - Borrowing	8	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Revenue From Reserve	9	0	77,500	77,500	0	0	(77,500)	(100.00)	0	0	0	0
	Total Revenue		1,136,866	608,304	2,778,646	(2,170,342)	532,704	(75,600)	(12.43)	549,097	547,346	556,522	565,128
EXPENDITURE													
12 258 111	Salaries & Benefits	10	130,661	149,699	149,699	(0)	253,875	104,176	69.59	311,233	317,880	324,671	331,608
12 258 210	Travel & Conference	11	3,184	4,142	4,142	0	4,671	529	12.77	4,764	4,860	4,957	5,056
12 258 211	Vehicle Operating	12	3,535	5,552	5,552	0	5,552	0	0.00	5,663	5,776	5,892	6,010
12 258 213	Telephone	13	1,261	1,960	1,960	0	2,920	960	48.98	2,978	3,038	3,099	3,161
12 258 214	Radio - Communications	14	106	2,600	2,600	0	5,000	2,400	92.31	5,100	5,202	5,306	5,412
12 258 216	Equipment Replacement	15	1,262	2,000	2,000	0	2,000	0	0.00	2,040	2,081	2,122	2,165
12 258 221	Advertising & Promotion	16	3,961	2,000	2,949	(949)	3,000	1,000	50.00	3,060	3,121	3,184	3,247
12 258 224	O.T. Wages - Emergency F	17	53,496	0	318,704	(318,704)	0	0	0.00	0	0	0	0
12 258 225	PEP Task Claims	18	628,360	100,000	1,895,241	(1,795,241)	100,000	0	0.00	100,000	100,000	100,000	100,000
12 258 230	Board Fee	19	5,318	5,401	5,401	0	5,486	85	1.57	5,596	5,708	5,822	5,938
12 258 233	Consulting Fees	20	0	5,000	5,000	0	47,500	42,500	850.00	5,000	5,000	5,000	5,000
12 258 234	Staff Education & Training	21	218	5,000	5,000	0	5,250	250	5.00	5,513	5,788	6,078	6,381
12 258 251	Office Supplies	22	5,217	3,900	3,900	0	3,900	0	0.00	2,000	2,040	2,081	2,122
12 258 252	EOC Center Site Costs	23	22,849	38,200	38,200	0	55,300	17,100	44.76	57,300	47,400	47,505	47,615
12 258 253	SPU - Maintenance & Repa	24	8,035	30,000	30,000	0	5,000	(25,000)	(83.33)	5,100	5,202	5,306	5,412
12 258 610	Capital/Amortization	25	0	62,500	47,716	14,784	0	(62,500)	(100.00)	0	0	0	0
12 258 716	Grants to SARS/ESS Grou	26	25,000	25,000	25,000	0	28,250	3,250	13.00	28,750	29,250	30,500	31,000
12 258 741	Contribution To Reserve	27	28,000	160,350	160,350	0	0	(160,350)	(100.00)	0	0	0	0
12 258 840	Vehicle Financing	28	10,655	0	0	0	0	0	0.00	0	0	0	0
12 258 990	Previous Year's Deficit	29	0	0	0	0	0	0	0.00	0	0	0	0
12 258 999	Contingencies	30	12,356	5,000	7,410	(2,410)	5,000	0	0.00	5,000	5,000	5,000	5,000
	Total Expenditure		943,475	608,304	2,710,824	(2,102,520)	532,704	(75,600)	(12.43)	549,097	547,346	556,522	565,128
	Surplus (Deficit)		193,391		67,822								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

2018 Actual	Property Tax Requisition Description	2019 Budget Amount		2020 Budget Amount		2021 Budget Amount		2022 Budget Amount		2023 Budget Amount
7,111	11 830 100 012 Fruitvale	10,960		13,495		13,442		13,718		13,978
21,505	11 830 200 012 Grand Forks	32,048		39,461		39,307		40,115		40,873
2,390	11 830 300 012 Greenwood	3,580		4,408		4,391		4,481		4,565
3,658	11 830 400 012 Midway	5,593		6,886		6,859		7,000		7,133
3,543	11 830 500 012 Montrose	5,616		6,916		6,889		7,030		7,163
21,927	11 830 600 012 Rossland	35,599		43,833		43,662		44,559		45,401
54,978	11 830 700 012 Trail	82,410		101,472		101,076		103,153		105,101
5,453	11 830 800 012 Warfield	8,556		10,535		10,493		10,709		10,911
21,403	11 830 901 012 Electoral Area 'A'	33,661		41,447		41,285		42,133		42,929
12,327	11 830 902 012 EA 'B' / Lower Columbia/Old	18,531		22,817		22,728		23,195		23,633
24,342	11 830 903 012 EA 'C' / Christina Lake	36,072		44,416		44,243		45,152		46,004
16,451	11 830 904 012 EA 'D' / Rural Grand Forks	24,607		30,299		30,181		30,801		31,383
41,525	11 830 905 012 EA 'E' / West Boundary	66,850		82,312		81,991		83,676		85,256
236,613	Subtotal	364,083		448,297		446,546		455,722		464,328
	This Year Requisition	364,083		448,297		446,546		455,722		464,328
		364,083		**448,297**		**446,546**		**455,722**		**464,328**

Notes:

Bylaw No. 1286 Sept 22, 2005 to include all RDKB participants

ROSSLAND OPTED BACK IN THE SERVICE IN 2016

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Miscellaneous Revenue**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 590 159 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	56,625

Recovery from 2017 Fire Season Grand Forks SPU Trailer - $160,862.11

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Emergency Planning Grant**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 759 080 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1											-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**PEP Grants**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 759 083 - 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Emergency Incident #1 - Response	30,000	30,000		30,000		30,000		30,000		30,000
	Emergency Incident #1 - Recovery	20,000	20,000		20,000		20,000		20,000		20,000
2	Emergency Incident #2 - Response	30,000	30,000		30,000		30,000		30,000		30,000
	Emergency Incident #2 - Recovery	20,000	20,000		20,000		20,000		20,000		20,000
	Current Year Budget	**100,000**	**100,000**		**100,000**		**100,000**		**100,000**		**100,000**

Notes:		
	Previous Year Budget	100,000
	Actual to December 31, 2018	2,213,945
	Response costs recovered 100%	
	Recovery costs recovered at 80% less $1,000	
	See Page 17 & 18	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Federal Grant In Lieu**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 210 100 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Federal Grant In Lieu	800	800		800		800		800		800
	Current Year Budget	**800**	**800**		**800**		**800**		**800**		**800**

Notes:		
	Previous Year Budget	800
	Actual to December 31, 2018	572

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Surplus**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 911 100 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	193,391	67,822		-		-		-		-
	Current Year Budget	**193,391**	**67,822**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	193,391
Actual to December 31, 2018	193,391

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Capital - Short Term Borrowing**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 920 002 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA Equipment Borrowing Proceeds (New C2)	-									
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	-
		Actual to December 31, 2018	-
1	MFA Borrowing in 2017		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Transfer From Reserve Funds**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 921 205 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer From Reserve	-	-		-		-		-		-
2	Purchase of Emergency Preparedness Response V	62,500									
	Price includes Vehicle, Radio, Winter Tires, Road Hazard										
	Light Package, RDKB Signage, Taxes and Fees										
3	Funds o Return he Grand Forks SPU to Operational	15,000									
	Status Should the Government of BC Not Compnesate Us										
	For Items Missing After Summer 2017 Deployment										
	Current Year Budget	**77,500**	**-**		**-**		**-**		**-**		**-**

Notes:		
	Previous Year Budget	77,500
	Actual to December 31, 2018	77,500

:GIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Salaries & Benefits**	**2018**			**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 111 012	**Prior Year**			**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Corporate Communications Officer	8,141	10.0%	84,146	8,415		8,375	2.0%	8,543	2.0%	8,714	2.0%	8,888
2	Manager of Emergency Programs	84,162	100.0%	84,146	84,146	2.0%	85,829	2.0%	87,545	2.0%	89,296	2.0%	91,082
3	Manager of Emergency Programs		100.0%	42,073	42,073	2.0%	85,829	2.0%	87,545	2.0%	89,296	2.0%	91,082
4	Benefits @ 25% - Mgr Emer Prog/Comm Offic	23,076		27.0%	36,284	25.9%	46,683	25.9%	47,616	25.9%	48,569	25.9%	49,540
5	Fire & Emergency Services Administration (Ja	9,312											
6	Allowance for Dispatch Premium to July 31, 2	619											
7	Fire & Emergency Services Administration (M	17,307											
8	Fire & Emergency Services Administration (2019 Forward)		979	31.55	30,880	2.5%	31,652	2.5%	32,443	2.5%	33,254	2.5%	34,085
	Benefits @ 26% - Emer Serv Admin	7,082		28.0%	8,631	27.2%	8,622	27.2%	8,837	27.2%	9,058	27.2%	9,285
9	Regional Fire Chief - KBRFRS				33,681	2.5%	34,523	2.5%	35,386	2.5%	36,270	2.5%	37,177
	Benefits @ 29% - Regional Fire Chief			29.0%	9,767	28.2%	9,722	28.2%	9,965	28.2%	10,214	28.2%	10,469
	Current Year Budget	**149,699**			**253,875**		**311,233**		**317,880**		**324,671**		**331,608**

Notes:

	Previous Year Budget	#####
	Actual to December 31, 2018	######
Item #1	54% - Admin, 36% - Electoral Area Admin, & 10% - Emergency Preparedness	
Item #3	New Position for 2019 - Estimated For Half Year in 2019	
Item #8	50% - Emergency Preparedness, & 50% - Regional Fire Services	
Item #9	50% - Regional Fire Services, 25% - Emergency Preparedness, & 25% - 911 Communications	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Travel & Conference**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 210 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Annual PEP Conference	2,071	1,600	2.0%	1,632	2.0%	1,665	2.0%	1,698	2.0%	1,732
2	Registration & Per Diem	2,071	2,071	2.0%	2,112	2.0%	2,155	2.0%	2,198	2.0%	2,242
3	General Travel		1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
	Current Year Budget	**4,142**	**4,671**		**4,764**		**4,860**		**4,957**		**5,056**

Notes:		Previous Year Budget	4,142
		Actual to December 31, 2018	4,142
Item #1/2	Two Attendees To EP Conference		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Vehicle Operating**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 211 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Mileage and Other Operating Expenses	3,106	3,106	2.0%	3,168	2.0%	3,231	2.0%	3,296	2.0%	3,362
2	Insurance for SPU Trailers	446	446	2.0%	455	2.0%	464	2.0%	473	2.0%	483
3	Insurance of Emergency Preparedness Vehicle	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
4											
	Current Year Budget	**5,552**	**5,552**		**5,663**		**5,776**		**5,892**		**6,010**

Notes:

Previous Year Budget	5,552
Actual to December 31, 2018	5,552

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Telephone**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 213 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Telephone Cost										
2	Trail EOC (250-368-9127)	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
3	Trail EOC Fax (250-368-9128)	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
4	Toll Free (888-747-9119)	-	-								
5	Grand Forks EOC (250-442-3628)										
6	Cell Phone @ $80 per month	960	1,920	2.0%	1,958	2.0%	1,998	2.0%	2,038	2.0%	2,078
	Current Year Budget	**1,960**	**2,920**		**2,978**		**3,038**		**3,099**		**3,161**

Notes:

Previous Year Budget	1,960
Actual to December 31, 2018	1,960

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Radio - Communications**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 214 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Radio Communications - Preventative Maintenance	2,600	2,600	2.0%	2,652	2.0%	2,705	2.0%	2,759	2.0%	2,814
	On EOC radios/battery										
2	Communications Equipment	-	2,400	2.0%	2,448	2.0%	2,497	2.0%	2,547	2.0%	2,598
	Current Year Budget	**2,600**	**5,000**		**5,100**		**5,202**		**5,306**		**5,412**

Notes:

Previous Year Budget	2,600
Actual to December 31, 2018	2,600

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Equipment Replacement**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 216 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	EOC Computer Replacement	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
2											
	Current Year Budget	**2,000**	**2,000**		**2,040**		**2,081**		**2,122**		**2,165**

Notes:		Previous Year Budget	2,000
		Actual to December 31, 2018	2,000
Item #1	Information Services to replace one computer workstation annually		
	2016 - Replace two computers/GIS station		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Advertising & Promotion**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 221 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Community Promotion & Awareness	2,000	3,000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
	Current Year Budget	**2,000**	**3,000**		**3,060**		**3,121**		**3,184**		**3,247**

Notes:

Previous Year Budget	2,000
Actual to December 31, 2018	2,949

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**O.T. Wages - Emergency Response**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 224 - 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Emergency Incident #1 - Response	-	-		-		-		-		-
	Emergency Incident #1 - Recovery	-	-		-		-		-		-
2	Emergency Incident #2 - Response	-	-		-		-		-		-
	Emergency Incident #2 - Recovery	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	-
	Actual to December 31, 2018	318,704
Response costs recovered 100%		
Recovery costs recovered at 80% less $1,000		
See Page 5		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**PEP Claims (Provincial Emergency Preparedness)**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 225 - 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Emergency Incident #1 - Response	30,000	30,000		30,000		30,000		30,000		30,000
	Emergency Incident #1 - Recovery	20,000	20,000		20,000		20,000		20,000		20,000
2	Emergency Incident #2 - Response	30,000	30,000		30,000		30,000		30,000		30,000
	Emergency Incident #2 - Recovery	20,000	20,000		20,000		20,000		20,000		20,000
	Current Year Budget	**100,000**	**100,000**		**100,000**		**100,000**		**100,000**		**100,000**

Notes:		
	Previous Year Budget	100,000
	Actual to December 31, 2018	1,895,241
	Response costs recovered 100%	
	Recovery costs recovered at 80% less $1,000	
	See Page 5	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Board Fee**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 230 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	4,238	4,323	2.0%	4,409	2.0%	4,498	2.0%	4,588	2.0%	4,679
2	Carbon Offset & Climate Change Initiatives	1,163	1,163	2.0%	1,186	2.0%	1,210	2.0%	1,234	2.0%	1,259
	Current Year Budget	**5,401**	**5,486**		**5,596**		**5,708**		**5,822**		**5,938**

Notes:		
	Previous Year Budget	5,401
	Actual to December 31, 2018	5,401

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Consulting Fees**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 233 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Consulting Fees - Public Education Campaign	5,000	5,000		5,000		5,000		5,000		5,000
	Assesment/Development										
2	Printing Public Education Brochures										
3	Communications Plan										
4	Livestock/Pet Care Plan										
5	Miscellaneous Plans										
6	Grand Forks EOC Development Plan		10,000								
7	Flood Mapping Project		32,500								
	Current Year Budget	**5,000**	**47,500**		**5,000**		**5,000**		**5,000**		**5,000**

Notes:		Previous Year Budget	5,000
		Actual to December 31, 2018	5,000
Item # 5	Update of Regional Emergency Plan, Communications Plan, Pet & Livestock Plan		
	Recovery Plan and update Emergency Planning manuals and documentation		
Item #6	Scoping of Projet for Stand-alone EOC in Grand Forks		
Item #7	In Partnership with City of Grand Forks, Ramping Up Existing Project		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Staff Education & Training**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 234 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Staff Development and Recertification	5,000	5,250	5.0%	5,513	5.0%	5,788	5.0%	6,078	5.0%	6,381
	Current Year Budget	**5,000**	**5,250**		**5,513**		**5,788**		**6,078**		**6,381**

Notes:		Previous Year Budget	5,000
		Actual to December 31, 2018	5,000
Item #1	Training cost for Emergency Operations Center staff		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Office Supplies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 251 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Includes Report Printing & supplies	3,900	3,900		2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122
	Current Year Budget	**3,900**	**3,900**		**2,000**		**2,040**		**2,081**		**2,122**

Notes:		Previous Year Budget	3,900
		Actual to December 31, 2018	3,900
Item #1	2018 amount includes allocation to produce EM plans, if needed		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**EOC Operations Centre Site Costs**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 252 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Greater Trail Community Centre office space	15,300	15,300		15,300		15,300		15,300		15,300
2	EOC Generator Repairs & Maintenance	1,900	5,000		2,000	5.0%	2,100	5.0%	2,205	5.0%	2,315
3	EOC Generator Fuel	1,000	1,000		1,000		1,000		1,000		1,000
4	EOC Monitors / Wall Displays /Technology Upgrade	10,000	10,000		5,000		5,000		5,000		5,000
5	Trail EOC Flooring				10,000						
6	Public Alerting System (Email & Phone Notifications	10,000	10,000		10,000		10,000		10,000		10,000
	Emergencies)										
7	Lightship Agreement		14,000		14,000		14,000		14,000		14,000
	Charges calculated at 1,912 sq ft x $8.00 per year										
	Current Year Budget	**38,200**	**55,300**		**57,300**		**47,400**		**47,505**		**47,615**

Notes:			
	Previous Year Budget	38,200	
	Actual to December 31, 2018	38,200	
Item #1	Includes rental charges and janitorial services		
	GL Transfer to Misc Revenue Culture Arts & Recreation Lower Columbia	11 590	159 - 018
	Generators in Trail & Grand Forks		
Item #2	GF Generator Service 2017 = $1900 / 2 = $950 x 2 units (GF and Trail) = $1900		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Sprinkler Protection Units - Repair & Maintenance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 253 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Maintenance & Repairs and Operating Costs	15,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
2	Grand Forks SPU - Returning to Operational After	15,000	-								
	Summer 2017										
	Current Year Budget	**30,000**	**5,000**		**5,100**		**5,202**		**5,306**		**5,412**

Notes:		Previous Year Budget	30,000
		Actual to December 31, 2018	30,000
Item #1	Includes $12,000 to Refurbish and Add Equipment to Trailers Based on 2017 Deployment		
	of GF SPU		
Item #2	Contingency funds should the Provicne of BC NOT compensate us for the equipment lost		
	during the deployment of the Grand Forks unit in summer 2017		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Capital**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 610 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Purchase of Emergency Prep Response Vehicle	62,500	-								
	Price Includes Vehicle, Radio, Winter Tires, Road H										
	Light Package, RDKB Signage, Fees and Taxes										
	Current Year Budget	**62,500**	**-**		**-**		**-**		**-**		**-**

Notes:		
	Previous Year Budget	62,500
	Actual to December 31, 2018	47,716

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Grants to SARS/ESS Groups**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 716 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Beaver Valley Search & Rescue - Operating Grant	5,000	5,250		5,250		5,250		5,500		5,500
2	Rossland Search & Rescue - Operating Grant	5,000	5,250		5,250		5,250		5,500		5,500
3	Grand Forks Search & Rescue - Operating Grant	5,000	5,250		5,250		5,250		5,500		5,500
4	Emergency Social Service Director West Side	-	-		-		-		-		-
5	ESS/Red Cross	10,000	12,500		13,000		13,500		14,000		14,500
6											
	Current Year Budget	**25,000**	**28,250**		**28,750**		**29,250**		**30,500**		**31,000**

Notes:		Previous Year Budget	25,000
		Actual to December 31, 2018	25,000
Item #1-5	Grants are intended to supplement SARS operations (a retainer)		
Item #5	Agreement good through Dec 2018; increase forecast.		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contribution To Reserve**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 741 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contribution To Reserve	160,350	-								
2											
			.								
	Current Year Budget	**160,350**	**-**		**-**		**-**		**-**		**-**

Notes:			
	Previous Year Budget	160,350	
	Actual to December 31, 2018	160,350	
Item #1	Annual Contribution to Reserve		

#########	Balance in Reserve October 31, 2018
	Account Numbers 34 700 012
$ -	Restricticed - Unmet Needs Committee Donations (Included in above)
#########	Net Reserve (Unrestricted)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Vehicle Financing**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 840 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	New Command Vehicle (C2 - 2016 Tahoe)	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

MFA Equip Loan #0012-0 - $1,176.71 Monthly (Final PMT March 31, 2022)
Transferred to '050' @ January 1, 2018

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Deficit**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 990 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contingencies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 258 999 012	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		5,000	5,000		5,000		5,000		5,000		5,000
2	Unmet Needs Committee Expenses										
	Current Year Budget	**5,000**	**5,000**		**5,000**		**5,000**		**5,000**		**5,000**

Notes:		
	Previous Year Budget	5,000
	Actual to December 31, 2018	7,410

Emergency Preparedness Service

2019 Work Plan



EMERGENCY PREPAREDNESS SERVICE

Chris Marsh, Manager of Emergency Programs
Service Number 012
As of January 23, 2019

Emergency Preparedness Service

2019 Work Plan

Service Name: Emergency Preparedness

Service Number: 012

Committee Having Jurisdiction: Board of Directors – Protective Services Committee

General Manager/Manager Responsible:
James Chandler, General Manager Operations / DCAO
Chris Marsh, Manager of Emergency Programs reporting to Dan Derby, Regional Fire Chief

Description of Service:

The Emergency Preparedness Service has been established to provide an integrated and effective approach to emergency preparedness, response, recovery and mitigation within all municipalities and electoral areas of the Regional District of Kootenay Boundary (RDKB). An Emergency Management Program Agreement has been implemented to facilitate the cooperation between the Regional District and participating municipalities. The Agreement outlines the process by which resources are shared and how joint or regional Emergency Operation Centers are established. Under the agreement, everyone adheres to one Regional Emergency Plan (the Plan).

The Plan provides the policies and procedures as the framework to guide Regional District activities before, during and after an emergency event. The Plan is based on the BC Emergency Management System and is intended to meet the requirements of all applicable provincial legislation and regulations. The RDKB works cooperatively with other internal and external emergency plan holders, agency partners and emergency responders to ensure a state of readiness should an emergency or disaster occur. In addition to reviewing the Plan and its policies and procedures on an on-going basis, staff participate in annual training and exercises to further advance the ability of the RDKB and partner municipalities to effectively coordinate response to any emergency or disaster that occurs

within the Region. Additionally, individuals and families within the Regional District must also take the necessary steps to prepare for emergencies and disasters.

A strong, well-resourced and well-supported Emergency Preparedness Service will ensure that the RDKB's response to, resiliency during, and recovery from emergency events within the District will be greatly enhanced.

Establishing Authority:

Section 332, Local Government Act, RSBC 2015 (formerly Section 796, LGA, RSBC 1996, ch. 323)

Bylaw No. 1256 Electoral Areas 'A', 'B', 'C', 'D' & 'E' for the purpose of establishing an Emergency Response and Recovery Plan(s) for the RDKB, adopted January 27, 2005.

Bylaw No. 1286 amending Bylaw No. 1256 to include all municipalities within the RDKB, adopted November 24, 2005.

Bylaw No. 1613 RDKB Emergency Planning Service Establishment Amendment Bylaw approving the City of Rossland's re-entry to the service as a participant.

Requisition Limit: Not Applicable

2018 Requisition / Budgeted Expenditures / Actual Expenditures:
$236,613/ $1,576,855 / $ TBD (high because of flood response costs)

Regulatory or Administrative Bylaws:
Bylaw No. 1312 A bylaw to regulate the RDKB Emergency Management Organization as a service of the RDKB, adopted May 4, 2006.

Service Area / Participants: All Electoral Areas and Municipalities within the Regional District.



Service Levels

Emergency planning, response, mitigation and recovery services.

Human Resources:

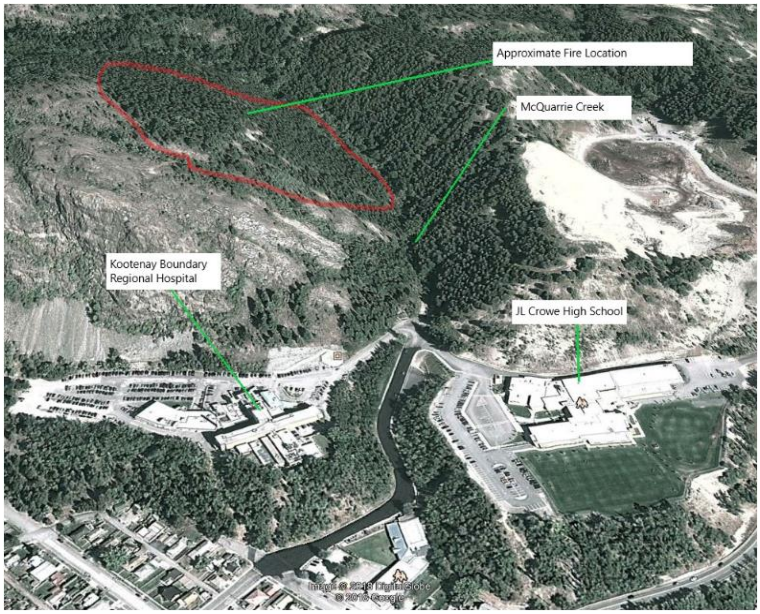
- General Manager, Operations / DCAO
- Manager of Emergency Programs
- Regional Fire Chief / Fire Dispatch Manager
- Fire & Emergency Services Administrative Assistant

2018 Events:

The Boundary flooding of 2018 was the worst flooding in the history of the province of BC. Over 3200 residents were evacuated from their homes, seeking shelter from floodwaters that ranged from 1 in 200 to 1 in 500 year levels. Direct response costs total well over $20 Million and recovery costs are expected to exceed $60 Million dollars. Ongoing recovery efforts include a team of 10 individuals delivering all aspects of recovery operations, from repairs to critical infrastructure to supporting individuals suffering from flood-related mental illness. It goes without saying that all available resources have been applied in 2018 to the response and recovery from this event. Despite the Boundary flooding event, there were other significant EOC responses as well. Other significant 2018 events included:

- Riverside Drive Landslide – Trail, April 2018
- Langford and Sayward Creek Flooding - Columbia Gardens, March – May 2018
- Trail and Gorge Creek Flooding – April 2018
- China Creek Road Flooding – Genelle – April 2018

- Fruitvale – Kelly and Beaver Creek Flooding – May 2018
- Boundary Flooding – Grand Forks, Christina Lake, Greenwood, Midway, Rock Creek, Westbridge, Beaverdell, Carmi - May – June 2018
- Santa Rosa Wildfire 1 – July 2018
- Lynch Creek, Toronto Creek and Santa Rosa 2 Wildfires – August 2018
- McQuarrie Creek Wildfire – September 2018



Location of McQuarrie Creek Fire, Trail, BC (September 2018)



Trail Creek Flooding, Warfield (April 2018)



Downtown Grand Forks (May 2018)

Significant Issues and Trends:

In general, disasters of increasing frequency and magnitude are impacting BC communities. Two significant flooding seasons concurrent with the two worst wildfire seasons on record have highlighted the need for significant application of resources to emergency management functions within local government.

The hiring of a full time staff member dedicated to the Emergency Preparedness Service (completed in September of 2017) provided much needed support during the EOC activations this past year. However, it is clear, that if that resource is used primarily for responding to events and the associated recovery, there will be no ability to grow and design the emergency program in any sustainable fashion. Recent events have clearly demonstrated that there are two streams of emergency management that the RDKB needs to develop – the policy stream and the operational stream. Where policy indicates a need for program development and documentation, the operational stream relates strictly to response and recovery functions related to emergency events.

With the events that were experienced in 2018, being both flooding and fires, very little advancement was made on the following work plan projects. Due to the impacts of flood recovery planning and resources to our Emergency Preparedness Services, the Manager of Emergency Services is temporarily seconded to the Recovery Management Team. A recruitment to backfill the position and provide essential resource is underway. (This is supported through EMBC and does not impact the RDKB budget). Until such time a successful candidate is hired the projects as presented below will have limited progression. A status update is included with each of the projects and majority of all projects continues to 2019.

Considering the priorities and urgency of key projects and activities preparing for the freshet season in 2019 the following is a list of objectivities that are considered to take precedent and priority over all other tasks until completed:

- Completion of hiring for new full time temporary support position
- Flood Response Plan
- Communication Plan including Emergency Alerting System
- Public education and Community Outreach
- Pet and Livestock Plan
- Regional Emergency Plan Update
-

<u>It is anticipated that the above listed work will utilise 100% capacity of our existing emergency management staff and including the pending recruitment of the backfill position.</u>

2019 Projects:

Project #1: Update Regional Emergency Plan

Project Description:
The last major revision of the Regional District of Kootenay Boundary Emergency Management Plan was undertaken in 2012, with the original plan being written in 2006. Since that time, there have been several activations of the plan and the Regional Emergency Operations Centre (REOC). Significant wildland interface fires in 2015 within the Regional District were an excellent opportunity to activate the plan and REOC. These activations demonstrated the effectiveness of the plan. However, these activations were also an excellent opportunity to identify opportunities for the enhancement of the Plan. Hazard identification, section enhancement, and an overall review would be advantageous as the Emergency Preparedness Service evolves. It is recommended that a careful and systematic review be undertaken to ensure that the Plan remains capable of handling any and all potential hazards that the Regional District of Kootenay Boundary may face. It is also recommended that enhancements that are introduced during the review are carefully tested through continued training, exercises, and other feedback mechanisms.

Project Timelines and Milestones:

	2018										
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
Project Scoping											
Literature and Policy Review											
Consultation and Feedback											
Plan Outline											
Plan Revisions											
Peer Review											
Plan Approval and Adoption											

Project Risk Factors:
The project timeline is dependent upon the workload of the Manager of Emergency Programs (such as through the spring freshet season) as well as the availability of feedback providers, peer reviewers and others who will have input and / or workload associated with the Plan.

Internal Resource Requirements:
Some assistance may be required to notify internal and external emergency plan holders, agency partners and emergency responders with notification of the updated plan. Effort will be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:
Costs will include RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities: It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: overall the emergency plan worked well during major events in 2018. This may not be our most critical project. No progress was made on this project in 2018.

Project #2: Emergency Communications Plan

Project Description:
Many aspects of the response to the Rock Creek and Stickpin wildland interface fires of 2015 were very successful. However, one of the significant after action items that was recommended from these events was the development of an enhanced Emergency Communications Plan (ECP). Development of this plan would greatly assist RDKB staff in enabling best-management practices in regards to both internal and external communications during a major emergency event.

The development of an Emergency Communications Plan will also explore options for an Emergency Alerting System for residents and businesses such as is used in neighbouring regional districts.



Project Timelines and Milestones:
To be completed concurrently with #1 above, the review of the Regional Emergency Plan. The ECP would exist as a seperate and stand-alone document from the Regional Emergency Plan itself.

Project Risk Factors:
The project timeline is dependent upon the workload of the Manager of Emergency Programs (such as through the spring freshet season). The amount of time that the new Corporate Communications Officer can dedicate to this project could affect the timelines of this project.

Internal Resource Requirements:
This project will be a joint effort between the Manager of Emergency Programs and the Corporate Communications Officer. Effort will be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:
No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:
It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on

good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: Significant work was undertaken to identify an appropriate vendor to supply an emergency notification system. This portion of the above project is ready for delivery with Board approval. Other aspects of the communications plan have been developed, or will be developed as a result of Flood Response Plan work that will be undertaken in advance of freshet 2019.

Project #3: Pet & Livestock Plan



Project Description:
A further recommendation that resulted from the Rock Creek and Stickpin wildland interface fires in 2015 was the need to continue the development of a well-defined Pet and Livestock Plan (PLP). Managing pets and livestock during large and complex emergency events is made simpler if plans and relationships are already in place. As well, it is helpful to undertake preplanning such as the identification of suitable livestock and pet reception facilities, agencies which can assist, and resources that are available.

Project Timelines and Milestones:
To be completed concurrently with #1 above, the review of the Regional Emergency Plan. However, the PLP will exist as a seperate and stand-alone document from the Regional Emergency Plan itself.

Project Risk Factors:
The project timeline is dependent upon the workload of the Manager of Emergency Programs (such as through the spring freshet season).

This project will build upon existing relationships with various stake holders involved in animal welfare (such as the Ministry of Agriculture), and their availability to provide feedback and to engage in a plan review process could impact the project.

Internal Resource Requirements:
The bulk of the effort needed to complete this project will be provided by the Manager of Emergency Programs. Some staff time may be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:
No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:
It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: Very little progress was made on this project in 2018. Through the Boundary flooding event in spring of 2018, resources and documentation have been identified that should see this project be much easier, and it is likely to be completed in 2019 with appropriate resources.

Project #4: Build Community / Agency Relationships

Project Description:
The addition of a new dedicated Manager of Emergency Programs (as of September 2017) provides an opportunity to further enhance relationships between the Emergency Preparedness Service and a variety of stakeholders. As well, relationship building is an on-going priority aspect of any successful emergency management program. Time spent enhancing interagency relationships is returned ten-fold when those interactions are tested during an emergency event.

Having robust and resilient pre-existing relationships between agencies and organizations, who will need to work together during complex emergency events, will lead to better outcomes for area residents in the event of a major emergency disaster within the RDKB.

Project Timelines and Milestones:
Ongoing throughout the year.

Project Risk Factors:
Lack of community and agency outreach leads to missed opportunities and liabilities during emergency events, so not pursuing these opportunities may negatively impact the long term success of the Emergency Preparedness Service.

Internal Resource Requirements:
Staff time by the Manager of Emergency Programs, the Corporate Communications Officer and the Kootenay Boundary Regional Fire Rescue Fire Chief.

Estimated Cost and Identified Financial Sources:
No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:
It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: Significant progress was made on this project in 2018. Emergency Services Committee meetings were held in the spring of 2018 in both Trail and Grand Forks. New committee members were identified and an email group list was developed. Through numerous activations, the EOC developed strong working relationships with many other levels of government, utilities, stakeholders, NGO's, public safety agencies and all manner of local community support organizations.

The emergency service participated in several exercises and debriefs and at each opportunity, critical relationships were developed.

13

Project #5: Public Education and Community Outreach

Project Description:
This project seeks to define the level of engagement and outreach that the community and the RDKB wish to have in regards to public education and community outreach.

The Emergency Preparedness Service would benefit from Board consideration of a desired strategic direction, and the expected level and type of outreach which would best benefit the residents of the RDKB. To that end, the Manager of Emergency Programs will develop a report with options and recommendations for public education and outreach within the RDKB.

Public outreach and education can include, but is not limited to:

- Open houses, seminars and town hall meetings;
- Outreach via pamphlets, letters and other printed materials, either mailed or available for pick-up;
- Various forms of social media interactions;
- Public alerting systems, via text, email or other, that alert residents to significant situations or events that are underway or anticipated.

Project Timelines and Milestones:
This project will be initiated in 2018 with the scoping design phases, and continue through 2019 and beyond as an ongoing service to RDKB residents.

	2018												2019					
Month	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
Project Scoping																		
Create Options Report																		
Board Review of Options Report and Path Forward																		

Outreach Program Start																		
Funding Delivery													Ongoing					

Project Risk Factors:
Undertaking an appropriate community outreach and education program will help increase the resiliency and recovery ability of residents and businesses within the RDKB. However, there are many ways to undertake community outreach, each with different advantages, costs and potential outcomes.

Previous outreach attempts have, at times, seen relatively little uptake by area residents.

Internal Resource Requirements:
The bulk of effort will be undertaken by the Manager of Emergency Programs. Assistance from the Corporate Communications Officer and the Fire & Emergency Services Administrative Assistant will help ensure the success of the project.

Estimated Cost and Identified Financial Sources:
Initially, there will be no costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Should there be a desire to proceed with producing outreach materials, hosting open houses, or to pursue a public messaging system, there would be costs associated with those projects. Once a strategic direction is determined, more defined costs and deliverables around program delivery can be identified.

Relationship to Board Priorities:
It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance", "We will ensure we are proactive and responsible in funding our services", and "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: Very little progress was made on this project in 2018. The service did participate in meetings, workshops and conferences related primarily to flooding. That being said, significant outreach work will need to happen in the future to help guide;

- Wildfire awareness and FireSmart principals
- Flood awareness and avenues to protect homes
- General emergency preparedness.

Project 6: Asset Management Planning

Project Description:
Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones: Throughout 2018.

Project Risk Factors:
Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

Internal Resource Requirements:
Asset management planning work will require significant input, direction and assistance from RDKB administrative staff. The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:
It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

There is no consideration or planned work for this project with current resources in 2019.

Additional Identified Potential Projects:

As the above mentioned projects evolve and are completed, additional projects may be initiated. It is not anticipated that these projects will be able to be undertaken without additional resources in 2019~~8~~, even with the backfill of the Emergency Manager position. These projects, if the above work plan can't be completed in 2019, will be considered for the 2020 work plan. Some of these may include the following, as per Board direction and program need:

- RDKB First Responder Radio Communications System Evaluation
- Flood Fighting Trailer Grant Request
- Update flood plain mapping for entire RDKB
- Have address points placed on actual home locations in RDKB GIS property layer
- Analysis and recommendation of best practices re: emergency evacuations
- Analysis of emergency evacuation routes and alternatives
- Development of an RDKB – wide community wildfire risk and prevention plan
- Development of an RDKB-specific FireSmart for homeowners plan
- Analysis of the rapid damage assessment process used in 2018, identify best practices
- Development of a stand-alone EOC for Grand Forks
- Pre-positioning emergency management supplies across the Boundary region
- Development of a common IT operating platform for EOC operations

Remaining Board Action Items:

EMERGENCY PREPAREDNESS SERVICE			
Initiation Date	**Action / Issue**	**Staff Resources**	**Comments**
Jan 2017	Project Funding: Any available surplus funds should be allocated towards undone projects which include the completion of a review and update of the Regional Emergency Plan, an Emergency Communications Plan, a Pet and Livestock Plan, and an update to the emergency planning manuals and documentation. Staff will investigate all options and opportunities in dedicating available surplus funds towards the unfinished projects and to prepare a report being presented to the COW – Protective Services at a future meeting before any funds are spent.	Emergency Management Staff	These projects are included in the 2019 Work Plan for the service. Staff will be considering options for completion of these projects as part of the annual budget development process (contracting project vs. completing projects in-house).
Apr. 2017	A discussion regarding the development of a guideline or policy on the role of the RDKB during community disaster recovery will be referred to the COW-Protective Services.	Emergency Management Staff	



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	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET $	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
	Property Tax Requisition - RDKB	**2**	309,977	419,210	419,210	0	321,417	(97,793)	(23.33)	354,091	362,935	369,014	371,596
11 590 161	Contract Revenue - RDCK	**3**	337,489	95,774	100,634	(4,860)	0	(95,774)	(100.00)	0	0	0	0
11 210 100	Federal Grant In Lieu/Misc Income	**4**	1,234	750	505	245	750	0	0.00	750	750	750	750
11 921 205	Transfer From Reserves	**5**	16,250	182,774	182,774	(0)	0	(182,774)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	**6**	33,404	7,617	7,617	(1)	60,494	52,877	694.23	0	0	0	0
	Total Revenue		698,354	706,125	710,740	(4,615)	382,661	(323,464)	(45.81)	354,841	363,685	369,764	372,346
EXPENDITURE													
12 255 111	Salaries & Benefits	**7**	367,856	139,543	139,543	(0)	42,467	(97,076)	(69.57)	43,245	44,326	45,434	46,570
12 255 213	Telephone	**8**	102,782	42,240	42,240	0	22,500	(19,740)	(46.73)	23,000	23,500	24,000	24,500
12 255 215	Communications Equipment R&M	**9**	81,980	72,456	72,456	0	49,801	(22,655)	(31.27)	40,343	40,896	41,460	42,035
12 255 216	Equipment Replacement Reserve	**10**	0	0	0	0	0	0	0.00	0	0	0	0
12 255 221	Advertising	**11**	0	750	0	750	750	0	0.00	750	750	750	750
12 255 230	Board Fee	**12**	16,502	16,799	16,799	0	17,102	303	1.80	17,444	17,793	18,149	18,512
12 255 233	Consultant Fees	**13**	6,450	20,000	15,925	4,075	10,000	(10,000)	(50.00)	0	0	0	0
12 255 234	Staff Development	**14**	0	1,000	250	750	1,000	0	0.00	1,000	1,000	1,000	1,000
12 255 237	Insurance	**15**	176	173	173	0	370	197	113.87	377	385	393	400
12 255 242	Operating Contracts	**16**	102,512	184,177	171,473	12,704	208,671	24,494	13.30	218,682	225,035	228,579	228,579
12 255 247	Office Equipment & Furniture	**17**	0	0	0	0	0	0	0.00	0	0	0	0
12 255 251	Office Supplies	**18**	0	0	0	0	0	0	0.00	0	0	0	0
12 255 610	Capital/Amortization	**19**	12,479	137,600	100,000	37,600	30,000	(107,600)	(78.20)	10,000	10,000	10,000	10,000
12 255 990	Previous Year's Deficit	**20**	0	0	0	0	0	0	0.00	0	0	0	0
12 255 999	Contingencies	**21**	0	91,387	91,387	(0)	0	(91,387)	(100.00)	0	0	0	0
	Total Expenditure		690,737	706,125	650,246	55,879	382,661	(323,464)	(45.81)	354,841	363,685	369,764	372,346
	Surplus(Deficit)		7,617		60,494								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition - RDKB

2018 Actual	Description	2019 Budget Amount	2020 Budget Amount	2021 Budget Amount	2022 Budget Amount	2023 Budget Amount	December 2016 Completed 2016 Hospital Purpose Net Taxable Values
12,599	11 830 100 015 Fruitvale	9,676	10,659	10,925	11,108	11,186	20,083,024
38,101	11 830 200 015 Grand Forks	28,293	31,169	31,947	32,483	32,710	65,026,014
4,235	11 830 300 015 Greenwood	3,160	3,482	3,568	3,628	3,654	7,164,863
6,481	11 830 400 015 Midway	4,937	5,439	5,575	5,669	5,708	11,187,989
6,276	11 830 500 015 Montrose	4,958	5,462	5,599	5,693	5,732	11,171,080
38,849	11 830 600 015 Rossland	31,427	34,622	35,487	36,081	36,334	62,163,145
97,403	11 830 700 015 Trail	72,753	80,149	82,150	83,526	84,111	160,066,256
9,661	11 830 800 015 Warfield	7,553	8,321	8,529	8,672	8,732	16,539,852
37,920	11 830 901 015 Electoral Area 'A'	29,716	32,737	33,555	34,117	34,356	65,436,484
21,840	11 830 902 015 EA 'B' / Lower Columbia/Old Glory	16,359	18,022	18,472	18,782	18,913	38,080,741
43,127	11 830 903 015 EA 'C' / Christina Lake	31,845	35,082	35,959	36,561	36,817	72,711,073
29,147	11 830 904 015 EA 'D' / Rural Grand Forks	21,724	23,932	24,530	24,941	25,115	48,915,081
73,571	11 830 905 015 EA 'E' / West Boundary	59,016	65,015	66,639	67,755	68,229	115,059,329
419,210	Sub Total	321,417	354,091	362,935	369,014	371,596	693,604,931
	Annual Requisition	321,417	354,091	362,935	369,014	371,596	
	Total Requisition	**321,417**	**354,091**	**362,935**	**369,014**	**371,596**	

Notes:

	Total Requisition Before Sharing Formula:	**321,417**	**354,091**	**362,935**	**369,014**	**371,596**

APPORTIONMENT BETWEEN RD's IS BASED ON **COMPLETED** ROLL EACH YEAR

Apportionment for RDKB participants is based on the **REVISED** roll

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contract Revenue - RDCK**	**COMPLETED 2016**	**2019 Budget**	**2020 Budget**	**2021 Budget**	**2022 Budget**	**2023 Budget**
Account	11 590 161 015						
Item No	Description	Hospital Purpose Net Taxable Values	Amount	Amount	Amount	Amount	Amount
1	City of Castlegar	Non Participant					
2	City of Nelson	Non Participant					
3	Town of Creston	77,439,683					
4	Village of Kaslo	15,433,127					
5	Village of New Denver	8,064,059					
6	Village of Nakusp	21,757,624					
7	Village of Salmo	10,998,128					
8	Village of Silverton	4,683,998					
9	Village of Slocan	3,883,445					
10	Electoral Area 'A' RDCK RD # 06	70,311,246					
11	Electoral Area 'B'	78,419,372					
12	Electoral Area 'C'	35,310,925					
13	Electoral Area 'D'	32,744,112					
14	Electoral Area 'E'	83,653,753					
15	Electoral Area 'F'	77,121,995					
16	Electoral Area 'G'	34,417,103					
17	Electoral Area 'H'	74,112,425					
18	Electoral Area 'I'	38,315,081					
19	Electoral Area 'J'	53,342,189					
20	Electoral Area 'K'	35,159,072					
	Total	755,167,337					
	Total Contract Amount Due		-	-	-	-	-

Notes:

APPORTIONMENT BETWEEN RD's IS BASED ON **COMPLETED** ROLL EACH YEAR

City of Castlegar and City of Nelson not included in assessment base for Central Kootenay RD

Village of New Dever included in Budget Year 2007 (RDCK Bylaw #1860, 2007)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Federal Grant In Lieu**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 210 100 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Federal Grant In Lieu	750	750		750		750		750		750
	Current Year Budget	**750**	**750**		**750**		**750**		**750**		**750**

Notes:

Previous Year Budget	750
Actual to December 31, 2018	505

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Transfer From Reserves**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 921 205 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Allowance for Equipment Upgrades/Repairs	182,774									
	For Fire Dispatch, Consulting Fees for Transition and										
	New Repeater for Grand Forks Fire Rescue										
	Current Year Budget	**182,774**	**-**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	182,774
		Actual to December 31, 2018	182,774
Item #1	For unanticipated equipment failures funded from Reserves		
	See page 19 for specific details		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Surplus**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 911 100 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	7,617	60,494		-		-		-		-
	Current Year Budget	**7,617**	**60,494**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	7,617
Actual to December 31, 2018	7,617

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Salaries Wages & Benefits**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 111 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Fire Dispatch:										
Jan-Dec	4 Positions Dispatchers (Jan - Apr 2018)	91,443									
$ 61,523.00	Yearly Salary Per Salary Details "050" Budget										
2	Regional Fire Chief										
$ 131,680.00	January 1 - April 30, 2018 - 25%	10,725									
	May 1 - December 31, 2018 - 10%	8,580									
	2019-2023- 25%		32,920	2.5%	33,743	2.5%	34,587	2.5%	35,451	2.5%	36,338
3	Sub Total	110,748	32,920		33,743		34,587		35,451		36,338
4	Benefits @ 29% (26% - 2018)	28,795	9,547		9,502		9,740		9,983		10,233
	Current Year Budget	**139,543**	**42,467**		**43,245**		**44,326**		**45,434**		**46,570**

Notes:		
	Previous Year Budget	139,543
	Actual to December 31, 2018	139,543
Item #1	Internal Transfer of $112,474 for First 4 Months of 2018 ($91,443 plus benefits @ 23%) to Transfer From 9-1-1 (1-1-590-160-050)	
Item #2	50% - Regional Fire Services, 25% - Emergency Preparedness, & 25% - 911 Communica	
Item #4	Benefits Updated for 1.95% Employer Health Tax In 2019 & End of MSP Premiums in 2020	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Telephone**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 213 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Telus link to KFD - Beaverdell, Midway & Greenwood	24,376	3,500		3,600		3,700		3,800		3,900
	Cell backup to KFD - Beaverdell, Midway & Greenwood	9,064	2,000		2,100		2,200		2,300		2,400
2	VOIP Agreement Grand Forks, Christina Lake & KBRF	6,400	9,600		9,600		9,600		9,600		9,600
3	Grand Forks fibre costs for Grand Forks & Christina lake		3,000		3,100		3,200		3,300		3,400
	CBBC Internet		2,400		2,500		2,600		2,700		2,800
4	Telephone Interconnect backup BW, GF, CL & KBRFR		2,000		2,100		2,200		2,300		2,400
5	Cell Phone Back-up - Beaverdell, Midway, & Greenwood	2,400									
	Current Year Budget	**42,240**	**22,500**		**23,000**		**23,500**		**24,000**		**24,500**

Notes:		
	Previous Year Budget	42,240
	Actual to December 31, 2018	42,240

Item #2	VOIP Agreement with RDEK
Item #5	Cell Phone Back-up - Beaverdell, Midway, & Greenwood - added to line 2
	Big White Fibre - no cost part of their Telus Business Connect package

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Communications Equipment R&M**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 215 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	FDM Maintenance Agreement	12,850									
2	Oasys Systems Maintenance Agreement	6,336									
3	Mountain Top Repeater Lease Agreements	16,725	17,000	2.0%	17,340	2.0%	17,687	2.0%	18,041	2.0%	18,401
4	Industry Canada Radio Licence Fees	3,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
5	Radio Equipment Repairs & Maintenance	5,000	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
6	Midway Repeater Site Lease Cost ($3,480 per year)	3,480	-		-		-		-		-
7	Kelowna Fire Dispatch FDM	15,065	12,701		12,701		12,701		12,701		12,701
8	Demobilization	10,000	10,000								
	Current Year Budget	**72,456**	**49,801**		**40,343**		**40,896**		**41,460**		**42,035**

Notes:		
	Previous Year Budget	72,456
	Actual to December 31, 2018	72,456

Item #3	Lease Agreements for: Big White, Midway SBA Tower, Roderick Dhu, Observation Mtn., Santa Rosa, Granite Mtn, and Blizzard Mtn.
Item #4	Radio Licensing Fees for the 9-1-1 Back Bone Equipment which provides connectivity to all RDKB Fire Halls
Item #5	Estimated amount for the repair and maintenance of all 9-1-1 radio equipment
Item #6	Included in item #3 - see Repeater Site Summary document (f drive, kelowna fire dispatch, repeater sites)

Industry canada 2017 $7,498 (RDCK $4,860 - RDKB $2,638)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Equipment Replacement Reserve**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 216 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Equipment Replacement Reserve										
2											
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

Item #1	Required to meet all technological, hardware, and software changes
	Upgrading to accept future digital communications

$ 1,555.70	Balance in Reserve October 31, 2018
	Account Number 34 700 015

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Advertising**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 221 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Public Awareness	750	750		750		750		750		750
	Current Year Budget	**750**	**750**		**750**		**750**		**750**		**750**

Notes:

Previous Year Budget	750
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Board Fee**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 230 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	15,167	15,470	2.0%	15,779	2.0%	16,095	2.0%	16,417	2.0%	16,745
2	Carbon Offset & Climate Change Initiatives	1,632	1,632	2.0%	1,665	2.0%	1,698	2.0%	1,732	2.0%	1,767
	Current Year Budget	**16,799**	**17,102**		**17,444**		**17,793**		**18,149**		**18,512**

Notes:

Previous Year Budget	16,799
Actual to December 31, 2018	16,799

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Consultant Fees**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 233 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Consulting services fire dispatch network radio	20,000	10,000								
	coverage assessment.										
	Current Year Budget	**20,000**	**10,000**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	20,000
Actual to December 31, 2018	15,925

Item #1 Consultant to Provided Program to Extract Statistical Information from FDM (One time expense)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Staff Development**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 234 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Training for Fire Dispatch	-									
2	Provincial 911 Users Group Meeting	1,000	1,000		1,000		1,000		1,000		1,000
	Current Year Budget	**1,000**	**1,000**		**1,000**		**1,000**		**1,000**		**1,000**

Notes:

Previous Year Budget	1,000
Actual to December 31, 2018	250

Item #1 Continuation of CAD and RMS Training

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Insurance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 237 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Insurance - Property	173	370	2.0%	377	2.0%	385	2.0%	393	2.0%	400
2	Insurance - Liability (in General Government Exhibit)	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
	Current Year Budget	**173**	**370**		**377**		**385**		**393**		**400**

Notes:	Previous Year Budget	173
	Actual to December 31, 2018	173

Item #1	Insurance on repeater sites

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Operating Contracts**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 242 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	**Central Okanagan RD - PSAP Services**										
1 (a)	Kootenay Boundary Regional District	61,607	63,735		70,373		73,268		73,268		73,268
1 (b)	Central Kootenay Regional District										
2	9-1-1 Operations Committee										
3	RDKB Regional Fire Services										
4	Shared Equipment										
5	Kelowna Fire Dispatch Operating	122,570	144,936		148,309		151,767		155,311		155,311
	Current Year Budget	**184,177**	**208,671**		**218,682**		**225,035**		**228,579**		**228,579**

Notes:

Previous Year Budget	184,177
Actual to December 31, 2018	171,473

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Office Equipment & Furniture**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 247 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Office Equipment & Furniture	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Office Supplies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 251 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Office Supplies	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Capital**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 610 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Allowance for Equipment Upgrades/Repairs										
	For Fire Dispatch										
2	Installation of new repeater at Roderick Dhu for										
	Grand Forks Fire Rescue										
3	Repeater Site - Upgrades		30,000		10,000		10,000		10,000		10,000
4	Kelowna Fire Dispatch - Capital Transition Costs										
	Interconnection	97,600									
	Contingency	10,000									
	Telus - 9-1-1 ESZ Updates	30,000									
	Current Year Budget	**137,600**	**30,000**		**10,000**		**10,000**		**10,000**		**10,000**

Notes:		Previous Year Budget	137,600
		Actual to December 31, 2018	100,000
Item #1	**For unanticipated equipment upgrades and replacements funded from the		
	Equipment Replacement Reserves.		

**Only used if necessary *(see page 5)*

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Deficit**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 990 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contingencies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 255 999 015	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contingencies	-	-		-		-		-		-
2	RDCK Portion of Reserve (50%)	91,387									
	Current Year Budget	**91,387**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	91,387
Actual to December 31, 2018	91,387

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
2018-2022 Five Year Financial Plan
RDCK Apportionment

Name Contract Revenue - RDCK
Account 11 590 161 015

ACCT CODE	ACCT NAME	PAGE	LINE	DESCRIPTION	2018 BUDGET
12 255 111	Salaries & Benefits	7	1	Fire Dispatch: 4 Positions Dispatchers (Jan - Apr 2018)	
12 255 111	Salaries & Benefits	7	2	Regional Fire Chief: January 1 - April 30, 2018 - 25%	
12 255 111	Salaries & Benefits	7	4	Benefits @ 26%	
12 255 213	Telephone	8	1	Telephone	
12 255 213	Telephone	8	2	Satellite & cell phone	
12 255 215	Communications Equ	9	1	FDM Maintenance Agreement	
12 255 215	Communications Equ	9	2	Oasys Systems Maintenance Agreement	
12 255 215	Communications Equ	9	8	Demobilization	
				Subtotal	-
				RDCK Apportionment	-
				Less: Share of Prior Year Surplus	
				Total Due From RDCK	$ -

Email to: Marilyn Rilkoff, Director of Financial Services, Deputy CAO
Regional District of Central Okanagan
Fax Number: (250) 763-0606

Regional District of Kootenay Boundary

	2019 Completed Roll	2018 Completed Roll	2017 Completed Roll	2016 Completed Roll	2015 Completed Roll	2014 Completed Roll
Village of Fruitvale	18,765,726	17,113,261	14,015,447	14,022,964	13,302,355	13,141,647
City of Grand Forks	53,111,362	48,531,117	44,527,147	41,651,113	41,063,116	41,726,685
City of Greenwood	5,644,413	5,257,657	4,801,567	4,697,166	4,589,715	4,446,886
Village of Midway	9,791,745	8,864,732	8,250,775	8,294,638	8,047,269	8,016,441
Village of Montrose	9,276,543	8,120,219	7,968,792	7,960,443	7,345,802	7,338,415
City of Rossland	54,739,485	49,469,005	43,595,695	42,353,814	38,464,262	38,243,647
City of Trail	152,269,645	143,321,556	128,048,935	128,055,349	128,065,108	126,101,851
Village of Warfield	13,565,299	11,632,670	11,778,756	11,964,833	11,684,796	11,711,223
Electoral Area 'A'	64,629,678	56,753,585	54,528,899	54,577,859	57,295,539	52,889,933
Electoral Area 'B'	29,322,820	27,084,272	25,976,851	25,830,498	24,729,737	24,857,279
Electoral Area 'C'	35,896,787	34,099,049	31,548,344	30,344,078	29,081,138	28,225,665
Electoral Area 'D'	39,008,131	36,245,595	33,141,861	31,941,439	28,894,234	28,271,085
Electoral Area 'E'	77,970,851	71,128,370	67,755,487	65,651,777	64,382,500	61,867,310
Total	563,992,485	517,621,088	475,938,556	467,345,971	456,945,571	446,838,067

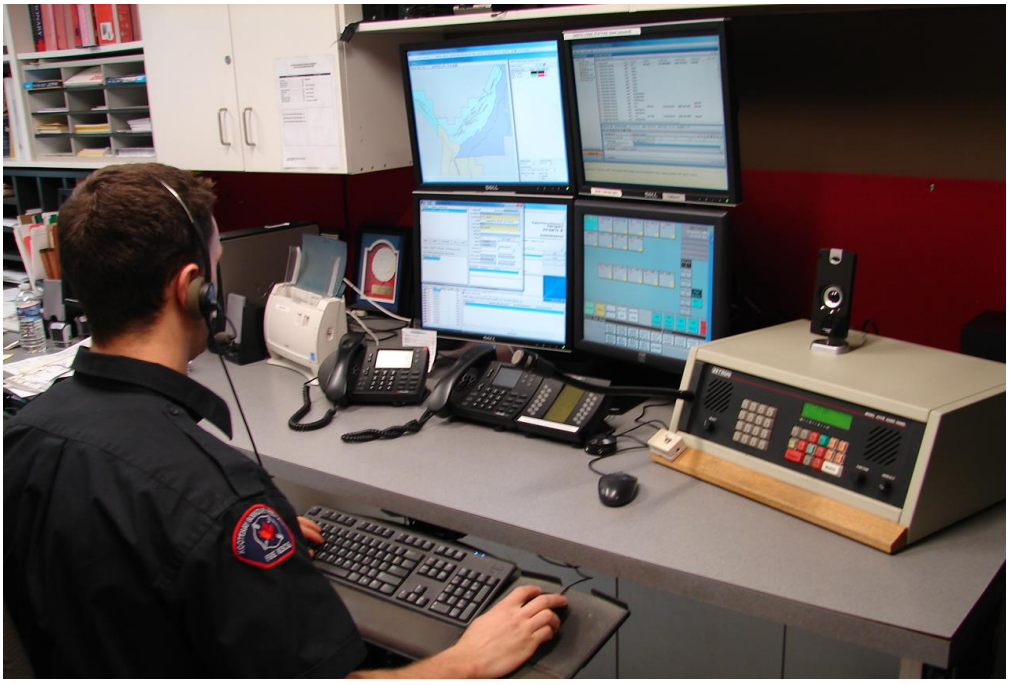
Note:
Converted improvements only.
Hospital purpose net taxable values

Regional District of Kootenay Boundary

General Manager of Finance
202 - 843 Rossland Avenue
Trail, B.C. V1R 4S8
Phone: 250 368-0243, Fax: 250 368-3990
email: bburget@rdkb.com

9-1-1 Emergency Communications Service

2019 Work Plan



9-1-1 EMERGENCY COMMUNICATIONS SERVICE

Dan Derby, Regional Fire Chief/Fire Dispatch Manager
Service Number 015
As of January 23, 2019

9-1-1 Emergency Communications Service

2019 Work Plan

Service Name: 9-1-1 Emergency Communications Service

Service Number: 015

Committee Having Jurisdiction: Board of Directors – Protective Services Committee

General Manager/Manager Responsible:
James Chandler, General Manager Operations / Deputy CAO
Dan Derby, Regional Fire Chief / Fire Dispatch Manager

Description of Service:

The RDKB's 9-1-1 Emergency Communications service provides both public safety answering point (PSAP) and secondary service answer point services. Our PSAP service is provided by E-Comm 9-1-1 in Vancouver. They provide PSAP services for 25 regional districts and communities across British Columbia. A PSAP call center is responsible for answering calls to an emergency telephone number (9-1-1) for police, fire and ambulance services, where they are transferred to the requested agency. Our secondary service answering point services are provided by Kelowna Fire Dispatch, under contract between the City of Kelowna and the Regional District Kootenay Boundary. Their dispatchers are supported by a computer aided dispatch system that allows for swift and easy access to a wide range of information critical to efficient dispatch of fire services.

Establishing Authority:
Section 332, *Local Government Act, RSBC 2015* (formerly Section 796, LGA, RSBC 1996, ch. 323)

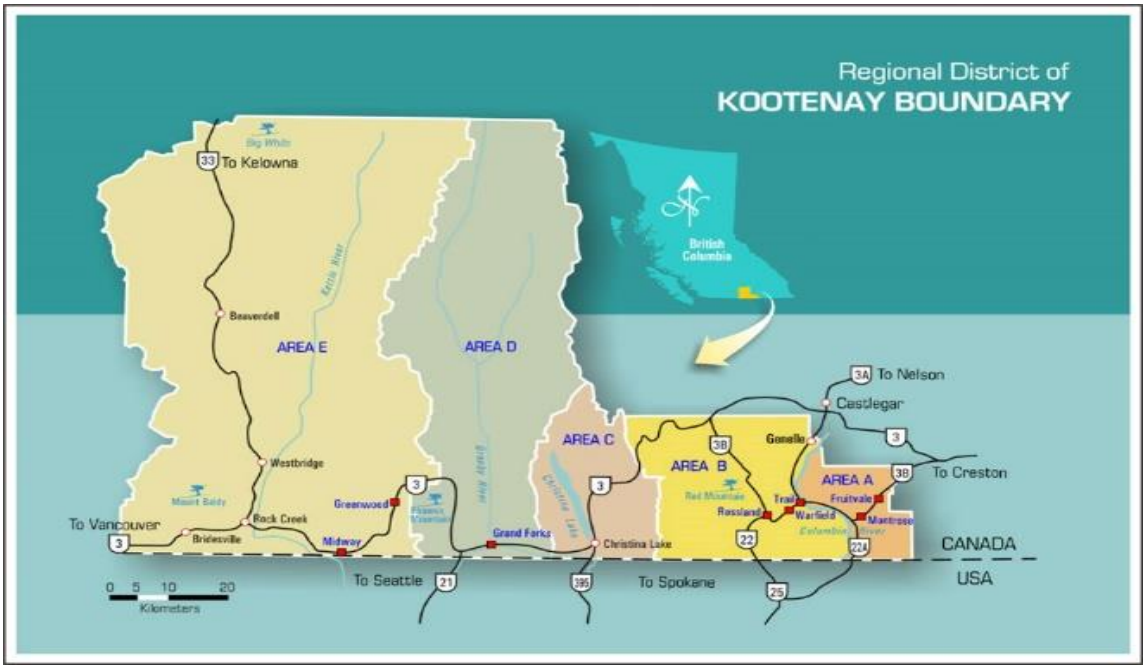
Bylaw No. 1152 adopted 26th day of July, 2001

Requisition Limit: N/A

2018 Requisition / Budgeted Expenditures / Actual Expenditures:
$514,985 ($419,210 RDKB & 95,774 RDCK) / $706,125 / (pending further review year end 2018)

Regulatory or Administrative Bylaws: Not Applicable

Service Area / Participants: All Electoral Areas and Municipalities within the Regional District.



Service Levels: E-COMM 9-1-1(public-safety answering point) and Kelowna Fire Dispatch (secondary safety answering point)

Human Resources:

- General Manager Operations / Deputy CAO
- Regional Fire Chief / Fire Dispatch Manager
  - 1 – Fire & Emergency Services Administrative Assistant
- Kelowna Fire Dispatch
  - Deputy Chief, Communications and Emergency Management
  - Fire Dispatch Supervisor
  - 12 Fire Dispatchers (minimum staffing of 2 at all times)

2018 Accomplishments:

In May 2018, Trail Fire Dispatch was closed and fire dispatch services were transitioned to the City of Kelowna's Fire Dispatch, under our new 5-year contract. Four of the seven departments serviced by our dispatch network were upgraded to a fibre network connection through the transition process. The other three will be upgraded to a fibre connection when fibre is available. Repeater site and network agreements have been renewed to ensure the long-term reliability of our fire dispatch network.

Preventative maintenance and repairs has been completed at all repeater sites. A new repeater site was established at Roderick Dhu to assist Grand Forks Fire Rescue in improving communications in the North Fork valley and west of Grand Forks. Staff are currently investigating to see if this location would assist Greenwood and Midway in areas that currently experience poor radio coverage.

Significant Issues and Trends:

The transition to Kelowna Fire Dispatch has taken far longer than forecasted by the City of Kelowna in their proposal. This is a result of their underestimating the scope and complexity of the services provided by Trail Fire Dispatch and management staffing changes within the Kelowna Fire Department. Transition projects are on schedule to be completed by the first quarter of 2019. Additionally, the time and effort to address operational issues with the dispatch services has continued to utilise department staff time in excess of the anticipated level of effort and this is assumed to continue into early 2019, effecting staff resource and time for other work plan projects.

Upgrades to our repeater site radio network and to Next Gen911 in dispatch centres (2022) will provide significant cost pressures moving forward.

2019 Projects:

Project #1: Fire Dispatch Network Radio Coverage Assessment

Project Description:
A comprehensive review of repeater site locations and equipment to determine communications coverage requirements for future improvements.

Project Timelines and Milestones:
Based on communications consultants availability and site access the project is anticipated to take four months with completion in time for the 2020 budget cycle.

Project Risk Factors:
The project timeline could be affected by external factors that include contractor availability and access to repeater sites during wildfire season.

Internal Resource Requirements: N/A

Preliminary Cost and Identified Financial Sources:
The 2019 budget includes $10,000 for consulting services to coordinate the technical and operational requirements of our fire dispatch repeater site network.

Relationship to Board Priorities: It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

Project #2: Asset Management Planning

Project Description:
Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones: Throughout 2019.

Project Risk Factors:
Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

Internal Resource Requirements:
Asset management planning work will require significant input, direction and assistance from RDKB administrative staff, particularly considering that the Kettle Valley Fire Protection Service is operated on a contract basis. The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:
It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

Remaining Board Action Items:

EMERGENCY COMMUNICATIONS SERVICE			
Initiation Date	**Action / Issue**	**Staff Resources**	**Comments**
Jan 2017	Greenwood Area Communication Gaps: With the installation of a new repeater tower in the Roderrick Dhu Mountain Area of Grand Forks, Staff will follow-up regarding communication coverage to include the Greenwood communication gaps from the North Boundary Road.	Emergency Communications Staff	

Regional District of Kootenay Boundary

STAFF REPORT

Date: 22 Jan 2019

File Kettle Valley Fire Protection Service

To: **Chair Russell and Board of Directors**

From: Mark Andison, Chief Administrative Officer

Re: Kettle Valley Fire Protection Services Agreement

Issue Introduction

A staff report from Mark Andison, CAO presenting the Kettle Valley Fire Protection Services Agreement between the Village of Midway and the Regional District of Kootenay Boundary for approval consideration.

History/Background Factors

The Kettle Valley Fire Protection Service became operational on January 1, 2017. Since late 2016, Village of Midway and RDKB representatives have been working together to draft an agreement which will dictate the terms of the provision of fire protection services by the Village of Midway to the Kettle Valley Fire Protection Area utilizing the Village's fire department. The agreement describes both parties' obligations under the agreement and establishes a Fire Services Advisory Committee made up of elected officials and appointees to oversee the provision of fire protection services to the service area.

Implications

Under the terms of the agreement, the Village of Midway will provide fire protection services to the Kettle Valley Fire Protection Area based upon the actual operational costs associated with the provision of the service, plus an annual administration fee of $5,000, with annual increases to the administration fee based upon the BC Consumer Price Increase.

The Kettle Valley Fire Protection Service was established with budget provisions for the purchase of one fire truck and the construction of a fire hall within the fire

protection area. The capital costs of the fire truck and fire hall are the responsibility of the RDKB.

Advancement of Strategic Planning Goals
Entering into a service agreement with the Village of Midway for the provision of fire protection services advances the Board's strategic objectives of focusing on partnerships that advance the interests of the region and being responsible and proactive in funding our services.

Background Information Provided
Kettle Valley Fire Protection Services Agreement

Alternatives
1. Approve the Kettle Valley Fire Protection Services Agreement and authorize RDKB signatories to sign and enter into the agreement;
2. Defer consideration of the Agreement pending further information; or
3. Receive the Staff report.

Recommendation(s)
That the Regional District of Kootenay Boundary Board of Directors approves the Kettle Valley Fire Protection Services Agreement with the Village of Midway for the delivery of fire protection services to the Kettle Valley Fire Protection Area for a term of 5 years. Further, that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

KETTLE VALLEY FIRE PROTECTION SERVICES AGREEMENT

THIS AGREEMENT is dated for reference _____, 2019.

BETWEEN:

VILLAGE OF MIDWAY, a duly incorporated Village under the laws of the Province of British Columbia, having an office at 661 8th Avenue, P.O. Box 160, Midway, British Columbia, V0H 1M0

(hereinafter called the "Village")

OF THE FIRST PART:

AND:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY, a duly incorporated Regional District under the laws of the Province of British Columbia, having an office at 202-843 Rossland Avenue, Trail BC V1R 4S8

(hereinafter called the "Regional District")

OF THE SECOND PART:

WHEREAS the Village has established and operates a fire and rescue service under and pursuant to the Village's Fire Services Bylaw;

AND WHEREAS pursuant to Regional District of Kootenay Boundary Electoral Area 'E'/West Boundary (Kettle Valley) Fire Protection Service Establishment Bylaw No. 1606, 2016, the Regional District has established a local service area for the provision of fire and related services in a portion of Electoral Area 'E'/West Boundary, which is proximate to the municipal boundaries of the Village;

AND WHEREAS the Regional District wishes to contract for, and the Village has agreed to provide, Fire Protection Services to the Fire Protection Area;

AND WHEREAS under subsection 332(3) of the *Local Government Act* (B.C.) a regional district service may be operated through another public authority and under section 263(1)(b)(i) of the *Local Government Act* (B.C.), the Regional District may enter into an agreement with such public authority respecting the provision of that service;

AND WHEREAS under section 13 of the *Community Charter* (B.C.) the Village may provide a service in an area outside of the municipality and under section 23 of the *Community Charter* (B.C.), may enter into an agreement with another public authority respecting the provision of such service;

NOW THEREFORE THIS AGREEMENT WITNESSES that, in consideration of the payments provided for herein and the mutual covenants and undertakings herein contained, the parties agree as follows:

1.00 DEFINITIONS IN THIS AGREEMENT:

In this Agreement, including in the recitals hereto, the following terms, shown in bold text, will have the following respective meanings:

"Additional Fire Halls" means any fire hall(s) located and intended for operation in the Fire Protection Area during the term of this Agreement;

"Agreement" means this Agreement, including all Appendices hereto, as same may be supplemented or amended from time to time by written agreement of the parties;

"Alternative Water Supply" has the meaning ascribed thereto in section 3.07 hereof;

"Annual Administration Fee" means the annual fee paid to the Village of Midway by the Regional District to cover the administrative cost of the provision of fire protection services, but does not include operating expenditures which will be paid to the Village in the amounts invoiced to the Village by its suppliers and forwarded to the Regional District as invoiced expenses.

"Apparatus" means the vehicles utilized to provide Fire Protection Services within the Fire Protection Area including, but not limited to pumpers, tenders, rapid attack vehicles, and command vehicles.

"Automatic Aid Agreement" means the Agreement entered into between the Village and the Regional District dated January 1, 2014, pursuant to which automatic aid for certain classes of emergency responses have been agreed to be provided by and between the fire services (including the Fire Department) identified therein;

"Committee" means the Fire Services Advisory Committee;

"**Designate**" means the person who, in the absence of the Fire Chief, is assigned to be in charge of a particular activity of the Fire Department;

"Equipment" means all equipment and material utilized to provide Fire Protection Services within the Fire Protection Area, excluding apparatus.

"**Fire Chief**" means the individual appointed by the Village from time to time as Fire Chief of the Fire Department and includes any Designate of the Fire Chief;

"**Fire Department**" means the Midway Volunteer Fire Department;

"**Fire Protection Area**" means the local service area for fire protection and rescue services established by Regional District of Kootenay Boundary Electoral Area 'E'/West Boundary (Kettle Valley) Fire Protection Service Establishment Bylaw No. 1606, 2016;

"**Fire Protection Services**" consists of only the following:

(a) Fire suppression;
(b) Fire and life safety education;
(c) Fire investigations as required by the *Fire Services Act* (B.C.);
(d) Fire inspections on a complaint basis only and, for greater clarity, does not include inspections on a regular or routine basis;
(e) Enforcement of the portions of the Fire Services Bylaw applicable to the Fire Protection Area.

"Fire Services Bylaw" means the Fire Services Bylaw No. 451, 2014 of the Village, as same may be amended, revised or replaced from time to time;

"Kettle Valley Fire Protection Service" is the service created by Regional District of Kootenay Boundary Electoral Area 'E'/West Boundary (Kettle Valley) Fire Protection Service Establishment Bylaw No. 1606, 2016 as the authority to provide Fire Protection Services to the Fire Protection Area.

"Fire Services Advisory Committee" means the Committee established under section 5.00;

"Officer-in-Charge" means the Fire Department member who, in the absence of the Fire Chief or his or her Designate, is responsible for the deployment and direction of the Fire Department's resources and personnel at the scene of an incident or emergency;

"Ordinary Jurisdiction" means the usual response area covered by the Fire Department, namely within the municipal boundaries of the Village, plus the Fire Protection Area as more particularly shown in Appendix 2, attached to and forming part of this Agreement;

"Playbook" means the minimum mandatory training requirements of fire services personnel established by the B.C. Fire Commissioner pursuant to paragraph 3(3)(b) of the *Fire Services Act* (B.C.), in: *British Columbia Fire Service: Minimum Training Standards – Structure Firefighters Competency and Training Playbook* (most current version);

"Term" means the Term of this Agreement set out in article 9.00 hereof and includes all renewals of the Term.

2.00 AUTHORIZATIONS

2.01 The Regional District agrees that, by entering into this Agreement,

(a) the Fire Chief is authorized to exercise, within the Fire Protection Area, all the powers, duties and functions that are assigned to the Fire Chief under the Fire Services Bylaw; and

(b) in providing the Fire Protection Services, the Fire Department is authorized to exercise the same powers and authorities within the Fire Protection Area as are granted to the Fire Department under the Fire Services Bylaw.

2.02 The Regional District hereby authorizes the Fire Chief to act as the Local Assistant to the Fire Commissioner with respect to the Fire Protection Area, and to exercise all the powers, duties and functions that are assigned to a Local Assistant to the Fire Commissioner under the *Fire Services Act* (B.C.).

2.03 The Fire Chief, Designate or Officer-In-Charge has the discretion to determine the numbers of Fire Department personnel, apparatus and equipment that are required to be deployed in response to any incident or emergency response within the Fire Protection Area that is reported to the Fire Department. The determination of the Fire Chief, Designate or Officer-In-Charge shall be made in accordance with the circumstances of the emergency, and shall be subject to their sole discretion regarding the priority of response to concurrent incidents.

3.00 VILLAGE'S OBLIGATIONS

3.01 The Village agrees to provide the following Fire Protection Services within the Fire Protection Area

(a) on a 24-hour a day, seven day per week basis from the Village's main fire hall located within the Village, as well as any Additional Fire Halls that may be in operation within the Fire Protection Area;

(b) using the same fire protection apparatus, equipment and personnel, and providing the service in substantially the same manner and to the same extent, as if the Fire Protection Area were located within the corporate boundaries of the Village, with the exception of the Village's primary Class A pumper truck, which must not be utilized outside the Village's boundaries;

(c) apparatus stored and utilized within the Fire Protection Area will be sufficient to meet the relevant National Fire Protection Association (NFPA) and Fire Underwriters Survey (FUS) standards;

(d) equipment for the pumper and tenders, fire personnel, and Additional Fire Halls, if any, for which an equipment inventory and procurement and reimbursement records for each unit of equipment stored in the Fire Protection Service Area will be kept and maintained by Village staff;

(e) in accordance with the standard for such services provided within the Village including, without limitation, the level of service established by the Village for the Fire Department under and in accordance with the Playbook, subject to the circumstances, limitations and exceptions in sections 2.03, 3.01, 3.03, 3.06, 3.07, 3.08 and 3.09;

(f) apparatus owned by the Regional District of Kootenay Boundary will, whenever possible, be stored and utilized within the Fire Protection Area.

3.02 For greater certainty, nothing under this Agreement shall oblige the Village to provide

(a) Fire Protection Services in a manner that exceeds the level of service provided by the Village to owners or occupiers of property within the Village during the term of this Agreement; or

(b) any inspection or regulatory services not provided in the Village as of the date of this Agreement or not included in the Village's bylaws or provincial legislation brought into force after that date.

3.03 In cooperation with the Regional District and subject to the obligation of the Regional District to reimburse the Village for costs incurred by the Village for the following purposes, the Village agrees to use its reasonable best efforts during the term of this Agreement to

(a) manage, staff, equip and operate Additional Fire Halls, subject to section 3.04(b), and provide Fire Protection Services from both the Village's main fire hall and any Additional Fire Halls;

(b) secure and maintain a lease for a facility within the Fire Protection Area suitable for housing equipment and apparatus for the provision of Fire Protection Services until such time as the Regional District builds and equips an Additional Fire Hall within the Fire Protection Area; and

(c) recruit and retain a sufficient number of volunteer firefighters to provide the Fire Protection Services in an effective manner.

3.04 The Village agrees to

(a) train volunteer firefighters for the Fire Protection Area to fulfil all regulatory requirements (including those under the *Workers Compensation Act* (B.C.) and the Playbook) and to provide the operational skills required for undertaking fire suppression to the service level declared by the Regional District and assisting with rescue responses to the available training standards;

(b) equip the Additional Fire Halls required for the Provision of the Fire Protection Services with such apparatus and equipment considered necessary, to provide the Fire Protection Services, but in any event comprising of not less than one pumper unit, with a minimum pump capacity of 1050 Imperial Gallons per minute, specified and constructed to meet the requirements of the Fire Underwriters with apparatus purchased by the Regional District to be stationed within the Fire Protection Area; and,

(c) provide maintenance and upkeep, with due acknowledgment of approved financial plans, for the apparatus and equipment in the additional fire halls in accordance with the standards generally applied by the Village, and to maintain the fire halls in accordance with the terms of any lease.

3.05 The Village agrees to maintain appropriate records related to the provision of the Fire Protection Services, including: incident reporting, training records, equipment

and building maintenance records, inventory control, and personnel records. The Village will provide an annual report to the Regional District on its emergency response activities within the Fire Protection Area and such interim updates as may reasonably be requested by the Regional District or the Electoral Area 'E' Director.

3.06 In providing the Fire Protection Services

(a) the Village utilizes and relies principally upon volunteers. The Regional District acknowledges that the response to any particular incident within the Fire Protection Area may be adversely affected in circumstances where insufficient volunteers turn out in response to a call-out and agrees that the Village shall not be liable to the Regional District or any other entity or person as a result; and

(b) the Village is not responsible for ensuring access to and identification of properties within the Fire Protection Area as contemplated by paragraphs 4.02(c), (d), and (e) below, and will not be liable to the Regional District or any other entity or person if a response is delayed or not made because access is obstructed or not possible.

3.07 The Regional District and the Village both acknowledge the need for development of the Alternative Water Supply(s) within the Fire Protection Area:

(a) An Alternative Water Supply will be a source of water of not less than 10,000 US gallons suitable for use by the Fire Department in connection with delivering the Fire Protection Services (the "Alternative Water Supply").

(b) The Regional District is responsible for fully funding the development, operation and maintenance of the Alternative Water Supply within the Fire Protection Area.

(c) The Village is responsible for managing the development, maintenance and operation of the Alternative Water Supply at the expense of the Regional District.

3.08 The Regional District and the Village both acknowledge that there is no hydrant system in the Fire Protection Area and that there are and will continue to be limited supplies of water within the Fire Protection Area for firefighting purposes, even following the installation of the proposed Alternative Water Supply as contemplated herein. The Village agrees that the available firefighting apparatus, equipment and personnel shall be dispatched and deployed in a manner that maximizes the effectiveness of the Fire Protection Services that can be provided, in light of the limitations on the availability of water for firefighting purposes within the Fire Protection Area, but the Regional District agrees that the Village shall not be liable to the Regional District or any other entity or person if an insufficiency of water adversely affects an incident response.

3.09 It is acknowledged and agreed by both parties that the Village shall not be considered to be in breach of this Agreement or negligent in providing the Fire Protection Services to the Fire Protection Area if the Fire Department has insufficient or no fire personnel and/or apparatus and equipment to provide Fire Protection Services to the

Fire Protection Area adequately, or at all, in response to any incident at any given time by reason of having deployed its personnel, apparatus or equipment outside the Ordinary Jurisdiction for the following reasons:

(a) a response under an approved Emergency Management British Columbia response task number;

(b) a response under a mutual or automatic aid or service contract agreement, including the Automatic Aid Agreement;

(c) a response to a request for assistance by the B.C. Wildfire Management Branch;

(d) when the Village CAO or designate, or in their absence, the Emergency Operations Centre Director, has given approval for such deployment in accordance with the policies or guidelines of the Council of the Village;

(e) in connection with the provision of assistance in a declared Provincial or local emergency within British Columbia or Canada; or

(f) in any other circumstances where the Fire Department is conducting extra-jurisdictional activities as authorized under or in accordance with the Fire Services Bylaw.

3.10 The Village agrees to be responsible to provide, through taxation or borrowing, any required capital funds for its own capital projects, including but not limited to: purchase of fire apparatus and real property and constructing fire hall(s) within the Village's boundaries. The Village also agrees that any costs associated with obtaining voter approval related to borrowing are costs borne by the Village.

4.00 REGIONAL DISTRICT'S OBLIGATIONS

4.01 The Regional District will have the following obligations to enable and/or support the provision of Fire Protection Services in the Fire Protection Area by the Village:

(a) the acquisition of appropriate tenure of a suitable property(ies), to be located in the Kettle Valley Fire Service Area, to enable the construction of one or more additional fire halls considered by the Regional District, in consultation with the Village, to be necessary and suitable to enable the Village to meet its requirements to provide the Fire Protection Services under this Agreement. The Regional District shall also be responsible for the costs of the capital financing, design, construction and insuring of any such facility;

(b) the approval of one or more bylaws which establish the Fire Protection Area as a local service area and which authorize the provision of the Fire Protection Services and thereby enable the Regional District to make this Agreement with the Village;

(c) the approval on an annual basis of a Financial Plan to meet the operating and capital needs of the Kettle Valley Fire Protection Service after reviewing the recommendation of the Fire Services Advisory Committee, with concurrence of the Fire Chief and the Chief Administrative Officer of the Village with respect to that recommendation;

(d) the on-going provision of current map data, in a format to be agreed by the parties, showing the location of all roadways, lanes, bridges and other access routes within the Fire Protection Area;

(e) the on-going provision of current property data within the Fire Protection Area to the Fire Department for incident reporting, fire prevention and bylaw compliance, in a format compatible with the Fire Department's records management software; and

(f) the provision of reasonable ongoing assistance as may be requested by the Village in connection with the recruitment and retention of volunteers in the Fire Protection Area, including hosting of information on the Regional District's website, outreach efforts in the community and participation by the Regional District in volunteer recognition events.

4.02 The Regional District will take reasonable steps annually to notify residents and property owners within the Fire Protection Area

(a) of the location of the Fire Hall(s);

(b) of the limits on the Fire Department's ability to provide Fire Protection Services as a result of limitations on the availability of water for firefighting purposes within the Fire Protection Area and any other factors noted in this Agreement;

(c) of the responsibility of property owners to provide adequate access to their respective properties during all seasons of the year, including but not limited to, ensuring the following issues are addressed:

(i) snow and ice removal;
(ii) sufficient access roadway widths;
(iii) suitable access roadway grades;
(iv) access ways and bridges are of sufficient construction necessary to accommodate Fire Department apparatus size and weight and turning radii; and,
(v) free of natural growth or debris that impact or impede access; and

(d) that the Fire Department is not responsible to provide the Fire Protection Services to property where such access is not provided or maintained;

(e) that the Fire Department will not cross any access bridge on private property with their fire apparatus if the bridge does not have the designed live loading capacity sufficient to carry the imposed load of the responding fire apparatus and have the bridge load limit conspicuously posted at the bridge approach;

and it is the responsibility of residents to provide reasonable evidence, including the date of the last inspection and the name of the inspecting engineer, in advance to the Fire Department that an access bridge on their property meets these requirements; and,

(f) of the responsibility of property owners and occupiers to ensure that adequate civic property numbering is visible at the end of access roads where the building is more than 10 meters from the public roadway or otherwise obscured from view.

4.03 The Regional District will provide assistance in negotiations with property owners, occupiers and/or Ministry of Transportation & Infrastructure to secure access for fire apparatus or to develop the Alternative Water Supply and any necessary communication sites, including registered easements, in consultation with the Village and the Fire Chief. The Regional District shall provide such planning permissions and consents as may be required in connection with such undertakings.

4.04 The Regional District agrees to provide, through taxation or borrowing, any required capital funds for its own capital projects, including but not limited to: purchase of property, building of Additional Fire Hall(s), purchase of fire apparatus, and development of the Alternative Water Supply. The Regional District also agrees that any costs associated with obtaining voter approval related to borrowing will be borne by the Regional District;

4.05 The Regional District agrees to designate a service level for the Fire Protection Area which is consistent with that designated by the Village for areas within the Village of Midway boundaries.

5.00 FIRE SERVICES ADVISORY COMMITTEE

5.01 There shall be a committee established to review, evaluate and make recommendations to the Village and the Regional District regarding the Fire Protection Services. The Committee shall be known as the Fire Services Advisory Committee.

5.02 The Committee will meet a minimum of three times a year.

5.03 The Committee shall be made up of:

(a) The Mayor of the Village.

(b) A member at large, who is a resident of the Village, appointed by the Council.

(c) The Director for Electoral Area ‘E’/West Boundary.

(d) A member at large who is a resident of the Kettle Valley Fire Service Area, nominated by the Director for Electoral Area 'E'/West Boundary and appointed by the Regional District Board of Directors.

(e) A member at large, who shall be Chair of the Committee, agreed to and appointed by the other members of the Committee through consensus.

Members of the Fire Department are not eligible to be appointed to the Committee.

5.04 The Committee shall:

i. Be an advisory body to the Council of the Village and the Board of Directors of the Regional District;

ii. Participate in developing and recommending policies to the Village related to the governance of the Fire Department;

iii. Determine the scope of the content in and the receiving of information and reports from the Fire Chief, Village's Chief Administrative Officer, and other potential information sources (eg. RDKB, Office of the Fire Commissioner, Fire Dispatch Contractor) on fire department issues, responses and concerns;

iv. Review and provide advice on the annual financial plans of both parties regarding the Fire Protection Services to the Regional District and to the Village. Copies of both recommended financial plans must be forwarded to the respective jurisdictions no later than March 1 of each year;

v. Based on information and guidance provided by the Fire Chief, establish and recommend response standards, in keeping with the responsibilities established by the Playbook, for adoption by the Village and the Regional District;

vi. Participate in the selection process of the Fire Chief in a manner jointly determined by the Regional District and the Village.

5.05 The operational aspects of all Fire Protection Services provided under this Agreement shall be under the exclusive direction and control of the Fire Chief, or his or her Designate or Officer-In-Charge, in the Fire Chief's absence.

5.06 The Fire Chief, and any required staff from the Village and/or Regional District shall be support staff to the Committee.

6.00 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

6.01 The Regional District and the Village both acknowledge and agree that the printed, electronic and other records produced and maintained by the Village for the purpose of or in connection with the provision of the *Freedom of Information and Protection of Privacy Act* (B.C.) ("FIPPA") are unde(r the custody and control of the Village of Midway. The Village agrees that it shall meet its statutory requirements and obligations under FIPPA. It shall process any requests under FIPPA in a timely fashion in accordance with the time limits established in FIPPA and copy the Regional District on any such response in relation to requests which affect or involve the Fire Protection Area.

7.00 INDEMNITY AND INSURANCE:

7.01 The Regional District shall release, indemnify and hold harmless the Village from and against any and all claims, actions, causes of action, demands, or suits of any kind, that the Regional District or any other entity or person may have, make or bring against the Village at any time during or after the final Term of this Agreement, arising from the Village's provision of the Fire Protection Services under this Agreement, including but not limited to any that arise as a result of sections 3.06, 3.07, 3.08 and 3.09 hereof or resulting from constraints on the level of Fire Protection Services provided due to limits on the availability of water for firefighting purposes within the Fire Protection Area, but in any event excluding any claims, actions, causes of action, demands, or suits that arise from the gross negligence of the Village or its employees, servants, agents, volunteers and contractors.

7.02 Each party agrees to procure and maintain in force at its own cost during the entire term of this Agreement, a comprehensive general liability policy, policies and/or program that insures the parties' respective activities, duties and responsibilities under this Agreement.

7.03 The Regional District agrees to procure and maintain as part of its adopted annual Financial Plans, during the entire term of this Agreement, automobile insurance on its owned and/or leased vehicles as required by the laws of British Columbia, and as required under any motor vehicle lease agreement and insurance coverage for the additional fire hall(s).

7.04 The Village agrees to procure and maintain, as part of its adopted annual Financial Plans, during the entire term of this Agreement, workers' compensation coverage for all employees and volunteers utilized by the Fire Department, whether as career, work experience or volunteer members.

8.00 ADMINISTRATION FEES AND OPERATING EXPENSES

8.01 In consideration for the provision of Fire Protection Services by the Village in the Fire Protection Area and the fulfillment by the Village of its other obligations hereunder, the Regional District shall pay to the Village the Annual Administration Fee as set forth in Article 2 of Appendix 3 hereof.

8.02 The Regional District shall reimburse the Village for operating expenses as set forth in Article 4 of Appendix 3 hereof

9.00 DURATION AND RENEWAL OF AGREEMENT:

9.01 This Agreement shall be in effect for a term of 60 months commencing on January 1, 2019 and expiring at midnight on December 31, 2023 unless otherwise terminated in accordance with this Agreement.

9.02 The parties may negotiate to continue, renew or extend this Agreement, with such changes, amendments or modifications as they may agree in relation to such renewal. The parties shall commence discussion of any possible renewal not less than 12 months prior to the expiry of the Term set out in section 9.01 hereof.

10.00 EARLY TERMINATION

10.01 Notwithstanding section 9.00, either party may terminate this Agreement at any time by giving written notice to the other party, not less than eighteen (18) months prior to the desired termination date.

10.02 In consideration of the termination or expiration of this Agreement prior to the termination or expiration of a licence of occupation, permit, lease or other contract that the Village may have to enter into in order to provide for a facility to house fire apparatus under section 3.03(b) hereof, the Regional District agrees to either

(a) formally assume the Village's obligation to pay any and all licence fees, rents, shared maintenance and other costs under any such contract, approved as part of the Village's Annual Financial Plan, or

(b) compensate the Village by way of a lump sum for the total of all such costs that would be payable over the remainder of such contract from the termination of this Agreement to the termination of the contract, payable to the Village on the termination or expiration of this Agreement.

10.03 In the event of the early termination or non-renewal of this Agreement, the parties agree to negotiate the allocation of equipment based upon invoiced costs and if they fail to agree, either party may give notice to the other to proceed under section

13.00 hereof.

11.00 AMENDMENT OF AGREEMENT

11.01 This Agreement may be amended by mutual agreement of the parties evidenced in writing, duly signed by their authorized signatories.

12.00 GENERAL

Time

12.01 Time shall be of the essence of this Agreement.

Assignment

12.02 This Agreement shall not be assigned by either party hereto except with the prior written consent of the other, which consent shall not be unreasonably withheld.

No Agency or Partnership

12.03 Nothing in this Agreement shall be interpreted as creating an agency, partnership or joint venture among or between the parties hereto.

Binding Effect

12.04 This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective heirs, corporate officers, executors, successors, and permitted assignees.

Waiver

12.05 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

Headings

12.06 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope of meaning of this Agreement or any provision of it.

Language

12.07 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine of the body corporate or politic as the context so requires.

Cumulative Remedies

12.08 No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

Applicable Law

12.09 This Agreement is to be construed in accordance with and governed by the laws of the Province of British Columbia and the federal laws of Canada applicable thereto.

13.00 DISPUTE RESOLUTION

13.01 If a dispute arises between the parties regarding this Agreement or any matter arising hereunder:

(a) Either party (the "Sender") may give written notice (the "Notice") to the other party that it wishes to resolve the dispute through the procedures set out in this section.

(b) The Notice shall set out in reasonable detail the matter the Sender wishes to resolve, and the position of the Sender in respect to the disputed matter.

(c) Upon either party receiving a Notice, the Chief Administrative Officers of the Regional District and the Village shall meet and, in good faith, attempt to settle the dispute through negotiation.

(d) If the dispute cannot be settled by negotiation within thirty (30) days of receipt of the Notice, either party may serve an Arbitration Notice upon the other party to submit the dispute to arbitration in accordance with the *Arbitration Act* (B.C.) by a single arbitrator agreed upon by the parties.

(e) The decision of an arbitrator appointed pursuant to this Agreement is final and binding on the parties and shall be handed down within sixty (60) days of the completion of the arbitrator's hearing of the parties' positions and shall contain detailed reasons for the decision.

(f) Each party shall bear its own costs of any arbitration and pay one-half of the arbitrator's fee and expenses, including the cost of the site of the arbitration, unless otherwise ordered by the arbitrator.

(g) The dispute provisions in this section shall survive the termination of this agreement and apply to matters in dispute between the parties

IN WITNESS WHEREOF the parties have affixed the signatures of their duly authorized officers together with their corporate seals.

THE CORPORATE SEAL OF THE VILLAGE OF MIDWAY was affixed in the presence of its duly authorized officers, this ____ day of _____, 2019.

_____ c/s
Mayor

_____
Corporate Officer

THE CORPORATE SEAL OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY was affixed in the presence of its duly authorized officers, this _____ day of _____, 2019.

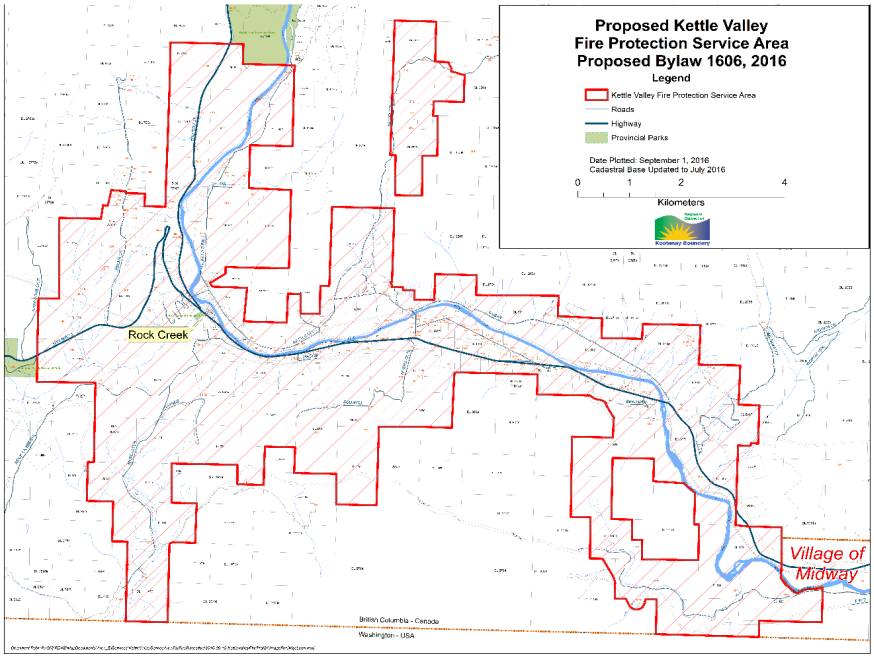
_____ c/s
Chair

_____
Corporate Officer

APPENDIX 1

Fire Protection Area

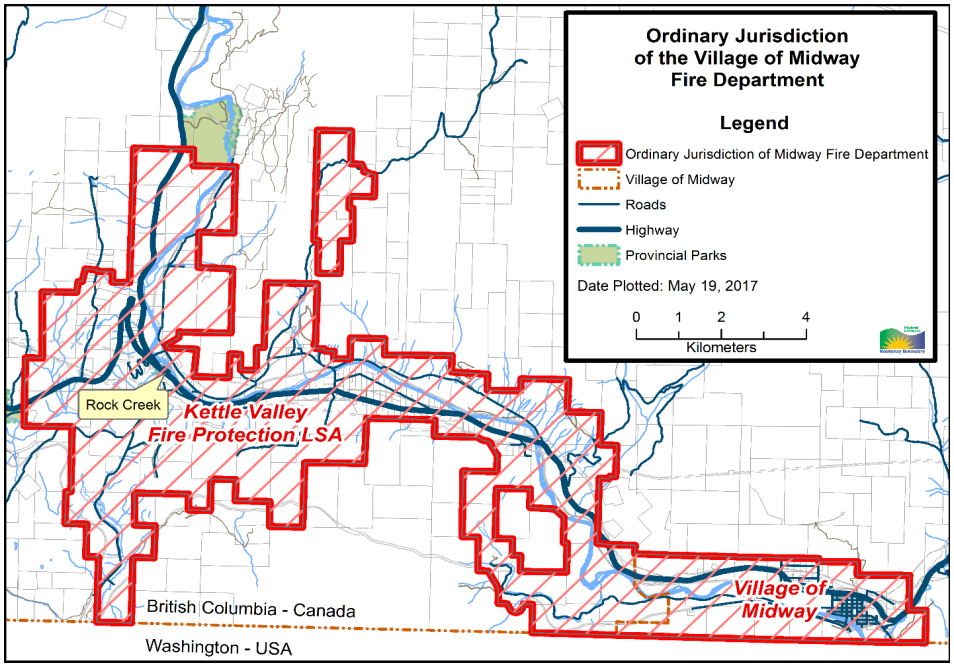
The following map shows the boundaries of the Fire Protection Area in respect of which the Village will provide Fire Protection Services.



APPENDIX 2

Ordinary Jurisdiction

The following map shows the Ordinary Jurisdiction of the Fire Department, including: the municipal boundaries of the Village and the Fire Protection Area. to which the Fire Department provides fire and emergency response services under contract.



APPENDIX 3

This Appendix summarizes the responsibilities for the Administration, Capital and Operating costs and fees in respect of the provision of the Fire Protection Services by the Village to the Fire Protection Area established by the Regional District.

1.00 OTHER FEES

1.01 Despite section 8 of this Agreement, fees shall not be paid to the Village for services that are part of any other service Agreement made between the Parties, such as reimbursement to residents in the Rural Fire Response Area under the Fee for Service Agreement or future agreements between the Village and the Regional District for service in areas beyond the Fire Protection Area.

2.00 ANNUAL ADMINISTRATION FEE

2.01 In consideration of the Fire Protection Services provided under this Agreement the Regional District agrees to pay the Annual Administration Fee of $5,000.00 to the Village for each calendar year of the term of this Agreement.

2.02 The established Annual Administration Fee for the Fire Protection Area shall be subject to percentage increases each year of the Term, not to exceed a percentage amount equal to twice the prior year's BC Consumer Price Index ("CPI"), as established by Statistics Canada. If the CPI is zero or less than zero, then a maximum of 1% will be applied.

2.03 The Village will invoice the Annual Administration Fee to the Regional District in August of each year, for that entire calendar year, payable within 30 days of the date of the invoice.

2.04 If this Agreement is terminated otherwise than at a calendar year end, the Administration Fee will be prorated based on the period that the Fire Protection Services were provided during such calendar year.

3.00 ANNUAL CAPITAL FEES

3.01 As per section 4.04 of the Agreement, the Regional District is responsible for all capital expenditures for projects, including but not limited to: capital lease or purchase of property, building of fire halls in the Fire Protection Area, purchase of fire apparatus, and development of Alternative Water Supply.

4.00 OPERATING EXPENDITURES

4.01 As per Section 4.01(c) of this agreement, in addition to payment of the Annual Administration Fee, the Regional District will reimburse the Village for the Village's operating expenditures relating to Fire Protection Services, including but not limited to costs incurred under sections 3.03 and 3.04 hereof, which will be paid to the Village in the amounts invoiced to the Village by its suppliers and forwarded to the Regional District as invoiced expenses.

4.02 The invoices rendered by the Village will be due and payable by the Regional District within 30 days of the date of the invoices.

4.03 The operating expenditures shall be allocated to each the Fire Protection Area and the area within the boundaries of the Village according to the actual expended by each service. An inventory account of all expenditures of each of the parties shall be recorded and maintained for the Fire Protection Area and the area within the boundaries of the Village proportionate to the actual expensed for that area.

Regional District of Kootenay Boundary

STAFF REPORT

Date: 22 Jan 2019

File Staff Report-BRD-MOFLRO-Park Land Lease

To: **RDKB Board of Directors**
From: Mark Daines - Manager of Facilities and Recreation
Re: Staff Report-BRD-MOFLRO-Park Land Lease

Issue Introduction
A staff report from Mark Daines, Manager of Facilities and Recreation with regards to a new lease agreement with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

History/Background Factors
Beaver Valley Family Park, located outside of Fruitvale in Area A, is a 50 acre park/campground run by the Beaver Valley Recreation Service under the RDKB. The Park has been in existence since the early 1980's. Amenities include full washrooms and hook ups, walking trails, disc golf course, horseshoe pits, basketball court, volleyball court, kids playground. The park is also a host to weddings, family reunions, parties and meetings.

The park operates under a lease agreement allowing for a crown land tenure with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Implications
The Lease runs for a 30 year term.

The rent for the term is $1.00 and there is an administration fee of $200 plus gst.

Without a new Lease agreement the park/campground would not be able to operate on the Provincial Land.

Advancement of Strategic Planning Goals

By entering in to a new Lease Agreement with the Province ensures that we are responsible and pro-active in funding our services and that plans are developed to address aging infrastructure in our services to ensure sustainable services.

Background Information Provided
See attached Lease Agreement and Notice of Final Review.

Alternatives
None

Recommendation(s)
That the Regional District of Kootenay Boundary Board of Directors receive the new Lease Agreement from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Further, that the Regional District of Kootenay Boundary Board of Directors approve and enter in to the new Lease Agreement with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

BRITISH COLUMBIA

LEASE

Lease No.:

File No.: 0307970
Disposition No.: 926332

THIS AGREEMENT is dated for reference September 15, 2017 and is made under the *Land Act.*

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the minister responsible for the *Land Act*, Parliament Buildings, Victoria, British Columbia

(the "Province")

AND:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
202 843 Rossland Avenue
Trail, BC V1R 4S8

(the "Lessee")

The parties agree as follows:

ARTICLE 1 - INTERPRETATION

1.1 In this Agreement,

"Agreement" means this lease;

"Commencement Date" means September 15, 2017;

"disposition" has the meaning given to it in the *Land Act* and includes a licence of occupation;

"Hazardous Substances" means any substance which is hazardous to persons, property or the environment, including without limitation

(a) waste, as that term is defined in the *Environmental Management Act*; and

(b) any other hazardous, toxic or other dangerous substance, the use, transportation or release into the environment of which, is now or from time to time prohibited, controlled or regulated under any laws or by any governmental authority, applicable to, or having jurisdiction in relation to, the Land;

"Improvements" includes anything made, constructed, erected, built, altered, repaired or added to, in, on or under the Land, and attached to it or intended to become a part of it, and also includes any clearing, excavating, digging, drilling, tunnelling, filling, grading or ditching of, in, on or under the Land;

"Land" means that part or those parts of the Crown land either described in, or shown outlined by bold line on, the schedule attached to this Agreement entitled "Legal Description Schedule" except for those parts of the land that, on the Commencement Date, consist of highways (as defined in the *Transportation Act*) and land covered by water;

"Management Plan" means the most recent management plan prepared by you in a form approved by us, signed and dated by the parties, and held on file by us;

"Realty Taxes" means all taxes, rates, levies, duties, charges and assessments levied or charged, at any time, by any government authority having jurisdiction which relate to the Land, the Improvements or both of them and which you are liable to pay under applicable laws;

"Rent" means the rent set out in Article 3;

"Security" means the security referred to in section 6.1 or 6.2, as replaced or supplemented in accordance with section 6.5;

"Term" means the period of time set out in section 2.2;

"we", **"us"** or **"our"** refers to the Province alone and never refers to the combination of the Province and the Lessee: that combination is referred to as **"the parties"**; and

"you" or **"your"** refers to the Lessee.

1.2 In this Agreement, "person" includes a corporation, partnership or party, and the personal or other legal representatives of a person to whom the context can apply according to law and wherever the singular or masculine form is used in this Agreement it will be construed as the plural or feminine or neuter form, as the case may be, and vice versa where the context or parties require.

1.3 The captions and headings contained in this Agreement are for convenience only and do not define or in any way limit the scope or intent of this Agreement.

1.4 This Agreement will be interpreted according to the laws of the Province of British Columbia.

1.5 Where there is a reference to an enactment of the Province of British Columbia or of Canada in this Agreement, that reference will include a reference to every amendment to it, every regulation made under it and any subsequent enactment of like effect and, unless otherwise indicated, all enactments referred to in this Agreement are enactments of the Province of British Columbia.

1.6 If any section of this Agreement, or any part of a section, is found to be illegal or unenforceable, that section or part of a section, as the case may be, will be considered separate and severable and the remainder of this Agreement will not be affected and this Agreement will be enforceable to the fullest extent permitted by law.

1.7 Each schedule to this Agreement is an integral part of this Agreement as if set out at length in the body of this Agreement.

1.8 This Agreement constitutes the entire agreement between the parties and no understanding or agreement, oral or otherwise, exists between the parties with respect to the subject matter of this Agreement except as expressly set out in this Agreement and this Agreement may not be modified except by subsequent agreement in writing between the parties.

1.9 Each party will, upon the request of the other, do or cause to be done all lawful acts necessary for the performance of the provisions of this Agreement.

1.10 Any liabilities or obligations of either party arising, or to be performed, before or as a result of the termination of this Agreement, and which have not been satisfied or remain unperformed at the termination of this Agreement, any indemnity and any release in our favour and any other provision which specifically states that it will survive the termination of this Agreement, shall survive and not be affected by the expiration of the Term or the termination of this Agreement.

1.11 Time is of the essence of this Agreement.

1.12 Wherever this Agreement provides that an action may be taken, a consent or approval must be obtained or a determination must be made, then you or we, as the case may be, will act reasonably in taking such action, deciding whether to provide such consent or approval or making such determination; but where this Agreement states that you or we have sole discretion to take an action, provide a consent or approval or make a determination, there will be no requirement to show reasonableness or to act reasonably in taking that action, providing that consent or approval or making that determination.

1.13 Any requirement under this Agreement for us to act reasonably shall not require us to act in a manner that is contrary to or inconsistent with any legislation, regulations, Treasury Board

directives or other enactments or any policy, directive, executive direction or other such guideline of general application.

1.14 Where this Agreement contains the forms of words contained in Column I of Schedule 4 of the *Land Transfer Form Act,* those words will have the same effect and be construed as if the appropriate forms of words contained in Column II of that Schedule were contained in this Agreement, unless the context requires another construction of those words.

ARTICLE 2 - GRANT AND TERM

2.1 On the terms and conditions set out in this Agreement, we grant you a lease of the Land for community facility purposes, as set out in the Management Plan.

2.2 The term of this Agreement commences on the Commencement Date and terminates on the 30th anniversary of that date, or such earlier date provided for in this Agreement. We reserve the right to terminate this Agreement in certain circumstances as expressly provided in this Agreement.

ARTICLE 3 - RENT

3.1 The Rent for the Term is $1.00, the receipt of which we acknowledge.

ARTICLE 4 - COVENANTS

4.1 You must

(a) pay, when due,

(i) the Rent to us at the address set out in Article 10,

(ii) the Realty Taxes, and

(iii) all charges for electricity, gas, water and other utilities supplied to the Land;

(b) deliver to us, immediately upon demand, receipts or other evidence of the payment of Realty Taxes and all other money required to be paid by you under this Agreement;

(c) observe, abide by and comply with

(i) all applicable laws, bylaws, orders, directions, ordinances and regulations of any

government authority having jurisdiction in any way affecting your use or occupation of the Land or the Improvements including without limitation all laws, bylaws, orders, directions, ordinances and regulations relating in any way to Hazardous Substances, the environment and human health and safety, and

(ii) the provisions of this Agreement;

(d) in respect of the use of the Land by you or by any person who enters upon or uses the Land as a result of your use of the Land under this Agreement, keep the Land and the Improvements in a safe, clean and sanitary condition satisfactory to us, and at our written request, rectify any failure to comply with such a covenant by making the Land and the Improvements safe, clean and sanitary;

(e) not commit any wilful or voluntary waste, spoil or destruction on the Land or do anything on the Land that may be or become a nuisance to an owner or occupier of land in the vicinity of the Land;

(f) use and occupy the Land only in accordance with and for the purposes set out in the Management Plan;

(g) not construct, place or affix any Improvement on or to the Land except as permitted in the Management Plan;

(h) pay all accounts and expenses as they become due for labour or services performed on, or materials supplied to, the Land except for money that you are required to hold back under the *Builders Lien Act*;

(i) if any claim of lien over the Land is made under the *Builders Lien Act*, immediately take all steps necessary to have the lien discharged, unless the claim of lien is being contested in good faith by you and you have taken the steps necessary to ensure that the claim of lien will not subject the Land or any interest of yours under this Agreement to sale or forfeiture;

(j) not cut or remove timber on or from the Land without being granted the right under the *Forest Act* to harvest Crown timber on the Land;

(k) take all reasonable precautions to avoid disturbing or damaging any archaeological material found on or under the Land and, upon discovering any archaeological material on or under the Land, you must immediately notify the ministry responsible for administering the *Heritage Conservation Act*;

(l) permit us, or our authorized representatives, to enter on the Land at any time to inspect the Land and the Improvements, including without limitation to test and remove soil,

groundwater and other materials and substances, where the inspection may be necessary or advisable for us to determine whether or not you have complied with your obligations under this Agreement with respect to Hazardous Substances, provided that we take reasonable steps to minimize any disruption of your operations;

(m) indemnify and save us and our servants, employees and agents harmless against all claims, actions, causes of action, losses, damages, costs and liabilities, including fees of solicitors and other professional advisors, arising out of one or more of the following:

(i) any breach, violation or non-performance of a provision of this Agreement,

(ii) any conflict between your use of the Land under this Agreement and the lawful use of the Land by any other person, and

(iii) any personal injury, bodily injury (including death) or property damage occurring or happening on or off the Land by virtue of your entry upon, use or occupation of the Land,

and the amount of all such losses, damages, costs and liabilities will be payable to us immediately upon demand; and

(n) on the termination of this Agreement,

(i) peaceably quit and deliver to us possession of the Land and, subject to paragraphs (ii) and (iii), the Improvements in a safe, clean and sanitary condition,

(ii) within 90 days, remove from the Land any Improvement you want to remove, if the Improvement was placed on or made to the Land by you, is in the nature of a tenant's fixture normally removable by tenants and is not part of a building (other than as a tenant's fixture) or part of the Land and you are not in default of this Agreement,

(iii) remove from the Land any Improvement that we, in writing, direct or permit you to remove, other than any Improvement permitted to be placed on or made to the Land under another disposition, and

(iv) restore the surface of the Land as nearly as may reasonably be possible, to the condition that the Land was in at the time it originally began to be used for the purposes described in this Agreement, but if you are not directed or permitted to remove an Improvement under paragraph (iii), this paragraph will not apply to that part of the surface of the Land on which that Improvement is located,

and all of your right, interest and estate in the Land will be absolutely forfeited to us, and to the extent necessary, this covenant will survive the termination of this Agreement.

4.2 You will not permit any person who enters upon or uses the Land as a result of your use of the Land under this Agreement to do anything you are restricted from doing under this Article.

4.3 You must not use all or any part of the Land

(a) for the storage or disposal of any Hazardous Substances; or

(b) in any other manner whatsoever which causes or contributes to any Hazardous Substances being added or released on, to or under the Land or into the environment from the Land;

unless

(c) such storage, disposal, release or other use does not result in your breach of any other provision of this Agreement, including without limitation, your obligation to comply with all laws relating in any way to Hazardous Substances, the environment and human health and safety; and

(d) we have given our prior written approval to such storage, disposal, release or other use and for certainty any such consent operates only as a consent for the purposes of this section and does not bind, limit, or otherwise affect any other governmental authority from whom any consent, permit or approval may be required.

4.4 Despite any other provision of this Agreement you must:

(a) on the expiry or earlier termination of this Agreement; and

(b) at any time if we request and if you are in breach of your obligations under this Agreement relating to Hazardous Substances;

promptly remove from the Land all Hazardous Substances stored, or disposed of, on the Land, or which have otherwise been added or released on, to or under the Land:

(c) by you; or

(d) as a result of the use of the Land under this Agreement; or

(e) as a result of the use of the Land under the following prior agreements: Lease No. 401126 dated for reference September 28, 1987

save and except only to the extent that we have given a prior written approval expressly allowing specified Hazardous Substances to remain on the Land following the expiry of the Term.

4.5 We may from time to time

(a) in the event of the expiry or earlier termination of this Agreement;

(b) as a condition of our consideration of any request for consent to an assignment of this Agreement; or

(c) if we have a reasonable basis for believing that you are in breach of your obligations under this Agreement relating to Hazardous Substances;

provide you with a written request to investigate the environmental condition of the Land and upon any such request you must promptly obtain, at your cost, and provide us with, a report from a qualified and independent professional who has been approved by us, as to the environmental condition of the Land, the scope of which must be satisfactory to us and which may include all such tests and investigations that such professional may consider to be necessary or advisable to determine whether or not you have complied with your obligations under this Agreement with respect to Hazardous Substances.

4.6 You must at our request from time to time, but not more frequently than annually, provide us with your certificate (and if you are a corporation such certificate must be given by a senior officer) certifying that you are in compliance with all of your obligations under this Agreement pertaining to Hazardous Substances, and that no adverse environmental occurrences have taken place on the Land, other than as disclosed in writing to us.

4.7 We will provide you with quiet enjoyment of the Land.

ARTICLE 5 - LIMITATIONS

5.1 You agree with us that

(a) in addition to the other reservations and exceptions expressly provided in this Agreement this Agreement is subject to the exceptions and reservations of interests, rights, privileges and titles referred to in section 50 of the *Land Act*;

(b) other persons may hold or acquire rights to use the Land in accordance with enactments other than the *Land Act* or the *Ministry of Lands, Parks and Housing Act*, including rights held or acquired under the *Coal Act, Forest Act, Geothermal Resources Act,*

Mineral Tenure Act, Petroleum and Natural Gas Act, Range Act, Water Sustainability Act or *Wildlife Act* (or any prior or subsequent enactment of the Province of British Columbia of like effect); such rights may exist as of the Commencement Date and may be granted or acquired subsequent to the Commencement Date and may affect your use of the Land;

(c) with your prior consent, which consent you will not unreasonably withhold, we may make other dispositions of or over the Land, or any part of it, by way of easement, right of way or statutory right of way, to any person, including a Crown agency or ministry, and, upon such consent being given you will, if required by us, execute and deliver to us such instrument as may be necessary to subordinate your rights under this Agreement to such easement, right of way or statutory right of way;

(d) for the purpose of subsection (c), you will be deemed to have reasonably withheld your consent if a disposition made under that subsection would have a material adverse impact on your use of the Land under this Agreement;

(e) you have no right to compensation from us and you release us from all claims, actions, causes of action, suits, debts and demands that you now have or may at any time in the future have against us arising out of any conflict between your use of the Land under this Agreement and any use of, or impact on the Land arising from the exercise, or operation of the interests, rights, privileges and titles described in subsections (a), (b), and (c);

(f) if a proposed disposition under subsection (c) will not have a material adverse impact on your use of the Land under this Agreement you must not require any payment, whether as compensation or any other charge, as a condition of your consent to that disposition;

(g) you will not commence or maintain proceedings under section 65 of the *Land Act* in respect of any interference with your use of the Land under this Agreement that arises as a result of the exercise or operation of the interests, rights, privileges and titles described in subsections (a), (b) and (c);

(h) any interference with your use of the Land under this Agreement as a result of the exercise or operation of the interests, rights, privileges and titles described in subsection (a), (b) and (c) will not constitute a breach of our covenant of quiet enjoyment and you release and discharge us from all claims for loss or damage arising directly or indirectly out of any such interference;

(i) this Agreement does not limit any right to notice, compensation or any other benefit that you may be entitled to from time to time under the enactments described in subsection (b), or any other applicable enactment;

(j) you will not remove or permit the removal of any Improvement from the Land except as expressly permitted or required under this Agreement;

(k) any interest you may have in the Improvements ceases to exist and becomes our property upon termination of this Agreement, except where an Improvement may be removed under paragraph 4.1(n)(ii) or (iii) in which case any interest you may have in that Improvement ceases to exist and becomes our property if the Improvement is not removed from the Land within the time period set out in paragraph 4.1(n)(ii) or the time period provided for in the direction or permission given under paragraph 4.1(n)(iii); and

(l) if, after the termination of this Agreement, we permit you to remain in possession of the Land and we accept money from you in respect of such possession, a tenancy from year to year will not be created by implication of law and you will be deemed to be a monthly tenant only subject to all of the provisions of this Agreement, except as to duration, in the absence of a written agreement to the contrary.

ARTICLE 6 - SECURITY AND INSURANCE

6.1 On the Commencement Date, you will deliver to us Security in the amount of $0.00 which will

(a) guarantee the performance of your obligations under this Agreement;

(b) be in the form required by us; and

(c) remain in effect until we certify, in writing, that you have fully performed your obligations under this Agreement.

6.2 Despite section 6.1, your obligations under that section are suspended for so long as you maintain in good standing other security acceptable to us to guarantee the performance of your obligations under this Agreement and all other dispositions held by you.

6.3 We may use the Security for the payment of any costs and expenses associated with any of your obligations under this Agreement that are not performed by you or to pay any overdue Rent and, if such event occurs, you will, within 30 days of that event, deliver further Security to us in an amount equal to the amount drawn down by us.

6.4 After we certify, in writing, that you have fully performed your obligations under this Agreement, we will return to you the Security maintained under section 6.1, less all amounts drawn down by us under section 6.3.

6.5 You acknowledge that we may, from time to time, notify you to

(a) change the form or amount of the Security; and

(b) provide and maintain another form of Security in replacement of or in addition to the Security posted by you under this Agreement;

and you will, within 60 days of receiving such notice, deliver to us written confirmation that the change has been made or the replacement or additional form of Security has been provided by you.

6.6 You must

(a) without limiting your obligations or liabilities under this Agreement, at your expense, purchase and maintain during the Term the following insurance with insurers licensed to do business in Canada:

(i) Commercial General Liability insurance in an amount of not less than $2,000,000.00 inclusive per occurrence insuring against liability for personal injury, bodily injury (including death) and property damage, including coverage for all accidents or occurrences on the Land or the Improvements. Such policy will include cross liability, liability assumed under contract, provision to provide 30 days advance notice to us of material change or cancellation, and include us as additional insured;

(b) ensure that all insurance required to be maintained by you under this Agreement is primary and does not require the sharing of any loss by any of our insurers;

(c) within 10 working days of Commencement Date of this Agreement, provide to us evidence of all required insurance in the form of a completed "Province of British Columbia Certificate of Insurance";

(d) if the required insurance policy or policies expire or are cancelled before the end of the Term of this Agreement, provide within 10 working days of the cancellation or expiration, evidence of new or renewal policy or policies of all required insurance in the form of a completed "Province of British Columbia Certificate of Insurance";

(e) notwithstanding subsection (c) or (d) above, if requested by us, provide to us certified copies of the required insurance policies.

6.7 We may, acting reasonably, from time to time, require you to

(a) change the amount of insurance set out in subsection 6.6(a); and

(b) provide and maintain another type or types of insurance in replacement of or in addition to the insurance previously required to be maintained by you under this Agreement;

and you will, within 60 days of receiving such notice, cause the amounts and types to be changed and deliver to us a completed "Province of British Columbia Certificate of Insurance" for all insurance then required to be maintained by you under this Agreement.

6.8 You shall provide, maintain, and pay for any additional insurance which you are required by law to carry, or which you consider necessary to insure risks not otherwise covered by the insurance specified in this Agreement in your sole discretion.

6.9 You waive all rights of recourse against us with regard to damage to your own property.

ARTICLE 7 - ASSIGNMENT

7.1 You must not sublease, assign, mortgage or transfer this Agreement, or permit any person to use or occupy the Land, without our prior written consent, which consent we may withhold.

7.2 Prior to considering a request for our consent under section 7.1, we may require you to meet certain conditions, including without limitation, that you provide us with a report as to the environmental condition of the Land as provided in section 4.5.

ARTICLE 8 - TERMINATION

8.1 You agree with us that

(a) if you

(i) default in the payment of any money payable by you under this Agreement, or

(ii) fail to observe, abide by and comply with the provisions of this Agreement (other than the payment of any money payable by you under this Agreement),

and your default or failure continues for 60 days after we give written notice of the default or failure to you,

(b) if, in our opinion, you fail to make diligent use of the Land for the purposes set out in this Agreement, and your failure continues for 60 days after we give written notice of the failure to you;

(c) if you

(i) become insolvent or make an assignment for the general benefit of your creditors,

(ii) commit an act which entitles a person to take action under the *Bankruptcy and Insolvency Act* (Canada) or a bankruptcy petition is filed or presented against you or you consent to the filing of the petition or a decree is entered by a court of competent jurisdiction adjudging you bankrupt under any law relating to bankruptcy or insolvency, or

(iii) voluntarily enter into an arrangement with your creditors;

(d) if you are a corporation,

(i) a receiver or receiver-manager is appointed to administer or carry on your business, or

(ii) an order is made, a resolution passed or a petition filed for your liquidation or winding up;

(e) if you are a society, you convert into a company in accordance with the *Society Act* without our prior written consent; or

(f) if this Agreement is taken in execution or attachment by any person;

this Agreement will, at our option and with or without entry, terminate, and all of your right, interest and estate in the Land will be absolutely forfeited to us.

8.2 If the condition complained of (other than the payment of any money payable by you under this Agreement) reasonably requires more time to cure than 60 days, you will be deemed to have complied with the remedying of it if you commence remedying or curing the condition within 60 days and diligently complete the same.

8.3 You agree with us that

(a) you will make no claim against us for compensation, in damages or otherwise, upon the lawful termination of this Agreement under section 8.1; and

(b) our remedies under this Article are in addition to those available to us under the *Land Act*.

ARTICLE 9 - DISPUTE RESOLUTION

9.1 If any dispute arises under this Agreement, the parties will make all reasonable efforts to resolve the dispute within 60 days of the dispute arising (or within such other time period agreed to by the parties) and, subject to applicable laws, provide candid and timely disclosure to each other of all relevant facts, information and documents to facilitate those efforts.

9.2 Subject to section 9.5, if a dispute under this Agreement cannot be resolved under section 9.1, we or you may refer the dispute to arbitration conducted by a sole arbitrator appointed pursuant to the *Commercial Arbitration Act*.

9.3 The cost of the arbitration referred to in section 9.2 will be shared equally by the parties and the arbitration will be governed by the laws of the Province of British Columbia.

9.4 The arbitration will be conducted at our offices (or the offices of our authorized representative) in Cranbrook, British Columbia, and if we or our authorized representative have no office in Cranbrook, British Columbia, then our offices (or the offices of our authorized representative) that are closest to Cranbrook, British Columbia.

9.5 A dispute under this Agreement in respect of a matter within our sole discretion cannot, unless we agree, be referred to arbitration as set out in section 9.2.

ARTICLE 10 - NOTICE

10.1 Any notice required to be given by either party to the other will be deemed to be given if mailed by prepaid registered mail in Canada or delivered to the address of the other as follows:

to us

MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT
1902 Theatre Road
Cranbrook, BC V1C 7G1;

to you

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
202 843 Rossland Avenue
Trail, BC V1R 4S8;

or at such other address as a party may, from time to time, direct in writing, and any such notice

will be deemed to have been received if delivered, on the day of delivery, and if mailed, 7 days after the time of mailing, except in the case of mail interruption in which case actual receipt is required.

10.2 In order to expedite the delivery of any notice required to be given by either party to the other, a concurrent facsimile copy of any notice will, where possible, be provided to the other party but nothing in this section, and specifically the lack of delivery of a facsimile copy of any notice, will affect the deemed delivery provided in section 10.1.

10.3 The delivery of all money payable to us under this Agreement will be effected by hand, courier or prepaid regular mail to the address specified above, or by any other payment procedure agreed to by the parties, such deliveries to be effective on actual receipt.

ARTICLE 11 - MISCELLANEOUS

11.1 No provision of this Agreement will be considered to have been waived unless the waiver is in writing, and a waiver of a breach of a provision of this Agreement will not be construed as or constitute a waiver of any further or other breach of the same or any other provision of this Agreement, and a consent or approval to any act requiring consent or approval will not waive or render unnecessary the requirement to obtain consent or approval to any subsequent same or similar act.

11.2 No remedy conferred upon or reserved to us under this Agreement is exclusive of any other remedy in this Agreement or provided by law, but that remedy will be in addition to all other remedies in this Agreement or then existing at law, in equity or by statute.

11.3 The grant of a sublease, assignment or transfer of this Agreement does not release you from your obligation to observe and perform all the provisions of this Agreement on your part to be observed and performed unless we specifically release you from such obligation in our consent to the sublease, assignment or transfer of this Agreement.

11.4 This Agreement extends to, is binding upon and enures to the benefit of the parties, their heirs, executors, administrators, successors and permitted assigns.

11.5 If, due to a strike, lockout, labour dispute, act of God, inability to obtain labour or materials, law, ordinance, rule, regulation or order of a competent governmental authority, enemy or hostile action, civil commotion, fire or other casualty or any condition or cause beyond your reasonable control, other than normal weather conditions, you are delayed in performing any of your obligations under this Agreement, the time for the performance of that obligation will be extended by a period of time equal to the period of time of the delay so long as

(a) you give notice to us within 30 days of the commencement of the delay setting forth the

nature of the delay and an estimated time frame for the performance of your obligation; and

(b) you diligently attempt to remove the delay.

11.6 You acknowledge and agree with us that

(a) this Agreement has been granted to you on the basis that you accept the Land on an "as is" basis;

(b) without limitation we have not made, and you have not relied upon, any representation or warranty from us as to

(i) the suitability of the Land for any particular use, including the use permitted by this Agreement;

(ii) the condition of the Land (including surface and groundwater), environmental or otherwise, including the presence of or absence of any toxic, hazardous, dangerous or potentially dangerous substances on or under the Land and the current and past uses of the Land and any surrounding land and whether or not the Land is susceptible to erosion or flooding;

(iii) the general condition and state of all utilities or other systems on or under the Land or which serve the Land;

(iv) the zoning of the Land and the bylaws of any government authority which relate to the development, use and occupation of the Land; and

(v) the application of any federal or provincial enactment or law to the Land;

(c) you have been afforded a reasonable opportunity to inspect the Land or to carry out such other audits, investigations, tests and surveys as you consider necessary to investigate those matters set out in subsection (b) to your satisfaction before entering into this Agreement;

(d) you waive, to the extent permitted by law, the requirement if any, for us to provide you with a "site profile" under the *Environmental Management Act* or any regulations made under that act;

(e) we are under no obligation, express or implied, to provide financial assistance or to contribute toward the cost of servicing, creating or developing the Land or the Improvements and you are solely responsible for all costs and expenses associated with your use of the Land and the Improvements for the purposes set out in this Agreement;

and

(f) we are under no obligation to provide access or services to the Land or to maintain or improve existing access roads.

11.7 You agree with us that nothing in this Agreement constitutes you as our agent, joint venturer or partner or gives you any authority or power to bind us in any way.

11.8 This Agreement does not override or affect any powers, privileges or immunities to which you are entitled under any enactment of the Province of British Columbia.

The parties have executed this Agreement as of the date of reference of this Agreement.

SIGNED on behalf of **HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA**
by the minister responsible for the *Land Act*
or the minister's authorized representative

_____
Minister responsible for the *Land Act*
or the minister's authorized representative

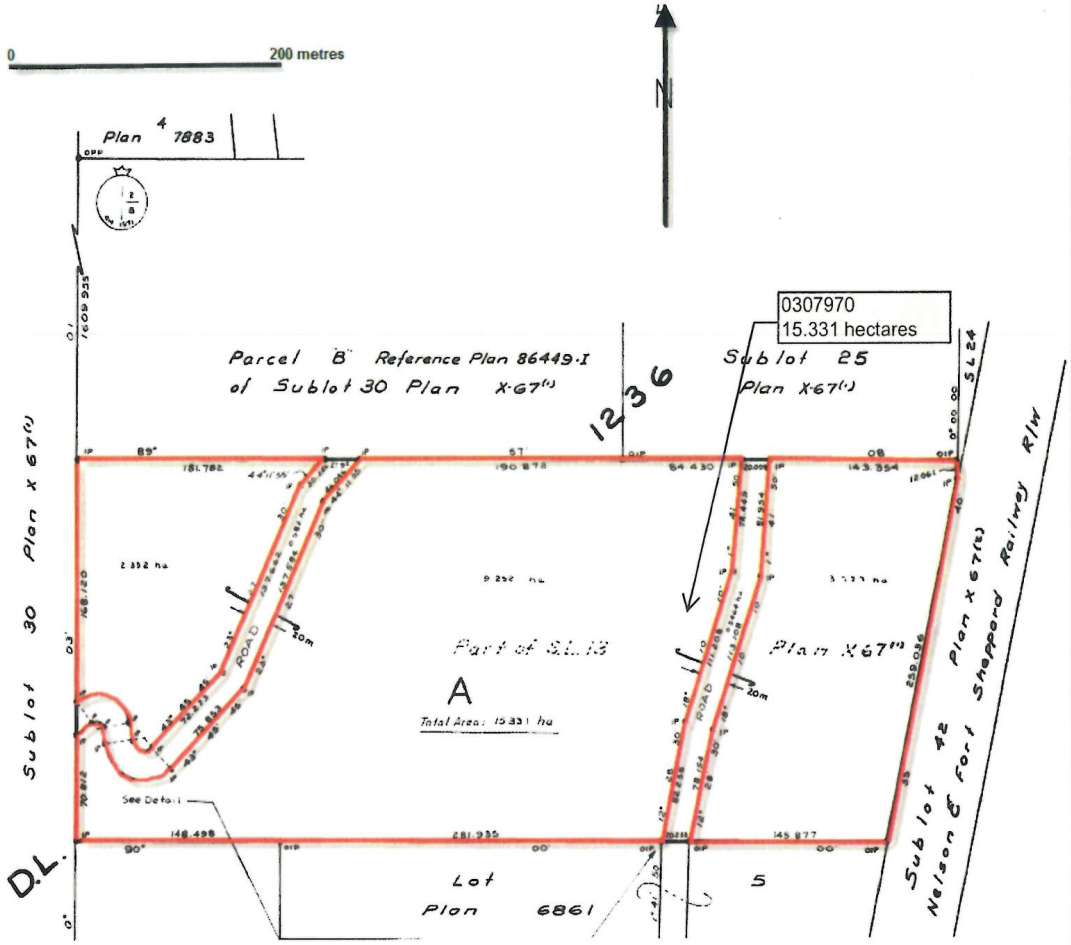
SIGNED on behalf of **REGIONAL DISTRICT OF KOOTENAY BOUNDARY**
By its authorized signatories

_____
Authorized Signatory

_____
Authorized Signatory

Lease	Legal Description Schedule	File No: 0307970 Disposition: 926332

Parcel A, Sublot 13, District Lot 1236, Kootenay District, Plan 14266



Scale bar shown
BCGS Mapsheet(s): 82F.031

0307970

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BRITISH COLUMBIA

Ministry of Forests, Lands, Natural Resource Operations and Rural Development
1902 Theatre Road
Cranbrook, BC V1C 7G1

Telephone No: 250 426-1756
Facsimile No: 250 426-1767

GST Registration No: R107864738

Your contact is: Kathy Pasqua

Our file: 0307970

NOTICE OF FINAL REVIEW

January 8, 2019

Regional District Of Kootenay Boundary
202 843 Rossland Avenue
Trail, BC V1R 4S8

Attention: Mark Daines

Dear Mark Daines:

Re: Your Application for a Tenure over Crown Land

The review of your application for a lease for community facility purposes over:

Parcel A, Sublot 13, District Lot 1236, Kootenay District, Plan 14266, more particularly shown on the Legal Description Schedule and containing 15.34 hectares, more or less

(the "Land") has reached the stage where we anticipate making our final decision once the various matters described in this letter have been completed.

This is to replace Lease No. 401126.

1. Deadline for Completion of Requirements

We ask that you complete the requirements described below by March 8, 2019.

Please complete the Response to Notice of Final Review page attached, indicating whether you will **or** will not proceed with the application and sign and return that page to us for our records.

2. Requirements

Signing and Return of Tenure Documents

You must sign and deliver to us one copy of the lease document which is enclosed with this letter. You are responsible for ensuring that this is properly completed including, if applicable, obtaining any appropriate corporate authorizations and having any Land Title Act form C or D witnessed by a solicitor, notary or commissioner.

Monies Payable

You must deliver to us the following amounts:

Replacement Application Fee	*$	200.00
GST Total	$	10.00
Total Fees Payable	$	210.00

* denotes GST payable

Your cheque or money order must be payable to the Minister of Finance and be delivered to 1902 Theatre Road Cranbrook, BC V1C 7G1. Please quote our file number when sending us your payment.

Insurance

The Regional District of Kootenay Boundary is a subscriber to the Municipal Insurance Association of British Columbia in which the Province has been added as an additional insured.

Additional Requirements

Please sign the Management Plan cover sheet attached to the front of your Management Plan and return them to us. We will return a copy of the signed cover sheet and approved Management Plan upon finalization of your documents.

3. Process following completion of Requirements

If the requirements set out above are completed within the required time we expect to make our decision and advise you of that decision within 30 days.

Please note however that this letter does not constitute an offer by us and we reserve all our rights in connection with the decision making process, including, if appropriate, to disallow your application, to extend the decision making process and to establish additional requirements not set out in this letter.

Upon decision to issue the lease to you we will sign and return one copy of the lease to you.

4. Acknowledgments of the Applicant

You represent, acknowledge and agree that:

(a) Your application for a Crown land tenure cannot be transferred to another person.

(b) This Letter does not obligate us to issue the lease to you and does not give you any right to use or occupy the Land for any purpose.

(c) You are responsible for, and encouraged to seek, your own legal advice with respect to:

(i) any laws, bylaws, orders, directions, ordinances and regulations associated with your use of the Land,

(ii) the terms and conditions set out in this Letter, and

(iii) the terms and conditions of, and your rights and obligations that will arise under, the lease.

(d) You are responsible for the costs and expenses incurred by you in pursuing your application, including any cost you incur in connection with satisfying the requirements set out in this letter.

(e) If you sign and return the lease to us that will constitute your offer to us to enter into the lease.

Freedom of Information

Personal information is collected under the *Land Act* for the purpose of administering Crown land. Information on your application, and if issued, your tenure, will become part of the Crown Land Registry, from which information is routinely made available to the public under Freedom of Information and Protection of Privacy legislation.

Yours truly,

Kathy Pasqua

Authorized Representative

Response to Notice of Final Review

File No. 0307970

Ministry of Forests, Lands, Natural Resource Operations and Rural Development
1902 Theatre Road
Cranbrook, BC V1C 7G1

Dear Kathy Pasqua:

Re: Application for lease

☐ I/We wish to proceed to obtain a lease in accordance with the letter dated January 8, 2019 from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development and enclose all copies of the lease which I/We have signed.

☐ I/We do not wish to proceed to obtain a lease in accordance with the letter dated January 8, 2019 from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

DATED the ____ of _____, ____.

_____	_____
Applicant's signature/Applicant's representative's signature	Applicant's signature/Applicant's representative's signature
_____	_____
Print name of person signing	Print name of person signing

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Front Counter Referral – Kootenay Columbia Trails Society		
Date:	January 31, 2018	**File #:**	A-12605-02357.200 A-637-02357.300
To:	Chair Russell, and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received a Front Counter BC referral regarding a proposed hiking and mountain biking trail in Electoral Area 'A' north of the City of Trail (see Site Location Map; Subject Property Map; Applicant Submission).

Property Information	
Owner(s):	Crown
Applicant	Kootenay Columbia Trails Society, Stewart Spooner
Location:	Crown Land north of Trail, Electoral Area 'A'
Legal Description:	DL 12605 KD, Block A Plan NEP1588 DL367 KD, Plan NEP1425 KD
Area:	500m^2 (1000m trail 0.5m wide)
Current Use(s):	Forest
Land Use Bylaws	
OCP Bylaw No. 1410	Rural Resource 2
DP Area	NA
Service Area	NA
Zoning Bylaw No. 1460	Rural Resource 2 (RR2)
Minimum Parcel Size	50 hectares
Other	
ALR:	NA
Waterfront / Floodplain	NA
Planning Agreement Area	Trail

HISTORY / BACKGROUND INFORMATION

The subject lands are adjacent to the municipal boundary of the City of Trail north of the hospital between the Hospital grounds and the Sunningdale subdivision.

Kootenay Columbia Trails Society (KCTS) is a registered non-profit society with a mandate to manage, maintain and develop non-motorized recreational trais throughout the greater Trail region. The KCTS currently maintain over 60 distinct trails and over 160km of trail on both public and private land.

PROPOSAL

The applicant is proposing to build the 'Aspen Loop Trail' a 1000m trail to provide new beginner friendly single track trail for mountain biking adjacent to Trail.

IMPLICATIONS

Active or passive non-commercial recreation areas are permitted in all zones in Electoral Area 'A'.

The applicant notes that they have consulted with, and have support from staff from the City of Trail and the owner of Gericks Cycles in Trail. Both are supportive of creating a new trail to accommodate easier trails.

ADVISORY PLANNING COMMISSION

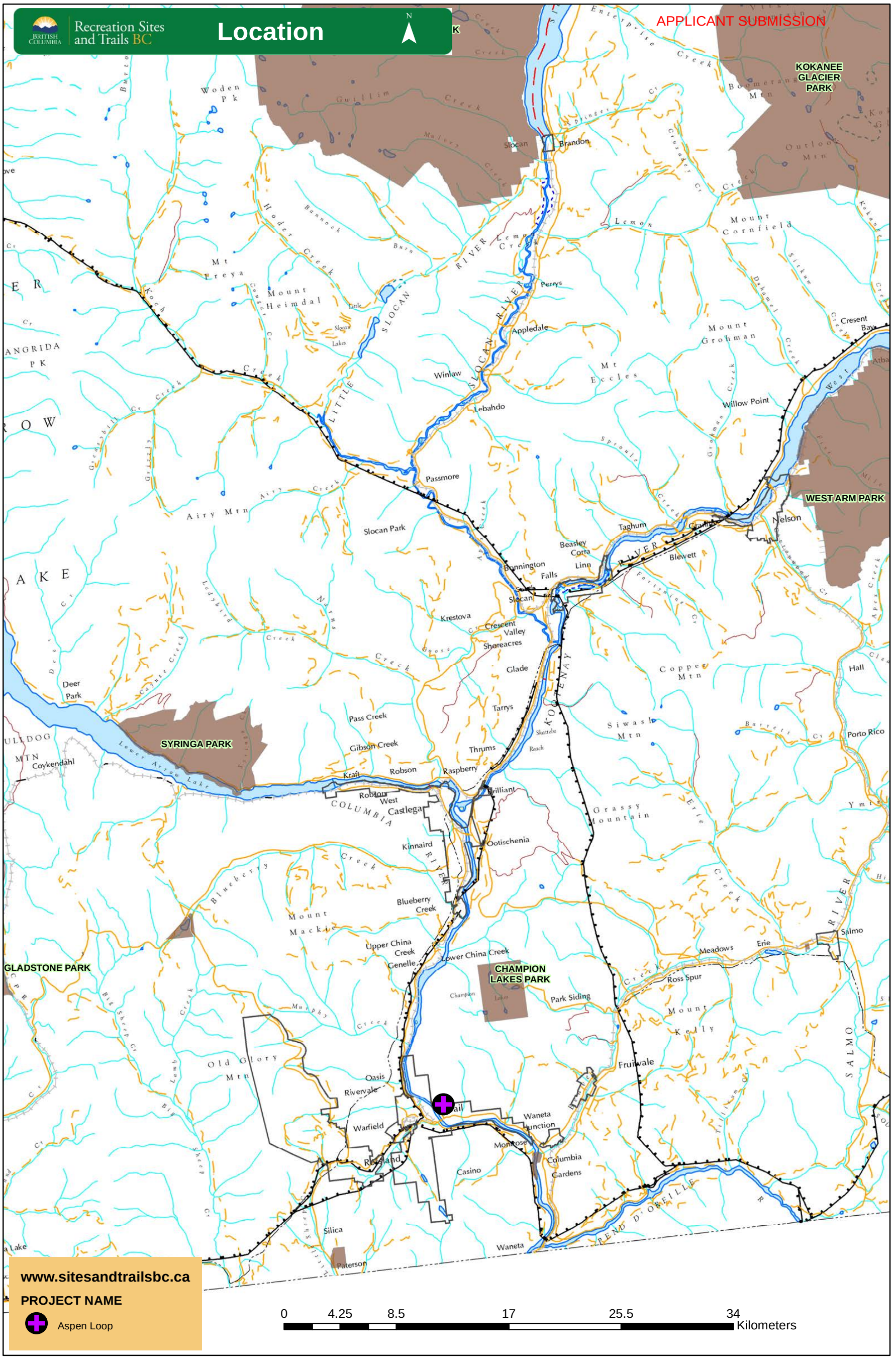
The APC supported this proposed trail during their January 8, 2019 meeting.

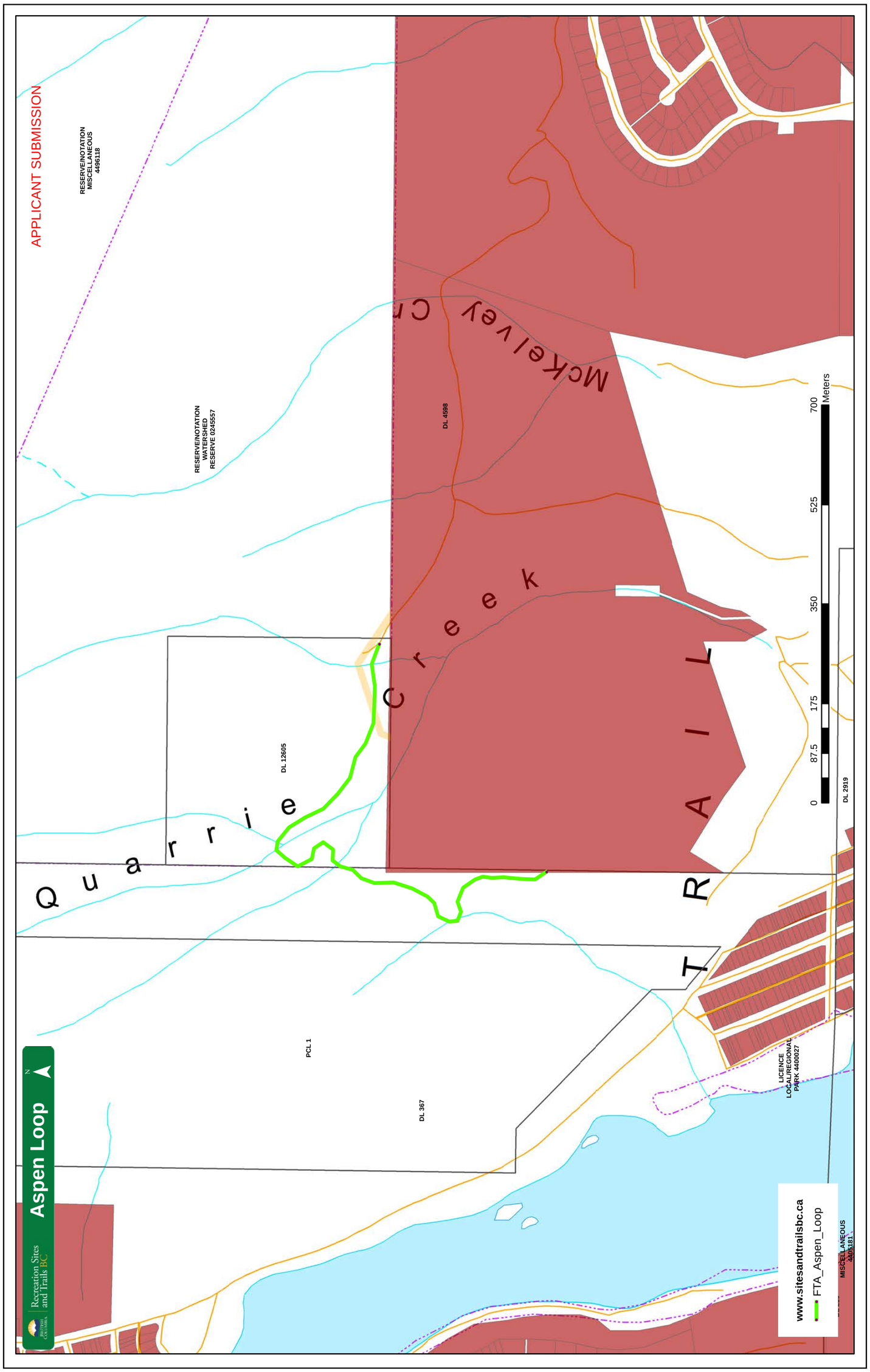
RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding the establishment of a trail on the lands legally described as DL 12605 KD, Block A Plan NEP1588 DL367 KD, Plan NEP1425 KD in Electoral Area 'A' is supported.

ATTACHMENTS

Applicant Submission


Recreation Sites and Trails BC
Location
N
APPLICANT SUBMISSION
KOKANEE GLACIER PARK
WEST ARM PARK
SYRINGA PARK
GLADSTONE PARK
CHAMPION LAKES PARK
Brandon
Slocan
Perrys
Appledale
Winlaw
Lebahdo
Passmore
Slocan Park
Bonnington Falls
Krestova
Crescent Valley
Shoreacres
Glade
Tarrys
Pass Creek
Gibson Creek
Thrums
Kraft
Robson
Raspberry
Brilliant
Robson West
Castlegar
Kinnaird
Ootischenia
Blueberry Creek
Upper China Creek
Lower China Creek
Genelle
Oasis
Rivervale
Warfield
Rossland
Waneta Junction
Montrose
Casino
Columbia Gardens
Silica
Waneta
Paterson
Deer Park
Coykendahl
Willow Point
Nelson
Taghum
Beasley
Corra Linn
Blewett
Fruitvale
Park Siding
Ross Spur
Meadows
Erie
Salmo
Porto Rico
Hall
Ymir
Crescent Bay
Mount Cornfield
Mount Grohman
Mt Eccles
Grassy Mountain
Siwash Mtn
Copper Mtn
Boomerang Mtn
Outlook Mtn
Mount Kelly
Airy Mtn
Old Glory Mtn
Mount Mackie
Mount Heimdal
Mt Freya
Woden Pk
ANGRIDA PK
ULLDOG MTN
ROW
AKE
Lower Arrow Lake
COLUMBIA
KOOTENAY
SLOCAN
LITTLE SLOCAN
ARROW
SALMO
PEND D'OREILLE R
Hoder Creek
Bannock Burn
Lemon Creek
Guillim Creek
Mulvey Creek
Enterprise Creek
Springer Cr
Crusader Cr
Sitkum Creek
Dahamel Creek
Grohman Creek
Sproule Creek
Apex Creek
Fortynine Cr
Barrett Cr
Airy Creek
Ledybird Creek
Nasty Creek
Goose Creek
Cougar Cr
Little Slocan Lakes
Blueberry Creek
Murphy Creek
Lamb Creek
Big Sheep Cr
Little Sheep Creek
Deer Park Cr
Cayuse Creek
Greasybill Cr
Grizzly Creek
Kokanee Creek
Hall Creek
Meadows Creek
Ross Spur Creek
Erie Creek
Hi
Trail
Champion Lakes
www.sitesandtrailsbc.ca
PROJECT NAME
Aspen Loop
0
4.25
8.5
17
25.5
34
Kilometers


APPLICANT SUBMISSION
Aspen Loop
Recreation Sites and Trails BC
RESERVE/NOTATION MISCELLANEOUS 4496118
RESERVE/NOTATION WATERSHED RESERVE 0245557
DL 4598
DL 12605
PCL 1
DL 367
DL 2919
LICENCE LOCAL/REGIONAL PARK 440027
MISCELLANEOUS 4405181
Quarrie Creek
Mckelvey Cr
TRAIL
0 87.5 175 350 525 700 Meters
www.sitesandtrailsbc.ca
FTA_Aspen_Loop

Recreation Sites and Trails BC

Aspen Loop

APPLICANT SUBMISSION

Quarrie Creek

McKelvey Creek

T R A I L

PCL 1

DL 367

DL 12605

DL 4598

DL 2916

www.sitesandtrailsbc.ca

FTA_Aspen_Loop

0 87.5 175 350 525 700

Meters

APPLICANT SUBMISSION

Ministry of Forests, Lands & Natural Resource Operations | Recreation Sites and Trails BC

EXHIBIT 'A'

MAP OF: REC259005 Aspen Loop

Natural Resource District Selkirk	**Recreation District** Arrow Boundary Kootenay (RDKB)	(shown in bold black)	**MAP PROJ:** NAD 1983 BC Env Albers
1:5,000 at Scale Pg. 11x17 Map Sheet: 082F012	UTM 11 449018 east 5439959 north **Project Type: Trail**	**AREA (Ha): 0.0** **WIDTH (m): 10.0** **LENGTH (km): 1.088117**	**Drawn By: B. Dowedoff** **Date: 2018-11-19**

N

RESERVE/NOTATION
MISCELLANEOUS
4496118

RESERVE/NOTATION
WATERSHED
RESERVE 0245557

DL 12605

DL 4598

DL 367

PCL 1

Selkirk Natural Resource District

Recreation Kootenay Boundary

082F012

Arrie Creek

McKelvey Creek

TRAIL

Viola Cres
Hillside Dr
Hazlewood Dr
Bluffs Trails
Rennie Ave
Charles Lakes Dr
Hillside Dr
Park Rd
Dyke Rd
Columbia Ave
Trans-Canada Hwy
Second
Bench Rd

LICENCE
MISCELLANEOUS
4405181

LICENCE
LOCAL/REGIONAL
PARK 4400027

0 75 150 300 450 600 Meters

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Front Counter Referral – Kootenay Columbia Trails Society		
Date:	January 31, 2018	**File #:**	B-Twp 9A-10924.075
To:	Chair Russell, and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received a Front Counter BC referral regarding a Crown land application to legally establish two mountain biking trails, SMDA and Colonel, both of which are located east of King George Provincial Park. See Attachments.

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Crown
Applicant	Kootenay Columbia Trails Society, Stewart Spooner
Location:	East of King George VI Provincial Park
Legal Description:	Subsidy Lot 147, Plan NEPX63, KD
Area:	11km of trail (0.5m wide)
Current Use(s):	Forest
Land Use Bylaws	
OCP Bylaw No. 1410	Rural Resource 3
DP Area	NA
Service Area	
Zoning Bylaw No. 1460	Rural Resource 3 (RR3)
Other	
ALR:	NA
Waterfront / Floodplain	NA
Planning Agreement Area	Rossland

Kootenay Columbia Trails Society (KCTS) is a registered non-profit society with a mandate to manage, maintain and develop non-motorized recreational trails throughout the greater Trail region. KCTS currently maintains over 60 distinct trails and over 160km of trail on both public and private land.

The Colonel and SMDA trails are adjacent to the King George VI Provincial Park. SMDA is a popular advanced level biking trail. Colonel is an intermediate trail. Both trails were not constructed by KCTS. The creators of these trails were unorganized groups that did not obtain permission prior to construction.

PROPOSAL

KCTS has made an application to the Ministry of Forests Lands Natural Resource and Rural Development to legally establish and maintain SMDA and Colonel Trails on Crown Land.

KCTS would like to take over the management of these trails and perform the regular inspections and maintenance. Part of this management includes obtaining permission for the trail from the Ministry of Forests Lands Natural Resource and Rural Development.

IMPLICATIONS

Passive non-commercial recreation areas (e.g. trails) are permitted in all zones in the Zoning Bylaw.

ADVISORY PLANNING COMMISSION

During the January 7, 2019 APC meeting, the referral was supported. The APC noted that they do not support illegal construction of trails.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding the establishment of two trails on the lands legally described as Subsidy Lot 147, Plan NEPX63, KD, Electoral Area 'B'/Lower Columbia-Old Glory is supported.

ATTACHMENTS

Site Location Map
Applicant Submission

Regional District of Kootenay Boundary

Site Location Map

Referral Map
Kootenay Columbia Trails Society
"SMDA and Colonel Trail"

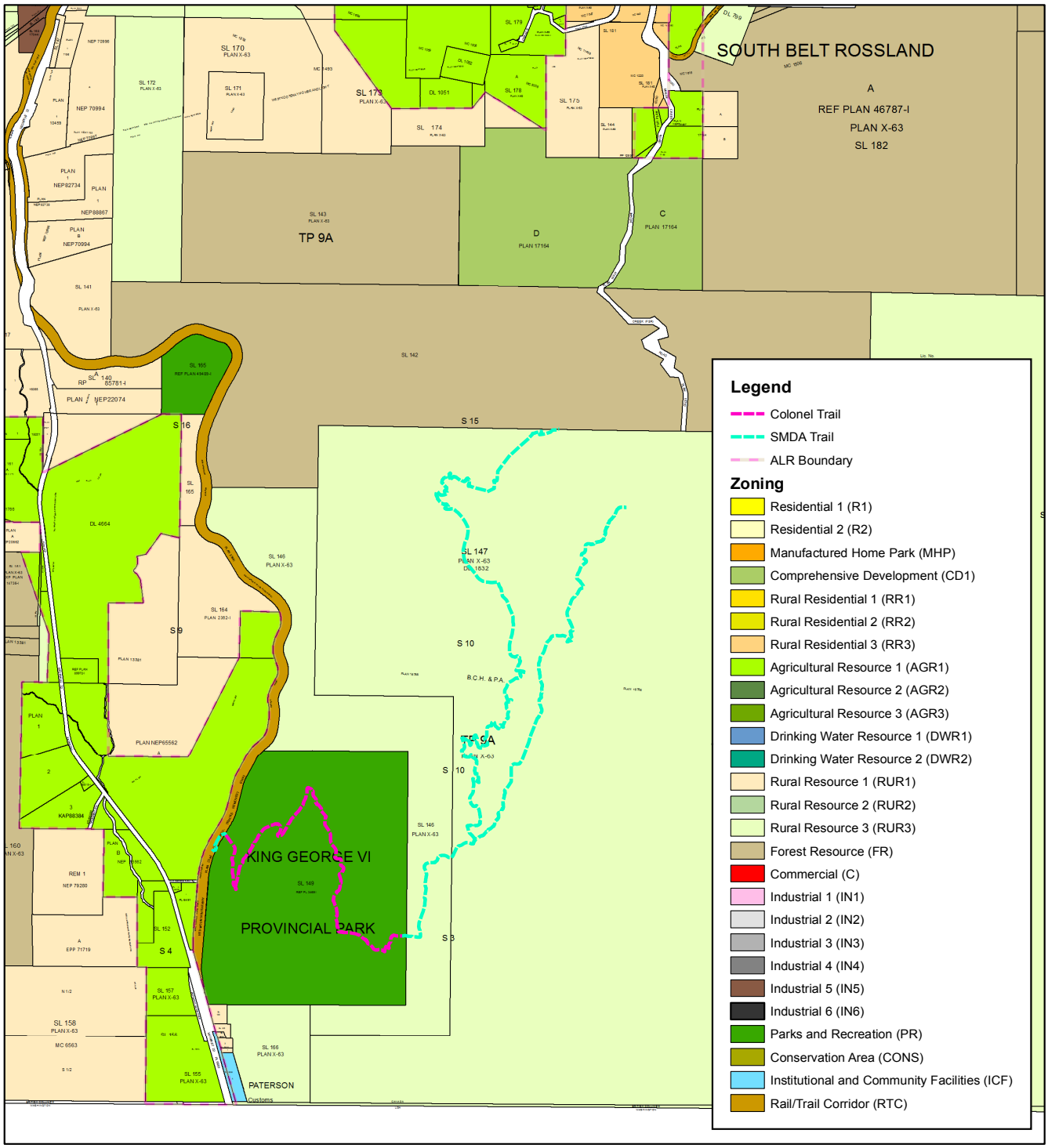
Date: 12/5/2018

N

0 300 600 900 1,200

Meters

1:30,000



Document Path: P:\PD\EA_'B'\B-9A-TWP-10924.075 Crown\2019-Jan-FrontCounterRef\2018-12-05_SMDAColonelTrail_Referral.mxd

Applicant Submission

Ministry of Forests, Lands and Natural Resource Operations

Proposal Form for Trails and Recreation Facilities

All applications must include a completed application form and for proposals involving 'un-managed' trails or facilities or new trail or facilities, application must include a general location map, a specific location map and submission of digital geo-spatial information as described in the *Application Information and Guidelines* associated with this Form. **Incomplete applications will be returned.**

Part 1. Proponent Name and Contact Information

Proponent Name:
FULL LEGAL NAME of Individual(s), Organization or Society
Kootenay Columbia Trails Society.

Proponent Mailing Address:
PO Box 1179 Rossland BC V0G1Y0.

Contact Name for Organization or Society:
Stewart Spooner (Operations Manager).

Proponent Contact Numbers:
Phone: 250-368-1440
Email: stewspooner@telus.net

Part 2. General Proposal Description

Purpose of proposed trail or recreation facility:
The purpose of the proposed trail is provide single-track mountain biking experiences to local residents and visitors.

Brief description of proposed trail or recreation facility:
SMDA trail is a popular existing advanced-level single-track mountain biking specific trail. Colonel trail is a newly constructed intermediate-level single-track mountain biking specific trail. Both trails were constructed by enthusiastic community volunteers, without the authorization of the KCTS.

Location of proposed trail or recreation facility:
SDMA trail connects from Malde Creek FSR above Rossland to Barley Rd in Patterson. Colonel trail connects from SMDA trail to Tamarack trail. The Legal Description of the Crown Land is: Subsidy Lot 147 (DD 1832) PT SHOWN ON PL 16768, Plan: NEPX63, Towship: 9A, Land District: 26, Jurs: 711, Roll: 10924075, PID: 018-153-780.

This proposal is for: (refer to *Application Information and Guidelines* for explanation of proposal types)

1. Authorization to construct, rehabilitate or maintain a trail or facility:
Maintain existing trails.

Applicant Submission

2. Consideration of a recreation trail or facility for designation under Section 56 of the *Forest and Range Practices Act?*

Yes

For Office Use Only			
(date received)	Region	Recreation District	File no (if applicable)

Part 3. Detailed Trail Description (if proposing a recreation facility other than a trail, please use this space to further describe the proposed recreation facility)

Approximate trail length: SMDA trail: 6.6 km (3.5 km on Crown Land) and Colonel trail: 4.8 km (4.7km on Crown Land). **Approximate trail width:** 0.50 m	**Proposed work start date:** Annual inspections and maintenance would commence in Spring 2019. **Proposed work completion date:** n/a.
Describe the anticipated or proposed trail uses: SMDA trail is a popular existing mountain biking specific trail. Colonel trail is anticipated as a mountain biking specific trail.	**Is the proposed trail or recreation facility located in a community watershed?** No.

Identify any trail construction or maintenance guidelines or standards that will be followed when conducting works:

The Kootenay Columbia Trails Society builds trails to the highest standards of sustainability, consistent with guidelines published by the International Mountain Biking Association and the Resort Municipality of Whistler.

Describe any significant water features including creeks, streams, rivers or wetlands the proposed trail might cross or potentially impact:

The proposed trail does not cross any significant water features.

Digital geo-spatial information provided with application	**Maps included:**
Format: Shape file **File name(s):** SMDA and Colonel.	Overview & General Location Map (Combined) Specific Location Map

(see Application Process Information Package for spatial data requirements and map requirements associated with this application)

Part 4. Additional Information

Applicant Submission

Describe any discussions or communications with potentially impacted stakeholders, interest holders or First Nations regarding this proposal:
Both trails were built by “un-authorized” community volunteers as dedicated mountain biking trails. SMDA was built in 2009, and extends 3.1km through King George VI Provincial Park. The KCTS has been negotiating with BC Parks to authorize the trail(s) through the Park since 2012, and recently (September 13th, 2018) received a letter of authorization to manage and maintain existing trails within the Park. Colonel trail was built between 2016 and 2018, and extends 100 meters through private property owned by Selkirk Mountain Forest, who recently (September 27th, 2018) authorized the short section of trail on their property.

Describe your or your organizations capacity and commitment for ongoing maintenance of the proposed trail or recreation facility:
The Kootenay Columbia Trails Society is a registered non-profit society in BC which has been active since 1996. We have a mandate to manage, maintain and develop non-motorized recreational trails throughout the Greater Trail region and receive ongoing funding from the Regional District of Kootenay Boundary and the City of Rossland. We have an active 7 member volunteer board, a full-time operations manager, and a seasonal trail maintenance crew. The Society currently manages and maintains over 60 distinct trails and over 160km of trail, on both public and private land.

(attach additional pages as necessary)

Applicant Signature	
Name: Stewart Spooner (KCTS Operations manager).	**Date:** 2018-10-01

PLEASE RETAIN A COPY OF THIS APPLICATION FOR YOUR RECORDS

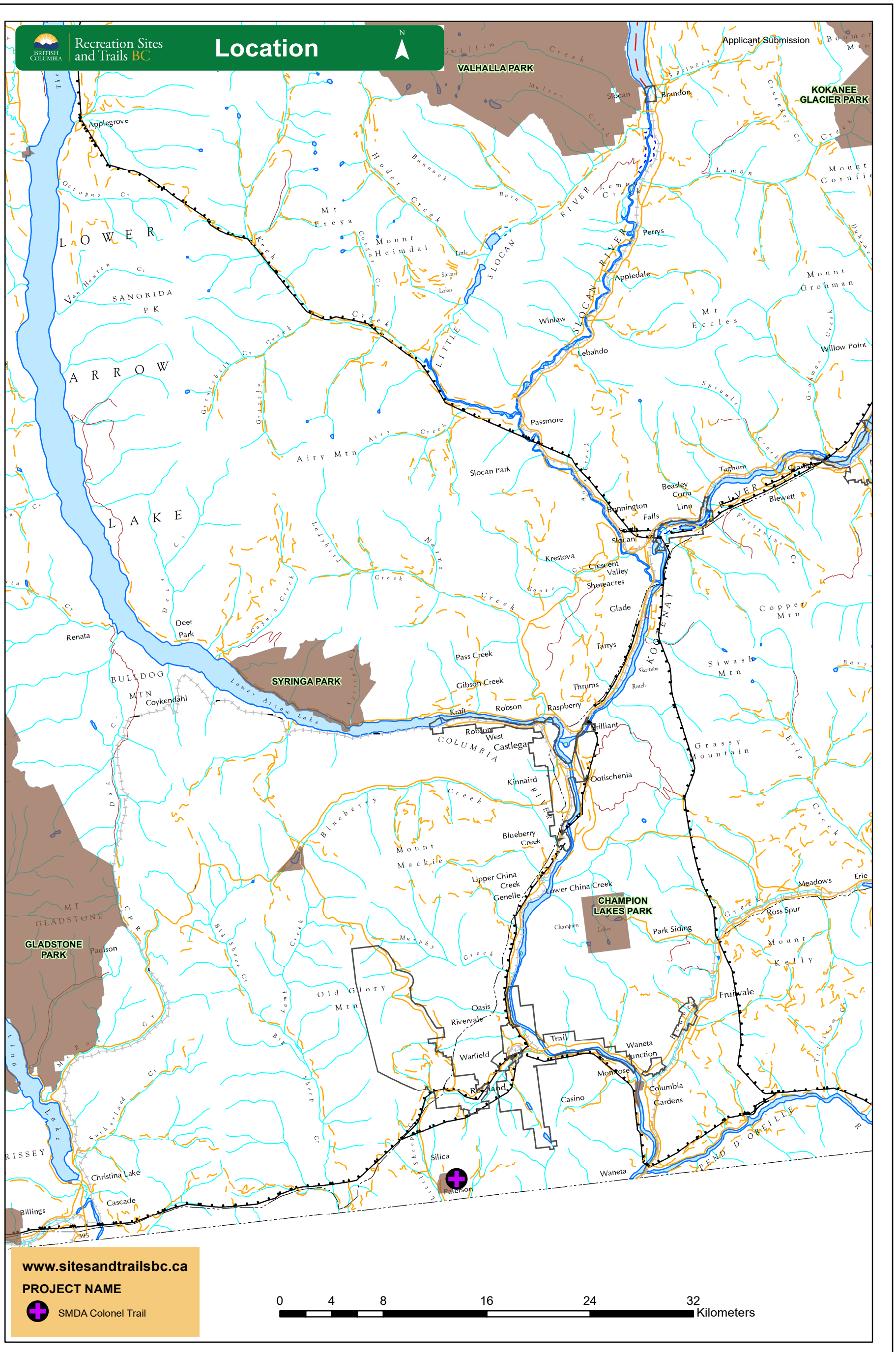
NOTE: The information you provide will be subject to the Freedom of Information and Protection of Privacy Act. If you have any questions regarding the treatment of your personal information, please contact the Manager, Privacy, Information Access and Records Management.

The submission of this form does not in any manner convey any rights to use or occupy Crown land.

FrontCounter BC Contact Information

Call FrontCounter BC toll free at: **1-877-855-3222**
Call from outside North America at: **++1-604-586-4400**

Follow the links below to see the address, hours of business, location map, local links and other information for the FrontCounter BC office location nearest you.


Recreation Sites and Trails BC
Location
N
Applicant Submission
VALHALLA PARK
KOKANEE GLACIER PARK
SYRINGA PARK
GLADSTONE PARK
CHAMPION LAKES PARK
Applegrove
Brandon
Slocan
Perrys
Appledale
Winlaw
Lebahdo
Passmore
Slocan Park
Taghum
Beasley
Corra Linn
Bonnington Falls
Blewett
Krestova
Crescent Valley
Shoreacres
Glade
Tarrys
Thrums
Raspberry
Brilliant
Castlegar
West Robson
Kinnaird
Ootischenia
Pass Creek
Gibson Creek
Kraft
Robson
Renata
Deer Park
Coykendahl
Paulson
Upper China Creek
Genelle
Lower China Creek
Blueberry Creek
Meadows
Ross Spur
Park Siding
Fruitvale
Oasis
Rivervale
Warfield
Trail
Waneta Junction
Montrose
Rossland
Casino
Columbia Gardens
Silica
Waneta
Christina Lake
Cascade
Billings
Lower Arrow Lake
LOWER ARROW LAKE
SLOCAN RIVER
LITTLE SLOCAN RIVER
KOOTENAY RIVER
COLUMBIA RIVER
Mount Freya
Mount Heimdal
Mount Grohman
Mt Eccles
Airy Mtn
Old Glory Mtn
Grassy Mountain
Mount Kelly
Siwash Mtn
Copper Mtn
Mount Cornfield
Mount Mackie
SANGRIDA PK
BULDOG MTN
MT GLADSTONE
www.sitesandtrailsbc.ca
PROJECT NAME
SMDA Colonel Trail
0 4 8 16 24 32
Kilometers

BRITISH COLUMBIA

Ministry of Forests, Lands & Natural Resource Operations

Recreation Sites and Trails BC

EXHIBIT 'A'

MAP OF: REC259011 SMDA Colonel

Natural Resource District Selkirk	**Recreation District** Arrow Boundary Kootenay (RDKB)	(shown in bold black)	**MAP PROJ:** NAD 1983 BC Env Albers
1:15,000 at Scale Pg. 11x17 Map Sheet: 082F001	UTM 11 439063 east 5429348 north **Project Type: Trail**	**AREA (Ha): 0.0** **WIDTH (m): 10.0** **LENGTH (km): 11.30167**	**Drawn By: B. Dowedoff** **Date: 2018-11-19**

N

MTN
Applicant Submission

TAMARAC MTN

Selkirk Natural Resource District

Recreation Kootenay Boundary

082F001

082F002

R/W Plan 16768

RIGHT-OF-WAY ELECTRIC POWER LINE 0344780

LICENCE MISCELLANEOUS 4405671

Noble Creek FSR

BAILEY REC. TRAIL 5

Silica

DL 1766, MOCKING BIRD MC

DL 4664

DL 1794, BLUE BIRD MC

DL 1456, BIG CHIEF MC

LICENCE MISCELLANEOUS 4405672

Dewdney Trail

DEWDNEY TRAIL (Christina K. Smith Route)

Greenhill Rd

Bailey Rd

King George Park Rd

KING GEORGE VI PARK

DL 4078, MOUNTAIN TRAIL MC

LONE STAR MC

DL 1151, HELEN NO. 2 MC

Creek

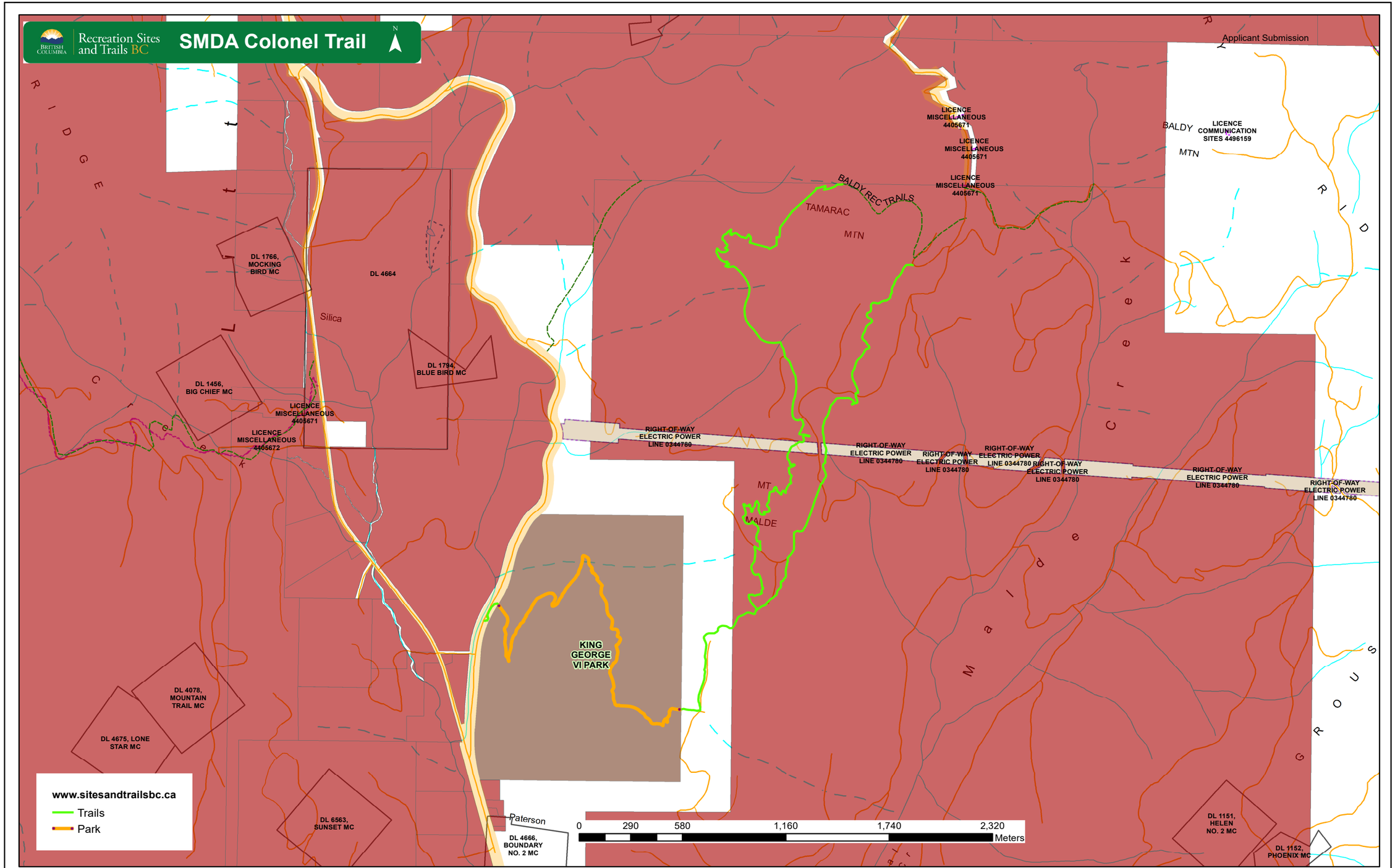
Valdez

Legend

Trails

Park

0 225 450 900 1,350 1,800 Meters


Recreation Sites and Trails BC
SMDA Colonel Trail
N
Applicant Submission
LICENCE MISCELLANEOUS 4405671
LICENCE MISCELLANEOUS 4405671
LICENCE MISCELLANEOUS 4405671
LICENCE COMMUNICATION SITES 4496159
BALDY MTN
BALDY REC TRAILS
TAMARAC MTN
DL 1766, MOCKING BIRD MC
DL 4664
Silica
DL 1794, BLUE BIRD MC
DL 1456, BIG CHIEF MC
LICENCE MISCELLANEOUS 4405671
LICENCE MISCELLANEOUS 4405672
RIGHT-OF-WAY ELECTRIC POWER LINE 0344780
MT VALDE
KING GEORGE VI PARK
DL 4078, MOUNTAIN TRAIL MC
DL 4675, LONE STAR MC
DL 6563, SUNSET MC
Paterson
DL 4666, BOUNDARY NO. 2 MC
DL 1151, HELEN NO. 2 MC
DL 1152, PHOENIX MC
www.sitesandtrailsbc.ca
Trails
Park
0 290 580 1,160 1,740 2,320
Meters

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Ministry of Transportation and Infrastructure – Road Closure		
Date:	January 31, 2019	**File #:**	A-205-00984.950
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

The RDKB has received a referral from the Ministry of Transportation and Infrastructure (MoTI) for a proposed road closure in Electoral Area 'A' (see Site Location Map; Subject Property Map; Applicant Submission).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Allen and Brigid Wertz
Location:	8670 Highway 22A, Electoral Area 'A'
Legal Description:	Lot 26 Plan NEP800, DL205
Area:	19.99 hectares (49.38 acres)
Current Use(s):	Residential
Land Use Bylaws	
OCP Bylaw No. 1410	Rural
DP Area	NA
Zoning Bylaw No. 1460	Rural (RUR)
Minimum parcel size	4 hectares
Other	
ALR:	NA
Waterfront / Floodplain	Beaver Creek
Service Area	NA
Planning Agreement Area	Trail, Montrose, Fruitvale

The subject property is across Highway 22A from the Beaver Creek Provincial Park.

A 4.03-hectare portion of the property designated as a road. This road-right-of way was surveyed in 1911, and registered as road in 1912. This road was the connection between Trail and Fruitvale. With the construction of Highway 3B, the road was no longer needed, and has not been used for a number of years. The road has been officially closed, but the right-of-way still exists.

PROPOSAL

The applicant is proposing to consolidate the unused road right-of-way and return it to the parent parcel.

IMPLICATIONS

The portion of right of way is currently not in use. Active roads are shown as white in the Zoning Bylaw maps. The location of the right-of-way is zoned Rural 1 (RUR1) so if this application was approved, there would be no bylaw amendment required. This right-of-way is not included in the RDKB mapping system.

8792 Highway 22A appears to be accessed through the subject property. Our records do not show a formal easement through the subject property. The MoTI is responsible for considering effects road closures have on legal access and future implications.

ADVISORY PLANNING COMMISSION (APC)

The road closure referral was supported during the January APC meeting with the condition that there would be no negative impact on neighbouring properties.

PLANNING AND DEVELOPMENT COMMENTS

Similar to subdivisions and other referrals to the MoTI, the Planning and Development Department will forward all comments from the APC for consideration.

RECOMMENDATION

That the staff report regarding the Ministry of transportation and Infrastructure referral for a proposed road closure and consolidation for the parcel legally described as Lot 26 Plan NEP800, DL205, Electoral Area ‘A’, be received.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicant Submission

Regional District of Kootenay Boundary

Date: 12/18/2018

Site Location Map

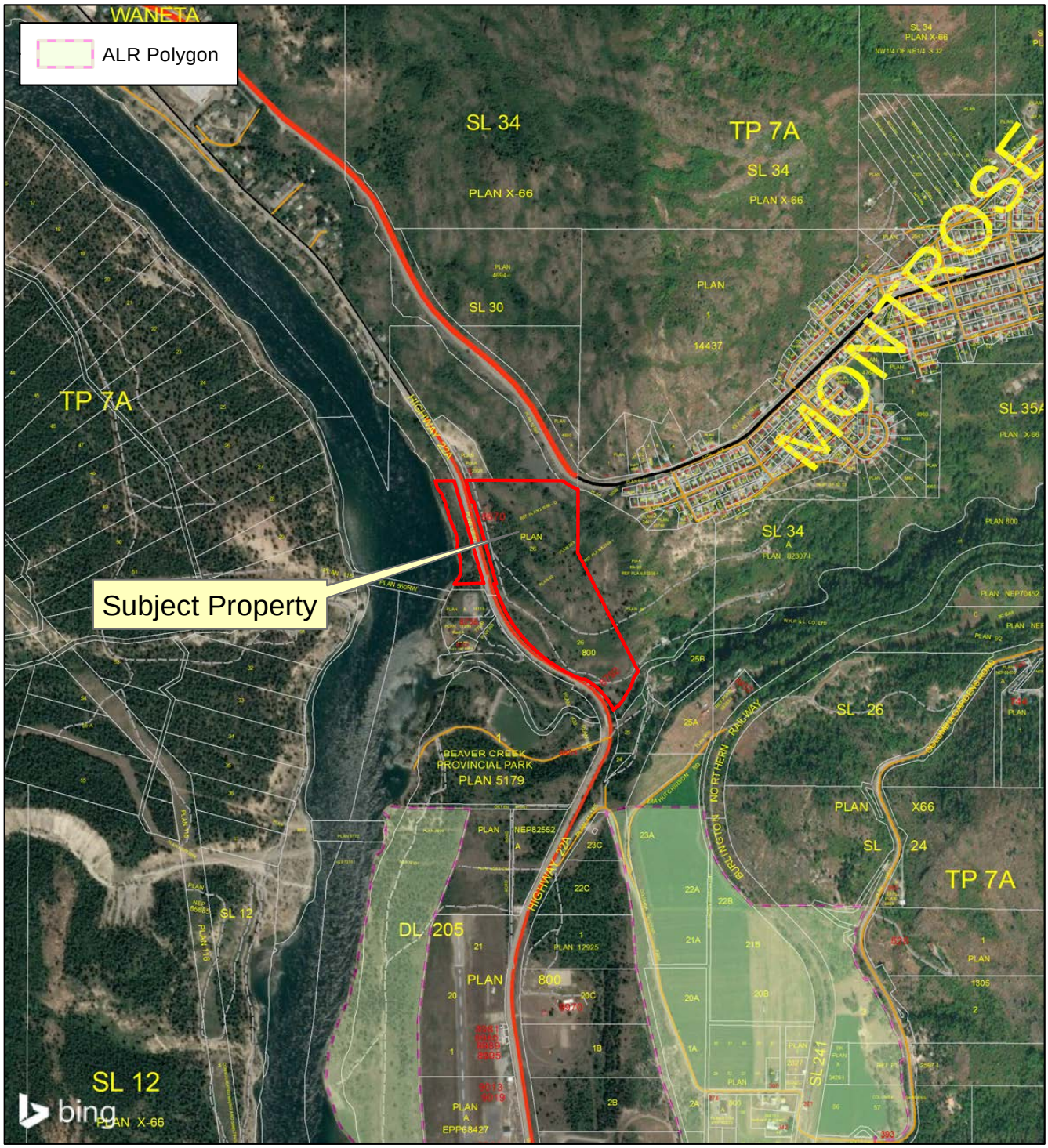
Lot 26, Plan NEP800, District Lot 205 Kootenay Land District, Except Plan 5179, EX PCL A (REF PL 82308I), & EXC PT INC IN PL 14119, 17360, & SRW PL 15510

N

0 150 300 450 600

Meters

1:15,000



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Subject Property Map

Lot 26, Plan NEP800, District Lot 205 Kootenay Land District, Except Plan 5179, EX PCL A (REF PL 82308I), & EXC PT INC IN PL 14119, 17360, & SRW PL 15510

Regional District of Kootenay Boundary

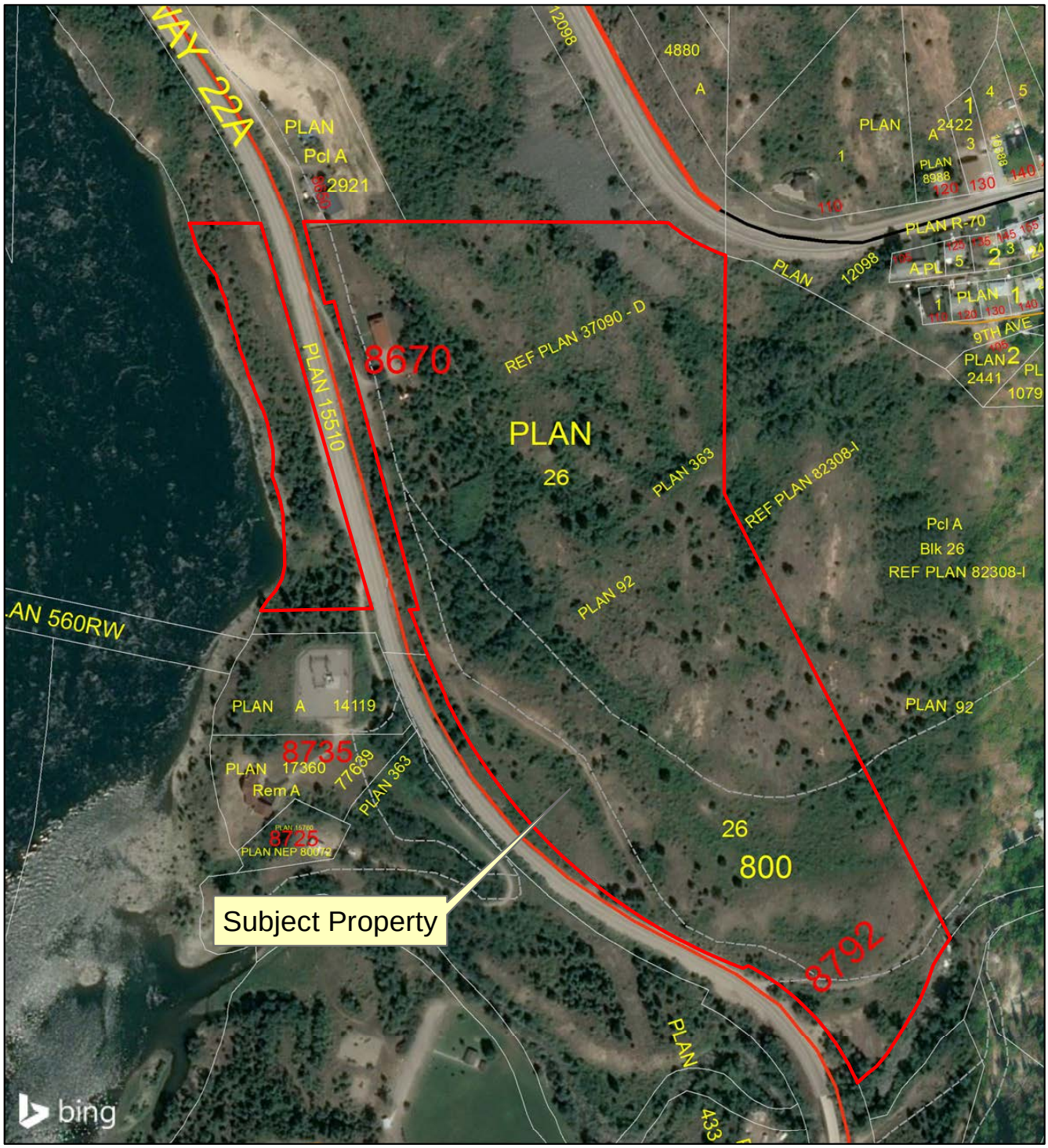
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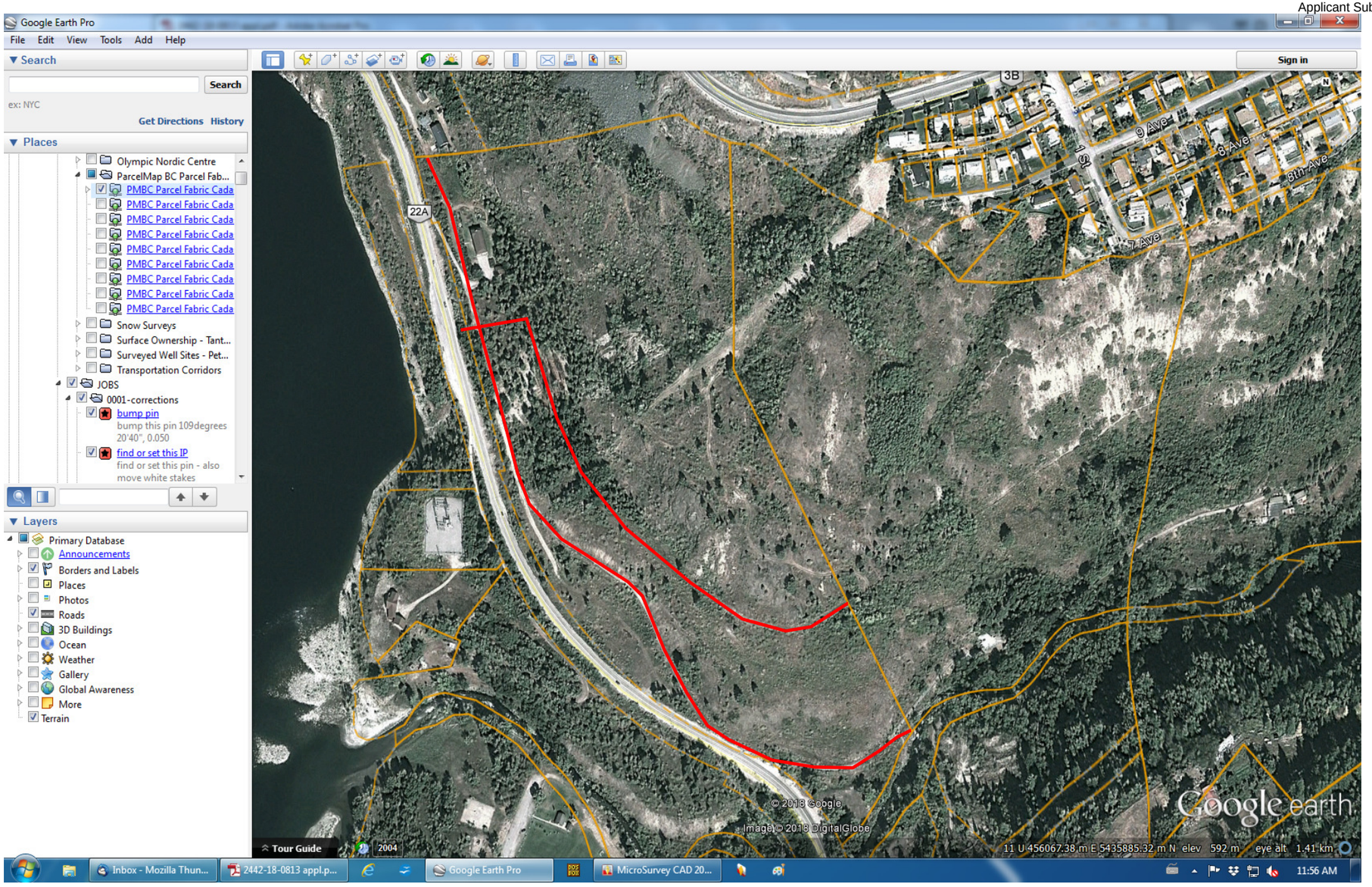
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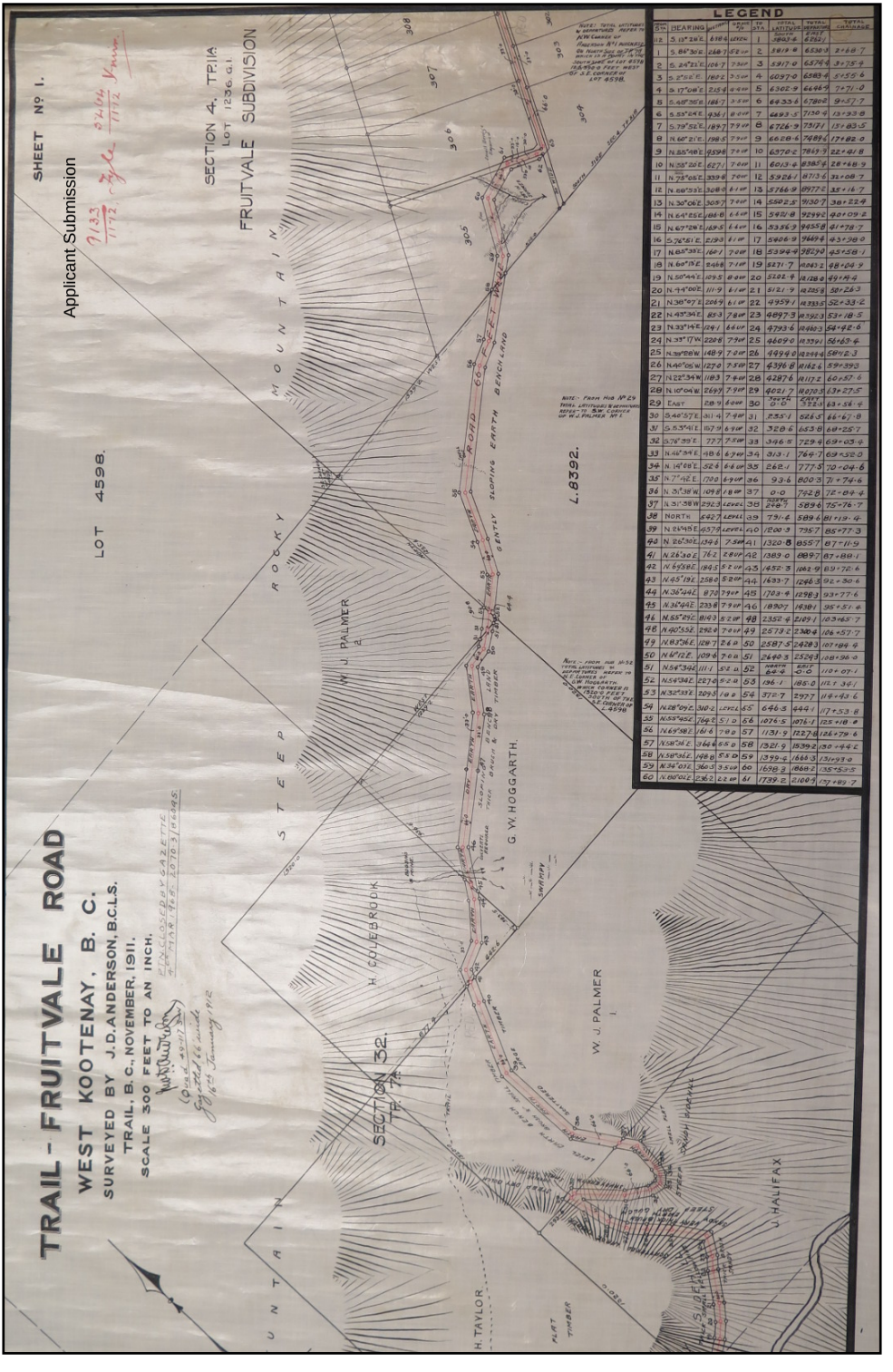
Meters

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Google Earth Pro
File Edit View Tools Add Help
Search
Get Directions History
Places
Olympic Nordic Centre
ParcelMap BC Parcel Fab...
PMBC Parcel Fabric Cada
Snow Surveys
Surface Ownership - Tant...
Surveyed Well Sites - Pet...
Transportation Corridors
JOBS
0001-corrections
bump pin
bump this pin 109degrees 20'40", 0.050
find or set this IP
find or set this pin - also move white stakes
Layers
Primary Database
Announcements
Borders and Labels
Places
Photos
Roads
3D Buildings
Ocean
Weather
Gallery
Global Awareness
More
Terrain
Sign in
22A
3B
9 Ave
8 Ave
8th Ave
7 Ave
© 2018 Google
Image © 2018 DigitalGlobe
Google earth
Tour Guide
11 U 456067.38 m E 5435885.32 m N elev 592 m eye alt 1.41 km
11:56 AM


TRAIL - FRUITVALE ROAD
WEST KOOTENAY, B. C.
SURVEYED BY J.D.ANDERSON, B.C.L.S.
TRAIL, B. C., NOVEMBER, 1911.
SCALE 300 FEET TO AN INCH.
SHEET No I.
Applicant Submission
LOT 4598.
SECTION 4. TP11A
LOT 1236. G.I
FRUITVALE SUBDIVISION
ROCKY MOUNTAIN
STEEP
W. J. PALMER
H. COLEBROOK
G. W. HOGGARTH.
H. TAYLOR
SECTION 32.
TP. 11.
L.8392.
GENTLY SLOPING EARTH BENCHLAND
ROAD 66 FEET
HALIFAX
LEGEND

TRAIL - FRUITVALE ROAD

WEST KOOTENAY, B. C.

SURVEYED BY J.D. ANDERSON, B.C.L.S.

TRAIL, B.C., NOVEMBER, 1911.

SCALE 300 FEET TO AN INCH.

ETN. CLOSED BY GAZETTE 4TH MAR 1968 - 2070-3/B6045

(Quad 49-117 SW)

Gazetted 66 wide 16th January 1912

SEC. 31

COLUMBIA RIVER

J.D. ANDERSON

ROCKY MOUNTAIN

ROCKY RIDGE

STEEP

SECTION 32. TP. 7½

H. COLEBROOK

W. J. PALMER 2

G. H. TAYLOR

G. W. HOGGARTH

LOT 285 G.I.

LARGE ROLLING FLAT BRUSH & LARGE TIMBER

W. J. PALMER 1

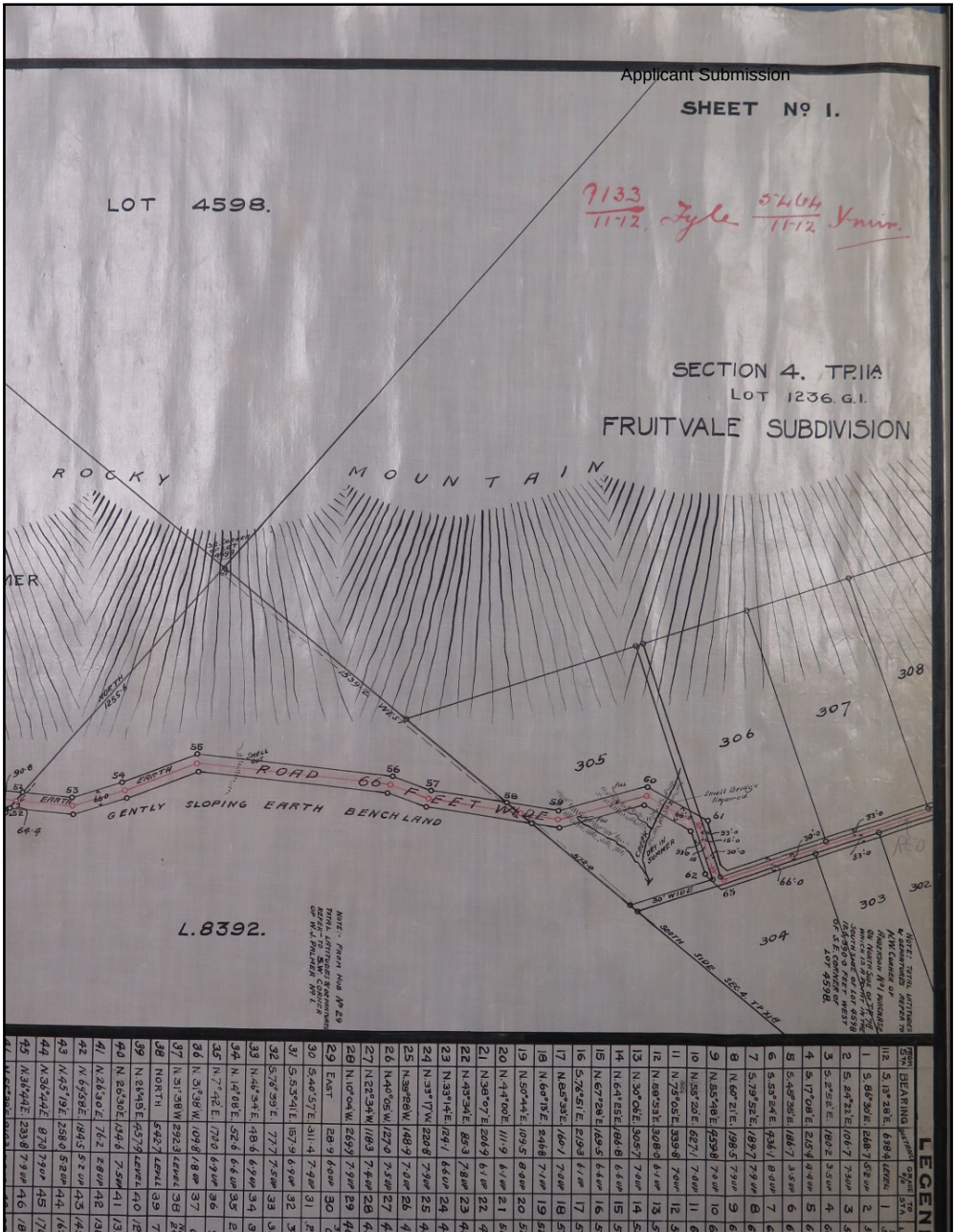
BEAVER CREEK

J. HALIFAX

SWAMPY

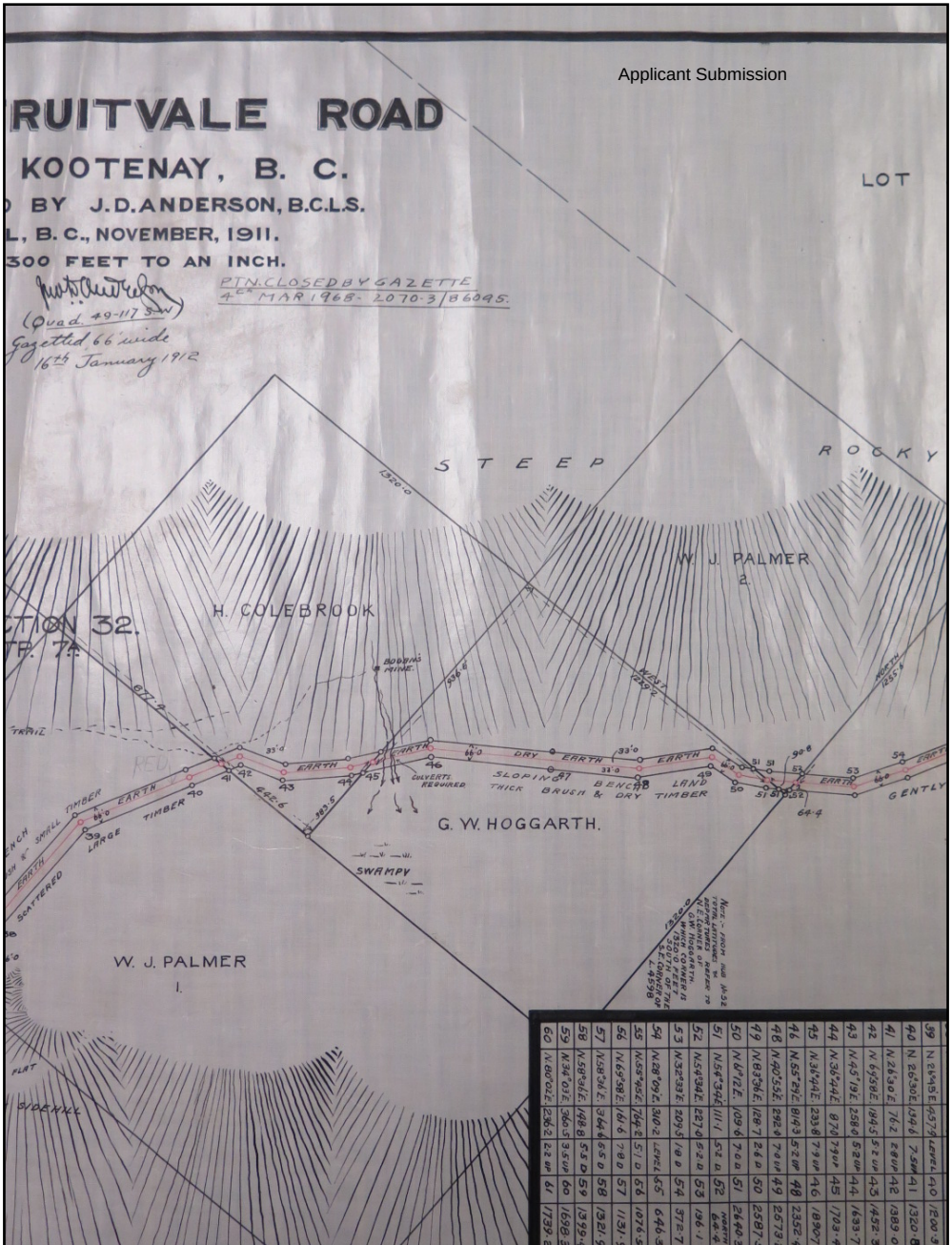
55C/2E

Applicant Submission

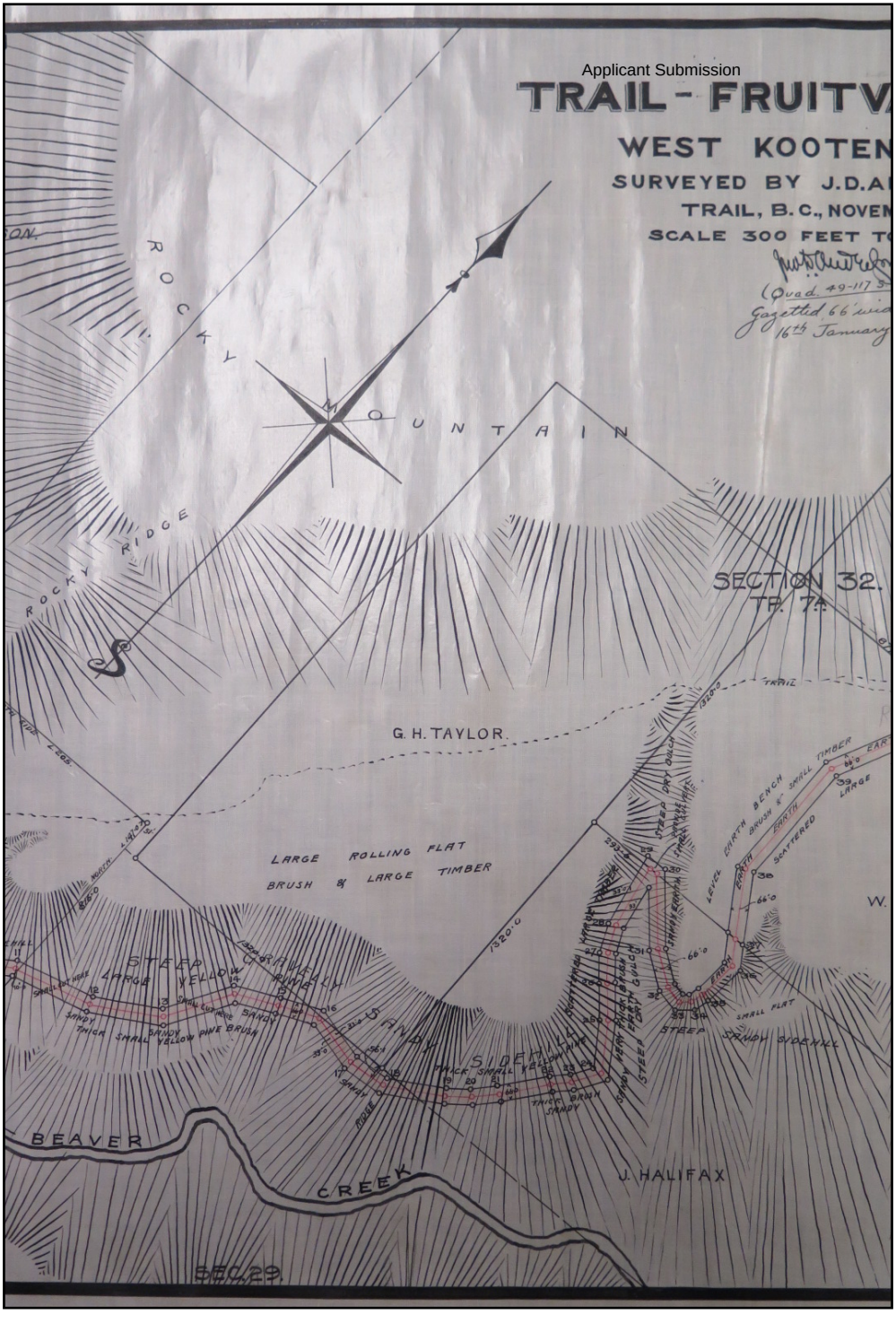


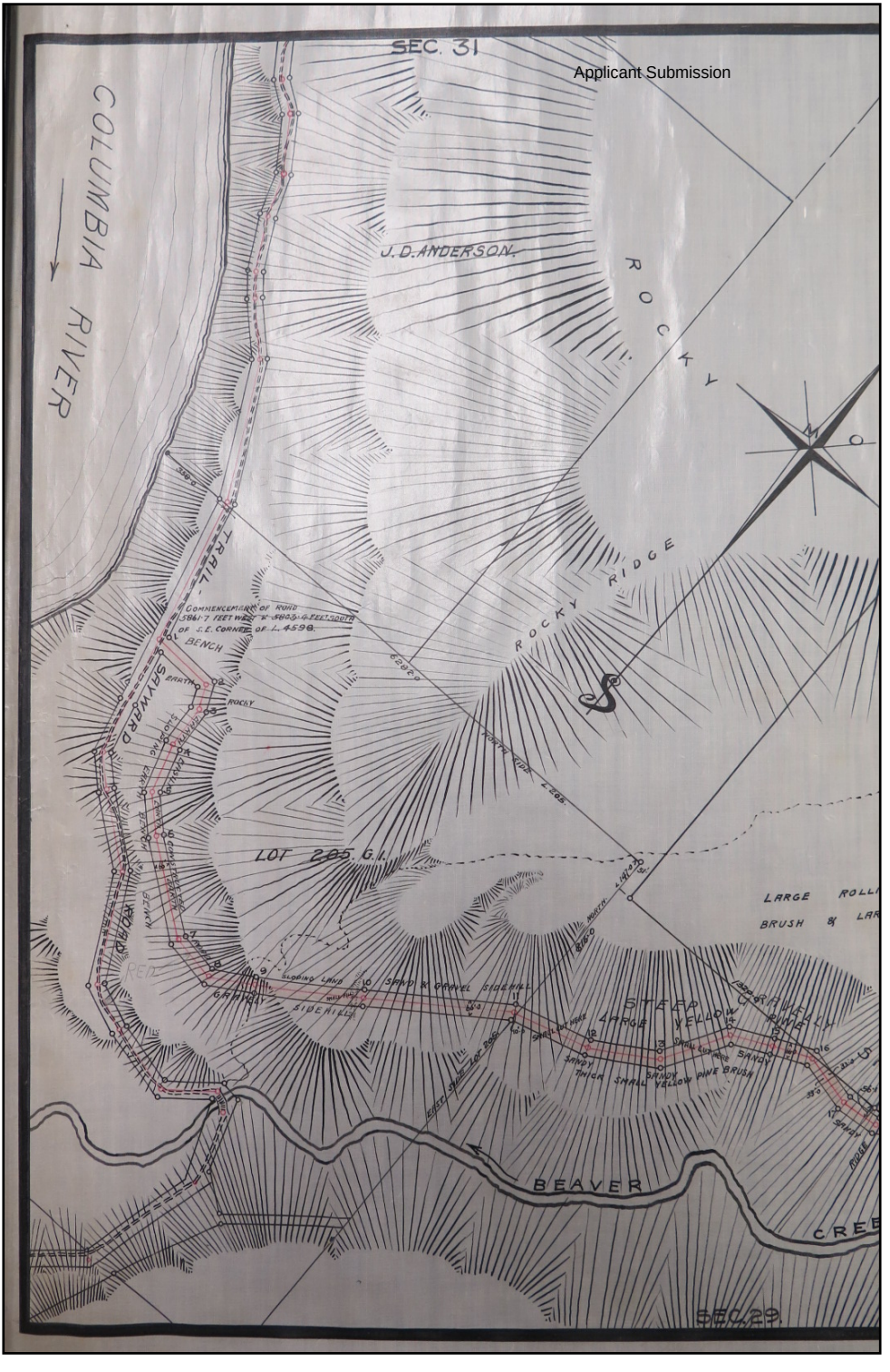
| LEGEND | | |

Applicant Submission



| | | |


Applicant Submission
TRAIL - FRUITV
WEST KOOTEN
SURVEYED BY J.D.A
TRAIL, B.C., NOVEN
SCALE 300 FEET T
Quad. 49-117 3
Gazetted 66 mi
16th January
ROCKY MOUNTAIN
ROCKY RIDGE
SECTION 32.
TP. 7
TRAIL
G.H. TAYLOR.
LARGE ROLLING FLAT
BRUSH & LARGE TIMBER
STEEP GRAVELLY
LARGE YELLOW PINE
SANDY
THICK SMALL YELLOW PINE BRUSH
STEEP SHORT HILL
THICK SMALL
THICK BRUSH
SANDY
LEVEL EARTH BENCH
BRUSH & SMALL TIMBER
EARTH
SCATTERED
LARGE
STEEP
SMALL FLAT
SANDY GRAVELLY
BEAVER
CREEK
J. HALIFAX
SEC. 29.


Applicant Submission
SEC. 31
COLUMBIA RIVER
J.D. ANDERSON.
ROCKY
ROCKY RIDGE
N
TRAIL
COMMENCEMENT MARK OF ROAD 5861.7 FEET WEST & 5803.4 FEET SOUTH OF S.E. CORNER OF L. 4598
BENCH
SEWARD
EARTH
ROCKY
LOT 205 G.I.
NORTH SIDE L 205
LARGE ROLLI
BRUSH & LAR
SLOPING LAND TO SAND & GRAVEL SIDE HILL
GRAVEL
SIDE HILL
SAND & GRAVEL
SCATTERED
SMALL YELLOW PINE BRUSH
SCATTERED LARGE YELLOW PINE
SANDY
THICK SMALL YELLOW PINE BRUSH
SCATTERED SMALL YELLOW PINE BRUSH
SANDY
SCATTERED SMALL YELLOW PINE BRUSH
SANDY
SCATTERED SMALL YELLOW PINE BRUSH
SANDY

Applicant Submission

SHEET No. 4

20.
7A

TRAIL - SAYWARD ROAD

WEST KOOTENAY, B. C.

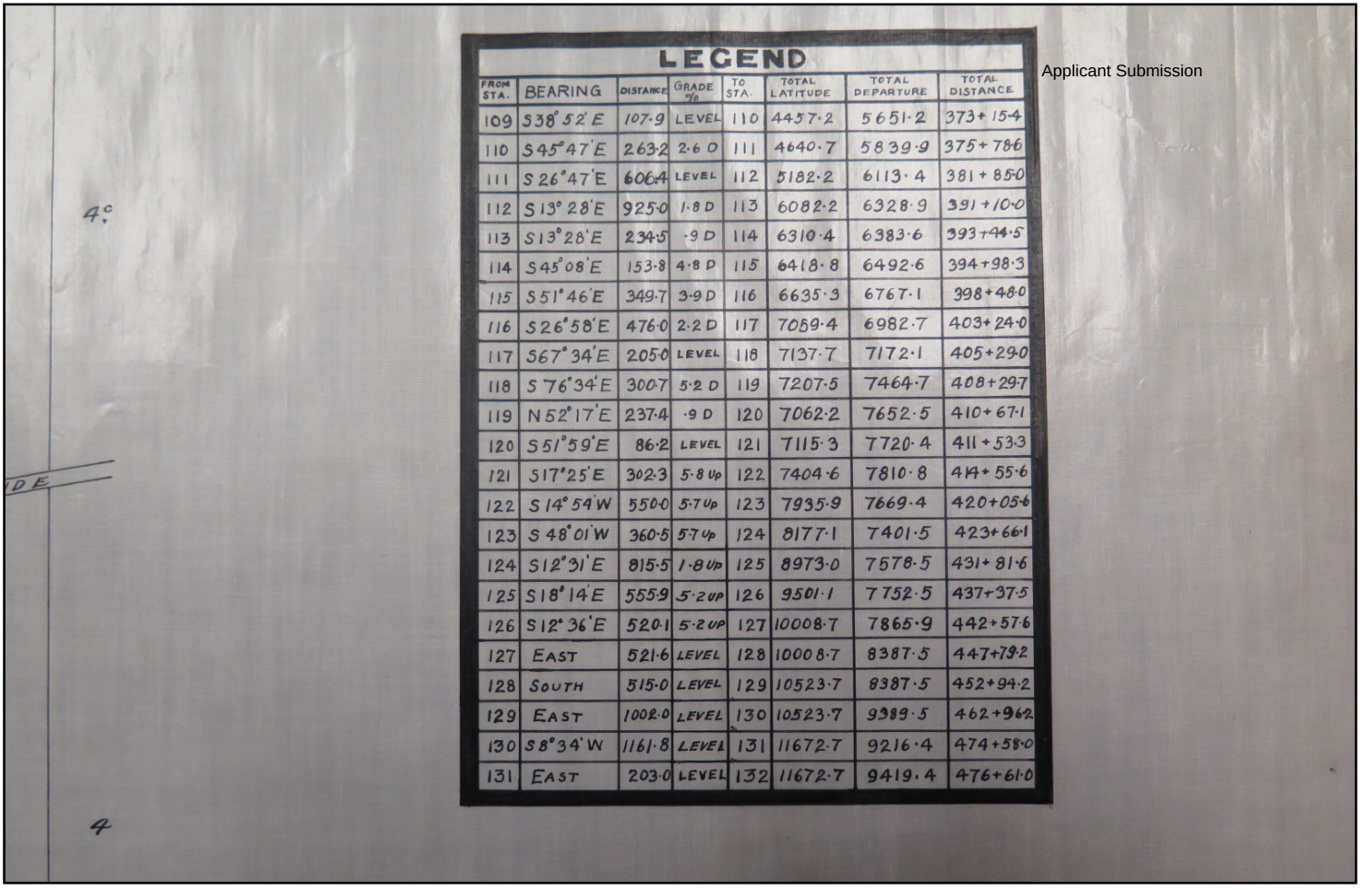
SURVEYED BY J.D.ANDERSON, B.C.L.S.

TRAIL, B.C. OCTOBER, 1911.

SCALE 300 FEET TO AN INCH.

ET SOUTH
05 E.

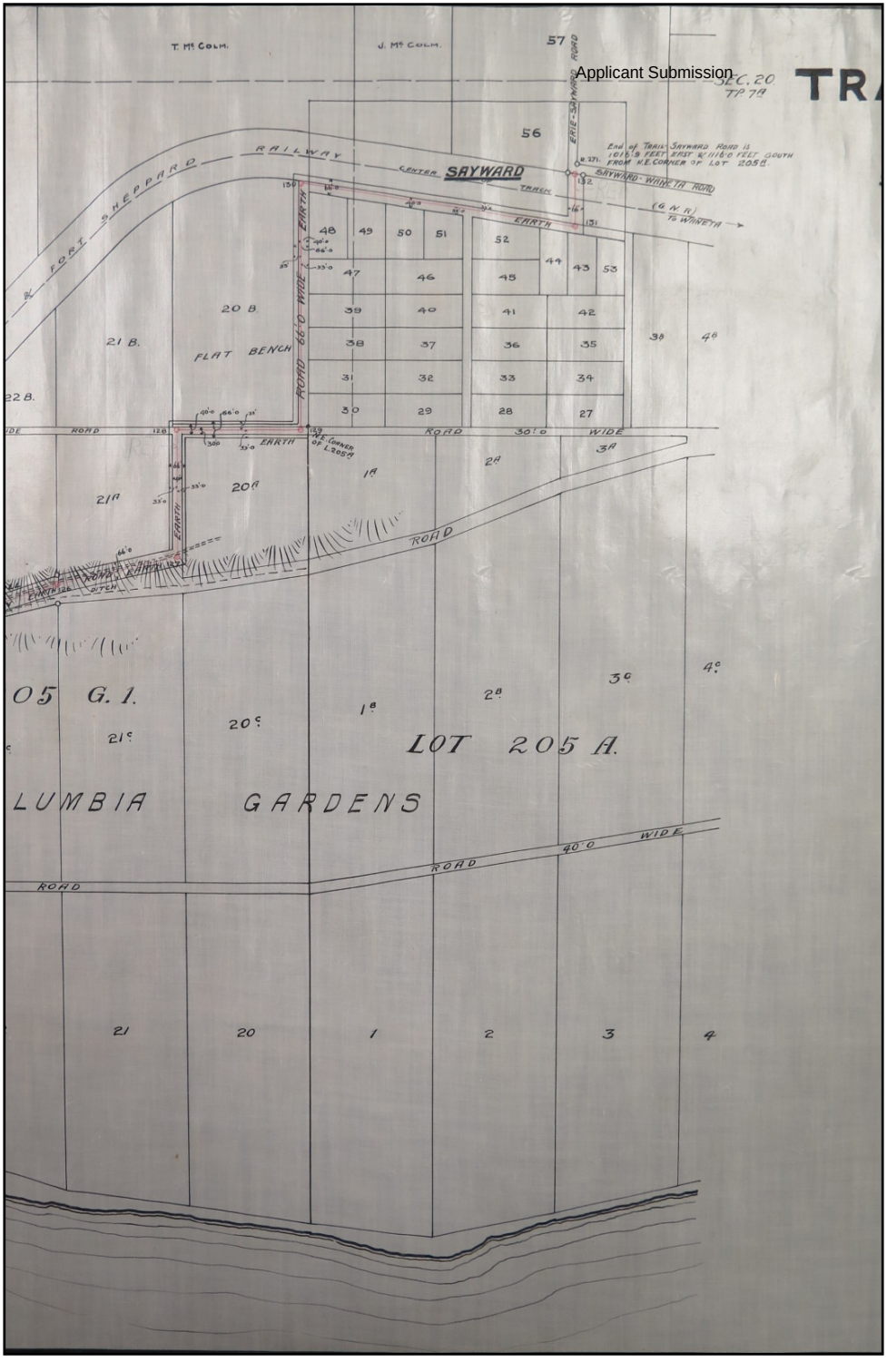
9133A
11-12, Fyle 6139
11-12 Y mix



LEGEND

FROM STA.	BEARING	DISTANCE	GRADE %	TO STA.	TOTAL LATITUDE	TOTAL DEPARTURE	TOTAL DISTANCE
109	S38°52'E	107·9	LEVEL	110	4457·2	5651·2	373+15·4
110	S45°47'E	263·2	2·6 D	111	4640·7	5839·9	375+78·6
111	S26°47'E	606·4	LEVEL	112	5182·2	6113·4	381+85·0
112	S13°28'E	925·0	1·8 D	113	6082·2	6328·9	391+10·0
113	S13°28'E	234·5	·9 D	114	6310·4	6383·6	393+44·5
114	S45°08'E	153·8	4·8 D	115	6418·8	6492·6	394+98·3
115	S51°46'E	349·7	3·9 D	116	6635·3	6767·1	398+48·0
116	S26°58'E	476·0	2·2 D	117	7059·4	6982·7	403+24·0
117	S67°34'E	205·0	LEVEL	118	7137·7	7172·1	405+29·0
118	S76°34'E	300·7	5·2 D	119	7207·5	7464·7	408+29·7
119	N52°17'E	237·4	·9 D	120	7062·2	7652·5	410+67·1
120	S51°59'E	86·2	LEVEL	121	7115·3	7720·4	411+53·3
121	S17°25'E	302·3	5·8 Up	122	7404·6	7810·8	414+55·6
122	S14°54'W	550·0	5·7 Up	123	7935·9	7669·4	420+05·6
123	S48°01'W	360·5	5·7 Up	124	8177·1	7401·5	423+66·1
124	S12°31'E	815·5	1·8 Up	125	8973·0	7578·5	431+81·6
125	S18°14'E	555·9	5·2 Up	126	9501·1	7752·5	437+37·5
126	S12°36'E	520·1	5·2 Up	127	10008·7	7865·9	442+57·6
127	EAST	521·6	LEVEL	128	10008·7	8387·5	447+79·2
128	SOUTH	515·0	LEVEL	129	10523·7	8387·5	452+94·2
129	EAST	1002·0	LEVEL	130	10523·7	9389·5	462+96·2
130	S8°34'W	1161·8	LEVEL	131	11672·7	9216·4	474+58·0
131	EAST	203·0	LEVEL	132	11672·7	9419·4	476+61·0

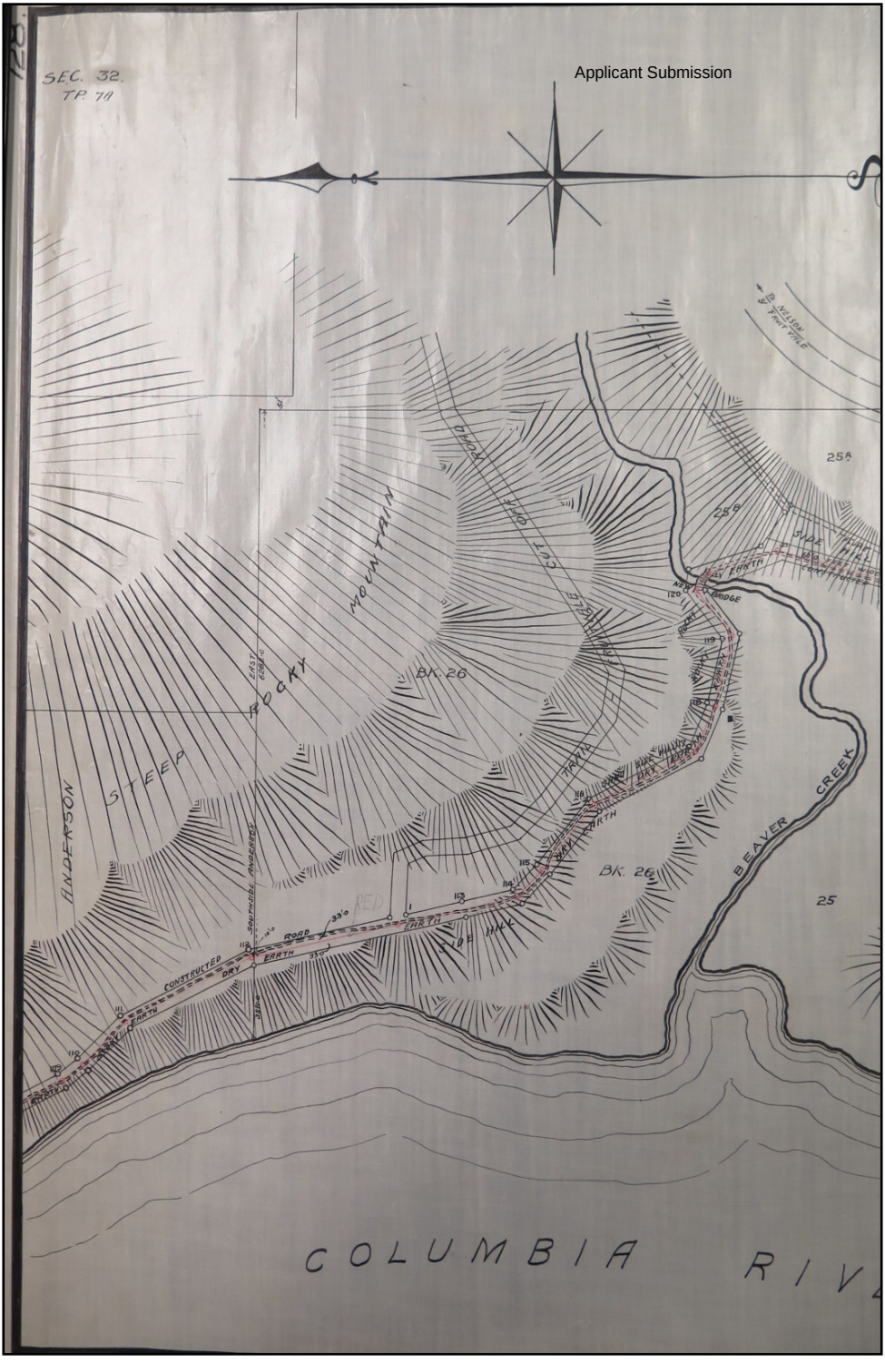

Applicant Submission
LOT 205 G.I.
COLUMBIA GARDENS
LOT 205 A.
COLUMBIA RIVER
SALVADO
ROAD 66.0 WIDE
RIVER ROAD
BEAVER CREEK
LINDERSON
SEC. 29
TWP.
SEC. 32
TWP. 11
SEC. 20
TWP. 11


Applicant Submission
T. Mc COLM.
J. Mc COLM.
57
56
SEC. 20
TP. 7 9
TR
ERIE-SAYWARD ROAD
RAILWAY
CENTER
SAYWARD
TRACK
End of Trail, Sayward Road is 1615.9 FEET, ASIST 1116.6 FEET, SOUTH FROM N.E. CORNER OF LOT 205A.
SAYWARD-WAINETA ROAD
(G.N.R.) To WAINETA
EARTH
ROAD 66'0 WIDE
48
49
50
51
52
47
46
45
44
43
53
20 B.
21 B.
FLAT BENCH
39
40
41
42
38
37
36
35
31
32
33
34
30
29
28
27
22 B.
ROAD
30'0 WIDE
N.E. CORNER OF L.205A
21A
20A
1A
2A
3A
ROAD
05 G. 1.
21c
20c
1B
2B
3c
4c
LOT 205 A.
LUMBIA GARDENS
ROAD
40'0 WIDE
21
20
1
2
3
4

Applicant Submission




Applicant Submission
SEC. 29
T.4 N.
R.5 W. W.M.
TRACK
RIGHT OF W
25A
24A
23A
28
BRIDGE
EARTH
ROCKY MOUNTAIN
BK. 26
BEAVER CREEK
BK. 26
25
24
23
2000.0
1939.0
ROAD
EARTH
COLUMBIA RIVER


Applicant Submission
SEC. 32.
TP. 7N
ROCKY
MOUNTAIN
ANDERSON
STEEP
BK. 26
BK. 26
25A
25B
25
BEAVER CREEK
COLUMBIA
RIV
ROAD
DRY EARTH
CONSTRUCTED
TRAIL
BRIDGE
SLOPE HILL
RED

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Ministry of Transportation and Infrastructure: Road Closure - Grosch		
Date:	January 31, 2019	**File #:**	E-2360-05151.000
To:	Chair Russell and the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

The RDKB has received a road closure referral from the Ministry of Transportation and Infrastructure (MoTI) for a portion of Hall Avenue in Carmi, Electoral Area 'E'/ West Boundary (see attachments).

Property Information	
Owner(s):	Peter Grosch
Agent:	Rob MacDonald, Runalls Denby
Location:	25 Carmi Station Road, Carmi
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	Lots 5-7, Block 2, Plan KAP109, DL 2360, SDYD
Area:	765m^2 (0.19 acres)
Current Use(s):	Residential
Land Use Bylaws	
OCP	NA
Zoning Bylaw	NA
Minimum Parcel Size	NA
Other	
ALR:	NA
Waterfront / Floodplain	NA

HISTORY / BACKGROUND INFORMATION

The subject property is between Dale Avenue, and Hall Avenue. Access to the property is from Carmi Station Road.

The portion of Hall Avenue adjacent to the property is not developed. Properties to the north and south are owned by the Crown. Over time the owner has developed beyond the bounds of their property. There are two cabins within the Hall Avenue right-of-way.

PROPOSAL

The applicant proposes to close a portion of Hall Avenue adjacent to the subject property. This application is part of an attempt to correct property boundaries to include the structures built.

IMPLICATIONS

There are no land use bylaws within this portion of Electoral Area 'E'/West Boundary and, as such, no policies or documents can be referenced regarding the proposed land use or parcel size. No new parcels would be created in this application.

In consideration of applications for road closure, the MoTI will evaluate the application, and determine if conditions of approval are required. This can include:

1. Whether this application will affect road access for any property.
2. What dimensions of the right of way will be consolidated.
    a. The Applicant has not made any indication of dimensions, and has left this up to the MoTI.
3. What parcel(s) the portion of closed road-right-of-way will be consolidated with.

ADVISORY PLANNING COMMISSION (APC)

During the January 7, 2019 Electoral Area 'E'/West Boundary APC meeting:

Discussion/Observations:

- *Current property owner has been there since the 1990s*
- *It's not just the road allowance where there's been incursion, also crown land*
- *Concern for blocking access to crown land on other side of property if right of way is sold*
- *Concerned that if MoTI does approve road closure that the property owner has to pay a fair price*

Recommendation

It was moved by Grant and seconded by Lynn and resolved that the APC recommend to the Regional District that the application not be supported, because:

- *Dealing with the current application doesn't address other incursion on crown land*
- *Approval could frustrate crown disposition of other lots beyond applicants' property*

PLANNING AND DEVELOPMENT COMMENTS

The owner's agent indicated that an application would be made to the Crown for ownership of the developed lands around the subject properties after the road closure application. This is because the dimensions of the road closure (which have not been confirmed) could affect property boundaries.

RECOMMENDATION

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed road closure, for the parcels legally described as Lots 5-7, Block 2, Plan KAP109, DL 2360, SDYD, Carmi, Electoral Area 'E'/West Boundary, be received.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicants' Submission

Regional District of Kootenay Boundary

Site Location Map

Lot 6, Block 2, Plan KAP109
District Lot 2360
Similkameen Div of Yale Land District

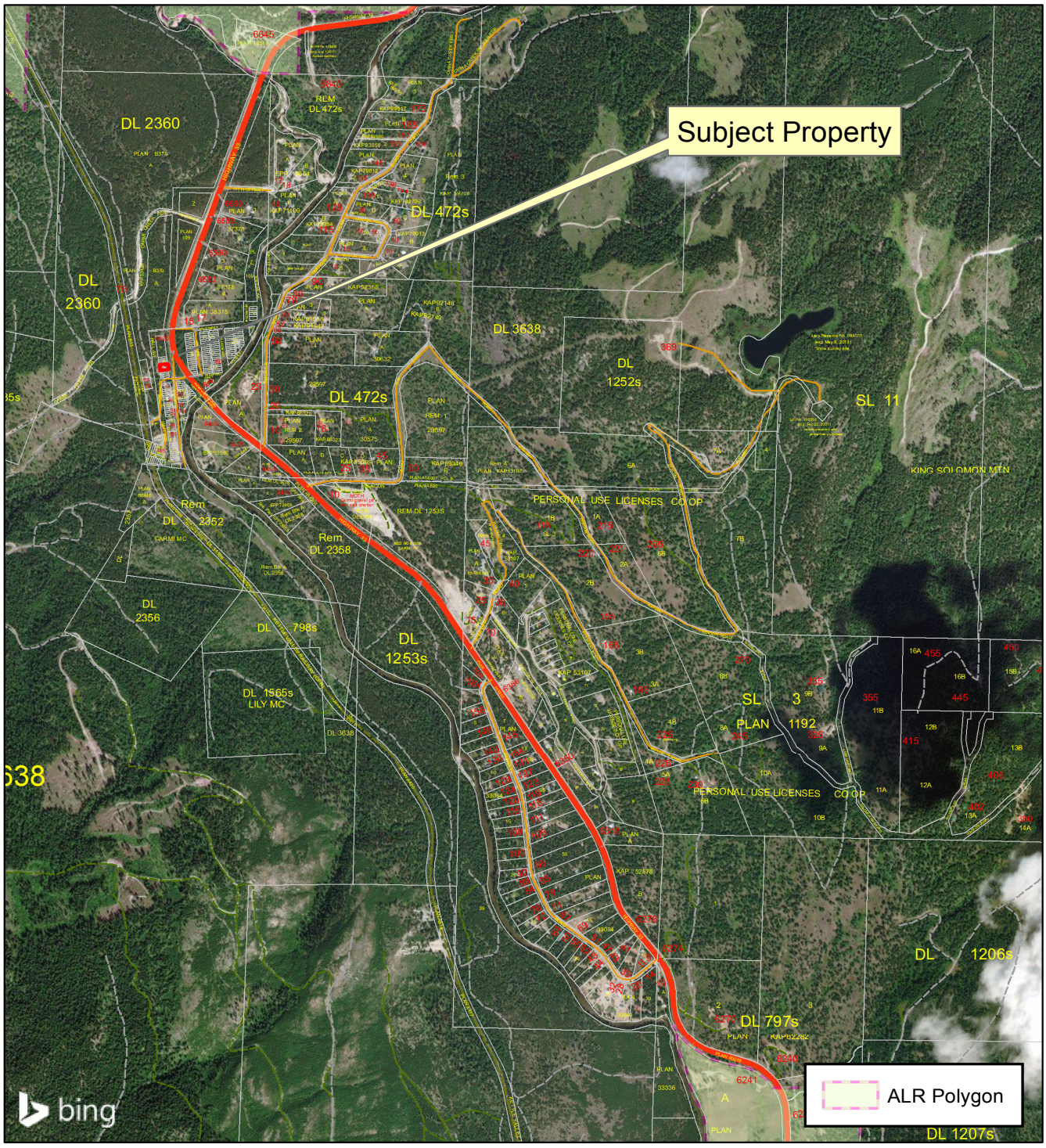
Date: 12/17/2018

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Meters

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Subject Property Map

Lot 6, Block 2, Plan KAP109
District Lot 2360
Similkameen Div of Yale Land District

Date: 12/17/2018

N

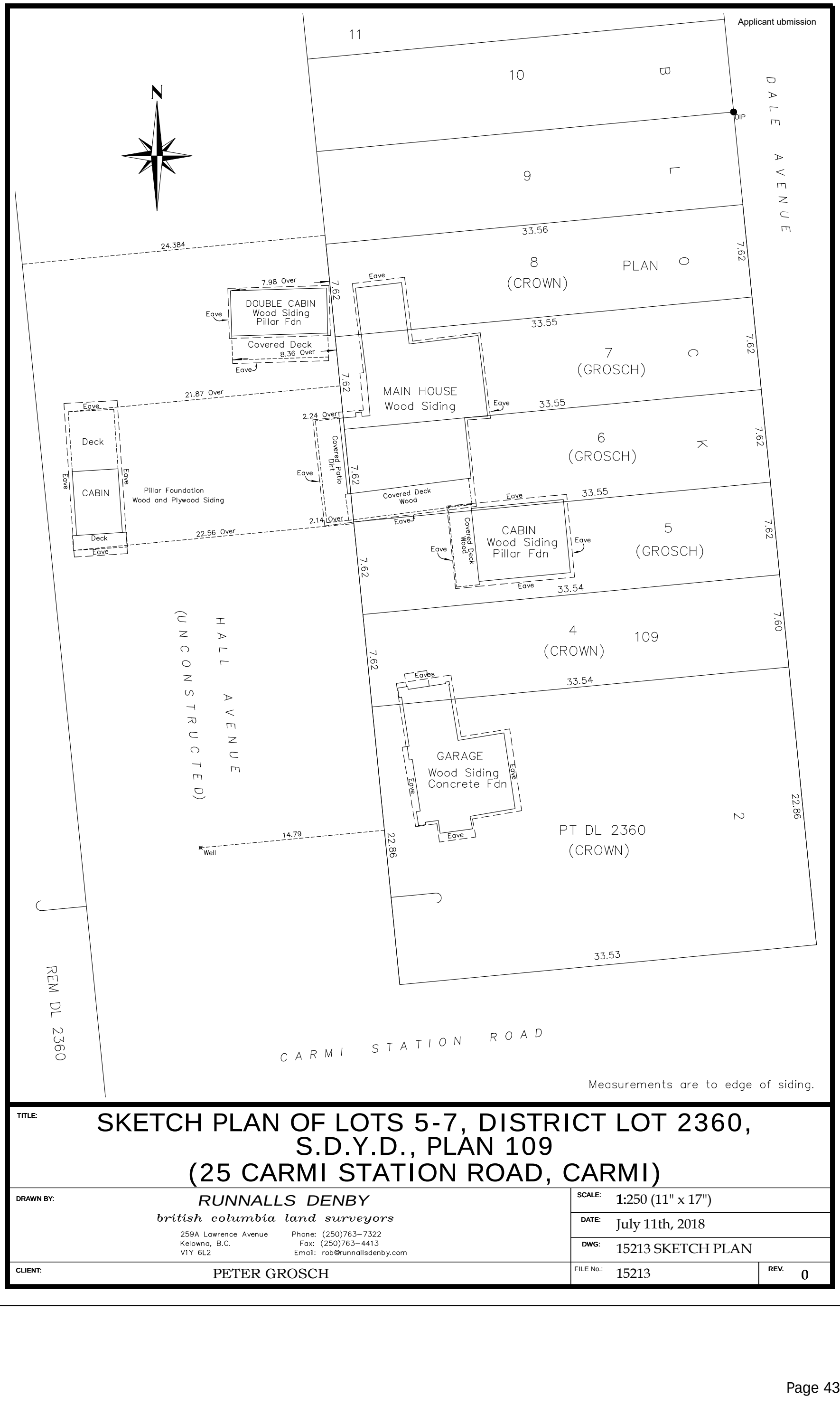
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TITLE:

SKETCH PLAN OF LOTS 5-7, DISTRICT LOT 2360, S.D.Y.D., PLAN 109 (25 CARMI STATION ROAD, CARMI)

DRAWN BY:

RUNNALLS DENBY
british columbia land surveyors
259A Lawrence Avenue
Kelowna, B.C.
V1Y 6L2
Phone: (250)763–7322
Fax: (250)763–4413
Email: rob@runnallsdenby.com

SCALE:	1:250 (11" x 17")
DATE:	July 11th, 2018
DWG:	15213 SKETCH PLAN
CLIENT:	PETER GROSCH
FILE No.:	15213
REV.	0

STAFF REPORT

RE:	Forestry Referral – Interfor – Tree Farm License 8, Management Plan		
Date:	January 31, 2019	**File #:**	I-1-E
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

Interfor has invited the RDKB to comment on a proposed Management Plan for 'Tree Farm Licence 8' in Electoral Area 'E'/West Boundary (See Applicant Submission).

Property Information	
Applicant(s):	West Boundary Community Forest
Agents:	Chris Shelly
Location:	Tree Farm License 8 (TFL 8)
Electoral Area(s):	Electoral Area 'E'/ West Boundary
Area	77,840 hectares
Current Use(s):	Forest
Other	
Land Use Bylaws	NA
ALR	NA
Floodplain	Multiple

HISTORY / BACKGROUND INFORMATION

Tree Farm Licence 8 encompasses 77,480 hectares, over 2 areas within the West Boundary. This includes an area north of Midway and Greenwood, as well as an area west and north of Beaverdell (see, Tree Farm Area Map). The forests are predominately mixtures of Douglas-fir, larch, lodgepole pine and ponderosa pine types at lower elevations. Lodgepole pine and spruce/balsam types are predominant in the higher elevations.

In February 2018 the RDKB was asked to comment on a draft Supply Analysis Report that would be used to create the management plan. The supply analyses:

1. Anticipated to model for a 300 year period for harvesting and reforestation.
2. Describes the information available, assumptions, formulas, and methods used to prepare timber supply analysis. This includes analyses of data of the area, inventories of trees, water systems, plant life and wildlife, as well as assumptions for damage, loss, harvestable trees, as well as un-harvestable areas.

PROPOSAL

Interfor has asked the RDKB to comment on the draft management plan. This management plan is based off the Supply Analysis Plan and comments made by the APC last year. It is the 11th management plan prepared for TFL8.

This management plan is intended to meet the requirements of the Tree Farm Licence Management Plan Regulation (B.C. Reg. 280/2009) and is comprised of three main components.

1. Management Plan that includes a general description of the tree farm licence land base, a brief history of the TFL, the title and a description of each of the publicly available planning documents used to guide forest management and operations in the TFL area, and a summary of the public review and First Nations referral process;
2. Timber Supply Analysis of the short-term and long-term availability of timber for harvesting in the TFL area, including the impact of management practices on the availability of timber;
3. Information Package that includes supporting documentation for the timber supply analysis.

ADVIOSRY PLANNING COMMISSION

The Electoral Area 'E'/West Boundary APC had the following comments and recommendations from their January 7, 2019 meeting:

Discussion/Observations:

- *There was disappointment that the projected AAC isn't taking forest resiliency and sustainability into consideration*
- *Members recalled that the 300 year plan didn't mention climate change*
- *There was discussion about the extraordinarily large cut block sizes we're seeing, in spite of the Kootenay Boundary Higher Level Plan recommending a maximum size of 40 ha*
- *One at Boundary Creek was about 450 ha*
- *One member drove past Chenier today and said you can now see all the way to Baldy after recent logging*
- *Members questioned why 100% of logging was now clear cut*
- *In the past, there was more selective logging*

It was moved by Frank and seconded by Jamie and resolved that the APC recommend to the Regional District that the Management Plan not be supported because we don't see any provision for climate change, insects, disease and increased fire events, and FURTHER, that we encourage the RDKB to advocate to government to improve plan/ operating standards and enforcement to address these issues in Forestry in general.

RECOMMENDATION

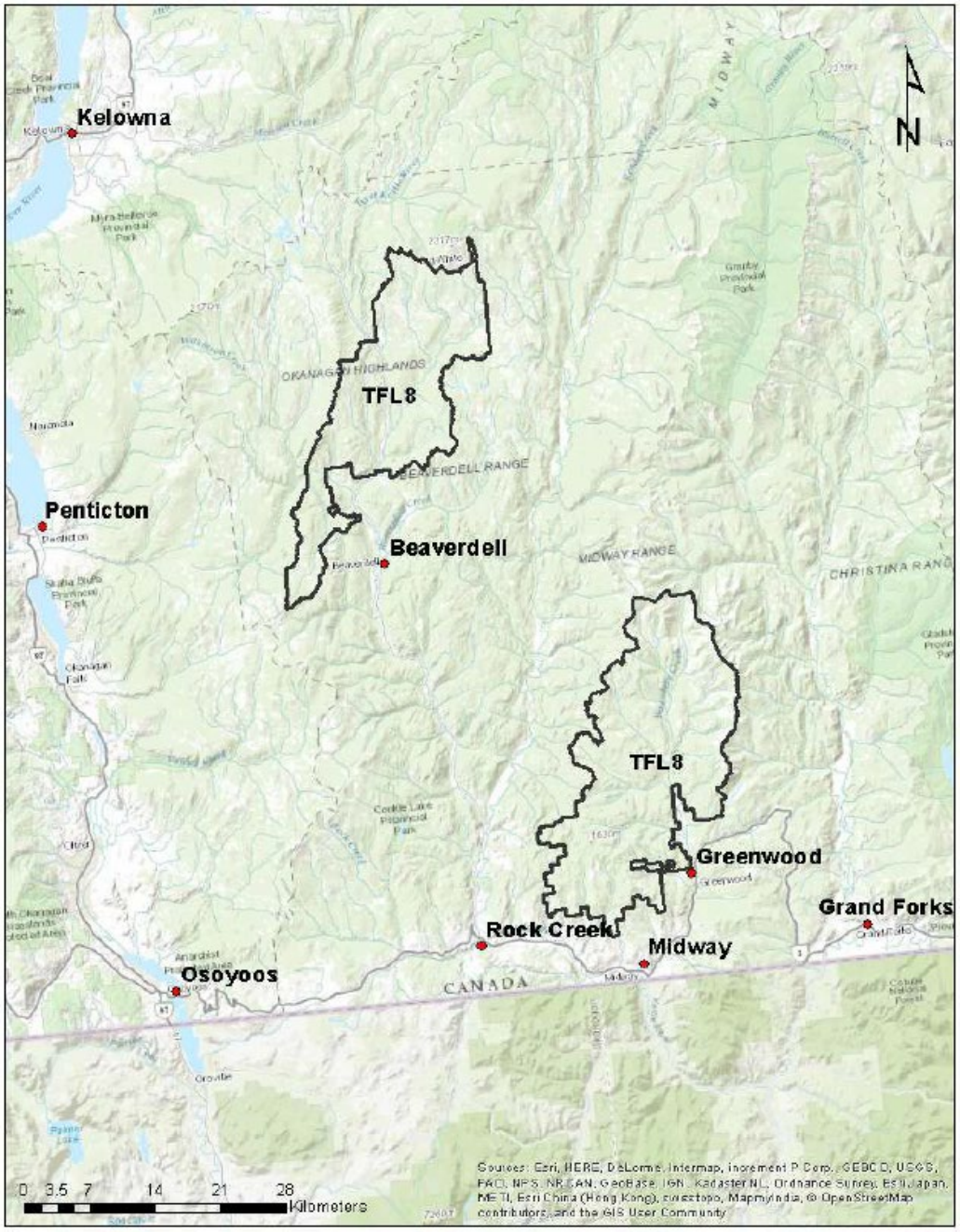
That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report Forestry Referral – Interfor – Tree Farm License 8, Management Plan, which includes the recommendations of the Electoral Area 'E'/West Boundary Advisory Planning Commission, to Interfor for consideration.

ATTACHMENTS

Tree Farm Area Map
Information Package:

- Analysis Report
- Management Plan

TREE FARM AREA MAP



Tree Farm Licence 8

TIMBER SUPPLY ANALYSIS REPORT IN PREPARATION OF MANAGEMENT PLAN #11

Version 1.0

October 15, 2018

Project [1320-2]

Prepared for:

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FORSITE
Forest Management Specialists

Acknowledgements

Forsite would like to acknowledge and thank the following people who made significant contributions that were instrumental in the completion of this project:

- Chris Shelley, RPF (Interfor)
- Randy Waterous, RFT (Interfor)
- Jeff Stone, RPF, RPBio (FLNRO)
- Jim Brown, RPF (FLNRO)
- Dean Christianson, RPF (FLNRO)
- Bree Matthewman (FLNRO)

Executive Summary

This report documents the timber supply analysis for Management Plan #11 for Tree Farm Licence 8 (TFL 8) held by Interfor Corporation. Reviews of the projected timber supply for Tree Farm Licences are typically completed once every ten years to capture changes in data, practices, policy or legislation influencing forest management. The previous analysis for TFL 8 was completed in 2007 with an Annual Allowable Cut (AAC) determination of 186,000 m^3/year made on April 1, 2009. The current timber supply analysis will provide information for the Chief Forester to be used in making a new AAC determination to be in place by March 31, 2019.

The timber supply analysis provides forecasts of future harvest levels over time with consideration of a wide range of physical, biological, social and economic factors. These factors encompass both the timber and non-timber values found in our forests and ensure that timber harvesting objectives are balanced against social and ecological values such as wildlife, biodiversity, watershed health, and recreational opportunities.

An Information Package (IP) that provides detailed technical information and assumptions regarding current forest management practices, policy and legislation for use in this analysis underwent 60 days of public review beginning in February 2018, and was accepted by the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRO) in late April, 2018. An updated Information Package that reflect changes made in response to the public review is included in Appendix 1.

This report focuses on a forest management scenario known as the "Base Case" scenario that reflects current management practices in TFL 8. A number of sensitivity analyses are also presented that assess how results might be affected by uncertainties in data or assumptions. Together, these analyses form a solid foundation for discussions with government, First Nations, and stakeholders in the determination of an appropriate timber harvesting level.

TFL 8 consists of approximately 77,189 hectares of crown land in the southern interior of British Columbia and has two distinct units. The south block is located north of Greenwood in the Boundary Creek area, and the north block is located in the Trapping Creek and Carmi Creek drainages north of Beaverdell. The main changes affecting forest management since the 2007 analysis include:

- Establishment of spatial old growth management areas (OGMAs)
- Establishment of new Wildlife Habitat Areas (WHAs), primarily to protect habitat for Williamson's Sapsucker
- Completion of the Williamson's Sapsucker Recovery Strategy that classifies critical habitat and defines best management practices to maintain this habitat

The Base Case scenario maintains the current AAC for a period of 20 years, after which the harvest level reduces by 3% to the mid-term level of 180,900 m^3/year. The transition to the long-term harvest level of 207,500 m^3/year begins 50 years later (Figure 1). When compared to the 2007 analysis, the mid-term harvest level for the Base Case is about 2.7% lower, and the long-term level is about 0.7% lower.

Limiting ECA to 30% in all watershed units resulted in a 3.0% reduction in harvest levels in the short-term, and a 2.8% reduction in the mid-term. The duration that the initial harvest can be sustained is also 5 years less than for the Base Case. However, long-term harvest levels were not affected significantly.

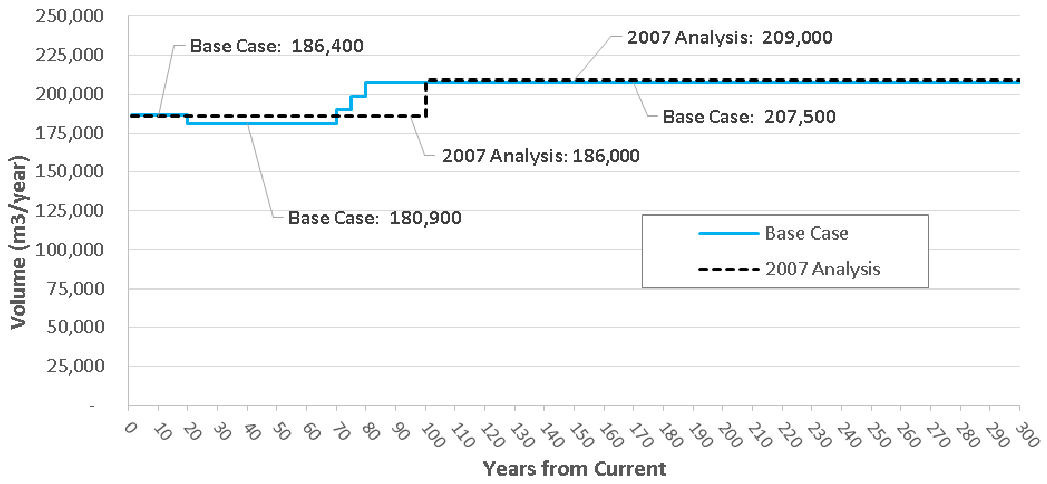


Figure 1 Base Case harvest projection

Sensitivity analyses revealed that the short, mid, and long-term levels were significantly reduced by using the Provincial Site Productivity Layer for managed stand site indices rather than site indices from a Site Index Adjustment project completed in 2006. The short and mid-term harvest levels were also sensitive to an increase in minimum harvest age.

With respect to yield estimates, the mid-term and long-term harvest levels were sensitive to changes in managed stand yields, while short-term harvest levels were sensitive to reductions in natural stand yields. These results suggest that the harvest flows are quite sensitive to factors that affect the transition between harvest of natural stands and managed stands.

Harvest levels were also affected by the Base Case decision to limit the area harvested within small cutblocks, particularly in the short and mid-term. Removing this objective increased the short and mi-term harvest levels by 3.6% and 1.4% respectively.

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List of Acronyms

AAC	Annual Allowable Cut
AP	Analysis Report
AU	Analysis Unit
BCTS	BC Timber Sales
BEC	Biogeoclimatic Ecosystem Classification
DBH	Diameter at Breast Height
ESSF	Engelmann Spruce Sub-alpine Fir
FLNRO	Ministry of Forests, Land, Natural Resource Operations and Rural Development
ICH	Interior Cedar Hemlock
IDF	Interior Douglas-Fir
IP	Information Package
KBLUP	Kootenay Boundary Land Use Plan
LRSY	Long Range Sustained Yield
LU	Landscape Unite
MAI	Mean Annual Increment
MDWR	Mule Deer Winter Range
MS	Montane Spruce
NDT	Natural Disturbance Type
NRL	Non-Recoverable Losses
OGMA	Old Growth Management Area
PFLB	Product Forest Landbase
SIC	Snow Interception Cover
TFL	Tree Farm Licence
THLB	Timber Harvesting Land Base
TIPSY	Table Interpolation of Stand Yields
VDYP	Variable Density Yield Projection
VEG	Visually Effective Green-up
VQO	Visual Quality Objective
VRI	Vegetation Resource Inventory
WHA	Wildlife Habitat Area

Document Revision History

Version	Date	Description
1.0	October 2018	Initial Analysis Report

1 Introduction

This Timber Supply Analysis Report for Tree Farm Licence 8 (TFL 8) has been prepared by Forsite Consultants Ltd. on behalf of Interfor Corporation, Grand Forks Division. Reviews of the projected timber supply for Tree Farm Licences are typically completed once every ten years to capture changes in data, practices, policy or legislation influencing forest management. The previous analysis for TFL 8 was completed in 2007 with an Annual Allowable Cut (AAC) determination on April 1, 2009. The current timber supply analysis is being completed as part of Management Plan #11, and is working toward a new AAC determination to be in place by March 31, 2019.

The timber supply analysis provides forecasts of future harvest levels over time with consideration of a wide range of physical, biological, social and economic factors. These factors encompass both the timber and non-timber values found in our forests and ensure that timber harvesting objectives are balanced against social and ecological values such as wildlife, biodiversity, watershed health, and recreational opportunities.

An Information Package (IP) that provides detailed technical information and assumptions regarding current forest management practices, policy and legislation for use in this analysis underwent 60 days of public review beginning in February 2018, and was accepted by the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRO) in late April, 2018. An updated Information Package that reflect changes made in response to the public review is included in Appendix 1.

The Analysis Report (AP) summarizes the results of the timber supply analysis for the Base Case scenario which is intended to reflect current management practices on the TFL. It includes two alternative harvest flows, as well as a number of sensitivity analyses intended to provide insight into how results may be affected by uncertainties in data or assumptions. This analysis report provides a focus for public discussion, and will provide British Columbia's Chief Forester with much of the information that is needed to make an informed AAC determination. This report does not define a new AAC, and is intended only to provide insight into the likely future timber supply of TFL 8. The final harvest will be determined by the Chief Forester and published along with a rationale in an AAC Determination document.

2 Description of Tree Farm Licence 8

2.1 LOCATION

TFL 8 consists of approximately 77,189 hectares of crown land and has two distinct units. The south block is located north of Greenwood in the Boundary Creek area, and the north block is located in the Trapping Creek and Carmi Creek drainages north of Beaverdell (Figure 2).

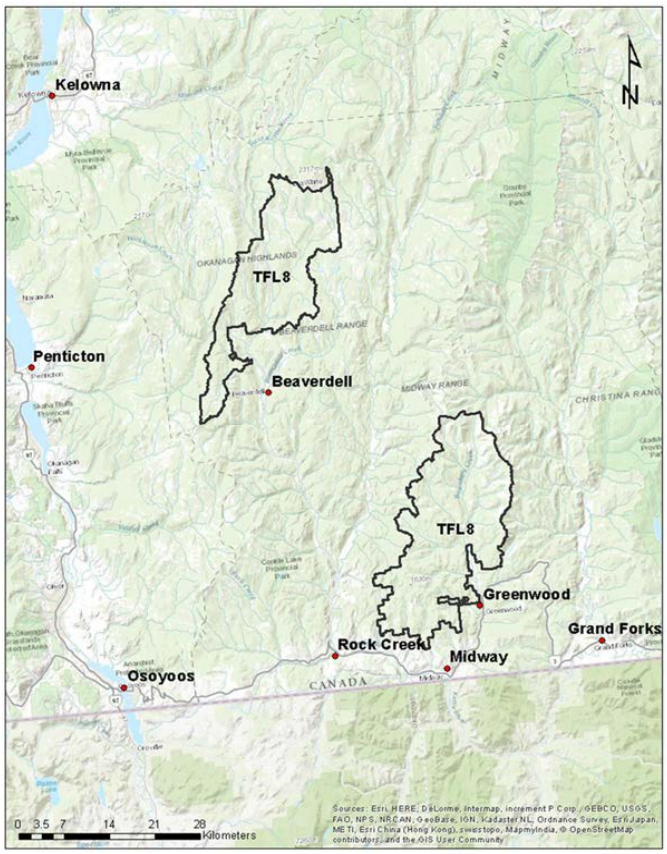


Figure 2 Location of Tree Farm Licence 8

2.2 CURRENT ATTRIBUTES

2.2.1 SPECIES

The forests in TFL 8 are predominately mixtures of Douglas-fir, larch, lodgepole pine and ponderosa pine types at lower and mid elevations, and lodgepole pine and spruce/balsam types at the higher elevations. The individual species composition for the Timber Harvesting Land Base (THLB) and non-THLB is shown in Figure 3. The predominant species on the THLB is lodgepole pine (42.3%).

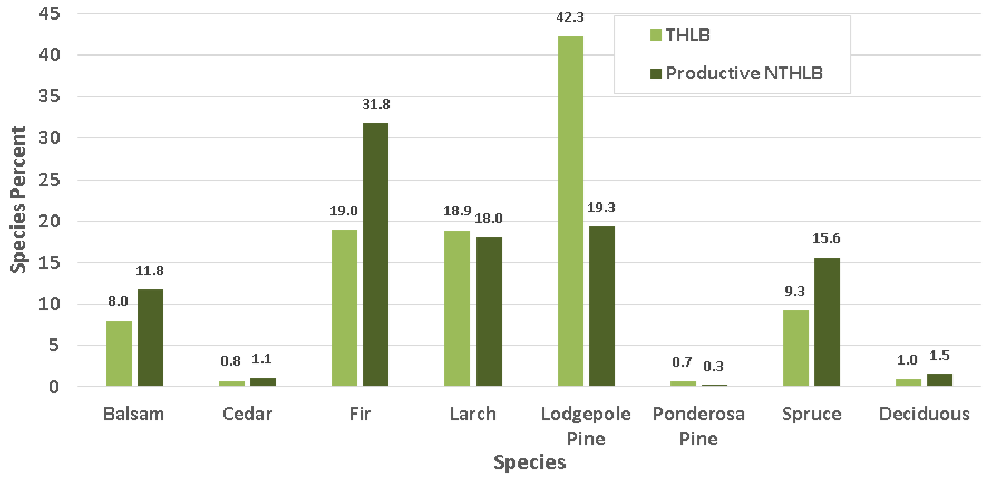


Figure 3 Overall species composition derived from individual stand composition percentages

2.2.2 AGE CLASS

The age class distribution for TFL 8 is illustrated in Figure 4. Over half of the THLB (51%) is less than 50 years of age, reflecting the harvest history on the TFL. In contrast, almost half (47%) of the non-THLB is 200 years or older.

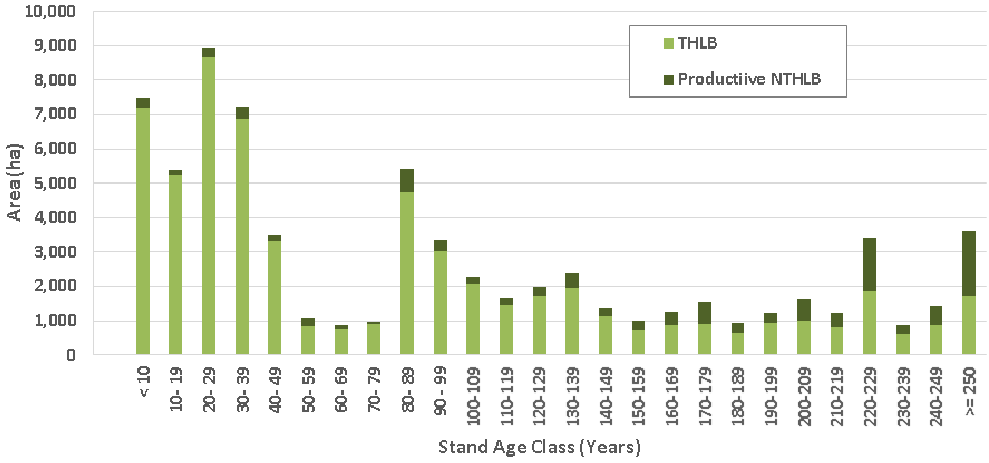


Figure 4 Age class distribution

2.2.3 BIOGEOCLIMATIC CLASSIFICATION

Biogeoclimatic zones include the Montane Spruce, Interior Douglas-fir, Interior Cedar Hemlock, and Engelmann Spruce Subalpine Fir zones (Figure 5). Almost half (49.6%) of TFL 8 is classified as MS dm1, followed by the IDF dm1 (19.2%), ICH mk1 (12.1%), ESSF dc1 (9.9%), ESSFmh (5.3%), ESSFdc2 (3.1%), and ESSFdcw (0.8%).

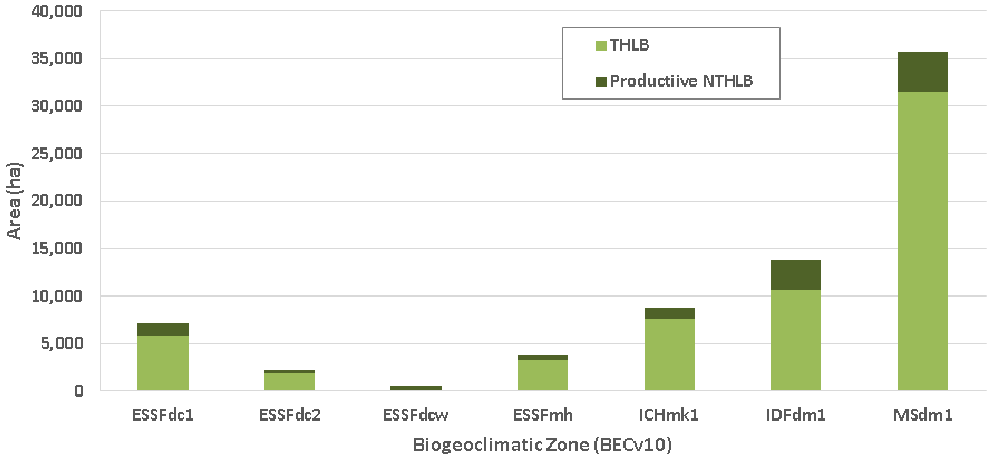


Figure 5 BEC zone/subzone distribution

3 Timber Supply Analysis Assumptions

3.1 LAND BASE DEFINITION

The Productive Forest Land Base (PFLB) is the subset of the TFL that is forested and able to contribute toward non-timber values such as biodiversity. It excludes non-crown land, non-forest and non-productive areas.

The Timber Harvesting Land Base (THLB) is the subset of the TFL where timber harvesting is anticipated to occur now or in the future. The THLB excludes areas that are inoperable or uneconomic for timber harvesting, or are otherwise reserved for non-timber values. The THLB is contained entirely within the PFLB. Table 1 summarizes the PFLB and THLB for TFL 8 used to develop the Base Case scenario.

Table 1 TFL 8 land base area summary

	Gross Area (ha)	Productive Area (ha)	Net Area (ha)	Percent of Total Area (%)	Percent of PFLB (%)
Total Land Base (incl. fresh water)	**77,656**		**77,656**	**100.0%**	
less:					
Private Land	467		467	0.6%	
Total TFL (incl. fresh water)			**77,189**	99.4%	
less:					
Non-Forest	3,024		2,790	3.6%	
Non-Productive Forest	1,118		1,116	1.4%	
Existing Roads	1,347		1,276	1.6%	
Hydro line right-of-way	27		26	0.0%	
Productive Forest Land Base			**71,981**	**92.7%**	**100.0%**
less:					
Non-commercial cover	212	207	207	0.3%	0.3%
Environmentally Sensitive Areas	1,621	1,476	1,476	1.9%	2.1%
Unstable Terrain	475	363	326	0.4%	0.5%
Low Site	1,030	755	383	0.5%	0.5%
Deciduous	235	230	229	0.3%	0.3%
Non-merchantable	472	397	335	0.4%	0.5%
Riparian Areas	2,326	2,051	1,920	2.5%	2.7%
Wildlife Habitat Areas	531	484	473	0.6%	0.7%
Recreation Sites/Reserves	209	118	89	0.1%	0.1%
Trans Canada Trail	48	11	7	0.0%	0.0%
Old Growth Management Areas	6,564	6,162	5,090	6.5%	7.1%
Existing Wildlife Tree Patches	918	870	679	0.9%	0.9%
Wildlife Tree Retention (Aspatial, Estimated)			**479*	0.6%	0.7%
Timber Harvesting Land Base (current)			**60,285**	**77.6%**	**83.8%**
less:					
Future Wildlife Tree Retention (Aspatial)			**2,036*	2.6%	2.8%
Williamson's Sapsucker Retention (Aspatial)			*318	0.4%	0.4%
Future Roads (Aspatial)			***605*	0.8%	0.8%
Timber Harvesting Land Base (future)			***57,326***	**73.8%**	**79.6%**

* Aspatial netdowns are applied in the model but are not reflected in the GIS dataset areas

** Applied as a yield table reduction

3.2 FOREST COVER INVENTORY

The base forest cover inventory for TFL 8 was completed to Forest Cover (FC1) inventory standards in 1994 from colour 1:15,840 scale aerial photographs flown in 1992. This inventory has been maintained and updated periodically by Interfor for changes resulting from logging, fires, regeneration status and other disturbances. In 2017, Interfor provided this inventory to FLNRO for conversion to the provincial digital standard so that subsequent updates can be completed by the province using the annual RESULTs data for harvesting and silviculture submitted by Interfor. The inventory was projected to January 1st, 2016 during the conversion.

As a result of changes made to the mapped location of the TFL 8 boundary to match TRIM mapping, there are areas within the revised boundary that were not covered by the original forest inventory. This was discussed with Forest Analysis Branch and it was agreed that Interfor would use information such as recent imagery and adjacent polygon attributes to "fill-in" missing areas (approximately 530 hectares) for use in this timber supply analysis.

The date chosen for the start of the harvest forecasts is January 1, 2018. The inventory was updated for all harvested blocks and blocks planned for harvest prior to December 31st, 2017, and ages for all other polygons in the inventory incremented two years to adjust them from the January 1st, 2017 projection date in the initial inventory.

3.3 MANAGEMENT PRACTICES

Management practice assumptions can be grouped into three broad categories, including Integrated Resource Management, Silviculture, and Harvesting.

3.3.1 INTEGRATED RESOURCE MANAGEMENT

Forest cover requirements and/or disturbance limits are applied within the timber supply model to accommodate the timber and non-timber resource objectives. These requirements are used by the model to limit harvesting within the THLB. The forest estate model used for this analysis (PATCHWORKS ™) does not require that unique, mutually exclusive zones be established to model non-timber resource requirements. Rather, stands are assigned to non-timber values based on their geographic location to allow targets to be formulated for those values in the modeling framework. In general, a single stand will often belong and contribute to the status of more than one non-timber resource. Table 2 summarizes the modelling assumptions for non-timber values used in the Base Case scenario.

Table 2 Summary of non-timber values and modelling assumptions

Non-Timber Value	PFLB Area (ha)	THLB Area (ha)	Forest Resource Requirements
Visual Quality	6,559	6,004	Maximum disturbance limit defined by Visual Quality Objective (VQO). Visually Effective Greenup (VEG) height for each VQO polygon defined by the slope classes within the polygon. Modelled as a disturbance limit (e.g. maximum 14.2% < 6.9 metres tall) on the PFLB portion of the VQO polygon.
Mule Deer Winter Range	5,349	3,890	Minimum retention of Snow Interception Cover (SIC) within a mule deer winter range (MDWR) planning cell. SIC age is defined by snowpack zone. Modelled as a cover requirement (e.g. minimum 20.0% >= 102 years) on the PFLB portion of the MDWR planning cell, excluding areas considered to be open forest. Although the GAR order also references crown closure in the definition of SIC, this was not modelled because available yield tables do not contain crown closure predictions. Maximum disturbance limit of 33% within the Moderate Snowpack Zone. Stands < 21 years old are considered to be disturbed. Modelled as a disturbance limit (e.g. maximum 33.3% < 21 years old) on the PFLB portion of the MDWR planning cell, excluding areas considered to be open forest.
Moose Winter Range	28,001	25,109	Minimum 20% retention of stands greater than 16 metres in height in each planning cell. Modelled as a cover requirement (e.g. minimum 20.0% > 16 metres tall) on the PFLB portion of the moose planning cell, excluding areas identified as MDWR. Maximum disturbance of 40% in each planning cell. Stands < 31 years of age are considered to be disturbed. Modelled as a disturbance limit (e.g. maximum of 40% < 31 years) on the PFLB portion of the moose planning cell, excluding areas identified as MDWR.
Badger	N/A	26	Harvesting only allowed for purposes of ecological restoration to create future stands with a target density of 20 stems per hectare. Modelled by allowing a one-time harvest, with the regenerated stand not available for subsequent harvest.
Greenup/Adjacency	N/A	57,931	Maximum of 25% < 2.5 metres tall. Applied to the THLB within each Landscape Unit (LU).
Williamson's Sapsucker	6,508	318	Minimum retention of live trees within cutblocks. Retention level defined by habitat suitability rating. Modelled as an aspatial THLB reduction (32.9% within High habitat, and 8.9% within low/moderate habitat) within the model.
Landscape-level biodiversity	6,564	5,090	Spatial Old Growth Management Areas (OGMAs) are assumed to meet the requirements. Applied as a spatial netdown.
Stand-level biodiversity	918	2,515	Existing Wildlife Tree Patches (WTPs) applied as a spatial netdown. Future WTPs modelled as an aspatial netdown of 5.2% within the model.

3.3.2 SILVICULTURE

Historical and current silviculture practices within TFL 8 were used to develop the silviculture assumptions for five silviculture eras to be included in the model. These include:

- Regeneration assumptions (establishment method, species distribution, and establishment density)
- Regeneration delay (time between harvesting and when the site is stocked with crop trees), and
- Use of select seed.

All harvesting was modelled as clear-cut with reserves. Refer to the Information Package (Appendix 1) for additional details concerning the silviculture assumptions.

3.3.3 HARVESTING

Assumptions about timber harvesting practices have been included in the model, including the following:

- Minimum harvest ages by analysis unit to ensure a viable log is produced and long term volume production is maximized
- Land base definition criteria (unstable slopes, inoperable areas, low sites, etc.)
- Prioritization of proposed cutblocks from current development plans for harvest in the first 5 year period
- Cutblock size requirements
    - Harvest units less than 1 hectare were not allowed. Areas smaller than this were either held until they could be aggregated with adjacent units, or were not harvested during the planning horizon.
    - Harvest units from 1 hectare to 5 hectares in size were limited to 5 percent of the total harvest area within a 5 year period.

3.4 FOREST DYNAMICS

Forest dynamics represent the changing state of the forest through time. Changes occur as the forest ages, or when natural or human caused disturbances occur. The way in which the model addresses these issues are described below.

3.4.1 GROWTH AND YIELD PROJECTIONS

Timber growth and yield refers to the prediction of the growth and development of forest stands over time, and of particular interest, the volume and size of trees that would occur at the time of harvest. For modeling purposes, stands of similar characteristics, growth rates, and management are grouped together into Analysis Units (AUs). Analysis Units are described in the Information Package (Appendix 1). The attributes of each analysis unit are input into growth and yield models to predict gross and net volume per hectare at various stand ages. The estimate of net timber volume in a stand assumes a specific utilization level, or set of dimensions, that establishes the minimum tree and log sizes that are removed from a site. Utilization levels used in estimating timber volumes specify minimum diameters near the base and the top of a tree.

Two growth and yield models were used to estimate the yield tables used in the analysis. The Variable Density Yield Prediction Model (VDYP7) was used to create a yield table for each individual natural stand in the inventory.

These individual yield tables that represent the stands in an analysis unit were then area-weighted to create a composite table for the analysis unit.

The Table Interpolation for Stand Yields (TIPSY) model, version 4.4 was used to create yield tables for stands that are 42 years of age and younger, and for stands that will be regenerated in the future. The required inputs for TIPSY were developed using establishment assumptions for each silviculture era, and managed stand site indices based on a site index adjustment project completed by J.S. Thrower and Associates Ltd. in 2006. Refer to the Information Package (Appendix 1) for additional details.

Based on these yield tables, the current timber inventory or growing stock on the THLB is approximately 6.49 million m^3, of which approximately 5.07 million m^3 is greater than or equal to the minimum harvest age.

3.4.2 DISTURBANCES

Timber losses due to natural causes such as fire, blowdown, or epidemic insect attacks in the THLB that are not salvaged were incorporated into the timber supply analysis as a volume reduction of 4,275 m^3/year applied to the projected timber supply forecast. All harvest flows provided in this analysis report have been adjusted to account for this un-salvaged loss.

3.5 TIMBER SUPPLY MODEL

The PATCHWORKS ™ modeling software will be used for forecasting and analysis. This suite of tools is sold and maintained by Spatial Planning Systems Inc. of Deep River, Ontario (www.spatial.ca).

PATCHWORKS is a fully spatial forest estate model that can incorporate real world operational considerations into a strategic planning framework. It utilizes a practical goal seeking approach to simulate forest growth and schedule activities such as harvesting and silviculture across the land base to find a solution that best balances the targets/goals defined by the user. Realistic spatial harvest allocations can be optimized over long-term planning horizons because PATCHWORKS integrates operational-scale decision making within a strategic analysis environment.

The PATCHWORKS model continually generates alternative solutions until the user decides a stable solution has been found. Solutions with attributes that fall outside of specified ranges (targets) are penalized and the goal seeking algorithm works to minimize these penalties, resulting in a solution that reflects the user objectives and priorities.

Targets can be applied to any aspect of the problem formulation. For example, the solution can be influenced by issues such as desired mature/old forest retention levels, young seral disturbance levels, patch size distributions, conifer harvest volume, growing stock levels, and visual quality objectives. For this analysis, PATCHWORKS will be configured to consider the range of non-timber values that exist on TFL 8 while evaluating possible harvest flows.

3.6 MAJOR CHANGES FROM THE PREVIOUS TIMBER SUPPLY ANALYSIS

Several input datasets and assumptions have changed since the previous timber supply analysis completed in 2007. A summary of the significant changes is provided below:

- Use of spatial OGMAs to meet landscape level biodiversity requirements
- Inclusion of additional Wildlife Habitat Areas, primarily to preserve Williamson's Sapsucker habitat
- Inclusion of best management practices for Williamson's Sapsucker

- Revision of assumptions to account for existing roads
- Revision of assumptions to account for future roads, trails and landings.
- Increased allowance for un-salvaged losses to account for small scale salvage program volumes
- Inclusion of NSR in the THLB for the Base Case
- Different analysis units and regeneration assumptions for managed stands, including the use of silviculture eras for managed stands in the current analysis
- Use of plan-to-perspective ratios to determine disturbance limits for visual quality objectives. Also, on average, visually effective green-up heights are higher for the current analysis.
- Use of VDYP 7 for natural stand volume projections, rather than version 6.6d
- Use of TIPSY version 4 rather than version 4.2
- Use of PATCHWORKS ™ model, rather than CASH6

In summary, the Productive Forest Land Base is reduced by 958 hectares (1.3%), and the future THLB is reduced by 4,888 hectares (7.9%). A large portion of the THLB reduction is due to the removal of spatial OGMAs from the THLB, which is offset by the removal of the landscape-level biodiversity requirements in the model. When the area of OGMAs is considered, the future THLB areas are very similar (61,905 hectares for the Base Case versus 62,204 hectares for the2007 analysis).

4 Base Case Analysis

The Base Case scenario presented in this report is based on the best information currently available and reflects current management practices in the TFL. The current AAC for TFL 8 is 186,000 m^3/year (effective April 1st, 2009). Non-recoverable losses in the THLB are estimated to be 4,275 m^3/year, and have been subtracted from the graphs, tables and harvest forecasts in this report unless otherwise noted.

4.1 LONG RANGE SUSTAINED YIELD

The Long Range Sustained Yield (LRSY) is calculated as the sum of the future THLB area of each regenerated analysis unit, multiplied by the maximum mean annual increment (MAI) of the analysis unit. LRSY represents the theoretical maximum even-flow sustained yield that can be achieved on the land base, and is used as a benchmark to evaluate the model runs.

In order to achieve LRSY, each stand must be harvested at the age where the MAI is greatest. In practice, this does not occur for every stand because some stands may not be available for harvest at the specified age due to non-timber resource requirements. Also, minimum harvest ages for this analysis have been reduced from the optimum age to allow harvest once the stand has achieved 95% of the maximum MAI. In some cases, the model may harvest stands at this reduced age necessary due to non-timber objectives on other portions of the land base.

The LRSY calculated for the Base Case scenario is 214,183 m^3/year. After accounting for non-recoverable losses (i.e. reducing by 4,275 m^3/year), the LRSY for comparison with harvest flows from the model is 209,908 m^3/year.

4.2 ALTERNATIVE HARVEST FLOW SCENARIOS

Numerous alternative harvest forecasts are possible for a given set of modelling assumptions. These alternative flows represent trade-offs between short, mid, and long term harvest level objectives. Three potential alternative harvest flows were developed for this analysis, and are presented in Figure 6.

The Non-declining Short/Mid-term Scenario maintains a non-declining even-flow of 180,600 m^3/year for 65 years, before transitioning to a long-term level of 207,300 m^3/year. These mid-term and long-term levels were used as reference points when developing the other scenarios.

The Current AAC Scenario maintains 186,400 m^3/year for 20 years and then drops to a mid-term level of 180,900 m^3/year. The transition to a long-term level of 207,500 m^3/year occurs five years later than for the non-declining Short/Mid-term flow.

The Higher Initial Scenario achieves 191,700 m^3/year for 10 years (3.1% higher than the current AAC), and then decreases to a mid-term level of 180,800 m^3/year. The transition to a long-term level of 207,500 m^3/year occurs in the same year as the Current AAC flow.

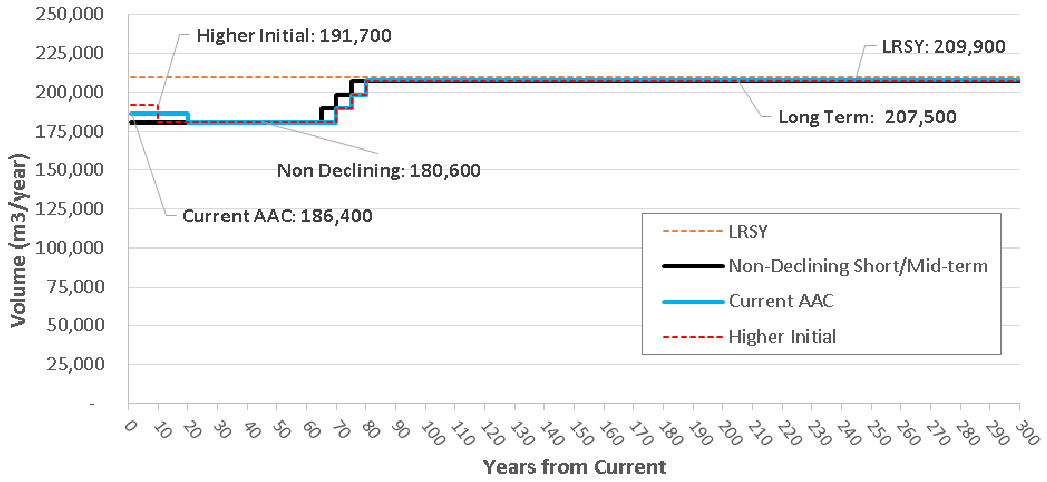


Figure 6 Alternative base case harvest forecasts for TFL 8

4.3 SELECTED BASE CASE HARVEST FLOW

The harvest flow that maintains the current AAC for 20 years is preferred by Interfor. Although a higher initial flow of 191,700 m^3/year can be maintained for 10 years without impacting mid and long-term harvest levels, maintaining the current AAC minimizes risks to future sustainability if base case assumptions prove to be optimistic.

4.4 BASE CASE ATTRIBUTES

Various forest management assumptions have been modelled in the Base Case analysis, many of which impact the condition of the forest over time. This section describes the attributes of stands being harvested and the overall state of the forest throughout the planning horizon in order to understand and evaluate the Base Case harvest forecast. Using the information presented in this section, it is possible to validate these assumptions and review their impact on the overall composition of the forest.

4.4.1 GROWING STOCK

Total growing stock represents the net volume of all trees on the timber harvesting land base that are larger than the minimum size specified by the utilization standards (i.e. 12.5 cm dbh for lodgepole pine, 17.5 cm dbh for other species). A flat total growing stock in the long-term indicates that the rate of harvest is more or less equal to the rate of forest growth. Merchantable growing stock represents that portion of the total growing stock that is greater than or equal to the minimum harvest age.

The total and merchantable growing stock on the THLB throughout the 300 year planning horizon are shown in Figure 7. Approximately 5.1 million m^3 of the initial 6.5 million m^3 total growing stock on is currently above minimum harvest age. Both total and merchantable growing stock levels initially decline before starting to increase in about 30 years. The long-term total growing stock averages about 6.3 million m^3, with about 2.7 million m^3 above minimum harvest age.

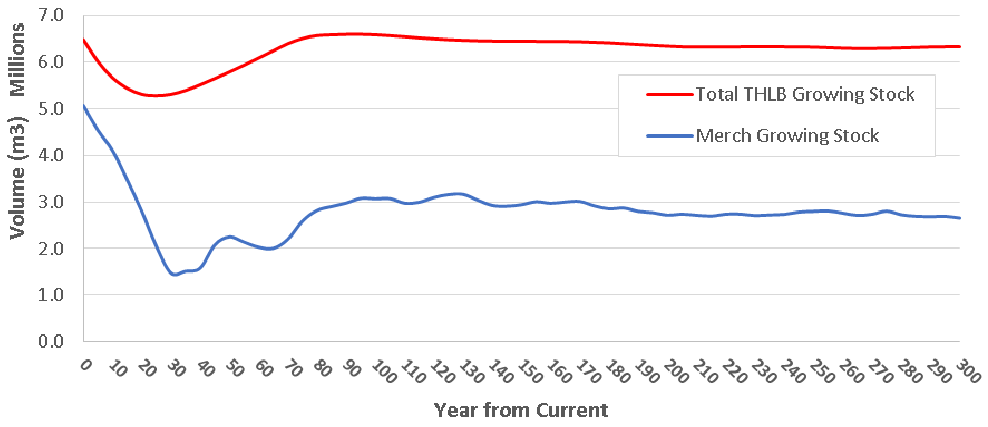


Figure 7 Total and merchantable growing stock on the THLB for the Base Case

4.4.2 AGE CLASS

The age class on the THLB at years 0, 100, 200 and 300 is illustrated in Figure 8. The forest is almost in a regulated state within 100 years as harvesting transitions to managed stands that are harvested close to their culmination age on an ongoing basis. It can also be seen that there is a small area of the THLB that does not get harvested and continues to age. These are likely small isolated areas that do not meet the minimum cutblock size criteria, or areas that are retained to meet non-timber requirements.



Figure 8 Age class on the THLB for the Base Case

4.4.3 HARVEST ATTRIBUTES

Figure 9 shows the contribution of both natural and managed stands to the Base Case harvest forecast. It can be seen that Silviculture Era 1 stands (i.e. stands established between 1975 and 1986) are first harvested in about 35 years, and that very little volume is harvested from existing natural stands beyond 70 years from now. This transition to harvesting managed stands is important for short and mid-term timber supply because the current stock of merchantable volume must be metered out until these managed stands achieve minimum harvest age.

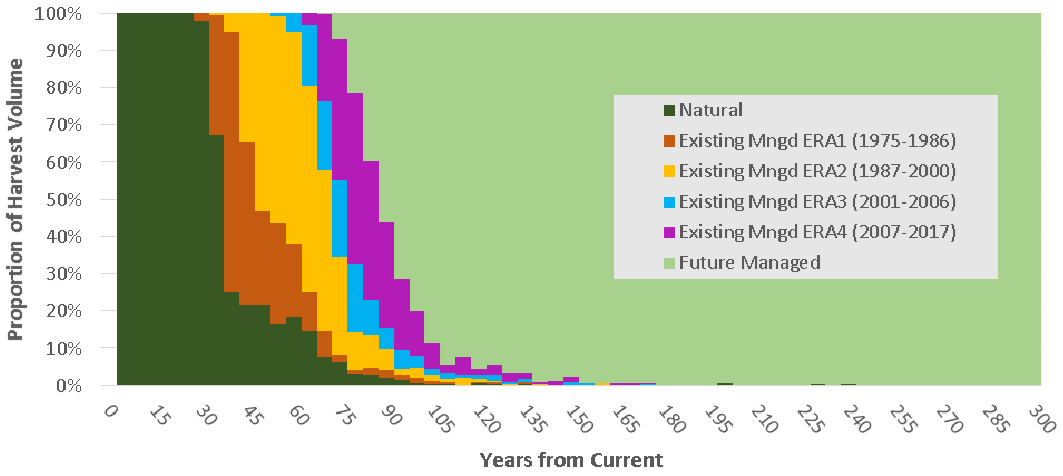


Figure 9 Transition of natural stands to managed stands for the Base Case

Average harvest age provides an indicator of the type and age of stands harvested over time. Figure 10 shows that in the short-term, average harvest age is higher due to the presence of older timber on the land base. As harvesting transitions to managed stands in the future, the average harvest age decreases to approximately 90 years.

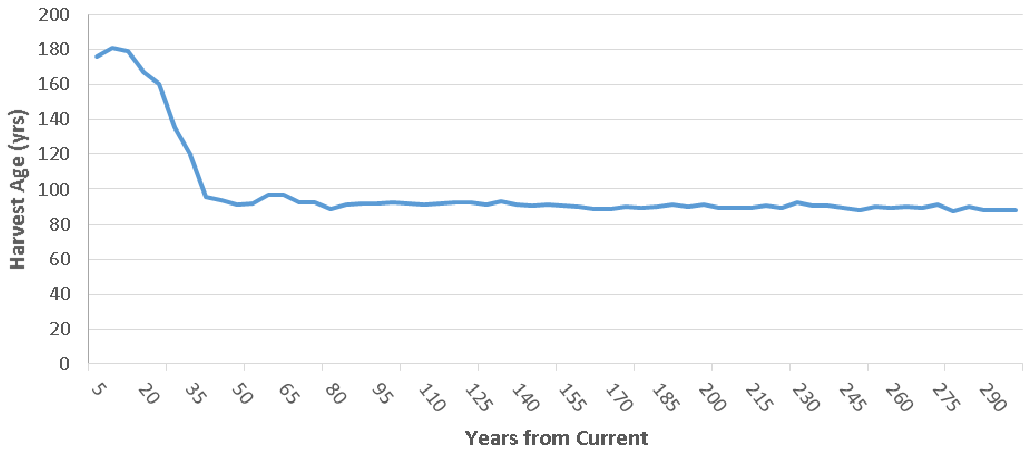


Figure 10 Average harvest age for the Base Case

Average harvest volume per hectare is illustrated in Figure 11. Harvest volumes per hectare increase over time as harvesting transitions to managed stands with improved density control and genetic gains from using select seed. In the long-term, the average harvest volume is approximately 325 m^3/hectare.

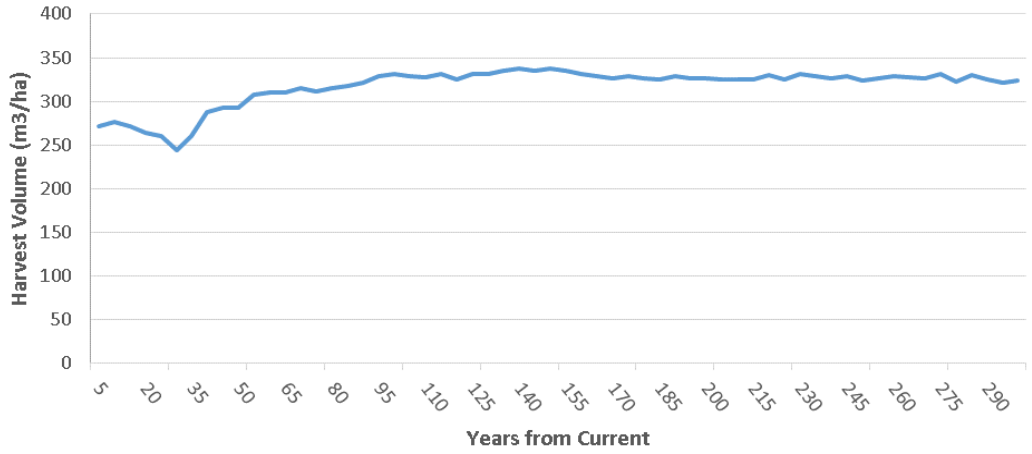


Figure 11 Average harvest volume per hectare for the Base Case

Harvest area has an inverse relationship with harvest volume per hectare. As harvest volumes per hectare go up, the less area is needed to support the harvest level. Figure 12 shows the annual harvest area for the Base Case. Approximately 715 hectares/year is harvested for the first 35 years. This value then decreases to about 615 hectares/year in the mid-term as the higher volumes in managed stands are realized and the harvest level is reduced. In the long-term, the annual area harvested is about 650 hectares/year.

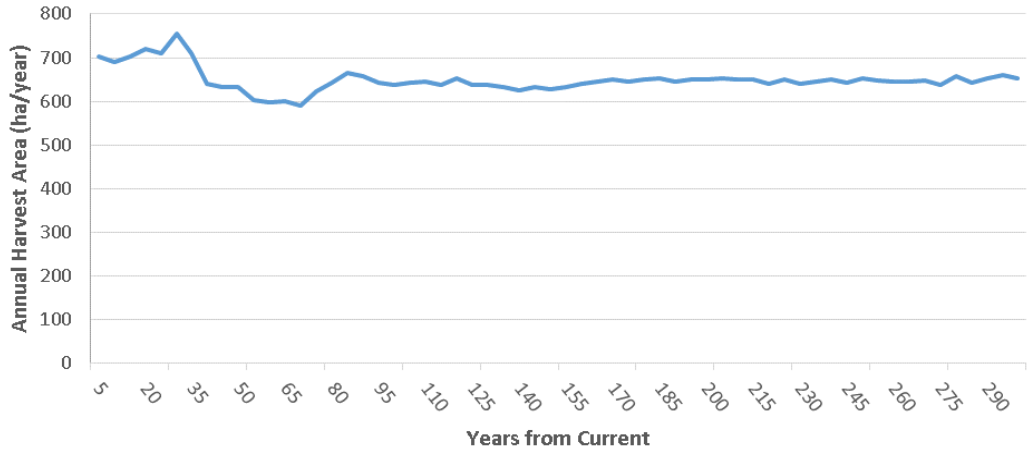


Figure 12 Annual harvest area for the Base Case

The Base Case harvest has various species contributing to the overall harvest, as illustrated in Figure 13. The proportion of lodgepole pine increases in the mid-term, which reflects the silviculture history of existing managed stands on the TFL. The longer-term species composition is more in line with that of the existing natural stands, with a small proportion of ponderosa pine being introduced.

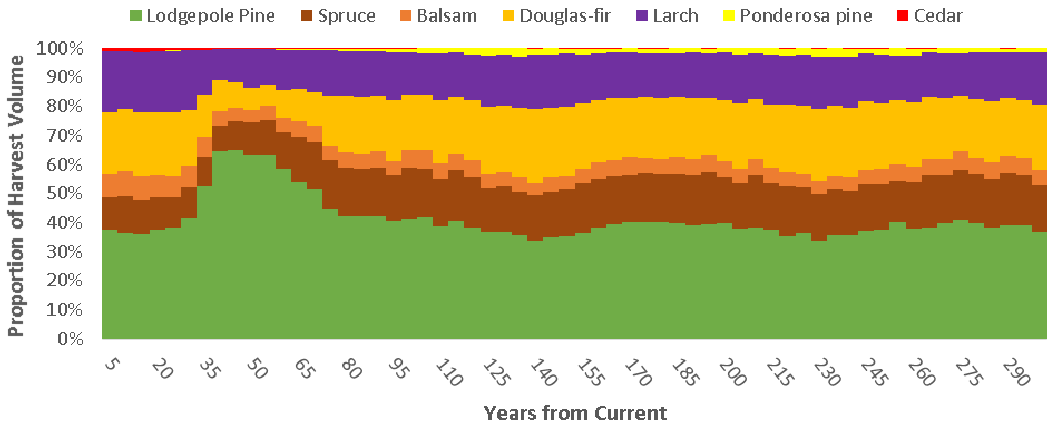


Figure 13 Harvested species for the Base Case

Figure 14 summarizes the aggregated harvest block size for the Base Case. It can be seen that small blocks between 1 to 5 hectares are limited to 5% of the total harvest area within each 5-year period. A small proportion (~4%) of the harvest is in cutblocks greater than 40 hectares, with the remainder between 5 hectares and 40 hectares.

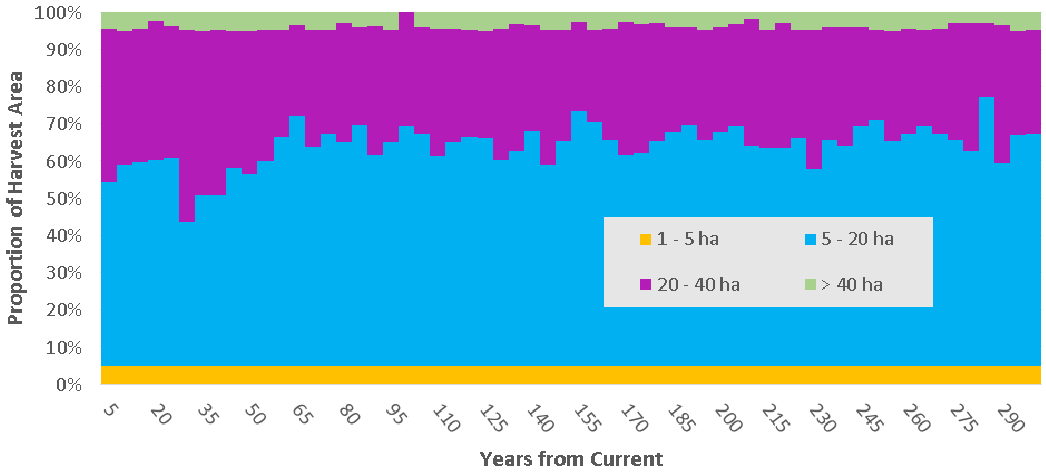


Figure 14 Harvest block size for the Base Case

Harvest systems typically vary with slope, with slopes greater than 45% often requiring the use of cable harvesting or other specialized systems (e.g. tethered equipment). Based on LiDAR analysis, about 8 percent of the THLB is on slopes greater than 45%. Figure 15 summarizes the proportion of harvest by slope class for the Base Case. Approximately 15% of the harvest in the first 35 years occurs on steep slopes. This is reduced to about 2.4% in the mid-term as previously harvested stands reach minimum harvest age.

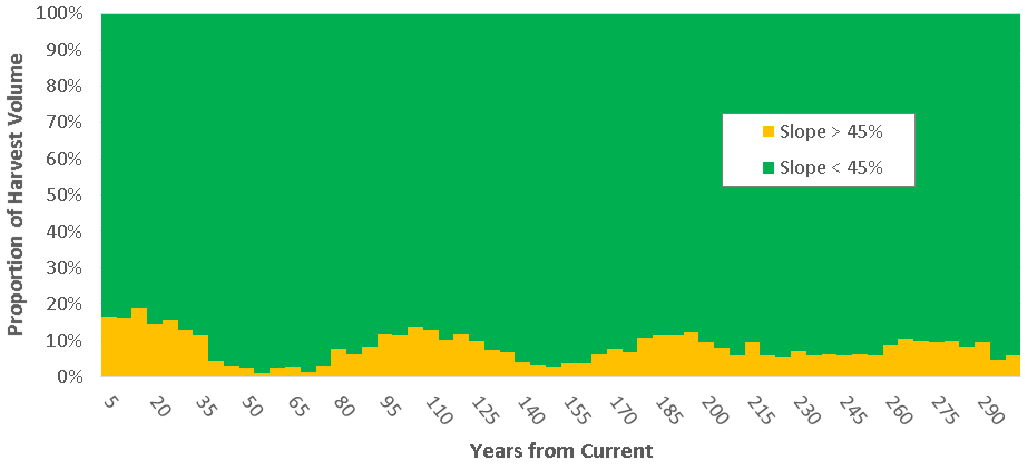


Figure 15 Proportion of harvest volume by slope class for the Base Case

4.5 NON-TIMBER OBJECTIVES ANALYSIS

In the Base Case, several non-timber objectives are modelled to ensure that non-timber values are represented on the land base. These objectives address values related to wildlife habitat, visual quality, and cutblock adjacency.

4.5.1 MULE DEER WINTER RANGE

Mule deer winter range requirements were modelled as both a cover objective requiring minimum retention of snow interception cover, and a disturbance objective limiting the proportion of young stands within each mule deer planning cell (Section 3.3.1 and Appendix 1). To assess the degree to which these objectives were limiting to timber supply, the area of THLB in a "tight" condition due to the objective was evaluated throughout the planning horizon. For this summary, a MDWR planning cell is considered to be in a "tight" condition if it is within 0.5% of the target at the end of the period. For example, if the minimum retention required is 19.5%, the planning cell would be considered "tight" if there is less than 20.0% retention.

Figure 16 summarizes the area of THLB in a "tight" condition due to MDWR snow interception cover requirements, while Figure 17 summarizes the area of THLB in a "tight" condition to MDWR disturbance limits. Although these objectives do limit timber supply, the proportion of THLB is impacted at any one time is relatively low, ranging between 0% and 2.3% of the total THLB area.

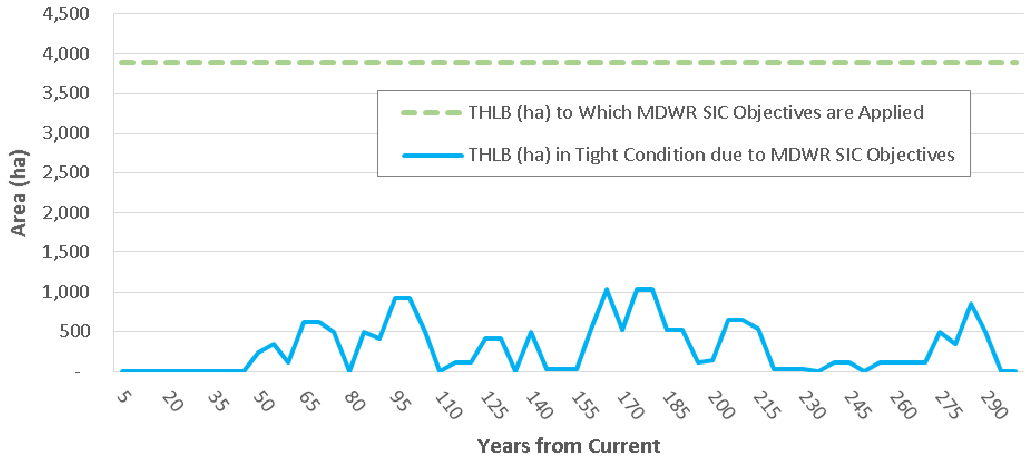


Figure 16 Total THLB area in tight condition due to MDWR SIC objectives for the Base Case

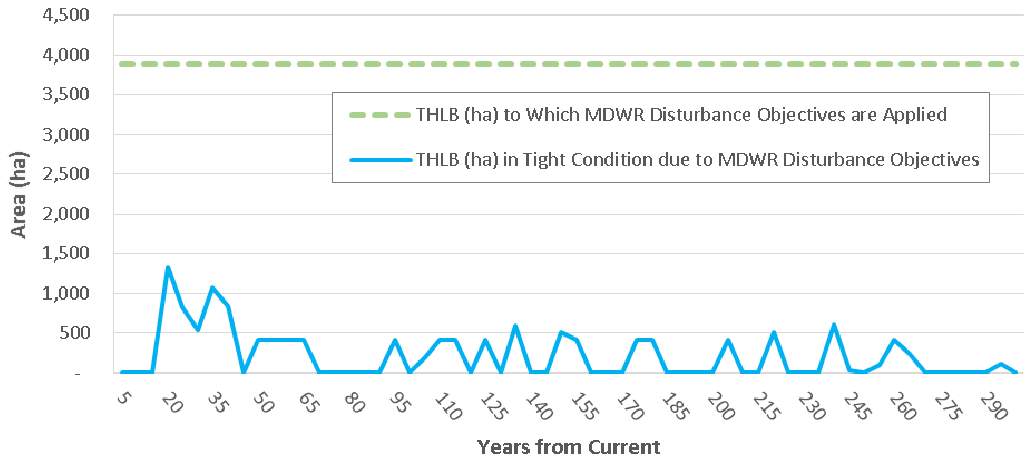


Figure 17 Total THLB area in tight condition due to MDWR disturbance objectives for the Base Case

4.5.2 MOOSE WINTER RANGE

Moose winter range requirements were modelled as both a cover objective requiring minimum retention of stands greater than 16 metres tall, and a disturbance objective limiting the proportion of stands less than 31 years old within each moose planning cell (Section 3.3.1 and Appendix 1). To assess the degree to which these objectives were limiting to timber supply, the area of THLB in a "tight" condition due to the objective was evaluated throughout the planning horizon. For this summary, a moose planning cell is considered to be in a "tight" condition if it is within 0.5% of the target at the end of the period. For example, if the maximum disturbance allowed is 40%, the planning cell would be considered "tight" if there is more than 39.5% disturbance.

Cover requirements for moose were not "tight" during any period of the planning horizon. Moose disturbance limits were found to be slightly limiting, as illustrated in Figure 18.

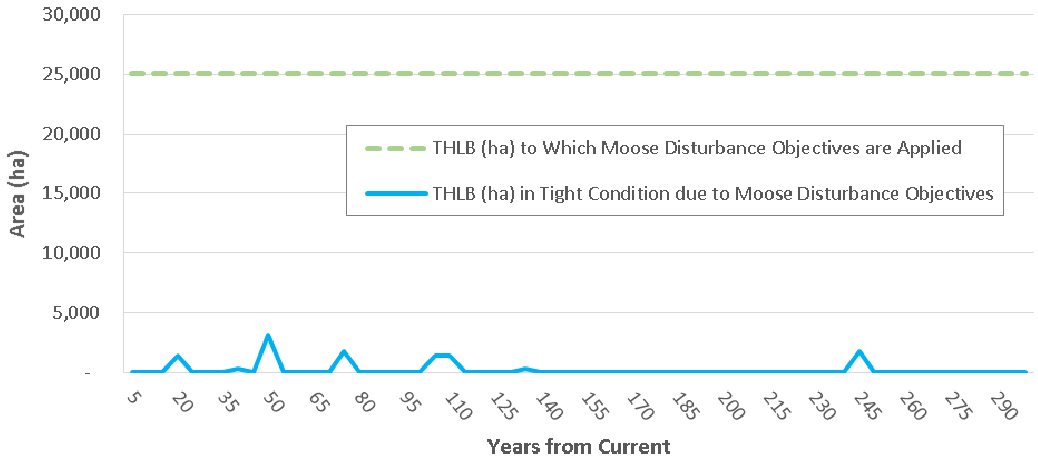


Figure 18 Total THLB area in tight condition due to moose disturbance objectives for the Base Case

4.5.3 VISUAL QUALITY OBJECTIVES

Visual quality objective requirements were modelled as a disturbance objective limiting the proportion of stands less than a visually effective green-up height within each VQO polygon. (Section 3.3.1 and Appendix 1). To assess the degree to which these requirments were limiting to timber supply, the area of THLB in a "tight" condition due to the objective was evaluated throughout the planning horizon. For this summary, a VQO polygon is considered to be in a "tight" condition if it is within 0.5% of the target at the end of the period. For example, if the maximum disturbance allowed is 14.0%, the polygon would be considered "tight" if there is more than 13.5% of the area less than VEG height.

Figure 19 summarizes the THLB area within VQO polygons that is considered to be in a "tight" condition throughout the planning horizon. It can be seen that VQO requirements are not particularly limiting in this analysis.

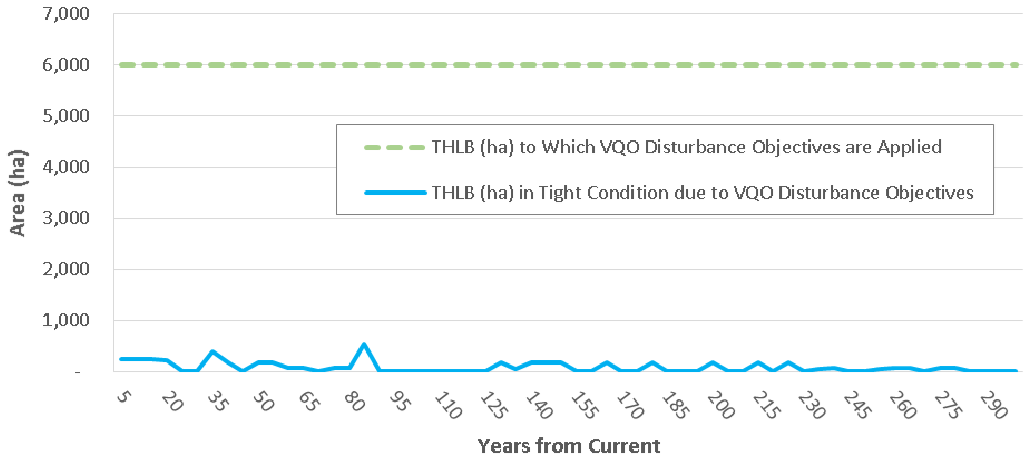


Figure 19 Total THLB area in tight condition due to visual quality objectives for the Base Case

4.5.4 ADJACENCY

The Kootenay Boundary Land Use Plan (KBLUP) specifies that a harvested cutblock must reach 2.5 metres in height before an adjacent cut block can be harvested. The Information Package indicated that this requirement would be modelled using a surrogate objective that ensures that no more than 25% of the THLB area not overlapping another non-timber objective (e.g. ungulate winter range, visual quality, etc.) in each landscape unit can be less than 2.5 metres tall.

An oversight in implementation of this requirement was discovered during preparation of this Analysis Report. The disturbance limit was applied to the entire THLB rather than just the THLB that does not overlap other non-timber objectives. Therefore, an additional model run with the correct formulation was completed for the Base Case to determine if there was any difference in results. This additional run confirmed that there was no difference in projected harvest flows regardless of whether the objective was applied to the entire THLB or to only that portion of the THLB that does not overlap other objectives. Therefore, it can be concluded that the results presented in this Analysis Report are valid despite this oversight in the model formulation.

To assess the degree to which these objectives were limiting to timber supply, the area of THLB in a "tight" condition due to the objective was evaluated throughout the planning horizon. For this summary, a Landscape Unit is considered to be in a "tight" condition if it is within 0.5% of the target at the end of the period. For example, with the maximum disturbance limit of 25%, the Landscape Unit would be considered "tight" if there is more than 24.5% of the THLB area less than 2.5 metres tall.

Figure 20 summarizes the THLB area that is in a "tight" condition as a result of the adjacency objective throughout the planning horizon. Similar to other non-timber objectives, the disturbance limit applied as a surrogate for adjacency does not significantly affect timber supply.

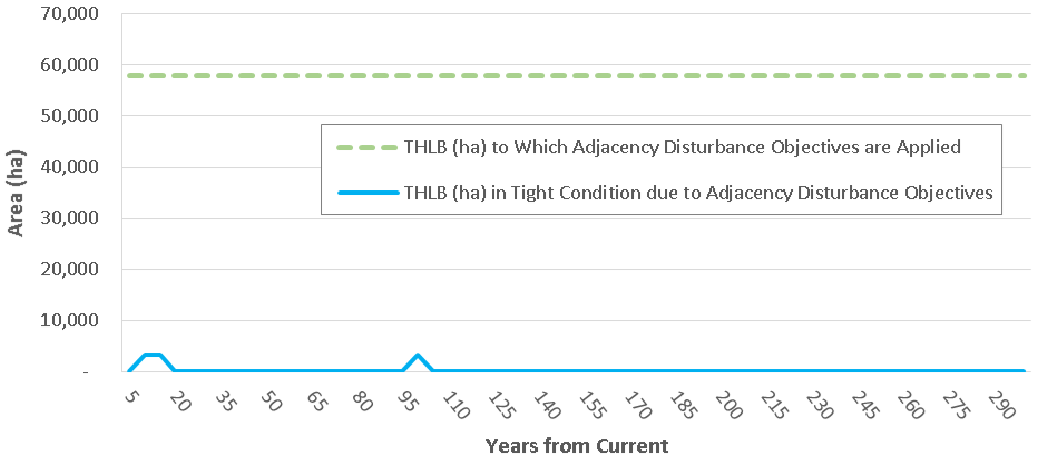


Figure 20 Total THLB area in tight condition due to adjacency objective for the Base Case

4.6 DIFFERENCES IN THE BASE CASE FROM THE PREVIOUS (2007) ANALYSIS

Figure 21 shows a comparison of the projected harvest flows for the Base Case scenario with those from the analysis completed in 2007. Note that 10 years have passed since the 2007 analysis was completed and that has been reflected in the figure by subtracting 10 years from the front end.

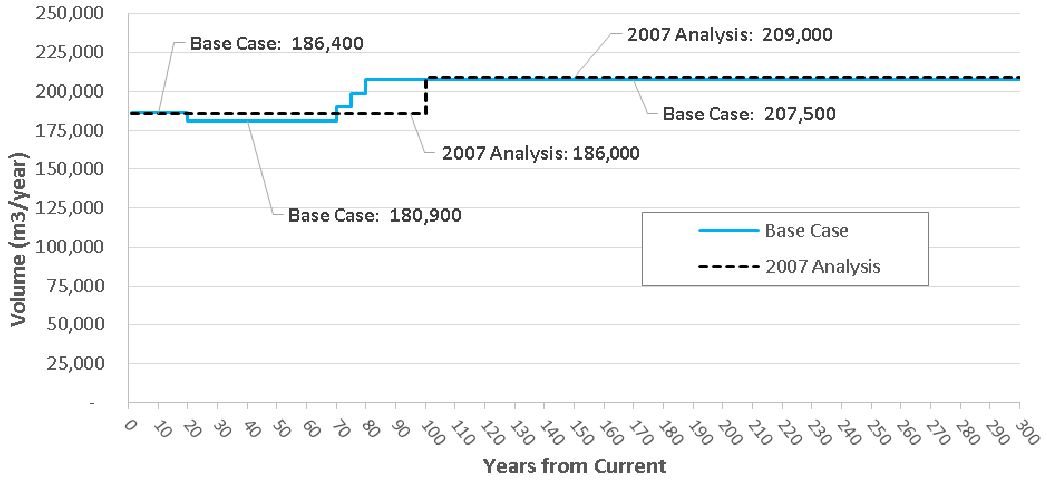


Figure 21 Base Case comparison with 2007 analysis

Although the initial harvest levels are similar, the Base Case for the current analysis is only able to maintain the current AAC for 20 years, before dropping by 3.0 % to the mid-term level of 180,900 m^3/year. The long-term harvest level for the Base Case is slightly lower (0.7%) than for the previous analysis. However, the transition to this level occurs 20 years earlier for the Base Case scenario.

As discussed in Section 3.6, there are a number of differences in the assumptions used for the Base Case relative to those in the 2007 analysis. The nature of these changes and their interaction with each other make it difficult to definitively assess the reasons for the differences in the harvest flow.

The future THLB for the Base Case is about 4,900 hectares less (7.9%) than the future THLB used in the 2007 analysis. However, if the difference in the treatment of OGMAs is considered by adding OGMAs back into the THLB, the future THLB is almost the same (61,905 hectares versus 62,204 hectares for the 2007 analysis). Therefore, it is expected that long-term harvest levels would be similar for the two analyses provided the stand-level biodiversity objectives used in the 2007 analysis result in a similar impact to timber supply as removing OGMAs from the THLB and that average growth rates of future stands for both analyses are similar.

Differences in yield assumptions and their effect on timber supply are very difficult to quantify. Based on the 2007 Analysis Report, growth rates for future managed stands were slightly higher than those used in the current Base Case analysis (average culmination MAI in 2007 = 4.0 m^3/year versus 3.7 m^3/year for the Base Case). However, other model parameters related to yield tables such as minimum harvest ages and ages to meet specified disturbance heights are not easily compared with the data available. Changes to either of these will affect the transition from short/mid-term to long-term harvest levels. Likewise, the use of VDYP7 versus VDYP 6 for natural stands, and the differences in silviculture assumptions for existing managed stands could result in lower initial volumes that would explain the reduction in mid-term timber supply.

4.7 EQUIVALENT CLEARCUT AREA

First Nations have indicated that they are concerned about watershed health. As a result, ECA was reported for the Base Case scenario for twelve surrogate watershed units covering the TFL area. Figure 22 illustrates the Base Case ECA through time for each of these watershed units, grouped by TFL block.

Although ECA thresholds have not been established, it is evident that two of the watersheds (Henderson and Hall) have ECAs that periodically exceed 40%, and four watersheds (Carmi, East Boundary, Trapping and Windfall) have ECAs that periodically exceed 35%. It is also noted that the ECA within some of the watersheds tends to be cyclical. For example, Hall Creek ECA cycles between 17% and 46% over the planning horizon. It is also noted that the South block contains several watersheds that have similar cycles.

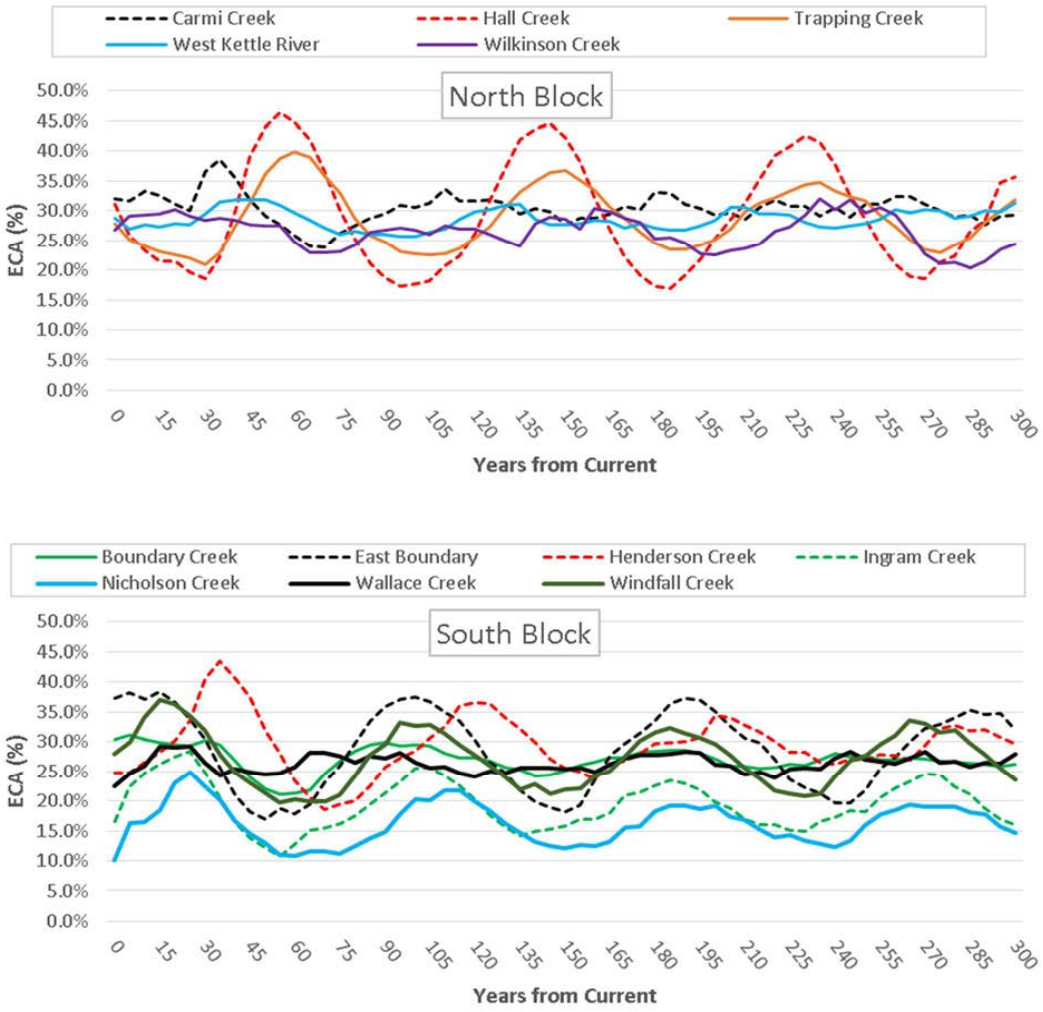


Figure 22 Watershed ECA for the Base Case scenario, grouped by TFL block

5 Base Case Sensitivity Analyses

The data and assumptions used in timber supply analyses are often subject to uncertainty. To provide perspective on the impacts of changes to data or assumptions, sensitivity analyses are commonly performed. Usually only one variable (data or assumption) from the information used in the Base Case is changed in order to explore the sensitivity of that variable. Sensitivity analysis is a key component of the timber supply analysis process as it provides the Chief Forester with the information necessary to gauge the potential impact of uncertainty around assumptions and data that make up the Base Case.

Table 3 lists the sensitivity analyses that were completed against the TFL 8 Base Case scenario. Further details and the results from the sensitivity analyses are provided in subsequent sections.

Determining harvest flows for sensitivity analyses are subjective. In order to provide meaningful comparison, the harvest flows were chosen to maintain the current AAC unless it was clear that it needed to be decreased or there was an opportunity to increase it without reducing the mid-term level.

Table 3 Sensitivity analyses

Category	Sensitivity	Description of Change
Land Base Definition	THLB Area	Change the THLB Area by +/- 10%
Growth and Yield	Natural Stand Yields	Change the natural stand yield by +/- 10%
	Managed Stand Yields	Change the managed stand yield by +/- 10%
	Managed Stand Site Index	Use Provincial Site Productivity Layer estimates for managed stands
	Minimum Harvest Ages	Change the minimum harvest ages for all stands by +/- 10 years
Integrated Resource Management	Disturbance in the Non-THLB	Include disturbance in the non-timber harvesting land base
	Old Seral Targets	Apply Old Seral Targets (BEC version 4) and add OGMAs to THLB
	BEC v10 Old Seral Targets	Apply Old Seral Targets (BEC version 10) and add OGMAs to THLB
	Riparian Management	Apply enhanced riparian buffers
Timber Harvesting	Cutblock Size	Turn off cutblock size objectives

5.1 SIZE OF THE TIMBER HARVESTING LAND BASE

Several factors that determine the size of the THLB have uncertainty around their definitions (environmentally sensitive areas, unstable terrain, low site, non-merchantable, riparian management, roads, etc.). Different market conditions in the future or changes in harvesting or mill technology can also serve to reduce or expand the land base considered to be economic.

In order to understand the risks associated with THLB estimation, two sensitivity model runs have been completed that increase and decrease the size of the THLB by 10%. This was accomplished by increasing/decreasing the area of each THLB polygon in the model, and increasing/decreasing each non-THLB polygon by the proportional amount necessary so that the total productive forest area remained the same, as shown in Table 4.

Table 4 THLB area +/- 10%

Scenario	THLB (ha)*	Non-THLB (ha)	PFLB (ha)
Base Case	57,931	14,050	71,981
THLB Plus 10%	63,724	8,257	71,981
THLB Less 10%	52,138	19,843	71,981

* With aspatial area reductions, excluding future roads

A percentage increase or decrease in the THLB typically has a proportional impact on the harvest flow. Figure 23 and Table 5 summarize the resulting harvest flows when the THLB area is increased/decreased by 10 percent. It can be seen that the results are as expected.

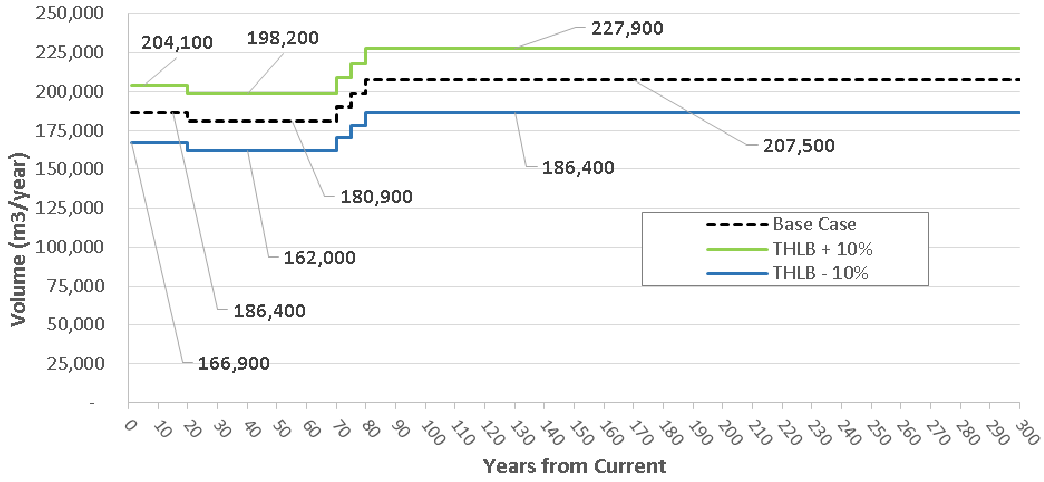


Figure 23 Harvest flows for the THLB +/-10% sensitivity analyses

Table 5 Harvest flow differences for the THLB +/-10% sensitivity analyses

Scenario	Short-term	Mid-term	*Long-term*
THLB Plus 10%	Increase in harvest level of 9.5% to 204,100 m^3/yr.	Increase in harvest level of 9.6% to 198,200 m^3/yr	Increase in harvest level of 9.8% to 227,900 m^3/yr
THLB Less 10%	Decrease in harvest level of 10.5% to 166,900 m^3/yr	Decrease in harvest level of 10.4% to 162,000 m^3/yr	Decrease in harvest level of 10.2% to 186,400 m^3/yr

5.2 NATURAL STAND YIELDS

Stand yields are a critical input into timber supply analysis. The short and mid-term timber supply is heavily influenced by the availability of timber in natural stands that make up the current growing stock, because these stands provide all of the timber harvesting opportunities before managed stands reach minimum harvest age and become available for harvest.

Natural stand yields are based on the VDYP yield model, which predicts yields from stand attributes in the forest inventory. Uncertainty in these yields can result from inaccuracies in the VDYP model, in decay estimates, or the stand attributes themselves.

The approach used to investigate uncertainty in natural stand yields is summarized in Table 6.

Table 6 Modelling approach for natural stand yield sensitivity analyses

Scenario	Modelling Approach
Base Case	Yield tables for each stand were created using VDYP 7 and VRI inventory attributes. The yield associated with each natural stand analysis unit was then created by aggregating these individual stand yield tables.
Natural Stands + 10%	The yield associated with each natural stand analysis unit in the Base Case was increased by 10%.
Natural Stands – 10%	The yield associated with each natural stand analysis unit in the Bae Case was decreased by 10%.

Figure 24 and Table 7 summarize the changes to harvest flows when natural stand yields are increased/decreased by 10%. It can be seen that changes to natural stand yields have significant impacts on the short and mid-term because they are the main source of harvest volume during the first 35 to 40 years of the planning horizon. Long-term harvest levels are unchanged.

Increasing natural stand yields allowed the Base Case initial harvest level (i.e. current AAC) to be maintained for 55 years. There is no reduction from this initial level in the mid-term, as the increased volumes in the natural stands are used to fill the mid-term trough. The transition to the long-term harvest level also occurs 15 years earlier than for the Base Case.

Decreasing natural stand yields by 10% results in an initial harvest level that is 9.0% lower than the Base Case. This harvest level is maintained for 40 years before it increases to the same mid-term level as the Base Case. The transition to the long-term harvest level occurs 10 years later than for the Base Case.

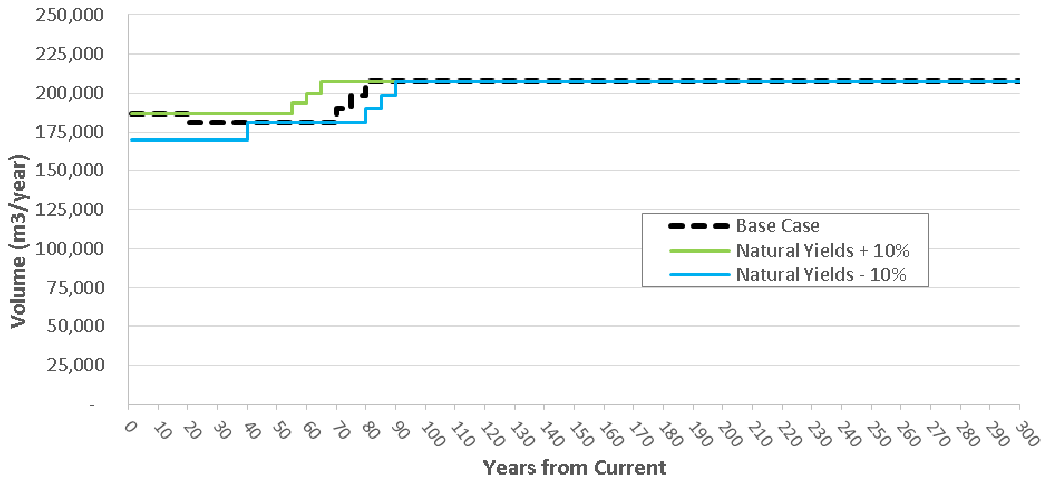


Figure 24 Harvest flows for the natural stand yields +/-10% sensitivity analyses

Table 7 Harvest flow differences for the natural stand yields +/-10% sensitivity analyses

Scenario	Short-term	Mid-term	*Long-term*
Natural Yields Plus 10%	Baes Case initial harvest level maintained for 55 years. Same as mid-term harvest level.	Increase in harvest level of 3.3% to 186,800 m^3/yr	No change in harvest level from Base Case. Transition to long-term harvest level occurs 15 years earlier than for Base Case.
Natural Yields Less 10%	Decrease in harvest level of 9.0% to 169,700 m^3/yr. Duration of initial harvest is 40 years instead of 20 years.	No change in harvest level from Base Case. Mid-term level starts 20 years later than for Base Case.	No change in harvest level from Base Case. Transition to long-term harvest level occurs 10 years later than for Base Case.

5.3 MANAGED STAND YIELDS

Managed stand yields are based on the TIPSY model, which predicts yields for managed stands using site index and stand attributes such as species, density, operational adjustment factors, and expected gains from planting stock grown from select seed. The over or under estimation of any of these factors can lead to uncertainties in the yields of these future stands. The approach used to investigate uncertainty in natural stand yields is summarized in Table 8.

Table 8 Modelling approach for managed stand yield sensitivity analyses

Scenario	Modelling Approach
Base Case	The yield associated with each managed stand analysis unit was created using TIPSY 4.4 with site index based on the 2006 Site Index Adjustment project and other inputs based on historic and anticipated future silviculture regimes.
Managed Stands + 10%	The yield associated with each managed stand analysis unit in the Base Case was increased by 10%. No changes were made to green-up ages or minimum harvest ages.
Managed Stands – 10%	The yield associated with each managed stand analysis unit in the Bae Case was decreased by 10%. No changes were made to green-up ages or minimum harvest ages.

Figure 25 and Table 9 summarize the changes to harvest flows when managed stand yields are increased/decreased by 10%. There is no change to the magnitude or duration of the initial harvest levels when managed stand yields are increased or decreased. However, there are significant changes in the mid and long-term as harvest transitions to managed stands.

When managed stand yields are increased by 10%, the mid-term harvest level of the Base Case is maintained for 15 years before increasing by 9.8%. The transition to the long-term harvest level occurs at the same time as the Base Case, and is 10.0 percent higher.

When managed stand yields are decreased by 10%, the mid-term harvest level of the Base Case is maintained only 10 years before decreasing by 7.9%. The transition to the long-term harvest level occurs 5 years later than the Base Case, and is 11.2% lower.

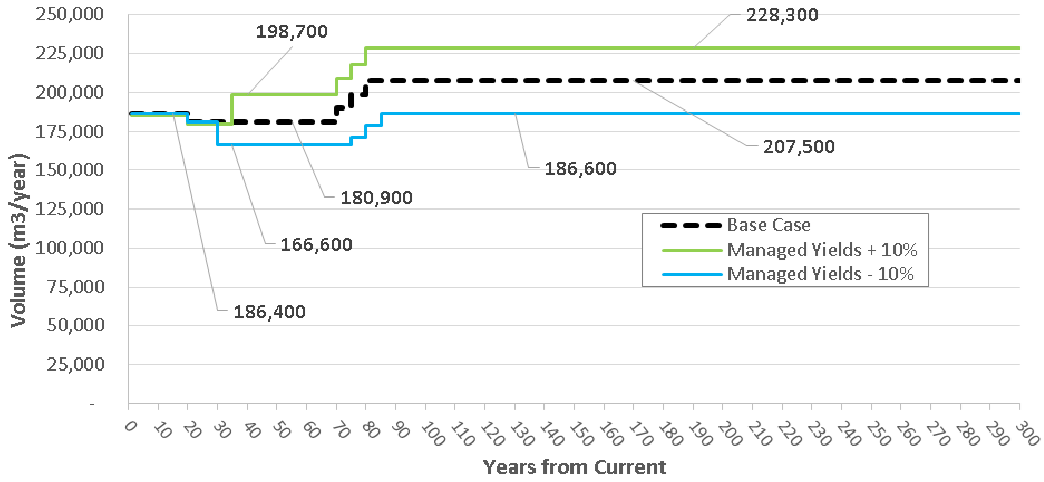


Figure 25 Harvest flows for the managed stand yields +/-10% sensitivity analyses

Table 9 Harvest flow differences for the managed stand yields +/-10% sensitivity analyses

Scenario	Short-term	Mid-term	*Long-term*
Managed Yields Plus 10%	Same harvest level as Base Case.	Same harvest level as Base Case for 15 years, then increases by 9.8% to 198,700 m^3/yr.	Harvest level increases by 10.0% to 228,300 m3/yr
Managed Yields Less 10%	Same harvest level as Base Case	Same harvest level as Base Case for 10 years, then decreases by 7.9% to 166,600 m^3/year.	Harvest level decreases by 11.2% to 186,600 m^3/yr. Transition to long-term occurs 5 years later than for Base Case.

5.4 MANAGED STAND SITE INDEX

A site index adjustment project based on field measurements specific to TFL 8 was completed by J.S. Thrower & Associates Ltd. in 2006. The results from this project were used to estimate the site index for managed stands in the Base Case. An alternate source for managed stand site index is maintained by FLNRO, and is known as the Provincial Site Productivity Layer. The overall weighted site index for TFL 8 using the site productivity layer is approximately 2.2 metres less when compared to the site index from the 2006 site index adjustment project.

A sensitivity analysis was completed to investigate the impacts on timber supply due to uncertainty in managed stand site index estimates by using the site index from the Provincial Site Productivity Layer. In addition to the resulting volume changes, green-up heights and minimum harvest ages were also updated (Table 10) because these will be directly related to site index.

Table 10 Modelling approach for managed stand site index sensitivity analysis

Scenario	Modelling Approach
Base Case	Site index from 2006 site index adjustment project used to generate managed stand yield tables. Green-up heights and minimum harvest ages based on TIPSY output.
Site Index using site productivity layer	Site index from provincial site productivity tile used to generate managed stand yield tables. Green-up heights and minimum harvest ages recalculated based on new TIPSY output.

Two alternate harvest flows were produced for this sensitivity analysis (Figure 26 and Table 11). The first flow maintained the initial Base Case harvest level for as long as possible (15 years). Based on the significant drop in the mid-term level, it was decided to complete a second model run that attempted to reduce the reduction to the mid-term level.

It can be seen that using the provincial site productivity layer for managed stand site index significantly affects timber supply supply relative to the Base Case. Long-term harvest levels are reduced by 19.2% as a result of the lower yields. Mid-term harvest levels are also significantly impacted, although some mitigation is possible by reducing the initial harvest by 10% from the Base Case.

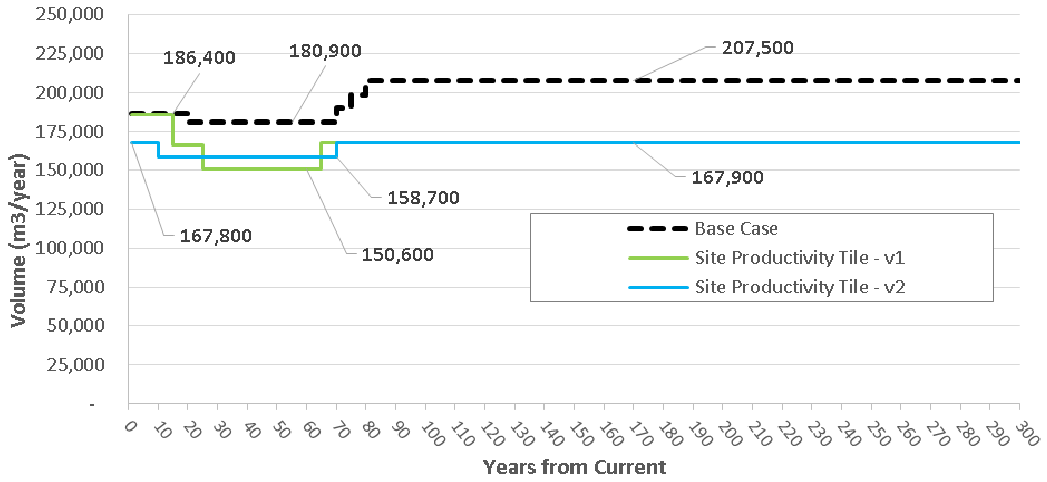


Figure 26 Harvest flows for the managed stand site index sensitivity analysis

Table 11 Harvest flow differences for the managed stand site index sensitivity analysis

Scenario	Short-term	Mid-term	*Long-term*
Site productivity tile – harvest flow version 1	Same harvest level as Base Case. This level can be maintained for 15 years.	Harvest level is reduced by 8.2% for 10 years, and then reduces again by another 9.3% to 150,600 m3/yr, which is 16.7% lower than Base Case mid-term harvest level.	Long-term harvest level is 167,900 m^3/yr, which is 19.2% lower than Base Case level. Long-term level is reached 15 years earlier than in Base Case.
Site productivity tile – harvest flow version 2	Initial harvest level (167,800 m^3/yr) is 10.0% lower than Base Case. This level can be maintained for 10 years.	Mid-term harvest level (158,700 m^3/yr) is 12.3% lower than Base Case. Mid-term begins 10 years earlier than Base Case.	Long-term harvest level is 167,900 m^3/yr, which is 19.2% lower than Base Case level. Long-term level is reached 10 years earlier than in Base Case.

5.5 MINIMUM HARVEST AGES

Uncertainty around the age that stands become merchantable for harvest is linked to both our ability to predict the future growth of stands and our ability to understand future conditions that will define merchantability (markets / products).

Establishing minimum harvest ages associated with the maximum MAI tends to optimize growth potential and long term harvest levels. Alternatively, allowing stands to be harvested earlier than maximum MAI provides flexibility in the transition from short to long-term harvest levels. Two scenarios were completed to understand the potential impact on timber supply from changing minimum harvest ages on TFL 8 (Table 12).

Table 12 Modelling approach for minimum harvest age sensitivity analyses

Scenario	Modelling Approach
Base Case	Minimum harvest age for each analysis unit based on achieving: 1) Minimum volume of 150 m^3/hectare; 2) age at which mean annual increment (MAI) is at least 95% of the maximum MAI; and 3) minimum of 60 years old for managed stands.
Minimum harvest ages increased by 10 years	Increase minimum harvest ages by 10 years from those used in the Base Case
Minimum harvest ages decreased by 10 years	Decrease minimum harvest ages by 10 years from those used in the Base Case

Figure 27 and Table 13 summarize the changes to timber supply that result from changing minimum harvest ages. Decreasing minimum harvest ages by 10 years allows the transition to the long-term harvest level to occur 10 years earlier. However, the long-term harvest level is slightly lower than the Base Case due to stands being harvested at a younger age and not realizing 95% of their maximum mean annual increment.

Increasing minimum harvest ages by 10 years significantly impacts the short and mid-term harvest levels as a result of managed stands not being available to fill in the mid-term. The short-term harvest is reduced by 8.8%, and can only be maintained for 15 years. The initial mid-term harvest level is reduced from the Base Case by 9.5%. A slight

increase in the mid-term is then possible 25 years later. The magnitude and timing of the long-term harvest level is similar to the Base Case.

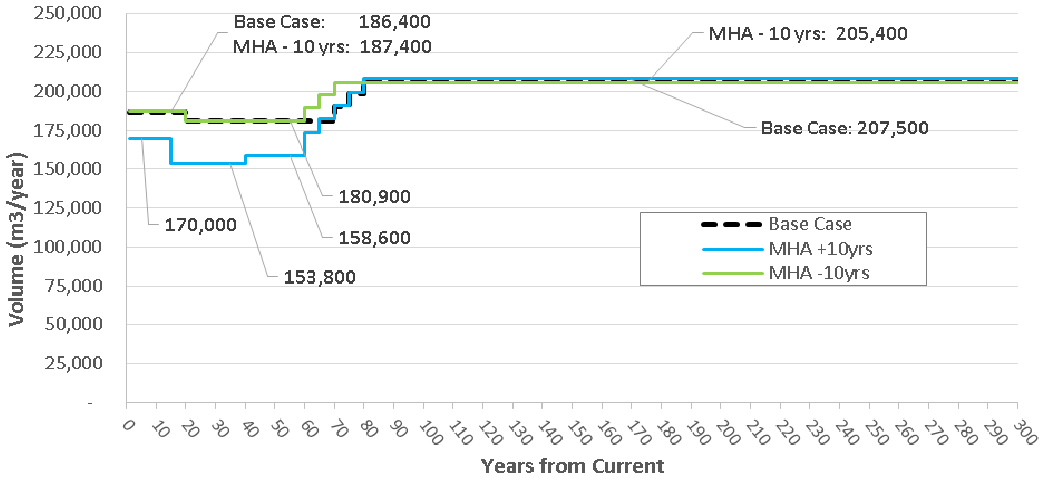


Figure 27 Harvest flows for the minimum harvest age +/- 10 years sensitivity analyses

Table 13 Harvest flow differences for the minimum harvest age +/- 10 years sensitivity analyses

Scenario	Short-term	Mid-term	*Long-term*
Minimum harvest ages increased by 10 years	Initial harvest level (170,000 m^3/yr) is 8.8% lower than Base Case, and can be maintained for 15 years.	Harvest level is reduced from initial level by 9.5% to 153,800 m^3/yr, which is 15.0% less than the Base Case. This increases to 158,600 m^3/yr (12.3% less than Base Case) after 25 years.	Long-term harvest level is the same as the Base Case.
Minimum harvest ages decreased by 10 years	Initial harvest level (187,400 m^3/yr) is 0.5% higher than Base Case.	Mid-term harvest level is the same as the Base Case.	Long-term harvest level is 205,400 m^3/yr, which is 1.2% lower than Base Case level. Long-term level is reached 10 years earlier than in Base Case.

5.6 DISTURBANCE IN THE NON-THLB

Natural disturbances such as epidemic insect infestations, wildfires, and blowdown typically occur on the landscape in both the THLB and non-THLB. Disturbances in the THLB are either harvested, or otherwise accounted for with the application of non-recoverable losses. However, in the Base Case, stands outside the non-THLB will continuously age throughout the planning horizon and contribute to meeting the requirements for non-timber resources such as wildlife habitat, visual quality, etc.

To evaluate the effect on timber supply from introducing disturbance in the non-THLB, three different model runs were completed with non-THLB stands randomly assigned a year of disturbance corresponding to the expected

disturbance interval according to the Biodiversity Guidebook. These three runs were then averaged to remove any bias in the model runs (Table 14).

Table 14 Modelling approach for disturbance in the non-THLB sensitivity analysis

Scenario	Modelling Approach
Base Case	Stands in the non-THLB continue to age and contribute to meeting non-timber requirements.
Disturbance in the non-THLB	Stands in the non-THLB have their ages reset to zero randomly so that each stand will be disturbed at an interval corresponding to those provided in the Biodiversity Guidebook for each Natural Disturbance Type. Three different model runs were completed with different disturbance schedules for a landscape unit/NDT combination created using different random number sequences. The results from these three runs were averaged to remove any bias due to disturbance impacting a particular non-timber disproportionately at a pinch point.

Figure 28 and Table 15 summarize the resulting timber flows when disturbance is applied to the non-THLB. It can be seen that there is very little impact, with a 0.7% reduction in harvest in the short and mid-term harvest levels, and 0.4% reduction in the long-term level. This is likely the result of the non-timber requirements not being particularly limiting in this analysis (see Section 4.5).

Note that although this sensitivity analysis creates disturbance in old growth management areas, there is no corresponding timber supply impact due to landscape-level biodiversity requirements because targets for old seral were not implemented in the Base Case (i.e. OGMAs are assumed to meet the requirements). This assumption was not changed for the sensitivity analyses because it would introduce another factor that could not be directly compared.

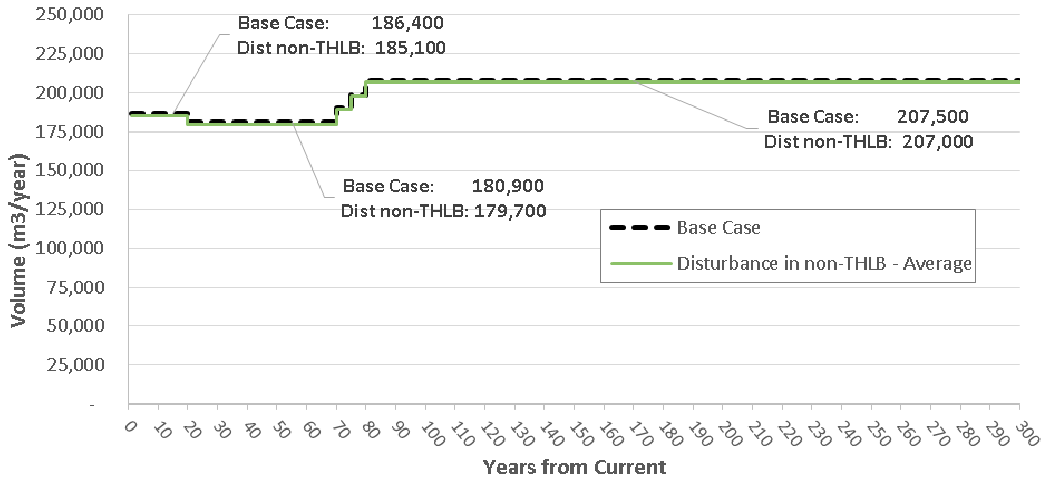


Figure 28 Harvest flows for the disturbance in non-THLB sensitivity analysis

Table 15 Harvest flow differences for the disturbance in non-THLB sensitivity analysis

Scenario	Short-term	Mid-term	*Long-term*
Disturbance in the non-THLB (average of three model runs)	Initial harvest level (185,100 m^3/yr) is 0.7% lower than Base Case.	Mid-term harvest level (179,700 m^3/yr) is 0.7% lower than Base.	Long-term harvest level (207,000 m^3/yr is is 0.4% lower than Base Case level.

5.7 USE OF OLD SERAL TARGETS INSTEAD OF OGMAS

The Base Case assumes that landscape-level biodiversity requirements are met with the spatial OGMAs that have been established on the land base. This sensitivity analysis is intended to determine if there is a change to harvest levels if the seral requirements outlined by the Kootenay-Boundary Land Use Plan are applied instead of OGMAs.

Table 16 provides details on the approach used for this sensitivity analysis. In summary, OGMAs were added to the THLB and seral targets applied at the landscape unit/BEC level and within connectivity corridors.

Table 16 Modelling approach for old seral targets instead of OGMAs sensitivity analysis

Scenario	Modelling Approach
Base Case	Spatial Old Growth Management Areas are assumed to meet requirements for landscape-level biodiversity. No additional targets for seral stage are specified.
Old Seral Targets instead of OGMAs	1) OGMAs were added back into the THLB and are available for harvest. 2) Old seral targets were applied to each landscape unit, biodiversity emphasis option, and BEC subzone (refer to Information Package for target details). LUs with a low biodiversity emphasis had the full old target applied after 3 rotations (i.e. after 220 years, based on an 80 year rotation and a negative 20 year adjustment to account for the date of the land use planning). These LUs required 1/3 of the target applied for the first 100 years, and 2/3 of the target applied for years 121 to 220. 3) Old seral and mature plus old seral targets were applied within the connectivity corridors. Targets were assigned by LU, biodiversity emphasis option, and BEC subzone LUs with a low biodiversity emphasis had the full old target applied after 3 rotations (i.e. after 220 years, based on an 80 year rotation and a negative 20 year adjustment to account for the date of the land use planning). These LUs required 1/3 of the target applied for the first 100 years, and 2/3 of the target applied for years 121 to 220.

Figure 29 and Table 17 show the results from using seral targets instead of OGMAs to meet landscape-level biodiversity requirements. It can be concluded that there are no significant differences in harvest flows as a result of the modelling approach taken.

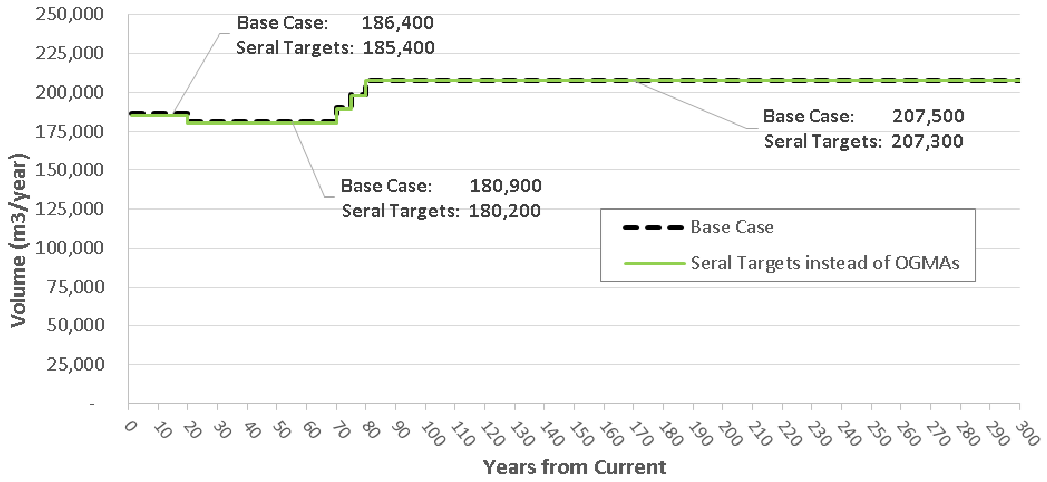


Figure 29 Harvest flows for the seral targets instead of OGMAs sensitivity analysis

Table 17 Harvest flow differences for the seral targets instead of OGMAs sensitivity analysis

Scenario	Short-term	Mid-term	*Long-term*
Use seral targets instead of OGMs for landscape-level biodiversity	Model shows initial harvest level (185,400 m^3/yr) is 0.5% lower than Base Case.	Model shows mid-term harvest level (180,500 m^3/yr) is 0.4% lower than Base Case.	No significant difference. Model shows same long-term harvest level (207,300 m^3/yr is 0.1% lower than Base Case.

5.8 BEC VERSION 10 FOR OLD SERAL TARGETS

Biogeoclimatic Ecosystem Classification (BEC) version 4 was in place when the Kootenay Boundary Land Use Plan Order was established in 2002. There are a number of components in the plan that are related to BEC such as biodiversity emphasis, seral targets, and mule deer winter range. As a result, BEC 4 was used for the Base Case scenario. However, there have been several changes and improvements to BEC over the years, with version 10 currently in place.

Updating KBLUP to reflect BEC 10 is not straight forward as it would entail revisiting the spatial location of items such as biodiversity emphasis options, mule deer winter range/snow pack zones, etc. However, in order to gain some insight into potential changes to timber supply from using BEC 10, a sensitivity analysis was completed that applied seral targets to the existing landscape unit/biodiversity emphasis polygons using the spatial locations and natural disturbance types of the BEC 10 layer. This sensitivity analysis similar to the "Old Seral Targets instead of OGMAs" sensitivity analysis (Section 5.7) because it added OGMAs back into the THLB. Table 18 summarizes the modelling approach used.

There is a significant change in the distribution of Natural Disturbance Types using BEC 10, as outlined in Table 19. The area within NDT 3 is reduced by almost 10,000 hectares, the area within NDT2 has increased by just over 11,440 hectares, and the area within NDT4 has been reduced by 1,145 hectares. Because the old seral age for NDT2 is 250 years versus 140 years for NDT3, there may be additional pressures on timber supply.

Table 18 Modelling approach for BEC 10 seral targets instead of OGMAs sensitivity analysis

Scenario	Modelling Approach
Base Case	Spatial Old Growth Management Areas are assumed to meet requirements for landscape-level biodiversity
Old Seral Targets using BEC 10 instead of OGMAs	1) OGMAs were added back into the THLB and are available for harvest. 2) Spatial location of biodiversity emphasis options were unchanged (i.e. based on BEC 4) 3) Old seral targets using BEC 10 were applied to each landscape unit, biodiversity emphasis option, and BEC subzone (refer to Information Package for target details). LUs with a low biodiversity emphasis had the full old target applied after 3 rotations (i.e. after 220 years, based on an 80 year rotation and a negative 20 year adjustment to account for the date of the land use planning). These LUs required 1/3 of the target applied for the first 100 years, and 2/3 of the target applied for years 121 to 220. 4) Old seral and mature plus old seral targets using BEC 10 were applied within the connectivity corridors. Targets were assigned by LU, biodiversity emphasis option, and BEC subzone. LUs with a low biodiversity emphasis had the full old target applied after 3 rotations (i.e. after 220 years, based on an 80 year rotation and a negative 20 year adjustment to account for the date of the land use planning). These LUs required 1/3 of the target applied for the first 100 years, and 2/3 of the target applied for years 121 to 220.

Table 19 Comparison of BEC 4 and BEC 10

NDT	BEC Zone	BEC 4 Area (ha)	BEC 10 Area (ha)	Old Seral Age (years)
NDT2	ICH	88	0	250
	ESSF	0	11,530	250
NDT3	ICH	9,079	8,732	140
	ESSF	10,362	2,198	140
	MS	37,182	35,701	140
NDT4	IDF	14,965	13,820	250
NDT5	AT	305	0	N/A

Figure 30 and Table 20 summarize the results from applying BEC 10 seral targets rather than OGMAs. It can be concluded that there are no significant differences in harvest flows as a result of using BEC 10, despite the relative increase in NDT2 area and the corresponding increase in definition of old seral age.

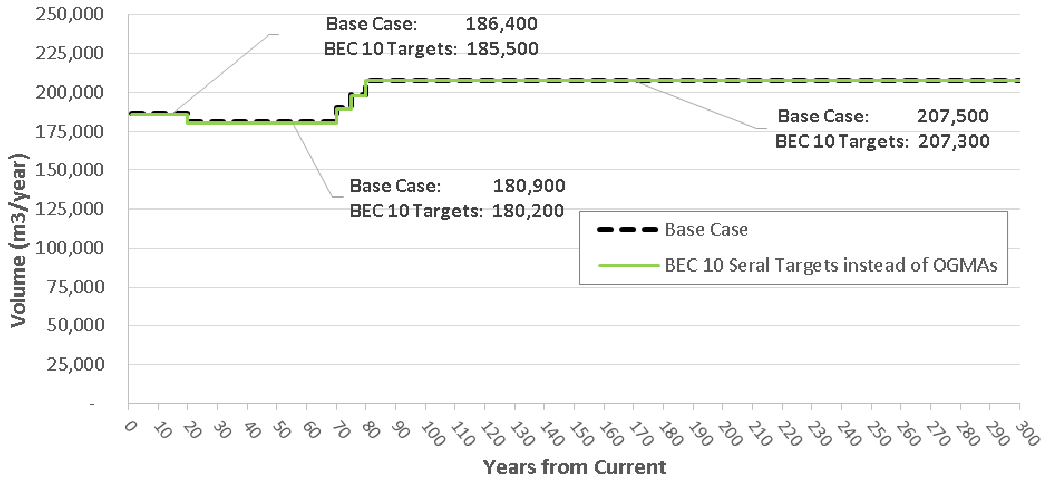


Figure 30 Harvest flows for the BEC 10 seral targets instead of OGMAs sensitivity analysis

Table 20 Harvest flow differences for the BEC 10 seral targets instead of OGMAs sensitivity analysis

Scenario	Short-term	Mid-term	*Long-term*
Use BEC 10 seral targets instead of OGMs for landscape-level biodiversity	Model shows initial harvest level (185,500 m^3/yr) is 0.5% lower than Base Case.	Model shows mid-term harvest level (180,200 m^3/yr) is 0.4% lower than Base Case.	No significant difference. Model shows long-term harvest level (207,300 m^3/yr is is 0.1% lower than Base Case level.

5.9 ENHANCED RIPARIAN MANAGEMENT

First Nations have indicated that they favour increased protection for riparian areas. Therefore, a sensitivity analysis was completed that doubled the amount of retention in riparian management zones for lakes, wetlands, and streams. Table 21 summarizes the approach used for modelling. This sensitivity analysis is spatially explicit in the THLB reduction, unlike the THLB +/- 10% sensitivity summarized in Section 5.1. As a result, it will capture any changes in growth or other non-timber resources specific to riparian areas. The overall reduction in THLB as a result of the enhanced riparian buffers is 746 hectares (1.3%).

Table 21 Modelling approach for enhanced riparian retention sensitivity analysis

Scenario	Modelling Approach
Base Case	Buffers created around lakes, wetlands, and streams according to riparian classification. Buffer width for riparian management zones converted to "effective" width by considering typical retention level based on current practice (refer to Information Package).
Enhanced Riparian	"Effective" riparian buffer width for management zones doubled and THLB re-created.

Figure 31 and Table 22 summarize the impact on timber supply from doubling the retention in riparian management zones. The proportionate reduction in timber supply is slightly higher than the proportionate reduction in THLB area, most likely due to riparian areas being more productive.

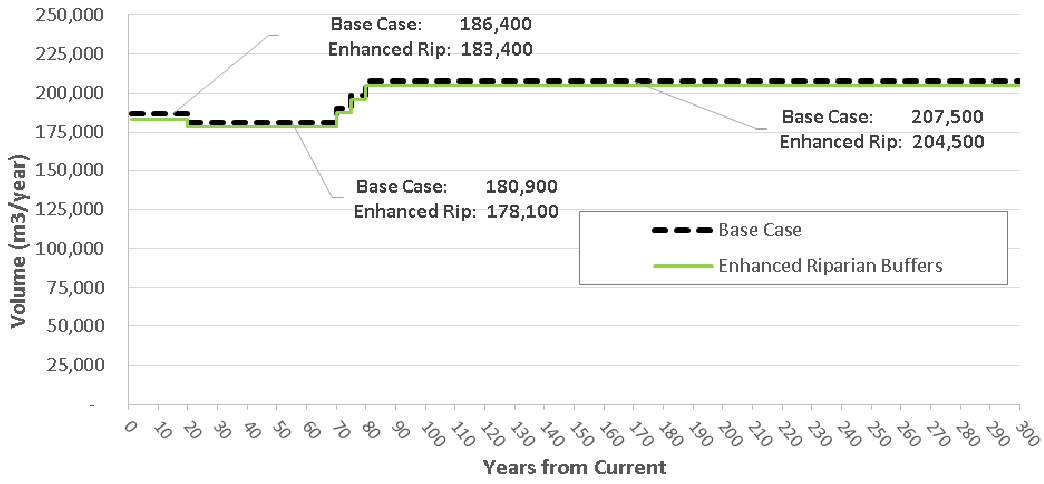


Figure 31 Harvest flows for the enhanced riparian sensitivity analysis

Table 22 Harvest flow differences for the enhanced riparian sensitivity analysis

Scenario	Short-term	Mid-term	*Long-term*
Enhanced riparian	Short-term harvest level reduced by 1.6% to 183,400 m^3/yr	Mid-term harvest level reduced by 1.5% to 178,100 m^3/yr	Long-term harvest level reduced by 1.4% to 204,500 m^3/yr

5.10 EQUIVALENT CLEARCUT AREA

The Base Case did not implement ECA objectives for any of the twelve surrogate watershed units within the TFL. This sensitivity analysis was undertaken to evaluate the impact on timber supply when two levels of ECA thresholds are implemented, as summarized in Table 23.

Table 23 Modelling approach for ECA sensitivity analyses

Scenario	Modelling Approach
Base Case	ECA reported, but ECA objectives not set
Maximum 40% ECA	Maximum ECA objective of 40% set for each watershed unit
Maximum 30% ECA	Maximum ECA objective of 30% set for each watershed unit

Figure 32 and Table 24 summarize the results from applying ECA targets for the watershed units. It can be concluded that limiting maximum ECA to 40% does not have a significant impact on timber supply. However, limiting maximum ECA to 30% results in a harvest level reduction of 3.0% reduction in the short term, 2.8% reduction in the mid-term, and no significant reduction in the long-term. The duration that the initial harvest can be sustained is also 5 years less than for the Base Case.

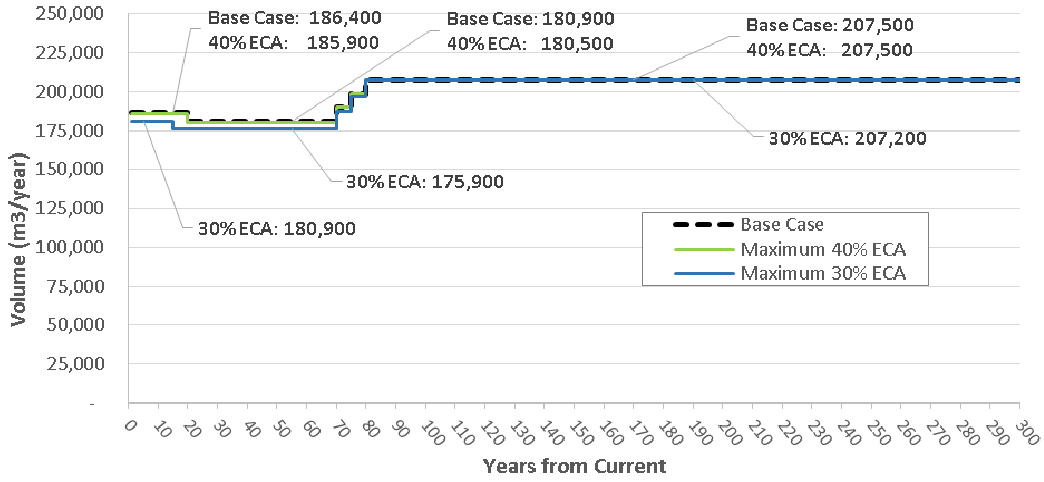


Figure 32 Harvest flows for the ECA sensitivity analysis

Table 24 Harvest flows for the ECA sensitivity analysis

Scenario	Short-term	Mid-term	*Long-term*
Maximum 40% ECA	No significant difference: Model shows initial harvest flow is 0.3% less than Base Case	No significant difference: Model shows initial harvest flow is 0.2% less than Base Case	No difference
Maximum 30% ECA	Initial harvest level (180,900 m³/yr) is 3.0% lower than Base Case. Duration of initial harvest level is 5 years less	Mid-term harvest level (175,900 m³/yr) is 2.8% lower than Base Case.	No significant difference: Model shows long-term harvest flow is 0.1% lower than Base Case.

5.11 CUTBLOCK SIZE

The Base Case implemented restrictions on small cutblocks so that the analysis reflects operational reality by avoiding harvesting of small isolated units, or "slivers". The model was configured to prevent harvesting of any units less than 1 hectare in size, and limit harvesting of cutblocks between 1 and 5 hectares to a maximum of 5 percent of the area harvested in any 5 year period (Section 3.3.3). A sensitivity analysis was undertaken to

evaluate the impact on timber supply from implementing these objectives for cutblock size, as summarized in Table 25.

Table 25 Modelling approach for unrestricted cutblock size sensitivity analysis

Scenario	Modelling Approach
Base Case	Harvest aggregation (patching) used to limit cutblock sizes as follows: No cutblocks < 1 ha, and only 5% of volume in a period to be from aggregated blocks between 1 to 5 hectares.
Remove cutblock size objectives	No limits on minimum cutblock size or blocks between 1 and 5 hectares.

Figure 33 and Table 25 summarize the changes to timber supply when restrictions on small cutblocks are removed. It can be seen that limiting the area of small cutblocks is most restricting in the short term, with a 3.6% increase in the harvest level when the objective is removed. There is a 1.4% increase in timber supply in the mid-term and 0.7% increase in the long-term when the size objectives are removed. The impacts in the short term are greatest because there are opportunities to aggregate small areas over time once adjacent stands reach minimum harvest age.

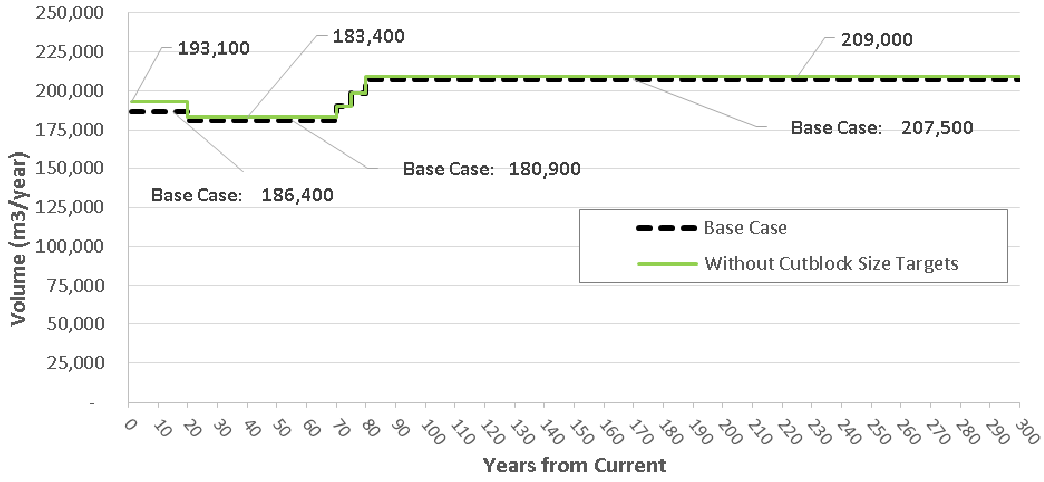


Figure 33 Harvest flows for the unrestricted cutblock size sensitivity analysis

Scenario	Short-term	Mid-term	*Long-term*
Remove Cutblock Size Targets	Short-term harvest level increased by 3.6% to 193,100 m^3/yr	Mid-term harvest level increased by 1.4% to 183,400 m^3/yr	Long-term harvest level increased by 0.7% to 209,000 m^3/yr

6 Summary

The Base Case scenario harvests 186,400 m^3/year for 20 years and then reduces to the mid-term level of 180,900 m^3/year. This level is sustained for 50 years, and then transitions over a ten year period to the long-term level of 207, 500 m^3/year.

Two alternative harvest flows were also completed. The first shows that the initial harvest can be increased to 191,700 m^3/year for 10 years before reducing to the same mid-term level as the Base Case. The second alternative sets the initial harvest to the mid-term level immediately, which allows a transition to the long-term level 5 years earlier than for the Base Case.

A number of sensitivity analyses were completed to assess the impacts of potential uncertainty in data and modelling assumptions. The results from these model runs are summarized in Table 26. While significant, harvest flow changes as a result of changes to THLB area were in line with those that would be expected. Introducing enhanced riparian buffers resulted in harvest flow reductions consistent with (but slightly higher) than the proportionate THLB reduction.

Using the Provincial Site Productivity Layer for managed stand site indices rather than the 2006 Site Index Adjustment project had a very significant impact on mid and long-term harvest levels. Although it was possible to maintain the initial Base Case short-term level for 10 years, it was at the expense of the mid-term level.

The short and mid-term harvest flows were also sensitive to an increase in minimum harvest age. A reduction in natural stand yields affected only the short-term. Conversely, the harvest flows were sensitive in the mid and long-term to increases/decreases in managed stand yields.

The results from the above sensitivity analyses suggest that the harvest flows for TFL 8 are quite sensitive to the transition between harvest of natural stands and managed stands.

The short and mid-term harvest levels in the Base Case were also reduced by placing limits on the area of small cutblocks. The changes in harvest flows that resulted from varying other factors were relatively minor.

Limiting ECA to 30% in all watershed units resulted in a 3.0% reduction in harvest levels in the short-term, and a 2.8% reduction in the mid-term. The duration that the initial harvest can be sustained is also 5 years less than for the Base Case. However, long-term harvest levels were not affected significantly.

Table 26 Summary of sensitivity analyses

Scenario	Change to Harvest Forecast from Base Case		
	Short-term	**Mid-term**	**Long-term**
THLB + 10%	+ 9.5%	+9.6%	+9.8%
THLB – 10%	-10.5%	-10.4%	-10.2%
Natural Stand Yields + 10%	Extend 35 years	+ 3.3%	15 years earlier
Natural Stand Yields – 10%	-9.0%, extend by 20 years	No change	10 years later
Managed Stand Yields + 10%	No change	+ 9.8% after 15 years	+10.0%
Managed Stand Yields – 10%	No change	- 7.9% after 10years	-11.2%
Provincial Site Productivity Layer for Managed Stand Site Index – flow 1	Reduce 5 years	- 8.2% for 10 years, then -16.7%	-19.2%
Provincial Site Productivity Layer for Managed Stand Site Index – flow 2	-10%, maintain only 10 years	-12.3%	-19.2%
Minimum Harvest Age + 10 years	-8.8 %, maintain 15 years	-15% for 25 years	No change
Minimum Harvest Age – 10 years	+0.5%	No change	-1.2%, 10 years earlier
Disturb the non-THLB	-0.7%	-0.7%	-0.4%
Old Seral Targets instead of OGMAs (BEC 4)	-0.5%	-0.4%	-0.1%
BEC 10 Old Seral Targets instead of OGMAs	-0.5%	-0.4%	-0.1%
Enhanced Riparian Management	-1.6%	-1.5%	-1.4%
Remove cutblock size objectives	-3.6%	-1.4%	-0.7%
Maximum 40% ECA	-0.3%	-0.2%	No change
Maximum 30% ECA	-3.0%, maintain only 15 years	-2.8%	-0.1%

7 References

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Timberline Forest Inventory Consultants Ltd. (2007). *Timber Supply Analysis, Tree Farm License 8, TSR 3.*

Appendix 1 Information Package

Under Separate Cover

Tree Farm Licence 8

MANAGEMENT PLAN #11

Version 1.0

October 22, 2018

Project [1320-2]

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Submission Page

Tree Farm Licence 8

Management Plan No. 11

Licensee: Interfor Corporation

This Management Plan was submitted on behalf of Interfor Corporation by:

Chris Shelley, RPF

Interfor Corporation

Management Plan Acceptance Letter

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Executive Summary

This is the the eleventh Management Plan (MP) prepared for Tree Farm Licence (TFL) 8 held by Interfor Corporation. The completed plan meets the requirements of the ***Tree Farm Licence Management Plan Regulation*** (B.C. Reg. 280/2009) and is comprised of three main components.

- Management Plan that includes a general description of the tree farm licence land base, a brief history of the TFL, the title and a description of each of the publicly available planning documents used to guide forest management and operations in the TFL area, and a summary of the public review and First Nations referral process;
- Timber Supply Analysis of the short-term and long-term availability of timber for harvesting I the TFL area, including the impact of management practices on the availability of timber;
- Information Package that includes supporting documentation for the timber supply analysis.

The MP must be approved by the Chief Forester who also considers the timber supply analysis produced to determine the annual allowable cut (AAC) for this licence. The current AAC for TFL 8 is 186,000 m^3 per year. The timber supply analysis for this MP examined the current harvest practices and incorporated new information such as spatial OGMAs, new Wildlife Habitat Areas, and Williamson's Sapsucker Best Management Practices. With these changes, the proposed Base Case scenario maintains the current AAC for 20 years, then reduces the harvest level to 180,900 m^3/year for 50 years, after which it increases over a 10 year period to the long-term level of 207,500 m^3 per year.

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List of Acronyms

AAC	Annual Allowable Cut
AP	Analysis Report
AU	Analysis Unit
BEC	Biogeoclimatic Ecosystem Classification
DBH	Diameter at Breast Height
ESSF	Engelmann Spruce Sub-alpine Fir
FLNRO	Ministry of Forests, Land, Natural Resource Operations and Rural Development
ICH	Interior Cedar Hemlock
IDF	Interior Douglas-Fir
IP	Information Package
KBLUP	Kootenay Boundary Land Use Plan
LRSY	Long Range Sustained Yield
LU	Landscape Unite
MAI	Mean Annual Increment
MDWR	Mule Deer Winter Range
MS	Montane Spruce
NDT	Natural Disturbance Type
NRL	Non-Recoverable Losses
OGMA	Old Growth Management Area
PFLB	Product Forest Landbase
SIC	Snow Interception Cover
SFI	Sustainable Forestry Initiative
TFL	Tree Farm Licence
THLB	Timber Harvesting Land Base
TIPSY	Table Interpolation of Stand Yields
VDYP	Variable Density Yield Projection
VEG	Visually Effective Green-up
VQO	Visual Quality Objective
VRI	Vegetation Resource Inventory
WISA	Williamson's Sapsucker
WHA	Wildlife Habitat Area

Document Revision History

Version	Date	Description
1.0	October 2018	Initial Management Plan for public review

1 Introduction

This is the eleventh Management Plan (MP) prepared for Tree Farm Licence (TFL) 8, and it must meet the requirements of the ***Tree Farm Licence Management Plan Regulation*** (B.C. Reg. 280/2009). This regulation, enacted by the provincial government in November 2009 (with associated amendments) to the ***Forest Act***), includes content requirements, submission timing and public review requirements for TFL Management Plans.

This document provides a general description and history of the TFL, lists the primary planning documents that guide the management of the TFL and summarizes outcomes from the public review and First Nations referral process. The draft MP also includes, as appendices, the accepted Information Package and a draft timber supply analysis.

2 Description of TFL 8

TFL 8 is located in the southern interior of British Columbia. It consists of approximately 77,189 hectares of crown land and has two distinct units. The south block is located north of Greenwood in the Boundary Creek area, and the north block is located in the Trapping Creek and Carmi Creek drainages north of Beaverdell (Figure 1). The forests are predominately mixtures of Douglas-fir, larch, lodgepole pine and ponderosa pine types at lower and mid-elevations, and lodgepole pine and spruce/balsam types at the higher elevations. Biogeoclimatic zones include the Montane Spruce, Interior Douglas-fir, Interior Cedar Hemlock, and Engelmann Spruce Subalpine Fir zones.

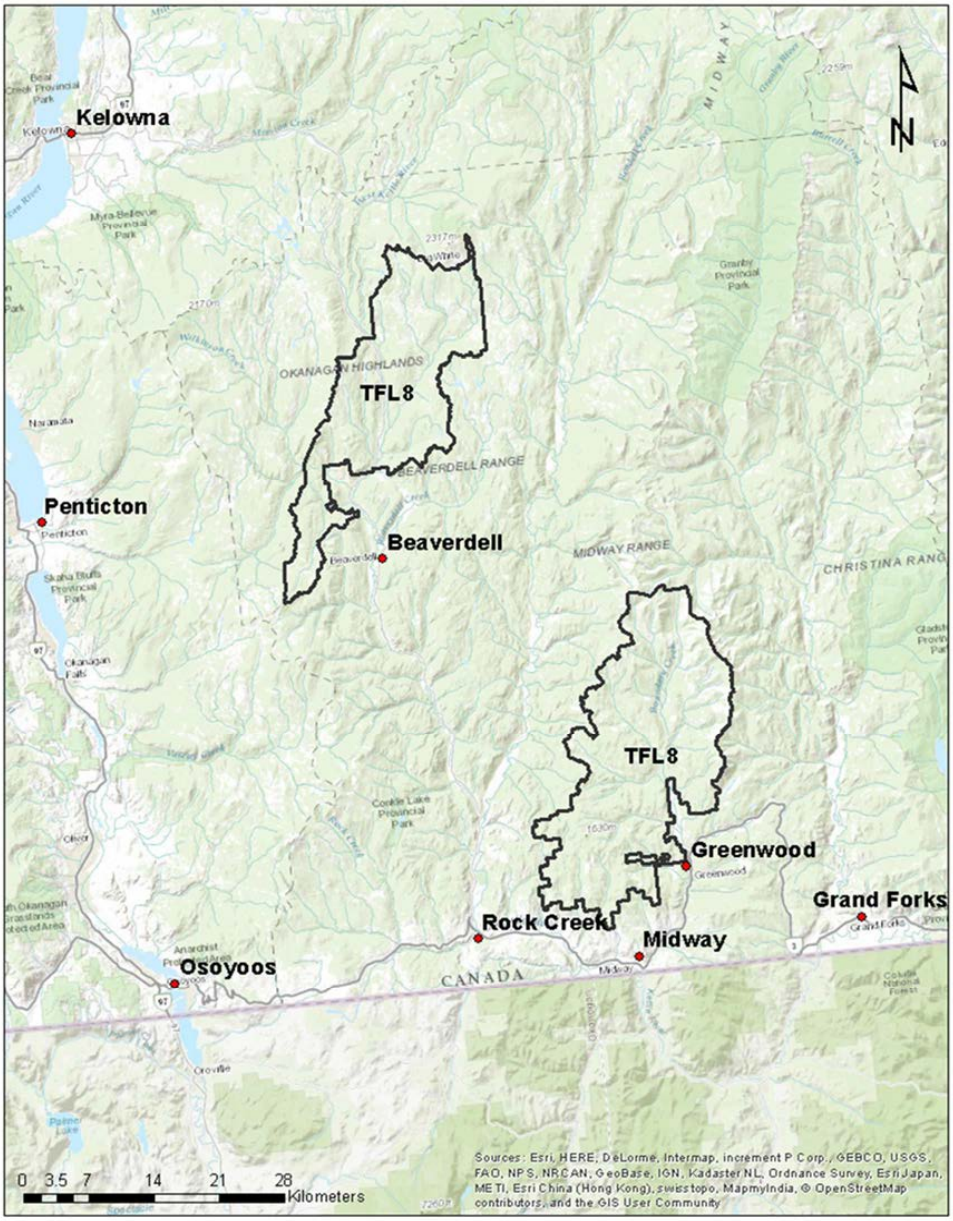


Figure 1 TFL 8 overview map

3 History of TFL 8

The south block of TFL 8 was originally granted to Boundary Sawmills Limited on January 26, 1951. The north block was granted to Olinger Lumber Company as TFL 11 in 1952, but was later assigned to Boundary Sawmills Limited in in March, 1967. TFL 8 and TFL 11 were then amalgamated into the new TFL 8 with a 25year replaceable agreement on March 21, 1969.

Boundary Sawmills Ltd. continued to expand by buying and consolidating a number of local operations including Grand Forks Sawmills, Fritz Sawmills Ltd., Boundary Falls Lumber Co. Ltd., C & F Lumber Company Ltd., and Planer Ltd. These companies were amalgamated as one private company with the name Boundary Forest Products Ltd. on December 31, 1970.

Boundary Forest Products Ltd. was purchased by Pope & Talbot Inc. of Portland, Oregon in 1969. The Canadian Operations then underwent a name change to Pope & Talbot Ltd. in 1972. New 25 year replaceable agreements for TFL 8 were entered into with Pope & Talbot Ltd. on January 1, 1980 and March 1, 2000.

Interfor Corporation (formerly International Forest Product Limited) acquired the rights to TFL 8 from Pope & Talbot Ltd. on May 1, 2008. The TFL agreement has since been replaced on March 1, 2010 and March 1, 2018.

3.1 ALLOWABLE ANNUAL CUT HISTORY

A summary of the AAC changes for TFL 8 is provided in Table 1. Note that an allocation for the Small Business Forest Enterprise Program (SBFEP), now known as BC Timber Sales (BCTS), was in place from 1988 to 2008. This allocation was removed in 2008 as the result of an agreement between Interfor and BCTS to assign an equivalent representative area of Interfor's operating area within the Boundary TSA to BCTS.

Table 1 AAC summary

		Allowable Annual Cut (m^3/year)		
Date	**MP no.**	**SBFEP**	**Licensee**	**Total**
Jan 1/51 – Dec 31/53	1	0	35,679	35,679
Jan 1/54 – Dec 31/63	2	0	35,679	35,679
Jan 1/64 – Dec 31/66	3	0	35,679	35,679
Jan 1/67 – Dec 31/68	3	0	59,465	59,465
Jan 1/69 – Dec 31/71	4	0	141,585	141,585
Jan 1/72 – Dec 31/72	4	0	212,376	212,376
Jan 1/73 – Dec 31/73	4	0	141,584	141,584
Jan 1/74 – Dec 31/79	5	0	150,787	150,787
Jan 1/80 – Dec 31/80	5	0	145,000	145,000
Jan 1/81 – Dec 31/85	6	0	145,000	145,000
Jan 1/86 – Dec 31/86	7	0	145,000	145,000
Jan 1/87 – Dec 31/87	7	0	275,000	275,000
Jan 1/88 – Dec 31/88	7	3,625	271,375	275,000
Jan 1/89 – Dec 31/91	7	7,250	267,750	275,000
Jan 1/92 – Dec 31/93	8	7,250	304,750	312,000
Jan 1/94 – Aug 31/97	8	7,250	137,750	145,000
Sep 1/97 – Aug 11/98	9	7,250	137,750	145,000
Aug 12/98 – Nov 30/02	9	6,970	137,750	144,720
Dec 1/02 – Nov 27/08	10	6,970	168,030	175,000
Nov 28/08 – Mar 31/09	10	0	175,000	175,000
April 1/09 – Mar 31/19	10	0	186,000	186,000

4 Publicly Available Planning Documents

4.1 REGIONAL AND LANDSCAPE LEVEL PLANS

The Kootenay-Boundary Higher Level Plan Order (KBHLPO) was established pursuant to Sections 3(1), 3(2), and 9.1 of the ***Forest Practices Code of British Columbia Act*** on October 26, 2002. This order established Resource Management Zones and Resource Management Zone Objectives within the area covered by the Kootenay-Boundary Land Use Plan, and replaced a previous Order dated January 31, 2001. It is intended to reflect the required balance of social, economic and environmental values and is consistent with a request by the citizens of the Kootenay-Boundary region.

4.2 GOVERNMENT ACTION REGULATIONS

Several Government Action Regulation (GAR) Orders are in effect for areas within TFL 8. These include:

- Ungulate Winter Range #u-8-007 (moose) – effective May 8th, 2006

- Ungulate Winter Range #u-8-008 (mule deer) – effective May 8th, 2006
- General Wildlife Measures #8-373 (grizzly bear) – effective August 20th, 2010
- Fifteen Wildlife Habitat Areas for Williamson's Sapsucker (8-215,8-216, 8-217, 8-218, 8-219, 8-220, 8-221, 8-222, 8-223, 8-224, 8-225, 8-315, 8-316, 8-366, 8-392) – effective November 26th, 2015.
- Wildlife Habitat Area for Badger (8-329) – effective December 17th, 2009

4.3 OPERATIONAL PLANS

Forest Stewardship Plan #29 (effective October 16, 2006 – June 16, 2017) and Forest Stewardship Plan #658 (effective July 7, 2017 – July 6, 2022)

The original Forest Stewardship Plan #29 (FSP) for TFL 8 was approved under section 16 of the ***Forest and Range Practices Act*** (FRPA) in October 2006 and was effective until October 15, 2011. Initially, FSP #29 applied to TFL 8 and FL A18969 held by Pope & Talbot Ltd (P&T). International Forest Products Limited was added to the plan in 2008 following the acquisition of TFL 8 and FL A18969 from P&T. Other amendments added more signatories (Monte Lake Forest Products Inc., Zelstoff Celgar Limited Partnership and Tolko Forest Industries) covering their respective licenses within the Boundary TSA. The FSP specifies results and strategies, measures and stocking standards consistent with government objectives that apply to the land base, and is the main planning document guiding forest operations.

FSP #29 was extended on two separate occasions; on October 13, 2011 for an additional 5-year term, and again on September 30, 2016 for a period of 8 months. FSP #29 expired on June 16, 2017 and was subsequently replaced when FSP #658 was approved on July 7, 2017 for a term of five years. Interfor Corporation is the sole holder of this FSP and it applies to all of Interfor's licenses in the Selkirk Resource District including TFLs 3, 8 and 23 as well as Forest Licenses A18969, A20192 and A94220.

4.4 INDEPENDENT FORESTRY CERTIFICATION PROGRAMS

Interfor Corporations operations on TFL 8 are currently certified to the Sustainable Forestry Initiative® (SFI) 2015-2019 Forest Management Standard.

4.5 OTHER PLANS

Williamson's Sapsucker (WISA) is listed under Schedule 1 of the federal ***Species at Risk Act,*** and is on the provincial Blue list in British Columbia. The "*Best Management Practices for Timber Harvesting, Roads, and Silviculture for Williamson's Sapsucker in British Columbia: Okanagan-Boundary Area of Occupancy"* was published in February 2014 and guides forestry activities within important WISA habitat in TFL 8.

5 Timber Supply Analysis

The ***TFL MP Regulation*** requires a management plan to contain a timber supply analysis that analyzes the short and long-term availability of timber for harvesting in the TFL including the impact of management practices on the availability of timber. The Regulation also requires supporting documentation for the timber supply analysis

including resource inventories, a description of the model and analytical methods used to formulate the timber supply and any other information relevant to timber supply on the TFL.

5.1 SUPPORTING DOCUMENTATION FOR TIMBER SUPPLY ANALYSIS

An Information Package was prepared prior to timber supply modelling, and describes the resource inventories, management practices and model description to be used in the analysis (see Appendix 2). The Information Package was made available for First Nations referral and public review, and was later accepted by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development Forest Analysis and Inventory Branch on January 31, 2018.

The latest timber supply analysis for TFL 8 (see Appendix 3) was prepared by Forsite Consultants Ltd. using the PATCHWORKS ™ modeling software.

6 Public Review and First Nations Review

6.1 PUBLIC AND AGENCY REVIEW

Section 6 of the ***TFL Management Plan Regulation*** outlines the requirements for public review and comment. In accordance with this requirement, a proposed public review strategy was submitted to the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRO) on September 1st, 2017 and was subsequently approved by the Regional Executive Director on November 15, 2017 (see Appendix 1).

As outlined in the strategy, two products from this management plan were made available for public review and First Nations referral:

- A draft information package (IP) and
- A draft management plan (MP)) – including the final IP and draft timber supply analysis report

Similar approaches were used for both products to invite the public comment on the draft material presented:

- Access to a printed copy at the Interfor Corporation office Grand Forks,
- Access to a printed copy by mail or e-mail if requested,
- Access to an electronic document through an FTP website link,
- E-mail distribution to Agencies,
- E-mail or mail distribution to Stakeholders,
- Newspaper advertisements.

All distributions and responses received were shared with FLNRO.

6.1.1 PUBLIC AND AGENCY REVIEW OF THE DRAFT INFORMATION PACKAGE

The draft IP was the first product made available for review as outlined in the Approved Public Review Strategy (Appendix 1). It described the information used to support the timber supply analysis, including data inputs and assumptions. The review period for this draft document was scheduled from February 14, 2018 to April15, 2018 Comments received from the public and government agencies review of the draft IP are provided in Table 2 below.

Table 2 Comments received from the public and agencies on the Draft Information Package

Provided By	Date	Summary of Comments or Questions	Response
FLNRO (Stewardship)	5-Feb-18	Several questions about IP, including Mountain Pine Beetle salvage, un-salvaged losses, regeneration delay, missing hydro-line right-of-way, FSR road widths, recreation sites, and harvest volumes	Hydro-line R/W added to analysis, minor edits made to IP for clarification of other items
Raymond Opitz, Trapper	15-Feb-18	E-mail request for a map	E-mail response with the requested map in Google Earth (kmz) format
FLNRO (Ecosystems Biologist)	20-Feb-18	Several comments/questions, including 1) Should open forest from fire maintained ecosystem layer be removed from THLB? 2) Should there be an area reduction for authorized recreation trails? 3) Williamson's Sapsucker (WISA) provincial status is blue, not red-listed status 4) totals not adding up in WISA table, 5) disturbance interval for NDT4 seems high, given that NDT4 experiences frequent fires	1) No changes to THLB for open forest – this layer is not intended to affect THLB, 2) No changes for rec trails. Have already included removals were appropriate (e.g. Trans Canada Trail), 3) Changed Williamson's Sapsucker status to "Blue-listed" from "Red-listed" in IP. 4) No change made. Table was correct as the numbers in question were weighted averages 5) No change made. NDT4 disturbance interval refers to catastrophic events and is sourced from biodiversity guidebook.
Fred Marshall RPF, Public	05-Mar-18	Letter received with numerous comments and questions. Many of the comments reflect a professional difference of position regarding how forests should be managed	Detailed response letter sent. There were no substantial changes made to the Information Package. A couple of inconsistencies in numbers or section cross references were corrected. The remaining errors that were identified were a misunderstanding of the IP content. Where appropriate, minor edits were made to improve clarity. Comments outside the scope of the management plan or due to differences in professional opinion were noted.
FLNRO (Entomologist)	15-Mar-18	E-mail received with several comments. 1) Major bark beetles covered appropriately (mountain pine beetle, Douglas-fir beetle, spruce beetle) and have noted increased levels of DFB and SB, 2) Please to see shift of regenerating predominately pine to a more mixed species approach, 3) General comments about pest issues in young stands, including a) moderate to high level of pest impacted pine in Era 1 & 2 stands provides a good opportunity to develop hazard/incidence maps of pest issues, b) would be helpful to have hazard maps of major pests to that future regeneration could address these issues in terms of density and species mixes at harvest/regeneration, c) some of major pests of young stands kill trees but other may just cause form problems, d) pests are expected to increase in the next decade so this could be commented on as well, e) with more Douglas-fir, spruce and other species being regenerated some comment about budworm and	Comments appreciated. No changes to IP were made because these comments have currently unquantified potential impacts to future stand yields. The proposed sensitivity analysis that reduces managed stand yields by 10% will provide some insight into the uncertainty about future yields, either from pests or for other reasons.

Provided By	Date	Summary of Comments or Questions	Response
		other pests could be included	
Regional District of Kootenay Boundary	06-Apr-18	E-mail with similar comments to those provided by Fred Marshall, RPF.	This is the same response as the detailed letter sent to Fred Marshall. There were no substantial changes made to the Information Package. A couple of inconsistencies in numbers or section cross references were corrected. The remaining errors that were identified were a misunderstanding of the IP content. Where appropriate, minor edits were made to improve clarity. Comments outside the scope of the management plan or due to differences in professional opinion were noted.
Ellen Tolson, Public	10-Apr-18	Letter received expressing concerns about clearcuts, harvesting of young trees, and reforestation.	Response to concerns. No changes to Information Package were made with respect to the feedback. 1) Proposed cutblocks referred to in the letter were not in TFL 8. 2) Acknowledged author's opinion regarding sustainable forest practices. 3) Discussed the benefits of utilizing small diameter tree tops. 4) Discussed the reforestation requirements on crown tenures.

6.1.2 PUBLIC AND AGENCY REVIEW OF THE DRAFT MANAGEMENT PLAN

The draft Management Plan was the second, and final product made available for review. This document provided a general description and history of the TFL, listed the primary planning documents that guide the management of the TFL and summarized outcomes from the public review and First Nations referral process. The draft MP also included, as appendices, the accepted Information Package and a draft timber supply analysis.

The review period for the draft MP is scheduled from October 24th, 2018 to January 2nd, 2019.

Comments will be summarized when the referral period has been completed.

6.2 FIRST NATIONS REVIEW

Information sharing with First Nations followed the same and concurrent process as the public review. Specifically, two products from this management plan process were referred to First Nations:

- A draft Information Package, and
- A draft Management Plan, including the final IP and draft timber supply analysis report.

To invite First Nations comment on the draft material presented, Interfor Corporation completed the following:

- Provided access to a printed copy at the Interfor Corporation office in Grand Forks,
- Provided access to a printed copy by mail or e-mail if requested,
- Provided access to an electronic document through an FTP website link,
- E-mailed First Nations,
- Published newspaper advertisements,
- Hosted and attend information sharing meetings.

All distributions and responses received were shared with FLNRO. In addition, FLNRO will be undertaking formal consultation with First Nations on this draft Management Plan.

6.2.1 FIRST NATIONS REVIEW OF THE DRAFT INFORMATION PACKAGE

Comments received from First Nations reviews of the draft IP are provided in Table 3 below. As noted in the table, these discussions are ongoing as Interfor works with the First Nation communities to identify specific indigenous values and determine appropriate means of addressing those values with a revised data package. Interfor is prepared to provide additional information to support the Management Plan and Analysis Report as this effort proceeds.

Table 3 Comments received about the Draft Information Package

Provided By	Date	Summary of Comments or Questions	Response
Osoyoos Indian Band	16-Feb-18	Request for Extension	Ongoing discussions with First Nations about Management Plan process and opportunities for involvement, including possibility of request for an extension.
Penticton Indian Band	25-Mar-18	E-mail indicates the IP has a number of information gaps and non-compliance issues that need to be addressed prior to moving forward. Examples include cultural information/perspective, cumulative impacts, water supply/quality/quantity/demand, road access issues, lack of input to environmentally sensitive areas, habitat protection areas, and OGMAs, climate change resiliency, prescribed burning, terms such as problem forest types (i.e. not a holistic approach to ecosystem management), riparian protection. E-mail indicates PIB is committed to working with Interfor, and requests further discussion on how meaningful and deep consultation with Penticton Indian Band can occur.	There have been several follow-up phone calls and meetings between Interfor and Okanagan Nation Bands, including Penticton Indian Band. These discussions are still ongoing.
Lower Similkameen Indian Band	05-Apr-18	E-mail indicated that Lower Similkameen Indian Band concurs entirely with the comments provided by Penticton Indian Band. Recommends that Interfor rescind referral until all deficiencies are addressed.	There have been several follow-up phone calls and meetings between Interfor and Okanagan Nation Bands, including Lower Similkameen Indian Band. These discussions are still ongoing.
Westbank First Nation	13-Apr-18	E-mail indicating that referral was sent to Westbank First Nations archaeologist and that areas would be identified with high archaeological potential that require field reconnaissance work.	Interfor is attempting to include Westbank First Nation in the ongoing discussions with Okanagan Nation Bands.

6.2.2 FIRST NATIONS REVIEW OF THE DRAFT MANAGEMENT PLAN

Comments will be summarized when the review period is complete.

6.3 SUMMARY OF REVISIONS TO THE INFORMATION PACKAGE

The following revisions were made to the Information Package as a result of the public review and First Nations review:

- Included additional hydro-line right-of-way
- Included additional sensitivity analysis to model enhanced riparian buffers
- Included additional sensitivity analysis to evaluate equivalent clearcut area (ECA) for watershed units within the TFL.
- Minor edits to improve clarity and/or correct inconsistencies

In addition the following revisions to the Information Package were made after the review period:

- Included mature plus old and old seral targets within connectivity corridors for the sensitivity analysis that evaluated using seral constraints instead of spatial Old Growth Management Areas to meet landscape-level biodiversity requirements.

6.4 SUMMARY OF REVISIONS TO THE TIMBER SUPPLY ANALYSIS

This section will be completed when the review period has ended and any required changes are identified.

Appendix 1 Approved Public Review Strategy

TFL 8 Management Plan #11

Proposed Referral and Public Review Strategy

Interfor Corporation (Interfor) is preparing Management Plan (MP) #11 for Tree Farm Licence (TFL) 8. The *TFL Management Plan Regulation,* section 6, outlines the requirements for public review and comment and requires that a strategy be submitted 1-year before the date the Management Plan is submitted to the chief forester. The new MP is planned to be submitted to Government in September, 2018 with a required approval date by March, 2019.

General Approach

The first step in the strategy will be to make a draft timber supply analysis information package (IP) available for review. Comments received will be considered and a final IP submitted to the Forest Analysis and Inventory Branch (FAIB) of the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRORD) for acceptance. The draft MP will then be made available for review and will include the timber supply analysis and the accepted IP.

All documents and maps will be on an FTP website maintained by Forsite Consultants Ltd., and will be be available for download. They will also be available at the Interfor office in Grand Forks.

Proposed Timeline

Table 1 outlines the anticipated timeframe for the public review:

Table 1 Sequence of Events

Action	Approximate Date(s)
Submit the review strategy to the Regional Executive Director (RED) for approval	September 1, 2017
RED approval of review strategy	September 18, 2017
Submit, refer and advertise for review the draft Information Package	December 15, 2017
Review period for IP	December 15, 2017 to February 15, 2018
Consider any comments received during 60 day review period and submit IP for acceptance	March 1, 2018
FAIB acceptance of IP	March 18, 2018
Submit, refer and advertise for review a draft Management Plan including the timber supply analysis	Mid June, 2018
Review period for MP	Mid June 2018 to mid August 2018
Consider any comments received during 60 day review period and submit a final Management Plan and timber supply analysis report	September 18, 2018
Chief Forester approves the Management Plan and determines the AAC	March 18, 2019

Agencies

Email notices will be sent to the agency contacts listed in Table 2 indicating how to download the MP documents from the Forsite website.

Table 2 List of Agencies

Agency		Contact
FAIB – Nanaimo	Senior Analyst, TFLs	Jim Brown
FAIB – Kamloops	Timber Supply/Geomatics Forester	Jeff Stone
FLNRORD – Region	Regional Tenures Forester	Andrea Inwards
FLNRORD - Victoria	Timber Tenures Forester	Melanie Plett
FLNRORD – Nelson	Stewardship Forester	Julie Castonguay
FLNRORD – Nelson	Research Ecologist	Deb MacKillop
FLNRORD – Nelson	Habitat Section Head	Mike Knapik
FNLRO RD– Nelson	Habitat Biologist	Lisa Tedesco
FLNRORD – Cranbrook	First Nations	Rick Fraser
FLNRO RD– Kamloops	Entomologist	Lorraine Maclauchlan
FNLRORD – Nelson	Recreation Officer	Justin Dexter
FLNRORD – Vernon	Recreation Officer	Ian McLellan
FLNRORD – Nelson	Trails Specialist	Daniel Scott
FNLRORD – Grand Forks	Range Officer	Rae Haddow
BC Parks – Penticton	Planning Section Head, Okanagan	Keith Baric
City of Grand Forks	Local Government	TBD
City of Greenwood	Local Government	TBD
Regional District of Kootenay Boundary	Local Governments	TBD

First Nations

Notification e-mail or letters will be sent to all First Nations listed in Table 3 for both the draft Information Package and for the draft Management Plan #11. The e-mails and/or letters will indicate that the draft IP or MP will be available for a period of 60 days for review and comment and will note the public locations as well as other provisions to access copies of the draft documents. Interfor staff will also be available to meet to review the draft IP or MP with First Nations if requested. An e-mail reminder will be sent approximately 3 weeks prior to the end of each 60 day period if no response has been received.

Table 3 List of First Nations

First Nation	Contact
Lower Similkameen Indian Band	Chief and Council
Okanagan Indian Band	Chief and Council
Okanagan Nation Alliance	Chief and Council
Osoyoos Indian Band	Chief and Council
Penticton Indian Band	Chief and Council
Splats'in First Nation	Chief and Council
Upper Nicola Band	Christine Saddleman, Natural Resource Tech
Westbank First Nation	Chief and Council

Stakeholders

Notification e-mails or letters will be sent to all stakeholders listed in Table 4 for both the draft Information Package and for the draft Management Plan #2. The e-mails and/or letters will indicate that the draft IP or MP will be available for a period of 60 days for review and comment and will note the public viewing locations as well as other provisions to access copies of the documents.

Table 4 List of Stakeholders

Stakeholder Name	Stakeholder Group
1877237 Alberta Ltd.	Range Tenure
Buck Lake Ranch	Range Tenure
Cactus Creek Cattle Co. Ltd.	Range Tenure
David Hesketh	Range Tenure
Fossen Air Ltd.	Range Tenure
Frank Van Oyen	Range Tenure
Glen Frankie	Range Tenure
Gordon Davis	Range Tenure
Gregory Lee	Range Tenure
Gregory MacDonald	Range Tenure
Ian Smith	Range Tenure
Kenneth Fillmore	Range Tenure
Kevin Fillmore	Range Tenure
Pa – Van Ranch Ltd.	Range Tenure
Paul Windmill	Range Tenure
Peter C Zuberbuhler Professional Corporation	Range Tenure
Robert Agur	Range Tenure
Robert Davidson	Range Tenure
Roy Schiesser	Range Tenure
Thomas Bosovich	Range Tenure
Wendy Cox	Range Tenure
William Boltz	Range Tenure
WSR Holdings ULC	Range Tenure
Barry Brandow	Guide Outfitter
Melvin Kilback	Guide Outfitter
Peter Grosch	Guide Outfitter
Harold Hewitt	Trapper
Cash Mark Hewitt	Trapper
Ray Opitz	Trapper
John Sladen	Trapper
Donald Regan Underwood	Trapper
Chris Robinson	Trapper
Glen Millar	Trapper
Steven Dunham	Trapper
Dennis Lampron	Trapper
Norman Blaney	Trapper

Stakeholder Name	Stakeholder Group
Darryl Price	Trapper
Steven Guidi	Trapper
Harley Paul	Trapper
Ronald Lancour	Trapper
Kenneth Lancour	Trapper
Joe Boltz	Trapper
Big White Water Utility	Licensed Water User
Randall and Tracy Smith	Licensed Water User
Kevin Helenius and Margaret Peers	Licensed Water User
Joe and Linda Baiton	Licensed Water User
Douglas Bohn	Licensed Water User
Malcholm and Darlene Logan	Licensed Water User
Oliver Alexander Glaser	Licensed Water User
Big White Ski Resort (Jeremy Hopkinson)	Recreation Interest
Back Country Horsemen of BC (Juanita Gibney)	Recreation Interest
Kelowna Snowmobile Club (Roger Frost)	Recreation Interest
Jewel Lake Environmental Society (Cliff Normand)	Recreation Interest
Trails to the Boundary (Barry Nolls, Ciel Sanders)	Recreation Interest
Grand Forks ATV club (Doug Zorn)	Recreation Interest
Friends and Residents of the North Fork (TBD)	Recreation Interest
Friends of the Granby Environmental Society (TBD)	Recreation Interest
Granby Wilderness Society (TBD)	Recreation Interest
Kettle River Mountain Bikers' Association (TBD)	Recreation Interest

Advertisements

Information Package

Advertisements will be placed in the Grand Forks Gazette and the Kelowna Courier Valleywide Classifieds for a period of 2 consecutive weeks in December 2017 for the draft Information Package. The ads will indicate that the draft IP will be available for a period of 60 days for review and comment and will note the public viewing locations as well as other provisions to access copies of the information.

Management Plan

Advertisements will be placed in the Grand Forks Gazette and the Kelowna Courier Valleywide Classifieds for a period of 2 consecutive weeks in June 2018 for the draft Management Plan. The ads will indicate that the draft MP will be available for a period of 60 days for review and comment and will note the public viewing locations as well as other provisions to access copies of the information.

Public Review Summary and Communications with FLNRORD

Interfor will reply in writing to each party that provides written comments. A Public Review Summary will be prepared that details the comments received, the name and organization, date and type of communication, follow up, actions taken to accommodate, and any outstanding concerns.

As required by the *TFL Management Plan Regulation*, the final MP submission will include a description of this strategy and a summary of the comments received. It will also include a description of any changes made to the MP as a result of the comments received. The Public Review Summary and copies of all correspondence sent or received by Interfor in review of MP#11 including all First Nations letters will be provided to Jeff Stone for distribution to the appropriate agencies in Table 2.

INTERFOR

Date

Recipient Name
Recipient Title
Recipient Company
Recipient Address
City, Province, Postal Code

Dear Recipient:

Re: Draft Information Package for Management Plan #11 for Tree Farm Licence (TFL) 8 Available for Review and Comment

Interfor Corporation (Interfor) is currently preparing Management Plan #11 (MP#11) for TFL 8. The Draft Information Package for MP#11 is now available for review and comment, and describes the information used to support the timber supply analysis. The timber supply analysis provides information to assist the Chief Forester of BC in determining the Allowable Annual Cut on TFL 8.

TFL 8 consists of approximately 77,480 hectares of crown land and has two distinct units. The south block is located north of Greenwood in the Boundary Creek area, and the north block is located in the Trapping Creek and Carmi Creek drainages north of Beaverdell.

You are invited to view and comment on the draft Information Package for MP#11 from month/day/year through to month/day/year. All documents will be available for download from the following FTP website: http://webftp.forsite.ca , Username : XXX, Password : YYY. Printed documents and maps will also be made available by mail or pick up at the Interfor Office in Grand Forks, BC or by e-mail if requested. Viewing appointments can be arranged by calling the Interfor office at 250-443-2400, or e-mail to chris.shelley@interfor.com.

All comments must be received in writing by the above noted date in order to be considered in the final Information Package, and will be presented to the Chief Forester prior to determination of the Allowable Annual Cut.

Yours truly,

Interfor Corporation

Chris Shelley, R.P.F.
Forestry and Land Use Planner
Interior Woodlands, Interfor Corporation

Interfor Corporation | Grand Forks Division
P.O. Box 39
570 68th Ave.
Grand Forks, BC, Canada V0H 1H0
tel: (250) 443-2400
fax: (604) 422-3253
Interfor.com

Date

Recipient Name
Recipient Title
Recipient Company
Recipient Address
City, Province, Postal Code

Dear Recipient:

Re: Draft Management Plan #11 for Tree Farm Licence (TFL) 8 Available for Review and Comment

The draft Management Plan #11 prepared by Interfor Corporation for TFL 8 is now available for review and comment. The Management Plan provides a general description and a brief history of the TFL, a list of publically available planning documents that guide Interfor's operations on the TFL, and an accepted timber supply analysis. This timber supply analysis provides information to assist the Chief Forester of BC in determining the Allowable Annual Cut on TFL 8.

TFL 8 consists of approximately 77,480 hectares of crown land and has two distinct units. The south block is located north of Greenwood in the Boundary Creek area, and the north block is located in the Trapping Creek and Carmi Creek drainages north of Beaverdell.

You are invited to view and comment on the draft Management Plan #11 from month/day/year through to month/day/year. All documents will be available for download from the following FTP website: http://webftp.forsite.ca , Username : XXX, Password : YYY. Printed documents and maps will also be made available by mail or pick up at the Interfor Office in Grand Forks, BC or by e-mail if requested. Viewing appointments can be arranged by calling the Interfor office at 250-443-2400, or e-mail to chris.shelley@interfor.com.

All comments must be received in writing by the above noted date in order to be considered in the final Management Plan, and will be presented to the Chief Forester prior to determination of the Allowable Annual Cut.

Yours truly,

Interfor Corporation

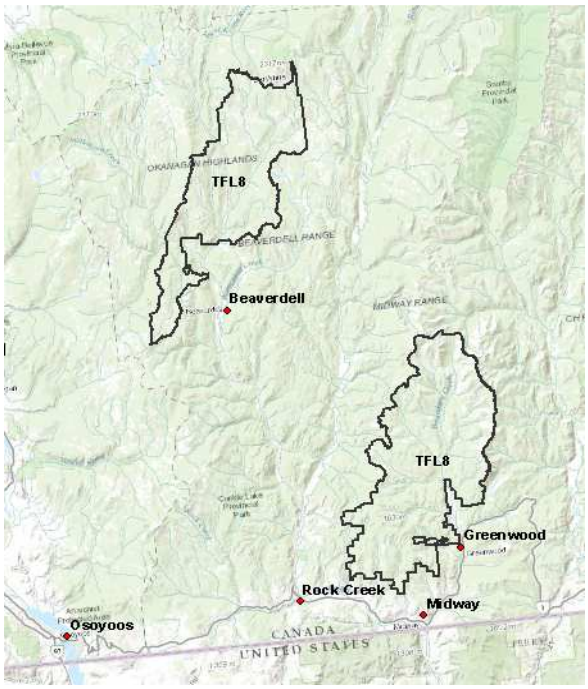
Chris Shelley, R.P.F.
Forestry and Land Use Planner
Interior Woodlands, Interfor Corporation

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P.O. Box 39
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Grand Forks, BC, Canada V0H 1H0
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fax: (604) 422-3253
Interfor.com

Sample Advertisements

TREE FARM LICENCE 8
Draft Information Package
Management Plan #11

Notice is hereby given under section 6(1) of the *Tree Farm Licence Management Plan Regulation,* that Interfor Corporation is seeking public review and comment on the draft Information Package relating to Management Plan #11 for Tree Farm Licence 8 (TFL8).



TFL 8 consists of approximately 77,480 hectares of crown land and has two distinct units. The south block is located north of Greenwood in the Boundary Creek area, and the north block is located in the Trapping Creek and Carmi Creek drainages north of Beaverdell.

The Information Package describes the information used to support the Timber Supply Analysis which provides information to assist the Chief Forester of BC in determining the Allowable Annual Cut on TFL 8.

You are invited to view and comment on the draft Information Package for Management Plan #11 from month/day/year through to month/day/year. All documents and maps will be available for download from the following website: http://webftp.forsite.ca, Username: XXX, Password :YYY.

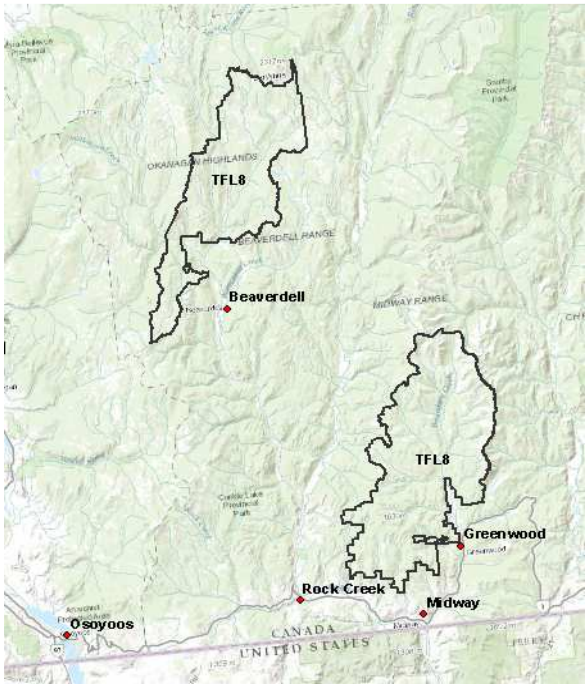
Printed documents and maps will also be made available by mail or pickup at the Interfor office in Grand Forks, BC or by e-mail if requested. Viewing appointments must be arranged by contacting Chris Shelley at the phone number or e-mail below. Comments will be accepted in writing until 4:00 pm XXXX, and will be presented to the Chief Forester prior to determination of the Allowable Annual Cut.

For further information please contact
Chris Shelley, R.P.F.
250-443-2446
Chris.shelley@interfor.com
Interfor Corporation, Grand Forks Division, PO Box 39, 570 68th Ave., Grand Forks, BC V0H 1H0

TREE FARM LICENCE 8

Draft Management Plan #11

Notice is hereby given under section 6(1) of the *Tree Farm Licence Management Plan Regulation,* that Interfor Corporation is seeking public review and comment on the draft Management Plan #11 for Tree Farm Licence 8 (TFL8).



TFL 8 consists of approximately 77,480 hectares of crown land and has two distinct units. The south block is located north of Greenwood in the Boundary Creek area, and the north block is located in the Trapping Creek and Carmi Creek drainages north of Beaverdell.

The Management Plan provides a general description and a brief history of the TFL, a list of publically available planning documents that guide Interfor's operations on the TFL, and an accepted Timber Supply Analysis. This Timber Supply Analysis provides information to assist the Chief Forester of BC in determining the Allowable Annual Cut on TFL 8.

You are invited to view and comment on the draft Management Plan #11 from month/day/year through to month/day/year. All documents and maps will be available for download from the following website: http://webftp.forsite.ca, Username: XXX, Password :YYY.

Printed documents and maps will also be made available by mail or pickup at the Interfor office in Grand Forks, BC or by e-mail if requested. Viewing appointments must be arranged by contacting Chris Shelley at the phone number or e-mail below. Comments will be accepted in writing until 4:00 pm XXXX, and will be presented to the Chief Forester prior to determination of the Allowable Annual Cut.

For further information please contact
Chris Shelley, R.P.F.
250-443-2446
Chris.shelley@interfor.com
Interfor Corporation, Grand Forks Division, PO Box 39, 570 68th Ave., Grand Forks, BC V0H 1H0

Appendix 2 Accepted Information Package

Under Separate Cover

Appendix 3 Draft Timber Supply Analysis Report

Under Separate Cover

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Forestry Referral – BC Timber Sales: Arrow Timber Supply Area		
Date:	January 31, 2019	**File #:**	B-54-B
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

British Columbia Timber Sales (BCTS) has invited the Regional District to provide comments regarding logging plans for the Arrow Timber Supply Area in the Electoral Area 'B'/Lower Columbia – Old Glory (see Applicants' Submission).

Property Information	
Owner(s):	Crown
Applicant:	Loreen Hodgkinson (BC Timber Sales)
Location:	Big Sheep Area
Legal Description(s):	Surveyed and Un-surveyed Crown Land
Area:	172 hectares in 5 harvest areas
Roads:	NA
Current Use(s):	Forest
Land Use Bylaws	
Official Community Plan Bylaw No. 1470	Rural Resource 3
Zoning Bylaw No. 1540	Rural Resource 3
Other	
ALR:	NA
Waterfront / Floodplain	Various creeks

HISTORY / BACKGROUND INFORMATION

An Operating Plan is a planning document for the proposed harvesting of timber in a supply area. This includes the size and number of harvest areas, and the amount of new roads needed to access those areas. The practices for harvesting and road building are established in a Forest Stewardship Plan, a requirement of the *Forest and Range Practices Act*. Operating plans will include proposed development for 5 years.

The BC Timber Sales – Kootenay Business Area Forest Stewardship Plan #601, which has been in effect since May 2017 and is scheduled for replacement in May 2022.

BCTS has divided their Kootenay Business Area into 4 Development Units. 2 of these are within the RDKB.

1. The Arrow Development Unit is within Electoral Areas 'A' and 'B'/Lower Columbia-Old Glory.
2. The Boundary Development Unit which includes Electoral Areas 'C'/Christina Lake, 'D'/Rural Grand Forks, and 'E'/West Boundary.

PROPOSAL

BCTS has prepared logging plans for the Arrow Forest Development Unit (Operating Plan 17).

The harvest areas are all in Electoral Area 'B'/Lower Columbia-Old Glory. Most of the proposed development is to take place in the Regional District of Central Kootenay.

The focus for this application is timber volume, with a minor focus on forest health. Estimates for volumes and varieties of trees have not been calculated at this time. The proposed harvest areas are all on Crown Land.

Access to the cut blocks will be through existing forest service roads. No new roads are proposed for this Operating Plan.

BCTS plans to begin selling blocks from this operating plan during the 2019 fiscal year.

IMPLICATIONS

Resource use is permitted in the Rural Resource 3 Zone. Resource use is defined as:

- the use of land providing for the conservation and management of natural resources, extraction of primary forest materials, or the extraction and grading of mineral resources, and including agriculture and grazing.

There are several creeks and tributaries in this area, as well as existing cut blocks, and access roads. All forest operations on Crown land in BC are governed by the *Forest and Range Practices Act (FRPA)* and its regulations. Objectives with regard to carrying out primary forest activities in watersheds are outlined in the *Forest Planning and Practices Regulation* Section 59-62. It specifies that the licence holder must protect water quality and not create any source of sediments which could enter the watercourses.

To ensure development activities aren't adversely affecting watercourses BCTS has the following practices:

- Consult with hydrologists and engineers,
- Assessments of the blocks are done during snow free times of the year,
- Create riparian reserve zones and machine free zones,
- Minimize road lengths,
- Create water bars and deactivate in block roads post-harvest,
- Minimize skidding trails and stream crossings,
- Closely monitor the harvesting activities occurring near watercourses
- Conduct post-harvest assessments to verify that everything went as planned
    - Conduct follow up work as needed.

ADIVOSRY PLANNING COMMISSION (APC)

During their January 2019 APC supported Operating Plan 17. The APC also provided the following comments:

> *Although the Companies logging in the area seems to comply with regulations, they clear out all the trees then only harvest the larger more desirable logs. The rest are left to rot or be harvested by small businesses harvesting firewood. Large companies say the fallen trees will rot, but they are suspended in the air and are a hazard to wildlife trying to move through area escaping predators or just transiting area.*

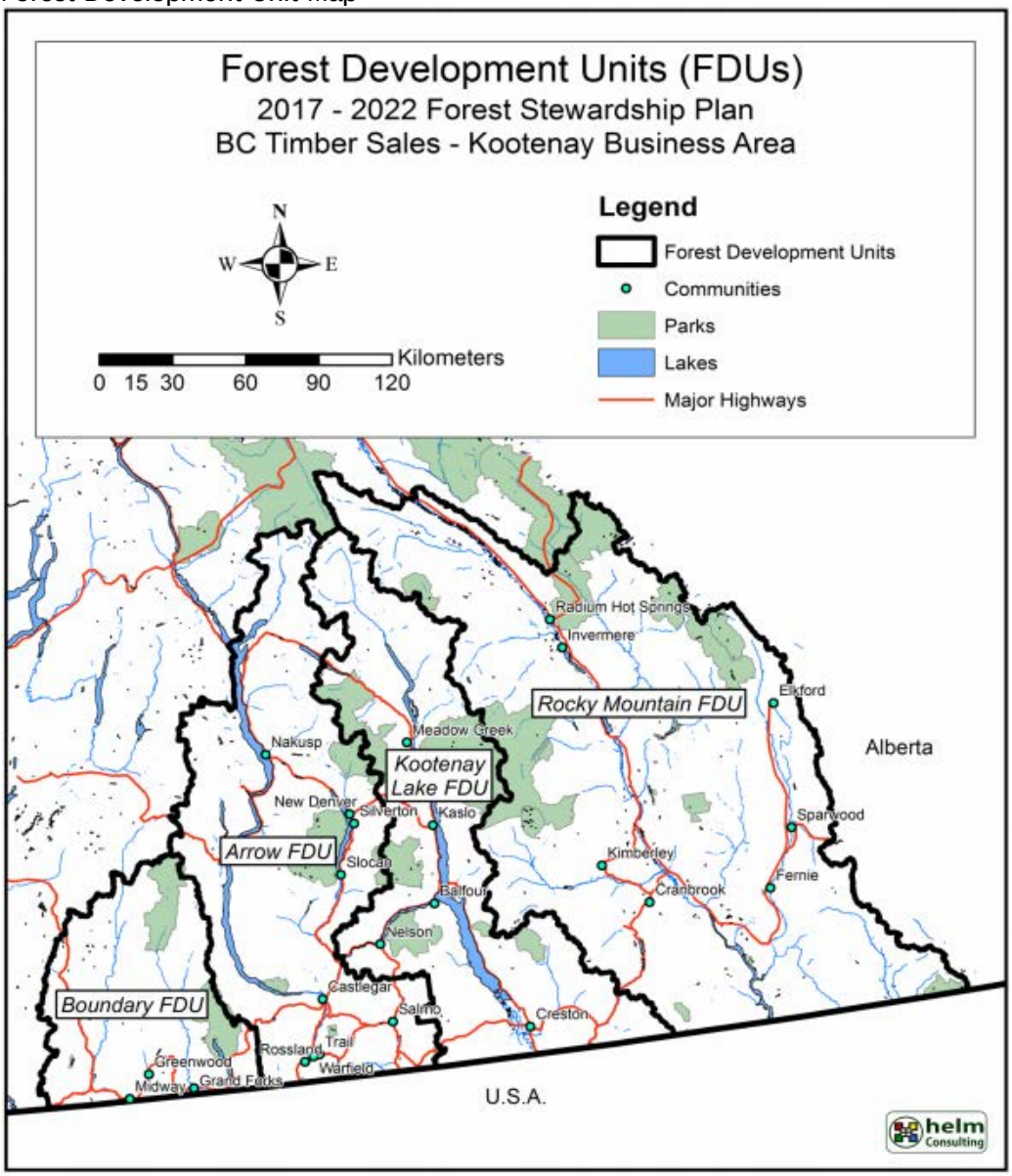
RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report Forestry Referral: BC Timber Sales (BCTS) Operating Plan 17, which includes the recommendations of the Electoral Area 'B'/Lower Columbia-Old Glory to BC Timber Sales for consideration.

ATTACHMENTS

Forest Development Unit Map
Site Location Map
Applicants' Submission

Forest Development Unit Map



Regional District of Kootenay Boundary

Site Location Map

BCTS Refeerral: Operating Plan 17
Proposed Blocks within RDKB EA 'B'

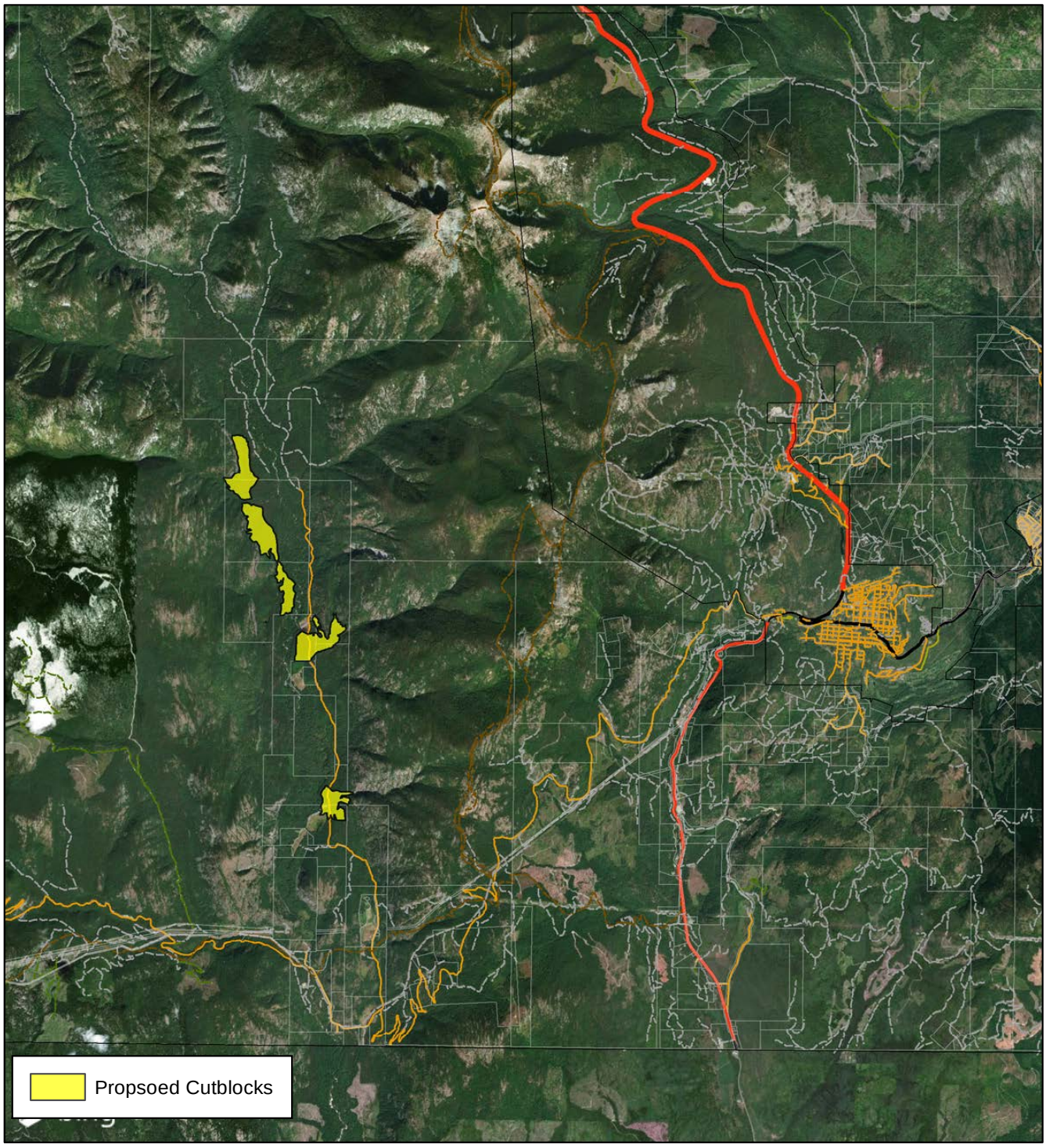
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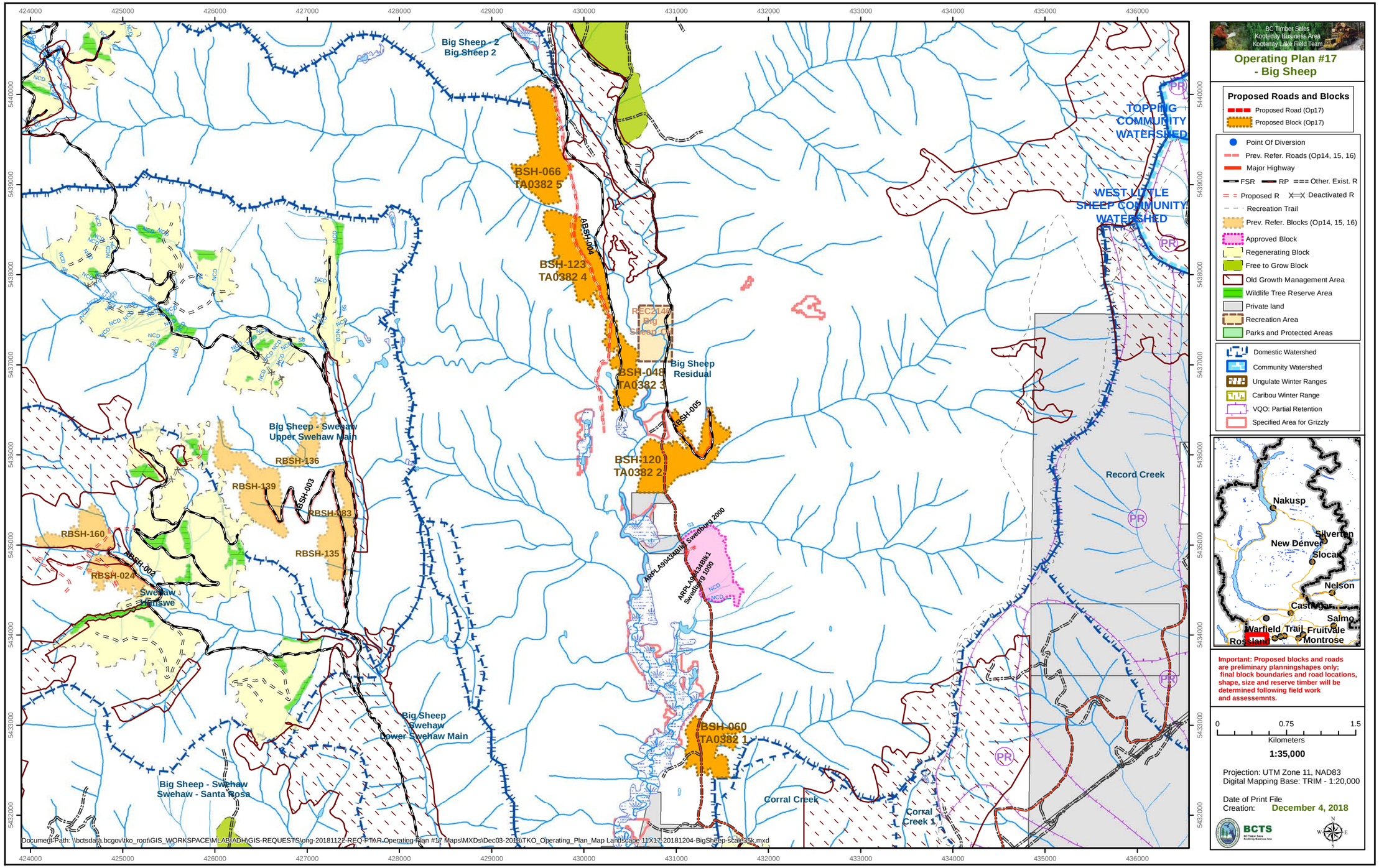
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BC Timber Sales
Kootenay Business Area
Kootenay Lake Field Team
Operating Plan #17
- Big Sheep
Proposed Roads and Blocks
Proposed Road (Op17)
Proposed Block (Op17)
Point Of Diversion
Prev. Refer. Roads (Op14, 15, 16)
Major Highway
FSR
RP
Other. Exist. R
Proposed R
Deactivated R
Recreation Trail
Prev. Refer. Blocks (Op14, 15, 16)
Approved Block
Regenerating Block
Free to Grow Block
Old Growth Management Area
Wildlife Tree Reserve Area
Private land
Recreation Area
Parks and Protected Areas
Domestic Watershed
Community Watershed
Ungulate Winter Ranges
Caribou Winter Range
VQO: Partial Retention
Specified Area for Grizzly
Nakusp
Silverton
New Denver
Slocan
Nelson
Castlegar
Salmo
Warfield
Trail
Fruitvale
Montrose
Rossland
Important: Proposed blocks and roads are preliminary planningshapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemnts.
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Digital Mapping Base: TRIM - 1:20,000
Date of Print File Creation:
December 4, 2018
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Big Sheep 2
BSH-066
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BSH-123
TA0382 4
ABSH-004
REC2140
Big Sheep Cr
Big Sheep Residual
BSH-048
TA0382 3
RBSH-005
BSH-120
TA0382 2
Big Sheep - Swehaw
Upper Swehaw Main
RBSH-136
RBSH-139
RBSH-003
RBSH-133
RBSH-160
RBSH-135
RBSH-002
RBSH-024
Swehaw
Tenswe
ARPLA90434BIW Swedburg 2000
ARPLA90434BIK1 Swedburg 1000
Big Sheep
Swehaw
Lower Swehaw Main
BSH-060
TA0382 1
Big Sheep - Swehaw
Swehaw - Santa Rosa
Corral Creek
Corral Creek 1
Record Creek
TOPPING COMMUNITY WATERSHED
WEST LITTLE SHEEP COMMUNITY WATERSHED
PR
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STAFF REPORT

RE:	Forestry Referral: BC Timber Sales (BCTS) Operating Plan 14		
Date:	January 31, 2019	**File #:**	B-54-C | B-54-D | B-54-E
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

British Columbia Timber Sales (BCTS) has invited the RDKB to provide comment on logging plans for the Boundary Timber Supply Area (see Attachments).

Property Information	
Owner(s)	Crown
Applicant(s):	Liam Grant, RPF, British Columbia Timber Sales (BCTS)
Location(s):	Various
Legal Description(s)	Surveyed and Un-surveyed Crown Land
Electoral Area(s):	Electoral Area 'C'/ Christina Lake Electoral Area 'D'/ Rural Grand Forks Electoral Area 'E'/ West Boundary
Number of Harvest Areas	RDKB: 65 Electoral Area C: 4 Electoral Area D: 32 Electoral Area E: 28
Total Area:	RDKB: 3690ha. Electoral Area C: 125ha. Electoral Area D: 2,120 ha. Electoral Area E: 1,445.0ha.
New Roads:	RDKB: 40 Electoral Area C: 7 Electoral Area D: 23 Electoral Area E: 10

Road (total length):	RDKB: 68.94km Electoral Area C: 7.39km Electoral Area D: 40.6km Electoral Area E: 20.95km
Current Land-Use(s):	Forest
Electoral Area 'C'/Christina Lake Land Use Bylaws	
OCP Bylaw No. 1250	Natural Resource
Zoning Bylaw No. 1300	Natural Resource 1
Electoral Area 'D'/Rural Grand Forks Land Use Bylaws	
OCP Bylaw No. 1555	Rural Resource 2, Agricultural Resource 1
Zoning Bylaw No. 1299	Rural Resource 1 (RUR1)
Electoral Area 'E'/West Boundary	
Jewel Lake Landuse Bylaw No. 855	Rural Resource 1
Other	
ALR	NA
Floodplain	Multiple

HISTORY / BACKGROUND INFORMATION

An Operating Plan is a planning document for the proposed harvesting of timber in a supply area. This includes the size and number of harvest areas, and the amount of new roads needed to access those areas. The practices for harvesting and road building are established in a Forest Stewardship Plan, a requirement of the *Forest and Range Practices Act*. Operating plans will include proposed development for 5 years.

The BC Timber Sales – Kootenay Business Area Forest Stewardship Plan #601, which has been in effect since May 2017, scheduled for replacement in May 2022.

BCTS has divided their Kootenay Business Area into 4 Development Units. 2 of these are within the RDKB.

1. The Arrow Development Unit is within Electoral Areas 'A' and 'B'/Lower Columbia-Old Glory.
2. The Boundary Development Unit which includes Electoral Areas 'C'/Christina Lake, 'D'/Rural Grand Forks, and 'E'/West Boundary.

PROPOSAL

BCTS have proposed to harvest 3690 ha of forest from 65 harvest areas in the Boundary Forest Development Unit (FDU).

The focus for this application is timber volume, with a minor focus on forest health. Estimates for volumes and varieties of trees have not been calculated at this time. The cut blocks are all proposed on Crown Land.

Electoral Area 'C'/Christina Lake

BCTS proposes to harvest 125 hectares of forest from 4 harvest areas in Electoral Area 'C'/Christina Lake. Access to these areas will be through existing and proposed roads. To access the harvest areas 7 new roads are proposed.

Harvest Area Name	Number of Blocks	Harvest Area
Treadmill	4	124.5ha

*One of these blocks is in the Red Ochre watershed and the three in the Treadmill Watershed.

Harvest Area Name	Number of Road Segments	Length
Treadmill	1	7.394km

Electoral Area 'D'/Rural Grand Forks

BCTS proposes to harvest 2,120 hectares of forest from 32 harvest areas in Electoral Area 'D'/Rural Grand Forks. Access to these areas will be through existing and proposed roads. To access the harvest areas, 23 new roads are proposed.

Harvest Area Name	Number of Blocks	Harvest Area
Gloucester	10	273.0ha
Lower Granby	19	1.7615ha
Traverse	3	85.6ha

*The Gloucester and Lower Granby areas have multiple block groupings.

Road Name	Number of Segments	Length
Cannon South	1	4.373km
Gloucester	4	6.172km
Jones Road	3	11.266km
Pass Road	7	7.332km
Rock Candy Road	7	6.25km

Traverse Road	3	4.714km
Upgrade Roads	1	501m

*Each Harvest Area has multiple roads with distinct names.

Electoral Area 'E'/West Boundary

BCTS proposes to harvest 1,445 hectares of forest from 28 harvest areas in Electoral Area 'E'/West Boundary. Access to these areas will be through existing and proposed roads. To access the harvest areas, 10 new roads are proposed.

Harvest Area Name	Number of Blocks	Harvest Area
Cochrane	13	801.3ha
Kettle	5	331.4ha
Lower Granby	1	9.0ha
Oulette	2	142.8
West Kettle	7	160.4

Harvest Area Name	Number of Road Segments	Length
Cochrane	5	7.612km
Oulette	2	6.0265km
West Kettle	3	7.073km

IMPLICATIONS

RDKB Land Use Bylaws:

Electoral Area 'C'/Christina Lake

The harvest areas are within the Natural Resource 1 Zone. 'Forestry, logging and silviculture' are permitted uses in these zones per Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300.

Electoral Area 'D'/Rural Grand Forks

The harvest areas are within the Rural Resource 1 Zone. This includes public and private lands. 'Forestry, logging and silviculture' are permitted uses within this zone per Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299.

Electoral Area 'E'/West Boundary

All but one of the proposed cut blocks are in a portion of Electoral Area 'E'/ West Boundary which does not have an Official Community Plan and Zoning Bylaw.

One harvest area is within the Plan Area for the Jewel Lake Land Use Bylaw No. 855. In the Rural Resource 1 Zone, 'resource uses' are permitted. Resource use means "a use providing for the conservation, and management of natural resources and extraction of primary forest materials, and the extraction, grading and crushing of mineral resource."

BCTS has noted that the harvest area proposed near Jewel Lake is in the Pass Creek watershed, and indicated that they expect there would be no impact to the lake or park.

Forest Practices

There are several creeks and tributaries in this area, as well as existing cut blocks, and access roads. All forest operations on Crown land in BC are governed by the *Forest and Range Practices Act (FRPA)* and its regulations. Objectives with regard to carrying out primary forest activities in watersheds are outlined in the *Forest Planning and Practices Regulation* Section 59-62. It specifies that the licence holder must protect water quality and not create any source of sediments which could enter the watercourses.

To ensure development activities are not adversely affecting watercourses the following practices help ensure the integrity of riparian areas:

- Stem retention near streams
- Using designated crossings
- Designating reserve areas near special sites
- Consultation with hydrologists and engineers
- Create riparian reserve zones and machine free zones
- Minimize road lengths
- Minimize skidding trails and stream crossings
- Closely monitor the harvesting activities occurring near watercourses
    - Conduct post-harvest assessments, and follow up work as needed.

Jurisdiction

The RDKB has no authority on logging activity, the materials provided are for reference and comment only. Comments made regarding this document will be sent to BCTS directly. The Ministry of Forests, Lands, Natural Resource Development, and Rural Development (FLNRORD), is also responsible for enacting and enforcement of logging regulations (*Forest Planning and Practices Regulation* and the *Forest Practices Code of British Columbia Act)* that are referenced in this Forest Stewardship Plan.

ADVISORY PLANNING COMMISSION

Electoral Area 'C'/Christina Lake

During their January 8, 2019 meeting, the Electoral Area 'C'/Christina Lake APC deferred a recommendation until a representative of BCTS could attend an APC meeting to answer questions on current practices regarding:

a) Protection of water sources, water quality and no sediment
b) Monitoring harvesting activity near watercourses
c) Conditions along creeks after harvest
d) Modification of plans to adapt to conditions associated with climate-change
e) Current inventory numbers in the operating area and 2nd growth timber

Electoral Area 'D'/Rural Grand Forks

During their January 8, 2019 meeting the Electoral Area 'D'/Rural Grand Forks APC accepted receipt of the Operating Plan. However, the APC noted the following concerns:

a) Potential water run off
b) Wildlife habitat
c) Notification to property owners with dwellings near the harvest areas
d) Location and purpose for a proposed road that runs south from Rock Candy BD_04.

Electoral Area 'E'/West Boundary

During their January 7, 2019 meeting the Electoral Area 'E'/West Boundary APC did not support Operating Plan 14 for the following reasons:

- *Members cannot comment on the Jewel Lake cut block as no mapping was provided*
- *They expressed concern that no mapping was provided when this cut block is the only one that is close to human habitation*
- *Serious concerns about the extraordinary size of the cut blocks, when the Kootenay Boundary Higher Level Plan recommends a maximum of 40 ha*
- *One cut block was 275 ha*
- *The average of all the cut blocks was well over 40 ha*
- *Concern about contribution to flooding and landslide events with such large disturbances*
- *Adjacency problems; mapping shows adjacent areas that were only recently harvested; this further expands the disturbance on the landscape*
- *There is no buffer next to the park*
- *No plan was provided for future road status relative to deactivation or rehabilitation*

- *No indication on maps of WTRA (Wildlife Tree Retention Areas) in cut blocks*
- *We encourage selective harvesting*
- *On some blocks, access is unclear (West Kettle 01 & 02)*
- *On some blocks access seems excessive (West Kettle 12 & 19), where there seems to be a duplication of roads*

PLANNING AND DEVELOPMENT COMMENTS

An informational meeting with BCTS may be beneficial to all APCs. A representative could address concerns and answer questions.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report Forestry Referral: BC Timber Sales (BCTS) Operating Plan 14, which includes the recommendations of the Advisory Planning Commissions for Electoral Area 'C'/Christina Lake, Electoral Area 'D'/Rural Grand Forks, and Electoral Area 'E'/West Boundary to BC Timber Sales for consideration.

ATTACHMENTS

Forest Development Units
Summary Tables
BCTS Maps

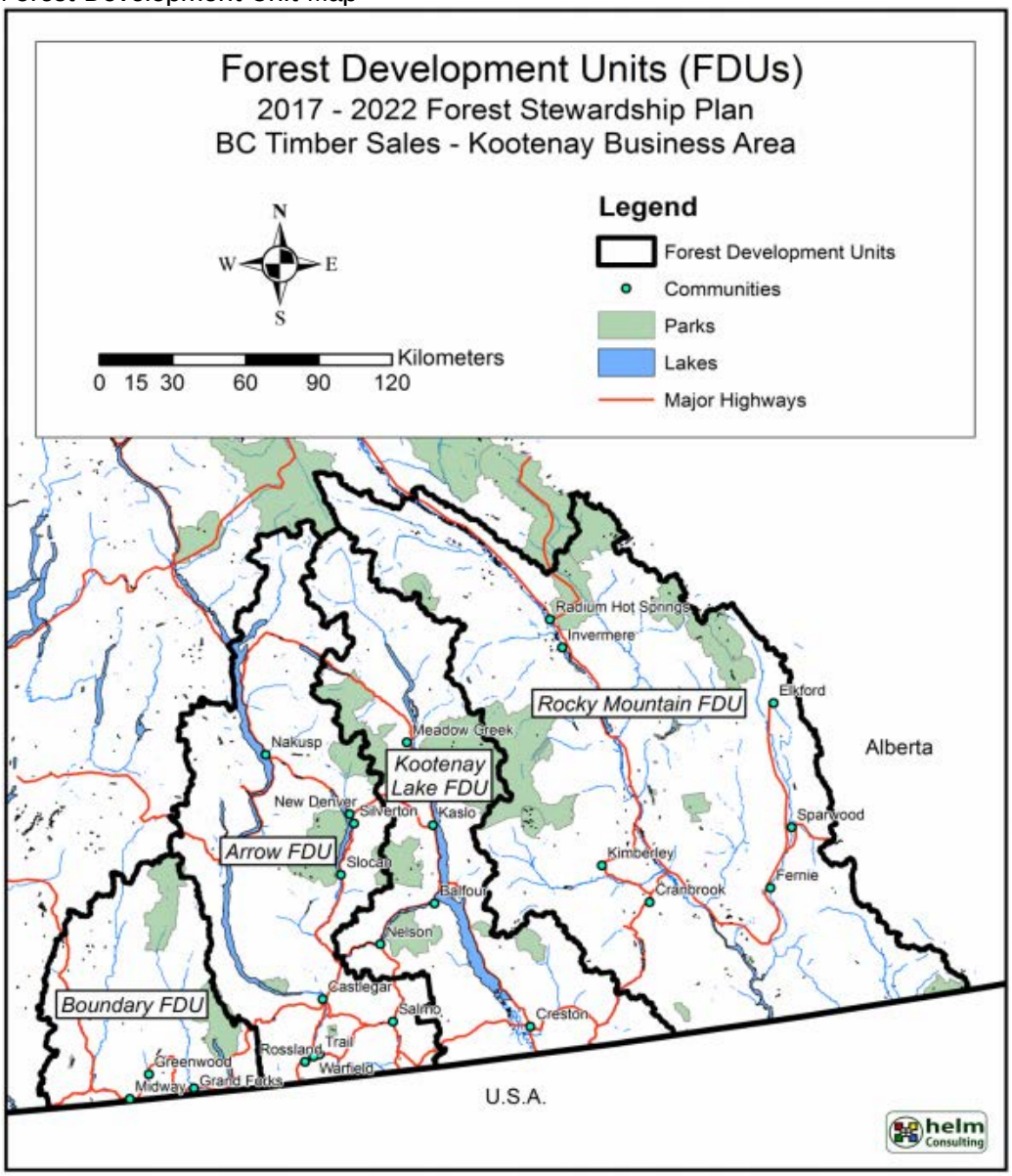
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- Lower Granby
- Traverse
- Cochrane
- Kettle
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- Oulette
- West Kettle

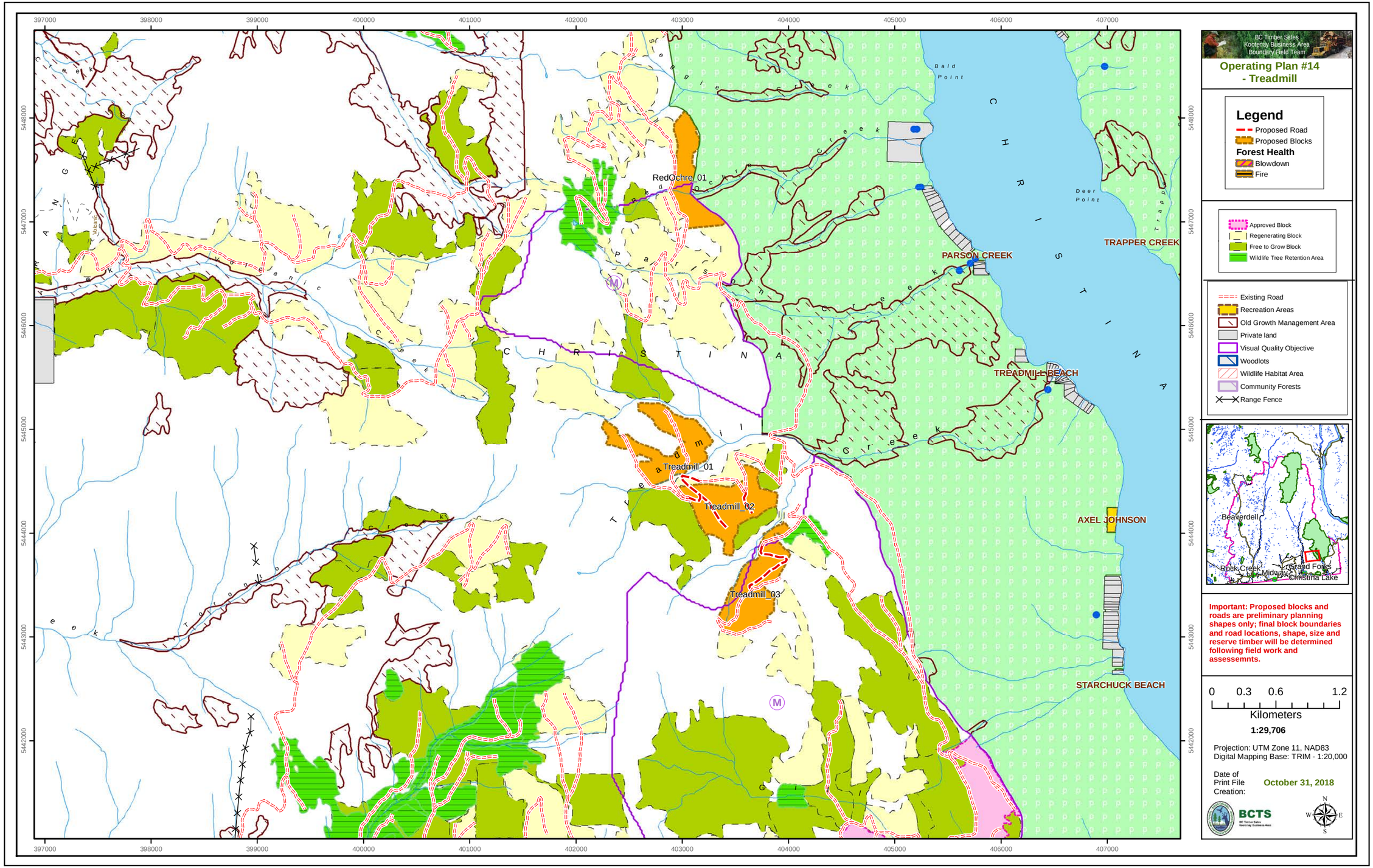
RDKB Maps:

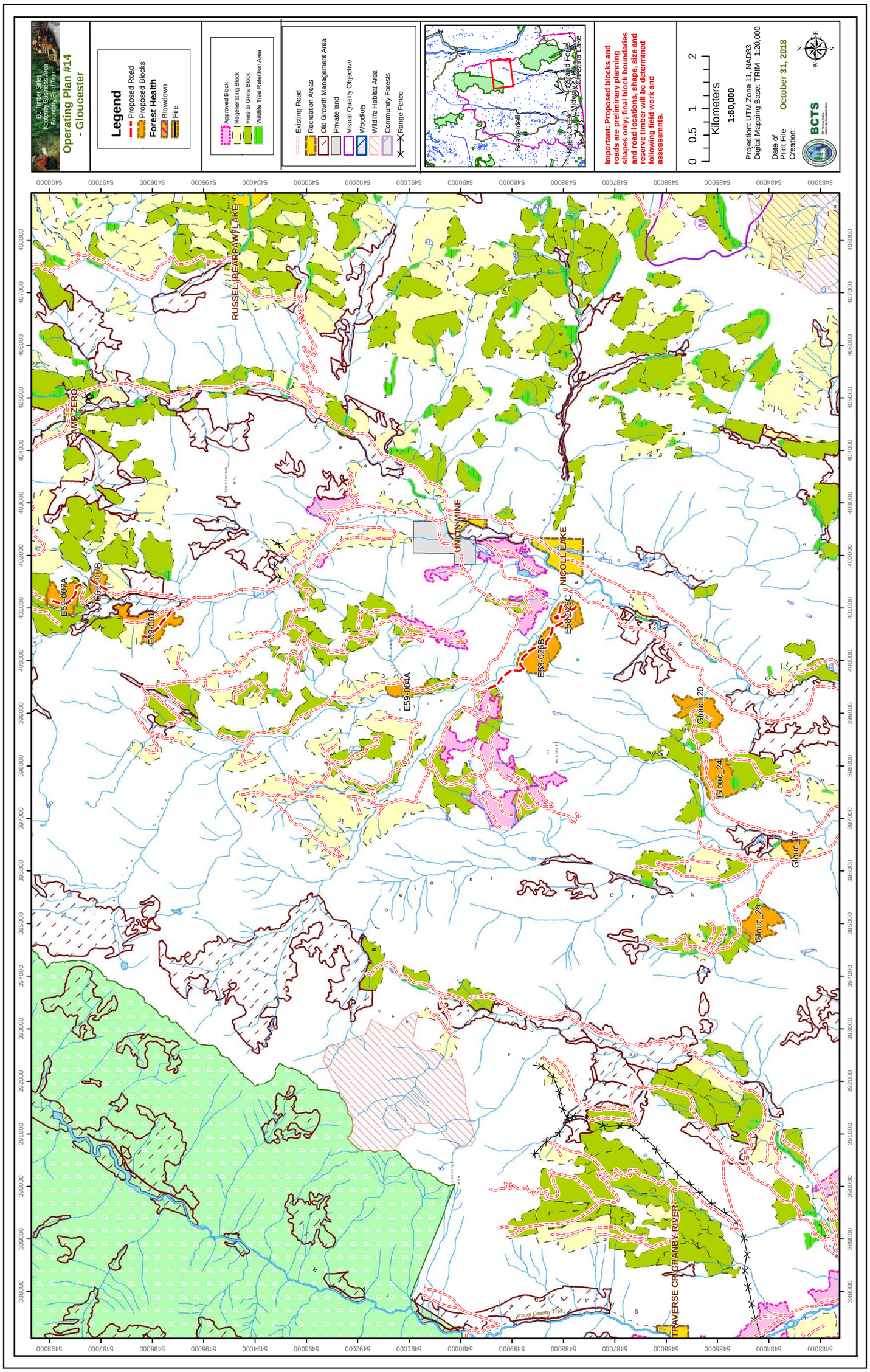
- Operation Plan 14
- Electoral Area 'C'/Christina Lake
- Electoral Area 'D'/Rural Grand Forks
- Electoral Area 'E'/West Boundary
- Treadmill
- Gloucester
- Lower Granby
- Traverse
- Cochrane
- Kettle

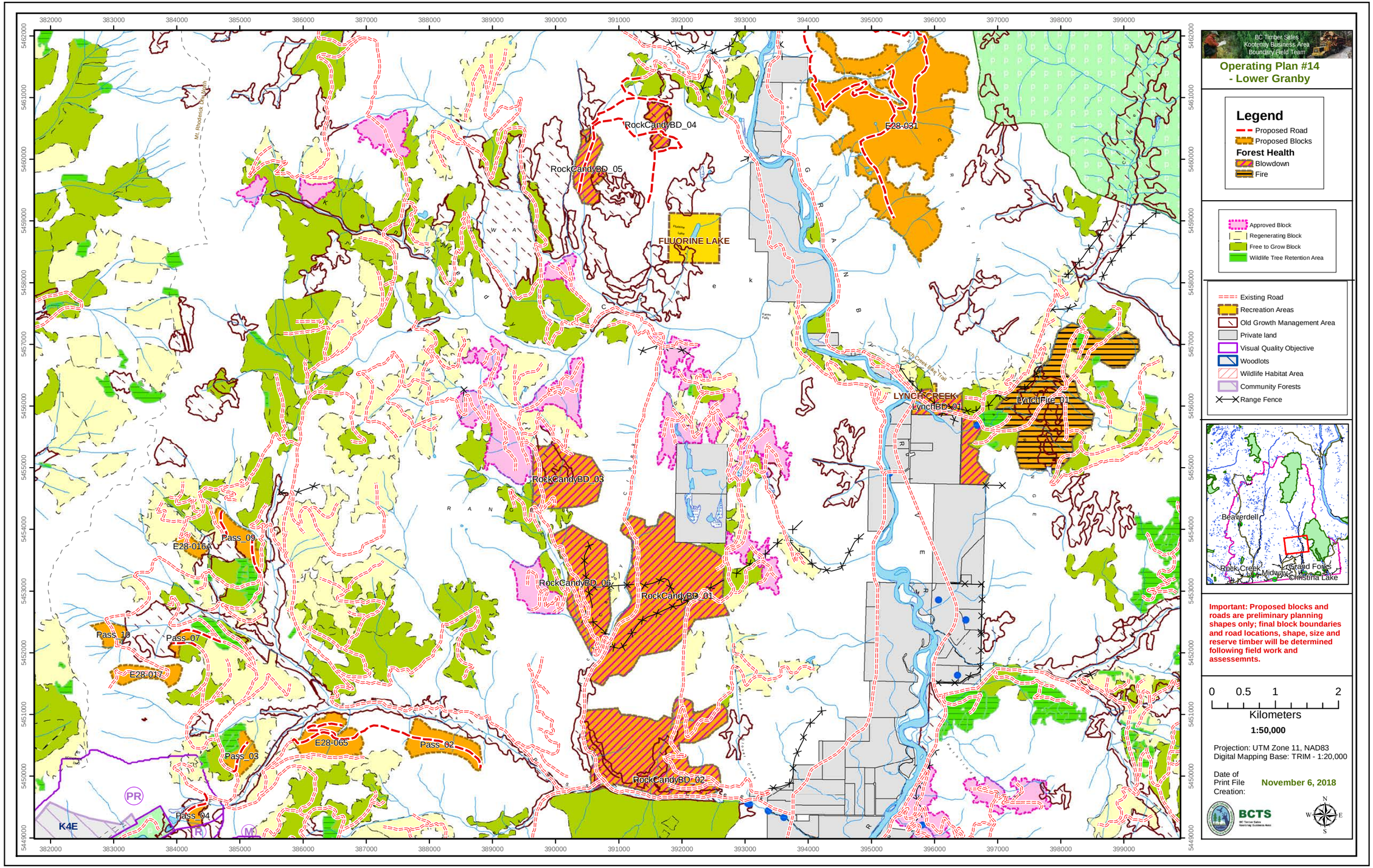
- Jewel Lake (Lower Granby)
- Lower Granby
- Oulette
- West Kettle

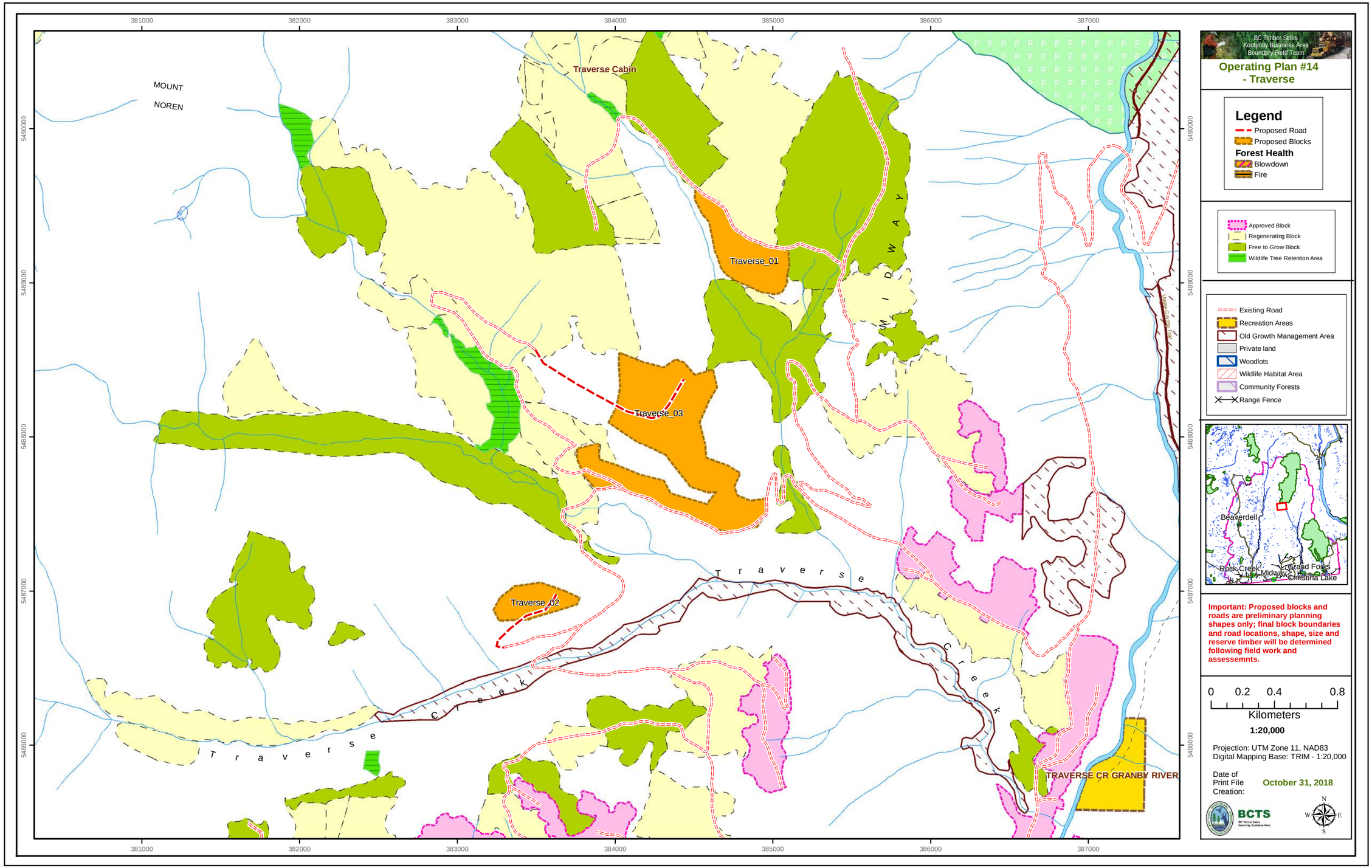
Forest Development Unit Map




BC Timber Sales
Kootenay Business Area
Boundary Field Team
Operating Plan #14
- Treadmill
Legend
Proposed Road
Proposed Blocks
Forest Health
Blowdown
Fire
Approved Block
Regenerating Block
Free to Grow Block
Wildlife Tree Retention Area
Existing Road
Recreation Areas
Old Growth Management Area
Private land
Visual Quality Objective
Woodlots
Wildlife Habitat Area
Community Forests
Range Fence
RedOchre_01
Treadmill_01
Treadmill_02
Treadmill_03
PARSON CREEK
TRAPPER CREEK
TREADMILL BEACH
AXEL JOHNSON
STARCHUCK BEACH
CHRISTINA LAKE
Bald Point
Deer Point
Beaverdell
Rock Creek
Midway
Grand Forks
Christina Lake
Important: Proposed blocks and roads are preliminary planning shapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemnts.
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BC Timber Sales
Kootenay Boundary Area
Boundary Field Team
Operating Plan #14
- Gloucester
Legend
Proposed Road
Proposed Blocks
Forest Health
Blowdown
Fire
Approved Block
Regenerating Block
Free to Grow Block
Wildlife Tree Retention Area
Existing Road
Recreation Areas
Old Growth Management Area
Private land
Visual Quality Objective
Woodlots
Wildlife Habitat Area
Community Forests
Range Fence
Beaverdell
Boyd Creek Provincial Forest
Mt. Attwood Provincial Park
Christina Lake
Important: Proposed blocks and roads are preliminary planning shapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemints.
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Digital Mapping Base: TRIM - 1:20,000
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UNION MINE
NICOLL LAKE
E58-026C
E58-026B
Gloucs_20
Gloucs_24
Gloucs_27
Gloucs_29
TRAVERSE CR
GRANBY RIVER
Upper Granby Trail


BC Timber Sales
Kootenay Business Area
Boundary Field Team
Operating Plan #14
- Lower Granby
Legend
Proposed Road
Proposed Blocks
Forest Health
Blowdown
Fire
Approved Block
Regenerating Block
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Woodlots
Wildlife Habitat Area
Community Forests
Range Fence
RockCandyBD_04
RockCandyBD_05
E28-031
FLUORINE LAKE
LYNCH CREEK
LynchBD_01
LynchFire_01
RockCandyBD_03
RockCandyBD_06
RockCandyBD_01
RockCandyBD_02
E28-016A
Pass_09
Pass_10
Pass_07
E28-017
E28-065
Pass_02
Pass_03
Pass_04
K4E
Beaverdell
Rock Creek
Grand Forks
Midway
Christina Lake
Important: Proposed blocks and roads are preliminary planning shapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemnts.
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Digital Mapping Base: TRIM - 1:20,000
Date of Print File Creation:
November 6, 2018
BCTS



BC Timber Sales
Kootenay Business Area
Boundary Field Team

Operating Plan #14 - Traverse

Legend

- Proposed Road
- Proposed Blocks

Forest Health

- Blowdown
- Fire

- Approved Block
- Regenerating Block
- Free to Grow Block
- Wildlife Tree Retention Area

- Existing Road
- Recreation Areas
- Old Growth Management Area
- Private land
- Woodlots
- Wildlife Habitat Area
- Community Forests
- Range Fence

Important: Proposed blocks and roads are preliminary planning shapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemnts.

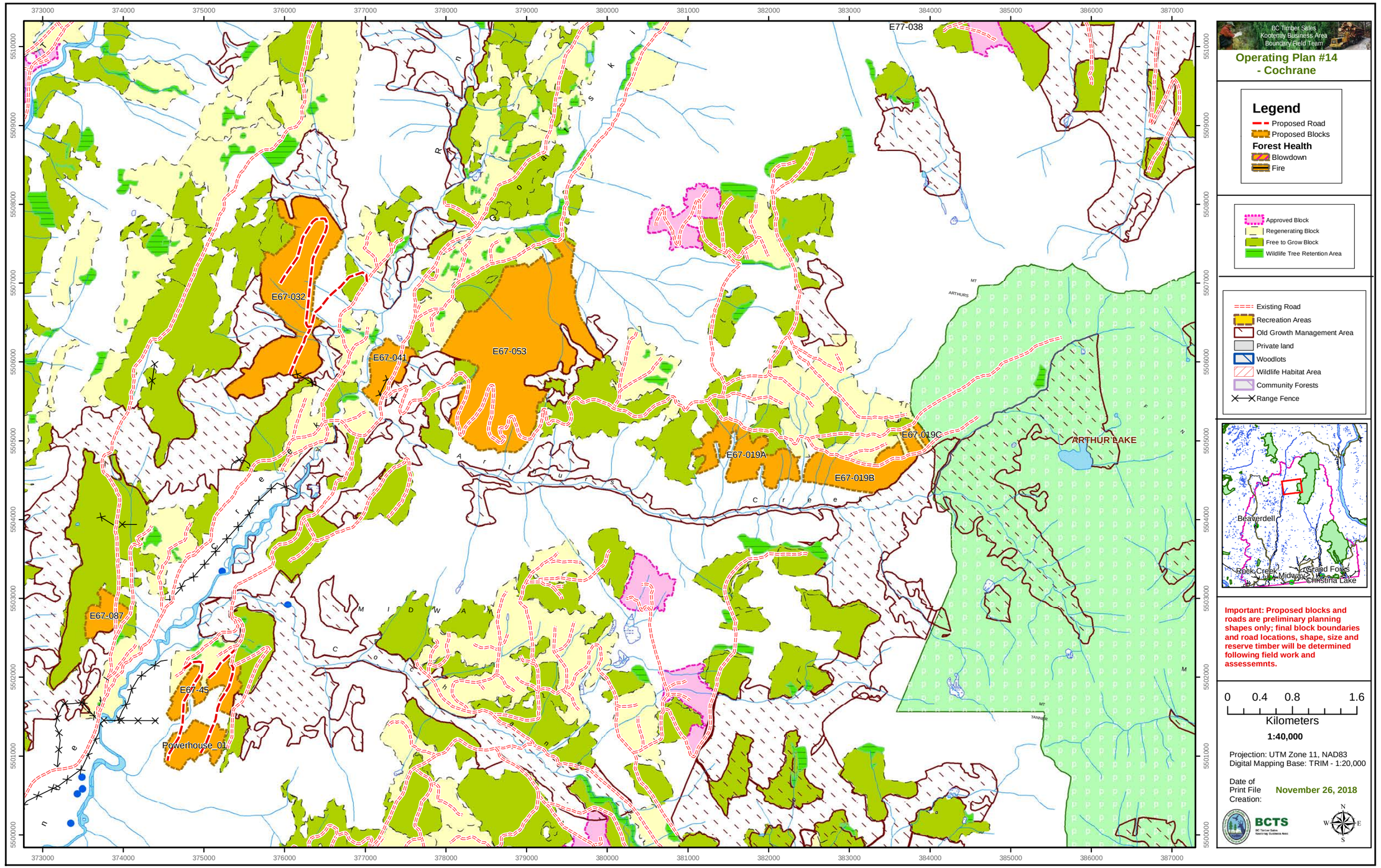
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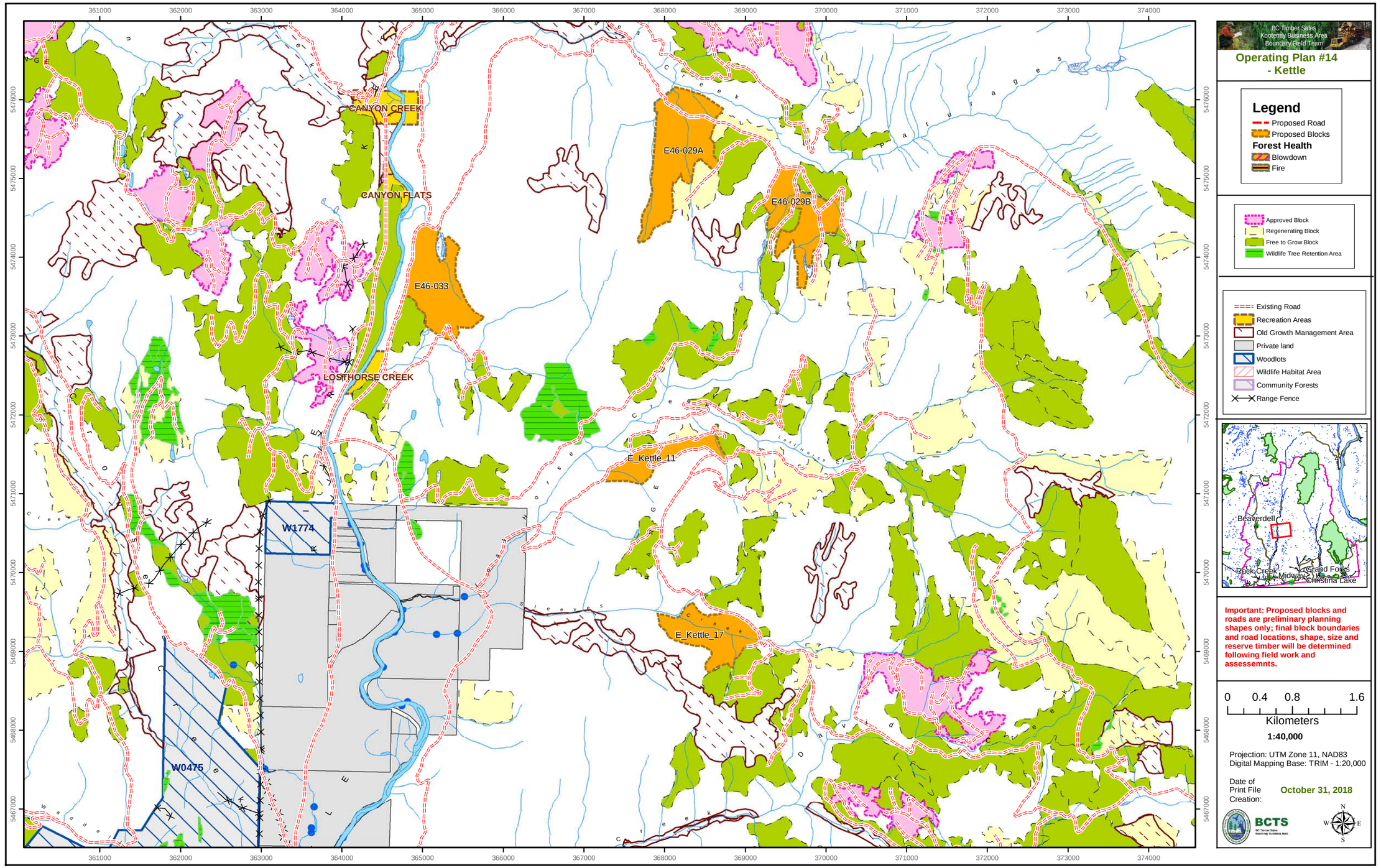
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Date of Print File Creation: **October 31, 2018**

BCTS


E77-038
E67-032
E67-041
E67-053
E67-019C
E67-019A
E67-019B
ARTHUR LAKE
E67-087
E67-45
Powerhouse_01
BC Timber Sales
Kootenay Business Area
Boundary Field Team
Operating Plan #14
- Cochrane
Legend
Proposed Road
Proposed Blocks
Forest Health
Blowdown
Fire
Approved Block
Regenerating Block
Free to Grow Block
Wildlife Tree Retention Area
Existing Road
Recreation Areas
Old Growth Management Area
Private land
Woodlots
Wildlife Habitat Area
Community Forests
Range Fence
Beaverdell
Rock Creek
Grand Forks
Midway
Christina Lake
Important: Proposed blocks and roads are preliminary planning shapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemnts.
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Digital Mapping Base: TRIM - 1:20,000
Date of Print File Creation:
November 26, 2018
BCTS



BC Timber Sales
Kootenay Business Area
Boundary Field Team

Operating Plan #14 - Kettle

Legend

- Proposed Road
- Proposed Blocks

Forest Health

- Blowdown
- Fire

- Approved Block
- Regenerating Block
- Free to Grow Block
- Wildlife Tree Retention Area

- Existing Road
- Recreation Areas
- Old Growth Management Area
- Private land
- Woodlots
- Wildlife Habitat Area
- Community Forests
- Range Fence

Important: Proposed blocks and roads are preliminary planning shapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemnts.

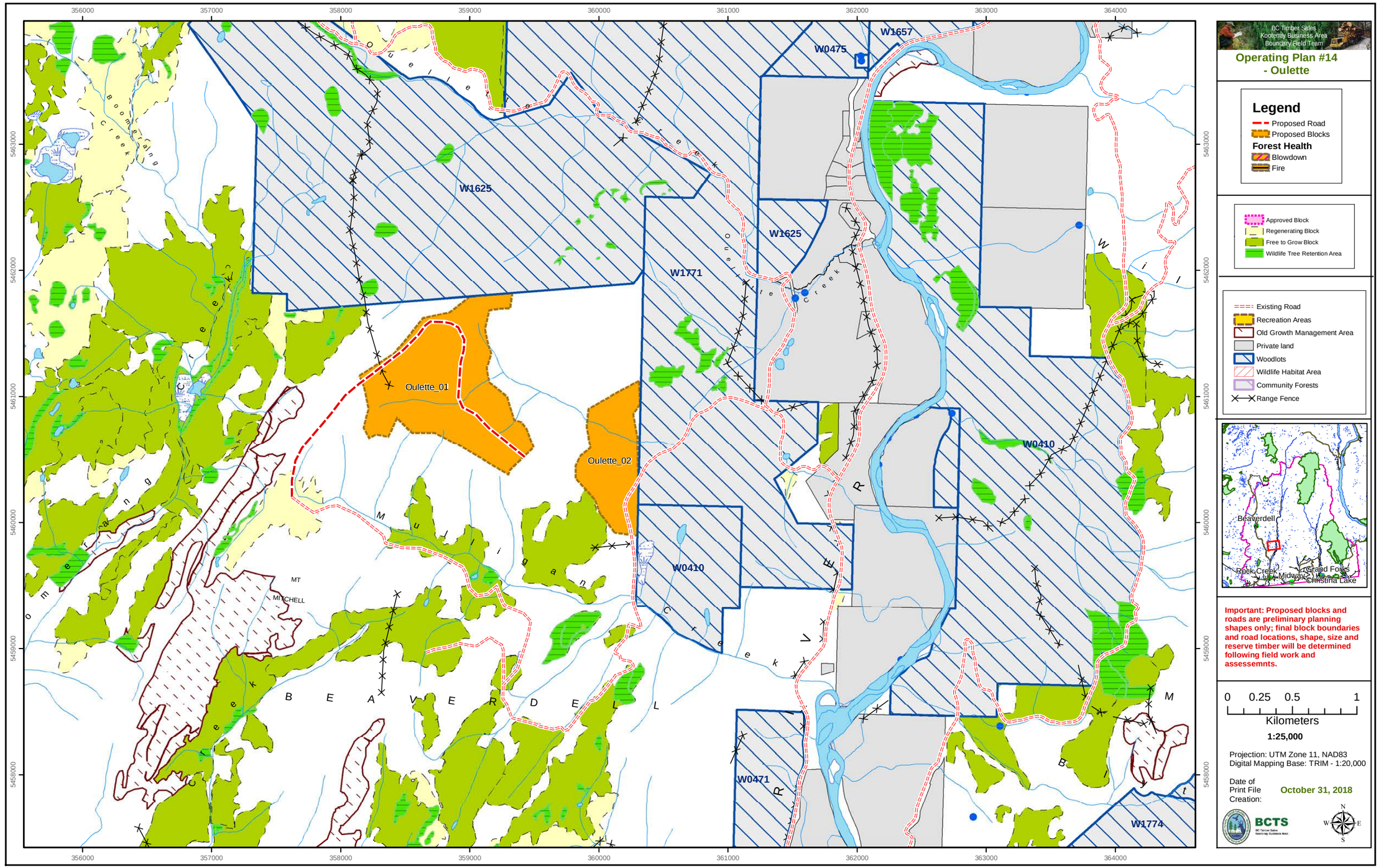
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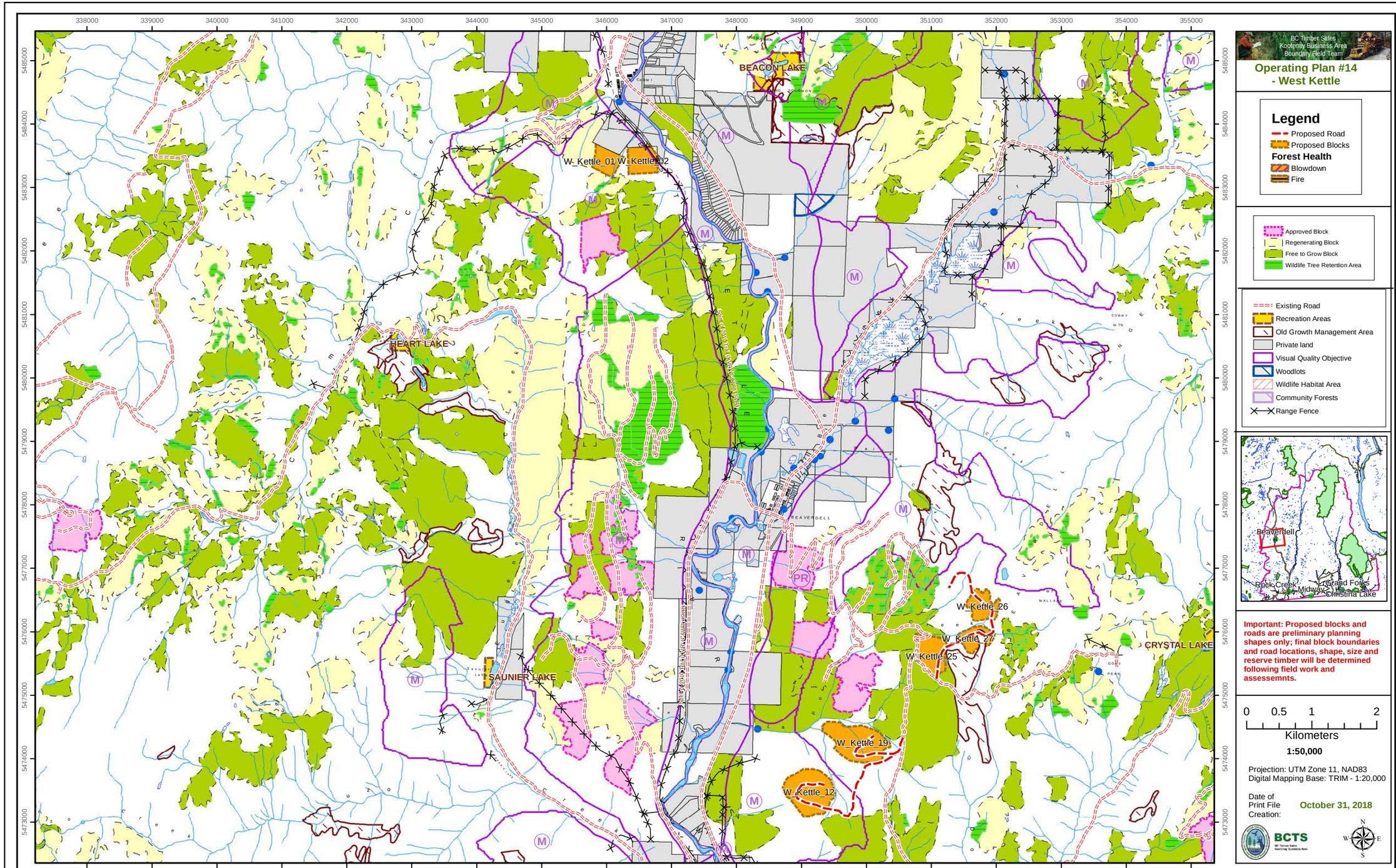
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Date of Print File Creation: **October 31, 2018**

BCTS


BC Timber Sales
Kootenay Business Area
Boundary Field Team
Operating Plan #14
- Oulette
Legend
Proposed Road
Proposed Blocks
Forest Health
Blowdown
Fire
Approved Block
Regenerating Block
Free to Grow Block
Wildlife Tree Retention Area
Existing Road
Recreation Areas
Old Growth Management Area
Private land
Woodlots
Wildlife Habitat Area
Community Forests
Range Fence
Beaverdell
Rock Creek
Grand Forks
Midway
Christina Lake
Important: Proposed blocks and roads are preliminary planning shapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemnts.
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Digital Mapping Base: TRIM - 1:20,000
Date of Print File Creation:
October 31, 2018
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W0475
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W1625
W1771
W0410
W0410
W0471
W1774
Oulette_01
Oulette_02
Oulette River
Oulette Creek
Boomerang Creek
Boomerang
Creek
Mulligan
MT MITCHELL
BEAVERDELL
Wild
Bull
Creek
356000
357000
358000
359000
360000
361000
362000
363000
364000
5463000
5462000
5461000
5460000
5459000
5458000


BC Timber Sales
Kootenay Business Area
Boundary Field Team
Operating Plan #14
- West Kettle
Legend
Proposed Road
Proposed Blocks
Forest Health
Blowdown
Fire
Approved Block
Regenerating Block
Free to Grow Block
Wildlife Tree Retention Area
Existing Road
Recreation Areas
Old Growth Management Area
Private land
Visual Quality Objective
Woodlots
Wildlife Habitat Area
Community Forests
Range Fence
Beaverdell
Rock Creek
Midway
Grand Forks
Christina Lake
Important: Proposed blocks and roads are preliminary planning shapes only; final block boundaries and road locations, shape, size and reserve timber will be determined following field work and assessemnts.
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Date of Print File Creation:
October 31, 2018
BCTS
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W_Kettle_01
W_Kettle_02
HEART LAKE
SAUNIER LAKE
CRYSTAL LAKE
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W_Kettle_27
W_Kettle_25
W_Kettle_19
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Regional District of Kootenay Boundary

Date: 12/6/2018

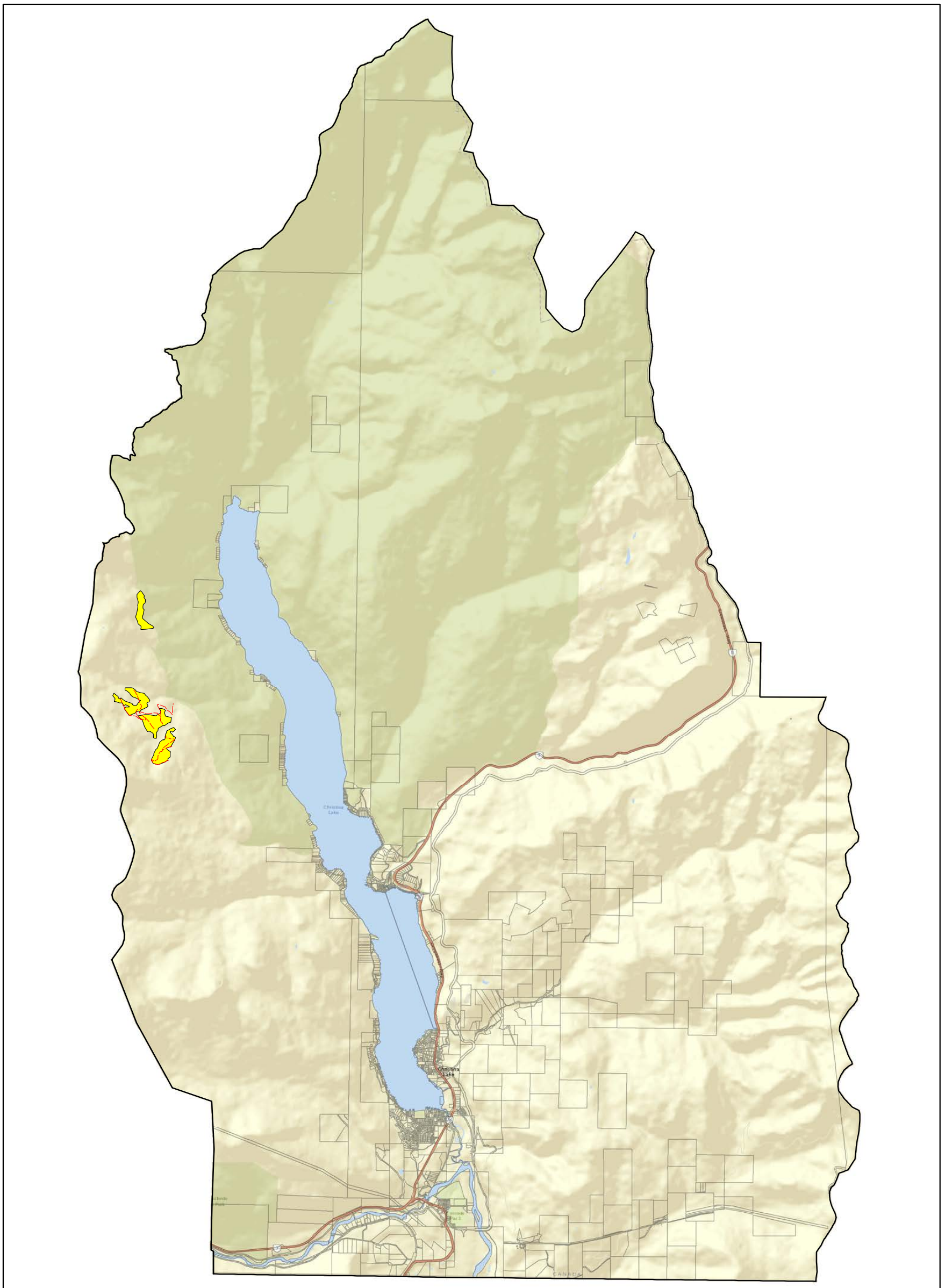
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Proposed Blocks and Roads
Electoral Area 'C' / Christina Lake

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Regional District of Kootenay Boundary

Date: 12/6/2018

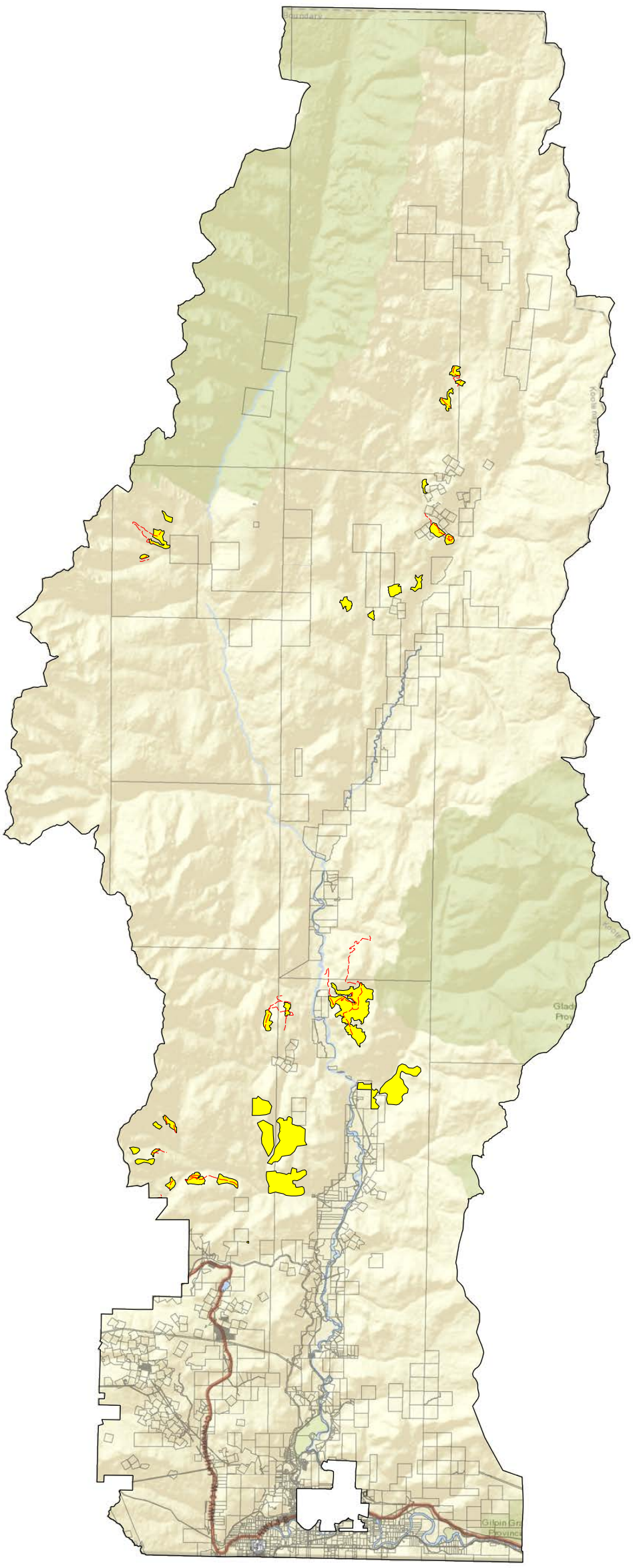
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Proposed Blocks and Roads
Electoral Area 'D' / Rural Grand Forks

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Kilometers

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Regional District of Kootenay Boundary

Date: 12/6/2018

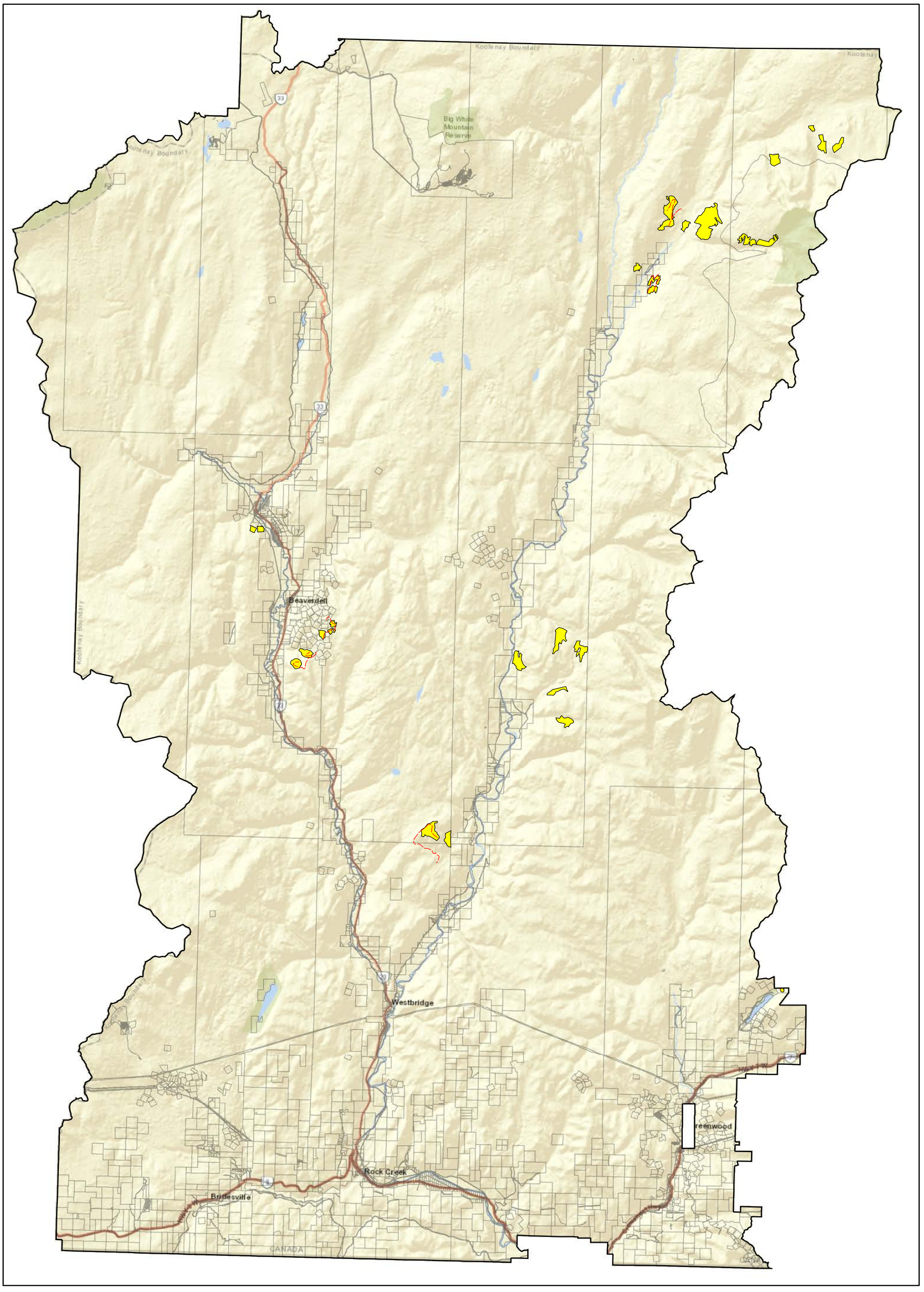
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Proposed Blocks and Roads
Electoral Area 'E' / West Boundary

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Kilometers

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Regional District of Kootenay Boundary

Date: 12/6/2018

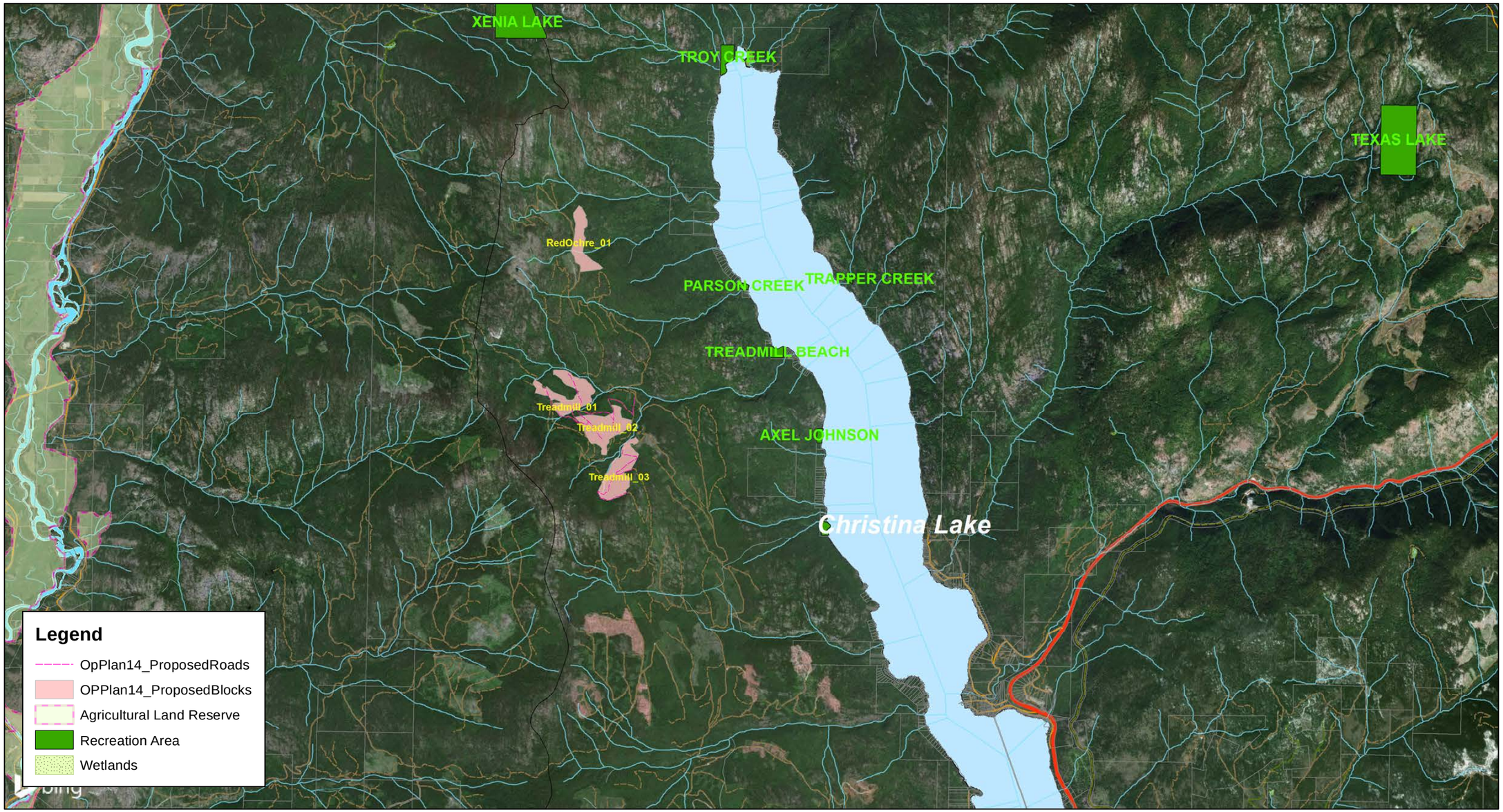
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Proposed Blocks and Roads
Treadmill Complex

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Kilometers

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Regional District of Kootenay Boundary

Date: 12/6/2018

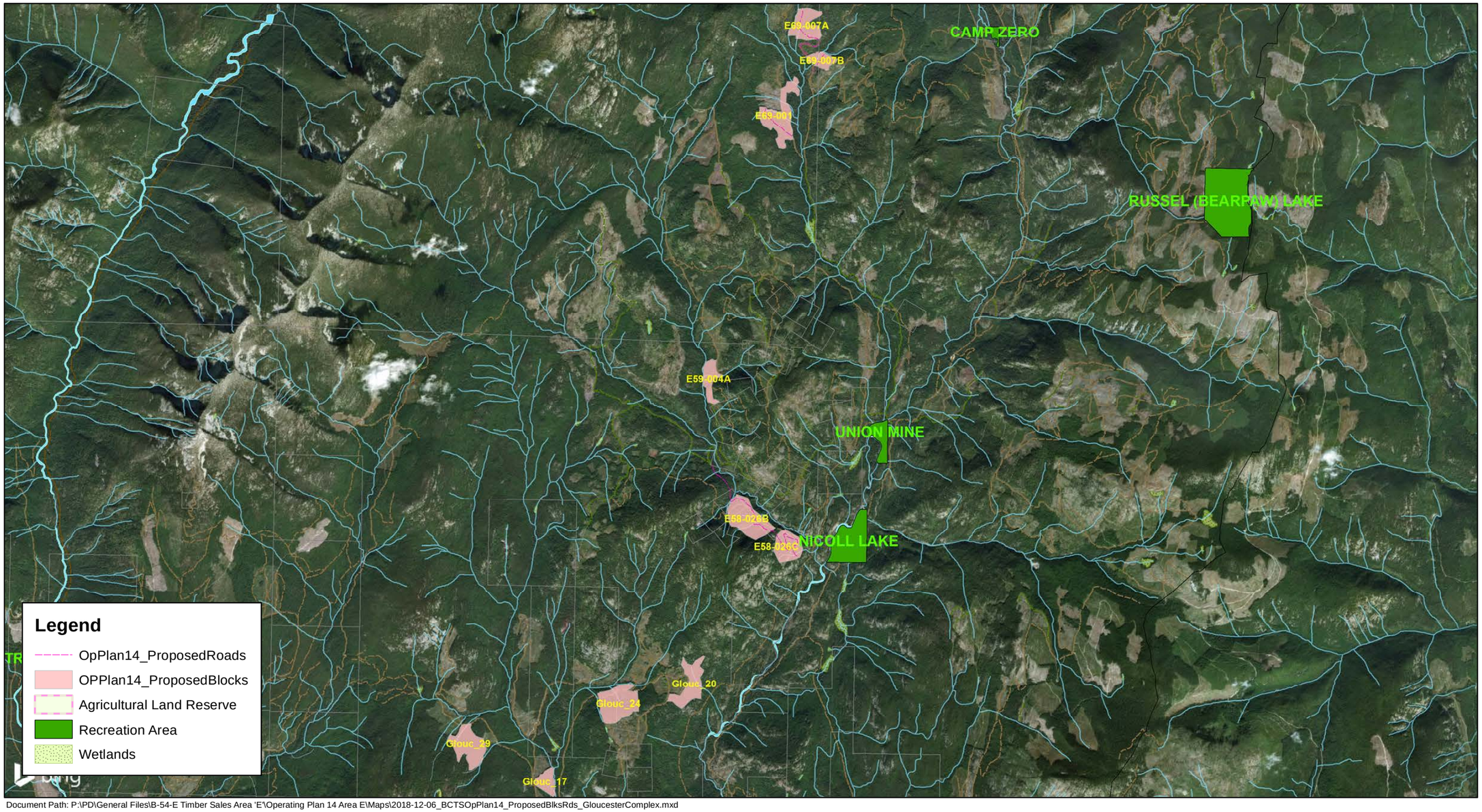
BCTS Referral Map : Operating Plan 14
Proposed Blocks and Roads
Gloucester Complex

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Kilometers

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Regional District of Kootenay Boundary

Date: 12/6/2018

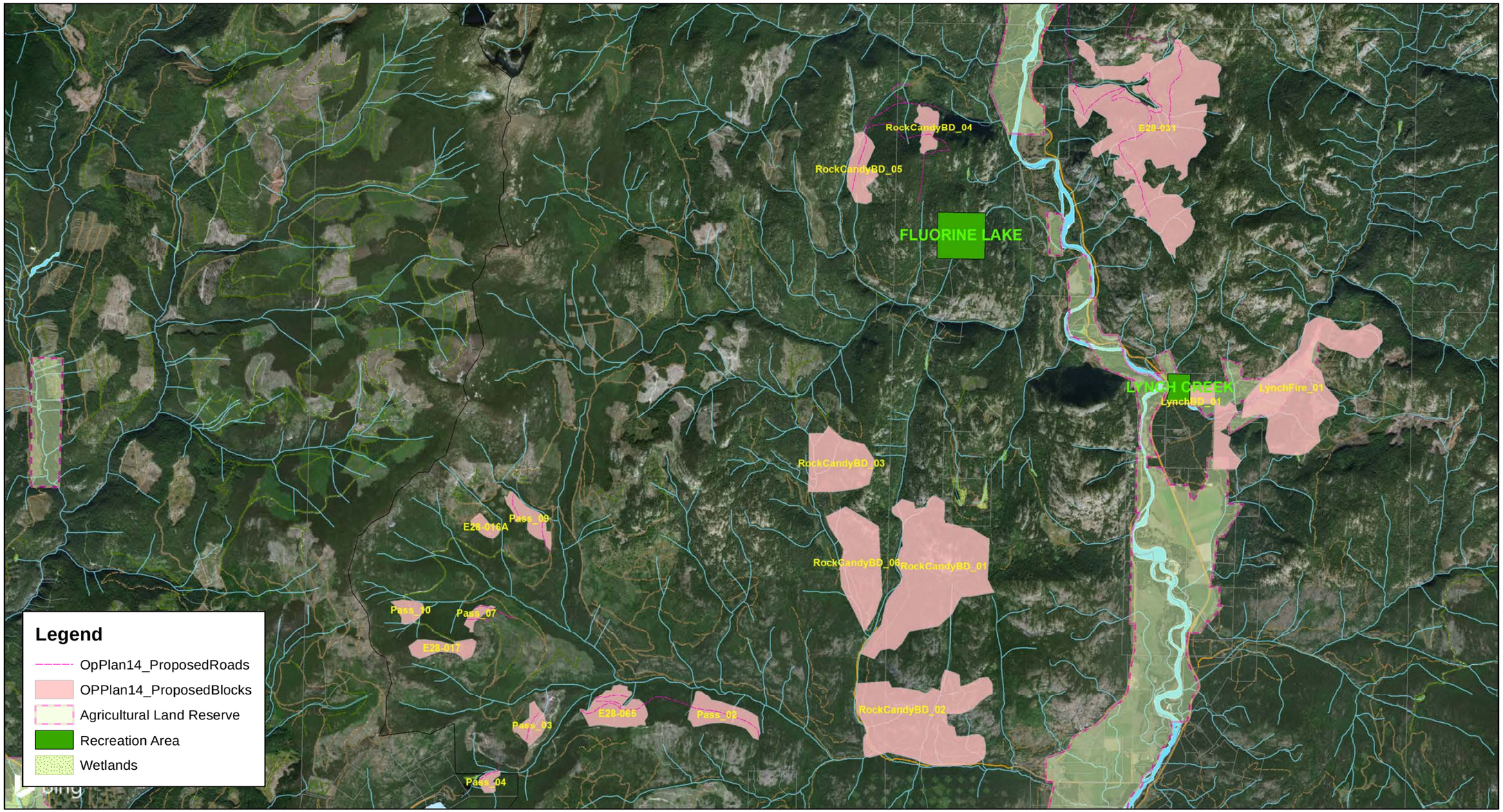
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Proposed Blocks and Roads
Lower Granby Complex

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Kilometers

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BCTS Referral Map : Operating Plan 14
Proposed Blocks and Roads
Traverse Complex

Regional District of Kootenay Boundary

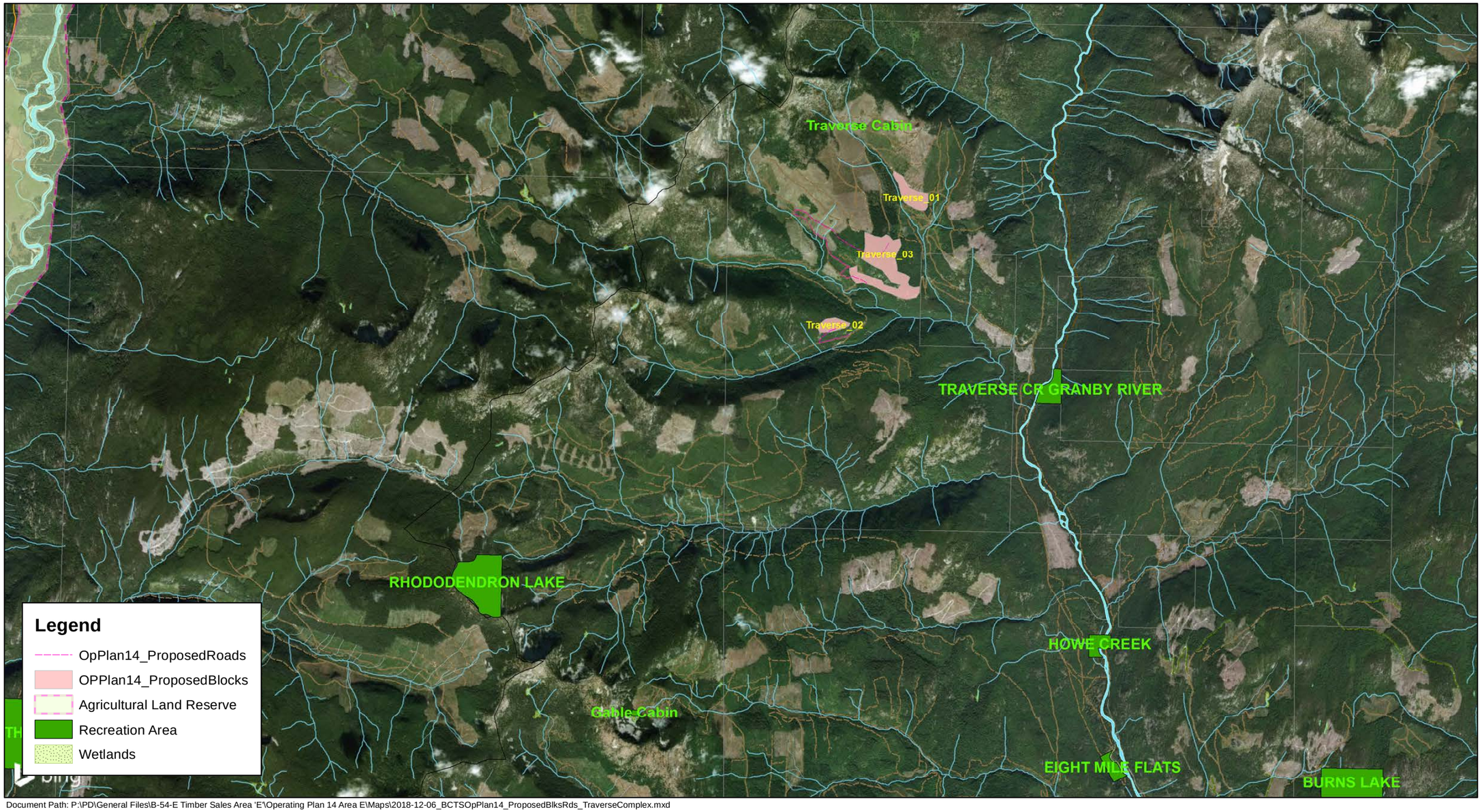
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BCTS Referral Map : Operating Plan 14
Proposed Blocks and Roads
Cochrane Complex

Regional District of Kootenay Boundary

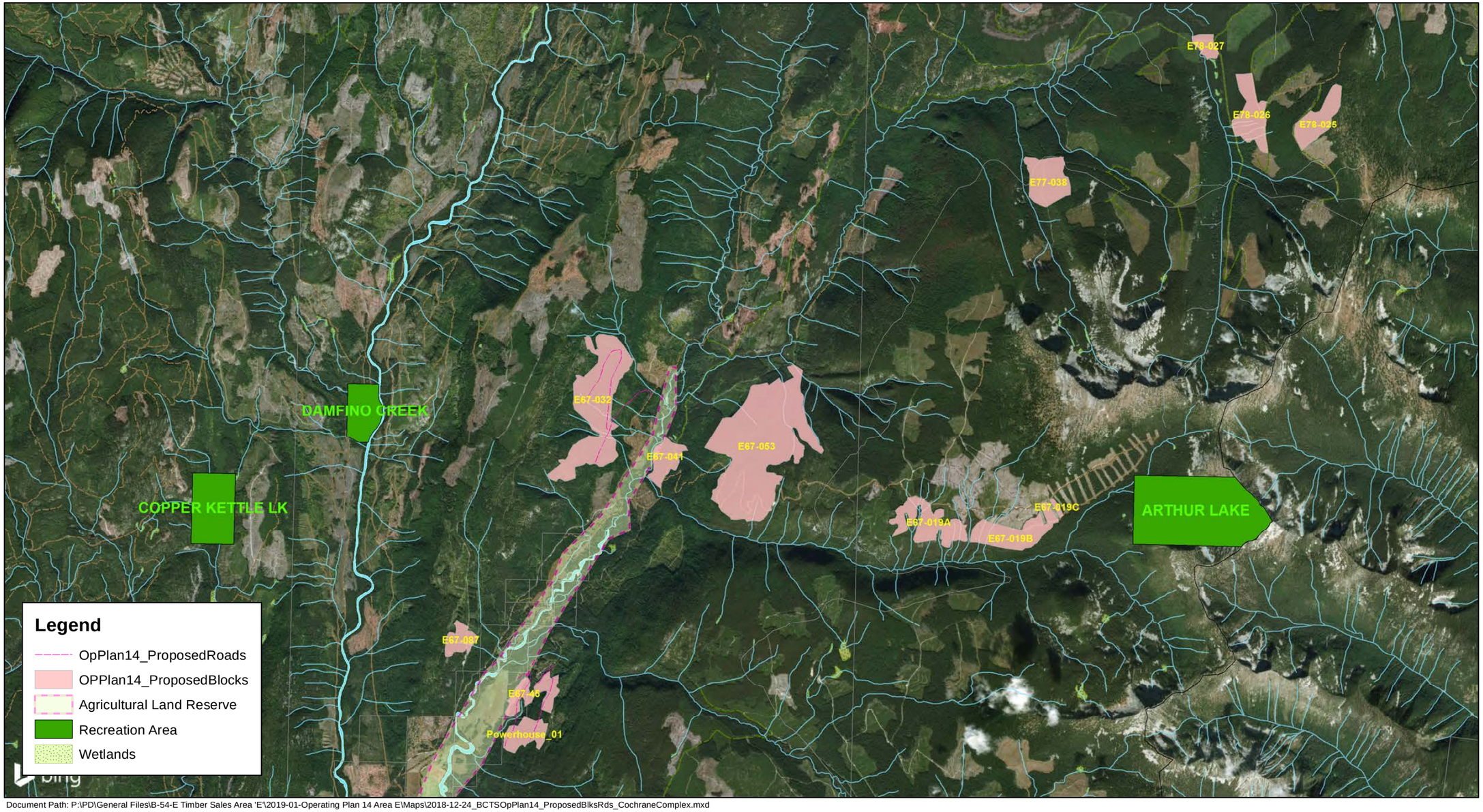
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Regional District of Kootenay Boundary

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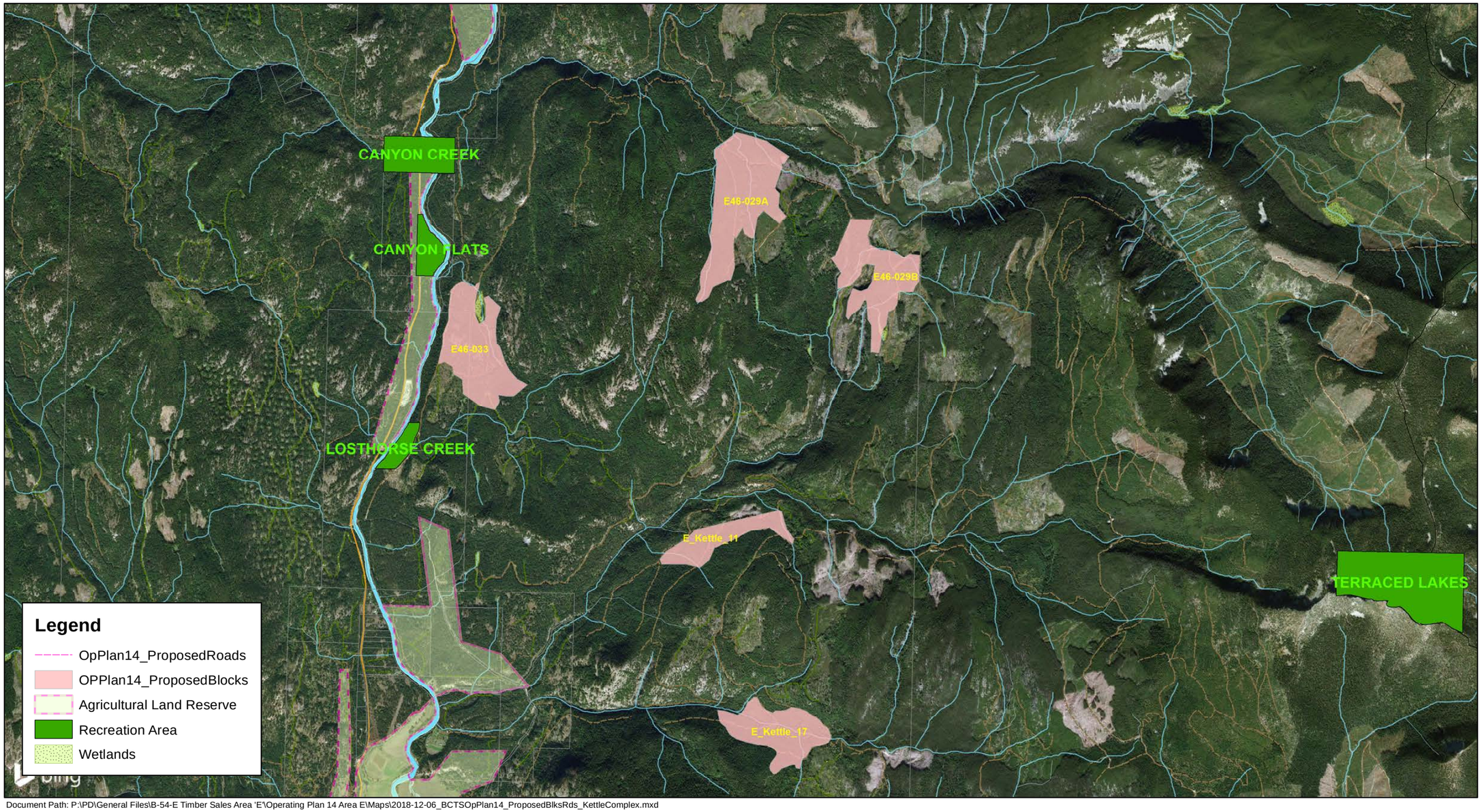
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Proposed Blocks and Roads
Kettle Complex

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Regional District of
Kootenay Boundary

BCTS Referral Map : Operating Plan 14
Proposed Blocks and Roads
Jewel Lake (Area 'E'/West Boundary APC request)

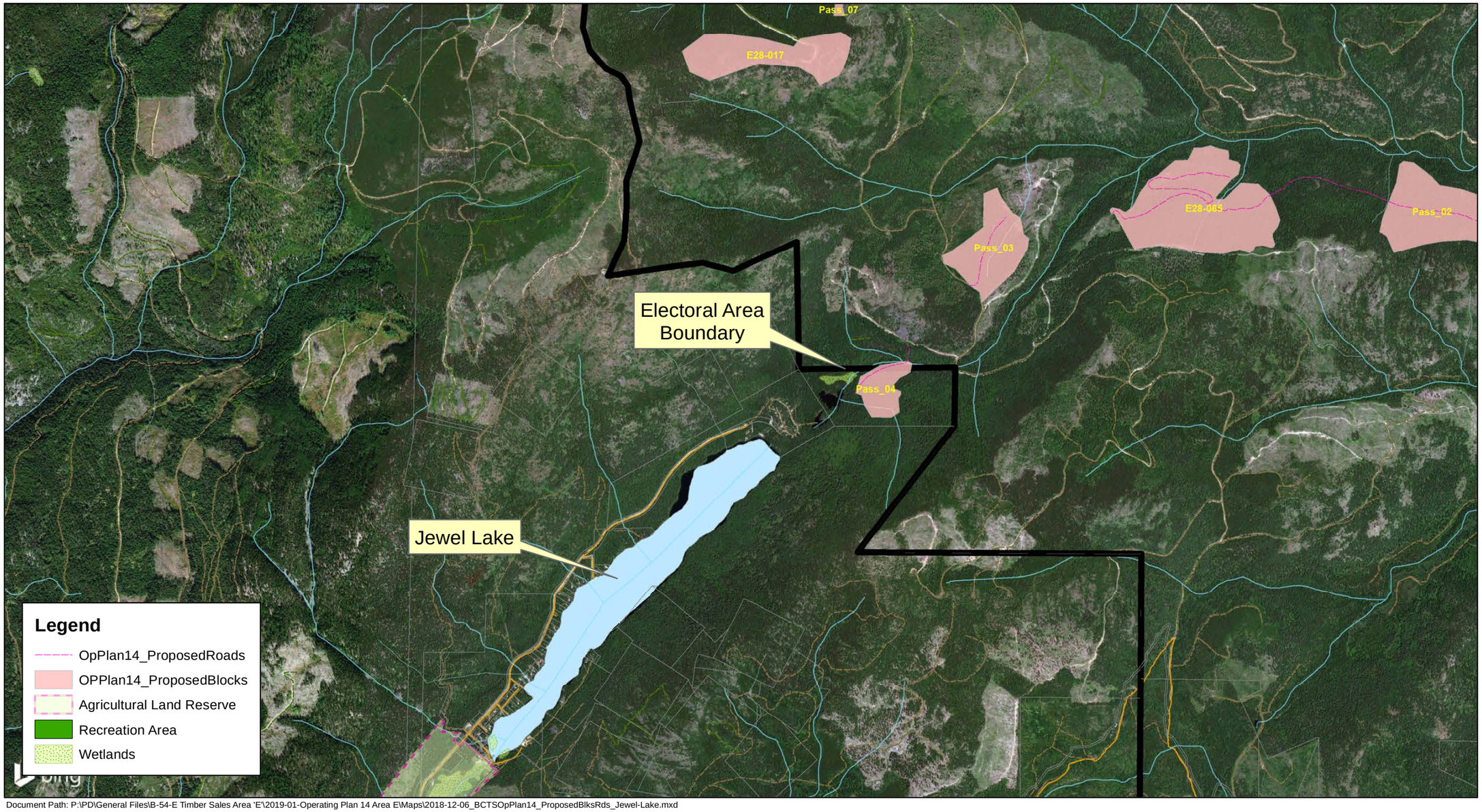
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BCTS Referral Map : Operating Plan 14
Proposed Blocks and Roads
Lower Granby Complex

Regional District of Kootenay Boundary

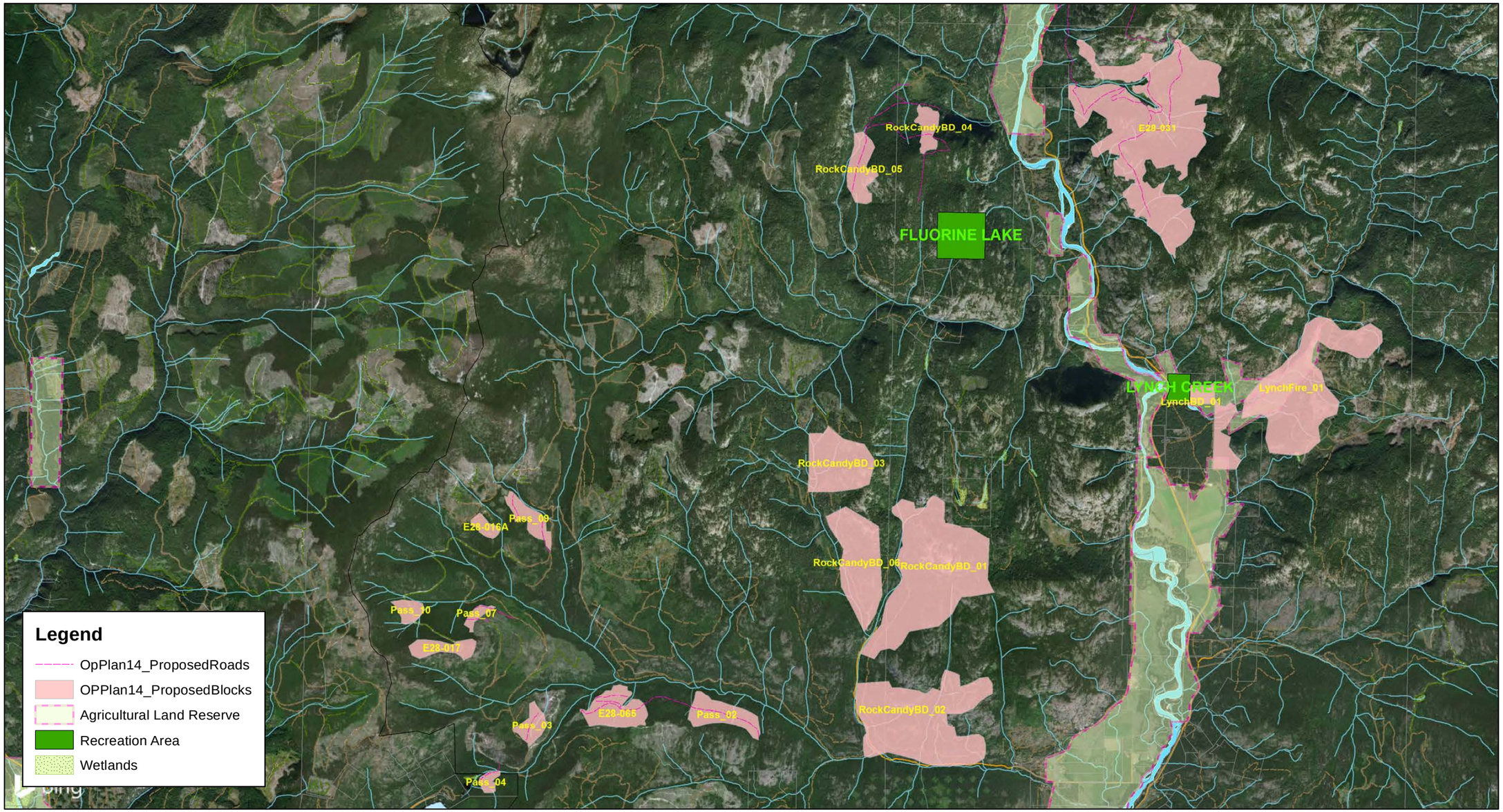
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BCTS Referral Map : Operating Plan 14
Proposed Blocks and Roads
Oulette Complex

Regional District of Kootenay Boundary

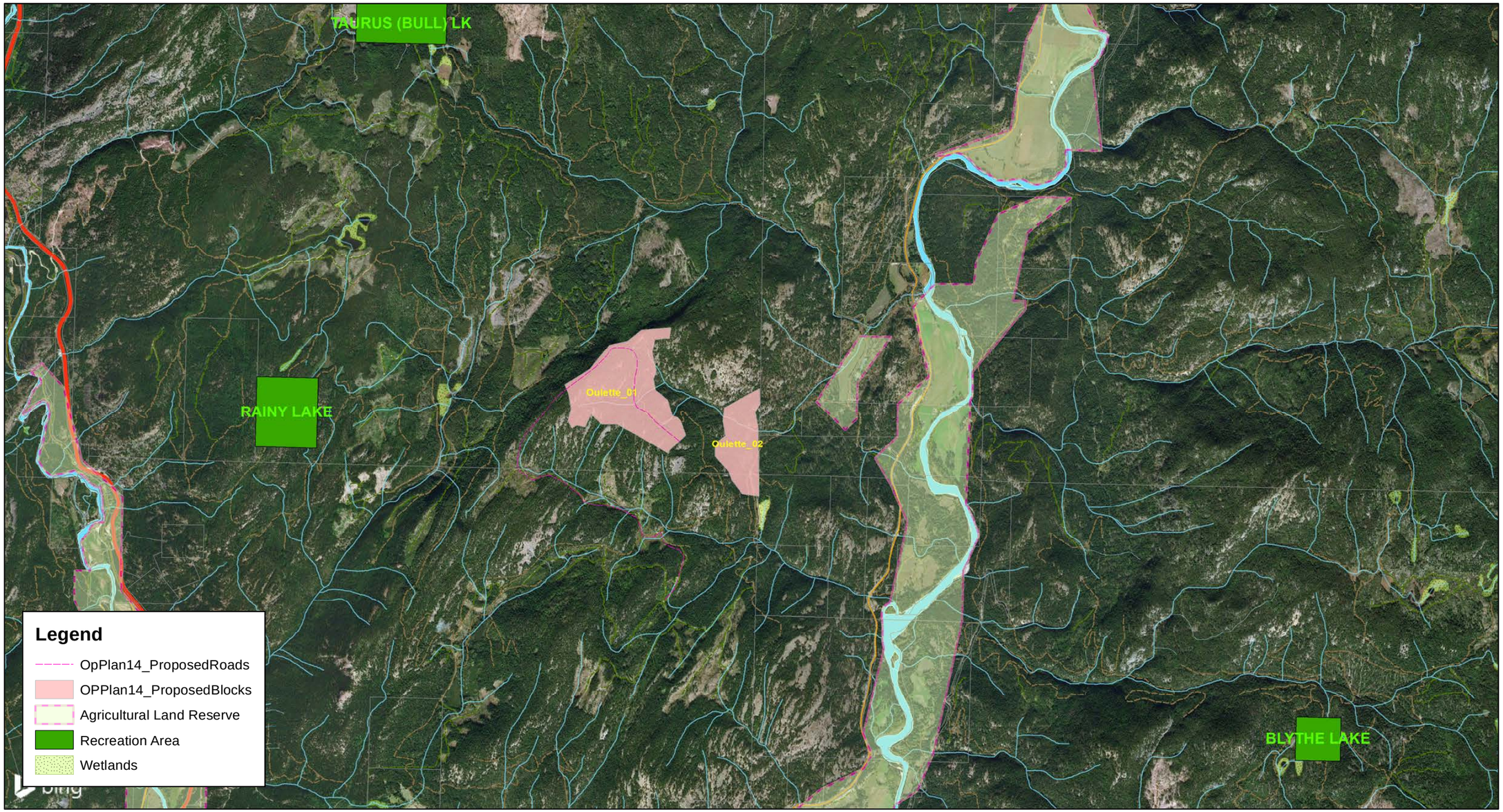
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Regional District of Kootenay Boundary

Date: 12/6/2018

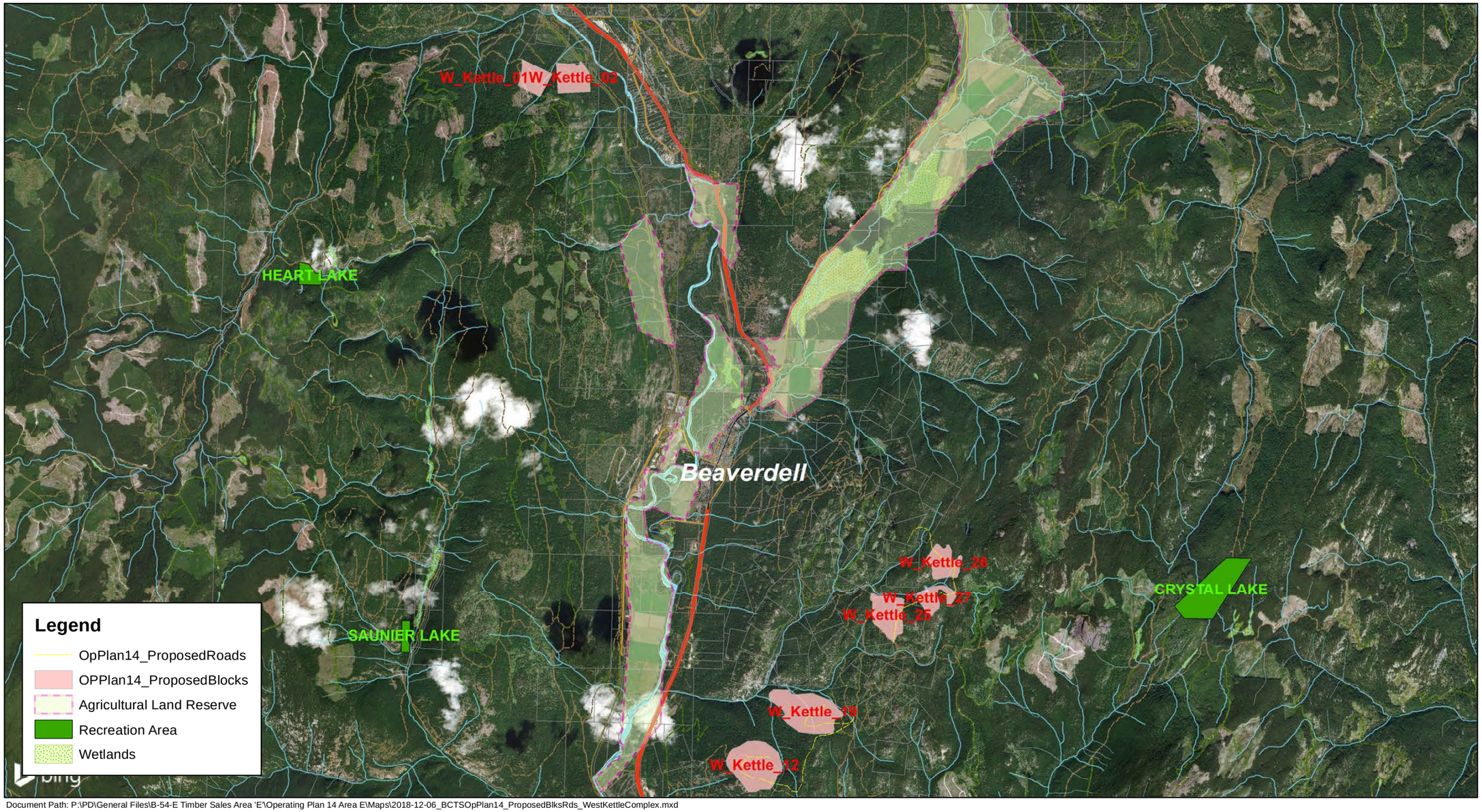
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Proposed Blocks and Roads
West Kettle Complex

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Kilometers

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Regional District of Kootenay Boundary

STAFF REPORT

RE:	Ski Development Application at Big White - Referral		
Date:	January 31, 2019	**File #:**	BW-4246-Black Forest Day Lodge
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received a referral from the Ministry of Forests Lands Natural Resource Operations and Rural Development (FLNRORD) for an application for two statutory rights-of-way in Big White (see Applicant Submission).

Property Information	
Owner(s)	Crown Land
Applicant(s):	Big White Ski Resort
Location:	Black Forest Connector and Backcountry
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	Un-surveyed Crown Land in vicinity of DL 4246
Area:	unknown
Land Use Bylaws	
Official Community Plan Bylaw No. 1125	Recreational Resource
Development Permit Areas	NA
Zoning Bylaw No. 1166	Recreational Resource 1 (REC 1)
Other	
Floodplain	NA

HISTORY / BACKGROUND INFORMATION

Statutory rights-of way are legal agreements for granting use and access on land for a specific purpose. These rights-of-way can be on public or private land and are often registered on title for private properties.

PROPOSAL

The applicant is requesting one statutory right-of-way for two new chair lifts, and another for an underground power line to connect power to the new chair lifts.

The Province anticipates Big White Ski Resort to also submit an Occupant License to cut for clearing access roads; clearing lift rights-of-way; and ski runs and glading.

IMPLICATIONS

Resource use, and ski-lifts and tows are permitted uses in the REC 1 zone.

ADVISORY PLANNING COMMISSION (APC)

The Big White APC supported the referral during their January 8, 2019 meeting.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding the establishment of two statutory rights-of-way for chair lifts on un-surveyed crown land in vicinity of DL 4246 in Big White, Electoral Area ‘E’/West Boundary is supported.

ATTACHMENTS

Applicant Submission

Applicant Submission

Big White Ski Resort
Black Forest Connector and Backcountry Ski Pod Development Applications

- Big White CRA Boundary
- Proposed Ski Runs
- Proposed Lifts - File 3413301
- Proposed Occupant License to Cut Area (Application Pending)
- Underground Power Line - File 3413302
- Black Forest Day Lodge
- Existing Lifts
- Tree Farm Licence 08 (Interfor)
- Existing Forest Service Roads

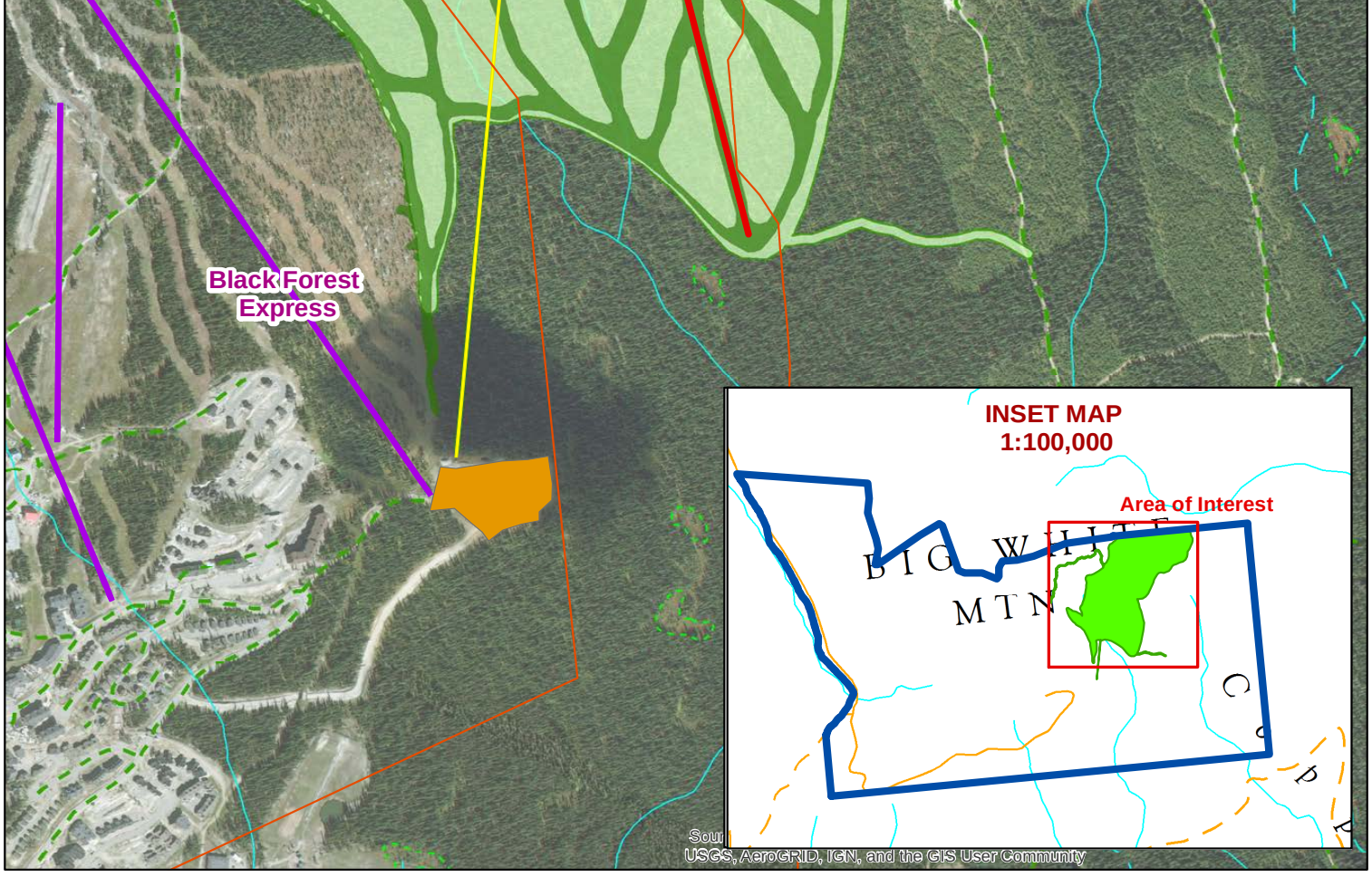
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Regional District of Kootenay Boundary

STAFF REPORT

RE:	Agricultural Land Commission: ALR Exclusion - Reid		
Date:	January 8, 2019	**File #:**	D-332-02612.050
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

The RDKB has received an application for exclusion from the Agricultural Land Reserve (ALR) in Electoral Area 'D'/Rural Grand Forks. See Attachments.

Property Information	
Owner(s):	David and Nicole Reid
Location:	8650 Henderson Road
Electoral Area:	Electoral Area 'D'/Rural Grand Forks
Legal Description(s):	Plan KAP325B, DL 332, SDYD
Area:	1.7 ha (4.22 ac)
Current Use(s):	Residential
Land Use Bylaws	
Official Community Plan Bylaw No. 1555	Agricultural Resource 1
Service Area	NA
Development Permit Area	NA
Zoning Bylaw No. 1299	Agricultural Resource 1 (AGR1)
Minimum parcel size	10 hectares
Other	
ALR:	Mostly within
Soil Capability	5A (7:3TA 3:3PA)
Waterfront / Floodplain	NA
Planning Agreement Area	Grand Forks

HISTORY / BACKGROUND INFORMATION

The subject property is between the intersection of North Fork Road and Henderson Road to the north and North Fork Road and Forrester Road to the south. It is between the Copper Ridge (east side of North Fork Rd) and Eagle Ridge subdivisions (west side of North Fork Road). The property is approximately 1.7 kilometres north and 1.5 kilometres west from the boundaries of Grand Forks.

North Fork Road runs through the property. The portions of the property on either side of North Fork Road are:

- 1 hectare on the north side of North Fork Road.
- 0.7 hectares on the south side of North Fork Road.

The RDKB has correspondence regarding inquiries and requests for subdivision to separate the portions of the property separated by North Fork Road dating back to 1982.

In 2004 the current owners purchased the property and made an application for an interior parcel line adjustment to increase the southern portion of the property by 0.3ha.

This application was not approved by the Ministry of Transportation and Infrastructure (MoTI) because the application did not meet the legislative requirement for the MoTI to approve a subdivision application that was not approved by the ALC.

In 2011 an inquiry was made regarding subdivision to separate portions of the property on either side of North Fork Road. The current Zoning Bylaw was in effect at that time and does not allow subdivision lower than 10 hectares. Another inquiry was made in late 2013 and 2014. Staff provided the owner with the steps to consider in order to subdivide the property. This includes:

1. Apply to the Agricultural Land Commission (ALC) to exclude the property from the ALR. Alternatively one can apply for a subdivision in the ALR.
2. Apply to the RDKB to amend the Official Community Plan and Zoning Bylaw to permit the proposed subdivision.
    a. The Official Community Plan and Zoning bylaw do not support the subdivision. Amendments are required to accommodate the proposed subdivision.
3. Apply to the MoTI to subdivide the property.

In August 2018, a surrounding land owner (Don Takch, Lot A Plan KAP65170, DL 332 1605, SDYD) contacted the RDKB with concerns of the notification they had received regarding an application for exclusion from the ALR for this property. They were unable to speak to the owner for more information, and the RDKB was not able to assist with

more details. This property owner stated that they were opposed to land being removed from the ALR during a conversation on the phone.

PROPOSAL

The applicant would like to exclude the entire property from the ALR with the intent subdividing the property (See, Applicant Submission).

The proposed subdivision is to separate the portions of the property on either side of North Fork Road. The applicant has stated that they intend to apply for bylaw amendments and later a subdivision application after the exclusion application is approved.

The application includes the notifications for the public issued in August 2018 and a Soils Report prepared by David W. Yole MSc PAg (See, Applicant Submission).

IMPLICATIONS

The Soil Report included in this application notes that approximately 90% of the subject property is unsuitable for agricultural purposes.

The surrounding landowner that had contacted the RDKB in August 2018 has been given a copy of this APC report to provide them with the information they requested in August.

Given the Official Community Plan designations and Zoning of the subject property, subdivision could not be approved without amendments to those bylaws. Some of the factors to take into consideration would be:

- OCP policies regarding subdivision of land
- surrounding land uses
- size of the proposed parcels and servicing availability

ADVISORY PLANNING COMMISSION (APC)

The APC supported removing the subject property from the ALR for the following reason:

> *The subject property does not meet the minimum parcel size for agricultural land, nor do most other properties in the area. The soil is poor, a major road divides the property in two and excluding the property from the ALR would have no impact on agriculture in the area.*

PLANNING AND DEVELOPMENT COMMENTS

The rationale of the APC regarding minimum parcel size is misleading. Agriculture is permitted on any size parcel where it is a permitted use in the zoning bylaw. The RDKB

does not regulate use by parcel size. Minimum parcel size is only applicable to new parcels created by subdivision.

Removal from the ALR is not dependent on a subdivision, so a bylaw amendment is not included as a condition of support in the recommendation below. However, amendments to the Official Community Plan and Zoning Bylaw will be required if the applicant does apply for subdivision in the future.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors directs staff to forward, with a recommendation of support, the Agricultural Land Commission application for removal from the Agricultural Land Reserve submitted by David and Nicole Reid for the property legally described as Plan KAP325B, DL 332, SDYD, Electoral Area 'D'/Rural Grand Forks.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicant Submission

Regional District of Kootenay Boundary

Site Location Map

Plan KAP352B, District Lot 332
Similkameen Div of Yale Land District
Except Plan H8169

Date: 10/29/2018

N

0 150 300 450 600

Meters

1:15,000



Document Path: P:\PD\EA_'D'\D-332-02612.050 Reid\ALC Exclusion\2018-10-29_SLM_D-332-02612.050.mxd

Regional District of Kootenay Boundary

Subject Property Map

Plan KAP352B, District Lot 332
Similkameen Div of Yale Land District
Except Plan H8169

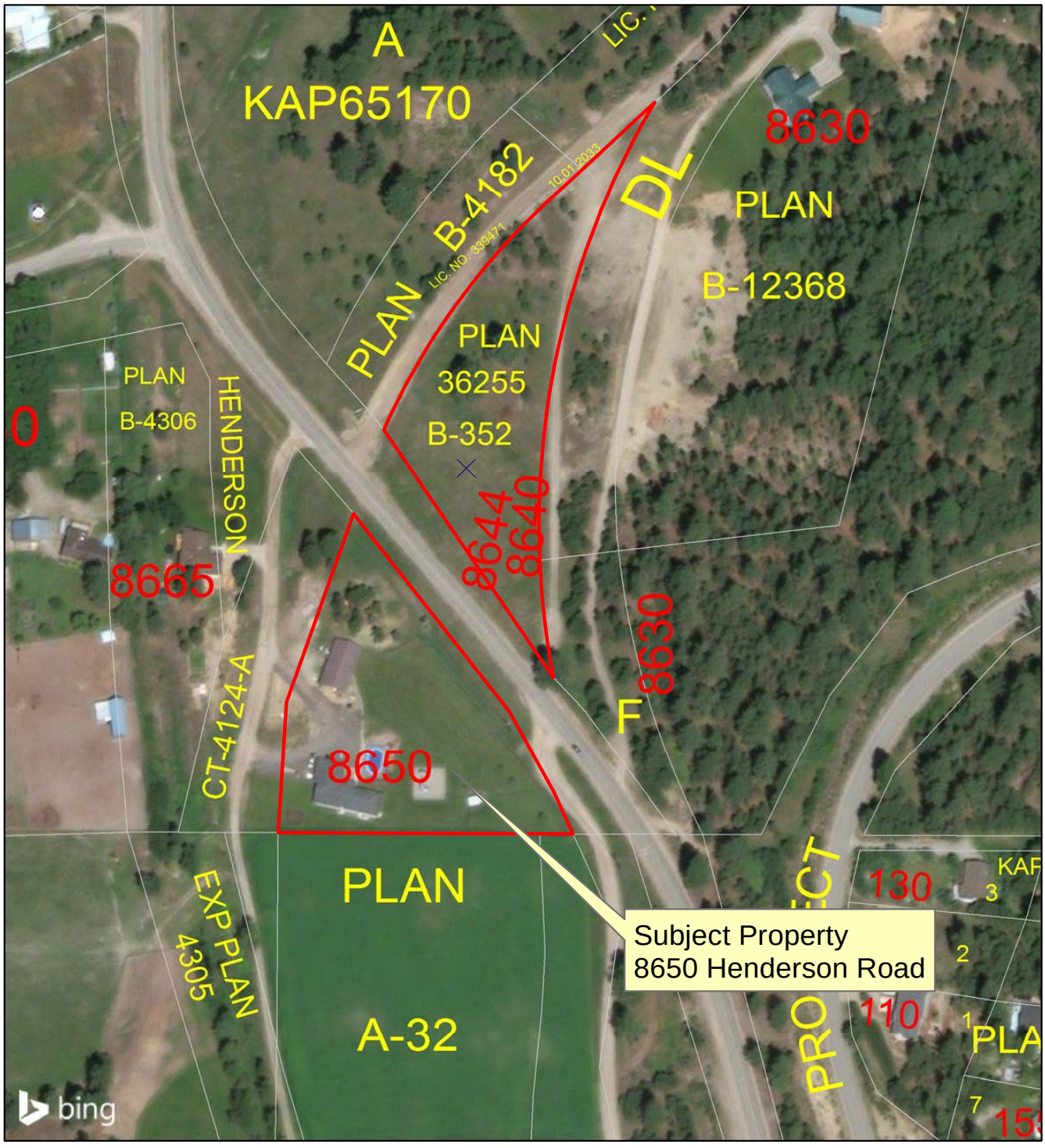
Date: 10/29/2018

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Meters

1:2,000



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Provincial Agricultural Land Commission - Applicant Submission

Application ID: 57919
Application Status: Under LG Review
Applicant: David Reid , Nicole Reid
Local Government: Kootenay Boundary Regional District
Local Government Date of Receipt: 10/23/2018
ALC Date of Receipt: This application has not been submitted to ALC yet.
Proposal Type: Exclusion
Proposal: The purpose of the exclusion from the ALR is to allow for subdivision of the lot.

Mailing Address:
8650 Henderson Rd
Grand Forks, BC
V0H 1H2
Canada
Primary Phone: (250) 443-1373
Email: sdreider51@gmail.com

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple
   Parcel Identifier: 014-777-461
   Legal Description: PT OF DL 332 SHWN O/L IN RED ON PL B352 SIMILKAMEEN DIVISION YALE DISTRICT EXC PL H8169
   Parcel Area: 1.7 ha
   Civic Address:
   Date of Purchase: 07/30/2004
   Farm Classification: No
   Owners
   1. **Name:** David Reid
      Address:
      8650 Henderson Rd
      Grand Forks, BC
      V0H 1H2
      Canada
      Phone [redacted]
   2. **Name:** Nicole Reid
      Address:
      8650 Henderson Rd
      Grand Forks, BC
      V0H 1H2
      Canada
      Phone: [redacted]

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).
No agriculture

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).
No improvements

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).
House, detached garage, pool

Adjacent Land Uses

North

Land Use Type: Unused
Specify Activity: None

East

Land Use Type: Residential
Specify Activity: Home

South

Land Use Type: Agricultural/Farm
Specify Activity: Hay

West

Land Use Type: Residential
Specify Activity: Home

Proposal

1. How many hectares are you proposing to exclude?
1.7 ha

2. What is the purpose of the proposal?
The purpose of the exclusion from the ALR is to allow for subdivision of the lot.

3. Explain why you believe that the parcel(s) should be excluded from the ALR.
Highway No. 30 already bisects the parcel effectively creating two parcels. The Official Community Plan and Zoning Bylaw do not allow for subdivision of ALR lands to this size. The land must be excluded from the ALR in order to be legally subdivided. The land is not being cultivated and appears to have minimal agricultural value. Surrounding parcels are mainly residential.

4. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
This will expand the tax base of the RDKB by one single family residential improvement.

Applicant: David Reid , Nicole Reid

5. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
None

6. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
This will allow for an additional single family residence in the urban rural interface zone with the City of Grand Forks.

7. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
The OCP states that "rural residential land uses on smaller lots should be accommodated in the immediate vicinity of existing municipalities" and the parcel is within 1.5km of the limits of the City of Grand Forks.

Applicant Attachments

- Proposal Sketch - 57919
- Proof of Signage - 57919
- Proof of Advertising - 57919
- Proof of Serving Notice - 57919
- Professional Report - Agologist Assessment
- Certificate of Title - 014-777-461

ALC Attachments

None.

Decisions

None.

Applicant: David Reid , Nicole Reid

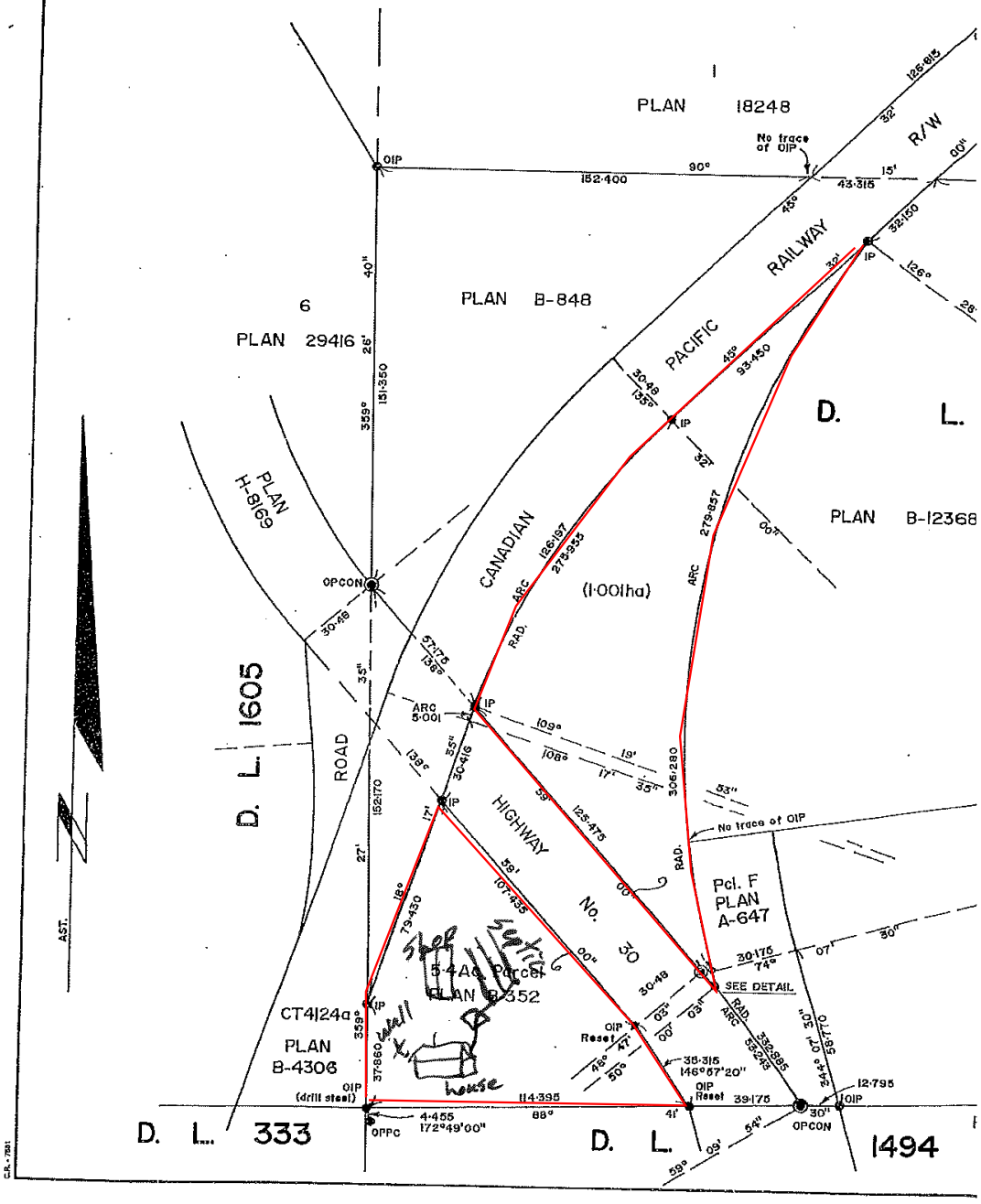
Status: Filed

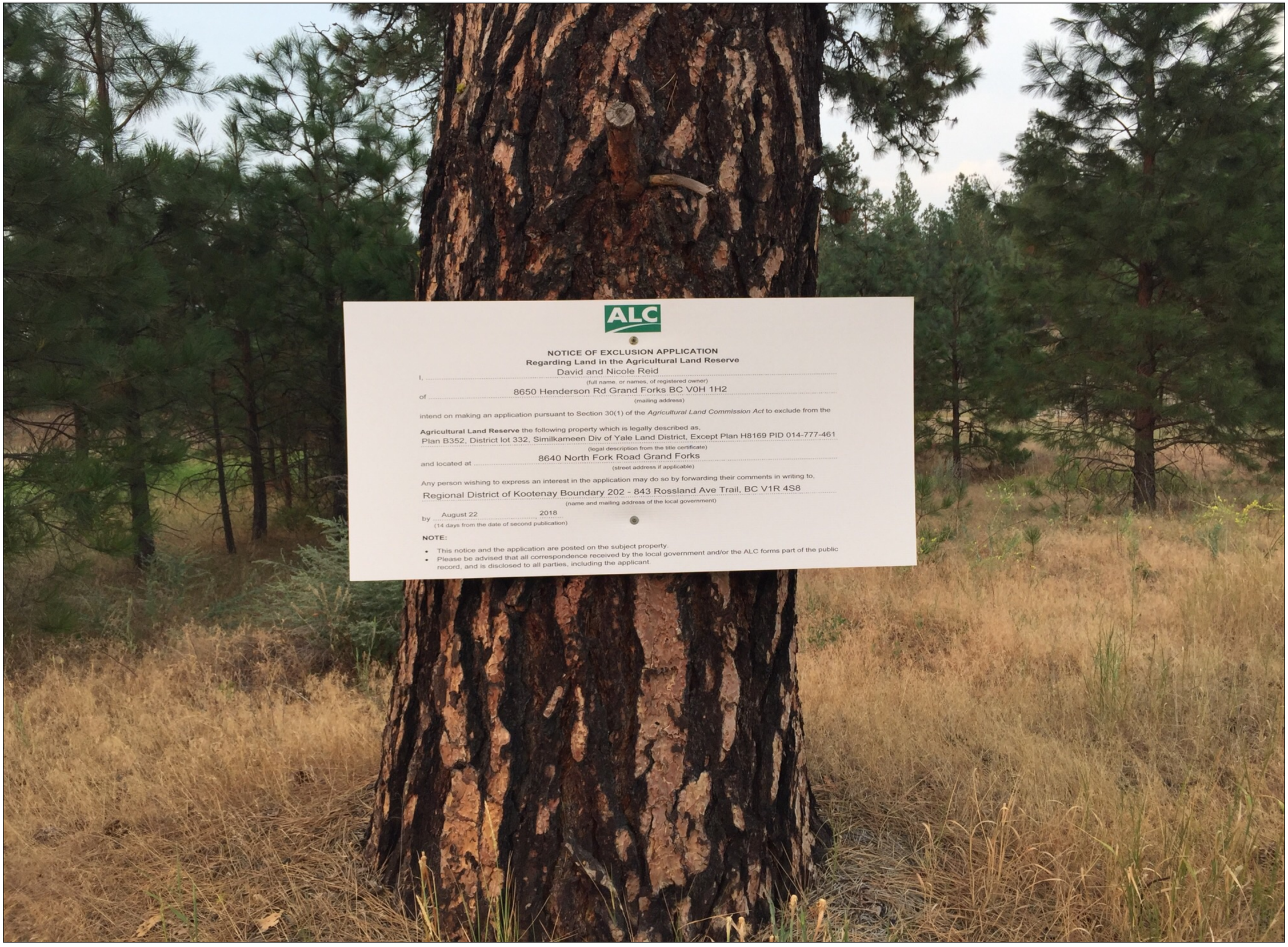
17-KB-R11&M1

POSTING PLAN OF THAT PART OF D.L. 332, S.D.Y.D. SHOWN COLOURED RED ON PLAN B-352 EXCEPT THAT PART INCLUDED WITHIN PLAN H-8169

SCALE: 1:1250 (this print is reduced in size)

50 0 100 200 Metres





ALC

NOTICE OF EXCLUSION APPLICATION
Regarding Land in the Agricultural Land Reserve

I, David and Nicole Reid
(full name, or names, of registered owner)

of 8650 Henderson Rd Grand Forks BC V0H 1H2
(mailing address)

intend on making an application pursuant to Section 30(1) of the *Agricultural Land Commission Act* to exclude from the **Agricultural Land Reserve** the following property which is legally described as,

Plan B352, District lot 332, Similkameen Div of Yale Land District, Except Plan H8169 PID 014-777-461
(legal description from the title certificate)

and located at 8640 North Fork Road Grand Forks
(street address if applicable)

Any person wishing to express an interest in the application may do so by forwarding their comments in writing to,

Regional District of Kootenay Boundary 202 - 843 Rossland Ave Trail, BC V1R 4S8
(name and mailing address of the local government)

by August 22, 2018
(14 days from the date of second publication)

NOTE:

- This notice and the application are posted on the subject property.
- Please be advised that all correspondence received by the local government and/or the ALC forms part of the public record, and is disclosed to all parties, including the applicant.



Merchandise for Sale

Misc. for Sale

SAWMILLS from only $4,397 - MAKE MONEY & SAVE MONEY with your own bandmill - Cut lumber any dimension. In stock ready to ship. FREE Info & DVD: www.NorwoodSawmills.com/400OT 1-800-567-0404 Ext:400OT.

Misc. Wanted

#1 Actual Coin Collector BUYING Coins, Collections, Olympic Gold & Silver Coins+ Call Chad 1-250-499-0251

#1 BUYER, buying COINS, coin collections, old paper money,all gold & silver +, Todd The Coin Guy (250)-864-3521

Real Estate

Farms

3000 ACRES OF COMPLETE High End Cattle & Grain Operation for Sale in Sask. Manages 2k to 3k Cow/Calf Operation with Complete Solid Infrastructure. 200k Acres Cultivated. Contact Doug @ 306-716-2671 or saskfarms@shaw.ca

Houses For Sale

Grand Forks: New 864 sq ft, 2 bdrm home on 1/2 acre lot on 16th St. 250-442-2804

CRIME STOPPERS 1-800-222-TIPS

Legal Notices

Real Estate

Houses For Sale

Christina Lake 4 bedroom, 1 bath, older house (1947) 2 stories, approx 1000sf, built by ship builders, very square and solid. With detached garage on a large lot. Fenced in garden space, raspberry bushes and under ground irrigation. **Phone: 250-447-6150 or Cell: 503-806-8979**

Lots

Grand Forks: Dream double lot, treed, by hospital, with old house. 250-442-2804

Other Areas

Wanted
Cash paid for Land and Timber or Timber, all species Call: **778-517-5257 or 778-582-1050 or 250-741-4278**

Rentals

Apt/Condo for Rent

Grand Forks
1 Bedrm, lower level, fully reno'd in Seniors & Single professional building. Central location, river view, $800/mth + Utils. Avail. Aug. 1st 250-447-7611

SELL OLD STUFF! BCClassifieds.com 1.866.866.4460

Legal Notices

ALC

NOTICE OF EXCLUSION APPLICATION

Regarding Land in the Agricultural Land Reserve

We, David and Nicole Reid, of 8650 Henderson Rd, Grand Forks, BC V0H 1H2, intend on making an application pursuant to Section 30(1) of the *Agricultural Land Commission Act* to exclude from the **Agricultural Land Reserve** the following property which is legally described as, Plan B352, District Lot 332, Similkameen Div of Yale Land District, Except Plan HB169 PID 014-777-461 and located at 8640 North Fork Road, Grand Forks, BC. Any person wishing to express an interest in the application may do so by forwarding their comments in writing to the Regional District of Kootenay Boundary, 202 - 843 Rossland Ave, Trail, BC V1R 4S8 by August 22, 2018.

NOTE:
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- Please be advised that all correspondence received by the local government and/or the ALC forms part of the public record, and is disclosed to all parties, including the applicant.

NOTICE OF SALE

Contents of the following storage unit at Grand Forks Self Storage (7444 19th Street

Rentals

Commercial/ Industrial

Grand Forks: 700 sq. ft., 1960 68th Ave. Formally U-Brew(Black Knight Bld.). 250-443-1599. Info at Laundromat.

Homes for Rent

2 Bedroom House in Perley Area
Available September 1st
All appliances, gas/heat/hot water, N/S, ref required.
250-830-7514

Grand Forks
2 bedroom 1 bath house $1000.00 a month plus utilities. N/S N/P includes washer and dryer. Must have references Sign a 1 year lease. Available Immediately! Contact: **250-505-4053 cougrow@yahoo.ca**

Grand Forks 2 Bedroom Home
1 bath + utilities.
N/S, N/P.
Mature people preferred. $850/mth
Available mid August or September 1st
References required.
250-442-3303

Property Management

RENTALS

GRAND FORKS
2 bedroom apartment $875 Utilities Included

COMMERCIAL
Office building in downtown Grand Forks $650

NS, Pets on approval
REFERENCES REQUIRED

Ken: 250-442-2632
ken.dodds@yahoo.ca
Ron: 250-442-7636
woodsre@telus.net
Grand Forks Realty Ltd.

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MS Multiple Sclerosis Society of Canada
1-800-268-7582 www.mssociety.ca

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ACCOUNTANTS

KH BURCH KIENTZ
Chartered Professional Accountants
619 Central Ave., Grand Forks, B.C.
Ph: 250-442-2121

Lia Azhure Inc.
Chartered Professional Accountant
250-442-0141
7157 - 3rd Street

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phone: 250-666-0911

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Phone 250-442-6781

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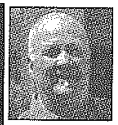
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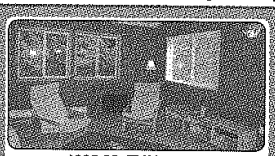

Sharon 250-442 6396


Edan 250-584-4451

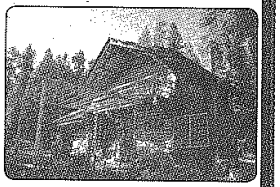

Nick 250-443-4562

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JUST MOVE IN & ENJOY!
This cozy 3 Bdrm Home has been fully renovated & updated. Gorgeous garden and fruit trees. 504 Woodgreen Cres, Greenwood. **$220,000.** MLS®2429299


1335 SQ. FT HOME ON 2.686 PRIVATE TREED ACRES!
Short walk to beach at Christina Lake! **$389,900.** MLS®2428354

FEATURE OF THE WEEK


RURAL PARADISE AWAITS!
140+ acres of wilderness minutes from Jewel Lake.
3 bd. large home.
$695,000
MLS® 2423434


BEAUTIFULLY PRIVATE CREEKFRONT .61 ac, ManuF Home 3 BD, 2 Bath, Full finished Basement, Greenwood. **$364,000.** MLS®2431135

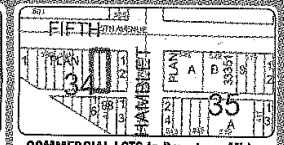

NEW LISTING! THIS 5 BEDROOM FAMILY HOME IN VALMAR IS READY FOR YOU TO ENJOY! Country kitchen, formal dining/living room with gas fireplace. **$349,000.** MLS®2431299


MOVE IN READY GROUND FLOOR CONDO!
1059 Sq. Ft, 2 Bd 1 Bath, located downtown, 2 blocks to shopping! 585A 73RD Ave, Grand Forks. **$193,900.** MLS®2431081


NEW LISTING. SMALL ACREAGE ALERT!
2 Bd, 1 bath, Large 3-vehicle shop, outbuildings, bring your ideas! Quick possession! GF. **$235,000.** MLS®2430655


MIDWAY RIVERFRONT:
1.55 ac - **$115,000** MLS®2427716
4.3 ac - **$265,000** MLS®2427715


FABULOUS VIEW of downtown Grand Forks from this lot in prestigious Valley Heights! Just a short drive to downtown. Lot 1 Victoria Way , Grand Forks. **$59,900.** MLS®2431462



COMMERCIAL LOTS in Downtown Midway - Priced below Assessed value! **$29,900** for each pair. MLS®2431139 & MLS® 2431140


2 lots -CLOSE TO CHRISTINA LAKE.
1.33 ac - **$109,000.**
Build your dream home. MLS® 2431184.
And 1.07 ac - **$119,000.** MLS® 2431181

ANNOUNCE YOUR NEW ARRIVAL!

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Legal Notices | Legal Notices | Legal Notices | Legal Notices

ALC

NOTICE OF EXCLUSION APPLICATION
Regarding Land in the Agricultural Land Reserve

We, David and Nicole Reid, of 8650 Henderson Rd, Grand Forks, BC V0H 1H2, intend on making an application pursuant to Section 30(1) of the *Agricultural Land Commission Act* to exclude from the **Agricultural Land Reserve** the following property which is legally described as, Plan B352, District Lot 332, Similkameen Div of Yale Land District, Except Plan HB169 PID 014-777-461 and located at 8640 North Fork Road, Grand Forks, BC. Any person wishing to express an interest in the application may do so by forwarding their comments in writing to the Regional District of Kootenay Boundary, 202 - 843 Rossland Ave, Trail, BC V1R 4S8 by August 22, 2018.

NOTE:
- This notice and the application are posted on the subject property.
- Please be advised that all correspondence received by the local government and/or the ALC forms part of the public record, and is disclosed to all parties, including the applicant.

NOTICE OF SALE

Contents of the following storage unit at Grand Forks Self Storage. (7444 19th Street, Grand Forks BC)will be available for viewing on August 25 from 11:00 to 2:00. Sealed bids will be accepted. Unit 22 – Contents belonging to Nick Semenoff with the last known mailing address of Box 1638 Grand Forks, BC. In debt for $285.00 owing for storage fees to July 1 2018 and all financial and administration costs.

CRIME STOPPERS
1-800-222-TIPS

GRAND FORKS – BC –
www.GrandForks.ca

THE CORPORATION OF THE CITY OF GRAND FORKS
NOTICE OF COUNCIL'S INTENT TO ADOPT
YEAR 2019 ANNUAL TAX EXEMPTION BYLAW NO. 2049

Please take notice that the Council for the City of Grand Forks intends to adopt Bylaw No. 2049, a bylaw to exempt from taxation for 2019 certain parcels of land used for religious worship purposes, hospital purposes, recreation purposes and charitable or philanthropic purposes, in accordance with Section 224 of the Community Charter.

CHURCHES

Property Owner/Leasee	Roll#	Estimated Taxes		
		2019	2020	2021
The United Church (920 Central Avenue)	312.000	$184	$189	$195

EXCLUSION PROOF OF SERVING NOTICE

AS REQUIRED BY SECTION 16 OF THE *AGRICULTURAL LAND RESERVE USE, SUBDIVISION AND PROCEDURE REGULATION*

I David Reid (full name of declarant)

of 8650 Henderson Rd, Grand Forks, BC V0H 1H2 (mailing address)

do solemnly declare that a copy of the notice of application and a copy of the signed application as required by Section 16 of the *Agricultural Land Reserve Procedure Regulation* for land legally described as

PT OF DL 332 SHWN O/L IN RED ON Plan B352, DL 332, Similkameen Div of Yale Land District, Except plan H8169

was served to the following owners of land:

NAME AND ADDRESS	LEGAL DESCRIPTION OF LAND	DATE OF SERVICE	HOW SERVED (Registered mail or delivered)
Donald Tkack, 8640 North Fork Rd, Grand Forks, BC	Lot A, Plan KAP65170, DL 332 1605, Silmilkameen of Div of Yale Land District	8/7/2018	Registered Mail
John Miller, 8665 Henderson Rd, Grand Forks, BC	That PT CONTAINING 2.28 AC OR LESS, Plan KAP 4306B, DL 1605, Silmilkameen of Div of Yale Land District	8/4/2018	Delivered
Ron Konkin, 8630 North Fork Rd, Grand Forks, BC	Portion 4.72A PL B847, Plan KAP 12368B, DL 332, Silmilkameen of Div of Yale Land District	8/4/2018	Delivered
Paul Henderson, 8615 North Fork Rd, Grand Forks, BC	Except Plan 35552, Plan KAP32A, DL 1494, Silmilkameen of Div of Yale Land District	8/4/2018	Delivered

And I make this solemn declaration believing it to be true and correct to the best of my knowledge.

..... 10/23/2018

(Signature of declarant) (Date)

IMPORTANT - AN APPLICATION FILED UNDER SECTION 30 OF THE *AGRICULTURAL LAND COMMISSION ACT* MUST INCLUDE A COPY OF THIS STATEMENT COMPLETED IN FULL, AND SIGNED AND DATED BY THE PERSON WHO SERVED THE NOTICE. Please complete as many copies of this page as necessary.

Soils Report and Agriculture Capability of Reid Property Described as District Lot 332, Plan B352, PID 014-777-461, Kootenay Land District near North Fork/Henderson Road near Grand Forks BC.

Report Prepared for:

-Agriculture Land Commission, Abbotsford, BC

Regional District of Kootenay Boundary
RDKB Trail Administration Office
202 - 843 Rossland Ave.
Trail, BC V1R 4S8
Attn: Donna Dean, Manager of Planning and Development
Carly Rimell, Senior Planner

Report Prepared for David and Nicole Reid (owners)
8650 Henderson Road
Grand Forks BC
VOH 1H2
250-443-1373

Report Prepared by:
David W. Yole MSc PAg
Consulting Agrologist/Soils
601 Ninth St
Nelson BC
V1L 3B5
250-352-1804
E-mail: davidyole@gmail.com

Oct. 3, 2018

Introduction

David and Nicole Reid wish to pursue the option of excluding either the entire 1.7913ha (4.2509 acres) parcel of land from the ALR. The owners are equally receptive to excluding just the north portion (1.001ha) from the ALR, separated from the southern portion (0.7192ha) by a series of roads and old railway ROW's. The house and shop shown in Figure 1 shows the legal lot location and the two parcels (red) of the subject property split by Hwy 30. The majority entire property (1.7913ha) is contained within the boundaries of the Agriculture Land Reserve (ALR), which is shown in the "green coloured area" (Figure 2). The soil survey was occurred on Sept. 30, 2018 and included the entire land holdings (1.7913 ha) split by North Fork Road (old Highway 30) and Henderson Road. As part of this application, the owner hired a soils consultant and Agrologist, David W. Yole, to determine the quality of the land for agriculture activity, in the entire property in question.

The Soils report uses BC Agriculture Land Capability standards used in BC (MoE 1983) and soil classification and description methods as practiced and used in agriculture for soil assessments in BC (CSSC 1998). The Agrologist has completed a variety of ALC/Soils reports throughout the West Kootenay/Boundary and East Kootenays in the last 13 years.
This particular soil survey occurred in the field on Sept. 30, 2018.

Legal Description of the Property

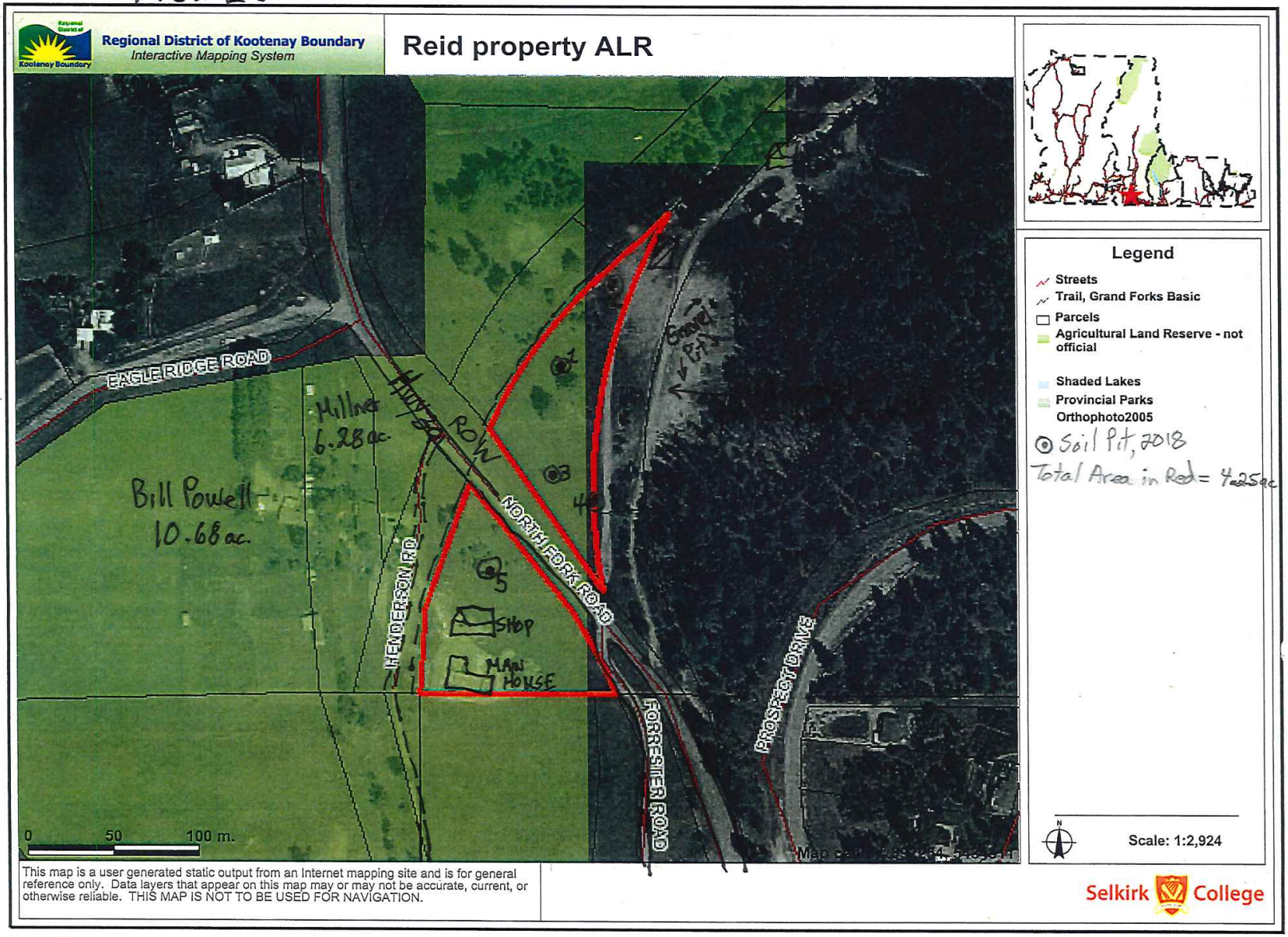
The 1.792 ha (ha) property is legally described as PID 014-777-461 Part of DL 332 and shown in Red on PL B352 Similkameen Division, Yale District, Except PL H8169 (Figure 1). The property is located approximately 3km along North Fork Road. The subject land is~ 2km northwest of downtown Grand Forks, BC and then north on the North Fork Road. The subject property is 1.792 ha in size.

Background Information and Adjacent land Use

The property would be described as rural residential with no domestic animals or poultry. The property around the house south of North Fork Road and has been cleared, topsoil added, and lawn planted near the house. Included on the property is large new shop for storage of tools and ATV's etc. This is a very clean house, shop and access road as observed on Sept 30, 2018 during the site visit. Continued control of invasive plants (e.g. hoary alyssum and spotted knapweed) was discussed and it is recommended that the Reid family continue to remove such invasive plants.

Adjacent properties include DL1605 (~1ha), J. Miller) who has a cleared rural residential house, no animals. Don Tkach (~7ac.). His land is un-seeded and semi cleared residential (not farmed). The house just north of the North Fork Road, and adjacent to the 1.00 ha portion of Subject Land is owned by Ron Konkin, DL332, is

FIGURE 1. LOCATION OF SUBJECT PROPERTY (IN RED)



classified as rural residential (~3ha) on very coarse soils with a gravel pit contained on his land.

The original objective of the Reid's Subdivision Proposal was to apply for an exclusion to the ALC for lands immediately north of North Fork Road (Hwy 30) that would allow for subdivision of the 1.001 ha (2.4735 acres) from the remaining subject lands closer to the main house and shop (0.7192 ha (1.7772 acres). The owners like the concept of keeping arable lands within the ALR/ALC but feel the majority of land holdings under their title is non-arable, with little farmable potential.

All the adjacent properties bordering in the subject lands would be classified as rural residential with lot sizes ranging from 0.5-7 acres. Most houses in the area have either no farm animals or small numbers of chickens and a few horses as a lifestyle choice. There is no large scale productive agriculture practiced in the immediate area (0.5 km diameter surrounding the subject lands at least), likely the result of the flat-lying gravelly/sandy glaciofluvial soils noticed in the immediate area while driving near the subject lands. Immediately south of the 0.7192ha (1.7772 acres) parcel of subject land, is one parcel where a small hay crop had recently been cut (~0.5ha) in DL 1494. All other horse farm operations adjacent to the subject lands have to purchase hay to meets horse feeding requirement, likely owing to apparent poor productivity sandy/gravelly soils in the immediate area.

The general location and surrounding property sizes in the area surrounding the subject property are shown in Figure 2. The subject lands are entirely contained within the boundaries of the ALR as found on the RD website (D. Reid, Person. Commun., Sept 30, 2018).

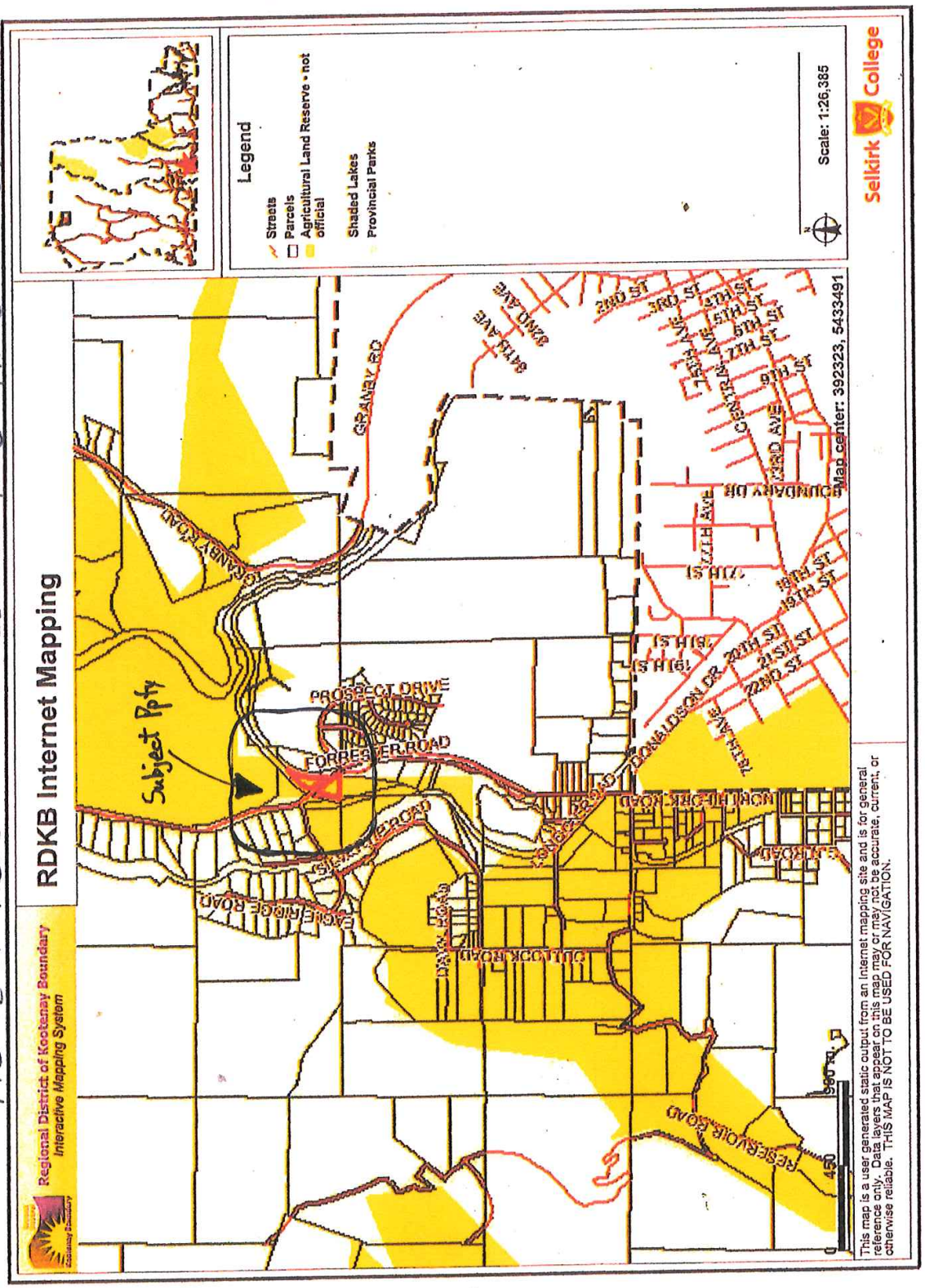
Wildlife, including deer and black bear are the most common wildlife present in the area according to the land owners. No beef cattle (livestock) were noticed in the immediate area during the survey. Some neighbouring properties were noticed to have a few horses and chickens when I arrived at the property in Sept., 2018.

In order to pursue the option of subdividing the subject property, the owners felt it necessary to determine the quality of the soils on the entire parcel to see if the agriculture capability would be compromised by any subdivision. The owners originally wished to only exclude the northern 1.0 ha portion, lying immediately north of the North Fork Road, pending the results of the Soil Report.

Surficial Materials and Soils of the Immediate Area

Soils in the immediate area of the subject are formed from coarse sandy, gravelly, cobbly glaciofluvial materials (sgFG), very high in coarse fragments and close- or at, the surface of gently undulating or flat surficial material. Soil pits were described at the surface 50cm as a standard to assess agricultural till (i.e. disc) depth. Approximately 80-90% of the land in the immediate area is flat to gently rolling topography. The land 0.5km northeast of the subject land (i.e. Prospect Drive; Forester Road) is located on

FIGURE 2. ADJACENT LOT SIZES TO REID PROPERTY (RED)



steep topography limited terrain (i.e. 6-7T Limitation) as well as coarse sands and high % of gravels (Figure 2). Relatively rapid to very rapidly drained soils of the area support Ponderosa Pine with minor Douglas-fir , soapberry and dry grass species, where these forests have not been cleared. In general, such sandy, gravelly soils are not conducive to agriculture, and are likely better suited for gravel extraction, and potentially out of the ALR. There were several areas on the drive on North Fork Road in from Hwy 3A, where sand and gravel extraction was noticed.

Soil Survey Results of CLI/Agriculture Capability

The older Canada Land Inventory maps for the subject lands (1970's) had a CLI classification of 5A on the subject property, which suggests the land has marginal arability potential with soils with moisture limitation. No stoniness limitation was observed in the ALR maps, likely owing to a lack of soil pit data.

The present Agriculture Capability map produced as a result of this present soil assessment is found in Figure 3. The main soil limitation to agriculture is stoniness (P) and moisture deficit (A). Only unimproved ratings where given in the new CLI map as the majority of the coarse fragments (rock) are too small (i.e. 1-2 inches in diameter) to expect good success with stone picking to lower of CLI Stoniness Class by 1-2 classes. Irrigation is possible as a method to decrease the Moisture Limitation by 1 class, but water is in very short supply in late season periods in the area and irrigation late in the year (when required) is not recommended. Very dry and soil and native plant indicators and grasses were of poor to fair vigour.

Soils in the immediate area have formed on relatively flat-lying glaciofluvial parent materials, with slope ranging from flat to gently rolling (0-5% gradient) gravelly sands to cobbly sands. The soil acidity was measured in the field at the surface 25cm was found to be near neutral (i.e. pH 7.0).

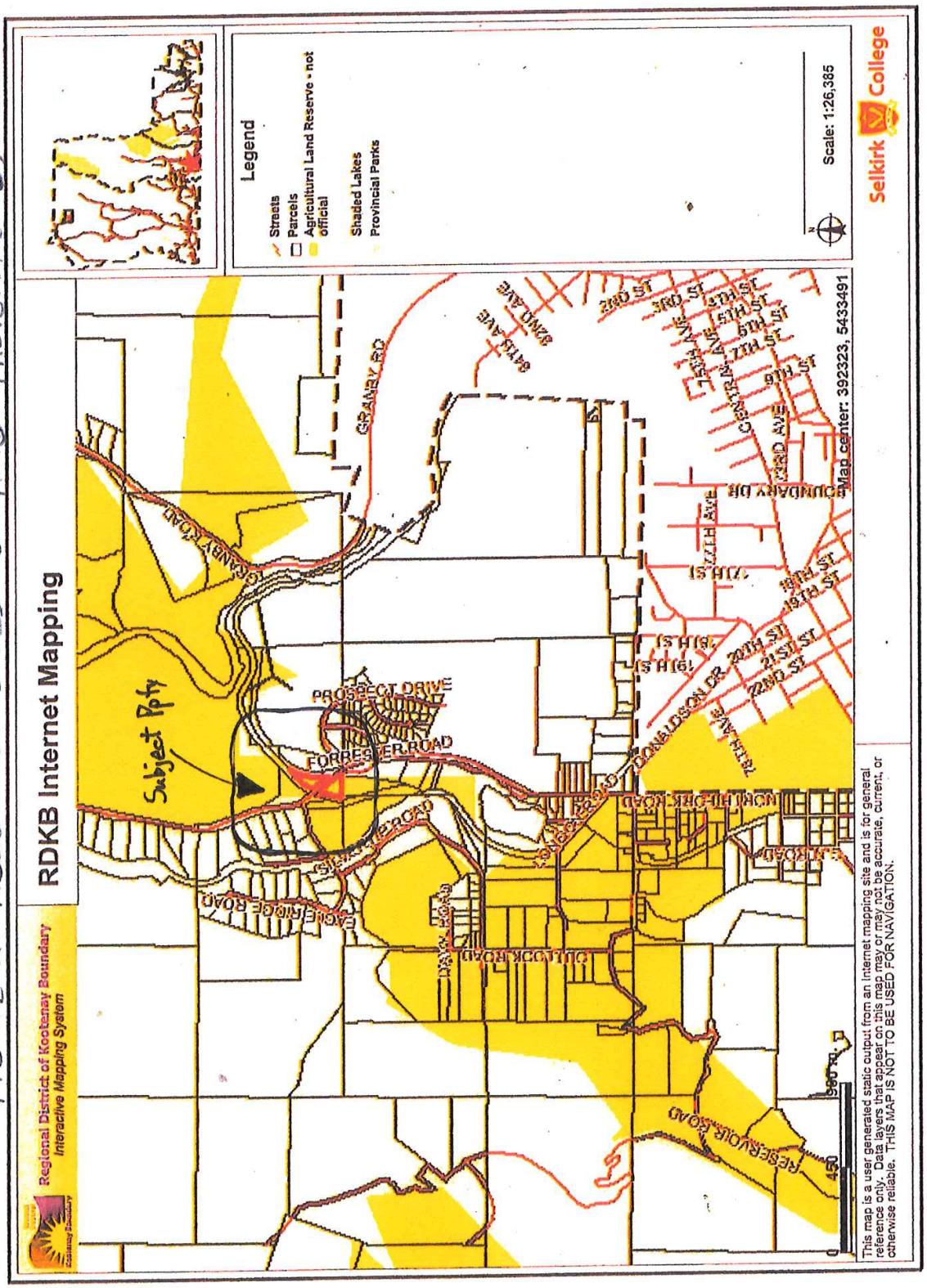
Further to the north and closer to the Granby/Kettle River (Plan 18248), finer sands and silt deposits are expected, although the Agrologist did not dig a pit in this area.

Soils were described and horizons classified to a depth of 50cm to 75cm, or to refusal to digging, where density of parent material did not allow hand digging with a spade. The owner, Dave Reid assisted with pit excavation by using a shovel. The Soil Contractor then cleaned up the pit face for description and classification.

Soils were described to the Canadian System of Soil Classification (CSSC 1998) and then uniform polygons categorized into the CLI system of land classification (MoE 1983). Each polygon (i.e. polygon boundaries determined by a significant changes in slope gradient, soil texture, coarse fragment content etc.) were rating in the field survey on Sept. 30, 2018 to label areas using the 7-class CLI classification rating based primarily on climate and soil limitation.

Agriculture Capability Ratings

FIGURE 2. ADJACENT LOT SIZES TO REID PROPERTY (RED)



Generally, CLI map labels (also termed **Ag Capability Ratings**) with Class 1-4 leading in the label are termed "arable land types" with low to moderate limitation to traditional agriculture and potential for production of traditional crops including hay or perennial crops for beef or horse range.

.

Agriculture Capability Class 5 (moderate to severe limitation), 6, or 7 have **moderately severe to very severe limitations to agriculture**, respectively. **Agriculture Capability Class 6 and 7 have little or no agriculture potential (e.g. exposed rock or water).**

Figure 3 reveals the majority of the subject property is Class 6 CLI land, limited by excessive stoniness (P) and moisture deficit (A). Table 1 gives an approximate area breakdown of CLI units on the subject lands. Areas were determined by using a dot grid on the final CLI map. The is a small disturbed area (likely disturbed during railway siding access and construction in the early 1900's. This area had a greater concentration of fine textured materials (e.g. silt loam and fine sandy loam with few coarse fragments) in a slightly lower lying area, approximately 40x40m, as shown in Figure 3.

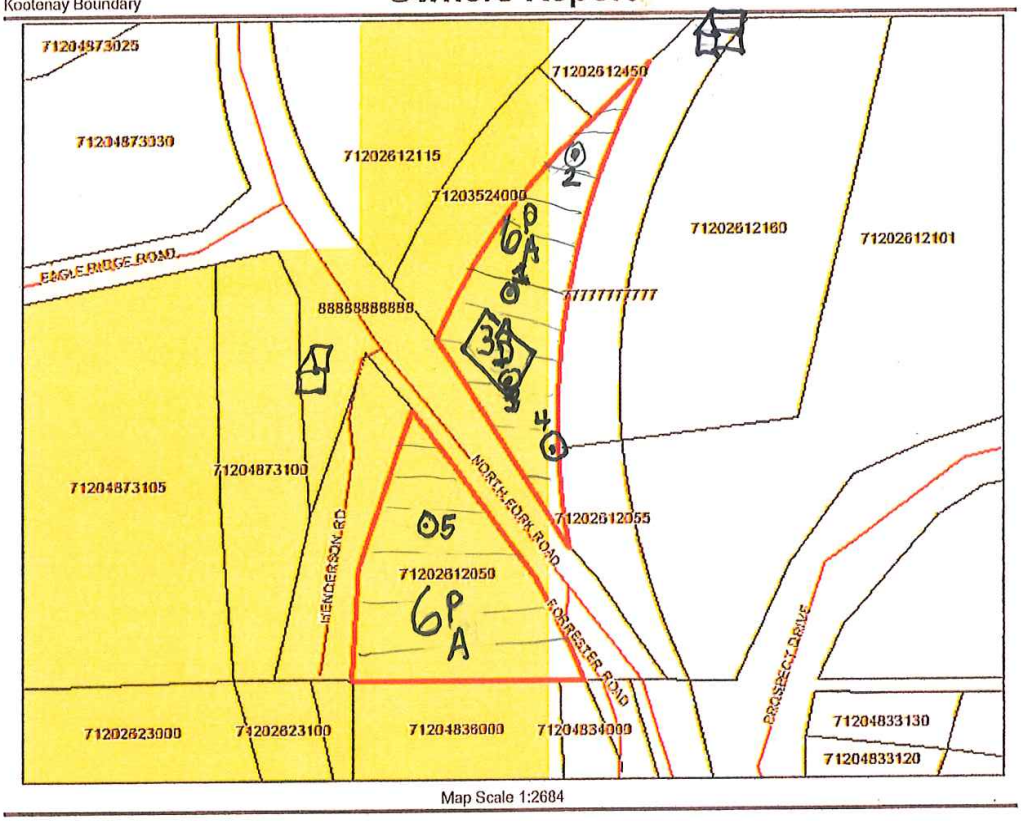
Table 1. Area and soil pit summary of CLI – Agriculture Capability of Reid Subject Property.

Pit #	Parcel	CLI Classif.	Main Soil Limitation	Area (ha)
R1	N. Parcel (1.001ha)	5-6PA	Majority of area is very coarse sandy soils with >70% coarse fragment content; Soils suffer severe moisture deficit	0.400ha
R2	"	6P	Very cobbly/gravelly sands	0.436ha
R3	"	3AD	Small arable area; Silty Loam soils; woody debris intermixed (i.e. disturbed) during railway/Dam ROW construction (~1948); buried wood at 30cm depth; Arable 40mx40m area in slightly lower/ depression slope position in cleared field	0.16ha
R4		5-6PD	N. end along access road to neighbour (Konklin) house; coarse, sandy, gravelly FG deposit; Compact **edge of road area** at depth >25cm; non-arable soil type and includes similar gravelly sand soil as found in the gravel pit immediately NE of Pit 4	0.005 ha
R5	South Parcel by Reid Residence		Immediately north of shop in Ponderosa pine forest type; similar soils closer to and around house in south parcel; very loose, gravelly sandy non-arable	0.7192ha)

Regional District of Kootenay Boundary

Owners Report

Monday, May 09, 2011



Legal Information:

Plan: B352	**Section:**	**Jurs:** 712	**Lot Area:** 4.251
Block:	**Township:**	**Roll:** 2612050	**Area Unit:** acr
Lot:	**Range:**	**PID:** 014-777-461	**Width:** 0
District Lot: 332			**Depth:** 0

Description: Except Plan H8169.

- Non arable (6 P A)
- Arable (3 A D)

Owner Information:

DAVID REID	8650 HENDERSON RD GRAND FORKS BC V0H1H2
NICOLE REID	8650 HENDERSON RD GRAND FORKS BC V0H1H2

FIGURE 3. Agriculture Capability of Subject Property.

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Page 1

Total Area Assessed		**1.7202ha**
Total Non-Arable land	**(est. from a dot grid)**	**1.5602 ha**
% Non-Arable (entire Subject Land)		**90.7%**

Based on the area summary of Table 1, about 90.7% of the total land holdings of the Reid Property surveyed would be considered non-arable, or have very limited potential for traditional agriculture (hay crops, vegetable crops).

Table 1 suggests that only ~0.16ha or ~9% of the entire subject lands have Class 3AD limitation, suggesting limitation of drought and slightly dense soils and are the main limitation and soils in this small area (40x40m) are basically arable. **Approximately 91% of the subject lands shown in Figure 3 have Class 6 CLI or Agriculture Limitation. The property in general would not be considered good quality agricultural land owing to coarse soils and stoniness and with little loss to real farmable area in the immediate vicinity.**

Refer to Appendix 1 for some representative soil pit and landscape photos on the subject property.

Conclusions of Soil Survey/ CLI Mapping

The results of Table 1 and Figure 3 would suggest that the agriculture potential of the subject land is very poor owing to sandy soils and high coarse fragment content overall. There would appear to be no loss in real farmable area of these lands contained in the ALR by allowing a subdivision that would allow for exclusion of any of the Reid land holdings from the ALR.

Any further questions regarding the soil survey, viewing of detailed plot cards or interpretations of the agriculture potential of the land should be directed to David Yole, PAg, Nelson, BC, being the Agrologist who completed the soil survey in 2013. Soil pit detail can be provided if required.

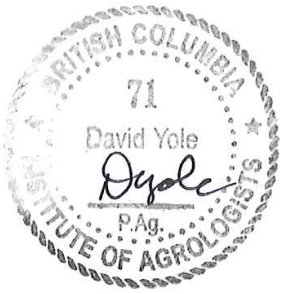
References

Soil Classification Working Group. 1998. The Canadian System of Soil Classification. Agric. And Agri-Food Can Publ. 1646.

Land Capability Classification for Agriculture in British Columbia. 1983. Min. Ag and Food. MoE Manual 1. 62 pp. ISSN 0821-0640.

Thank you,





David Yole, MSc PAg
BCIA Member #71
601 9th St Nelson BC
V1L 3B5

Appendix 1. Soil pits and area photos of Reid property on Sept 30, 2018.



Example of sandy, gravelly (cobbly) glaciofluvial (FG) parent material near Pits R1, R2 and R5 with >50% coarse fragment volume and 6PA Ag Capability classification. Non-arable areas dominate the subject lands with soils similar to above.



From south portion behind shop looking north to small 40x40m arable portion and gravelly sand FGp in pine trees to the north. Notice gravel pit to NE. Gravel used in developing North Fork Road.



Pit R4. Very dense compact 5DP soil, O.EB. Non-arable. Could not dig below 25 cm.

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Agricultural Land Commission Non-Farm Use Referral: O'Donnell		
Date:	January 31, 2019	**File #:**	D-184-01871.000
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received an application for a non-farm use in the Agricultural Land Reserve (ALR) in Electoral Area 'D'/Rural Grand Forks (see Attachments).

Property Information	
Owner(s):	Zafia Rozek
Applicant/Leasee:	Danna O'Donnel
Location:	6830 Nursery Road
Electoral Area:	Electoral Area 'D' / Rural Grand Forks
Legal Description(s):	Lot 3, Block 3, Plan KAP567, DL 184, SDYD
Area:	2.93 hectares (7.24 acres)
Current Use(s):	Agriculture
Land Use Bylaws	
OCP Bylaw No. 1555	Agricultural Resource 1
Development Permit Area	NA
Service Area	Grand Forks Irrigation District
Zoning Bylaw No. 1299	Agricultural Resource 1 (AGR1)
Other	
ALR:	Completely within
Soil Capability	5A(7:1 3:2A)
Waterfront / Floodplain	NA
Planning Agreement Area	Grand Forks

HISTORY / BACKGROUND INFORMATION

The subject property is east of Grand Forks, on the south side of Highway 3. With irrigation, the soil capability of the property is mainly Class 1 with some Class 2.

PROPOSAL

The applicant would like to operate a licensed micro-cultivation of cannabis facility on the property. All activity would be within a proposed a 15.24m x 30.48m (50'x100') building. Since the applicant wishes to have a cement-floor, a Non-Farm Use application was triggered.

The applicant has applied to Health Canada for a cannabis micro-cultivation license. The proposal did not include specific information regarding the layout or operation.

IMPLICATIONS

Official Community Plan

The applicant states that this use is beneficial to their overall farm by providing an additional source of revenue.

The Official Community Plan does not support non-farm use applications unless the land use supports and is beneficial to agriculture, and no other suitable land is available (section 19.4.7).

Zoning Bylaw

The application is compliant with the Zoning Bylaw. Growing, or producing cannabis is a permitted use in the AGR1 Zone as a form of agriculture. The proposed building will meet setbacks. The property would be compliant with site coverage requirements.

Changes to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation

The Agricultural Land Commission (ALC) established uses that are regulated solely by the ALC (Section 2 of Part 2), and uses that local governments have discretion over (Section 3 of Part 2) in the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* (ALR Regulation). Section 2 of the Regulation established that lawful production of cannabis is a farm use.

In the summer of 2018, the ALC amended the ALR Regulation to add the following conditions to cannabis production:

> "if produced outdoors in a field or inside a structure
>
> (a)that has a base consisting entirely of soil, or
>
> (b)that was, before the date on which this section came into force,

(i)constructed for the purpose of growing crops inside it, including but not limited to the lawful production of cannabis, or

(ii)under construction for the purpose referred to in subparagraph (i), if that construction

(A)was being carried out in accordance with all applicable authorizations and enactments, and

(B)continues without interruption from the date it began to the date the structure is completed, other than work stoppages considered reasonable in the building industry, and

that has not been altered since that date to increase the size of its base or to change the material used as its base."

Federal Government: *Cannabis Act* and *Cannabis Regulations*

The proposal for a 464.5m^2 (5000ft^2) production facility is over twice the maximum legal size for a micro-cultivation license.

The *Cannabis Act* enables the *Cannabis Regulations*. Section 13(1) of the *Cannabis Regulations* standardizes the size limitations for each type of cannabis production license. The maximum cultivation area for micro cultivation is listed below:

> 13 (1) A holder of a license for micro-cultivation
> (a) must clearly delineate a surface area that does not exceed 200 m^2 in which all the cannabis plants, including all the parts of the plants, must be contained; and
> (b) must cultivate, propagate or harvest cannabis plants only from that surface area.

The applicants have stated the sole purpose of the building would be for production. The RDKB cannot confirm compliance with the Cannabis Regulations from the information submitted in the application.

In order to cultivate an area larger than 200m^2 a different license would be required. The type of license does not matter for the ALC or RDKB. However, the type of license applied for noted in the application to the ALC may not be accurate.

Future Implications

The applicants have stated that a processing facility inside a shipping container (Sea-Can) would be placed on the property in the future.

A separate license is required to process harvested product. The amount of product harvested will determine the type of processing license (micro or

standard). Processing cannabis grown on site would be considered part of agriculture. The type of license would not matter in RDKB bylaws or the ALR Regulation as long as at least 50% of the product was grown on the farm.

ADVISORY PLANNING COMMISSION (APC)

The non-farm use application was supported on the condition that the proposed development will meet Health Canada's size requirements for a micro-cultivation license.

PLANNING AND DEVELOPMENT COMMENTS

The proposed use is compliant with local government bylaws. However, we do not have jurisdiction to confirm compliance with regulations outside of our jurisdiction.

The Planning and Development Department has contacted the applicant regarding the Cannabis Act and Cannabis Regulation. At the time this report was written, we have not received a response from the applicant to indicate how the proposed development would comply with federal regulations regarding surface area for cultivation. This report would be forwarded to the ALC for consideration.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors directs staff to forward, with a recommendation of support, the Agricultural Land Commission application for a non-farm use submitted by Danna O'Donnel on behalf of Zafia Rozek for the property legally described as Lot 3, Block 3, Plan KAP567, DL 184, SDYD, Electoral Area 'D'/ Rural Grand Forks.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicants' Submission

Regional District of Kootenay Boundary

Date: 12/17/2018

Site Location Map

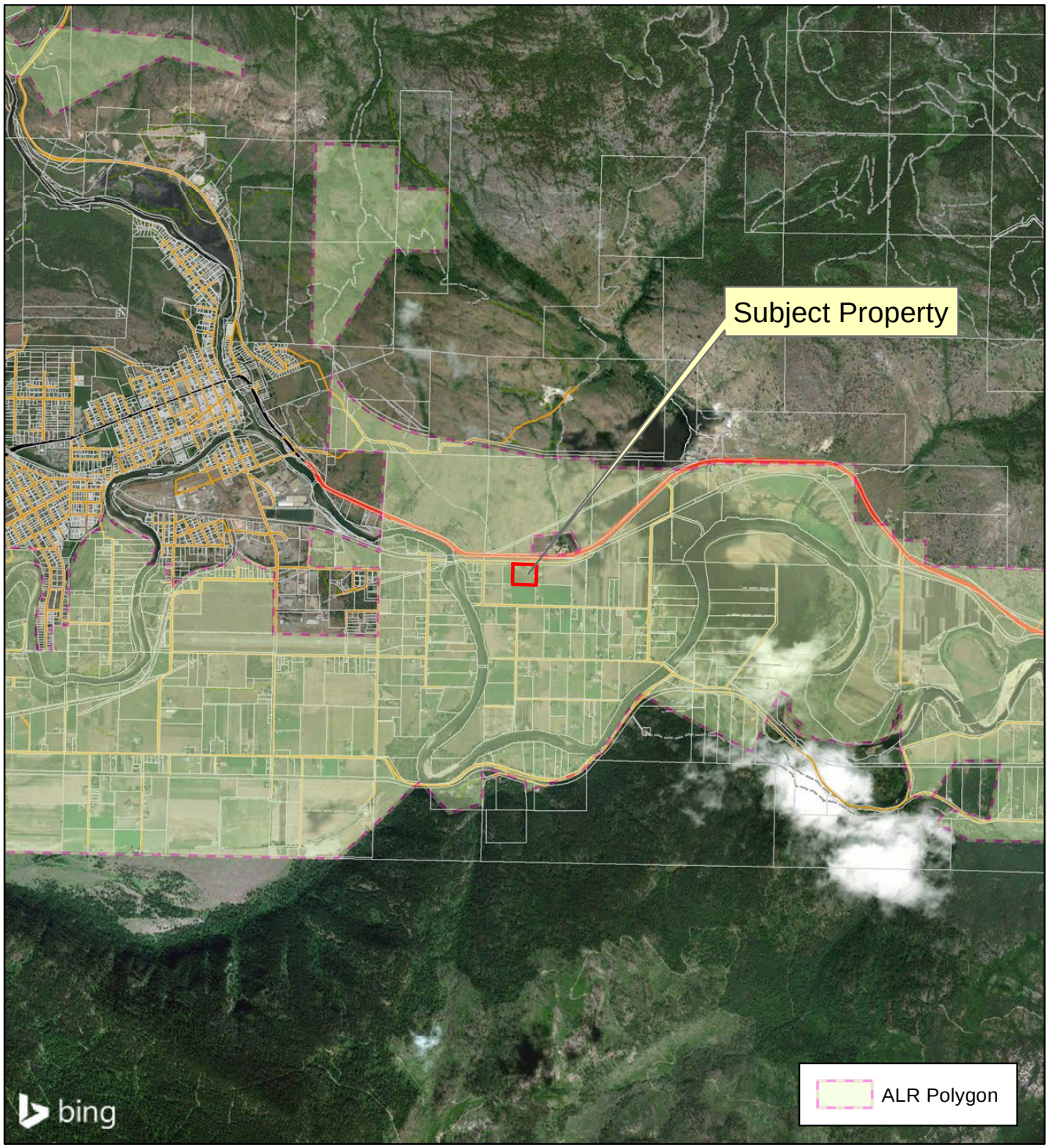
Lot 3, Block 3, Plan KAP567
District Lot 184, Similkameen Div
of Yale Land Distric
Portion E 598 FT

N

0 400 800 1,200 1,600

Meters

1:40,000



Document Path: P:\PD\EA_'D'\D-184-01871.000 Rozek\Mapping\2018-12-17_SLM_D-184-01871.000.mxd

Regional District of Kootenay Boundary

Subject Property Map

Lot 3, Block 3, Plan KAP567
District Lot 184, Similkameen Div
of Yale Land Distric
Portion E 598 FT

Date: 2018-12-19

N

0 15 30 45 60

Meters

1:1,217



Document Path: P:\PD\EA_'D'\D-184-01871.000 Rozek\Mapping\2018-12-17_SPM_D-184-01871.000.mxd

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 58213
Application Status: Under LG Review
Applicant: Danna O'Donnell
Local Government: Kootenay Boundary Regional District
Local Government Date of Receipt: 11/28/2018
ALC Date of Receipt: This application has not been submitted to ALC yet.
Proposal Type: Non-Farm Use
Proposal: The purpose of the proposal is to be able to construct a small cannabis production facility under a micro licence of 5000 sq ft,

Mailing Address:
6380 Nursery Rd
Grand Forks, BC
v0h 1h9
Canada
Primary Phone: (250) 443-3276
Mobile Phone: (250) 444-3276
Email: odonnellsfarm@hotmail.com

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple
   Parcel Identifier: 011-063-165
   Legal Description: PT L 3 BK 3 LYN E OF A LINE DRAWN 598 FT DISTANT FROM & PARA TO THE ELY BDY OF THE SAID L DL 184 SIMILKAMEEN DIVISION YALE DISTRICT PL 567
   Parcel Area: 7.2 ha
   Civic Address: 6380 Nursery Rd. Grand Forks BC
   Date of Purchase: 09/16/2002
   Farm Classification: Yes
   Owners
   1. **Name:** Danna O'Donnell
      Address:
      6380 Nursery Rd
      Grand Forks, BC
      v0h 1h9
      Canada
      Phone: [redacted]

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).
Currently the farm is growing chickens for eating and also for egg production. We are market gardening, and the bottom field is currently growing hay.

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).
8 foot perimeter deer fence has been added to the parcel. The farm has been using organic growing practices since 2001. Certified docking station for livestock is on site.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).
not applicable.

Adjacent Land Uses

North

Land Use Type: Transportation/Utilities
Specify Activity: Frontage road off highway.

East

Land Use Type: Agricultural/Farm
Specify Activity: Grain and potato farming

South

Land Use Type: Agricultural/Farm
Specify Activity: Hay

West

Land Use Type: Agricultural/Farm
Specify Activity: Hay

Proposal

1. How many hectares are proposed for non-farm use?
0.1 ha

2. What is the purpose of the proposal?
The purpose of the proposal is to be able to construct a small cannabis production facility under a micro licence of 5000 sq ft,

3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.
The Farmers currently live on the farm and are looking at ways of diversifying farming activities. Since the legalization of Cannabis is recent as of Oct 17th 2018, Cannabis production has not been introduced as a farming activity. Cultivation of plant is a farming activity. Propagation, cultivation, soil and pest management are all used to create a product for consumption. This sort of activity is specifically what is done in the ARL.

4. Does the proposal support agriculture in the short or long term? Please explain.
This proposal supports agriculture in the long term. If the focus was to move from Cannabis cultivation, the building could still be used for agricultural activities such as poultry or mushroom production.

5. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
The economic benefits are great. You would be supporting a farm family allowing farmers not have to worry about having 'off farms' jobs to be able to support their farm. By allowing cannabis cultivation you are offering crop diversity, reducing risk in farming. Local jobs would be created. Grand Forks is very supportive of their local farms and buying local. This would offer the community a locally produced product, while reducing a carbon footprint and food miles. Revenues generated increase taxable income. Land value will go up with the added building.

6. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
Cannabis has been used for thousands of years both medically and recreationally. In the 1900's when cannabis became illegal, this was no longer the norm. Since the legalization of Cannabis in Canada on October 17 2018, citizens no longer need to worry about the stigma of using Cannabis. The Grand Forks area has a history of Doukhobors moving here because of the potential for self-sufficient farming. Allowing Micro Licence cultivation would allow for this cultural value. The Grand Forks area also has historically been very supportive of Hemp Cultivation.

7. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
The Social values that are applicable are, allowing Farmers the right to farm, without discrimination because of the crop being produced. You are allowing the farmers to have dignity, knowing that they are producing a crop of medicinal, recreational and spiritual value. You are allowing local citizens the choice between supporting local farmers or large corporations. It is the right thing to do.

8. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
As per conversation with Regional Planning "there are no restriction for this" As per conversation with our RDKB area D Director Roly Russell we "treat Cannabis as any other product or typical agricultural product" From our Official Community Plan - 19.4.4 In addition to uses otherwise permitted in all land use designations, permitted uses in the Agricultural Resource 1 designation may include but not necessarily be limited to: one single family dwelling; agriculture; agricultural production of a controlled substance; bed and breakfasts; home-based businesses; secondary suites on parcels 1.0 hectare or greater in size; and accessory buildings and structures. Grand Forks and Area D are supportive of Cannabis cultivation.

Applicant Attachments

- Proposal Sketch - 58213
- Certificate of Title - 011-063-165

ALC Attachments

None.

Decisions

None.

Applicant: Danna O'Donnell

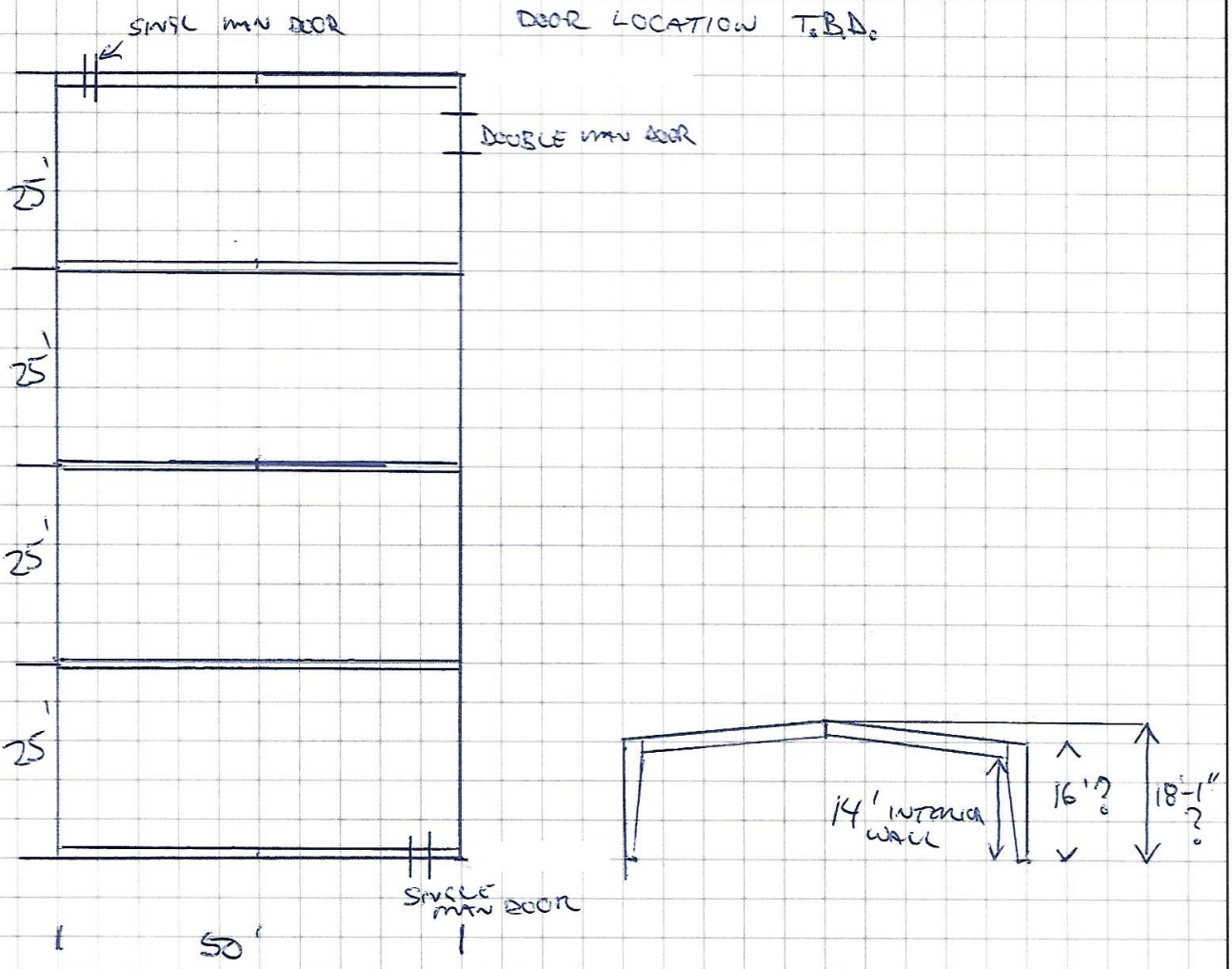

O'Donnells Farm
Proposed site for Big Barn Buds.
N
W + E
S
6380 Nursery Rd
Legend
6380 Nursery Rd
Applicant Submission
Drive lane
30.48 m
Building
15.24 m
11.8
Google Earth
100 ft
N

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Page of	Project
By	Date
Title	Subject Applicant Submission



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Regional District of Kootenay Boundary

STAFF REPORT

RE:	Agricultural Land Commission Subdivision Referral - Culligan		
Date:	January 7, 2019	**File #:**	E-488s-02955.000 E-775s-04096.010
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

The RDKB has received a referral from the Agricultural Land Commission (ALC) regarding a subdivision application in Electoral Area 'E'/West Boundary (see Site Location Map; Subject Property Map; Applicant Submission).

Property Information	
Owner(s):	1. Pat Lawrence Contracting Ltd. 2. Ryan Culligan, Erin Culligan
Agent	Brad Elenko (McElhanney Consulting Services Ltd.)
Location:	1. Sidney Meadows Road 2. 6629 Sidley Mountain Road, Bridesville, BC
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	1. DL 488s, SDYD 2. SL 1, DL 775s and 3501, SDYD Plan KAS3892
Area:	1. 84.9 hectares (210 acres) 2. 111.99 hectares (276.74 acres)
Current Use(s):	Agriculture
Land Use Bylaws	Multiple – Ranging from 4ATP-6T
ALR:	Entirely within
Waterfront / Floodplain	NA

HISTORY / BACKGROUND INFORMATION

In 2010 District Lot (DL) 488s was included with 2 other properties in an application for exclusion from the Agricultural Land Reserve (ALR) with the intent of creating a subdivision of 20 to 30 lots approximately 1 to 5 hectares. This proposed subdivision was as an extension of the Regal Ridge subdivisions outside Osoyoos in the Regional

District of Okanagan Similkameen. The application for removal was not approved. The property is currently used for grazing cattle.

There are six different soil capability areas on both properties. Topography, aridity and stoniness are the common characteristics for all areas. With irrigation the capability will change to mostly class 3 and 4 soils.

Sidley Meadows Road runs through DL 488s. However, it is not a public road allowance and has been removed from our mapping.

SL 1, DL 775s and 3501 is part of a bare land strata with another lot. The common parcel provides access to Sidley Mountain Road.

PROPOSAL

The applicants have proposed 2 options for subdivision. The purpose of the subdivision is to separate the yard-site for 6629 Sidley Mountain Road from its parcel and connect the remainder parcel with DL 488s.

The owner of DL 488s would like to use the land in SL 1 to expand their cattle grazing area. The proposed connection of DL488s will also provide road access. The owner of Dl 488s has indicated that there is a dispute with a neighbouring property owner regarding the use and ownership of Sidley Meadows Road.

This proposed subdivision will also provide the current owners of SL 1 a smaller parcel that will be easier manage during retirement.

IMPLICATIONS

There are no land use bylaws within this portion of Electoral Area 'E'/West Boundary and, as such, no policies or documents can be referenced regarding the proposed land use or parcel size. Parkland dedication is not required for this subdivision.

The parcel The Interior Health Authority recommends a 1-hectare minimum parcel size for new parcels created by subdivision that are not connected to a community water system. Both proposed parcels are well over 1 hectare.

The ALC legislation and policies support subdivisions that promote farming.

If this subdivision application is approved by the ALC, the owners will then have to apply to the Ministry of Transportation and Infrastructure for subdivison.

Future Bylaws

The subject properties are within the administrative boundaries of the draft Bridesville Rural Landuse Bylaw. Since the application is a parcel line adjustment (no additional parcels would be created), it is compliant with the current draft of the bylaw.

ADVIOSRY PLANNING COMMISSION (APC)

The APC conditionally supported the subdivision during their January 7, 2019 meeting. The conditions include:

- That there be consultation with owner of lot 2
- That the covenant restricting future subdivision remain in place
- That there be a recommendation to the ALC to go with the option that creates the larger lot for Culligans

Brad Elenko, agent for the applicants, also attended the meeting to answer any questions and address any concerns that the APC had.

PLANNING AND DEVELOPMENT COMMENTS

The RDKB has no authority to implement any of the recommendations of the APC. Without land-use bylaws in effect, there is no guiding document to reference any comment to the ALC for consideration.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward, without recommendation, the application to the Agricultural Land Commission for a proposed subdivision submitted by Brad Elenko of McElhanney Consulting Services Ltd. on behalf of Pat Lawrence Contracting Ltd. and Ryan Culligan, Erin Culligan for the properties legally described as SL 1, DL 775s and 3501, SDYD Plan KAS3892 and DL 488s, SDYD, Electoral Area 'E'/West Boundary.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicants' Submission

Regional District of Kootenay Boundary

Date: 12/24/2018

Site Location Map

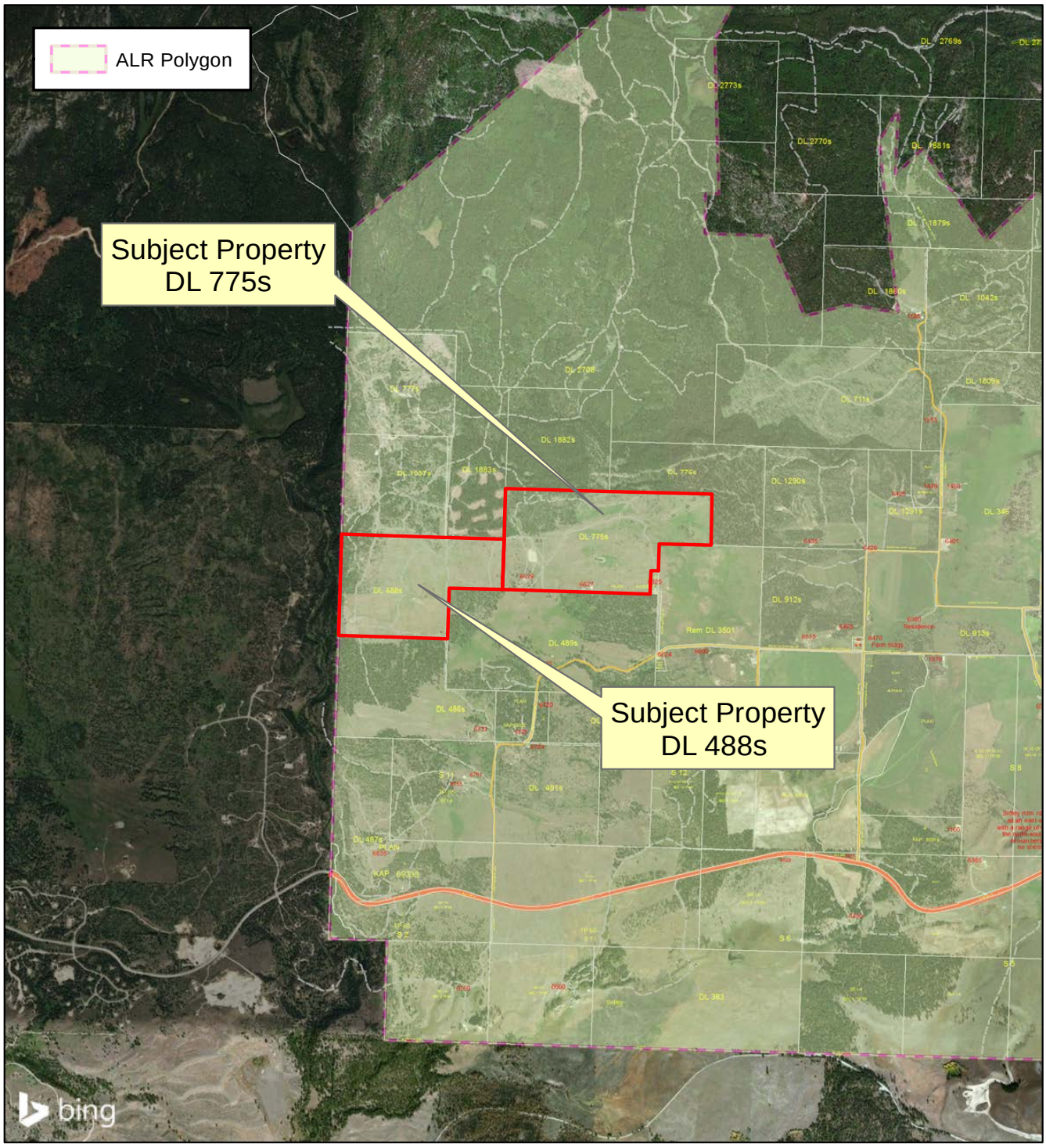
District Lot 488S
District Lot 775s
Similkameen Div of Yale Land District

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Meters

1:40,000



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Regional District of Kootenay Boundary

Date: 12/24/2018

Subject Property Map

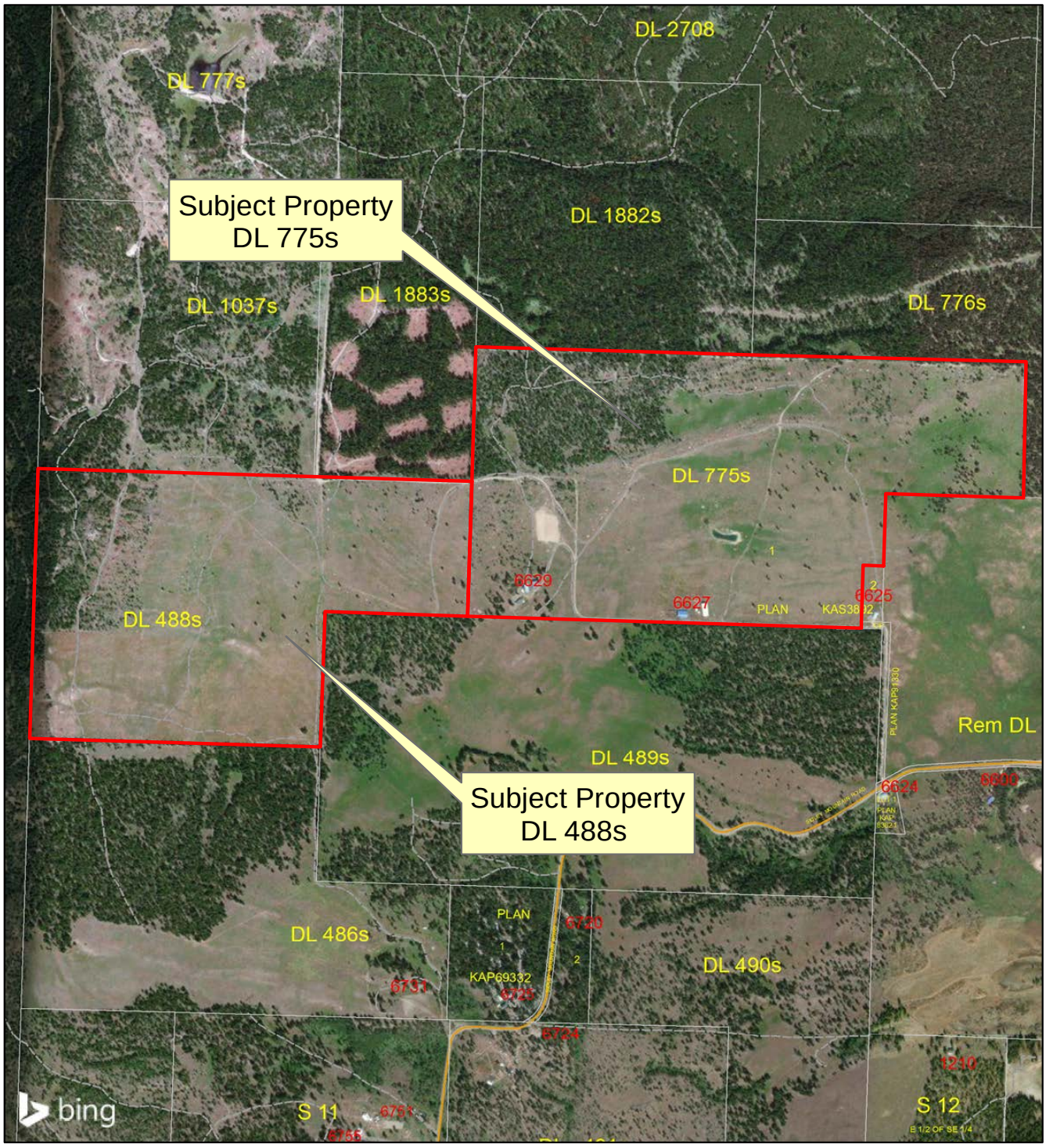
District Lot 488S
District Lot 775s
Similkameen Div of Yale Land District

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APPLICANT SUBMISSION

Supplementary Information

McElhanney

TO	FROM
	Brad Elenko
COMPANY	**MCELHANNEY BRANCH**
Agricultural Land Commission	Penticton
RE	**DATE**
Lot Line Adjustment Subdivision	November 20, 2018

The purpose of this submission is to provide supplementary information to support a lot line (subdivision) application that is being submitted for two properties located in the Sidley Mountain area north of Bridesville.

What is the Purpose of the Proposal?

The purpose of the proposed lot line adjustment is to create a larger farm parcel for a large ranch operation. The lot line adjustment will increase the size of one parcel to between 175 and 190 ha. with the other parcel being reduced in size to between 8 and 24 ha. At present the two lots are 85 and 112 ha. in area, with one property owner (cattle rancher) requiring more land and the other property owner (who is more involved with horse related activities) requiring less land.

Rather than provide one proposal for the ALC to consider, the two owners wanted to provide two options that provide different parcel sizes to allow the ALC to decide which option they feel would be best for agriculture.

Presently, the combined area of the two parcels is agriculturally underutilized. Under either of the proposed lot line adjustment options, the combined area of the land would realize a much higher level of agricultural utilization than present and in doing so, would not compromise the future agricultural use or potential of the smaller parcel as there will always be a demand for an 8 to 24 ha. sized farm parcel for agricultural operations that are not land intensive.

Why do you believe this parcel is suitable for subdivision?

Although technically a lot line adjustment is considered a subdivision, the proposal is not a subdivision as no new parcels are proposed to be created. The proposal is to adjust the location of the lot line between the two parcels to create one larger farm parcel and one smaller farm parcel. The parcels have historically been cleared for cattle grazing, and there is an opportunity for a large rancher to utilize the cleared land to expand his land base and the size of his farm operation.

Does the proposal support agriculture in the short or long term?

The proposal supports agriculture in both the short and long term. In the short term, there will be better utilization of the agricultural land, and in the long term there will be a very large agricultural parcel that cannot be reduced in size in the future without the permission of the Land Commission.

APPLICANT SUBMISSION

Technical Memo

McElhanney

Describe any Economic Values you believe are applicable to the Application as it applies to sections 4.3 of the ALC Act.

The large-scale ranching operation to occur on the proposed lot to be increased in size will result in employment opportunities on the ranch, and the expansion of the ranch operation will result in economic spin-offs in the region as there will be an increase in the purchase of support goods and services in the area to support the ranch.

Describe any cultural and social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

This area has a long history of ranching and the expansion of the cattle ranch will strengthen the cultural and social importance of ranching in the area and will be long lasting testament to the history of the area.

Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

The subject properties are within Area 'E' of the Regional District of Kootenay Boundary but there is no Official Community Plan or Zoning Bylaw for this area, and therefore no OCP based policies. The Regional District of Kootenay Boundary has prepared the "*Boundary Area Agriculture Plan*", and a review of this plan reveals that the proposed lot line adjustment is consistent with the plan and is not contrary to any of the Goals, Strategies & Recommended Actions in the Plan.

APPLICANT SUBMISSION

Legal Description: District Lot 488S Similkameen Division Yale District
Parcel Area: 84.9 ha
Civic Address: North of Highway 3, Sidney Meadows Road
Date of Purchase: 05/14/2018
Farm Classification: Yes
Owners

1. **Name:** Pat Lawrence Contracting Ltd.
   Address:
   4536 Highway 3
   Keremeos, BC
   V0X 1N1
   Canada
   Phone: [redacted]

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).
Presently land on DL 488S is used for cattle grazing. Strata Lot 1 is used on occasion for cattle grazing but is presently underutilized.

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).
Some land clearing has occurred to provide more area for grazing.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).
There are no non-agricultural uses occurring on the property

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm
Specify Activity: crown land - forest grazing

East

Land Use Type: Agricultural/Farm
Specify Activity: partially cleared land for grazing

South

Land Use Type: Agricultural/Farm
Specify Activity: partially cleared land for grazing

West

Land Use Type: Agricultural/Farm
Specify Activity: partially cleared land for grazing

Proposal

1. Enter the total number of lots proposed for your property.

25 ha
177.9 ha

2. What is the purpose of the proposal?
See attached Supplementary Information

3. Why do you believe this parcel is suitable for subdivision?
See attached Supplementary Information

4. Does the proposal support agriculture in the short or long term? Please explain.
See attached Supplementary Information

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.
No

6. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
See attached Supplementary Information

7. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
See attached Supplementary Information

8. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
See attached Supplementary Information

9. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
See attached Supplementary Information

Applicant Attachments

- Agent Agreement - McElhanney Consulting Services Ltd.
- Professional Report - Supplementary Information
- Other correspondence or file information - Agent Agreement - Lawrence
- Proposal Sketch - 58258
- Other correspondence or file information - Proposed Lot Line Adjustment - Option 2
- Certificate of Title - 028-675-649
- Certificate of Title - 014-702-011

ALC Attachments

None.

Decisions

None.

APPLICANT SUBMISSION

DL 1037s

Strata Lot 1, DLs 775S and 3501 SDYD Plan KAS3892
(Black Line)

Proposed Lot 1
(Red dashed Line)

Proposed Lot 2
(Red dashed Line)

District Lot 488S SDYD
(Black Line)

DL 488s

DL 489s

Rem DL 3501

Proposed Lot Line Adjustment - Option 1

Relevant Information

- Lot 488S is 85 ha. in area and does not contain a dwelling.
- Strata Lot 1 is 112 ha. in area and contain a dwelling, shop, hay storage barn and horse riding area.
- Lot 488S does not have physical access and legal access is undertermined as the historic access to the property was not via dedicated road and the road and the access has long been removed and assumed by the adjacent property owner.
- Sewage disposal on Strata Lot 1 is by septic system, and water is provided to the existing house from an on-site well.
- Electrical power is provided by Fortis Electric.
- The proposal is to alter the lot lines between the two existing lots to create a larger lot for a large ranch operation and smaller lot for a smaller farm operation.
- Both lots would have legal and physical access via the common strata road.
- **Proposed Lot 1 would be approximately 189 ha. while proposed Lot 2 would be approximately 8 ha. in area.**

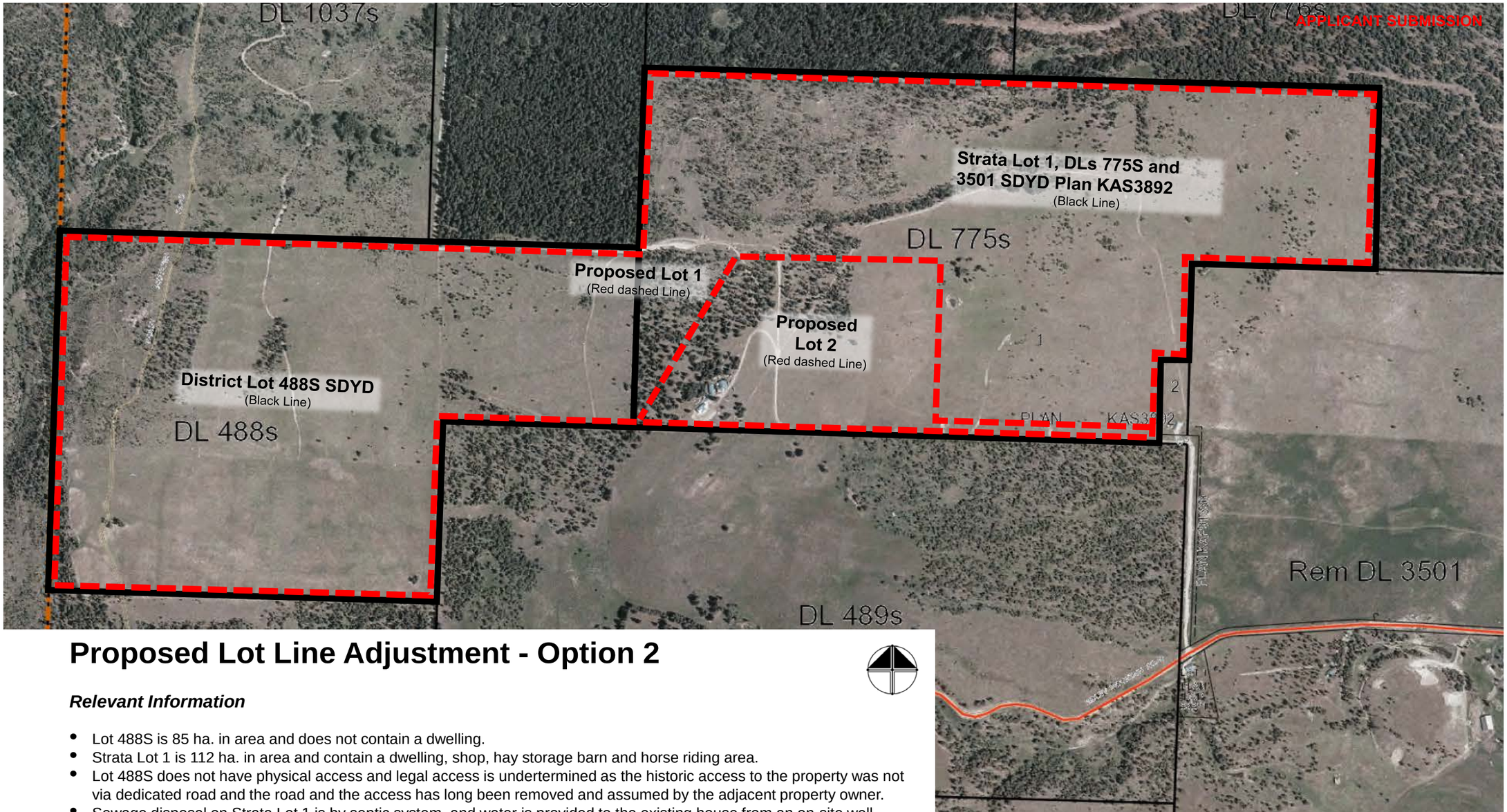
Legend

Existing Property Lines

Proposed Subdivision Lines

November 9, 2018

McElhanney



Proposed Lot Line Adjustment - Option 2

Relevant Information

- Lot 488S is 85 ha. in area and does not contain a dwelling.
- Strata Lot 1 is 112 ha. in area and contain a dwelling, shop, hay storage barn and horse riding area.
- Lot 488S does not have physical access and legal access is undertermined as the historic access to the property was not via dedicated road and the road and the access has long been removed and assumed by the adjacent property owner.
- Sewage disposal on Strata Lot 1 is by septic system, and water is provided to the existing house from an on-site well.
- Electrical power is provided by Fortis Electric.
- The proposal is to alter the lot lines between the two existing lots to create a larger lot for a large ranch operation and lot for a medium sized farm operation.
- Both lots would have legal and physical access via the common strata road.
- **Proposed Lot 1 would be approximately 173 ha. while proposed Lot 2 would be approximately 24 ha. in area.**

Legend

Existing Property Lines

Proposed Subdivision Lines

November 9, 2018

McElhanney

Regional District of Kootenay Boundary

STAFF REPORT

RE:	Agricultural Land Commission Subdivision Referral – Everson		
Date:	January 31, 2018	**File #:**	E-164s-01981.005
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received an application for subdivision in the Agricultural Land Reserve (ALR) in Electoral Area 'E'/ West Boundary (see Attachments).

Property Information	
Owner(s):	Ronald and Elizabeth Everson
Location:	2105 HWY 33
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	Lot 1 Plan KAP75252, DL 164s and 2704
Area:	83.7 hectares (206.82 acres)
Other	
Land Use Bylaws	NA
ALR:	Partial
Soil Capability	Class 5 (limited by topography, aridity and stoniness)
Waterfront / Floodplain	NA

HISTORY / BACKGROUND INFORMATION

The subject property is on the west side of Highway 34 approximately 5 km north of Rock Creek. The eastern side of the property (fronting Highway 33) is within the Agricultural Land Reserve (ALR). This property was affected by the 2015 wildfire, and cleanup from fire damage is ongoing. The soil capability with irrigation can be improved to mostly Class 3 lands with a small portion remaining Class 5.

PROPOSAL

The applicants wish to subdivide an 18 hectare portion of the property as a gift to their daughter and her family. It is their intent to start a family farm.

The proposed new parcel line would be parallel to the northerly property boundary, thereby splitting the parcel into a northerly and southern parcel.

IMPLICATIONS

There are no land use bylaws within this portion of Electoral Area 'E'/West Boundary. There are no policies or documents that can be referenced regarding the proposed land use or parcel size. Parkland dedication is not required for this subdivision.

The ALC legislation and policies are supportive of subdivisions that promote farming.

If the subdivision proposal is approved by the ALC, the owners would then have to apply to the Ministry of Transportation and Infrastructure to complete the subdivison.

ADVISORY PLANNING COMMISSION

The APC did not support the proposed subdivision during their January 7, 2019 meeting for the following reasons:

- *The current plan separates the ALR; it should be kept in tact*
- *Highway access concerns need to be addressed*
- *The applicants could consider revising the subdivision plan to keep the ALR portion intact*

PLANNING AND DEVELOPMENT COMMENTS

The RDKB has no authority to implement any of the recommendations of the APC. Without land-use bylaws in effect, there is no guiding document to reference any comment to the ALC for consideration. This report would be forwarded to the ALC for consideration.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward, without recommendation, the application to the Agricultural Land Commission for a proposed subdivision submitted by Ronald and Elizabeth Everson for the property legally described as Lot 1 Plan KAP75252, DL 164s and 2704, Electoral Area 'E'/West Boundary.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicant Submission

Regional District of Kootenay Boundary

Site Location Map

Lot 1, Plan KAP75252
District Lot 164S 2704
Similkameen Div of Yale Land District

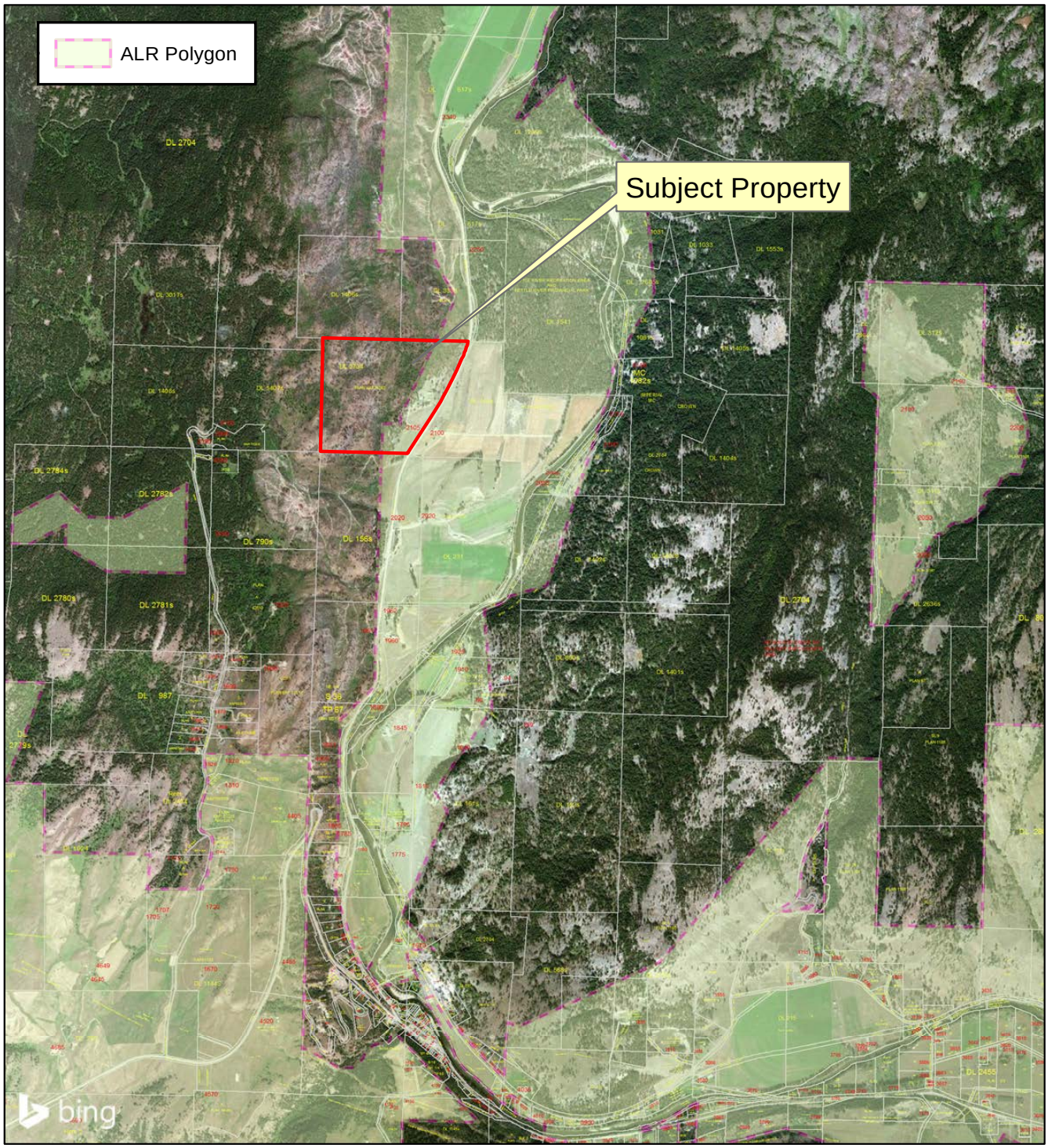
Date: 12/17/2018

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Regional District of Kootenay Boundary

Date: 12/17/2018

Subject Property Map

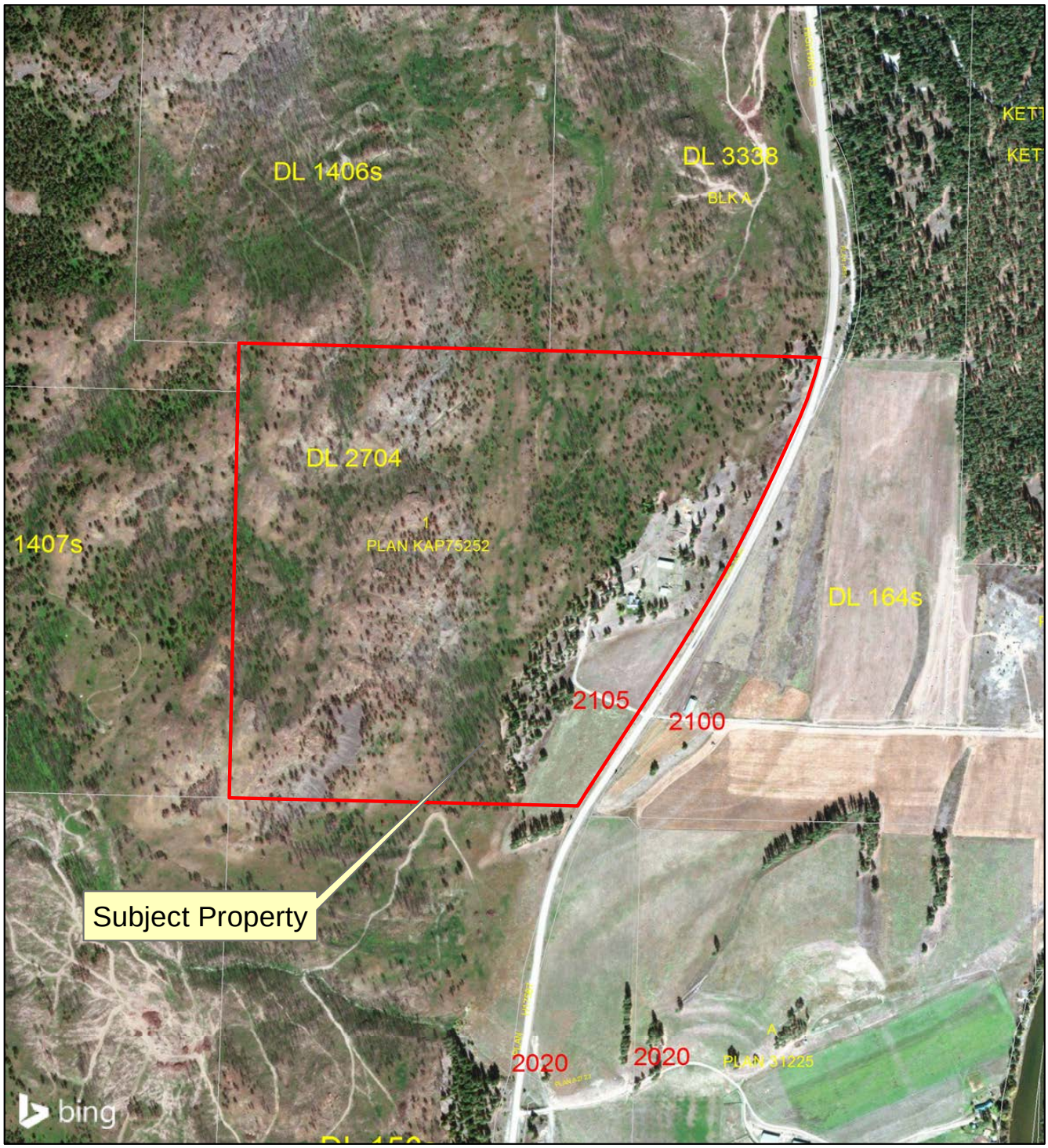
Lot 1, Plan KAP75252
District Lot 164S 2704
Similkameen Div of Yale Land District

N

0 100 200 300 400

Meters

1:10,000



Document Path: P:\PD\EA_'E'\E-164s-2704-01981.005 Everson\Mapping\2018-12-17_SPM_E-164s-2704-01981.005.mxd

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 57907
Application Status: Under LG Review
Applicant: Ronald Everson , Elizabeth Everson
Local Government: Kootenay Boundary Regional District
Local Government Date of Receipt: 11/22/2018
ALC Date of Receipt: This application has not been submitted to ALC yet.
Proposal Type: Subdivision
Proposal: To segregate a belt of land adjacent to the northern boundary. From the north east corner we measured 200 meters south along Highway 33, the eastern border. The southern line of the new parcel would run parallel to the northern boundary, forming an east west rectangle. The area would be approximately 18 hectares.

If approval is granted we plan to gift this 18 hectare parcel to our daughter, son-in law and their family, an 8 year old son and a 6 year old daughter.

The Rock Creek wildfire of August 13, 2015 severely impacted the entire 83 hectares. The house was damaged, but saved. Sheds, barn/shop, were completely destroyed along with all the fencing. Today the house is totally renovated and outbuildings replaced. Logging the remnants and general cleanup has been and is yet going on. Interior fencing,other than that around the house has not been replaced. There is no livestock on the property at present. Prior to the fire there were no buildings on the proposed subdivision lot. None of the 18 hectare parcel has ever been cultivated. It was utilized for grazing only. No chemical sprays, no fertilizer; organic status, if desired should not be a problem. The bottom or eastern levels are the only areas conducive to cultivation, about 5 hectares. Olivia,[daughter] was raised on this land ; she has her own ideas. She grew up around sheep and garlic is a consideration. for cropping.

The pictures proficiently describe the condition of the parcel, basically a burned out hillside. But, it is slowly regenerating and with work life can be restored. It is now fenced on the northern perimeter and along Highway 33.

Initially, as a family we moved onto the property, from Saskatchewan on November 19, 1982. The original State of Title Certificate records official registration at Janruary 21, 1983.

Olivia and Christopher are involved in logging and are general contractors, both in the forest and accompanying infrastructure; roads, bridges, clearing right of ways. Thus the farming operation would not be their only income.

Mailing Address:

[redacted]

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple
   Parcel Identifier: 025-883-631
   Legal Description: L 1 DLS 164S & 2704 SIMILKAMEEN DIVISION YALE DISTRICT PL KAP75252
   Parcel Area: 83 ha
   Civic Address: Box 141
   Date of Purchase: 01/21/1983
   Farm Classification: No
   Owners
   1. **Name:** Ronald Everson
      Address:
      Box 141
      Rock Creek, BC
      V0H 1Y0
      Canada
      Phone: (250) 446-2592
      Email: roeversonrc@yahoo.ca
   2. **Name:** Elizabeth Everson
      Address:
      2105 Hwy 33
      Rock Creek, BC
      V0H 1Y0
      Canada
      Phone: (250) 446-2592
      Email: roeversonrc@yahoo.ca

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).
None today..

This parcel was completely impacted by the wildfire..Aug. 13 2015

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).
Border fences.. North border
East border....Highway 33

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

Clean up from the fire

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm
Specify Activity: cattle--grazing

East

Land Use Type: Agricultural/Farm
Specify Activity: Hay

South

Land Use Type: Agricultural/Farm
Specify Activity: Burned timber--Recovery from fire

West

Land Use Type: Unused
Specify Activity: Recovery from fire

Proposal

1. Enter the total number of lots proposed for your property.
18 ha
65 ha

2. What is the purpose of the proposal?
To segregate a belt of land adjacent to the northern boundary. From the north east corner we measured 200 meters south along Highway 33, the eastern border. The southern line of the new parcel would run parallel to the northern boundary, forming an east west rectangle. The area would be approximately 18 hectares.

If approval is granted we plan to gift this 18 hectare parcel to our daughter, son-in law and their family, an 8 year old son and a 6 year old daughter.

The Rock Creek wildfire of August 13, 2015 severely impacted the entire 83 hectares. The house was damaged, but saved. Sheds, barn/shop, were completely destroyed along with all the fencing. Today the house is totally renovated and outbuildings replaced. Logging the remnants and general cleanup has been and is yet going on. Interior fencing,other than that around the house has not been replaced. There is no livestock on the property at present. Prior to the fire there were no buildings on the proposed subdivision lot. None of the 18 hectare parcel has ever been cultivated. It was utilized for grazing only. No chemical sprays, no fertilizer; organic status, if desired should not be a problem. The bottom or eastern levels are the only areas conducive to cultivation, about 5 hectares. Olivia,[daughter] was raised on this land ; she has her own ideas. She grew up around sheep and garlic is a consideration. for cropping.

The pictures proficiently describe the condition of the parcel, basically a burned out hillside. But, it is slowly regenerating and with work life can be restored. It is now fenced on the northern perimeter and along Highway 33.

Initially, as a family we moved onto the property, from Saskatchewan on November 19, 1982. The original State of Title Certificate records official registration at Janruary 21, 1983.

Olivia and Christopher are involved in logging and are general contractors, both in the forest and accompanying infrastructure; roads, bridges, clearing right of ways. Thus the farming operation would not be their only income.

3. Why do you believe this parcel is suitable for subdivision?
This is an overlooked or forgotten section of land, especially since the fire. But it fits within the plan of

our daughter and her family.
There is enough bottom or flat land for cultivation. There are several suitable building sites. The hillside is grazing land but it is space that will eventually be utilized and appreciated. Water is present; a gravity well lies halfway up the hillside. There are also 2 drilled wells just south of the proposed lot.
The parcel borders Highway 33; allowing excellent access. This is a relatively straight stretch of road, therefore no entrance or exit problems.
The configuration is basic and simple for the topography.

4. Does the proposal support agriculture in the short or long term? Please explain.
They hope to shape their lives on this parcel; to erect buildings and develop the land. There is no short term fix here, this is long term.
Agriculture will be the base of this proposal, even for the children. They will grow with this endeavor. 4-H was apart of Olivia's youth and the clubs are available here.
They have the equipment, the tools and the desire to develop this property. They just need the space to work. A new shop sits on Lot 1, for their use. They are not afraid of work.

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.
No

6. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
Assembly and trades employment during construction.
When scheduled, laddered development such as fields, buildings, infrastructure transpires the long term value of the parcel will increase. Tax base for the District will increase.
As time passes income from crops and animals will surface.
The Kettle River Recreation Area and Kettle River Provincial Park is just across Hwy. 33. A campground of 120 sites is situated within, possibly seasonal employment for the children; not that many years in the future.
Employment to the area is present through their company.

7. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
Cultivate the soil, nurture the mind and develop the body. To improve by mental and physical training, this is what exposure to the land allows.
Family values; this is an outdoor family. Agriculture is an outdoor process. Plants and animals; this is a solid base for promoting a relatively healthy lifestyle and raising children in a budding environment. A rejuvenating hillside is a fascinating scenario for young minds to absorb. Each year showcases transformation. To have the ability to explore and experience nature rebuilding at the back door is priceless for a young inquisitive mind and possibly relaxing for an adult mind as well..

8. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
Proximity to schools is an extra plus in the desire to settle on this land. The eastern edge of the property is Highway 33, a direct school bus route of 5 kilometers to school.
Their daughter is enrolled in dance, [ballet, contemporary]; again, proximity to the classes.
Proximity to a skating rink with artificial ice.
Both children are more than beginners on the ski slopes. They have committed parental support. Olivia was a downhill racer. The local hill is closer.
Their company sponsored a local baseball team. Chris a classed as a workaholic but he does his share within a community.
Olivia has always been involved in school and sport committees.

9. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

Officially this is no community plan or zoning bylaws to reference in this area.

Applicant Attachments

- Proposal Sketch - 57907
- Site Photo - picture directory
- Certificate of Title - 025-883-631

ALC Attachments

None.

Decisions

None.

Applicant: Ronald Everson , Elizabeth Everson

11 August 2018

To whom it may concern,

We, Maureen Chepesuik and Brian Godkin have no objections to the proposed Everson subdivision bordering our property in Rock Creek.

Maureen Chepesuik

Brian Godkin

Highway 33, BC

District Lot 1406S, Similkameen Div of Yale Land District

PID: 014-994-046

Rock Creek B.C.

September 14 2018

Proposed subdivision of Lot 1 District Lots 164S and 2704 Similkameen Division Yale District Plan KAP75252

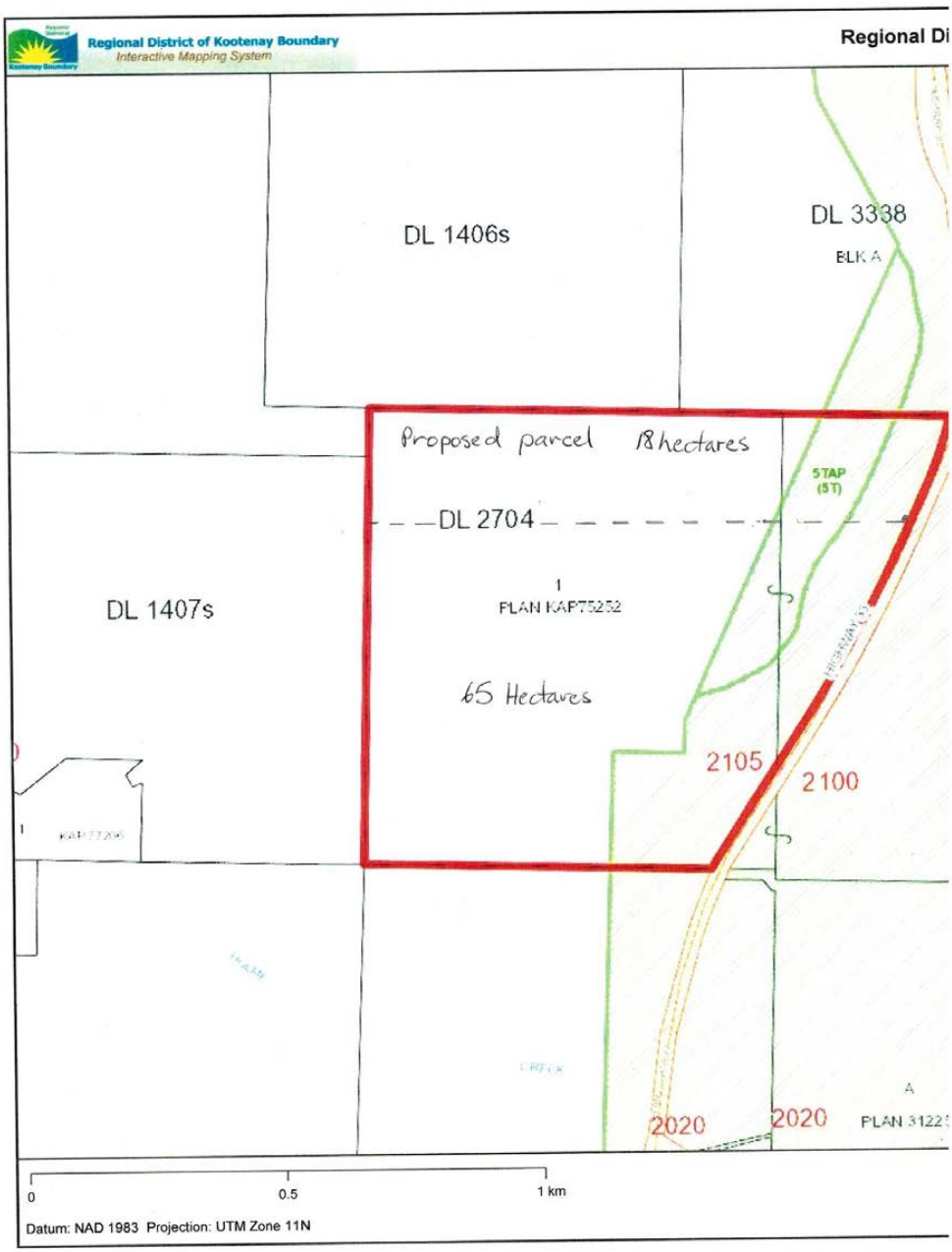
Regarding easement part on plan A14241 appurtenant to DL. 1406S

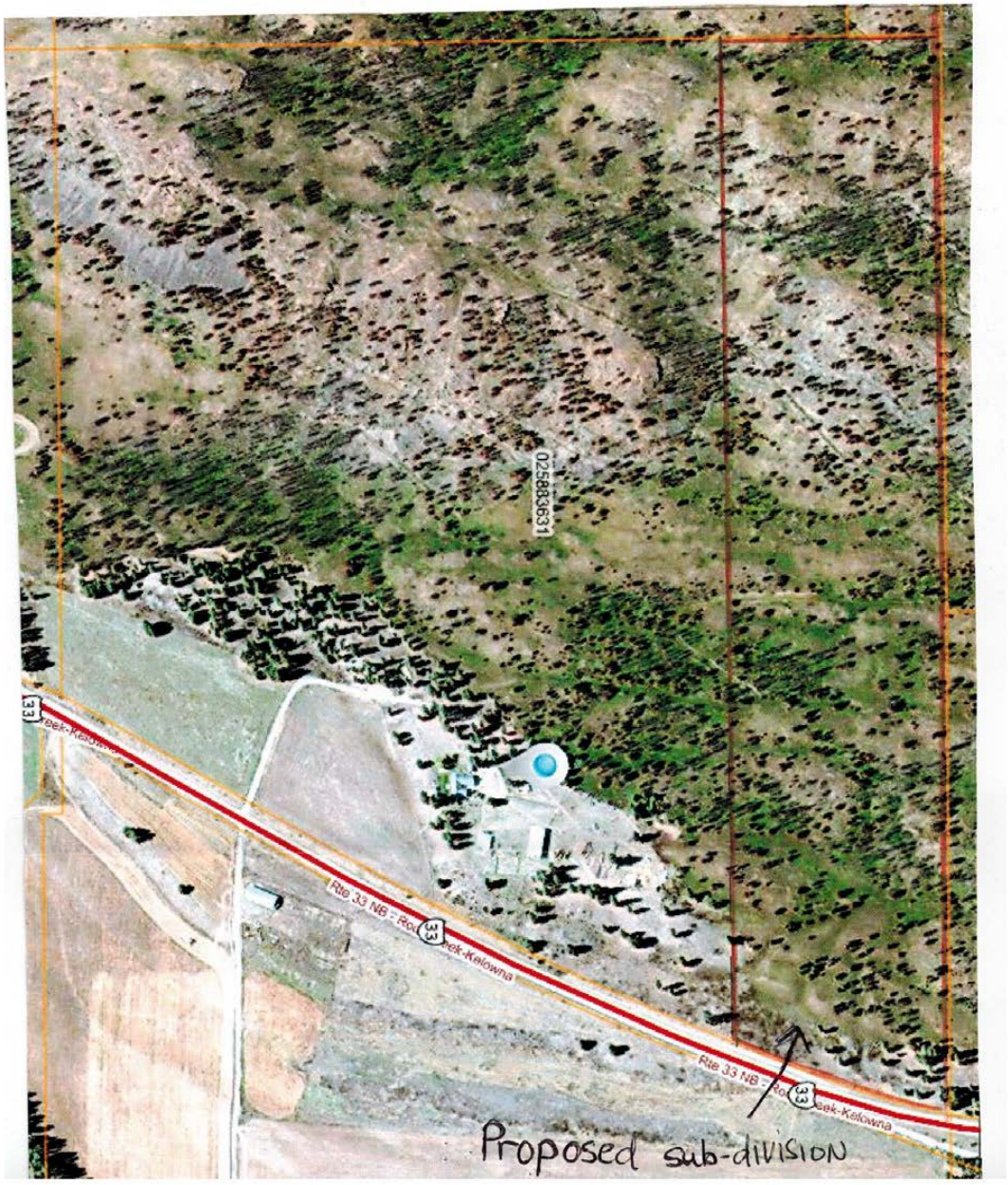
Registration number: P19590

We, Olivia Elizabeth [Everson] Galley

Christopher Lawrence Galley

would have no objection to this easement.


Regional District of Kootenay Boundary
Interactive Mapping System
Regional Di
DL 1406s
DL 3338
BLK A
Proposed parcel 18 hectares
DL 2704
DL 1407s
PLAN KAP75252
65 Hectares
2105
2100
2020
2020
PLAN 3122
0
0.5
1 km
Datum: NAD 1983 Projection: UTM Zone 11N


025883631
Rte 33 NB - Rd
33
ek-Kelowna
Rte 33 NB - Rd
33
ek-Kelowna
Proposed sub-division

Picture Directory

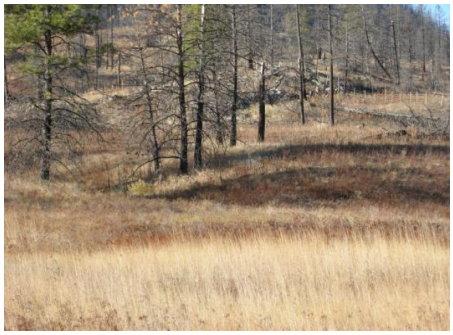
DSCN 7182—Looking toward NE corner on lower level adjacent to HWY.33



DSCN 7183—Looking north—lower level—[bottom level along HWY.33]



DSCN 7185—From HWY.33.Looking NW



DSCN 7189—Lower level—Looking uphill NW



DSCN 7190—Mid level-Looking west uphill along Northern boundary



DSCN 7192---Mid level-Looking east downhill along Northern boundary



DSCN 7196--- Mid level-Looking west uphill—inland from Northern boundary



DSCN 7199---Mid level-Looking east downhill—inland from North boundary



DSCN 7203—East boundary-Looking west from 2nd level-inland



DSCN 7206—Between lower and 2nd level—Looking NE



DSCN 7208---Second level—Looking NW



DSCN 7211---Second level—Looking west along Northern boundary



DSCN 7216—Second level—Looking west uphill



DSCN 7219—Mid level—Looking east- [southern boundary] of parcel



DSCN 7228—App. Southern boundary 2nd level—Looking west



DSCN 7235—Landscape—facing west from HWY. 33



DSCN 7240—NE corner –facing west from HWY.33



DSCN 7144—Olivia- Chris and Family



Regional District of Kootenay Boundary

STAFF REPORT

RE:	LCRB Referral: Kettle Valley Golf Club		
Date:	January 7, 2019	**File #:**	E-514-03133.000
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Senior Planner		

ISSUE INTRODUCTION

We have received a referral from the Kettle Valley Golf Club for their application to the Liquor and Cannabis Regulation Branch (LCRB) to renovate the clubhouse and patio (see Applicant Submission).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s)	Village of Midway Kettle Valley Golf Club
Applicant(s):	Aaron Rexin General Manager, Kettle Valley Golf Club
Location:	3280 Highway 3
Electoral Area(s):	Electoral Area 'E'/ West Boundary
Legal Description:	Lot 11, Plan KAP843, DL 514, SDYD
Area:	31.3 hectares (77 acres)
Current Use(s):	Golf Course
Other	
Land Use Bylaw:	NA
ALR	Partially
Floodplain	Kettle River

The golf course has been operating since 1923. A liquor license was obtained in 1988, and in 2014 the liquor serving hours were set for 10:00AM-10:00PM.

A portion of the property is within the ALR. In 1988 the ALC approved construction of a pump house and irrigation system to service the golf course in the ALR portion of the property. The portion of the property with the clubhouse is not in the ALR.

The clubhouse is within the floodplain of the Kettle River. Although the site is over 30 m from the edge of the river. The underside of any structure for human occupation must be above 589.0 m. Confirming whether or not the construction this elevation would be done as part of the building permit application process.

PROPOSAL

The applicant is proposing to update their license for renovations completed in 2018, and to include renovations planned for 2019.

The 2018 renovation increased the size of the patio. The 2019 renovation would replace windows and sliding doors to improve energy efficiency. There is no change to hours, only to the sales area.

IMPLICATIONS

There are no land use bylaws in effect to evaluate the proposed use.

If the RDKB wants to provide comments on a permanent change to a liquor license application[1], Section 71(9) of *The Liquor Control and Licensing Regulation* requires the local government to consider the following criteria:

- the potential for noise if the amendment is approved;
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner contrary to its primary purpose.

If the amendment may affect nearby residents, the local government must gather the views of residents in accordance with provisions of *The Liquor Control and Licensing Act*. The options for this are:

i. receiving written comments in response to a public notice of the licence application,
ii. conducting a public hearing in respect of the licence application,
iii. holding a referendum, or
iv. any other similar method determined by the local government.

The RDKB solicits the views of nearby residents and the larger community by requiring the applicant to place a sign or signs on the property, visible at or near the front of the

[1] Local government or First Nations can waive the opportunity to comment on these applications. However, if they elect to comment then they must comply with the prescribed criteria in the Liquor Control and Licensing Act and the implementing Regulation.

building, by the main entrance, and other conspicuous spots where residents, patrons and members of the community can easily see it and have an opportunity to comment.

The RDKB creates the signs for display and provides them for the applicant. However, due to the seasonal nature of the golf course, the golf course is currently snowed in and access is not available. Signs have been posted on a bulletin boards in Rock Creek and Midway.

- One at the Rock Creek General Store;
- and one at McMynn Foods in Midway.

Any comments generated from residents, the community, and APC are provided to the Board for their consideration, and the LCRB.

ADVISORY PLANNING COMMISSION (APC)

The APC supported the proposed liquor license amendment during their January 7, 2019 meeting.

RECOMMENDATION

Be it resolved that:

1. The Board recommends the primary liquor license for the Kettle River Golf Club be supported for the following reasons:
    a. The liquor license should have no impact on the residents, community, or neighbouring properties.
2. The Board's comments on the prescribed considerations are as follows:
    a. The potential for noise:
        i. No negative noise impact to the community is anticipated by approving this application.
        ii. The RDKB does not have a record of noise related or other disturbance complaints associated with this business.
    b. The impact on the community:
        i. It is anticipated that the proposal would not negatively impact the Rock Creek area. There has been no complaints regarding traffic from this location in the past.
    c. Is the amendment contrary to the primary purpose of the establishment:
        i. The business operates as a golf course. There are no land use bylaws in effect for this property to regulate land use. The license will not affect the primary purpose of the establishment.
3. The Board's comments on the views of the residents are as follows:
    a. The applicant was provided with two 'notice of the proposal' signs. These were posted on communal bulletin boards in Rock Creek and Midway on

January 18, 2019. No comments were received at the time this report was prepared.

ATTACHMENTS

Site Location Map
Subject Property Map
Applicant Submission

Regional District of Kootenay Boundary

Site Location Map

Lot 11, Plan KAP843, District Lot 514
Similkameen Div of Yale Land District
Except Plan H1

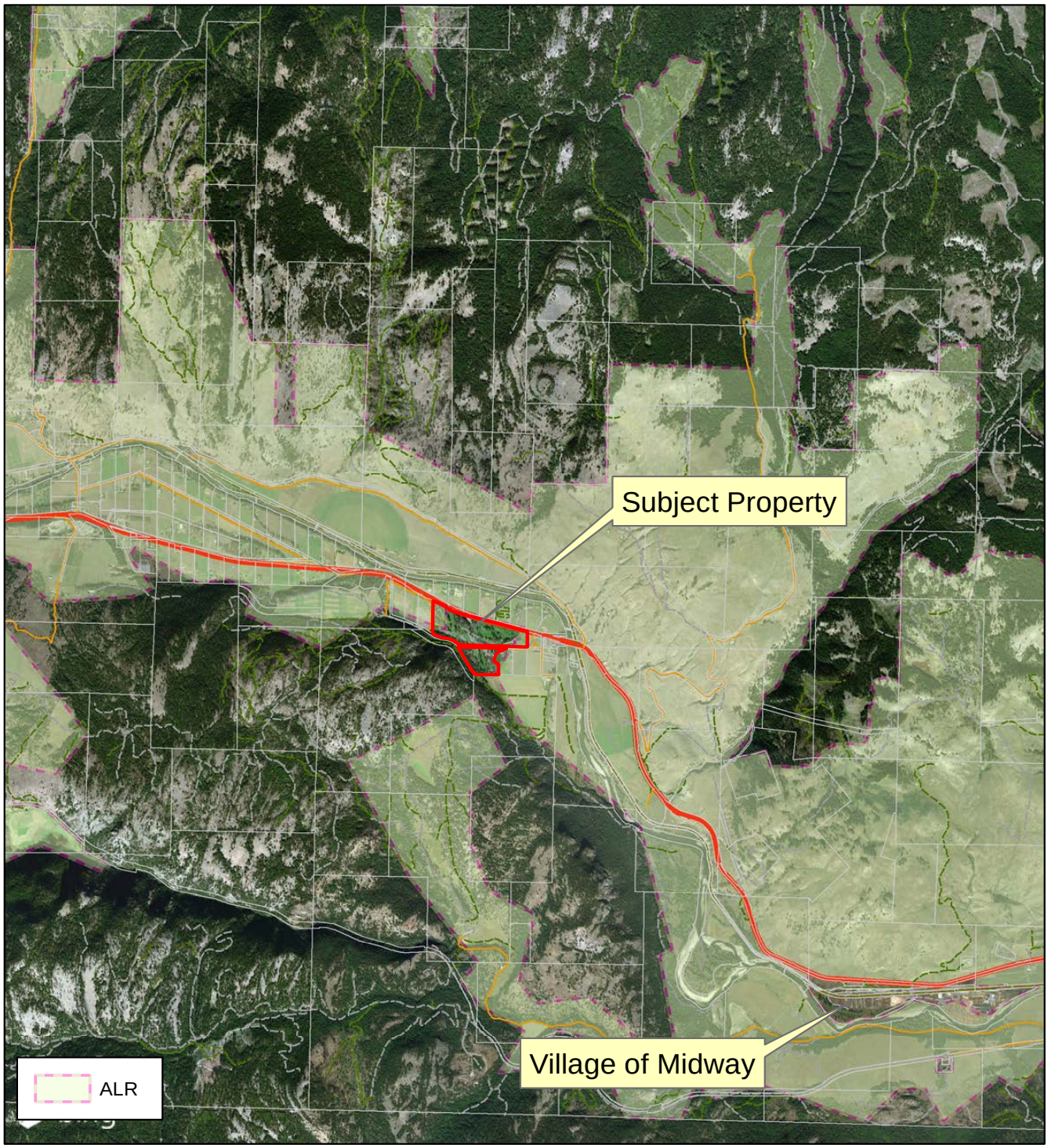
Date: 12/17/2018

N

0 500 1,000 1,500 2,000

Meters

1:50,000



Document Path: P:\PD\EA_'E'\E-514-03133.000 Kettle Valley Golf\APC\2018-12-17_SLM_E-514-03133.000_KVGC.mxd

Regional District of Kootenay Boundary

Subject Property Map

Lot 11, Plan KAP843, District Lot 514
Similkameen Div of Yale Land District
Except Plan H1

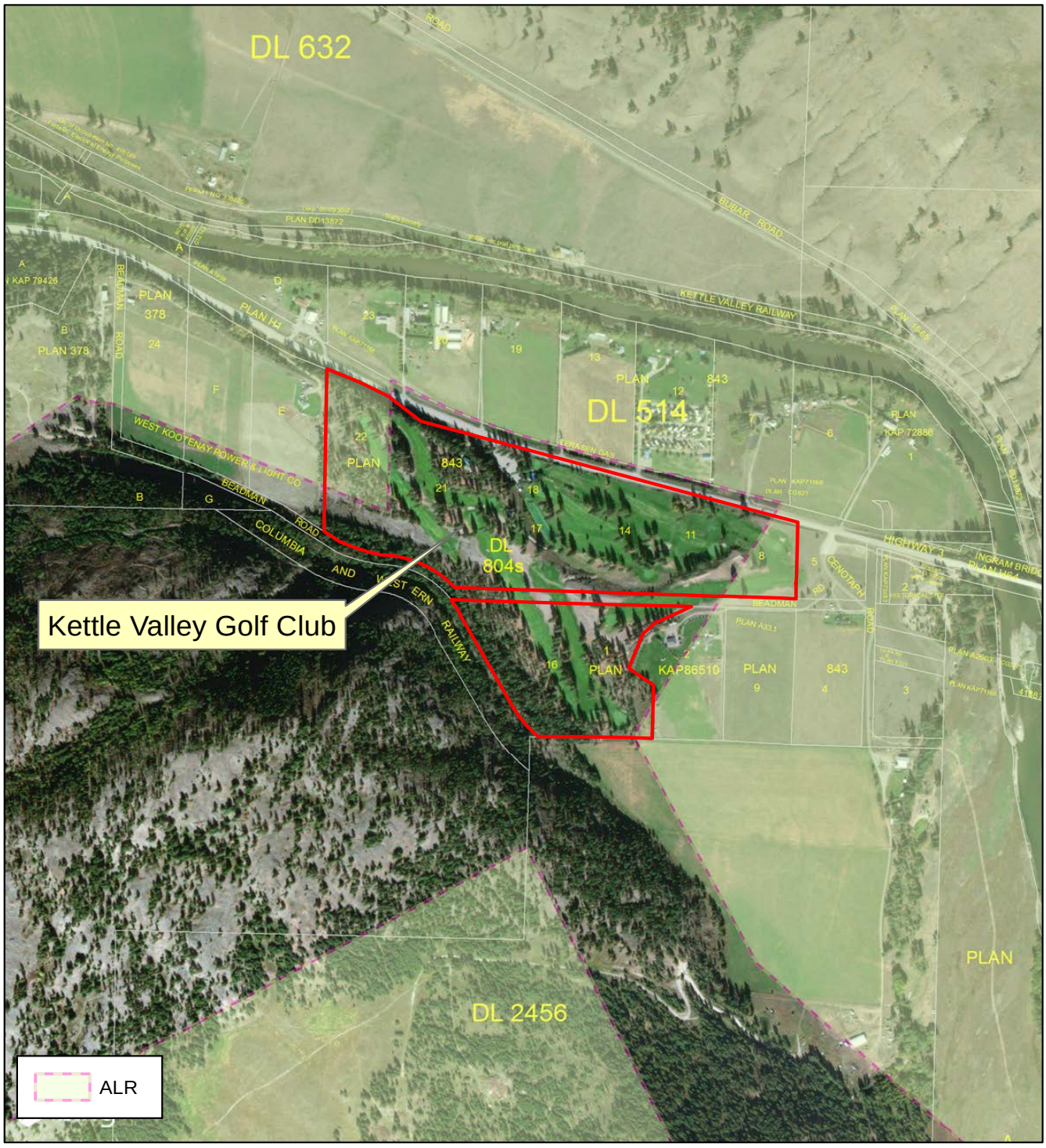
Date: 12/17/2018

N

0 100 200 300 400

Meters

1:10,000



Document Path: P:\PD\EA_'E'\E-514-03133.000 Kettle Valley Golf\APC\2018-12-17_SPM_E-514-03133.000_KVGC.mxd

Applicant Submission

KETTLE VALLEY GOLF CLUB'S LIQUOR APPLICATION - OVERVIEW

The Kettle Valley Golf Club, (KVGC) has been in operation since 1927 and is located east of Rock Creek on Highway #3. It is a nine hole golf course with a Club House facility which includes a licensed restaurant and patio. The premises are owned by the Village of Midway and managed by a Board of Directors comprised of members of the golf club. Staffing includes a General Manager who oversees the ground crew and restaurant personnel. Besides the operation of the golf course the KVGC operates a restaurant facility offering food and refreshments including liquor. The entire golf course, including the nine hole course, the club house with the restaurant and patio are fully licensed.

In the spring of 2018 the KVGC undertook to renovate the existing outdoor, ground level, patio with a view to enhance its appearance and to make it more comfortable. The patio floor was resurfaced with cement, a pergola over top of the patio was installed and the surrounding area landscaped with grass and flower pots. In making these improvements the total patio area was enlarged as per the attached drawing.

The KVGC is also preparing to replace the windows and sliding glass doors in the restaurant area to provide improved energy efficiency. The current glass areas are old and single pane and due to age, extensive use, and some settling of the building are inefficient causing drafts and air leakage. The proposal is to replace the glass areas and doors and upgrade the overall building energy efficiency during the winter of 2018/19.

It should be pointed out that most of the work is done and will be done by volunteer members of the KVGC. The facility is well supported by its members who are local residents of the Boundary area. Where necessary skilled personnel are hired from within the local community.

Applicant Submission

Application Contact Person

This applicant authorizes the person below to be the primary contact for the duration of the application process only.

Name: Aaron Rexin

Phone number: [redacted]

Fax number:

E-mail address: [redacted]

Part 1: Addition of New Outdoor Patio

Fee: $440 | C3 - LIC

Provide the following information:

1. Attach one 11" x 17" copy of the proposed patio floor plan (see Appendix I on page 6 for floor plan instructions).

   The branch requires an occupant load (patrons plus staff) for the proposed patio area(s) which must be marked/stamped and dated on the plan you submit. Do not submit this application if you do not have the occupant load calculation stamped on your patio plans.

2. What is the occupant load calculation for the new patio(s)?

   Patio #1: 15 Patio #2: Patio #3:

3. If the patio(s) is already constructed, attach a photo.

4. Describe the height and composition of the patio perimeter or bounding (i.e. railings, fencing, planters, hedging, etc.). A patio must be bounded by fixed and immovable physical separation in order to control patrons and liquor within the service area.

   The patio is immediately adjacent to the main clubhouse on two sides, enclosed by netting along another side to restrict errant golf balls flying onto the patio and open on the fourth side to allow access to rental golf carts.

5. Describe the location of the patio in relation to the licensed interior - the patio must be immediately adjacent to the interior area.

   Adjoining the clubhouse. Since the entire golf facility including the nine hole golf course, the clubhouse and the patio are licensed for liquor sales, everything is included.

6. Describe how staff will manage and control the patio from the interior service area.

   The wall adjacent to the patio is comprised of floor to ceiling windows and a sliding door allowing full visibility of the patio and patrons from the inside restaurant area. The staff also service the patrons via the sliding door.

7. Specify if liquor service to the patio is from: (a) fixed bar located on the patio, (b) portable bar for the patio, (c) licensed interior.

   Licensed Interior

8. Do servers have to carry liquor through any unlicensed areas to get to the patio? Explain:

   No

Note: Patios on grass, earth or gravel require a permit from the local Health Authority. Sidewalk patios require a permit from LG/FN.

A resolution from your Local Government/First Nation is required. Part 3 of this form must be completed by Local Government/First Nation.

You must also complete Parts 4 and 5.

Applicant Submission

Part 2: Structural Changes

Fee: $440 | C3 - Cap Ch. | C4 - No Cap Ch.

(Excluding construction of new patios)

Provide the following information:

1. Describe in full detail the reason for this application and what the changes are that you want considered.

The patio has been renovated and enlarged in the spring of 2018. The glass windows and sliding doors within the restaurant are to be upgraded during the spring of 2019 to improve energy efficiency.

2. If you are applying to remove the interior area and create a stand-alone patio, describe the location of the patio in relation to the unlicensed permanent structure. A stand-alone patio must adjoin a permanent structure (affixed to a foundation) which is plumbed and wired, and which the applicant owns or leases.

N/A

3. Attach one 11" x 17" copy of the proposed floor plan or patio plan (if creating a stand-alone patio). See Appendix I on page 6 for floor plan instructions.

4. Current total of all service areas (as shown on the liquor licence): 51

5. By making these alterations, the total occupant load will:

- ☐ Decrease to: _____ (patrons plus staff)
- ☒ Stay the same: 51 (patrons plus staff)
- ☐ Increase to: _____ (patrons plus staff)

If there is an increase to occupant load, a resolution from your Local Government/First Nation (LG/FN) is required. Take your application and floor plan to LG/FN. Part 3 of this form must be completed by LG/FN.

Part 3: Local Government/First Nation Resolutions: Confirmation Receipt of Application

If you are applying for a new patio (Part 1) or a proposed change that increases the occupant load (Part 2) then public interest factors may be affected by the structural change(s). This section is to be filled out by the LG/FN prior to submitting this application to the Branch.

Local Government/First Nation (name): Regional District of Kootenay Boundary

Name of Official: Theresa Lenardon Title/Position: Corporate Officer

Phone: [redacted] E-mail: [redacted]

Signature of Official: Theresa Lenardon Date: 12/06/18 (Day/Month/Year)

Check here if the LG/FN will not be providing comment: ☐ Yes, opting out of comment.

Note: The LG/FN cannot provide comment for their own application.

Is this establishment located on Treaty First Nation land? ☐ No ☐ Yes

Instructions for Local Government/First Nation (LG/FN)

This serves as notice that an application for a structural change to a liquor primary (LP) licence is being made within your community. The Branch requests that you consider this application (application form and floor plan) and provide the Branch with resolution within 90 days of the above received date. Alternatively, LG/FN can delegate staff with the authority to provide comment.

- The applicant will bring their completed Structural Change application form and floor plan to LG/FN.
- If there are any major issues LG/FN may hold off signing the application until the issues are resolved or they have a plan to deal with the issues.
- When LG/FN is comfortable with the application proceeding, LG/FN staff will sign Part 3 of the application form and return it to the applicant. LG/FN will keep a copy of the signed application form and all supporting documents.
- The applicant will submit the signed application package (with all required documents) to the Branch.

Applicant Submission



Applicant Submission



Applicant Submission

N
W E
S

KETTLE VALLEY GOLF CLUB
CLUBHOUSE

20'
10'
21'6"
#11
#10
#12
ENTER
EMERG. EXIT
#12
#9
#8
#7
#6
#5
23'
WASHROOM
WASHROOM
HANDICAP
PRO SHOP
LOBBY
OFFICE
DINNING ROOM
BAR
#1
#2
PATIO DOOR
#3
#4
STORAGE
KITCHEN
PATIO
30'
33'
STORAGE
DECK
RAMP
20'

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
PLANS REVIEWED (AS NOTED) SUBJECT TO
ALL REVELANT BYLAWS
DATE 30 Oct PERMIT # 18-0569F
R Bibra
BUILDING/PLUMBING INSPECTOR

RECEIVED
OCT 29 2018
REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

Grant-in–Aid Request

Application to (please check where appropriate):

X	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:	BV RECREATION		
Address:	BOX 880, FRUITVALE, BC V0G 1L0 1777 GREEN ROAD		
Phone:	250 367-9319	Fax:	250 367-9397
Email:	KWalker@rdkb.com		
Representative:	KELLY WALKER		
Make cheque payable to:	BV RECREATION		

What is the Grant-in-Aid for:

SENIORS DINNER AND DANCE ON TUESDAY, FEBRUARY 12, 2019.
TO HELP COVER SOME OF THE EXPENSE OF THE CATERER ($5800.00).
TICKET PRICE IS $15 SO SENIORS CAN AFFORD. I ASKED FOR $400
MORE THAN LAST YEAR AS THE PAST 2 YEARS I HAVE LOST $900 ON THIS EVENT.

Amount Requested: ~~2000.00~~ $1600 - Approved Director Grieve January 14, 2019

Date: JANUARY 14 19

Signature: Kelly Walker

Print name: KELLY WALKER

Office Use Only

Grant approved by Director: _____

Approved by Board: _____

Jennifer Kuhn

From: is@rdkb.com
Sent: January-21-19 10:50 AM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Montrose Recreation Commission, email address - admin@montrose.ca

Online Grant-in-Aid Application

Electoral Area(s) Applied to:

Electoral Area 'A' Director Ali Grieve

Applicant Information:

Applicant: Montrose Recreation Commission

Address: Box 510

Phone: 250-2367-7234

Fax: 250-367-7288

Email: admin@montrose.ca

Representative: Mike Walsh

Make Cheque Payable To: Village of Montrose

Other Expenses:

Total Cost of Project: $$1,500

Amount Requested from RDKB Director(s): $$500 Approved Directos Grieve January 21, 2019

What is the Grant-in-Aid for?
BC Family Day - The funds will be used to help pay for entertainment (band), refreshments (burgers, hot dogs, juice, coffee, hot chocolate), snow shoe rentals

List of Other Organizations Applied to for Funding

Name of Organization BC Parks and Recreation Family Day Grant

Amount Requested $1,000

Amount Secured $1,000

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

[]

I:\Portals\0\Documents\GIA-Attachments\

Jennifer Kuhn

From: is@rdkb.com
Sent: December-04-18 4:44 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Trail Ambassador Committee, email address - trailambassadorcommittee@gmail.com

Online Grant-in-Aid Application

Electoral Area(s) Applied to:

Electoral Area 'A' Director Ali Grieve,Electoral Area 'B'/ Lower Columbia- Old Glory Director Linda Worley

Applicant Information:

Applicant: Trail Ambassador Committee

Address: 2075 DeBruyn Road Fruitvale, BC V0G 1L1

Phone: 250-512-9705

Fax:

Email: trailambassadorcommittee@gmail.com

Representative: Michelle Epp, Co-Coordinator

Make Cheque Payable To: Trail Ambassador Committee

Other Expenses:

Total Cost of Project: $$25,925

Amount Requested from RDKB Director(s): ~~$$1,500~~ $750.00 Approved Director Worley Jan. 23/19

What is the Grant-in-Aid for?
The Grant-in-Aid will aim to support the Trail Ambassador Program, which supports the development of female youth in the Greater Trail area, including Areas A and B. The City of Trail funds just over 50% of all expenditures and the program relies on ticket sales from the many events and sponsorships of both candidates and events from local community organizations and businesses. A boost from Areas A & B can ensure we provide exemplary training and development opportunities and host well-attended and worthwhile events during the course of the program and during pageant week. This request is in support of the 2019 budget.

List of Other Organizations Applied to for Funding

Name of Organization City of Trail

Amount Requested $14,500

Amount Secured $14,500

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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Regional District of Kootenay Boundary
1966 - 2016 50TH ANNIVERSARY

Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

Please check all Electoral Area Boxes You Are Making Application To:

☐ Electoral Area 'A' Director Ali Grieve	☐ Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	✓ Electoral Area 'C'/ Christina Lake Director Grace McGregor	☐ Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	☐ Electoral Area 'E'/ West Boundary Director Vicki Gee

Applicant:	* Christina Lake Stewardship Society					
Address:	* PO Box 373, 1675 Hwy #3, Christina Lake, BC V0H 1E0					
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail:	* clss@shaw.ca	
Representative:	* Brenda LaCroix					
Make Cheque Payable To:	* Christina Lake Stewardship Society					

**Starred items, including contact information, must be completed in full.*

****GIA Requests of $5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

Approved Director McGregor

What is the total Cost of the Project? $ 4116.00 What amount are you requesting from this RDKB Director(s)? $ 2058.00

Jan. 23/19

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

A full size billboard (10' x 20') with the message "CLEAN, DRAIN, DRY" Aquatic Invasive Species (AIS) was installed in the spring of 2018. The location is 0.5 km west of Whitehall Road on the left hand side heading east. All traffic travelling this corridor heading to Christina Lake and beyond can see the sign. The GIA funds that we are requesting are to pay for half of the cost of the billboard rental for 6 months (April 2019 to September 2019 - 6 months). The other half will be paid for by Central Kootenay Invasive Species Society (CKISS), as per last year. We are grateful that our Area C director Grace McGregor supported this project in 2018 and that the CKISS has invested their funds in the Boundary area to help us. As well, this provides an alert to travelers heading towards the "Gateway to the Kootenays" on AIS. Photo below.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Date: January 17th, 2019 Applicant Signature Brenda Lee LaCroix Digitally signed by Brenda Lee LaCroix DN: cn=Brenda Lee LaCroix, o, ou, email=clss@shaw.ca, c=CA Date: 2019.01.17 11:00:30 -08'00' Print Name Brenda Lee laCroix

Office Use Only
Grant approved by Electoral Area Director: _____
Approved by Board: _____

SUBMIT


STOP Aquatic Invasive Species
CLEAN + DRAIN + DRY
All watercraft & gear
lakesteward.ca

Regional District of Kootenay Boundary
1966 - 2016 50TH ANNIVERSARY

Grant-in–Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

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Applicant:	* Christina Lake Stewardship Society				
Address:	* PO box 373, 1675 Hwy #3, Christina Lake, BC V0H 1E0				
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail:	* clss@shaw.ca
Representative:	* Brenda LaCroix				
Make Cheque Payable To:	* Christina Lake Stewardship Society				

**Starred items, including contact information, must be completed in full.*

****GIA Requests of $5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

Approved Director

What is the total Cost of the Project? $ 1286.25 What amount are you requesting from this RDKB Director(s)? $ 1286.25

What is the Grant-in-Aid for? (attach an extra sheet if necessary) McGregor Jan 23/19

The GIA funds requested are to be used for replacing the old and torn banners that were located at the turn off to East Lake Road, a prime viewing location for anyone using our boat launchs and moorage at Texas Creek and Larson Road. The banners are placed in the spring and removed late fall by YRB. We noticed last year that the banners were deteriorating after several years of use. We did have them checked to see if they could be repaired but they were beyond fixing. There are 2 banners (photo below) consist of 1- 3' x 16' with key message and mussel icon and 2 - 2' x 16' with the society name and website. The new banners will be made out of heavier duty material and will be 16 oz in weight instead of 13 oz. They will have rope stitched in and grommets on the top & bottom hem, wind cut outs, and UV protection.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

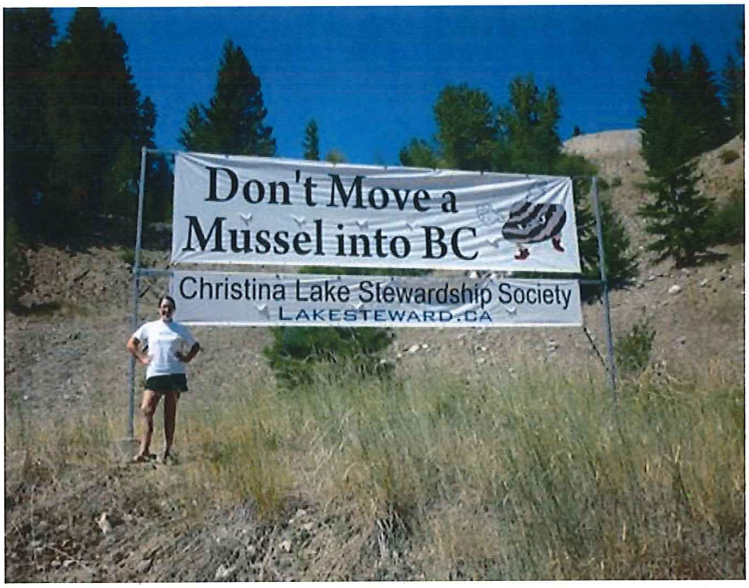
Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Date: Jan 17th, 2019 Applicant Signature Brenda Lee LaCroix Digitally signed by Brenda Lee LaCroix DN: cn=Brenda Lee LaCroix, o, ou, email=clss@shaw.ca, c=CA Date: 2019.01.17 11:03:48 -08'00' Print Name Brenda L. LaCroix

Office Use Only
Grant approved by Electoral Area Director: _____
Approved by Board: _____

SUBMIT



Hwy #3 Banners East Lake Drive
Turn About.



Hwy #3 Heading
East of Grand Forks
(see separate GIA)

Regional District of Kootenay Boundary
1966 - 2016 50TH ANNIVERSARY

Grant-in-Aid Request

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Applicant:	* West Boundary Community Services Cooperative Association				
Address:	* Box 193, Rock Creek BC V0H 1Y0				
Phone:	*	Fax:		E-Mail:	* gsol@ocubc.com
Representative:	* Greg Sol, President				
Make Cheque Payable To:	* West Boundary Community Services Cooperative Association				

**Starred items, including contact information, must be completed in full.*

****GIA Requests of $5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? $_____ What amount are you requesting from this RDKB Director(s)? $ 2,966.57

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

- incorporation of new co-op

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Date: JAN/16/19 Applicant Signature _____ Print Name GREG SOL

Office Use Only
Grant approved by Electoral Area Director: _____
Approved by Board: _____

SUBMIT

Regional District of Kootenay Boundary 1966-2016 50TH ANNIVERSARY

Grant-in-Aid Request

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Applicant:	*Big White Mountain Community Development Association				
Address:	*101-1865 Dilworth Road, Suite 215, Keowna, BC, V1Y 9T1				
Phone:	*250 215 7819	Fax:		E-Mail:	*info@ourbigwhitemountain.com
Representative:	*Naomi Woodland				
Make Cheque Payable To:	*BWMCDA				

**Starred items, including contact information, must be completed in full.*

******GIA Requests of $5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.**

What is the total Cost of the Project? $500 **What amount are you requesting from this RDKB Director(s)?** $ 500

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

We are applying for funding to support our bookkeeper and financial planning aspects of our organisation with a laptop that is owned by BWMCDA. Until now we have used a local business computer and software set up however as we grow and develop the need for secure and well-planned finances is essential. A laptop will allow us to store confidential information as well as back ups of our files online in a secure location. Currently we use Google Drive to store a lot of data with no hardware backup on the mountain. As mentioned in our bookkeeping application as we grow the structure and maintenance of these systems is even more essential to provide security and sustainable development for our future. We estimate the cost of the laptop to be in $500 including an external hard drive as an additional back up.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____
Amount Requested: $ _____ **Amount Secured: $** _____

Name of Organization _____
Amount Requested: $ _____ **Amount Secured: $** _____

Name of Organization _____
Amount Requested: $ _____ **Amount Secured: $** _____

Date: 01/22/2019 **Applicant Signature** Rachelle Marcinkoski Digitally signed by Rachelle Marcinkoski Date: 2019.01.22 14:25:25 -08'00' **Print Name** Rachelle Marcinkoski

Office Use Only
Grant approved by Electoral Area Director: V. Gee
Approved by Board: _____

SUBMIT

Regional District of Kootenay Boundary 1965 - 2015 50TH ANNIVERSARY

Grant-in–Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

Please check all Electoral Area Boxes You Are Making Application To:

☐ Electoral Area 'A' Director Ali Grieve	☐ Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	☐ Electoral Area 'C'/ Christina Lake Director Grace McGregor	☐ Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	☑ Electoral Area 'E'/ West Boundary Director Vicki Gee

Applicant:	*Big White Mountain Community Development Association				
Address:	*101-1865 Dilworth Road, Suite 215, Kelowna, BC, V1Y 9T1				
Phone:	*250 215 7819	Fax:		E-Mail:	*info@ourbigwhitemountain.com
Representative:	*Naomi Woodland				
Make Cheque Payable To:	*BWMCDA				

**Starred items, including contact information, must be completed in full.*

****GIA Requests of $5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.**

What is the total Cost of the Project? $500 What amount are you requesting from this RDKB Director(s)? $ 500

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

BWMCDA is requesting funds to purchase Sage Bookkeeping software. To support the other 2 applications we are putting in having a central invoicing and accounts receivable system ensures that we are compliant from a financial systems perspective. We anticipate dealing with increased funds as our community grows and as our infrastructure and projects grow. Currently our biggest project is Summer Camp which has a payroll element attached to it. Other large projects currently happening are our recycling fundraising, Wellness Project and Community Needs Assessment. There are other ongoing, smaller projects too which require proper invoicing, receipts and tracking of funds. With this program we feel we are better equipped to face the future of our ever growing community.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Date: 01/22/2019 Applicant Signature Rachelle Marcinkoski Digitally signed by Rachelle Marcinkoski Date: 2019.01.22 14:26:39 -08'00' Print Name Rachelle Marcinkoski

Office Use Only
Grant approved by Electoral Area Director: V. Gee
Approved by Board: _____

SUBMIT

Regional District of Kootenay Boundary 1956 - 2016 50TH ANNIVERSARY

Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

Please check all Electoral Area Boxes You Are Making Application To:

☐ Electoral Area 'A' Director Ali Grieve	☐ Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	☐ Electoral Area 'C'/ Christina Lake Director Grace McGregor	☐ Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	☑ Electoral Area 'E'/ West Boundary Director Vicki Gee

Applicant:	*Big White Mountain Community Development Association				
Address:	*101-1865 Dilworth Road, Suite 215, Keowna, BC, V1Y 9T1				
Phone:	*250 215 7819	Fax:		E-Mail:	*info@ourbigwhitemountain.com
Representative:	*Naomi Woodland				
Make Cheque Payable To:	*BWMCDA				

**Starred items, including contact information, must be completed in full.*

****GIA Requests of $5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.**

What is the total Cost of the Project? $1200 What amount are you requesting from this RDKB Director(s)? $1200

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

We are applying for funding to support our bookkeeper and financial planning aspects of our organisation. As we grow and develop the need for secure and well-planned finances is essential. Our activities of a Summer Camp (with payroll), Wellness Project and Community Needs Asessment are some examples of the kinds of large projects where having well looked after financial systems is key. As we grow the structure and maintenance of these systems is even more essential

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Name of Organization_____
Amount Requested: $_____ Amount Secured: $_____

Date: 01/22/2019 Applicant Signature Rachelle Marcinkoski Digitally signed by Rachelle Marcinkoski Date: 2019.01.22 14:21:13 -08'00' Print Name Rachelle Marcinkoski

Office Use Only
Grant approved by Electoral Area Director: V. Gee
Approved by Board: _____

SUBMIT

Regional District of Kootenay Boundary 1966 - 2016 50TH ANNIVERSARY

Grant-in–Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

Please check all Electoral Area Boxes You Are Making Application To:

✔ Electoral Area 'A' Director Ali Grieve	☐ Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	☐ Electoral Area 'C'/ Christina Lake Director Grace McGregor	☐ Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	☐ Electoral Area 'E'/ West Boundary Director Vicki Gee

Applicant:	*Beaver Valley X-Country Ski Club				
Address:	*Box 668, Fruitvale BC V0G 1L0				
Phone:	*250 367 9179	Fax:		E-Mail:	*rdrossbc@telus.net
Representative:	*Felicity Ross				
Make Cheque Payable To:	*Beaver Valley X-Country Ski Club				

RECEIVED KOOTENAY BOUNDARY
FILE # JAN 24 2019
DOC #
REF. TO:
CC:

*Starred items, including contact information, must be completed in full.

****GIA Requests of $5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.**

**What is the total Cost of the Project? $_____ What amount are you requesting from this RDKB Director(s)?** ~~$ 2000~~

What is the Grant-in-Aid for? (attach an extra sheet if necessary) Approved Jan 24/19 Director A Grieve

BCXCSC is a non-profit organization, operating with a co-operative agreement with BC Parks and Forest Service. This year BCParks is undertaking a Fuel Reduction Project from Nov to March. This means the Club cannot operate (with the exception of 2wks over the Xmas season) as the logging contractors are plowing/using the roads members/dayusers would normally ski along and would be tracked. The club basically has no income (NO membership and limited dayuse donations), yet has expenses. The main expenses are insurance on the sno-cats and garages ;and repair maintenance on the sno-cats. The club is asking for assistance in the expenses.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization_____
Amount Requested: $_____ **Amount Secured: $**_____

Name of Organization_____
Amount Requested: $_____ **Amount Secured: $**_____

Name of Organization_____
Amount Requested: $_____ **Amount Secured: $**_____

Date: Jan 22 2019 **Applicant Signature** _____ **Print Name** Felicity Ross

Office Use Only
Grant approved by Electoral Area Director: _____
Approved by Board: _____

SUBMIT

RDKB

Bylaw No. 1682

A Bylaw to amend RDKB Bylaw No. 685, 1991, which converted the Grand Forks Aquatic Centre Supplementary Patent Letters, 1986 to a Local Service to increase the requisition limit

WHEREAS pursuant to the provisions of the *Local Government Act* and amendments thereto, a Board may by Bylaw and with the consent of the service participants amend a Service Conversion and Establishment Bylaw;

AND WHEREAS with assent of the electors of RDKB Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks the Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Local Service Conversion Bylaw No. 685, 1991 converted the Grand Forks Aquatic Centre Supplementary Letters Patent, 1986 to a local service within Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks for the purpose of operating and maintaining the Grand Forks and District Aquatic Centre;

AND WHEREAS with assent of the Electors of RDKB Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks, the Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Establishment Amendment Bylaw No. 1251, 2004 increased the maximum amount which may be requisitioned annually for the Service from Three Hundred Thousand Dollars ($300,000) to Four Hundred Thousand Dollars ($400,000) **AND FURTHER**, Bylaw 1251, 2004 updated Bylaw No. 685, 1991 by deleting all references to "local service" and replacing the words "local service" with the word "service";

AND WHEREAS with assent of the Electors of RDKB Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks, the Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1361, 2008 increased the maximum amount which may be requisitioned annually for the Service from Four Hundred Thousand Dollars ($400,000) to Five Hundred Thousand Dollars ($500,000);

AND WHEREAS with the required consent of two-thirds of the participants of the service, the Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1524, 2013 increased the maximum amount which may be requisitioned annually for the service from Five Hundred Thousand Dollars ($500,000) to Six Hundred Twenty-Five Thousand Dollars ($625,000);

AND WHEREAS the Regional District of Kootenay Boundary wishes to amend Bylaw No. 685, 1991 further to increase the annual requisition limit;

AND WHEREAS the Regional District of Kootenay Boundary wishes to increase the annual requisition limit from Six Hundred Twenty-Five Thousand Dollars ($625,000) to Seven Hundred Eighty-One Thousand Two Hundred Fifty Dollars ($781,250);

AND WHEREAS, pursuant to the *Local Government Act*, the Regional District of Kootenay Boundary has obtained consent of at least two-thirds of the service participants for the amendment;

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

AMENDMENT

Section 5 of RDKB Grand Forks and District Aquatic Centre Local Service Conversion Bylaw No. 685, 1991 is hereby repealed and replaced with the following:

> The maximum amount that may be requisitioned annually for the service shall not exceed Seven Hundred Eighty-One Thousand Two Hundred Fifty Dollars ($781,250).

CITATION

This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018."

Read a **First and Second** time this 27th day of September, 2018.

Read a **Third** time this 27th day of September, 2018.

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer 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. 1682 cited as "Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018" as read a third time this 27th day of September, 2018.

Theresa Lenardon

Manager of Corporate Administration/Corporate Officer

Written consent to adopt Bylaw No. 1682, 2018 was received from the Director of Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks by way of a letter dated September 28, 2018.

Written consent to adopt Bylaw No. 1682, 2018 was received from the Corporation of the City Grand Forks by way of a letter dated December 11, 2018.

Reconsidered and Adopted this day of ,

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer 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. 1682 cited as "Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018" as reconsidered and adopted this day of , 2018.

Manager of Corporate Administration/Corporate Officer

From the desk of:
Roly Russell,
Director-Electoral Area 'D'/ Rural
Grand Forks
5800 Edwards Road,
Grand Forks, B.C. V0H 1H9
250-442-5840



September 28, 2018

Regional District of Kootenay Boundary
843 Rossland Avenue
Trail, BC V1R 4S8

Attn: Board of Directors,
Regional District of Kootenay Boundary

Re: Letter of Consent
RDKB Grand Forks and District
Aquatic Centre Service Amendment Bylaw No. 1682, 2018

Pursuant to Section 347 (2) of the *Local Government Act*, I Roly Russell, Director, RDKB Electoral Area 'D'/Rural Grand Forks do hereby consent to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1682, 2018 being the:

"Regional District of Kootenay Boundary Grand Forks and District
Aquatic Centre Service Amendment Bylaw No. 1682, 2018."

Sincerely,

Roly Russell,
Director, RDKB Electoral Area 'D'/Rural Grand Forks

"The contents of this correspondence and any views presented are those of the writer and may not reflect the positions of the Regional District of Kootenay Boundary"

THE CORPORATION OF THE CITY OF GRAND FORKS
7217 – 4TH STREET, BOX 220 · GRAND FORKS, BC V0H 1H0 · FAX 250-442-8000 · TELEPHONE 250-442-8266

December 11, 2018

Ms. Theresa Lenardon
Corporate Officer
Regional District of Kootenay Boundary
202 – 843 Rossland Avenue,
Trail, BC V1R 4S8

SENT VIA ELECTRONIC MAIL TO: tlenardon@rdkb.com

Dear Ms. Lenardon,

Re: RDKB Bylaw 1682

Per your request on October 2, Regional District Bylaw 1682 was presented to the Committee of the Whole meeting of Grand Forks City Council yesterday and subsequently referred to the Regular Meeting of Council held last night.

At the December 10, 2018 Regular Meeting of Grand Forks City Council, Resolution 340/2018/12/10 was passed, stating:

> **THAT the Municipal Council for the Corporation of the City of Grand Forks consents to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1682 being the "Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018."**

Kind regards,

Kevin R. McKinnon,
Deputy Corporate Officer,
City of Grand Forks

Regional District of Kootenay Boundary

STAFF REPORT

Date: 15 Sep 2018 **File** ADMN Bylaw 1682

To: **Chair Russell and Members of the RDKB Board of Directors**

From: Theresa Lenardon, Manager of Corporate Administration/Corporate Officer

Re: Proposed Bylaw No. 1682-Increase Requisition Amending Bylaw No. 685, 1991-Grand Forks and District Aquatic Centre Service Conversion Bylaw

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding proposed RDKB Bylaw No. 1682, 2018 amending the Grand Forks and District Aquatic Centre Service Conversion Bylaw No. 685, 1991 to increase the requisition limit.

History/Background Factors

At the August, 30, 2018 Board meeting, the Board reviewed a staff report from James Chandler, GM of Operations/Deputy Chief Administrative Officer seeking approval from the Board for staff to continue with planning and developing the Grand Forks Aquatic Centre Pool Deck Rehabilitation Project. The Board adopted the following recommendation:

> **Corporate Vote Weighted**
> That the Regional District of Kootenay Boundary Board of Directors approve staff to continue in the planning and development of the project as recommended in the staff report, dated August 30th 2018, regarding the Grand Forks Aquatic Centre – 2019 Pool Deck Rehabilitation Project and Requisition Increase.
> **FURTHER**, that staff prepare further details and budgets for the amendment and increase of up to 25% for the Grand Forks Aquatic Centre Local Service 040 Bylaw, to be presented at the next Board meeting in September 2018.

The purpose of this report is to provide the Board with details respecting the legislative requirements that must be met to increase the service requisition via adoption of proposed Bylaw No. 1682, including the Board reading the Bylaw a First, Second and Third time on September 27, 2018.

Service Establishment: RDKB Bylaw No. 685, 1991 converted the Grand Forks Aquatic Centre Supplementary Letters Patent, 1986 to a local service with a requisition limit of $300,000.

Since adoption of Bylaw No. 685, the service requisition limit has been amended three times bringing about the current requisition limit of $625,000.

Chronology of Amendments to Bylaw No. 685, 1991:

1. Bylaw No. 1251, 2004 increased the maximum annual requisition from $300,000 to $400,000 (referendum) and replaced the references to "local service" in Bylaw 685 to read "service".
2. Bylaw No. 1361, 2008 increased the requisition from $400,000 to $500,000 (referendum).
3. Bylaw No. 1524, 2013 increased the requisition from $500,000 to $625,000 (consent to adopt Bylaw 1524 with the increased requisition limit was obtained from two-thirds of the service participants via Grand Forks Council-no referendum required).

*Statutory and Board Approvals: S*ections 3(1) and 3(2) of Regional Districts Establishing Bylaw Approval Exemption Regulation 113/2007 allows regional district service establishing bylaws (e.g. Bylaw No. 685) to be amended without approval from the Inspector of Municipalities where the regional district is not increasing the maximum requisition more than 25% over 5-years. Bylaw No. 1682, 2018 proposes a requisition increase from $625,000 to $781,250, which is not more than a 25% increase over a 5-year period of the last increase approved by Bylaw No. 1524 in March 2013. Therefore, proposed Bylaw No. 1682 does not require Statutory Approval from the Inspector of Municipalities after Third Reading and before Adoption.

However, all other statutory procedural requirements for putting Bylaw No. 1682 into force remain, including approval to adopt the bylaw from at least two-thirds of the participants (*Local Government Act* S. 349 (1)(b) and S. 349 (2). Should the RDKB Board of Directors give Bylaw No. 1682 First, Second and Third Readings on September 27th, the service participants; RDKB Electoral Area D/Rural Grand Forks and the City of Grand Forks will be requested to consider their consent to adopt the bylaw. Once the RDKB receives this consent, the Bylaw will be presented to the Board for reconsideration and adoption.

Implications

1. Should the Bylaw be adopted, there will be a tax increase.
2. Increasing the requisition limit will maintain the existing level of service delivery along with the completion of essential and legislated (IHA requirements) pool-deck upgrades.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services

- We will review and measure service performance
- We will ensure we are responsible and proactive in funding our services

Background Information Provided

1. Proposed Bylaw No. 1682
2. Conversion/Service Establishment Bylaw 685, 1991
3. BC Reg. 113/2007

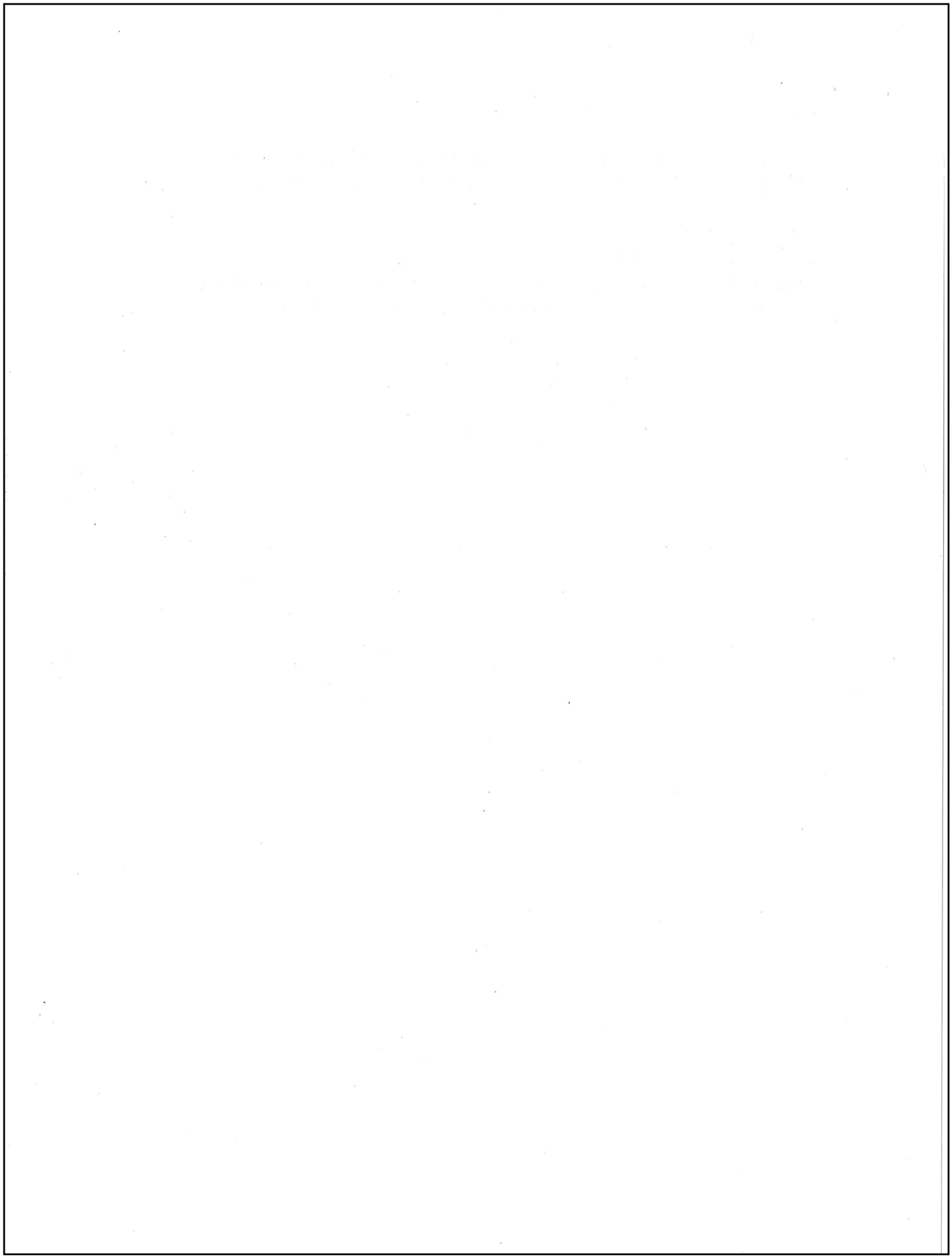
Alternatives

1. Receive the report only (no action).
2. Refer the matter back to staff for possible further action or bylaw changes.
3. Give proposed RDKB Bylaw No. 1682 First, Second and third Readings.

Recommendation(s)

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Grand Forks and District Aquatic Centre Service Amendment Bylaw No. 1682, 2018 be read a First, Second and Third time.



Regional District of Kootenay Boundary

STAFF REPORT

Date: 30 Aug 2018 **File**
To: **Chair Russell and Board of Directors**
From: James Chandler, General Manager of Operations
Re: Grand Forks Aquatic Centre – 2019 Pool Deck Rehabilitation Project and Requisition Increase.

Issue Introduction
To seek support from the Board of Directors in continuation of the Grand Forks Aquatic Centre Pool Deck Rehabilitation Project and the subsequent 25% requisition increase to the Grand Forks Aquatic Centre Local Service 040/Bylaw No 685,1991.

History/Background Factors
The project was originally established in 2014, with plans created for a rubber floor deck and partial repairs. This proposal was not approved by the Health Inspector. The scope of work was subsequently revised with an additional budget established of $150,000.

The project was tendered in May 2017, with no bids received for the work. The scope of work had been revised to meet the requirements of BC Interior Health. The scope included the complete removal of the existing epoxy floor and reconstruction with tile, certified as non-porous. The project designer, Fairbank Architects followed up with BPR Construction and Westside Tile and leading from informal discussions, the removal of epoxy between gutter and the pool tank caused a substantial increase in construction cost over and above the available budget.

BPR's cost estimate for the complete work was approximately $540,000. With anticipated costs of tiling the pool deck over the allowable funding, the project was put on hold until additional funding could be established.

As the project is determined critical in the maintenance and repair of the pool deck to meet current standards, staff have considered re-planning the project for

completion in 2019 as we will have the opportunity to raise the requisition for the service by 25%, providing the necessary funding to complete the work.

The service requisition was last increased in March 2013. The Regional District is permitted to increase the requisition following a 5 year period.

Implications
Through review with the Health Authority, BC Interior Health it is determined that this project must be completed to ensure we maintain appropriate hygiene standards in the maintenance and operation of the aquatic centre.

Should the Regional District not continue forwards in the funding, planning and construction of the work as indicated in this report, the risks will increase that BC Interior Health may take action against the Regional District. Since 2017 the health inspectors have accepted that we will have to postpone the work to seek additional funding.

Advancement of Strategic Planning Goals
Ensuring the timely deliver of this project follows the pillar of 'Cost effective and Efficient Services', as we seek to be responsible and proactive in funding services and meeting the needs of our community.

Background Information Provided
The original plans for the project had pursued the use of a 'Roll On' application flooring. Subsequent correspondence between the RDKB and the Health Authority – BC Interior Health (IH) indicated that there is a concern with the use of 'Roll On' application flooring, relating to the porosity and interstitial spacing. The surface must be non-porous to prevent entrapment of pathogens, grit and dirt. A roll on surface cannot be properly cleaned or disinfected to protect the bather's feet and is deemed unsuitable for a pool environment.

The Public Health Inspector has recommended that we use a tile that has the specifications that meet with the provincial guidelines. Fairbank Architects provided the design, working drawings, specifications and tendering assistance in 2017.

Project Plan
With approval from the Board of Directors, staff will continue to plan forward with the project and prepare a detailed budget for the project and for the service requisition increase in 2019. Following approval, staff plan to present more detail for the amendment of the bylaw and the 2019 budget to the Board of Directors in September.

The size and nature of this project is significant and planning for successful delivery of the project in the summer of 2019 leads to early tendering and preparation of contracts in late 2018. Market research indicates that this work is specialist in nature and availability of qualified contractors will be a significant hurdle. Contractors are regularly becoming 'booked up' by early in spring each year as many clients compete for the same working windows in July and August. Taking a proactive approach we seek to tender early and establish our contracts in advance of the seasonal rush. Staff are suggesting the following milestone schedule for this project.

Schedule

Activity	**Date**	**Driver**
Bylaw reading 1,2,3 and detailed budget	*Sept 2018*	*Preparing for early financial approval*
Preparation of Contract Documents	*Oct 2018*	*Concurrent planning for tender with financial approvals*
Final reading and budget approval	*Nov 2018*	*Surety required of funds prior to tendering*
TENDER	*Nov/Dec 2018*	*Seek security of contract*
Award of Contract	*Dec 2018*	*Work is placed and planned for summer 2019*
Implement and construct work	*July/Aug 2019 (An 8 week schedule is anticipated at this time)*	

Service Requisition Increase - Budget

Based on estimates received in 2017 and considering costs escalation, staff anticipate the budget for the project to be $600,000.

Considering the funding of the project over 5 years staff have initially assessed that the service requisition budget would have to be increased by the maximum of 25%. Further detail and information would be provided in September for consideration by the Board of Directors. It is important to note that this service has not had an increase in the past 5 years and a percentage of the increase considered will also cover the incremental increases in annual operation and maintenance costs.

Alternatives

There are no viable alternatives available for consideration at this time as we seek action to ensure our facilities remain serviceable and meet legislated standards.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve staff to continue in the planning and development of the project as recommended in the

staff report, dated August 30th 2018, regarding the Grand Forks Aquatic Centre – 2019 Pool Deck Rehabilitation Project and Requisition Increase. **FURTHER,**
That staff prepare further details and budgets for the amendment and increase of up to 25% for the Grand Forks Aquatic Centre Local Service 040 Bylaw, to be presented at the next Board meeting in September 2018.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

SUSTAINABLE FIVE YEAR FINANCIAL PLAN

PARTICIPANT: Grand Forks, Electoral Area 'D'

EXHIBIT NO 040
GRAND FORKS AQUATIC CENTRE

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET $	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
	Property Tax Requisition	**2**	608,953	623,975	623,975	(0)	**767,198**	143,224	22.95	**791,892**	**782,156**	**782,760**	**773,594**
11 210 100	Federal Grant In Lieu	**3**	1,506	1,864	1,935	(71)	2,000	136	7.30	2,000	2,000	2,000	2,000
11 400 501	Admissions Aquatic Centre	**4**	130,030	128,000	143,293	(15,293)	114,280	(13,720)	(10.72)	130,573	131,879	133,197	134,529
11 400 753	Facility Rental Aquatic Centre	**5**	26,660	27,500	31,846	(4,346)	27,775	275	1.00	28,053	28,333	28,617	28,903
11 400 757	Retail Sales Aquatic Centre	**6**	6,618	6,800	6,463	337	6,936	136	2.00	7,075	7,216	7,361	7,508
11 920 002	From General Capital Fund	**7**	0	0	0	0	450,000	450,000	0.00	0	0	0	0
11 921 205	Transferred From Reserves	**8**	0	2,394	2,394	0	150,000	147,606	6,165.66	0	0	0	0
11 590 159	Miscellaneous Revenue	**9**	12,242	14,394	22,312	(7,918)	0	(14,394)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	**10**	39,429	16,140	16,140	0	0	(16,140)	(100.00)	0	0	0	0
	Total Revenue		825,437	821,067	848,358	(27,291)	1,518,189	697,122	84.90	959,593	951,584	953,934	946,533
EXPENDITURE													
12 713 111	Salaries & Benefits	**11**	17,587	18,287	17,574	713	18,868	581	3.18	19,119	19,509	19,903	20,305
12 713 121	Wages Full-Time	**12**	371,843	345,169	401,666	(56,496)	408,915	63,746	18.47	412,956	420,181	427,550	435,067
12 713 123	Wages - Administration	**13**	24,580	25,315	26,658	(1,343)	26,808	1,492	5.90	26,781	27,302	27,833	28,375
	Total Wages & Salaries		414,009	388,772	445,898	(57,126)	454,591	65,819	16.93	458,856	466,992	475,286	483,747
12 713 230	Board Fee	**15**	15,560	15,771	15,771	0	15,986	215	1.36	16,306	16,632	16,964	17,304
12 713 233	Contracted Building Maintenance	**16**	23,292	45,073	25,058	20,014	43,924	(1,149)	(2.55)	20,782	21,148	26,521	21,902
12 713 237	Insurance	**17**	6,401	6,320	6,320	0	7,086	766	12.12	7,228	7,372	7,520	7,670
12 713 247	Occ Health & Safety	**18**	8,069	4,070	4,115	(45)	4,090	20	0.50	4,111	4,132	4,154	4,176
12 713 252	Building Maintenance	**19**	21,087	24,350	18,002	6,348	24,790	440	1.81	25,239	25,697	26,164	26,640
12 713 270	Janitorial Supplies	**20**	2,773	2,800	3,921	(1,121)	2,856	56	2.00	2,913	2,971	3,031	3,091
12 713 520	Pool Chemicals	**21**	9,578	11,800	12,166	(366)	12,036	236	2.00	12,277	12,522	12,773	13,028
12 713 530	Retail Supplies	**22**	1,267	2,040	1,802	238	2,081	41	2.00	2,122	2,165	2,208	2,252
12 713 541	Clothing Allowance	**23**	1,648	2,530	3,694	(1,164)	2,581	51	2.00	2,632	2,685	2,739	2,793
12 713 551	Utilities - Water & Sewer	**24**	2,083	2,400	3,226	(826)	2,448	48	2.00	2,497	2,547	2,598	2,650
12 713 552	Utilities - Fuel	**25**	34,385	38,500	37,994	506	39,270	770	2.00	40,055	40,857	41,674	42,507
12 713 553	Utilities - Electricity	**26**	72,346	72,500	65,553	6,947	68,000	(4,500)	(6.21)	69,360	70,747	72,162	73,605
12 713 559	Utilities - Refuse	**27**	691	1,000	563	437	1,020	20	2.00	1,040	1,061	1,082	1,104
12 713 606	Grounds Maintenance	**28**	1,364	2,000	1,309	691	2,040	40	2.00	2,081	2,122	2,165	2,208
12 713 610	Capital/Amortization	**29**	8,482	32,288	34,657	(2,369)	639,167	606,879	1,879.58	48,000	40,000	30,000	17,500
12 713 612	Equipment Replacement	**30**	6,462	2,500	2,924	(424)	5,000	2,500	100.00	2,500	5,000	2,500	2,500
12 713 741	Contribution to Reserve	**31**	15,000	1,500	1,500	0	20,000	18,500	1,233.33	0	0	0	0
12 713 811	Interest Expense - Short Term	**32**	1,250	1,303	1,006	297	7,000	5,696	437.14	11,970	9,311	6,771	4,232
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**	86,300	86,300	86,302	(1)	86,300	0	0.00	152,373	140,373	140,373	140,373
12 713 999	Contingency	**35**	0	0	0		0	0	0.00	0	0	0	0
12 713 990	Previous Year's Deficit	**36**	0	0	0	0	674	674	0.00	0	0	0	0
	Total Expenditure		809,297	821,067	849,032	(27,964)	1,518,189	697,122	84.90	959,593	951,584	953,934	946,533
	Surplus(Deficit)		16,140		(674)								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

2018 Actual	Property Tax Requisition	2019 Budget		2020 Budget		2021 Budget		2022 Budget		2023 Budget
	Description	Amount		Amount		Amount		Amount		Amount
353,526	11 830 200 040 City of Grand Forks	433,980		447,949		442,442		442,783		437,598
270,449	11 830 904 040 EA 'D' / Rural Grand Forks	333,218		343,943		339,715		339,977		335,996
623,975	SUB -TOTAL	767,198		791,892		782,156		782,760		773,594
	This Year Requisition	767,198		791,892		782,156		782,760		773,594
	0									
	0									
	0									
	0									
	0									
	0									
	Total Requisition	**767,198**		**791,892**		**782,156**		**782,760**		**773,594**

Notes:

Limit:	Annual Tax Requisition not to exceed $500,000
	Bylaw 1361 adopted March 26, 2008
	Bylaw 1524 adopted March 27, 2013 increase tax requisition limit to $625,000
	Bylaw 1682 proposed adoption date Jan 2019 - Increase requisition 25% in 2019 max req $781,250

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Federal Grant In Lieu**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 210 100 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Federal Grant In Lieu	1,864	2,000		2,000		2,000		2,000		2,000
	Current Year Budget	**1,864**	**2,000**		**2,000**		**2,000**		**2,000**		**2,000**

Notes:

Previous Year Budget	1,864
Actual to December 31, 2018	1,935

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Admissions Aquatic Centre**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 400 501 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Admissions	90,000	75,900	1.0%	91,809	1.0%	92,727	1.0%	93,654	1.0%	94,591
2	Passes	38,000	38,380	1.0%	38,764	1.0%	39,151	1.0%	39,543	1.0%	39,938
	Current Year Budget	**128,000**	**114,280**		**130,573**		**131,879**		**133,197**		**134,529**

Notes:		
	Previous Year Budget	128,000
	Actual to December 31, 2018	143,293

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Facility Rental Aquatic Centre**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 400 753 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Private Rentals	17,500	17,675	1.0%	17,852	1.0%	18,030	1.0%	18,211	1.0%	18,393
2	Swim Club Rentals	10,000	10,100	1.0%	10,201	1.0%	10,303	1.0%	10,406	1.0%	10,510
	Current Year Budget	**27,500**	**27,775**		**28,053**		**28,333**		**28,617**		**28,903**

Notes:

Previous Year Budget	27,500
Actual to December 31, 2018	31,846

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Retail Sales Aquatic Centre**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 400 757 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Retail Sales										
	Vending										
	Lockers										
		6,800	6,936	2.0%	7,075	2.0%	7,216	2.0%	7,361	2.0%	7,508
	Current Year Budget	**6,800**	**6,936**		**7,075**		**7,216**		**7,361**		**7,508**

Notes:		
	Previous Year Budget	6,800
	Actual to December 31, 2018	6,463

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**From General Capital Fund**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 920 002 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	UV System - MFA LUA	-	-		-		-		-		-
2	Aquatic Deck Surface - MFA LUA		450,000								
	Current Year Budget	**-**	**450,000**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Transferred From Reserves**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 921 205 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	All equipment replacement										
2	Upgrade Fibre Optics and Phone System										
	($50,000 shared with Arena)										
3	Deck Resurface		150,000								
4	Sound system	2,394									
	Current Year Budget	**2,394**	**150,000**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	2,394
	Actual to December 31, 2018	2,394

Item #2	Waiting to hear back from Dale (IT) for costs on Fibre Optics
Item #3	Plus $50,000 from Grant = $150,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Miscellaneous Revenue**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 590 159 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Miscellaneous Revenue	-	-		-		-		-		-
2	Gas Tax Grant - LED Lights Aquatic Centre										
3	Gas Tax Grant - Underwater Lights LED										
4	Grant for Pool Deck Surface	2,000									
5	Grant for sound system	12,394									
6											
	Current Year Budget	**14,394**	**-**		**-**		**-**		**-**		**-**

Notes:		
	Previous Year Budget	14,394
	Actual to December 31, 2018	22,312

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Surplus**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 911 100 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	39,429	-		-		-		-		-
	Current Year Budget	**39,429**	**-**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	16,140
	Actual to December 31, 2018	16,140

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Salaries & Benefits - Full Time**	**2018**			**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 111 040	**Prior Year**			**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Total	Share	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Manager of Facilities & Recreation	13,999	95,644	15%	14,347	2.0%	14,634	2.0%	14,926	2.0%	15,225	2.0%	15,529
	Benefits @	3,920		29%	4,153	28.0%	4,099	28.0%	4,181	28.0%	4,264	28.0%	4,350
2	Cost Pressures	368			368	5.0%	386	4.0%	402	3.0%	414	3.0%	426
	Current Year Budget	**18,287**			**18,868**		**19,119**		**19,509**		**19,903**		**20,305**

Notes:

Previous Year Budget	18,287
Actual to December 31, 2018	17,574

Item #1 Manager of Facilities & Recreation Shared: Admin 5%, Recreation 35%, Arena 45%, Aquatic 15%

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Pool - Wages - Full Time**	**2018**			**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 121 040	**Prior Year**			**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Aquatic Program Coordinator	35,602	1,140	31.85	36,309	2.0%	37,035	2.0%	37,776	2.0%	38,531	2.0%	39,302
2	Aquatics Maintenance Coordinator	35,602	1,140	31.85	36,309	2.0%	37,035	2.0%	37,776	2.0%	38,531	2.0%	39,302
3	Maintenance Worker (RFA2)	26,555	944	28.69	27,083	2.0%	27,625	2.0%	28,178	2.0%	28,741	2.0%	29,316
4	Lifeguard Instructor 3	72,647	2,840	26.09	74,096	2.0%	75,578	2.0%	77,089	2.0%	78,631	2.0%	80,203
5	Lifeguard Instructor 1	38,148	1,700	22.89	38,913	2.0%	39,691	2.0%	40,485	2.0%	41,295	2.0%	42,121
6	Program Services Assistant	27,442	1,127	24.84	27,995	2.0%	28,555	2.0%	29,126	2.0%	29,708	2.0%	30,302
7	Cashier Receptionist	19,848	972	20.83	20,247	2.0%	20,652	2.0%	21,065	2.0%	21,486	2.0%	21,916
8	Shift Differential	2,678	2,415	0.75	1,811	2.0%	1,847	2.0%	1,884	2.0%	1,922	2.0%	1,961
9	Lead Hand	1,750	1,040	1.00	1,040		1,040		1,040		1,040		1,040
10	Shift Leader		860	26.09	22,437		22,437		22,437		22,437		22,437
11	Overtime		300		15,000		15,000		15,000		15,000		15,000
	Subtotal	260,273			301,240		306,495		311,856		317,323		322,900
12	Benefits @	72,877		30%	90,221	29%	88,700	29%	90,251	29%	91,833	29%	93,447
13		333,150			391,461		395,195		402,107		409,157		416,347
14	Relief Coverage (Vacation & Sick)	12,020			12,260	2.0%	12,505	2.0%	12,755	2.0%	13,010	2.0%	13,271
15	Allowance for CUPE Contract Wellnes	-			2,100		2,100		2,100		2,100		2,100
16	Allowance for CUPE Contract Instructo	-			2,800	2.0%	2,856	2.0%	2,913	2.0%	2,971	2.0%	3,031
17	Employer Health Tax (1.95%)	-			294		300		306		312		318
	Current Year Budget	**345,169**			**408,915**		**412,956**		**420,181**		**427,550**		**435,067**

Notes:		
	Previous Year Budget	345,169
	Actual to December 31, 2018	401,666
Item #12	Benefits Updated for 1.95% Employer Health Tax In 2019 & End of MSP Premiums in 2020	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Wages - Administration**	**2018**			**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 123 040	**Prior Year**			**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Recreation Program Services Supervis	10,424	312	34.08	10,633	2.0%	10,846	2.0%	11,063	2.0%	11,284	2.0%	11,509
2	ACR - Accounting Clerk-Receptionist	9,042	312	29.56	9,223	2.0%	9,407	2.0%	9,595	2.0%	9,787	2.0%	9,983
3	Lead Hand Premium	312	312	1.00	312		104		104		104		104
	Subtotal	19,778			20,168		20,357		20,762		21,175		21,596
4	Benefits @	5,538		30%	6,040	29%	5,824	29%	5,940	29%	6,058	29%	6,179
		25,315			26,208		26,181		26,702		27,233		27,775
5	Allowance for CUPE Contract Wellness Program				600		600		600		600		600
	Current Year Budget	**25,315**			**26,808**		**26,781**		**27,302**		**27,833**		**28,375**

Notes:		Previous Year Budget	25,315	RECREATION	ARENA	AQUATIC	
		Actual to December 31, 2018	26,658	021	030	040	TOTAL
Item #1	RPSS Allocated: 55% Recreation, 30% Arena, 15% Aquatic			1144	624	312	2080
Item #2	ACR Allocated: 55% Recreation, 30% Arena, 15% Aquatic			1144	624	312	2080
Item #4							

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Wages & Benefits Part Time**	**2018**			**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 124 040	**Prior Year**			**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Lifeguard Instructor 1	-											
2	PART TIME LG/INST Trainee	-											
3	PART TIME CASHIERS	-											
	Current Year Budget	**-**			**-**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	-
	Actual to December 31, 2018	-
	Wages now reported on Line 11 Account No 12 713 121 - 040	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Board Fee**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 230 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	10,763	10,978	2.0%	11,198	2.0%	11,422	2.0%	11,650	2.0%	11,883
2	Carbon Offset & Climate Change Initiatives	5,008	5,008	2.0%	5,108	2.0%	5,210	2.0%	5,315	2.0%	5,421
	Current Year Budget	**15,771**	**15,986**		**16,306**		**16,632**		**16,964**		**17,304**

Notes:

Previous Year Budget	15,771
Actual to December 31, 2018	15,771

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contracted Building Maintenance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 233 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	HVAC Servicing	12,240	12,485	2.0%	12,734	2.0%	12,989	2.0%	13,249	2.0%	13,514
2	Electrical and Plumbing	5,333	5,439	2.0%	5,548	2.0%	5,659	2.0%	5,772	2.0%	5,888
3	Back Flow Prevention Annual Testing	1,000	1,000		1,000		1,000		1,000		1,000
4	Boiler Cleaning/Maintenance	1,500	1,500		1,500		1,500		1,500		1,500
5	Solar Panel Bracing Repair & Replace		2,000								
6	Air Duct Cleaning (2011 due 2021)								5,000		
7	Recreation Commission Needs Assessment										
8	Repair Swing Rope		5,000								
9	Asset Mgmt Planning - Facility Condition Assessme	25,000									
10	Solar Water System Engineering Service		10,000								
11	Mechanic Study - as per Condition Assessment		6,500								
12											
	Current Year Budget	**45,073**	**43,924**		**20,782**		**21,148**		**26,521**		**21,902**

Notes:		
	Previous Year Budget	45,073
	Actual to December 31, 2018	25,058

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Insurance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 237 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Insurance, Aquatic Centre	6,320	7,086	2.0%	7,228	2.0%	7,372	2.0%	7,520	2.0%	7,670
2		-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
	Current Year Budget	**6,320**	**7,086**		**7,228**		**7,372**		**7,520**		**7,670**

Notes:

Previous Year Budget	6,320
Actual to December 31, 2018	6,320

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Occupational Health & Safety**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 247 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Safety Equipment	1,020	1,040	2.0%	1,061	2.0%	1,082	2.0%	1,104	2.0%	1,126
2	Hearing Tests	250	250		250		250		250		250
3	Safety Courses	2,500	2,500		2,500		2,500		2,500		2,500
4	Safety Equipment for Confine Space										
5	Facility Asbestos Assessment										
6	Flu Shots	300	300		300		300		300		300
	Current Year Budget	**4,070**	**4,090**		**4,111**		**4,132**		**4,154**		**4,176**

Notes:

Previous Year Budget	4,070
Actual to December 31, 2018	4,115

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Building Mechanical Maintenance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 252 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Materials and supplies	22,000	22,440	2.0%	22,889	2.0%	23,347	2.0%	23,814	2.0%	24,290
2	Metering Pump	550	550		550		550		550		550
3											
4	Main Circulation Pump										
5	Hot Tub Pump										
6	Underwater lights	800	800		800		800		800		800
7	Matting										
8	UV Lights	-	-		-		-		-		-
9	HVAC Belts and Pullies	1,000	1,000		1,000		1,000		1,000		1,000
	Current Year Budget	**24,350**	**24,790**		**25,239**		**25,697**		**26,164**		**26,640**

Notes:

Previous Year Budget	24,350
Actual to December 31, 2018	18,002

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Janitorial Supplies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 270 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Cleaning supplies	2,800	2,856	2.0%	2,913	2.0%	2,971	2.0%	3,031	2.0%	3,091
	Current Year Budget	**2,800**	**2,856**		**2,913**		**2,971**		**3,031**		**3,091**

Notes:		
	Previous Year Budget	2,800
	Actual to December 31, 2018	3,921

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Chemicals**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 520 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Sodium hypochlorite										
2	Hydrochloric acid										
3	Sodium bicarbonate										
4	Soda ash										
5	Sensors and Callibration										
		11,800	12,036	2.0%	12,277	2.0%	12,522	2.0%	12,773	2.0%	13,028
	Current Year Budget	**11,800**	**12,036**		**12,277**		**12,522**		**12,773**		**13,028**

Notes:

Previous Year Budget	11,800
Actual to December 31, 2018	12,166

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Retail Supplies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 530 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Retail supplies	2,040	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208	2.0%	2,252
	Current Year Budget	**2,040**	**2,081**		**2,122**		**2,165**		**2,208**		**2,252**

Notes:		
	Previous Year Budget	2,040
	Actual to December 31, 2018	1,802

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Clothing Allowance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 541 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Staff uniforms & swim suits	2,530	2,581	2.0%	2,632	2.0%	2,685	2.0%	2,739	2.0%	2,793
	Current Year Budget	**2,530**	**2,581**		**2,632**		**2,685**		**2,739**		**2,793**

Notes:		
	Previous Year Budget	2,530
	Actual to December 31, 2018	3,694

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Utilities - Water & Sewer**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 551 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Metered water										
2	Sewer Service										
		2,400	2,448	2.0%	2,497	2.0%	2,547	2.0%	2,598	2.0%	2,650
	Current Year Budget	**2,400**	**2,448**		**2,497**		**2,547**		**2,598**		**2,650**

Notes:		
	Previous Year Budget	2,400
	Actual to December 31, 2018	3,226

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Utilities - Fuel**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 552 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	BC Gas expense	38,500	39,270	2.0%	40,055	2.0%	40,857	2.0%	41,674	2.0%	42,507
	Current Year Budget	**38,500**	**39,270**		**40,055**		**40,857**		**41,674**		**42,507**

Notes:

Previous Year Budget	38,500
Actual to December 31, 2018	37,994

Anticipate rate increase

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Utilities - Electricity**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 553 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Hydro	72,500	68,000	2.0%	69,360	2.0%	70,747	2.0%	72,162	2.0%	73,605
	Current Year Budget	**72,500**	**68,000**		**69,360**		**70,747**		**72,162**		**73,605**

Notes:		
	Previous Year Budget	72,500
	Actual to December 31, 2018	65,553

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Utilities - Refuse**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 559 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contract	1,000	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082	2.0%	1,104
	Current Year Budget	**1,000**	**1,020**		**1,040**		**1,061**		**1,082**		**1,104**

Notes:

Previous Year Budget	1,000
Actual to December 31, 2018	563

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Grounds Maintenance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 606 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Pruning bushes & trimming grass										
2	Snow removal										
		2,000	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
	Current Year Budget	**2,000**	**2,040**		**2,081**		**2,122**		**2,165**		**2,208**

Notes:		
	Previous Year Budget	2,000
	Actual to December 31, 2018	1,309

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Capital**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 610 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Deck Resurface (Transfer from Reserve/MFA)		600,000								
2	Active Net Replacememt										
3	Locker Upgrade (3 Phases)		15,000		30,000				30,000		
4	Sound System	24,788									
5	Treadmill	7,500									
6	Fitness Equipment		7,500								7,500
7	Natatorium Ceiling & Walls Painted (Main Pool Area)						40,000				
8	Upper Deck Railing Retrofit										10,000
9	IT Capital Work ($50,000 split)		16,667								
10	Main Boiler Replacement (installed 2004) RBI				18,000						
	Current Year Budget	**32,288**	**639,167**		**48,000**		**40,000**		**30,000**		**17,500**

Notes:		
	Previous Year Budget	32,288
	Actual to December 31, 2018	34,657
Item #3	Locker Replacement over 3 phases (2019, 2021 & 2022)	
Item #9	Cost Share with Service 040, 021 & 030 1/3 cost of $50,000 for IT Capital Work	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Equipment Replacement**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 612 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Facility Sign Upgrade (bulbs)		1,500				1,500				
2	Pool Deck Furniture		1,000				1,000				
3	Motor/pump upgrade	1,500	1,500		1,500		1,500		1,500		1,500
4	Upper Deck Railing Retrofit										
5	Back flow Prevention Valve	1,000	1,000		1,000		1,000		1,000		1,000
6	Underwater Vacuum										
7											
8											
9											
10											
	Current Year Budget	**2,500**	**5,000**		**2,500**		**5,000**		**2,500**		**2,500**

Notes:

Previous Year Budget	2,500
Actual to December 31, 2018	2,924

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contribution To Reserve**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 741 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contribution to Reserve	1,500	20,000								
2											
	Current Year Budget	**1,500**	**20,000**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	1,500
Actual to December 31, 2018	1,500

$ 131,225.80

Balance in Reserve October 31, 2018
Account Number 34 700 040

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Interest Expense - Short Term**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 811 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA LUA 269-13 - SAND FILTER	451	226								
2	MFA LUA 269-13 - ROOF REPLACEMENT	372	186								
3	MFA LUA - UV System	480	240		120						
4	MFA LUA Aquatic Deck Surface		6,348		11,850		9,311		6,771		4,232
	Current Year Budget	**1,303**	**7,000**		**11,970**		**9,311**		**6,771**		**4,232**

Notes:		Previous Year Budget	1,303
		Actual to December 31, 2018	1,006
Item #1	Sand Filter Allocation of $192,020 = $65,605.76 (5 Years)		
Item #2	Roof Replacement Allocation of $192,020 = $54,031.27 (5 Years)		
Item#4	Deck Replacement $350,000.00		
	Estimated based on 2.32% +0.5% at August 10, 2018		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Debt - Interest**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 820 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA ISSUE #104 due May 20th	38,625	38,625		38,625		38,625		38,625		38,625
2	MFA ISSUE #104 due Nov. 20th	38,625	38,625		38,625		38,625		38,625		38,625
3											
	Current Year Budget	**77,250**	**77,250**		**77,250**		**77,250**		**77,250**		**77,250**

Notes:		Previous Year Budget	77,250
		Actual to December 31, 2018	77,250
Items #1-2	MFA Debentures: $1,500,000 20 Years @ 5.05% Fall 2008 MFA Issue #104		
	MFA Issue #104 Completion date November 20, 2028		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Debt - Prinicpal**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 830 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA ISSUE #104 due Nov 20th	50,373	50,373		50,373		50,373		50,373		50,373
2	MFA LUA 269-13 - SAND FILTER	13,121	13,121								
3	MFA LUA 269-13 - ROOF REPLACEMENT	10,806	10,806								
4	MFA UV System ($63,468.03)	12,000	12,000		12,000						
5	MFA Aquatic Deck Surface				90,000		90,000		90,000		90,000
	Current Year Budget	**86,300**	**86,300**		**152,373**		**140,373**		**140,373**		**140,373**

Notes:		Previous Year Budget	86,300
		Actual to December 31, 2018	86,302
Item #1	MFA Debentures: $1,500,000 20 Years @ 5.05% Fall 2008 MFA Issue #104		
	MFA Issue #104 Completion date November 20, 2028		
Item #2	Sand Filter Allocation of $192,020 = $65,605.76 (5 Years)		
Item #3	Roof Replacement Allocation of $192,020 = $54,031.27 (5 Years)		
Item#5	Completion Year 2024@$70,000 Aquatic Deck Surface		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contingency**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 999 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contingencies	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	-
	Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Deficit**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 713 990 040	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit from Operations	-	674		-		-		-		-
	Current Year Budget	**-**	**674**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

Regional District of Kootenay Boundary - Reserve Fund
Grand Forks Aquatic Centre

GL Account Number:
34 700 040

Opening Balance
Add:
Transfers In:
General
Other
Interest Earned
Total Additions

Less:
Transfers Out
Other
Total Reductions

Closing Balance

Notes:
2012 Equipment
Debt Payment

Regional District of Kootenay Boundary

STAFF REPORT

Date: January 24, 2019 **File**

To: **Chair Russell and Members, Board of Directors**

From: James Chandler, General Manager of Operations

Re: Grand Forks / Area D Aquatic Centre - Commitment to contract pool deck rehabilitation project

Issue Introduction

To seek Board of Directors approval to proceed with the commitment to initiate the project with the issuance of tender documents for the future contract as part of the Aquatic Centre Pool Deck Rehabilitation project.

History/Background Factors

The Aquatic Centre has targeted the pool deck replacement for the past 4 years. A limiting factor had been the cost of the project, with costs of the work previously tendered exceeding the budget.

As a critical project in the long term maintenance of the aquatic centre, the 2019-2023 budget has presented an increase to the service requisition, up to the limit of a 25% increase for the next 5 years.

The process to increase the requisition requires an amendment to the service establishment bylaw, with the first three readings of the bylaw by the Board of Directors completed in November 2018. Subsequent approvals have been received from Area D and the City of Grand Forks in January 2019.

The adoption of the bylaw in scheduled for approval with the Board of Directions on January 31st, 2019.

Implications

Contract Risks
Staff are intending to initiate the project following the adoption of the bylaw, scheduled for today January 31st, 2019. Preparatory work has been completed such that staff can immediately tender the project in February 2019. At the time of tendering, the RDKB will commit to an intent to complete the work and once bids are received will have entered into a 'Contract – A' with any company who submits a compliant bid.

To not proceed with the project and award a contract, will carry a limited liability to the RDKB. In addition to an implied responsibility, withdrawing from the process once started may also lead to negative impacts to our reputation.

Financial Risks
A critical component of the project plan is to tender the contract work as soon as possible at the start of the year. Seeking to secure contract services early in the year provides the best opportunity for pricing at estimated rates. Should tendering be started later in the year, specialist contracts who may provide the required services may have limited remaining resources and this often leads to an escalation of prices as the demand for their services increases.

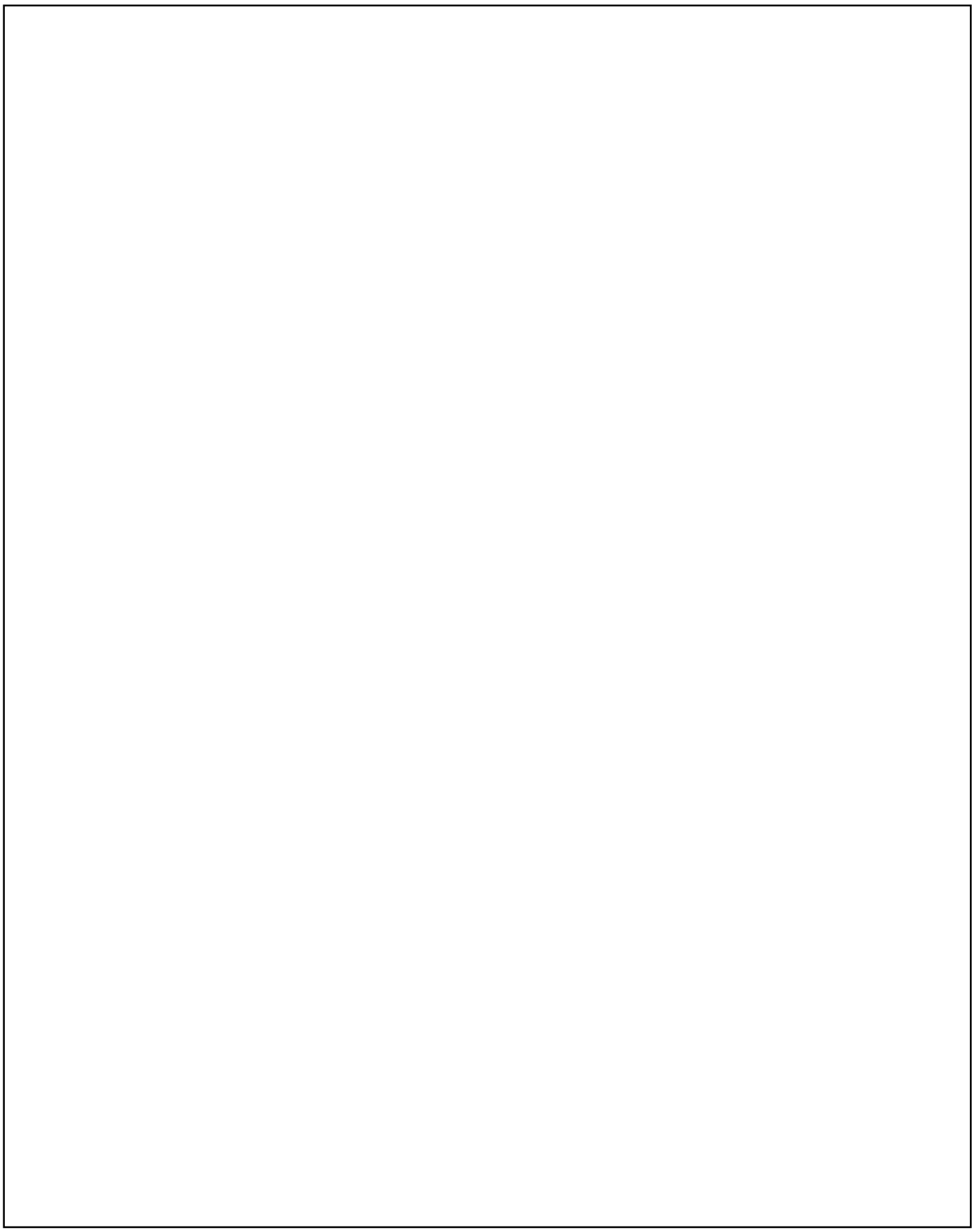
Schedule Risks
This project will demand the skills and experience of a more specialist contractor with the implementation of the work in the summer shutdown of 2019 being a highly competitive time. Should there be delays in progressing to tender and contract early in 2019 we may find there are no contract resources available to complete the work to our intended schedule and expectations.

Advancement of Strategic Planning Goals
Following the plan to execute contract work as early as possible in 2019 follows the strategy - 'Exceptional Cost Effective and Efficient Services – Ensure responsible and proactive funding for core services.

Alternatives
As this time staff have no recommended alternatives.

Recommendation
That the Board of Directors approve staff to initiate the Aquatic Centre Pool Deck Rehabilitation Project, as per the reported titled Grand Forks / Area D Aquatic Centre - Commitment to contract pool deck rehabilitation project, dated January 24th 2018;

Further that staff will tender the project at the earliest opportunity.



RDKB

Bylaw No. 1707

A Bylaw to amend RDKB Service Establishment Bylaw No. 1393, 2008 to increase the requisition limit

WHEREAS pursuant to the provisions of the *Local Government Act* and amendments thereto, a Board may by Bylaw and with the consent of the service participants amend a Service Establishment Bylaw;

AND WHEREAS with assent of the electors of RDKB Electoral Area A, the Village of Fruitvale and the Village of Montrose the Regional District of Kootenay Boundary has, by Bylaw No. 1393, 2008, established the Beaver Valley Regional Parks and Regional Trails Service for the purpose of constructing, maintaining and operating recreation facilities and the supply of recreational, cultural and library services;

AND WHEREAS the Regional District of Kootenay Boundary wishes to amend Bylaw No. 1393, 2008 to increase the annual requisition limit from One Million Four Hundred Thousand Dollars ($1,400,000) to One Million Seven Hundred Fifty Thousand Dollars ($1,750,000);

AND WHEREAS, in accordance with the *Local Government Act*, the Regional District of Kootenay Boundary Board of Directors has obtained the required two-thirds consent from the service participants for the amendment;

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

AMENDMENT

Section 4. b. of RDKB Bylaw No. 1393, 2008 is hereby repealed and replaced with the following:

> The maximum amount that may be requisitioned annually pursuant to the *Local Government Act* for the service shall be 2.323/$1,000 of net taxable value of land and improvements or One Million Seven Hundred Fifty Thousand Dollars ($1,750,000) whichever is greater.

CITATION

This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Beaver Valley Regional Parks and Regional Trails Service Establishment Amendment Bylaw No. 1707, 2019."

Read a **First and Second** time this day of , 2019.

Read a **Third** time this day of , 2019.

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer 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. 1707 cited as "Regional District of Kootenay Boundary Beaver Valley Regional Parks and Regional Trails Service Establishment Amendment Bylaw No. 1707, 2019" as read a Third time this day of , 2019.

_____
Manager of Corporate Administration/Corporate Officer

Approval received from the Electors of Regional District of Kootenay Boundary Electoral Area A by way of a letter dated

Approval received from the Electors of the Village of Fruitvale by way of a letter dated

Approval received from the Electors of the Village of Montrose by way of a letter dated

Reconsidered and Adopted this day of ,

_____ _____
Chair Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer 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. 1707 cited as "Regional District of Kootenay Boundary Beaver Valley Regional Parks and Regional Trails Service Establishment Amendment Bylaw No. 1707, 2019" as Reconsidered and Adopted this day of , 2019.

_____
Manager of Corporate Administration/Corporate Officer

Regional District of Kootenay Boundary

STAFF REPORT

Date: 22 Jan 2019

File Staff Report-BRD-Bylaw Approval-BVR Requisition Limit Increase

To: **RDKB Board of Directors**

From: Mark Daines - Manager of Facilities and Recreation

Re: Staff Report-BRD-Bylaw Approval-BVR Requisition Limit Increase

Issue Introduction

A Staff Report from Mark Daines, Manager of Facilities and Recreation regarding a proposal to approve a bylaw to increase the requisition limit for the Beaver Valley Regional Parks and Regional Trails Service.

History/Background Factors

Since 2009, the Beaver Valley Regional Parks and Regional Trails service has been operating within a total requisition limit of $1,400,000. The proposed 2019-2023 Financial Plan shows an increase to $1,450,000 in 2019, beyond the current limit of $1,400,000. Over the last 9 years the service has been mindful that all improvements and operations have been maintained without any increase to the total requisition. However, with the increasing operation costs due to inflation and the future capital improvements required to maintain the Beaver Valley Recreation, Beaver Valley Parks and Trails and Beaver Valley Arena we are asking for an increase of up to 25% to the current requisition limit for the next 5 years.

Implications

Budgetary: The requisition limit would increase from $1,400,000 to $1,750,000. The Requisition amount being proposed to meet the 2019 Budget is estimated at $1,450,000 pending year end final numbers.Although the requisition limit may be increased, it does not necessarily mean that we will be operating the budget at $1,750,000.

Advancement of Strategic Planning Goals

The creation of a new 5 year Financial Plan and Work Plan ensures that we are responsible and pro-active in funding our services and that plans are developed to address aging infrastructure. Adopting the 25% increase to the requisition follows this approach providing future financial capacity.

Background Information Provided
See attached Bylaw No. 1707, 2019 which will amend Bylaw No. 1393, 2008.

As per Provincial legislation, the Regional District can increase the requisition amount up to 25% every 5 years, with the approval of member participants. Should a second increase within 5 years, or an increase above 25% be considered then a referendum and Provincial approval would be required.

Alternatives
1. Operate the Beaver Valley Regional Parks and Regional Trails Service within the current requisition limit of $1,400,000. Reduce the number of capital projects, and or, reduce the contribution amount to the reserve. This step is not recommended as it does not address essential project and plan for future costs.

2. Increase the requisition by 25% and provide further direction to staff to amend the budget for 2019.

Recommendation(s)
That Regional District of Kootenay Boundary Beaver Valley Regional Trails and Regional Parks Service Establishment Amendment Bylaw No. 1707, 2019 be read a first and second time.

That Regional District of Kootenay Boundary Beaver Valley Regional Trails and Regional Parks Service Establishment Amendment Bylaw No. 1707, 2019 be read a third time.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Beaver Valley Regional Parks & Trails

2019

BC Assessment Values

Class	Land and Improvements	Fruitvale	Montrose	Electoral Area A	Assessed Values	Factor	Converted Values
1	Residential	216,629,100	120,898,300	244,650,162	582,177,562	10.00	58,217,756
2	Utilities	2,521,375	1,117,200	78,893,140	82,531,715	35.00	28,886,100
3	Unmanged Forest				-	10.00	-
4	Major Industry			55,229,900	55,229,900	34.00	18,778,166
5	Light Industry	115,400		5,547,400	5,662,800	34.00	1,925,352
6	Business/Other	9,783,950	1,311,000	13,169,850	24,264,800	24.50	5,944,876
7	Managed Forest			2,423,200	2,423,200	30.00	726,960
8	Recreation/Non Profit			17,800	17,800	10.00	1,780
9	Farm			282,687	282,687	10.00	28,269
		229,049,825	123,326,500	400,214,139	752,590,464		114,509,259

BUDGET

		%	
	ESTIMATED BUDGET		$ 1,750,000.00
	Collection Fee assessed by the Province	5.25	91,875.00
			$ 1,841,875.00

Tax on a $100,000 Home	$ 160.85
Tax on a $250,000 Home	$ 402.12
Tax on a $400,000 Home	$ 643.40

Taxes will be collected from the following Property Owners:

Rates Per $1000 of Assessed Value		Tax Rates	Collected
1	Residential	1.6085	$ 936,429.34
2	Utilities	5.6297	464,631.30
3	Unmanged Forest	1.6085	-
4	Major Industry	5.4689	302,045.75
5	Light Industry	5.4689	30,969.18
6	Business/Other	3.9408	95,623.00
7	Managed Forest	4.8255	11,693.11
8	Recreation/Non Profit	1.6085	28.63
9	Farm	1.6085	454.70
		TOTAL COLLECTIONS	$ 1,841,875.00

BYLAW RATE $ 2.3253 per $1000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 019

BEAVER VALLEY - PARKS & TRAILS

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET $	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
	Property Tax Requisition	**2**	747,250	726,796	726,797	(1)	853,729	126,933	17.46	768,176	704,966	722,639	775,233
11 210 100	Federal Grant in Lieu	**3**	989	900	980	(80)	900	0	0.00	918	936	955	974
11 210 174	Federal Government Grant (Rinc)	**4**	0	0	0	0	0	0	0.00	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
11 590 159	Miscellaneous	**7**	35,301	150,000	109,791	40,209	0	(150,000)	(100.00)	0	0	0	0
11 920 002	From General Capital Fund	**8**	0	40,000	39,142	858	0	(40,000)	(100.00)	0	0	0	0
11 921 205	Transferred From Reserve	**9**	4,142	100,000	99,477	523	0	(100,000)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	**10**	84,019	72,747	72,748	(0)	12,728	(60,020)	(82.50)	0	0	0	0
	Total Revenue		871,701	1,090,443	1,048,933	41,510	867,357	(223,086)	(20.46)	769,094	705,903	723,595	776,207
EXPENDITURE													
12 709 100	Village of Fruitvale Recreation	**11**	144,553	148,108	148,108	0	147,070	(1,038)	(0.70)	151,153	155,358	163,188	167,812
12 709 111	Beaver Valley Public Library	**12**	190,275	195,983	195,983	0	201,862	5,879	3.00	207,918	214,156	220,581	227,198
12 709 230	Board Fee	**13**	11,776	11,987	11,987	0	12,202	215	1.79	12,446	12,695	12,949	13,208
12 709 237	Insurance	**14**	0	568	1,330	(762)	1,425	857	150.88	1,483	1,483	1,512	1,542
12 709 239	Operating Contract	**15**	29,974	145,000	109,791	35,209	0	(145,000)	(100.00)	0	0	0	0
12 709 252	Building & Parks Maintenance	**16**	19,985	0	6,030	(6,030)	15,000	15,000	0.00	15,000	15,000	15,000	15,000
12 709 500	Village of Montrose Recreation	**17**	57,486	56,065	56,065	0	56,447	382	0.68	57,335	58,186	59,569	60,375
12 709 611	Capital Projects	**18**	41,749	213,000	193,647	19,353	203,500	(9,500)	(4.46)	93,000	33,500	40,000	75,000
12 709 612	Equipment Replacement	**19**	17,886	10,732	10,732		11,226	494	4.60	0	0	0	0
12 709 700	BV Recreation Subsidy Program	**20**	124,845	125,000	125,000	0	125,000	0	0.00	125,000	125,000	125,000	125,000
12 709 716	Other Grants	**21**	4,142	35,000	36,500	(1,500)	20,000	(15,000)	(42.86)	5,100	5,202	5,306	5,412
12 709 741	Contribution to Reserves	**22**	63,359	12,000	12,000	0	12,000	0	0.00	12,000	12,000	12,000	12,000
12 709 750	Municipal Capital Grants	**23**	92,924	129,000	129,000	0	53,625	(75,375)	(58.43)	80,500	65,000	60,000	65,000
12 709 811	Interest Expense	**24**	0	0	0	0	0	0	0.00	0	0	0	0
12 709 830	Principal Payments	**25**	0	0	0	0	0	0	0.00	0	0	0	0
12 709 840	Vehicle Financing	**26**	0	8,000	33	7,967	8,000	0	0.00	8,160	8,323	8,490	8,659
12 709 990	Previous Year's Deficit	**27**	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		798,953	1,090,443	1,036,206	54,238	867,357	(223,086)	(20.46)	769,094	705,903	723,595	776,207
	Surplus(Deficit)		72,747		12,728								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

2018 Actual	Property Tax Requisition Description	2019 Budget Amount		2020 Budget Amount		2021 Budget Amount		2022 Budget Amount		2023 Budget Amount
161,227	11 830 100 - 019 Fruitvale	186,252		167,588		153,798		157,653		169,127
80,317	11 830 500 - 019 Montrose	95,446		85,882		78,815		80,791		86,670
485,252	11 830 901 - 019 Electoral Area 'A'	572,031		514,707		472,354		484,196		519,435
726,796	Sum	853,729		768,176		704,966		722,639		775,233
	This Year Requisition	853,729		768,176		704,966		722,639		775,233
	Total Requisition	**853,729**		**768,176**		**704,966**		**722,639**		**775,233**

Notes:

Beaver Valley Arena Exhibit 020-011	**447,924**
Beaver Valley Recreation Exhibit 020-013	**232,934**
TOTAL REQUISITION	**1,534,587**
	OK

New Services established in 2009 for the Beaver Valley

Maximum Requisition Limit: $1,400,000.00

Bylaw 1707 Jan 2019 increasing requisition limit to $1,750,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Federal Grant In Lieu**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 210 100 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Federal Grant in Lieu	900	900	2.0%	918	2.0%	936	2.0%	955	2.0%	974
	Current Year Budget	**900**	**900**		**918**		**936**		**955**		**974**

Notes:

Previous Year Budget	900
Actual to December 31, 2018	980

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Federal Government Grant**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 210 174 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		-	-								
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**User Fees**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 400 ??? - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	User Fees	-	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**User Fees**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 400 ??? - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	User Fees	-	-	3.0%	-	3.0%	-	3.5%	-	4.0%	-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Miscellaneous Revenue**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 590 159 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Miscellaneous Revenue	-	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
2	CBT Grant - Skate Park										
3	Gas Tax Grant - Electrical Upgrade BVFP										
4	Western Insurance Grant - meeting room	5,000									
5	WAX Legacy Arbour	145,000									
	Current Year Budget	**150,000**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	150,000
Actual to December 31, 2018	109,791

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**From General Capital Fund**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 920 002 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	MFA - Loan Proceeds - Roof replacement Arena	-	-								
2	MFA - Loan Proceeds - F350 Service Truck	40,000									
	Current Year Budget	**40,000**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	40,000
Actual to December 31, 2018	39,142

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Transferred From Reserves**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 921 205 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer from Reserves (Chiller Replacement)	100,000									
	Current Year Budget	**100,000**	**-**		**-**		**-**		**-**		**-**

Notes:		
	Previous Year Budget	100,000
	Actual to December 31, 2018	99,477

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Surplus**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 911 100 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	72,747	12,728		-		-		-		-
	Current Year Budget	**72,747**	**12,728**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	72,747
Actual to December 31, 2018	72,748

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Village of Fruitvale - Recreation**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 100 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Memorial Hall	86,940	88,663		91,056		93,521		96,059		98,671
2	Parks & Playfields	44,258	40,930		42,035		43,173		47,845		49,500
3	Age Friendly Subsidy Requested	34,910	36,017		37,158		38,333		39,543		40,500
4	Less: User Fees	(18,000)	(18,540)		(19,096)		(19,669)		(20,259)		(20,859)
	Current Year Budget	**148,108**	**147,070**		**151,153**		**155,358**		**163,188**		**167,812**

Notes:

Previous Year Budget	148,108
Actual to December 31, 2018	148,108

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Beaver Valley Public Library**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 111 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Operating Expenses	195,983	201,862		207,918		214,156		220,581		227,198
	Current Year Budget	**195,983**	**201,862**		**207,918**		**214,156**		**220,581**		**227,198**

Notes:

Previous Year Budget	195,983
Actual to December 31, 2018	195,983



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Board Fee**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 230 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Board Fee (2% increase for C.P.I.)	10,763	10,978	2.0%	11,198	2.0%	11,422	2.0%	11,650	2.0%	11,883
2	Carbon Offset & Climate Change Initiatives	1,224	1,224	2.0%	1,248	2.0%	1,273	2.0%	1,299	2.0%	1,325
	Current Year Budget	**11,987**	**12,202**		**12,446**		**12,695**		**12,949**		**13,208**

Notes:

Previous Year Budget	11,987
Actual to December 31, 2018	11,987

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Insurance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 237 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Montrose Skatepark	568	625	2.0%	638	2.0%	650	2.0%	663	2.0%	677
2	Vehicle Insurance		800	2.0%	816	2.0%	832	2.0%	849	2.0%	866
	Current Year Budget	**568**	**1,425**		**1,454**		**1,483**		**1,512**		**1,542**

Notes:		
	Previous Year Budget	568
	Actual to December 31, 2018	1,330

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Operating Contract**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 239 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	WAX Legacy Arbour	145,000	-								
	Current Year Budget	**145,000**	**-**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	145,000
	Actual to December 31, 2018	109,791
2017 amount one off - flow through of Kiwanis Canada Day celebration		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Building/Park Maintenance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 252 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		-	15,000		15,000		15,000		15,000		15,000
2											
3											
4											
5											
	Current Year Budget	**-**	**15,000**		**15,000**		**15,000**		**15,000**		**15,000**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	6,030

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Village of Montrose - Recreation**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 500 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Community Hall	33,301	31,741		32,516		33,247		33,999		34,834
2	Parks & Playgrounds	26,304	26,847		27,334		27,831		28,336		28,689
3	Admin Fee	5,960	5,859		5,985		6,108		6,234		6,352
4	Less: User Fees	(9,500)	(8,000)		(8,500)		(9,000)		(9,000)		(9,500)
	Current Year Budget	**56,065**	**56,447**		**57,335**		**58,186**		**59,569**		**60,375**

Notes:

Previous Year Budget	56,065
Actual to December 31, 2018	56,065

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Capital Projects**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**	
Account	12 709 611 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**	
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount	
1	Chiller Replacement	100,000										
2	RC Control System (Plant)	15,000										
3	Office Upgrade	5,000	5,000									
4	Architectural Fees for Chillers	15,000										
5	Architectural & Engineering Fees for Roof	28,000										
6	Campground Upgrades	10,000										
7	Arena Roof Resurfacing		78,000	C								
8	Asphalt Replacement				23,000	C						
9	Swing Set & Excavation Work at BVFP		13,500	C								
10	Upgrade Nighthawk changeroom										75,000	C
11	Skate Sharpener						8,500	C				
12	F350 Service Truck	40,000										
13	Upgrade Public Washrooms in Arena						25,000	C				
14	Replace Rubber Flooring in Arena								40,000	C		
15	Playground Upgrade		45,000	C								
16	Replacement of Compressors		25,000	C								
17	Replacement of Alumizorb Insulation				70,000	C						
18	Replacement of Ice Edger		7,000	C								
19	Replacement of Electrical Equipment - Transformer		30,000	C								
20												
	Current Year Budget	**213,000**	**203,500**		**93,000**		**33,500**		**40,000**		**75,000**	

Notes:		
	Previous Year Budget	213,000
	Actual to December 31, 2018	193,647
Item #1	Includes Architectural and Engineering Fees ($13,500)	

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Equipment Replacement**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 612- 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA Lease #20085 Munters Dehumidifier	10,732	7,226								
2	Space Heater replacement		4,000								
	Current Year Budget	**10,732**	**11,226**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	10,732
		Actual to December 31, 2018	10,732
Item #1	MFA Lease $20085 (Aug 2014 - July 2019) - $905.86 per Month (net cost)		
	Refinanced MFA Equip Loan #0008-0 (February 28, 2017) - $894.37/Month		
	Final Payment August 31, 2019		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**BV Recreation Subsidy Program**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 700 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	BVR Subsidy Program	125,000	125,000		125,000		125,000		125,000		125,000
2											
	Current Year Budget	**125,000**	**125,000**		**125,000**		**125,000**		**125,000**		**125,000**

Notes:		
	Previous Year Budget	125,000
	Actual to December 31, 2018	125,000
Item #1	Agreenment with City of Trail November 1, 2016 - October 31, 2021 - Payment Due August 15th	
Item #2		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Other Grants to Recreation Organizations**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 716 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Grants to Other Recreation Societies	5,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
2	Other Miscellaneous Costs	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
3	Beaver Valley Trails Development	30,000	15,000	2.0%	-	2.0%	-	2.0%	-	2.0%	-
4											
	Current Year Budget	**35,000**	**20,000**		**5,100**		**5,202**		**5,306**		**5,412**

Notes:

Previous Year Budget	35,000
Actual to December 31, 2018	36,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contribution to Reserves**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 741 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contribution to Reserves	12,000	12,000		12,000		12,000		12,000		12,000
	Current Year Budget	**12,000**	**12,000**		**12,000**		**12,000**		**12,000**		**12,000**

Notes:

Previous Year Budget	12,000
Actual to December 31, 2018	12,000

$ 75,008.72 Balance in Reserve October 31, 2018
Account # 34 700 019

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Municipal Capital Grants**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 750 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Village of Montrose	35,000	35,000		35,000		35,000		35,000		35,000
2	Village of Montrose (Skatepark)										
2	Village of Fruitvale	94,000	18,625		45,500		30,000		25,000		30,000
	Current Year Budget	**129,000**	**53,625**		**80,500**		**65,000**		**60,000**		**65,000**

Notes:		Previous Year Budget	129,000
		Actual to December 31, 2018	129,000
Item #1			
Item #2	See Attached for Project Descriptions		
Item #3	See Attached for Project Descriptions		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Interest Expense**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 811 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		-									
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	-
	Actual to December 31, 2018	-

Item #1	Roof Replacement Interest Rate 2.82% (2.32% Current + 0.50%)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Principal Payments**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 830 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		-	-		-		-		-		-
2											
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Vehicle Financing**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 840 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	F350 Service Truck	8,000	8,000	2.0%	8,160	2.0%	8,323	2.0%	8,490	2.0%	8,659
	Current Year Budget	**8,000**	**8,000**		**8,160**		**8,323**		**8,490**		**8,659**

Notes:

Previous Year Budget	8,000
Actual to December 31, 2018	33

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Deficit**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 709 990 - 019	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

The Corporation of the Village of Montrose

Regional District Budget Request - B.V. Recreation

2019 - 2023 Financial Plan

Summary	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
EXPENDITURE:						
Community Hall:						
Village Labour	6,000	5,000	5,100	5,202	5,306	5,400
Village Equipment	942	956	970	985	1,000	1,020
Materials & Supplies	4,500	4,500	4,568	4,636	4,706	4,872
Janitorial Services	6,500	8,100	8,222	8,345	8,470	8,532
Contract Services	3,045	3,091	3,137	3,184	3,232	3,297
Property Insurance	2,538	2,576	2,615	2,654	2,694	2,748
Water	317	333	333	350	367	385
Sewer	409	430	430	451	474	497
Garbage	182	182	185	188	190	200
Power	3,045	3,197	3,357	3,525	3,700	3,886
Gas	2,538	2,600	2,808	2,920	3,037	3,157
Telephone	761	776	792	808	824	840
TOTAL COMMUNITY HALL	30,777	31,741	32,516	33,247	33,999	34,834
Skateboard Park:						
Village Labour	2,500	1,100	1,122	1,144	1,167	1,200
Village Equipment	465	472	479	486	494	504
Materials & Supplies	203	200	203	206	209	219
Property Insurance	-	-	-	-	-	
Garbage	182	182	185	188	190	200
TOTAL SKATEBOARD PARK	3,350	1,954	1,989	2,024	2,060	2,123
Montrose Park:						
Village Labour	7,465	7,500	7,650	7,803	7,959	8,030
Village Equipment	3,150	3,197	3,245	3,294	3,343	3,409
Materials & Supplies	2,538	2,576	2,615	2,654	2,694	2,748
Property Insurance	994	1,009	1,024	1,039	1,055	934
Water	317	317	333	350	367	385
Garbage	182	185	188	190	193	200
Third Party Charges	2,030	2,060	2,091	2,123	2,155	2,198
TOTAL MONTROSE PARK	16,676	16,844	17,146	17,453	17,766	17,904
Bernie McMahon Field:						
Village Labour	3,693	3,767	3,842	3,919	3,997	4,077
Village Equipment	1,527	1,557	1,580	1,604	1,628	1,661
Materials & Supplies	1,015	1,030	1,046	1,061	1,077	1099
Third Party Charges	1,000	1,015	1,030	1,046	1,061	1077
Property Insurance	175	178	180	183	186	163
Water	317	317	333	350	367	385
Garbage	182	185	188	190	193	200
TOTAL BERNIE McMAHON FIELD	7,909	8,048	8,199	8,353	8,510	8,662
SUB-TOTAL EXPENDITURE	**58,712**	**58,588**	**59,850**	**61,078**	**62,336**	**63,523**
Administration:						
Administration Charge (10%) of Exp.	5,871	5,859	5,985	6,108	6,234	6,352
TOTAL EXPENDITURE	**64,583**	**64,446**	**65,835**	**67,186**	**68,569**	**69,875**
REVENUES:						
User Fees - Community Hall	(7,600)	(8,000)	(8,500)	(9,000)	(9,000)	(9,500)
TOTAL RDKB CONTRIBUTION	**57,321**	**56,446**	**57,335**	**58,186**	**59,569**	**60,375**

The Corporation of the Village of Montrose

Regional District Budget Request - B.V. Recreation

2019 - 2023 - 5yr Capital Program

CAPITAL EXPENDITURES

Project Name/Description	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Multi-purpose Court /Fencing Upgrade		6,000				5,000
Montrose Park/Ball Field - Park Equipment					5,000	
Community Hall Kitchen Upgrade		4,000		15,000		
Community Hall - Table/Chair Replacement	2,500			5,000	5,000	
Community Hall - Int. Painting	8,000					5,000
Community Hall - D/S Acoustics Improvements						
Community Hall - U/S Flooring Replacement						
Community Hall - Exterior Painting						5,000
Montrose Park - Washroom Upgrades					2,500	
Montrose Park - Picnic Shelter Upgrades					5,000	
Montrose Park - Structure Surface Upgrade			25,000			
Montrose Park Structure Upgrade	10,000	25,000	10,000	10,000		
Montrose Pk. Pathway Lighting Imprvts/Asphalt	14,500					15,000
Montrose Spray Park Upgrade				5,000	2,500	5,000
Montrose Hall HVAC Repairs					10,000	
Montrose Hall Roof Repairs					5,000	
TOTAL RDKB CAPITAL REQUEST	**$ 35,000.00**	**$ 35,000.00**	**$ 35,000.00**	**$ 35,000.00**	**$ 35,000.00**	**$ 35,000.00**

Village of Fruitvale Recreation and Cultural Services
2018 Preliminary Budget - first draft
Beaver Valley Recreation Service

Description			2017 Budget	2017 Y/E Estimate	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
RECREATION & CULTURAL SERVICES										
Memorial Hall	Revenue		-$17,000	-$17,731	-$18,000	-$18,500	-$18,800	-$19,100	-$19,400	-$19,700
	Expense		$83,475	$84,245	$86,940	$91,244	$93,980	$96,776	$99,587	$102,415
		Net Total	$66,475	$66,514	$68,940	$72,744	$75,180	$77,676	$80,187	$82,715
Parks & Playfields										
	Haines Park Ball Complex		$44,258	$0	$44,258	$55,071	$56,625	$58,150	$59,775	$61,375
Program Subsidies										
	Seniors Coordinator Subsidy		$33,820	$33,820	$34,160	$34,525	$35,574	$36,654	$37,766	$38,912
Capital	Memorial Hall		$43,924	$40,486	$80,000	$28,000	$50,000	$0	$0	$0
	Haines Park Ball Complex		$19,000	$12,038	$14,000	$60,000	$88,000	$30,000	$25,000	$0
			$62,924	$52,523	$94,000	$88,000	$138,000	$30,000	$25,000	$0
TOTAL RECREATION & CULTURAL SERVICES			**$207,477**	**$152,858**	**$241,358**	**$250,340**	**$305,379**	**$202,480**	**$202,728**	**$183,001**
					16.33%					
RDKB BV PARTS OPERATING GRANT REQUESTED			$144,553		$147,358	$162,340	$167,379	$172,480	$177,728	$183,001
RDKB BV PARTS CAPITAL GRANT REQUESTED					$94,000	$88,000	$138,000	$30,000	$25,000	$0
					$241,358	$250,340	$305,379	$202,480	$202,728	$183,001
		change			16.33%					
Actual RDKB BV PARTS 2017 operating grant received			$144,553							
Actual RDKB BV PARTS 2017 capital grant received			$62,924							
			$207,477							

$144,553
$0

Village of Fruitvale Recreation and Cultural Services
2018 Preliminary Budget - first draft

Beaver Valley Recreation Service

	Description	2017 Budget	2017 Y/E Estimate	2018 Budget	2018 YE Estimate	2019 Budget 3%	2020 Budget 3%	2021 Budget 3%	2022 Budget 3%	2023 Budget 3%
Fruitvale Memorial Hall										
Revenue	Rental Fees	17,000	17,731	18,000	18,500	18,500	18,800	19,100	19,400	19,700
	Recreation Grant from RDKB	66,475	66,475	68,940	48,310	72,744	75,180	77,676	80,187	82,715
		$83,475	$84,206	86,940	66,810	$91,244	$93,980	$96,776	$99,587	$102,415
Expense	**Salaries & Wages (maintenance)**	**15,000**	**15,221**	**16,000**	**7,500**	**16,500**	**17,000**	**17,500**	**18,000**	**18,500**
	Administration	**3,975**	**3,975**	**4,140**	**4,000**	**4,300**	**4,400**	**4,500**	**4,600**	**4,700**
	Communications	**3,200**	**3,278**	**3,500**	**3,500**	**3,500**	**3,600**	**3,700**	**3,800**	**3,900**
	Property & Boiler Insurance	**6,000**	**5,900**	**6,000**	**6,000**	**6,000**	**6,300**	**6,600**	**6,900**	**7,200**
	Contracted Services	**35,000**	**33,297**	**37,000**	**34,010**	**39,000**	**39,780**	**40,576**	**41,387**	**42,215**
	Waste				1,750	1,800	1,836	1,873	1,910	1,948
	Alarm Maintenance				1,810	1,850	1,887	1,925	1,963	2,002
	Pest Control				450	450	459	468	478	487
	Janitorial/Kitchen Coordinator				13,500	16,000	16,320	16,646	16,979	17,319
	HVAC M&R				500	500	510	520	531	541
	Floor M&R				4,150	4,300	4,386	4,474	4,563	4,654
	Electrical M&R				900	1,000	1,020	1,040	1,061	1,082
	Lift M&R				2,750	3,000	3,060	3,121	3,184	3,247
	Kitchen M&R				2,000	2,000	2,040	2,081	2,122	2,165
	Appliance M&R				3,000	3,000	3,060	3,121	3,184	3,247
	Fire Extinguisher M&R				100	100	102	104	106	108
	Other M&R				3,100	5,000	5,100	5,202	5,306	5,412
	Internal Equipment Rental (maintenance	**4,000**	**2,308**	**4,000**	**1,100**	**2,500**	**2,600**	**2,700**	**2,800**	**2,900**
	Materials & Supplies	**6,000**	**6,612**	**6,000**	**1,600**	**7,500**	**7,700**	**7,900**	**8,100**	**8,300**
	Electrical	**5,500**	**8,845**	**5,500**	**6,600**	**7,000**	**7,400**	**7,800**	**8,200**	**8,600**
	Natural Gas	**4,800**	**4,810**	**4,800**	**2,500**	**4,944**	**5,200**	**5,500**	**5,800**	**6,100**
		$83,475	$84,245	$86,940	$66,810	$91,244	$93,980	$96,776	$99,587	$102,415
	HALL SUBSIDY REQUESTED		-$39	$68,940	$48,310	$72,744	$75,180	$77,676	$80,187	$82,715

Notes:
Administration percentage 5% on all costs except admin

Village of Fruitvale Recreation and Cultural Services
2018 Preliminary Budget - first draft

Beaver Valley Recreation Service

	Description	2017 Budget	2017 Y/E Estimate	2018 Budget	2018 YE Estimate	3% 2019 Budget	3% 2020 Budget	3% 2021 Budget	3% 2022 Budget	3% 2023 Budget
Parks										
Revenue	Recreation Grant from RDKB	**$44,258**	**$44,258**	**$44,258**	**$43,494**	**$55,071**	**$56,625**	**$58,150**	**$59,775**	**$61,375**
Expense	Haines Park									
	Salaries & Wages (maintenance)	*****	**13,074**	*****	**15,900**	*****	*****	*****	*****	*****
	Administration	**2,108**	**2,108**	**2,108**	**2,000**	**2,171**	**2,200**	**2,300**	**2,400**	**2,500**
	Telephone	**600**	**468**	**600**	**510**	**500**	**500**	**500**	**500**	**500**
	Property Insurance	**500**	**488**	**600**	**328**	**500**	**525**	**550**	**575**	**575**
	Contracted Services	**8,000**	**6,441**	**8,000**	**11,656**	*****	*****	*****	*****	*****
	Weed Control				4,400	####	4,600	4,700	4,800	4,900
	Weed Control - increase for 2X/year					####	4,600	4,700	4,800	4,900
	Irrigation Maintenance				1,215	####	1,200	1,200	1,200	1,200
	Concession Maintenance				3,000	####	3,100	3,200	3,300	3,400
	Stove Maintenance					300	300	300	300	300
	Bathroom Maintenance				310	300	300	300	300	300
	Alarm Maintenance				120	150	200	200	200	200
	Fence Maintenance					####	5,100	5,200	5,300	5,400
	Seacan Installation				2,611					
	Internal Equipment Rental (maintenanc	*****	**9,594**	*****	**10,800**	*****	*****	*****	*****	*****
	Materials & Supplies	**2,500**	**1,768**	**2,300**	**1,300**	**2,300**	**2,400**	**2,500**	**2,600**	**2,700**
	Electrical	**700**	**696**	**750**	**700**	**750**	**800**	**800**	**800**	**800**
	Natural Gas	**350**	**347**	**400**	**300**	**400**	**400**	**400**	**400**	**400**
		#####	$34,983	#####	$43,494	*****	*****	*****	*****	*****
	PARKS SUBSIDY REQUESTED	$44,258		$44,258	$43,494	$55,071	$56,625	$58,150	$59,775	$61,375

Village of Fruitvale Recreation and Cultural Services
2018 Preliminary Budget - first draft

Beaver Valley Recreation Service

	Description	2017 Budget	2017 Y/E Estimate	2018 Budget	2018 YE Estimate	2019 Budget 3%	2020 Budget 3%	2021 Budget 3%	2022 Budget 3%	2023 Budget 3%
Parks										
Revenue	Recreation Grant from RDKB for subsidy	####	33,820	####	34,300	####	####	####	####	####
	Age Friendly Newsletter sponsorships	####	2,000	####	1,000	####	####	####	####	####
		#####	$35,820	#####	$35,300	#####	#####	#####	#####	#####
Expense	Special Programs Subsidy - Age Friendly									
	Seniors Coordinator - Salary	####	32,696	####	30,000	#####	#####	#####	#####	#####
	Seniors Coordinator - Travel & Accomodation	700	720	750	500	750	773	796	820	844
	Seniors Newsletter - Postage	####	1,623	####	2,150	2,200	2,266	2,334	2,404	2,476
	Advertising				1,650	1,675	1,709	1,743	1,778	1,813
		#####	$35,039	#####	$34,300	#####	#####	#####	#####	#####
	DEFICIT COVERED BY VILLAGE OF FRUITVAL;	$0	$781	$0	$1,000	$0	$0	$0	$0	$0
	AGE FRIENDLY SUBSIDY REQUESTED	$33,820	$33,820	$34,160	$34,300	$34,525	$35,574	$36,654	$37,766	$38,912

Village of Fruitvale Recreation and Cultural Services
2018 Preliminary Budget #1
Beaver Valley Recreation Service

	Description	2017 Budget	2017 Y/E Estimate	2018 Budget	2018 YE Estimate	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Fruitvale Memorial Hall									
2017	Furnishings replacements	43,924	27,889	-					
2017	Parking Lot refurbishment		12,597	-					
2018	Roof Repair			60,000					
2018	Interior Upgrades	-			60,000	-		-	-
2019	Media equipment replacements					8,000			
2019	Memorial Hall Interior Upgrades					20,000			
2019 & 2020	Painting - interior/exterior								
2020	HVAC Upgrade			20,000	20,000		50,000		
		$43,924	$40,486	$80,000	$80,000	$28,000	$50,000	$0	$0
Haines Ball Park Complex (3 fields)									
ANNUAL	Ballfield Enhancements	12,000	2,038	12,000	12,000		17,000		19,000
	c/f to to 2018 due to drought summer		10,000	-10,000	-10,000				
2016 - 2018 - 2021	Concession Upgrades			-				-	6,000
2016 & 2018	Ballfield Dugouts & bleachers replacements	7,000		-		-	-	-	-
2019	Beaver Creek Beach Trail					50,000			
2018	Ballpark Masterplan	-	-	7,000	7,000		-	-	-
2019	Temporary Rollout Fencing					10,000			
2020	Storage and covered structures	-	-	5,000	5,000		21,000	30,000	-
2020	Roof - Covering & Concession						50,000		
		$19,000	$12,038	$14,000	$14,000	$60,000	$88,000	$30,000	$25,000
	RDKB BV PARTS 2016 CAPITAL GRANT	$62,924	$52,523						
RDKB BV PARTS CAPITAL GRANT REQUESTED				$94,000	$94,000	$88,000	$138,000	$30,000	$25,000

CARRYOVER FOR WORK NOT COMPLETED IN CURRENT YEAR **$0**

BEAVER VALLEY PUBLIC LIBRARY
Regional District Budget Request

Summary	2018 Estimate	2019 Budget	2,020 Budget	2021 Budget	2022 Budget	2023 Budget
OPERATING BUDGET:						
INCOME:						
Regional District Grant	195,983	201,862	207,918	214,156	220,581	227,198
Provincial Government Grant	16,531	16,531	16,531	16,531	16,531	16,531
User Fees (Fines, Copier)	270	271	271	271	271	271
Other Income	21,238	4,450	4,450	4,450	4,450	4,450
Total Income	234,022	223,114	229,170	235,408	241,833	248,450
EXPENDITURES:						
LABOUR:						
Salaries/Benefits	158,726	162,103	165,546	169,063	172,657	176,329
Travel/Training	550	500	500	500	500	500
Total Labour	159,276	162,603	166,046	169,563	173,157	176,829
BOOKS/SERVICES:						
Bank & Accounting Costs	7,850	8,006	8,165	8,328	8,493	8,662
Books	19,465	19,854	19,855	19,855	19,855	19,855
Computer	6,375	6,503	6,602	6,704	6,807	6,913
Magazines/Subscriptions	3,200	3,264	3,329	3,396	3,464	3,533
Membership	500	510	510	510	510	510
Office Supplies & Copier	6,821	6,957	7,097	7,238	7,383	7,531
Programming	1,605	1,605	1,605	1,605	1,605	1,605
Total Books/Services	45,816	46,699	47,163	47,636	48,117	48,609
BUILDING COSTS:						
Building Maintenance	8,516	8,585	8,585	8,585	8,585	8,585

Beaver Valley Library Budget Template

Insurance	2,984		3,044	3,105	3,167	3,230	3,295
Other Building Costs							
Telephone	5,046		5,147	5,250	5,355	5,462	5,571
Utilities	6,333		6,460	6,589	6,721	6,855	6,992
Total Building Costs	22,879		23,236	23,529	23,828	24,132	24,443
Total Expenditures	227,971		232,538	236,738	241,027	245,406	249,881

CAPITAL BUDGET:

Total Capital Budget	-	No Capital Funding

(Please attach Detail Listing)

BEAVER VALLEY PUBLIC LIBRARY
Regional District Budget Request
Labour Cost Detail

	2018 Estimate			
		Rate	Annual Hours	Total Cost
1	Library Director	28.30	#####	51,506.00
2	Library Assistant III	21.77	#####	22,640.80
3	Library Assistant II	21.77	#####	22,640.80
4	Library Assistant I	21.77	#####	22,640.80
5	Student Pages (Mon,Tue,Wed,Sat,Sun) (11.35/12.35))		#####	6,356.00
6	Summer Student - childrens programs (subsidy)	13.50	#####	6,615.00
7	Casual Assistant (Sunday and relief)*	15.35	#####	3,070.00
8				-
9	Training hours in addition to reg. salaries	21.77	#####	3,788.00
10				
	Total Wages			139,257.40
	Benefits			19,468
	Total Labour Costs			158,725.40

	2019 Budget			
		Rate	Annual Hours	Total Cost
1	Library Director	28.87	#####	52,543.40
2	Library Assistant III	22.21	#####	23,098.40
3	Library Assistant II	22.21	#####	23,098.40
4	Library Assistant I	22.21	#####	23,098.40
5	Student Pages (Mon,Tue,Wed,Sat,Sun)	12.35	#####	6,356.00
6	Summer Student - childrens programs (subsidy)	14.00	#####	6,860.00
7	Casual Assistant (Sunday and relief)	15.66	#####	3,132.00
8				-
9	Additional training hours, if required. No way to predict	22.21	#####	3,864.54
10	what training may become available.			
	Total Wages			142,051.14
	Benefits			20,052.00
	Total Labour Costs			162,103.14

BEAVER VALLEY PUBLIC LIBRARY

Regional District Budget Request

CAPITAL EXPENDITURES

	Project Name/Description	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
1	Facilities Audit--Pave parking lot					
2	Shelving					
3	Facilities Audit--Replace Roof Top Unit **(2016)**					
4	Facilities Audit--Replace Theromostat **(2016)**					
5	Facilities Audit--Replace DHW					
6	Facitilities Audit--Clean and paint exterior					
7	Computer replacements/upgrades ***2018**					
8	Furnishings--chairs/shelving/computer stations					
9	Flooring replacement					
10	Chidlren's corner-update with shelving					
11	Computer replacements/upgrades **2017***					
12						
	***Public computer and OPAC computers**					
	***new children's early literacy computer**					

No capital monies are being requested for 2019 budget year.

TOTAL CAPITAL REQUESTED	-	-	-	-	-

FOLLOW UP REPORT FOR 2018 CAPITAL GRANT

Please attach supporting detail

2018 CAPITAL REVENUE	2018 Actual
no capital monies	
Total 2018 Grant	

2018 CAPITAL EXPENDITURES	2018 Actual	Report/Comments
Total 2018 Expenditures		

RDKB

Bylaw No. 1708

A Bylaw to amend RDKB Service Establishment Bylaw No. 1446, 2010 to increase the requisition limit

WHEREAS pursuant to the provisions of the *Local Government Act* and amendments thereto, a Board may by Bylaw and with the consent of the service participants amend a Service Establishment Bylaw;

AND WHEREAS with assent of the electors of RDKB Electoral Areas A and B/Lower Columbia-Old Glory, the Villages of Fruitvale and Montrose, the Corporation of the City of Trail and the Corporation of the City of Rossland, the Regional District of Kootenay Boundary has, by Bylaw No. 1446, 2010, established the Culture, Arts and Recreation for the Lower Columbia Service for the purpose of:

1. operating and maintaining the Greater Trail Community and Arts Centre,
2. repaying debt incurred to the City of Trail,
3. grant-in-assistance to community groups for their efforts to develop and maintain public and recreational trails in the Greater Trail area,
4. grant-in-assistance to community groups offering recreational, cultural or arts services to the Greater Trail Community,
5. providing and supporting specified recreational and cultural activities in the Kootenay (Lower Columbia) communities and, for that purpose, the Regional District of Kootenay Boundary Board of Directors or its designates is empowered and authorized to do all things necessary, including, without limiting the generality of the foregoing, obtaining required permits and licenses, employing staff, purchasing equipment or services, and entering into contracts for the purposes of the Culture, Arts and Recreation for the Lower Columbia Service.

AND WHEREAS the Regional District of Kootenay Boundary wishes to amend Bylaw No. 1446, 2010 to increase the annual requisition limit from Seven Hundred Thirty Thousand Eight Hundred Thirty Dollars ($730,830) to Nine Hundred Thirteen Thousand Five Hundred Thirty Seven Dollars ($913,537);

AND WHEREAS, in accordance with the *Local Government Act*, the Regional District of Kootenay Boundary Board of Directors has obtained the required two-thirds consent from the service participants for the amendment;

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

AMENDMENT

Section 5. a. of RDKB Bylaw No.1446, 2010 is hereby repealed and replaced with the following:

> The maximum amount that may be requisitioned annually pursuant to the *Local Government Act* for the service shall be .2987/$1,000 of net taxable value of land and improvements or Nine Hundred Thirteen Thousand Five Hundred Thirty Seven Dollars ($913,537) whichever is greater.

CITATION

This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Culture, Arts and Recreation for the Lower Columbia Service Establishment Amendment Bylaw No. 1708, 2019."

Read a **First and Second** time this day of , 2019.

Read a **Third** time this day of , 2019.

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer 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. 17078 cited as "Regional District of Kootenay Boundary Culture, Arts and Recreation for the Lower Columbia Service Establishment Amendment Bylaw No. 1708, 2019" as read a Third time this day of , 2019.

_____
Manager of Corporate Administration/Corporate Officer

Approval received from the Electors of Regional District of Kootenay Boundary Electoral Area A by way of a letter dated

Approval received from the Electors of Regional District of Kootenay Boundary Electoral Area B/Lower Columbia-Old Glory by way of a letter dated

Approval received from the Electors of the Village of Fruitvale by way of a letter dated

Approval received from the Electors of the Village of Montrose by way of a letter dated

Approval received from the Electors of the City of Trail by way of a letter dated

Approval received from the Electors of the Village of Warfield by way of a letter dated

Approval received from the Electors of the City of Trail by way of a letter dated
Reconsidered and Adopted this day of ,

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer 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. 1708 cited as "Regional District of Kootenay Boundary Culture, Arts and Recreation for the Lower Columbia Service Establishment Amendment Bylaw No. 1708, 2019" as Reconsidered and Adopted this day of , 2019.

Manager of Corporate Administration/Corporate Officer

Regional District of Kootenay Boundary

STAFF REPORT

Date: 22 Jan 2019

File Staff Repor-BRD-Bylaw Approval-Culture, Arts and Recreation for the Lower Columbia Service

To: **RDKB Board of Directors**

From: Mark Daines - Manager of Facilities and Recreation

Re: Staff Report-BRD-Bylaw Approval-Culture, Arts and Recreation for the Lower Columbia Service

Issue Introduction

A Staff Report from Mark Daines, Manager of Facilities and Recreation regarding a proposal to approve a bylaw that would increase the requisition limit for the Art, Culture and Recreation for the Lower Columbia Service.

History/Background Factors

Since 2012, the Culture, Arts & Recreation for the Lower Columbia Service (018) has been operating within the requisition limit of $730,830. Over the last 6 years, all improvements and operations have been maintained without any increase to the requisition. However, with the increasing operation costs due to inflation and the future capital improvements required to maintain the Greater Trail Community Centre under the Culture, Arts and Recreation for the Lower Columbia Service we are asking for an increase of 25% to the current requisition limit for the next 5 years.

Every 5 years the RDKB has the ability to increase the Requisition up to 25%, with approval from all participants.

Implications

The considered requisition limit would increase from $730,000 to $913,537. The Requisition amount being proposed to meet the 2019 Budget is estimated at $794,000 pending year end final numbers.

Increasing the requisition limit provides financial capacity for subsequent budget increases over following 4 years and
does not mean that budgeted will be at $913,537 over the next 5 years. With infancy of RDKB capital asset management plan and understanding additional future maintenance repair costs may be around corner, this approach ensures there is reasonable in place decisions within year period.

Advancement of Strategic Planning Goals
The creation of a new 5 year Financial Plan and Work Plan ensures that we are responsible and pro-active in funding our services and that plans are developed to address aging infrastructure. Adopting the 25% increase to the requisition follows this approach providing future financial capacity.

Two of the capital projects planned for Greater Trail Community Centre in 2019 is upgrading the fly system in the Theatre with a shared amount $150,000 with District Arts Council also contributing $150,000. And in addition, upgrading the elevator at a cost of $27,000.

Background Information Provided
See attached Bylaw No. 1708 which will amend Bylaw No. 1446,2010.

As per Provincial legislation, the Regional District can increase the requisition amount up to 25% every 5 years, with the approval of member participants. Should a second increase within 5 years, or an increase above 25% be considered then a referendum and Provincial approval would be required.

Alternatives
1. Operate the Greater Trail Community Centre within current requisition limit of $730,830. Reduce the number of capital projects, and or, reduce the contribution amount to the reserve. This step is not recommended as it does not address essential projects and plan for future costs.

2. Increase the requisition by 25% and provide further direction to staff to amend the budget.

Recommendation(s)

That Regional District of Kootenay Boundary Culture, Arts and Recreation for the Lower Columbia Service Establishment Amendment Bylaw No. 1708, 2019 be read a first and second time.

That Regional District of Kootenay Boundary Culture, Arts and Recreation for the Lower Columbia Service Establishment Amendment Bylaw No. 1707, 2019 be read a third time.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Culture Arts & Rec in the Lower Columbia

2018

BC Assessment Values

Class	Land and Improvements	Fruitvale	Montrose	Rossland	Trail	Warfield	Electoral Area A	Electoral Area B	Assessed Values	Factor	Converted Values
1	Residential	216,629,100	120,898,300	672,690,200	734,904,200	178,143,700	244,650,162	225,894,525	2,393,810,187	10.00	239,381,019
2	Utilities	2,521,375	1,117,200	8,089,100	26,129,635	2,164,000	78,893,140	39,341,120	158,255,570	35.00	55,389,450
3	Unmanged Forest								-	10.00	-
4	Major Industry				213,070,300		55,229,900	419,000	268,300,200	34.00	91,222,068
5	Light Industry	115,400		239,000	2,728,300	662,800	5,547,400	2,658,500	11,951,400	34.00	4,063,476
6	Business/Other	9,783,950	1,311,000	43,297,918	128,714,250	2,874,700	13,169,850	13,882,700	213,034,368	24.50	52,193,420
7	Managed Forest			102,000	511,000		2,423,200	4,733,200	7,769,400	30.00	2,330,820
8	Recreation/Non Profit			3,215,100	1,477,000		17,800	125,102	4,835,002	10.00	483,500
9	Farm			15,593			282,687		298,280	10.00	29,828
		229,049,825	123,326,500	727,648,911	1,107,534,685	183,845,200	400,214,139		3,058,254,407		445,093,581

BUDGET

		%	
ESTIMATED BUDGET			$ 913,537.00
Collection Fee assessed by the Province		5.25	47,960.69
			$ 961,497.69

Tax on a $100,000 Home	$ 21.60
Tax on a $250,000 Home	$ 54.01
Tax on a $400,000 Home	$ 86.41

Taxes will be collected from the following Property Owners:

Rates Per $1000 of Assessed Value		Tax Rates	Collected
1	Residential	0.2160	$ 517,114.39
2	Utilities	0.7561	119,653.10
3	Unmanged Forest	0.2160	-
4	Major Industry	0.7345	197,059.25
5	Light Industry	0.7345	8,777.98
6	Business/Other	0.5293	112,748.99
7	Managed Forest	0.6481	5,035.07
8	Recreation/Non Profit	0.2160	1,044.46
9	Farm	0.2160	64.43
		TOTAL COLLECTIONS	$ 961,497.69

BYLAW RATE $ 0.2987 per $1000

22/01/2019

H:\bb\2019 analysis\018 - Culture Arts & Rec Tax Calculation.xlsx



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	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) Between 2017 BUDGET and 2018 BUDGET $	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
	Property Tax Requisition	**3**	709,003	715,910	715,910	0	812,457	96,547	13.49	718,832	732,912	761,134	776,447
11 210 100	Federal Grant In Lieu	**4**	3,498	1,700	2,343	(643)	1,700	0	0.00	1,700	1,700	1,700	1,700
11 530 151	Auditorium Rentals	**5**	68,135	39,500	38,167	1,333	0	(39,500)	(100.00)	0	0	0	0
11 530 152	Rental - Gallery	**6**	8,661	8,661	8,249	412	8,661	0	0.00	8,661	8,661	8,661	8,661
11 530 153	Rental Recital Room	**7**	4,736	2,500	2,503	(3)	2,500	0	0.00	2,500	2,500	2,500	2,500
11 530 154	Rental Multipurpose Room	**8**	5,962	5,962	5,962	0	5,962	0	0.00	5,962	5,962	5,962	5,962
11 530 156	Box Office Revenue	**9**	495,700	287,000	242,844	44,156	17,000	(270,000)	(94.08)	17,000	17,000	17,000	17,000
11 530 160	College Lease	**10**	182,376	198,956	198,956	(0)	198,956	0	0.00	198,956	198,956	198,956	198,956
11 530 161	Lease Seniors	**11**	13,308	13,308	13,308	0	13,308	0	0.00	13,308	13,308	13,308	13,308
11 590 159	Miscellaneous Revenue	**12**	21,360	15,350	18,163	(2,813)	15,350	0	0.00	15,350	15,350	15,350	15,350
11 590 162	Contract Revenue	**13**	844	3,130	3,455	(325)	3,193	63	2.00	3,257	3,322	3,388	3,456
11 590 164	Contracted Services RDKB Office	**14**	91,769	93,270	93,271	(1)	94,972	1,702	1.82	96,871	98,809	100,785	102,801
11 590 900	Janitorial Fees - Selkirk	**15**	33,000	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**	358,221	497,379	382,935	114,444	354,973	(142,406)	(28.63)	354,973	354,973	354,973	354,973
11 911 100	Previous Year's Surplus	**17**	0	14,320	0	14,320	92,725	78,405	547.53	0	0	0	0
11 920 002	From General Capital Fund	**18**	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Contibutions From Reserve	**19**	0	146,000	31,275	114,725	0	(146,000)	(100.00)	40,000	0	0	0
	Total Revenue		1,996,574	2,078,947	1,793,342	285,604	1,657,757	(421,190)	(20.26)	1,513,370	1,489,453	1,519,717	1,537,113
EXPENDITURE													
GREATER TRAIL COMMUNITY & ARTS CENTRE OPERATIONS													
12 720 111	Salaries and Benefits	**20**	482,251	503,633	487,090	16,543	521,359	17,725	3.52	529,589	540,181	550,984	562,004
12 720 210	Travel & Training	**21**	161	2,000	2,083	(83)	5,500	3,500	175.00	2,000	2,040	2,081	2,122
12 720 213	Telephone	**22**	5,147	7,247	6,149	1,098	7,392	145	2.00	7,540	7,691	7,844	8,001
12 720 237	Property Insurance	**23**	33,543	32,842	33,206	(364)	37,246	4,404	13.41	37,991	38,751	39,526	40,316
12 720 246	Maintenance Mechanical	**24**	37,909	21,741	27,171	(5,430)	34,864	13,123	60.36	35,561	36,273	36,998	37,738
12 720 247	Maintenance Electrical	**25**	8,497	10,000	10,704	(704)	10,200	200	2.00	10,404	10,612	10,824	11,041
12 720 251	Office Supplies	**26**	5,184	2,000	2,334	(334)	2,040	40	2.00	2,081	2,122	2,165	2,208
12 720 252	Building Maintenance	**27**	62,282	65,500	62,921	2,579	50,000	(15,500)	(23.66)	51,000	52,020	53,060	54,122
12 720 270	Supplies Janitorial - Paper	**28**	5,069	6,000	5,565	435	6,120	120	2.00	6,242	6,367	6,495	6,624
12 720 271	Supplies Janitorial - Cleaners	**29**	5,993	6,000	3,300	2,700	6,120	120	2.00	6,242	6,367	6,495	6,624
12 720 272	Supplies Janitorial - Tools	**30**	3,486	4,000	4,092	(92)	4,080	80	2.00	4,162	4,245	4,330	4,416
12 720 541	Uniform Allowance	**31**	698	1,200	1,041	159	1,224	24	2.00	1,248	1,273	1,299	1,325
12 720 551	Utilities- Water & Sewer	**32**	1,817	2,000	1,803	197	2,040	40	2.00	2,081	2,122	2,165	2,208
12 720 552	Utilities- Heating Fuel	**33**	32,561	34,000	31,328	2,672	34,680	680	2.00	35,374	36,081	36,803	37,539
12 720 553	Utilities- Electricity	**34**	61,410	62,000	54,522	7,478	63,240	1,240	2.00	64,505	65,795	67,111	68,453
12 720 559	Utilities-Garbage	**35**	10,313	10,500	14,116	(3,616)	15,000	4,500	42.86	15,300	15,606	15,918	16,236
12 720 658	Vehicle Operation - Mileage	**36**	6,890	6,631	5,338	1,293	6,789	158	2.39	6,925	7,064	7,205	7,349
ADMINISTRATIVE													
12 720 230	Board Fee	**37**	16,896	17,107	17,107	0	17,449	342	2.00	17,798	18,154	18,517	18,887
12 720 716	Grants to Recreation Societies	**38**	128,661	119,411	119,411	0	110,161	(9,250)	(7.75)	110,161	110,161	110,161	110,161
12 720 231	Columbia Basin Trust Admin Fee	**39**	17,748	17,748	17,748	0	17,748	0	0.00	17,748	17,748	17,748	17,748
BOX OFFICE OPERATIONS													
12 720 124	Theatre Manpower	**40**	77,362	28,250	40,821	(12,571)	0	(28,250)	(100.00)	0	0	0	0
12 720 244	Theatre Materials	**41**	11,238	5,000	2,135	2,865	0	(5,000)	(100.00)	0	0	0	0
12 720 245	Box Office Supplies & Expenses	**42**	500,301	278,500	277,072	1,428	75,000	(203,500)	(73.07)	75,000	75,000	75,000	75,000



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	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) Between 2017 BUDGET and 2018 BUDGET $	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
CAPITAL/DEBT:													
12 720 610	Capital Projects GTC&AC	**43**	12,736	310,082	56,942	253,140	176,356	(133,726)	(43.13)	70,193	29,555	59,764	59,764
12 720 811	Interest Expense - Short Term	**44**	1,609	1,192	1,429	(237)	755	(437)	(36.66)	0	0	0	0
12 720 830	Debt - Principal	**45**	40,169	40,169	40,169	0	40,169	0	0.00	0	0	0	0
12 720 840	Vehicle Financing	**46**	5,579	4,562	4,571	(9)	0	(4,562)	(100.00)	0	0	0	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**	56,668	68,973	55,694	13,279	51,486	(17,487)	(25.35)	51,486	51,486	51,486	51,486
12 720 795	City of Trail CBT Projects	**49**	107,587	187,974	148,407	39,567	113,669	(74,305)	(39.53)	113,669	113,669	113,669	113,669
12 720 796	Village of Warfield CBT Projects	**50**	35,572	45,508	30,775	14,733	34,414	(11,094)	(24.38)	34,414	34,414	34,414	34,414
12 720 797	Beaver Valley CBT Projects	**51**	109,634	131,573	92,475	39,098	103,242	(28,331)	(21.53)	103,242	103,242	103,242	103,242
12 720 798	Electoral Area 'B' CBT Projects	**52**	31,012	45,603	37,837	7,766	34,414	(11,189)	(24.54)	34,414	34,414	34,414	34,414
OTHER:													
12 720 999	Contingencies	**53**	6,437	0	0	0	0	0	0.00	0	0	0	0
12 720 741	Contribution to Reserve	**54**	61,000	0	0	0	75,000	75,000	0.00	67,000	67,000	50,000	50,000
12 720 990	Previous Year's Deficit	**55**	18,414	0	5,260	(5,260)	0	0	0.00	0	0	0	0
	Total Expenditure		2,001,834	2,078,947	1,700,617	378,330	1,657,757	(421,190)	(20.26)	1,513,370	1,489,453	1,519,717	1,537,113
	Surplus(Deficit)		-5,260		92,725								
							354,973	CBT Test		354,973	354,973	354,973	354,973
							YES	Agrees with Line 16 Above					
							337,225	CBT Projects (Lines 46-50)					
							382,935	CBT Expenses ACTUAL COLUMN					

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

2018 Actual	Property Tax Requisition Description	2019 Budget Amount		2020 Budget Amount		2021 Budget Amount		2022 Budget Amount		2023 Budget Amount
40,169	11 830 100 - 018 Fruitvale	45,586		40,333		41,123		42,706		43,566
20,011	11 830 500 - 018 Montrose	23,361		20,669		21,074		21,885		22,326
123,859	11 830 600 - 018 Rossland	148,068		131,006		133,572		138,715		141,506
310,542	11 830 700 - 018 Trail	342,773		303,273		309,213		321,120		327,580
30,802	11 830 800 - 018 Warfield	35,586		31,485		32,102		33,338		34,009
120,898	11 830 901 - 018 Electoral Area 'A'	140,007		123,873		126,300		131,163		133,802
69,629	11 830 902 - 018 EA 'B' / Lower Columbia/Old Glory	77,075		68,193		69,529		72,206		73,659
715,910	Sub Total	812,457		718,832		732,912		761,134		776,447
	This Year Requisition	812,457		718,832		732,912		761,134		776,447
	Total Requisition	**812,457**		**718,832**		**732,912**		**761,134**		**776,447**

Limit of $0.2987/$1000 of net taxable value of land and improveme 913,623 1,142,028
or $913,537 whichever is greater

Notes:

Converted Assessed Values	CONVERTED		2019 Revised Share	2018 ASSESSED
Village of Fruitvale	24,981,694		5.61%	229,049,825
Village of Montrose	12,802,045		2.88%	123,326,500
City of Rossland	81,143,123		18.22%	727,648,911
City of Trail	187,843,307		42.19%	1,107,534,687
Village of Warfield	19,501,423		4.38%	183,845,200
Electoral Area 'A'	76,725,518		17.23%	400,214,139
Electoral Area 'B' / Lower Columbia/Old Glory	42,237,925		9.49%	287,044,147
Totals	445,235,035		100.00%	3,058,663,409

Tax Rate/$1000	0.2656
Cost for a Property valued at $250,000	$ 66.41

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Federal Grant In Lieu**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 210 100 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Federal Grant In Lieu	1,700	1,700		1,700		1,700		1,700		1,700
	Current Year Budget	**1,700**	**1,700**		**1,700**		**1,700**		**1,700**		**1,700**

Notes:

Previous Year Budget	1,700
Actual to December 31, 2018	2,343

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Auditorium Rentals**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 530 151 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No.	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Rental for plays, concerts, rehearsals,	38,000									
	etc.										
	Fees charged to users for production costs.										
	includes: technical support, ushers, equipment										
	rental, set up and take down										
2	Annual Rotary Christmas Carol Festival	1,500									
	Note: The est. cost of sound and lighting for theatre										
	of $22,000.00 has been waived to the user groups										
	thus effectinig the potential revenue. The proposed										
	expense to the RDKB reduces the cost recover for the										
	theatre from 77% to 72%										
	Current Year Budget	**39,500**	**-**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	39,500
		Actual to December 31, 2018	38,167
Item #2	Waive Theatre Rental Fees (JV to Commission)		
	12 712 716 - 018		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Rental Gallery**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 530 152 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Rental - Gallery	8,661	8,661		8,661	0.0%	8,661	0.0%	8,661	0.0%	8,661
	Current Year Budget	**8,661**	**8,661**		**8,661**		**8,661**		**8,661**		**8,661**

Notes:	Previous Year Budget	8,661
	Actual to December 31, 2018	8,249

Item #1	Agreement with VISAC expires 2019

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Rental - Recital Room**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 530 153 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Rental - Recital Room	2,500	2,500	0.0%	2,500	0.0%	2,500	0.0%	2,500	0.0%	2,500
	Current Year Budget	**2,500**	**2,500**		**2,500**		**2,500**		**2,500**		**2,500**

Notes:

Previous Year Budget	2,500
Actual to December 31, 2018	2,503

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Rental - Multipurpose Room**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 530 154 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Trail Gymnastics Club	5,962	5,962		5,962	0.0%	5,962	0.0%	5,962	0.0%	5,962
	Current Year Budget	**5,962**	**5,962**		**5,962**		**5,962**		**5,962**		**5,962**

Notes:		Previous Year Budget	5,962
		Actual to December 31, 2018	5,962
Item #1	Trail Gymnastic Club Annual Rent - Contract period to August 31, 2019		
	Contract from Aug 31, 2014 - Sept 30, 2019		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Box Office Revenue**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 530 156 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Revenue received from Box Office Operations	270,000		0.0%		0.0%		0.0%		0.0%	
2	Theatre Improvement fee @ $1.50 per ticket	17,000	17,000		17,000		17,000		17,000		17,000
	Current Year Budget	**287,000**	**17,000**		**17,000**		**17,000**		**17,000**		**17,000**

Notes:		Previous Year Budget	287,000
		Actual to December 31, 2018	242,844
Item #2	To Fund Theatre Equipment see Page #40		
Item #1	TAC takes over theater operations June 2018		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**College Lease**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 530 160 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	College Lease $16,579.68 x 12	198,956	198,956	0.0%	198,956	0.0%	198,956	0.0%	198,956	0.0%	198,956
	Current Year Budget	**198,956**	**198,956**		**198,956**		**198,956**		**198,956**		**198,956**

Notes:		Previous Year Budget	198,956
		Actual to December 31, 2018	198,956
Item #1	Lease with College currently year to year		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Lease Seniors**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 530 161 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Senior Citizens Association	6,654	6,654		6,654	0.0%	6,654	0.0%	6,654	0.0%	6,654
2	City of Trail Contribution	6,654	6,654		6,654	0.0%	6,654	0.0%	6,654	0.0%	6,654
	Current Year Budget	**13,308**	**13,308**		**13,308**		**13,308**		**13,308**		**13,308**

Notes:	Previous Year Budget	13,308
	Actual to December 31, 2018	13,308
City of Trail agreed to pay 50% of cost		
Estimated 3,970 Square Feet, current lease expires Dec 31, 2019		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Miscellaneous Revenue**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 590 159 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Miscellaneous	50	50		50		50		50		50
2	Rental Fee - Emergency Operations Center	15,300	15,300		15,300		15,300		15,300		15,300
3											
4											
	Current Year Budget	**15,350**	**15,350**		**15,350**		**15,350**		**15,350**		**15,350**

Notes:		
	Previous Year Budget	15,350
	Actual to December 31, 2018	18,163
Item #2	Rental Fee based on $8.00 per square foot	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contract Revenue**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 590 162 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contract work for Selkirk, Seniors, Gym Club,										
	Gallery.	3,130	3,193	2.0%	3,257	2.0%	3,322	2.0%	3,388	2.0%	3,456
2											
	Current Year Budget	**3,130**	**3,193**		**3,257**		**3,322**		**3,388**		**3,456**

Notes:		Previous Year Budget	3,130
		Actual to December 31, 2018	3,455
Item #1	Recovery for improvements and other requested work		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contracted Services RDKB Office**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 590 164 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Janitorial and Maintenance Services Provided to										
	RDKB Office shared as follows:										
	40 % Administration 12 121 252 - 001	37,308	37,989	2.0%	38,749	2.0%	39,524	2.0%	40,314	2.0%	41,121
	31 % Planning 12 610 243 - 005	28,914	29,441	2.0%	30,030	2.0%	30,630	2.0%	31,243	2.0%	31,868
	18 % Building Inspection 12 292 243 - 004	16,789	17,095	2.0%	17,437	2.0%	17,786	2.0%	18,141	2.0%	18,504
	11 % Regional Solid Waste 12 433 252 - 010	10,260	10,447	2.0%	10,656	2.0%	10,869	2.0%	11,086	2.0%	11,308
	Current Year Budget	**93,270**	**94,972**		**96,871**		**98,809**		**100,785**		**102,801**

Notes:

Previous Year Budget	93,270
Actual to December 31, 2018	93,271

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Janitorial Fees - Selkirk College**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 590 900 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Janitorial fees for Selkirk	36,000	36,000		36,000	0.0%	36,000	0.0%	36,000	0.0%	36,000
	Current Year Budget	**36,000**	**36,000**		**36,000**		**36,000**		**36,000**		**36,000**

Notes:		Previous Year Budget	36,000
		Actual to December 31, 2018	36,000
Item #1	Year to Year Agreement		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Columbia Basin Trust Grant**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 590 400 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Columbia Basin Trust Project Funding	337,225	337,225		337,225		337,225		337,225		337,225
2	CBTAdministrative Component (5%)	17,748	17,748		17,748		17,748		17,748		17,748
	Sub - Total	**354,973**	**354,973**		**354,973**		**354,973**		**354,973**		**354,973**
3	Unfinished Projects/Returned Funds/unallocated funds:										
	City of Rossland	17,487									
	City of Trail	74,305									
	Village of Warfield	11,094									
	Beaver Valley	28,331									
	Electoral Area 'B'	11,189									
	Sub - Total	**142,406**	**-**								
	Current Year Budget	**497,379**	**354,973**		**354,973**		**354,973**		**354,973**		**354,973**

Notes:

Previous Year Budget	497,379
Actual to December 31, 2018	382,935

Contract with CBT renewed in 2016 for 5 years to 2020/21

Item #1, 2 Annual Grant: $354,973 less Admin ($17,749) = Available for Projects $337,225

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Surplus**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 911 100 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	14,320	92,725		-		-		-		-
	Current Year Budget	**14,320**	**92,725**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	14,320
	Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**From General Capital Fund**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 920 002 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Financing Ford F250	-									
2											
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contributions From Reserve**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	11 921 205 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Allowance for Capital Projects	46,000			40,000						
2	Transfer for Roof Project	100,000									
	Current Year Budget	**146,000**	**-**		**40,000**		**-**		**-**		**-**

Notes:	Previous Year Budget	146,000
	Actual to December 31, 2018	31,275
Item #1		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Salaries & Benefits**	**2018**			**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 111 - 018	**Prior Year**			**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Recreation Manager	50,398	54%	95,644	51,648	2.0%	52,681	2.0%	53,735	2.0%	54,809	2.0%	55,905
2	Recreation Secretary (K.Walker)	11,628	1892	31.33	11,855	2.0%	12,092	2.0%	12,334	2.0%	12,581	2.0%	12,833
3	Custodian III (J. Hardy)	64,293	2080	31.53	65,582	2.0%	66,894	2.0%	68,232	2.0%	69,597	2.0%	70,988
4	Custodian I (C.Worsnop)	52,707	2080	25.85	53,768	2.0%	54,843	2.0%	55,940	2.0%	57,059	2.0%	58,200
5	Custodian II (D.Vanoughnett)	60,050	2080	29.43	61,214	2.0%	62,439	2.0%	63,687	2.0%	64,961	2.0%	66,260
6	Custodian 1 - RDKB Building (N. Postnikoff)	52,707	2080	25.85	53,768	2.0%	54,843	2.0%	55,940	2.0%	57,059	2.0%	58,200
7	Custodian 1 (C.Thorimbert)	52,707	2080	25.85	53,768	2.0%	54,843	2.0%	55,940	2.0%	57,059	2.0%	58,200
8	Custodian 1 (L. Turner)	19,461	768	25.85	19,853	2.0%	20,250	2.0%	20,655	2.0%	21,068	2.0%	21,489
9	Shift differential @ 80 hrs/wk x 52 wks	3,120	4160	0.75	3,120	2.0%	3,182	2.0%	3,246	2.0%	3,311	2.0%	3,377
10	Weekend differential @ 16 hr/wk x 52 wks	1,248	832	1.50	1,248	2.0%	1,273	2.0%	1,298	2.0%	1,324	2.0%	1,351
11	Vacation, Sick and Training Relief	18,172			18,535	2.0%	18,906	2.0%	19,284	2.0%	19,670	2.0%	20,063
12	Custodian III (J Hardy) Premium	4,416	1,905	2.36	4,505	2.0%	4,595	2.0%	4,687	2.0%	4,781	2.0%	4,876
13						2.0%	-	2.0%	-	2.0%	-	2.0%	-
	Subtotal	390,907			398,865		406,842		414,979		423,278		431,744
14	Benefits @	97,818		27.0%	107,494	26.4%	107,447	26.4%	109,596	26.4%	111,788	26.4%	114,024
15	Cost Pressures	15,000			15,000	2.0%	15,300	2.0%	15,606	2.0%	15,918	2.0%	16,236
16													
	Current Year Budget	**503,724**			**521,359**		**529,589**		**540,181**		**550,984**		**562,004**

Notes:

	Previous Year Budget	503,633
	Actual to December 31, 2018	487,090
Item #1	Manager's salary split 54% GTCC, 27% BV Arena, 9% Recreation, 10% General Admin	
Item #2	Rec Secretary salary split 20% GTCC, 50% BV Arena, 30% Recreation	
Item #14	Benefits Updated for 1.95% Employer Health Tax In 2019 & End of MSP Premiums in 2020	
Item #15	Cost pressures - more theater shows - extra staff required; Selkirk College courses run later than staffing regular hours and therefore additional staff hours required	

TOTAL		GTCC		BV ARENA		BV REC
93,330	54%	$ 50,398	27%	$ 25,199	9%	$ 8,400
58,138	20%	$ 11,628	50%	$ 29,069	30%	$ 17,441

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Travel & Training**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 210 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Staff Development	2,000	2,000	0.0%	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122
2	AMP Training for Electrician		3,500								
	WHMIS										
	WCB Seminar										
	First Aid Course										
	Custodial Training Course										
	Current Year Budget	**2,000**	**5,500**		**2,000**		**2,040**		**2,081**		**2,122**

Notes:

Previous Year Budget	2,000
Actual to December 31, 2018	2,083

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Telephone**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 213 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Telephone services in the Community Centre	7,247	7,392	2.0%	7,540	2.0%	7,691	2.0%	7,844	2.0%	8,001
	Current Year Budget	**7,247**	**7,392**		**7,540**		**7,691**		**7,844**		**8,001**

Notes:		
	Previous Year Budget	7,247
	Actual to December 31, 2018	6,149

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Property Insurance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 237 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Building contents - AON Reed Stenhouse	31,273	35,262	2.0%	35,967	2.0%	36,687	2.0%	37,420	2.0%	38,169
2	1/3 Boiler & Machinery	1,569	1,984	2.0%	2,024	2.0%	2,064	2.0%	2,105	2.0%	2,148
	Current Year Budget	**32,842**	**37,246**		**37,991**		**38,751**		**39,526**		**40,316**

Notes:

Previous Year Budget	32,842
Actual to December 31, 2018	33,206

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Maintenance - Mechanical**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 246- 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Sprinkler inspection contracts/repairs	2,588	2,640	2.0%	2,693	2.0%	2,747	2.0%	2,802	2.0%	2,858
2	Filters & chemicals	3,106	3,168	2.0%	3,231	2.0%	3,296	2.0%	3,362	2.0%	3,429
3	Air conditioning unit-maint. & freon	6,212	8,000	2.0%	8,160	2.0%	8,323	2.0%	8,490	2.0%	8,659
4	Equipment repair-HVAC & plumbing	8,800	20,000	2.0%	20,400	2.0%	20,808	2.0%	21,224	2.0%	21,649
5	License fees, boilers & air condit/elevator	1,035	1,056	2.0%	1,077	2.0%	1,099	2.0%	1,121	2.0%	1,143
	Current Year Budget	**21,741**	**34,864**		**35,561**		**36,273**		**36,998**		**37,738**

Notes:

Previous Year Budget	21,741
Actual to December 31, 2018	27,171

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Maintenance - Electrical**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 247 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Fire alarm inspection contract and permit	5,000	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
2	Lights, tubes, shades	4,000	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330	2.0%	4,416
3	Base station and radio maintenance.	1,000	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082	2.0%	1,104
	Current Year Budget	**10,000**	**10,200**		**10,404**		**10,612**		**10,824**		**11,041**

Notes:

Previous Year Budget	10,000
Actual to December 31, 2018	10,704

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Office Supplies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 251 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	General supplies, pens, paper, tape.	2,000	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
	Includes paper products for theatre packages										
	Current Year Budget	**2,000**	**2,040**		**2,081**		**2,122**		**2,165**		**2,208**

Notes:

Previous Year Budget	2,000
Actual to December 31, 2018	2,334

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Maintenance - Building**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 252 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Paint, lumber, misc. supplies, building hardware,										
	flooring, windows, wall, door, and furniture repairs	35,000	50,000	2.0%	51,000	2.0%	52,020	2.0%	53,060	2.0%	54,122
2	Maintenance supplies - RDKB building										
3	Rekeying Interior & Exterior Doors	7,000									
4	Replace Neumatic Valves as Per TRC Quote										
5	Abestos Inventory										
6	air volume components - Muriel Griffiths	23,500									
7											
	Current Year Budget	**65,500**	**50,000**		**51,000**		**52,020**		**53,060**		**54,122**

Notes:		
	Previous Year Budget	65,500
	Actual to December 31, 2018	62,921

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Supplies Janitorial - Paper**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 270 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Paper & plastic products	6,000	6,120	2.0%	6,242	2.0%	6,367	2.0%	6,495	2.0%	6,624
2											
	Current Year Budget	**6,000**	**6,120**		**6,242**		**6,367**		**6,495**		**6,624**

Notes:

Previous Year Budget	6,000
Actual to December 31, 2018	5,565

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Supplies Janitorial - Cleaners**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 271 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Chemical cleaners & waxes	6,000	6,120	2.0%	6,242	2.0%	6,367	2.0%	6,495	2.0%	6,624
2											
	Current Year Budget	**6,000**	**6,120**		**6,242**		**6,367**		**6,495**		**6,624**

Notes:		
	Previous Year Budget	6,000
	Actual to December 31, 2018	3,300

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Supplies Janitorial - Tools**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 272 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Tools & hardware	4,000	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330	2.0%	4,416
	Current Year Budget	**4,000**	**4,080**		**4,162**		**4,245**		**4,330**		**4,416**

Notes:

Previous Year Budget	4,000
Actual to December 31, 2018	4,092

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Uniform Allowance**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 541 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Safety equipment	400	408	2.0%	416	2.0%	424	2.0%	433	2.0%	442
2	Coveralls, Boots & Clothing	800	816	2.0%	832	2.0%	849	2.0%	866	2.0%	883
	Current Year Budget	**1,200**	**1,224**		**1,248**		**1,273**		**1,299**		**1,325**

Notes:

Previous Year Budget	1,200
Actual to December 31, 2018	1,041

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Utilities - Water & Sewer**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 551 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Water & Sewer (City of Trail)	2,000	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
	Current Year Budget	**2,000**	**2,040**		**2,081**		**2,122**		**2,165**		**2,208**

Notes:

Previous Year Budget	2,000
Actual to December 31, 2018	1,803

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Utilities - Fuel**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 552 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - fuel	34,000	34,680	2.0%	35,374	2.0%	36,081	2.0%	36,803	2.0%	37,539
	Current Year Budget	**34,000**	**34,680**		**35,374**		**36,081**		**36,803**		**37,539**

Notes:

Previous Year Budget	34,000
Actual to December 31, 2018	31,328

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Utilities - Power**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 553 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Power for the Building	62,000	63,240	2.0%	64,505	2.0%	65,795	2.0%	67,111	2.0%	68,453
	Current Year Budget	**62,000**	**63,240**		**64,505**		**65,795**		**67,111**		**68,453**

Notes:

Previous Year Budget	62,000
Actual to December 31, 2018	54,522

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Utilities - Garbage**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 559 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Canadian Waste Recyclers	10,500	15,000	2.0%	15,300	2.0%	15,606	2.0%	15,918	2.0%	16,236
	Current Year Budget	**10,500**	**15,000**		**15,300**		**15,606**		**15,918**		**16,236**

Notes:

Previous Year Budget	10,500
Actual to December 31, 2018	14,116

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Vehicle Operating**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 658 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Parking, 2 spaces @ 480	745	760	2.0%	776	2.0%	791	2.0%	807	2.0%	823
2	Fuel and Repairs (Included Insurance in 2014)	1,000	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082	2.0%	1,104
3	Operating Expenses	3,870	3,947	2.0%	4,026	2.0%	4,106	2.0%	4,188	2.0%	4,272
4	Vehicle Insurance (2002 Chev S10 - 5673FN)	508	531	2.0%	542	2.0%	552	2.0%	564	2.0%	575
5	Vehicle Insurance (2013 Ford F150 - LG2964)	508	531	2.0%	542	2.0%	552	2.0%	564	2.0%	575
	Current Year Budget	**6,631**	**6,789**		**6,925**		**7,064**		**7,205**		**7,349**

Notes:

Previous Year Budget	6,631
Actual to December 31, 2018	5,338

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Board Fee**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 230 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	10,763	10,978	2.0%	11,198	2.0%	11,422	2.0%	11,650	2.0%	11,883
2	Carbon Offset & Climate Change Initiatives	6,344	6,471	2.0%	6,600	2.0%	6,732	2.0%	6,867	2.0%	7,004
	Current Year Budget	**17,107**	**17,449**		**17,798**		**18,154**		**18,517**		**18,887**

Notes:

Previous Year Budget	17,107
Actual to December 31, 2018	17,107

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Grants to Recreation Societies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 716 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	VISAC (To Cover Rental Fees GTC&AC)	8,661	8,661		8,661		8,661		8,661		8,661
2	Kootenay Columbia Trails Society	80,000	80,000		80,000		80,000		80,000		80,000
3	Greater Trail YOUTH Services - Columbia Youth	10,000	10,000		10,000		10,000		10,000		10,000
4	Annual Rotary Christmas Carol Festival (GTC&AC)	1,500	1,500		1,500		1,500		1,500		1,500
5	Generation to Generation	10,000	10,000		10,000		10,000		10,000		10,000
6	TAC Theatre Marketing and Promotions Manager	9,250									
	Current Year Budget	**119,411**	**110,161**		**110,161**		**110,161**		**110,161**		**110,161**

Notes:		
	Previous Year Budget	119,411
	Actual to December 31, 2018	119,411

Item #2	For Recreation Trails, conditional grant must be approved annually
Item #3	Columbia Youth Community Development Centre
Item #4	Waive Theatre Rental Fees (JV to 11 530 151 - 018) Page 5

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Columbia Basin Trust Admin Fee**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 231 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Annual Administration Fees (5% of Grant)	17,748	17,748		17,748		17,748		17,748		17,748
	The Administration Fee is transferred										
	to the General Admin Budget (Exhibit #001)										
	It shows as a revenue item.										
	Current Year Budget	**17,748**	**17,748**		**17,748**		**17,748**		**17,748**		**17,748**

Notes:	Previous Year Budget	17,748
	Actual to December 31, 2018	17,748

Item #1 Annual Grant: $354,973 less Admin ($17,748) = Available for Projects $337,225

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Theatre Manpower**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 124 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Ushering program 36 shows x 4 hrs x $10.80/hr x 6 ushers/show	5,000									-
2	Theatrical technical personnel - lighting and sound pack in/pack out and set up 36 shows @ $1000/show	20,000									-
3	Theatre Management time - 36 shows x 6 hrs/show x $22.00/hr	2,500									-
4	Allowance for statutory benefits @ 10.0%	750									-
5	Allowance for additional shows										-
	Current Year Budget	**28,250**	**-**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	28,250
		Actual to December 31, 2018	40,821
Items 1-5	TAC taking over operations June 2018		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Theatre Materials**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 244 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Lighting equipment	2,500									
2	Miscellaneous sound equipment	2,500									
3	Theatre Improvement fee for Capital Upgrades										
	Current Year Budget	**5,000**	**-**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	5,000
		Actual to December 31, 2018	2,135
Item #3	TAC taking over operations June 2018		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Box Office Supplies & Expenses**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 245 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Banking Service & Interac Fees	10,000									
2	Ticket Supplies	1,000									
3	Payments to production companies (reserved tickets)	230,000									
4	Contract with Arts Council for Box Offices services	37,500	75,000		75,000		75,000		75,000		75,000
	Current Year Budget	**278,500**	**75,000**		**75,000**		**75,000**		**75,000**		**75,000**

Notes:		
	Previous Year Budget	278,500
	Actual to December 31, 2018	277,072
TAC taking over operations June 2018		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Capital/Amortization**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 610 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Surveillance Camera Installation										
2	Other Capital Projects (Replace Main Doors @ 2 Entra	28,000									
3	Torch on Roofing	250,000									
4	Refurbish Elevator Cab	32,082	26,356		25,193		29,555		59,764		59,764
5	Replace Fly System in Theatre		150,000								
6	Replace Windows Within Workshop, Theare Stairs, Stairwell				45,000						
7	Venilation in to Gym										
8	Exterior Paint & Stucco Repair										
	Current Year Budget	**310,082**	**176,356**		**70,193**		**29,555**		**59,764**		**59,764**

Notes:

Previous Year Budget	310,082
Actual to December 31, 2018	56,942

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Interest Expense - Short Term**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 811 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA LUA #457-14 - Boiler Replacement	1,192	755								-
2											
	Current Year Budget	**1,192**	**755**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	1,192
		Actual to December 31, 2018	1,429
Item #1	MFA LUA #457-14 ($200,844 Borrowed, Interest @ 2.82%, Final Payment 2019)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Debt - Principal**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 830 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA LUA #457-14 - Boiler Replacement	40,169	40,169								-
2											
	Current Year Budget	**40,169**	**40,169**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	40,169
		Actual to December 31, 2018	40,169
Item #1	MFA LUA #457-14 ($200,844 Borrowed, Interest @ 1.78%, Final Payment 2019)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Vehicle Financing**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 840 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	MFA Lease # 9878 - '13 Ford F150 ($510.95/Month)	4,562									
	Final Payment 28/08/2018 (Previously on Page 36)										
	Current Year Budget	**4,562**	**-**		**-**		**-**		**-**		**-**

Notes:		Previous Year Budget	4,562
		Actual to December 31, 2018	4,571
Item #1	Refinanced MFA February 28, 2017 - MFA Equip Loan #0004-0 ($505.46/Month)		
	Last Payment September 30, 2018		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Trail Memorial Center**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 771 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
		-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:		
	Previous Year Budget	-
	Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**City of Rossland CBT Projects**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 794 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Prior year projects to be completed	17,243									-
2	Returned Funds from Prior Years										
3	Current Year CBT Projects	51,486	51,486		51,486		51,486		51,486		51,486
4	Previous years unallocated	244									
	Current Year Budget	**68,973**	**51,486**		**51,486**		**51,486**		**51,486**		**51,486**

Notes:

Previous Year Budget	68,973
Actual to December 31, 2018	55,694

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**City of Trail CBT Projects**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 795 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Prior year projects to be completed	72,713									
2	Returned Funds from Prior Years										
3	Current Year CBT Projects	113,669	113,669		113,669		113,669		113,669		113,669
4	Previous years unallocated	1,592									
	Current Year Budget	**187,974**	**113,669**		**113,669**		**113,669**		**113,669**		**113,669**

Notes:

Previous Year Budget	187,974
Actual to December 31, 2018	148,407

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Village of Warfield CBT Projects**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 796 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Prior year projects to be completed	10,514									
2	Returned Funds from Prior Years										
3	Current Year CBT Projects	34,414	34,414		34,414		34,414		34,414		34,414
4	Previous years unallocated	580									
	Current Year Budget	**45,508**	**34,414**		**34,414**		**34,414**		**34,414**		**34,414**

Notes:

Previous Year Budget	45,508
Actual to December 31, 2018	30,775

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Beaver Valley CBT Projects**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 797 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Prior year projects to be completed	25,464									
2	Returned Funds from Prior Years										
3	Current Year CBT Projects	103,242	103,242		103,242		103,242		103,242		103,242
4	Previous years unallocated	2,867									
	Current Year Budget	**131,573**	**103,242**		**103,242**		**103,242**		**103,242**		**103,242**

Notes:

Previous Year Budget	131,573
Actual to December 31, 2018	92,475

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Electora Area 'B' CBT Projects**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 798 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Prior year projects to be completed	9,891									
2	Returned Funds from Prior Years										
3	Current Year CBT Projects	34,414	34,414		34,414		34,414		34,414		34,414
4	Previous years unallocated	1,298									
	Current Year Budget	**45,603**	**34,414**		**34,414**		**34,414**		**34,414**		**34,414**

Notes:

Previous Year Budget	45,603
Actual to December 31, 2018	37,837

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contingencies**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 999 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contingencies	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Contribution to Reserve**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 741 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contribution to Reserves		75,000		50,000		50,000		50,000		50,000
2	Theater improvement fee - capital upgrades				17,000		17,000				
	Current Year Budget	**-**	**75,000**		**67,000**		**67,000**		**50,000**		**50,000**

Notes:

Previous Year Budget	-
Actual to December 31, 2018	-

Item #1

$ 356,752.10 Balance in Reserve October 31, 2018
Account Number 34 700 010

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	**Previous Year's Deficit**	**2018**	**2019**		**2020**		**2021**		**2022**		**2023**
Account	12 720 990 - 018	**Prior Year**	**Budget**		**Budget**		**Budget**		**Budget**		**Budget**
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Current Year Budget	**-**	**-**		**-**		**-**		**-**		**-**

Notes:	Previous Year Budget	-
	Actual to December 31, 2018	5,260

Regional District of Kootenay Boundary
RDKB Administrative Office Building Maintenance/Janitor Service
2019 Budget Year

			Hours	Rate	Total
Janitorial					
	Regular	8 Hours/day x 5 days x 52 weeks =	2080	$ 25.85	$ 53,768.00
	Vacation	8 Hours/day x 5 days x 4 weeks =	160	$ 25.85	4,136.00
	Sick	8 Hours/day x 8 days per year	64	$ 25.85	1,654.00
		Total Janitorial Labour			$ 59,558.00
		Benefits		25.0%	14,890.00
		Total Janitorial Labour			$ 74,448.00
	Other	Cleaning Supplies			2,800.00
		Total Janitorial Costs			**$ 77,248.00**
Maintenance					
	Routine	Routine Building Maintenance (Custodian III Rate)	200	$ 31.53	$ 6,306.00
		Benefits		25.0%	1,577.00
					7,883.00
	Other	Spring Cleaning	100	$ 31.53	$ 3,153.00
		Benefits		25.0%	788.00
					3,941.00
		Total Maintenance Labour			$ 11,824.00
	Supplies	Product and equipment supplies and rental			2,700.00
		Maintenance Supplies			3,200.00
		Total Maintenance Costs			**$ 17,724.00**
		Total Contract			**$ 94,972.00**

COST ALLOCATION:		Share	Share	
12 121 252 - 001	Administration	40.0%	26/65	$ 37,989.00
12 610 243 - 005	Planning	31.0%	20/65	29,441.00
12 292 243 - 004	Building Inspection	18.0%	12/65	17,095.00
12 433 252 - 010	Regional Solid Waste	11.0%	7/65	10,447.00
11 590 164 - 018	Revenue - Contracted Services	100.0%		$ 94,972.00

Bylaw No. 1709

A bylaw to authorize the entering into of an Agreement respecting financing between the Regional District of Kootenay Boundary and the Municipal Finance Authority of British Columbia

WHEREAS the Municipal Finance Authority of British Columbia (the "Authority") may provide financing of capital requirements for Regional Districts or for their member municipalities by the issuance of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

AND WHEREAS under the provisions of section 411 of the *Local Government Act*, the amount of borrowing authorized by the following loan authorization bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, and the amount being issued under the authority thereof by this bylaw is as follows:

L/A Bylaw Number	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue	Amount of Issue
1607	Pumper Truck and construct Fire Hall	$ 740,000	$331,756	$408,244	20	$361,181
Total		**$ 740,000**	**$331,756**	**$408,244**		**$361,181**

Total Financing under Section 411: $361,181

GRAND total: **$361,181**

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing shall be undertaken through the Authority:

NOW THEREFORE the Regional Board of the Regional District of Kootenay Boundary in open meeting assembled enacts as follows:

1. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Regional District and its member municipalities up to, but not exceeding **Three Hundred Sixty-One Thousand One Hundred Eighty-One Dollars ($361,181)** in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian dollar equivalents so borrowed shall not exceed **$361,181** in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.

2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and Officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.

3. The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Local Government Act*, in such currency or currencies as shall be borrowed by the Authority under Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.

4. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.

5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the Officer assigned the responsibility of financial administration of the Regional District.

6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria, BC and at such time or times as shall be determined by the Treasurer of the Authority.

7. During the currency of the obligations incurred under the said Agreement to secure borrowings in respect of the **Regional District of Kootenay Boundary Electoral Area 'E'/West Boundary (Kettle Valley) Fire Protection Service Loan Authorization Bylaw No. 1607** if the anticipated revenues accruing to the Regional District from the operation of the **Electoral Area 'E'/West Boundary (Kettle Valley)**

Fire Protection Service are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.

8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.

9. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.

Citation

10. This bylaw may be cited as "Regional District of Kootenay Boundary Security Issuing (Kettle Valley Fire Protection Service Fire Hall Construction) Bylaw No. 1709, 2019".

Read a First and Second time the 31st day of January, 2019.

Read a Third time the 31st day of January, 2019.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1709 cited as "Regional District of Kootenay Boundary Security Issuing (Kettle Valley Fire Protection Service Fire Hall Construction) Bylaw No. 1709, 2019"as read a third time the 31st day of January, 2019.

_____
Manager of Corporate Administration

RECONSIDERED AND ADOPTED the 31st day of January, 2019.

_____ _____
Chair Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1709 cited as "Regional District of Kootenay Boundary Security Issuing (Kettle Valley Fire Protection Service Fire Hall Construction) Bylaw No. 1709, 2019" as Reconsidered and Adopted the 31st day of January, 2019.

Certified a true copy of Bylaw No. 1709 as adopted.

_____
Manager of Corporate Administration

SCHEDULE "A" to Bylaw No. 1709

C A N A D A

PROVINCE OF BRITISH COLUMBIA

A G R E E M E N T

Regional District of Kootenay Boundary

The Regional District of Kootenay Boundary (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia at its Head Office in Victoria, British Columbia, (the "Authority") the sum of **Three Hundred Sixty-one Thousand One Hundred Eighty-One Dollars ($361,181)** in lawful money of Canada, together with interest calculated semi-annually in each and every year during the currency of this Agreement; and payments shall be as specified in the table appearing on the reverse hereof commencing on the ____ day of _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at , British Columbia, this day of

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 1709 cited as "Regional District of Kootenay Boundary Security Issuing (Kettle Valley Fire Protection Service Fire Hall Construction) Bylaw No. 1709, 2019"

This Agreement is sealed with the Corporate Seal of the Regional District of Kootenay Boundary and signed by the Chair and the officer assigned the responsibility of financial administration thereof.

_____
Chair

_____
General Manager - Finance

Pursuant to the *Local Government Act*, I certify that this Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated _____ (month, day) 20_____

_____

Inspector of Municipalities

(Reverse Side)

PRINCIPAL AND/ OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

Date of Payment	Principal and/or Sinking Fund Deposit	Interest	Total
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1701

A Bylaw to amend Electoral Area 'B'/Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470, 2013 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Official Community Plan Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'B'/Lower Columbia-Old Glory Official Community Plan Bylaw;

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1701, 2019;

2. Regional District of Kootenay Boundary Official Community Plan Bylaw No. 1470, 2013 is amended to:

   a) Insert the following new designation in the Table of Contents, immediately following '19.12 Commercial': '19.12A Retreat Commercial'

   b) Insert the following text after Section 19.12:

"19.12A Retreat Commercial

The 'Retreat Commercial' land use designation applies to privately owned parcels used for commercial accommodation and recreation purposes.

OBJECTIVES

The objectives of the Board with respect to areas designated 'Retreat Commercial' is as follows:

- To recognize that some retreat uses may be suited to the Plan Area provided they do not compromise commercial activities in adjacent municipalities;
- To identify retreat lands as a continuing resource.

POLICIES

The policies of the Board with respect to areas designated 'Retreat Commercial' are as follows:

19.12A.1 In addition to uses otherwise permitted in all designations, permitted uses in the 'Retreat Commercial' designation may include, but not necessarily be limited to retreat campground; indoor and outdoor recreation; temporary accommodation; active and passive recreation; and accessory buildings and structures;

19.12A.2 Consideration may be given to permitting additional lands for 'Retreat Commercial' use upon an application for an Official Community Plan and Zoning Bylaw amendment. Such applications will be evaluated on criteria that includes, but is not necessarily limited to the following:

a) potential conflicts with surrounding lands;
b) the need for the proposed business in the area; and
c) potential conflict with nearby municipalities.

3. That Map 1 (Land Use Designations) of the Electoral Area 'B'/Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470, 2013 be amended to:

- Add the following designation label below 'Commercial' in the legend:
  - "Retreat Commercial"
- Re-designate the following parcel from 'Rural Resource 1' to 'Retreat Commercial':
  - Lot 1, Township 9A, KD, NEP88867;
    As shown outlined in red on Schedule X attached hereto and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME this 31st day of January, 2019.

PUBLIC HEARING NOTICE ADVERTISED in the Trail Times this ___ day of ____, 2019 and also this ___ day of ____, 2010.

PUBLIC HEARING held on this __ day of ___, 2019.

READ A THIRD TIME this this __ day of ___, 2019.

RECONSIDERED AND ADOPTED this _____ day of _____, 20__.

_____ _____
Chair Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1701, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1701, 2019" as reconsidered and adopted by the Regional District of Kootenay Boundary Board of Directors this __ day of ___, 2019.

_____
Manager of Corporate Administration

Regional District of Kootenay Boundary

Date: 1/23/2019

Schedule X

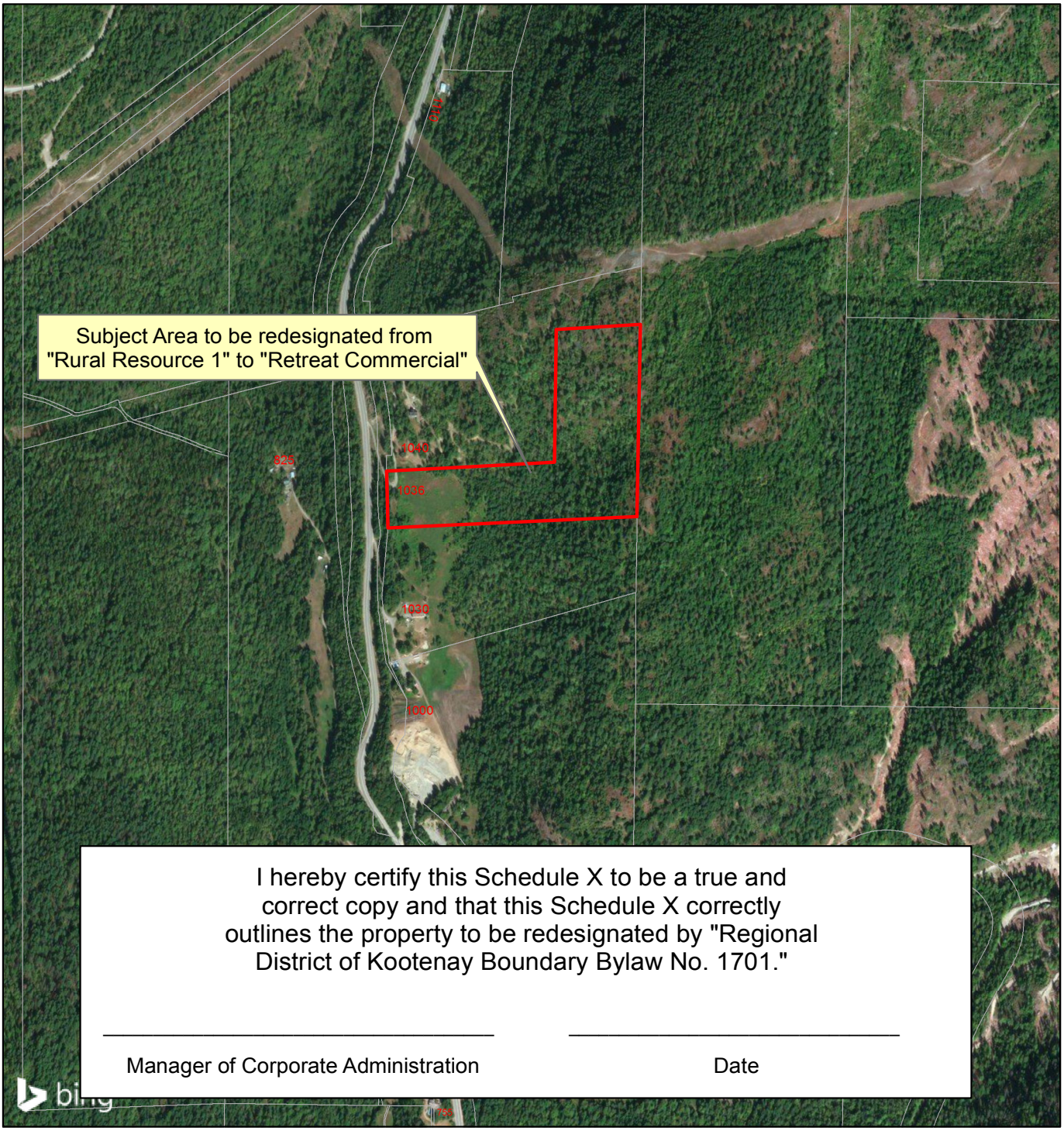
Lot 1, Plan NEP88867
Township 9A
Kootenay Land District

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0 100 200 300 400

Meters

1:10,000



I hereby certify this Schedule X to be a true and correct copy and that this Schedule X correctly outlines the property to be redesignated by "Regional District of Kootenay Boundary Bylaw No. 1701."

_____ _____

Manager of Corporate Administration Date

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1702

A Bylaw to amend Electoral Area 'B'/Lower Columbia-Old Glory Zoning Bylaw No. 1540, 2015 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Zoning Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'B'/Lower Columbia-Old Glory Zoning Bylaw;

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1702, 2019;

2. Regional District of Kootenay Boundary Zoning Bylaw No. 1540, 2015 is amended to:

   a) Change the existing “618. Commercial Zone C” in the Table of Contents to;

   “618. Commercial 1 Zone C1”

   b) Insert the following new zone to the Table of Contents, immediately following Commercial 1 Zone C1;

   “618A. Commercial 2 Zone C2”

   c) Insert the following new definition after the definition of “GROSS FLOOR AREA”:

   “GUEST CABIN means a building with a maximum floor area of 60 m^2 used for commercial guest accommodation;”

   d) Insert the following definition after the definition of “RESOURCE USE”:

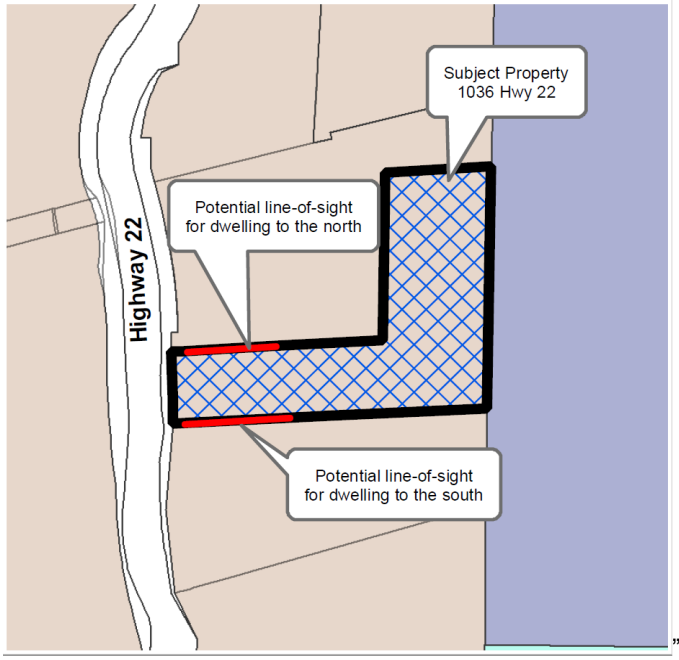
   “RETREAT CAMPGROUND means a use that provides for a group camping experience with the participants sleeping in tents, recreational vehicles, guest cabins, or dormitories for temporary accommodation of guests and includes accessory facilities for the preparation and consumption of food, first aid, recreation, washrooms, study, and worship if used in conjunction with camping;”

   e) Replace the existing 404.1e) with the following:

   “The use of barbed wire fences within or abutting the Residential 1, Residential 2, Manufactured Home Park, Comprehensive Development, Rural Resource 1, Rural Resource 2, Rural Resource 3, Commercial 1, Commercial 2, Institutional and Community Facilities, and Parks and Recreation Zones is prohibited.”

   f) Insert the following text after Section 404.3:

   “4. Where the Commercial 2 Zone is adjacent to a property with a single-family dwelling within view of a **Retreat Campground**, the following screening must be placed on a parcel in the Commercial 2 Zone along the parcel boundary as shown in red on the map below: a single row of mixed evergreen and deciduous trees, hedges or shrubbery.



g) Change the existing 'Commercial' Zone in the list of zones in the table under Section 601(2),

From: 'Commercial (C)' to 'Commercial 1 (C1)'

h) Insert the following new zone to the lists of zones in the table under Section 601(2), immediately following the 'Commercial (C1)': 'Commercial 2 (C2)'

i) Change the existing Commercial Zone in Section 618. from;

"Commercial Zone C"

to

"618. Commercial Zone 1 C1

The following provisions apply to lands in the Commercial 1 Zone:"

h) Add the following text after Section 618:

"618A. Commercial 2 Zone C2

The following provisions apply to lands in the Commercial 2 Zone:

1. Permitted Principal Uses

Only the following ***principal uses*** are permitted:

a) ***Resource use***;
b) ***Retreat Campground;***

c) ***Single family dwelling***.

2. Permitted Secondary Uses

Only the following secondary uses are permitted, and only in conjunction with a use listed in subsection 618A.1 above:

a) ***Accessory buildings*** and ***structures***;
b) ***Bed and breakfast***;
c) ***Home-based business;***
d) ***Secondary suite***.

3. Parcel Area for New Parcels Created by Subdivision

Parcels to be created by subdivision must not be less than 10 hectares

4. Density

Maximum per parcel:

- One ***single family dwelling;***
- One ***secondary suite;*** and
- Four **Guest Cabins**, and a dormitory space for 20 guests within a **Retreat Campground**.

5. Setbacks

Minimum setbacks measured in metres:

Parcel Line	***Buildings*** and ***structures***
Front	7.5
Exterior side	4.5
Interior side	4.5
Rear	5.0

6. Parcel Coverage

Maximum ***parcel coverage*** is 33%

7. Parking

Off-street parking must be provided in accordance with Part 5 of this Bylaw.

8. Screening

Off-street parking must be provided in accordance with Part 5 of this Bylaw."

j) Replace the existing "Retreat Facilities (e.g. Bible Camps)" with the following in section 625.1.g);

"**Retreat Campground**"

3. That Map 1 (Zoning Map) of the Electoral Area 'B'/Lower Columbia-Old Glory Zoning Bylaw No. 1540, 2015 be amended to:

- Change the Zone label 'Commercial (C)' in the legend to "Commercial (C1)"
- Insert the following Zone label below 'Commercial (C1)' in the legend:

- “Commercial 2 (C2)”

- Rezone the following parcel from ‘Rural Resource1 (RUR1)’ to ‘Commercial 2 (C)’:
  - Lot 1, Township 9A, KD, NEP88867;
    As shown outlined in red on Schedule Z attached hereto and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME this 31st day of January, 2019.

PUBLIC HEARING NOTICE ADVERTISED in the Trail Times this ___ day of ____, 2019 and also this ___ day of ____, 2010.

PUBLIC HEARING held on this __ day of ___, 2019.

READ A THIRD TIME this this __ day of ___, 2019.

I, Theresa Lenardon, Manager of Corporate Administration hereby certify the foregoing to be a true and correct copy of Bylaw No. 1702, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1702, 2019" as read a third time by the Regional District of Kootenay Boundary Board of Directors this ___ day of __, 2019.

_____
Manager of Corporate Administration

APPROVED by the Ministry of Transportation and Infrastructure Approving Officer this

_____ day of _____, 20__.

_____
Approving Officer

RECONSIDERED AND ADOPTED this _____ day of _____, 20__.

_____ _____
Chair Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1702, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1702, 2019" as reconsidered and adopted by the Regional District of Kootenay Boundary Board of Directors this __ day of ___, 2019.

_____
Manager of Corporate Administration

Regional District of Kootenay Boundary

Date: 1/23/2019

Schedule Z

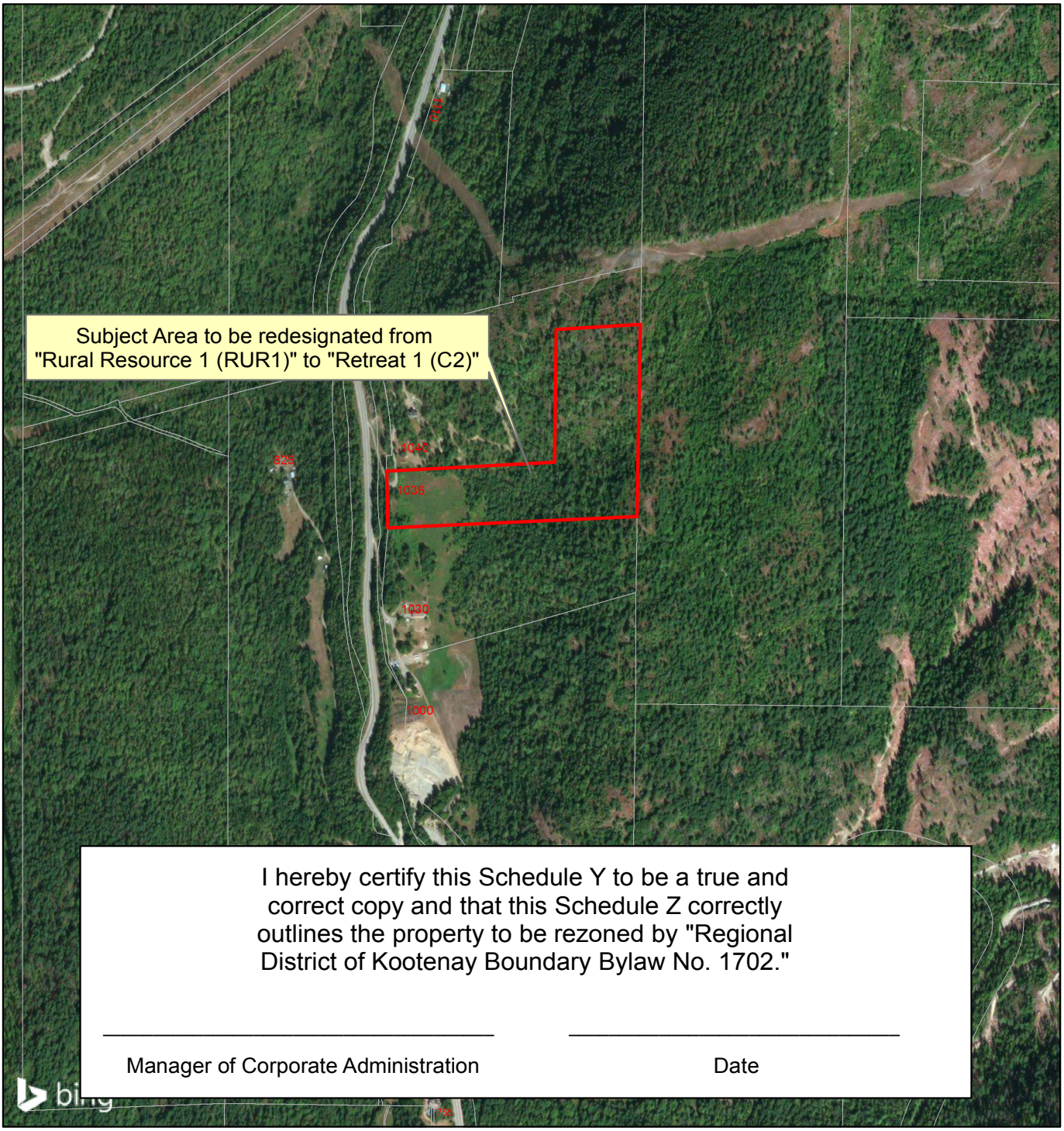
Lot 1, Plan NEP88867
Township 9A
Kootenay Land District

N

0 100 200 300 400

Meters

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I hereby certify this Schedule Y to be a true and correct copy and that this Schedule Z correctly outlines the property to be rezoned by "Regional District of Kootenay Boundary Bylaw No. 1702."

_____ _____

Manager of Corporate Administration Date

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