

Board of Directors

Wednesday, December 11, 2019 - 4:30 pm

**The Regional District of Kootenay Boundary Board
Room, Trail, BC**

A G E N D A

1. **Call to Order**

2. **Acknowledgement**

- 2.a) We acknowledge, respect and honour the Indigenous Peoples in whose traditional territories we operate and all Indigenous people residing in this area.

3. **Consideration of the Agenda (additions/deletions)**

- 3.a) The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of December 11, 2019 is presented.

Recommendation: Corporate Vote Unweighted

That agenda for the Regional District of Kootenay Boundary Board of Directors meeting of December 11, 2019 be adopted as presented.

4. **Minutes**

- 4.a) The draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held November 28, 2019 are presented.

[Minutes-Board of Directors-28 Nov 2019-BoD Dec 11 19- Pdf](#)

Recommendation: Corporate Vote Unweighted

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held November 28, 2019 be adopted as presented.

5. **Delegation(s)**

5.a) There are no delegations.

6. **Unfinished Business**

6.a) **RDKB Board Appointments-Solid Waste Management Plan Steering and Monitoring Committee (Annual Appointment)**

Current members: Director McGregor (Chair), Director Cacchioni (Vice Chair), Director Morissette, Director Russell, Director Worley and Director Gee.

At the Board meeting, the Chair will solicit interest from the Directors for 2020 Committee membership. The RDKB Board Chair will appoint the Committee Chair, while the Committee members will appoint/elect their own Vice Chair at its first meeting in 2020.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors appoint members to the 2020 RDKB Solid Waste Management Plan Steering and Monitoring Committee.

6.b) **Board Discussion**
Re: First Nations/Indigenous Peoples Acknowledgement

At the last Board meeting the following acknowledgement was made: *We acknowledge and appreciate that the land on which we gather once again, is the traditional territory of the Ktunaxa, Syilx, Secwepemc, and Sinixt peoples.*

Some Directors have requested that this matter be discussed further and have suggested more of a generic script.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors discuss the Board and Committee meeting Indigenous Peoples acknowledgement(s) and direct staff accordingly.

6.c) **T. Lenardon, Manager of Corporate Administration/Corporate Officer**

Re: RDKB 2020 Meeting Calendar-Revised

The 2020 meeting calendar has been revised to include the Board's feedback given at the meeting held November 28th.

Summary of Changes Made:

Electoral Area Services (EAS): Meeting time in January and May-November 2020 has been moved to 11:00 a.m. (from 1:00 p.m.), with February, March and April meetings commencing at 3:30 p.m.

Kettle River Watershed Advisory Council (KRWAC): Has been moved from Thursday, April 23rd to Wednesday, April 22nd - 10:00 a.m. to 3:00 p.m.

Beaver Valley Regional Trails and Regional Parks Committee (Beaver Valley Recreation): The meeting time has been moved to 9:00 a.m. (from 11:00 a.m.).

East End Services (EES) Committee: Meeting time has been moved to 10:30 a.m. (from 1:00 p.m.).

The meeting days, times and locations are subject to change during the year. Any changes will be at the discretion of the Board and Committee Chairs. The 2020 meeting calendar will be uploaded onto the RDKB website and the meeting requests will be sent out as soon as possible.

[Revised DRAFT 2020 Mtg Calendar-BoD-Dec 11 19](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the revised RDKB 2020 meeting calendar as presented to the Board on December 11, 2019. **FURTHER** that staff post the calendar on the RDKB website and deliver Outlook meeting requests to the Board and service managers. **FURTHER** that Director McGregor and Worley provide direction as to when in 2020 they wish to host the Board meetings in Electoral Area C/Christina Lake and Electoral Area B/Lower Columbia-Old Glory.

7. **Communications-RDKB Corporate Communications Officer**

7.a) Report to come in January 2020.

8. **Communications (Information Only)**

8.a) **Ministry of Public Safety & Solicitor General-Nov. 19/19**

Re: UBCM Meeting Reply-Victim Services

[Public Safety&Solicitor Gen-UBCM Reply-Vic Serv-BoD Dec 11 19](#)

Recommendation: Corporate Vote Unweighted

That Information (communications only) item 8.a) be received and direction at the discretion of the Board.

9. **Reports**

9.a) **Monthly Cheque Register Summary-November 2019**

Director Cacchioni, Finance Liaison

The Cheque Register Summary for the month of November 2019 is presented.

[2019 11 RDKB Nov AP Summary Board](#)

Recommendation: Corporate Vote Unweighted

That the Cheque Register Summary for the month of November 2019 for \$793,539.01 be received.

9.b) **Adopted RDKB Committee Minutes**

Boundary Community Development Committee (Nov. 6/19)

Beaver Valley Regional Parks and Regional Trails Committee (Oct. 8/19)

[Minutes - 08 Oct 2019 - BVRec - Nov 27/19 Pdf](#)

[Minutes - 06 Nov 2019 - BCDC - BOD - Dec 11/19Pdf](#)

Recommendation: Corporate Vote Unweighted

That the minutes of the Beaver Valley Regional Parks and Regional Trails Committee meeting (Oct. 8/19) and the Boundary Community Development Committee meeting (Nov. 6/19) be received.

9.c) **Recreation Commission Minutes**

Electoral Area C/Christina Lake (Oct. 9/19)

[Minutes-Electoral Area C Parks & Recreation-Board - Dec. 11 19](#)

Recommendation: Corporate Vote Unweighted

That the minutes of the Electoral Area C/Christina Lake Parks and Recreation Commission (Oct. 9/19) be received.

9.d) **Advisory Planning Commission (APC) Minutes**

APC minutes will be presented at a future meeting.

10. **Committee Recommendations to Board of Directors**

10.a) Recommendations from Committees will be presented in January 2020.

11. **Board Appointments Updates**

11.a) The Board appointments updates will be presented at the next meeting.

12. **New Business**

12.a) **D. Derby, Regional Fire Chief**

Re: Draft 9-1-1 Emergency Communications 2020 Work Plan

The Draft 9-1-1 Emergency Communications Service (015) 2020 Work Plan is presented.

[015 Emergency Communications Service - December Draft](#)

Recommendation: Corporate Vote Unweighted

That the Draft 2020 9-1-1 Emergency Communications Service (015) Work Plan be received and referred to a future meeting.

12.b) **C. Cormack, Fire Chief, Big White Ski Resort**

Re: Mutual Aid Agreement

A staff report from Chris Cormack, Fire Chief, Big White Fire Department presenting a draft Mutual Aid Agreement with the Regional District of Central Okanagan Joe Rich Fire Department.

[Staff Report-Mutual Aid-BW Joe Rich-BoD Dec 11 19](#)

[Draft Mutual Aid Agreement-BW & Joe Rich-BoD Dec 11 19](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve the Mutual Aid Fire Protection Agreement between the Regional District of Kootenay Boundary Big White Fire Department and the Regional District of Central Okanagan Joe Rich Fire Department for a term of five (5) years commencing on the date of execution and expiring on September 30, 2024 and at no charge for services rendered under the Agreement between the parties. **FURTHER** that the Board authorize the RDKB signatories to sign and enter into the Agreement.

12.c) **D. Dean, Manager of Planning and Development**

Re: Rural Development Institute (RDI) - Local Government Economic Development Research and Capacity Building Program

A report presenting a list of potential projects and research initiatives that the RDKB and RDI can collaborate on with the \$60,000 in research funding and \$50,000 in support of a 15-month internship that are available to us.

[2019-12-11 Board RDI Projects](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors supports the research objectives as presented in the December 11, 2019 staff report; **FURTHER** directs staff to prepare a work plan for an intern and add funds to the Planning and Development Department's Draft 5-year financial plan to cover the additional costs associated with hosting the intern; **FURTHER** directs staff to work with the Rural Development Institute to determine how best to implement the research that would not be conducted by the student intern.

12.d) **D. Dean, Manager of Planning and Development**

Re: Request for Resolution to Seek Grant Opportunity - UBCM Community Emergency Preparedness Fund

A staff report from Donna Dean, Manager of Planning and Development, presenting the opportunity to apply for the UBCM Community Emergency Preparedness Fund Grant for flood risk assessment and flood mapping.

[2019-12-11 Board UBCM Flood Hazard Grant](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors directs staff to prepare and submit an application for the UBCM Community Emergency Preparedness Fund for the proposed projects described in the staff report "Request for Resolution to Seek Grant Opportunity - UBCM Community Emergency Preparedness Fund" prepared for the December 11, 2019 Board of Directors' Meeting; **FURTHER** that if the grant application is successful, that staff award the contract for all works necessary to complete the project, with the contract value not to exceed \$150,000.

12.e) **West Boundary Recreation**

Re: Grant Application - Community Consultative Group

Recommendation: Stakeholder Vote (Electoral Area E/West Boundary, Greenwood and Midway)

That the Regional District of Kootenay Boundary Board of Directors approve the application for a West Boundary Recreation Grant from the Community Consultative Group, for \$500 to cover expenses and a portion of food and prizes for a skating party.

12.f) **Freya Phillips, Senior Energy Specialist**

Re: RDKB Electric Vehicle Pilot

A Staff Report from Freya Phillips, Senior Energy Specialist regarding the RDKB electric vehicle pilot.

[Staff Report - Electric Vehicle Pilot - Board - December 11 2019 - Pdf](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to transfer \$5,000 from the 'RDKB Climate Action Reserve Fund (2013)' (001) to Building Inspection Services (004) to support the RDKB Electric Vehicle Pilot, and to transfer \$2,000 from the 'RDKB Climate Action Reserve Fund (2013)' (001) to Culture, Arts and Recreation for the Lower Columbia (018) for the installation of Level 2 Charger at RDKB Trail Office **FURTHER** that the 2019-2023 Financial Plan Bylaw No. 1715 be amended accordingly.

12.g) **G. Denkovski, Manager of Infrastructure and Sustainability**

Re: Application for Gas Tax Funding- Casino Waterworks District - Electoral Area 'B'/Lower Columbia - Old Glory

An application for the disbursement of Electoral Area 'B'/Lower Columbia - Old Glory Gas Tax funds to the Casino Waterworks District is presented.

[Casino Waterworks District gas tax application 2019-12-03](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Casino Waterworks District and the allocation of Gas Tax funding in the amount of \$70,000.00 from Electoral Area 'B'/Lower Columbia - Old Glory for the costs associated with upgrades to the water system. **FURTHER** that the Board approves the RDKB signatories to sign and enter into the agreement.

12.h) **G. Denkovski, Manager of Infrastructure and Sustainability**
Re: Application for Gas Tax Funding- Silver City Trap Club - Electoral Area 'B'/Lower Columbia - Old Glory

An application for the disbursement of Electoral Area 'B'/Lower Columbia - Old Glory Gas Tax funds to the Silver City Trap Club is presented.

[Silver City Trap Club Gas Tax Wheel Chair Access Application](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Silver City Trap Club and the allocation of Gas Tax funding in the amount of \$24,900.00 from Electoral Area 'B'/Lower Columbia - Old Glory for the costs associated with developing wheel chair access. **FURTHER** that the Board approves the RDKB signatories to sign and enter into the agreement.

12.i) **Grants in Aid - as of December 5, 2019**

[Grant-in-Aids-Board-December 11 2019](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. Granby Art Collective/Boundary Hospital – Photobook of Artwork and Poetry for Mental Health Clients – Electoral Area 'D'/Rural Grand Forks - \$300
2. Kettle River Food Share Society – Rock Creek Food Share Exchange Program – Electoral Area 'E'/West Boundary - \$6,000
3. King of Kings New Testament Church/The Bridge – Drop-in-Center Meals/West Boundary – Electoral Area 'E'/West Boundary - \$500
4. King of Kings New Testament Church/Greenwood Food Bank – Food Program – Electoral Area 'E'/West Boundary - \$500

13. **Bylaws**

13.a) There are no Bylaws to consider.

14. **Late (Emergent) Items**

15. **Discussion of Items for Future Meetings**

16. **Question Period for Public and Media**

17. **Closed Meeting**

17.a) Proceed to closed meeting pursuant to Section 90 (1)(c),(e) and (g) of the *Community Charter*.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors proceed to a closed meeting pursuant to Section 90 (1)(c), (e) and (g) of the *Community Charter*.

18. **Adjournment**



Board of Directors

Thursday, November 28, 2019

Trail, BC - RDKB Boardroom

Minutes

Present:

Director D. Langman, Chair
Director G. McGregor, Vice-Chair
Director R. Russell
Director A. Grieve
Director V. Gee
Director S. Morissette
Director M. Walsh
Director A. Morel
Director G. Shaw
Director R. Dunsdon
Alternate Director B. Edwards
Alternate Director L. Pasin
Alternate Director C. Korolek

Staff and Others Present:

M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration/Recording Secretary
B. Ihlen, General Manager of Finance
D. Derby, Regional Fire Chief
C. Marsh, Boundary Flood Recovery Manager/Manager of Emergency Programs
M. Stephens, Interim Manager of Emergency Programs
B. Champlin, Manager of Building Inspection
J. Dougall, General Manager of Environmental Services
F. Maika, Corporate Communications Officer

1. Call to Order

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

2. Acknowledgement

We acknowledge and appreciate that the land on which we gather once again is the traditional territory of the Ktunaxa, Syilx, Secwepemc, and Sinixt peoples.

3. Consideration of the Agenda (additions/deletions)

The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of November 28, 2019 was presented.

The Manager of Corporate Administration noted that the agenda would be amended by adding information regarding a proposed rental agreement for veterinary services in Grand Forks (Boundary Animal Control) as agenda item 15a); *Late Emergent Items*, and it was;

564-19 Moved: Director Grieve Seconded: Director Morel

Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of November 28, 2019 be adopted as amended.

Carried.

4. Minutes

The draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held on October 30, 2019 and the minutes of the Statutory meeting held November 13, 2019 were presented.

565-19 Moved: Director McGregor Seconded: Director Morissette

Corporate Vote Unweighted

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held on October 30, 2019 and the minutes of the Statutory meeting held on November 13, 2019 be adopted as presented.

Carried.

5. Closed Meeting

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

566-19 Moved: Director McGregor Seconded: Director Dunsdon

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors proceed to a closed meeting pursuant to Section 90 (1)(c) of the *Community Charter* (time: 6:02 p.m.).

Carried.

Staff was excused from the meeting.

The Board reconvened to the open meeting at 6:13 p.m. Staff returned to the meeting.

6. Delegation(s)

Murray McConnachie-RDKB Rep, Columbia Basin Trust Board of Directors Re: CBT-Review and Discussion

The Chair welcomed Mr. McConnachie to the meeting.

Mr. McConnachie noted he was attending the meeting to inquire as to how the Board members wish to work with him and he requested direction as to the Board's expectations respecting the requirements for his quarterly reports.

After discussion, it was agreed that Mr. McConnachie would continue to appear before the Board in person on a quarterly basis. It was also agreed that Mr. McConnachie provide staff with a written summary of his presentation for inclusion on the Board agenda for those meetings when he does attend.

Mr. McConnachie thanked the Board members for their time and he left the meeting (time: 6:33 p.m.).

7. Unfinished Business

7.a) C. Marsh, Boundary Flood Recovery Manager/ Manager of Emergency Programs Re: Nov./19 Update on the Kettle River Post-Flood Home Demolitions

Director Gee, Emergency Preparedness Liaison

A staff report from Chris Marsh, Boundary Flood Recovery Manager/Manager of Emergency Programs regarding an update on the current status and future plans for the demolition of two homes on the Kettle River was presented.

Mr. Marsh provided an update on the demolitions via a power-point presentation and he answered inquiries from the Board.

567-19 Moved: Director McGregor Seconded: Director Russell

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors support the planned approach to this demolition project as described in the report titled 'Kettle River post-flood

home demolitions- November update' as presented to the Board on November 28, 2019.

FURTHER that, with the approval of funding from Emergency Management BC for all demolition costs, that staff award the contract for all works necessary to complete the project, with the contract value known to be excess of \$100,000. **FURTHER** that, staff will provide further progress reports and updates to the Board of Directors during the progression of the projects through the fall/winter of 2019/2020.

Carried.

8. Communications-RDKB Corporate Communications Officer

A Communications update will be provided at a future meeting.

9. Communications (Information Only)

9.a) Agricultural Land Commission-Nov. 6/19

**Re: Application to Exclude Land from the Agricultural Land Reserve
Electoral Area D/Rural Grand Forks**

9.b) S. Robinson, Minister, Ministry of Municipal Affairs & Housing-Nov. 20/19

Re: Restructure Planning Grant-Big White Community Issues Assessment

9.c) B. Gibbons-Email Oct. 26/19

Re: Groundwater Bottling-Follow up from August 13/19

Since August, the Groundwater Extraction resolution was passed with strong support at the UBCM convention. Work is being done to have the resolution acted on by the provincial government. There are two recent groundwater bottling proposals in the Kootenay area, in Golden and Canal Flats, which further emphasizes the urgency of taking action to stop water bottling of our groundwater for commercial sale or export. In light of this activity since the original August submission, and taking into consideration the huge support for climate marches in Vancouver and around BC, the RDKB Board of Directors is being requested to reconsider the original request to amend RDKB bylaws to prohibit the bottling of groundwater in any zoning (if your bylaws currently allow bottling). The provincial government is not obligated to act on the Groundwater resolution, therefore the RDKB is being requested to take the steps that are within its jurisdiction to help protect against the bottling of groundwater.

9.d) RDKB Board Chair-Nov. 22/19

Re: Thank You to Audrey Repin-Work on the Beaver Creek Arbor Project

568-19 Moved: Director Walsh Seconded: Director Russell

Corporate Vote Unweighted

That Communications (Information Only) Items 9.a) - 9.d) be received and direction at the discretion of the Board.

Carried.

Director Gee referred to Item 9.c) and inquired as to what can be done to prohibit groundwater bottling. Staff explained the types of policies that are used in other local governments.

10. Reports**10.a) Monthly Cheque Register Summary-October 2019**

Director Cacchioni, Finance Liaison

569-19 Moved: Director McGregor Seconded: Director Grieve

Corporate Vote Unweighted

That the monthly Cheque Register Summary for \$2,676,548.94 for October 2019 was presented.

Carried.

10.b) Adopted RDKB Committee Minutes

Solid Waste Management Plan Steering & Monitoring Committee (April 11/19)

Utilities Committee (Sept. 11/19)

Boundary Community Development Committee (Oct. 2/19)

Liquid Waste Management Plan Stage 3 Steering Committee (Oct. 3/19)

Policy & Personnel Committee (Oct. 9/19)

East End Services Committee (Oct. 15/19)

Electoral Area Services Committee (Oct. 17/19)

570-19 Moved: Director McGregor Seconded: Director Dunsdon

Corporate Vote Unweighted

That the following Committee minutes, as adopted by the respective RDKB Committees be received:

Solid Waste Management Plan Steering & Monitoring Committee (April 11/19), Utilities Committee (Sept. 11/19), Boundary Community Development Committee (Oct. 2/19), Liquid Waste Management Plan Stage 3 Steering Committee (Oct. 3/19), Policy & Personnel Committee (Oct. 9/19), East End Services Committee (Oct. 15/19) and Electoral Area Services Committee (Oct. 17/19).

Carried.

10.c) Recreation Commission Minutes

The minutes of the Christina Lake Recreation Commission and the Grand Forks and District Recreation Commission meetings will be provided at a future meeting.

10.d) Advisory Planning Commission (APC) Minutes

571-19 Moved: Director McGregor Seconded: Alternate Director Korolek

Corporate Vote Unweighted

That the minutes of the Electoral Areas: B/Lower Columbia-Old Glory (Nov. 4/19), C/Christina Lake (Nov. 5/19), and D/Rural Grand Forks (Nov. 5/19) Advisory Planning Commission meetings be received.

Carried.

11. Committee Recommendations to Board of Directors

Recommendations to the Board of Directors, as reviewed and adopted by the respective RDKB Committees are presented for consideration.

11.a) Electoral Area Services Committee - Nov. 14/19

Director Worley, Committee Chair/Director McGregor, Committee Vice Chair

Development Variance Permit Application-Electoral Area D/Rural Grand Forks

572-19 Moved: Director McGregor Seconded: Director Russell

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the application for a Development Variance Permit submitted by Leslie and Bonnie Hoffman, to allow for a reduced front yard setback from 7.5 m to 6.7 m-an 0.8 m variance to construct a detached carport on the property legally described as Lot A, DL 500, SDYD, Plan KAP9246, Electoral Area D/Rural Grand Forks.

Carried.

11.b) Policy & Personnel Committee - Nov. 13/19

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

Municipal Directors' Mobile Computers Policy

573-19 Moved: Director McGregor Seconded: Director Dunsdon

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the Municipal Directors' Mobile Computers Policy as presented to, and approved by the Policy and Personnel Committee on November 13, 2019. **FURTHER** that the Policy be distributed accordingly.

Carried.

11.c) Policy & Personnel Committee - Nov. 13/19

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

Employee Recognition Policy

574-19 Moved: Director McGregor Seconded: Director Morissette

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the Employee Recognition Policy as presented to, and approved by the Policy and Personnel Committee on November 13, 2019. **FURTHER** that the Policy be distributed accordingly.

Carried.

12. Board Appointments Updates

12.a) *Southern Interior Development Initiative Trust (S.I.D.I.T.)-Director McGregor*

There is nothing new to report.

12.b) *B.C. Rural Centre/Southern Interior Beetle Action Coalition (S.I.B.A.C.)-Director*

McGregor

There is nothing new to report.

12.c) *Okanagan Film Commission-Director Gee*

Director Gee reviewed the recent film activity that has been taking place at Big White Ski Resort and she provided examples of the revenue that the film industry generates for local communities.

12.d) *Boundary Weed Stakeholders Committee-Director Gee*

There is nothing new to report.

12.e) *Columbia River Treaty Local Government Committee (CRT LGC)-Directors Worley & Langman*

An update will be provided at a future meeting. Chair Langman noted her attendance at the Lake Roosevelt Forum in Spokane Washington and the connections that have been made with First Nations.

12.f) *Columbia Basin Regional Advisory Committee (CBRAC)-Director Worley*

A report will be provided at a future meeting.

- 12.g) *West Kootenay Regional Transit Committee (Directors Cacchioni & Worley, Alternate Director Parkinson)*

An update will be provided at a future meeting.

- 12.h) *Kootenay Booth-Director Langman*

A final report is forthcoming. An update will be provided at a future meeting.

- 12.i) *Rural Development Institute-Director Worley*

An update will be provided at a future meeting.

- 12.j) *Chair's Update-Chair Langman*

Chair Langman advised that she is currently working on Committee and Committee Chair appointments and will update the RDKB Board once staff are informed as to the Municipal Council appointments.

13. New Business

13.a) D. Derby, Regional Fire Chief

Re: Emergency Communications Service Liability Insurance

Director Gee, Emergency Preparedness Liaison

A staff report from Dan Derby, Regional Fire Chief regarding liability insurance for the RDKB Emergency Communications Service (9-1-1-) Agreement with the Regional District of Central Okanagan was presented.

575-19 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board authorizes the Municipal Insurance Association of British Columbia to add the Regional District of Central Okanagan as an "Associate Member" to the Regional District of Kootenay Boundary's policy for liability insurance purposes as set out in the Service Provider Agreement, related to the administration of the 9-1-1 Call Answer Centre Service Agreement and the Emergency Services Communication (9-1-1) Agreement – Amendment No.1. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the Agreement.

Carried.

13.b) T. Lenardon, Manager of Corporate Administration

Re. Discussion on the Draft 2020 Board & Committee Meeting Schedules

Staff reviewed the draft 2020 meeting calendar and highlighted meeting conflicts and other scheduling issues. The Board members provided feedback and requested changes to meeting times, and it was;

576-19 Moved: Director Morissette Seconded: Director Dunsdon

Corporate Vote Unweighted

That the draft 2020 RDKB Board and Committee meeting calendar be referred back to staff for revisions as per the Board's discussion held on November 28, 2019. **FURTHER** that the meeting calendar be re-presented at the next meeting.

Carried.

13.c) Draft 2020 Work Plans

The draft 2020 General Government, Building Inspection, Regional Solid Waste Management, Big White Solid Waste Management and Emergency Preparedness Work Plans were presented.

577-19 Moved: Director Grieve Seconded: Director McGregor

Corporate Vote Unweighted

That the draft 2020 General Government Services, Building Inspection Services, Regional Solid Waste Management Services, Big White Solid Waste Management Services and Emergency Preparedness Services Work Plans be received and referred to a future meeting.

Carried.

The service managers were each provided an opportunity to present their draft Work Plans to receive feedback for changes and to answer inquiries from the Board:

M. Andison, Chief Administrative Officer

Re: Draft 2020 General Government Services (001) Work Plan

B. Champlin, Manager of Building Inspection

Re: Draft 2020 Building Inspection Services (004) Work Plan

J. Dougall, General Manager of Environmental Services

Re: Draft 2020 Regional Solid Waste Management Services (010) Work Plan

J. Dougall, General Manager of Environmental Services

Re: Draft 2020 Big White Solid Waste Management Services (064) Work Plan

M. Stephens, Interim Manager of Emergency Programs

Re: Draft 2020 Emergency Preparedness Service (012) Work Plan

13.d) A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

241 Hillcrest Drive, Trail, B.C.

Electoral Area 'B' / Lower Columbia-Old Glory
Parcel Identifier: 012-066-672-Lot 1 District Lot 8087 Kootenay District
Plan 12384-Owners: Leonard and Irene Harding

578-19 Moved: Alternate Director Edwards Seconded: Director Gee

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 8087, Kootenay District, Plan 12384.

Carried.

- 13.e)** A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:
2284 Old Salmo Road, Fruitvale, B.C.
Electoral Area 'A'-Parcel Identifier: 010-363-947
Lot 1 District Lot 1236 Kootenay District Plan 8462
Owners: Patrick and Patricia Doyle

579-19 Moved: Director McGregor Seconded: Director Gee

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors invite the owners, Patrick and Patricia Doyle, 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 1236, Kootenay District, Plan 8462.

Carried.

- 13.f)** A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:
305 12th Avenue, Genelle, B.C.
Electoral Area 'B' / Lower Columbia-Old Glory
Parcel Identifier: 015-426-238-Lot 31 District Lot 2404 Kootenay District
Plan 2066-Owners: Jeremy Cook and Melissa Chapman

580-19 Moved: Alternate Director Edwards Seconded: Director Russell

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors invite the owners, Jeremy Cook and Melissa Chapman, 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 31, District Lot 2404, Kootenay District, Plan 2066.

Carried.

13.g) C. Scott, Planner

**Re: Ministry of Transportation & Infrastructure Referral
Subdivision Application - Electoral Area B/Lower Columbia-Old Glory**

A staff report from Corey Scott, Planner regarding a referral from the Ministry of Transportation and Infrastructure for a subdivision application was presented.

581-19 Moved: Alternate Director Edwards Seconded: Director Morel

Corporate Vote Unweighted

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, for the parcel legally described as Lot A, Section 10, TWP 28, KD, Plan NEP12806, Electoral Area B/Lower Columbia-Old Glory, be received. **FURTHER** that the Board of Directors provide comment to the Ministry of Transportation and Infrastructure to recommend:

1. Removing the existing blanket waterline right-of-way and replacing it with a surveyed 8.5 metre statutory right-of-way; and,
2. Including provisions in the right-of-way agreement or registering another statutory right-of-way that allows for public access through the 8.5-metre-wide area to provide a trail connection to the Centennial Trail.

Carried.

14. Grants in Aid - as of November 21, 2019:

582-19 Moved: Director Grieve Seconded: Director Russell

Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. Rossland Society for Environmental Action – Rossland Seven Summit School Student Action Project – Electoral Area 'B'/Lower Columbia-Old Glory - \$500.
2. Granby Wilderness Society – Plant Restoration Work – Electoral Area 'D'/Rural Grand Forks - \$2,000.
3. Beavertell Community Club & Recreation Commission – Friends Helping Friends Program – Electoral Area 'E'/West Boundary - \$3,000.
4. Beavertell Community Club & Recreation Commission – Halloween Event – Electoral Area 'E'/West Boundary - \$500.

5. Granby Art Collective/Boundary Hospital – Photobook of Artwork and Poetry for Mental Health Clients – Electoral Area 'E'/West Boundary - \$300.
6. Kettle River Food Share Society – Food Grant – Electoral Area 'E'/West Boundary - \$3,000.

Carried.

15. Bylaws

There were no bylaws for review.

16. Late (Emergent) Items

16.a) J. Chandler, General Manager Operations/Deputy CAO Re: Rental Agreement for Veterinary Services Grand Forks Animal Control

A staff report from James Chandler, General Manager of Operations/Deputy CAO regarding a rental agreement with Boundary Country Veterinary Services Ltd. is presented.

583-19 Moved: Director McGregor Seconded: Alternate Director Edwards

Corporate Vote Weighted

That the Regional District Kootenay Boundary Board of Directors approve the rental agreement with Boundary Country Veterinary Services Ltd for the temporary use of the Grand Forks Animal Control building, for the provision of veterinary services at a cost of \$750.00 per month. **FURTHER** that the Board authorize the RDKB signatories to sign and enter into the agreement.

Carried.

17. Discussion of Items for Future Meetings

1. Invite Province to speak to *Emergency Management Act* revisions.
2. Discussion on the wording for the Board and Committee Agenda Acknowledgements- First Nations/Indigenous.
3. Board of Directors Performance Assessment.
4. RDKB Board of Directors Finance Session re. policies, procedures etc. (with Staff).
5. Information re. developing a policy on prohibition of Groundwater bottling.
6. Metrics demonstrating the cost-savings and other efficiencies with holding meetings during the day.

18. Question Period for Public and Media

A question period was not required.

19. Adjournment

There being no further business to discuss, the meeting was adjourned (time: 8:26 p.m.).

TL

DRAFT NOT BOARD APPROVED

2020 RDKB BOARD & COMMITTEE MEETING CALENDAR- Legend & Notes

RDKB Meetings

Convention, Conferences, (UBCM, FCM, .AKBLG etc.)

Statutory Holidays

RDKB Board and Management Sessions

July & August Committee Meetings:

The Scheduling of Committee meetings, if there is enough business, during July and August is at the discretion of the Committee Chairs. If required, a placeholder for these meetings will be added to the calendar later in the year; rather than a placeholder now and having to place a “Cancelled” Notation on the public calendar

Two Monthly Board Meetings:

When feasible and where there are no conflicts with other Board activities (e.g. conferences, external appointments etc.), the RDKB holds 2 Board meetings per month.

- The first Board meeting is arranged for the second Wednesday of the month and is scheduled to commence at 1 pm after the monthly Utilities Committee meeting commencing at 11:00 am.
- The second Board meeting is usually held the last Thursday of each month commencing at 1:00 p.m. after the monthly Policy and Personnel Committee meeting commencing at 10:00 am.
- Should there not be enough business for one of the two monthly Board meetings, the Chair will consider cancelling that meeting.

Board and Committee Meetings - December 2020:

No Committee meetings will be scheduled in December. Should meetings be necessary, they will be at the discretion of the Committee Chairs. There will only be one (regular) Board meeting (2nd Wednesday) in December. Board photos and the East End Christmas Dinner will follow the December Board meeting.

Conflicts with Conferences and Statutory Holidays:

Where there are meeting conflicts with conferences, conventions, travel, etc., staff have moved certain Committee and or Board meetings. At this time, the dates selected by Staff are only suggestions and they can be revised. Where there is a conflict with one of the two Board meeting dates, there will only be one Board meeting that month.

January 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 New Year's Day BCDC Moved to 8 th	2 LWMP Moved to 9 th	3	4
5	6	7	8 BCDC-10:00 am Grand Forks Utilities & BoD Moved to 15 th	9 LWMP Steering Committee-Noon Trail	10	11
12	13	14	15 Utilities-11:00 am Snack Lunch BoD-1:00 pm Trail Celgar Presentation after BoD Mtg	16 EAS-11:00 am Trail	17	18
19	20	21 BV Rec-9:00 am Snack EES-10:30 pm	22	23	24	25
26	27	28	29	30 P&P-10:00 am Snack Lunch Board-1:00 pm Grand Forks	31	

February 2020						
◀ Jan 2020						Mar 2020 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 LGLA EA Elected Officials' Seminar Richmond	5 LGLA EA Elected Officials' Seminar Richmond BCDC Moved to 11 th	6 LGLA EA Elected Officials' Seminar Richmond LWMP Steering Committee-Noon Trail	7	8
9	10	11 BCDC-10:00 am Grand Forks	12 Utilities-11:00 am Snack Lunch Board-1:00 pm Trail	13 EAS-3:30 pm Grand Forks	14	15
16	17 Family Day	18 BV Rec-9:00 am Snack EES-10:30 pm	19	20	21	22
23	24	25 CAO	26 FORUM	27 P&P-10:00 am Snack Lunch Board-1:00 pm Grand Forks	28	29

March 2020						
◀ Feb 2020						Apr 2020 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 BCDC-10:00 am Grand Forks	5 LWMP Steering Committee-Noon Trail	6	7
8	9	10	11 Utilities-11:00 am Snack Lunch Board-1:00 pm Trail	12 EAS-3:30 pm Trail	13	14
15	16	17 BV Rec-9:00 am Snack EES-10:30 pm	18	19	20	21
22	23	24 RD CAO/CEO FORUM	25 RD CAO/CEO FORUM	26 P&P & BoD Moved to 31st	27	28
29	30	31 P&P-10:00 am Snack Lunch Board-1:00 pm Trail Adopt Financial Plan				

April 2020						
◀ Mar 2020						May 2020 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 BCDC moved to 7 th COFI	2 LWMP Steering Committee-Noon Trail COFI	3 COFI	4
5	6	7 BCDC-10:00 a.m. Grand Forks	8 Utilities-11:00 am Snack Lunch Board-1:00 pm Grand Forks	9	10 Good Friday	11
12	13 Easter Monday	14	15	16 EAS-3:30 pm Grand Forks	17	18
19	20	21 BV Rec-9:00 am Snack EES-10:30 pm	22 Kettle River Watershed Advisory Council 10:00 am-3:00 pm West Boundary	23	24 AKBLG	25 AKBLG
26 AKBLG	27	28	29	30 P&P-10:00 am Snack Lunch Board-1:00 pm Trail		

May 2020						
◀ Apr 2020						Jun 2020 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 BCDC-10:00 a.m. Grand Forks	7 LWMP Steering Committee-Noon Trail	8	9
10	11	12	13 Utilities-11:00 am Snack Lunch Board-1:00 pm Grand Forks	14 EAS-11:00 am Trail	15	16
17	18 Victoria Day	19 BV Rec-9:00 am Snack EES-10:30 pm	20	21	22	23
24	25	26	27	28 P&P 10:00 am Snack Lunch Board 1:00 pm Trail	29	30
31						

June 2020						
◀ May 2020						Jul 2020 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3 BCDC-10:00 a.m.- Grand Forks	4 LWMP Steering Committee-Noon Trail FCM	5 FCM	6 FCM
7	8	9	10 Utilities-11:00 am Snack lunch Board-1:00 pm Grand Forks	11 EAS-11:00 am Grand Forks	12	13
14	15	16 BV Rec-9:00 am Snack EES-10:30 pm	17	18	19	20
21	22	23	24	25 P&P-10:00 am Snack Lunch Board-1:00 pm Trail	26	27
28	29	30				

◀ Jun 2020

July 2020

There is only 1 Board meeting scheduled. If required, a 2nd Board meeting will be at the call of the Board Chair. July Committee meetings are only included on the calendar as placeholders. Meetings will be confirmed at the call of the Committee Chairs.

Aug 2020 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Canada Day	2 BCDC Moved to 7 th LWMP Steering Committee-Noon Trail	3	4
5	6	7 BCDC-10:00 am Grand Forks	8 Utilities-11:00 am Snack Lunch Board-1:00 pm Grand Forks	9	10	11
12	13	14	15	16 EAS-11:00 am Trail	17	18
19	20	21 BV Rec-9:00 am Snack EES-10:30 pm	22	23	24	25
26	27	28	29	30 P&P-10:00 am Snack Lunch Board-1:00 pm Trail	31	

◀ Jul 2020

August 2020

There is only 1 Board meeting scheduled. If required, a 2nd Board meeting will be at the call of the Board Chair. August Committee meetings are only included on the calendar as placeholders. Meetings will be confirmed at the call of the Committee Chairs.

Sep 2020 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 BC Day	4	5 BCDC-10:00 a.m.- Grand Forks	6 LWMP Steering Committee-Noon Trail	7	8
9	10	11	12 Utilities-11:00 am Snack Lunch Board 1:00 pm Grand Forks	13 EAS-11:00 am Grand Forks	14	15
16	17	18 BV Rec-9:00 am Snack EES-10:30 pm	19	20	21	22
23	24	25	26	27 P&P-10:00 am Snack Lunch Board-1:00 pm Trail	28	29
30	31					

September 2020						
◀ Aug 2020						Oct 2020 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 BCDC-10:00 a.m.- Grand Forks	3 LWMP Steering Committee-Noon Trail	4	5
6	7 Labour Day	8	9 Utilities 11:00 am <i>There won't be an early Board meeting due to UBCM</i>	10 SWMP Steering Committee Time TBA EAS 11:00 am Trail	11	12
13	14	15 BV Rec-9:00 am Snack EES-10:30 pm	16 Kettle River Watershed Advisory Council <i>Location & Time TBA</i>	17 P&P 10:00 am Snack Lunch Board-1:00 pm Grand Forks	18	19
20	21 UBCM	22 UBCM	23 UBCM	24 <i>P&P & Board Meeting moved to 17th</i> UBCM	25 UBCM	26
27	28	29	30			

October 2020						
◀ Sep 2020						Nov 2020 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 LWMP Steering Committee-Noon Trail	2	3
4	5	6	7 BCDC-10:00 a.m.- Grand Forks	8	9	10
11	12 Thanksgiving Day	13	14 Utilities-11:00 am Snack Lunch Board-1:00 pm Trail	15 EAS 11:00 am Grand Forks	16	17
18	19	20 BV Rec-9:00 am Snack EES-10:30 pm	21	22	23	24
25	26	27	28	29 P&P-10:00 am Snack Lunch Board-1:00 pm Grand Forks	30	31

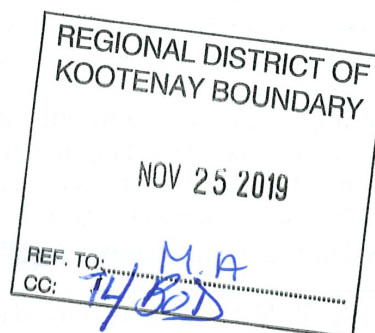
November 2020						
◀ Oct 2020						Dec 2020 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 BCDC-10:00 a.m.- Grand Forks	5 LWMP Steering Committee-Noon Trail	6	7
8	9	10 Utilities-11:00 am Snack Lunch Statutory Board- Mtg1:00 pm Trail SWMP moved to 9th	11 Utilities & Board moved to 10 th Remembrance Day	12 EAS-11:00 am Trail	13	14
15	16	17 BV Rec-9:00 am Snack EES-10:30 pm	18	19	20	21
22	23	24	25 Kettle River Watershed Advisory Council Location & Time TBA	26 P&P-10:00 am Snack Lunch Board-1:00 pm Grand Forks	27	28
29	30					

◀ Nov 2020						
December 2020						
Unless directed by Committee Chair, Committee meetings are not scheduled during December.						
Jan 2021 ▶						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9 Board Photos Board Meeting 4:30 pm – Trail Christmas Dinner (East End)	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25 Christmas Day	26 Boxing Day
27	28 Boxing Day STAT	29	30	31		



November 19, 2019

Roly Russell
Board Chair of the Regional District of
Kootenay Boundary
202 - 843 Rossland Avenue
Trail BC V1R 4S8



Dear Roly Russell:

We would like to thank the delegation from the Regional District of Kootenay Boundary for an informative meeting at this year's Union of British Columbia Municipalities Convention in Vancouver. We are writing to follow up on our discussion regarding provincial funding for victim services and to hear firsthand about the fire and rescue services challenges you face as leaders in your community.

We appreciate the financial pressures that victim service and violence against women service providers in the regional district have been facing. As you may know, in order to better meet the ongoing demand for programs and services such as counselling, outreach and crisis support for women and children who experience domestic violence, sexual assault and other crimes, Budget 2018/19 increased annual funding by \$5 million starting in 2018/19, which will be further increased by an additional \$3 million in 2020/21, for a total increase of \$18 million over three years. Each of the nine victim service and violence against women programs operating within the regional district (Grand Forks, Midway, and Trail) received a funding increase in 2018/19 ranging from 5 per cent to 18 per cent. We are aware that some agencies and programs continue to face financial pressures and ministry staff continue to work with those service providers on these issues.

If you have further questions about victim services or violence against women programs in your community please contact Lisa Anderson, Assistant Deputy Minister, Community Safety and Crime Prevention Branch at Lisa.R.Anderson@gov.bc.ca.

Regarding our discussion on fire and rescue services, we understand your concerns with the pressures you face in delivering fire services in your communities and that the Province should explore opportunities to assist in funding the staffing, compliance with standards, and the capital costs of BC fire departments.

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Ministry of
Public Safety
and Solicitor General

Office of the Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4



Roly Russel

Page 2

The Province recognizes and appreciates the challenges that small and rural communities face in delivering critical fire and rescue services. We are taking several targeted actions to support BC fire departments and are open to suggestions for improvements.

As you are aware, on May 10, 2019, the Province provided \$5 million to the UBCM Community Emergency Preparedness Fund (CEPF) to provide funding to volunteer and composite fire departments from across BC to facilitate the delivery of firefighter training and to purchase new or replacement equipment. The news release can be found at:

<https://news.gov.bc.ca/releases/2019PSSG0051-000922>.

On July 30, 2019, I wrote to you and all other regional district chairs to clarify that eligible applicants under the program are all local governments (municipalities and regional districts), First Nations (bands and Treaty First Nations), legally incorporated society-run fire departments that are in good standing, and improvement districts. We appreciate your suggestion that the program consider and distinguish between larger and smaller fire departments in the funding amounts available to communities, and we will follow up with our UBCM colleagues who administer the program with your suggestion.

Emergency Management BC (EMBC) and the Office of the Fire Commissioner (OFC) continue to work collaboratively with UBCM, the Local Government Management Association (LGMA), the BC Wildfire Service (BCWS), and the Fire Chiefs' Association of BC (FCABC) on a variety of funding and training initiatives that can assist fire departments and local authorities that have fewer resources. BCWS currently provides subsidized structural protection training courses for local authority fire departments for an urban interface environment and is working with the OFC to develop a long-term plan for provision of this training.

FCABC in partnership with the Canadian Red Cross (CRC) is currently helping to administer \$5 million in grant funding, part of the \$100 million provided by the Province to the CRC to support 2017 wildfire response, to assist local authority fire departments. This is currently being done in two phases. Phase one will be provided to fire departments in communities that were affected by the wildfires in 2017. In phase two, any remaining funds from this program will be made available to other departments across BC.

On May 22, 2019, the Honourable Selina Robinson, Minister of Municipal Affairs and Housing; the Honourable Claire Trevena, Minister of Transportation and Infrastructure; and I wrote to the Honourable François-Philippe Champagne, Minister of Infrastructure and Communities and to the federal Minister of Public Safety and Emergency Preparedness, requesting that local governments be permitted to use their Community Works Fund (Gas Tax) allocations to support local fire departments. Under the current Gas Tax Agreement, the 18 broad eligible investment categories do not currently permit local governments to make investments in their fire departments with this funding.

.../3

Roly Russel
Page 3

In addition, the letter requests that tri-partite funding programs, such as those under the national Investing in Canada Infrastructure Program streams, allow fire halls and related infrastructure (primarily vehicles) as eligible projects for consideration. At present, these programs do not permit fire department infrastructure as an eligible category for funding consideration. For your reference, we have included the related correspondence associated with this request.

While not specifically discussed at our meeting, and as you are aware given your participation in the October 28, 2019 event, the discussion paper outlines proposed legislative changes to the *Emergency Program Act*. The news release outlining the three month consultation can be found at <https://news.gov.bc.ca/releases/2019EMBC0003-002046>, and the discussion paper is available online at <https://engage.gov.bc.ca/govtogetherbc/consultation/emergency-program-act-modernization>. Given you and your Board's commitment, I encourage your participation and input to ensure this new legislation advances the Regional District's interest and experience in emergency management.

Please feel free to follow up with us or contact Acting Fire Commissioner Jay Brownlee directly. He can be reached at Jay.Brownlee@gov.bc.ca or 250-952-4807.

Thank you again to your delegation for taking the time to meet with us at the convention, for the partnership we have established, and for the dedication and leadership you are providing to your community.

Sincerely,



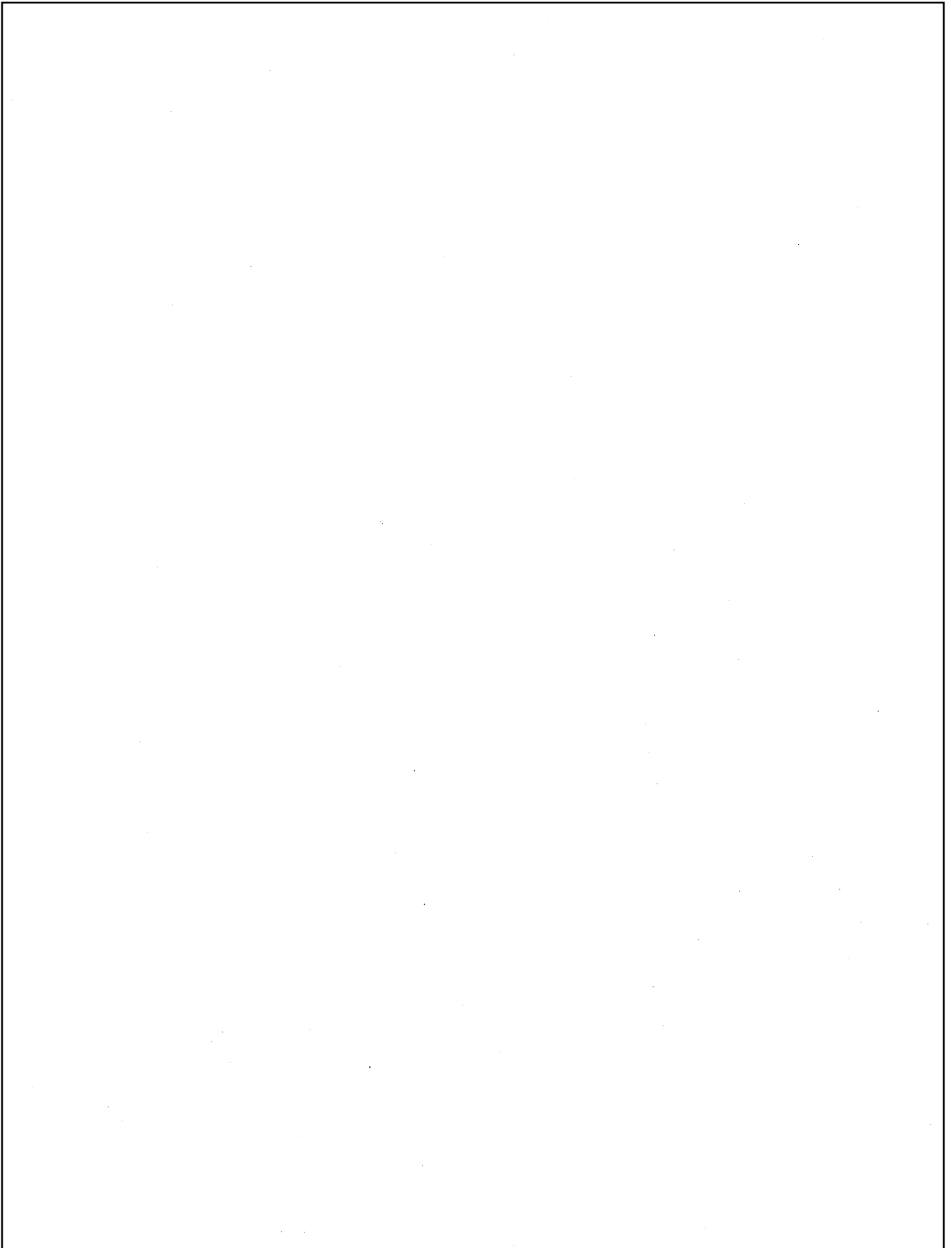
Mike Farnworth
Minister of Public Safety
and Solicitor General



Jennifer Rice
Parliamentary Secretary
for Emergency Preparedness

Enclosure

pc: Lisa Anderson
Lori Halls
Madeline Maley
Jay Brownlee
✓ Mark Andison, CAO, Regional District of Kootenay Boundary





May 22, 2019

The Honourable François-Philippe
Champagne
Minister of Infrastructure and Communities
180 Kent Street, Suite 1000
Ottawa Ontario K1P 0B6
infc.minister-ministre.infc@canada.ca

The Honourable Ralph Goodale
Minister of Public Safety and Emergency
Preparedness
House of Commons
Ottawa Ontario K1A 0A6
Hon.ralph.goodale@canada.ca

Dear Ministers Champagne and Goodale:

We are writing to bring to your attention an issue that is a continuing source of concern with British Columbia local governments in making decisions to protect their communities. In our provincial ministerial roles, we have been asked by a number of communities to bring these issues to your attention and to give local governments more options to support fire departments, both volunteer and professional, in their communities. We support these concerns; the Province acknowledges we too have a role in supporting BC communities in this regard and also wish to seek the support from you as our federal counterparts.

As you are aware, the Community Works Fund under the renewed Gas Tax Agreement delivers to all local governments a direct annual allocation to support local priorities based on a per capita formula. Local governments are free to use their allocations for costs associated with 18 broad eligible investment categories. However, there continues to be concern that the Fund does not currently permit local governments from making investments to support fire departments.

Fire departments are a critically important public safety support for all communities, and perhaps even more-so for many small and predominantly rural communities. They not only provide structural fire support, but they also provide road rescue emergency response for motor vehicle accidents. In addition, many volunteer fire departments have been widely utilized on the frontlines of the wildfires that raged in our province in 2017 and 2018. The increased demand on the existing infrastructure (equipment and facilities) is simply not sustainable and may prove more costly to the residents of British Columbia in loss of structure as well as the threat to life safety.

In addition, the *Investing in Canada Infrastructure Program* streams, while very beneficial for a number of other community related outcomes, such as the Rural and Northern Communities stream, unfortunately do not allow for fire halls and related infrastructure (primarily vehicles) as eligible projects for consideration. Communities feel strongly and have shared with us that the longstanding absence of support for local government fire responsibilities with tri-partite funding programs has led to a serious infrastructure deficit for emergency response capabilities in many BC communities.

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The increased rate of wear and tear on both the rolling stock and support facilities due to the fire and flood response for the last two years has only intensified the issue. Hence, firetrucks and their associated pumps are reaching their service life faster than anticipated. Additional impacts from climate change including the potential for an increase in other natural disasters such as landslides and drought, places additional pressure on our first responders including local fire resources.

We believe that one of the three national program objectives under the Gas Tax Fund — strong cities and communities — would be better served with an opportunity for local governments to access funding for fire services in their jurisdictions. We are confident that our local governments have the best interests of their communities in mind and can make investment decisions that match local priorities. While BC made this request during discussions regarding the Gas Tax Program in 2018, we are asking that local governments be given the autonomy to invest in their fire departments with resources available to them under the Community Works Fund and to have the ability to apply to infrastructure programs for funding for resources for local fire services.

Therefore, we are requesting that the federal government partner with the provincial government to support local governments in this regard. We look forward to hearing from you.

Sincerely,



Mike Farnworth
Minister of Public Safety and Solicitor General



Claire Trevena
Minister of Transportation and Infrastructure



Selina Robinson
Minister of Municipal Affairs and Housing

cc. Mr. Arjun Singh
President
Union of BC Municipalities

Minister of Public Safety and
Emergency Preparedness



Ministre de la Sécurité publique
et de la Protection civile

Ottawa, Canada K1A 0P8

JUL 12 2019

The Honourable Mike Farnworth, M.L.A.
Minister of Public Safety and Solicitor General
Room 128 Parliament Buildings
Victoria, British Columbia V8V 1X4

The Honourable Claire Trevena, M.L.A.
Minister of Transportation and Infrastructure
Room 306 Parliamentary Buildings
Victoria, British Columbia V8V 1X4

The Honourable Selina Robinson, M.L.A.
Minister of Municipal Affairs and Housing
Room 310 Parliamentary Buildings
Victoria, British Columbia V8V 1X4

Dear Ministers:

Thank you for your correspondence of May 22, 2019, concerning your request for more funding options to support professional and volunteer fire departments within the province of British Columbia. I applaud the critical work that fire departments—both volunteer and professional—do every day, in every corner of Canada, to keep people safe.

The Government of Canada recognizes that disasters are increasing in frequency and magnitude due to factors such as climate change, critical infrastructure dependencies, and ecological changes. Recent extreme weather events in British Columbia and across the country remind us of how all of society comes together, including fire departments, to support response and recovery efforts whenever and wherever disaster strikes.

Canada

- 2 -

As you are aware, on January 25, 2019, Federal, Provincial and Territorial Ministers responsible for Emergency Management formally approved and released the *Emergency Management Strategy for Canada: Toward a Resilient 2030* (the Strategy). The Strategy provides a roadmap to strengthen Canada's ability to better prevent, prepare for, respond to and recover from emergencies and natural disasters, including wildfires and floods. While Public Safety does not have programs that fund the operations of local fire departments directly, I look forward to continuing our work under the Strategy to advance emergency management capabilities in British Columbia and in Canada as a whole.

I note that you have also addressed your correspondence to my colleague, the Honourable François-Philippe Champagne, Minister of Infrastructure and Communities, who is best positioned to respond to the issues you have raised regarding the eligibility criteria under the Gas Tax Fund and the *Investing in Canada Infrastructure Programs* streams.

Thank you for taking the time to bring this issue to my attention.

Yours sincerely,



The Honourable Ralph Goodale, P.C., M.P.

c.c.: The Honourable François-Philippe Champagne, P.C., M.P.
Minister of Infrastructure and Communities

Arjun Singh
President, Union of British Columbia Municipalities

Minister of Infrastructure
and Communities



Ministre de l'Infrastructure
et des Collectivités

Ottawa, Canada K1P 0B6

The Honourable Mike Farnworth, M.L.A.
Minister of Public Safety and Solicitor General
The Honourable Clair Trevena, M.L.A.
Minister of Transportation and Infrastructure
The Honourable Selina Robinson, M.L.A.
Minister of Municipal Affairs and Housing
Government of British Columbia
pssgwebfeedback@gov.bc.ca

JUL 04 2019

Dear Ministers:

Thank you for your letter of May 22, 2019, also addressed to the Honourable Ralph Goodale, Minister of Public Safety and Emergency Preparedness, regarding the eligibility of fire halls under the federal Gas Tax Fund. I also thank you for raising this issue during the meeting of federal, provincial and territorial ministers responsible for infrastructure on June 6, 2019.

I appreciate the significant impact that wildland fires have had on British Columbia and other jurisdictions throughout the country. Natural Resources Canada is actively working with provinces, territories and municipalities through the FireSmart program. In addition to this work, Infrastructure Canada is supporting projects that address wildland fire risk through the Disaster Mitigation and Adaptation Fund and the Integrated Bilateral Agreement for the *Investing in Canada* plan. Investments in fire breaks and monitoring systems, when coupled together, can go a long way to securing communities from the dangers of wildland fire.

The Gas Tax Fund is intended to provide local decision makers with the ability to fund projects that are priorities in their respective jurisdictions. With 18 different project categories of investment, the Gas Tax Fund offers a range of options for local governments. For example, upgrades to fire stations that offer energy savings can be funded through the Community Energy category. I completely agree with your statement that local governments have the best interests of their communities in mind and that their investment decisions reflect this.

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Canada

- 2 -

In Budget 2019, the Government of Canada has pledged \$2.2 billion in new funding for municipalities through the federal Gas Tax Fund. This funding will be in addition to the regular payments under the program and will be flowed to agreement signatories across the country. Funding under the Gas Tax Fund will be disbursed in accordance with respective agreements in place for each jurisdiction. This will mean an additional federal investment of over \$278 million in communities in British Columbia this year.

It is important for me to understand the needs of local and provincial governments. I welcome your input and will ensure that your suggestions are considered the next time we evaluate the program parameters of the Gas Tax Fund. As you know, the existing administrative agreements are in place until 2024, at which time we can consider your proposed changes.

Thank you for writing on this important matter.

Yours sincerely,



The Honourable François-Philippe Champagne, P.C., M.P.
Minister of Infrastructure and Communities

c.c. The Honourable Ralph Goodale, P.C., M.P.
Minister of Public Safety and Emergency Preparedness

Mr. Arjun Singh
President, Union of British Columbia Municipalities

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2019

Cheque Date	Supplier	Name	Amount
2019-11-28	ACM030	ACME VISIBLE FILING SYSTEMS LTD.	\$ 395.93
2019-11-28	ADL010	ADLEM MECHANICAL	\$ 399.00
2019-11-01	ADV010	ADVANCED CONSULTING AND	\$ 10,994.83
2019-11-22	ALB020	ALBERTA FIRE CHIEFS ASSOCIATION	\$ 267.45
2019-11-15	ALM020	ALMQUIST, LYLE	\$ 70.00
2019-11-08	AND060	ANDISON, R. MARK	\$ 282.03
2019-11-22	ARL010	THE ARLINGTON HOTEL	\$ 696.26
2019-11-28	ARL010	THE ARLINGTON HOTEL	\$ 266.81
2019-11-08	ASS090	ASSOCIATED ENVIRONMENTAL	\$ 4,558.68
2019-11-01	BCY020	BC/YUKON COMMAND THE ROYAL	\$ 595.00
2019-11-01	BEA170	BEAVER VALLEY & PEND D'OREILLE	\$ 655.73
2019-11-08	BEL070	BELL MEDIA RADIO GP	\$ 214.20
2019-11-22	BEL110	BELL MOBILITY INC.	\$ 126.20
2019-11-28	BIG055	BIG WHITE MOUNTAIN COMMUNITY	\$ 5,000.00
2019-11-15	BIP010	BI PURE WATER	\$ 924.23
2019-11-08	BLA180	BLACK STONE SPORTS	\$ 552.44
2019-11-08	BOU030	BOUNDARY MUSEUM SOCIETY	\$ 15,000.00
2019-11-08	BOU053	BOUNDARY AQUA TECH	\$ 273.00
2019-11-15	BOU054	BOUNDARY COUNTRY AUTO BODY	\$ 3,271.22
2019-11-28	BOU460	BOUNDARY EXCAVATING	\$ 22,113.00
2019-11-28	BOW070	BOWCOCK, MICHAEL	\$ 159.00
2019-11-08	BOW080	BOWMAN, KARLEE, IN TRUST	\$ 151.91
2019-11-01	BRI001	BRINK'S CANADA LIMITED	\$ 428.88
2019-11-08	BRI001	BRINK'S CANADA LIMITED	\$ 670.50
2019-11-08	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	\$ 735.00
2019-11-08	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	\$ 735.00
2019-11-15	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	\$ 673.61
2019-11-15	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	\$ 673.61
2019-11-15	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	\$ 673.61
2019-11-15	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	\$ 673.61
2019-11-15	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	\$ 673.61
2019-11-28	BUR003	BURKERT CANADA INC	\$ 115.65
2019-11-28	CAM070	CAM CAMPBELL HOLDINGS LTD.	\$ 6,627.60
2019-11-08	CAN031	THE CANADIAN PAYROLL ASSOCIATION	\$ 103.95
2019-11-15	CAN110	CANADIAN RED CROSS SOCIETY	\$ 23.52
2019-11-15	CEN040	CENTRIX CONTROL SOLUTIONS LP	\$ 3,814.37
2019-11-15	CHA110	CHAMPLIN, BRIAN	\$ 25.00
2019-11-15	CHR025	CHRISTINA LAKE FIRE FIGHTERS	\$ 2,000.00
2019-11-01	CHR280	CHRISTINA LAKE HEALTH-CARE	\$ 1,000.00
2019-11-01	CIB010	CIBC VISA	\$ 10,087.75
2019-11-22	CIE020	CI EXCAVATING	\$ 5,250.00
2019-11-28	CIE020	CI EXCAVATING	\$ 354.38
2019-11-28	CIV040	CIVIC LEGAL LLP	\$ 391.45

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2019

Cheque Date	Supplier	Name	Amount
2019-11-22	COL026	COLUMBIA WIRELESS INC.	\$ 610.40
2019-11-22	COM003	COMMERCIAL AQUATIC SUPPLIES	\$ 28.00
2019-11-22	COM030	COMMUNITY FUTURES CENTRAL	\$ 7,500.00
2019-11-01	COO003	COOPERWILLIAMS LAW	\$ 2,796.64
2019-11-28	COO003	COOPERWILLIAMS LAW	\$ 1,993.60
2019-11-01	CRE030	CREATIVE CUSTOM EMBROIDERY	\$ 24.63
2019-11-15	CRO008	CROFT, SUSAN	\$ 404.58
2019-11-08	DEL070	DELL CANADA INC	\$ 329.78
2019-11-28	DEL070	DELL CANADA INC	\$ 788.80
2019-11-08	DEL080	DE LAGE LANDEN FINANCIAL SERVICES	\$ 655.20
2019-11-28	DOR003	DORATTI, SHERRI	\$ 77.05
2019-11-08	DOU130	DOUGALL, JENNIFER JANINE	\$ 51.00
2019-11-28	DUL010	DULEY, MIKE	\$ 70.00
2019-11-08	DUN100	DUNNET, KIYOMI	\$ 50.00
2019-11-01	ECO002	ECONOGICS INC	\$ 291.20
2019-11-15	EDW030	EDWARDS WILLIAM	\$ 31.90
2019-11-15	ELL001	ELLIS, LYNN	\$ 763.72
2019-11-28	ENG010	ENGEN, DEAN	\$ 380.00
2019-11-28	ENV010	ENVIRONMENTAL OPERATORS	\$ 415.80
2019-11-08	FER001	FERRARO FOODS	\$ 50.34
2019-11-28	FER001	FERRARO FOODS	\$ 6.58
2019-11-08	FLE015	FLEETCOR CANADA MASTERCARD	\$ 3,413.22
2019-11-08	FLE015	FLEETCOR CANADA MASTERCARD	\$ 18.95
2019-11-15	FORGRA	FORTIS BC - FINANCIAL ACCOUNTING	\$ 467.25
2019-11-01	FRO110	FRONTLINE OPERATIONS GROUP	\$ 2,180.48
2019-11-28	FRO110	FRONTLINE OPERATIONS GROUP	\$ 1,408.31
2019-11-15	FRU020	FRUITVALE CO-OP	\$ 144.25
2019-11-28	FRU020	FRUITVALE CO-OP	\$ 361.36
2019-11-08	FYF010	FYFFE, BART	\$ 39.56
2019-11-28	GAI010	GAIA PRINCIPLES IPM SERVICES	\$ 52.50
2019-11-28	GEA001	GEARY, JOEY	\$ 1,446.91
2019-11-28	GRA030	GRAND FORKS CURLING CLUB	\$ 183.75
2019-11-01	GRA054	GRASSROOTS PROPERTY CARE LTD.	\$ 244.13
2019-11-28	GRA054	GRASSROOTS PROPERTY CARE LTD.	\$ 448.88
2019-11-15	GRA055	GRAND FORKS RENOVATION CENTRE	\$ 55.64
2019-11-28	GRA055	GRAND FORKS RENOVATION CENTRE	\$ 181.35
2019-11-01	GRA280	GRAND FORKS VOLUNTEER	\$ 5,004.00
2019-11-15	GRA560	GRAND FORKS ROTARY CLUB	\$ 2,000.00
2019-11-28	HAM030	HAMILTON, CHARLENE, ELAINE	\$ 188.99
2019-11-15	HAZ020	HAZZARD COUNTY MECHANICAL LTD	\$ 1,216.87
2019-11-08	HEN140	HENDERSON, DEREK	\$ 139.19

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2019

Cheque Date	Supplier	Name	Amount
2019-11-01	HOL015	HOLY TRINITY PARISH	\$ 2,547.00
2019-11-01	HOM010	HOME DEPOT CREDIT SERVICES	\$ 647.95
2019-11-08	HUN004	HUNTER, LORNE	\$ 139.59
2019-11-01	IHA010	IHAS, JODI	\$ 181.38
2019-11-28	IHA010	IHAS, JODI	\$ 46.76
2019-11-01	IMP020	IMPERIAL OIL LIMITED	\$ 81.50
2019-11-08	IRW010	IRWIN AIR LTD.	\$ 6,516.28
2019-11-22	JAM035	JAMIESON, DAN	\$ 494.45
2019-11-28	JDT010	JD TOWING INC	\$ 661.50
2019-11-22	JOH310	JOHNSON, ROSANNE, IN TRUST	\$ 245.52
2019-11-28	JOH310	JOHNSON, ROSANNE, IN TRUST	\$ 285.12
2019-11-15	KEN100	Kent, Ian K.	\$ 5,164.56
2019-11-01	KET002	KETTLE RIVER MUSEUM SOCIETY	\$ 560.00
2019-11-01	KET006	KETTLE VALLEY GOLF CLUB	\$ 1,986.49
2019-11-15	KET007	KETTLE RIVER LIONS CLUB	\$ 511.73
2019-11-15	KET080	KETTLE RIVER MECHANICAL	\$ 380.20
2019-11-01	KIS040	KISS MY GRASS LTD	\$ 415.80
2019-11-15	KOO051	KOOTENAY HEALTH SERVICES INC	\$ 880.00
2019-11-22	KOO160	KOOTENAY COLUMBIA EDUCATIONAL	\$ 1,010.96
2019-11-28	LAK060	LAKESIDE GENERAL STORE	\$ 1,088.65
2019-11-01	LAN030	BC LAND TITLE & SURVEY AUTHORITY	\$ 1,000.00
2019-11-15	LAR040	LARMOUR, MATTHEW	\$ 40.00
2019-11-22	LEB030	LEBER, ASHLEY	\$ 174.00
2019-11-15	LOW050	LOWENSTEIN, MISCHA	\$ 35.87
2019-11-15	MAC070	MACFARLANE, JENNIFER	\$ 306.35
2019-11-08	MAR050	MARCOUX, DANIEL	\$ 124.41
2019-11-28	MAR180	MARKS, KEVIN	\$ 240.00
2019-11-28	MAX004	MAXIMENKO, DAWSHA J	\$ 257.00
2019-11-01	MID040	MIDWAY COMMUNITY CLUB	\$ 300.00
2019-11-22	MIN030	MINISTER OF FINANCE	\$ 5,662.50
2019-11-08	MIN040	MINISTER OF FINANCE	\$ 173.34
2019-11-28	MIN040	MINISTER OF FINANCE	\$ 286.52
2019-11-08	MOD020	MODERN PURAIR WEST KOOTENAYS	\$ 6,662.60
2019-11-28	MOR160	MORE, ADAM WILLIAM	\$ 32.00
2019-11-01	MUN002	MUNICIPAL PENSION PLAN 50151-	\$ 27,184.61
2019-11-15	MUN002	MUNICIPAL PENSION PLAN 50151-	\$ 22,447.48
2019-11-28	MUN002	MUNICIPAL PENSION PLAN 50151-	\$ 21,742.68
2019-11-01	MUN003	MUNICIPAL PENSION PLAN 00151-	\$ 39,164.58
2019-11-15	MUN003	MUNICIPAL PENSION PLAN 00151-	\$ 38,608.33
2019-11-28	MUN003	MUNICIPAL PENSION PLAN 00151-	\$ 37,983.29
2019-11-01	NAN010	CITY OF NANAIMO	\$ 105.00

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2019

Cheque Date	Supplier	Name	Amount
2019-11-15	NAN010	CITY OF NANAIMO	\$ 1,207.50
2019-11-22	NAN010	CITY OF NANAIMO	\$ 3,071.25
2019-11-21	NEO001	NEOPOST	\$ 3,000.00
2019-11-28	NOF010	NO FRILLS	\$ 410.76
2019-11-22	OKT020	OK TIRE AND AUTO SERV	\$ 1,246.01
2019-11-28	OKT020	OK TIRE AND AUTO SERV	\$ 1,178.81
2019-11-22	PAT030	PATHWISE SOLUTIONS INC	\$ 12,600.00
2019-11-22	PET010	PETRO CANADA	\$ 7,618.84
2019-11-08	PON010	PONY ESPRESSO	\$ 36.75
2019-11-01	POT010	POTTER, HEATHER	\$ 272.23
2019-11-28	POW002	POWNALL CONSTRUCTION & FORM	\$ 2,960.98
2019-11-01	PRO013	PROVINCIAL FIRE & SAFETY	\$ 3,412.50
2019-11-15	PRO013	PROVINCIAL FIRE & SAFETY	\$ 6,195.01
2019-11-15	PUR020	PUROLATOR INC.	\$ 130.69
2019-11-22	PUR020	PUROLATOR INC.	\$ 442.96
2019-11-01	QUI010	QUICKSCRIBE SERVICES LTD.	\$ 175.35
2019-11-01	REC002	RECEIVER GENERAL	\$ 802.05
2019-11-15	REC002	RECEIVER GENERAL	\$ 802.05
2019-11-28	REC002	RECEIVER GENERAL	\$ 802.05
2019-11-01	REC010	RECEIVER GENERAL FOR CANADA	\$ 80,624.53
2019-11-15	REC010	RECEIVER GENERAL FOR CANADA	\$ 90,127.76
2019-11-28	REC010	RECEIVER GENERAL FOR CANADA	\$ 80,961.28
2019-11-28	RED100	RED TAG FITNESS	\$ 7,688.76
2019-11-08	REG080	REGIONAL DISTRICT OF EAST	\$ 3,500.00
2019-11-28	RES002	RESCUE CANADA RESOURCE GROUP	\$ 3,200.00
2019-11-01	ROC190	ROCK CREEK COMMUNITY MEDICAL	\$ 120.00
2019-11-22	ROS065	ROSSLAND YOUTH ACTION NETWORK	\$ 470.00
2019-11-08	ROS400	ROSSLAND WINTER CARNIVAL SOCIETY	\$ 1,250.00
2019-11-01	ROY002	ROYAL CANADIAN LEGION BR. #11	\$ 320.00
2019-11-01	ROY004	ROYAL CANADIAN LEGION BRANCH #59	\$ 272.00
2019-11-08	ROY005	ROYAL CANADIAN LEGION BRANCH 155	\$ 100.00
2019-11-28	RPM010	RPM AUTOMOTIVE	\$ 237.07
2019-11-28	RUS025	RUSTIC CRUST	\$ 129.68
2019-11-08	RUT040	RUTHERFORD, IAN P.	\$ 200.00
2019-11-28	SAL003	SALIS ENTERPRISES	\$ 494.65
2019-11-01	SAV010	SAVAGE PLUMBING & HEATING	\$ 112.67
2019-11-22	SAV010	SAVAGE PLUMBING & HEATING	\$ 578.45
2019-11-08	SAV040	SAVE-ON-FOODS	\$ 77.93
2019-11-15	SAV040	SAVE-ON-FOODS	\$ 40.92
2019-11-22	SAV040	SAVE-ON-FOODS	\$ 30.36
2019-11-28	SAV040	SAVE-ON-FOODS	\$ 63.87

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2019

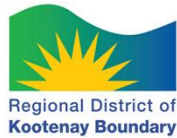
Cheque Date	Supplier	Name	Amount
2019-11-22	SCO070	SCOUTS CANADA - CAMP TWEEDSMUIR	\$ 6,494.94
2019-11-15	SEC030	SECURE BY DESIGN	\$ 44.80
2019-11-08	SEL010	SELECT OFFICE PRODUCTS	\$ 153.89
2019-11-28	SEL010	SELECT OFFICE PRODUCTS	\$ 134.35
2019-11-01	SHA030	SHAW CABLE	\$ 358.11
2019-11-15	SHA030	SHAW CABLE	\$ 314.43
2019-11-15	SHA070	SHAW, GERRY	\$ 596.65
2019-11-22	SHE005	SHERRIFF, SUSAN, B.	\$ 2,150.00
2019-11-28	SMI008	SMITH, LAURA-LEE	\$ 1,034.70
2019-11-28	SOL005	SOLUTIONS NOTARIUS INC.	\$ 229.95
2019-11-08	SPC010	SOCIETY FOR PREVENTION OF CRUELTY	\$ 7,437.00
2019-11-22	STA007	DESJARDINS CARD SERVICES	\$ 1,177.95
2019-11-28	STA025	STAJDUHAR, JESSICA	\$ 62.00
2019-11-15	STE110	STEPHENS, MARK	\$ 1,014.59
2019-11-08	STR050	STRIKER INDUSTRIES	\$ 170.73
2019-11-15	STR050	STRIKER INDUSTRIES	\$ 286.73
2019-11-15	STR120	STRYKER CA LP	\$ 2,784.60
2019-11-08	SUS020	SUSHI OCEAN DREAM JAPANESE	\$ 116.55
2019-11-28	SUT010	SUTHERLAND, WILLIAM F	\$ 240.00
2019-11-01	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$ 5.67
2019-11-08	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$ 9,085.96
2019-11-22	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$ 385.14
2019-11-28	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$ 116.83
2019-11-01	TEL002	TELUS MOBILITY	\$ 6,885.88
2019-11-15	TEL050	TELUS COMMUNICATIONS CO. C/O	\$ 1,355.71
2019-11-15	THE010	THE SOURCE	\$ 11.19
2019-11-15	THO130	THOMPSON OKANAGAN TOURISM	\$ 8,759.67
2019-11-22	THO130	THOMPSON OKANAGAN TOURISM	\$ 1,341.70
2019-11-08	TIM050	TIMMS, CHRISTOPHER	\$ 200.00
2019-11-01	TOM010	TOMKO SPORTS SYSTEMS ALBERTA	\$ 313.74
2019-11-08	TOT015	TOTAL RESTORATION SERVICES INC	\$ 12,261.66
2019-11-22	TOW050	TOWN OF OSOYOOS	\$ 1,300.00
2019-11-22	TRA023	TRAIL MAPLE LEAF BAND	\$ 4,360.00
2019-11-01	TRA046	TRAIL HAMMER AND BOLT CO. LTD.	\$ 37.18
2019-11-08	UNI007	UNION OF BC MUNICIPALITIES	\$ 90.53
2019-11-22	UNI007	UNION OF BC MUNICIPALITIES	\$ 819.00
2019-11-01	VAN200	VAN WYK, HENDRIK	\$ 112.50
2019-11-22	VIS050	VISTA RADIO LTD.	\$ 1,786.30
2019-11-28	VIV001	VIVID CONSULTING	\$ 236.25
2019-11-01	WAS010	WASTE MANAGEMENT	\$ 221.59
2019-11-01	WES006	WEST BOUNDARY SENIOR'S HOUSING	\$ 4,000.00

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2019

Cheque Date	Supplier	Name	Amount
2019-11-01	WES035	WESTERN FINANCIAL GROUP FRUITVALE	\$ 1,660.00
2019-11-15	WES065	WEST BOUNDARY SUSTAINABLE FOODS	\$ 426.64
2019-11-01	WES100	WESCO DISTRIBUTION CANADA LP	\$ 2,676.92
2019-11-08	WES100	WESCO DISTRIBUTION CANADA LP	\$ 304.16
2019-11-08	WHI090	WHITLOCK INSURANCE SERVICES	\$ 460.00
2019-11-01	WIL008	WILLOW HILL ENTERPRISES	\$ 63.00
2019-11-15	WIL009	WILDSIGHT	\$ 800.00
2019-11-08	WOO010	WOODY'S TIRE & AUTO LTD.	\$ 968.97
2019-11-01	WSA010	WSA ENGINEERING LTD.	\$ 8,309.70
2019-11-01	XCG010	XCG CONSULTING LIMITED	\$ 6,306.30
2019-11-28	XCG010	XCG CONSULTING LIMITED	\$ 10,680.24
2019-11-08	YOU010	YOUNBERG, CAROL	\$ 113.67
2019-11-01	ZOO010	ZOOM VIDEO COMMUNICATIONS INC	\$ 400.00
Total Accounts Paid			\$ 793,539.01

NB: No payments greater than \$100,000 related to Provincial Emergency Program (service 012).



Beaver Valley Regional Parks and Regional Trails Committee

**Minutes
Tuesday, October 8, 2019
Village of Montrose Office**

Committee members present:

Director A. Grieve, Chair
Director S. Morissette
Director M. Walsh

Staff and others present:

M. Daines, Manager of Facilities and Recreation
M. Forster, Executive Assistant/Recording Secretary
K. Tuttle, Village of Fruitvale

CALL TO ORDER

The Chair called the meeting to order at 11:55 am.

ACCEPTANCE OF THE AGENDA (additions/deletions)

The agenda for the October 8, 2019 Beaver Valley Regional Parks and Regional Trails Committee meeting was presented.

The agenda was amended by the addition of a late item: Fruitvale press release on the Age Friendly Coordinator/Program and a change in the agenda order.

Moved: Director Walsh Seconded: Director Morissette

That the agenda for the October 8, 2019 Beaver Valley Regional Parks and Regional Trails Committee meeting be adopted as amended.

Carried

ADOPTION OF MINUTES

The minutes from the September 12, 2019, Beaver Valley Regional Parks and Regional Trails Committee meeting were presented.

Moved: Director Morissette Seconded: Director Walsh

That the minutes from the September 12, 2019 Beaver Valley Regional Parks and Regional Trails Committee meeting be adopted as presented.

Carried

DELEGATIONS

Kelli Tuttle, Village of Fruitvale Re: Age Friendly Transition to RDKB

K. Tuttle, Village of Fruitvale, attended the meeting and provided the Committee members with an Age Friendly Programming Report, a job description for the Age Friendly Coordinator and related financial information. The Committee members also discussed the transitioning of the position from the Village of Fruitvale to the RDKB. The transition will take effect on January 1, 2020.

Director Grieve asked if the Age Friendly Report was considered as draft as she had some suggested changes that K Tuttle felt could be incorporated to the final report.

The Committee also reviewed the revenue sources for the program and were informed that the new Age Friendly Society may have some funds intended for the Age Friendly Program.

Moved: Director Walsh Seconded: Director Morissette

That the Beaver Valley Regional Parks and Regional Trails Committee directs staff to write to the new Age Friendly Society to request that all monies now be transferred to the RDKB in anticipation of the program moving under BV Recreation Programming.

Carried

CLOSED (IN CAMERA) SESSION

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

Moved: Director Morissette Seconded: Director Walsh

That the Beaver Valley Regional Parks and Regional Trails Committee proceed to a closed meeting pursuant to Section 90 (1) (c) of the *Community Charter* at 1:50 pm.

Carried

The Beaver Valley Regional Parks and Regional Trails Committee reconvened to the open meeting at 2:05 pm.

K. Tuttle left the meeting at 2:05 pm.

UNFINISHED BUSINESS

There was no unfinished business for discussion.

NEW BUSINESS

M. Daines, Manager of Facilities and Recreation

Re: Beaver Valley Regional Parks and Regional Trails Service Review - Discussion

M. Daines informed the Committee that a service review is due to be undertaken as per Service Establishment Bylaw 1393 - Beaver Valley Regional Parks and Regional Trails Service, which states that a service review must be undertaken every five years.

Moved: Director Walsh Seconded: Director Morissette

That the Beaver Valley Regional Parks and Regional Trails Committee directs staff to initiate the service review process as per Service Establishment Bylaw No. 1393. **FURTHER**, that the service review meeting will be held in conjunction with the next Beaver Valley Regional Parks and Regional Trails Committee meeting.

Carried

M. Daines, Manager of Facilities and Recreation
Re: Park Siding School - Discussion

M. Daines sought instruction on the next steps after the Park Siding School tour. There was general agreement to raise the public's awareness of the school by promoting the site on the newsletter and connecting with other schools and the School District.

A. Grieve
Re: Arbour Grand Opening - Discussion

Director Grieve provided the Committee members with a review of the Arbour grand opening, which was attended by five First Nations.

M. Daines, Manager of Facilities and Recreation
Re: Adoption of Age Friendly Service

A staff report from Mark Daines, Manager of Facilities and Recreation regarding a change in service delivery was presented.

Moved: Director Morissette Seconded: Director Walsh

That the Beaver Valley Regional Parks and Regional Trails Committee receive the manager's report as it pertains to the implications of the Beaver Valley Recreation Service. **FURTHER**, that the Beaver Valley Regional Parks and Regional Trails Committee approve the addition of the Age Friendly Program to form part of the Beaver Valley Recreation Service. **FURTHER**, that the Age Friendly Service item will be presented to the Board of Directors at the next Board meeting.

Carried

Discussion
Re: Newsletter Additions

There was no discussion necessary.

LATE (EMERGENT) ITEMS

Village of Fruitvale Press Release

Director Walsh expressed his concerns over the recent press release from the Village of Fruitvale regarding the Age Friendly Coordinator position.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

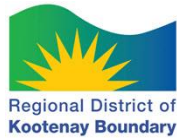
A discussion of items for future meetings was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

ADJOURNMENT

The meeting was adjourned at 2:08 pm.



Boundary Community Development Committee

Minutes

**Wednesday, November 6, 2019
RDKB Board Room, Grand Forks, BC**

Committee members present:

Director G. McGregor, Chair
Director R. Russell
Director V. Gee
Director B. Taylor
Director R. Dunsdon
Director G. Shaw

Staff present:

M. Andison, Chief Administrative Officer
M. Zahn, Recording Secretary
C. Alblas, Boundary Country Tourism Stakeholder Liaison
J. Wetmore, Community Futures Boundary

CALL TO ORDER

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

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the November 6, 2019 Boundary Community Development Committee meeting was presented.

Moved: Director Dunsdon Seconded: Director Taylor

The agenda was amended with an additional delegation, Cindy Alblas regarding the Boundary Country 468 Insider App, and a late item for discussion, grant in-lieu.

That the agenda for the November 6, 2019 Boundary Community Development Committee meeting be adopted as amended.

Carried.

ADOPTION OF MINUTES

The minutes of the October 2, 2019 Boundary Community Development Committee meeting were presented.

Moved: Director Taylor Seconded: Director Dunsdon

The minutes were amended by a change to the discussion under New Business: Grant Opportunities. "Director Gee informed the Committee that the application for Rural Dividend Funding for the Food Innovation Hub was declined." was changed to read: "Director Gee informed the Committee that the application for a Food Hub grant was declined."

The minutes were also amended by a change to the discussion under Late (Emergent Items): Kootenay Farm Advisors. Director Gee did not attend the meeting with the Ministry of Agriculture at UBCM. "Director Gee informed the Committee that she attended the meeting with the Ministry of Agriculture at the UBCM and learned that the Ministry will put in \$100,000..." was changed to read, "Director Gee informed the Committee that the Ministry of Agriculture will put in \$100,000 into the Kootenay Farm Advisors that will have an effect on the budget."

That the minutes of the October 2, 2019 Boundary Community Development Committee meeting be adopted as amended.

Carried.

GENERAL DELEGATIONS

Cindy Alblas

RE: Boundary Country 468 Insider App

Cindy Alblas provided an update on the Boundary Country 468 Insider App project. Cindy shared that she is ready to begin populating the West Boundary information and requested information from any businesses that are ready now. Cindy emphasized the December deadline.

Director Gee expressed concern regarding losing control of what is happening in her area and confirmed that her team will be determining which businesses to be added to the Insider App. Director Gee has a steering committee who is working with each community on the Insider Project.

Director Russell emphasized the importance of the historic sites; using them as a draw to the area.

Jennifer Wetmore, Manager Community Economic Development for Community Futures Boundary, added that there will be an opportunity to add more sites in January 2020.

The Committee thanked Cindy Alblas and Jennifer Wetmore for attending the meeting.

Karen McKay

Re: Boundary Country Veterinary Services Proposal

Moved: Director Russell Seconded: Director McGregor

That staff draft a lease agreement with the partnership group of Boundary Country Veterinary Services for the continued use of the property until April 30th, 2020. **FURTHER**, that interim use of the facility by Boundary Country Veterinary Services is allowed. **FURTHER** that the agreement may include intermittent residence for critical care supervision.

Carried.

OLD BUSINESS

K. Anderson, Watershed Planner

Re: Kettle River Watershed Advisory Council Membership List

A staff report from K. Anderson regarding potential members for the Kettle River Watershed Advisory Council (KRWAC) was presented.

Moved: Director Dunsdon Seconded: Director Taylor

That the Boundary Community Development Committee receive the staff report from K. Anderson regarding the Kettle River Watershed Advisory Council membership list at their November 6, 2019 meeting.

Carried.

Moved: Director Dunsdon Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors approve the Kettle River Watershed Advisory Council membership list appointments as presented to the Boundary Community Development Committee at their November 6, 2019 meeting with the following amendment: Dan Colin replace Doug Fossen.

Carried.

NEW BUSINESS

**J. Chandler, General Manager of Operations/Deputy CAO
Re: 2020 Boundary Transit Service (950) Work Plan**

The 2020 Boundary Transit Service (950) Work Plan was attached for information.

Moved: Director Russel Seconded: Director Dunsdon

That the Boundary Community Development Committee receive the proposed Boundary Transit Service (950) Work Plan.

Carried.

Staff were directed to:

1. Provide a report from Corporate Communications Officer Frances Maika regarding public engagement on Boundary Transit Services.
2. Open discussions with BC Transit on the deadlines involved in the RFP process and the termination of the contract by Interior Health at the end of March.
3. Schedule an input meeting for the second week of December.
4. Look into a feasibility study researching alternate service delivery models.

**D. Dean, Manager of Planning & Development
K. Anderson, Watershed Planner
Re: 2020 Boundary Integrated Watershed Service (170) Work Plan**

The 2020 Boundary Integrated Watershed Service (170) Work Plan was attached for information.

Moved: Director Dunsdon Seconded: Director Shaw

That the Boundary Community Development Committee receive the proposed Boundary Integrated Watershed Service (170) Work Plan.

Carried.

**J. Dougall, General Manager of Environmental Services
Re: 2020 Mosquito Control Service - Grand Forks/Area D (080) Work Plan**

The 2020 Mosquito Control Service - Grand Forks/Area D (080) Work Plan was attached for information.

Moved: Director Russell Seconded: Director Dunsdon

That the Boundary Community Development Committee receive the proposed Mosquito Control Service - Grand Forks/Area D (080) Work Plan.

Carried.

Moved: Director Russell Seconded: Director Dunsdon

That the Boundary Community Development Committee adopt the 2020 Mosquito Control Service - Grand Forks/Area D (080) Work Plan.

Carried.

J. Chandler, General Manager of Operations/Deputy CAO
Re: 2020 Boundary Animal Control Service (071) Work Plan

Moved: Director Taylor Seconded: Director Shaw

That the Boundary Community Development Committee receive the proposed Boundary Animal Control Service (071) Work Plan.

Carried.

J. Chandler, General Manager of Operations/Deputy CAO
Re: Economic Development 2020 Look Ahead

Moved: Director Taylor Seconded: Director Dunsdon

That the letter from Paul Rasmussen to Chair McGregor regarding Community Forests be received for information.

Carried.

The "Work Plan" was discussed with the following comments by Director Gee:

1. Disc golf should be removed as it was the end of a commitment
2. We need to consider that Christina Lake paid separately when doing the 2020 budget.
3. Cascade is looking for the green light on the Trail Master Plan

It was also noted that the Community Forest Piece remain.

Simone Carlisle-Smith, Project Manager, TOTA
Re: Boundary Country Update - October 30, 2019

The TOTA Monthly Update was attached for information.

Moved: Director Dunsdon Seconded: Director Taylor

That the TOTA Monthly Update be received as presented.

Carried.

R. Russell
Re: Basin Food Summit Expo and Forum

Moved: Director Russell Seconded: Director Gee

That the Boundary Community Development Committee receive the Basin Food Summit Expo and Forum Notes and Summary as provided.

Carried.

Thank you to Alternate Director Michael Tollis for attending.

V. Gee
Re: Roger Brooks Destination Subscription - Discussion

Director Gee commented that the Robert Brooks Destination Subscription is up for renewal, and discussion whether we want to renew should be brought back to the December BCDC meeting.

V. Gee
Re: Billboard near Ingram Creek Road - Discussion

Director Gee asked that we reconsider our decision to discontinue the billboard, since she has been receiving positive comments about it.

V. Gee
Re: Community Outreach about Transit - Discussion

This was discussed under New Business item 6 a) 2020 Boundary Transit Service (950) Work Plan.

V. Gee

Re: Emergency Shelter/Housing in Boundary - Discussion

Discussion ensued regarding social housing. The steering committee for housing needs assessment requires participants; both community and municipal. Director Gee inquired as to how Area E can assist, and Director Russell added that a participant from Area D put their name forward, and will report out from the social planning committee.

V. Gee

Re: MRDT - Discussion

The MRDT discussion was covered earlier in the meeting.

LATE (EMERGENT) ITEMS

G. McGregor

Re: Grant in-lieu

Discussion ensued on the grant in-lieu discussion at the Board of Director Meeting Wednesday October 30, 2019.

G. McGregor

Re: Village

Director McGregor informed the committee that the Village has received an offer for purchase.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

Grand Forks Recreation work plans completed by Tom Sprado before his retirement will be on the December agenda.

QUESTION PERIOD FOR PUBLIC AND MEDIA

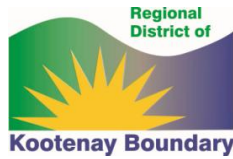
A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A question period for public and media was not required.

ADJOURNMENT

The meeting was adjourned at 12:54 pm.



Electoral Area "C" Parks & Recreation Commission
Regular Meeting
Wednesday, October 9, 2019
Welcome Centre
8:00 AM
(Please Bring Budget Binder)
AGENDA

1. CALL TO ORDER

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

- The agenda for the October 9, 2019 Christina Lake Parks & Recreation Commission meeting is presented.

Recommendation: That the Agenda for the October 9th, 2019 Christina Lake Parks & Recreation Commission meeting is adopted as presented.

3. ADOPTION OF MINUTES-Pgs 1to 4

- The minutes of the Christina Lake Parks & Recreation Commission meeting held on September 18, 2019 are presented.

Recommendation: That the minutes for the Christina Lake Parks & Recreation Commission meeting held on September 18, 2019 be adopted as presented.

4. DELEGATION: N/A

5. OLD BUSINESS:

- **Trail Development from Cove Bay to Brown Rd-** Map TBD
- **Christina Lake Community and Nature Park-** Black Press Ad/CL Newspaper – Pgs 5
- **Ministry of Transportation: Kingsley Road End- Permit to Use and Maintain The Right-of –Way –**
- **Bike Pump signage-(No snowmobiles or ATVs in Park**

6. NEW BUSINESS-

7. INFORMATIONAL ITEMS

A. Financial Plan

- August 2019 – RDKB Financial Statement –Pgs 6 to 8

B. Correspondence-

C. Project Updates-

- **Kettle River Walk Trail**-Proposed estimate for a PFR of the Kettle River Walk Trail-**Pgs 7-10**
 - **Pickleball Court Expansion**-Estimated cost from Tomko sports to renovate Tennis courts –**Pgs 8 to 10**
- **Pedestrian Bridge**-N/A
- **Disc Golf Course**-**Staff Report** – Proposed site maps – **Pgs 11 to 14**

D. Sub Committee Report

- **COP Update**- Dan Marcoux: Monthly Report- Sept Report-**Pg 15**
- **Trails** – Josh Strzelec-

E. Staff Monthly Report/Community Events Report

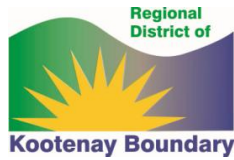
- **Recreation Program**
 - October Flyer- **Pgs 16-17**
 - Christina Lake Triathlon Update-Working with MOT to approve Permit for Bike route- **Verbal Review**
 - Christmas Party date and location- **Pg 18**
- **Park Maintenance** –September 2019-**Pg 19-20**
- **Community Coordinator Report** – Update

8. BUDGET REVIEW-Pgs 21 to 46

9. LATE EMERGENT ITEMS:

10.DISCUSSION OF ITEMS FOR FUTURE MEETINGS

11. ADJOURNMENT



Electoral Area "C" Parks & Recreation Commission
Regular Meeting
Wednesday, October 9, 2019
Christina Lake Welcome Centre
8:00 AM
Minutes

Recreation Commission Members present:

Present

Adam Moore
Brenda Auge
Dianne Wales
Ericka McCluney
Joe Sioga
Josh Strzelec
Paul Beattie
Randy Gniewotta
Tara Bobocel

Absent

Area Director

Grace McGregor

Alternate Area Director

Donna Wilchynski

Staff and others present:

RDKB Staff

Tom Sprado/Lilly Bryant

1. CALL TO ORDER: at 8:05am

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

- The agenda for the October 9, 2019 Christina Lake Parks & Recreation Commission meeting is presented.

Recommendation: That the Agenda for the October 9, 2019 Christina Lake Parks & Recreation Commission meeting is adopted as presented.

21-19 Moved: Brenda Auge

Seconded: Joe Sioga
Carried

3. ADOPTION OF MINUTES-

The minutes of the Christina Lake Parks & Recreation Commission meeting held on September 18, 2019 are presented.

Recommendation: That the minutes for the Christina Lake Parks & Recreation Commission meeting held on September 18, 2019 be adopted as presented.

22-19 Moved: Josh Strzelec

Seconded: Adam Moore

Carried

4. DELEGATION: N/A

5. OLD BUSINESS:

- **Trail Development from Cove Bay to Brown Rd-**

Recommendation: That the Regional District Kootenay Planning department be invited to attend a Recreation Commission meeting to discuss the options to develop the trail from Cove Bay to Brown Rd.

22-19 Moved: Paul Beattie

Seconded: Josh Strzelec

Carried

- **Christina Lake Community and Nature Park-** Black Press Ad/CL Newspaper – The ad be sent to Donna Wilchynski to post on the eblast
- **Ministry of Transportation: Kingsley Road End- Permit to Use and Maintain The Right-of –Way** – At the RDKB Board of Directors meeting
- **Bike Pump signage-** Signs are being replaced

6. NEW BUSINESS- N/A

7. INFORMATIONAL ITEMS

D. Financial Plan

- August 2019 – RDKB Financial Statement –**Received for Information**

E. Correspondence-N/A

F. Project Updates

- **Kettle River Walk Trail-** George Harris Collaborative Inc. is to provide a proposal on assisting us with the development of the Kettle River Walk Trail with the Osoyoos Indian Band.
- **Pickleball Court Expansion-** Project is 80% complete – Concrete work to start in early October.
 - Estimated cost from Tomko sports to renovate Tennis court #3 was reviewed.
 - Product to be used is a Pave Grid with asphalt for the entire surface
 - Once completed the existing tennis sport court matting would be re-installed so the court can be used for Tennis when not being used for Pickleball Tournaments.

Recommendation: That the 2020 Provisional Budget allocates \$100,000 towards repaving all three tennis court surfaces/with power grid matting and that #3 tennis court to include 4 pickleball court surfaces – Subject to the Pedestrian Bridge receiving funding from the Canada Infrastructure-Rural and Northern Community Grant – Gas Tax funding will be available for this project to proceed upon successful grant application for the Pedestrian Bridge.

23-19 Moved: Paul Beattie

Seconded: Randy Gniewotta
Carried

- **Pedestrian Bridge-N/A**
- **Disc Golf Course-** To Research a Disc Golf Course

Recommendation: That staff contact Allen Stanley to help the Christina Lake Recreation Commission design a Disc Golf course for the property on Swanson Road.

24-19 Moved: Dianne Wales

Seconded: Adam Moore
Carried

D. Sub Committee Report

- **COP Update-** Dan Marcoux: Monthly Report- Received for information
- **Trails –** Josh Strzelec-
 - a very productive summer
 - Would like to do his Presentation at the November meeting

E. Staff Monthly Report/Community Events Report

- **Recreation Program –**
 - October Flyer- Received for Information
 - Christina Lake Triathlon Update-
 - Working with MOT to approve permit for bike route
 - Staff will work with RDKB to approve the permit
 - Christmas Party date and location-
 - The Dueling Oaks- Cocktails at 6pm and Dinner at 7pm
- **Park Maintenance –**Received for Information
- **Community Coordinator Report –**
 - The Pickleball group is working towards becoming a society – This will provide for more grant opportunities.
 - Crosswalk installation complete
 - The Gateway AGM – Annual Report
 - Donna has become a Director for the West Kootenay Community Investment Corp.

8. BUDGET REVIEW-

- Allocated \$90,000 from Reserves to move forward with the Viewing Deck

9. LATE EMERGENT ITEMS:

10.DISCUSSION OF ITEMS FOR FUTURE MEETINGS

11. ADJOURNMENT

25-19 Moved: Brenda Auge

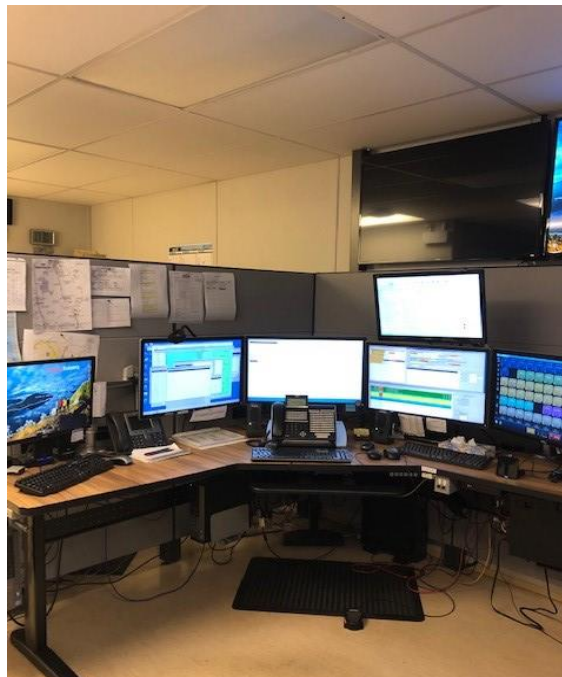
Lilly Bryant, Recording Secretary

Grace McGregor, Chairperson



9-1-1 Emergency Communications Service

2020 Work Plan



9-1-1 EMERGENCY COMMUNICATIONS SERVICE

Dan Derby, Regional Fire Chief/Fire Dispatch Manager
Service Number 015
As of December 3, 2019



9-1-1 Emergency Communications Service

2020 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 are provided by E-Comm 9-1-1 in Vancouver under contract in partnership with the Regional District Central Okanagan (RDCO). 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 rescue 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

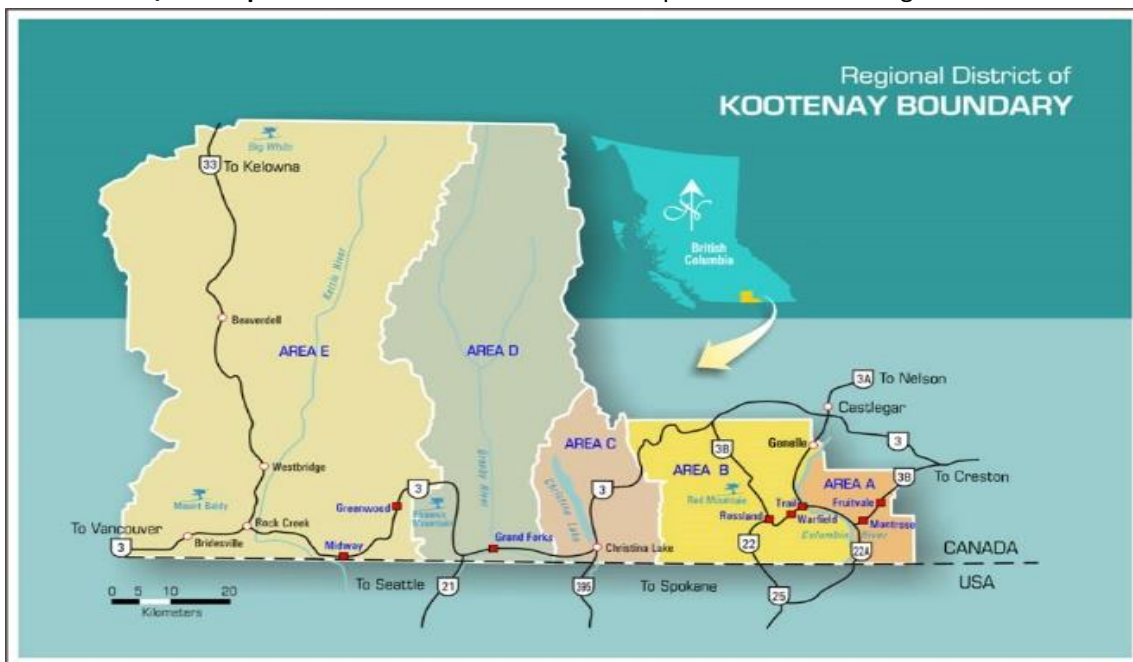
Requisition Limit: N/A

2019 Requisition / Budgeted Expenditures / Actual Expenditures:

\$323,966 / \$369,691 /

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)

2019 Accomplishments:

In May 2018, Trail Fire Dispatch closed and fire dispatch services were transitioned to the City of Kelowna's Fire Dispatch, under a 5-year contract (April 30, 2018 – December 31, 2022) . In September the RDKB, board approved the extension of 9-1-1 agreement with the Regional District Central Okanagan (November 18, 2019 – December 31, 2020).

Operationally all repeater sites had preventative maintenance and repairs completed in 2019. Our Granite Mountain repeater west of Rossland suffered radio signal interference because of landlord improvements. Working with contractors, regulators and co-location tenants' solutions were identified to restore communications to normal levels.

Renewal of repeater site and network agreements continues to be a priority to ensure the long-term reliability of our fire dispatch network.

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 that were scheduled to be completed by the first quarter of 2019 are still ongoing in December. 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 continued throughout 2019, effecting staff resource and time for other work plan projects.

While four of the seven departments serviced by our dispatch network upgraded to a fibre network connection through the transition process in 2018. The other three fire departments (Greenwood, Midway & Beaverdell) will need to be upgraded to a fibre connection when fibre connectivity is available to Kelowna.

Upgrades to our repeater site and dispatch centres radio networks will provide significant cost pressures moving forward (2022) to meet federal Next Gen911 standards.

2020 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 2021 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 2020 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 2020.

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".

Remaining Board Action Items:

EMERGENCY COMMUNICATIONS SERVICE			
Initiation Date	Action / Issue	Staff Resources	Comments
Jan 2017	<u>Greenwood Area Communication Gaps:</u> With the installation of a new repeater tower in the Roderick 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	Include Greenwood communications gaps in Fire Dispatch Network Radio Coverage Assessment.

**STAFF REPORT**

Date:	December 3, 2019	File:	
To:	Chair Langman & Members of the RDKB Board of Directors		
From:	Chris Cormack, Fire Chief, Big White Fire Department		
RE:	MUTUAL AID AGREEMENT WITH JOE RICH		

Issue Introduction

A staff report from Chris Cormack, regarding a Mutual Aid Fire Protection Agreement between Regional District of Central Okanagan, Joe Rich Fire Department and the Regional District of Kootenay Boundary, Big White Fire Department.

History/Background Factors

There has been a mutual aid agreement in place between the RDCO and RDKB for the past five years. That last agreement was executed on September 30, 2014 and scheduled to remain in force for a period of 5 years. There are no changes anticipated between this agreement and the one prior. This new agreement will be in force and effective for a period 5 years from the date of execution.

Implications

This agreement supports the Board Strategic Priorities of providing “Exceptional Cost Effective and Efficient Services.”

Background Information Provided

- Mutual Aid Agreement

Alternatives

1. Receipt and no action.
2. Receipt and approve the Mutual Aid Agreement

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve the Mutual Aid Fire Protection Agreement between the Regional District of Kootenay Boundary Big White Fire Department and the Regional District of Central Okanagan Joe Rich Fire Department for a term of five (5) years from the date of execution and at no charge for services rendered under the Agreement between the parties. **FURTHER** that the Board authorize the RDKB signatories to sign and enter into the Agreement.

 Staff Report /

Page 1 of 1

MUTUAL AID FIRE PROTECTION AGREEMENT

THIS AGREEMENT made this 1st day of October, 2019

BETWEEN:

**REGIONAL DISTRICT of CENTRAL OKANAGAN
(JOE RICH FIRE DEPARTMENT)**

AND

**REGIONAL DISTRICT of KOOTENAY BOUNDARY
(BIG WHITE FIRE DEPARTMENT)**

WHEREAS the Regional District of Kootenay Boundary (Big White Fire Department) and the Regional District of Central Okanagan (Joe Rich Fire Department) each maintain their own firefighting equipment and personnel;

AND WHEREAS they consider it to be to their mutual benefit to co-operate in the resolution of emergency incidents;

NOW THEREFORE in consideration of the premises and mutual covenants and agreements hereinafter contained, the parties hereto agree, each with the other as follows:

In this Agreement "Fire Chief" means Senior Officer of the Fire Department, or his delegate, who is in charge of the operation and direction of the Fire Department.

1. In the event that the Fire Chief of either Joe Rich or Big White Fire Department requires assistance to deal with an emergency suppression incident occurring in their jurisdiction, he may request assistance from the other party named in this Agreement.
2. Road Rescue will still be under the provisions of EMBC and attendance may be requested but only initiated after a Task number has been assigned by the Province.
3. Assistance shall be provided by the other party if the equipment and personnel requested are not required for service in their own jurisdiction or by other agreements. Joe Rich is bound to the Regional Emergency Mutual Aid Agreement which will take precedence over this standalone agreement in the event of conflicting requests for aid.

4. Emergency equipment and personnel of the assisting party shall be under the direction and at the discretion of the Fire Chief, or Officer in charge, of the requesting party. He shall direct all of the personnel and equipment within his jurisdiction, and provide for the possibility that assisting personnel and equipment may be recalled at any time to respond to an emergency within its own jurisdiction.
5. The releasing of resources shall be initiated as soon as the Emergency has been brought under control. Any Mutual Aid Emergency Resource of personnel and apparatus shall be released first before any local resources are released.
6. Neither party to this Agreement shall be liable for any loss or damage occasioned to the equipment while operating under this agreement.
7. No charge shall be levied for services rendered under this Agreement, between the parties to this Agreement.
8. The parties agree that an area covered by fire protection services shall not be, as a result of this agreement, left unprotected and further so as to ensure that this protection is maintained; all requests for Mutual Aid shall be made and coordinated through the Regional Fire Dispatch Centre. At no time shall the Regional Fire Dispatch Centre deploy any Mutual Aid Emergency Resources that have not been specifically asked for and by a requesting Party of this agreement.
9. Indemnity:
 - (a) It is understood and agreed by both parties hereto that the party requesting or accepting Emergency Resources under this agreement shall indemnify and save harmless the responding/assisting party, their officers, agents and employees from any and all liabilities, actions, damages and claims of whatever nature or kind arising out of the Emergency;
 - (b) In the event that the responding Providing Party acts independently of the Requesting Party then the Providing Party shall not be entitled to indemnity pursuant to this article, but shall be responsible for their own legal liabilities and shall accordingly indemnify and save harmless the Requesting Party under this Agreement for any and all liabilities, actions, damages and claims of whatever nature or kind arising out of the independent act of the Providing Party in connection with the Emergency;
 - (c) Notwithstanding part (b) of this article, the Providing Party shall not be liable for any loss, costs, damages and expenses whatsoever in connection with failure to supply the Emergency Resources for any reason whatsoever, or for any delay in arrival of the Emergency Resources for any reason whatsoever.
10. This agreement shall remain in force and effective for a period of five (5) years from the date of execution – October 1, 2019 to September 30, 2024.
11. Either Party to this agreement may terminate its rights and obligations under this agreement by giving to the other Party six (6) months' notice in writing of its intention to do so.

12. In the event of either a State of Local Emergency or Provincial State of Emergency being declared by the Province of British Columbia, this agreement shall not apply to the parties.
13. This Agreement shall be binding upon and shall enure to the benefit of the parties hereto and their successors assigns.

IN WITNESS WHEREOF the parties hereto have set their hands and seals on the day and in the year first written above:

THE REGIONAL DISTRICT OF CENTRAL OKANAGAN

Authorized Signatory

Authorized Signatory

THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Authorized Signatory

Authorized Signatory

Departments Named in This Agreement:

Joe Rich Fire Department, RDCO
Big White Fire Department, RDKB



**Regional District of
Kootenay Boundary**

STAFF REPORT

Date:	December 11, 2019	File #:	H-5
To:	Chair Langman and members of the Board of Directors		
From:	Donna Dean, Manager of Planning and Development		
RE:	Rural Development Institute – Local Government Economic Development Research and Capacity Building Program		

Issue Introduction

The purpose of this report is to present a list of potential projects and research initiatives that the RDKB and Rural Development Institute (RDI) can collaborate on with the \$60,000 in research funding and \$50,000 in support of a 15-month internship that are available to us.

History / Background information

The research funding and internship program are available through the BC Rural Dividend Fund and a \$20,000/year contribution from the regional district over two years. Similar funding is available to the Regional Districts of East Kootenay and Central Kootenay.

Through discussions with the RDI, Lower Columbia Investment Corporation (LCIC), Lower Columbia Community Development Team Society (LCCDT), Community Futures Boundary (CFB) and RDKB staff, research around housing was identified as a key issue to be studied. This research opportunity would tie in well with the Housing Needs Report that we are currently working on.

Research opportunities include:

1. Creation of a one-stop shopping tool for potential developers to easily access information regarding development permit areas and development cost charges. This would apply to the entire regional district including member municipalities and the information would be available on our website; municipal websites; and others such as Discover Grand Forks, LCIC, and Imagine Kootenay. Research would also be conducted on typical land costs throughout the regional district.
2. Mapping land available for future residential use. This would be tied to the potential for servicing and location in relation to transportation corridors and public transportation and other suitability factors.
3. Research regarding funding models for market housing and case studies on innovative approaches to developing housing in rural communities. This would include a review of literature and case studies and provide background information for the development of proformas for housing projects.

Page 1 of 2

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4. Hosting a series of speakers/workshops on models for financing market housing developments. This part of the project would involve communication with developers in the Kootenay Boundary area to determine what their specific needs are around this subject.

The student intern could do the mapping and some of the research in-house. We currently have a Selkirk College Co-op student in the Planning and Development Department. She has been with us since September and her contract will end early in January. Her work is project specific to the placement of house numbers on rooftops for the entire regional district. Given her skills and the work she is currently doing, it would be an excellent fit to have her conduct the work identified above for 1 and 2.

The 2nd and 3rd research options would require outside input either through interns that are employed by the RDI or outside contractors. Those details would be worked out between regional district staff and the RDI.

Implications

There will be an impact on staff time to continue to manage the intern and to have input on the research projects. There is a cost differential of approximately \$10,000/year between what we are currently paying the student intern and the amount of the grant.

The proposed projects will also advance the Board's strategic priorities to:

- Improve and enhance communication,
- Respond to demographic, economic and social change, and
- Deliver exceptional cost effective and efficient services.

Recommendation

That the Regional District of Kootenay Boundary Board of Directors supports the research objectives as presented in the December 11, 2019 staff report;

and further directs staff to prepare a work plan for an intern and add funds to the Planning and Development Department's Draft 5-year financial plan to cover the additional costs associated with hosting the intern;

and further directs staff to work with the Rural Development Institute to determine how best to implement the research that would not be conducted by the student intern.



**Regional District of
Kootenay Boundary**

STAFF REPORT

Date:	December 11, 2019	File:	F3
To:	Chair Diane Langman and RDKB Board of Directors		
From:	Donna Dean, Manager of Planning and Development		
Re:	Request for resolution to seek grant opportunity – UBCM Community Emergency Preparedness Fund		

Issue Introduction

A staff report from Donna Dean, Manager of Planning and Development, presenting the opportunity to apply for the UBCM Community Emergency Preparedness Fund (CEPF) Grant for flood risk assessment and flood mapping.

History/Background Factors

The Board will recall that we made a similar application in 2019, which was unsuccessful. UBCM shared that successful applicants collaborated with firms specializing in flood hazard identification and mapping on their application submission.

To increase our chances of a successful application we went through a request for proposal process to identify firms that we could collaborate with on the application. Selection of the firm is important since we could work with them over time to update our floodplain maps and create new floodplain maps where there are none. Staff is in the process of selecting a consultant from among the submissions received.

The application is due on January 24, 2020 and staff is requesting a Board resolution in support of submitting the application.

Implications

Staff time will be required to manage the project and submit the final reports to UBCM. There will also be assistance required of the Finance Department to administer the funds.

Advancement of Strategic Planning Goals

If we are successful in receiving the grant, the project will advance the Board's strategic priorities regarding:

- Environmental stewardship and climate preparedness,
- Exceptional cost effective and efficient services, and
- Improve and enhance communications.

Recommendation

That the Regional District of Kootenay Boundary Board of Directors directs staff to prepare and submit an application for the UBCM Community Emergency Preparedness Fund (CEPF) for the proposed projects described in the staff report 'Request for resolution to seek grant opportunity – UBCM Community Emergency Preparedness Fund' prepared for the December 11, 2019 Board of Director's meeting; **FURTHER** that if the grant application is successful, that staff award the contract for all works necessary to complete the project, with the contract value not to exceed \$150,000.



West Boundary Recreation Grant Application

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 purposes 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 and Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

The purpose of this grant is to facilitate and foster recreation programs, with a focus on physical activity, for the residents of the West Boundary.

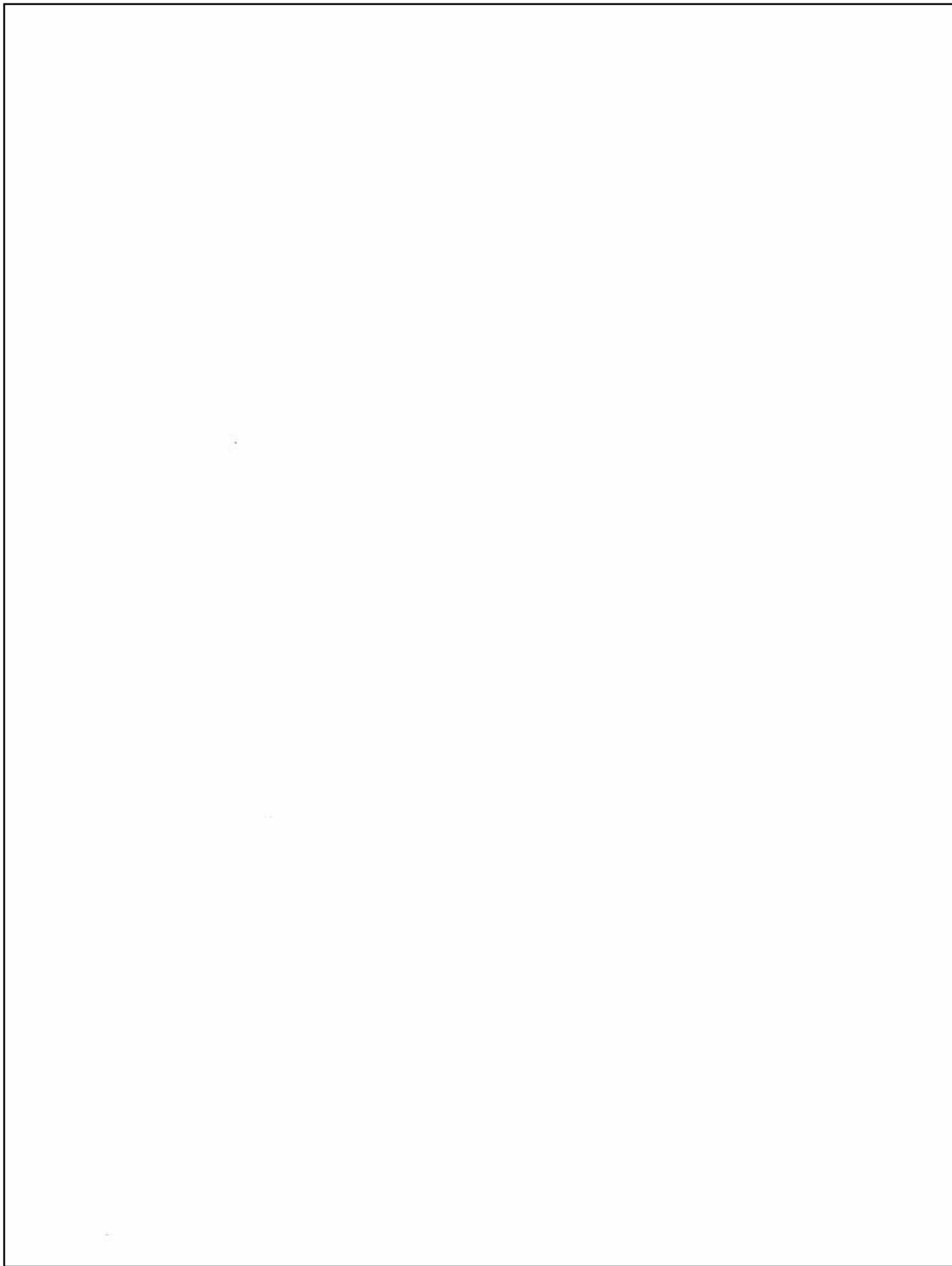
Applicant/Requesting Group	Community Consultative Group		
Mailing Address:	PO Box 10 Midway BC V0H 1M0		
Phone:	250-449-1200	Email:	Cathy.riddle@rcwp-grg.ca
Contact Person (Representative)	Cathy Riddle		
Amount of grant request?	\$500.00		
What is the purpose of the grant?	the funding will be used to cover expenses / portion of food, prizes		

Who will the grant benefit?	<u>Community members of the entire</u> <u>Regional District Area E are invited</u> <u>and attend</u>		
What are the other funding sources for this program/event?	<u>Village of Midway, City of Greenwood</u> 		
Are the participants being charged to participate?	Yes No X If yes, how much?		
Estimated # of benefiting participants?	<u>100-150 participate</u>		
Where will the program/event be held?	<u>Midway Skating Rink</u> 		
When will the program/event be held?	<u>Dec 31st 2019</u> 		
Signature of Authorized Representative	<u>Cathy Riddle</u>	Date	<u>2019-12-04</u>

Completed forms should be sent to: Regional District of Kootenay Boundary
202-842 Rossland Avenue
Trail, BC V1R 4S8
Email: westboundaryrec@rdkb.com

Office Use Only

Date Received		
Date Presented to the Boundary Community Development Committee		
Approved		Denied
Amount approved		





STAFF REPORT

Date: 11 Dec 2019 **File**
To: Chair Langman and Members of
the RDKB Board of Directors
From: Freya Phillips, Senior Energy Specialist
Re: Electric Vehicle Pilot

Issue Introduction

A Staff Report from Freya Phillips, Senior Energy Specialist regarding the RDKB electric vehicle pilot.

History/Background Factors

The Regional District of Kootenay Boundary (RDKB) is a signatory to the Climate Action Charter, which is a voluntary commitment to work towards becoming carbon neutral. In addition, the RDKB Board of Directors have recently declared a climate action imperative and have directed staff to report back in 180 days on the status of climate change actions and what additional actions the District could take to further reduce greenhouse gas (GHG) emissions.

In 2018, 33% of RDKB GHG emissions came from transportation (excluding contracted services), one of the key areas that RDKB could reduce its GHG emissions. This also provide the opportunity for RDKB to demonstrate leadership within our communities on how people and businesses can reduce their GHG emissions.

The RDKB Fleet Vehicle Replacement policy recognizes this role the Regional District can play and states the Regional District shall utilize a green vehicle purchasing strategy wherever possible in the replacement of light or passenger vehicles. This will assist RDKB meet its corporate goal of carbon neutrality by reducing greenhouse gas emissions.

Government Policy

In May, the BC government introduced new legislation to phase out gas-powered vehicles and requires all new light-duty cars and trucks to be zero-emission vehicles

by 2040. This legislation also requires automakers to reach a zero emissions vehicle sales target of 10% by 2025, 30% by 2030.

One of the key zero-emissions light-duty vehicles is a battery electric vehicle (BEV). A BEV runs entirely on electricity, using it to power an electric motor and battery, and must be plugged into an external source to fully recharge. There are now more than 30,000 electric vehicles (BEV and plug-in hybrid electric vehicles) on the road in B.C and they make up 9% of light-duty vehicles sold in the province.

Battery Electric Vehicles

There are over 14 different models of BEVs available in Canada. The electric vehicle technology has evolved considerably over the last 5-10 years. One key area is the battery technology and the drive range a vehicle has on a fully charged battery. It does vary by vehicle however most new BEVs have a range of over 350 km.

The advantages of electric vehicles are:

- Reduce GHG emissions – RDKB compassion less than 7% of the emissions
- Cost savings - lower fuel costs, around quarter of the cost
- Less Maintenance - fewer moving parts, necessary maintenance is reduced.

Currently Tesla and Jaguar are the only manufacturers that make all wheel drive BEV however there are a number of companies working on this technology.

RDKB Vehicle Replacement

The 2019 RDKB Building Inspection Services' budget allows for the replacement of their 2008 Ford Escape currently used in the Lower Columbia. They have chosen to replace that vehicle with a battery electric vehicle.

A review and comparison of five BEVs within RDKB price range was undertaken. It comparison looked at the vehicle price, operating costs, driving range, safety features and aftercare location i.e. if the warranty servicing location was within 50 kilometres of the RDKB Trail Office.

The Hyundai Kona EV come out top of the comparison due to price, driving range, space and comfort, and local servicing in Castlegar.

The vehicle will utilize the existing Level 1 charging station located behind RDKB Trail office.

RDKB Electric Vehicle Pilot

RDKB is proposing to undertake an electric vehicle pilot which will feed into the Low Carbon Fleet Management Plan that is being developed in 2020. While the EV is owned by Building Inspection, it is proposed that other general fleet users have the

opportunity drive the vehicle to gain greater understand of usage profiles of both building inspection and general fleet users. The purpose of the pilot is to understand:

- Suitability of electric vehicles for different usage profiles e.g. building inspection and general fleet,
- Charging requirements – frequency, time and impact on work,
- Battery life / driving range – including impacts in relation to different usage profiles,
- Operating costs – forecast vs actual,
- Drivers experience,
- Infrastructure requirements.

The pilot will involve:

- Tracking usage, mileage and potentially electricity consumption,
- Installation of Level 2 charging station at RDKB Trail office,
- Driver awareness and training.

EV awareness has already commenced. On October 29th, an electric vehicle awareness session was held at RDKB Trail Office. This involved an introduction to EV presentation and the opportunity to test drive a battery electric vehicle. Around 20 staff participated in the awareness session and / or the test drive.

In 2020, it is proposed to install an EV charging station at the RDKB Grand Forks office after an electrical assessment has been undertaken looking at the impacts of rolling out of EV charging infrastructure to meet future demand at both RDKB Trail and Grand Forks offices.

Implications

Option 1 – Pilot and Infrastructure at RDKB Trail office

It is proposed that \$5,000 from the RDKB Climate Action Reserve Fund (2013) ByLaw 1537 be allocated to the purchase of the electric vehicle to recognize its use as part of the pilot and general fleet usage.

In addition, a level 2 charging station be installed at RDKB Trail office will reduce the charging time of the vehicle from 60 hours to 10 hours allowing greater usage in Lower Columbia. This will provide greater understanding and data on the usage profiles by different departments and charging requirements within Lower Columbia. Weather permitting, the vehicle will also travel from Trail to Grand Forks offices. This is a common trip for the general fleet vehicles and would provide a good understand on the suitability of electric vehicles as part of RDKB fleet.

The cost of the installation of the Level 2 charging station is estimated at \$2,000.

The pilot will involve commitment of staff time for providing feedback and completion of logs. The pilot report should be covered under the Low Carbon Fleet Management Plan deliverable in the FortisBC agreement for the Senior Energy Specialist.

Option 2 – Do Nothing

Not installing the level 2 charging station at RDKB Trail office will reduce the potential usage and availability of vehicle due to the increase in charging time. This will reduce usage and energy data collection for the pilot.

There is also an increased risk of staff having a negative EV experience as a result of a reduction in the vehicle availability and an increase the reliance on public infrastructure due to charging requirements. This could impact future vehicle purchasing decisions.

Advancement of Strategic Planning Goals

Environmental Stewardship/Climate Preparedness

- We will plan for climate change adaptation and mitigation

Background Information Provided

1. Overview of Electric Vehicle Charging Stations Levels

Alternatives

1. The Regional District of Kootenay Boundary Board of Directors direct staff to transfer \$5,000 from the 'RDKB Climate Action Reserve Fund (2013)' (001) to Building Inspection Services (004) to support the RDKB Electric Vehicle Pilot, and to transfer \$2,000 from the 'RDKB Climate Action Reserve Fund (2013)' (001) to Culture, Arts and Recreation for the Lower Columbia (018) for the installation of Level 2 Charger at RDKB Trail Office FURTHER that the 2019-2023 Financial Plan Bylaw No. 1715 be amended accordingly.
2. The Regional District of Kootenay Boundary Board of Directors do nothing further.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors direct staff to transfer \$5,000 from the 'RDKB Climate Action Reserve Fund (2013)' (001) to Building Inspection Services (004) to support the RDKB Electric Vehicle Pilot, and to transfer \$2,000 from the 'RDKB Climate Action Reserve Fund (2013)' (001) to Culture, Arts and Recreation for the Lower Columbia (018) for the installation of Level 2 Charger at RDKB Trail Office FURTHER that the 2019-2023 Financial Plan Bylaw No. 1715 be amended accordingly.

Overview of Electric Vehicle Charging Stations Levels

The below table provides an overview of the different levels of charging stations.

	Level 1 Charging Station	Level 2 Charging Station	Level 3 (DC Fast Charging)
Voltage	120V	240V	480V
Time Required to Charge Kona	60 hours	10 hours	1 hour
Typical application	Home (and sometimes workplace)	Home, workplace & other public locations	Commercial
Description	Specialised corded plug that connects to a standard household outlet	Dedicated charging 'pylon' that requires wiring and mounting	Dedicated charging 'pylon' that requires wiring and mounting



Federal/Provincial Gas Tax Funding Application

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Application Date

Project Title

Applicant Contact Information:

Name of Organization	Casino Water District Improvement District Under Local Government Act		
Address	4226 Casino Road		
Phone No.	250.368.1539	Fax No.	
Email Address	dlhopey@gmail.com		

Director(s) in Support
Of Project

Area

Amount Required

Is your organization a (please check where appropriate):

☐	Not-For-Profit/Charity	☐	Society #	☐	Community Organization
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Land Ownership – Please check one of the following:

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

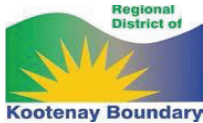
Do you have the Landowner's written approval to complete the works on the land(s)?

☒ Yes (include copies of permits)
☐ No

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

Registered Owners of Land	Legal Description of land(s)
Permit to construct has been	applied for see 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: rdkb.com



Application Contents – must include all of the following:

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

1. Eligible Project Description including timeline:

Casino Water District is an aging water system and has been extensively evaluated in the past few years. Many upgrades are required and the CWD has embarked on a phased approach to replace the aging water distribution system. Replacement of the water distribution system will enable more water to be delivered to services, will allow for future fire protection for homes, provide confidence against water leaks and assist in water quality assurance from clean pipes and maintain a closed system.

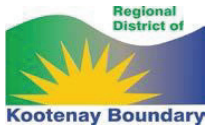
Once the distribution system is replaced, then the CWD will review options to improve water quality with intent of removing a long-standing boil water notice. The current distribution system is 50 mm galvanized pipe and this Project will replace with 150mm diameter PVC watermain over the course of two years.

Phase 1 will see the replacement of the water main providing service to civic address 4175-4207. The remaining replacement is anticipated for summer/Fall 2020 of civic addresses 4209-reservoir.

The total duration of the phase 1 watermain replacement project is 3 weeks. Once funding is approved, the project schedule will include approximately 2 weeks of watermain trenching and installing, followed by 1 week of watermain testing and service re-connections. Casino Waterworks District intends to purchase all required materials by November 12, 2019. Watermain replacement completion for the phase 1 work is proposed by December 7, 2019.

TRUE Consulting recently prepared a preliminary design for the phase 1 watermain replacement work, including a design brief, drawings and project cost estimate. That supporting documentation is enclosed with this grant application.

As of Today's date both Interior Health Authority and Department of Highways permits have been submitted by TRUE.

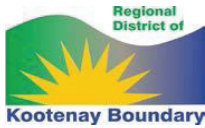


1.1 Project Impact:

The replacement of the water main (phase 1 and future phase 2) is necessary in the overall improvement of the distribution system for the residents of Casino.

The aging system has experienced leaks that necessitated urgent repair in Spring and this placed many homes without water.

Upgrading the pipe size to current standards will enable the community to work towards increasing water supply, having fire protection, potable drinking water in the future with the necessary upgrades and ultimately ensure longevity of the water system.



1.2 Project Outcomes:

Upon completion of Phase 1 and 2, the distribution system will be upgraded to best practice standards outlined in the 2012 BC Design Guidelines for Rural Residential Community Water Systems. This will put the Casino Waterworks District in a position to continue with the water source (quality) upgrades as reviewed in the Water Transition Study commissioned by the RDKB in May 2012.

1.3 Project Team and Qualifications:

TRUE Consulting - engineering
Hil-Tech Contracting - excavation
Seymour Plumbing - watermain installation and servicing connection oversight
Labour/General contracting provided by Local resources

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 (\$)
	Construction costs (parts, pipe, hydrants, augering under roadway, excavation work)	119000.00
	Construction Contingency	23800.00
	Design and Engineering	14200.00
	Total	\$157000.00

Additional Budget Information

A project construction cost estimate (dated Oct 7, 2019) prepared by TRUE Consulting is attached to this application.

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**

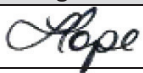
Schedule of Payments

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
	Leah Hope	2019/10/18

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

- 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.



October 9, 2019

Our File: 1745-011

Interior Health - Kootenay Service Area
Nelson Health Unit
#2 – 333 Victoria Street
Nelson, BC V1L 4K3

Attention: Marianne Crowe, Public Health Engineer

Dear Ms. Crowe:

RE: *Casino Waterworks District – Phase 1 Watermain Replacement*

Introduction

Please accept this application for a waterworks construction permit in support of proposed water system upgrades in Casino, BC. The proposed upgrades affect the existing **Casino Waterworks District Water Distribution System**, owned by the **Casino Waterworks District**. Contact information for the District is as follows:

Brian Thomas, President of Casino Waterworks District
4180 Casino Road,
Trail, BC V1R 4X3 Email: string1960@hotmail.com

Description of the Proposed Works

Currently, the distribution infrastructure relies on an undersized 50mm diameter galvanized iron watermain. This watermain surpassed its service life, and recent watermain failures have underscored the need to replace this infrastructure. The Casino Waterworks District intends to improve the entire distribution system (approximately 1100m of watermain), with work completed as a phased program over several years.

The proposed works in Phase 1 includes replacement of existing infrastructure with:

- 250m of 150mm dia. DR18 C900 PVC watermain from Civic #4175 to Civic # 4207.
- Installation of 10 new water services to property line, including 2 services augered under the road.
- Installation of fire hydrant assembly (optional, and will have limited benefit until the entire distribution system is replaced).

The existing watermain is intended to be remain in service until the new watermain is disinfected, pressure tested and commissioned.

2-860 Eldorado St ■ Trail BC ■ V1R 3V4 ■ www.true.bc.ca ■ tel 250.368.8707 ■ fax 250.368.8708

ENGINEERING ■ PLANNING ■ URBAN DESIGN

Interior Health Authority
Attn: Marianne Crowe

- 2 -

Our File: 1745-011

Intended Construction Timelines

The project construction schedule will be determined once funding is secured and the contractor is selected. Works may start later in the fall of this year.

Closure

A copy of design drawing (1745-011-01) is included for your review, as well as the completed *Application for a Waterworks Construction Permit* form. If you have any questions, please contact the undersigned.

Yours truly,

TRUE Consulting

Scott Wallace, P.Eng.

SW/slf

Enclosures

cc: Casino Waterworks District – Brian Thomas, Leah Hope

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October 9, 2019

Our File: 1745-011

Ministry of Transportation
4th Floor – 310 Ward Street
Nelson, B.C.
V1L 5S4

Attention: Christine Nichol, District Development Technician

Dear Ms. Nichol:

RE: Casino Waterworks District – Phase 1 Watermain Replacement
Application to Construct Works (2019-05211)

The Casino Waterworks District has been on a Boil Water Notice since January 1994. The Casino Waterworks District supplies drinking water to approximately 20 homes on Casino Road, 5km southeast of the City of Trail. Currently, the distribution infrastructure relies on an undersized 50mm dia. galvanized iron watermain. This watermain has surpassed its service life, and recent watermain failures have underscored the need to replace this infrastructure.

The Casino Waterworks District would like to replace the entire water distribution main (1100m total watermain) and water services as a phased program.

The purpose of this application is for the first 'phase' of watermain replacement. During 'phase 1', works within highway right-of-way are proposed to include:

- Construction of 250m of 150mm diameter DR18 C900 watermain from Civic #4175 up to Civic #4207.
- Installation of 10 new water services to property line, including 2 services augered under Casino Road.
- Installation of fire hydrant assembly (optional works, budget dependent).
- Restoration of the road boulevard and drainage ditch where impacted by watermain installation.

On behalf of the Casino Waterworks District, enclosed please find the following:

- Application for Permission to Construct Works within Highway Right-of-Way
- Design drawing 1745-011-01

Most of the proposed work within the highway right-of-way is proposed to be completed by conventional trench excavation methods within the boulevard, except for installation of two water services that are proposed to be augered under the road.

2-860 Eldorado St ■ Trail BC ■ V1R 3V4 ■ www.true.bc.ca ■ tel 250.368.8707 ■ fax 250.368.8708

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Ministry of Transportation
Attn: Christine Nichol

- 2 -

Our File: 1745-011

The watermain and service replacement will involve temporary (day time) closures of adjacent residential property accesses as the watermain is constructed past each property. In addition, it is likely that a single vehicle lane of Casino Road will be utilized during the work for construction equipment movements and temporary materials storage. If that methodology is used, the contractor completing the work for the Casino Waterworks District will prepare a Lane Closure Request for approval by the Ministry of Transportation and Infrastructure.

The project construction schedule will be determined once funding is secured and the contractor is selected. The Casino Waterworks District is striving to start construction in early November. The project construction duration is expected to be 4-6 weeks. However, depending on weather - a portion of the construction may occur later this fall and the remainder could occur in the spring of 2020. We expect that all work would be complete by May 31, 2020.

Please review this information at your earliest convenience. If you have any questions regarding this application, please contact the undersigned.

Yours truly,

TRUE Consulting

Scott Wallace, P. Eng.

SW/slf

Enclosure

cc: Casino Waterworks District, Attn: Brian Thomas, Leah Hope

R:\Clients\1700-1799\1745\1745-011\02 Correspondence\Outgoing\MoT application\1745-011 - MoT-Nichol-Phase 1 Watermain Replacement - 2019-10-09.doc



October 7, 2019

Our File: 1745-011

Casino Waterworks District
4180 Casino Road
Trail BC
V1R 4X3

via email: dlhopey@gmail.com

Attention: Leah Hope

Dear Leah:

RE: *Water Distribution System – Phase 1 Replacement Preliminary Design*

1.0 Background

The Casino Waterworks District has been on a Boil Water Notice since 1994. In May 2012, TRUE Consulting prepared a *Water Transition Study* for the Regional District of Kootenay Boundary (RDKB). That review assessed the water system and implications associated with transition of the Casino Waterworks District infrastructure to the RDKB. The ownership transition did not proceed, but the assessment highlighted a number of issues for the Casino Waterworks District to target into the future.

The Casino Waterworks District supplies potable drinking water to approximately 20 homes. The distribution infrastructure relies on an undersized 50mm dia. galvanized iron watermain. This watermain has surpassed its service life, and recent watermain failures have underscored the need to replace this infrastructure.

The Casino Waterworks District would like to replace the entire water distribution main (~1100m total watermain) and water services as a phased program.

- The initial focus will be the lowest elevation and highest operating pressure section of the distribution system; this section of watermain provides service to homes from civic #4175 to 4207. This 'phase 1' work is shown on attached drawing 1745-011-Fig.1.
- Future phase watermain upgrades would involve watermain and servicing replacements from civic #4209 to the reservoir (880m total length). This future work is shown on the attached drawings 1745-011-Fig.2 and Fig.3.

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Casino Waterworks District
Attn: Leah Hope

- 2 -

Our File: 1745-011

2.0 Phase 1 - Preliminary Design

As described in the 2012 *Water Transition Study*, water use in Casino is very low – but if additional supply water quantity was available it would be a benefit to the community. The BC *Design Guidelines for Rural Residential Water Systems* (2012, Ministry of Forests Land and Natural Resource Operations) uses a number of factors to determine water use. With the greater Trail area in the ‘temperate 2’ climate zone, and allowing for 400 m² of irrigation area per property, the maximum day design water demand for Casino is 86,000 litres/day (60 litres/minute). This flow could be delivered via 50mm diameter watermain; however, best practice for rural community water systems would involve construction of a minimum 100mm diameter watermain.

The Casino Waterworks District would like to have consideration for long term water system goals, including the ability to provide improved fire fighting protection to the community. In order to provide 60 litres/second fireflow, a 150mm diameter watermain is required. It must be noted that this fireflow will only be available once the entire 1100m water distribution main is upgraded – from Civic #4175 to the reservoir. Until that time, fireflows will be severely limited by any 50mm diameter watermain remaining between the fire hydrants and the reservoir.

TRUE has reviewed the existing watermain alignment with Casino Waterworks, and had the existing gas main location marked in the field for the ‘phase 1’ watermain replacement area. We acknowledge that replacement of the ‘phase 1’ watermain on a similar alignment to the existing watermain may be challenged by conflicts with the gas main. However, it appears that adequate space exists in the boulevard to enable watermain construction without impacting the paved road surface.

The existing paved road, watermain, gas main, and proposed ‘phase 1’ watermain upgrades are shown in concept on the attached drawing 1745-011-Fig.1. Please note that survey works have not been completed, and the property lines shown are approximate.

3.0 Phase 1 - Project Cost Estimate

TRUE has prepared a project cost estimate for the proposed ‘phase 1’ distribution system upgrading project. As shown on 1745-011-Fig.1, the project will include the following components:

- Construction of 230m of 150mm diameter DR18 C900 PVC watermain.
- Installation of 10 new water services to property line (8 ‘short’ services, and 2 ‘long’ services augered under the road).
- Installation of 1 fire hydrant assembly.
- Connection to existing 50mm galvanized iron watermain, and abandonment of former infrastructure.
- Surface restorations including boulevard grading and seeding, and driveway restorations.

The cost estimate is currently considered to be a Class ‘B’ estimate. As described in APEGBC’s “*Budget Guidelines for Consulting Engineering Services, 2009*”, a Class B estimate is:

Class B Estimate (+/-15-25%): An estimate prepared after site investigations and studies have been completed and the major systems defined. It is based on a project brief and preliminary design. It is used for obtaining effective project approval and for budgetary control.

Casino Waterworks District
Attn: Leah Hope

- 3 -

Our File: 1745-011

The cost estimate is attached to this letter, with a total phase 1 project cost of **\$157,000 plus GST**.

This cost estimate has been prepared based on the following:

- Cost estimate unit pricing is based on competitively bid projects of similar nature in the West Kootenay region in the past five years.
- Construction schedule will be flexible to allow the Casino Waterworks District to obtain the most cost-effective pricing possible.
- Watermain installation and utility work will be completed by a contractor with experience in this type of work.

It is also worth noting the following:

- The fire hydrant is 'optional' and could be added / constructed with a future phase of work once the upper distribution watermain is replaced.
- The cost estimate includes a small rock removal allowance (\$3,500). Geotechnical investigative work has not been completed to date, so this quantity and cost is an unknown.
- The water services to the 'far side' of the street include cost estimate to auger / mole under the roadway. It would likely be less cost to excavate these services, but we currently assume that open cutting the road may not be permitted by the Ministry of Transportation and Infrastructure.
- 19mm diameter water service tubing would be adequate for homes located within 30m of the watermain. However, approximately 40% of the homes are much further from the street and would benefit from larger service size to avoid significant pressure losses. As such, all water services are shown as 25mm dia. C904 PE tubing. Sizing for specific services of concern should be reviewed during detailed design.

4.0 Future Phase Work

Future phase(s) of the watermain replacement are depicted conceptually on drawings 1745-011-Fig.2 and Fig.3. The exact watermain alignment has not been confirmed, but is anticipated to be located on the south side of Casino Road for the eastern/lower portion of the alignment and on the north side of Casino Road for the western/upper portion of the alignment. This will keep the watermain close to the greatest number of homes, and reduce the number of road crossings. A 'Class C' cost estimate (attached) has been prepared, with the 'future work' project cost of **\$474,000 plus GST**. As described in APEGBC's "*Budget Guidelines for Consulting Engineering Services, 2009*", a Class C estimate is:

Class C Estimate (+/-25-40%): An estimate prepared with limited site information and based on probable conditions affecting the project. It represents the summation of all identifiable project elemental costs and is used for program planning, to establish a more specific definition of client needs and to obtain preliminary project approval.

Casino Waterworks District
Attn: Leah Hope

- 4 -

Our File: 1745-011

5.0 Next Steps and Closure

To move this 'phase 1' watermain replacement project forward, the next steps for the Casino Waterworks District will include:

- Secure funding for the project.
- Finalize a design drawing for the phase 1 work.
- Submit applications for construction permits to the Ministry of Transportation and Infrastructure (for works within the road right-of-way) and to Interior Health (for waterworks construction).
- Make arrangements for construction and determine the construction timeline.

We believe this information will assist Casino Waterworks District in advancing this worthwhile project. Should you have any questions, please do not hesitate to contact the undersigned at your convenience.

Yours truly,

TRUE Consulting

Scott Wallace, P.Eng.

SW/slf

Enclosures:

R:\Clients\1700-1799\1745\1745-011\02 Correspondence\Outgoing\1745-011 - Casino - Hope - Water Distribution Replacement phase 1 prelim design - 2019-10-07.docx

CLASS 'B' COST ESTIMATE

OWNER: Casino Waterworks District

PROJECT: Watermain Replacement - Phase 1 (Civic #4175 to 4207)

DATE: October 7, 2019



ITEM & DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL PRICE
Watermain construction				
1.0 Construct 150mm dia DR18 C900 PVC watermain	lm	230	\$ 225.00	\$ 51,750.00
2.0 Install 25mm dia C904 PE water service with curb stop	each	9	\$ 3,000.00	\$ 27,000.00
3.0 Install 25mm dia C904 PE water service with curb stop, augered under road	each	2	\$ 6,000.00	\$ 12,000.00
4.0 Install fire hydrant with 150mm dia. lead	each	1	\$ 5,000.00	\$ 5,000.00
5.0 Watermain bends c/w thrust block	each	3	\$ 750.00	\$ 2,250.00
6.0 Watermain tee c/w thrust block	each	1	\$ 1,500.00	\$ 1,500.00
7.0 Watermain gate valve	each	2	\$ 2,000.00	\$ 4,000.00
8.0 Connection and transition to existing 50mm GI watermain	LS	1	\$ 3,500.00	\$ 3,500.00
9.0 Gas main physical pre-locates	each	6	\$ 250.00	\$ 1,500.00
10.0 Rock removal, allowance	m ³	10	\$ 350.00	\$ 3,500.00
Boulevard restoration				
11.0 Driveway gravel replacement	m ²	120	\$ 25.00	\$ 3,000.00
12.0 Boulevard restoration - grade and seed	m ²	800	\$ 5.00	\$ 4,000.00
Construction Cost Subtotal:				\$ 119,000.00
Construction Contingency (20% of Construction Cost Subtotal):				\$ 23,800.00
Design and Construction Engineering (TRUE Proposal):				\$ 14,000.00
Total Phase 1 Project Cost Estimate (not including GST):				\$ 157,000.00

CLASS 'C' COST ESTIMATE**OWNER:** Casino Waterworks District**PROJECT:** Watermain Replacement - Future Work (Civic #4209 to Reservoir)**DATE:** October 7, 2019

ITEM & DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL PRICE
Watermain construction				
1.0 Construct 150mm dia DR18 C900 PVC watermain	lm	880	\$ 225.00	\$ 198,000.00
2.0 Construct watermain road crossing c/w steel casing	lm	12	\$ 2,000.00	\$ 24,000.00
3.0 Install 25mm dia C904 PE water service with curb stop	each	12	\$ 3,000.00	\$ 36,000.00
4.0 Install 25mm dia C904 PE water service with curb stop, augered under road	each	4	\$ 6,000.00	\$ 24,000.00
5.0 Install fire hydrant with 150mm dia. lead	each	2	\$ 5,000.00	\$ 10,000.00
6.0 Watermain bends c/w thrust block	each	8	\$ 750.00	\$ 6,000.00
7.0 Watermain tee c/w thrust block	each	2	\$ 1,500.00	\$ 3,000.00
8.0 Watermain gate valve	each	4	\$ 2,000.00	\$ 8,000.00
9.0 Connection to Phase 1 watermain	LS	1	\$ 3,500.00	\$ 3,500.00
10.0 Connection to existing watermain at reservoir	LS	1	\$ 3,500.00	\$ 3,500.00
11.0 Gas main physical pre-locates	each	12	\$ 250.00	\$ 3,000.00
12.0 Rock removal, allowance	m ³	30	\$ 350.00	\$ 10,500.00
Boulevard restoration				
13.0 Driveway gravel replacement	m ²	200	\$ 25.00	\$ 5,000.00
14.0 Boulevard restoration - grade and seed	m ²	3300	\$ 5.00	\$ 16,500.00
Construction Cost Subtotal:				\$ 351,000.00
Construction Contingency (20% of Construction Cost Subtotal):				\$ 70,200.00
Design and Construction Engineering (allow 15% of Construction Cost Subtotal):				\$ 52,650.00
Total Future Project Cost Estimate (not including GST):				\$ 474,000.00



BRITISH
COLUMBIA

Ministry of
Transportation

Permit/File Number: 2019-05211

Office: West Kootenay District

PERMIT TO CONSTRUCT, USE, AND MAINTAIN WORKS WITHIN THE RIGHT-OF-WAY OF A PROVINCIAL PUBLIC HIGHWAY

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

BETWEEN:

The Minister of Transportation and Infrastructure

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

("The Minister")

AND:

Casino Waterworks District
c/o Brian Thomas
4180 Casino Road
Trail, British Columbia V1R 4X3
Canada

("The Permittee")

WHEREAS:

- A. The Minister has the authority to grant permits for the auxiliary use of highway right of way, which authority is pursuant to both the Transportation Act and the Industrial Roads Act, the Motor Vehicle Act, as defined in the Nisga'a Final Agreement and the Nisga'a Final Agreement Act;
- B. The Permittee has requested the Minister to issue a permit pursuant to this authority for the following purpose:

The installation, operation, and maintenance of Casino Waterworks District - Phase 1 Watermain Replacement involving construction of approximately 250m of 150mm diameter watermain and servicing improvements to ten households, located as shown on appended drawing 1745-011-01.
- C. The Minister is prepared to issue a permit on certain terms and conditions;

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

1. The Permittee shall be responsible for the preservation during construction of all geodetic benchmarks, survey monuments and property markers on the right-of-way. The Permittee shall use, at no expense to the Ministry, a British Columbia Land Surveyor to replace any survey monuments destroyed or damaged as a result of the Permittee's negligence. At locations where construction work will cover or destroy such markers, the Permittee shall not move or remove them until written direction is received from the Ministry Representative.
2. (a) The highway must at all times be kept open to traffic. The roadway must be completely restored for traffic as soon as possible. At all times the permittee must safeguard the traveling public.
(b) That, unless with the consent of the Regional Director, Transportation, no more than forty-five (45) metres of pipe-track or other excavation in any public highway is to be kept open at one time.
(c) All excavation work must be carried out in accordance with the BC Occupational Health and Safety Regulation. Care shall be taken to protect adjacent property.



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(d) That all excavations shall be carefully back-filled with suitable material, which is to be tamped into place, and that the permittee shall restore the surface of the road and shoulders and ditches at his own expense. All surplus material is to be removed from the Provincial Crown lands, or deposited where and as required by the District Official of the Ministry of Transportation and Infrastructure. The permittee is financially responsible for any maintenance works required on said ditch for a period of one year. The Ministry will carry out the necessary remedial work and invoice the permittee monthly.

(e) The pipeline crossing installation is to be placed by drilling and (or) jacking in such a manner as to afford minimum grade settlement. No water jetting will be permitted. That where, in the opinion of the District Official, an excavation or opening for a pipeline crossing installation could be made which would not be detrimental to the highway or its users, permission will be granted for said works. On throughways, freeways, and main highways no open cuts will be allowed.

(f) That all pipelines in excess of a nominal diameter of 5 cm., whether gas, oil, water, pressure sewers, conduits, etc., shall be installed where indicated by the District Official, encased in a steel casing-pipe or conduit-pipe of sufficient strength to withstand all stresses and strains resulting from the location, such casing to extend the full width of the highway right-of-way if deemed necessary to the District Official. The ends of the casing-pipe shall be suitably sealed and, if required, properly vented above the ground with vent-pipes not less than 5 cm. in diameter, and extending not less than 1.2 metres above ground surface. Vent-pipes shall be connected 30 cm. from the ends of the casing-pipe, and the top of each vent shall be fitted with a turn-down elbow, properly screened and equipped with identification markers.

All pipelines of non-rigid material, i.e., plastic or copper, of any diameter, shall be cased, or embedded in sand.

The inside diameter of the casing-pipe shall be at least 25 percent larger than the outside diameter of the pipeline. The casing-pipe shall be installed with an even bearing throughout its length, and in such a manner so as to prevent leakage, except through the vents.

The top of the casing-pipe, or the pipeline where casing is not required, shall be located as directed by the District Official, and shall in no case be less than 1.2 metres below the surface of the highway and not less than 75 cm below the highway ditches. Pipelines must not obstruct drainage structures or ditches or interfere with traffic on the highway or with highway maintenance.

3. That where the work for which permission is hereby granted comes in contact with any bridge, culvert, ditch, or other existing work, such existing work must be properly maintained and supported in such manner as not to interfere with its proper function during the construction of the new work, and on the completion of the new work the bridge, culvert, ditch, or other existing work interfered with shall be completely restored to its original good condition.
4. That when necessary all excavations, materials, or other obstructions are to be efficiently fenced, lit, and watched, and at all times every possible precaution is to be taken to ensure the safety of the public.
5. The Permittee shall indemnify and save harmless the Ministry, its agents and employees, from and against all claims, liabilities, demands, losses, damages, costs and expenses, fines, penalties, assessments and levies made against or incurred, suffered or sustained by the Ministry, its agents and employees, or any of them at any time or times, whether before or after the expiration or termination of this permit, where the same or any of them are based upon or arise out of or from anything done or omitted to be done by the Permittee, its employees, agents or Subcontractors, in connection with the permit.
6. That the permission herein granted to use and maintain the works is only granted for such times as the land or public work in, upon, or over which the said works are constructed is under the jurisdiction of the Minister of Transportation and Infrastructure. This permission is not to be construed as being granted for all time, and shall not be deemed to vest in the permittee any right, title or interest whatsoever in or to the lands upon which the works are constructed. Should the lands affected at any time be included within that of an incorporated municipality or city, this permission shall become void, unless the works are on a highway duly classified as an arterial highway pursuant to Section 45 of the Transportation Act.
7. That after receiving notice in writing of the intention on the part of the Provincial Government to construct, extend, alter, or improve any public work, the person or persons responsible for the maintenance of the works for which permission is hereby granted shall within six weeks move or alter such work at his or their own expense to such new positions or in such manner as may be necessitated by the construction, extension, alteration, or improvement proposed to be carried out by the Provincial Government.
8. That while reasonable care will be taken on the part of the Provincial Government to do as little damage as possible to any private work in the carrying-out of the construction, extension, alterations, improvement, repair, or maintenance of any public work adjacent thereto, the Provincial Government can accept no responsibility for any kind of such damage.
9. That the construction of the said works shall be commenced on or before the COMMENCEMENTDATE and shall be prosecuted with due diligence and to the satisfaction of the Regional Director, Transportation, and shall be completed on or before the COMPLETIONDATE.
10. That the permission hereby granted to construct, use, and maintain work is granted without prejudice to the provisions of the Transportation Act, or other Acts governing Crown lands and public works or their use by the public.
11. That the Ministry will not be responsible for grade changes on accesses caused by reconstruction of any Provincial highway.



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12. This permit is valid only for the specific works stated herein. Any alterations or additions must be covered by a separate permit.
13. This permit may be canceled, at the discretion of the Minister, without recourse, should the permittee fail to comply with all the terms of the permit. Thirty days' notice will be given before cancellation.
14. When the requirements of the Ministry necessitate use of the said lands for Provincial purposes, at the discretion of the Minister, this permit may be canceled.
15. That these works shall be identified with this permit number in a manner satisfactory to the District Official of the Ministry of Transportation and Infrastructure.
16. As a condition of this permit, the permittee unconditionally agrees with the Ministry of Transportation and Infrastructure that the permittee is the prime contractor or will appoint a qualified prime contractor, as described in Section 118 of the Workers Compensation Act, for the purposes of the work described by this permit, at the work location described in this permit, and that the permittee or designated prime contractor will observe and perform all of the duties and obligations which fall to be discharged by the prime contractor pursuant to the Workers Compensation Act and the Occupational Health and Safety Regulation.
17. The permittee is advised and acknowledges that the following hazards may be present at the work location and need to be considered in coordinating site safety: overhead hazards, particularly electrical or telecommunications lines; buried utilities, particularly electrical, telecommunication, and gas lines; traffic, danger trees, falling rocks, and sharp or infectious litter.
18. That this permission shall be in force only during such time as the said works are operated and maintained by the applicants to the entire satisfaction of the Regional Director, Transportation.
19. Any works within the Ministry right-of-way that fall within the scope of "engineering" under the Engineers and Geoscientists Act will be performed by a Professional Engineer, and shall comply with this Ministry's "Engineer of Record and Field Review Guidelines". The Guidelines can be viewed on the Ministry's website at <http://www2.gov.bc.ca/assets/gov/driving-and-transportation/transportation-infrastructure/engineering-standards-and-guidelines/technical-circulars/2009/t06-09.pdf>
20. That any person appointed by the Regional Director, Transportation, for the purpose shall have free access to all parts of the works for the purpose of inspecting the same.
21. That the construction and maintenance of the said works is carried out to the satisfaction of the Regional Director, Transportation.
22. The Permittee shall ensure all equipment working on or hauling material on to and from the Site does not damage or deposit material onto any part of an existing roadway. Materials spilled onto the public roadways or driveways opened to public traffic shall be cleaned up immediately. The Permittee has the full responsibility to repair any damage to existing highways, local roads and driveways caused by its construction equipment and/or operations.
23. The Permittee shall take all reasonable precautions to attempt to ensure the safety of the public in connection with the Use. In particular, but not so as to limit this obligation, the Permittee shall, if so required by the Designated Ministry Official on reasonable grounds, prepare and implement a traffic control plan. The contents of the plan and the manner in which it is implemented must meet the reasonable satisfaction of the Designated Ministry Official.
24. The Permittee shall, at his cost, supply, erect, and maintain standard traffic control devices in accordance with the Ministry of Transportation and Infrastructure Traffic Control Manual for Works on Roadways and Occupational Health and Safety Regulation.
25. Three reasonable attempts to bore or jack the pipeline, under paved road crossings, shall be expected prior to consideration of open cut crossings. Should open cutting be subsequently permitted, compaction, material, concrete capping and patching specifications shall be provided. If open cutting is permitted the crossing shall be perpendicular to centre line in order to minimize disturbance to the road structure, unless otherwise approved. Any open cut trench is to be saw cut to a width of one metre additional width beyond the edge of the trench excavation unless such width reaches the curb or edge of pavement. After three (3) months or when the hot patch has settled, the trench plus an additional three (3) meters on either side is to be scarified to a 50mm depth and re-paved to create a smooth seam and surface. The permittee shall be responsible for the repair of any failure and/or settlement of the excavation area for a period of three (3) years.
26. Pavement must be cut by hand or approved mechanical means in straight lines parallel to the trench centreline.
Distance from a pavement cut to the edge of the trench must be at least 150 mm or sufficient to ensure the pavement will not be undermined by sloughing.
Except where trenching is well clear of the road shoulder, all excavated material must be removed from the site immediately.
Stockpiling of native material adjacent to the trench is not permitted.
Trenches must be backfilled or adequately covered at the end of the work day
Trench shoring must conform to WorkSafe BC standards and is to be used where soil conditions warrant. Extreme care must be taken to avoid sloughing of the trench sides to minimize damage to the subgrade beyond the limits of excavation.



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27. Pipe bedding must conform to industry standards.

Where sloughing of trench sides has undermined the pavement, the pavement must be marked with a painted line showing the extent of the damaged area. Pavement must be removed from this area and the voids filled and compacted in accordance with backfill requirements.

Trenches must be backfilled with granular material that meets Ministry standards as set out in Section 202.02 (Table 202-C), 2009 Standard Specifications for Highway Construction and all subsequent interim revisions and updates, in accordance with the following minimum requirements:

(a) Sub-base material must meet or exceed specified requirements for Select Granular Sub Base aggregates.

(b) Crushed Base Course depth is to match existing depth, but must not be less than 300 mm compacted thickness and consist of "25 mm minus" WGB (or IGB) crushed aggregate.

Backfill must be placed in layers not exceeding 150 mm compacted thickness and shall be compacted with approved tamping equipment to a minimum of 95 percent Proctor density to within 300 mm of the surface and 100 percent for the final 300 mm.
28. As soon as any portion of the highway can be re-opened to traffic, a temporary asphalt patch must be applied.
29. That, before opening up any highway or interfering with any public work, intimation in writing of the intention to do so must be given to the District Official at least seven days before the work is begun.
30. Pavement edges must be cut, made true and straight, cleaned, and primed before installing a final patch.

Asphalt concrete must be restored to the same thickness as the existing surface or to a minimum of 75 mm thickness, whichever is greater. Asphaltic concrete must meet Ministry standards as set out in Section 502, Standard Specifications for Highway Construction.

Asphalt concrete is to be laid in two or more lifts or layers. Each lift is to be thoroughly compacted before successive lifts are applied.

The Permittee will ensure that the permanent pavement patch is to Ministry standards for one year from the date that the patch is installed.
31. All unsuitable material and inorganic debris shall be removed from the project area. All surplus or unsuitable organic waste and debris shall be removed from the site unless its complete burning is approved by the Designated Ministry Official in compliance with the B.C. Open Burning Smoke Control regulation.
32. Sites are to be reseeded to standards set out in Section 757, Standard Specifications for Highway Construction.
33. The Ministry requires an invasive plant management plan detailing appropriate ground disturbance rehabilitation and weed control measures.
34. Excavations across entrances, whether private or commercial, must be backfilled and thoroughly compacted by the end of the current working day. The surface must be restored, whether paved or gravel, to its original condition within 48 hours.

Affected property owners must be notified at least 48 hours in advance before excavating a driveway.
35. The Minister may order the removal or alteration of utility installations, if necessary, for the protection of the highway or highway users.

If the utility owner does not respond to an order to remove or alter a utility installation, the Minister may carry out that work and recover costs from the utility.
36. Permittee is responsible for ensuring that all works are contained to the highway right of way. Any works located within private property must have the owner's permission.
37. A copy of the permit is to be kept by the field supervisor, in order that he is aware of all permit conditions.
38. Where the Ministry and a regulator both set a standard or requirement in a particular area, the highest or most stringent of the two will apply to any installation on highway right-of-way.
39. The permittee is responsible for preventing the introduction and spread of noxious weeds on the highway right-of-way as defined by the British Columbia Weed Control Act and Weed Control Regulation.



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

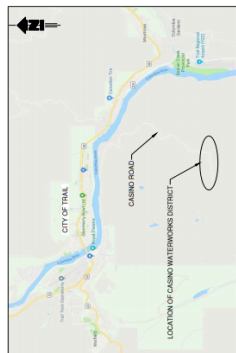
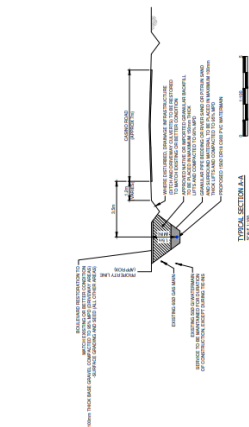
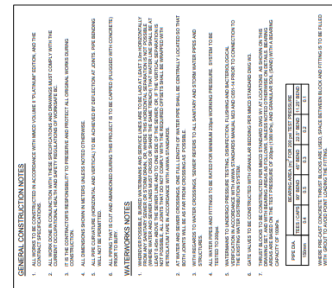
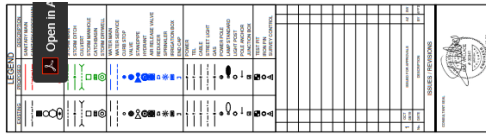
Dated at Nelson, British Columbia, this 12 day of November, 2019

A handwritten signature in cursive script, appearing to read "Christine Fohl".

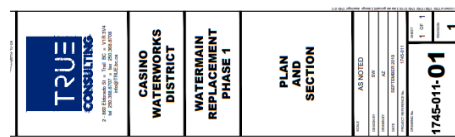
On Behalf of the Minister

BRITISH
COLUMBIAMinistry of
TransportationPermit/File Number: 2019-05211

Office: West Kootenay District



LOCATION PLAN





Interior Health
Every person matters

November 4, 2019

W – 0210640

Casino Waterworks District
4180 Casino Rd
Trail BC V1R 4X3

Dear Sir:

Re: Construction Permit No. CP2019-90526 for Casino Road Water Main Replacement

Enclosed is a Construction Permit issued under Section 7 of the Drinking Water Protection Act authorizing your waterworks construction. This Permit is valid for one year only and is non-transferable.

It is the responsibility of the water purveyor to ensure that, following completion of construction or repair, all waterworks are disinfected in accordance with the appropriate A.W.W.A. standard or equivalent.

Sewers

It is the responsibility of the water purveyor to ensure that water mains under construction or repair are not contaminated by effluent from sewers or storm drains. Interior Health guidelines are as follows:

Wherever possible, mains and laterals are to be laid at least 3 metres (10 feet) horizontally edge-to-edge from any sewer or storm drain or, where this horizontal separation is not possible, (where water and sewer lines must cross or share the same trench) the water line shall be at least 45 cm (18 inches) edge-to-edge above the sewer line and to one side of the sewer or, if the vertical separation is not possible, the sewer line shall be of the same service capability as the water line.

Yours truly,

Marianne Crowe, P.Eng.
Public Health Engineering

MC/gb
Encl.

cc Katrina Wong, EHO, IHA
Ministry of Community, Sport and Cultural Development
Scott Wallace, P.Eng., TRUE Consulting

Bus: 250-304-1232 Fax: 250-365-4344
Email: marianne.crowe@interiorhealth.ca
Web: www.interiorhealth.ca

INTERIOR HEALTH
HEALTH PROTECTION
813 10th Street, Castlegar, BC V1N 2H7



Interior Health
Every person matters

Waterworks Construction Permit

This is to certify that, in accordance with Section 7 of the Drinking Water Protection Act, the proposed works have been reviewed and may commence in accordance with the approved plans. See attached.

Water Supply System: Casino Waterworks

Address: 4180 Casino Road, Trail, BC

Facility Number: 0210640

Permit Number: CP2019-90526

Engineer of Record: Scott Wallace, P.Eng., TRUE Consulting

Address: 2-860 Eldorado Street, Trail, BC

Project Location: Casino Road between civic 4175 and 4207, Casino, BC

Date of Issue: November 4, 2019

Date of Expiry: November 3, 2020



Waterworks Construction Permit

NO. CP2019-90526

TO: Casino Waterworks District

THIS IS TO CERTIFY THAT Drawing No. 1745-011-01 Revision 1 and cover letter dated Oct 9, 2019 prepared and submitted by True Consulting portraying the proposed water main replacement inclusive of: 250m of 150mm DR18 C900 PVC water main, 10 service replacements, one new fire hydrant and misc. appurtenances located Casino Road between civic 4175 and 4207, Casino, BC and submitted in accordance with Section 7 of the Drinking Water Protection Act have been reviewed and the proposed work on the construction, alteration or extension may be commenced in accordance with the approved plan and following conditions.

This Permit is Conditional Upon:

1. The horizontal separation of the water main to the bottom of drainage road ditch shall not be less than 1m. As it appears the separation is less than 3m and the water main sits lower, additional measures should be provided to protect the water main joints. An example would be: wrapping the water main joints with pipeline protection product or providing a continuous hydraulic barrier (e.g. impervious fill, geomembrane) between the water main trench wall and the road drainage ditch.

NOTE: *The system must be constructed in accordance with the plans as approved, or with any modifications that may be subsequently approved by the issuing official in writing.*

This document certifies that the plans and specifications for the proposed works have been reviewed pursuant to the current "Waterworks System Guidelines" issued by the Interior Health Authority and that the plans and specifications meet the health protection requirements outlined in the Guidelines.

The Standards of structural adequacy and safety of the works have not been considered and are not the subject of this Permit.

Public Health Engineer



Federal/Provincial Gas Tax Funding Application

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 purposes 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 and Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

Application Date

Project Title

Applicant Contact Information:

Name of Organization	Silver City Trap Club		
Address	#7000, Highway 22, Castlegar, BC		
Phone No.	250 399 6313	Fax No.	
Email Address	LBChapman@shaw.ca		

Director(s) in Support
Of Project

Area

Amount Required

Is your organization a (please check where appropriate):

☒ Not-For-Profit/Charity ☒ Society # S0006956 ☐ Community Organization

Land Ownership – Please check one of the following:

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

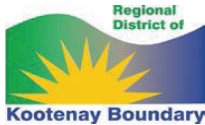
Do you have the Landowner's written approval to complete the works on the land(s)?

☐ Yes (include copies of permits)
☐ No

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

Registered Owners of Land	Legal Description of land(s)
Silver City Trap Club	Part of Lot 2, Plan 14292 DL 7196, Kootenay

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



Application Contents – must include all of the following:

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

1. Eligible Project Description including timeline:

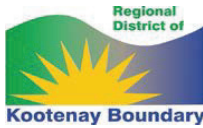
The Silver City Trap Club has been an important community asset to the West Kootenay since the early 1960s. Details of our clubs community involvement are detailed in previous applications to RDKB. In 2017, changes to Federal regulations required a complete rebuilding of the clubs venues. That work has been undertaken and is largely complete. We have recontoured the landscape of our property- an enormous undertaking, moved structures, constructed a road, run new electrical cable to the new venues, replanted vegetation, constructed reptile habitat and other undertakings. This work was undertaken with thousands of hours of volunteer time plus kind and generous contributions from: private donations, RDKB, CBT, Selkirk College, Kalesnikoffs, West K Sand and Gravel, Selkirk Paving and others. The work is largely complete, though some improvements like revegetation will go on for some years. The last major hurdle to having a fully functioning facility is the installation of pathways for the three venues and between the venues.

Trap and Skeet venues normally have concrete walkways that mark and connect the various stations and that is what the previous venues employed. We have at least one member who is confined to a wheelchair and some members who are older and therefore in the interest of making our facility have the maximum degree of accessibility, we are proposing to put down an asphalt pad at each venue with an asphalt walkway between the different pads. The actual stations of the venues would be marked in durable paint. This arrangement will allow maximum accessibility to those in wheelchairs or those who have other mobility issues.

The work would be undertaken by a qualified paving contractor but as in all work undertaken at the Club, there would be considerable contribution of volunteer assistance wherever that was appropriate. The actual paving is estimated to cost \$24,900. There would be preparation time including filling and leveling of the areas to be paved and that work would be undertaken by volunteers. The value of the volunteer contribution is estimated at \$15,000. The contractors estimate includes all materials, equipment and labour. There are no employee wages, administrative fees or other costs incurred by the Club.

Accounting will be undertaken and financial statements will be supplied by the Club Treasurer at the time and project management will be undertaken by the Club executive of the time, most notably the Club President, who is currently Glenn Smecher. The final report will be submitted by the Club Secretary of the time.

Work will commence as soon as conditions are suitable in spring 2020 and are estimated



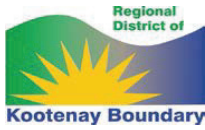
1.1 Project Impact:

The Silver City Trap Club has been an important asset to West Kootenay Life for many decades. Besides its primary use as a sporting venue, the area is used for funerals, weddings, company picnics and many other events. This summer, in spite of the ongoing construction, the area once again hosted the BC Wildlife Federation Wild Kidz program. We have been working closely with Selkirk College and CBT to restore rubber boa and Western skink habitat and the club is committed to a public education program with regards to reptiles, which we are undertaking with Selkirk College.

The Club has been only partially functional for the much of the past two years, but this fall it has been granted its full permits and is ready to become a fully functional facility again. The only remaining major undertaking is to create the walkways that are required parts of the venues. It is our intention to create the walkways with maximum access for those with mobility challenges. In this way we hope to encourage continued participation from members with access challenges and to also attract members from the wider community.

The club is ready to resume hosting many of the events which it carried out that are beyond the primary sporting activities and is also endeavoring to rebuild membership to the levels which it was at before the restructuring. The events which the Club is capable of hosting are Olympic events with strong participation worldwide. Upon completion the Club will once again create an opportunity for local youth which not all rural communities in Canada can offer.

RDKB has contributed significantly to bring the Club to its current level of completion and with this contribution, previous investments will achieve their full impact.



1.2 Project Outcomes:

The outcome of this project will be paved, wheel chair accessible shooting stations for two trap venues and one skeet venue with a paved walkway interconnecting the venues to allow wheelchair access between the venues.

1.3 Project Team and Qualifications:

Current Project team include:
 Glenn Smecher, President- Project Leader
 Ron Ready, Club Pro in charge of design
 George Ritson, Treasurer- financial accounting
 Bill Chapman, Secretary- Reporting

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 (\$)
Paving	Contract to a paving company to undertake the primary activity associated with this project. See Attached Quote.	24,900
Total		\$24,900

Additional Budget Information

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3. Accountability Framework:

The Eligible Recipient will ensure the following:

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

Schedule of Payments

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

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

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

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

Signature	Name	Date
	Bill Chapman	Nov 5, 2019

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

- 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.



77 - 15th Street South, Cranbrook BC V1C 6R6
Fax: 250-489-2143 powerpaving16@gmail.com

Toll Free:
1-888-670-0066

Shawn Lord
250-581-0942

To: RON CLO SILVER CITY TRAP CLUB -
7000 HWY 22, TRAIL, BC

Date: SEPT 19, 2019 / Phone: _____ / Fax: _____

The undersigned proposes to furnish all materials and perform all labour necessary to complete all the work described below:

ESTIMATE FOR SUMMER 2020
SHAPE BASE & COMPACT
ADD GRAVEL & COMPACT
ADD GRAVEL & SET GRADE
COMPACT
PLACE & COMPACT HOT MIX ASPHALT
50MM FINAL AVG. COMPACTED
THICKNESS

All the work to be completed in a workmanlike manner to industry standards for the sum of

TWENTY FOUR THOUSAND NINE HUNDRED DOLLARS & GST (\$ 24,900.00)Dollars

Payment to be made as follows:

4 GST

ON COMPLETION

*Interest of 10% per month charged on overdue accounts.

Any changes in the work and the price to be charged for same shall be made in writing.

This quotation is made on the basis of current material and labour costs. A delay in acceptance may require a review of the proposal and re-dating before the agreement becomes binding.

ONE YEAR GUARANTEE

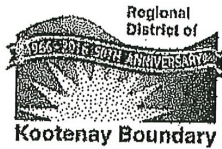
Respectfully submitted

Shawn Lord
Contractor

ACCEPTANCE

You are hereby authorized to furnish all materials and labour to complete the work mentioned in the above proposal, for which the undersigned agrees to pay the amount mentioned in said quotation and according to the terms thereof.

Date _____



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 fo@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
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Applicant:	* GRANBY ART COLLECTIVE			
Address:	* BOX 34 - 7441 2ND STREET, GRAND FORKS, BC, V0H1H0			
Phone:	* 2504420330	Fax:	2504420334	E-Mail: * kelli.fenwick-wilson@interiorhealth.ca
Representative:	* Kelli Fenwick-Wilson			
Make Cheque Payable To:	* Boundary Hospital per Granby Clubhouse, Grand Forks			

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? \$2500. What amount are you requesting from this RDKB Director(s)? \$300. each

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

We are a small, client-driven group of local artists who are preparing, with Kelli, a Photo Book of artwork and poetry from local and West Boundary mental health clients. We have requested from several groups and foundations for funding for this. Unfortunately, we have been unable to secure funds from them as we are not a registered charity. The Art Collective is also planning other projects with an Art Gallery Show (May 2020) and Farmer's Market (June-October 2020) to showcase their art works, poetry and crafts through these outlets. Thanks in advance for your support with this project's printing costs. We are a unique and talented group of clients who are passionate about art therapy to help reduce stigma of Mental Health in our region.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

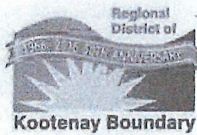
Name of Organization	BC Arts Council	Amount Requested: \$	1000.	Amount Secured: \$	0 - not a registered charity
Name of Organization	Grand Forks Credit Union	Amount Requested: \$	3000.	Amount Secured: \$	0 - too many applicants
Name of Organization	Gallery 2 - Grand Forks	Amount Requested: \$	1000.	Amount Secured: \$	0 - too many applicants
Date:	Nov 20/19	Applicant Signature		Print Name	Kelli Fenwick-Wilson

Office Use Only

Grant approved by Electoral Area Director:

Approved by Board:

SUBMIT



Grant-in-Aid Request

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Applicant:	* Kettle River Food Share Society		
Address:	* Box 174, Rock Creek, BC, V0H1Y0		
Phone:	* 250-449-8264	Fax:	
E-Mail:	* dararick@nethop.net		
Representative:	* Richard Steingard (President)		
Make Cheque Payable To:	* Kettle River Food Share 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.

What is the total Cost of the Project? \$ 6,000 What amount are you requesting from this RDKB Director(s)? \$ 6,000

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Money for a volunteer co-ordinator to run the Food Share Exchange in Rock Creek for 2020. Their main role is to coordinate and delegate volunteers with the job and tasks that are required at Food Share to offer weekly food to all our clients. We service up to 55 families and singles. The co-ordinator would acquire and keep track of food inventory with a special consideration on protein and fresh fruits and vegetables. They would collaborate with affiliated organizations in the West Boundary and neighbouring regions and represent Food Share to the community. Food Share is also a distribution center for the Boundary Food Bank in Grand Forks, distributing a monthly food hamper from them. The coordinator would maintain all records including the confidentiality of client records.

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: \$ _____

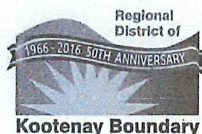
Date: Dec 3rd Applicant Signature Richard Steingard Print Name Richard Steingard

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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☐ 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
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Applicant:	* King of Kings New Testament Church/The Bridge			
Address:	* Box 3, Midway BC V0H 1M0			
Phone:	* 250 449 2252	Fax:		E-Mail: * kokca@shaw.ca
Representative:	* Martin Fromme			
Make Cheque Payable To:	* King of Kings New Testament Church			

*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? \$ 500.00 What amount are you requesting from this RDKB Director(s)? \$ 500.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

The Bridge supplies free meals at the drop-in-center to those who are in need of nutrition in the West Boundary. These meals are provided on a bi-weekly basis. They are rich in protein and other nutrients that are needed for health and well being. King of Kings New Testament Church is the charity sponsoring this ministry, which is staffed by a variety of volunteers from the West Boundary.

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: \$ _____

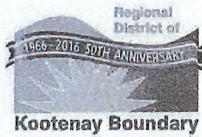
Date: 03 Dec. 2019 Applicant Signature David Duncan Digitally signed by David Duncan Date: 2019.12.03 21:41:43 -0800 Print Name David Duncan

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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Applicant:	* King of Kings New Testament Church/ Greenwood Food Bank		
Address:	* Box 3, Midway BC		
Phone:	* 250 449 1978	Fax:	E-Mail: * kokca@shaw.ca
Representative:	* M. Fromme		
Make Cheque Payable To:	* King of Kings New Testament Church		

*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? \$ 500.00 What amount are you requesting from this RDKB Director(s)? \$ 500

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

The grant will be used to supply and deliver nutritious food to people in the West Boundary on a bi-monthly basis. The service works in partnership with the over providers of food to people in need the the West Boundary Region. The facility is in Greenwood. It is open on the first and third Thursdays of the month. In December the food bank will supply special food hampers to individuals and families in need who are no recipients in another Christmas hamper programme. Kings of Kings New Testament Church has been the registered charity responsible for this service since Greenwood Evangel Chapel ceased to sponsor it three years ago.

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: 03 December 2019 Applicant Signature M. Fromme Print Name M. Fromme

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT