

Governance & Regional Services Committee Agenda



January 9, 2020

4:30 pm

Members: All Directors (Director Gay as Chair)

Voting Rules: Unless otherwise indicated on this agenda, all Directors have one vote and a simple majority is required for a motion to pass.

	Pages
1. Call to Order	
2. Addition of Late Items	
3. Adoption of the Agenda	
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9. Bylaws
10. Late Agenda Items
11. Reports from Directors
12. Adjourn to Closed



MINUTES OF THE GOVERNANCE & REGIONAL SERVICES COMMITTEE MEETING

December 5, 2019
Regional District Office, Cranbrook, BC

PRESENT:	Chair R. Gay	Electoral Area C
	Director M. Sosnowski	Electoral Area A
	Director S. Doehle	Electoral Area B
	Director J. Walter	Electoral Area E
	Director S. Clovechok	Electoral Area F
	Director G. Wilkie	Electoral Area G
	Director L. Pratt	City of Cranbrook
	Director W. Graham	City of Cranbrook
	Director A. Qualizza	City of Fernie
	Director D. McCormick	City of Kimberley
	Director D. McKerracher	District of Elkford
	Director A. Miller	District of Invermere
	Director D. Wilks	District of Sparwood
	Director K. Sterzer	Village of Canal Flats
	Director C. Reinhardt	Village of Radium Hot Springs
STAFF:	S. Tomlin	Chief Administrative Officer
	S. Moskal	Corporate Officer
	C. Thom	Executive Assistant
		(Recording Secretary)

Call to Order

Chair Rob Gay called the meeting to order at 3:45 pm.

Adoption of the Agenda

MOVED by Director Pratt
SECONDED by Director Reinhardt

THAT the agenda for the Governance & Regional Services Committee meeting be adopted.

CARRIED

Adoption of the Minutes

October 31, 2019 Meeting

MOVED by Director Sosnowski
SECONDED by Director Clovechok

THAT the Minutes of the Governance & Regional Services Committee meeting held on October 31, 2019 be adopted as circulated.

CARRIED

Invited Presentations & Delegations

Columbia Lake Technology Center

Lorri Fehr, CEO, provided an overview of the recently formed Columbia Lake Technology Center in Canal Flats, BC. Ms. Fehr provided information on PodTech Innovation Inc., BID Group, Columbia Lake Holdings and Columbia Lake Ranch noting that further enterprise activity is envisioned including: metal fabrication, agricultural production, agriculture processing, technology, and agricultural technology.

New Business

Columbia Basin Institute of Regional History - Letter of Support

Director Ange Qualizza left the meeting at 4:08 pm.

48859

MOVED by Director Wilks

SECONDED by Director Sosnowski

THAT a letter of support be provided to the Columbia Basin Institute of Regional History to accompany a funding application to digitize School District No. 5 yearbooks from Sparwood, Fernie and Elkford.

CARRIED

The Committee reviewed the Information Report regarding Recycle BC Depots.

The Committee reviewed the Information Report on the Rural Development Institute Local Government Economic Development and Capacity Building Program.

Cheque Register - October 2019

48860

MOVED by Director Wilks

SECONDED by Director McKerracher

THAT the cheque register for the RDEK General Account for October 2019 in the amount of \$1,793,600.81 be approved as paid.

CARRIED

Cheque Register - November 2019

48861

MOVED by Director Reinhardt

SECONDED by Director Wilks

THAT the cheque register for the RDEK General Account for November 2019 in the amount of \$1,502,502.52 be approved as paid.

CARRIED

Special Event Licence Application (Panorama Mountain Resort)

48862

MOVED by Director Clovechok

SECONDED by Director Miller

THAT a Special Event Licence be issued to Panorama Mountain Resort for the New Year's Eve Fireworks Show to be held at 2030 Summit Drive in Panorama on December 31, 2019;

and further, the Special Event is hereby exempt from Sections 4.1, 4.2 and 4.3 of Noise Control Regulation Bylaw No.1396 during the hours of 8:30 pm to 9:00 pm on December 31, 2019.

CARRIED

Land Investigation

48863

MOVED by Director Wilks

SECONDED by Director Miller

THAT staff be directed to investigate potential locations of land for a future administrative building.

CARRIED

Adjourn to Closed

MOVED by Director Reinhardt

SECONDED by Director Miller

THAT the meeting adjourn to a Closed Governance & Regional Services Committee meeting to consider the following matter:

1. Human Resources – Section 90(1)(c) of the *Community Charter* – labour relations or other employee relations; and
2. Ktunaxa/Kinbasket Treaty Advisory Committee - Section 90(2)(b) of the *Community Charter* - consideration of information received and held in confidence relating to negotiations between the provincial government or the federal government and a third party.

CARRIED

The meeting adjourned to closed at 4:28 pm.

Chair Rob C. Gay

Shannon Moskal, Corporate Officer

DRAFT

Delegation Request - Kootenay Clean Energy Transition

The topic on which the delegation wishes to speak:

Kootenay Clean Energy Transition - A collaborative Regional initiative to support broad market transformation to address energy and emissions associated with existing homes.

An executive summary or outline of the presentation to be made:

The Regional Districts of East Kootenay, Central Kootenay and Kootenay Boundary have a successful history of collaboration. Specifically in the realm of climate and energy, Accelerate Kootenays was an example of a project where, with a small amount of seed funding from the Regional partners and strong political support, a \$2M project was implemented, transforming the region from one of poor electric vehicle connectivity to one that is leading the Province in the rate of growth in electric vehicle adoption.

The RDEK has demonstrated leadership on a variety of climate and energy initiatives recently. In addition to Accelerate Kootenays, the region has been recognized as a leader in BC Energy Step Code adoption, boasting the highest level of knowledge in step code among the building industry in comparison to other jurisdictions, and the highest growth of knowledge among staff over the past two years. The 'ground-up' approach to the training, capacity building and workforce transformation around energy performance in the new construction sector has contributed to this success. Focusing on the needs of industry, and responding to those needs with support that is tactical and locally relevant has led to a very high level of energy literacy among the industry.

Acknowledging the commitment of Kootenay Regional Districts to the Climate Action Charter, and the goals of the CleanBC plan to dramatically reduce emissions from existing buildings, there is a need for a coordinated and strategic approach to supporting existing home efficiency and decarbonisation through low carbon mechanical systems and deep retrofits. Further, the Kootenays are in a unique position to benefit from an early leadership role in energy transition. In addition to production a significant amount of BC's clean hydroelectricity, our region also plays a strong role in the clean energy transition with industry partners such as Teck. A collaborative initiative called the Kootenay Clean Energy Transition is proposed to once again demonstrate leadership in high-impact climate action.

Similar to the approach taken with the new home construction, the Kootenay Clean Energy Transition proposes to work with trades and contractors to offer training and capacity building over a two-year period, dramatically improving the knowledge and confidence of the construction and trades industries around clean energy technologies and deep retrofit opportunities. This includes – heat pump technology, residential solar, home Level 2 electric vehicle charging and envelope improvements. Preliminary engagement has already occurred among the contractors and trades in the East Kootenay to identify what the key barriers are to ramping up low carbon retrofits. Continued engagement with the contractors and trades will inform the design of training, and extensive engagement and marketing across the Kootenays will support homeowners in reducing their energy and emissions through retrofits.

The proposed approach is unique to the traditional rebate or incentive programs, whereby long-term market transformation is achieved through strategic training and capacity building. Rebates and incentives are a short-term solution, and while helpful to increase interest and adoption of certain actions and technologies, do not lead to the deeper change we are seeking. The Province of BC is working towards a Retrofit 'step code', targeting 2024 as the year to initiate mandatory retrofits on existing homes.

Similar to Accelerate Kootenays, there is a unique opportunity for the Kootenay Regional Districts to collaborate and leverage significant funding for a region-wide, high-impact initiative. The opportunity is specific to Federation of Canadian Municipalities, which has a signature project fund that will allocate up to \$500,000 match funding which requires seed funding from local governments. As with Accelerate, there will be opportunity to further leverage funding to maximize the impact of the initiative. The Kootenay Clean Energy Transition will result in positive workforce, economic and environmental outcomes, and will demonstrate once again the leadership of the RDEK and partner regional districts.

The name of the designated speaker(s): Megan Lohmann

The specific action which is being requested of the Board or Committee: To support a staff report and request for decision regarding a funding allocation over two years.

Whether or not you will require use of audio / visual equipment: Powerpoint will be provided on a stick.

Delegation Request - Outcomes of the East Kootenay E-Mobility Visioning Workshop

The topic on which the delegation wishes to speak:

Outcomes of the East Kootenay E-Mobility Visioning Workshop

An executive summary or outline of the presentation to be made:

In October 2019, a group of stakeholders and leading experts in electric vehicle and renewable technology gathered to envision what the future of the East Kootenay may look like in a fully connected E-Mobility future.

Since the completion of Accelerate Kootenays, there has been a significant increase in electric vehicles registered in the region. Further, EV tourism has increased and has resulted in peak usage during summer travel months. This base network has facilitated regional travel, but must be expanded upon to support the projected growth in electric vehicles.

The E-Mobility workshop was designed to identify corridors and specific areas that require more charging capacity, and to identify at least 3 'signature projects' that could be piloted in the East Kootenay to demonstrate innovative and emerging technologies, such as off-grid battery charging, cold weather application, remote charging opportunities and hub-style charging as a social good.

A number of these initiative are being further articulated in preparation for funding opportunities in early 2020. Additional consultation with communities and commercial sector is expected in advance of the next call for infrastructure funding.

The name of the designated speaker(s): Megan Lohmann

The specific action which is being requested of the Board or Committee: Receive information

Whether or not you will require use of audio / visual equipment: Powerpoint will be provided on a stick.

Subject Environmental Services Report

Month January 2020

SOLID WASTE

BC Used Oil

The Used Oil and Anti-Freeze Depot at the Cranbrook Transfer Station opened on 2018, but 2019 was the first full year it was in operation. In 2019, the RDEK collected 31,760 L of used oil and were compensated \$10,028. In addition, the RDEK collected over 1,590L of used anti-freeze and were compensated \$477.

Battery Diversion

In 2019, the RDEK collected over 28.39 Tonnes of batteries and was compensated \$13,146.

Canadian Electronics Stewardship Association (CESA)

In early December, the RDEK signed an agreement with CESA for the collection of large CESA products. Prior to this agreement, these items were sent directly into the metal diversion piles at our solid waste facilities. The contract with CESA involves providing tallies of items collected at each site. The remuneration structure is that each month we report, regardless of how many items we collect, CESA will pay \$100 flat fee per site. This equates to \$10,800 a year in projected revenue.

Household Hazardous Waste

The new Household Hazardous Waste Depot was installed in 2018 at the Cranbrook Transfer Station. 2019 was the first full year it was in operation.

Major Appliance Recycling Roundtable (MARR)

Major Appliances Recycling Roundtable (MARR) is the EPR Program responsible for large appliances. In 2019, we collected over 2,280 Ozone Depleting Substance (ODS) Units and 3,756 Non-ODS Units. Prior to signing up with MARR we paid for Freon removal from ODS containing appliances. In 2019, we have received over \$20,000 in revenue for handling MARR products.

Mattress Diversion

The mattress diversion pilot project started in 2018 at the Cranbrook Transfer Station. We then opened another mattress diversion program at the Columbia Valley Landfill. In 2019, we diverted 1,719 Mattress in Cranbrook and 973 mattresses in the Columbia Valley.

Recycle BC

The Cranbrook Recycle BC depot opened on December 10th, 2019.

Over 223 Tonnes of recycling has been collected through the RBC Depots in Kimberley and the Columbia Valley programs to date and the RDEK has been compensated \$65,000. This year (2020) will be the first full year of the program at those three sites.

Yellow Bin Program

In 2019 the Yellow Bin Program collected over 6,000 tonnes of recyclables in the region that were sold to market. Only 260 tonnes of material collected in the program were unrecyclable. This means our contamination rate is just over 4%. Other regional districts have estimated contamination rates between 20-25%.

INVASIVE PLANTS

The Recreation & Control Services Supervisor is working on 2019 invasive plant control reporting (RDEK and Provincial – Invasive Plant Grant) and field inspection data management (complaints and NIPP).

RECREATION SERVICES

The Recreation & Control Services Supervisor is working on 2019 reporting (RDEK and Provincial – Koocanusa Boat Launch).

Subject Protective Services Monthly Report

Month January

Baynes Lake Fire

Baynes Lake membership numbers are low, no new interest received. We continue to work on recruitment and retention through all the departments however it continues to be a real challenge. Exterior operations training is continuing.

Edgewater Fire

Edgewater will have 8 people updating their exterior training and one new member taking the exterior training.

Elko Fire

Elko membership numbers are low, no new interest received. Exterior operations training is continuing.

Fairmont Fire

Fairmont has two new recruits taking exterior training. Member numbers have been steady.

Hosmer Fire

Hosmer membership numbers are low, no new interest received. Exterior operations training is continuing.

Jaffray Fire

Jaffray membership numbers are low, no new interest received. Exterior operations training is continuing.

Panorama Fire

Two new recruits for Panorama. Keeps their roster at 24 strong.

Windermere Fire

Windermere has one new member that has previous training and will be able to start with us shortly. One new member is taking exterior training this January.

Year to Date	Service Areas								Totals
	Baynes Lake	Edgewater	Elko	Fairmont	Hosmer	Jaffray	Panorama	Windermere	
Fire	5	6	2	6	6	11	3	9	48
MVA	1	8	11	8	9	16	2	15	70
First Responder	16	9	11	43	3	34	17	28	161
Ice Rescue	0	0	0	0	0	0	0	0	0
Still Water Rescue	0	0	0	0	0	0	0	2	2
Swift Water Rescue	0	0	0	0	0	0	0	0	0
Embankment Rescue	0	0	0	0	0	0	0	0	0
Other	9	10	8	20	5	12	31	29	124
Totals	31	33	32	77	23	73	53	83	405
Average Attendance for Training	6	7	7	9	6	6	10	9	7
Average Attendance for Incidents	5	5	6	5	4	5	6	5	5
Volunteer Roster	10	16	15	16	12	15	24	18	13

East Kootenay Emergency Management Program Update 2019

The following is the first formal update to Board from the East Kootenay Emergency Management Plan (EKEMP). This particular update will include an overview of the 2019 year and subsequent updates will be provided on a monthly basis. The monthly reports will highlight activities from the previous month.

EKEMP 2019 Operational Work Plan

An Operational Work Plan was developed in late 2018, early 2019 in conjunction with the three sub regional Emergency Management Committees. Out of the 47 operational projects we had on the books:

- 23 projects were completed
- 16 projects are in progress

Emergency Management Training

We had an extremely busy and very successful year on the training front. The EKEMP delivered 14 training sessions across the region. The training accounted for 20 days of classroom time and approximately 350 participants from across the region. The EM training will ensure operational readiness across all of our regional partners during an incident.

Emergency Response Exercises

The EKEMP delivered three successful tabletop / discussion based exercises (one in each sub region) in 2019. The plan is to complete a Full-Scale Regional exercise in March of 2020. The planned full-scale exercise will assess the experience/knowledge gained from participants in the tabletop / discussion based exercises completed over the past couple of years.

Regional Collaboration

We continue to focus on maintaining and establishing new relationships with regional stakeholders, provincial ministries and agencies. Each of the three sub regions has an established Emergency Management Committee (meet every 2 months) that fosters this collaboration.

Emergency Support Services

2019 saw the completion of two Emergency Response Trailers for our Emergency Support Services Teams. These trailers and their contents will be a valuable resource for our region during response. Our ESS teams have responded to numerous level one incidents in 2019 and supported residents as needed post incident.

EKEMP Regional EOC Activations

Due to no major incidents in the region, the Regional EOC was not activated in 2019. The EKEMP has been supporting the Fairmont Debris Flow incident since August 10 2019. Remedial works to clean out debris traps is still ongoing.

Date December 19, 2019
Author Kris Belanger, Planner
Subject Kootenay Clean Energy Transition Pilot Project Funding

REQUEST

Fund the Kootenay Clean Energy Transition Pilot Project for two years.

OPTIONS

1. THAT up to \$15,000 per year be allocated for two years to the Kootenay Clean Energy Transition Pilot Project with funds to come from the Climate Action Reserve Fund.
2. THAT the Community Energy Manager be advised that RDEK will not participate in the Kootenay Clean Energy Transition Pilot Project at this time.

RECOMMENDATION

Option 1.

Building on a proven track record of collaboration on innovative climate action projects, the Kootenay Clean Energy Transition Pilot Project could result in significant GHG reductions and prepare a workforce capable of supporting and promoting the installation of low carbon technologies well beyond the end of this two-year project.

BACKGROUND/ANALYSIS

The Community Energy Manager has a proven track record of leading innovative regional collaborations, such as the award winning Accelerate Kootenays project, which has led the Kootenays to have the highest rate of growth in electric vehicle adoption of any jurisdiction in BC. The Kootenay Clean Energy Transition is an innovative, high-impact climate action program focused on reducing emissions in the two highest emissions sectors – the built environment and transportation.

The Kootenay Clean Energy Transition will create significant GHG reductions and support opportunities for broad market transformation. The three key activities of the project are:

1. Communications and messaging around clean energy alternatives
2. Address cost and access to low carbon technologies through bulk purchase and discounts of products and services (energy efficiency audits, electric vehicles, EV chargers, air source heat pumps, solar arrays, electric bicycles)
3. Workforce and business sector development

The Community Energy Association and Kootenay Employment Services have partnered to provide administrative assistance and support market transformation. Contributions from the RDEK and other Kootenay regional districts are being sought and will be leveraged through contributions from other partners and an application will be made to the FCM signature project fund, which has up to \$500,000 available in match funding. The full scope of the project is

anticipated to be a two-year, \$1.2 Million initiative which will develop a trained workforce capable of supporting and promoting the installation of low carbon technologies well beyond the end of this two-year project.

Should all three Kootenay regional districts participate in this initiative, the tri-region program will function much like Accelerate Kootenays, where the RDEK Community Energy Manager will function as project lead and staff from each of the participating regional districts will support local program delivery.

SPECIFIC CONSIDERATIONS

Regional Sustainability Strategy

Economy

5.3.4 Light Industry

Increase the number and types of value-added industries to augment the region's economic pillars (mining, forestry and tourism). Support these opportunities through municipal and RDEK land use regulations, transportation and infrastructure services, workforce training and other business support programs.

Climate and Energy

10.3.2 Green Technology

b) Promote and facilitate local incentives for the use of green technology in residential applications.

10.3.4 Partnerships

Partner with Columbia Basin Trust, neighbouring regional districts, non-governmental organizations and other agencies in the proactive management of climate related issues.

10.3.5 Green Energy

Support green energy projects where a sound business case and demonstrable GHG reductions are evident.

Financial

RDEK funding for the Kootenay Clean Energy Transition Pilot Project will come from the Climate Action Reserve Fund. The Climate Action Reserve Fund is used to support community-based climate action and energy efficiency projects and has a current balance of \$16,149.57. The entirety of the annual CARIP grant (approximately \$10,000/year) is deposited into the fund.

Attachment: [Kootenay Clean Energy Transition: Market Transformation and Capacity Building](#)

Kootenay Clean Energy Transition:

Market Transformation and Capacity Building

Overview

Through the Community Energy Manager workplan over the past two years, significant focus has been placed on supporting the building industry in preparing for policy changes in new home construction. There has been significant success in that realm, with a recent BC Housing study revealing the Kootenay Region as the jurisdiction in BC with the highest level of knowledge of the BC Energy Step Code above industry. Carefully designed and implemented training, on-site workshops, building science sessions and policy support have resulted in a shift in the confidence, knowledge and practice of the building industry in the Kootenays.

Retrofit initiatives have been previously supported, primarily through the 'East Kootenay Energy Diet'. The initiative had decent uptake for the offer of home energy assessments, but had a low rate of follow-through in terms of implementation of energy efficiency retrofits. The challenge with incentive and rebate focused programs is the gap and limitation around long-term impacts within the industry. In short, a rebate or incentive program does not support the deep market transformation that is necessary for long-term impact.

The Regional District of East Kootenay has seen success in leading regional collaborations, most recently with Accelerate Kootenays, which has led the Kootenay region to have the highest rate of growth in electric vehicle adoption compared with any other jurisdiction in BC. Collaborating with the Regional Districts of Central Kootenay and Kootenay Boundary would result in a high-impact project that would have the ability to leverage additional funding and capacity, and lead to market transformation.

The Opportunity

Federation of Canadian Municipalities is interested in seeing an application to their 'Signature Projects' funds, which offers up to \$500,000 match funding toward projects that have unique opportunity to see significant greenhouse gas emission reductions through innovative and unique approaches. This funding typically requires about 10% contribution from local government, as similar to the Accelerate Kootenays funding structure. With three regional districts participating, \$10-15,000 allocation per year for two years would provide the match funding required to leverage this additional funding.

Further, Kootenay Employment Services (KES) and Community Energy Association (CEA) have created a partnership that would further formalize the opportunity for market transformation. KES would be supporting the project providing significant organizational and administrative support, as well as capacity through their regional branches.

The Project – Kootenay Clean Energy Transition

KES and CEA have collaborated in the development of an innovative and high-impact initiative with the following key objectives:

- Reduce GHG emissions in the Kootenays, targeting the two highest emitting sectors: Built Environment (heating & cooling of buildings) and transportation (60 % of community wide emissions in the Kootenays)
- Address key barriers to low carbon technology adoption: knowledge, cost and local access
- Provide training and capacity building in the workforce to support a transition toward the low carbon and clean energy sectors
- Increase local climate and emissions literacy
- Aggregate the procurement of key low carbon technologies
- Evaluate the success of the pilot to inform expansion and scaled up delivery

Market Transformation and Capacity Building

The overarching purpose of the Kootenay Clean Energy Transition Pilot is to expedite the adoption of greenhouse gas emission reduction actions by Kootenay residents while supporting broad market transformation.

The 'Why'

The Paris Climate Agreement, the International Panel on Climate Change (IPCC), and numerous global organizations have established the imperative for significant emission reductions and a transition to a low carbon economy. British Columbia's CleanBC Plan commits the Province to reducing 40% of our annual GHG emissions by 2030 and 80% by 2050 (based on 2007 GHG emissions). Since 2007, BC has only reduced its GHG emissions by 2.1% indicating that new, innovative approaches to driving GHG emission reduction is necessary.

All Kootenay local governments are signatories to the Climate Action Charter, committing them to work towards carbon neutrality in corporate operations, and support community-wide emission reductions. Some communities have gone further, adopting a resolution to work towards 100% renewable energy by 2050. Communities are interested in supporting initiatives that respond to climate change through locally relevant low carbon solutions in ways that will not only support effective market transformation, but do so in a way that will yield benefit and growth in the clean energy industry.

The 'How'

Preliminary engagement with both residents and the trades sector will identify and confirm some of the key barriers and challenges associated with low carbon options when it comes to the built environment and transportation. Through other research and market studies, some of the key barriers to adoption of low carbon alternatives include:

- Financial – incremental upfront cost over traditional technologies
- Awareness – lack of trusted information or time/knowledge to do sufficient research
- Complexity – navigating processes, scope of work, business case, etc.
- Capacity and Training – primarily among the trades and contractors for new technologies

The intent of this Pilot Project is to address and eliminate these barriers through three key activities:

1. Communications and Messaging around Clean Energy Alternatives:

- a) Develop strong brand and shareable marketing materials
- b) Provide consistent messaging, actions, and consolidated resources on central website
- c) Leverage existing relationships for regional, strategically-timed, collaborative marketing

2. Address cost and access to low carbon technologies:

Develop bulk purchase packages (created through Requests for Proposals/Partnerships), installed by pre-qualified contractors. Pre-qualified contractors will have engaged in trade-specific training and education. The products proposed for coordination of bulk purchases and/or product specific discounts will include:

- a) Energy Efficiency Audits
- b) Electric Vehicles
- c) Level 2 Chargers
- d) Air Source Heat Pumps
- e) Solar PV Arrays
- f) Electric Bicycles

Market Transformation and Capacity Building

Further, the Pilot will identify opportunities to develop new and leverage existing rebate programs. New financing options will be explored with local financiers.

3. Workforce and business sector development:

Identified as a potential key player in driving the adoption of low carbon options for retrofits, contractors/trades have a direct connection with the consumer, and are therefore well suited to be the avenue for provision of energy efficiency and low carbon retrofit solutions. The Pilot project will aim to deliver training for contractors, job seekers and students including:

- a) Deliver new solar installer courses
- b) Deliver BC Solar Installation Specifications to existing installers
- c) Explore Project Based Labour Market Training (PBLMT) opportunities with WorkBC Centres

Next Steps

KES and CEA are seeking more funding partners and hope to begin work on the project in January 2020. The full project scope is anticipated to be a 2-year, \$1.2 Million project that will provide two opportunities to engage in a time-limited bulk purchase of one or more of the products listed under the low carbon technologies above. In advance of the delivery of this project, CEA will be conducting interviews, community engagement and focus groups through the Community Energy Manager position in the East Kootenay to better understand the opportunities and barriers to trades and contractors engaging in the delivery of this program.

Through the Clean Energy Transition Pilot, the Kootenays will lead BC in reaching CleanBC's 2030 and 2050 GHG emission reduction targets, and will provide an approach that can be replicated in other regions across BC and Canada. The Pilot will develop a trained and capable workforce, creating capacity to support the promotion and installation of low carbon technologies beyond the project timeline. The project will support the growth of the clean energy industry, creating economic resilience and strength.

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
62333	360 FarmFoodDrink Inc.	\$3,000.00
62334	CITY OF CRANBROOK	\$353.88
62335	R. ECCLESTON	\$31.32
62336	Environmental Operators Certification Progam	\$63.00
62337	LEN HUNT	\$30.16
62338	INVESTORS GROUP TRUST CO. LTD.	\$2,617.50
62339	LIBERTY TIRE RECYCLING CANADA	\$967.05
62340	LITTLE MITTENS ANIMAL RESCUE	\$4,500.00
62341	TRACE MARLOW	\$900.00
62342	MEDICAL SERVICES PLAN OF B.C.	\$3,300.00
62343	RENICE OAKS	\$60.00
62344	PLANNING INSTITUTE OF BC	\$590.00
62345	SIGNWRITER	\$194.88
62346	STAPLES - DESJARDINS	\$1,273.33
62347	THE PASS HERALD LTD.	\$262.50
EFT013636	A.C.E. COURIER SERVICE	\$176.81
EFT013637	ACTION EQUIPMENT RENTAL	\$112.00
EFT013638	DOUG BARRACLOUGH	\$58.00
EFT013639	JENNIFER BARTSCH	\$489.00
EFT013640	BC TRANSIT	\$39,123.90
EFT013641	BLADE RUNNER	\$29.08
EFT013642	B & L Security Patrol Ltd	\$99.75
EFT013643	GARY BURFORD	\$833.21
EFT013644	COLUMBIA VALLEY GREENWAYS ALLIANCE	\$137,500.00
EFT013645	CRANBROOK WATER CONDITIONING LTD	\$160.60
EFT013646	CRANBROOK PEST CONTROL	\$906.94
EFT013647	CUPE LOCAL 2106	\$1,627.78
EFT013648	DEVTEL COMMUNICATIONS	\$116.46
EFT013649	EV VICTIM SERVICES WITH EV	\$19,685.54

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
EFT013650	SIERMIL EZ COURIERS LTD.	\$123.48
EFT013651	flexiNET Broadband	\$44.80
EFT013652	GFL ENVIRONMENTAL INC. 2019	\$243.60
EFT013653	GP FUELS INC.	\$16.93
EFT013654	GREAT CANADIAN OIL CHANGE	\$123.57
EFT013655	GUILLEVIN INTERNATIONAL INC	\$75.60
EFT013656	HEAVY METAL CO.	\$5,534.55
EFT013657	INTERIOR HEALTH - CAPITAL	\$281,769.18
EFT013658	JODY JACOB	\$1,228.50
EFT013659	NICOLE JUNG	\$60.94
EFT013660	KAL TIRE CRANBROOK	\$3,692.60
EFT013661	BONNIE KARI	\$82.56
EFT013662	KOOTENAY LANDSCAPE	\$1,298.85
EFT013663	LO-COST PROPANE	\$658.69
EFT013664	LOTIC ENVIRONMENTAL	\$6,998.25
EFT013665	MAX S PLACE BAKERY LTD	\$238.67
EFT013666	McD S ENTERPRISES LTD	\$567.00
EFT013667	MELODY MUNRO	\$1,522.66
EFT013668	UAP INC	\$881.87
EFT013669	GORDON OLSEN	\$63.80
EFT013670	PACIFIC BLUE CROSS	\$24,835.31
EFT013671	SHARON PASOWISTY	\$2,216.79
EFT013672	RE-MATT INC	\$5,118.75
EFT013673	REVOLUTION ENVIRO SOLUTIONS LP	\$6,582.21
EFT013674	RM OFFICE SOLUTIONS LTD	\$95.10
EFT013675	SELKIRK SIGNS & SERVICES LTD	\$240.80
EFT013676	SMART WORKPLACE INC.	\$334.88
EFT013677	SPERLING HANSEN ASSOCIATES	\$3,094.37

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
EFT013678	SUPERIOR PROPANE INC.	\$5,400.94
EFT013679	TA CONTRACTING	\$6,691.91
EFT013680	TAYNTON BAY ELECTRICAL LTD	\$763.80
EFT013681	TEMPEST DEVELOPMENT GROUP	\$21,880.65
EFT013682	STEVE TERSMETTE	\$66.85
EFT013683	TOBY CREEK NORDIC SKI CLUB	\$2,000.00
EFT013684	TOP CROP FARM & GARDEN SUPPLY	\$712.90
EFT013685	TURF N TIMBER CONTRACTING	\$315.00
EFT013686	UNITED WAY	\$29.00
EFT013687	WASTE MANAGEMENT OF CANADA	\$10,465.81
EFT013688	RYAN WATMOUGH	\$9,063.14
EFT013689	JIM WESTWOOD	\$23.20
EFT013690	VIRGINIA WEST	\$45.00
EFT013691	ZION TRUCKING LTD.	\$2,671.20
62348	ALZHEIMERS SOCIETY OF BC	\$150.00
62349	PAUL BLAIS	\$150.00
62350	CANADIAN TIRE #658	\$101.67
62351	CITY OF CRANBROOK	\$2,000.00
62352	CRANBROOK FOOD BANK SOCIETY	\$150.00
62353	CV FOOD BANK	\$150.00
62354	DAVIDDUKE HOLDINGS LTD	\$294.00
62355	GOLDIGGER EXCAVATING	\$6,153.00
62356	HEID OUT RESTAURANT & BREWHOUSE	\$845.25
62357	ICAN	\$300.00
62358	KIMB HELPING HANDS FOOD BANK	\$150.00
62359	LAURIE MIDDLE SCHOOL	\$150.00
62360	KATHY MERKEL	\$54.52
62361	MINISTER OF FINANCE	\$34.41

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
62362	MINISTER OF FINANCE	\$1,200.00
62363	OPERATION STREET ANGEL	\$150.00
62364	PLAYERS BENCH SPORTS	\$556.50
62365	RDEK PETTY CASH c/o L. Hitchman	\$69.30
62366	SHAW BUSINESS	\$647.31
62367	SHOPPERS DRUG MART #290	\$414.00
62368	ST. EUGENE GOLF RESORT CASINO	\$3,164.70
62369	TSUNAMI SOLUTIONS LTD	\$973.09
EFT013692	AIR LIQUIDE CANADA INC	\$274.17
EFT013693	Baynes Lake General Store	\$129.16
EFT013694	BELLOWS PROPERTY SERVICES	\$992.25
EFT013695	CENTRATECH TECHNICAL SERVICES LTD	\$5,315.25
EFT013696	SUSAN CLOVECHOK	\$530.46
EFT013697	SPENCER COTIE	\$1,428.50
EFT013698	CRANBROOK BOYS & GIRLS CLUB	\$150.00
EFT013699	Cranbrook Society for Community Living	\$150.00
EFT013700	CRYSTAL GLASS CANADA LTD	\$39.20
EFT013701	D & E ENTERPRISES JANITORIAL	\$1,760.72
EFT013702	STAN DOEHLE	\$767.94
EFT013703	Dominion GovLaw LLP	\$124.32
EFT013704	EAST KOOTENAY ELECTRICAL SERVICES	\$2,348.22
EFT013705	ELKFORD NORDIC SKI CLUB	\$5,000.00
EFT013706	ENCORE COOLING & HEATING	\$1,406.48
EFT013707	EV VICTIM SERVICES WITH EV	\$302.82
EFT013708	FEDERATION CDN MUNICIPALITIES	\$3,704.60
EFT013709	FIRST PERK COFFEE HOUSE	\$806.40
EFT013710	FORTIS BC - NATURAL GAS	\$1,076.95
EFT013711	ROB GAY	\$1,175.95

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
EFT013712	GFL ENVIRONMENTAL INC. 2019	\$61.52
EFT013713	MARY GIULIANO	\$166.00
EFT013714	GLOBALSTAR CANADA	\$89.59
EFT013715	GUILLEVIN INTERNATIONAL INC	\$153.27
EFT013716	HERITAGE INN	\$105.00
EFT013717	INVERMERE HARDWARE	\$47.14
EFT013718	JIM PATTISON BROADCAST GROUP	\$756.00
EFT013719	JUSTICE INSTITUTE OF BC	\$4,914.00
EFT013720	KEEFER ECOLOGICAL SERVICES LTD.	\$7,361.27
EFT013721	KINROSS SILVICULTURE SERVICES	\$1,050.00
EFT013722	KMB AUTO BODY	\$597.11
EFT013723	KOOTENAY COMMUNICATIONS LTD.	\$176.70
EFT013724	LUCKY STRIKE GAS	\$746.47
EFT013725	CAL MCDUGALL	\$207.32
EFT013726	DEAN McKERRACHER	\$45.00
EFT013727	METRO & SON LOCKSMITH	\$94.50
EFT013728	ALLEN MILLER	\$30.46
EFT013729	MOMENTUM CONFERENCING	\$87.76
EFT013730	PRECISION SERVICE & PUMPS INC.	\$30,277.85
EFT013731	ANGE QUALIZZA	\$112.52
EFT013732	CLARA REINHARDT	\$70.00
EFT013733	RM OFFICE SOLUTIONS LTD	\$540.96
EFT013734	ROCKY MTN PHOENIX	\$140.57
EFT013735	SCHOOL DISTRICT #5	\$697.62
EFT013736	TRI-KOTA CLEANING	\$150.00
EFT013737	TURF N TIMBER CONTRACTING	\$78.75
EFT013738	ILONA WEBSTER	\$53.35
EFT013739	WHOLESALE FIRE & RESCUE LTD	\$2,990.34

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
EFT013740	TORIL WILDER	\$525.00
EFT013741	GERALD WILKIE	\$694.84
EFT013742	DAVID WILKS	\$70.00
EFT013743	ZUMUNDO CONSULTANTS	\$10,396.08
62370	1ST ACTION CONTRACTING LTD.	\$1,680.00
62371	AUNTIE BARB'S BAKERY	\$868.92
62372	BLACK FOREST STEAK & SCHNITZEL HAUS	\$1,925.76
62373	Blue Lake Forest Education Soc	\$5,000.00
62374	COLUMBIA BASIN TRUST	\$265,000.00
62375	Columbia Valley Booster Society	\$1,000.00
62376	CRANBROOK WOMEN'S RESOURCE	\$150.00
62377	DIAMOND HEATING & SPAS (2008) LTD	\$157.50
62378	R. ECCLESTON	\$31.32
62379	FAIRMONT & DISTRICT LIONS CLUB	\$2,080.00
62380	FORCO EQUIPMENT MECHANICAL SERVICES	\$1,834.51
62381	ForestWise Environmental Consulting Ltd.	\$3,476.70
62382	GRASMERE COMMUNITY SOCIETY	\$897.00
62383	HOME DEPOT	\$90.73
62384	INVESTORS GROUP TRUST CO. LTD.	\$647.50
62385	KOOTENAY TRUCK & SAW SERVICE	\$610.35
62386	KOOTENAY CARP CHAPTER 23	\$1,500.00
62387	LOCAL VIEW PRINTING & DESIGN INC	\$1,565.76
62388	MAX HELMER CONSTRUCTION	\$69,300.00
62389	MINISTER OF FINANCE	\$6.66
62390	MINISTER OF FINANCE	\$525.00
62391	PARAGON STRATEGIC SERVICES LTD	\$9,450.49
62392	SAND CREEK LIONS CLUB	\$50.00
62393	SOUTH COUNTRY SERVICES	\$344.35

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
62394	THOMPSON DRILLING LTD.	\$346.14
62395	TODD AUDIO VISUAL SERVICES LTD.	\$10,171.56
62396	WILLOW APPLIANCES	\$449.75
EFT013744	A.C.E. COURIER SERVICE	\$111.32
EFT013745	ADVANCED SAFETY MGMT LTD	\$2,098.23
EFT013746	ALS CANADA LTD	\$246.23
EFT013747	DOUG BARRACLOUGH	\$44.08
EFT013748	BC TRANSIT	\$38,289.99
EFT013749	BELL MOBILITY INC.	\$2,192.93
EFT013750	LARRY BINKS	\$1,274.00
EFT013751	(BOB) R.M. BJORN	\$18.44
EFT013752	BLACK PRESS GROUP LTD	\$4,839.16
EFT013753	B & L Security Patrol Ltd	\$99.75
EFT013754	BRIGADE	\$2,756.25
EFT013755	CERTIFIED ENSEMBLE SERVICES	\$546.00
EFT013756	COLUMBIA VALLEY PIONEER	\$1,893.78
EFT013757	COLUMBIA BASIN BROADBAND CORP	\$5,420.80
EFT013758	CORIX MULTI-UTILITY SERVICES	\$4,731.94
EFT013759	SPENCER COTIE	\$500.00
EFT013760	LEE-ANN CRANE	\$45.00
EFT013761	CUPE LOCAL 2106	\$1,627.85
EFT013762	CYBERLINK SYSTEM CORP.	\$11,897.89
EFT013763	D & E ENTERPRISES JANITORIAL	\$1,576.52
EFT013764	DISTRICT OF SPARWOOD	\$876.96
EFT013765	ECONOMY VACUUM TANKERS	\$378.00
EFT013766	e-KNOW EK NEWS ONLINE WEEKLY	\$210.00
EFT013767	FORTIS BC - NATURAL GAS	\$254.35
EFT013768	FRONTLINE OPERATIONS GROUP	\$1,850.63

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
EFT013769	BARRY GARLAND	\$66.12
EFT013770	GFL ENVIRONMENTAL INC. 2019	\$110.25
EFT013771	LORI GRAY	\$487.50
EFT013772	HOP STUDIOS	\$92.79
EFT013773	INVERMERE HARDWARE	\$346.58
EFT013774	HERB JANZEN	\$37.12
EFT013775	JENNIFER ASSELIN	\$920.58
EFT013776	KINBASKET WATER & SEWER CO LTD	\$89,220.34
EFT013777	KOOTENAY COMMUNICATIONS LTD.	\$1,400.00
EFT013778	LIDSTONE & COMPANY	\$1,919.30
EFT013779	LORDCO AUTO PARTS	\$59.77
EFT013780	ILENE LOWING	\$22.04
EFT013781	McD S ENTERPRISES LTD	\$2,730.00
EFT013782	JUDY MCPHEE	\$198.20
EFT013783	M & K PLUMBING & HEATING	\$417.90
EFT013784	MPE ENGINEERING LTD.	\$29,711.37
EFT013785	JEFF NICOLAJSSEN	\$118.52
EFT013786	PIP S COUNTRY STORE	\$72.39
EFT013787	PRESTIGE INN CRANBROOK	\$1,200.60
EFT013788	WILLIAM RAYMAN	\$13.42
EFT013789	REG DIST OF CENTRAL KOOTENAY	\$7,663.92
EFT013790	DAMIEN RICHARD	\$3,444.67
EFT013791	RICOH CANADA INC	\$1,652.68
EFT013792	RM OFFICE SOLUTIONS LTD	\$3,983.84
EFT013793	ROCKY MTN PHOENIX	\$19,529.52
EFT013794	SELKIRK SIGNS & SERVICES LTD	\$2,928.80
EFT013795	JENNIFER SPETA	\$7,087.50
EFT013796	STEEDMAN ENTERPRISES	\$2,992.50

Board Cheque Register

From 12/1/2019 To 12/31/2019

Cheque Number	Vendor Name	Amount
EFT013797	SUPERIOR PROPANE INC.	\$2,701.39
EFT013798	STEVE TERSMETTE	\$148.71
EFT013799	TRI-KOTA CLEANING	\$200.00
EFT013800	UNITED WAY	\$25.00
EFT013801	VITAL AIRE	\$47.93
EFT013802	VRK CONSULTING INC	\$11,940.58
EFT013803	JANE WALTER	\$247.36
EFT013804	JIM WESTWOOD	\$58.00
EFT013805	VIRGINIA WEST	\$45.00
EFT013806	WINDERMERE CENTEX	\$217.17
EFT013807	WOODY'S PLUMBING	\$323.40

Total Cheques: 236**Total Amount of Cheques: \$1,393,087.39**

Resolved:

That the cheque register for the RDEK General Account in the amount shown above be approved as paid.

Chairperson: _____

Request for Decision

File No: Ehh 650 065

Date December 16, 2019
Author Anita Charest, Emergency Program Coordinator
Subject CEPF – Indigenous Cultural Safety & Humility Training Grant Application

REQUEST

To approve the submission of a Community Emergency Preparedness Fund grant application to deliver Indigenous Cultural Safety & Cultural Humility training to emergency program staff and volunteers.

OPTIONS

1. That a Community Emergency Preparedness Fund grant application for \$25,000 be submitted for Indigenous Cultural Safety & Cultural Humility training to emergency program staff with the RDEK to provide overall grant management.
2. That a Community Emergency Preparedness Fund grant application not proceed.

RECOMMENDATION

Option 1

BACKGROUND/ANALYSIS

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM).

The most recent addition to the stream of grants available through the CEPF is the Indigenous Cultural Safety & Cultural Humility Training. The intent of this stream is to support eligible applicants to provide emergency management personnel with cultural safety and humility training in order to more effectively collaborate with and provide assistance to Indigenous communities during times of emergency.

The need for such training has been identified in Addressing the New Normal: 21st Century Disaster Management in British Columbia (2018) and in the Truth and Reconciliation Commission Call to Action #57.

The Ktunaxa Nation, through the St. Eugene Mission Resort facility, offers Indigenous Cultural Safety & Cultural Humility training and it is our intent to provide this training to as many emergency management personnel, volunteers and staff throughout the region as we are able to facilitate with the CEPF funding.

SPECIFIC CONSIDERATIONS

Financial

The estimated project total is \$25,200. The maximum eligible amount that can be requested is \$25,000. All grant funds received will be used as indicated on the application attached. The \$200 excess would be absorbed by the East Kootenay Emergency Program training budgets for 2020.

Partnerships

While the RDEK did not formally identify any partnerships for the subject grant application, should the grant application be successful, and the training provided will be for the benefit of the entire region.

Attachment

Community Emergency Preparedness Fund

Indigenous Cultural Safety & Cultural Humility Training

2019 Application Form

Please complete and return the application form by **December 13, 2019**. All questions are required to be answered by typing directly in this form. If you have any questions, contact cepf@ubcm.ca or (250) 387-4470.

SECTION 1: Applicant Information	AP- <i>(administrative use only)</i>
Name of Local Government or First Nation: Regional District of East Kootenay	Date of Application: December 12, 2019
Contact Person*: Anita Charest	Position: Emergency Program Coordinator
Phone: 250-489-2791	E-mail: acharest@rdek.bc.ca

* Contact person must be an authorized representative of the applicant.

SECTION 2: For <u>Regional Projects Only</u>
<p>1. Identification of partnering communities. For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 2 of the Program & Application Guide for eligibility.</p> <p>The Regional District of East Kootenay (RDEK) is responsible for administering the East Kootenay Emergency Management Program which is a regional program who's partners include: Aqam First Nation, Tobacco Plains Indian Band, Akisqnuq First Nation, Shuswap Indian Band, Village of Radium Hot Springs, District of Invermere, Village of Canal Flats, City of Kimberley, City of Cranbrook, District of Elkford, District of Sparwood, City of Fernie and the RDEK.</p>
<p>2. Rationale for regional projects. Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request.</p> <p>While funds applied for in this grant are intended to benefit the entire region, the RDEK is the sole applicant.</p>

SECTION 3: Project Summary
<p>3. Name of the project.</p> <p>East Kootenay Emergency Program Indigenous Cultural Awareness Training</p>

4. Proposed project cost and grant request.

Total proposed project cost: \$25,200.00 Total grant request: \$25,000.00

Have you applied for or received funding for this project from other sources?

No

5. Project summary. Provide a summary of your project in 150 words or less.

The RDEK wishes to engage with the Ktunaxa First Nation (to which three of the four Indigenous partners in our program belong) to provide Indigenous cultural safety and humility training to emergency management staff and volunteers within the East Kootenay Emergency Management Program.

Our goal is to continue to build stronger relations with Indigenous emergency program partners but also to understand how disasters in their communities may perhaps effect them differently than other communities.

We plan to hold four 1-day sessions for emergency program staff throughout the region.

SECTION 4: Detailed Project Information

6. A. Proposed activities. What specific activities will be undertaken as part of the proposed project? Refer to Section 4 of the Program & Application Guide for eligibility.

Proposed activities include:

- A session on Understanding Indigenous Culture
- A blanket exercise
- Interpretive Centre & tour of the nation's former residential school
- Tipi raising team building exercise
- Traditional Indigenous games
- Traditional Indigenous crafts, (ie: dream catchers, moccasins, headdresses, drums)
- Traditional storytelling sessions with band elders.

B. As outlined in the Program & Application Guide, higher application review scores will be given to applications that meet certain criteria. Based on this, will the training activities be:

☒ Developed and delivered by an Indigenous organization. If yes, please describe:

The Ktunaxa Nation has developed an array of Indigenous Culture Awareness Training workshops that are presented at a former residential school site (St. Eugene Mission) located on Aqam First Nation lands. The workshops examine the legacies of the past, identify jurisdiction and generates solutions for economic self-sufficiency and respectful and just relationships with Indigenous groups.

The training is led by Ktunaxa Nations' knowledge holders and Elders in a hands-on environment allowing attendees to learn about and discuss past, present and future issues related to First Nations.

☒ In-person and supportive of social-emotional experiential learning. If yes, please describe:

Storytelling delivered by Nation Elders is an essential part of the workshop plan. All workshops will be delivered in person in a group setting at St. Eugene Mission Resort located on traditional Ktunaxa lands.

- ☒ Inclusive of relationship building with local Indigenous Peoples, nation(s) and/or Indigenous organizations. If yes, please describe:

The proposed training will be open to Indigenous partners and non-indigenous partners in our emergency management program and the workshops and team building sessions are intended to be interactive, giving attendees opportunities to work together and foster relations.

- ☒ Delivered via Indigenous owned and run facilities, catering, etc. If yes, please describe:

St. Eugene is a resort transformed from a former residential school by the Ktunaxa Nation. The facility will be used for workshops, necessary meals will be catered by the facility.

7. Emergency management personnel. Please indicate who will receive the training.

Attendees will include emergency management personnel within the RDEK as well as emergency management personnel from all program partner municipalities, Indigenous communities, Emergency Support Services volunteers and emergency Information Line staff. If there funds and spaces are available, we hope to also extend invitation for the training to include program stakeholders such as Search & Rescue, BC Emergency Health Services, Interior Health and RCMP.

8. Learning outcomes. How will the proposed activities meet the intended learning outcomes of the funding stream? How will the proposed activities increase partnerships and build capacity to provide assistance to Indigenous communities during times of emergency?

We at the RDEK work consistently to form good relations with our Indigenous partners, however we believe that better cultural understanding will both allow us to better understand the needs of First Nations Communities, but also teach us ways to enhance communication so we may engage more meaningfully and respectfully with one another.

The training will also help us understand the importance of Indigenous relationships to resources such as land, air, water and wildlife.

9. Relationship building in advance of training. Please describe the extent to which the local government and Indigenous Peoples (and/or an Indigenous consultant) have worked together to identify the local training needs.

As members of the East Kootenay Emergency Program, Indigenous partners along with municipal partners are surveyed annually for recommendations for the following years' training. Bi-monthly Emergency Management Committee meetings are held in each of the RDEK's three subregions that include both Indigenous and municipal partners as well as stakeholder organizations such as Search and Rescue, RCMP, BCEHS, Ministry of Forests Lands and Natural Resource Operations staff (Environment, BC Wildfire Service, Transportation etc.) Training is discussed at each meeting. Each program partner is also contacted individually throughout the year to ensure they are receiving the support and training they require from the East Kootenay Emergency Program.

10. Transferability. Describe the extent to which the proposed project may offer transferable resources and learning outcomes to other local governments and Indigenous Peoples in BC (i.e. training materials)

Our Emergency Management Plan as a living document is constantly under revision. Our hope is to be able to include information garnered from the training to create a more comprehensive plan that better reflects all communities within the region. The RDEK is also plans to create a new Emergency Support Services Plan in 2020 that will also include information garnered from the training to enable all ESS teams in the region to provide services required in a more

meaningful way to our Indigenous partners. Our plans are often shared with other regions so our learnables may become theirs as well.

- 11. Evaluation.** How will relationships with Indigenous communities be strengthened through project design and delivery? How will learnings be tracked and recorded in terms of how they might inform practice, operations, policy development, legislative change, and/or inform practice during activation? Will benchmarks be used to measure outcomes (i.e. pre and post reflective surveys, number of people trained)?

We believe that working closely with the Ktunaxa Nation and its individual bands in creating the training will be a key component to our learning. Interactions prior to delivery of the training will hopefully form a foundation to build on to help strengthen relations.

We intend to survey both facilitators and attendees after completion of each training to identify successes or shortfalls which will enable us to improve for future opportunities.

As indicated in NO. 10 above, we also intend to update emergency plans and policies to better assist our Indigenous partners during emergencies.

- 12. Additional Information.** Please share any other information you think may help support your submission.

Board resolution will be forwarded immediately after January 10th RDEK Board meeting.

SECTION 5: Required Application Materials

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- ☒ Local government Council or Board resolution, Band Council resolution or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- ☒ Detailed budget for each component identified in the application. This must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- ☐ For regional projects only: local government Council or Board resolution, Band Council resolution or Treaty First Nation resolution from each partnering applicant that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

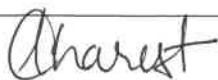
SECTION 6: Signature

I certify that to the best of my knowledge, all information is accurate.

Name: Anita Charest

Title: Emergency Program Coordinator

Signature:



Date: December 13, 2019

An electronic or original signature is required.

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

E-mail: cepf@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Schedule A

EAST KOOTENAY EMERGENCY PROGRAM - INDIGENOUS CULTURAL & HUMILITY TRAINING FOR EMERGENCY MANAGEMENT STAFF

ITEM	QUANTITY	COST	TOTAL
Workshops			
One-Day workshops for 80 Emergency Management Staff	90	240	\$21,600.00
Refreshments for breaks**	90	10	\$900.00
Traditional Indigenous Lunch for participants **	90	30	\$2,700.00
TOTAL PROJECT			\$25,200.00
** Costs for meals & refreshments include gratuities but not GST as the RDEK is reimbursed for GST			

DRAFT LETTER OF SUPPORT REQUESTED BY IMAGINE KOOTENAY PARTNERSHIP

Columbia Basin Trust
#300, 445 13 Avenue
Castlegar, BC V1N 1G1

Re: Imagine Kootenay Partnership

On behalf of the Regional District of East Kootenay and as one of ten partner communities of Imagine Kootenay, I would like to express my gratitude for the support that the Columbia Basin Trust has given this program over the years. We see Imagine Kootenay as a valuable asset to the Kootenay Region for the purpose of raising the profile of the region, connecting investors to opportunities, stimulating regional investment and attracting a diverse workforce to the region.

We believe that we demonstrate collaboration from a regional approach unlike any other project that currently exists. Since 2006, 43 businesses have sold directly as part of the program, valued at over \$15.8M. With the addition of the workforce section in 2016, over 37,500 people viewed the job board, which has now become the most viewed page on our website. Imagine Kootenay has 283 business listings, over 2,000 registered investors and has provided succession planning services to over 35 communities and regional districts.

The entire Imagine Kootenay steering committee and partners see considerable value in this program and we are determined for this tool to continue and believe the Trust is the obvious solution.

Thank you for your continued support of Imagine Kootenay.

Date 12/31/2019
Author Holly Ronnquist, CFO
Subject Board Remuneration Review Panel Recommendations

REQUEST

Establish rates for the Board remuneration bylaw and Board travel and accommodation allowances policy.

OPTIONS

1. That the recommendations of the public Board Remuneration Review Panel, as outlined in the December 22, 2019 report from the CFO, be accepted; and further, that a new Board remuneration bylaw and an amendment to the Board travel and accommodation allowances policy reflecting these changes be prepared for Board consideration.
2. That a new Board remuneration bylaw and Board travel and accommodation allowances policy be prepared with the following rates:_____.

RECOMMENDATION

Option 1

BACKGROUND/ANALYSIS

As directed by the Board, an independent panel was established to review annual remuneration and meeting rates and travel and accommodation allowances for the RDEK Board for the period January 2020 to October 2022. The members of the Committee were:

Lee-Ann Crane	Cal McDougall
Mary Giuliano	Murray Floyd
Kathy Merkel	Wendy Booth – written comments, unable to attend meeting

The panel met on December 10, 2019. They reviewed a comparison of remuneration rates and travel and accommodation allowances paid by other regional districts (attached), and considered various options for adjusting RDEK rates.

The discussion and comments included:

1. The stipends being paid to all positions within the Board of Directors are appropriate in comparison to other regional districts at the present time. It is important to provide annual inflationary increases. The panel did not feel that increases should be tied to staff increases.
2. The current ratio of stipends, with Electoral Area Directors receiving two times (2X) the stipend of Municipal Directors, is appropriate and reflects the work the Directors do.
3. Board Meeting rates are appropriate.

4. Standing Committee Meeting rates should be increased to reflect the amount of preparation and work that goes into these meetings.
5. A new Standing Committee Meeting Chair rate should be established to reflect the amount of preparation and work that goes into chairing these meetings.
6. Appointed Committee Meeting rates should have some increases but not to the same extent as the Standing Committees over the three year period.
7. Travel and meal allowances are appropriate when comparing to other regional districts. However, the rate paid for dinner outside of the Kootenay Boundary (areas outside of the East Kootenay, Central Kootenay and Kootenay Boundary Regional Districts) should be increased. The \$20 per hour rate for travel time is still appropriate.
8. The panel strongly felt that the Director's annual stipend should continue to be paid separate from the rates for attendance at meetings. The panel did not support the suggestion from the UBCM Council and Board Remuneration Guide, that the Board and Standing Committee meetings be combined in the annual stipend.
9. The panel did not support adding stipends or allowances to reimburse Directors for the use of personal cell phones, laptops or desk top computers. The panel felt that the previous 1/3 tax free allowance was initially provided to relieve the Directors of these costs and that the adjustment to remuneration provided effective January 1, 2019 (as a result of the Canada Revenue Agency decision to discontinue the tax free allowance) ensured Directors were continuing to receive consideration for these costs.
10. The panel did not support adding stipends or allowances to reimburse Directors for increased ICBC insurance premiums for changing from personal to business use or for windshield repair or replacement. The panel felt that the current practice of paying the Canada Revenue Agency vehicle mileage rate (currently \$0.58 per km) adequately reimbursed Directors for these costs.
11. The panel considered that some of the organizations that Directors are appointed to may pay the Director a small stipend directly. The panel felt that a clause should be included in the Remuneration Bylaw that states that Directors should receive the appointed committee meeting rate less any amounts received directly from the group or organization.

Board Remuneration Review Panel Recommendations:

The Board Remuneration Review Panel recommended that the RDEK Board consider the following changes:

1. Increase all Director stipends by 2.5% in 2020 and to reflect BC CPI in 2021 and 2022.
2. Increase the Chair and Vice-Chair stipends by 2.5% in 2020 and to reflect BC CPI in 2021 and 2022.
3. Increase the Standing Committee meeting rate increase to \$110 per meeting in 2020; \$115 per meeting in 2021 and \$120 per meeting in 2022.
4. Establish a new per meeting rate for Standing Committee Chairs at \$25 in 2020, \$35 in 2021 and \$40 in 2022. This will be paid in addition to the Standing Committee meeting rate.

5. For meetings and events attended outside of the Kootenay Boundary area, increase the dinner allowance to \$50 (currently \$40) and increase the per diem to \$110 (currently \$100).

The following table shows the effect of the proposed changes:

	2019	2020	2021	2022
Electoral Area Directors Annual Stipend	\$27,282	\$27,964	\$28,365	\$29,322
Municipal Directors Annual Stipend	13,642	13,983	14,319	14,662
Chair Annual Stipend – to be paid in addition to regular Director's stipend	20,160	20,664	21,160	21,668
Vice-Chair Annual Stipend – to be paid in addition to regular Director's stipend	3,360	3,444	3,527	3,611
Board Meetings	210	210	210	210
Standing Committee Meetings	105	110	115	120
Chair – Standing Committee Meetings – to be paid in addition to meeting rate	-	25	35	40
Appointed Committee Meetings	100	100	105	110
Strategic Planning Sessions	100	100	105	110
Public Hearings	85	85	90	95
Budget Impact (Increase over 2019)	-	\$11,725	\$24,001	\$36,204
Total Over Three Years				\$71,930
Tax Rate Impact (per \$1,000)	-	\$0.0065	\$0.0068	\$0.0067
Tax Increase for \$335,000 Property (over 2019)	-	\$ 0.22	\$ 0.44	\$ 0.67

* Stipends are based on an increase of 2.5% in 2020 and BC CPI (estimated at 2.4% - based on 3 year average) in 2021, 2022

SPECIFIC CONSIDERATIONS

Financial

Implementation of the changes recommended by the Board Remuneration Review Panel would result in estimated additional costs as shown in the above table.

Financial Plan

An allowance for increases in Director annual stipends was built into each year of the 2019 – 2023 Financial Plan. The 2020 – 2024 Financial Plan will need to be adjusted for increases in meeting rates.

Comparison to Other Regional Districts

Attached is a comparison of remuneration rates at other regional districts, a comparison of travel and expense rates at other regional districts and a copy of the memo that was provided to the Board Remuneration Committee members to provide background for their discussion.

Some regional districts provide annual remuneration that combines the annual stipend and total remuneration for meetings for the year. The attached comparison has estimated what the combined remuneration would be for each regional district.

The Canada Revenue Agency removal of the 1/3 tax free allowance was effective January 1, 2019. Given that this is a fairly recent change, not all of the regional districts in the comparison have adjusted remuneration rates at this time.

Process

On October 4, 2019 the Board directed that a Board remuneration policy be prepared with recommendations from the CFO outlined in the September 25, 2019 report. The policy will be presented to Board in summer 2020.

Attachments

Director Remuneration Comparison - December 2019
RDEK / RDCK / RDKB / RDOS / CSRD / RDFFG / TNRD / CRD

Estimated with Meeting allowance
Included *

	RDEK	RDCK	RDKB	RDOS	CSRD	RDFFG	TNRD	CRD	Notes	Low	High	Average
Base Remuneration (per year):												
Directors - Municipal - Stipend Only	\$ 13,642	\$ 15,408	\$ 11,148	\$ 7,148	\$ 15,000	\$ 13,400	\$ 10,188	\$ 11,436		\$ 7,148	\$ 15,408	\$ 11,961
Stipend and Regular Meeting Pay Combined	\$ 17,422	\$ 15,408	\$ 13,308	\$ 12,137	\$ 15,000	\$ 14,840	\$ 12,108	\$ 16,380		* 12,137	16,380	14,169
Directors - Electoral Areas - Stipend Only	27,282	39,720	15,552	24,725	23,000	20,680	19,488	11,436	1	11,436	39,720	22,086
Stipend and Regular Meeting Pay Combined	31,062	39,720	17,712	29,713	23,000	22,120	21,408	16,380		* 16,380	39,720	24,293
Chair	20,160	37,788	24,768	37,079	22,000	18,500	22,600	17,154		17,154	37,788	25,698
Vice-Chair	3,360	7,488	4,320	6,757	3,200	3,190	4,500	8,577		3,190	8,577	5,433
Chair of Standing, Select or Other Specified Committee		3,288						2,859		2,859	3,288	3,074
Hospital District Chair	2,400					6,140	4,191	18,372		4,191	18,372	9,568
Acting Hospital District Chair/Vice Chair						3,070	4,191	13,128		3,070	13,128	6,796
Hospital Directors								10,500		-	10,500	n/a
Meeting Allowance (per meeting)												
Board Meeting	210		90	239				206	2	90	239	178
Standing Committee Meetings	105		90	80 / 177 / 59		120	160	206	3, 7, 9	90	206	144
Public Hearings	85		90		50		160	83		50	160	96
Appointed Committee/Commission Meeting	100	149	90	80 / 177 / 59	110	120	160	83	4, 8	83	160	119
Chair's Meeting Allowance			120							120	120	n/a
Resource Recovery Meeting		254							5	254	254	n/a
Hospital Board meeting	100			50			160	185	12	50	185	132
Alternates - Board Meeting	director rate	404		director rate	incl. in stipend	240	160	206	6	160	404	250
Alternates - Committee Meetings	director rate			director rate	incl. in stipend	240	160	206		160	240	196
Alternates - Additional Meetings Approved by Board	director rate			director rate	director rate	120	160	83		83	160	138
Alternates - Rural Affairs Meetings		254								-	254	n/a
Director Liaison Allowance (per month)												
Technology/Supply Allowances:												
Director Technology/Office Supplies Allowance (per month)			216	208				125				
Technical/Hardware Allowance (each Electoral Area Director) - Annual			540	incl in above								
Cell Phone Allowance - Monthly			81									
Other Tech Requirements Allowance - Monthly			108									
Annual Adjustments												
Expense Reimbursement and Travel Allowance	As per bylaw	BC CPI	As per bylaw	As per bylaw	BC CPI	BC CPI	BC CPI	BC CPI				
Reimbursement of ICBC Insurance From Personal to Business Use	yes	yes	yes	yes	yes	yes	yes	yes	10, 11			
Windshield Replacement Deductible- Damaged on RD Business	no	no	yes	no	yes	no	no	yes				
	no	no	yes	no	no	no	no	yes 1 claim				
Population												
District Size (km2)	64,004	62,668	33,149	88,545	55,465	100,359	142,299	65,312				
# of Services	27,534	22,131	8,096	10,414	28,929	50,676	44,448	80,609				
	100 +	170	71	150 +	100 +	90 +	115 +	100 +				

Notes:	
1	RDCK base remuneration includes maintaining a home office and necessary travel
2	TNRD Board meetings, RDCK, RDFFG & CSRD board and standing committee meetings included in monthly base remuneration. CSRD deducts \$270 (EA Directors) & \$215 Municipal
3	RDEK pays a maximum of three committee meetings in a day
4	RDCK committee stipend per approved meeting
5	RDCK Resource Recovery Meetings discuss landfills, organics programs, household hazardous waste programs, recycle depots, etc.
6	RDCK Director's base remuneration deducted for alternates pay
7	RDOS pays \$80 for committee meeting on same day as board, \$177 for meetings on separate days as Board and \$59 for electronic attendance. Max \$319 for full day of Board and
8	CSRD pays a maximum of two Appointed committee meetings in a day
9	RDFFG only pays for meetings held other than on the day of a regular Board meeting
10	TNRD has an annual max claim for communication purposes of \$1500 for EA Directors and \$750 for Municipal Directors
11	TNRD pays travel with the indemnity on a predetermined bases to each director based on a precalculated distance. IE each director has a different "Total Indemnity". This has not been reflected in the numbers above for a better comparison.
12	CRD pays \$185 / day on Hospital board meetings or \$75 for a half day
*	Minimums, maximums and averages include base and meeting remunerations

**** Some of the comparative RDs may not have adjusted remuneration for the loss of the 1/3 tax free allowance at the time of this report.**

Meals And Travel Expenses Comparison - December 2019

	RDEK	RDCK	RDKB	RDOS	CSRD	RDFFG	TNRD	CRD	Notes	Low	High	Average
Mileage rate per km:	\$ 0.58			\$ 0.48	\$ 0.55	\$ 0.55	\$ 0.58	\$ 0.55		\$ 0.48	\$ 0.58	\$ 0.54
Meal allowance:									1			
In area Breakfast	\$ 20			\$ 15	\$ 20	\$ 15	\$ 17	\$ 20		\$ 15	\$ 20	\$ 17
In area Lunch	25			20	25	20	18	25		18	25	22
In area Dinner	40			31	35	30	29	45		29	45	34
Out of area (Vanc. / Victoria) Breakfast	20			20	25	15	19	20		15	25	20
Out of area Lunch	25			30	30	20	26	25		20	30	26
Out of area Dinner	40			51	45	30	38	45		30	51	42
Travel time remuneration:	\$20/hr				\$0.20 /km		\$0.37 /km	\$0.20 /km	2, 3			
Per Diem - Full Day with Overnight Stay	\$ 100	\$ 100		\$66 - \$101	\$ 80	\$ 100	\$100 - \$120	\$ 100	4			

Notes:	
1	RDOS has a four zone system for meal allowances lowest and highest are listed
2	TNRD Travel time remuneration is done on a bracketed system (E.G. 0-29km \$0, 30-59km \$10, 60-89km \$20). Average is listed in table
3	RDEK and pays \$20 hourly rate after 30 min of travel
4	RDOS, TNRD per Diem varies by geographical zone. Low and high values are listed

To: Board Remuneration Panel
From: Holly Ronnquist, CFO
Date: December 3, 2019
Subject: Board Remuneration, Meeting Rates, and Background Information

Thank you for participating in the Board Remuneration Review Panel. This memo and the attached documents will provide some background information to assist with discussions on December 10th.

UBCM Council and Board Remuneration Guide

The guide was released in September 2019 after conducting an extensive survey of the Municipalities and Regional Districts in BC. The guide recognizes that individuals serving as elected officials should be able to expect fair and reasonable compensation in recognition of the time commitment to do the work. Fair remuneration is also important in helping to reduce barriers and in attracting people from a variety of backgrounds.

The guide includes a number of best practices to consider in addressing remuneration for elected officials. On October 4, 2019, the Board directed that an independent committee be assembled to review Board remuneration rates and make recommendations for the 2020-2022 Board Remuneration Bylaw. The Board also directed that a Board Remuneration Policy be created for the RDEK based on best practice recommendations from the CFO's September 25, 2019 Request for Decision. The panel will review the best practices and will be asked to provide input on items 7 and 8 in the CFO's report. A copy of the UBCM's Council and Board Remuneration Guide and the September 24, 2019 Request for Decision from the CFO are attached for your reference.

RDEK Board Composition

The RDEK Board is comprised of six Electoral Area Directors and nine Municipal Directors. The Chair is elected annually by the Directors. The current Chair is an Electoral Area Director. The current Vice Chair is a Municipal Director.

Remuneration

Electoral Area Directors receive \$27,282 per year, and Municipal Directors receive \$13,642 per year. The Board Chair receives an additional \$20,160 over and above the regular Director pay. The Board Vice Chair receives an additional \$3,360 over and above the regular Director pay. These rates are exclusive of Board and Committee meeting rates. A copy of the current Board Remuneration Bylaw, which expires December 31, 2019, is attached.

Board Meetings

The RDEK has 12 regular Board meetings per year each lasting from 2 to 3 hours. These meetings are held on a Friday morning. All Directors receive \$210 per Board meeting.

Committee Meetings – Regular

On the Thursday prior to Board meeting day, regular Committee meetings are held. A list of the Committees is attached for reference. On the average, Directors attend at least 3 regular Committee meetings per month. The lengths of the meetings vary. All Directors receive \$105 per meeting to a maximum of 3 meetings in one day. Generally, the meetings run from mid-afternoon into the evening, and result in a payment of \$315 per month.

Committee Meetings – Special

If a Director is appointed to a special committee, they receive the Committee meeting rate of \$100 for each meeting attended. A list of the Special Committees is attached for reference.

Public Hearings

Directors receive \$85 per day for attendance at public hearings that they have been delegated by the Board. The public hearings usually last between 15 minutes and 2 hours.

Other Meetings

Directors are not paid to attend public meetings, conventions, seminars, or special functions. The only meetings for which they are paid are board meetings, the regular and special committee meetings noted above and public hearings.

Travel Time and Vehicle Allowance

Directors are paid \$20 per hour for travel to and from regular RDEK Board and Committee meetings if they live more than 30 minutes from Cranbrook. Travel time is not paid to attend any other meetings. Many other Regional Districts do not pay travel time, or deem it to be included in the stipend rate. The Directors are reimbursed for use of their personal vehicle at the Canada Revenue Agency mileage rate, which is currently \$0.58 per kilometer. The mileage rate is paid when traveling to any RDEK meeting or function.

Time and Out-of-Pocket Expenses

On the average, excluding attendance at the regular monthly Board and Committee meetings, an electoral area director spends from 50 to 120 hours per month on RDEK business and a municipal director spends about 5 to 22 hours per month. In addition to regular director duties, the Board Chair spends about 30 to 40 hours per month on RDEK business and the Vice Chair spends about 4 hours per month on RDEK business.

Directors are reimbursed for most expenses related to RDEK business. Expenses for which directors are not specifically compensated include cell phone, email and computer and windshield repair. The additional ICBC premium for the upgrade from personal use to business use (vehicle used over 6 days per month for business) is also not compensated. A copy of the expense policy is attached.

Comparison to Other Regional Districts

Attached is a table showing the remuneration and meeting rates for other regional districts. The number of services and level of activity vary among the regional districts, but provide relevant comparisons.

Options

As a starting point, below are some options to consider for increasing the remuneration and meeting rates.

	2019	2020	2021	2022
Electoral Area Directors Remuneration				
1. 5% per year	\$27,282	\$28,646	\$30,078	\$31,582
2. BC CPI (Oct 2019 = 2.4%)		27,737	28,607	29,294
3. \$1,000 per year		28,282	29,282	30,282
Municipal Directors Remuneration				
1. 5% per year	\$13,642	\$14,324	\$15,040	\$15,792
2. BC CPI (Oct 2019 = 2.4%)		13,969	14,305	14,648
3. \$500 per year		14,142	14,642	15,142
Board Meeting Rate				
1. 5% (adjusted in 2020, and rounded)	\$210	\$220	\$220	\$220
2. BC CPI (Oct 2019 = 2.4%)		\$215	\$215	\$215
Chair Remuneration				
1. 5% per year	\$20,160	\$21,168	\$22,226	\$23,338
2. BC CPI (Oct 2019 = 2.4%)		20,644	21,139	21,647
3. Average of other Regional Districts?		24,513	?	?
Committee Meeting Rate				
1. 5% (adjusted in 2020, and rounded)	\$105	\$110	\$110	\$110
2. BC CPI (Oct 2019 = 2.4%)		\$108	\$108	\$108

- The UBCM guide recommends best practice of setting base remuneration in first year of bylaw and then inflationary increments based on BC CPI each year for the remainder of years in the bylaw.

Electoral Area vs. Municipal Director Rates

In a majority of regional districts, the electoral area directors annual remuneration is higher than that of municipal directors. The reason for this is that electoral area directors spend more time on regional district business and this is their sole source of remuneration for those duties. Municipal directors also receive remuneration from their respective municipalities for their duties as councillors or mayors; however, municipalities do not compensate their representatives for performing RDEK business. Until January 1, 2019 one third of director remuneration was tax exempt. With the change Canada Revenue Agency policy, all director remuneration is now 100% taxable and subject to CPP. A 14% adjustment to director remuneration was made to mitigate the effect of the new taxation policy and is included in the 2019 rates provided.

Budget and Tax Impact

Board remuneration is paid out of the General Government budget. All municipalities and electoral areas contribute to this function which is shared on the basis of property assessment. If we take the highest option presented on page 3 (option 1 for electoral area and municipal directors), the cost of the increase for 2020 would be \$16,362. This equates to a tax rate of \$0.001 per \$1,000 of assessed value or \$0.30 on the average residence valued at \$335,000 in 2019. There would be similar but slightly smaller increases for 2021 and 2022.

Travel Allowance Rates

The Board has also asked that you review and compare their travel allowance rates. A summary of some comparative meal and mileage rates is included on the attached spreadsheet.

Other Reimbursements or Allowances for Consideration

A survey of the Board was conducted to determine what new items they would like consideration of for expense reimbursement or allowance. Those items are:

- Cell phone costs
- Computer or laptop and software costs
- ICBC premium for upgrade from personal to business use (business use more than 6 times per month)
- Windshield Repair or Replacement Deductible (when damaged during RDEK business)

Conclusion

On behalf of the Regional Board, thank you for taking the time out of your busy schedules to assist with the review of remuneration rates. Your final recommendation will be taken to the Regional Board for review at their Jan 9th and 10th meetings. Needless to say, the final decision rests with the Board; however, I know they will take your recommendations into serious consideration.

Holly Ronnquist
CFO

Attachment(s)



December 18, 2019

Chair Rob Gay
Regional District of East Kootenay
19 - 24th Avenue South
Cranbrook, BC V1C 3H8

Dear Chair Gay,

Thank you for taking the time for me to brief you on the impact of a recent CRTC decision that will reduce investment in internet service in rural and remote communities in British Columbia.

The CRTC requires network owners like Shaw to open their networks to third-party resellers who use our infrastructure to resell internet to consumers. The purpose of this regime is to increase competition for consumers. The CRTC sets wholesale broadband rates for network owners to sell internet to these resellers. In August, the CRTC established new wholesale rates that are radically lower than those that have applied since 2016 and require network owners like Shaw to sell access at rates that are below our own costs.

This decision will cause the cable carriers to reduce their investment in broadband infrastructure **by up to 54%**. This reduction in investment, **which could range from \$2.5 billion to \$3.7 billion over the next five years** will have an impact on both the expansion of rural broadband and the aim of keeping British Columbia broadband speeds in the top 10 worldwide which is critical to growing Canada's digital economy.

Last month Shaw Communications, along with other major cable companies in Canada, filed an appeal to the federal cabinet asking them to direct the CRTC to reconsider its decision and when doing so, take a balanced approach to achieving the government's key public policy objectives of affordability, competition, investment, innovation and the expansion of high-speed internet access to rural and remote communities. This is the first time Shaw has filed an appeal to cabinet, which underscores how concerned we are about this issue. To be clear, we are not opposed to third-party resellers, but we are deeply concerned that these new rates will have a negative effect on the growth and quality of the internet in British Columbia.

The Department of Innovation, Science and Industry (ISI) is seeking comments from important stakeholders including local governments before **February 14, 2020**. If you have any questions, please don't hesitate to contact me.

Kind Regards,



Kiersten Enemark
Government Relations Director, British Columbia
Shaw Communications Inc.

Challenges to Canada's Digital Future

How the recent CRTC decision will impact investment in your community

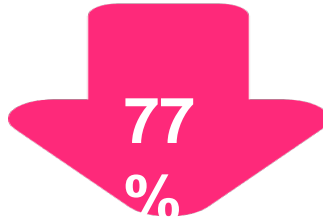
Regional District of East Kootenay

December 2019

Background on Canada's Internet Reseller Regime

- Facilities-based phone and cable companies (the “**Network Owners**”) provide broadband internet access to homes and businesses in a community through network infrastructure they have invested in over time.
- The Canadian Radio-Television and Telecommunications Commission (the “**CRTC**”) decided that in order to increase competition in broadband internet, Network Owners would be required to open up their networks to third-party resellers such as TekSavvy, Primus and Cipher TV (the “**Resellers**”) at wholesale rates set by the CRTC.
- Resellers repackage the services of the Network Owners and sell them to the public using the Network Owner’s infrastructure.
- In 2016, the CRTC established interim wholesale rates for the Network Owners to sell their services to the Resellers.

CRTC Decision on Third-Party Internet Access



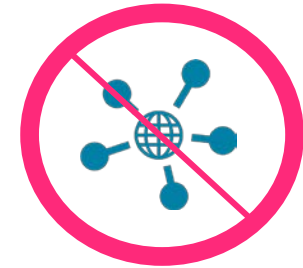
In August, the CRTC established wholesale rates that are **up to 77% lower than the interim 2017 rates** (These rates have not yet been implemented).



The CRTC also established **a single rate** for Network Owners to resell their services to Resellers, **regardless of speed**. (ie. 50 Mbps download speed is the same price as 600 Mbps service).



The CRTC **did not impose any requirements on Resellers to invest** in upgrades or expansions to network infrastructure.



The CRTC did not consider the impact its decision will have on the deployment of network infrastructure in rural and remote communities or on the ability of Canadian businesses to compete in the digital economy.

Status of the Decision's Implementation

Cogeco, Eastlink, Rogers, Shaw, and Videotron (the “**Cablecos**”) are pursuing **three distinct remedies**:

Federal Court of Appeal

- The Cablecos are asserting that the CRTC made **an error in law** in establishing the new rates. The Federal Court of Appeal has granted leave to appeal and stayed implementation of the new rates pending its decision.

Petition to Cabinet

- On November 13, the Cablecos filed a Petition to the Federal Cabinet requesting that they direct the CRTC to reconsider its decision **and balance all the government's policy objectives** – affordability, competition, investment, innovation, growing the digital economy and the expansion to rural and remote communities.

Application to the CRTC for Review and Vary

- The Cablecos will be filing a petition by December 13, 2019 requesting that the CRTC review and vary its decision with **a focus on the methodology** it used to determine the new rates.

Why This Matters

1

The CRTC Decision has **jeopardized the balance** between affordability and competition on one hand and the government's other public policy objectives (investment, innovation, growing the digital economy and rural and remote connectivity) on the other hand.

2

Resellers have **no requirements to invest** in infrastructure to improve networks, deliver higher speeds or reach rural communities. We are the only country with no investment requirements for Resellers.

3

Canada's big cities and larger communities, will see reduced investment in network upgrades that will make it more **difficult to attract and retain businesses in the digital economy.**

4

Rural, remote and Indigenous communities, for which the business case for private investment is more challenging, will be significantly impacted by the reduction in investment.

Impact on Investment

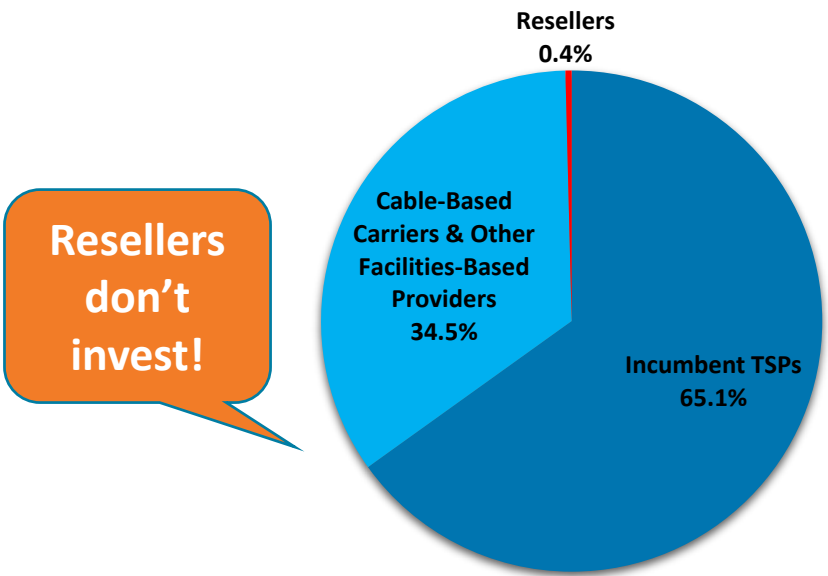
An economic analysis by **The Brattle Group** estimates that:

- The new rates will reduce the ability of the Cablecos to invest by **\$2.6 to \$3.7 billion** over the next 5 years.
- This will result in capex reductions between **38% to 54% of planned broadband capital expenditures** over 5 years.

A TD Securities analysis echoes these findings, estimating:

- Per annum investment in telecommunications infrastructure will **decline by ~22% per year**.
- This would be a **reduction of \$1.68 billion per year** in investment by the six publicly traded telecommunications companies (i.e Bell, Cogeco, Rogers, Shaw, Telus and Quebecor (Videotron). The amount is higher if we include Eastlink and SaskTel)
- Cable operators will be **1 to 2 years behind in the technology investment cycle** which will reduce Canada's ability to climb global speed rankings.

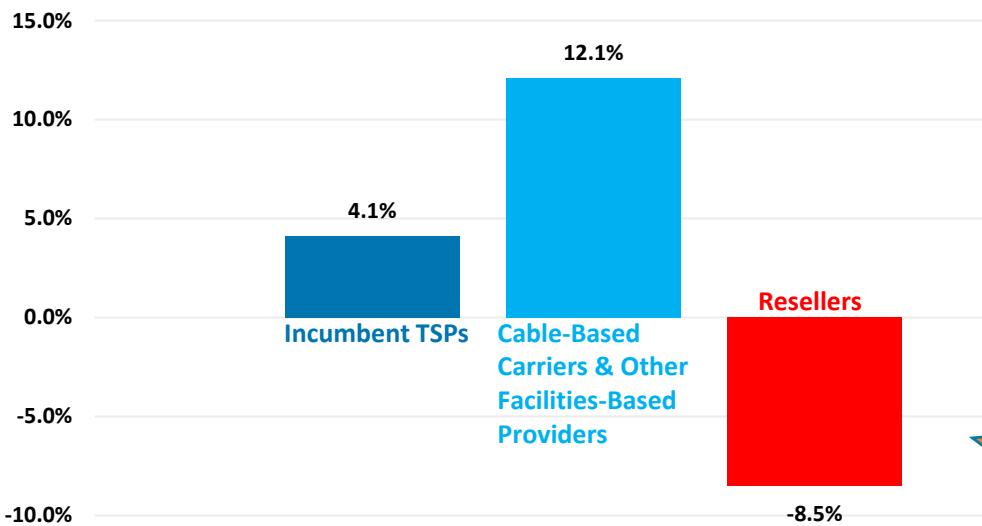
Share of Investment in Wireline Plant & Equipment 2012-2016
(100% = \$38.6 Billion)



Incumbent Telephone Service Providers (TSPs) are companies that provided local telephone services prior to the introduction of competition in the wireline voice sector (ie. Telus & Bell).

They are currently replacing their copper phone networks with fibre.

Growth Rate of Investment in Wireline Plant & Equipment 2012-2016



And the rate of growth of what little they invest is shrinking

Source: CRTC Communications Monitoring Report 2017, Table 5.0.5

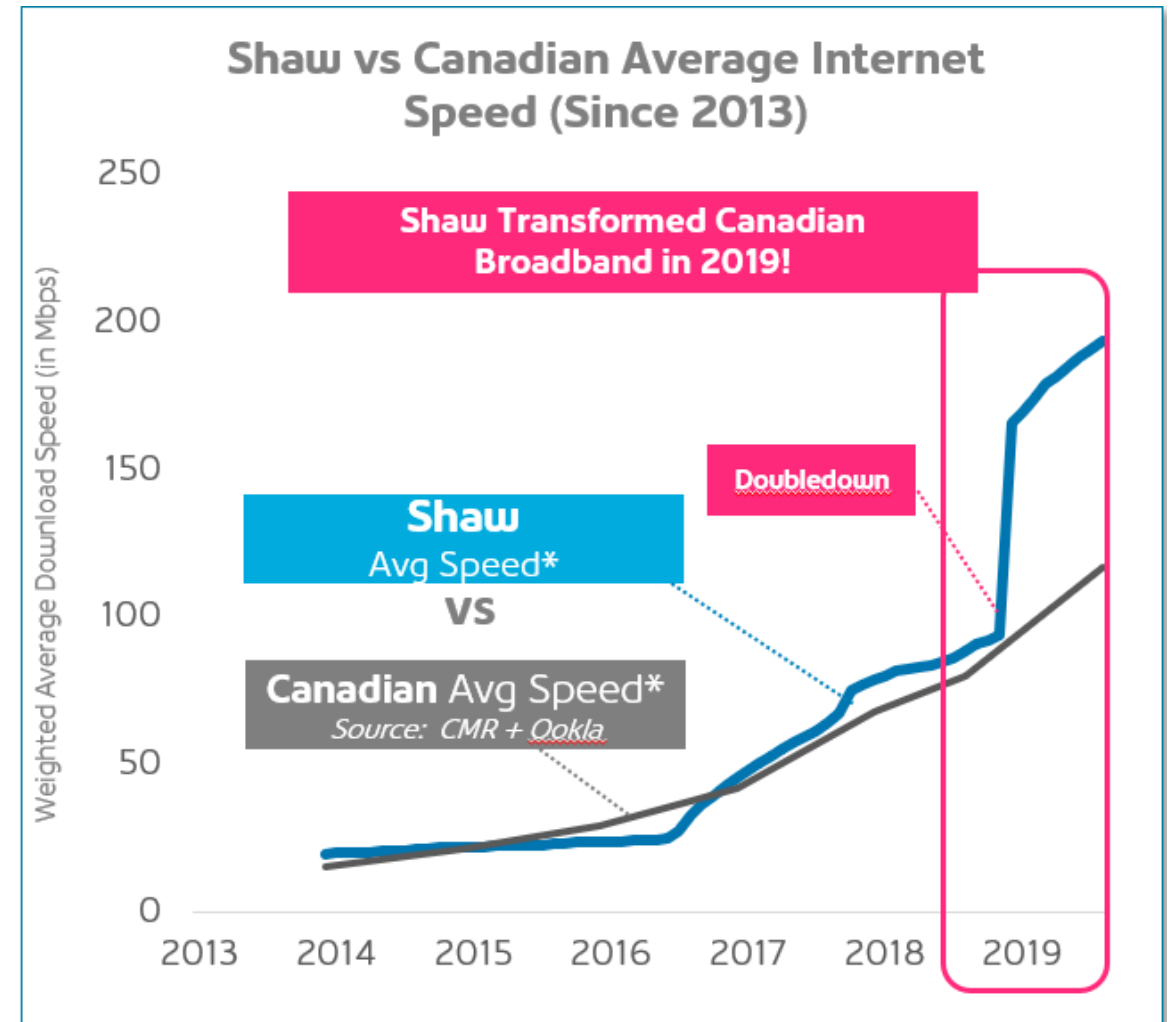
Impact on Investment | Speed

Canada's ambitions of being a leader in the digital economy will require significant investment to achieve higher internet speeds and build 5G networks.

The CRTC decision establishes a flat rate of \$11.47 for wholesale resellers accessing the Shaw network, regardless of internet speed. **600 Mbps service is now priced the same as 10 Mbps service.**

Had the new TPIA rates been in effect in 2018, the business case to support Shaw's investments would not have existed.

This decision will cause Canadian cities to fall behind due to lower investment – putting our small businesses, entrepreneurs and academics at a disadvantage to those in other jurisdictions.



In 2018, **Shaw doubled our internet speeds twice, which moved Canada to the 7th fastest network speeds on the world speed index – an increase of 9 points.**

Impact on Investment | Digital Economy

"Since the announcements on the wireless MVNO hearings and the reduced TPIA rates, we have already altered our plans with respect to launching new, higher speed internet tiers and additional wireless expansion beyond our current footprint."

- B. Shaw, F19 Q 4 Analyst Call, October 25, 2019

- **Canadian businesses will struggle to compete with foreign competitors** who will have access to more advanced networks due to the reduction in investment caused by the CRTC Decision.
- The CRTC decision will have a **material negative impact on the deployment of 5G** across Canada, including in our large urban centres.
 - Deployment of 5G requires fast and high capacity broadband networks.
 - The CRTC Decision will reduce investment in broadband networks, which will have a direct and negative effect on 5G deployment.
 - Investment will concentrate in urban centres, leaving rural areas further behind.
- Slower networks will **discourage investment in innovation in Canada by Canadian business.**
 - Business and entrepreneurs will focus their investments in higher speed jurisdictions.
 - Business may struggle to recruit and retain talent without access to the best networks.
- The CRTC Decision **does not support innovation by the telecom industry** as Resellers only repackage existing products and do not bring any new technology or differentiated products to the market.

Impact on Investment | Rural Connectivity

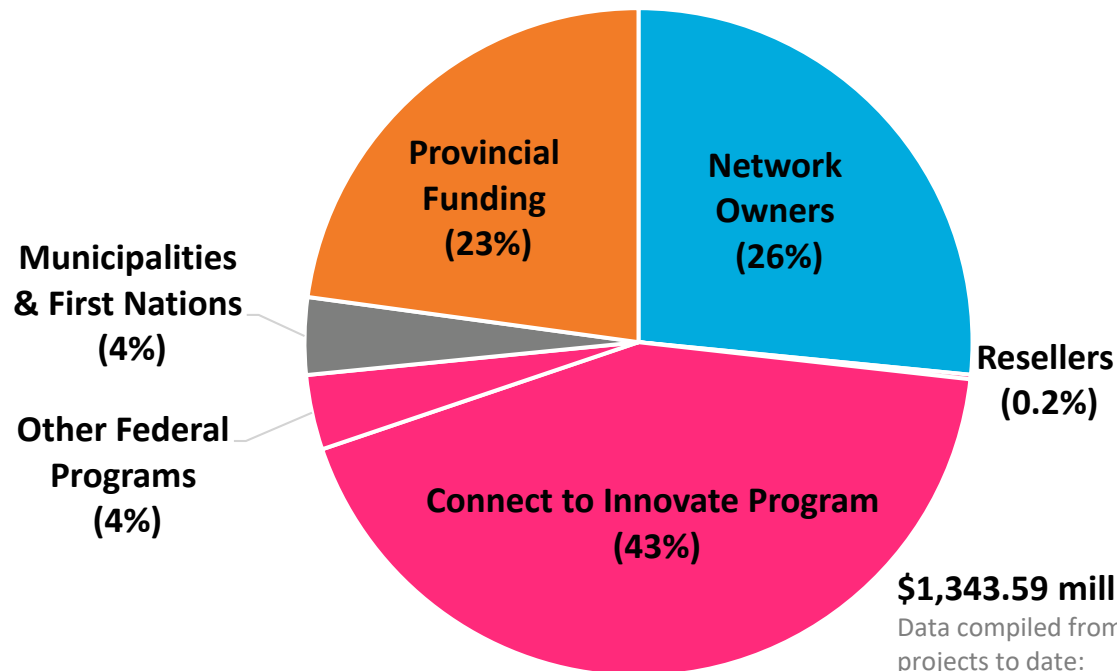
- The CRTC decision will specifically undermine the federal government's objective of increasing rural and remote connectivity by reducing investment in expansions to rural communities. It will be more difficult for Canadians living and working in rural and remote communities to participate in the digital economy.
- The Competition Bureau warned *in Delivering Choice, A Study of Competition in Canada's Broadband Industry*, that rural and remote communities will be adversely affected by an aggressive decision on wholesale rates:

“...this negative effect on investment incentives will most likely be felt at the fringes of a network. Some areas may be so densely populated, strategically important, or otherwise relatively cheap to deploy that investment will occur except under the most onerous conditions. That means that the strongest reduction in investment is most likely to be felt in areas where population is relatively sparser. This has significant implications for rural and remote customers, who tend to have fewer and less advanced internet access options in Canada.”

Impact on Investment | Rural Connectivity

- With capital expenditures expected to go down by at least 38% per year by Network Owners, the success of the Universal Broadband Fund (and other funding programs, such as the CRTC's broadband fund) is at risk due to the CRTC Decision.
- 99% of private funding delivered through the Connect to Innovate (CTI) program was from Network Owners.

Overall Investment in Connect to Innovate Projects (millions)

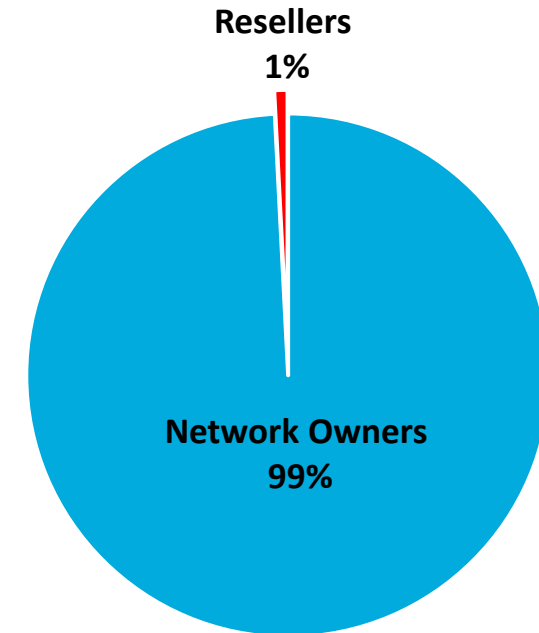


\$1,343.59 million total investment

Data compiled from ISED news releases announcing CTI projects to date:

<https://www.ic.gc.ca/eic/site/119.nsf/eng/00009.html>

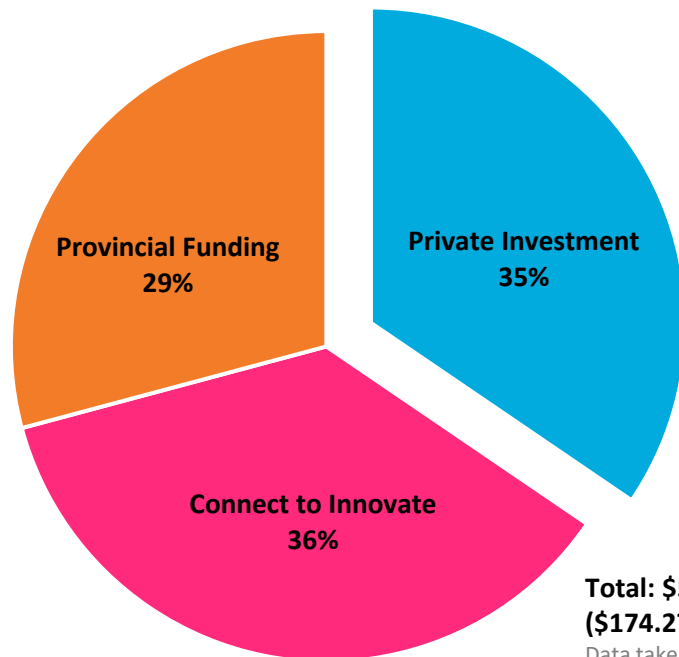
Private Investment in Connect to Innovate Projects



Impact on Investment | Rural Connectivity

- The Universal Broadband Fund, like CTI, is based on federal funds leveraging additional private sector support to achieve broadband expansion targets. **Without significant support from Canada's publicly traded telecommunications companies, federal and CRTC targets will not be achieved.**
- This is because projects funded by publicly traded telecommunications companies have a higher share of private investment as both a percentage and in terms of total project spend. **If publicly traded telecoms cut wireline capex, Federal funding will have to increase significantly to achieve the same targets.**

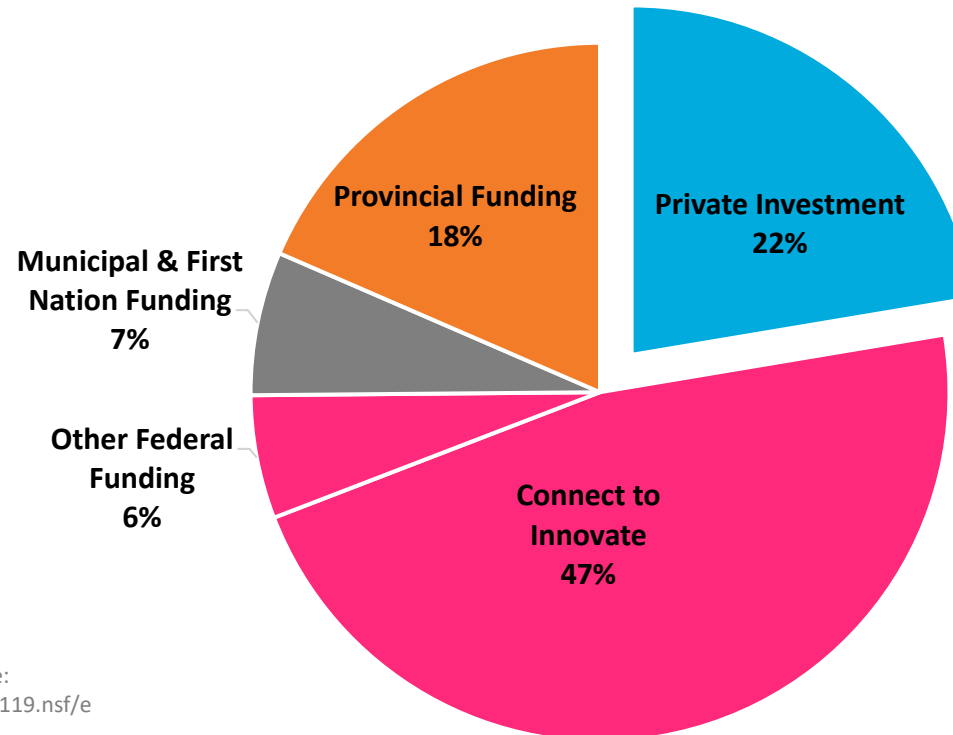
CTI Projects by Publicly-Traded Telecoms



Total: \$504.97 million
(\$174.27m private)

Data taken from ISED CTI table:
<https://www.ic.gc.ca/eic/site/119.nsf/eng/00009.html>

Other CTI Projects



Total: \$754.72 million
(\$168.76m private)

Data taken from ISED CTI table:
<https://www.ic.gc.ca/eic/site/119.nsf/eng/00009.html>

Impact on Investment | Conclusion

1. The CRTC Decision has **jeopardized the balance** among all the government's public policy objectives: affordability, competition, investment, innovation, growing the digital economy and rural and remote connectivity.
2. The CRTC Decision **does not support growth and innovation in Canada's digital economy**, as it will leave Canada's businesses with access to slower broadband networks.
3. The CRTC Decision **reduces the ability to invest in rural, remote and Indigenous communities** by the Cablecos, leaving residents in these communities further behind.
4. The CRTC Decision **does not support innovation by the telecom industry**.
5. The CRTC Decision essentially **confiscates the tools** Shaw and the other Cablecos need to continue building and upgrading our network for Canadians.

The Solution

1

Require the CRTC to factor-in the investment requirements needed to upgrade and expand facilities-based networks to keep Canada within the top 10 fastest networks in the world in order to compete in the digital economy.

2

Require the CRTC to apply a 'rural lens' on the impact wholesale rates will have on investment to improve and expand connectivity to rural and remote communities

With your support we can restore the balance between affordability and ensuring Canada meets our targets for rural broadband expansion and world-leading speeds.

Our Ask

- Shaw and the other Cablecos have appealed this decision to the federal cabinet.
- A letter from the Regional District of East Kootenay supporting a review of the decision will be very influential in the appeals process.
- The formal consultation process has been initiated by the federal government where comments may be submitted by February 14th

We are asking stakeholders to consider taking the following steps to support our appeal to the Federal Cabinet:

1. Write a letter to the Minister of Innovation, Science and Industry requesting that Cabinet direct the CRTC to reconsider its decision on wholesale resale rates by:
 - a. **Applying an economic development lens** to ensure that revised wholesale rates do not adversely impact investments required to keep Canada in the top ten internet speeds on world indices, thus preserving our ability to compete in the digital economy;
 - b. **Applying a rural lens** to ensure that revised wholesale rates do not adversely impact investment by Network Owners in the expansion of networks in rural and remote communities; and
 - c. **Balancing all the government's policy objectives**, namely affordability, competition, investment, innovation, growing the digital economy and rural and remote connectivity.
2. Raise awareness with your members about this issue and encourage them to send a similar letter to the Minister of Innovation, Science and Industry.



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Gazette Notice TIPB-002-2019

Petitions to the Governor in Council concerning Telecom Order CRTC 2019-288

Related Documents

[Petitions to the Governor in Council concerning Telecom Order CRTC 2019-288](#)

[Telecom Order CRTC 2019-288](#)

Notice is hereby given that petitions from Bell Canada, a consortium of cable carriers made up of Bragg Communications Incorporated, Cogeco Communications Inc., Rogers Communications Canada Inc., Shaw Communications Inc., and Videotron Ltd., and also from TELUS Communications Inc. have been received by the Governor in Council (GIC) under section 12 of the *Telecommunications Act* with respect to a decision issued by the Canadian Radio-television and Telecommunications Commission (CRTC) concerning final rates for aggregated wholesale high-speed access services.

Subsection 12(1) of the *Telecommunications Act* provides that, within one year after a decision by the CRTC, the GIC may, on petition in writing presented to the GIC within 90 days after the decision, or on the GIC's own motion, by order, vary or rescind the decision or refer it back to the CRTC for reconsideration of all or a portion of it.

In each of their respective petitions, all dated November 13, 2019, the petitioning parties request that the GIC vary and/or refer back for reconsideration Telecom Order CRTC 2019-288, *Follow-up to Telecom Orders 2016-396 and 2016-448 – Final rates for aggregated wholesale high-speed access services*. The reasons for these requests are included in the petitions.

Submissions regarding these petitions should be filed by February 14, 2020. All comments received will be posted on Innovation, Science and Economic Development Canada's Spectrum Management and Telecommunications Web site at www.ic.gc.ca/spectrum.

Submitting comments

Submissions should be addressed to: Director General, Telecommunications and Internet Policy Branch, Innovation, Science and Economic Development Canada, preferably in electronic format (Microsoft Word or Adobe PDF) to the following email address: ic.telecomsubmission-soumissiontelecom.ic@canada.ca. Written copies can be sent to the Director General, Telecommunications and Internet Policy Branch, Innovation, Science and Economic Development Canada, 10th Floor, 235 Queen Street, Ottawa, Ontario, K1A 0H5.

All submissions should cite the *Canada Gazette*, Part I, the publication date, the title and the notice reference number (TIPB-002-2019).

Obtaining copies

Copies of the petitions filed by the concerned parties, as well as copies of all relevant documents and submissions received in response, may be obtained electronically on the Spectrum Management and Telecommunications Web site at www.ic.gc.ca/spectrum, under “Gazette Notices and Petitions.” It is the responsibility of interested parties to check the public record from time to time to keep abreast of submissions received.

Official versions of *Canada Gazette* notices can be viewed at <http://www.gazette.gc.ca/rp-pr/publications-eng.html>.

December 4, 2019

PATRICIA BRADY

Director General

Telecommunications and Internet Policy Branch

Date modified:

2019-12-13