

# Board of Directors Meeting

## Amended Agenda



March 6, 2020

9:00 am

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

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	<b>Pages</b>
<b>1. Call to Order</b>	
<b>2. Addition of Late Items</b>	
<b>3. Adoption of the Agenda</b>	
<b>4. Adoption of the Minutes</b>	
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5.2 Teck's Fording River Operation - The Castle Project Nic Milligan, Manager Social Responsibility and Dave Baines, Senior Lead Regulatory Approvals	
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- \*9.1.2 Cranbrook and Kimberley Transfer Station Contract Extension  
*Central Directors, Weighted*

### 9.2 Columbia Valley Services Committee

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- \*9.2.3 Bylaw No. 2983 - Eddie Mountain Memorial Arena Regulation and Fee Amendment Bylaw - Introduction  
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- \*9.3.6 Notice on Title (4990 Highway 3/95, Cranbrook)
- \*9.3.7 Notice on Title (6266 Tie Lake Shore Road North, Tie Lake)
- \*9.3.8 Notice on Title (3339 Palmer Road, Baynes Lake)
- \*9.3.9 Notice on Title (2061 Highway 3/93, Jaffray)
- \*9.3.10 Notice on Title (6019 Lang Road, Mayook)
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## 14. Adjourn to Closed



**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**February 14, 2020  
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
	Alternate Director G. Taft	District of Invermere
	Director D. Wilks	District of Sparwood
	Director C. Reinhardt	Village of Radium Hot Springs
ABSENT:	Director A. Miller	District of Invermere
	Director K. Sterzer	Village of Canal Flats
STAFF:	S. Tomlin	Chief Administrative Officer
	S. Moskal	Corporate Officer
	C. Thom	Executive Assistant (Recording Secretary)

**Call to Order**

The meeting was called to order at 9:00 am.  
Chair Gay presented a 20-year service award to Loree Duczek, Communications Manager.  
Director Ange Qualizza arrived to the meeting at 9:04 am.

**Adoption of the Agenda**

48970  
MOVED by Director Reinhardt  
SECONDED by Director Wilks  
THAT the agenda for the RDEK Board of Directors meeting be adopted.

CARRIED

**Adoption of the Minutes**

**January 10, 2020 Meeting**

48971  
MOVED by Director Pratt  
SECONDED by Alternate Director Taft  
THAT the Minutes of the RDEK Board of Directors meeting held on January 10, 2020 be adopted as circulated.

CARRIED

**Committee Recommendations****Columbia Valley Services Committee****Columbia Valley Local Conservation Fund Program**

48972

MOVED by Director Reinhardt

SECONDED by Director Wilkie

THAT the following projects, totaling \$114,781, be approved for funding under the Columbia Valley Local Conservation Fund for 2020:

- Lake Windermere Community Based Watershed Monitoring – \$11,296
- Reintroducing the Northern Leopard Frog to Columbia Marshes – \$21,000
- Columbia Valley Swallow – \$10,000
- Columbia Valley Farmland Advantage Stewardship – \$17,985
- Conservation of Biodiversity in the Columbia Wetlands – \$20,000
- Luxor Linkage Resiliency and Forest Restoration – \$15,000
- CLSS Water Quality, Quantity, Education and Communication Work – \$13,000
- Strategic Invasive Plant Control of Leafy Spurge – \$6,500

CARRIED

**Columbia Valley Airport Society - Funding Request**

48973

MOVED by Director Clovechok

SECONDED by Director Wilkie

THAT the request from the Columbia Valley Airport Society for operational funding for the Columbia Valley Airport in 2020-2021 be referred to staff for a report on funding options.

CARRIED

**Columbia Valley Victim Services - Funding Request**

48974

MOVED by Director Clovechok

SECONDED by Director Wilkie

THAT a Discretionary Grant-in-Aid be provided to Family Dynamix for Columbia Valley Victim Services in 2020 and 2021 in the following amounts:

- Electoral Area F - \$11,000
- Electoral Area G - \$5,000

CARRIED

48975

MOVED by Director Clovechok

SECONDED by Director Reinhardt

THAT the request from Family Dynamix to provide annual funding for Columbia Valley Victim Services be forwarded to the next strategic priority planning meeting to consider creation of a Columbia Valley Victim Assistance service.

CARRIED

**Invermere Transfer Station - Funding Request**

48976

MOVED by Director Clovechok

SECONDED by Alternate Director Taft

THAT a contribution of \$100,000 from the Columbia Valley Solid Waste Service be provided to the District of Invermere for operation of the Invermere Transfer Station in 2020.

CARRIED

**Columbia Valley Economic Development**

48977

MOVED by Director Clovechok

SECONDED by Alternate Director Taft

THAT "other projects" in the 2020 Columbia Valley Economic Development Service budget be reduced by \$11,312.

CARRIED

**Valley Visitor Services - Funding Request**

48978

MOVED by Director Clovechok

SECONDED by Alternate Director Taft

THAT a grant of \$100,000 be approved from the Columbia Valley Economic Development Service for the Radium Hot Springs Chamber of Commerce to support the 2020 Valley Visitor Services Program.

CARRIED

Director Ange Qualizza left the meeting at 9:14 am.

**Columbia Valley Food and Farm - New Funding Request**

48979

MOVED by Alternate Director Taft

SECONDED by Director Clovechok

THAT the request from Columbia Valley Food and Farm for funding to support the publication and distribution of the annual Columbia Valley Food and Farm Guide be referred to the Columbia Valley Community Economic Development Advisory Commission.

CARRIED

**Columbia Valley Centre - Funding Request**

48980

MOVED by Alternate Director Taft

SECONDED by Director Clovechok

THAT the Columbia Valley Recreation Service Funding Policy be amended as follows:

- under Facilities, delete reference to funding the Multi-Use Arts & Recreation Facility in Invermere in 2015-2019, which is now complete;
- under Facilities add:
  - Facility: Columbia Valley Centre
  - Owner/Tenure Holder: District of Invermere
  - Type of Funding: Capital and Operating
  - Amount/Basis of Funding: \$100,000 in 2020

CARRIED

Director Ange Qualizza returned to the meeting at 9:16 am.

**Lake Windermere Whiteway - Funding Request**

48981

MOVED by Director Clovechok

SECONDED by Director Wilkie

THAT the annual grant for the Lake Windermere Whiteway from the Columbia Valley Recreation Service remain at \$7,500.

OPPOSED: Director Wilkie, and Alternate Director Taft

DEFEATED

48982

MOVED by Alternate Director Taft

SECONDED by Director Wilkie

THAT the Columbia Valley Recreation Service Funding Policy be amended by increasing the grant provided for the Lake Windermere Whiteway to \$10,000 per year.

OPPOSED: Director Wilkie, and Alternate Director Taft

DEFEATED

*Note: In accordance with the Columbia Valley Recreation Service Policy, the annual grant for the Lake Windemere Whiteway remains at \$7,500.*

**Columbia Lake Recreation Centre - New Funding Request**

48983

MOVED by Director Wilkie

SECONDED by Director Clovechok

THAT the Columbia Valley Recreation Service Funding Policy be amended by adding the following to the table of Facilities:

- Facility: Columbia Lake Recreation Centre
- Owner/Tenure Holder: Akisq'nuk First Nation
- Type of Funding: Operating
- Amount/Basis of Funding: \$30,000 in 2020

CARRIED

**Invermere Public Library - Funding Request**

48984

MOVED by Director Clovechok

SECONDED by Director Reinhardt

THAT the 2020 grant from the Library Grants-in-Aid Service for the Invermere Public Library include a 2% inflationary increase.

CARRIED

**Radium Public Library - Funding Request**

48985

MOVED by Alternate Director Taft

SECONDED by Director Clovechok

THAT the 2020 grant from the Library Grants-in-Aid Service for the Radium Hot Springs Public Library include a 2% inflationary increase.

CARRIED

**Bylaw No. 2976 (CVCEDAC) - Introduction**

48986

MOVED by Director Clovechok

SECONDED by Director Wilkie

THAT Bylaw No. 2976 cited as "Regional District of East Kootenay - Columbia Valley Community Economic Development Advisory Commission Bylaw No. 2757, 2017 - Amendment Bylaw No. 1, 2020" be introduced.

CARRIED

**Electoral Area Services Committee****Fernie Tourism Master Plan Partnership Agreement**

48987

MOVED by Director Gay

SECONDED by Director Clovechok

THAT the Chair and CAO be authorized to sign the partnership agreement at the Tier 2 level for implementation of the Fernie Tourism Master Plan for the period January 1, 2020 to December 31, 2024.

CARRIED

**AKBLG Convention and Annual General Meeting - Attendance Approval**

48988

MOVED by Director Doehle

SECONDED by Director Clovechok

THAT the Chair and Electoral Area Directors be authorized to attend the Association of Kootenay and Boundary Local Governments – Pre Convention Workshop, Convention and Annual Meeting held on April 24 - 26, 2020 in Radium Hot Springs with the Chair's expenses paid from General Administration and the Directors' expenses paid from Electoral Area Administration.

CARRIED

**AKBLG Convention and Annual General Meeting Sponsorship**

48989

MOVED by Director Gay

SECONDED by Director Clovechok

THAT sponsorship in the amount of \$4,000 for the 2020 Association of Kootenay and Boundary Local Governments Annual Conference be approved for payment from General Administration.

CARRIED

**Discretionary Grants-in-Aid - February**

48990

MOVED by Director Gay

SECONDED by Director Clovechok

THAT the following Discretionary Grants-in-Aid be approved:

Fernie Chamber of Commerce – Fernie Griz Days 2020

- A - \$3,000

City of Cranbrook – Public Skate and Swim

- C - \$832.50

Columbia Valley Arts Council – Kitchen Fire Suppression System Installation

- F - \$2,000
- G - \$500

CARRIED

48991

MOVED by Director Gay

SECONDED by Director Walter

THAT the following Discretionary Grants-in-Aid be denied:

- Michel Natal Sparwood Heritage Society – Sparwood Museum Improvements

CARRIED

**Avery Road Public Access Management Plan**

48992

MOVED by Director Walter

SECONDED by Director Gay

THAT the Avery Road Public Access Management Plan be adopted.

CARRIED

**Baynes Lake Seniors' Housing Society Water System Operations Agreement**

48993

MOVED by Director Doehle

SECONDED by Director Walter

THAT the Chair and CAO be authorized to sign the Agreement with the Baynes Lake Seniors' Housing Society for the provision of water system operations and reporting services for Spirit Pond Haven for the term March 1, 2020 to February 28, 2025.

CARRIED

**Bylaw No. 2980 (Wilmer Community Club Contribution Service) - Introduction**

48994

MOVED by Director Wilkie

SECONDED by Director Clovechok

THAT the Wilmer Community Club's operating grant be increased to \$8,700 in 2020 and \$9,000 in 2021, subject to the adoption of Bylaw No. 2980.

CARRIED

48995

MOVED by Director Clovechok

SECONDED by Director Wilkie

THAT Bylaw No. 2980 cited as "Regional District of East Kootenay - Wilmer Community Club Contribution Service Establishment Bylaw No. 2278, 2010 - Amendment Bylaw No. 1, 2020" be introduced.

CARRIED

**Notice on Title (8523 Eacrett Road, Dry Gulch)**

48996

MOVED by Director Clovechok

SECONDED by Director Walter

THAT a Notice on Title be placed on the properties legally described as Parcel A (See 142971I) of District Lot 7913 Kootenay District Except Plan 6921 and Lot 1 District Lot 7913 Kootenay District Plan 10489, 8523 Eacrett Road in the Dry Gulch area, for contravention of RDEK bylaws resulting from failure to obtain required building permits and inspections.

CARRIED

**Notice on Title (4791 Selkirk Avenue, Edgewater)**

48997

MOVED by Director Wilkie

SECONDED by Director Walter

THAT a Notice on Title be placed on the property legally described as Lot 33-35, Block 7, Plan NEP1185 Kootenay District, Lot 353 & 7569, 4791 Selkirk Avenue in the Edgewater area, for contravention of RDEK bylaws resulting from failure to obtain the required inspections and from occupying a dwelling without an approved occupancy inspection.

CARRIED

**Notice on Title (3280 Atlantic Avenue, Moyie)**

48998

MOVED by Director Gay

SECONDED by Director Clovechok

THAT a Notice on Title be placed on the property legally described as Lot 1, Plan NEP19821, District Lot 2375 Kootenay District, 3280 Atlantic Avenue in the Moyie area, for contravention of RDEK bylaws resulting from failure to obtain required building permit inspections if the contravention has not been rectified by June 30, 2020.

CARRIED

**Notice on Title (4124 53rd Street South, Cranbrook)**

48999

MOVED by Director Gay

SECONDED by Director Clovechok

THAT a Notice on Title be placed on the property legally described as Lot 52, Plan NEP1082, District Lot 4591 Kootenay District, 4124 53<sup>rd</sup> Street South in the Cranbrook area, for contravention of RDEK bylaws resulting from failure to obtain required building permit renewals and inspections if the contravention has not been rectified within 60 days.

CARRIED

**East Side Lake Windermere Water System Utility Advisory Commission**

49000

MOVED by Director Clovechok

SECONDED by Director Doehle

THAT Sherry Avery, Oliver Egan, Robert McClinton, and Barry Swan be re-appointed and David Smith be appointed to the East Side Lake Windermere Water System Utility Advisory Commission for a two-year term.

CARRIED

**Spur Valley Water System Utility Advisory Commission**

49001

MOVED by Director Wilkie

SECONDED by Director Walter

THAT Rob Dickson, Bruce Kaufman and Tom MacRae be re-appointed to the Spur Valley Water System Utility Advisory Commission for a two-year term.

CARRIED

**Timber Ridge and Swansea Water Construction Contract**

49002

MOVED by Director Clovechok

SECONDED by Director Walter

THAT the Timber Ridge and Swansea Water contract for required and optional work be awarded to Kaon Infrastructure Ltd.

CARRIED

**Elk Valley Services Committee****Elk Valley Transit Future Service Plan**

49003

MOVED by Director Wilks

SECONDED by Director Qualizza

THAT BC Transit be requested to provide detailed information, including draft schedules and updated costs, for Options 1, 2 and 4 of the 2020 Elk Valley Transit Future Service Plan.

CARRIED

**Elk Valley Regional Airport**

49004

MOVED by Director Sosnowski

SECONDED by Director Wilks

THAT a grant of up to \$1,200 be provided to the Elk Valley Flying Club in 2020 from the Elk Valley Regional Airport Service towards the cost of internet service.

CARRIED

**Governance & Regional Services Committee****Solid Waste Management Plan Update**

49005

MOVED by Director Reinhardt

SECONDED by Director Sosnowski

THAT the Solid Waste Management Plan Update be approved and submitted to the Minister of Environment for review and approval.

CARRIED

**Regional District Chair & CAO Forum - Attendance Approval**

49006

MOVED by Director Sosnowski

SECONDED by Director Graham

THAT Chair Rob Gay be authorized to attend the Regional District Chair and CAO Forum held on March 24 - 25, 2020 in Victoria with expenses paid from General Administration.

CARRIED

**Community Emergency Preparedness Fund - Emergency Support Services Training**

49007

MOVED by Director Clovechok

SECONDED by Director Walter

THAT the Community Emergency Preparedness Fund grant application for \$100,000 be submitted to organize an East Kootenay Emergency Support Services Training Conference, to create a regional Emergency Support Services Response Plan and to purchase necessary Emergency Support Services equipment, with the RDEK to provide overall grant administration.

CARRIED

**Community Emergency Preparedness Fund - 2020 Flood Planning Program**

49008

MOVED by Director Reinhardt

SECONDED by Director Clovechok

THAT the Community Emergency Preparedness Fund – 2020 Flood Planning Program grant application for \$150,000 be submitted to conduct baseline flood hazard mapping across the region; with the RDEK to provide overall grant administration.

CARRIED

**Cheque Register - January 2020**

49009

MOVED by Director Wilks

SECONDED by Director Reinhardt

THAT the cheque register for the RDEK General Account for January 2020 in the amount of \$2,853,500.72 be approved as paid.

CARRIED

**Special Event Licence Application (Panorama Mountain Resort)**

49010

MOVED by Director Clovechok

SECONDED by Director Reinhardt

THAT a Special Event Licence be issued to Panorama Mountain Resort for the Family Day Fireworks Show to be held at 2030 Summit Drive in Panorama on February 15, 2020;

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 8:00 pm to 9:30 pm on February 15, 2020.

CARRIED

**Kootenay Indian Residential School Anniversary of Closing**

49011

MOVED by Director Wilks

SECONDED by Director Graham

THAT a grant in the amount of \$7,500 for the Kootenay Indian Residential School 1912-1970, 50<sup>th</sup> Anniversary of Closing be approved to be paid from General Administration, and that the grant amount be included in the financial plan.

CARRIED

**AKBLG Resolution – Taxation of Broadband Infrastructure**

49012

MOVED by Director Doehle

SECONDED by Director Clovechok

THAT the following resolution be submitted to the 2020 Association of Kootenay and Boundary Local Governments Convention:

WHEREAS the cost to deploy broadband infrastructure to support connectivity services is significant and revenue opportunities in rural areas are often not adequate to provide a return on investment that would attract private investment, resulting in underserved rural communities throughout the province;

(continued on next page)

49012 (continued)

AND WHEREAS both the Provincial and Federal Governments have made universal access to broadband services a priority including through the provision of infrastructure grants to encourage private investment in rural areas; however, the ongoing property taxation of broadband infrastructure creates a significant additional cost which further inhibits the already strained business case for private investment in broadband connectivity;

NOW THEREFORE BE IT RESOLVED that the UBCM petition the Province of British Columbia to provide local governments with the ability to set tax rates for broadband infrastructure.

CARRIED

#### **Audit Planning Report from BDO Canada LLP**

49013

MOVED by Director Wilks

SECONDED by Director Walter

THAT BDO Canada LLP be advised that for the purposes of the audit, the appropriate person in the governance structure with whom to communicate, is the Board Chair.

CARRIED

#### **General Administration Budget**

##### **Beyond Recycling Program - New Funding Request**

49014

MOVED by Alternate Director Taft

SECONDED by Director Qualizza

THAT a General Administration grant in the amount of \$10,000 be approved for Wildsight to support the 2020/21 Beyond Recycling Program in 2020.

OPPOSED: Director Clovechok, Director Doehle, Director Gay, Director Graham, Director McCormick, Director McKerracher, Director Pratt, Director Reinhardt, Director Sosnowski, and Director Wilks

DEFEATED

##### **Allocation of BC Hydro Payment-in-lieu-of-taxes - Aberfeldie Dam**

49015

MOVED by Director Clovechok

SECONDED by Director Reinhardt

THAT for 2020, \$30,000 of the BC Hydro payment-in-lieu-of-taxes for the Aberfeldie Dam be allocated in the amount of \$20,000 to the Regional Parks service, for Wycliffe Exhibition Grounds improvement projects and \$10,000 to Cranbrook Library Contribution service.

CARRIED

##### **Bylaw No. 2978 (Board Remuneration) - Introduction**

49016

MOVED by Director Reinhardt

SECONDED by Director Wilkie

THAT Bylaw No. 2978 cited as "Regional District of East Kootenay – Board Remuneration Bylaw No. 2978, 2020" be introduced.

CARRIED

49017

MOVED by Director Wilks

SECONDED by Director McKerracher

THAT the proposed amendment to the Board Travel and Accommodation Allowances Policy, as outlined in the January 21, 2020 report from the Chief Financial Officer, be approved with the following amendments:

- a single rate structure as indicated under "Outside Kootenay Boundary"; and
- delete reference to "Within/Outside Kootenay Boundary"

CARRIED

**Planning & Development Services Committee****Bylaw No. 2972 (Koocanusa West / Flood, Hopkins and C.D. Reay and Sons Ltd.) - Introduction**

49018

MOVED by Director Doehle

SECONDED by Director Qualizza

THAT Bylaw No. 2972 cited as "Regional District of East Kootenay – South Country Zoning & Floodplain Management Bylaw No. 2320, 2011 – Amendment Bylaw No. 21, 2019 (Koocanusa West / Flood, Hopkins & C.D. Reay & Sons Ltd.) be introduced.

CARRIED

Alternate Director Gerry Taft declared a conflict of interest on the next item noting his potential involvement with real estate transactions and left the meeting at 9:51 am.

**ALR Subdivision Application (Edgewater / Greg Whitman Heavy Hauling Ltd.)**

49019

MOVED by Director Wilkie

SECONDED by Director Gay

THAT the Agricultural Land Commission be advised the RDEK supports the Greg Whitman Heavy Hauling Ltd. Agricultural Land Reserve subdivision application for property at 5050 Hewitt Road near Edgewater.

CARRIED

Alternate Director Gerry Taft returned to the meeting at 9:51 am.

**DVP No. 42-19 (Baynes Lake / McArthur)**

49020

MOVED by Director Doehle

SECONDED by Director Clovechok

THAT consideration of Development Variance Permit No. 42-19 (Baynes Lake / McArthur) be postponed pending a meeting with the Ministry of Transportation and Infrastructure to discuss the requirement for a panhandle.

CARRIED

**DVP No. 48-19 (Meadowbrook / Gyurkovits)**

49021

MOVED by Director Walter

SECONDED by Director Gay

THAT Development Variance Permit No. 48-19 (Meadowbrook / Gyurkovits) be granted.

CARRIED

**Proposed 3rd St NW Boundary Expansion (City of Cranbrook)**

49022

MOVED by Director Gay

SECONDED by Director Sosnowski

THAT the City of Cranbrook be advised that the RDEK supports the proposed two parcel boundary expansion on 3<sup>rd</sup> St NW as outlined in the January 3, 2020 correspondence from the City.

CARRIED

**Road Closure Referral (Gold Creek / Graziano)**

49023

MOVED by Director Gay

SECONDED by Director Clovechok

THAT the Ministry of Transportation and Infrastructure be advised the RDEK recommends support for the proposed closure of part of 22<sup>nd</sup> Avenue S for consolidation with Lot 49, District Lot 3558, Kootenay District, Plan 1261.

CARRIED

The meeting recessed at 9:53 am and reconvened at 10:04 am.

**Bylaws****Bylaw No. 2976 (CV Community Economic Development Advisory Commission)**

49024

MOVED by Director Reinhardt

SECONDED by Director Clovechok

THAT Bylaw No. 2976 cited as "Regional District of East Kootenay - Columbia Valley Community Economic Development Advisory Commission Bylaw No. 2757, 2017 - Amendment Bylaw No. 1, 2020" be read a first, second and third time.

CARRIED

49025

MOVED by Director Reinhardt

SECONDED by Director Wilkie

THAT Bylaw No. 2976 cited as "Regional District of East Kootenay - Columbia Valley Community Economic Development Advisory Commission Bylaw No. 2757, 2017 - Amendment Bylaw No. 1, 2020" be adopted.

CARRIED

**Bylaw No. 2978 (Board Remuneration)**

49026

MOVED by Director Wilks

SECONDED by Director Graham

THAT Bylaw No. 2978 cited as "Regional District of East Kootenay - Board Remuneration Bylaw No. 2978, 2020" be read a first, second and third time.

CARRIED

49027

MOVED by Director Wilks

SECONDED by Director Clovechok

THAT Bylaw No. 2978 cited as "Regional District of East Kootenay - Board Remuneration Bylaw No. 2978, 2020" be adopted.

CARRIED

**Bylaw No. 2979 (Invasive Plant Regulation)**

49028

MOVED by Director Sosnowski

SECONDED by Director Qualizza

THAT Bylaw No. 2979 cited as "Regional District of East Kootenay - Invasive Plant Regulation Bylaw No. 2711, 2017 - Amendment Bylaw No. 1, 2020" be introduced with the following amendment: increase administration fee to 20%.

CARRIED

49029

MOVED by Director Sosnowski

SECONDED by Director Doehle

THAT Bylaw No. 2979 cited as "Regional District of East Kootenay - Invasive Plant Regulation Bylaw No. 2711, 2017 - Amendment Bylaw No. 1, 2020" be read a first, second and third time.

CARRIED

49030

MOVED by Director Doehle

SECONDED by Director Walter

THAT Bylaw No. 2979 cited as "Regional District of East Kootenay - Invasive Plant Regulation Bylaw No. 2711, 2017 - Amendment Bylaw No. 1, 2020" be adopted.

CARRIED

**Bylaw No. 2980 (Wilmer Community Club Contribution Service)**

49031

MOVED by Director Wilkie

SECONDED by Director Clovechok

THAT Bylaw No. 2980 cited as "Regional District of East Kootenay - Wilmer Community Club Contribution Service Establishment Bylaw No. 2278, 2010 - Amendment Bylaw No. 1, 2020" be read a first, second and third time.

CARRIED

**Planning Bylaws****Bylaw No. 2945 & Bylaw No. 2946 (Columbia Lake West / Stange)**

49032

MOVED by Director Clovechok

SECONDED by Director Sosnowski

THAT Bylaw No. 2945 cited as "Regional District of East Kootenay - Fairmont Hot Springs & Columbia Lake Area Official Community Plan Bylaw No. 2779, 2017 - Amendment Bylaw No. 2, 2019 (Columbia Lake West / Stange)" be adopted.

CARRIED

49033

MOVED by Director Reinhardt

SECONDED by Director Clovechok

THAT Bylaw No. 2946 cited as "Regional District of East Kootenay - Upper Columbia Valley Zoning Bylaw No. 900, 1992 - Amendment Bylaw No. 352, 2019 (Columbia Lake West / Stange)" be adopted.

CARRIED

**Bylaw No. 2966 & Bylaw No. 2967 (Fairmont / FHSR)**

49034

MOVED by Director Clovechok

SECONDED by Director Wilks

THAT the Public Hearing Report for Bylaw No. 2966 and Bylaw No. 2967 as submitted by Director Susan Clovechok, be accepted.

CARRIED

49035

MOVED by Director Clovechok

SECONDED by Director Sosnowski

THAT Bylaw No. 2966 cited as "Regional District of East Kootenay - Lake Windermere Official Community Plan Bylaw No. 2929, 2019 - Amendment Bylaw No. 5, 2019 (Fairmont / FHSR)" be read a third time.

CARRIED

49036

MOVED by Director Clovechok

SECONDED by Director Reinhardt

THAT Bylaw No. 2967 cited as "Regional District of East Kootenay - Upper Columbia Valley Zoning Bylaw No. 900, 1992 - Amendment Bylaw No. 357, 2019 (Fairmont / FHSR)" be read a third time and submitted for required approval.

CARRIED

**Bylaw No. 2969 – (Jaffray / Barr)**

49037

MOVED by Director Doehle

SECONDED by Director Wilks

THAT the Public Hearing Report for Bylaw No. 2969 as submitted by Director Stan Doehle, be accepted.

CARRIED

49038

MOVED by Director Doehle

SECONDED by Director Wilks

THAT Bylaw No. 2969 cited as "Regional District of East Kootenay - Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999 - Amendment Bylaw No. 33, 2019 (Jaffray / Barr)" be read a third time and submitted for required approval.

CARRIED

**Bylaw No. 2970 - (Miscellaneous / RDEK)**

49039

MOVED by Director Clovechok

SECONDED by Director Reinhardt

THAT the Public Hearing Report for Bylaw No. 2970 as submitted by Director Susan Clovechok, be accepted.

CARRIED

49040

MOVED by Director Clovechok

SECONDED by Director Wilkie

THAT Bylaw No. 2970 cited as "Regional District of East Kootenay - Lake Windermere Official Community Plan Bylaw No. 2929, 2019 - Amendment Bylaw No. 1, 2019 (Miscellaneous / RDEK)" be read a third time.

CARRIED

49041

MOVED by Director Clovechok

SECONDED by Director Wilkie

THAT Bylaw No. 2970 cited as "Regional District of East Kootenay - Lake Windermere Official Community Plan Bylaw No. 2929, 2019 - Amendment Bylaw No. 1, 2019 (Miscellaneous / RDEK)" be adopted.

CARRIED

Alternate Director Gerry Taft declared a conflict of interest on the next two items noting his potential involvement with real estate transactions and left the meeting at 10:16 am.

**Bylaw No. 2971 (Wilmer / Wilmer Eco Development Ltd.)**

49042

MOVED by Director Wilkie

SECONDED by Director Clovechok

THAT the Public Hearing Report for Bylaw No. 2971 as submitted by Director Gerry Wilkie, be accepted.

CARRIED

49043

MOVED by Director Wilkie

SECONDED by Director Sosnowski

THAT Bylaw No. 2971 cited as "Regional District of East Kootenay - Upper Columbia Valley Zoning Bylaw No. 900, 1992 - Amendment Bylaw No. 358, 2019 (Wilmer / Wilmer Eco Development Ltd)" be read a third time.

CARRIED

49044

MOVED by Director Graham

SECONDED by Director Reinhardt

THAT Bylaw No. 2971 cited as "Regional District of East Kootenay - Upper Columbia Valley Zoning Bylaw No. 900, 1992 - Amendment Bylaw No. 358, 2019 (Wilmer / Wilmer Eco Development Ltd)" be adopted.

CARRIED

Alternate Director Gerry Taft returned to the meeting at 10:17 am.

Bylaw No. 2972 (Koocanusa West / Flood, Hopkins & C.D. Reay & Sons Ltd.)

49045  
MOVED by Director Doehle  
SECONDED by Director Walter

THAT Bylaw No. 2972 cited as "Regional District of East Kootenay - South Country Zoning & Floodplain Management Bylaw No. 2320, 2011 - Amendment Bylaw No. 21, 2019 (Koocanusa West / Flood, Hopkins & C.D. Reay & Sons Ltd.)" be read a first and second time.

CARRIED

49046  
MOVED by Director Doehle  
SECONDED by Director Reinhardt

THAT a public hearing be held regarding Bylaw No. 2972 and the hearing be delegated to:

Director Stan Doehle, Electoral Area B  
Director Rob Gay, Electoral Area C

CARRIED

The date for the public hearing for Bylaw No. 2972 is 7:00 pm on March 11, 2020 at the Baynes Lake Community Hall.

Adjournment

The meeting adjourned at 10:32 am.

Chair Rob C. Gay

Shannon Moskal, Corporate Officer



# CITY OF PORT MOODY

OFFICE OF THE MAYOR

February 4, 2020

To All BC Municipalities,

On January 14, 2020, at a Regular Meeting of Council, Port Moody City Council passed the following resolution:

*Moved, seconded, and CARRIED*

**WHEREAS** the City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged, and economically vibrant community;

**AND WHEREAS** the over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them;

**AND WHEREAS** Canada is currently the **ONLY** country with a National Medicare Program that does not have a National Pharmacare Program;

**AND WHEREAS** the risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working, and seasonal workers;

**AND WHEREAS** studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade;

**AND WHEREAS** recent research confirms that these gains can be achieved with little or no increase in public investment;

**AND WHEREAS** municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program;

**AND WHEREAS** a national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors;

**AND WHEREAS** a National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic studies now show that such a policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace, and lower costs for municipal government on taxpayers;

**THEREFORE BE IT RESOLVED THAT** the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a

100 Newport Drive, Port Moody, B.C. V3H 3E1 Telephone: 604.469.4515 Fax: 604.469.4664

**Universal Public National Pharmacare program as one of the first orders of business after the 2019 election;**

**AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.**

Attached is the letter that the City of Port Moody sent to the Honourable Patty Hajdu, Minister of Health requesting the Federal Government to start working with the provinces and territories to develop and implement a Universal Public National Pharmacare Program.

We hope that you will join the City of Port Moody and write to the Minister of Health to support the creation of a National Pharmacare Program for all Canadians.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to be 'Rob Vagramov', with a stylized, cursive script.

Mayor Rob Vagramov  
City of Port Moody

Attachments:

1. Letter dated February 4, 2020 to the Minister of Health regarding National Pharmacare Program
2. Report dated December 17, 2019 from Councillor Amy Lubik regarding Supporting Universal National Pharmacare



# CITY OF PORT MOODY

OFFICE OF THE MAYOR

February 4, 2020

Email: [hcminister.ministresc@canada.ca](mailto:hcminister.ministresc@canada.ca)

Honourable Patty Hajdu, Minister of Health Canada  
Address Locator 0900C2  
Ottawa, Ontario K1A 0K9

To Honourable Patty Hajdu,

On January 14, 2020, at a Regular Meeting of Council, Port Moody City Council passed the following resolution:

Moved, seconded, and CARRIED

**WHEREAS** the City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged, and economically vibrant community;

**AND WHEREAS** the over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them;

**AND WHEREAS** Canada is currently the **ONLY** country with a National Medicare Program that does not have a National Pharmacare Program;

**AND WHEREAS** the risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working, and seasonal workers;

**AND WHEREAS** studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade;

**AND WHEREAS** recent research confirms that these gains can be achieved with little or no increase in public investment;

**AND WHEREAS** municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program;

**AND WHEREAS a national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors;**

**AND WHEREAS a National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic studies now show that such a policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace, and lower costs for municipal government on taxpayers;**

**THEREFORE BE IT RESOLVED THAT the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a Universal Public National Pharmacare program as one of the first orders of business after the 2019 election;**

**AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.**

With the costs of housing, food, and livability increasing daily, having the expense of medications adds another burden to peoples financial means. This can mean hard choices between medications and other needs and/or improper use of medications, especially for folks working in precarious employment sectors.

A recent study found that over 300,000 people had additional doctor visits, 93,000 had to go to the emergency department and 26,000 people were admitted to hospital – all because they couldn't pay for their medications. That creates a significant burden on the health care system, one that we can alleviate with a national drug plan.

The Pharmacare Program has been an initiative supported by the majority of Canadians, but it has yet to come to pass despite support from at least three federal parties. Health and wealth inequalities are growing across Canada and impact Port Moody residents, including a growing elder population; British Columbians may be hardest hit by lack of universal coverage, despite recent changes to provincial drug coverage, as demonstrated in a 2018 cross-institutional study.

Port Moody City Council is calling on the Canadian Minister of Health, for the second time, to create a Universal Public National Pharmacare program.

Regards,



Mayor Rob Vagramov  
City of Port Moody

CC: British Columbia Municipalities



## Report to Council

### From the Office of Councillor Amy Lubik

---

Date: December 17, 2019  
 Subject: Supporting Universal National Pharmacare

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#### Purpose

To ask that the City of Port Moody Write to the Federal Government in support of the implementation of a national pharmacare strategy as a priority following the 2019 election.

---

#### Recommendation

**WHEREAS, The City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged and economically vibrant community; and**

**WHEREAS, The over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them; and**

**WHEREAS, Canada is currently the ONLY country with a National Medicare Program that does not have a National Pharmacare Program; and**

**WHEREAS, The risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working and seasonal workers; and**

**WHEREAS, The studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade; and**

**WHEREAS, The recent research confirms that these gains can be achieved with little or no increase in public investment; and**

**WHEREAS, Municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program; and**

**WHEREAS, A national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors; and**

**WHEREAS, A National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic**

studies now show that such as policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace and lower costs for municipal government on taxpayers; therefore be it

**BE IT RESOLVED,** That the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a Universal Public National Pharmacare program as one of the first orders of business after the 2019 election.

**AND THAT** this letter be forwarded to all BC municipalities asking to write their support as well.

---

## Background

In 2017, the City of Port Moody wrote to the federal government to support the development of a Nation Pharmacare program (**attachment 1**); this has been initiative supported by the majority of Canadians, but it has yet to come to pass despite support from at least three major parties. Growing health and wealth inequalities impact Port Moody residents, including a growing elder population; BC residents may be hardest hit by lack of universal coverage, despite recent changes to provincial drug coverage, as demonstrated in a 2018 cross-institutional study <https://www.myprincegeorgenow.com/68282/bc-residents-struggling-afford-prescription-drugs/>. Studies have shown that 88% of Canadians support universal medicare as a component of our universal health care system, as was summarized in a brief to the house of commons <https://www.ourcommons.ca/Content/Committee/421/HESA/Brief/BR8352162/br-external/AngusReidInstitute-e.pdf>.

As Port Moody moves into budget season, it makes sense to push for policies from other sphere of government that will take pressure off of our residents, and indeed off of our corporate coffers, as [studies from the Columbia Institute and Canadian Doctors for Medicare](#) have calculated that local governments across Canada would save millions if such a system was in place, which is why it has been endorsed by the Surrey Board of Trade and the [BC Chamber of Commerce](#).

Now is an opportune time for local governments to remind the federal government that a national pharmacare strategy needs to be a priority.

## Discussion

Writings from the [Canadian Labour Congress demonstrate why national universal pharmacare would benefit our residents, our city as a corporation, and small businesses:](#)

Finally, some good news for [the millions of Canadians](#) who have to choose between paying for groceries or their prescription medications.

Canada's Advisory Council on the Implementation of National Pharmacare has laid out a clear path for public, single-payer, universal pharmacare in its [final report](#).

“The time for universal, single-payer, public pharmacare has come,” writes Dr. Eric Hoskins, the Council’s chair. “This is our generation’s national project: better access to the medicines we need, improved health outcomes and a fairer and more sustainable prescription medicine system.”

This is the unfinished business of medicare, as envisioned by the late Tommy Douglas. As Saskatchewan’s seventh premier, Mr. Douglas pioneered North America’s first universal, single-payer health care system. It would become a cornerstone of Canada’s social safety net and a key pillar of our nation.

We know that a fair society must be one in which every person has the opportunity to succeed and to thrive... we believe that universal, public pharmacare is a necessary step towards greater fairness.

As [numerous studies](#) have shown, millions of Canadians are struggling to afford to pay for their prescription medications. One study found that nearly a million Canadians sacrificed basic needs such as food, and close to a quarter of a million people gave up heating their homes. This lack of affordability is hurting not only people’s health and well-being, but the [economic strength of our communities](#).

The new report demonstrates that every family will save, on average, \$350 per year on medications. It also points out that the average business owner will save about \$750 per employee. That will open up capacity for businesses to increase wages, or expand other types of coverage, including for dental and vision care. It also supports small businesses that find it difficult to compete for workers when they can’t afford to offer drug coverage.

There will be an upfront cost, specifically at the outset, but as time goes on, the money our provincial health care systems will save will be significant. A [recent study](#) found that over 300,000 people had additional doctor visits, 93,000 had to go to the emergency department and 26,000 people were admitted to hospital – all because they couldn’t pay for their medications. That creates a significant burden on the health care system, one that we can alleviate with a national drug plan.

## Other Option(s)

THAT the report dated November 12, 2019 from Councillor Amy Lubik regarding Supporting Universal National Pharmacare be received for information.

## Financial Implications

There are no financial implications related to this report.

## Communications and Civic Engagement Initiatives

There are no communications or civic engagement initiatives required by the recommendations in this report.

## Attachment(s)

1. Delegation Application regarding Pharmacare from May 15, 2018 City of Port Moody Committee of the Whole Meeting



District of Elkford

P.O. Box 340 Elkford, B.C. V0B 1H0

P. 250.865.4000 • F. 250.865.4001 • info@elkford.ca • www.elkford.ca

**RECEIVED****FEB 13 2020****Regional District of  
East Kootenay**

February 6, 2020

Mrs. Rhonda Marshall  
 Senior Advisor, Mineral and Coal Titles  
 Ministry of Energy, Mines and Petroleum Resources  
 300 – 865 Hornby Street  
 Vancouver, BC V6Z 2G3

Dear Ms. Marshall:

**Re: Teck Resources Ltd. Licence Applications 419278 and 1068773**

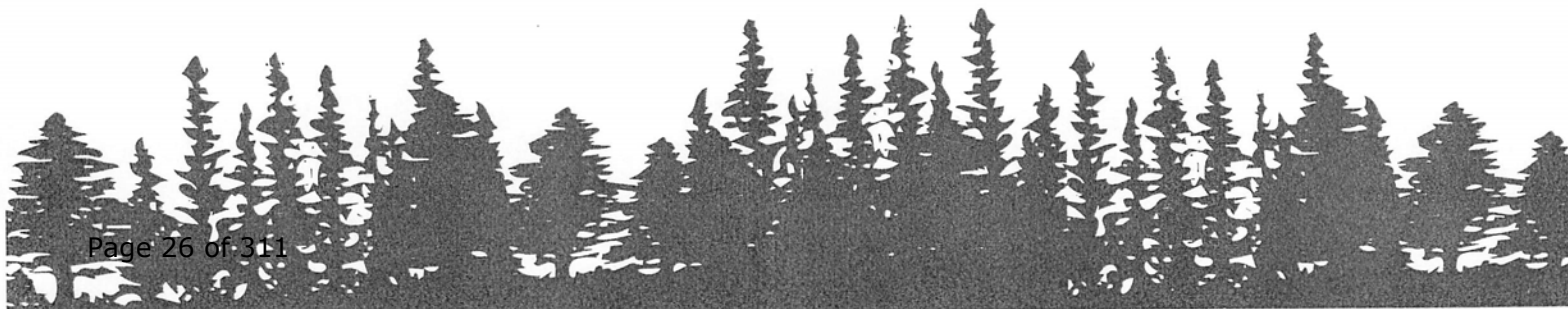
It has come to the attention of the District of Elkford, through a referral to the Regional District of East Kootenay, that Teck Resources Limited has applied to the Ministry of Energy, Mines and Petroleum Resources for two coal licence applications located in close proximity to the District of Elkford and Teck's existing Greenhills Operations.

At the December 9, 2019 Regular Council Meeting, Council resolved to send a letter of opposition to the Ministry of Energy, Mines and Petroleum Resources indicating that the District of Elkford does not support any mining activity at the properties noted in the above applications. Although this land is not located within the municipal boundary of the District of Elkford, it is important to note the significant negative impacts a project at this location would have on the District's values and quality of life. A paramount concern related to this area is water quality. The District's drinking water is supplied by groundwater immediately downstream of these locations via the Elk River. Any change in water quality in the river or aquifer may jeopardize the safety of our drinking water and the livability of the District of Elkford and its residents.

Further to the concerns around water quality, the District has also noticed an increase to the coal dust migrating into the community. Any further mining activity closer to the municipality will increase negative impacts from dust.

The District has historically opposed any mining proposed at, or in proximity to, these locations as they have a detrimental impact on the social, environmental and recreational values of the community.

We will continue to advocate for the citizens of Elkford and expect to be thoroughly consulted in all future min applications near our District. We feel that together, we can work toward solutions that will advance responsible projects, while not adversely affecting the lives of Elkford's residents.



Sincerely,



Dean McKerracher  
Mayor  
District of Elkford



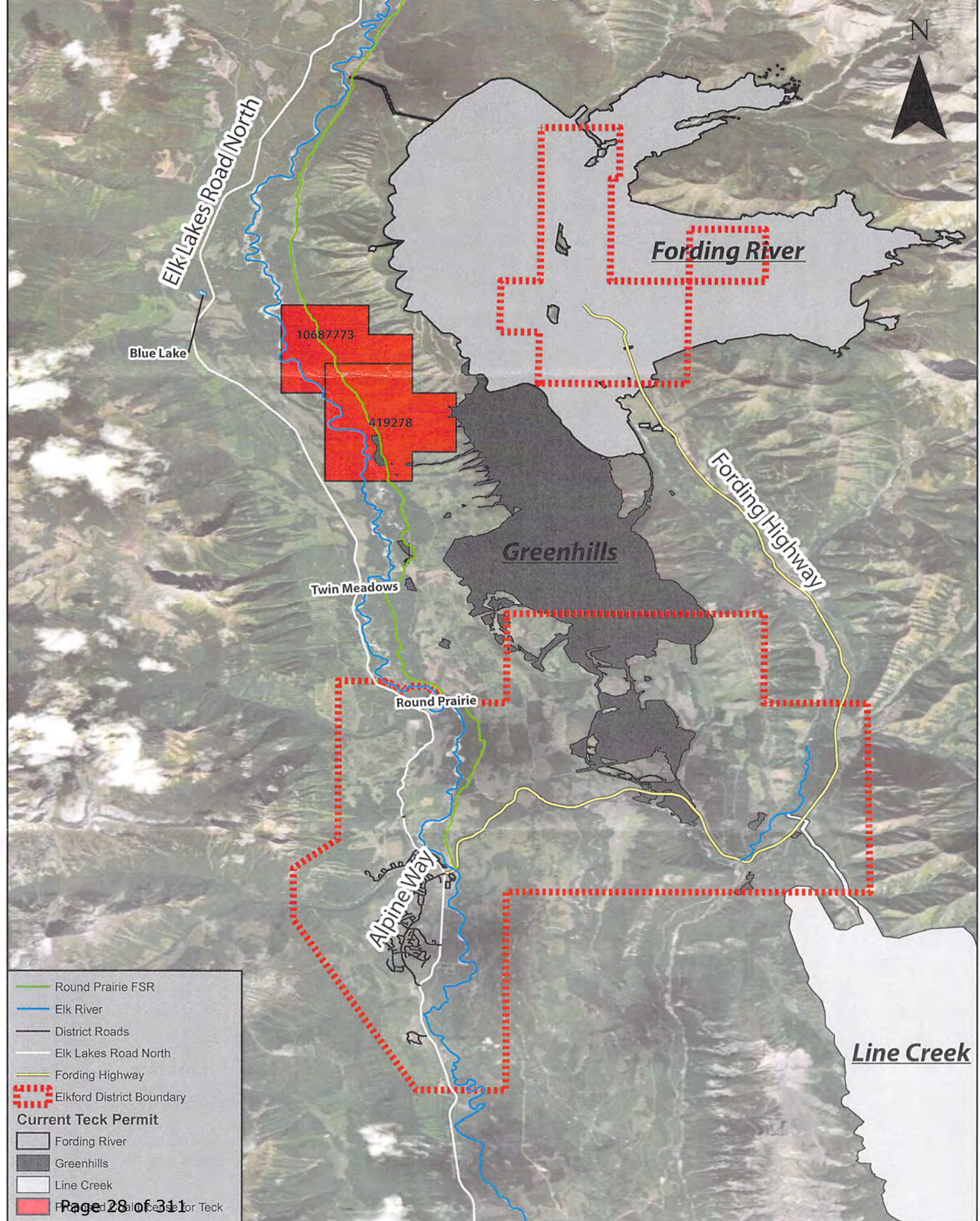
Tyler Madsen  
Chief Administrative Officer  
District of Elkford

Enclosure: Map of District of Elkford Boundary with Coal Licence Applications

Cc: District of Elkford Council  
Regional District of East Kootenay Board  
Shawn Tomlin, Chief Administrative Officer, Regional District of East Kootenay  
Nic Milligan, Manager, Social Responsibility, Teck Resources Ltd.



# Teck Work Plan for Coal Licence Applications 419278 & 1068773



## Connie Thom

**From:** Johnny Strilaeff - Columbia Basin Trust <jstrilaeff@ourtrust.org>  
**Sent:** Tuesday, February 25, 2020 5:21 PM  
**To:** Connie Thom  
**Subject:** Join the Trust in a conversation about the future of the Columbia Basin

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

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## Imagine #basinlife in 25 years

Hello,

For 25 years, Columbia Basin Trust has been supporting your ideas and efforts. Now the Trust is inviting you to celebrate all that the people and communities of the Columbia Basin have accomplished together over the last quarter century, and to share your aspirations for the future.

The Trust is renewing its strategic plan and we invite you to join the conversation and shape the future of how we live, work and play in the Basin. The public engagement process is now starting with [online engagement](#) and [in-person community meetings](#).

We invite everyone—of all backgrounds, interests and ages—to participate in the online conversation and to join us at the community meetings. Drop by for a quick chat, stay for the guided conversation or have your say online.

I hope you'll share this opportunity with your family and friends.

Let's [imagine](#) our future together!

Sincerely,



Johnny Strilaëff  
President and CEO  
Columbia Basin Trust

## CONTACT

1.800.505.8998  
info@ourtrust.org  
ourtrust.org

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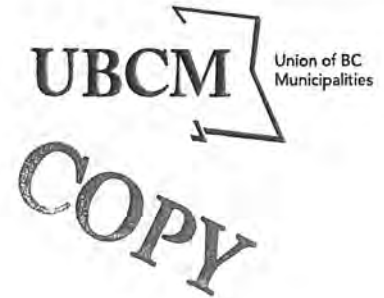
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February 26, 2020

Shawn Tomlin, CAO  
 East Kootenay Regional District  
 19 – 24<sup>th</sup> Avenue South  
 Cranbrook, BC V1C 3H8

**RE: 2019 Structural Flood Mitigation – Approval Agreement & Terms of  
 Conditions of Funding – ~~IN CONFIDENCE~~**

Dear Mr. Tomlin,

Thank you for submitting an application under the Community Emergency Preparedness Fund for the 2019 Structural Flood Mitigation funding stream.

I am pleased to inform you, ~~in confidence~~, that the Evaluation Committee has approved funding for your project, *Cold Spring Creek Debris Flood Mitigation Project*, in the amount of **\$750,000.00**.

After this Approval Agreement has been signed and returned, a payment in the amount of **\$375,000.00** will follow by electronic funds transfer. This amount represents 50% of the total approved grant. The balance of funding will be available after a satisfactory final report and financial summary has been submitted to UBCM and reviewed and approved by Emergency Management BC.

The Ministry of Public Safety and Solicitor General has provided funding for this program and the general Terms & Conditions for this grant are attached. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) This approval agreement is required to be signed by the CAO, Band Manager, or designate and returned to UBCM.
- (2) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in the budget that was approved as part of your application. Note, operational and maintenance activities are not eligible expenditures, and remain the responsibility of the applicant upon project completion.
- (3) All project activities must be completed within 24 months and no later than February 28, 2022.

- (4) The final report is required to be submitted to UBCM within 30 days of project completion and no later than March 31, 2022.
- (5) Any unused funds must be returned to UBCM within 30 days following the project end date.
- (6) As a condition of grant approval, all approved applicants may be required to meet with Emergency Management BC and/or the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (e.g., GeoBC and the Deputy Inspector of Dikes for the region), or designate, to discuss the project prior to commencing work.
- (7) Where applicable, projects must be completed to acceptable provincial and professional standards, including:
  - Provincial Flood Hazard Area Land Use Management Guidelines
  - Seismic Design Guidelines for Dikes
  - Dike Design & Construction Guidelines
  - Section 3.4 of Flood Mapping in BC: APEGBC Professional Practice Guidelines V1.0
  - Specifications for LiDAR For the Province of British Columbia
  - Specifications for the Production of Digital Elevation Models for the Province of British Columbia
- (8) Where applicable, approved applicants are required to grant the Province of British Columbia free and clear access and distribution rights, specifically a perpetual, royalty-free, non-exclusive, worldwide license to use, reproduce, modify and distribute, any and all of the spatial data products acquired/produced using CEPF funding.

Please note that descriptive information regarding successful applicants will be posted on the UBCM and/or provincial government websites, and all final report materials will be made available to the provincial government.

On behalf of the Evaluation Committee, I would like to congratulate the East Kootenay Regional District for responding to this opportunity to undertake projects that mitigate and prepare for flood events.

If you have any questions, please contact Local Government Program Services at (250) 387-4470 or by email at [cepf@ubcm.ca](mailto:cepf@ubcm.ca).

Sincerely,



Rebecca Bishop  
Program Officer

cc: **Kara Zandbergen, Engineering Technician**

*Enclosure*

**Approval Agreement (to be signed by the CAO, Band Manager or designate)**

I, SHAWN TOMLIN, have read and agree to the general Terms & Conditions and the requirements for funding under the 2019 Structural Flood Mitigation funding stream.



Signature

March 2, 2020

Date

*Please return a scanned copy of this signed Approval Agreement to [cepf@ubcm.ca](mailto:cepf@ubcm.ca)*

# Local Government Program Services

## General Funding Terms & Conditions

*The purpose of the Terms & Conditions is to provide basic information on grants administered by the Union of BC Municipalities through Local Government Program Services (LGPS). For specific information regarding the requirements of each funding program, please refer to the relevant Program & Application Guide. For information regarding a specific project approved through LGPS, please refer to the approval letter.*

### 1. Definitions

---

**Approved Applicant:** In general, LGPS grants are awarded to local governments (regional districts and municipalities) and, in some programs, First Nations. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.

**Approved Partner(s):** organizations that contribute directly to the approved project, are identified in the application and are approved by UBCM. This may include boards of education, health authorities, First Nations or aboriginal organizations, non-profit organizations and local governments (other than the applicant). Refer to program guides for requirements for partners in regional applications.

**Approved Project:** the activities described in the application and budget and approved by UBCM.

**Cash Expenditures:** direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partner for the development or implementation of the approved project. For example, catering and consultant fees can be cash expenditures.

**Community Contribution:** Some LGPS programs require cost-sharing. The community contribution is the portion of the approved project cost that is required to be provided by the approved applicant or an approved partner. This can be in cash or in-kind, but must be an eligible expenditure.

**In-Kind Expenditures:** the use of resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, the use of meeting rooms owned by the applicant or approved partner can be an in-kind expenditure.

### 2. Eligible & Ineligible Expenditures

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Eligible expenditures, including community contributions, are direct costs that are properly and reasonably incurred by the approved applicant or approved partner as part of the approved project.

To be eligible for grant funding, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM.

### 3. Grant Management & Applicant Responsibilities

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#### Notice of Decision

All applicants will be informed of the status of their application by letter, generally within 90 days of the application deadline. Approved applicants will be informed of specific conditions of the grant approval and are required to sign and return a copy of the Approval Agreement.

#### Applicant Responsibilities

Approved applicants are responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline

- Providing proper fiscal management of the grant and approved project (see below)
- Submitting final reports as required by the Program & Application Guide (see below)

### **Accounting Records**

Acceptable accounting records must be kept that clearly disclose the nature and amounts of eligible expenditures (cash and in-kind) incurred as part of the approved project. Financial summaries are required to be submitted as part of the final report and must be signed by a representative of the approved applicant.

In all cases, the final project expenditure must be net of any rebates (such as GST/PST) that the approved applicant or approved partner is eligible to receive.

### **Changes to or Cancellation of Approved Project**

Any significant variation from the approved project as described in the approved application must be approved, including any major changes to:

- Start or end dates
- Project purpose, goals, outcomes or milestones
- Cash and in-kind expenditures or matching funds (when required)
- Project partners

If an approved project is cancelled, the approved applicant is responsible for ensuring any grant monies that have been advanced are returned to UBCM within 30 days, or as outlined in the Program & Application Guide.

## **4. Reporting Requirements**

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### **Submission of Reports**

Approved applicants are required to submit final reports as outlined in the Program & Application Guide. Please note the following when submitting a report:

- When completing a UBCM report form please ensure that each question is answered and that all attachments are complete. Follow any sample templates that UBCM provides.
- Submit all documents as Word or PDF files. Note: files over 20mb cannot be accepted.
- Submit all digital photos or images as JPEG files. Note: files over 20mb cannot be accepted.
- If a hardcopy of the report is required, do not bind reports or submit in binders or folders.

### **Extensions and Outstanding Reports**

In order for an approved project to continue past the approved end date – or for a final report to be submitted after the established deadline – approved applicants must contact UBCM to request and be granted permission for an extension.

Approved applicants that do not request extensions and have outstanding reports may forfeit the final payment of their grant and may not be eligible to apply to future LGPS programs until reports are received.

## **5. Recognition of Funding and Funders**

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Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact LGPS at (250) 356-2947.

RECEIVED



FEB 26 2020

Ehh 680 001

Regional District of  
East Kootenay

February 21, 2020

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

**RE: Completion of Fuel Management Project (SWPI-946: RDEK Prescriptions,  
2018)**

Dear Chair Gay and Board,

Thank you for submitting final report documentation for the completion of the above noted fuel management project. The Strategic Wildfire Prevention Working Group has reviewed your submission and the reporting requirements have been met.

The final report notes total project costs of \$34,267.50. Based on this, payment in the amount of \$25,700.63 will follow shortly by electronic funds transfer. This payment represents full payment for the project and is based on seventy-five per cent (75%) of total eligible costs.

On behalf of the Working Group, I congratulate you on the successful completion of this project and offer best wishes for future community safety work in your community.

Sincerely,

A handwritten signature in blue ink, appearing to read "PR", is written over a horizontal line.

Peter Ronald  
Program Officer

cc: Terry Balan, Protective Services Supervisor, Regional District of East Kootenay  
Mike Morrow, Wildfire Prevention Officer, Southeast Fire Centre

*The Strategic Wildfire Prevention Initiative is funded by the Province of BC*

**Connie Thom**

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**Subject:** FW: Budget 2021 Consultation – Taking Place in June

**Subject:** Budget 2021 Consultation – Taking Place in June

Good morning,

On behalf of the Select Standing Committee on Finance and Government Services, I am writing to provide an important update with respect to the Committee's annual budget consultation.

As you may know, the Committee invites British Columbians to share their priorities and ideas for the next provincial budget during a public consultation. The *Budget Transparency and Accountability Act* requires the Minister of Finance to release a budget consultation paper, which is referred to the Committee, by September 15, and for the Committee to report on the results of the consultation with recommendations by November 15.

While this consultation has typically taken place in the fall, last year, the Committee held the consultation in the summer. **Following a review of this change, the Committee will again be holding the budget consultation in the summer. Accordingly, the Minister of Finance is expected to release the budget consultation paper no later than June 1, with the consultation taking place during the month of June. The Committee is expected to issue its report by early August.**

As in previous years, the Committee will be visiting communities across the province to meet with British Columbians, as well as providing opportunities to make written, audio and video submissions and complete an online survey. **Further details about the consultation, including the public hearing schedule, registration and participation options, will be released later this spring.**

Would you kindly share this update with your networks?

For further information on the budget consultation and the work of the Committee generally, please visit the Committee's website, [www.leg.bc.ca/cmt/finance](http://www.leg.bc.ca/cmt/finance), or contact the Parliamentary Committee's Office at 250-356-2933 (or toll-free in BC 1-877-428-8337).

Kind regards,

Susan Sourial  
Committee Clerk  
Parliamentary Committees Office  
Legislative Assembly of British Columbia  
Room 224 Parliament Buildings Victoria BC V8V 1X4  
T: 250-356-2933  
Toll-free in BC 1 877-428-8337 | fax: 250-356-8172  
[FinanceCommittee@leg.bc.ca](mailto:FinanceCommittee@leg.bc.ca)

**Date** February 24, 2020  
**Author** Jim Penson, Solid Waste Superintendent  
**Subject** New Ground watering Well at Central Subregion Landfill

---

### REQUEST

Support an application for Crown Land Tenure to construct a new groundwater monitoring well at Central Subregion Landfill.

### OPTIONS

1. THAT an application be submitted to the Ministry of Forests, Lands & Natural Resource Operations for Crown Land Tenure for the construction of a monitoring well for the Central Subregion Landfill.
2. THAT an application not be submitted to the Ministry of Forests, Lands & Natural Resource Operations for Crown Land Tenure for the construction of a monitoring well for the Central Subregion Landfill

### RECOMMENDATION

Option 1.

### BACKGROUND/ANALYSIS

As part of the ongoing monitoring activities at the Central Landfill, annual reviews are conducted in order to evaluate the results. Recommendations are provided by the contractor that conducts the testing, and it has been suggested that an additional monitoring well be established near the Central Landfill. This monitoring well would provide additional background samples and information in order to support the overall monitoring strategy currently in place.

In order to establish a monitoring well in the location most suitable for testing, a Crown Land Tenure is required, as the site is outside of the Landfill property. The area will be 10 m by 10 m that the RDEK would take Tenure over.

As part of the application for Crown Land Tenure the RDEK is required to provide the following:

- Application
- Board Resolution supporting the Application
- Public Consultation
  - Newspaper Ads
  - Summary of public comments

**Date** February 27, 2020  
**Author** Holly Ronnquist, CFO  
**Subject** Columbia Valley Airport Funding Request

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### REQUEST

The Columbia Valley Airport Society has requested interim funding of \$60,000 per year in 2020 and 2021.

### OPTIONS

1. THAT operational funding of up to \$60,000 be provided to the Columbia Valley Airport Society in 2020 and 2021 from the Columbia Valley Economic Development Service, subject to the following conditions being completed to the satisfaction of the RDEK by August 14, 2020:
  - An Annual General Meeting be held with audited 2019 financials;
  - Directors and Officers liability insurance be purchased;
  - Election of a new Board and Officers that represent the Columbia Valley geographically;
  - Development of a skills matrix to recruit qualified board members to assure proper oversight of the Society;
  - Registration of updated bylaws, including bylaws that prevent any single entity, business, corporation, or not for project organization from holding a majority of the votes on the Society Board;
  - Fully costed business plan be prepared; and
  - An operations/procedures review and work plan to support the business plan be prepared;and further, that the grant be included in the 2020-2024 Financial Plan.
2. THAT Discretionary Grants in Aid be provided to the Columbia Valley Airport Society to support operations of the Columbia Valley Airport in 2020 and 2021 in the following amounts:

Electoral Area F	\$ _____
Electoral Area G	\$ _____

subject to the following conditions being completed to the satisfaction of the RDEK by August 14, 2020: (see Option 1)  
  
and further, that the grant be included in the 2020–2024 Financial Plan.
3. THAT the request from the Columbia Valley Airport Society for a grant to support operations of the Columbia Valley Airport be denied.
4. THAT the establishment of a Columbia Valley Airport Service to provide annual operational funding to the Columbia Valley Airport be referred to the next priority setting process.

## RECOMMENDATION

Options 1 and 4

## BACKGROUND/ANALYSIS

The Columbia Valley (CV) Airport is located at Fairmont Hot Springs and has been operated by the CV Airport Society (CVAS) with funding from Fairmont Hot Springs Resort (FHSR) since 1986 (the funding for 2019 was \$180,000). FHSR has given notice that they will cease funding the annual operations effective March 31, 2020.

The CV Airport is comprised of a 6,000' asphalt runway that is 100' wide. There is an adjacent terminal building that is located on FHSR owned lands.

The airport is used for tourism and industry purposes as well as medical evacuation flights, search and rescue flights and has acted as a base for fighting forest fires. A statistical report of usage has not been provided, but the RDEK received a verbal report that there were 30 medical evacuation flights out of the CV Airport in 2019.

The RDEK funded a consulting contract with Granite River Consulting to establish a governance model for the Columbia Valley Airport Society and to create a business plan, specifically identifying funding partners with a goal toward long term stability. The contract will be funded out of Electoral Area F Economic Development Service.

The CVAS attended the February 13, 2020 Columbia Valley Services Committee meeting as a delegation requesting support to continue operating the airport. The CV Services Committee considered the request and referred the item to staff to prepare a report on funding options.

## SPECIFIC CONSIDERATIONS

### Financial – Budget

The 2020 – 2024 Draft Financial Plan does not currently include funding of the \$60,000 grant request from CVAS. Any decision made at the March 5, 2020 CV Services Committee meeting will be included in the Financial Plan being presented to Board March 6.

### Financial – Service and Apportionment Options

Funding to the CVAS could be provided under the Columbia Valley Economic Development service. Alternatively, funding could be provided through the Discretionary Grants in Aid (DGIA) service or the Economic Development Services for Electoral Areas F and G, leaving the CV Municipalities to fund their portion through their respective operating budgets. If funding is to be provided on a longer-term basis, an Airport Funding service should be established.

The CV Economic Development Service is apportioned by the number of class 6 properties in each jurisdiction. The DGIA and Electoral Area Economic Development Service calculations could be apportioned based on converted assessment or population and then taxed based on converted assessment for each jurisdiction. In all service options, the budget would need to be updated for the amount granted. A summary of options and cost per jurisdiction/average household is as follows:

### CV Economic Development Service

Jurisdiction	# Class 6 Properties	Allocation	Cost Per Avg Residential \$354,000
Invermere	218	\$ 18,167	\$ 5.60
Radium	116	9,667	7.40
Canal Flats	34	2,833	6.10
Area F	300	25,000	3.30
Area G	52	4,333	3.90

### Apportioned by Assessment or Population

Jurisdiction	Allocation by Assessment	Cost Per Avg Residential \$354,000	Allocation by Population	Cost Per Avg. Residential \$354,000
Invermere	\$ 14,037	\$ 4.40	\$ 21,457	\$ 6.70
Radium	5,731	4.40	4,910	3.70
Canal Flats	2,019	4.40	4,227	9.10
Area F	33,380	4.40	20,154	2.60
Area G	4,833	4.40	9,251	8.30

Attachment

**To:** Columbia Valley Committee/Directors

**From:** Wendy Booth, Granite River Consulting

**BRIEFING NOTE, February 3, 2020**

**Purpose**

The purpose of this briefing note is to present a case for the Regional District of East Kootenay to support an interim funding request to enable the Columbia Valley Airport Society to continue operations in the short term as it restructures its operational plan.

**Background**

The Columbia Valley Airport Society (CVAS) incorporated as a non-profit Society in British Columbia on March 11, 1986 and transitioned to the new Societies Act on September 24, 2018.

The CVAS constitution, purposes are:

- a) to develop, maintain and operate the Columbia Valley Airport at Fairmont Hot Springs, BC;
- b) to provide airport service for the residents and visitors of the Columbia Valley and immediate district;
- c) to acquire, hold, lease, manage, rent or sell real property for the purpose of developing and maintaining flying and landing fields, airports, air harbours, terminals and hangers for the care, housing and reception and dispatch of aircraft;
- d) to apply for and obtain all such licenses and permits from municipal, provincial or other proper authority as may be requisite for the purposes of the society; and,
- e) to do all such other things as are incidental or conducive to the attainment of the purposes of the society.

CVAS; owns 46 acres of land; with A-2 zoning, and an OCP designation of Industrial. This property is actively being used as 6000' by 100' asphalt runway.

The adjacent terminal building is located on Fairmont Hot Springs Resort (FHSR) owned lands.

The current Board of Directors comprise of FHSR senior management and shareholders. The operations of the airport are managed by three (3) staff of FHSR. The airport has been entirely managed and funded by FHSR for since inception.

FHSR has given notice to the CVAS Board of Directors that they will cease funding the annual operations effective March 31, 2020. In 2019; this was approximately \$180,000.

There is a mortgage of approximately two (2) million which is owed to FHRS, recognizing a past capital contribution that FHSR made to the airport. There are ongoing discussions with FHRS senior management and shareholders to ensure this is not a liability for the CVAS in the future.

The three staff who; have been managing the airport have been given their termination notice by FHSR.

The Columbia Valley Airport is a key asset for the immediate service communities stretching from Canal Flats to Spillimacheen. It plays a critical role in providing public safety services of medical evacuations flights, military training in conjunction with being an important and vital base for forest fire services and search and rescue operations. Further, direct and indirect economic benefits for the Columbia Valley are achieved for tourism and industry.

#### **Current Status**

CVAS is working with Columbia Basin Trust (CBT) through the non-profit program to complete an organization assessment.

On January 24, 2020; a facilitated session took place with attendance of 23 stakeholders from various sectors including: all levels of Government, BC Ambulance, BC Forest Service, community groups, tourism and industry stakeholders.

As a result of this meeting, an interim group has formed with the goal of securing short term funding.

The three current employees have agreed to continue to work at the airport on a volunteer basis until such time as long-term funding can be secured. The details of this working relationship are being explored in terms of insurance coverage, liability, timeline and reporting.

#### **Proposed Financial Budget**

Based on past 5-year averages

Revenue	\$25,000 (primarily achieved through commission on fuel sales)
Expenses	<u>\$85,000</u> (annual overhead costs of insurance, hydro, repairs and maintenance)
Shortfall	\$60,000*
*Note: This does not include salaries, it should also be noted that for 2019, the wages and benefits were \$81,000.	

#### **Request from the RDEK**

CVAS requests that the Regional District of East Kootenay (RDEK) provide interim funding effective April 1<sup>st</sup>, 2020 in the amount of \$60,000 a year for two years.

In addition to funding from RDEK, the interim working group is exploring other avenues of funding in both the private and public sectors.

CVAS is committed to looking for long-term sustainable funding; including; an option that would see the creation of a service area; however, it is noted that this option is not currently in the RDEK work plan.



## LEGISLATIVE ASSEMBLY

OF BRITISH COLUMBIA



Doug Clovechok, MLA  
Columbia River - Revelstoke

January 31, 2020

Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs BC  
V0B 1L2

**Re: Support for the Fairmont Hot Springs Airport and Columbia Valley Airport Society**

To whom it may concern,

I am taking this opportunity to speak to the importance of the Fairmont Hot Springs Airport which has been funded for many years by Fairmont Hot Springs Resort (FHSR) with oversight from the Columbia Valley Airport Society (CVAS). It is my understanding that FHSR is no longer in a position to continue their funding.

This small rural airport serves the community in many ways and has become an essential service for the Columbia Valley in terms of public safety. The airport is key to public safety as it provides a staging area for multiple medical evacuations, fixed wing or helicopter, as well as a base for BC Wildfire Services. The Canadian military also use the airport for training exercises. The airport also provides multiple direct and indirect economic benefits to the resource and tourism sectors.

The CVAS has recently held an emergency meeting to address the need for interim funding for the airport that will ensure it will not be closed; funding that needs to be secured by March 31, 2020. I have been advised that the CVAS is aggressively developing a business plan that will ensure long term sustainable funding.

It is my hope that this vital community asset continues to operate.

Yours truly,

Doug Clovechok  
Member of the Legislative Assembly  
Columbia River-Revelstoke

**Constituency Office - Kimberley**  
362 Wallinger Avenue  
Kimberley, BC V1A 1Z4  
T: 1-844-432-2300  
F: 250-344-4815

**Constituency Office – Revelstoke**  
107 – 1<sup>st</sup> Street East  
Revelstoke, BC V0E 2S0  
T: 250-805-0323  
\*Send postal mail to Kimberley Office

**Legislative Office - Victoria**  
Room 016 Parliament Buildings  
Victoria BC V8T 2T8  
Doug.Clovechok.MLA@leg.bc.ca



## ROB MORRISON

Member of Parliament  
Kootenay–Columbia

January 28<sup>th</sup>, 2020

Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC V0B 1L1

To Whom it may concern:

It has recently come to my attention that the Fairmont Airport, which is operated by the Columbia Valley Airport Society, will no longer receive operating funding from Fairmont Hot Springs Resort.

This is a valuable community asset for the Columbia Valley that plays a vital role in the contribution to area public safety by facilitating medical evacuations while also acting as a base for forest fire support. Beyond matters of public safety, there are numerous economic benefits for the resource and tourism industries, and it is my hope that this important community asset continues to operate.

Sincerely,

Rob Morrison, MP  
Kootenay–Columbia  
Deputy Shadow Minister  
Public Safety and Emergency Preparedness

Cranbrook 800 C Baker St, Cranbrook BC V1C 1A2 | TEL 250.417.2250 | FAX 250.417.2253 | E-MAIL [rob.morrison@parl.gc.ca](mailto:rob.morrison@parl.gc.ca)  
Ottawa 911 Justice Bldg, House of Commons, Ottawa ON K1A 0A6 | TEL 613.995.7246 | FAX 613.996.9923 | E-MAIL [rob.morrison@parl.gc.ca](mailto:rob.morrison@parl.gc.ca)



ROBMORRISONMP



## Wildfire Service

Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC  
VOB-1L1

Jan 31, 2020

Reference: Fairmont Airport -CYCZ

To Whom it may concern;

The Southeast Fire Centre (SEFC) is responsible for wildfire operations from the U.S. border northward to the Mica Dam and from the Okanagan Highlands/west side of the Monashee Mountains eastward to the Alberta border.

The SEFC regards the Fairmont Airport as a very important asset for its wildfire response capabilities. Located centrally in the Rocky Mountain Trench, helicopter and fixed-wing airtanker resources used in our fire control operations are routinely positioned there in preparedness for fire activity. Helicopters working from Fairmont are available to rapidly access new fire starts in the considerable amount of local wildland-urban interface areas as well as in more remote areas. These local fires benefit not only from this rapid, initial response of the helicopters but also from the proximity to return to the airport to refuel before returning to the fire to resume work -another major factor in the efficacy of wildfire air operations.

Commercial helicopter operators wanting to be hired by the SEFC for fire response are well-aware of the strategic location of this airport therefor most periods of significant fire hazard find highly capable, ready-for-hire helicopters and crew from across Canada sitting at the Fairmont Airport awaiting hire. Most helicopters that pre-position in "speculation" at this airport are medium-lift, specializing in bucketing large volumes of water onto fires. The Airport itself provides the basic conveniences for air crew (shade, toilets, coffee, water, power, security, etc.) while the fuelling services provided are acknowledged by our aircrews as highly professional cumulatively making the Fairmont Airport a desirable location for air carriers and their crews.

---

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

BC Wildfire Service  
Southeast Fire Centre

Location:  
South end of Castlegar  
Airport

Mailing Address:  
208 Hughes Road  
Castlegar, BC V1N 4M5  
Tel: (250) 365-4040  
Fax: (250) 365-9925



## Wildfire Service

It is a rare year when we do not position BCWS rappel crews with their helicopter to "standby" for lengthy periods of fire hazard at Fairmont. When the hazard climbs to extreme we often have additional Initial Attack crews assigned to other hired helicopters standing-by at Fairmont.

Beyond wildfire response, the BC Wildfire Service is increasing its integration with other response agencies such as Emergency Management BC and as such, the Fairmont Airport will provide an important role in these integrated public-safety responses.

If desired, I am available to discuss the matter further.

Sincerely,

Dan McBee

Senior Wildfire Officer Aviation

Southeast Fire Centre

Email: dan.mcbee@gov.bc.ca

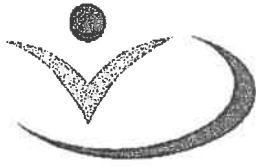
Phone: 250-365-4010

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

BC Wildfire Service  
Southeast Fire Centre

Location:  
South end of Castlegar  
Airport

Mailing Address:  
208 Hughes Road  
Castlegar, BC V1N 4M5  
Tel: (250) 365-4040  
Fax: (250) 365-9925



**Interior Health**  
*Every person matters*

Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC  
V0B 1L1

January 31, 2020

To Whom It May Concern,

It has recently come to my attention that the Fairmont Airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society, will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

Interior Health has been actively using the airport in Fairmont as we work with BC Emergency Health Services to transport patients in and out of the Columbia Valley for medical care.

This is a valuable community asset for the Columbia Valley, and an essential service for public safety. The airport is key to public safety in the Columbia Valley as it allows for medical evacuations and is also an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry.

It is my hope and desire that this important community asset continue to operate. We are hopeful that interim funding can be in place before the March 31<sup>st</sup> 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being looked into and ideally secured in time.

If you would like to discuss further, please let me know.

Kind Regards,

Terri Domin RN BN MN  
Executive Director, Clinical Operations, East Kootenay  
Interior Health Authority  
Terri.domin@interiorhealth.ca

Hello Director Clovechok,

It has come to my attention the Fairmont Hot Springs Airport may be at risk of closing. As the Detachment Commander of the Columbia Valley RCMP this news is concerning to me.

In my role with the RCMP, public safety is paramount and the availability of an airport in Fairmont Hot Springs is an important asset in terms of emergency planning. The RCMP utilizes rotary wing and fixed wing aircraft for operational and administrative duties including, but not limited to, the transportation of tactical response units, investigative units, explosive disposal units, radio repeater maintenance and search and rescue operations. Given our distance from our District headquarters in Kelowna and our Division headquarters in the Lower Mainland, which is where the majority of our assist units are located, air services are an essential component to our duties. Although the Invermere Airport is often utilized, my fear is that should the Invermere Airport become unavailable at any given time, our area would be inaccessible by fixed wing aircraft which could detrimentally impact public safety.

Thank you for allowing me to present my perspective on this important issue. Please do not hesitate to contact me if you have any questions.

Respectfully,

Sergeant Darren KAKUNO  
Detachment Commander Columbia Valley RCMP / Government of Canada  
Office: 250-342-9292  
Fax: 250-342-0197  
Email: [darren.kakuno@rcmp-grc.gc.ca](mailto:darren.kakuno@rcmp-grc.gc.ca)



651 Hwy 93/95  
PO Box 1019  
Invermere, BC V0A 1K0

P 250-342-2844  
F 250-342-3261  
E [info@cvchamber.ca](mailto:info@cvchamber.ca)

[www.TheColumbiaValley.com](http://www.TheColumbiaValley.com)

### Representing the communities of:

- ▲ Invermere
- ▲ Brisco
- ▲ Edgewater
- ▲ Spur Valley
- ▲ Canal Flats
- ▲ Radium Hot Springs
- ▲ Spillimacheen
- ▲ Wilmer
- ▲ Panorama
- ▲ Windermere
- ▲ Fairmont Hot Springs

### Board Members

Andrea Tubbs, President  
Dee Conklin, 1<sup>st</sup> Vice  
Cris Leonard, 2<sup>nd</sup> Vice  
Nancy Hetherington, Treasurer  
Paul Stackhouse, Secretary  
Clarissa Amaro  
Megan Adams  
Rhiannon Tutty  
Nicole Morgan  
Rod Turnbull  
Charlene Rivard  
Colin Hardwick  
Richard Unger

The Columbia Valley Chamber of Commerce is an organization within the business community promoting and supporting responsible commerce through effective advocacy, communication, networking and education on behalf of its membership.



Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC, V0B 1L1

January 31, 2020

### Re: Fairmont Airport Operations & Funding

To Whom It May Concern,

Representing over 270 businesses, The Columbia Valley Chamber of Commerce would like to express our strong support for the Columbia Valley Airport Society and the operation of the Fairmont Airport.

It has recently come to our attention that the airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society, will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

This is valuable community asset for the Columbia Valley, an essential service for public safety. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry.

It is our hope and desire that this important community asset continues to operate. We are hopeful that interim funding can be in place before the March 31st 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being looked into and ideally secured in time.

Should you require any more information or wish to connect with us, our contact details are shown below. We hope you will consider supporting this worthy community economic development initiative.

Pete Bourke  
Executive Director – Columbia Valley Chamber of Commerce  
Phone: +1.250.342.2844  
Email: [ExecutiveDirector@cvchamber.ca](mailto:ExecutiveDirector@cvchamber.ca)

**Columbia Valley  
Community Economic Development**



Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC  
V0B 1L1

January 27, 2020

Re: Letter of Support for the Columbia Valley Airport Society

To Whom it may concern,

It has recently come to my attention that the Fairmont Airport will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided significant funding for many years.

This is a valuable community asset for the Columbia Valley, and an essential service for public safety. The airport provides critical medical evacuations and is an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry.

It is for these very important reasons that this community asset must continue to operate. We are hopeful that interim funding can be in place before the March 31, 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being researched and, ideally, secured in time.

If you would like to discuss further, please let me know.

Kind Regards

Ryan Watmough BSc MBA  
Columbia Valley Community Economic Development Officer

---

**Columbia Valley Community Economic Development Office**

Email: [cvced@rdek.bc.ca](mailto:cvced@rdek.bc.ca) • Phone: 250-409-7011

*A service of the Regional District of East Kootenay*



January 30, 2020

To Whom It May Concern:

It has recently come to our attention that Fairmont Hot Springs Resort have given notice to the Columbia Valley Airport Society that they will stop providing operating funding at the end of March which would force the immediate closure of the Fairmont Hot Springs Airport.

This is of great concern to our organization for a number of reasons. One, the airport is key to public safety in the Columbia Valley as it is frequently used for medical evacuations. Two, it is an important base for forest fire support in our region. Three, it is used by Search & Rescue and DND for training.

In addition, there are many direct and indirect economic benefits for our community and the valleys tourism industry, and it is important infrastructure to promote for business attraction and development.

It is our belief that this important community asset must continue to operate. We understand that an interim committee has been formed with the initial task to find interim operational funding for the next 3 to 6 months to be able to keep the airport open. Further, they will analyze the airport operation and develop a long-term plan for its continued operation. We fully support any and all efforts to secure interim funding before the March 31st deadline that would enable the airport to continue operations. Our organization would also offer its full support to developing a long-term plan to ensure the airport continues to be available for years to come.

Sincerely,

A handwritten signature in cursive script, appearing to read "Paul Stackhouse".

Paul Stackhouse  
President P:  
902-526-3888

c/o 5-4992 Fairmont Frontage Road, Fairmont Hot Springs, BC V0B 1L1



4992 FAIRMONT FRONTAGE ROAD  
PO BOX 10002  
FAIRMONT HOT SPRINGS BC V0B 1L0  
[fairmontcommunity@gmail.com](mailto:fairmontcommunity@gmail.com)  
<http://fairmontcommunityassociation.org>

January 31, 2020

Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC  
V0B 1L1

To Whom it may Concern:

It has recently come to our attention that the Fairmont Airport, of which the runway is owned by the registered non-profit Columbia Valley Airport Society, will no longer receive operating funding from Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

Some members of the Fairmont Community Association have been actively using the airport in Fairmont as they reside in the area and have friends, colleagues and family visit. Having the convenience of access to the airport was pivotal in their decision to own property in Fairmont and the loss of it would have a direct impact on their lifestyle and attraction to retain property here.

The airport is a valuable community asset for the entire Columbia Valley, and an essential service for public safety. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry.

It is our hope and desire that this important community asset continues to operate. We are hopeful that interim funding can be in place before the March 31<sup>st</sup> 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being looked into and ideally secured in time.

If you would like to discuss further, please let us know.

Yours truly,

Colin Guild, President



## COLUMBIA EAGLE RESORT

8945 Strathearn Drive  
Edmonton, Alberta T6C 4C8  
Telephone 780 440 1056 fax 780 440 1161  
Email address [twaynefranchuk@gmail.com](mailto:twaynefranchuk@gmail.com)

January 30, 2020

***Columbia Valley Airport Society***

5225 Fairmont Resort Road  
Fairmont Hot Springs, BC V0B 1L1

To Whom it may concern

It has recently come to my attention that the Fairmont Airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

Columbia Eagle Resorts has been using the airport in Fairmont for our consultants and resource people and their related over the past 15 years as well as our own use for principals of the company own aircraft.

This has been, and will continue to be, an extremely valuable asset for the safety and development of the Region of the East Kootenays of the Columbia Valley. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support. In addition, there are many direct current economic and future benefits for the resource and tourism industry and related social and business services.

It is my hope and desire that this important community asset continues to operate. We are hopeful that interim funding can be in place before the March 31<sup>st</sup> 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being researched and be secured prior to the tentative announced closure of the facility.

If you would like to discuss further, I am available at your convenience.

Yours truly

T.Wayne Franchuk  
President. Columbia Eagle Resort Inc.



There's more to the mountains.



Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC  
V0B 1L1  
January 31, 2020

**To Whom it may concern**

It has recently come to my attention that the Fairmont Airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

**Panorama Mountain Resort** has seen the direct benefits of the airport for many social, economic and public safety reasons.

This is valuable community asset for the Columbia Valley, an essential service for public safety. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry.

It is my hope and desire that this important community asset continues to operate. We are hopeful that interim funding can be in place before the March 31<sup>st</sup> 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being looked into and ideally secured in time.

Kind Regards

**Steve Paccagnan – President & CEO**



Columbia Valley Airport Society

5225 Fairmont Resort Road

Fairmont Hot Springs, BC

VOB 1L1

February 1, 2020

To Whom it may concern

It has recently come to my attention that the Fairmont Airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

RK Heliski guests has been actively using the airport in Fairmont as we have a proven history of dealing with over 52 different countries visiting BC to recreate and take part in our unique BC adventure activity of heliskiing and boarding.

This is valuable community asset for the Columbia Valley, an essential service for public safety. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry.

It is my hope and desire that this important community asset continues to operate. We are hopeful that interim funding can be in place before the March 31<sup>st</sup> 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being looked into and ideally secured in time.

If you would like to discuss further, please let me know.

General Manager

RK Heliski

Graham Holt

Box 695

Invermere, BC V0A 1K0 Canada

1-800-661-6060 tf / 250-342-3889 p / 250-342-3466 fx



# GREYWOLF

## G O L F C O U R S E

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Greetings,

It is disappointing to hear that the Fairmont Airport, an important asset to the Columbia Valley, is struggling to continue operations.

Like other businesses that depend on tourism, discontinuing operation of this valuable asset could seriously hinder the future of the Columbia Valley's economic growth. In addition, the Airport provides a necessary avenue for emergency responders.

The public safety and economic outlook of the Columbia Valley will be affected by this change.

I am hopeful that short term funding is implemented before the deadline in order to continue operations. I understand longer term funding is being looked into but as a business owner and member of the community this news is very concerning.

Sincerely,

Dane Thorogood  
General Manager/Owner  
Greywolf Golf Course

Greywolf Golf Course  
Box 122, 1860 Greywolf Drive Panorama, British Columbia V0A 1T0  
Phone: (250) 341-4100 [www.greywolfgolf.com](http://www.greywolfgolf.com)

Gerard Developments Ltd.

February 2, 2020

Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC  
V0B 1L1

To Whom it May Concern:

It has recently come to my attention that the Fairmont Airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

Gerard Developments Ltd. is the parent company for Sunrise International which owns Copper Point Resort and Invermere Inn and Suites. Our ownership and guests have been actively using the airport in Fairmont. Our ownership visits the property using personal and chartered aircraft. Our guests use the airport to come to the property from various regions that make it difficult to drive from.

This is valuable community asset for the Columbia Valley, an essential service for public safety. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry. Without the airport, it is my view that the economic impact would be quite significant. It is also my view that the economic impact or regular commercial air transportation at the airport could significantly enhance the economic performance in the region. As a case in point, the current ownership of Copper Point and the Invermere Inn wouldn't have acquired the assets if the airport wasn't there. They traveled on more than one occasion to assess the assets and if they wouldn't have been able to have done so as easily the acquisition wouldn't likely have transpired. This is a similar issue that other investors would have.

We understand that interim funding is being requested from RDEK. We trust that this matter will be considered thoroughly. Furthermore, we believe that bigger undertaking should be pursued to have RDEK operate the airport and subsidize regular commercial transportation for a few years to kick start this, similar to what other communities have done. We are hopeful that interim funding can be in place before the March 31<sup>st</sup> 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being looked into and ideally secured in time.

If you would like to discuss further, please let me know.

Kind Regards



Rus Matichuk, CEO

Gerard Developments Ltd.

Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC  
V0B 1L1

February 3<sup>rd</sup>, 2020

To whom it may concern

It has recently come to my attention that the Fairmont Airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

This is valuable community asset for the Columbia Valley, an essential service for public safety. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry.

It is my hope and desire that this important community asset continues to operate. We are hopeful that interim funding can be in place before the March 31<sup>st</sup> 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being looked into and ideally secured in time.

If you would like to discuss further, please let me know.

Kind Regards

---

*Serge Girard*

General Manager

Copper Point Resort



**COPPER POINT**  
R E S O R T

760 Cooper Road Invermere, BC, V0A 1K2 Canada  
T: 250-341-4021 F: 250-341-4001

[sgirard@copperpointresort.com](mailto:sgirard@copperpointresort.com)

[www.copperpointresort.com](http://www.copperpointresort.com)

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**Mt and Valley Invermere Panorama Destination Marketing Organization**

**Box 738 Invermere British Columbia V0B1E0**

Columbia Valley Airport Society

5225 Fairmont Resort Road

Fairmont Hot Springs, BC

V0B 1L1

Date : Feb 8, 2020

To Whom it may concern

It has recently come to my attention that the Fairmont Airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort provided funding for many years.

**Mt and Valley Invermere Panorama DMO** has been actively using the airport in Fairmont as our primary and secondary stakeholders provide the services that you use the airport.

This is valuable community asset for the Columbia Valley, an essential service for public safety. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support. In addition, there are many direct and indirect economic benefits for the resource and tourism industry.

It is my hope and desire that this important community asset continues to operate. We are hopeful that interim funding can be in place before the March 31<sup>st</sup> 2020 deadline, which will enable the airport to continue operations. We understand that longer term sustainable funding is being looked into and ideally secured in time.

If you would like to discuss further, please let me know.

Kind Regards



Douglas Mac Intosh

Chairman, Mt and Valley Invermere Panorama Destination Marketing Organization

XC CO Chair Gerry Taft

**CHISEL PEAK MEDICAL CLINIC**

417 – 10<sup>TH</sup> Ave.

Box 2769

Invermere, B.C. V0A 1K0

Dr. Walsh • Dr.Schaffer • Dr. Brown • Dr. Weber

February 13, 2020

Dear Ms. Clovechok

RDEK Director Area F

We are writing to you today on behalf of the physicians at Chisel Peak Medical Clinic in Invermere. We would like to express our support for the Fairmont airport and the important role it plays for the local community.

The Invermere District Hospital serves a catchment area from Canal Flats to Spillimacheen. We are a small rural hospital but see over 10,000 visits to the emergency department per year. We regularly depend on Cranbrook as our referral centre for most referrals to higher level of care. In cases of critically ill patients or trauma patients requiring transfer to a level one facility the process can be challenging, prolonged, and stressful. Time to care services in certain conditions can mean a major difference in outcomes for patients. In these times, the Fairmont airport has been an important local resource to expedite transfers.

Closure of the airport would have a large ripple effect on the administration of healthcare to many residents and visitors to the valley. We ask that you please take this factor into consideration when discussing the future of the airport.

Thank you for your time and consideration.

Respectfully submitted,



Dr. William Brown



Dr. Edward Schaffer



Dr. Michael Walsh



Dr. Keith Weber

February 19, 2020

Columbia Valley Airport Society  
5225 Fairmont Resort Road  
Fairmont Hot Springs, BC  
V0B 1L1

To whom it may concern,

It has recently come to our attention that the Fairmont Airport, which the runway is owned by the registered non-profit Columbia Valley Airport Society, will no longer receive operating funding by Fairmont Hot Springs Resort. It is our understanding that the resort has provided funding for many years.

This is valuable community asset for the Columbia Valley and is an essential service for public safety. The airport is key to public safety in the Columbia Valley, it provides medical evacuations and is an important base for forest fire support.

Shuswap Indian Band members and their families have, at many times, benefited from the emergency services the airport provides.

It is our hope that this important community asset continues to operate. We are confident that longer term sustainable funding will be secured in time and are hopeful that interim funding can be in place before the March 31<sup>st</sup>, 2020 deadline, which will enable the airport to continue operations.

Sincerely,  
SHUSWAP INDIAN BAND

  
\_\_\_\_\_  
Chief, Barbara Cote

  
\_\_\_\_\_  
Councillor, Tim Eugene

\_\_\_\_\_  
Councillor, Mark Thomas



Box 8000 Invermere, B.C., V0A 1K0 Telephone: (250)342-9206 Fax: (250)342-6669

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**Dr. S. Page**

**Dr. G. Mannheimer  
Dr. K. Maslowska**

**Dr. B. Johnson**

February 23, 2020

Regional District of the East Kootenays  
Attn: Susan Clovechok, RDEK Area F Director  
Columbia Valley Office  
1164 Windermere Loop Road  
Invermere, BC V0A1K3

Dear Susan Clovechok  
RDEK Area F Director

Re: Closure of Fairmont Airport

The physicians of Invermere Medical Clinic would like to vigorously support any efforts to maintain the Fairmont airport and reinforce the importance of this facility for the provision of medical services in this area.

Invermere is a small rural town and the medical professionals in it support a considerable local and transient holiday-maker population. The geography of our valley is such that emergency medical evacuations are often a necessity be it by road or air.

With the concerning reduction in access to facilities in Calgary which is traditionally facilitated by rotary aircraft through STARS, we are seeing a significant increase in fixed wing medical evacuations. Invermere Airport is not able to handle the sized aircraft required for these missions and the only facility

that is capable is Fairmont. Closure of this facility would have a devastating impact on our ability to transfer critically ill patients to higher levels of care.

It is also worth mentioning that BC Ambulance, the provincial team responsible for medical evacuations do not have any dedicated rotary air options for the East Kootenays and if this closure were to proceed, would commit our critically ill patients to all be ambulated to Cranbrook Airport for evacuation. This would have the effect of not only an unnecessary delay in definitive care but also a further strain on our physicians, nurses and ambulance ground teams who would have to escort these patients, pulling them away from our site.

We are very concerned about the impact that this decision will have on emergency medical services in the East Kootenays and would fully endorse any efforts made to try and maintain the airport.

I appreciate your ongoing efforts to this.

With kind regards,

Dr. Gareth Mannheimer



Dr. Shannon Page



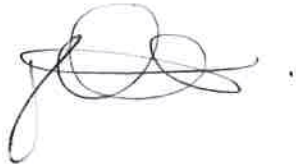
Dr. Karoline Maslowska



Dr. Bruce Johnson



Dr. Jane Fleet





February 24, 2020

Regional District of the East Kootenay  
Attn: Susan Clovechok, RDEK Area F Director  
Columbia Valley Office  
1164 Windermere Loop Road  
Invermere, BC V0A 1K3

Dear Susan Clovechok  
RDEK Area F Director

Re: Closure of Fairmont Airport

The Invermere and District Hospital physician team would like to vigorously support all endeavors to help maintain the Fairmont airport in the East Kootenays and reinforce the importance of this facility for the provision of emergency medical services in the area.

Invermere and District Hospital is a small rural facility with a disproportionately busy emergency department compared to smaller hospitals in the province. Consequently, the hospital provides medical care to a considerable local and visiting tourist population. The geography, weather and subsequent transportation access to our valley is such that emergency medical evacuations are frequent occurrences be it by road or air.

The reduced access to high level facilities in Calgary by rotary aircraft has resulted in significant increases in fixed wing aircraft medical evacuations. As a consequence of its size, Invermere Airport is not able to handle the aircraft required for these missions and is unable to support nighttime flights. The only facility that is capable is Fairmont. Closure of this facility would have a devastating impact on our ability to transfer critically ill patients to higher levels of care.

BC Ambulance Services lack any dedicated rotary air-craft options for the East Kootenays. Should this closure proceed, the consequence would be that our most vulnerable and time sensitive patients would require road transfers to Cranbrook Airport for evacuation. This unnecessary delay in definitive care would have the added impact of further straining our physicians, nurses and ambulance ground teams who would have to escort these patients, pulling

**Cell:** 250-270-0693  
**Office:** 250-342-9206  
**Email:** gmannheimer@gmail.com  
**Web:** www.interiorhealth.ca

INTERIOR HEALTH  
Invermere & District Hospital  
Box 2069  
Invermere, BC, V0A 1K0



them away from our site. It would also certainly make recruitment of further medical staff more difficult.

We are deeply concerned about the impact that this decision will have on emergency medical services in the East Kootenays and would fully endorse any efforts made to try and maintain the Fairmont airport.

I appreciate your ongoing attention to this.

With kind regards,

Dr. Gareth Mannheimer  
Chief of Staff  
Invermere & District Hospital

**Cell:** 250-270-0693  
**Office:** 250-342-9206  
**Email:** gmannheimer@gmail.com  
**Web:** www.interiorhealth.ca

INTERIOR HEALTH  
Invermere & District Hospital  
Box 2069  
Invermere, BC, V0A 1K0

## Request for Decision

File No: Khf 126 004

**Date** February 26, 2020  
**Author** Kevin Paterson, Environmental Services Manager  
**Subject** Eddie Mountain Memorial Arena Fee Bylaw Amendment

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### REQUEST

Approve the proposed amendment to Bylaw No.2844.

### OPTIONS

1. THAT Bylaw No. 2983 cited as "Regional District of East Kootenay – Eddie Mountain Memorial Arena Regulation and Fee Bylaw No. 2844, 2018 – Amendment Bylaw No. 2, 2020" be introduced.
2. THAT Bylaw No. 2983 cited as "Regional District of East Kootenay – Eddie Mountain Memorial Arena Regulation and Fee Bylaw No. 2844, 2018 – Amendment Bylaw No. 2, 2020" be introduced with the following amendments:\_\_\_\_\_.

### RECOMMENDATION

Option 1

### BACKGROUND/ANALYSIS

Due to increased operational costs, the proposed increases to the fees for the 2020/2021 season are presented:

(a) General Admission (Public Skate)

	Current	Proposed Fee
Drop in – Individual	\$3.00/person	\$4.00/person
Drop in – Family (immediate family living in one household)	n/a	\$12.00

(b) Ice Rental – Registered Groups (Over 50 hours booked in a calendar year)

	Current	Proposed Fee
Youth Registered Groups	\$68/hour	\$70/hour
Adult Registered Groups	\$120/hour	\$125/hour
Senior and Women's Groups	\$84/hour	\$87/hour
Youth Tournaments/Events/Junior Hockey Games	\$76/hour	\$80/hour

(c) Ice Rental – Groups (Under 50 hours booked in a calendar year)

	<b>Current</b>	<b>Proposed Fee</b>
Youth (July to August)	\$80/hour	\$90/hour
Youth (September to April)	\$90/hour	\$95/hour
Adult (September to April)	\$137/hour	\$150/hour

(d) Ice Rental – Tournament Rates (Under 50 hours booked in a calendar year)

	<b>Current</b>	<b>Proposed Fee</b>
Youth	\$130/hour	\$140/hour
Adult	\$137/hour	\$150/hour
Hockey Schools (Monday to Friday from 8:00 am to 6:00 pm)	\$5,800/week	\$6,000/week
School Groups	\$18/hour	\$20/hour

(e) Mezzanine Room Rental

	<b>Current</b>	<b>Proposed Fee</b>
Birthday Parties and Meetings	\$30/day - up to 4 hours \$60/day - over 4 hours	\$30/day - up to 4 hours \$70/day - over 4 hours
For Profit Events and Beer Gardens	\$65/day	\$70/day

(f) Dry Floor Rental

	<b>Current</b>	<b>Proposed Fee</b>
Adult	\$116/hour	\$120/hour
Youth	\$50/hour	\$55/hour
Non-Profit Events and Commercial Events	\$125/hour	\$130/hour

(g) Other

	<b>Current</b>	<b>Proposed Fee</b>
Advertising Rights – Boards and Commercial Signage	\$1,800/year	\$1,900/year

Attachment

**REGIONAL DISTRICT OF EAST KOOTENAY**

**BYLAW NO. 2983**

A bylaw to amend Bylaw No. 2844

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WHEREAS Bylaw No. 2844 sets regulations and fees for the use of the Eddie Mountain Memorial Arena;

AND WHEREAS the Board wishes to amend the fee schedule of Bylaw No. 2844;

NOW THEREFORE, the Board of the Regional District of East Kootenay enacts as follows:

1. This Bylaw may be cited as “Regional District of East Kootenay – Eddie Mountain Memorial Arena Regulation and Fee Bylaw No. 2844, 2018 – Amendment Bylaw No. 2, 2020.”
2. Schedule A of Bylaw No. 2844 is hereby repealed and replaced with Schedule A attached to and forming part of this Bylaw.

READ A FIRST TIME the 6<sup>th</sup> day of March, 2020.

READ A SECOND TIME the 6<sup>th</sup> day of March, 2020.

READ A THIRD TIME the 6<sup>th</sup> day of March, 2020.

ADOPTED the 6<sup>th</sup> day of March, 2020.

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CHAIR

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CORPORATE OFFICER

**SCHEDULE A**  
**BYLAW NO. 2983**  
**FEES**  
**Eddie Mountain Memorial Arena**

**1. FEES**

1.1 The following Fees shall apply for the use of the Facility, inclusive of GST:

(a) General Admission (Public Skate)

Drop in - Individual	\$4.00/person
Drop in - Family (immediate family living in one household)	\$12.00
Pre-School	Free
Registered Minor Hockey or Figure Skating Club Member	Free
Season Pass - Individual	\$40/season
Season Pass - Family (immediate family living in one household)	\$120/season

(b) Ice Rental – Registered Groups (Over 50 hours booked in a calendar year)

Youth Registered Groups	\$70/hour
Adult Registered Groups	\$125/hour
Senior and Women’s Groups	\$87/hour
Youth Tournaments/Events/Junior Hockey Games	\$80/hour
Statutory Holidays	25% increase over hourly rate

(c) Ice Rental – Groups (Under 50 hours booked in a calendar year)

Youth (July to August)	\$90/hour
Youth (September to April)	\$95/hour
Adult (July to August)	\$125/hour
Adult (September to April)	\$150/hour
Statutory Holidays	25% increase over hourly rate

(d) Ice Rental – Tournament Rates (Under 50 hours booked in a calendar year)

Youth	\$140/hour
Adult	\$150/hour
Hockey Schools (Monday to Friday from 8:00 am to 6:00 pm)	\$6,000/week
School Groups	\$20/hour
Statutory Holidays	25% increase over hourly rate

(e) Mezzanine Room Rental

Birthday Parties and Meetings	\$30/day - up to 4 hours \$70/day - over 4 hours
For Profit Events and Beer Gardens	\$70/day
Combined with Ice Rental under Section 1.1(b) above	Free provided room is cleaned by Approved Applicant

(f) Dry Floor Rental

Adult	\$120/hour
Youth	\$55/hour
Non-Profit Events and Commercial Events	\$130/hour

(g) Other

Advertising Rights – Boards and Commercial Signage	\$1,900/year
Concession Rental	\$350/month

- 1.2 For any activity in which user groups are comprised of a combination of youth, adults or seniors, the adult Fee shall apply.
- 1.3 Additional charges, at cost plus twenty percent (20%) administration, will be charged for:

(a) services not provided as part of the approved Use of Space Application; and

(b) any damages caused by mischief, vandalism or by accident.

2. PAYMENT OF FEES

- 2.1 For Facility uses identified in Section 1.1(b) above, Fees will be invoiced monthly for Facility use. The Approved Applicant is responsible for all Fees if an activity or event is cancelled by the Approved Applicant:

(a) less than 7 days prior to the Facility booking; or

(b) for a tournament, less than 30 days prior to the Facility booking.
- 2.2 For Facility uses identified in Sections 1.1(c), (d) and (e) above, a non-refundable deposit of 25% of the Fees (minimum \$25.00) must be paid at the time of submitting a Use of Space Application. The balance of the Fees are due and payable prior to the date of commencement of the activity or event. Failure to pay the required Fees will result in cancellation of the approved Use of Space Application.
- 2.3 Refunds of Fees will be given if programs are cancelled by the RDEK or by the Approved Applicant if the Approved Applicant provides:

(a) a minimum of 7 days notice; or

(b) for a tournament, a minimum of 30 days notice.

Refunds are prorated based on the service rendered to date.

3. DAMAGE DEPOSIT

- 3.1 A damage deposit of \$200.00 per day of the activity or event may be required. The damage deposit must be paid at least two weeks prior to the date of commencement of the activity or event. The damage deposit will be refunded provided the conditions set out in the approved Use of Space Application and all other conditions under this Bylaw or as imposed by the Manager, are met. In the event those conditions are not met to the satisfaction of the Manager, the damage deposit will be retained to cover costs.
- 3.2 For concession operation, a damage deposit of \$500.00 per season must be paid at least two weeks prior to the date of commencement of the season. The damage deposit will be refunded provided the conditions set out in the operation agreement and all other conditions under this Bylaw or as imposed by the Manager, are met. In the event those conditions are not met to the satisfaction of the Manager, the damage deposit will be retained to cover costs.
- 3.3 In the event that the costs incurred by the RDEK for clean-up or damage repair exceed the amount of the damage deposit, the Approved Applicant shall be responsible to pay the full costs plus 25 per cent (25%).
- 3.4 The damage deposit may be used by the RDEK to hire security if the need arises.

This is Schedule A referred to in Bylaw No. 2983 cited as "Regional District of East Kootenay - Eddie Mountain Memorial Arena Regulation and Fee Bylaw No. 2844, 2018 - Amendment Bylaw No. 2, 2020".

Chair

Corporate Officer

**Date** February 21, 2020  
**Author** Shannon Moskal, Corporate Officer  
**Subject** Discretionary Grants-in-Aid - March

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### REQUEST

To consider Discretionary Grant-in-Aid applications.

### OPTIONS

1. THAT the following Discretionary Grants-in-Aid be approved:

British Columbia Conservation Foundation – WildSafeBC Elk Valley

- A - \$1,000
- B - \$500

British Columbia Conservation Foundation – WildSafeBC Kimberley Cranbrook

- C - \$1,000

Cranbrook & District 4H Council Association – Cranbrook & District 4-H Show and Sale

- A - \$1,000
- B - \$1,000
- C - \$1,000

Cranbrook & District 4H Council Association – Open Show – AG for All

- A - \$1,000
- B - \$500
- F - \$500
- G - \$500

East Kootenay Volleyball Club – End of Season Awards Banquet and Thank-you

- A - \$150
- B - \$150
- E - \$150

Kimberley Nordic Club – Biathlon Equipment Project

- C - \$2,000

Wardner Community Association – Steeplesview Reading Centre

- C - \$2,000

2. THAT the following Discretionary Grant-in-Aid be denied:

- Moyie Community Association – Ellis Park Upgrades

## **RECOMMENDATION**

Options 1 & 2

## **BACKGROUND/ANALYSIS**

Discretionary Grant-in-Aid applications are reviewed to ensure they meet the criteria established by Board. Eligible applications are reviewed by the respective Electoral Area Advisory Commissions (EAAC). The EAACs make a recommendation to the Electoral Area Director who makes a recommendation to the Board. Options 1 and 2 represent the Electoral Area Directors' recommendations for the attached Discretionary Grant-in-Aid applications.

Attachments

## Discretionary Grants-in-Aid Application Form

### Section A – Applicant/Organization Information

1. Registered Non-Profit Organization No.: S8351

2. Project Title: WildSafeBC Elk Valley

3. Applicant/Organization. Must be an eligible applicant.

a) Legal Name of Organization: British Columbia Conservation Foundation

b) Mailing Address: 1B - 1445 McGill Road

c) City: Kamloops

d) Postal Code: V2C 6K7

e) Main Contact for Application: Trina Radford

f) Telephone #: 250-828-2551

g) Email: tradford@bccf.com

4. Sponsored Organization. Only complete if applicable.

a) Legal Name of Organization:

b) Mailing Address:

c) City:

d) Postal Code:

e) Main Contact for Application:

f) Telephone #:

g) Email:

### Section B – Grant Request

1. Enter the grant amount you are requesting from each electoral area.

Electoral Area A \$ 1,000.00

Electoral Area E \$ \_\_\_\_\_

Electoral Area B \$ 1,000.00

Electoral Area F \$ \_\_\_\_\_

Electoral Area C \$ \_\_\_\_\_

Electoral Area G \$ \_\_\_\_\_

Total Funding Request: \$ 2,000.00

#### Electoral Area Descriptions:

Area A: rural Elk Valley

Area B: South Country

Area C: rural Cranbrook, Moyie, Fort Steele, Bull River, Wardner

Area E: rural Kimberley, Wasa, Ta Ta Creek, Skookumchuck

Area F: rural Canal Flats to rural Invermere

Area G: Wilmer to Spillimacheen

### Office Use Only

EAAC Recommendations				Board Resolution	
A	1,000	E		Board Date:	
B	500	F		Resolution No:	
C		G		Approved/Denied (\$):	
Total EAAC Recommendation: \$1,500				Funding changes at Board from EAAC recommendation:	

Personal information requested on this funding application is collected under the authority of section 26 of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and will be used by the Regional District of East Kootenay (RDEK) for evaluation of this application and administration purposes only. Disclosure of personal information by the RDEK is subject to the requirements of FOIPPA. For questions about the collection, use or disclosure of your personal information by the RDEK, contact the RDEK Corporate Officer at 19-24 Avenue South, Cranbrook, BC, V1C 3H8, 250-489-2791.

**2. Purpose of Grant.**

Provide a clear description of the nature of the project and how the grant will be used.

WildSafeBC is a proven effective educational program adopted by communities throughout BC. Our goal is to keep wildlife wild and communities safe. The program uses innovation, education and cooperation to educate residents and visitors about the importance of managing wildlife attractants. The end result is fewer wildlife in the community, increased public safety, decreased potential for human-wildlife conflict, and a subsequent reduction in the number of bears destroyed.

Thanks to ongoing support and valuable community partnerships, the WildSafeBC Program is well received. The demand for the program continues to increase and is indicative of the program's success. In 2019, over 470 children participated in the WildSafe Ranger Program, 130 adults attended four wildlife awareness and bear spray workshops, and over 400 contacts were made at community events. A total of 124 posts reached more than 31 000 people on Facebook. A broad range of people were reached through twelve news articles in the Free Press, eighteen radio interviews between The Drive and Summit 107, and two interviews on CBC Daybreak. Attractant assessments were completed for over 100 properties and residents were educated about managing garbage and fruit trees in rural areas and communities. Full details of the delivery program are included in the 2019 Elk Valley and South Country WildSafeBC report which can be found here: <https://wildsafebc.com/wp-content/uploads/2019/12/WildSafeBC-Elk-Valley-and-South-Country-Annual-Report-2019.pdf>

In 2020, the WCC will continue door-to-door campaigns, garbage tagging, community presentations, and the WildSafe Ranger program.

**3. Areas Benefitting.**

List the specific areas that will benefit from the grant.

Grant funding for the WildSafeBC Elk Valley program would assist in the delivery of the program in Elkford, Sparwood and the surrounding rural Elk Valley, RDEK area A and Jaffray, Baynes Lake, Elko, Grassmere as well as the surrounding rural South Country, RDEK Area B.

**4. Benefits.**

Describe how the project will benefit the areas listed in section 3, including the residents of those areas, and how the project meets local needs.

WildSafeBC provides educational messaging within the Elk Valley and South Country areas that directly addresses the human-wildlife concerns of the community including unmanaged garbage, unmanaged fruit trees, livestock, increased volumes of visitors, increased use of recreational trails, and increased highway traffic. The program utilizes a diverse range of educational activities to keep both residents and visitors within the RDEK informed as well as supporting the efforts of the local Council, Conservation Officer Service and bylaws officers.

The Elk Valley and South Country is high quality grizzly bear habitat in close proximity to human developments. The storage of garbage outside between collection days, unmanaged fruit trees, livestock and human-wildlife encounters in recreational areas continue to be the root cause of human-wildlife conflict. As the area continues to grow and develop, so will the need for the WildSafeBC program as there will always be new people and wildlife sharing habitat.

As of October 29, there were just under 100 bear reports to the Conservation Officer Service (COS) this year in Elk Valley and South Country this year. Although this number of bear reports is above average, black and grizzly bear mortality has shown a decreasing trend since 2015 when 33 bears were destroyed in the EVSC. To date, six (two black and four grizzly) food conditioned and habituated bears have been destroyed this year.

**Section C – Additional Information**

To assist with the review of your grant request, it is recommended to include the following additional information to support your application:

- **Project Budget**  
Provide a budget showing the total funding required and identify which budget items would be funded by the grant.
- **Funds Received from Other Sources**  
Outline what efforts have been made to obtain additional funding and the amount of funding that has been secured.
- **Project Partners and Resources**  
Identify any partners or resources which will be assisting you during this project.

**Additional Information Attached:** Y ☒ or N ☐

Up to six single-side pages or three double-side pages of additional information, including a cover, letter, may be attached to the application form.

Proposals may be submitted by hand delivery, mail, facsimile, or email to:

Attention: Corporate Services  
Regional District of East Kootenay  
19 – 24 Avenue South, Cranbrook BC V1C 3H8

Facsimile: 250-489-3498

Email: [info@rdek.bc.ca](mailto:info@rdek.bc.ca)

PROJECTED FINANCIAL STATEMENT

April 16, 2019 - November 30, 2019

1/20/2020

**Elk Valley WildSafeBC**

BC Conservation Foundation WildSafeBC Program

**REVENUES**

Ministry of Environment Grant Agreement	\$	7,110.48
CBT	\$	6,506.39
RDEK	\$	2,000.00
District of Sparwood	\$	2,000.00
District of Elkford	\$	500.00
Donation - Nupqu Development Corporation	\$	100.00
Teck - Safety	\$	300.00
BC Conservation Foundation - In Kind Toolkit	\$	1,000.00
TOTAL	\$	19,516.87

**EXPENSES**

Salaries & Benefits	\$	13,989.29
Allowances for house and phone usage	\$	544.00
Materials and Specialized project costs	\$	649.62
Tool kit	\$	1,000.00
Mileage	\$	1,250.10
Per diems	\$	14.00
GST	\$	1.17
BC Conservation Foundation Admin Fees	\$	2,068.69
TOTAL	\$	19,516.87

**PROPOSED BUDGET**  
**April 2020 - November 2020**

**Elk Valley WildafeBC**

*BC Conservation Foundation WildSafeBC Program*

**REVENUES**

Ministry of Environment Grant Agreement	\$ 6,494.00
Columbia Basin Trust	\$ 6,438.00
Regional District of East Kootenay	\$ 2,000.00
District of Sparwood	\$ 2,000.00
District of Elkford	\$ 1,000.00
BC Conservation Foundation - In-kind Toolkit	\$ 1,000.00
<b>TOTAL</b>	<b>\$ 18,932.00</b>

**EXPENSES**

		<u>*RDEK</u>
Salaries & Benefits	\$ 13,499.09	\$ 1,785.72
Allowances for house storage, computer and phone usage	\$ 735.00	
Tool Kit Materials	\$ 1,000.00	
Materials and Supplies	\$ 200.00	
Specialised Project Costs and Project Publications	\$ 150.00	
Travel	\$ 1,300.00	
Per diems	\$ 50.00	
BC Conservation Foundation Admin Fees	\$ 1,997.91	214.29
<b>TOTAL</b>	<b>\$ 18,932.00</b>	<b>2000</b>

\*RDEK funding used for employee wages

## Discretionary Grants-in-Aid Application Form

### Section A – Applicant/Organization Information

1. Registered Non-Profit Organization No.: S3851

2. Project Title: WildSafeBC Kimberley Cranbrook

3. Applicant/Organization. Must be an eligible applicant.

a) Legal Name of Organization: British Columbia Conservation Foundation

b) Mailing Address: 1B - 1445 McGill Road

c) City: Kamloops

d) Postal Code: V2C 6K7

e) Main Contact for Application: Trina Radford

f) Telephone #: 205-828-2551 ext. 102

g) Email: tradford@bccf.com

4. Sponsored Organization. Only complete if applicable.

a) Legal Name of Organization:

b) Mailing Address:

c) City:

d) Postal Code:

e) Main Contact for Application:

f) Telephone #:

g) Email:

### Section B – Grant Request

1. Enter the grant amount you are requesting from each electoral area.

Electoral Area A \$ \_\_\_\_\_

Electoral Area E \$ 1,000.00

Electoral Area B \$ \_\_\_\_\_

Electoral Area F \$ \_\_\_\_\_

Electoral Area C \$ 1,000.00

Electoral Area G \$ \_\_\_\_\_

Total Funding Request: \$ 2,000.00

#### Electoral Area Descriptions:

Area A: rural Elk Valley

Area B: South Country

Area C: rural Cranbrook, Moyie, Fort Steele, Bull River, Wardner

Area E: rural Kimberley, Wasa, Ta Ta Creek, Skookumchuck

Area F: rural Canal Flats to rural Invermere

Area G: Wilmer to Spillimacheen

### Office Use Only

EAAC Recommendations				Board Resolution	
A		E	<input checked="" type="checkbox"/>	Board Date:	
B		F		Resolution No:	
C	<u>1000</u>	G		Approved/Denied (\$):	
Total EAAC Recommendation: \$ <u>1,000</u>				Funding changes at Board from EAAC recommendation:	

Personal information requested on this funding application is collected under the authority of section 26 of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and will be used by the Regional District of East Kootenay (RDEK) for evaluation of this application and administration purposes only. Disclosure of personal information by the RDEK is subject to the requirements of FOIPPA. For questions about the collection, use or disclosure of your personal information by the RDEK, contact the RDEK Corporate Officer at 19-24 Avenue South, Cranbrook, BC, V1C 3H8, 250-489-2791.

## **2. Purpose of Grant.**

Provide a clear description of the nature of the project and how the grant will be used.

WildSafeBC is a proven effective educational program adopted by communities throughout BC. Our goal is to keep wildlife wild and communities safe through collaboration, education and community solutions. WildSafeBC uses multi-faceted approaches to educate residents and visitors about the importance of managing wildlife attractants. The end result is fewer bears, cougars, deer, coyotes and other wildlife in the community, increased public safety, decreased potential for human-wildlife conflict and a subsequent reduction in the number of bears destroyed.

Thanks to funding from the Regional District, the WildSafeBC Community Coordinator provided outreach and education in Areas C and E including the rural areas outside of Kimberley and Cranbrook. A detailed description of program activities can be found online here:

<https://wildsafebc.com/wp-content/uploads/2019/12/WildSafeBC-Kimberley-Cranbrook-Annual-Report-2019.pdf>

Despite the immense success of the WildSafeBC Kimberley Cranbrook Program, several challenges remain: garbage stored in unsecured bins or outdoors prior to the night of collection, human-habituated/food-conditioned and aggressive black bears in Kimberley, and the ongoing issue of winter feeding of urban deer. With the support of the funders such as RDEK, there are opportunities to prevent human-wildlife conflict in the community in 2020:

- continued educational outreach: door-to-door canvassing, presentations about wildlife awareness and safety, bear spray workshops, the WildSafe Ranger Program for children, and display booths at events
- continuing collaborating with fruit gleaning organizations, First Nations, and electric fencing experts
- growing the WildSafe Business Pledge campaign which was successfully launched in 2019
- developing a Bear Working Group in Kimberley and Cranbrook which will be a big start towards achieving Bear Smart status.

## **3. Areas Benefitting.**

List the specific areas that will benefit from the grant.

With financial support from the Regional District, WildSafeBC programming could be delivered to the communities of Wycliffe, the St. Mary's Valley, Meadowbrook, Fort Steele, Bull River, Wasa and beyond.

**4. Benefits.**

Describe how the project will benefit the areas listed in section 3, including the residents of those areas, and how the project meets local needs.

WildSafeBC provides educational messaging within Kimberley, Cranbrook, and surrounding areas that directly addresses the human-wildlife concerns of the community. The program utilizes a diverse range of educational activities to keep both residents and visitors within the RDEK informed as well as supporting the efforts of the local Council, Conservation Officer Service and bylaws officers.

In 2019, there were over 590 reports made to the Conservation Officer Service regarding wildlife in conflict. As the area continues to grow and develop, so will the need for the WildSafeBC program as there will always be new people and wildlife sharing habitat.

**Section C – Additional Information**

To assist with the review of your grant request, it is recommended to include the following additional information to support your application:

- **Project Budget**  
Provide a budget showing the total funding required and identify which budget items would be funded by the grant.
- **Funds Received from Other Sources**  
Outline what efforts have been made to obtain additional funding and the amount of funding that has been secured.
- **Project Partners and Resources**  
Identify any partners or resources which will be assisting you during this project.

**Additional Information Attached:** Y ☒ or N ☐

Up to six single-side pages or three double-side pages of additional information, including a cover, letter, may be attached to the application form.

Proposals may be submitted by hand delivery, mail, facsimile, or email to:

Attention: Corporate Services  
Regional District of East Kootenay  
19 – 24 Avenue South, Cranbrook BC V1C 3H8

Facsimile: 250-489-3498

Email: [info@rdek.bc.ca](mailto:info@rdek.bc.ca)

**PROPOSED BUDGET**  
**April 2019 - November 2020**

**Kimberley Cranbrook WildafeBC**

*BC Conservation Foundation WildSafeBC Program*

**REVENUES**

Ministry of Environment Grant Agreement	\$ 6,494.00
Columbia Basin Trust	\$ 6,438.00
Regional District of East Kootenay	\$ 2,000.00
City of Cranbrook	\$ 5,000.00
City of Kimberley	\$ 4,000.00
Carry Forward from 2018	\$ 23.70
BC Conservation Foundation - In-kind Toolkit	\$ 1,000.00
<b>TOTAL</b>	<b>\$ 24,955.70</b>

**EXPENSES**

		<u>*RDEK</u>
Salaries & Benefits	\$ 17,112.39	\$ 1,785.71
Allowances for house storage, computer and phone usage	\$ 700.00	
Tool Kit Materials	\$ 1,000.00	
Materials and Supplies	\$ 300.00	
Specialised Project Costs and Project Publications	\$ 500.00	
Travel	\$ 2,550.00	
Per diems	\$ 150.00	
BC Conservation Foundation Admin Fees	\$ 2,643.31	\$ 214.29
<b>TOTAL</b>	<b>\$ 24,955.70</b>	<b>\$ 2,000.00</b>

\*RDEK funding used for employee wages

## PROJECTED FINANCIAL STATEMENT

April 16, 2017 - November 30, 2019

1/20/2020

### Kimberley Cranbrook WildSafeBC

#### BC Conservation Foundation WildSafeBC Program

#### REVENUES

Ministry of Environment Grant Agreement	\$	6,602.98
Columbia Basin Trust	\$	6,506.39
Regional District of East Kootenay	\$	1,000.00
City of Cranbrook	\$	5,000.00
City of Kimberley	\$	4,000.00
BC Conservation Foundation - In-kind Donation	\$	1,000.00
TOTAL	\$	24,109.37

#### EXPENSES

Salaries & Benefits	\$	16,606.36
Allowances for house and phone usage	\$	750.00
Field Equipment		
Materials and Supplies	\$	35.58
Specialized Project Costs	\$	755.00
Project Publications		
Tool kit	\$	1,000.00
Mileage	\$	2,403.54
Per diems		
GST	\$	0.89
Carry Forward to 2020	\$	4.08
BC Conservation Foundation Admin Fees	\$	2,553.92
TOTAL	\$	24,109.37

JAN 22 2020

Regional District of  
East Kootenay

# Discretionary Grants-in-Aid Application Form

## Section A – Applicant/Organization Information

1. Registered Non-Profit Organization No.: S-0060407
2. Project Title: OPEN SHOW - AG FOR ALL April 18-19, 2020
3. Applicant/Organization. Must be an eligible applicant.
  - a) Legal Name of Organization: CRANBROOK + DISTRICT 4-H COUNCIL ASSOC
  - b) Mailing Address: Box 15
  - c) City: GRASMERE BC d) Postal Code: VOB1R0
  - e) Main Contact for Application: Heather Serafini
  - f) Telephone #: 250-887 3456 g) Email: khsera56@gmail.com
4. Sponsored Organization. Only complete if applicable.
  - a) Legal Name of Organization:
  - b) Mailing Address:
  - c) City:
  - d) Postal Code:
  - e) Main Contact for Application:
  - f) Telephone #:
  - g) Email:

## Section B – Grant Request

### 1. Enter the grant amount you are requesting from each electoral area.

Electoral Area A	\$ <u>1000.00</u>	Electoral Area E	\$ <u>500.00</u>
Electoral Area B	\$ <u>1000.00</u>	Electoral Area F	\$ <u>500.00</u>
Electoral Area C	\$ <u>1000.00</u>	Electoral Area G	\$ <u>500.00</u>

Total Funding Request: \$ 4500.00

#### Electoral Area Descriptions:

Area A: rural Elk Valley

Area B: South Country

Area C: rural Cranbrook, Moyie, Fort Steele, Bull River, Wardner

Area E: rural Kimberley, Wasa, Ta Ta Creek, Skookumchuck

Area F: rural Canal Flats to rural Invermere

Area G: Wilmer to Spillimacheen

## Office Use Only

EAAC Recommendations				Board Resolution	
A	<u>1,000</u>	E	<u>500</u>	Board Date:	
B	<u>500</u>	F	<u>500</u>	Resolution No:	
C	<u>0</u>	G	<u>500</u>	Approved/Denied (\$):	
Total EAAC Recommendation: <u>\$2,500</u>				Funding changes at Board from EAAC recommendation:	

**2. Purpose of Grant.**

Provide a clear description of the nature of the project and how the grant will be used.

The purpose of the grant is to better educate our children and their parents on agriculture. This program will teach safety around animals and how to properly handle and present your market or breeding animal. This program will also teach the participants how to present themselves in a positive manner. It is open to everyone in the East Kootenays, no matter age, or background. The grant will be used to assist with rent of Wycliffe Exhibition Grounds, supplies, food, t-shirts, prizes, printing, compensate presenters. It is a great event for mentorship, learning from peers and professionals.

**3. Areas Benefitting.**

List the specific areas that will benefit from the grant.

Invitations are sent to Creston Area, Up to Parsons, Invermere, Elkford, Sparwood, South Country, Bull River, Fort Steele, Kimberley, Cranbrook, Wardner, and all areas in between. Connect with local agriculture groups to pass on the word. All people will benefit from this experience. There is so much to learn

**4. Benefits.**

Describe how the project will benefit the areas listed in section 3, including the residents of those areas, and how the project meets local needs.

The project will benefit those areas because it sends back people with a greater knowledge to their areas. They in hand can be a resource to their communities. It helps build stronger more educated youth. It allows them to work with professionals, mentors and peers. The youth become our ambassadors to promote animal health and welfare and to promote agriculture. It was such a great success in 2019 we would like to continue and help people of all ages learn about the diversity of agriculture. The hands on experiences help all people. Everyone is taught life long skills that they can take back to their communities

**Section C – Additional Information**

To assist with the review of your grant request, it is recommended to include the following additional information to support your application:

- **Project Budget**  
Provide a budget showing the total funding required and identify which budget items would be funded by the grant.
- **Funds Received from Other Sources**  
Outline what efforts have been made to obtain additional funding and the amount of funding that has been secured.
- **Project Partners and Resources**  
Identify any partners or resources which will be assisting you during this project.

**Additional Information Attached:** ☒ Y / ☐ N

Proposals may be submitted by hand delivery, mail, facsimile, or email to:

Attention: Corporate Services  
Regional District of East Kootenay  
19 – 24 Avenue South, Cranbrook BC V1C 3H8

Facsimile: 250-489-3498

Email: [info@rdek.bc.ca](mailto:info@rdek.bc.ca)

## AG for ALL-Open Show

April 18-19, 2020

### Expenses

Rent	400.00
Printing	100.00
T shirts	2500.00
Prizes	3500.00
Food	1500.00 (3 meals x 2 days)
Photographer	200.00
Buckles	450.00
Travel	500.00
Accomodation	200.00
Propane	60.00
Supplies	<u>300.00</u>
Total	\$9710.00

### Income

Sponsorship	\$2500.00
Registration	2000.00 (\$20 x 100 people)

In Kind Donations includes time, mileage, prep, phone calls, meetings utilizing members, leaders, parents, alumni, sourcing supplies and prizes



RECEIVED

JAN 22 2020

Discretionary Grants-in-Aid  
Application FormRegional District of  
East Kootenay

## Section A – Applicant/Organization Information

1. Registered Non-Profit Organization No.: S-0060407
2. Project Title: CRANBROOK + DISTRICT 4-H SHOW + SALE - June 7, 2020
3. Applicant/Organization. Must be an eligible applicant.
- a) Legal Name of Organization: CRANBROOK + DISTRICT 4H COUNCIL ASSOC
- b) Mailing Address: Box 15
- c) City: GRASMERE BC
- d) Postal Code: V0B1R0
- e) Main Contact for Application: Heather Serafini
- f) Telephone #: 250 887 3456
- g) Email: bhsera56@gmail.com
4. Sponsored Organization. Only complete if applicable.
- a) Legal Name of Organization:
- b) Mailing Address:
- c) City:
- d) Postal Code:
- e) Main Contact for Application:
- f) Telephone #:
- g) Email:

## Section B – Grant Request

1. Enter the grant amount you are requesting from each electoral area.

Electoral Area A	\$ 1000.00	Electoral Area E	\$ _____
Electoral Area B	\$ 1000.00	Electoral Area F	\$ _____
Electoral Area C	\$ 1000.00	Electoral Area G	\$ _____

Total Funding Request: \$ 3000.00

## Electoral Area Descriptions:

Area A: rural Elk Valley

Area B: South Country

Area C: rural Cranbrook, Moyie, Fort Steele, Bull River, Wardner

Area E: rural Kimberley, Wasa, Ta Ta Creek, Skookumchuck

Area F: rural Canal Flats to rural Invermere

Area G: Wilmer to Spillimacheen

## Office Use Only

EAAC Recommendations		Board Resolution	
A	1000	E	
B	1000	F	
C	1000	G	
Total EAAC Recommendation: \$3,000		Funding changes at Board from EAAC recommendation:	

**2. Purpose of Grant.**

Provide a clear description of the nature of the project and how the grant will be used.

This grant helps our youth throughout the East Kootenay and helps create a great learning experience. The grant would help reward our members for their hardwork throughout the year. It recognizes all people involved in agriculture. The grant would assist in the operation of the day. It would help with the cost of rent, food, promotional expenses, prizes, ribbons, printing of programming and additional information.

**3. Areas Benefitting.**

List the specific areas that will benefit from the grant.

Areas would be Cranbrook, Rural Cranbrook, Wycliffe, Fort Steele, Bull River, Wardner, Kimberley, Parsons, Jaffray, Elko, Grasmere, Elk Valley, and Creston, Baynes Lake and Sparwood.

**4. Benefits.**

Describe how the project will benefit the areas listed in section 3, including the residents of those areas, and how the project meets local needs.

The project will benefit all areas mentioned in Section 3. by having an open invitation to everyone. It will showcase our youth and their achievements. It will also teach others about animal husbandry and showmanship. Our youth are amazing ambassadors to teach others. As it is an event open to everyone it is a great venue for everyone to learn. It brings many generations together to experience agriculture. We finish the day with a supper to show appreciation to everyone for all their support. Our project helps build strong youth in our communities.

**Section C – Additional Information**

To assist with the review of your grant request, it is recommended to include the following additional information to support your application:

- **Project Budget**  
Provide a budget showing the total funding required and identify which budget items would be funded by the grant.
- **Funds Received from Other Sources**  
Outline what efforts have been made to obtain additional funding and the amount of funding that has been secured.
- **Project Partners and Resources**  
Identify any partners or resources which will be assisting you during this project.

**Additional Information Attached:** ☒ Y / ☐ N

Proposals may be submitted by hand delivery, mail, facsimile, or email to:

Attention: Corporate Services  
Regional District of East Kootenay  
19 – 24 Avenue South, Cranbrook BC V1C 3H8

Facsimile: 250-489-3498

Email: [info@rdek.bc.ca](mailto:info@rdek.bc.ca)

## Cranbrook and District Show and Sale Budget

June 7,2020

### BUDGET

#### Expenses

Rent	\$700.00
Buckles	800.00
Food/Supplies	800.00 (food for 250 people)
Advertising	1500.00
Prizes	1000.00
Photographer	200.00
Permits	170.00
Photocopying	150.00
Ribbons	150.00
Grooming Prizes	300.00
Record Book Award	160.00
Posters info sheets	150.00
Travel and Judges	<u>800.00</u>
Total	\$6880.00

#### INCOME

Sponsors	\$2000.00
Commission	1000.00
Advertising Fee	<u>250.00</u>
Total	\$3250.00

In kind hours 500 hours x \$20.00

Labour, travel, prep, paperwork, shopping, meal prep,  
Volunteers, alumni working, Book Keeping

## Discretionary Grants-in-Aid Application Form

### Section A – Applicant/Organization Information

1. **Registered Non-Profit Organization No.:** S-48273

2. **Project Title:** East Kootenay Volleyball Club-end of Season Awards Banquet and Thank-you

3. **Applicant/Organization.** Must be an eligible applicant.

a) **Legal Name of Organization:** East Kootenay Volleyball CLub

b) **Mailing Address:** PO Box 431

c) **City:** Cranbrook

d) **Postal Code:** V1C 4H9

e) **Main Contact for Application:** Lanna van der Velden

f) **Telephone #:** 250-489-0877

g) **Email:** eastkootenayvc@gmail.com

4. **Sponsored Organization.** Only complete if applicable.

a) **Legal Name of Organization:**

b) **Mailing Address:**

c) **City:**

d) **Postal Code:**

e) **Main Contact for Application:**

f) **Telephone #:**

g) **Email:**

### Section B – Grant Request

1. **Enter the grant amount you are requesting from each electoral area.**

Electoral Area A \$ 150.00

Electoral Area E \$ 150.00

Electoral Area B \$ 150.00

Electoral Area F \$ 150.00

Electoral Area C \$ 250.00

Electoral Area G \$ 150.00

**Total Funding Request:** \$ 1000.00

**Electoral Area Descriptions:**

**Area A:** rural Elk Valley

**Area B:** South Country

**Area C:** rural Cranbrook, Moyie, Fort Steele, Bull River, Wardner

**Area E:** rural Kimberley, Wasa, Ta Ta Creek, Skookumchuck

**Area F:** rural Canal Flats to rural Invermere

**Area G:** Wilmer to Spillimacheen

### Office Use Only

EAAC Recommendations				Board Resolution	
A	<u>150</u>	E	<u>150</u>	Board Date:	
B	<u>150</u>	F	<u>0</u>	Resolution No:	
C	<u>0</u>	G	<u>0</u>	Approved/Denied (\$):	
Total EAAC Recommendation: \$ <u>300</u>				Funding changes at Board from EAAC recommendation:	

Personal information requested on this funding application is collected under the authority of section 26 of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and will be used by the Regional District of East Kootenay (RDEK) for evaluation of this application and administration purposes only. Disclosure of personal information by the RDEK is subject to the requirements of FOIPPA. For questions about the collection, use or disclosure of your personal information by the RDEK, contact the RDEK Corporate Officer at 19-24 Avenue South, Cranbrook, BC, V1C 3H8, 250-489-2791.

## **2. Purpose of Grant.**

Provide a clear description of the nature of the project and how the grant will be used.

The East Kootenay Volleyball Club is seeking \$1,000.00 from Discretionary Grant in Aid from all Electoral Areas of the RDEK. These funds would go towards planning and hosting an end of season awards/celebration/thank-you for the club. Recently the club completed a strategic planning session, one of the deliverables was an event to celebrate the success of the club and to thank the many volunteers. Having such an event would give the club the opportunity to celebrate the athletes, in addition to thanking the many volunteers that support the club on an annual basis. Without volunteers the club would not be as successful as it hopes to be. The event would be held in May 2020.

The East Kootenay Volleyball Club is a non-profit club based in Cranbrook, however there are athletes, coaches, team managers and board members from throughout the Regional District of East Kootenay's.

The EKVC was established in 1997. It has grown to include all age categories from 11-18 years of age for both men and women and has a membership of approximately 134 athletes.

The EKVC received official BC Society status in November of 2004. Currently the club is in good standing in complete compliance with the current BC Societies Act.

The club season gives volleyball athletes an opportunity to further develop their skills following their school season. The EKVC has also been very fortunate to have a number of highly qualified coaches who have volunteered their services.

The teams compete against other volleyball clubs from throughout Alberta and British Columbia culminating in a Provincial Championship and National Championship.

The EKVC club season varies in length depending on the availability of coaches, athletes, and gym space. Generally, most age categories run from January until the National Championships in May.

The EKVC started Mini Volleyball as an introduction to the basics of the game for those in grades 1-4 and Atomic Volleyball for grades 5-7.

Several EKVC alumni have continued to play volleyball at the University and College level both in Canada and United States. In addition, there are International and Olympic players from the EKVC.

## **3. Areas Benefitting.**

List the specific areas that will benefit from the grant.

While the club is based in Cranbrook, the pool of athletes, coaches, team managers and board members are from throughout the RDEK. Besides the athletes all other positions are volunteer, except for the treasurer, administrator and technical director.

**4. Benefits.**

Describe how the project will benefit the areas listed in section 3, including the residents of those areas, and how the project meets local needs.

Currently there are 2 athletes from the Elk Valley, 11 athletes from the South Country, 108 athletes from the Cranbrook/Kimberley area and 13 from the Columbia Valley.

The base of the club is in Cranbrook, hence there is a significant time and cost for parents and volunteers to travel to Cranbrook for practices and games. Having an end of season awards banquet would provide the opportunity to thank the volunteers that support the club. Volunteers are the key to the success of many non-profits in the region, thus having the opportunity to thank and celebrate them are important to the success of the club.

**Section C – Additional Information**

To assist with the review of your grant request, it is recommended to include the following additional information to support your application:

- **Project Budget**  
Provide a budget showing the total funding required and identify which budget items would be funded by the grant.
- **Funds Received from Other Sources**  
Outline what efforts have been made to obtain additional funding and the amount of funding that has been secured.
- **Project Partners and Resources**  
Identify any partners or resources which will be assisting you during this project.

**Additional Information Attached:** Y ☒ or N ☐

Up to six single-side pages or three double-side pages of additional information, including a cover, letter, may be attached to the application form.

Proposals may be submitted by hand delivery, mail, facsimile, or email to:

Attention: Corporate Services  
Regional District of East Kootenay  
19 – 24 Avenue South, Cranbrook BC V1C 3H8

Facsimile: 250-489-3498

Email: [info@rdek.bc.ca](mailto:info@rdek.bc.ca)

East Kootenay Volleyball Club  
End of season Awards/Celebration and Thank-you

<b>Revenue</b>	<b>Requested</b>	<b>Confirmed</b>
RDEK DGIA	\$1,000.00	
Club Funds	\$1,000.00	\$ 1,000.00
CBT Sponsorship	\$1,000.00	
In kind room rental	\$500.00	
	<b>\$3,500.00</b>	

<b>Expenses</b>	
Food and Beverage	\$ 2,493.00
In kind room rental	\$ 500.00
Awards	\$ 500.00
	<b>\$ 3,493.00</b>

Food and Beverage breakdown	
Athletes	134
Parents/families	143
	277
Food costs @ \$9/person	\$ 2,493.00

## Discretionary Grants-in-Aid Application Form

### Section A – Applicant/Organization Information

- Registered Non-Profit Organization No.: S-23308
- Project Title: BIATHLON EQUIPMENT PROJECT
- Applicant/Organization. Must be an eligible applicant.
  - Legal Name of Organization: KIMBERLEY NORDIC CLUB
  - Mailing Address: PO Box 464
  - City: KIMBERLEY, BC
  - Postal Code: V1A3B9
  - Main Contact for Application: DAN CLARK
  - Telephone #: 250-427-6628
  - Email: MANAGER@KIMBERLEY NORDIC.ORG
- Sponsored Organization. Only complete if applicable.
  - Legal Name of Organization: KIMBERLEY BIATHLON CLUB
  - Mailing Address: PO Box 464
  - City: KIMBERLEY, BC
  - Postal Code: V1A3B9
  - Main Contact for Application: ROSS BANNER
  - Telephone #: 250-427-3570
  - Email: rossbanner628@yahoo.com

### Section B – Grant Request

INCLUDED IN THE ATTACHED

- Enter the grant amount you are requesting from each electoral area.

Electoral Area A \$ \_\_\_\_\_

Electoral Area E \$ 3209

Electoral Area B \$ \_\_\_\_\_

Electoral Area F \$ \_\_\_\_\_

Electoral Area C \$ 3209

Electoral Area G \$ \_\_\_\_\_

Total Funding Request: \$ 6418

#### Electoral Area Descriptions:

Area A: rural Elk Valley

Area B: South Country

Area C: rural Cranbrook, Moyie, Fort Steele, Bull River, Wardner

Area E: rural Kimberley, Wasa, Ta Ta Creek, Skookumchuck

Area F: rural Canal Flats to rural Invermere

Area G: Wilmer to Spillimacheen

### Office Use Only

EAAC Recommendations				Board Resolution	
A		E	<input checked="" type="checkbox"/>	Board Date:	
B		F		Resolution No:	
C	<u>2000</u>	G		Approved/Denied (\$):	
Total EAAC Recommendation: \$ <u>2,000</u>				Funding changes at Board from EAAC recommendation:	

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**2. Purpose of Grant.**

Provide a clear description of the nature of the project and how the grant will be used.

(SEE ATTACHED)

**3. Areas Benefitting.**

List the specific areas that will benefit from the grant.

(SEE ATTACHED)

**4. Benefits.**

Describe how the project will benefit the areas listed in section 3, including the residents of those areas, and how the project meets local needs.

(SEE ATTACHED)

**Section C – Additional Information** INCLUDED IN THIS ATTACHED

To assist with the review of your grant request, it is recommended to include the following additional information to support your application:

- **Project Budget**  
Provide a budget showing the total funding required and identify which budget items would be funded by the grant.
- **Funds Received from Other Sources**  
Outline what efforts have been made to obtain additional funding and the amount of funding that has been secured.
- **Project Partners and Resources**  
Identify any partners or resources which will be assisting you during this project.

**Additional Information Attached: Y or N**

Up to six single-side pages or three double-side pages of additional information, including a cover, letter, may be attached to the application form.

Proposals may be submitted by hand delivery, mail, facsimile, or email to:

Attention: Corporate Services  
Regional District of East Kootenay  
19 – 24 Avenue South, Cranbrook BC V1C 3H8

Facsimile: 250-489-3498

Email: [info@rdek.bc.ca](mailto:info@rdek.bc.ca)

Discretionary Grants-In-Aid  
Biathlon Equipment Project  
Attachment to the Application Form

**Section B1. – Grant Request**

The Kimberley Biathlon Club (KBC) is looking for \$6,418 from the RDEK's Grant-In-Aid Program. Presently the Kimberley Biathlon Club has members from Cranbrook, Kimberley, Areas A and E. As a smaller club it is not possible to value specific requests from each of those jurisdictions.

**Section B2. - Purpose of Grant**

This application for funding will cover:

1. Purchase of six (6) biathlon rifles.
2. Purchase of eight (8) shooting mats..
3. Purchase of material for a storage/wood shed to be built by volunteers.
4. Purchase of two sighting scopes.

The reason for purchasing is, the Kimberley Biathlon Club is growing in membership and events. New members have joined from the Masters program, other Masters have expressed interest and there have been inquiries from several avid cross country skiers. Since the Club has the only East Kootenay sanctioned winter/summer biathlon range the club has been asked to host events for other clubs. So far this season it has hosted two competitive events. Included are photos taken during the BC Winter Games Trials. To meet the KBC's expanded and growing membership it requires more rifles, a storage/wood shed, proper shooting mats and sighting scopes.

**Section B3. - Areas Benefitting**

The KBC operates within the Kimberley nordic facility which serves a geographic area that includes, Kimberley, Cranbrook, Electoral Areas A, B, C, E and F, plus a healthy tourist trade encompassing Alberta, Saskatchewan and the Columbia Valley. Based on current interest it's expected growth will include all jurisdictions and comprise Boomers, Millennials, Families and Youth.

## Section B4. - Benefits

A sustainable biathlon Club benefits everyone in the East Kootenays as it provides another recreation and sporting venue for users of all abilities and ages. On a world scale biathlon is incredibly popular, with a long and historic tradition in the winter Olympics. The Kimberley Nordic Club is handicap friendly as is the biathlon range. Biathlon provides a lifetime knowledge of cross country skiing plus safety and proper use of rifles. This is especially true for youth that begin now. To keep the interest momentum going the Biathlon Equipment Project is proposed.

## Section C – Project Budget

The KBC Biathlon Equipment Program budget is as follows:

ITEM	QTY	UNIT COST	EXT	TAX	TOTAL	RUNNING TOTAL
Biathlon Rifles	6	2,000	12,000	1,440	13,440	13,440
Biathlon shooting Mats	8	250	2,000	240	2,240	15,680
Wood Shed mat'l	LS	1,116	1,116	134	1,250	16,930
Sighting Scope	2	400	800	96	896	17,826
Contingency	10%				1,783	19,609
<b>TOTAL PROJECT</b>					<b>SAY</b>	<b>19,600</b>

## Section C – Funds from Other Sources

To fund the project the Club will apply to other sources, as follows:

Source	Request Amount (None Yet Confirmed)
Club Initiatives	1,000
RDEK Grants-In-Aid	6,418
CBT Community Development	5,471
CIP/AAP (Kimberley)	6,720

For the past few years members of the KBC have co-hosted a Gourmet Ski event to make money for the Club. Now Club growth requires additional funding from granting

sources.

### **Section C – Partners and Resources**

The main partner assisting the KBC is the Kimberley Nordic Club. They provide labour and equipment for accessing and grooming the range. Members of the KBC provide human resources to operate and maintain the range and will provide in kind volunteer contribution to implement the project and construct the storage/wood shed. In kind contribution is valued as follows:

In Kind Contribution Description	Hours	Value
Ordering, logistics, receiving, checking and assembly of purchased items	16	560
Purchasing, logistics and construction of storage/wood shed	96	3,360
Total In Kind		3,920

## Section C – Additional Information

Following are two photos taken at the BC Winter Games biathlon trials held at the KBC range.

Figure 1 – Volunteers, Officials and Competitors BC Winter Games Trials



Figure 2 – A couple competitors shooting



## Discretionary Grants-in-Aid Application Form

<b>Section A – Applicant/Organization Information</b>	
1. Registered Non-Profit Organization No.: <u>5-5694</u>	
2. Project Title: <u>STEEPLESVIEW READING CENTRE AEGN.</u>	
3. Applicant/Organization. Must be an eligible applicant.	
a) Legal Name of Organization:	<u>Wardner Community Association</u>
b) Mailing Address:	<u>6211 CARTWRIGHT ST</u>
c) City:	<u>WARDNER</u>
d) Postal Code:	<u>V0B 2J0</u>
e) Main Contact for Application:	<u>Angie Jones</u>
f) Telephone #:	<u>250-464-4509</u>
g) Email:	
4. Sponsored Organization. Only complete if applicable.	
a) Legal Name of Organization:	<u>Steepleview Reading Centre</u>
b) Mailing Address:	<u>6211 Cartwright St.</u>
c) City:	<u>Wardner</u>
d) Postal Code:	<u>V0B2J0</u>
e) Main Contact for Application:	<u>Mary Lou Roach</u>
f) Telephone #:	<u>250-429-3371</u>
g) Email:	<u>roach.mlb2@gmail.com</u>

<b>Section B – Grant Request</b>	
1. Enter the grant amount you are requesting from each electoral area.	
Electoral Area A	\$ _____
Electoral Area B	\$ _____
Electoral Area C	\$ <u>2000<sup>00</sup></u>
Electoral Area E	\$ _____
Electoral Area F	\$ _____
Electoral Area G	\$ _____
Total Funding Request: \$ <u>2000<sup>00</sup></u>	
<b>Electoral Area Descriptions:</b> Area A: rural Elk Valley Area B: South Country Area C: rural Cranbrook, Moyie, Fort Steele, Bull River, Wardner Area E: rural Kimberley, Wasa, Ta Ta Creek, Skookumchuck Area F: rural Canal Flats to rural Invermere Area G: Wilmer to Spillimacheen	

Office Use Only			
EAAC Recommendations		Board Resolution	
A	E	Board Date:	
B	F	Resolution No:	
C	G	Approved/Denied (\$):	
Total EAAC Recommendation: <u>\$ 2,000</u>		Funding changes at Board from EAAC recommendation:	

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**2. Purpose of Grant.**

Provide a clear description of the nature of the project and how the grant will be used.

- PURCHASE OF BOOKS.
- \$400<sup>00</sup> TOWARDS INSURANCE FOR WARNER  
HALL  
PRINTER INK PAPER TIGHT BULBS ETC.

SEE ATTACHED ADDENDUM

**3. Areas Benefitting.**

List the specific areas that will benefit from the grant.

HAYOOK  
BULL RIVER  
WARNER  
PLUS A FEW READERS FROM TAFFRAY

**4. Benefits.**

Describe how the project will benefit the areas listed in section 3, including the residents of those areas, and how the project meets local needs.

TO PROVIDE LIBRARY SERVICES FOR THE  
ADULTS + CHILDREN OF THE COMMUNITIES

**Section C – Additional Information**

To assist with the review of your grant request, it is recommended to include the following additional information to support your application:

- **Project Budget**  
Provide a budget showing the total funding required and identify which budget items would be funded by the grant.
- **Funds Received from Other Sources**  
Outline what efforts have been made to obtain additional funding and the amount of funding that has been secured.
- **Project Partners and Resources**  
Identify any partners or resources which will be assisting you during this project.

**Additional Information Attached: Y / N**

Proposals may be submitted by hand delivery, mail, facsimile, or email to:

Attention: Corporate Services  
Regional District of East Kootenay  
19 – 24 Avenue South, Cranbrook BC V1C 3H8

Facsimile: 250-489-3498

Email: [info@rdek.bc.ca](mailto:info@rdek.bc.ca)

## Addendum to GIA funding application

### Income from other sources

Over the past many years we have had a collection box for cans and bottles which were sorted and taken to the Bottle Depot. Monies received from the project was used for the purchaser of books and library upkeep. This source of funds will not be available in the future as my husband is no longer able to carry on with this volunteer work.


This has been the only other source fund raising that has taken place. Regrettably this source is no longer available as the previous collector has moved into Cranbrook. Hence the sole source of funding for the Centre will be the G.I.A.



JAN 31 2020

# Discretionary Grants-in-Aid Application Form

<b>Section A – Applicant/Organization Information</b>	
<b>1. Registered Non-Profit Organization No.: ?</b>	5 0008252
<b>2. Project Title:</b> Ellis Park upgrades	
<b>3. Applicant/Organization.</b> Must be an eligible applicant. <b>a) Legal Name of Organization:</b> Moyie Community Association <b>b) Mailing Address:</b> P.O. Box 133 <b>c) City:</b> Moyie <b>d) Postal Code:</b> V0B 2A0 <b>e) Main Contact for Application:</b> Shivon Silva, Murray Evenson <b>f) Telephone #:</b> 250-464-1969/250-829-0589 <b>g) Email:</b> shivonsilva@yahoo.com <b>g) mevenson@shaw.ca</b>	
<b>4. Sponsored Organization.</b> Only complete if applicable. <b>a) Legal Name of Organization:</b> <b>b) Mailing Address:</b> <b>c) City:</b> <b>d) Postal Code:</b> <b>e) Main Contact for Application:</b> <b>f) Telephone #:</b> <b>g) Email:</b>	

<b>Section B – Grant Request</b>	
<b>1. Enter the grant amount you are requesting from each electoral area.</b>	
Electoral Area A                      \$ ____ Electoral Area B                      \$ ____ Electoral Area C                      \$ <u>21,300</u>	Electoral Area E                      \$ ____ Electoral Area F                      \$ ____ Electoral Area G                      \$ ____
<b>Total Funding Request: \$ 21,300</b>	
<b>Electoral Area Descriptions:</b> <b>Area A:</b> rural Elk Valley <b>Area B:</b> South Country <b>Area C:</b> rural Cranbrook, Moyie, Fort Steele, Bull River, Wardner	<b>Area E:</b> rural Kimberley, Wasa, Ta Ta Creek, Skookumchuck <b>Area F:</b> rural Canal Flats to rural Invermere Area <b>G:</b> Wilmer to Spillimacheen

Shivon Hill Vice President 

Office Use Only			
EAAC Recommendations		Board Resolution	
A		E	Board Date:
B		F	Resolution No:
C		G	Approved/Denied (\$):
Total EAAC Recommendation:		Funding changes at Board from EAAC recommendation:	
			

Discretionary Grants-in-Aid

Application Form

Page 2 of 3

## 2. Purpose of Grant.

Provide a clear description of the nature of the project and how the grant will be used.

**The Moyie Community Association has been developing the Ellis Park land and building ever since Shell Oil abandoned the site off of Sunrise FSR just south of Moyie townsite. Over the years, with help from CBT grants and lots of volunteer equipment and labour, a softball diamond, well housing, fencing and gathering hall have been constructed. The next steps we want to take are as follows:**

1. Suppress knapweed and keep mowing the 4 acres of level ground; (\$1,000)
2. Pour concrete around the footings to eliminate pack rat access; (\$1,000)
3. Replace three rustic doors in the building with new frames, steel doors, and secure locks; (\$2,000)
4. Insulate and drywall the interior; (\$5,000)
5. Add eave troughs and downspouts for the collection of rain water in tanks for fire safety and cleaning; (\$300)
6. Install hidden cameras for security to control vandalism; (\$1,000)
7. Gravel and grade the access road from Sunrise RSF to entrance; (\$1,000)
8. Set up enough solar panels to generate power for lighting. (\$10,000)

TOTAL BUDGET REQUESTED = \$21,300

*\* This is the total project budget*

### 3. Areas Benefitting.

List the specific areas that will benefit from the grant.

**In the summer there are hundreds of residents, visitors and tourists in the Moyie Lake area. Ellis Park is the only public and level land in the valley between Green Bay and Yahk. It has and will serve as a gathering place for weddings, parties, sports events, pot-luck dinners and sundry celebrations.**

### 4. Benefits. Mentioned in Section 3, Ellis Park is level, fenced

Describe how the project will benefit the areas listed in section 3, including the residents of those areas, and how the project meets local needs. **As mentioned in Section 3, Ellis Park is near to the township, the developments around the lake, and Moyie Lake itself. It is the only level and public space for recreation. The ball park now has bleachers, an infield, a backstop, and a large outfield. The building is weatherproof but has been subject to vandalism in the summer, invasion by vermin, and hard to heat.**

**The upgrades we are proposing would help solve those challenges and make the land and building usable year round. In 2019 we held three large community events there: a pig roast, and two pot luck dinners complete with a live band. All residents were welcome and the events were well attended. As there is no public house currently in Moyie, Ellis Park is more important than ever in the community**

The actual cost of these improvements is mitigated by many hours of donated equipment and volunteer labour. This has been true in past upgrades and will be a major source of additional funding.

### **Section C – Additional Information**

To assist with the review of your grant request, it is recommended to include the following additional information to support your application:

- **Project Budget**  
Provide a budget showing the total funding required and identify which budget items would be funded by the grant.
- **Funds Received from Other Sources**  
Outline what efforts have been made to obtain additional funding and the amount of funding that has been secured.
- **Project Partners and Resources**  
Identify any partners or resources which will be assisting you during this project.

**Additional Information Attached: Y / N**

Proposals may be submitted by hand delivery, mail, facsimile, or email to:

Attention: Corporate Services  
Regional District of East Kootenay  
19 – 24 Avenue South, Cranbrook BC V1C 3H8

Facsimile: 250-489-3498

Email: [info@rdek.bc.ca](mailto:info@rdek.bc.ca)

## Request for Decision

File No: Fhh 503 001

**Date** February 24, 2020  
**Author** Debbie Renaud, DCFO  
**Subject** Funding Request - Lazy Lake Water Level Control Diversion Ditch and Culvert Upgrade

---

### REQUEST

To award a Community Works Fund Grant for the Lazy Lake Water Level Control Diversion Ditch and Culvert Upgrade.

### OPTIONS

1. THAT a Community Works Fund grant of \$20,000 be provided for the Lazy Lake Water Level Control Diversion Ditch and Culvert Upgrade.
2. THAT a Community Works Fund Grant for the Lazy Lake Water Level Control Diversion Ditch and Culvert Upgrade be denied.

### RECOMMENDATION

Option 1

### BACKGROUND/ANALYSIS

On behalf of the RDEK and the Lazy Lake Water Level Control Service Area, the Lazy Lake Environmental Association maintains the infrastructure required to divert a portion of Lewis Creek into Lazy Lake for periods of time throughout the year for the purpose of maintaining a water level in the lake suitable for recreation by both the property owners and the public. The existing diversion structure is very dated and has become inefficient. The piping from the diversion to the lake has substantial leaks in several locations due to corrosion and warping of large sections of the pipe and debris from the creek bed is plugging the existing infrastructure. The funds would be used to upgrade approximately 150m of the diversion works.

\$20,000 of Community Works Funds is being requested to upgrade the diversion works so that Lazy Lake can continue to be enjoyed by the property owners and other area residents and tourists that recreate on the lake.

### SPECIFIC CONSIDERATIONS

#### Financial – Financial Plan

If approved, the grant is currently included in the 2020 – 2024 Financial Plan.

## Financial - Taxation

There would be no effect on taxation due to the funding being provided through the Community Works Funds.

## Community Works Fund – Funds Available

The uncommitted balance of the Community Works Fund is \$2,220,578.

## Community Works Fund Eligible Project Category

This project meets the criteria outlined in the Community Works Fund agreement under the Recreation Infrastructure category which includes parks. The Community Works Fund grant request is for 100% of the project cost.

The percentage of total Community Works Fund grants awarded to date and the percentage of rural population is provided for each Electoral Area below:

Electoral Area	% of CWF \$ Awarded	% of Total Rural Population
Area A	5%	9%
Area B	14%	13%
Area C	18%	38%
Area E	5%	11%
Area F	49%	20%
Area G	9%	9%

\* Area A population adjusted to reflect the amalgamation of West Fernie into the City of Fernie.

\* Projects with regional impacts excluded from this calculation are \$500,000 for the Columbia Valley Office and \$420,000 for future Broadband projects

**Date** February 27, 2020  
**Author** Holly Ronnquist, CFO  
**Subject** Community Works Fund Grant Request – Swift Internet

---

### REQUEST

Swift Internet has requested a Community Works Fund grant of \$28,000 toward their high speed internet upgrade project in the Moyie area.

### OPTIONS

1. THAT Community Works Funds of \$28,000 be granted to Swift Internet for their Moyie internet upgrade project, subject to the following:
  - the project being approved for funding through the CRTC Broadband Fund or the NDIT Connecting BC program; and
  - project outcomes meeting the definition of High Speed Internet Service in the *Local Government Act*.
2. THAT Community Works Funds of \$\_\_\_\_\_, be granted to Swift Internet for their Moyie internet upgrade project, subject to the following:
  - the project being approved for funding through the CRTC Broadband Fund or the NDIT Connecting BC program; and
  - project outcomes meeting the definition of High Speed Internet Service in the *Local Government Act*.
3. THAT the request for grant funding for the Swift Internet Moyie internet upgrade project be denied.

### RECOMMENDATION

Option 1

### BACKGROUND/ANALYSIS

Swift Internet is proposing a project to improve internet service in the Moyie area, and are applying for funding through the NDIT Connecting BC program and the CRTC Broadband Fund. They have requested \$28,000 funding from the RDEK Community Works Funds as well. Details of their request are attached.

### SPECIFIC CONSIDERATIONS

#### Regional Sustainability Strategy (RSS)

This project supports the RSS goal related to Economy as it supports and nurtures a diversified and skilled workforce, job opportunities and attracting spending in investment as per the following objective:

“To maintain economic growth and diversification opportunities, the RDEK will support the enhancement and completion of the provision of the broadband infrastructure in the region through direct supply of service, encouraging private and public sector investment and advocating for legislative and regulatory change to facilitate the provision of broadband service.”

#### **Financial – Financial Plan**

If approved, the funding contribution would be included in the 2020–2024 Financial Plan.

#### **Financial – Taxation**

There would be no effect on taxation due to the funding being provided through the Community Works Funds.

#### **Community Works Fund – Funds Available**

The uncommitted balance of the Community Works Fund is \$2,220,578.

#### **Community Works Fund Eligible Project Category**

This project meets the criteria outlined in the Community Works Fund agreement under the Broadband Connectivity Category.

The percentage of total CWF grants awarded to date and the percentage of rural population is provided for each Electoral Area below:

<b>Electoral Area</b>	<b>% of CWF \$ Awarded</b>	<b>% of Total Rural Population</b>
Area A	5%	9%
Area B	14%	13%
Area C	18%	38%
Area E	5%	11%
Area F	49%	20%
Area G	9%	9%

Attachment



## Boosting Connectivity in the Moyie Area

This Swift Internet project would upgrade the last-mile broadband infrastructure that connects residents, businesses, and institutions to the Internet in the Moyie area. The project would deploy industry leading technology to fully upgrade the towers, access points, backhauls, routers, equipment shelters, and power infrastructure at three local tower sites. The upgrades would allow Swift to meet or exceed Canada's federal targets for 50 Mbps download and 10 Mbps upload speeds and quality of Internet access. Not only would the network close the connectivity gap for 280 underserved Moyie households, but it has been designed to accommodate foreseeable population and business development as well as changes in demands for speed and throughput into the coming decade.

The chosen technology represents an emerging industry standard for cost-effectively bridging rural-urban connectivity gaps in areas with low population density. The affordability of the technology coupled with Swift's streamlined upgrading practices means that the project would meet federal standards at an average cost of \$895 per household – less than half the cost of other wireless solutions. Swift is seeking a \$100 per household Community Works Fund investment. Each CWF dollar would leverage \$7.95 in combined Swift, NDIIT Connecting British Columbia, and CRTC Broadband Fund investment in Moyie's last-mile infrastructure. The project would leverage past investments in Columbia Basin Broadband Corporation backbone infrastructure. It would open up the potential for all of the personal, social, and economic benefits that come with connectivity for the Moyie community.

*Upgrading in Moyie would be part of a broader upgrading project for the Swift Internet service area. A comprehensive Project Plan and detailed budget for that project have been provided.*



# Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4  
250-352-6665 1-800-939-9300 Email [info@rdck.bc.ca](mailto:info@rdck.bc.ca)

Community Works Fund Application			
Gas Tax Program Services – CWF Funding (UBCM)			
<b>Project Title</b>	Boosting Connectivity in the Creston Valley		
<b>Date of Application</b>	2020/02/26		
Applicant Information			
<b>Name of Organization</b>	Swift Internet Inc.		
<b>Address</b>	PO Box 454		
<b>City, Prov. Postal</b>	Creston, British Columbia, V0B 1G0		
<b>Phone No.</b>	250-431-8100	<b>Fax No.</b>	
<b>Organization's Email</b>	<a href="mailto:info@swiftinternet.ca">info@swiftinternet.ca</a>		
<b>Name of Contact</b>	Kitt Santano	<b>Contact's Email</b>	<a href="mailto:kitt@swiftinternet.ca">kitt@swiftinternet.ca</a>
Director in Support of Project			
<b>Name of Director(s)</b>	<b>Area(s)/Municipality</b>	<b>Amount Requested</b>	
Garry Jackman, Tanya Wall, Adam Case	Area A, Area B, Area C	\$ 117,900.00	
Project Time Line			
<b>Project Commencement Date (yyyy/mm/dd)</b>		<b>Project Completion Date (yyyy/mm/dd)</b>	
2020/01/01		2021/11/30	
Land Ownership			
Ownership and legal description information is required for all parcels of land on which the proposed work will occur.			
<b>Legal Description of land(s)</b>	See attached: Land Ownership Information		
<b>Registered Owners of Land(s)</b>	See attached: Land Ownership Information		
<b>Crown Land Tenure/License No./Permit No.(s)</b>	See attached: Land Ownership Information		
Compliance With Regulations			
The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.			
<b>Have you consulted with a building official?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Have you applied and received a building permit?</b>	<input type="checkbox"/> Yes, Permit No. _____ <input checked="" type="checkbox"/> No		
If No, please explain: Not required for this project			

**Application Content**

Must include all of the following:

- 1.0 - Description of the Project including management framework
- 1.1 - Project timeline and supporting documents
- 2.0 - Project budget
- 3.0 - Accountability Framework Financial statements that adhere to Project accountability

### 1.0 Description of the Project including management framework

**Project Overview: Boosting Connectivity in the Creston Valley** (For more details, see attached: Project Plan.) – This Swift Internet project would upgrade the last-mile broadband infrastructure that connects residents, businesses, and institutions to the Internet in the communities of Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Sanca, West Creston, Yahk, and Moyie. The project would deploy industry leading technology to fully upgrade the towers, access points, backhauls, routers, equipment shelters, and power infrastructure at 33 Swift Internet tower sites. The upgrades would allow Swift to meet or exceed Canada's federal targets for speed and quality of access for all underserved Internet users in these communities by December 2021. The last-mile infrastructure development aspect of the project would be complemented by ambitious community outreach to promote uptake of the improved connectivity. Consistent with funding requirements, Columbia Basin & Boundary Connectivity Strategy objectives, and Swift's own goals, service would be offered at fair and affordable pricing with transparent and customer-friendly terms of service. Although it could be carried out as a stand-alone initiative, this project has been designed in conjunction with Swift's Boosting Connectivity in Wynndel project. The work has been divided to fit federal/provincial funding requirements. Together, the projects would transform the connectivity landscape of an entire economic development corridor of the RDCK.

**Background: Public Investment in Broadband Infrastructure** – The Canadian Radio-television and Telecommunications Commission (CRTC) has set a Universal Service Objective and Quality of Service standards for Internet access for all Canadians. Many rural Canadians, including RDCK residents, do not yet have access that meets these targets for speed and quality. Federal, provincial, and local governments agree that the standards will not be met without public investment in private broadband infrastructure. It is in line with this consensus that the UBCM Community Works Fund (CWF) provides for investing in, "Infrastructure that provides Internet access to residents, businesses, and/or institutions." Through CWF, the RDCK has made past investments in the Columbia Basin Broadband Corporation (CBBC). These investments have helped to develop broadband transport infrastructure that provides the "backbone" capacity for meeting the CRTC objectives. In order to realize that potential, investment is now needed in upgrading the access or "last-mile" infrastructure that actually connects residents, businesses, and institutions to the CBBC "backbone" to provide them with high-speed, high quality Internet access.

**Background: Current Rural Connectivity Funding** – Federal and Provincial investments in British Columbia's rural last-mile infrastructure are currently being made through two programs. The CRTC Broadband Fund and Northern Development Initiative Trust Connecting British Columbia program. Swift is applying for funding from both programs for all eligible communities in our service area. For both funders, support from affected local governments is a major factor in approving applications. To this end, Swift is applying for a \$100 CWF contribution per impacted household in all affected RDCK and RDEK Electoral Areas. Swift is also making significant investments in the projects.

**Background: Swift Internet** (For more information, see attached: 2020 Corporate Profile.) – Swift Internet is a Creston-based independent wireless Internet service provider. We own and operate last-mile broadband infrastructure and strive to provide the communities we serve with fast, reliable, and affordable Internet access. We back that service up with a responsive, personalized approach to customer care. Swift has been active since 2012. We currently serve more than 2000 customers from Sanca in RDCK Area A to Moyie in RDEK Area C. The existing Swift network has been developed through private investment, amalgamations with three other Internet service providers, and past public funding. During both publicly funded projects and amalgamations, Swift met or exceeded all deliverables to funders/partners ahead of schedule. After years of diligently building and maintaining our network, Swift is now in a position where upgrading our last-mile infrastructure to more modern technology is vital to meeting the connectivity needs of the Creston Valley now and into the coming decade.

(If needed, please provide additional information on separate page)

## 1.1 Project Costs including Timeline and Supporting Documents

The full cost of the project would be \$1,305,554.70 for the communities as whole or \$895.44 per household.

(For a detailed project budget, see attached: Project Workbook.)

Major milestones for the project would include:

Project Starts: January 1st, 2020  
Project Planning & Design Phase 1 Complete: February 10th, 2020  
Submission of Funding Applications Complete: March 27th, 2020  
Formal Approval of Funding Complete: June 1st, 2020  
Project Planning & Design Phase 2 Complete: July 1st, 2020  
Procurement Complete: July 15th, 2020  
Preparation & Training Complete: August 1st, 2020  
Construction & Implementation Complete: September 30th, 2021  
Inspection & Testing Complete: October 31st, 2021  
Stakeholder Engagement Complete: November 15th, 2021  
Project Completion: November 30th, 2021

(For a more comprehensive account of the project work plan and project risks and mitigation strategies, see attached: Project Plan.)

The work would take place on 34 individual parcels of land. All of these properties are existing Swift Internet tower sites. The planned work is consistent with Swift's existing land use agreements for these sites. Four sites are accessed through agreements with CBBC. Three sites are Crown Land parcels, which Swift accesses through 30-year agreements made under the Land Act that grant Licence of Occupation to construct, maintain, and use the sites for specified Communications Uses. Two sites are Crown Land parcels for which formal Licence of Occupation agreements are pending. These agreements will be in place prior to project activity on those parcels. 21 sites are private land holdings, which Swift accesses through Telecommunications Facility Siting Agreements that grant Swift the right to install, operate, maintain, and repair communications facilities for the benefit of Swift and its customers. Five sites are accessed through Telecommunications Facility Siting Agreements with the Yahk and Area Communications Society.

(For copies of all relevant land use agreements, see attached: Land Ownership Information.)

No additional permitting is required for the project.

(If needed, please provide additional information on separate page)

## 1.2 Project Impact

There are 1458 households in the communities of Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Sanca, West Creston, Yahk, and Moyie that are currently without broadband access that is consistent with CRTC standards. This connectivity gap represents a critical economic development barrier in an area that is home to a high proportion of telecommuters and home-based businesses, as well as forestry, agri-food, and tourism operations whose ongoing viability is tied to adopting new technologies. Were the project to proceed, the upgrades would achieve CRTC broadband connectivity standards for the communities fully closing the current broadband access gap and opening up the potential for all of the personal, social, and economic benefits that come with connectivity. The infrastructure would be scalable to accommodate future population growth and additional business development in the area. It would also be able to accommodate foreseeable demands for higher speeds and increased throughput.

The positive impacts achieved through the project would advance the Regional Broadband Committee' Columbia Basin & Boundary Connectivity Strategy. The Committee, which includes the RDCK, is guided by a vision for regional connectivity that Swift shares: "Equitable, affordable high-speed broadband Internet services throughout the region, ensuring rural economic development and sustainable, healthy communities."

Swift has chosen to proceed with the project at this time because the level of need in the communities justifies upgrading last-mile infrastructure and the company and its team are well positioned to carry out the work. Swift Internet is ready to invest \$376,016.50 in the project. \$391,819.10 has been requested through the Northern Development Initiative Trust's Connecting BC program. Swift will be applying to the CRTC Broadband Fund for an additional \$391,819.10 by March 27, 2020. The Regional District of East Kootenay is preparing to contribute to the project through their Community Works Fund to support upgrading for the households in the Moyie area. The project would complete last-mile upgrading for the impacted communities, leveraging previous RDCK investment in local CBBC backbone infrastructure.

(If needed, please provide additional information on separate page)

### 1.3 Project Outcomes

Upon completion, the Boosting Connectivity in the Creston Valley project will have produced the following key outcomes:

- Appropriate and meaningful engagement of all project stakeholder groups;
- Planned upgrades to 34 tower sites: installation of equipment for 69 access points and 60 backhauls; installation of adequate equipment shelters at 25 sites; solar panel upgrades to 9 sites; installation of upgraded power infrastructure, including generator, propane tank, and batteries, at each site as required; and, completion of site inspections at each location;
- Installation of customer premises equipment for at least 78 existing high-speed customers and for any new/additional customers, according to demand;
- Testing of network elements, power systems, monitoring systems, user devices, and support systems;
- Achievement of key performance indicator targets for energy/power, quality of service, quality of experience, security, and reliability/resilience;
- Uptake of the achieved access to higher speeds in the impacted communities; and,
- Completion and approval of final reporting to all project funders.

(If needed, please provide additional information on separate page)

**1.4 Project Team and Qualifications**

Swift's success is based commitments to technical expertise and customer care that are shared by all Swift employees. Swift employs a team of ten. The whole team is local to the Creston Valley and each person is an expert in their field. The management team has collaborated to successfully carry out Swift's past infrastructure upgrading projects. The team is led by President and Chief Operations Officer Kitt Santano. Kitt is an accomplished entrepreneur. Before founding Swift, he successfully operated a retail computer store for over seven years. When he saw demand and opportunity in the wireless Internet industry, he carried out diligent research and market analysis. The result is an independent wireless Internet service provider with a track record for excellence. Kitt was recently selected to participate in the Columbia Basin Trust Basin RevUp program, an exclusive business growth accelerator program that provides customized support, training and networking to growth stage companies.

Chief Technical Officer Adam Sumbler has been working in the online computer industry for nearly fifteen years and brings a strong technical background to the Swift team. For the last seven years he has been leading Swift's network maintenance and upgrading, managing countless new tower builds as well as tower rebuilds during Swift's amalgamations with other Internet service providers. He is skilled in network design, diagnostics, and troubleshooting and mentors Swift staff to develop their technical skills.

Senior Network Engineer Kenneth Dyer is a highly skilled network technician with over ten years of direct in-field and project based experience. He has been part of numerous network builds and has managed many network and software development projects. Kenneth helps to monitor and maintain the flow and performance of the Swift network.

(If needed, please provide additional information on separate page)

**2.0 Project Budget**

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

**Project Revenue**

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value (\$)
Last Mile Infrastructure	RDCK Community Works Fund	\$ 117,900.00
Last Mile Infrastructure	RDEK Community Works Fund	\$ 28,000.00
Overall Project Costs	NDIT Connecting British Columbia program	\$ 391,819.10
Overall Project Costs	CRTC Broadband Fund	\$ 391,819.10
Overall Project Costs	Swift Internet	\$ 376,016.50
		\$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	\$ 1,305,554.70

**Project Expenses**

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value (\$)
Project Management	Network engineering, procurement, staff training, etc.	\$ 117,667.00
Last-mile Infrastructure	Access points, backhauls, routers, equipment shelter	\$ 914,260.00
Upgrading labour	Site preparation, equipment installation, site inspection	\$ 180,730.00
Miscellaneous	Travel	\$ 11,767.70
Other Expenses (Ineligible)	Customer premises equipment, installations, testing	\$ 81,120.00
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	\$ 1,305,544.70

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	<b>Total Project Revenue</b>	\$ 1,305,554.70
Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	<b>Total Project Expenses</b>	\$ 1,305,544.70

**2.1 Additional Budget Information**

Quote rationale to be reviewed by RDCK Chief Administrative Officer

For a full rationale on the proposed network equipment, see attached: Project Plan.

For a detailed account of project expenses, a full listing of network equipment, and a three-year financial operations plan, see attached: Project Workbook.

(If needed, please provide additional information on separate page)

**3.0 Accountability Framework**

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
- 

**4.0 Schedule of Payments**

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

- a) 75% upon signing of the Contract Agreement
- b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.

**5.0 Acknowledgement of Requirements**

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 10 years) is to be submitted to the RDCK prior to October 31<sup>st</sup> of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date
Kitt Santano	Kitt Santano	2020/02/26

Application Number:



**Swift Internet Inc.**

**Project Plan**

**Boosting Connectivity  
in the Creston Valley**

## **Responsible**

This project plan was prepared by:

Laura Francis

February 14, 2020

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**President & Principal  
Consultant  
OneDay Community  
Partners**

**Date**

## **1. Project Goal(s)**

The purpose of the Boosting Connectivity in the Creston Valley project is to upgrade last-mile broadband infrastructure in order to meet or exceed the Canadian Radio-television and Telecommunications Commission (CRTC) Quality of Service (QoS) standards, including the Universal Service Objective of 50Mbps download and 10Mbps upload, for the communities of Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Moyie, Sanca, West Creston, and Yahk, British Columbia and to offer those communities 50Mbps download and 10Mbps upload service with unlimited data usage at fair and affordable pricing.

## **2. Background and geographical coverage**

### **2.1. Geographical Coverage and Connectivity Needs**

The Swift service area spans from Regional District of Central Kootenay (RDCK) Area A (including Sanca and Kuskonook) in the north, south through RDCK Area B (including Glenlily, Huscroft, Kingsgate, Kitchener and Yahk) and Area C (including West Creston), out to Regional District of East Kootenay Area C (including Moyie) in the east. These communities are located in the surroundings of the Town of Creston. Moyie's nearest centre is the City of Cranbrook. Although there is variation in local geography - from the lakeside communities of Sanca, Kuskonook, and Moyie, to the open flats of West Creston – the terrain compromises of a series of narrow mountain valleys which provide for similar service conditions.

There are 1458 households in the area that are currently without broadband access that is consistent with CRTC standards. This connectivity gap represents a critical economic development barrier in an area that is home to a high proportion of telecommuters and home-based businesses, as well forestry and agri-food operations whose ongoing viability is tied to adopting new technologies. The Boosting Connectivity in the Creston Valley project would achieve CRTC standards for all 1458 households. Swift currently serves 1378 customers in the community, including local anchor institutions and employers.

### **2.2. Swift's History in the Creston Valley**

In 2012, Swift Internet became available to residents of Creston and area. Since then, Swift has steadily invested in expanding and upgrading its last-mile network infrastructure, growing both in terms of number of customers served and in terms of coverage area. Today, Swift can deliver Internet access to all but very small pockets of the region.

Swift attracts and retains Creston Valley customers because we offer a high-quality service at fair and transparent pricing. Swift is known for professionalism, reliability, and exceptional, personalized customer care. Swift's own brand values reflect the Creston Valley brand values for friendliness and authenticity.

Swift's reputation for excellence has led to citizens and community stakeholder groups in various outlying communities in the Creston Valley to demand Swift service. Indeed, amalgamation with other Internet service providers has represented an important growth strategy for Swift. Three rounds amalgamation have enabled Swift to refine a set of procedures for migrating large groups of customers to enhanced service. Swift Internet amalgamated with Wynndel Internet Society in 2014, with Kootenay Wireless in 2016-2017, and with Yahk Area Communications Society in 2018-2019. The amalgamations involved migrating a combined total of nearly 600 customers.

In all cases, the service providers had been struggling to correctly configure and manage a broadband network and to keep up with customer service demands of providing broadband access in a rural setting. In all cases, Swift invested care and financial resources into upgrading the networks and developing positive relationships with customers efficiently. These communities would have been left with very limited options for Internet access had Swift not stepped in.

Since the migrations, Swift has remained the primary Internet service provider for the affected communities. Meaningful relationships with local customers and strong local loyalty to Swift are legacies of the transition processes.

All of Swift's customers in the Creston Valley benefit from the low latency, low packet loss, low jitter threshold, and excellent customer care that Swift is known for. However, access to speeds above 20Mbps download and 20Mbps upload is not consistent across the region and the growth of Swift's customer base is currently constrained by the capacity of its last-mile infrastructure.

### **2.3. Project History and Design**

For some years, Swift has been preparing for the eventual need to upgrade last-mile infrastructure in our service area to better meet the demands of Creston Valley Internet users and to ensure that the network remains current with their changing patterns of use in the years to come. We have used a variety of Valley communities, such as Huscroft and Yahk, as a case studies when considering the feasibility of potential solutions, including non-wireless solutions such as Fibre to the Home.

Swift's ongoing network development planning efforts have aimed to advance the Regional Broadband Committee' Columbia Basin & Boundary Connectivity Strategy. We share the Committee's vision for regional connectivity: *"Equitable, affordable high-speed broadband Internet services throughout the region, ensuring rural economic development and sustainable, healthy communities."* We embrace that we have a role to play in eventually achieving the Strategy's target objectives, including access speeds for critical community assets and households in the Region.

The last-mile upgrades proposed in the Boosting Connectivity in the Creston Valley project are the result of a thorough planning and design process that was triggered by the opportunity to pursue Connecting BC and CRTC Broadband Fund investment to boost connectivity across our service area. To date, this process has involved consulting with: local elected officials; local government staff; community members; anchor institutions; businesses; industry colleagues; equipment retailers; resource people at the Columbia Basin Broadband Corporation; and, potential project funders. A local consultant, who Swift has hired to support past upgrading initiatives, was retained to guide project development.

Early stages of the project focused on validating the demand for increased speeds through dialogue with community stakeholders and reference to Swift's subscriber management software and customer care records.

Project planning also involved identifying and assessing various technical solutions in terms of their capability to meet community needs, funding program expectations, and Swift's own long-term network development and financial planning goals. Coaxial cable and Fibre to the Home options were ruled out almost immediately on account of prohibitive costs and sub-optimal fit to local terrain and population distribution. This was done with confidence based on past informal, but in-depth feasibility studies. Various LTE solutions, including Telrad, Huawei, and Baicells brand equipment, were considered, along with fixed wireless solutions from Cambium Networks and Radwin.

Assessment criteria for potential network technology included: compatibility with transport infrastructure; operating range and coverage area; interference mitigation; spectral efficiency; power/energy efficiency; initial infrastructure costs; ongoing operating costs; lifecycle issues; scalability; customer premises equipment implications; ease of installation and maintenance; fit with Swift's existing last-mile infrastructure, equipment, and expertise; and, a range of quality of experience factors.

Cambium Networks 450m platform technology outranked all other options for potential deployment in the Swift service area as a whole and for the communities of Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Moyie, Sanca, West Creston, and Yahk in particular. The technology has been purpose-built for fixed wireless deployment and is being deployed in rural communities globally. Notable advantages of the PMP 450m technology include:

- Appropriate operating range and coverage area for Swift's service area
- Ease of use advantages due to flat Layer 2 architecture that is simple to deploy and manage
- Interference mitigation advantages due to GPS synchronization capability that makes access point co-location and frequency reuse feasible
- Scalability advantages due to the ability to support a high number of subscribers per sector, competitive total sector capacity, remarkable spectrum efficiency, and the ability to fine tune downlink/uplink ratios to meet customer needs and maximize network performance
- Relatively low initial acquisition costs due to reduced need for ancillary components (such as the EPC equipment required for LTE networks)
- Relatively low lifetime cost of ownership due to energy and power efficiency and none of the recurring monthly operating charges typical for LTE networks

Swift referenced an array of research findings that support the real-world performance of the Cambium technology. A key resource in the decision-making process was the 2019 Edition Preseem Fixed Wireless Network Report. The Report was produced by Aterlo Networks, a Canadian based technology company. Aterlo's Preseem platform is a precision Quality of Experience monitoring and optimization solution for wireless Internet service providers (WISP). Preseem processes billions of data points daily from its WISP subscribers, who are concentrated in the United States but also spread across Canada and the globe. The report leverages that data to provide a unique perspective on the real-world performance of network equipment options. It presents a clear picture of the performance of Cambium PMP 450m technology. Key findings include that, "Cambium PMP 450m has 1.7% of access point market share by element count but 9.54% by subscriber count," that it leads the field for download and upload throughput during peak, and that it shows channel width advantages. For reference, the full report is included as Project Plan Appendix A.

The appropriateness and fundability of a Cambium solution was discussed with potential local funders who were impressed with the network performance, quality of service, scalability, and affordability of the technology.

Once Cambium technology was selected, the project proceeded into a network design phase. Cambium 3GHz and 5GHz PMP 450m access point equipment was complemented by Ubiquiti Networks AF-24HD and AF-5XHD LTU airFiber backhauls. This backhaul technology was selected for its dense modulation rates and throughput capacity, low latency, long range, energy and power efficiency, ease of installation, intuitive interface, industry-leading software, and cost-effectiveness, amongst other considerations. Mikrotik

RB4011iGS+RM model routers were selected because they offer ten Gigabit ports, SFP+ 10Gbps interface, IPsec hardware acceleration, and energy and power efficiency. The project would deploy Cambium 3GHz and 5GHz PMP 450b High Gain subscriber module for customer premises equipment. Built to work seamlessly with our chosen access point technology. The equipment boasts ultra-wide band technology, Gigabit Ethernet Interface, enhanced packet processing power, and other capabilities to help guarantee excellent quality of service and experience for our customers. Spec Sheet for all key network equipment are provided in Project Plan Appendix B: Network Equipment Spec Sheets.

The proposed network was built to use existing Swift tower sites. It was also configured to take full advantage of the potential that the area's narrow mountain valleys provide to load balance traffic among fibre points of presence for network optimization and redundancy. The network has been configured to meet or exceed the CRTC's Universal Service Objective of 50Mbps download/10Mbps upload speeds, its round-trip latency threshold of 50 milliseconds, its packet loss threshold of 0.25%, and its jitter threshold of 5 milliseconds. The network design could deliver the CRTC standard to all current residents and businesses, not just current higher-speed Internet users. It could accommodate future population growth, business development, and foreseeable changes to the way people access the Internet.

Great care was taken in ensuring that the network would be robust and resilient, without being overbuilt - a task that was made easier by the spectrum efficiency, GPS synchronization, duty cycle flexibility, and subscriber per sector capabilities of the mm wave beamforming Cambium 450m platform technology.

The Swift team then took into account the infrastructure that would be required to mount, shelter, and power tower sites based on the updated network infrastructure. Necessary upgrading includes the addition of larger capacity equipment shelters, generators, propane tanks, and batteries. In two of the five locations an additional requirement is adding actual towers to replace setups where equipment is currently mounted to structures that have come to pose important equipment or employee safety limitations.

## **2.4. Project Viability and Impact**

Swift has chosen to proceed with the project at this time because the level of need in the community justifies upgrading last-mile infrastructure and the company and its team are well positioned to carry out the work. Swift Internet is ready to invest \$376,016.49 in the project and impacted local governments have all pledged a \$100 per household contribution. The project would complete the last-mile upgrading for the Creston Valley, leveraging a Columbia Basin Broadband Corporation transport project that was previously funded through the program.

Were the project to proceed, the upgrades would achieve CRTC broadband connectivity standards for the communities of Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Moyie, Sanca, West Creston, and Yahk, fully closing the current broadband access gap and opening up the potential for all of the personal, social, and economic benefits that come with connectivity. As mentioned, the last-mile infrastructure would be scalable to accommodate future population growth and additional business development in the area. It would also be able to accommodate foreseeable demands for higher speeds and increased throughput.

## **2.5. Proposed Service Packages**

At Swift we pride ourselves on a fair, transparent, and straightforward pricing model that suits the rural communities we serve. Our monthly package rates, as they are advertised to customers, are effectively all-inclusive. In other words, we charge customers one price from

when they sign up and do not also charge installation fees, transfer fees, one-time initial service fees, equipment purchase/rental fees, unlimited top-up fees, restocking fees, plan change fees, monthly dry loop fees, etc. as almost all Internet service providers do.

Instead, our model has been developed to reflect the real cost of delivering service to our customers over time. It takes into account the cost of offering the high level of customer care that we are known for on the one hand, and the low attrition that we experience as a result on the other. It allows for a reasonable rate of infrastructure development, including the acquisition of customer premises equipment for new subscribers. Internally, we are able to breakdown the pricing for each of our packages into various charges.

We currently offer five service packages ranging from 3Mbps to 30Mbps download/upload speeds. Packages vary in pricing, minimum upload and download speeds, streaming/video capability, and onsite service levels. Guaranteed onsite service levels are tied to the packages, with lower speed/cost packages guaranteeing next day onsite service and higher speed/cost packages guaranteeing same hour onsite service. All of our customers enjoy unlimited monthly transfer usage, free external static IPs on request, no bandwidth throttling, no installation fees, no equipment rental fees, and month-to-month contracts.

Customers leaving for holidays and seasonal customers can simply reconnect when they are back, without charges or re-connection fees. We strive for affordability and occasionally run special promotions. Our regular Referral Program rewards customers for referring others to Swift by offering up to 100% off their Internet bill for as long as the referrals stay with us. The program is popular among our loyal customers and is an empowering way for people to earn free service.

Swift's array of package speeds and costing has been set to reflect local customer demand and to optimize the performance of our network. Our higher speed packages are only available in some parts of our service area. Updating our infrastructure would prompt customer and community consultation and market testing, potentially transforming our package model.

No matter how Swift's package speed and pricing options might evolve, the basics of the Swift approach to pricing (e.g. one price from sign-up, no hidden fees, etc.) would not change. Whatever other options might eventually be offered, we would include a package of minimum 50Mbps download and 10Mbps upload speeds and unlimited data usage, at a \$80.00/month charge to the customer.

This rate is intended to be consistent with the CRTC's goal that rural customers gain access to high-speed broadband connectivity at "urban pricing." It is the result of extensive comparator pricing research for the Vancouver and Victoria markets. However, it was set with some difficulty due to vast inconsistencies in comparator pricing models and a general lack of transparency around pricing among comparators. Swift has aimed to reflect a competitive cost per month for the Internet access charged to customers.

### **3. Success Criteria**

The project will be successful if/when:

- All project stakeholder groups have been appropriately and meaningfully engaged (See Section 10).
- 34 tower sites have received planned upgrades: equipment for 69 access points and 60 backhauls have been installed; 25 sites have adequate equipment shelters installed; 9 sites have received solar panel upgrades; each site has upgraded

power infrastructure, including generator, propane tank, and batteries installed, as needed; and, site inspections have been successfully completed at each location.

- Customer premises equipment has been installed for at least 78 existing customers and for any new/additional customers, according to demand.
- Network elements, power systems, monitoring systems, user devices, and support systems have been tested. Key performance indicator targets for energy/power, quality of service, quality of experience, security, and reliability/resilience have been achieved.
- There has been uptake of the achieved access to 50Mbps download and 10 Mbps upload speeds in Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Moyie, Sanca, West Creston, and Yahk.
- Final reporting to all project funders has been completed and approved.

#### **4. Project Scope**

The major deliverables for this project are:

- Engaging project stakeholder groups according to the project plan
- Upgrading the network equipment and infrastructure at 38 tower sites according to the project plan
- Installing customer premises equipment according to the project plan
- Completing network elements, power systems, monitoring systems, user devices, and support systems testing and ensuring that performance indicator targets for energy/power, quality of service, quality of experience, security, and reliability/resilience have been achieved
- Carrying out all project closure activities, including final reporting to all project funders

The project will NOT deliver:

- Transport components as backbone infrastructure in this area are already capable of supporting last-mile delivery of 50 Mbps download and 10Mbps upload speeds

#### **5. Links and Dependencies**

This project is dependent on the following:

- Formal approval of pledged RDCK Community Works Fund funding, approval of requested NDIT Connecting BC funding, approval of CRTC Broadband Fund funding, as well as the receipt of approved funds will be required to carry out proposed project activities.

Key linkages include:

- Past local, provincial, and federal investment in Columbia Basin Broadband Corporation projects has helped to develop robust backbone infrastructure that Swift's network makes use of. The Boosting Connectivity in the Creston Valley project would carry out the last-mile upgrading necessary to realize that

infrastructure's capacity to actually deliver 50 Mbps download and 10Mbps upload speeds to local Internet users. In this way, the project would represent return on previous investments in developing accessible and affordable backbone infrastructure for our part of the province.

- This project is intended to be carried out in combination with Swift's proposed Boosting Connectivity in Wynndel project, for which funding is being requested from NDIIT Connecting BC and the RDCK Community Works Fund. Completing both projects will not only mean 50 Mbps download and 10Mbps upload coverage throughout the Creston Valley, but also a more robust Swift network, and economies of scale on the planned upgrading. Should both projects be funded the total combined eligible costs would decrease by approximately \$40,000.

## **6. Constraints**

Constraints that could impact project success include:

- Approval of requested NDIIT Connecting BC funding
- Approval of requested CRTC Broadband Fund funding
- Formal approval of pledged RDCK Community Works Fund funding
- Formal approval of pledged RDEK Community Works Fund funding
- Receipt of approved funds in a timely manner
- Timelines prescribed by funders
- Dependency on retaining adequately skilled and experienced personnel
- Availability and pricing of proposed equipment, materials, and supplies
- Weather dependent construction, inspection, and testing

## **7. Assumptions**

The following assumptions have been made for the project:

- Approval of funding requests to the NDIIT Connecting BC, CRTC Broadband Fund, RDCK Community Works Fund, and RDEK Community Works Fund programs
- Availability of key Swift personnel to complete project tasks according to the proposed project timeline and/or timelines prescribed by funders
- Availability of required materials and supplies (or more desirable alternatives) at or below quoted rates and delivery in a timely manner
- Ability of proposed technology to perform as advertised to meet or exceed funding requirements
- Ability for construction, inspection, and testing to proceed according to the proposed project timeline and/or timelines prescribed by funders without significant impact from weather or other natural phenomena

## 8. Major Risks

<b><i>Risk Statement</i></b>	<b><i>Probability</i></b>	<b><i>Impact</i></b>	<b><i>Risk Management</i></b>
If... Then	H, M, L	H, M, L	Accept, Transfer, Mitigate, Avoid
If adequate funding were denied, then Swift would be unable to proceed with the project on its planned timeline.	M	H	This risk is being avoided by engaging a skilled project planning and fundraising professional, by seeking the guidance of industry mentors and peers, and by diversifying potential funders. This risk could be mitigated by re-applying for funding during future intakes with a strengthened proposed project and/or applications.
If Swift were unable to procure equipment and supplies at costs consistent with the project budget, then the cost of delivering the project could exceed the budget.	L	L-M	This risk could be mitigated by finding ways to cost-save on other aspects of the project without compromising the achievement of deliverables. A less desirable, but feasible alternative would be to seek additional funding sources and/or by return to our local funding partners for increased contributions.

<p>If key Swift personnel were to become unavailable to complete the tasks assigned to them in the project's operational planning, then progress on the project could be delayed.</p>	<p>L</p>	<p>M</p>	<p>This risk has been avoided by working sufficient flexibility into the project timeline to accommodate some slippage.</p> <p>This risk is actively avoided as part of regular Swift operations through measures (such as competitive compensation, access to fleet vehicles, and positive workplace culture), which result in strong employee retention.</p> <p>This risk could be mitigated by taking advantage of Swift's active back-up human resource strategy, carrying out a high-intensity recruitment campaign for needed personnel, and/or engaging contractors to ensure that project deliverables are achieved.</p>
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If key Swift personnel were to become unavailable to complete the tasks assigned to them in the project's operational planning, then mitigation measures could result in unplanned costs and overage.	L	L-M	This risk could be mitigated by finding ways to cost-save on other aspects of the project without compromising the achievement of deliverables. A less desirable, but feasible alternative would be to seek additional funding sources and/or by return to our local funding partners for increased contributions.
If adverse weather conditions were to arise, then progress on the project could be delayed.	L-M	L-M	This risk has been avoided by scheduling the project during a time of year when significant weather impacts are less likely to occur. This risk has been avoided by working sufficient flexibility into the project timeline to accommodate some slippage.

If a natural phenomenon such as a wildfire, landslide, etc. were to strike, then progress on the project could be delayed.	L-M	M-H	<p>Should the natural phenomenon be of limited duration/impact, then this has been avoided by working sufficient flexibility into the project timeline to accommodate some slippage.</p> <p>Should the natural phenomenon be of more significant duration/impact then this risk would have to be accepted and funding and other partners would need to be engaged in accommodating the delay.</p>
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## 9. Milestones

Following is a list of major project milestones:

<b><i>Milestone</i></b>	<b><i>Target Completion Date (Month Day, Year)</i></b>
Project Starts	January 1 <sup>st</sup> , 2020
M1 Completion: Project Planning & Design Phase 1	February 10 <sup>th</sup> , 2020
M2 Completion: Submission of Funding Applications (All Sources)	March 27 <sup>th</sup> , 2020
M3 Completion: Formal Approval of Funding (All Sources)	June 1 <sup>st</sup> , 2020
M4 Completion: Project Planning & Design Phase 2	July 1 <sup>st</sup> , 2020
M5 Completion: Procurement	July 15 <sup>th</sup> , 2020

<b>Milestone</b>	<b>Target Completion Date (Month Day, Year)</b>
M6 Completion: Preparation & Training	August 1 <sup>st</sup> , 2020
M7 Completion: Construction & Implementation	September 30 <sup>th</sup> , 2021
M8 Completion: Inspection & Testing	October 31 <sup>st</sup> , 2021
M9 Completion: Stakeholder Engagement	November 15 <sup>th</sup> , 2021
Project Completion	November 30 <sup>th</sup> , 2021

## 10. Stakeholder Management

At Swift Internet we pride ourselves on our relationship management. From customer care to liaising with funders, we strive for excellence. Standard practices for stakeholder management include:

- proactive and direct communication/consultation;
- active listening and sensitivity to stakeholder needs, resources, and goals;
- prompt responsiveness to questions, concerns, and suggestions; and,
- a pragmatic win-win approach to solving problems and pursuing opportunities.

Key stakeholders for the proposed Boosting Connectivity in the Creston Valley project are listed below along with more targeted management plans to appropriately engage each stakeholder group during relevant stages of the project.

### 10.1 The Creston Valley Community

Residents, businesses, anchor institutions, and community groups in Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Moyie, Sanca, West Creston, and Yahk are seen as primary stakeholders of the project. Community outreach is already underway. It will accelerate after the submission of the Connecting BC funding application, consistent with the community consultation expectations of the CRTC Broadband Fund.

Should the project be funded, Swift would work with local elected officials and local community associations to develop a meaningful and locally-appropriate community outreach strategy. Two core objectives would guide that outreach: 1) maximizing informed support for the project and minimizing uniformed dissatisfaction; and, 2) promoting (new) customer uptake of the improved broadband connectivity.

A more targeted strategy would be used to liaise with existing Swift customers. This strategy would take advantage of existing communication channels with these community members and would include personalized, one-on-one customer care components.

### 10.2 Impacted Landowners

Swift Internet has agreements with a number of property owners whose properties host Swift towers that serve Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Moyie, Sanca, West Creston, and Yahk. These agreements allow Swift 24/7 access to the tower sites.

They are reinforced through positive relationship management. Swift has had no past issues with these property owners. Swift would notify the landowners of planned activity on their properties well in advance and ensure that activity during the constructions phase is consistent with our tenancy agreements.

### **10.3 Local Governments**

The four jurisdictions directly impacted by the project are Regional District of Central Kootenay Electoral Areas A, B, and C and Regional District of East Kootenay Electoral Area C. Elected representatives for these jurisdictions are all very supportive of the project and committed to contributing financially to its success. They would also serve as key informants in designing a locally-appropriate community outreach strategy. These stakeholders would continue be kept up-to-date on progress and key developments. Consistent with Community Works Fund contribution agreements, the RDCK and RDEK would also be updated on network operations and community impact for a five-year term following the completion of the project.

### **10.4 Columbia Basin Broadband Corporation**

Columbia Basin Broadband Corporation is both Swift's transport provider and a major stakeholder in meeting the broadband connectivity needs of the people of the Columbia Basin-Boundary region. Key staff at CBBC, including Chief Operating Officer Dave Lampron and Chief Technical Officer Richard Wake, have been actively engaged in supporting project planning. Should the project be funded, it would make use of CBBC backbone infrastructure. The project would also proceed with some level of in-kind technical assistance from CBBC colleagues. These colleagues would be made familiar with implementation planning and timelines and would be kept abreast of progress towards key milestones.

### **10.5 NDIT Connecting British Columbia and CRTC Broadband Fund Program**

Should NDIT and the CRTC choose to fund the Boosting Connectivity in the Creston Valley, Swift would dedicate project management resources to working closely with program staff to ensure compliance with NDIT and CRTC expectations. Every effort would be made to keep relevant NDIT and CRTC colleagues up to speed with project developments and to publicly acknowledge the essential role of NDIT and CRTC in closing the broadband connectivity gap for Glenlily, Huscroft, Kingsgate, Kitchener, Kuskonook, Moyie, Sanca, West Creston, and Yahk.

## **11. Operational Planning**

### **11.1 Project Planning & Design Phase 1, Completion: February 10<sup>th</sup>, 2020**

As outlined in Section 2, project planning got underway in January 2020 after Swift established a working business case for pursuing NDIT Connecting BC and CRTC Broadband Fund investment in upgrades to their last-mile infrastructure. The initial phase of project planning and design was geared towards refining that business case and developing fundable proposals for both the Boosting Connectivity in the Creston Valley and the complementary Boosting Connectivity in Wynndel proposals. Planning and design were led by Swift Chief Technical Officer Adam Sumblar with supervision from President and Chief Operating Officer Kitt Santano and Senior Network Engineer Kenneth Dyer.

### **11.2 Stakeholder Engagement, Completion: November 15<sup>th</sup>, 2021**

The stakeholder engagement of the project was launched in tandem with the development of plans and funding proposals for the project. Stakeholder consultation was focused on validating the need for the project, the validity of the proposed technical solution, the viability of the project as a whole, and the gathering of expressions of support and financial commitments.

Stakeholder engagement will accelerate after the submission of the Connecting BC funding application, consistent with the community consultation expectations of the CRTC Broadband Fund.

If the project were to be funded, stakeholder engagement would proceed according to Section 10.

### **11.3 Funding Application and Approval, Completion: June 1<sup>st</sup>, 2020**

Applications to the NDIT Connecting BC, RDCK and RDEK Community Works Fund programs, and CRTC Broadband Fund are being prepared with the active participation of Swift management and staff, support from industry mentors and peers, and in consultation with other local stakeholders. A trusted local project planning and fundraising professional has been retained to lead the process. All applications will be submitted to the prospective funders by the CRTC deadline of March 27<sup>th</sup>, 2020.

If funding were to be approved, Swift's Adam Sumbler would be seconded to the project. Adam would liaise with NDIT, CRTC, RDCK, and RDEK staff to enter into funding agreements.

### **11.4 Project Planning & Design Phase 2, Completion: July 1<sup>st</sup>, 2020**

As needed, the second phase of project planning would make any amendments necessary to align the project plan with funding agreements.

Regardless of the need for amendments, this phase would involve refining the network design and project plan. A priority would be ensuring that all relevant Swift staff and stakeholders have had the opportunity to participate in the review process to ensure that the plan is as easily actionable as possible.

Should any procurement challenges present themselves, this phase would provide an opportunity to adjust accordingly.

### **11.5 Procurement, Completion: July 15<sup>th</sup>, 2020**

Procurement would be carried out parallel to the second phase of planning and design. The objective would be to secure the planned equipment, materials, and supplies (or more desirable alternatives) at or below quoted rates, consistent with project timelines.

### **11.6 Preparation & Capacity Building, Completion: August 1<sup>st</sup>, 2020**

In advance of construction and implementation, project activity would be geared towards preparing tower sites, preparing last-mile and customer premises equipment, materials, and supplies, and building staff capacity to carry out the upgrading effectively, efficiently, and with confidence. Staff training in new testing, monitoring, and maintenance procedures would also be completed at this time. Training would likely include classroom as well as hands-on workshop and on-site elements.

### **11.7 Construction & Implementation, Completion: September 30<sup>th</sup>, 2021**

Construction and implementation would take place in two phases: late summer/autumn 2020 and spring/summer/autumn 2021. The project would avoid winter month construction due to adverse conditions and additional risks. Time between construction and

implementation phases would allow for sales and marketing and related customer premises upgrades in the initially impacted communities. Each phase would begin with tower site upgrades. Customer premises equipment upgrades to existing customers and installations for new customers would follow.

Trained staff would complete the work. Swift management would supervise and support troubleshooting. Swift would implement construction/implementation practices that have enabled the completion of similar projects ahead of schedule, including creating conditions for straightforward installations through routine maintenance, building a foundation for success through diligent off-site equipment preparation and training, and efficient sequencing of upgrades to tower sites based on the number of impacted customers.

### **11.8 Inspection & Testing, Completion: October 31<sup>st</sup>, 2021**

Upon completion of tower site upgrades, Swift management would lead site inspections. Initial testing of network equipment, power systems, and monitoring systems would be completed. Upon completion of customer premises upgrades/installations, testing of user devices and support systems would be carried out. Initial testing of last-mile infrastructure and customer premises equipment would ensure that performance indicator targets for energy/power, quality of service, quality of experience, security, and reliability/resilience have been achieved. From that point onward, monitoring would proceed according to Swift's standard operating procedures.

### **11.9 Project Closure, Completion: November 30<sup>th</sup>, 2021**

With construction, implementation, inspection, and testing satisfactorily completed, the project would move towards closure. This would involve wrapping up stakeholder engagement, completing final reporting for the project, and debriefing with staff to support moving into regular operations.

### **11.10 Operations**

The assets acquired through the project would be monitored and maintained according to Swift's standard operating procedures. Likewise, quality of service and quality of experience for impacted Swift customers would be monitored to Swift's high standards.

Standard practices include:

- Maintaining an adequate roster of trained staff and employing an active back-up protocol;
- Making use of leading edge Preseem and Sonar software for network monitoring and customer support;
- Performing daily checks on network performance to identify any congestion, bottlenecks, or latency issues;
- Carrying out highly responsive (often same-hour) servicing to resolve network issues;
- Maintaining an accurate inventory of all network components;
- Maintaining an adequate supply of replacement equipment and parts;
- Making use of cameras at tower sites to enable remotely monitoring site conditions;
- Making use of tower site automation to enable remotely rebooting site power and equipment
- Making use of tower site automation to enable remotely removing of snow/debris;

- Carrying out (at minimum) meticulous semi-annual servicing of all tower sites;
- Producing regular reports on network performance and subscriber use patterns across the network and optimizing configuration accordingly;
- Practicing proactive asset management to plan for network development over time; and,
- Taking advantage of opportunities to leverage funding and other support to maintain a robust network.

**Date** February 27, 2020  
**Author** Holly Ronnquist, CFO  
**Subject** Community Works Fund Grant Request – Tough Country Communications

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### REQUEST

Tough Country Communications has requested grant funding of \$44,277 toward their high speed internet upgrade project in the Baynes Lake/Kragmont area.

### OPTIONS

1. THAT Community Works Funds of 17% of the cost of their Baynes Lake/Kragmont internet upgrade project, up to a maximum of \$44,277, be granted to Tough Country Communications, subject to the following:
  - the project being approved for funding through the CRTC Broadband Fund or the NDIT Connecting BC program; and
  - project outcomes meeting the definition of High Speed Internet Service in the *Local Government Act*.
2. THAT Community Works Funds of \_\_\_\_% of the cost of their Baynes Lake/Kragmont internet upgrade project, up to a maximum of \$\_\_\_\_\_, be granted to Tough Country Communications, subject to the following:
  - the project being approved for funding through the CRTC Broadband Fund or the NDIT Connecting BC program; and
  - project outcomes meeting the definition of High Speed Internet Service in the *Local Government Act*.
3. THAT the request for grant funding for the Tough Country Communications' Baynes Lake/Kragmont internet upgrade project be denied.

### RECOMMENDATION

Option 1

### BACKGROUND/ANALYSIS

Tough Country Communications is proposing a project to improve internet service in the Baynes Lake/Kragmont area and are applying for funding through the NDIT Connecting BC Program and the CRTC Broadband Fund. They have requested funding from the RDEK as well. Details submitted by Tough Country are as follows:

*"The proposed project is to connect new and existing towers infrastructure in Baynes Lake and Kragmont with a 10GB capable fibre transport to the approved Jaffray-Rooseville fibre backbone project being constructed by the Columbia Basin Broadband Corporation (CBBC).*

*In addition, to construct a new tower and related infrastructure in Sweetwater and install a 3 Gigabit licensed microwave transport from Kragmont to Sweetwater. This project will provide the necessary infrastructure to facilitate the objective of delivering 50/10Mbps Internet opportunities to the residents within these under-served communities. All three communities have been identified as eligible communities for transport by both CRTC and Connecting BC.*

*The request to the Regional District of East Kootenay is for 17% of the eligible costs that is \$44,276.51. As discussed, we would respectfully request that a resolution by RDEK be formally adopted to support the project for the requested amount, subject to the approval from other funding entities for the proposed project.*

*Furthermore, the decision by NDIT is expected on or before March 27th, prior to the deadline for the CRTC application. If a resolution could be considered at the March 6th board meeting it would be valuable to be able to submit the resolution by RDEK to NDIT, as they are expecting some confirmation of other funding prior to their final decision on the application.*

*Thank you again for all your support to provide better connectivity to the residents and businesses within the regional district. Please let me know if you need further information related to the request."*

With the recent amendment to the *Local Government Act*, there is an exemption from the Assistance to Business provisions for 'providing capital financing for high-speed internet service to an area without access to high-speed internet service.' This allows the RDEK to provide grant funding to this type of project, even when the proponent is a business, as long as the requirements are met.

## **SPECIFIC CONSIDERATIONS**

### **Regional Sustainability Strategy (RSS)**

This project supports the RSS goal related to Economy as it supports and nurtures a diversified and skilled workforce, job opportunities and attracting spending in investment as per the following objective:

"To maintain economic growth and diversification opportunities, the RDEK will support the enhancement and completion of the provision of the broadband infrastructure in the region through direct supply of service, encouraging private and public sector investment and advocating for legislative and regulatory change to facilitate the provision of broadband service."

### **Financial – Financial Plan**

If approved, the funding contribution would be included in the 2020–2024 Financial Plan.

### **Financial – Taxation**

There would be no effect on taxation due to the funding being provided through the Community Works Funds.

### **Community Works Fund – Funds Available**

The uncommitted balance of the Community Works Fund is \$2,220,578.

### Community Works Fund Eligible Project Category

This project meets the criteria outlined in the Community Works Fund agreement under the Broadband Connectivity Category.

The percentage of total Community Works Fund grants awarded to date and the percentage of rural population is provided for each Electoral Area below:

Electoral Area	% of CWF \$ Awarded	% of Total Rural Population
Area A	5%	9%
Area B	14%	13%
Area C	18%	38%
Area E	5%	11%
Area F	49%	20%
Area G	9%	9%

## Request for Decision

File No: Q hf 126 003

**Date** February 3, 2020  
**Author** Kevin Paterson, Environmental Services Manager  
**Subject** Crossroads Ball Park Regulation and Fee Bylaw Amendment

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### REQUEST

To increase the fees for the Crossroads Ball Park.

### OPTIONS

1. THAT Bylaw No. 2977 cited as "Regional District of East Kootenay – Crossroads Ball Park Regulation and Fee Bylaw No. 2165, 2009 – Amendment Bylaw No. 2, 2020" be introduced.
2. THAT Bylaw No. 2977 cited as "Regional District of East Kootenay – Crossroads Ball Park Regulation and Fee Bylaw No. 2165, 2009 – Amendment Bylaw No. 2, 2020" be introduced with the following amendments:\_\_\_\_\_.

### RECOMMENDATION

Option 1

### BACKGROUND/ANALYSIS

The RDEK took over management of the Crossroads Ball Park in April 2009. As the ball park had previously been operated by the Lake Windermere District Lions Club, all regulations and fees had to be established. Bylaw No. 2165 was adopted in 2009. Attached is Bylaw No. 2977 which proposes to increase the fees as outlined below.

### SPECIFIC CONSIDERATIONS

#### Financial

Significant upgrades and repairs have been carried out at the ball park since 2009 with no additional user fees implemented. Within the past year (2019), the Lions Club along with the RDEK have installed a new 5 unit washroom and installed shale to Diamond #3.

In an effort to continue to support facility upgrades and to assist with offsetting increased operation costs, a modest increase in fees is warranted. A 5% increase is proposed for Adult League Teams and a 20% increase is proposed to Youth Leagues.

	Current Fees	Proposed Fee Increase
Adult League Teams	\$400.00 /team/season	\$420.00 /team/season
Youth Leagues	\$5.00 /child/season	\$6.00 /child/season

Attachment

**REGIONAL DISTRICT OF EAST KOOTENAY**  
**BYLAW NO. 2977**

A bylaw to amend Bylaw No. 2165.

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WHEREAS Bylaw No. 2165 sets regulations and fees for the use of the Crossroads Ball Park;

AND WHEREAS the Board wishes to amend the provisions of Bylaw No. 2165;

NOW THEREFORE, the Board of the Regional District of East Kootenay enacts as follows:

- 1. This Bylaw may be cited as “Regional District of East Kootenay – Crossroads Ball Park Regulation and Fee Bylaw No. 2165, 2009 – Amendment Bylaw No. 2, 2020.”
- 2. Sections 1(a) and 1(b) of Schedule A are deleted and the following substituted:
  - “(a) Adult League Teams \$ 420.00/team/season
  - (b) Youth Leagues \$ 6.00/child/season”

READ A FIRST TIME the            day of  
READ A SECOND TIME the            day of  
READ A THIRD TIME the            day of

ADOPTED the            day of

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CHAIR

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CORPORATE OFFICER

## Request for Decision

File No: Ihk 006 001

**Date** February 26, 2020  
**Author** Shannon Moskal, Corporate Officer  
**Subject** RDEK Partnership with City of Cranbrook – Application to UBCM 2020 Poverty Reduction Planning & Action Program

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### REQUEST

To partner with the City of Cranbrook on an application to the UBCM 2020 Poverty Reduction Planning & Action Program, Stream 1.

### OPTIONS

1. THAT the RDEK partner with the City of Cranbrook to apply for UBCM Poverty Reduction Planning funds with the City of Cranbrook as the primary applicant that will receive and manage the grant funds.
2. THAT the request to partner with the City of Cranbrook to apply for UBCM Poverty Reduction Planning funds be refused.

### RECOMMENDATION

Option 1.

### BACKGROUND/ANALYSIS

Kerri Wall, Interior Health; Ron Popoff, City of Cranbrook; and Donna Fields, United Way East Kootenay, will be making a presentation at the March 5, 2020 Governance & Regional Services Committee meeting requesting that the RDEK partner with the City of Cranbrook to apply for UBCM Poverty Reduction Planning funds. Information on the project will be provided during their presentation. Director Gay has indicated his support of this initiative.

The UBCM has a funding stream for municipalities and regional districts called the Poverty Reduction Planning & Action Program. The intent of this grant program is to support local governments in reducing poverty at the local level and to support the Province's poverty reduction strategy. TogetherBC: British Columbia's Poverty Reduction Strategy was released one year ago in March 2019. Mandated through the Poverty Reduction Strategy Act, the strategy set targets to reduce the overall poverty rate in British Columbia by at least 25% and the child poverty rate by at least 50%, by 2024.

## Request for Decision

File No: Uhh 616 012 – FP 19/20

**Date** February 26, 2020  
**Author** Shannon Moskal, Corporate Officer  
**Subject** CBT Community Initiatives Program – Reallocation Request  
Friends of Lake Koocanusa Society

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### REQUEST

To reallocate approximately \$6,000 to conduct an archaeological assessment at Waldo Cove.

### OPTIONS

1. That the request from the Friends of Lake Koocanusa Society to reallocate a portion of their 2019/2020 Columbia Basin Trust Community Initiatives Program grant to conduct an archaeological assessment at Waldo Cove be approved.
2. That the request from the Friends of Lake Koocanusa Society to reallocate a portion of their 2019/2020 Columbia Basin Trust Community Initiatives Program grant to conduct an archaeological assessment at Waldo Cove be denied.

### RECOMMENDATION

Option 1

### BACKGROUND/ANALYSIS

Attached is a request from the Friends of Lake Koocanusa Society to reallocate approximately \$6,000 of their 2019/2020 Columbia Basin Trust Community Initiatives Program grant to conduct an archaeological assessment at Waldo Cove. The original application includes expenses related to interpretive centre upgrades and improved access at Waldo Cove; however, the Society has been advised that an archaeological study is required prior the new outhouses being installed and would like to prioritize this work.

The Friends of Lake Koocanusa Society was awarded \$10,200 from the Electoral Area B Community Initiatives Program.

Attachment

## Shannon Moskal

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**From:** Dave Gonnelly  
**Sent:** January 21, 2020 2:52 PM  
**To:** Shannon Moskal  
**Cc:** Jamie Davies; Stan Doehle; Jo-Ann Buhler-Low  
**Subject:** Reallocation of funds

Shannon, As a follow-up to our conversation on the Jan 20<sup>th</sup> 2020 and following additional discussions with Director Doehle, FOLKS are requesting the reallocation of funds from our approved CIP 2019/20 Application. FOLKS and RDEK parks personnel have been advised that approximately \$6000 will be required to carry out an archaeological assessment in the location where 2 new outhouses are scheduled to be placed in the spring 2020.

In June 2019 FOLKS was granted through the CBT/CIP 2019/20 application process a total amount of \$10,200.00 to carry out various repairs and project upgrades to specific areas at Waldo Cove. In the fall of 2019 FOLKS carried out and completed a number of these projects including the repairs to the log swim booms, plus the purchase and placement of large rocks to prevent off road vehicles from entering restricted areas. FOLKS also completed relocating log barriers along the boat ramp whereby allowing the public to launch smaller boats. FOLKS also cleaned up beach debris and supervised a number of controlled burns. In coordination with RDEK parks department, public signage will also be purchased in the spring and placed in specific locations at Waldo. In conclusion annual repairs were also carried out by FOLKS on the existing outhouses at Waldo Cove.

FOLKS remaining upgrade project for the interpretive centre and improved access was also planned for the spring, however in view of this new information requiring an archaeological assessment to be conducted prior to the new outhouses being installed, FOLKS are formally requesting that approximately \$6000.00 from our remaining 2019/20 grant monies be reallocated to cover the cost of the required assessment. FOLKS are hopeful the information provided is acceptable.

We are also hopeful our request will be supported and approved for this unexpected expenditure.

Thanking you in advance, Regard's Dave Gonnelly. FOLKS President

## **Request for Decision**

File No: BhH 066 001

**Date** February 24, 2020  
**Author** Shawn Tomlin, CAO  
**Subject** Attendance Approval – Elk Valley Tax Sharing Meeting with Minister

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### **REQUEST**

Approve reimbursement of expenses for Director Sosnowski to attend an Elk Valley Tax Sharing Agreement meeting in Victoria.

### **OPTIONS**

1. THAT Director Sosnowski be reimbursed for expenses to attend the meeting with Minister Robinson regarding the Elk Valley Tax Sharing agreement held on February 27, 2020 in Victoria with expenses paid from the Elk Valley Tax Sharing funds.

### **RECOMMENDATION**

Option 1.

### **BACKGROUND/ANALYSIS**

A meeting was held February 27, 2020 in Victoria, for the parties to the Elk Valley Tax Sharing Agreement to discuss review of the agreement. The parties include the RDEK, the City of Fernie, the Districts of Sparwood and Elkford, and the Province of BC. Director Sosnowski was in attendance for the RDEK. Because the meeting was scheduled after the last RDEK Board meeting, this approval is being brought forward retroactively.

### **SPECIFIC CONSIDERATIONS**

#### **Financial**

The costs would be paid from the Area A portion of Elk Valley Tax Sharing funds.

## Request for Decision

File No: Lhh 007 003

**Date** February 27, 2020  
**Author** Shawn Tomlin, CAO  
**Subject** 2020 Invited Presentations

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### REQUEST

Invite organizations to present to the RDEK.

### OPTIONS

1. That invitations to present to the RDEK be sent to other organizations as outlined in the February 27, 2020 report from the CAO.
2. That invitations to present to the RDEK be sent to other organizations as outlined in the February 27, 2020 report from the CAO, with the following additions/deletions: \_\_\_\_\_.
3. That MLAs Tom Shypitka and Doug Clovechok be invited to meet with the Board to discuss the following topics: \_\_\_\_\_.
4. That MP Rob Morrison be invited to meet with the Board to discuss to following topics: \_\_\_\_\_.

### RECOMMENDATION

Option 1,3 and 4

### BACKGROUND/ANALYSIS

Chair Gay would like to invite the following organizations to present to the RDEK at Committee or Board meetings in 2020:

- Ministry of Transportation and Infrastructure – regarding highway improvements and maintenance;
- College of the Rockies – Introduction of new President and update on upcoming plans;
- Teck Resources Ltd. – Update on operations and mine expansion plans;
- BC Housing – Update on plans in the East Kootenay;
- Shaw/Freedom Mobile – Update on cellular servicing plans in the East Kootenay;
- MLA Shypitka – Updates on issues as requested by the Board;
- MLA Clovechok – Updates on issues as requested by the Board;
- MP Morrison – Updates on issues as requested by the Board;

We will be looking for Directors to submit topics for discussion with the MP and MLAs.

## Request for Decision

File No: Sca 911 001

**Date** February 26, 2020  
**Author** Shawn Tomlin, CAO  
**Subject** Kootenay Forest Sector Collaborative – Appointment

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### REQUEST

Appointment of representatives to the Kootenay Forest Sector Collaborative.

### OPTIONS

1. THAT Director \_\_\_\_\_ be appointed to the Kootenay Forest Sector Collaborative.
2. THAT Director \_\_\_\_\_ be appointed as alternate to the Kootenay Forest Sector Collaborative.
3. THAT the Regional District of East Kootenay Board not participate on the Kootenay Forest Sector Collaborative.

### RECOMMENDATION

Options 1 and 2

### BACKGROUND/ANALYSIS

In April 2019, Premier Horgan invited forestry company CEOs to take the initiative to form Timber Supply Area (TSA) coalitions. The goal of the coalitions is to develop positive and forward looking visions for a successful industry focused on the mid-term timber supply that will support workers, Indigenous Nations and communities.

There was strong interest expressed to participate in the initiative and a kickoff meeting was held on November 26, 2019. There was consensus that the Cranbrook, Invermere and Kootenay Lake TSAs have positive futures for a thriving forest sector. Local governments have been invited to participate on the coalition.

The group identified the initial 'start up' actions including:

- Respect and recognition of the rights and title of the Indigenous Nations on whose traditional territories the forest sector operates in the region.
- Kootenay Forest Sector Collaborative to be established to help achieve a positive future for the sector and help deliver tangible outcomes focused on the working forest's mid-term timber supply.
- Interim Steering Committee was established to initiate the planning process.
- Next 'large group' collaborative group meeting to be planned for spring 2020.
- Steering Committee will be established at the next 'large group' meeting.
- Build a draft Action Plan in early 2020 based on preliminary ideas generated.

The Draft Terms of Reference of the Coalition are attached.

Attachment

# KOOTENAY FOREST SECTOR COLLABORATIVE

## TERMS OF REFERENCE (Draft) as of January 25, 2020

### A. BACKGROUND

In April 2019, Premier Horgan sent a letter to forestry company CEOs inviting them to take the initiative to form Timber Supply Area (TSA) coalitions. The goal of the coalitions is to develop positive and forward-looking visions for a successful industry focused on the mid-term timber supply that will support workers, Indigenous Nations and communities.

The Premier's letter focuses on a vision for the industry that supports new investment, collaboration and innovation. In addition, the letter describes a vision that seeks to maximize the potential of the mid-term timber supply, collaboratively manage constraints on the land base, maintain employment and community economic stability, and incorporate Indigenous interests while contributing to a healthy BC economy.

There was strong interest expressed to participate in the initiative and a kickoff meeting was held on November 26, 2019. Over 45 people attended the session, including the Province, who indicated their desire to work together with the other attendees to further strengthen and expand the Kootenay forest sector, including increased benefits to Indigenous Nations and communities. There was consensus that the Cranbrook, Invermere and Kootenay Lake TSAs have positive futures for a thriving forest sector.

The group identified initial key themes and preliminary actions, which were all seen as integral and critical to the success of the initiative and will be further revised as the initiative progresses. The key themes include:

- Enhancing Indigenous participation in the forest economy
- Collaborative forest stewardship
- Supporting thriving, sustainable forests
- Building strong communities
- Creating increased value from the working forest

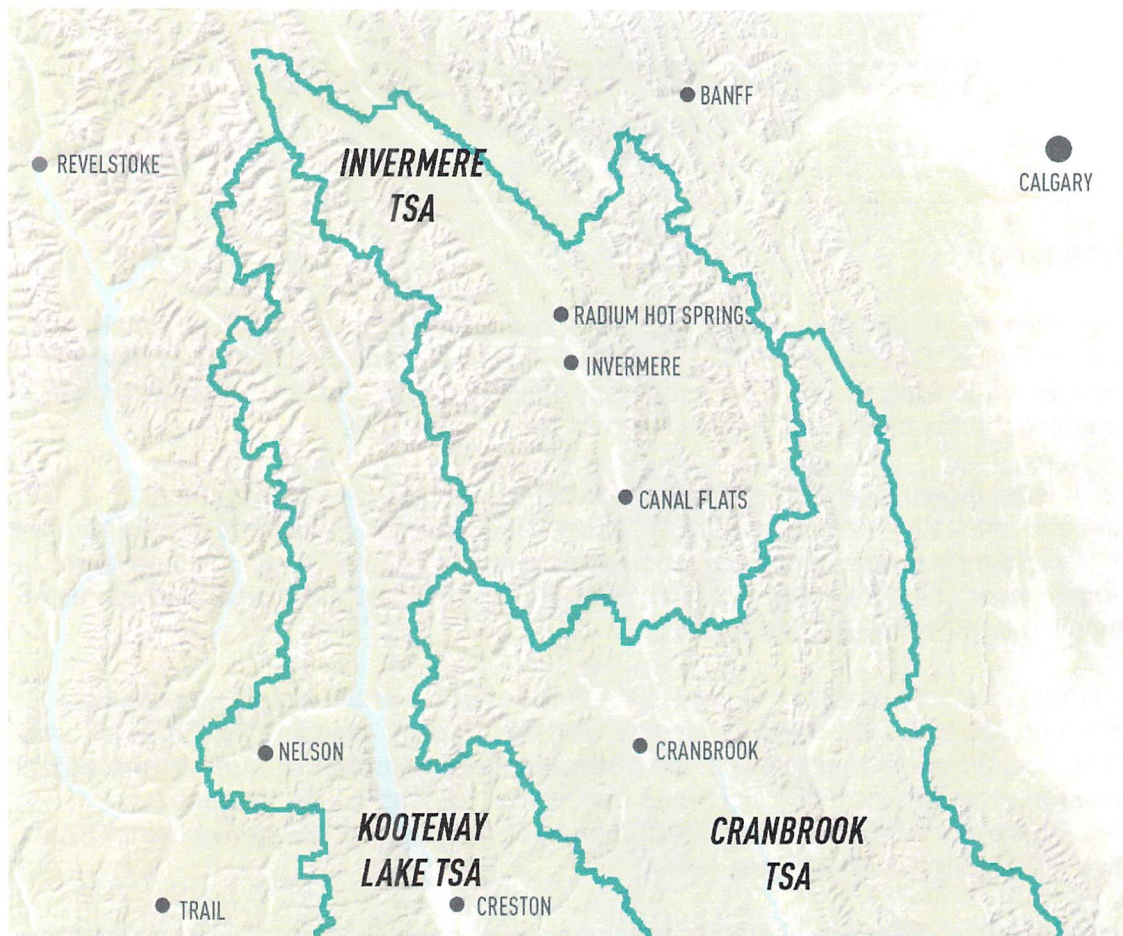
A broad list of potential opportunities to achieve the objectives of the Kootenay Forest Sector Collaborative ("Collaborative") were developed as a foundation for future discussion.

The group identified the initial 'start up' actions including:

- Respect and recognition of the rights and title of the Indigenous Nations on whose traditional territories the forest sector operates in the region
- Kootenay Forest Sector Collaborative to be established to help achieve a positive future for the sector and help deliver tangible outcomes focused on the working forest's mid-term timber supply.

- Interim Steering Committee was established to initiate the planning process.
- Next 'large group' collaborative group meeting to be planned for spring 2020.
- Steering Committee will be established at the next 'large group' meeting.
- Build a draft Action Plan in early 2020 based on preliminary ideas generated.

The map below illustrates the geographical boundaries of the TSAs.



## B. PURPOSE

With a positive and forward-looking approach, the Kootenay Forest Sector Collaborative will develop clear recommendations by December 2020 to strengthen the forest sector in partnership with Indigenous Nations, municipal governments, BC government, labour and industry. If meaningful progress is being achieved by the Collaborative, the timeline can be extended beyond December 2020.

The recommendations will focus on maximizing the potential of the working forest's mid-term timber supply, collaboratively managing constraints on the land base, maintaining employment and community economic stability, and incorporating Indigenous interests while contributing to a healthy BC economy. The recommendations will support new investment, collaboration and innovation in the forest sector.

The Kootenay Forest Sector Collaborative acknowledges that Indigenous participation in the process is without prejudice to Indigenous rights and title, or treaty rights.

## **C. STRUCTURE, ROLES AND RESPONSIBILITIES**

There are three main components to the Kootenay Forest Sector Collaborative which are all integrated and guided by these Terms of Reference.

### **1) Kootenay Forest Sector Collaborative**

- a. Purpose: The Collaborative's representatives aim to provide input and build strong recommendations to help meet the purpose of the Collaborative
- b. Structure: To consist of representatives for each of the following as related to the Kootenay region defined by the boundaries of the three TSA's:
  - i. Indigenous Nations
  - ii. Local government
  - iii. BC government
  - iv. Organized labour
  - v. Forest industry
- c. Process:
  - i. All representation will be based on invites as approved by the Steering Committee
  - ii. Any representative can resign from the Collaborative based on written notification to the Steering Committee; and if they choose, may recommend a replacement
  - iii. Any representative that is not able to participate in two or more consecutive meetings may be asked to step back
  - iv. Any representative that is not abiding by the Terms of Reference may be asked to step back
- d. Roles:
  - i. To appoint the Steering Committee members as of Spring 2020
  - ii. To approve initial Terms of Reference
  - iii. To make recommendations to the Steering Committee on potential opportunities and actions
  - iv. To agree that all representatives follow and support the Terms of Reference and to work in a positive and collaborative spirit
  - v. To aim to reach consensus, wherever possible  
When consensus is not reached, to identify the options for recommendations to the Steering Committee

### **2) Steering Committee**

- a. Purpose: Based on input from the Collaborative, Steering Committee members to be responsible for ensuring progress towards achieving the Purpose and providing direction to the Working Groups
- b. Structure: As related to the Kootenay Region and defined by the boundaries of the three TSA's, the Steering Committee will consist of the following members:
  - i. Two Indigenous Nation representatives
  - ii. Two large companies
  - iii. Two small companies
  - iv. One or two labour representatives
  - v. One west Kootenay local government representative
  - vi. One east Kootenay local government representative
  - vii. Two BC government representatives

c. Process:

- i. Collaborative Group to appoint the initial Steering Committee members as of Spring 2020
- ii. After Spring 2020, that changes in members will be reviewed and approved by the Steering Committee
- iii. Any member can resign from the Steering Committee based on written notification; and if they chose, may recommend a replacement
- iv. Steering Committee may ask members of the Collaborative Group to step back if they have not been able to participate in two or more consecutive meetings and/or is not abiding by the Terms of Reference

d. Roles

- i. To demonstrate progress towards achieving the Purpose
- ii. To help ensure that respect for Indigenous Rights and Title, and principles of UNDRIP are incorporated throughout the process
- iii. To identify recommendations for increasing understanding of UNDRIP and impacts to the initiative
- iv. To agree that all Collaborative and Steering Committee members follow and support the Terms of Reference and to work in a positive and collaborative spirit
- v. To prepare and organize meetings for the Collaborative, including agendas, speakers, location, etc., with the support of the Secretariat
- vi. To prepare draft discussion documents with support from the Secretariat for review and input by the Collaborative
- vii. To finalize key messages and communication for the Collaborative
- viii. To address any representative changes as needed for the Collaborative
- ix. To ask members of the Collaborative Group to step back if they have not been able to participate in two or more consecutive meetings and/or is not abiding by the Terms of Reference
- x. To appoint Working Groups, and representatives, to address key actions
- xi. To review recommendations from Working Groups in preparation of agendas for the Collaborative
- xii. To appoint a spokesperson to speak on behalf of the Steering Committee as required

### 3) Working Group

- a) Purpose: Working Group participants provide the knowledge, resources and skillsets to address specific technical, operational or strategic opportunities as identified in the 'action plan' and outlined by the Steering Committee
- b) Structure: To strive to consist of at least one participant for each of the following interests depending on the resourcing required to achieve the Working Group mandate:
  - i. Indigenous Nations
  - ii. Large company
  - iii. Small company
  - iv. Local government
  - v. Labour
  - vi. BC government

As required, Working Group participants may also be members of the Steering Committee.

- c) Process: The Working Groups will be formed at the discretion of the Steering Committee
  - i. Each Working Group will be provided a mandate, objectives and timeline
  - ii. That the Steering Committee may recommend additional resource persons to provide technical or professional advice
- d) Roles
  - i. To agree to follow and support the Terms of Reference and to work in a positive and collaborative spirit
  - ii. To provide specific recommendations to the Steering Committee as related to the mandate of the Working Group

#### **4) Facilitator's Role**

- a) To ensure that Collaborative and Steering Committee meetings address agenda topics
- b) To ensure that all have an equitable opportunity to participate in the meeting
- c) To ensure that the representatives, members and participants all participate according to the Terms of Reference
- d) To manage a speaker's list
- e) To provide support in summarizing and clarifying issues, recommendations, etc.
- f) The facilitator will not take part in reaching consensus or decision-making of the Kootenay Forest Sector Collaborative

#### **5) Secretariat's Role**

- a) To coordinate meetings
- b) To draft meeting agendas based on direction from the steering committee
- c) To draft meeting summaries
- d) To draft other communication materials as required
- e) To circulate materials

### **D. TIMELINE**

<b>Date</b>	<b>Action</b>
November 26, 2019	Initial meeting of the Kootenay Forest Sector Collaborative
November 26, 2019	Interim Steering Committee established (to spring 2020)
Feb/Mar 2020	Kootenay Forest Sector Collaborative meets; finalizes schedule
Feb/Mar 2020	Steering Committee Established; Working Groups established as needed
December 2020	Kootenay Forest Sector Collaborative meets, determines next steps, including the potential to extend the initiative if meaningful progress is being achieved

### **E. OPERATING RULES**

All participants, members and representatives in the Kootenay Forest Sector Collaborative agree to the following guidelines:

1. Show mutual respect for all representatives
2. Seek positive and forward-looking solutions

3. Seek to find consensus, wherever possible
4. Seek continual positive progress
5. Respect the speaker's list approach, managed by the facilitator

#### **F. COMMUNICATION**

- 1) Collaborative Group, Steering Committee and Working Groups
  - a) Only a spokesperson appointed, and as directed, by the Steering Committee will speak to the media on the activities and outcomes of the Kootenay Forest Sector Collaborative
  - b) When speaking about the process, representatives on the Collaborative Group, members of the Steering Committee and participants of the Working Groups will speak only to their own perspective and will not characterize the interests or roles of other members of the group
  - c) External key messages may be agreed on by the Steering Committee for use by all representatives of the Collaborative Group
  - d) Working Group discussions and recommendations go solely to the Steering Committee and then to the Collaborative Group for review
- 2) External Communication
  - a) At least once per year, Steering Committee, with support from the Secretariat, is responsible for providing a public update on the work of the Kootenay Forest Sector Collaborative
  - b) Steering Committee to identify a spokesperson(s) and key messages to be used to respond to media requests
  - c) Spokesperson is responsible solely to speak on the approved messages for the overall process

#### **G. MEETING AND LOGISTICS**

- a) Participation in the Kootenay Forest Sector Collaborative, Steering Committee and Working Groups are to be self-funded by the participants.
- b) The Kootenay Forest Sector Collaborative will meet at least twice a year, with the majority of meetings to be held in the Cranbrook region and one meeting every two year to be held in the west Kootenays, unless agreed to otherwise by the Collaborative
- c) Steering Committee generally to meet monthly with one in-person meeting per quarter and the other meetings to happen by teleconference
- d) Each Working Group to propose their meeting schedule to the Steering Committee for approval to accomplish the mandate within the assigned timeline
- e) A facilitator and secretariat will be provided for all Collaborative Group and Steering Committee meetings
- f) Meeting dates and locations for Collaborative Group and Steering Committee will be determined at least 1 month in advance, except for rare exceptions

#### **H. DECISION MAKING AND METHODOLOGY**

- 1) The Kootenay Forest Sector Collaborative, Steering Committee and Working Groups agree to work by consensus to develop recommendations. Consensus is defined as no 'member' having substantial disagreement on an issue and that they are willing to move forward:
  - a) Every effort shall be made to achieve consensus

- b) Consensus may consist of agreement on a summary of the different perspectives on an issue
- c) Decisions on specific issues will be considered interim consensus, unless agreed otherwise, until there is consensus on the full set of recommendations

#### **I. DISPUTE RESOLUTION MECHANISM**

##### **1) Process Issues**

- a) Process issues will be resolved by the facilitator

##### **2) Technical Issues**

- a) Collaborative representatives and Steering Committee members will work to identify the underlying issues and work towards a solution in a positive, friendly environment
- b) The representatives and members will seek compromise, alternatives and clarification of information needed
- c) The representatives and members will commit to arriving at the best solution possible
- d) If no consensus solution can be reached, then the outstanding issues will be summarized by the Steering Committee and reported back to the Kootenay Forest Sector Collaborative
- e) Priority will be given to focusing the efforts of the Collaborative, Steering Committee and Working Groups on recommendations that receive consensus

#### **J. REVIEW OF AND REVISIONS TO TERMS OF REFERENCE**

The Terms of Reference will be reviewed annually, if the process extends beyond 2020, or earlier based on consensus of the Steering Committee. Approval and revisions of the Terms of Reference requires the approval of the Steering Committee.

**Kootenay Forest Sector Collaborative Meeting Agenda**  
**June XXXX, 2020**

**Location:** TBC

**Time:** 11:00am to 4 pm (MT) (10:00am to 3:00pm PT)

**Facilitator:** Gail Wallin

- 10:30am**      **Coffee and Networking**
- 11:00am**      **Welcome and Round Table**
- 11:15 am**      **Review and approve agenda**
- 11:20am**      **February 24, 2019 Meeting summary**  
Objective: *To review/revise and approve meeting summary*
- 11:30am**      **Update on the Interior Forest Renewal Process**  
Objective: *To review how the Collaborative links with the Interior Forest Renewal*
- 11:50am**      **Steering Committee – update and recommended actions**  
Objective: *To provide an update and review recommendations on for the Collaborative process to ensure that Indigenous Rights and Title are respected throughout and that there are increased Indigenous opportunities.*
- 12:30pm**      **Lunch Break**
- 1:15pm**      **Recommendations from Technical Working Group #1 (tbc)**  
Objective: *To review and approve key recommendations from Technical Working Group*
- 2:00pm**      **Recommendations from Technical Working Group #2 (tbc)**  
Objective: *To review and approve key recommendations from Technical Working Group*
- 2:45pm**      **Recommendations from Technical Working Group # 3 (tbc)**  
Objective: *To review and approve key recommendations from Technical Working Group*
- 3:15pm**      **Timeline and Next Steps**  
Objective: *To determine next steps and timeline for the Collaborative  
To provide next steps for Technical Working Groups*
- 3:45pm**      **Provide Feedback on Meeting**
- 4:00pm**      **Meeting adjourned**

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
62469	CAM BEAUDRY	\$924.26
62470	CANADIAN TIRE #658	\$1,403.48
62471	CITY OF CRANBROOK	\$334.20
62472	COPPER POINT RESORT	\$784.00
62473	FAIRMONT HOT SPRINGS RESORT	\$210.00
62474	FREE PRESS	\$82.00
62475	GOLDIGGER EXCAVATING	\$1,102.50
62476	NAPA AUTO PARTS #147	\$7.15
62477	SIWMA	\$200.00
62478	SPECIAL OLYMPICS BC KIMB/CBK	\$2,885.16
62479	STAPLES - DESJARDINS	\$4,459.28
62480	STAPLES ADVANTAGE	\$252.00
62481	WILL-O-BEND GOLF & RV PARK LTD.	\$573.56
EFT014057	TERRY BALAN	\$206.75
EFT014058	BELLOWS PROPERTY SERVICES	\$882.00
EFT014059	BLADE RUNNER	\$207.23
EFT014060	COLIN BREAKWELL	\$580.00
EFT014061	BRIGADE	\$2,189.25
EFT014062	CRANBROOK WATER CONDITIONING LTD	\$162.80
EFT014063	CROCKER EQUIPMENT CO. LTD.	\$802.37
EFT014064	DAVIDUKE HOLDINGS LTD	\$1,260.00
EFT014065	D & E ENTERPRISES JANITORIAL	\$1,749.50
EFT014066	DEVTEL COMMUNICATIONS	\$105.37
EFT014067	SIERMIL EZ COURIERS LTD.	\$135.83
EFT014068	FOOTHILLS SILVA CULTURE INC	\$3,203.35
EFT014069	GLOBALSTAR CANADA	\$89.59
EFT014070	GP FUELS INC.	\$95.85
EFT014071	GUILLEVIN INTERNATIONAL INC	\$1,307.31
EFT014072	HAUL-ALL EQUIPMENT LTD	\$1,579.20

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
EFT014073	INTERIOR HEALTH - CAPITAL	\$83,854.47
EFT014074	INVERMERE HARDWARE	\$47.96
EFT014075	KMB AUTO BODY	\$454.70
EFT014076	KOOTENAY LANDSCAPE	\$3,615.15
EFT014077	LO-COST PROPANE	\$667.38
EFT014078	LORDCO AUTO PARTS	\$70.64
EFT014079	LUCKY STRIKE GAS	\$1,005.45
EFT014080	MARTECH ELECTRICAL CRANBROOK	\$553.59
EFT014081	CHRIS MATHESON	\$90.00
EFT014083	MULTIGAS DETECTION & INSTRUMENTATION	\$824.25
EFT014084	UAP INC	\$590.04
EFT014085	SHARON PASOWISTY	\$930.52
EFT014086	RE-MATT INC	\$1,212.75
EFT014087	RM OFFICE SOLUTIONS LTD	\$13,577.76
EFT014088	SOUTHEAST RENTALS LTD	\$220.50
EFT014089	SPERLING HANSEN ASSOCIATES	\$972.76
EFT014090	STONEWALL FIRE PROTECTION & SAFETY	\$269.85
EFT014091	SUPERIOR PROPANE INC.	\$3,447.68
EFT014092	STEVE TERSMETTE	\$30.21
EFT014093	TIPI MOUNTAIN ECO-CULTURAL SERVICES	\$13,056.11
EFT014094	TRI-KOTA CLEANING	\$200.00
EFT014095	WASTE MANAGEMENT OF CANADA	\$9,730.81
EFT014096	ILONA WEBSTER	\$52.50
EFT014097	TORIL WILDER	\$525.00
EFT014098	DENNIS WILKINSON	\$595.00
EFT014099	WILMER COMMUNITY CLUB	\$50.00
EFT014100	XEROX CANADA LTD	\$356.20
EFT014101	ZION TRUCKING LTD.	\$1,335.60

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
EFT014102	ZUMUNDO CONSULTANTS	\$4,057.64
62482	CANADA POST CORPORATION	\$1,391.05
62483	CENTRIX CONTROL SOLUTIONS LP	\$4,146.24
62484	GOLDIGGER EXCAVATING	\$11,279.63
62485	INTERIOR HEALTH	\$1,450.00
62486	INVESTORS GROUP TRUST CO. LTD.	\$632.50
62487	KEY CITY THEATRE	\$4,262.00
62488	PARAGON STRATEGIC SERVICES LTD	\$6,202.35
62489	PITNEY BOWES	\$95.75
62490	QUICKSCRIBE SERVICES LTD.	\$3,168.55
62491	SHAW BUSINESS	\$651.61
62492	TECHNICAL SAFETY BC	\$71.00
62493	VISTA RADIO LTD.	\$1,186.42
EFT014103	A.C.E. COURIER SERVICE	\$70.41
EFT014104	ALS CANADA LTD	\$492.46
EFT014105	TERRY BALAN	\$39.11
EFT014106	BLACK PRESS GROUP LTD	\$5,865.25
EFT014107	IAN BOLZENIUS	\$170.00
EFT014108	GARY BURFORD	\$915.52
EFT014109	CANAL FLATS COMMUNITY SOCIETY	\$6,169.01
EFT014110	CARO ANALYTICAL SERVICES	\$1,201.68
EFT014111	CLEARTECH INDUSTRIES INC.	\$733.43
EFT014112	COLLEGE OF THE ROCKIES	\$50.00
EFT014113	COLUMBIA VALLEY FREIGHT	\$269.06
EFT014114	COOK S ELECTRICAL SERVICE LTD	\$1,375.12
EFT014115	CRANBROOK BUILDING CENTRE LTD	\$893.70
EFT014116	CRANSON ELECTRICAL SERVICES	\$116.55
EFT014117	CUPE LOCAL 2106	\$1,675.87

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
EFT014118	Dominion GovLaw LLP	\$144.48
EFT014119	EAGLE ROCK CONSTRUCTION LTD.	\$65,950.50
EFT014120	Fisher Peak Performing Artists Society	\$1,000.00
EFT014121	flexiNET Broadband	\$44.80
EFT014122	FRESHWATER FISHERIES SOCIETY	\$12,359.92
EFT014123	GREAT CANADIAN OIL CHANGE	\$87.32
EFT014124	GREGG DISTIBUTORS LP	\$113.87
EFT014125	HACH SALES & SERVICE CANADA LP	\$208.35
EFT014126	HOP STUDIOS	\$2,233.88
EFT014127	INVERMERE HARDWARE	\$261.74
EFT014128	JIM PATTISON BROADCAST GROUP	\$787.52
EFT014129	TRACY MCGUIRE	\$6.50
EFT014130	MERIDIAN ONE CAP	\$284.30
EFT014131	MOMENTUM CONFERENCING	\$100.68
EFT014132	MELODY MUNRO	\$620.82
EFT014133	NORTHSTAR RAILS TO TRAILS SOCIETY	\$14,499.19
EFT014134	OVERHEAD DOOR COMPANY	\$183.75
EFT014135	PACIFIC BLUE CROSS	\$7,845.50
EFT014136	PRECISION SERVICE & PUMPS INC.	\$48,210.04
EFT014137	ROTARY CLUB OF CRANBROOK	\$20,000.00
EFT014138	SOUTHEAST RENTALS LTD	\$18,840.23
EFT014139	SPRING HONDA	\$98.52
EFT014140	STEEDMAN ENTERPRISES	\$11,497.50
EFT014141	SUPERIOR PROPANE INC.	\$2,435.24
EFT014142	TA CONTRACTING	\$6,691.91
EFT014143	TAYNTON BAY ELECTRICAL LTD	\$357.00
EFT014144	TRIANGLE WOMEN S INSTITUTE	\$1,340.17
EFT014145	TSUNAMI SOLUTIONS LTD	\$916.02

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
EFT014146	TURF N TIMBER CONTRACTING	\$2,168.25
EFT014147	UNITED WAY	\$3,027.83
EFT014148	TRACY VAN DE WIEL	\$566.22
EFT014149	WASTE MANAGEMENT OF CANADA	\$41,282.26
EFT014150	WOODY'S PLUMBING	\$708.75
62494	BC FIRE TRAINING OFFICERS ASSOC.	\$630.00
62495	ELK PARK RANCH HOME OWNERS ASSOC	\$2,500.00
62496	ELK VALLEY CONTRACTING	\$4,168.65
62497	INVERMERE DISTRICT CURLING CENTRE	\$4,000.00
62498	MINISTER OF FINANCE	\$2,661.34
62499	MINISTER OF FINANCE	\$210.00
62500	MINISTER OF FINANCE	\$1,200.00
62501	SOUTH COUNTRY SERVICES	\$365.40
62502	WORDSWORTH & ASSOCIATES	\$7,822.50
EFT014151	A.C.E. COURIER SERVICE	\$358.32
EFT014152	DOUG BARRACLOUGH	\$44.84
EFT014153	Baynes Lake General Store	\$125.47
EFT014154	BC HYDRO	\$42,859.19
EFT014155	BELL MOBILITY INC.	\$2,110.33
EFT014156	LARRY BINKS	\$342.50
EFT014157	BRIGADE	\$2,189.25
EFT014158	BUSY BEE SANITARY SUPPLIES INC.	\$88.75
EFT014159	CANAM TELECOM CONSULTANTS LTD	\$1,249.50
EFT014160	CDW CANADA INC.	\$4,516.75
EFT014161	SUSAN CLOVECHOK	\$361.19
EFT014162	CORIX MULTI-UTILITY SERVICES	\$2,704.88
EFT014163	CYBERLINK SYSTEM CORP.	\$14,359.01
EFT014164	DEAN'S PLUMBING & HEATING (2010) LTD	\$1,585.67

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
EFT014165	DISTRICT OF ELKFORD	\$189.98
EFT014166	STAN DOEHLE	\$646.84
EFT014167	LOREE DUCZEK	\$115.00
EFT014168	FORTIS BC - NATURAL GAS	\$1,475.18
EFT014169	GF INC.	\$462.36
EFT014170	GFL ENVIRONMENTAL INC. 2019	\$120,386.15
EFT014171	GREAT CANADIAN OIL CHANGE	\$110.94
EFT014172	CHRIS HAMBRUCH	\$25.00
EFT014173	HI-WAY 9 EXPRESS LTD.	\$22.61
EFT014174	KOOTENAY COMMUNICATIONS LTD.	\$794.50
EFT014175	DEAN McKERRACHER	\$95.00
EFT014176	M I A OF BC	\$88,058.00
EFT014177	GORDON OLSEN	\$64.90
EFT014178	PRESTIGE INN CRANBROOK	\$269.12
EFT014179	ROBERT PREVOST	\$735.00
EFT014180	QUAD CITY BUILDING MATERIALS	\$318.21
EFT014181	ANGE QUALIZZA	\$45.00
EFT014182	REG DIST OF CENTRAL KOOTENAY	\$7,663.92
EFT014183	CLARA REINHARDT	\$20.00
EFT014184	ROCKY MTN PHOENIX	\$1,737.41
EFT014185	NATHAN SIEMENS	\$115.00
EFT014186	SUPERIOR PROPANE INC.	\$3,005.58
EFT014187	GERRY TAFT	\$45.00
EFT014188	RICHARD TEGART	\$30.68
EFT014189	KAREN UNRUH	\$25.00
EFT014190	VALLEY LOCKWORKS	\$189.00
EFT014191	VITAL AIRE	\$50.95
EFT014192	JANE WALTER	\$145.08

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
EFT014193	JIM WESTWOOD	\$23.60
EFT014194	VIRGINIA WEST	\$45.00
EFT014195	GERALD WILKIE	\$223.02
EFT014196	DAVID WILKS	\$45.00
EFT014197	NANCY WILFLEY	\$49.36
EFT014198	WINDERMERE CENTEX	\$91.05
EFT014199	ZONE WEST ENTERPRISES LTD	\$31.50
62503	MAUREEN COULOMBE	\$37.17
62504	HOPKINS HARVEST LTD	\$496.75
62505	INTERIOR HEALTH	\$150.00
62506	INVESTORS GROUP TRUST CO. LTD.	\$632.50
62507	MGM INDUSTRIES LTD	\$690.26
62508	JOSH PEDERSEN	\$23.60
62509	RDEK PETTY CASH c/o D. Renaud	\$164.00
62510	MARGE REAY	\$17.70
62511	RFS CANADA	\$167.48
62512	SHAW CABLE	\$732.32
62513	TELUS COMMUNICATIONS	\$5,643.81
62514	Volunteer Fire Fighters' Assoc. of BC	\$400.00
EFT014200	A.C.E. COURIER SERVICE	\$358.32
EFT014201	ADVANCED SAFETY MGMT LTD	\$437.92
EFT014202	ALS CANADA LTD	\$492.46
EFT014203	AMBERLIGHT VENTURES LTD.	\$630.00
EFT014204	BC TRANSIT	\$39,063.07
EFT014205	B & L Security Patrol Ltd	\$99.75
EFT014206	CITY OF KIMBERLEY	\$14,111.00
EFT014207	COLUMBIA VALLEY FREIGHT	\$328.13
EFT014208	LEE-ANN CRANE	\$45.00

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
EFT014209	CUPE LOCAL 2106	\$1,665.27
EFT014210	LILY DURHAM	\$115.68
EFT014211	e-KNOW EK NEWS ONLINE WEEKLY	\$210.00
EFT014212	FLAMEGUARD SAFETY SERVICES	\$467.32
EFT014213	FRED SURRIDGE LTD.	\$8,118.47
EFT014214	ROB GAY	\$925.56
EFT014215	GFL ENVIRONMENTAL INC. 2019	\$110.25
EFT014216	GREAT CANADIAN OIL CHANGE	\$504.65
EFT014217	HI-WAY 9 EXPRESS LTD.	\$22.61
EFT014218	KENT HOLMES	\$35.40
EFT014219	INVERMERE HARDWARE	\$187.88
EFT014220	HERB JANZEN	\$37.76
EFT014221	LIDSTONE & COMPANY	\$2,281.54
EFT014222	ILENE LOWING	\$22.42
EFT014223	LUCKY STRIKE GAS	\$46.50
EFT014224	MAX S PLACE BAKERY LTD	\$770.24
EFT014225	UAP INC	\$1,562.76
EFT014226	PITNEYWORKS	\$10,000.00
EFT014227	PRESTIGE INN CRANBROOK	\$1,211.04
EFT014228	DAMIEN RICHARD	\$3,447.01
EFT014229	RM OFFICE SOLUTIONS LTD	\$185.92
EFT014230	ROCKY MOUNTAIN PRINT SOLUTIONS	\$32,797.75
EFT014231	JENNIFER SPETA	\$8,048.25
EFT014232	WAYNE STONE	\$35.40
EFT014233	SUPERIOR PROPANE INC.	\$2,245.26
EFT014234	TAYNTON BAY ELECTRICAL LTD	\$129.15
EFT014235	STEVE TERSMETTE	\$149.29
EFT014236	TIPI MOUNTAIN ECO-CULTURAL SERVICES	\$1,769.51

## Board Cheque Register

From 2/1/2020 To 2/29/2020

Cheque Number	Vendor Name	Amount
EFT014237	JOHN TODD	\$8.85
EFT014238	TREEHOUSE OUTDOOR EDUCATION INC.	\$1,000.00
EFT014239	TRI-KOTA CLEANING	\$200.00
EFT014240	UNITED WAY	\$54.00
EFT014241	VITAL AIRE	\$91.85
EFT014242	M. SHAYNE WEBSTER	\$23.60
EFT014243	JIM WESTWOOD	\$35.40
EFT014244	WOODY'S PLUMBING	\$252.00
EFT014245	WSP CANADA INC	\$11,203.51

**Total Cheques: 234****Total Amount of Cheques: \$968,112.66**

Resolved:

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

Chairperson: \_\_\_\_\_

**REGIONAL DISTRICT OF EAST KOOTENAY**

**BYLAW NO. 2984**

A bylaw to adopt the Regional District of East Kootenay 2020 – 2024 five year financial plan.

The Board of the Regional District of East Kootenay enacts as follows:

1. This Bylaw may be cited as “Regional District of East Kootenay – 2020 – 2024 Five Year Financial Plan Bylaw No. 2984, 2020.”
2. The five year financial plan for the Regional District of East Kootenay being Revenue and Expenditures as contained in Schedule A attached to and forming part of this Bylaw, is the 2020 – 2024 five year financial plan for the Regional District.

READ A FIRST TIME the     day of

READ A SECOND TIME the     day of

READ A THIRD TIME the     day of

ADOPTED the     day of

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CORPORATE OFFICER

**BYLAW NO. 2984**

inding Tue  
2/26/2020



	2019	2019	2020	2021	2022	2023	2024
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
<b>Revenue</b>							
Requisition	\$18,280,711	\$18,280,711	\$19,153,134	\$20,607,903	\$20,972,043	\$21,358,086	\$21,879,581
Parcel Taxes	1,424,602	1,419,913	1,422,065	1,562,978	1,590,228	1,599,651	1,613,651
Payments in Lieu of Taxes	874,727	909,851	819,427	723,927	728,927	698,927	708,927
Federal Grants				15,000	2,175,000		
Provincial Grants	5,575,237	2,733,780	5,720,620	2,679,940	242,440	242,440	242,440
Local Government Grants & Regional Transfers	7,888,780	6,163,390	7,449,606	5,384,953	4,854,453	4,854,453	4,854,453
Fees & Charges	3,870,746	5,244,305	4,319,303	4,419,039	4,430,867	4,491,045	4,465,983
Interest	379,250	703,683	379,250	379,250	379,250	379,250	379,250
<b>Total Revenue</b>	<b>38,294,053</b>	<b>35,455,634</b>	<b>39,263,405</b>	<b>35,772,990</b>	<b>35,373,208</b>	<b>33,623,852</b>	<b>34,144,285</b>

## Expenditures

General Administration	1,697,370	1,566,057	1,725,398	1,719,803	1,721,539	1,795,165	1,785,030
Electoral Area Administration	3,206,833	2,210,237	2,443,632	1,471,602	1,560,900	1,572,067	1,572,067
EV Tax Sharing	803,376	110,919	1,182,917	105,005	105,096	1,531,320	1,075,282
CBT Admin	60,995	59,877	59,876	59,876	59,876	59,876	59,876
DGIA	330,560	168,949	336,265	230,768	206,575	201,575	200,325
Municipal Fiscal Services	4,554,291	4,540,372	4,554,291	4,554,291	4,554,291	4,554,291	4,554,291
Municipal Inspection	973,345	836,188	959,300	973,300	991,300	1,011,300	1,030,300
Building Inspection	259	26	26	27	27	27	29
Fireworks Regulation	16,445	5,439	16,705	16,826	17,000	17,100	17,200
Noise Control	64,689	45,483	62,476	62,588	62,700	62,800	62,900
Animal Control	43,672	37,451	38,620	39,236	39,553	39,920	40,287
Unsanitary Premises Regulation	487,922	442,383	505,809	492,458	499,530	508,210	515,863
Widmerness Fire	286,862	234,487	295,015	265,820	272,331	288,374	284,296
Fairmont Fire	364,659	281,494	333,975	325,248	329,860	332,934	334,269
Panorama Fire	170,098	135,023	168,921	168,814	171,273	172,912	175,101
Edgewater Fire	325,971	309,548	337,746	331,440	338,940	344,440	348,940
Jeffray Fire	179,464	170,940	188,432	182,600	185,600	186,600	187,600
Baynes Lake Fire	124,538	116,705	126,872	127,641	129,500	130,500	131,500
Hosmer Fire	201,559	176,418	208,435	205,437	207,870	209,870	211,870
Elko Fire	814,653	811,474	843,685	875,287	908,065	942,075	977,483
Cranbrook Rural Fire	336,498	335,841	321,157	322,040	390,064	409,638	430,115
Fernie Rural Fire	62,188	63,700	114,063	116,180	118,448	120,787	83,197
Upper EV Fire	55,335	49,743	55,505	59,603	60,634	61,657	62,702
Uppervermore Rural Fire							



**Five Year Financial Plan**  
**With Revenues and Expenditures**  
**For the Twelve Months Ending Tuesday, December 31, 2019**  
2/26/2020

	2019		2020		2021		2022		2023		2024	
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Wilmer/Toby Bench Fire	37,265	31,921	38,089	39,390	39,390	39,917	40,448	40,979				
Radium Resort/Dry Gulch Fire	46,556	42,520	50,169	50,078	50,078	51,005	51,962	52,947				
Brownsville Fire	4,246	3,542	4,717	4,208	4,208	4,287	4,371	4,454				
CV Emergency Program	117,843	111,977	127,487	130,816	130,816	128,389	137,710	131,039				
Central Emergency Program	133,802	197,613	567,272	138,968	138,968	140,018	148,649	143,433				
EV Emergency Program	119,964	100,859	133,334	134,897	134,897	136,000	138,000	139,500				
E911	393,823	348,610	411,723	462,050	462,050	479,227	492,227	497,227				
Fairmont Creek Flood Control	158,340	176,610	97,230	80,943	80,943	22,000	21,350	67,991				
Area A Flood Control	97,172	49,008	127,798	73,525	73,525	75,894	36,276	38,697				
CV Conservation Program	218,648	222,839	139,040	124,341	124,341	124,379	124,439	124,504				
Invasive Plant Management	99,027	80,123	101,157	101,865	101,865	104,910	104,970	106,591				
Access Guardian Program	60,808	60,327	60,822	60,843	60,843	60,861	60,878	60,894				
Mosquito Control	131,347	90,852	104,173	140,014	140,014	145,455	145,100	145,251				
CV Solid Waste	1,903,733	1,832,946	2,241,578	2,050,140	2,050,140	2,116,140	2,188,140	2,191,140				
Central Solid Waste	4,234,695	3,815,637	4,418,742	4,285,500	4,285,500	4,293,500	4,327,500	4,289,500				
EV Solid Waste	2,254,002	2,052,855	2,245,237	2,274,602	2,274,602	2,277,602	2,315,602	2,358,602				
Area A Septage	43,882	21,961	58,267	25,819	25,819	45,869	25,924	25,478				
EV Victim Assistance	63,072	27,691	65,885	66,147	66,147	66,471	66,808	67,148				
Tie Lake Water Level Control	7,523	10,820	7,095	6,601	6,601	7,154	5,714	5,818				
Rosen Lake Water Level Control	32,529	10,660	9,314	4,700	4,700	4,813	4,928	5,046				
Lazy Lake Water Level Control	1,400	1,717	22,686	1,872	1,872	1,471	1,786	1,844				
Broadband	116,618	115,589	116,261	116,277	116,277	116,292	116,310	116,329				
EV Airport	61,406	46,790	48,740	61,913	61,913	38,322	63,700	51,100				
Area B Cemeteries	663	130	477	486	486	495	506	518				
Area C Cemeteries	1,279	490	686	703	703	713	729	743				
Area E Cemeteries	1,463	847	1,477	1,536	1,536	1,595	1,656	1,717				
Area F Cemeteries	27,423	28,859	21,183	28,697	28,697	29,201	29,730	30,240				
Planning	1,348,788	1,101,569	1,253,457	969,400	969,400	985,400	958,900	977,900				
CV Economic Development	405,433	257,629	763,906	342,050	342,050	259,842	260,141	260,459				
Area A Economic Development	478	43	435	524	524	546	571	594				
Area B Economic Development	3,235	71	3,218	3,224	3,224	3,208	3,250	3,250				
Area C Economic Development	83,917	146	103,771	20,000	20,000	20,000	20,000	20,000				
Area E Economic Development	87,404	232	204,982	4,987	4,987	5,003	5,000	5,000				
Area F Economic Development	13,757	98	13,659	13,680	13,680	13,680	13,680	13,680				
Area G Economic Development	1,680	20	703	719	719	732	747	762				
Moylie Street Lighting	5,723	5,581	5,729	5,898	5,898	6,071	6,253	6,434				
Wardner Street Lighting	4,003	3,896	4,009	4,124	4,124	4,253	4,376	4,505				
Elko Street Lighting	3,038	2,896	3,072	3,072	3,072	3,166	3,256	3,353				
King-Cobham Street Lighting	4,142	4,017	4,128	4,253	4,253	4,377	4,512	4,645				
Wilmer Street Lighting	6,758	6,592	6,760	6,964	6,964	7,166	7,381	7,593				

2 of 4



**Five Year Financial Plan**  
**With Revenues and Expenditures**  
**For the Twelve Months Ending Tuesday, December 31, 2019**  
2/26/2020

	2019	2019	2020	2021	2022	2023	2024
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Windermere Street Lighting	15,356	15,018	15,348	15,803	16,277	16,762	17,265
Edgewater Street Lighting	15,069	14,737	15,058	15,514	15,978	16,453	16,946
Jaffray Intersection Lighting	5,500	4,460	4,640	4,531	4,994	5,020	5,070
CV Transit	170,567	138,489	180,689	215,375	232,375	243,375	254,875
EV Transit	141,542	131,388	157,031	170,587	191,340	200,404	209,866
CV Recreation	1,227,917	1,149,625	1,414,077	1,194,034	1,355,600	1,234,577	1,182,577
Edgewater Recreation	46,797	43,354	48,932	46,185	46,439	46,705	46,987
Regional Parks	448,041	361,537	426,348	413,287	403,000	402,863	404,539
Electoral Area B Parks	19,278	11,977	37,858	43,996	31,681	31,838	31,973
Electoral Area C Parks	4,204	3,071	4,918	4,535	4,500	4,550	4,600
Electoral Area E Parks	68,984	57,134	48,730	36,500	37,100	36,400	37,000
Electoral Area F Parks	82,327	64,256	84,969	85,006	86,855	86,859	87,576
Electoral Area G Parks	7,890	5,669	7,860	7,749	8,145	8,040	8,441
Cranbrook Library Funding	183,889	178,220	192,264	185,483	188,762	192,109	195,525
Libraries Grant-in-Aid	289,964	290,141	295,871	301,768	306,778	312,894	319,128
Brisco Community Hall/Cemetery	11,607	11,518	11,507	11,517	11,523	11,532	11,540
Wilmer Community Club	7,546	7,602	9,414	9,322	9,330	9,337	9,345
Edgewater Sewer	128,606	102,550	146,400	114,509	125,986	116,197	119,054
Holland Creek Sewer	275,174	248,272	282,762	262,837	263,820	280,962	268,081
Baltic Sewer	144,961	106,390	160,658	123,023	122,696	120,508	120,464
Holland Creek Storm Sewer	1,024	1,024	1,024	1,024	1,024	1,024	1,024
CV Liquid Waste	275	97	179				
Wesi Ferlie Infrastructure Upgrades	12,013	6,729	3,333	1,641	229,859	231,005	232,790
Holland Creek Water	250,362	221,636	238,195	231,162	231,005	231,005	232,790
Windermere Water	449,080	412,845	262,926	135,848	135,848	135,848	135,848
Elko Water	57,046	48,140	60,211	78,923	58,239	60,558	80,159
Mojie Water	50,809	55,599	60,715	53,941	57,696	72,416	53,128
Timber Ridge Water	33,603	43,802	65,812	29,243	29,243	29,243	29,243
Edgewater Water	238,832	193,395	266,170	184,992	208,019	209,773	189,950
Rushmere Water	94,474	79,113	97,790	97,446	97,356	99,441	99,554
Spur Valley Water	62,019	55,457	65,110	69,292	64,505	65,148	64,316
East Side Lake Windermere Water	487,098	432,355	786,517	836,250	834,268	820,618	896,669
<b>Total Expenditures</b>	<b>32,532,122</b>	<b>28,069,943</b>	<b>33,920,391</b>	<b>29,838,728</b>	<b>29,939,975</b>	<b>30,132,141</b>	<b>30,310,614</b>
<b>Revenue less Expenditures</b>	<b>5,761,931</b>	<b>7,385,691</b>	<b>5,343,014</b>	<b>5,934,262</b>	<b>5,433,233</b>	<b>3,491,711</b>	<b>3,833,671</b>
Debt/Principal Repayment	(537,046)	(518,641)	(631,647)	(652,688)	(778,065)	(712,451)	(708,847)



**Five Year Financial Plan**  
**With Revenues and Expenditures**  
**For the Twelve Months Ending Tuesday, December 31, 2019**  
2/26/2020

	<div>2019</div> <div>BUDGET</div>	<div>2019</div> <div>ACTUAL</div>	<div>2020</div> <div>BUDGET</div>	<div>2021</div> <div>BUDGET</div>	<div>2022</div> <div>BUDGET</div>	<div>2023</div> <div>BUDGET</div>	<div>2024</div> <div>BUDGET</div>
Debt Borrowing	1,927,140	40,998	3,257,837	304,000			
Transfers to Reserves	(2,425,245)	(2,669,908)	(3,404,141)	(3,260,248)	(2,957,294)	(3,590,131)	(3,788,892)
Transfers from Reserves	2,309,653	715,158	2,375,100	734,481	1,019,403	336,503	931,429
Capital Expenditures	(10,993,399)	(3,926,312)	(12,126,248)	(4,234,547)	(3,397,788)	(180,210)	(829,620)
Prior Period Surplus	6,110,350	6,008,858	7,069,597	2,661,780	2,392,905	2,612,023	2,851,375
<b>End of Year Surplus</b>	<b>2,153,384</b>	<b>7,035,844</b>	<b>1,883,512</b>	<b>1,487,040</b>	<b>1,712,394</b>	<b>1,957,445</b>	<b>2,309,116</b>

This is Schedule A referred to in Bylaw No. 2984 cited as "Regional District of East Kootenay – 2020 – 2024 Five Year Financial Plan Bylaw No. 2984, 2020."

Chair

Corporate Officer

Date

<b>Date</b>	February 21, 2020
<b>Author</b>	Krista Gilbert
<b>Subject</b>	Bylaw No. 2654 – SweetWater Zoning & Floodplain Management Bylaw – Housekeeping Amendments

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### REQUEST

Introduce Bylaw 2654.

### OPTIONS

1. THAT Bylaw No. 2654 cited as “Regional District of East Kootenay – SweetWater Zoning & Floodplain Management Bylaw No. 2127, 2009 – Amendment Bylaw No. 5, 2015 (Miscellaneous / RDEK)” be introduced.
2. THAT Bylaw No. 2654 cited as “Regional District of East Kootenay – SweetWater Zoning & Floodplain Management Bylaw No. 2127, 2009 – Amendment Bylaw No. 5, 2015 (Miscellaneous / RDEK)” not proceed.

### RECOMMENDATION

Option 1.

### BACKGROUND/ANALYSIS

In 2013, the RDEK adopted the Campground Bylaw and concurrently amended the definition of cottage in RDEK zoning bylaws with the intention that cottages were now a use only permitted in campgrounds. Prior to the adoption of the Campground Bylaw, the SweetWater Zoning & Floodplain Management Bylaw defined cottages as a single family dwelling smaller than 93 m<sup>2</sup> with no basement and permitted this use in the R-1(C), small lot zone. The permitted use of cottage in the R-1(C) zone is now incorrect as a cottage is only permitted in a campground.

To correct this inconsistency, the use has been changed from cottage to single family dwelling and the provisions of a single family dwelling being smaller than 93 m<sup>2</sup> with no basement were inserted into R-1(C), small lot zone. Other references to cottage in the context of residential use (Section 1.18 – maximum number of dwelling units permitted on a parcel and Section 3.02 – off-street parking requirements for residential use) have been repealed.

These housekeeping amendments do not change any existing use within the R-1(C), small lot zone.

## SPECIFIC CONSIDERATIONS

### Public & First Nations Consultation (Referrals)

Referrals for Bylaw 2654 were sent on January 20, 2020 to the following agencies:

- **Ministry of Forests, Lands, Natural Resource Operations and Rural Development**
  - Environmental Protection
  - Water Stewardship
  - Environmental Stewardship
- Ktunaxa Nation Council
- School District No. 5
- **Interior Health Authority**
- **Transportation & Infrastructure**
- Telus

Comments from referral agencies had a reply deadline of February 20, 2020. Agencies that responded to the referral are highlighted in bold and had no concerns or comments related to Bylaw 2654.

At the February 19, 2020 Electoral Area B Advisory Planning Commission meeting, Bylaw No. 2654 was reviewed and discussed.

Attachment: Bylaw No. 2654 – SweetWater Zoning & Floodplain Management Bylaw No. 2127, 2009 – Amendment  
Bylaw No. 5, 2015 (Miscellaneous / RDEK)

## REGIONAL DISTRICT OF EAST KOOTENAY

### BYLAW NO. 2654

A bylaw to amend Bylaw No. 2127 cited as "Regional District of East Kootenay – SweetWater Zoning & Floodplain Management Bylaw No. 2127, 2009".

---

WHEREAS the Board of the Regional District of East Kootenay wishes to amend Bylaw No. 2127;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Regional District of East Kootenay - SweetWater Zoning & Floodplain Management Bylaw No. 2127, 2009 – Amendment Bylaw No. 5, 2015 (Miscellaneous / RDEK)."
2. Schedule A, Section 1.18 (1)(b) is repealed.
3. Schedule A, Section 3.02 (4)(b) is repealed.
4. Schedule A, Section 4.05 (1)(a) is repealed and the following substituted:
  - (a) *Single family dwelling.*
5. Schedule A, Section 4.05 is amended by adding the following:
  - (4) Other Regulations  
Within the R-1(C) zone:
    - (a) *A single family dwelling must have a gross floor area less than 93 m<sup>2</sup>;*
    - (b) *Basements* are prohibited.

READ A FIRST TIME the            day of            , 2020.

READ A SECOND TIME the            day of            , 2020.

READ A THIRD TIME the            day of            , 2020.

ADOPTED the            day of            , 2020.

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CHAIR

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CORPORATE OFFICER

## **Request for Decision Bylaw Amendment Application**

File No: P 719 223  
Reference: Bylaw No: 2973 & 2974  
Date: February 24, 2020

**Subject:** Bylaw No. 2973 & 2974 (Sweetwater – KV Properties Inc.)  
**Applicant:** KV Properties Inc.  
**Agent:** Ben Barrington Design Consultant  
**Location:** McMorran Drive, Sweetwater  
**Legal:** Part of Lot 2, DL 10348, Kootenay District Plan EPP14443

**Proposal:** To amend the OCP and zoning designation of part of the property to permit future subdivision. The proposed OCP designation change is from C, Commercial to R-SF, Residential Low Density and the proposed zoning designation change is from C-1, Mixed Use Village Commercial Zone to R-1(B), Single Family Residential – Medium Lot Zone.

**Development Agreement:** None.

- Options:**
1. THAT Bylaw No. 2973 cited as “Regional District of East Kootenay – Lake Koocanusa Official Community Plan Bylaw No. 2432, 2013 – Amendment Bylaw No. 4, 2019 (Sweetwater / KV Properties Inc.) be introduced;  
  
And further, that the Board is satisfied that the OCP consultation identified in the staff report is appropriate.
  2. THAT Bylaw No. 2974 cited as “Regional District of East Kootenay – SweetWater Zoning and Floodplain Management Bylaw No. 2127, 2009 – Amendment Bylaw No. 7, 2019 (Sweetwater / KV Properties Inc.) be introduced.
  3. THAT Bylaw No. 2973 cited as “Regional District of East Kootenay – Lake Koocanusa Official Community Plan Bylaw No. 2432, 2013 – Amendment Bylaw No. 4, 2019 (Sweetwater / KV Properties Inc.) not proceed;
  4. THAT Bylaw No. 2974 cited as “Regional District of East Kootenay – SweetWater Zoning and Floodplain Management Bylaw No. 2127, 2009 – Amendment Bylaw No. 7, 2019 (Sweetwater / KV Properties Inc.) not proceed.
  5. THAT Bylaws No. 2973 and No. 2974 be postponed pending confirmation from a qualified professional that the community wastewater treatment system is fully operational.

---

**Recommendation: Options 5**

The proposal is consistent with the current community vision. The remaining land zoned for commercial and multi-family dwellings can still be utilized to establish a viable village core.

OCP policies state that rezoning applications should be considered partially on the provision of community sewer servicing. Considering the community sewer system is still not operational despite previous information stating that it would be completed in 2019, confirmation of fully functioning and self-contained system is recommended before proceeding with further zoning approvals.

---

**Property  
Information:**

**Current OCP Designation:** C, Commercial

**Proposed OCP Designation:** R-SF, Residential Low Density

**OCP Policies:**

- The overall maximum density for principal dwelling units shall not exceed 7.4 dwelling units per hectare within the Sweetwater Subarea.
- Subsequent rezoning applications for the Sweetwater Subarea will be considered on an individual basis in relation to the following criteria:
  - Consistency with the original development vision for the parcel reflecting a high density village concept design
  - Provision of community water and sewer servicing; and
  - Provision of approximately 150 recreational vehicle spaces, approximately 1/3 of which will be available for short-term rental (less than 14 days), and 2/3 of which will be available for full season ownership and use.
- Despite section 4.3(2)(a) parcels smaller than 0.4 ha in size are supported in the Sweetwater Subarea, consistent with the original development vision.
- Despite section 4.3(2)(b) parcels smaller than 1.0 ha in size along the shoreline of Lake Kooacanusa are supported in the Sweetwater Subarea, consistent with the original development vision.
- Commercial development in the Sweetwater subarea is directed to the village square adjacent to the south marina.

**Property  
Information -  
cont'd:**

**Current Zone Designation:** C-1, Mixed Use Village Commercial Zone (minimum parcel size: 300 m<sup>2</sup>)

**Proposed Zone Designation:** R-1(B), Single Family Residential – Medium Lot (minimum parcel size: 570 m<sup>2</sup>)

**Parcel Size:** 37.4 ha (92.4 ac)

Area under application: Approx. 3.0 ha (7.5 ac)

**Density:**

Existing: Vacant

Proposed: 26 residential lots

**ALR Status:** Not within the ALR

**Interface Fire Hazard Rating:** Moderate, not within a fire protection area

**BC Assessment:** Residential (vacant)

**Water and Sewer Services:** Community Services. The community water system has been in operation since 2012. The wastewater sewermain components and lift stations are operational, but numerous damaged components have been discovered and replacement parts have been ordered. Currently sewage is pumped and hauled to an off-site treatment facility. The community sewerage system is scheduled to be fully operational by the end of February 2020.

The engineer for the community systems has stated that the current water and sewer systems have sufficient capacity to service the proposed lots.

**Flood Hazard Rating:** The proposed lots are adjacent to Lake Koocanusa. Flood regulations will apply to development.

**Professional  
Studies:**

None

**Additional  
Information:**

- The application states that the owners do not believe the amount of existing commercial land is required to produce a viable and functional commercial hub for the area. They do believe that the land around the south marina is the most appropriate location for a commercial hub with the opportunity for higher density residential uses. Therefore, while still keeping an area of land zoned commercial they wish to rezone a portion from commercial to residential.
- The attached master plan shows the direction that the owner is wishing to pursue. The application states that the plan does not seek to maximize density but does allow for multi-family product in the latter stages of the development. Commercial uses are envisioned to be largely seasonal and as such would not be capable of being financially viable on a year-round basis. The owners see some limited commercial uses that would be sustainable year round once adequate build out is achieved, but the majority of commercial uses would likely operate for 5 to 6 months per year, in the warmer months.

**Additional  
Information -  
cont'd:**

- Covenant CA2620464 registered on the subject property restricts use of the land to a parent parcel upon which a future bare land strata will be registered. Any use of the property for residential, commercial or industrial purposes is prohibited until servicing is provided in accordance with the requirements of the subdivision servicing bylaw.

**Consultation:**        **APC Area B:** Support, subject to covenant registration to ensure the sewage system is fully operating before the APC will entertain any further development at Koocanusa Village.

**Referral Agencies:**

- **Interior Health Authority:** Interests unaffected.
- **Transportation & Infrastructure:** Interests unaffected
- **Environment:** No comments.
- **Ktunaxa Nation Council:** Approximately half of Area 2 falls within Arch potential polygon overlap. There are also registered Arch sites within 1 km of the proposed development. There needs to be a proper arch assessment done.
- **School District No. 5:** No response.
- **Telus:** No response.
- **Crown Land Authorization:** No response.

**Documents  
Attached:**

- Amending Bylaws
- Location Map
- Land Use Map
- OCP Map
- Zoning Map
- Proposal
- Current Master Plan
- Aerial Photo

**RDEK  
Contact:**

Krista Gilbert, Planning Technician  
Phone: 250-489-0314  
Email: [kgilbert@rdek.bc.ca](mailto:kgilbert@rdek.bc.ca)

## REGIONAL DISTRICT OF EAST KOOTENAY

### BYLAW NO. 2973

A bylaw to amend Bylaw No. 2432 cited as "Regional District of East Kootenay – Lake Koocanusa Official Community Plan Bylaw No. 2432, 2013."

---

WHEREAS the Board of the Regional District of East Kootenay has received an application to amend Bylaw No. 2432;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Regional District of East Kootenay – Lake Koocanusa Official Community Plan Bylaw No. 2432, 2013 – Amendment Bylaw No. 4, 2019 (Sweetwater / KV Properties Inc.)."
2. The designation of that part of Lot 2 District Lot 10348 Kootenay District Plan EPP14443, outlined on the attached Schedule A, which is incorporated in and forms part of this Bylaw, is amended from C, Commercial to R-SF, Residential Low Density.

READ A FIRST TIME the      day of                      , 2020.

READ A SECOND TIME the      day of                      , 2020.

READ A THIRD TIME the      day of                      , 2020.

ADOPTED the      day of                      , 2020.

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CHAIR

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CORPORATE OFFICER

EPP14443

# SCHEDULE A



DL 10348

EPP1444

Bills Boulevard (ACC RTE)

McMorran Dr

C  
to  
R-SF

Koocanusa Lake Drive (ACC RTE)

NEP65910

DL 17041

DL  
132

Lake  
Koocanusa

This is Schedule A referred to in Bylaw No. 2973 cited as  
"Regional District of East Kootenay – Lake Koocanusa  
Official Community Plan Bylaw No. 2432, 2013 – Amendment  
Bylaw No. 4, 2019 (Sweetwater / KV Properties Inc.)."

Chair

Corporate Officer

Date

DL 4140

**REGIONAL DISTRICT OF EAST KOOTENAY**

**BYLAW NO. 2974**

A bylaw to amend Bylaw No. 2127 cited as "Regional District of East Kootenay – SweetWater Zoning and Floodplain Management Bylaw No. 2127, 2009."

---

WHEREAS the Board of the Regional District of East Kootenay has received an application to amend Bylaw No. 2127;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Regional District of East Kootenay – SweetWater Zoning and Floodplain Management Bylaw No. 2127, 2009 – Amendment Bylaw No. 7, 2019 (Sweetwater / KV Properties Inc.)."
2. The designation of that part of Lot 2 District Lot 10348 Kootenay District Plan EPP14443, outlined on the attached Schedule A, which is incorporated in and forms part of this Bylaw, is amended from C-1, Mixed Use Village Commercial Zone to R-1(B), Single Family Residential – Medium Lot Zone.

READ A FIRST TIME the      day of                      , 2020.

READ A SECOND TIME the      day of                      , 2020.

READ A THIRD TIME the      day of                      , 2020.

ADOPTED the      day of                      , 2020.

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CHAIR

---

CORPORATE OFFICER



# SCHEDULE A

DL 10348

2

EPP 14

Bills Boulevard (ACC. RTE)

McMorran Dr

**C-1  
to  
R-1(B)**

Koocanusa Lake Drive (ACC. RTE)

EPP 19350

NEP 65910

DL 132

DL 17041

Lake  
Koocanusa

This is Schedule A referred to in Bylaw No. 2974 cited as  
"Regional District of East Kootenay – SweetWater Zoning and  
Floodplain Management Bylaw No. 2127, 2009 – Amendment  
Bylaw No. 7, 2019 (Sweetwater / KV Properties Inc.)."

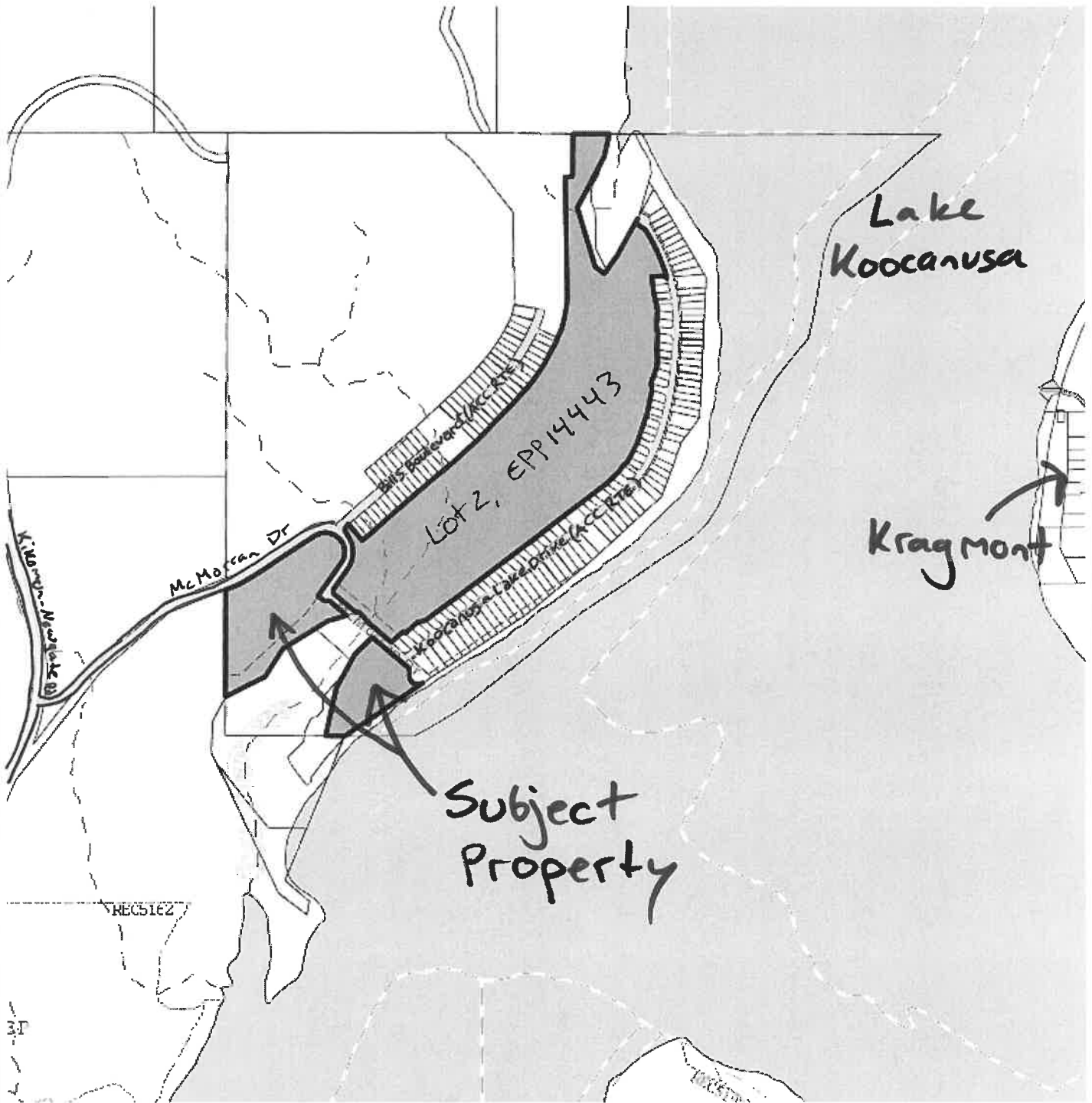
Chair

Corporate Officer

Date

DL 4140

# Location Map



Notes:

500 0 250 500 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 12-13-2019 1:48 PM

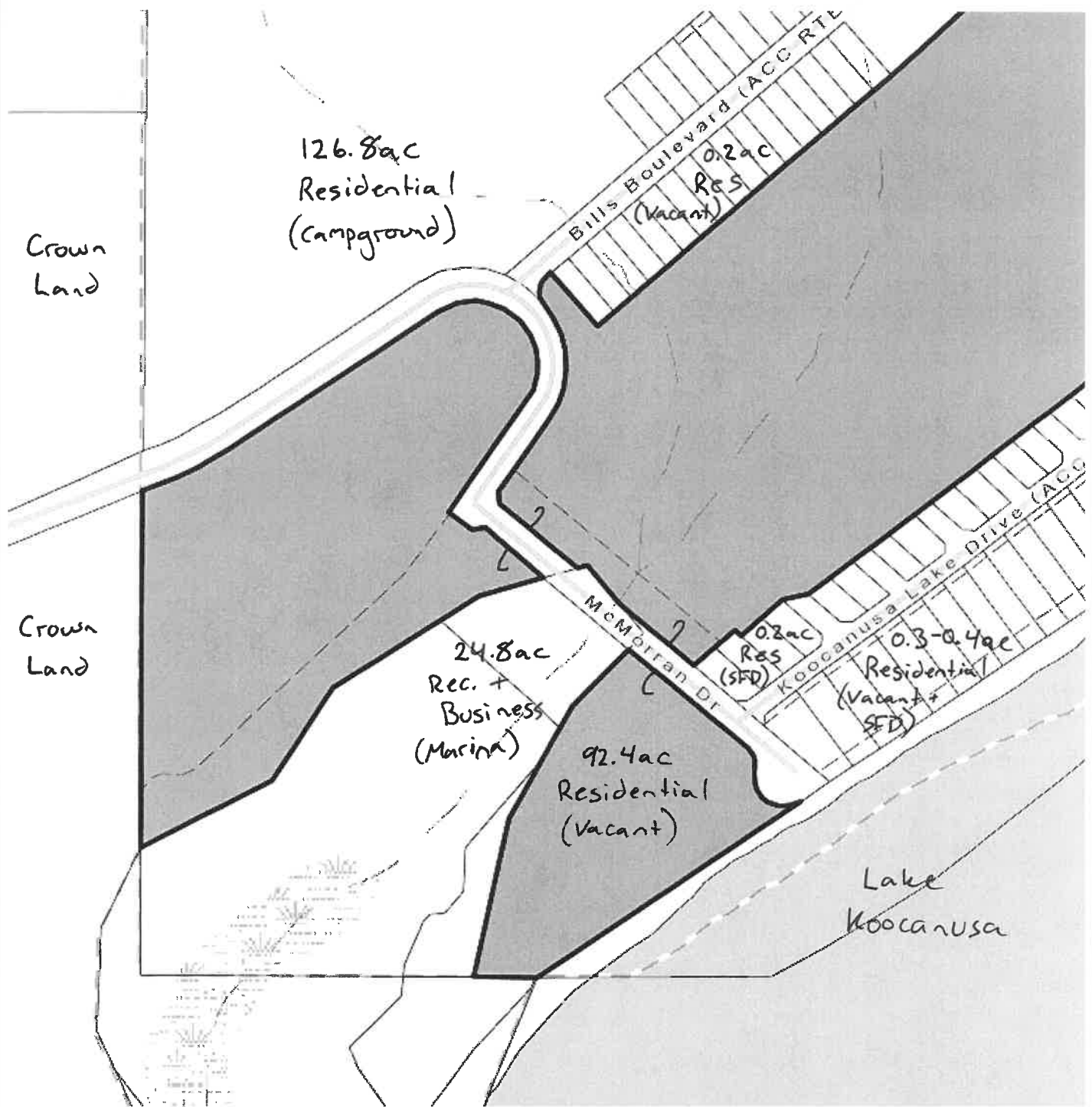
Scale = 1: 20,000



THIS MAP IS NOT TO BE USED FOR NAVIGATION

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

# Land Use Map



## Notes:

150 0 75 150 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 12-13-2019 2:09 PM

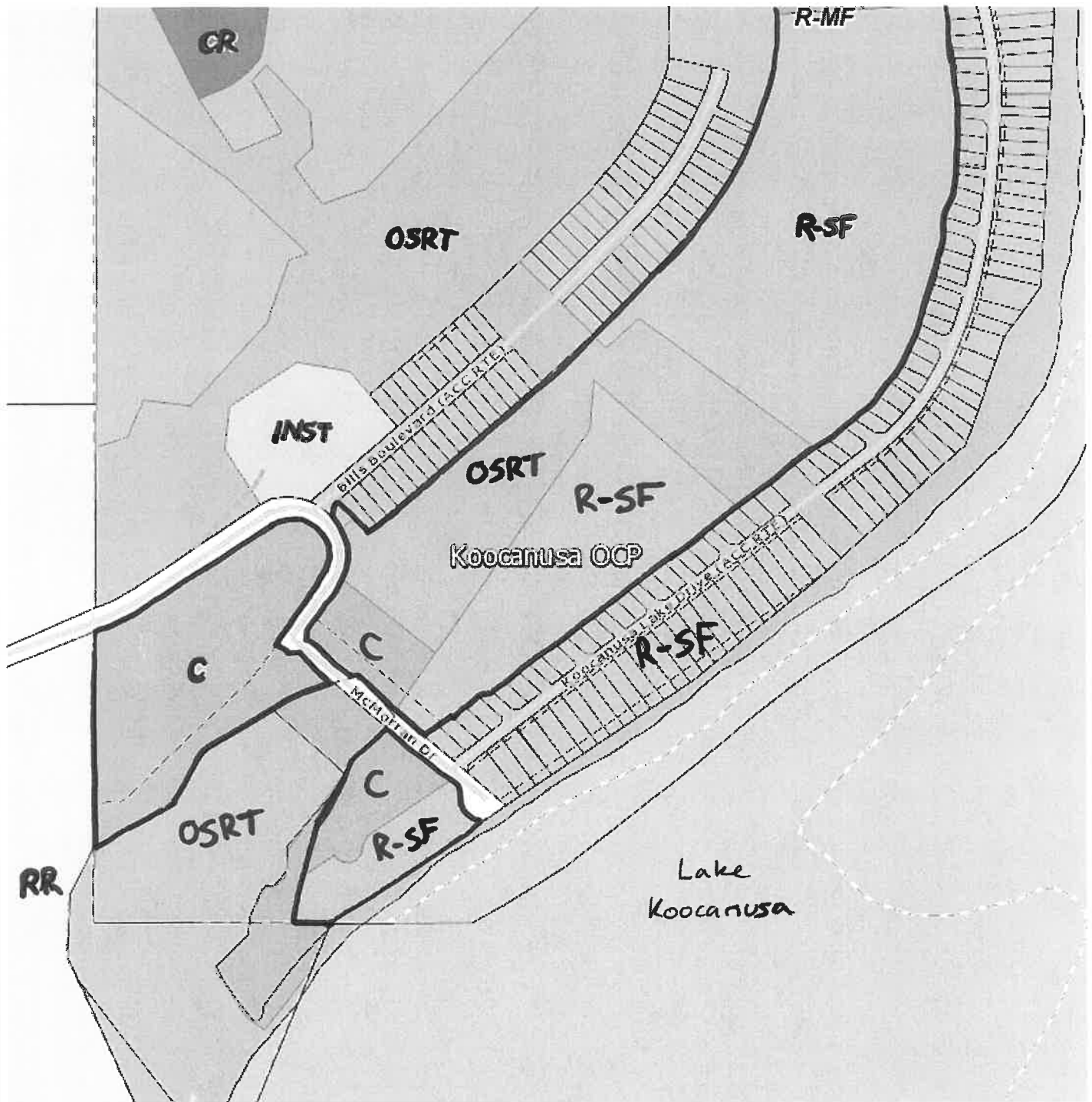
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**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

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# OCP Designation Map



## Notes:

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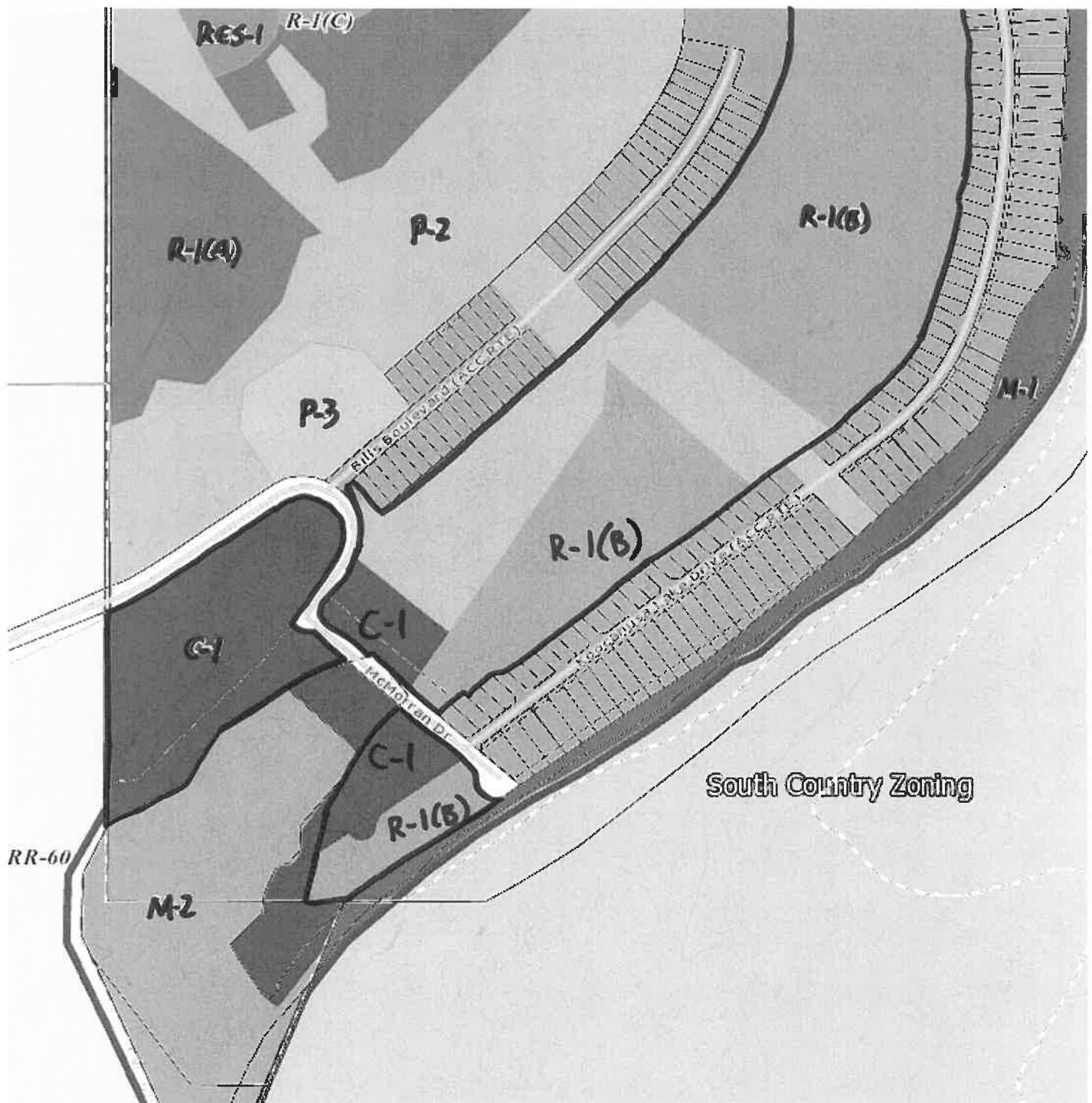
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## THIS MAP IS NOT TO BE USED FOR NAVIGATION

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# Zone Designation Map



## Notes:

250 0 125 250 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 12-13-2019 2:13 PM

Scale = 1: 10,000



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Drawing No.	2441-007970-ZONING
Date:	NOV 28, 2018
Rev No.	0
Project No.	24412-00797-00

# Proposal Area 1

BLOCK B  
PLAN EPC1939

DL 10348

BLOCK A  
PLAN EPC1939

2  
PLAN EPP14443

2  
PLAN EPP14443  
PROPOSED LOT C

STRATA PLAN EPS771

BLOCK A  
PLAN EPC1939

DL 17193

LAKE  
KOOCANUSA

PREVIOUSLY REZONED TO  
R-1(B) JUNE 14, 2019

3  
PLAN 8226

## LEGEND

AREA TO BE REZONED FROM "C-1" TO "R-1(B)"

Rev	Date	Description	Drawn	Checked	App'd
1	2019/12/03	ISSUED FOR REZONING	W.S.	D.H.	D.H.

THIS DRAWING AND ANY INFORMATION HEREON IS THE PROPERTY OF THE ENGINEER AND SHALL NOT BE USED, REPRODUCED OR REPRODUCED WITHOUT THE WRITTEN CONSENT OF THE ENGINEER. ALL RIGHTS ARE RESERVED FOR THE ENGINEER AND ANY INFORMATION HEREON IS THE PROPERTY OF THE ENGINEER AND SHALL NOT BE USED, REPRODUCED OR REPRODUCED WITHOUT THE WRITTEN CONSENT OF THE ENGINEER. ALL RIGHTS ARE RESERVED FOR THE ENGINEER.

0 1:500 25'



**McElhanney**

100 Wilfrid Drive  
Ottawa, ON  
Canada K1G 1Y1  
Tel: 226-881-2013

KV PROPERTIES

PROPOSED REZONING PLAN  
MARINA POINT SUBDIVISION

Drawing No.

Project Number  
2441-00797-00

Rev.  
0

Accession Number: A0016-07-16



AREA TO BE REZONED FROM "C-1" TO "R-1(B)"

Drawing No.

Preprint Number  
2441-00797-01

1500 Willowbrook Drive  
Cranbrook BC  
Canada V1C 7H9  
Tel 250 489 3013

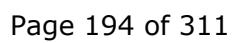
Approved Sealed

0	2019/12/03	ISSUED FOR REZONING
1	Date	Description

WB	EWB	SWA
Drawn	Designed	Asst

[illegible]

ORIGINAL, DATED 1955, AND D-107-6-347





## Request for Decision Bylaw Amendment Application

File No: P 720 503  
Reference: Bylaw No. 2975  
Date: February 26, 2020

**Subject:** Bylaw No. 2975 (Westside / 1129759 Alb Ltd)  
**Applicant:** 1129759 Alberta Ltd (Mark Himmelspace)  
**Agent:** Haworth Development Consulting  
**Location:** Westside Road  
**Legal:** Lot 1, District Lot 4596, Kootenay District, Plan NEP88930 Except Plan EPP43962 (PID: 027-903-052)

**Proposal:** To amend the zone designation of the subject property from A-1, Rural Resource Zone to SH-2, Small Holding Semi-Rural Zone to permit subdivision.

**Development Agreement:** The applicant has offered to register a 'no disturbance' covenant over about 50% of the property. This protected area will include native grassland ecosystems and steep slopes.

The owner has offered amenity contributions in the amount of \$1000 per residential lot created to be held in a reserve fund for improvements to parks and recreation facilities in Electoral Area F including improvements to public lake accesses to Lake Windermere.

**Options:**

1. THAT Bylaw No. 2975 cited as "Regional District of East Kootenay – Upper Columbia Valley Zoning Bylaw No. 900, 1992 – Amendment Bylaw No. 359, 2020 (Westside / 1129759 Alb Ltd)" be introduced.
2. THAT Bylaw No. 2975 cited as "Regional District of East Kootenay – Upper Columbia Valley Zoning Bylaw No. 900, 1992 – Amendment Bylaw No. 359, 2020 (Westside / 1129759 Alb Ltd)" not proceed.

**Recommendation:** **Option #1**  
The OCP designation for the subject portion of land supports the request and the watershed and riparian values will be protected by both the ESA development permit process and the 'no development' covenant offered by the applicant for the most sensitive portions of the property.

---

**Property Information:** **OCP Designation:** SH, Small Holdings which supports low density residential development with minimum parcel sizes in the range of 0.2 ha to 2.0 ha. An OCP amendment is not required for the proposed development.

**General Residential OCP Policies:**

- New multi-parcel subdivisions of single family or greater density should be serviced by community water and sewer systems.

**Property  
Information -  
cont'd:**

- Development of new residential areas should include internal non-motorized trails and identify connections with existing trail networks. Where existing trail networks are not yet established, connectivity with parks, open space, recreational amenities and commercial services should be demonstrated.
- Rezoning to create new residential parcels within the plan area or to increase on water boat moorage/storage could increase the use and associated impacts on existing public lake access points and recreational amenities such as trails. Community amenity contributions can assist in mitigating these impacts by funding upgrades to public lake access, trails or other public recreational amenities. Community amenity contributions are not a requirement of rezoning, but will be negotiated with developers at time of rezoning in order to reduce the impact that new development has on existing community amenities and for the provision of new amenities. Exceptions may be made for the provision of non-market attainable and affordable housing options.
- Bylaw amendment applications for residential development should address the following:
  - a) compatibility of the proposed development with surrounding land uses, parcel sizes, local rural character and lifestyle;
  - b) access to the development and proposed internal road networks;
  - c) demonstrate the use of Conservation Subdivision Design principles where appropriate, such as:
    - identify and establishing buffers from features such as riparian areas, wetlands, Class 1 ungulate winter range, wildlife corridors, wildlife habitat areas, natural hazard areas, woodlands and agricultural land;
    - clustering development into nodes of smaller lots in order to preserve larger contiguous environmentally sensitive areas and agricultural zones; and
    - utilizing compact neighbourhood design with dwelling units built in close proximity to each other to minimize the overall development footprint and required infrastructure.
    - integrate FireSmart principles.
- Development is encouraged to recognize and integrate opportunities to retain and maximize the viewscales.

**Residential OCP Policies for the Subject Property:**

- The lands shown in figure 8 (the subject property) are located between properties zoned for a minimum parcel size of 1 ha. Rezoning of the property to allow infill rural acreages may be supported, subject to the following conditions:
  - a) Consideration of a vegetated buffer, greenspace or extended building setbacks for new parcels adjacent to existing small holdings;
  - b) Proof of the provision of potable water;

**Property  
Information -  
cont'd:**

- c) Servicing by a community sewer system is strongly encouraged; and
- d) No net loss of the grassland ecosystem.

**Current Zoning:** A-1, Rural Resource

**Proposed Zoning:** SH-2, Small Holding Semi-Rural Zone, minimum parcel size: 1.0 ha

**Parcel Size:** 19.4 ha (47.9 ac)

**Density:** One single family dwelling is permitted.

**ALR Status:** Not within

**Interface Fire Hazard Rating:** Ranging from moderate to high, not within a fire service area

**BC Assessment:** Managed Forest (Industrial - vacant)

**Water and Sewer Services:** Onsite wells proposed and either onsite individual or onsite community sewer

**Professional  
Studies:**

Well water: Western Water Associates reviewed the property and found the presence of two aquifers. They determined that, based on the interpreted hydrogeology, there is good potential to develop multiple groundwater sources across the site which are capable of producing the water flows required to permit subdivision.

Archaeology:

- a) A Preliminary Field Reconnaissance Archaeological Assessment was completed in 2016 which found a small portion of the property requiring further study. The application states this more detailed assessment will be completed prior to subdivision and the area is included in the proposed 'no disturbance' covenant area offered by the owner.
- b) Archaeological Review of Proposed Road was completed in 2010 and a covenant is currently registered on the property which requires that any removal or displacement of soil be in accordance with the report.

Geotechnical: A Field Report which included the subject property was prepared by Miles Stepanck, P. Eng. in 2010 and a covenant is currently registered requiring further geotechnical study prior to any earth or vegetation removal and/or placement of any buildings or structures.

Environmental: A report is currently being prepared by Mary Louise Polzen from VAST Resource Solutions to review the grassland ecosystems. This work has determined that the present grassland is in a compromised state due to encroachment by shrubs and non-native vegetation. Recommendations have been made to supplement the existing grassland to ensure no post-development net-loss. A

**Professional Studies – cont'd:** development permit for environmental sensitivity will be required prior to subdivision sign-off by the RDEK.

**Additional Information:** A 10 m vegetated buffer is proposed as part of the no disturbance / green space covenant to provide an additional building setback from the neighbouring small holdings parcel to the south.

**Consultation:** **Advisory Planning Commission:**

**APC Areas F & G:** Support recommended

**Referral Agencies:**

- **Interior Health Authority:** Interests unaffected
- **Transportation & Infrastructure:** Interests unaffected
- **Environment:** No response
- **Ktunaxa Nation Council:** No response
- **Akisqnuk First Nation:** No response
- **Shuswap Indian Band:** No response
- **School District No. 6:** No response
- **Telus:** No response

**Documents Attached:**

- Bylaw
- Location Map
- Land Use Map
- Photos Provided by Applicant
- Existing & Proposed Zone Map
- Conceptual Subdivision Plan Provided by Applicant
- Letter from NRO – Habitat Management Section

**RDEK Contact:** Tracy Van de Wiel, Planning Technician  
Phone: 250-489-0306  
Email: [tvandewiel@rdek.bc.ca](mailto:tvandewiel@rdek.bc.ca)

**REGIONAL DISTRICT OF EAST KOOTENAY**

**BYLAW NO. 2975**

A bylaw to amend Bylaw No. 900 cited as "Regional District of East Kootenay – Upper Columbia Valley Zoning Bylaw No. 900, 1992."

---

WHEREAS the Board of the Regional District of East Kootenay has received an application to amend Bylaw No. 900;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Regional District of East Kootenay – Upper Columbia Valley Zoning Bylaw No. 900, 1992 – Amendment Bylaw No. 359, 2020 (Westside / 1129759 Alb Ltd)."
2. The designation of Lot 1, District Lot 4596, Kootenay District, Plan NEP88930, Except Plan EPP43962, outlined on the attached Schedule A, which is incorporated in and forms part of this Bylaw, is amended from A-1, Rural Resource Zone to SH-2, Small Holding Semi-Rural Zone.

READ A FIRST TIME the      day of                      , 2020.

READ A SECOND TIME the      day of                      , 2020.

READ A THIRD TIME the      day of                      , 2020.

ADOPTED the      day of                      , 2019.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CORPORATE OFFICER

**A-1**  
**to**  
**SH-2**

DL 4596

PLAN X 32

EPP65431

2. AN

22488

NEP89808

Copy Right

2

...allways

114

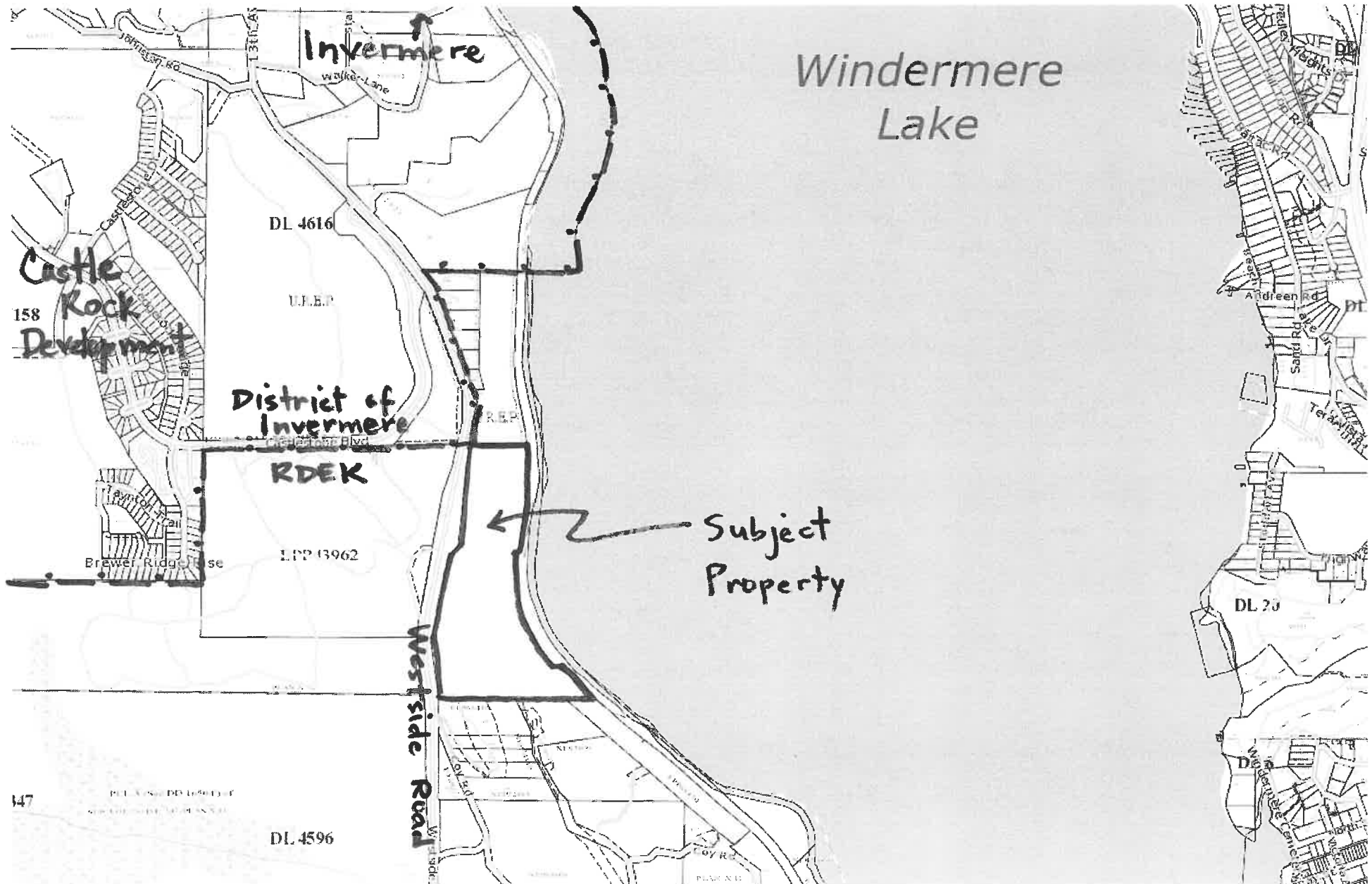


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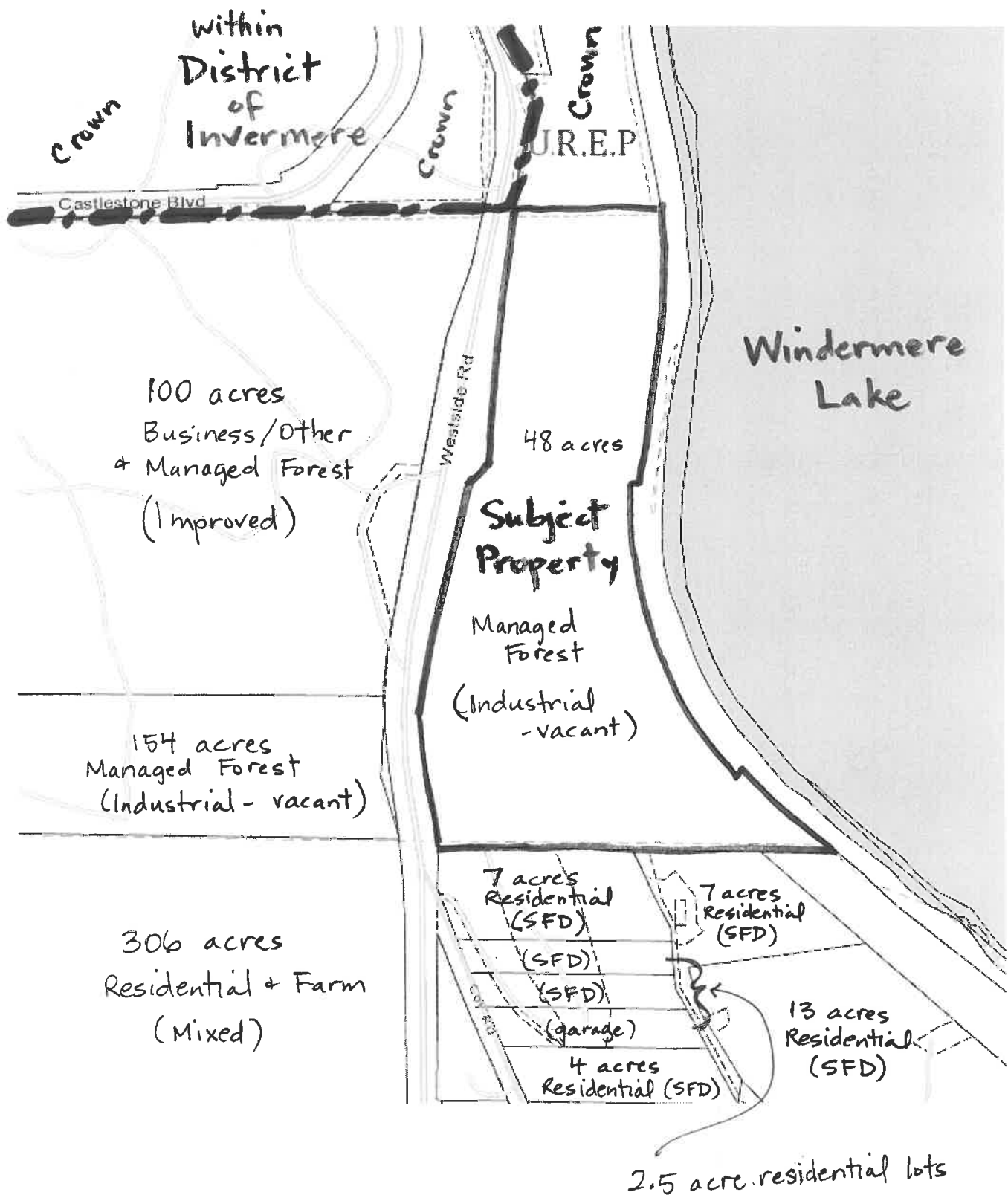
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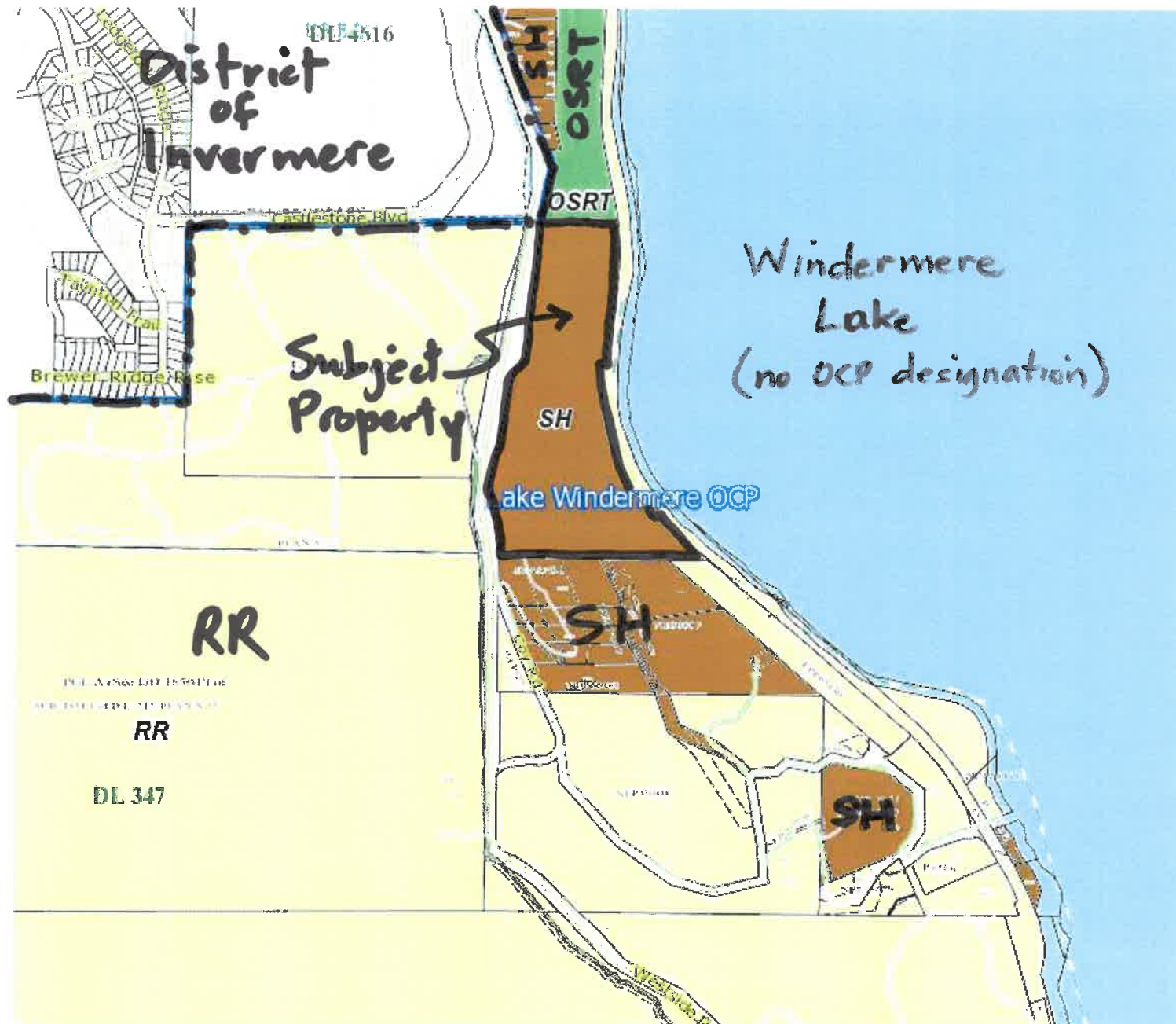
## Location Map



# Land Use Map



## OCP Designations



- (3) Maintain the rural character of land by only considering residential development proposals if they are located in such a way that they minimize impacts to views, do not hinder access to recreational areas, consider impacts to traffic volumes and make improvements based on the scale of impact, and do not compromise environmental or natural resource values identified elsewhere in this plan.
- (4) Ensure that development which occurs at the interface with urban boundaries integrates principles that will facilitate future development of urban parcel sizes and infrastructure.

#### 4.3 Policies

##### (1) General

- ➔ (a) New multi-parcel subdivisions of single family or greater density should be serviced by community water and sewer systems.
- (b) A mix of residential densities is supported within the plan area.
- (c) Incorporating secondary suites into the plan area is supported. This will require an amendment to the Upper Columbia Valley Zoning Bylaw and will consider what types of secondary suites may be appropriate and how to address potential impacts on parking and septic systems.
- (d) The current zoning regulations do not include a zone to recognize the short-term rental of single family dwellings. Undertaking a stand-alone public planning process to establish regulations pertaining to the use of single family residences for short term rentals is supported.
- ➔ (e) Development of new residential areas should include internal non-motorized trails and identify connections with existing trail networks. Where existing trail networks are not yet established, connectivity with parks, open space, recreational amenities and commercial services should be demonstrated.
- ➔ (f) Rezoning to create new residential parcels within the plan area or to increase on water boat moorage/storage could increase the use and associated impacts on existing public lake access points and recreational amenities such as trails. Community amenity contributions can assist in mitigating these impacts by funding upgrades to public lake access, trails or other public recreational amenities. Community amenity contributions are not a requirement of rezoning, but will be negotiated with developers at time of rezoning in order to reduce the impact that new development has on existing community amenities and for the provision of new amenities. Exceptions may be made for the provision of non-market attainable and affordable housing options.
- ➔ (g) Bylaw amendment applications for residential development should address the following:
  - (i) compatibility of the proposed development with surrounding land uses, parcel sizes, local rural character and lifestyle;
  - (ii) access to the development and proposed internal road networks;
  - (iii) demonstrate the use of Conservation Subdivision Design principles where appropriate, such as:
    - (A) identify and establishing buffers from features such as riparian areas, wetlands, Class 1 ungulate winter range, wildlife corridors, wildlife habitat areas, natural hazard areas, woodlands and agricultural land;

Cont'd  
↓

- (B) clustering development into nodes of smaller lots in order to preserve larger contiguous environmentally sensitive areas and agricultural zones; and
- (C) utilizing compact neighbourhood design with dwelling units built in close proximity to each other to minimize the overall development footprint and required infrastructure.



(iv) integrate FireSmart principles.

- (h) Development is encouraged to recognize and integrate opportunities to retain and maximize the views.

**(2) Windermere North**

- (a) A mix of residential densities is supported on the lands shown in Figure 1, subject to community sewer and water servicing, connection with existing trail networks and consideration of impacts to existing road networks.

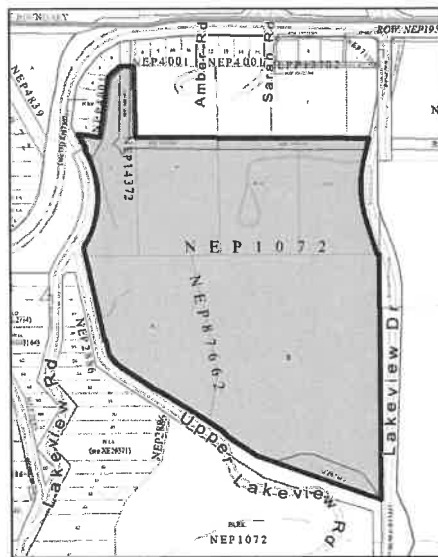


Figure 1

- (b) Road access for the parcels shown highlighted in Figure 2 should be considered from Amber Road, Sarah Road and Lakeview Drive.

- D. Minimize the construction of new roads by utilizing existing roads and disturbed area as much as possible;
  - E. The number of parcels in development clusters should be approximately the same as the number of parcels that would be provided on the parent parcel through a conventional rural subdivision. This is achieved by permitting smaller parcels in development clusters than would be provided in a conventional rural subdivision; and
  - F. To achieve higher densities in the development clusters, provision of community sewer and water services may be required.
- (b) Subdivision of lands shown in Figure 7 is not supported within the RDEK. The lands are suitable for an extension of the Castlerock subdivision and annexation by the District of Invermere is supported in order to provide appropriate levels of community servicing.

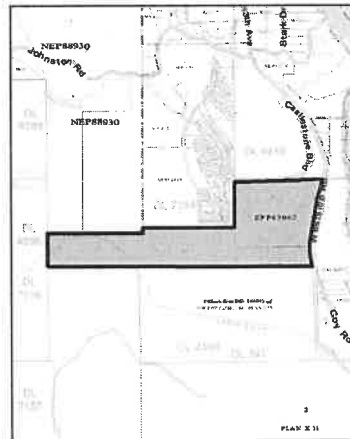


Figure 7



- (c) The lands shown in figure 8 are located between properties zoned for a minimum parcel size of 1 ha. Rezoning of the property to allow infill rural acreages may be supported, subject to the following conditions:
- i. Consideration of a vegetated buffer, greenspace or extended building setbacks for new parcels adjacent to existing small holdings;
  - ii. Proof of the provision of potable water;
  - iii. Servicing by a community sewer system is strongly encouraged; and
  - iv. No net loss of the grassland ecosystem.

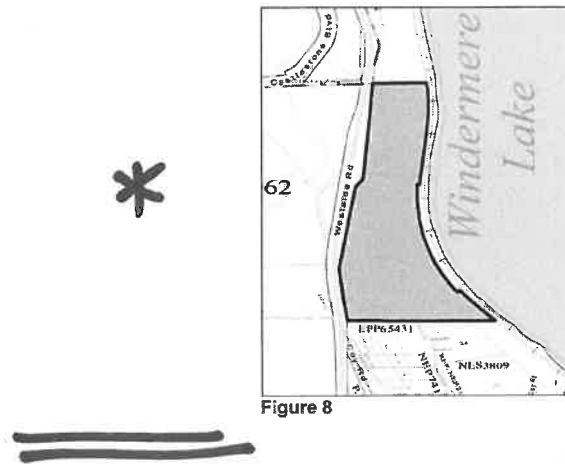


Figure 8

- (d) Despite the minimum parcel size requirements established within the zoning bylaw, subdivision of land within the Westside subarea to a parcel size of less than 120 hectares is not generally supported, with the exception of subdivision for a relative and sections 4.3(5)(a) - (c).
- (e) In order to keep grazing cattle off of private lands, landowners are responsible for incorporating sufficient controls, such as fencing and cattle guards.
- (f) A rezoning application for Lot 1, District Lot 347, Plan X11, shown in Figure 9, to facilitate subdivision as per the 1976 Agricultural Land Commission approval #4667/76 may be supported.



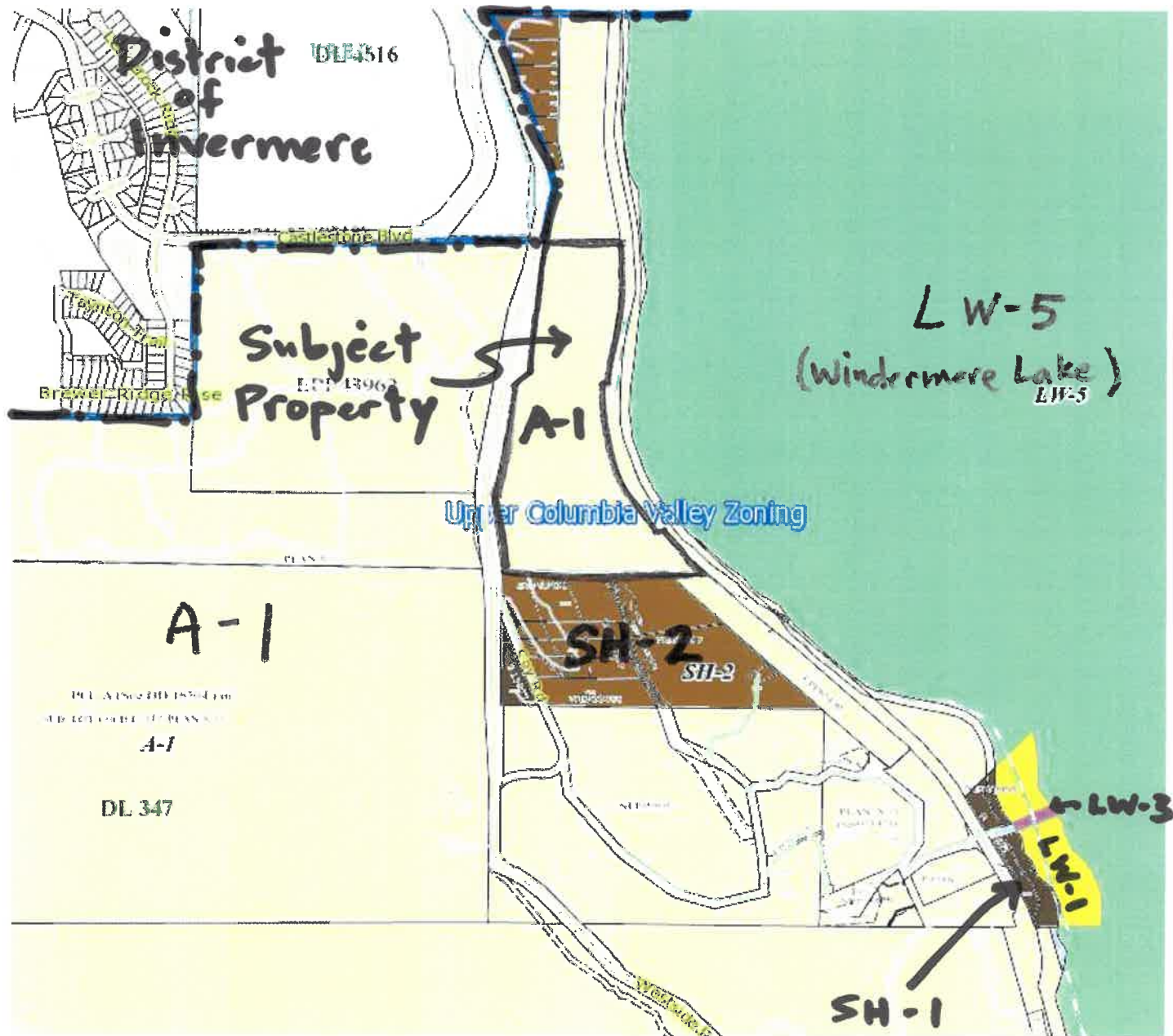
Figure 9

#### (6) Home Based Business Policy

The following policy identifies when home based businesses are supported within the plan area:

- (a) Home based businesses which are accessory to the residential use, operate on a scale that is appropriate for the area, conform with home based business and sign regulations in the zoning bylaw, and do not disrupt the residential nature of the surrounding area are supported in order to facilitate diversified economic development.

## Current Zone Designations



## RURAL RESOURCE ZONE: A-1

### 7.15 (1) Permitted Uses

Within the A-1 zone the following uses only are permitted:

- (a) Single family dwelling;
- (b) Agricultural use;
- (c) Seasonal produce stand;
- (d) Veterinary clinic;
- (e) Kennel, subject to subsection (5)(e);
- (f) Guest Ranch, subject to subsection (7)(d);
- (g) Riding stable, equestrian center;
- (h) Rifle, archery, trap and skeet range, subject to subsection (5)(f);
- (i) Fish pond;
- (j) Rural retreat;
- (k) Hostel;
- (l) Extraction of sand and gravel, including grading, washing, screening, crushing and transporting of materials;
- (m) Harvesting, transport and storage of forest resources; silviculture practices and Christmas tree management;
- (n) Sawmill, shakemill and planermill, subject to subsections (5)(g), (h), (i) and (7)(c);
- (o) Private air strip and helicopter landing pad;
- (p) Wildland Use;
- (q) Sanitary landfill site, subject to subsection (5)(j);
- (r) Wireless communication facility;
- (s) Uses permitted under Section 4.03 of this Bylaw.

BL 1047  
09 Jul 93

BL 1936  
03 Mar 07

### (2) Accessory Uses

- (a) Cement, concrete, asphalt or ready-mix plant accessory to sand and gravel pits subject to subsection 5(g);
- (b) Concession stand accessory to fish pond;
- (c) Cabin accessory to Wildland use;
- (d) Guide-outfitting lodge accessory to Wildland use;
- (e) Home based business; subject to (7)(f).
- (f) Secondary dwelling for farm hands; subject to (7)(e).
- (g) Auxiliary dwelling unit;

BL 2387  
05 Oct 12

BL 2350  
06 Jan 12

BL 2369  
07 Sept 12

- (h) Other uses, buildings and structures accessory to above permitted uses.

(3) Parcel Area

- (a) No parcel shall be created in the A-1 zone which is less than 60.0 ha (148.5 acres) except as provided for in clause (b) and under Section 5.02 and 5.03 of this Bylaw.
- (b) The Approving Officer may permit the creation of parcels having an area less than 60.0 ha (148.5 acres) but greater than 1.0 ha (2.48 acres) provided:
  - (i) the applicant for such subdivision is a farmer who intends to retire from the occupation of farming on the land to be subdivided; and
  - (ii) the applicant provides an undertaking that he intends to reside on the parcel.

(4) Density

- (a) No person shall site more than one (1) single family dwelling on a parcel within the A-1 zone, except as permitted under subsection (2)(f) above.

(5) Siting

- (a) No person shall site a principal building in the A-1 zone which has:
  - (i) a front yard less than 7.5 m (24.6 ft);
  - (ii) a rear yard less than 7.5 m (24.6 ft);
  - (iii) a side yard less than 7.5 m (24.6 ft);
- (b) No person shall site an accessory building or structure in the A-1 zone which has:
  - (i) a front yard less than 7.5 m (24.6 ft);
  - (ii) a rear yard less than 1.5 m (4.9 ft), nor less than 4.5 m (14.8 ft) where adjacent to a highway right-of-way other than a lane;
  - (iii) a side yard less than 1.5 m (4.9 ft), nor less than 4.5 m (14.8 ft) where adjacent to a highway right-of-way other than a lane.
- (c) No person shall site a secondary dwelling for farm hands in the A-1 zone which has:
  - (i) a front yard less than 7.5 m (24.6 ft);
  - (ii) a rear yard less than 7.5 m (24.6 ft);
  - (iii) a side yard less than 7.5 m (24.6 ft).

*Subsection (5)(d) deleted by Bylaw No. 1668 adopted 11 April 2003.*

- (e) No person shall site a kennel building, structure or enclosed run closer than 60 m (196.9 ft) from a parcel line.
- (f) No person shall establish a rifle, archery, trap, and skeet range in the A-1 zone less than 50 m (164 ft) from a parcel line, and not less than 100 m (328.1 ft) from an existing dwelling not on the same parcel.

- (g) No person shall site a sawmill, shakemill, or use permitted under subsection (2)(a) less than 100 m (328.0 ft) from a parcel line.
- (h) No person shall establish a planermill in the A-1 zone less than 300.0 m (984.3 ft) from a parcel line.
- (i) All sawmills, shakemills, and planermills shall be located on a contiguous area not larger than 1.6 ha (3.95 acres) in area, including log storage area, mill area, and waste disposal area.
- (j) No person shall site sewage treatment or sanitary landfill sites in the A-1 zone less than 1000.0 m (3280.8 ft) from any dwelling, nor from any buildings or structures in the P-1 Zone.

(6) Size and Dimensions of Buildings and Structures

- (a) No person shall site a building or structure in the A-1 zone which exceeds a height of 10.0 m (32.8 ft).

BL 1408  
05 Mar 99

- (b) Parcel coverage in the A-1 zone shall not exceed 10%.

(7) Other Regulations

- (a) All persons carrying out a use permitted in the A-1 zone shall comply with the relevant provisions of Parts 4, 5, and 6 of this Bylaw.
- (b) No person shall use or permit the use of any portion of a parcel in the A-1 zone for the wrecking and repair of vehicles or for the storage of derelict vehicles except for the storage of not more than one derelict vehicle in other than the front yard.
- (c) All planermills shall be enclosed by walls on three (3) sides and a roof.
- (d) *Repealed by Bylaw No. 2561 adopted Sept. 4/15.*

BL 2350  
06 Jan 12

- (e) On District Lot 111, Kootenay District no more than four secondary dwellings for farm hands are permitted.

BL 2461  
06 Dec 13

- (f) Despite Section 4.07 (8)(c) of this Bylaw on Lot 1, District Lot 346, Kootenay District, Plan NEP88457 a Bed and Breakfast use may be carried out in an accessory building.

## **SMALL HOLDING SEMI-RURAL ZONE: SH-2**

### **7.12 (1) Permitted Uses**

Within the SH-2 zone, the following uses only are permitted:

- (a) Single family dwelling;
- (b) Keeping of farm animals;
- (c) Horticulture;
- (d) Veterinary clinic;
- (e) Kennel subject to subsection (5) (d);
- (f) Uses permitted under Section 4.03 of this Bylaw.

### **(2) Accessory Uses**

- (a) Home based business;
- (b) Auxiliary dwelling unit;
- (c) Other uses, buildings and structures accessory to above permitted uses.

### **(3) Parcel Area**

No parcel shall be created in the SH-2 zone which is less than 1.0 ha (2.47 ac) in area except as permitted under Sections 5.03 and 5.04 of this Bylaw.

### **(4) Density**

No person shall site more than one (1) single family dwelling on a parcel in the SH-2 zone.

### **(5) Siting**

- (a) No person shall site a principal building in the SH-2 zone which has:
  - (i) a front yard less than 7.5 m (24.6 ft);
  - (ii) a rear yard less than 7.5 m (24.6 ft);
  - (iii) a side yard less than 1.5 m (4.9 ft), nor less than 4.5 m (14.8 ft) where adjacent to a highway right-of-way other than a lane.
- (b) No person shall site an accessory building or structure in the SH-2 zone which has:
  - (i) a front yard less than 7.5 m (24.6 ft);
  - (ii) a rear yard less than 1.5 m (4.9 ft), nor less than 4.5 m (14.8 ft) where adjacent to a highway right-of-way other than a lane;
  - (iii) a side yard less than 1.5 m (4.9 ft), nor less than 4.5 m (14.8 ft) where adjacent to a highway right-of-way other than a lane.

*Subsection (5)(c) deleted by Bylaw No. 1668 adopted 11 April 2003.*

BL 2369  
07 Sept 12

- (d) No person shall site a kennel building, structure or enclosed run closer than 60 m (196.9 ft) from a parcel line.

(6) Size and Dimensions of Buildings and Structures

- (a) No person shall site a building or structure in the SH-2 zone which exceeds a height of 10.0 m (32.8 ft).

BL 1408  
05 Mar 99

- (b) Parcel coverage in the SH-2 zone shall not exceed 20%.

(7) Other Regulations

- (a) All persons carrying out a use permitted in the SH-2 zone shall comply with the relevant provisions of Parts 4, 5, and 6 of this Bylaw.

- (b) No person shall use or permit the use of any portion of a parcel in the SH-2 zone for the wrecking and repair of vehicles or for the storage of derelict vehicles except for the storage of not more than one derelict vehicle in other than the front yard.

BL 2814  
01 Dec 17

- (c) Despite, Section 4.17(1)(k) of this Bylaw, on Lot 1, District Lot 347, Kootenay District, Plan NEP74119 an auxiliary dwelling unit is permitted.

BL 2941  
06 Dec 19

- (d) Despite Section 4.21 of this Bylaw, on Lots 4 and 5, District Lot 4596, Kootenay District, Plan EPP52907, in accordance with section 4.06 (2), up to two kitchens are permitted in a single family dwelling unit.



*View of south portion of subject property from over Lake Windermere. Subject property lies between lake and Westside Road.*

*Proposed common lot access route is visible in photo.*



*View of south portion of subject property from over Lake Windermere. Subject property lies between lake and Westside Road.*

*Proposed common lot access route is visible in photo.*



*View of north portion  
of subject property  
from over Lake  
Windermere. Subject  
property lies between  
lake and Westside  
Road.*



*View of north portion  
of subject property  
from over Lake  
Windermere. Subject  
property lies between  
lake and Westside  
Road.*



*View south along Westside Road with property to east (left). Existing site access gate is located proximate to hydro pole in centre of photo.*



*Site access and existing drive to property. Access gate shown is the same as shown on top photo.*

# Proposal

**HAWORTH**  
Development Consulting

Box 233, Suite 202, 826 - 7th Avenue,  
Invermere, British Columbia V0A 1K0  
T: 250 342 1327

**CASTLEROCK**  
LIFE AND LAND

This drawing and all design information contained herein is  
the property of Haworth Development Consulting Ltd. Use of this drawing  
for any other purpose without the written consent of Haworth  
Development Consulting is prohibited.

REV	DATE	DESCRIPTION

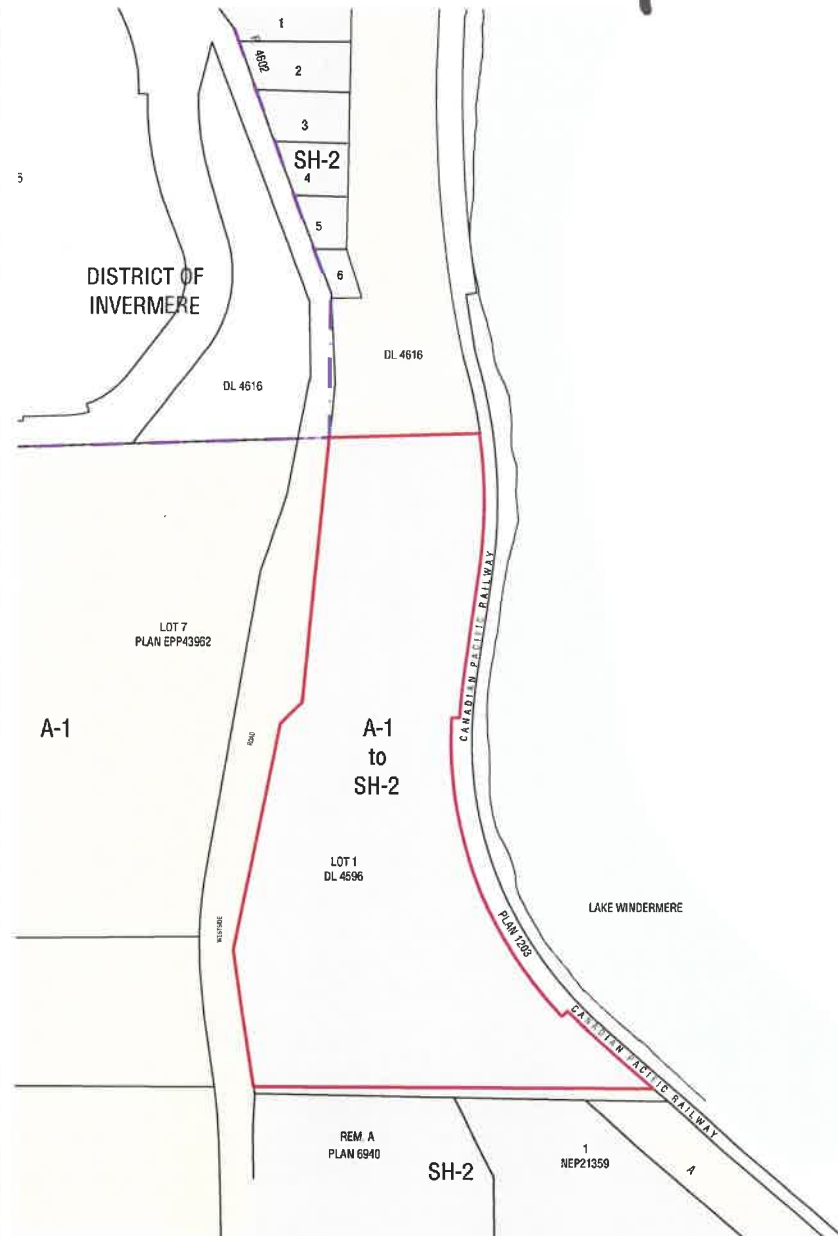
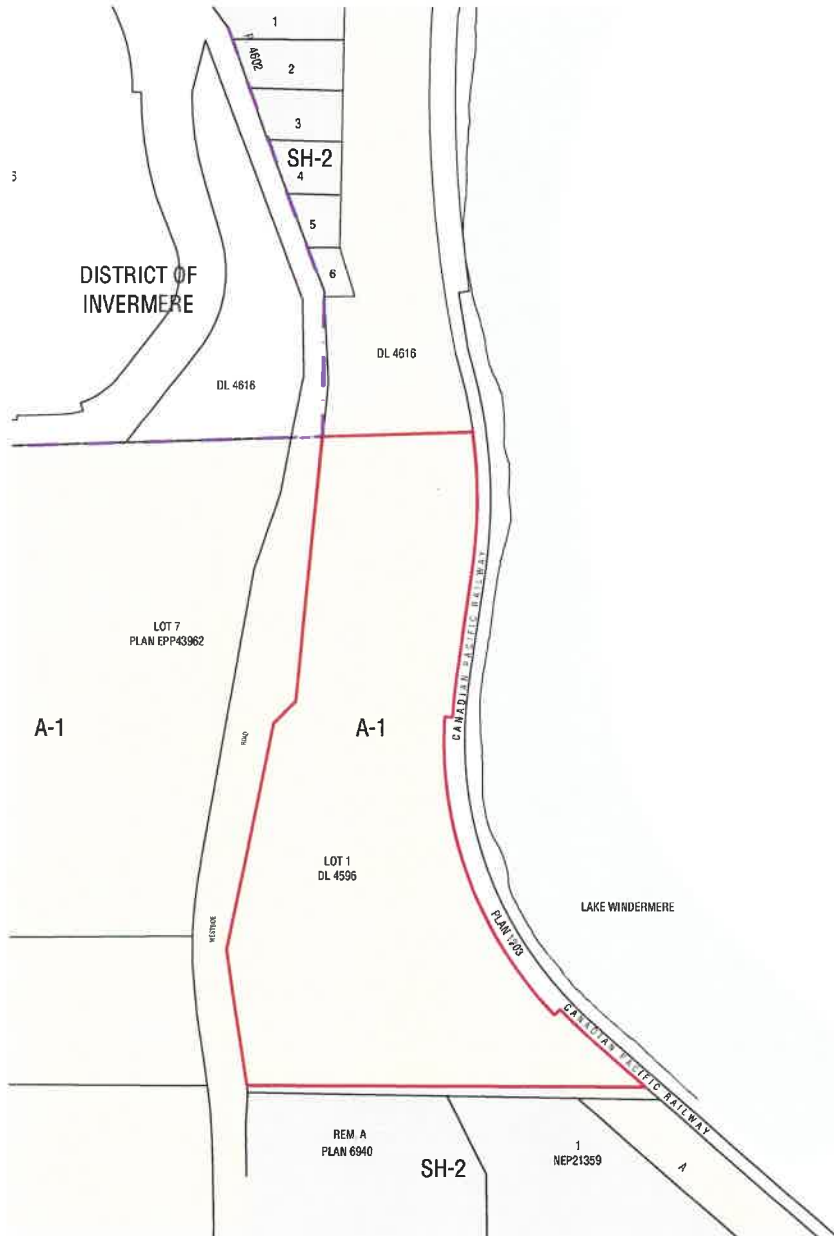
**LOT 1, DL 4596  
PLAN EPP43962**  
**WESTSIDE ROAD**

REGIONAL DISTRICT OF EAST KOOTENAY,  
BRITISH COLUMBIA

SCALE	AS NOTED
DATE	19 DECEMBER 2019
ISSUED FOR	LAND USE
PROJECT NUMBER	10043
DESIGN BY	HL
CHECKED BY	HL

**ZONING  
AMENDMENT**

(Drawn by: 10043)



# Conceptual Subdivision Plan

**HAWORTH**  
Development Consulting

Box 229, Suite 203, 828 - 7th Avenue,  
Vancouver, British Columbia V6A 1K9  
T: 250-342-1227

**CASTLEROCK**  
Development Consulting

- PROPOSED BUILDING ENVELOPE**  
- Development permitted outside of Building Envelope limited to driveway, septic field, well and landscaping.
- PROPOSED COVENANT AREA**  
- No Construction / Placement of Buildings or Structures  
- No Excavation or Placement of Fill  
- No Vegetation Removal or Disturbance (Firesmart requirements from the RDEK may require select tree removal and removal of undergrowth and vegetative debris).

**NOTE: PROPOSED PLAN OF SUBDIVISION IS CONCEPTUAL ONLY AND SUBJECT TO REVISION PRIOR TO FINAL SUBDIVISION.**

REVISIONS		
REV	DATE	DESCRIPTION

**LOT 1, DL 4596**  
**PLAN EPP43962**

**WESTSIDE ROAD**

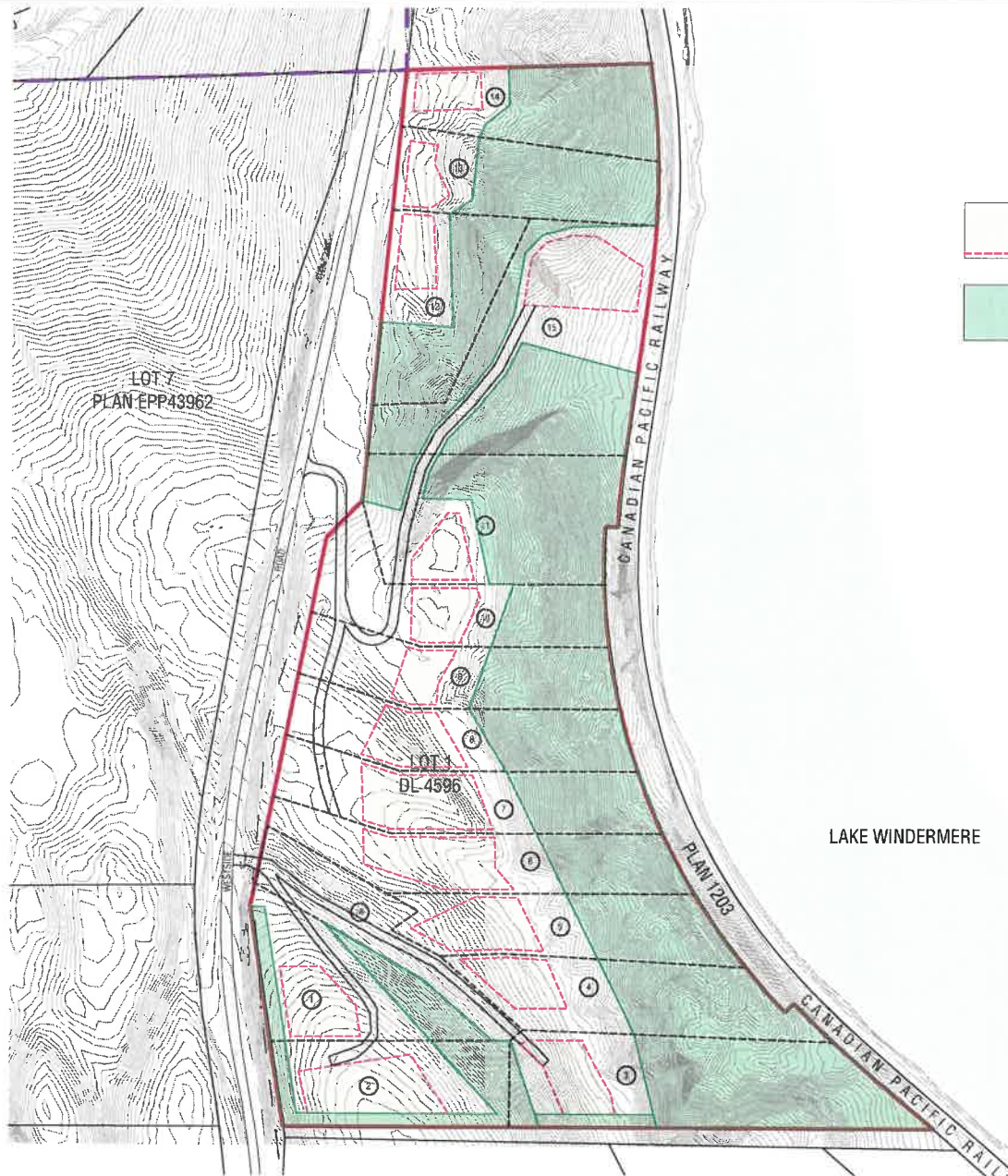
REGULATORY DISTRICT OF EAST KODJONA,  
BRITISH COLUMBIA

SCALE	AS NOTED
DATE	14 DECEMBER 2014
DESIGNED FOR	SUBDIVISION
PROJECT NUMBER	1041
DESIGNED BY	DL
DRAWN BY	DL

**DRAWING TITLE**  
**PROPOSED PLAN OF SUBDIVISION**  
**- PROPOSED COVENANT AREA**

2/20/2015 10:00:00

3.2





Referral Number: ATS#830072

Referral Type: Bylaw amendment

### **MFLNRORD Habitat Management Comments**

**MFLNRORD habitat management does not recommend approval of this bylaw amendment due to the potential for removal of functioning wildlife habitat, and the sensitivity of the habitat features.** The area provides shoreline to upland connectivity for wildlife which is necessary for many species to carry out life-stage requirements. The area has sensitive grasslands and open forests, and provides habitat for American Badger and Lewis' Woodpecker (both are species at risk). Great blue heron (species at risk) were noted near this site; locally herons have been noted using coniferous trees near waterbodies more frequently and this site provides suitable habitat. The area is actively used by wildlife according to telemetry and aerial observation flight survey data. It provides ungulate winter range for moose, elk, mule deer and whitetail deer.

Anthropogenic disturbances (i.e., roads, construction sites, high fences, tree removal, invasive plant spread, etc.) pose a threat to the species in this area. With subdivision and the additional of houses, shops, domestic animals, driveways, tree removal, etc. the functioning habitat in this area will be degraded and/or removed. There is a high risk for invasive plant introduction and spread, which would reduce forage quality and displace native species. The size of this area (almost 50ha) and the proposed increase in human use (15 residences) amplify the risks/threats to wildlife and habitat. Sensitive species are known to abandon areas due to human presence.

If this application is approved, please contact MFLNRORD habitat management for specific recommendations to minimize impacts to wildlife and habitat.

## **Request for Decision Development Variance Permit Application**

File No: P 719 425  
Reference: DVP 38-19  
Date: February 24, 2020

**Subject:** DVP No. 38-19 Kon Kur Holdings Ltd.  
**Applicant:** Kon Kur Holdings Ltd.  
**Agent:** Wasa Building Supplies / Steve & Debbie Wilson  
**Location:** 6102 Wasa Lake Park Drive, Wasa  
**Legal:** Lot 1, District Lot 264, Kootenay District, Plan 6462

**Proposal:** Application to vary the Electoral Area E Zoning & Floodplain Bylaw for two open sided storage structures.

For 'Structure A' (see attached sketch plan) the request is to reduce the minimum exterior side yard setback from 7.5 m to 2.1 m, the rear yard setback from 6 m to 2.1 m, and the setback from a controlled access highway (Highway 93/95) from 22 m to 14.6 m.

For 'Structure B' the request is to reduce the minimum exterior side yard setback from 7.5 m to 2.1 m.

Both storage structures will be used as dry storage for building supplies and the requested variances include provision for the roof eave overhangs.

**Options:**

1. THAT Development Variance Permit No. 38-19 (Wasa / Kon Kur Holdings Ltd.) be granted.
2. THAT Development Variance Permit No. 38-19 (Wasa / Kon Kur Holdings Ltd.) be refused.

**Recommendation:** **Option #1**  
The storage structures will improve the aesthetics of the property for residents and the travelling public and the variance will permit space for larger vehicles to deliver and pick-up yard supplies. The form and character development permit process will ensure the aesthetics of the structures are acceptable.

---

**Property  
Information:**

**OCP Designation:** C, Commercial

**OCP Objectives:**

- Commercial development is encouraged to sustain a high aesthetic standard that complements the character and natural landscape of the plan area.

**Zone Designation:** C-4, Service Commercial Zone; minimum parcel area requirement is 4000 m<sup>2</sup>.

**Parcel Area:** 0.51 ha (1.3 acres)

	<b>Density:</b> One dwelling is permitted accessory to a commercial use
	<b>ALR Status:</b> Not within the ALR
	<b>BC Assessment:</b> Business (other) – Stores and service
<b>Property Information – cont'd:</b>	<b>Water / Sewer Services:</b> Onsite
	<b>Interface Fire Hazard Rating:</b> Moderate, not within a fire protection area
	<b>Flood Hazard Rating:</b> Wasa Lake and the Kootenay River are nearby the subject property. Floodplain management provisions apply to development.
<b>Additional Information:</b>	<p>The applicant states that they plan to construct the storage structures in stages over the next couple of years.</p> <p>A development permit for form and character is required for the proposed structures. An application has been received and is currently being reviewed.</p>
<b>Consultation:</b>	<b>Advisory Commissions:</b>
	<b>APC Area E:</b> Support recommended
	<b>Response(s) to Notice:</b> 13 notices were mailed on February 11, 2020 to all property owners within 100 m. No notices were returned and no responses have been received.
<b>Documents Attached:</b>	<ul style="list-style-type: none"><li>▪ Permit</li><li>▪ Location Map</li><li>▪ Land Use Map</li><li>▪ Proposal</li></ul>
<b>RDEK Contact:</b>	<p>Tracy Van de Wiel, Planning Technician Phone: 250-489-0306 Email: <a href="mailto:tvandewiel@rdek.bc.ca">tvandewiel@rdek.bc.ca</a></p>

**Permittee:** Kon Kur Holdings Ltd.

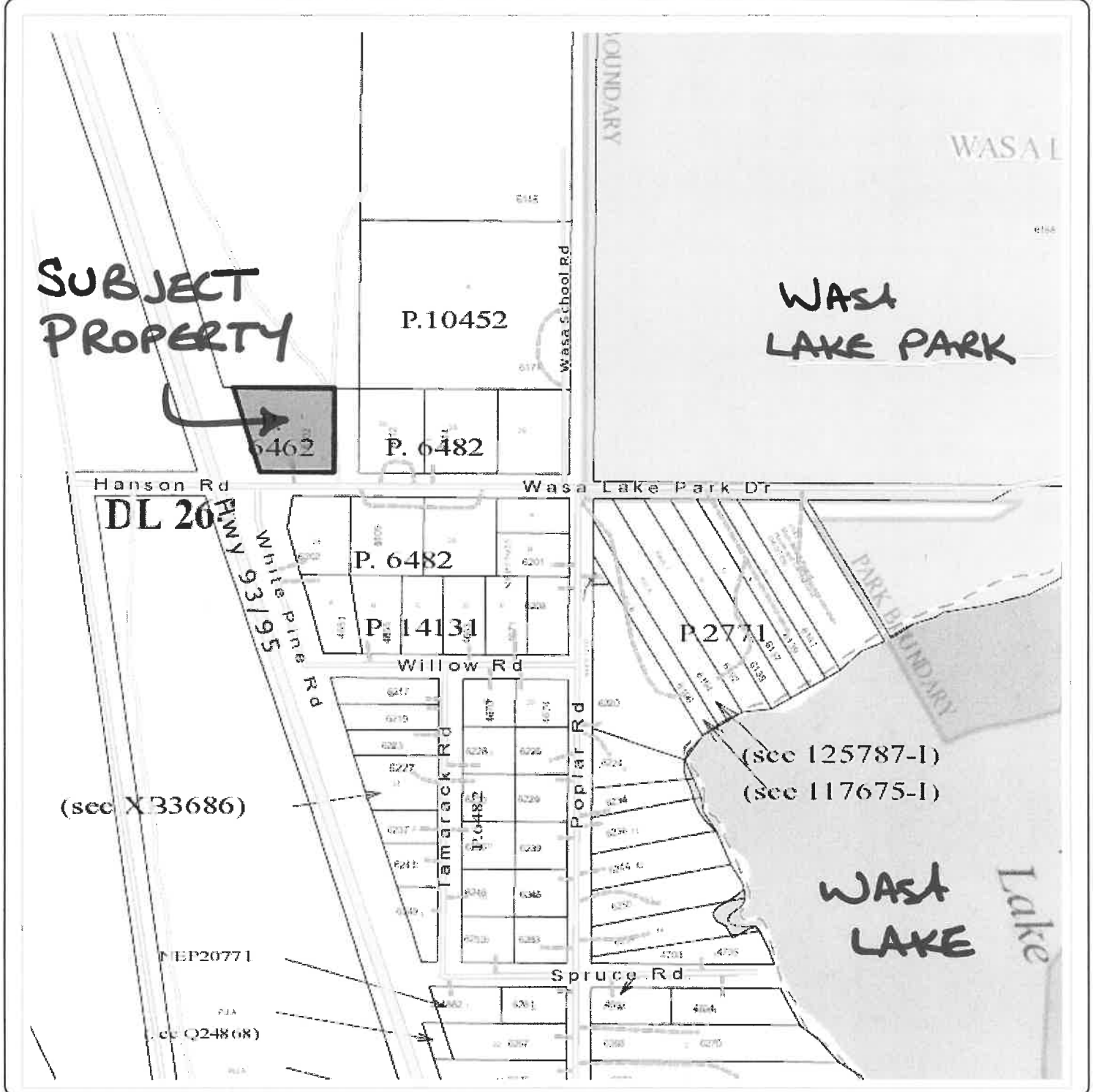
1. This Development Variance Permit is issued subject to compliance with all RDEK bylaws applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies to and only to those lands described below:

Lot 1, District Lot 264, Kootenay District, Plan 6462 (PID: 014-298-856)
3.
  - a) Regional District of East Kootenay – Electoral Area E Zoning Bylaw No. 2502, 2014, Section 4.20 (3)(b) which requires a minimum rear yard setback of 6 m and a minimum exterior side yard setback of 7.5 m is varied to reduce the rear and exterior side yard setbacks to 2.1 m, and Section 1.06 which requires a 22 m setback from a controlled access highway is varied to reduce the controlled access highway setback from 22 m to 14.6 m, to permit Storage Structure A for building supplies including the proposed roof eave overhang.
  - b) Regional District of East Kootenay – Electoral Area E Zoning Bylaw No. 2502, 2014, Section 4.20 (3)(b) which requires a minimum exterior side yard setback of 7.5 m is varied to reduce the exterior side yard setback from 7.5 m to 2.1 m to permit Storage Structure B for building supplies including the proposed roof eave overhang.
4. The lands described herein shall be developed strictly in accordance with the terms and conditions of this Permit and in substantial compliance with the drawings submitted in the Development Variance Permit application received September 18, 2019.
5. The lands described herein shall be developed strictly in accordance with the terms and conditions of this Permit and in substantial compliance with Development Permit 5-20.
6. This Permit shall come into force on the date of an authorizing resolution passed by the RDEK.
7. This Permit is not a building permit.
8. If development authorized by this Permit does not commence within two years of the issue date of this Permit, the Permit shall lapse.
9. A notice pursuant to Section 503(1) of the *Local Government Act* shall be filed in the Land Title Office and the Registrar shall make a note of the filing against the title of the land affected.
10. It is understood and agreed that the RDEK has made no representations, covenants, warranties, guarantees, promises, or agreement (verbal or otherwise) with the developer other than those in this Permit.
11. This Permit shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors, and assigns.

**Authorizing Resolution No.**                      **adopted by the Board of the Regional District of East Kootenay on the**                      **day of**                      **, 2019.**

**Shannon Moskal**  
**Corporate Officer**

# Regional District of East Kootenay



Notes:

172	0	86	172 Meters
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WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 10-30-2019 2:48 PM

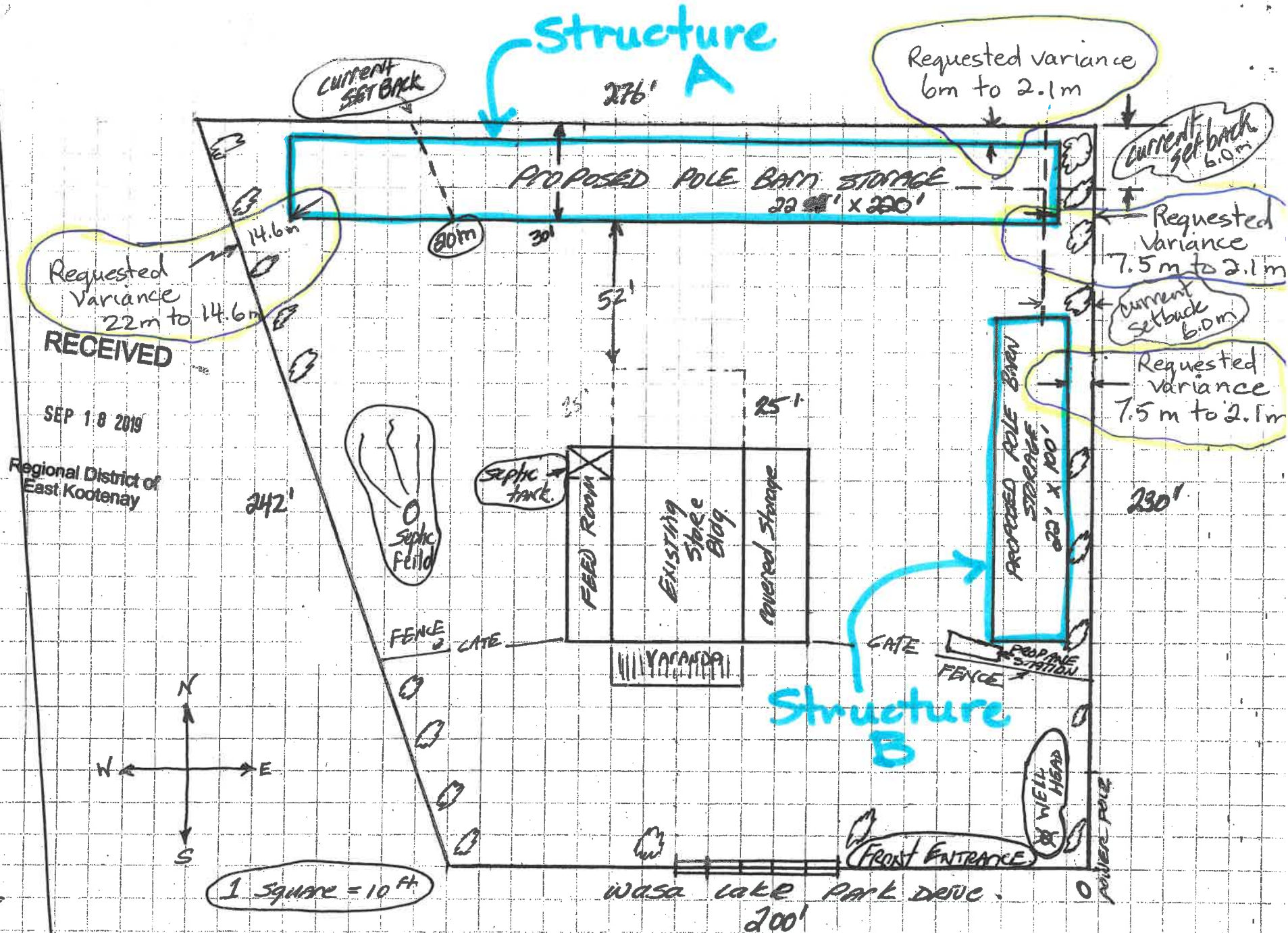
Scale = 1: 6,889



**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

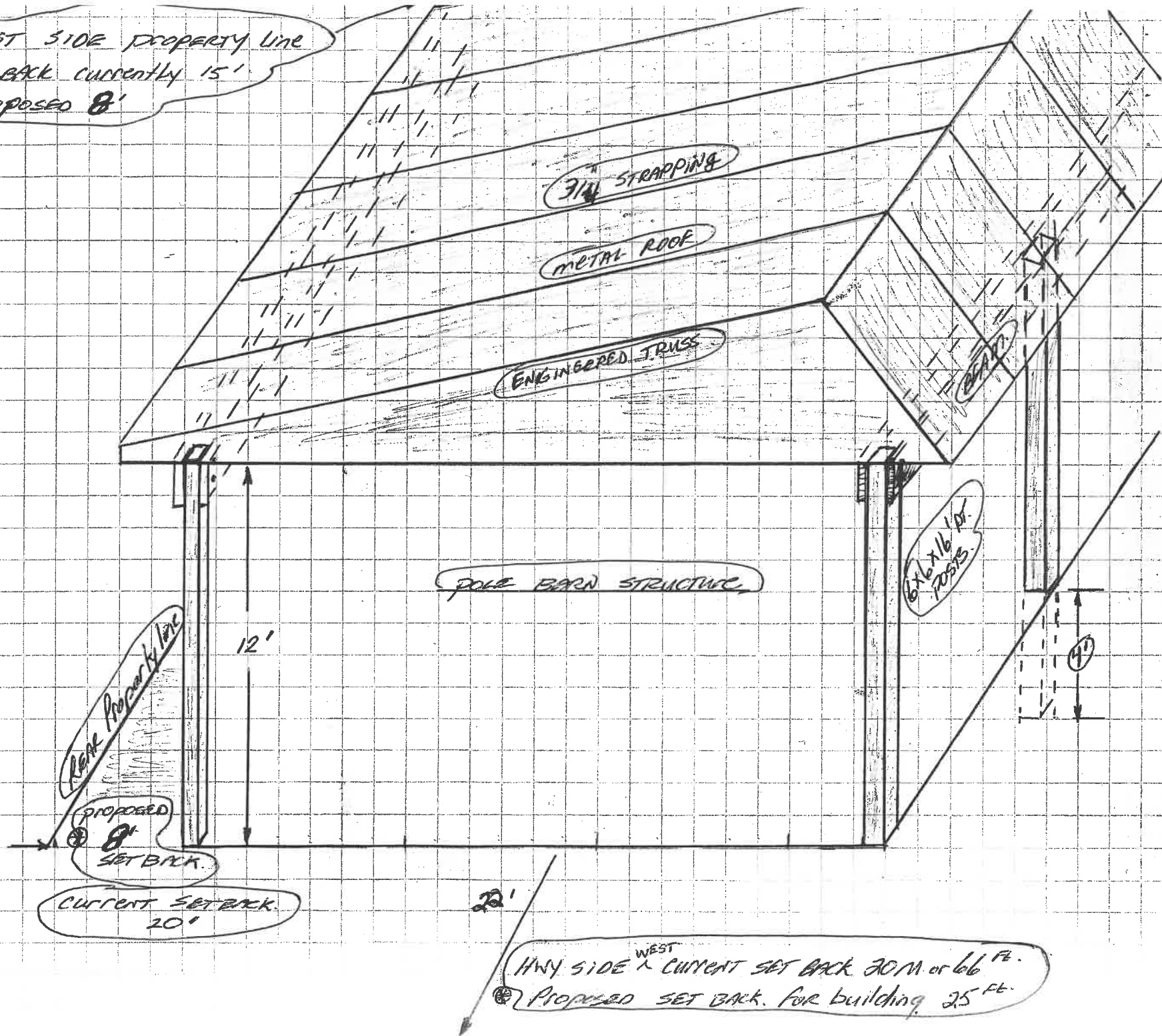
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

May 93/95



Wasa Hardware + Building centre  
6102 Wasa Lake Park Dr.

EAST SIDE PROPERTY LINE  
SET BACK CURRENTLY 15'  
PROPOSED 8'



## **Request for Decision Development Variance Permit Application**

File No: P 719 221  
Reference: DVP 47-19  
Date: February 24, 2020

**Subject:** DVP No. 47-19 (Tie Lake / Fenwick)  
**Applicant:** Thomas and Brenda Fenwick  
**Agent:** Haworth Development Consulting  
**Location:** 1524 Thistle Road, Tie Lake  
**Legal:** Lot 27, District Lot 4590, Kootenay District, Plan 4883

**Proposal:** Reduce the Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw minimum usable site area requirement to 1500 m<sup>2</sup>, waive the Subdivision Servicing Bylaw requirement for water and sewer servicing for proposed Lot 2, and waive the requirement for water servicing for proposed Lot 1 to permit the use of an existing cistern. The owner is willing to register a Section 219 covenant on title to restrict future development of the property.

**Options:**

1. THAT Development Variance Permit No. 47-19 (Tie Lake / Fenwick) be granted subject to registration of a restrictive covenant on proposed Lot 2 prohibiting renovations, additions or other construction until proof of servicing is provided in accordance with the Subdivision Servicing Bylaw.
2. THAT Development Variance Permit No. 47-19 (Tie Lake / Fenwick) be refused.

**Recommendation:** **Option #1**  
The proposal is an opportunity to correct historical and problematic development and ownership decisions, but is otherwise not sustainable. This an example of multiple dwellings/development proceeding without zoning regulations in place, and eventually leading to an application to further subdivide property which is too small to support the required infrastructure. The servicing options become substandard, difficult and expensive.

---

**Property Information:** **Land Use Designation:** RS-1(A), Single Family Residential (A) zone; minimum parcel size is 0.3 ha.

**Land Use Objectives and Policies:**

- To provide for a range of housing opportunities for both permanent and seasonal residents.
- Board policy supports a pattern of low density residential development consisting of single family dwellings, two family dwellings and single family dwellings with a secondary suite on parcels not fronting the lakes. Higher density residential developments is not supported at this time.

**Property  
Information -  
cont'd:**

However, in recognition of the need to provide a range of housing options for an aging population and a range of income groups, this policy will be reviewed periodically.

Should the need for a broader range of housing options be identified, an amendment to this plan will be required. The amendment may be initiated by the Regional District or by an owner requesting the change.

**Parcel Area:** 0.31 ha (0.78 ac)

**Density:** There are two existing single family dwellings on the subject property. One single family dwelling is permitted per parcel. The proposed reduction in parcel size would allow for the creation of two parcels with one dwelling on each parcel.

**ALR Status:** Not within the ALR

**BC Assessment:** Residential (SFD)

**Flood Hazard Rating:** The subject property is located approximately 100 m from Tie Lake and is not identified as being within a flood hazard area.

**Water and Sewer Services:** One dwelling has an existing septic field and uses a cistern for water (proposed Lot 1) and the other dwelling has no potable water and utilizes an outhouse for septic (proposed Lot 2).

**Interface Fire Hazard Rating:** High, within the Jaffray fire protection area.

**Additional  
Information:**

- Bylaw 2956 was adopted on January 10, 2020 which amended the zone designation of the subject property to RS-1(A), Single Family Residential (A) Zone, which does not allow a secondary suite and amended the text of the land use bylaw to allow a minimum parcel size of 1500 m<sup>2</sup>.
- A two-lot subdivision has been proposed which will create two parcels with one dwelling on each.
- The applicants request to waive the servicing requirements for subdivision of proposed Lot 2 until such time as a building permit is obtained for any addition or construction of a new residence on the property due to the minimal nature of the seasonal cabin
- The subdivision of the property is being undertaken as a result of a court order to allow the various property owners to settle their differences.

**Consultation:**

**Advisory Commissions:**

**APC Area B:** Support, subject to registration of a section 219 covenant on title to restrict future development of the property prior to permit approval.

**Response(s) to Notice:** 13 notices were mailed on February 5, 2020 to all property owners within 100 m of the subject property. One notice was returned as undeliverable and no responses have been received.

**Documents  
Attached:**

- Permit
- Location Map
- Land Use Map
- Proposal

**RDEK  
Contact:**

Krista Gilbert, Planning Technician  
Phone: 250-489-0314  
Email: [kgilbert@rdek.bc.ca](mailto:kgilbert@rdek.bc.ca)

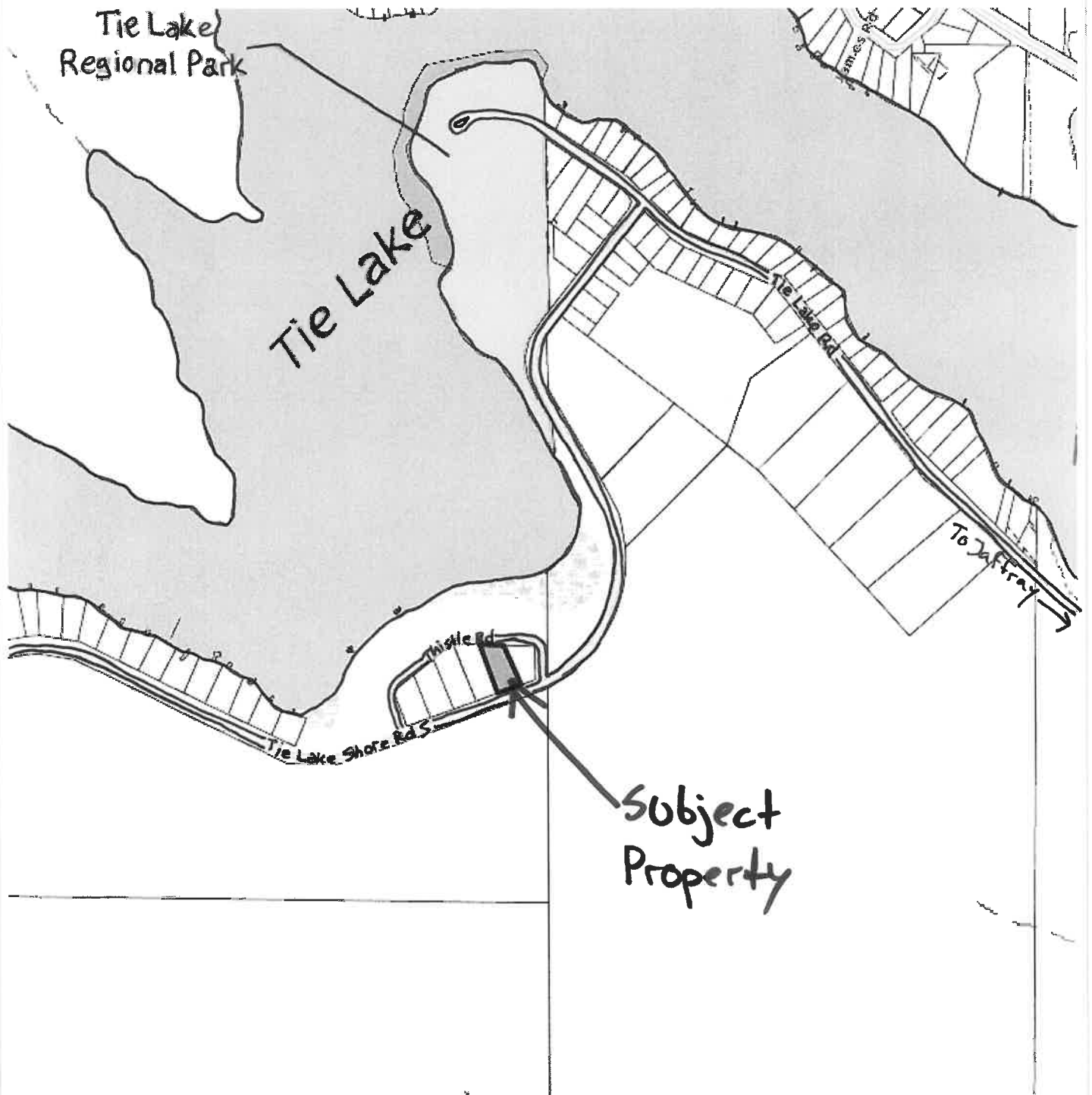
**Permittee:** Thomas and Brenda Fenwick & Brian, Ernest and Frances Malacko

1. This Development Variance Permit is issued subject to compliance with all RDEK bylaws applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies to and only to those lands described below:  
  
Lot 27, District Lot 4590, Kootenay District, Plan 4883  
[PIDs: 005-378-397]
3. Regional District of East Kootenay – Subdivision Servicing Bylaw No. 1954, 2008, Section 10.01 (1), which requires all new parcels created by subdivision to provide sufficient quantities of potable water, is waived for Proposed Lot 1 to allow the use of an existing cistern in a two lot subdivision of the subject property.
4. Regional District of East Kootenay – Subdivision Servicing Bylaw No. 1954, 2008, Section 10.01 (1), which requires all new parcels created by subdivision to provide sufficient quantities of potable water, and Section 11.01 (1), which requires proof of adequate sewage disposal capability, are waived for Proposed Lot 2 in a two lot subdivision of the subject property.
5. Regional District of East Kootenay – Jaffray, Tie lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999 Section 6.01 (2) which regulates the minimum usable site area requirements, is reduced to 1500 m<sup>2</sup> for the lots in a proposed two lot subdivision.
6. The lands described herein shall be developed strictly in accordance with the terms and conditions of this Permit and in substantial compliance with the development variance permit application received on November 19, 2019.
7. This Permit is only valid if a restrictive covenant is registered on the title of proposed Lot 2 prohibiting renovations, additions or other construction until proof of potable water and proof of sewerage disposal capability is provided to the RDEK.
8. This Permit shall come into force on the date of an authorizing resolution passed by the RDEK.
9. This Permit is not a building permit.
10. If development authorized by this Permit does not commence within two years of the issue date of this Permit, the Permit shall lapse.
11. A notice pursuant to Section 503(1) of the *Local Government Act* shall be filed in the Land Title Office and the Registrar shall make a note of the filing against the title of the land affected.
12. It is understood and agreed that the RDEK has made no representations, covenants, warranties, guarantees, promises, or agreement (verbal or otherwise) with the developer other than those in this Permit.
13. This Permit shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors, and assigns.

**Authorizing Resolution No.** \_\_\_\_\_ **adopted by the Board of the Regional District of East Kootenay on the** \_\_\_\_\_ **day of** \_\_\_\_\_ **, 2020.**

\_\_\_\_\_  
**Shannon Moskal**  
**Corporate Officer**

# Location Map



Notes:

350 0 175 350 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 12-2-2019 3:17 PM

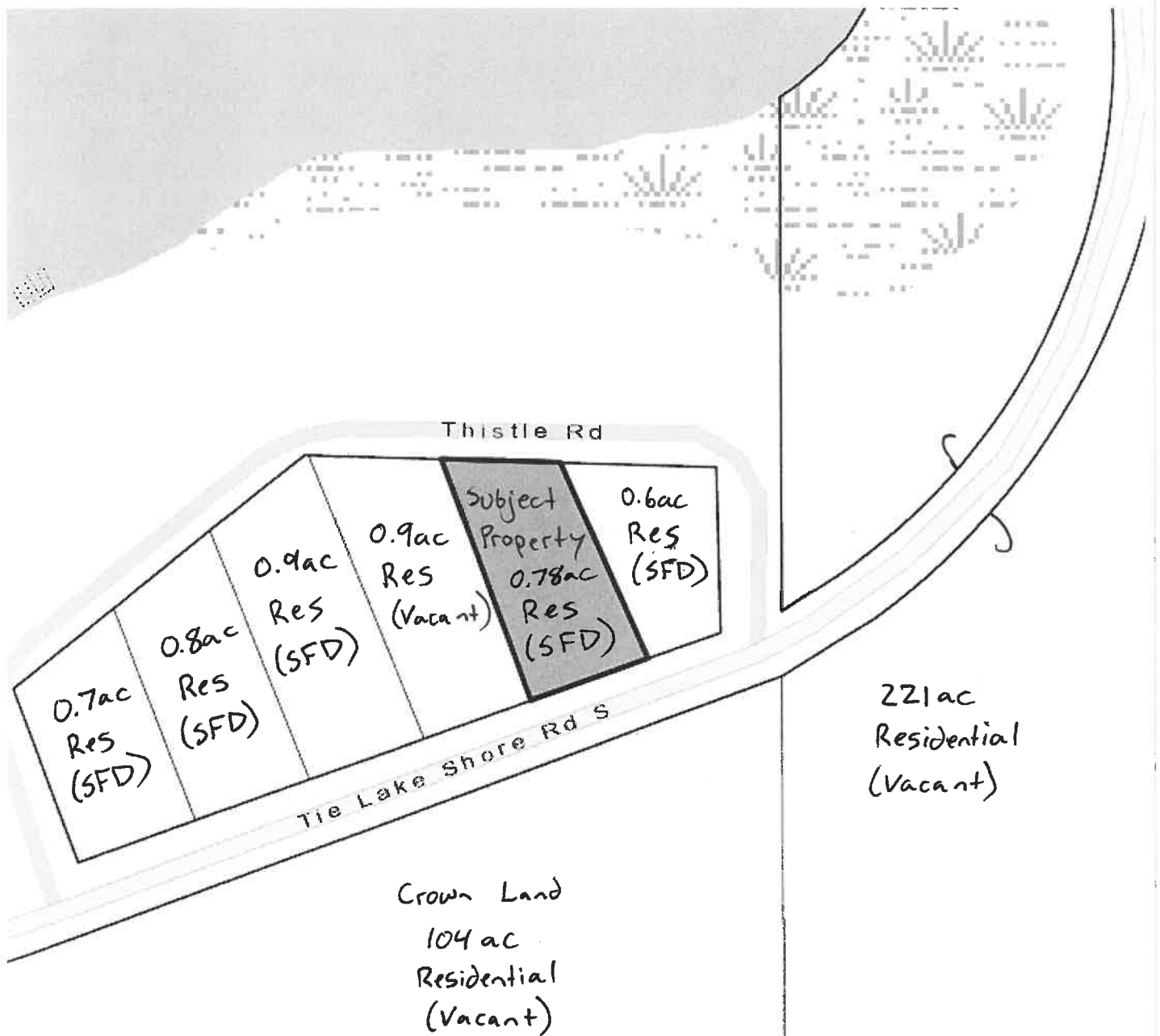
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# Land Use Map



## Notes:

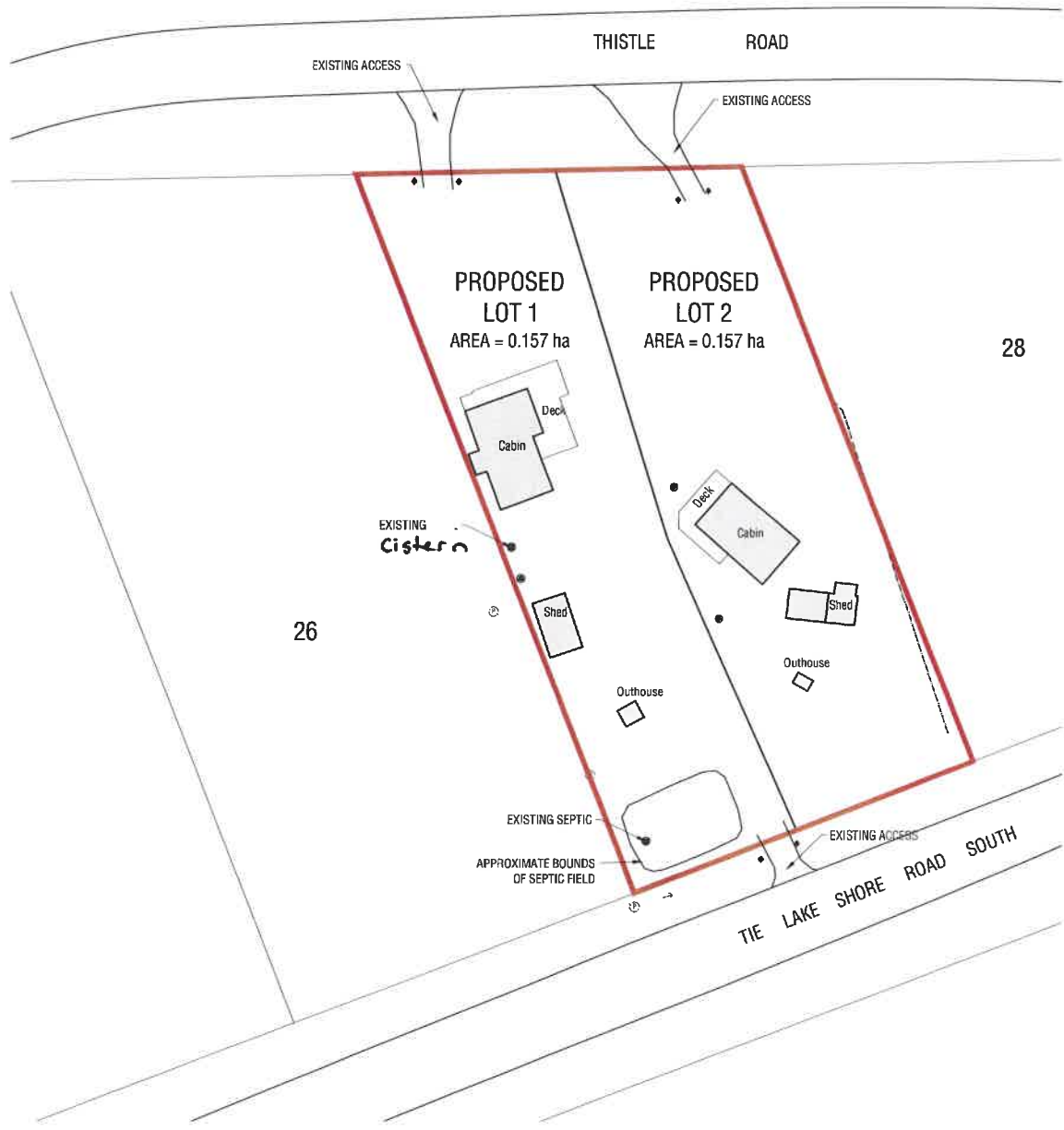
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RDEK GeoViewer - 12-2-2019 3:18 PM

Scale = 1: 3,000



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#### PROPOSED SUBDIVISION

Legal Description: Proposed Lot 1, District Lot 4590, Kootenay District Plan EPP \_\_\_\_\_

Registered Owner: Thomas and Brenda Fenwick  
PO Box 655  
Turner Valley, AB T0L 2A0

Parcel Area: 0.157 Hectares (0.38 Acres)

Zoning: RS-1(A) Residential Single Family (A)

Legal Description: Proposed Lot 2, District Lot 4590, Kootenay District Plan EPP \_\_\_\_\_

Registered Owner: Brian Malacko, Frances Malacko, Ernest Malacko  
522 Dieppe Boulevard  
Lethbridge, AB T1J 3X5

Parcel Area: 0.157 Hectares (0.38 Acres)

Zoning: RS-1(A) Residential Single Family (A)

**HAWORTH**  
Development Consulting

Box 223, Suite 203, 920 - 7th Avenue,  
Vancouver, British Columbia V6A 1H0  
T: 250.542.1227

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#### REVISIONS

NO.	DATE	DESCRIPTION

#### FENWICK / MALACKO PROPERTY

15th STREET ROAD  
TIE LAKE SHORE ROAD SOUTH

SCALE:	AS NOTED
DATE:	14 SEPT 2019
ISSUED FOR:	DEVELOPMENT
PROJECT NUMBER:	12126
DESIGN BY:	RM
DRAWN BY:	RM

#### DRAWING TITLE PROPOSED PLAN OF SUBDIVISION

DRAWING NUMBER

## **Request for Decision Development Variance Permit Application**

File No: P 720 301  
Reference: DVP 1-20  
Date: February 24, 2020

**Subject:** DVP 1-20 (Wycliffe / Keeler & Kreutzer)  
**Applicant:** Justin Keeler & Tyranne Kreutzer  
**Location:** 5771 Wycliffe-Perry Creek Rd  
**Legal:** District Lot 15732, Kootenay District

**Proposal:** Application to vary section 1.10 (2)(d) the Wycliffe Zoning & Floodplain Management Bylaw. The applicant is requesting to reduce the setbacks for all enclosed runs and buildings used for kennel purposes which requires a setback of not less than 60 m to 7.5 m on the front parcel line, 0m on the South interior side yard and 28 m on the East interior side yard.

**Options:**

1. THAT Development Variance Permit No. 1-20 (Wycliffe / Keeler & Kreutzer) be granted.
2. THAT Development Variance Permit No. 1-20 (Wycliffe / Keeler & Kreutzer) be refused.

**Recommendation:** **Option #2**  
The requested variance is a large reduction of the minimum setback requirement for a kennel and the subject property has adequate space for a kennel to meet setbacks on the other side of the right of way. The proximity of the kennel to the RDEK regional park, while unlikely to impact current operations, could compromise future use or development of that area of the park.

---

**Property Information:** **OCP Designation:** LH, Large Holdings which supports residential development and rural resource land uses on parcel sizes in the range of 2.0 ha to 8.0 ha.

**OCP Policies:**

- Residential developments are encouraged to be designed to meet the needs of permanent full-time residents.

**Zoning Designation:** RR-8, Rural Residential (Country) Zone, minimum parcel sizes: 8.0 ha.

**Parcel Area:** 11.5 ha (28.4 ac)

**Density:** One single family dwelling plus one secondary suite or one duplex.

**ALR Status:** Within the ALR, pet breeding and boarding is permitted in the ALR.

**Property  
Information  
- cont'd:**

**BC Assessment:** Residential (2 Acres or more-SFD)

**Flood Hazard Rating:** The subject property is within flood torrent hazard rating area G. Habitable areas discouraged in these areas.

**Water / Sewer Services:** Onsite

**Interface Fire Hazard Rating:** Moderate to high, not within a fire protection area

**Additional  
Information:**

- The application states that the kennel operation includes dog walking and boarding of approximately 120 dogs per week, with two employees and two vans.
- A building permit for an addition was approved in July 2019 without knowing the addition would be used as a kennel. The addition enclosed an existing carport and is now 95% complete. The area has an office, the kennel, consisting of an indoor space for the dogs, twelve separate sleeping spaces and five separate yards within one large fenced area.
- The application states that they purchased this property due to it bordering the Wycliffe Regional Park on three sides, being the only house nearby so there is no traffic driving by to disturb the dogs, the kennel is located in a gully surrounded by trees and the trees provide natural shade for the dogs in the summer.

**Consultation:**

**Advisory Commissions:**

**APC Area C:** Support.

**Environmental Services Comments:** No concerns as long as the dogs are within a fenced compound and are not roaming around the park. However, the potential for noise could impact neighbours, including future users or development at Wycliffe Regional Park.

**Response(s) to Notice:** 6 notices were mailed on January 22, 2020 to all property owners within 100 m of the subject property. No notices were returned as undeliverable and one response has been received stating they have no objections to the proposal.

**Documents  
Attached:**

- Permit
- Location Map
- Land Use Map
- Site Plan
- Aerial Photo
- Response Letter

**RDEK  
Contact:**

Krista Gilbert, Planning Technician  
Phone: 250-489-0314  
Email: [kgilbert@rdek.bc.ca](mailto:kgilbert@rdek.bc.ca)

**Permittees:** Justin Keeler & Tyranne Kreutzer

1. This Development Variance Permit is issued subject to compliance with all RDEK bylaws applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies to and only to those lands described below:  
  
District Lot 15732 Kootenay District  
[PID: 016-495-918]
3. Regional District of East Kootenay – Wycliffe Zoning and Floodplain Management Bylaw No. 2256, 2010, Section 1.10(2)(d), which requires all enclosed runs and buildings used for kennel purposes must be sited not less than 60 m from a parcel line, is reduced to 7.5 m from the front parcel line, 0 m from the south side parcel line and 28 m from the east parcel line .
4. The lands described herein shall be developed strictly in accordance with the terms and conditions of this Permit and in substantial compliance with the development variance permit application received on January 3, 2020.
5. This Permit shall come into force on the date of an authorizing resolution passed by the RDEK.
6. This Permit is not a building permit.
7. If development authorized by this Permit does not commence within two years of the issue date of this Permit, the Permit shall lapse.
8. A notice pursuant to Section 503(1) of the *Local Government Act* shall be filed in the Land Title Office and the Registrar shall make a note of the filing against the title of the land affected.
9. It is understood and agreed that the RDEK has made no representations, covenants, warranties, guarantees, promises, or agreement (verbal or otherwise) with the developer other than those in this Permit.
10. This Permit shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors, and assigns.

**Authorizing Resolution No.**                      **adopted by the Board of the Regional District of East Kootenay on the                      day of                      , 2020.**

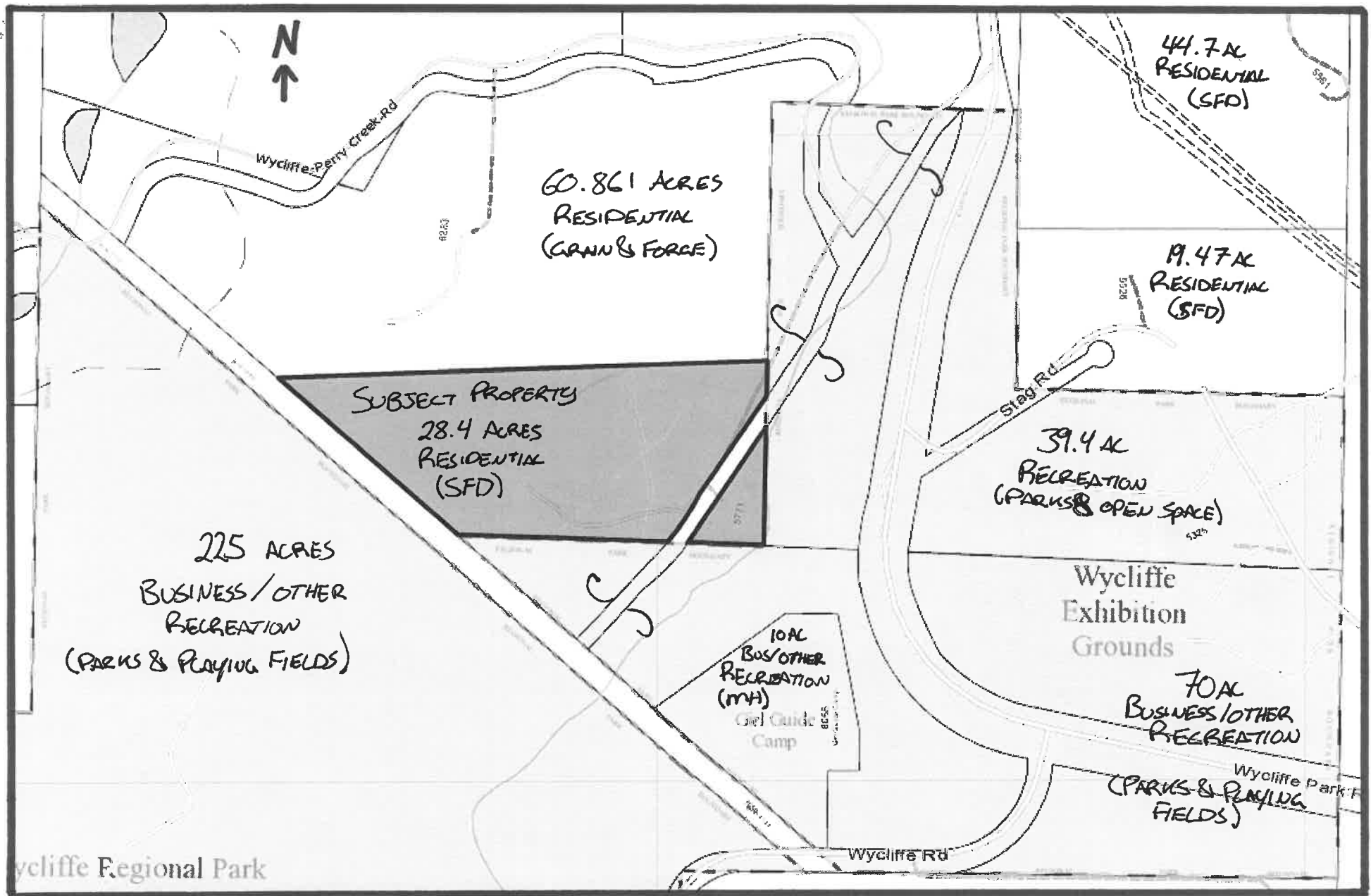
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**Shannon Moskal**  
**Corporate Officer**

The map displays the following details:

- Land Parcels:** DL 6319, DL 6320A, P.14955, P.15899, DL 14298, DL 15702, DL 15487, DL 15732, DL 15770, DL 1546, DL 15451, DL 9874, DL 2968, DL 6165A.
- Water Features:** Wycliffe Creek, Wycliffe Park Rd, Staples Rd, St. Mary River.
- Handwritten Annotations:**
  - SUBJECT PROPERTY:** A shaded area with an arrow pointing to it, labeled 'F. 14955'.
  - Location of Kernel:** A handwritten note with an arrow pointing to a spot on Wycliffe Rd.
  - Wycliffe Regional Park:** Labeled in the bottom left.
  - Wycliffe Exhibition Grounds:** Labeled in the center-right.
  - Girl Guide Camp:** Labeled near parcel DL 15770.
- Other Labels:** 'To Wycliffe' at the top, 'Wycliffe-Park Rd' along the creek, and 'Staples Rd' running horizontally.
- Map Orientation:** A north arrow is located in the top left corner.

# Land Use Map



# Site Plan

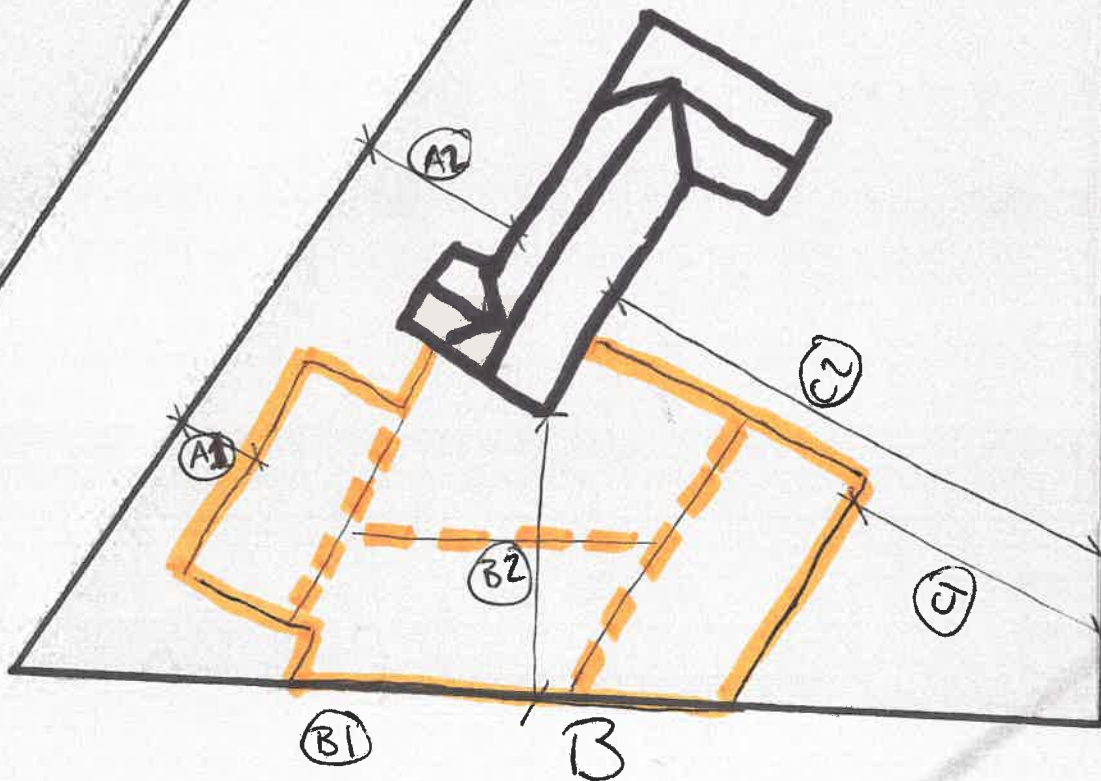
N  
↑

	FENCE	BUILDING
A1	7.5m	
A2		21m
B1	0m	
B2		31m
C1	28m	
C2		50m

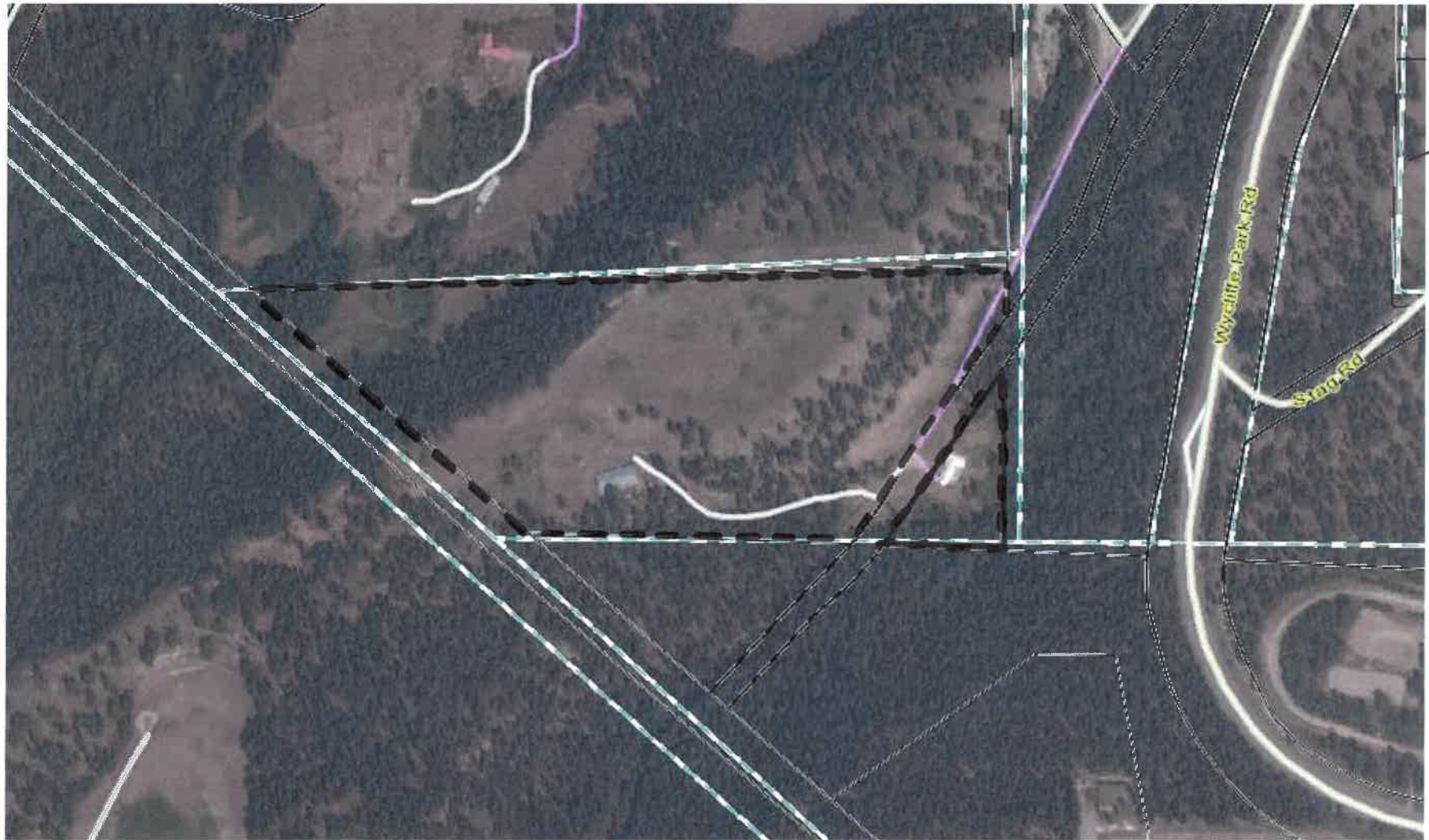
A

C

B



# Aerial Photo



Notes:

--- Subject Property

175 0 88 175 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 1-21-2020 12:26 PM

Scale = 1: 7,000



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# Request for Decision Development Variance Permit Application

File No: P 720 203  
Reference: DVP 2-20  
Date: February 24, 2020

**Subject:** DVP No. 2-20 (Jaffray / Branch Technologies Inc.)  
**Applicant:** Branch Technologies Inc.  
**Agent:** Wayne Kloeckes  
**Location:** George Road, Jaffray  
**Legal:** Lot 7, District Lot 3543, Kootenay District, Plan NEP69267

**Proposal:** Application to increase the total area permitted for all accessory buildings and structures where the principal building has not been established from 66 m<sup>2</sup> to 95 m<sup>2</sup> to permit two sheds and a boat shelter.

**Options:**

1. THAT Development Variance Permit No. 2-20 (Jaffray / Branch Technologies Inc.) be granted.
2. THAT Development Variance Permit No. 2-20 (Jaffray / Branch Technologies Inc.) be refused.

**Recommendation:** **Option #1**  
No issues have been identified.

---

**Property Information:** **Zoning Designation:** RS-1, Single Family Residential Zone, minimum parcel sizes: 0.3 ha

**Land Use Objectives and Policies:**

- To respect and protect those attributes that contribute to the rural quality of life that makes the area attractive as a place to live and recreate.
- To maintain the high quality visual attributes of the area.
- Board policy supports a pattern of low density residential development consisting of single family dwellings, two family dwellings and single family dwellings with a secondary suite on parcels not fronting the lakes. Higher density residential developments is not supported at this time.  
However, in recognition of the need to provide a range of housing options for an aging population and a range of income groups, this policy will be reviewed periodically. Should the need for a broader range of housing options be identified, an amendment to this plan will be required. The amendment may be initiated by the Regional District or by an owner requesting the change.

**Parcel Size:** 0.31 ha (0.76 acres)

**Density:** One single family dwelling and secondary suite or duplex is permitted.

**Property  
Information -  
cont'd:**

**ALR Status:** Not within the ALR

**BC Assessment:** Residential (Residential Outbuilding Only)

**Water / Sewer Services:** Onsite

**Interface Fire Hazard Rating:** Low to high, within the Jaffray fire protection area

**Flood Hazard Rating:** Subject property is not within a flood hazard rating area.

**Additional  
Information:**

- The accessory structures have already been constructed.
- The applicants have stated they are requesting the variance to allow the existing structures to remain intact as they are necessary to establish future development on the property.
- The proposal for the utility structure indicates that the structure includes a shower. The applicant has stated that the shower has not and will not be used until a septic system is installed, which is planned for the upcoming summer.

**Consultation:**

**APC Area B:** Support, subject to all future buildings obtaining the necessary permits from the RDEK and the existing building meeting the current building codes.

**Response(s) to Notice:** 31 notices were mailed on February 6, 2020 to all property owners within 100 m. No notices were returned as undeliverable and one response has been received stating concerns over the proposal as it is a residential neighbourhood where all surrounding lots have houses on them, the proximity of the shower structure to his well and how it may impact his drinking water and the number of recreational vehicles on the property at times throughout the year. See attached letter.

**Documents  
Attached:**

- Permit
- Location Map
- Land Use Map
- Site Plan
- Proposal
- Response Letter

**RDEK  
Contact:**

Krista Gilbert, Planning Technician  
Phone: 250-489-0314  
Email: [kgilbert@rdek.bc.ca](mailto:kgilbert@rdek.bc.ca)

**Permittee:** Branch Technologies Inc.

1. This Development Variance Permit is issued subject to compliance with all RDEK bylaws applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies to and only to those lands described below:  
  
Lot 7, District Lot 3543, Kootenay District Plan NEP69267  
[PID: 025-080-946]
3. Regional District of East Kootenay – Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999 Section 8.03 (3) (f) which permits accessory buildings and structures where the principal building has not been constructed to a total of 66 m<sup>2</sup>, is varied to increase the total permitted from 66 m<sup>2</sup> to 95 m<sup>2</sup> to permit two sheds and a boat shelter.
4. The lands described herein shall be developed strictly in accordance with the terms and conditions of this Permit and in substantial compliance with the development variance permit application received on January 27, 2020.
5. This Permit shall come into force on the date of an authorizing resolution passed by the RDEK.
6. This Permit is not a building permit.
7. If development authorized by this Permit does not commence within two years of the issue date of this Permit, the Permit shall lapse.
8. A notice pursuant to Section 503(1) of the *Local Government Act* shall be filed in the Land Title Office and the Registrar shall make a note of the filing against the title of the land affected.
9. It is understood and agreed that the RDEK has made no representations, covenants, warranties, guarantees, promises, or agreement (verbal or otherwise) with the developer other than those in this Permit.
10. This Permit shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors, and assigns.

**Authorizing Resolution No.**                      **adopted by the Board of the Regional District of East Kootenay on the       day of                      , 2020.**

---

**Shannon Moskal**  
**Corporate Officer**

# Location Map



## Notes:

225 0 113 225 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 2-4-2020 9:34 AM

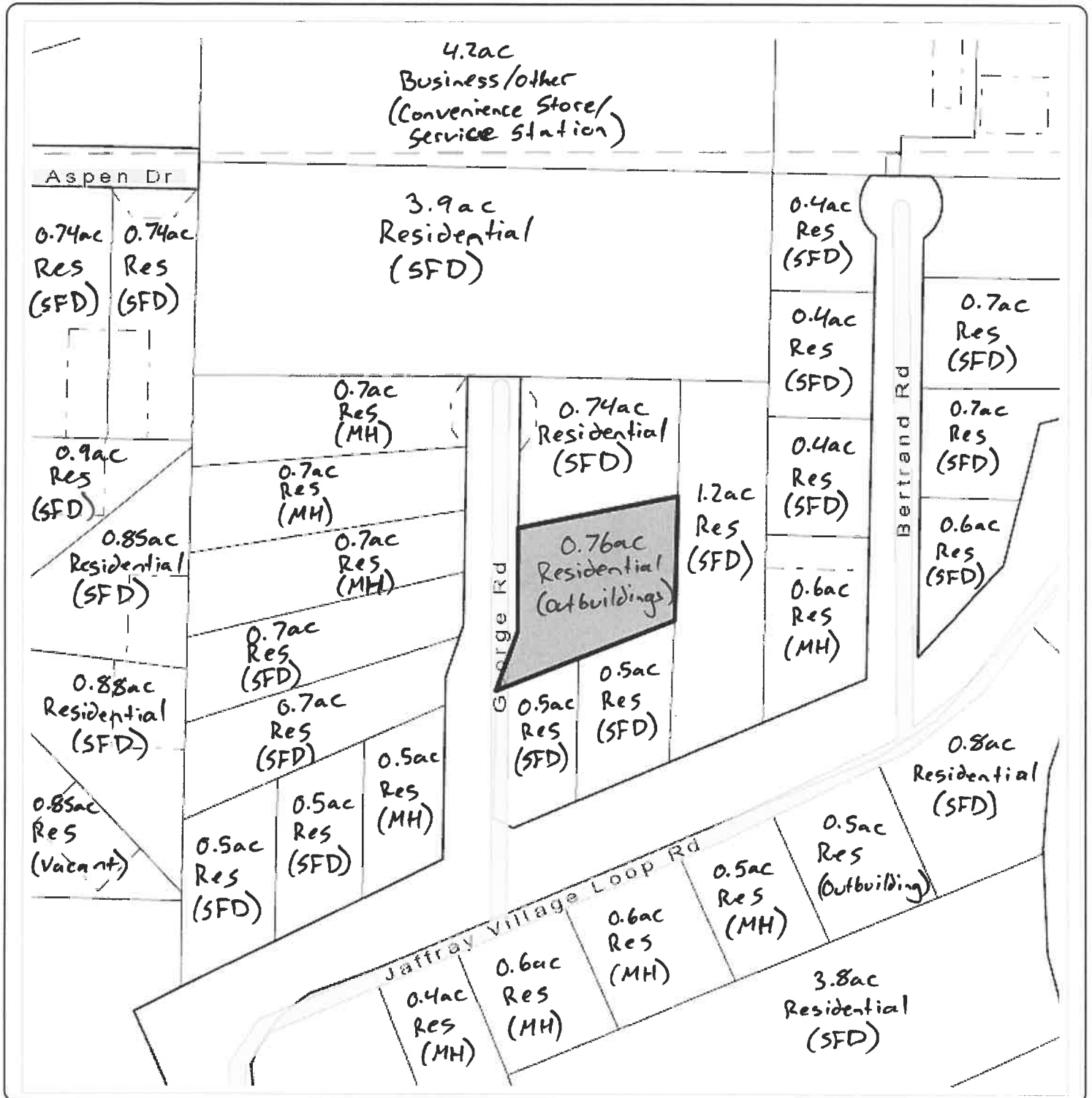
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# Land Use Map



Notes:

75 0 38 75 Meters  
WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 2-4-2020 9:35 AM

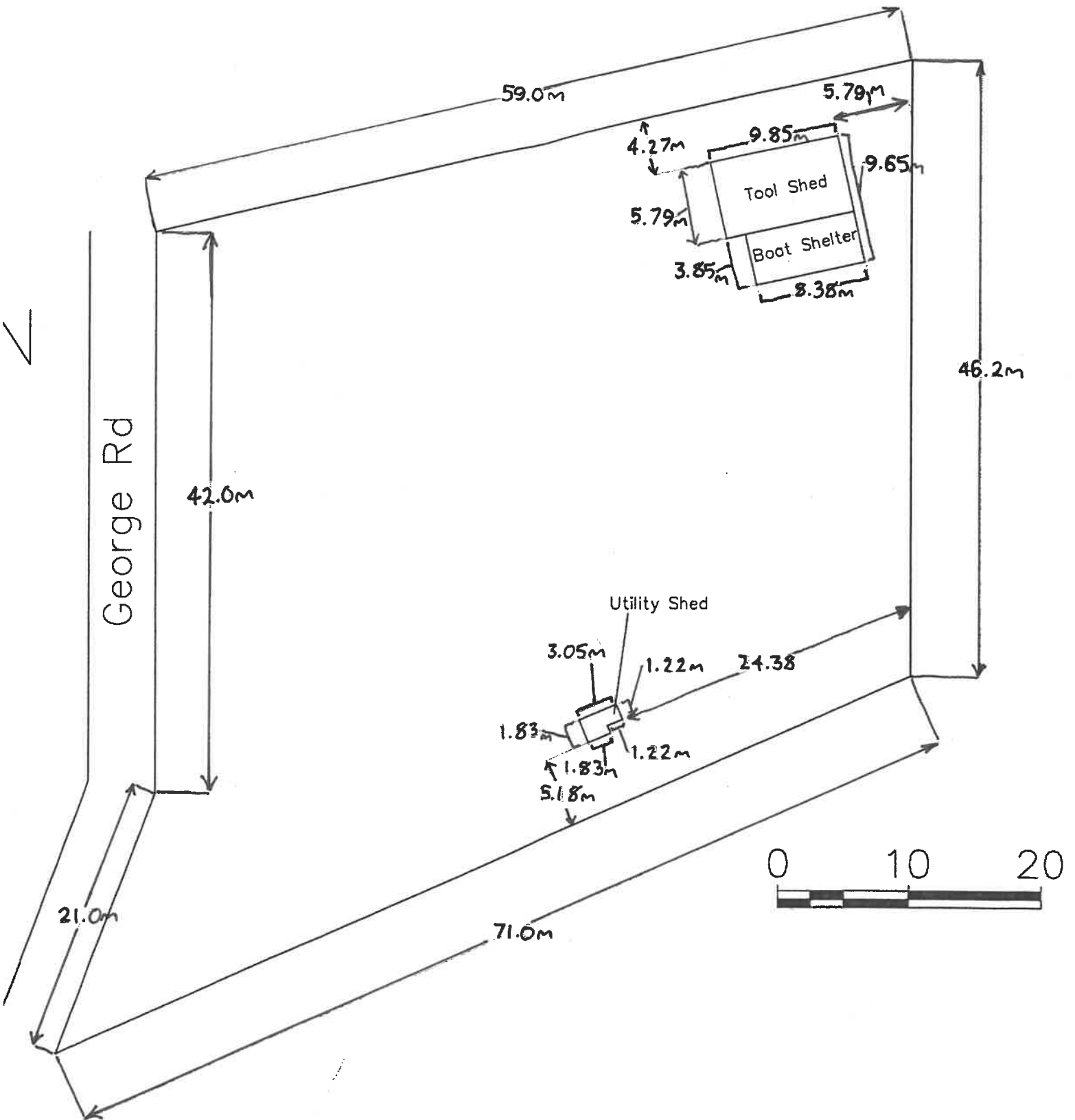
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

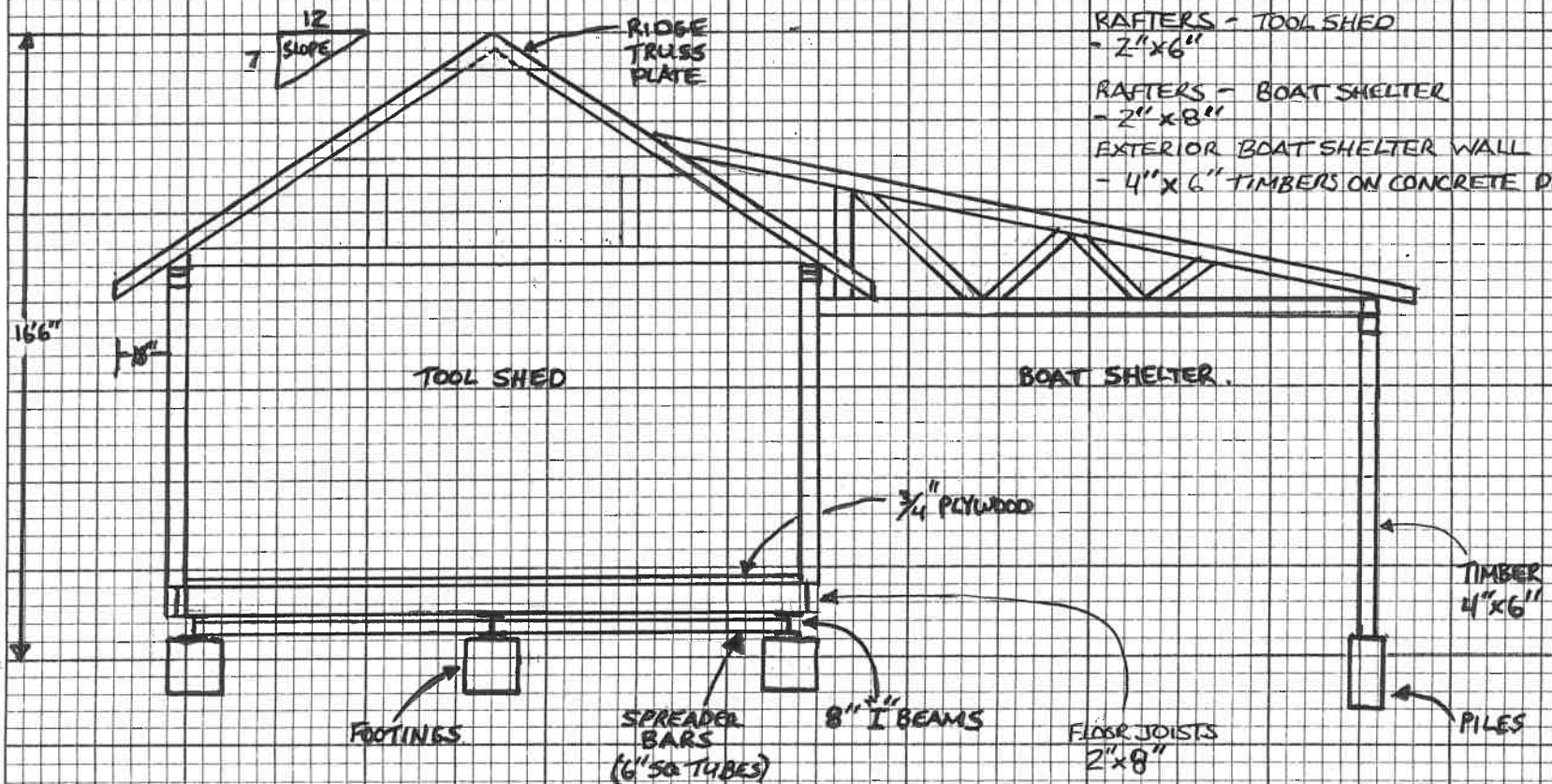
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

# Site Plan



# Proposal

## TOOL SHED / BOAT SHELTER CROSS SECTION



## CONSTRUCTION DETAILS

### FOUNDATION

- THREE 8" I BEAMS CONNECTED BY SIX 6" SQUARE TUBES (SPREADER BARS) ON CONCRETE FOOTING.

### FLOOR

- 2" x 8" FLOOR JOISTS / w 3/4" PLYWOOD

### WALLS

- 2" x 4" / w 5/8" OSB

### RAFTERS - TOOL SHED

- 2" x 6"

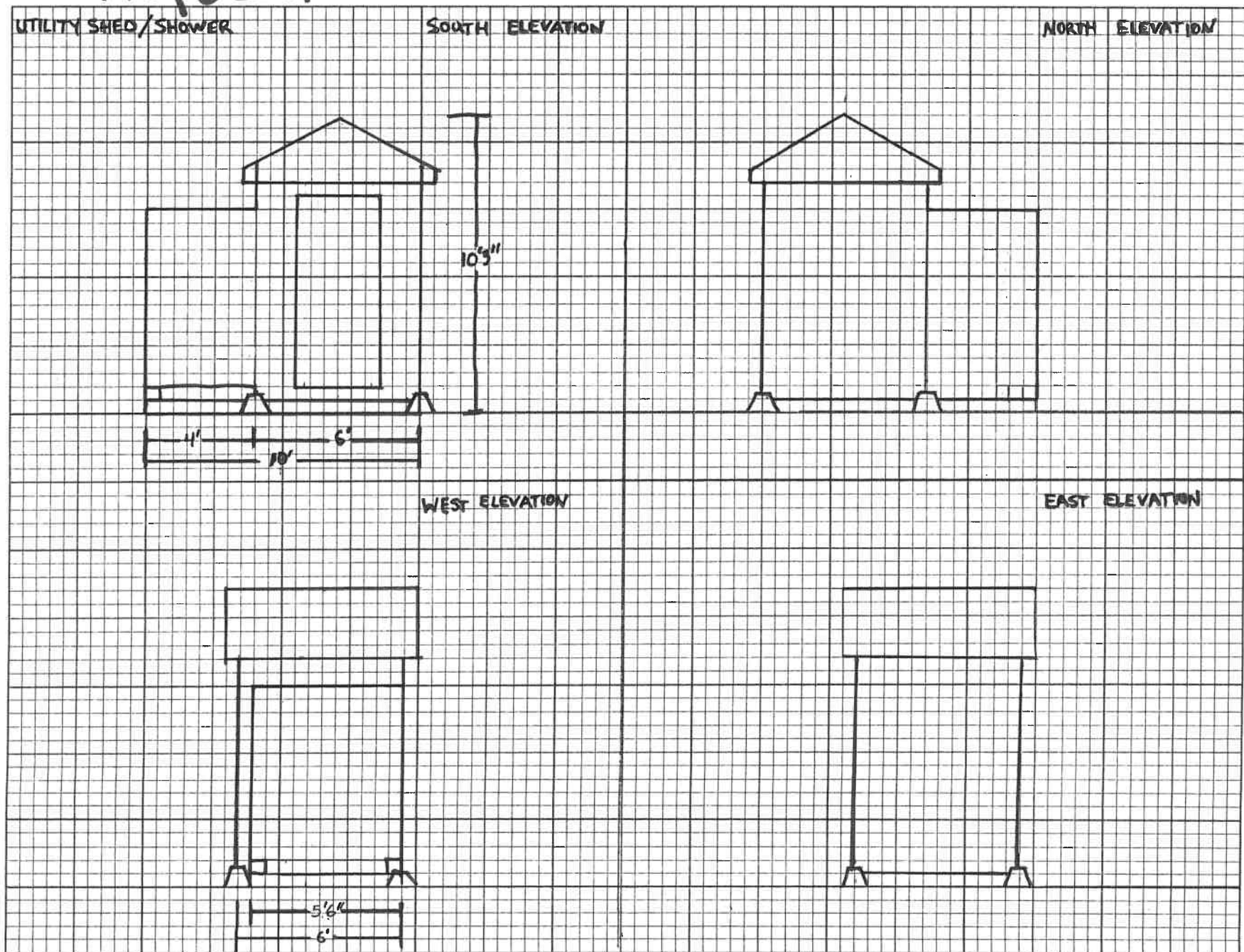
### RAFTERS - BOAT SHELTER

- 2" x 8"

### EXTERIOR BOAT SHELTER WALL

- 4" x 6" TIMBERS ON CONCRETE PILES

# Proposal



Krista Gilbert

---

**From:** Ed Lester [REDACTED]  
**Sent:** February 20, 2020 10:46 PM  
**To:** Krista Gilbert  
**Subject:** Re: Development Variance Permit No.2-20

On February 20, 2020 at 9:24 PM, Ed Lester [REDACTED] wrote:

Dear Krista Gilbert and Andrew McLeod

When the regional district of East Kootenay board of directors ask for a variance in the management area for

Jaffray, Tie lake, Rosen lake, land use & floodplan management for all accessory buildings and structures where the principal building has not been established from 66 square meters to 95 square meters to permit two sheds and a boat shelter. On the subject property located on George road, in Jaffray.

My first and for most concerns are this is residential area having homes on all the joining lots. Secondly the aforesaid buildings one of which is located 15 feet from my well for drinking water on the side of this building is a wash house that has no drainage to a septic field, 20 feet from well was a out door above ground out house with human waste in it, if by chance that out house was to have a leak it would contaminate our well < this my real concern>. So all these concerns I have taken to Mrs. Kathy Peggins att. at the health board to see what can be done to fix this problem and that the aforesaid property was out of compliance with the building code and health code.

The other problem with the said property is at times through out the year there is as many as 4 to 5 RVs on that lot. As u are probably aware when there is probably as many as 10 adults and up to 15 children the don't always us the out house and ends up on the ground and in my well, don't get me wrong I have no problem with noise when they are there just want to be in compliance with septic code for me and ever other resident a joining property.

I think that all property areas in Jaffray, Tie lake ,Rosen , be given the opertunity to voice there opinion. Iwill be talking to all the local people in the next few days to let them know of the changes that are proposed.

My address is 7337 Jaffray Villiage Loop Rd  
Cell number is [REDACTED]

Sincerely Edward A Lester and Karen L Matejka

## **Request for Decision Natural Resource Operations Referral**

File No: P 151 100  
Reference: 539958  
Date: February 24, 2020

**Subject:** Crown Land Section 56/57 – Hornaday Pass / Hornaday Wilderness Society  
**Applicant:** Hornaday Wilderness Society  
**Agent:** Bill Hanlon  
**Location:** Hornaday Pass area, between Sparwood and Elkford  
**Legal:** Unsurveyed Crown Land in the vicinity of Brule Creek

**Proposal:** Crown land application pursuant to Section 56 or 57 of the *Forest and Range Practices Act (FRPA)* to rehabilitate a managed trail.

- Options:**
1. THAT the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, be advised the RDEK supports the Hornaday Wilderness Society Crown Land application to rehabilitate a managed trail in the vicinity of Hornaday Pass.
  2. THAT the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, be advised the RDEK does not support the Hornaday Wilderness Society Crown Land application to rehabilitate a managed trail in the vicinity of Hornaday Pass.

**Recommendation:** **Option # 1**  
OCP policies support outdoor recreation opportunities that respect and protect resource values. Improvements to the trail to reduce motorized use is consistent with the areas land management plan. In August 2019, the Board passed a resolution supporting a referral for the establishment of the non-motorized Hornaday Pass trail.

---

**Property Information:** **OCP Designation:** RR, Rural Resource; includes agricultural, rural residential and rural resource land uses with parcel sizes 8.0 ha and larger. The RR designation also recognizes the use of these lands for public utility use, resource extraction, green space and recreation.

**OCP Policies:**

- The provision of a broad spectrum of outdoor recreation opportunities, suitable for both residents and tourists, that respect the need to protect resource values, is supported
- The Regional District encourages management of Crown land in an environmentally responsible manner which:
  - Protects surface and groundwater sources;
  - Manages forest ingrowth;
  - Minimize risk of interface fire and wildfire;
  - Enhances wildlife habitat;
  - Protects views and scenery;

- Protects watershed ecological values, including waterfowl and fish and their corresponding habitat; and,
- Maintains diverse plant communities by managing invasive plants.

**Property Information - cont'd:**

**Zoning Designation:** RR-60, Rural Resource Zone, minimum parcel size: 60 ha. Recreation reserves are a permitted use in all zones

**Parcel Size:** Area under application: approx. 1200 m of trail

**Density:** N/A

**ALR Status:** Not within the ALR.

**BC Assessment:** N/A

**Water / Sewer Services:** N/A

**Interface Fire Hazard Rating:** Low to moderate, Crown land is not serviced by RDEK fire services

**Flood Hazard Rating:** There are several creeks that run through the subject area. The referral states that the proposal will not impact any water features.

**Crown Land Management Plans:**

The Southern Rocky Mountain Management Plan designates the area as non-motorized in both snow-free months and snowbound months

**Lake Management Plans:**

N/A

**Shoreline Management Guidelines:**

N/A

**Additional Information:**

- The referral states that the 1,200 m of trail proposed for rehabilitation is the first 1,200 m from the east side of the trail, closest to Sparwood. This portion more closely resembles a 'road' and has seen increasing motorized use in the area. This proposal is intended to resolve those issues.
- The proposed rehabilitation work includes unbuilding the portion of trail that is double tracked with an excavator and then re-establish the single track trail by hand, which would mimic the nature of the rest of the Hornaday Pass recreation trail. The Hornaday Wilderness Society plans to revegetate the disturbed soil along the trail with a native grass seed mix and potentially some shrubs to prevent soil erosion, inhibit the spread of invasive plants and provide a positive aesthetic appearance.
- The referral states that trail maintenance will be conducted following Recreation Sites and Trails BC guidelines and that the present

trailhead signage will be moved to be visible from the Brule Creek FSR.

**Additional  
Information -  
cont'd:**

- The referral states that the Hornaday Wilderness Society has held the maintenance and stewardship contract with Recreation Sites and Trails BC since 2001 for the Hornaday Pass Trail and advocates for the retention of the historic wilderness values and attributes that this trail provides now and into the future.
- See attached letter.

**Consultation:**

**APC Area A:** Not supported.

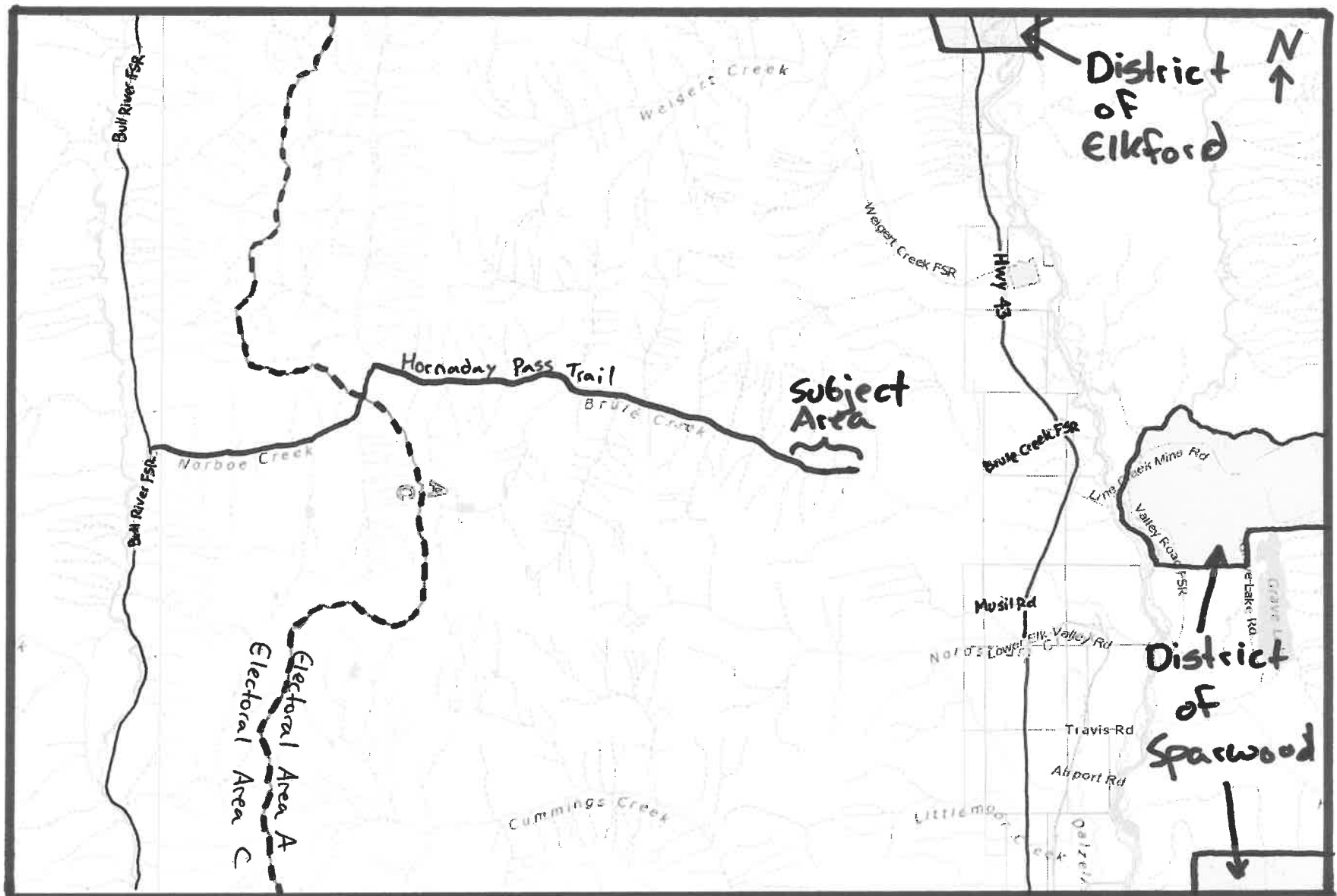
**Documents  
Attached:**

- Location Map
- Aerial Photo
- Letter from Referral Agency

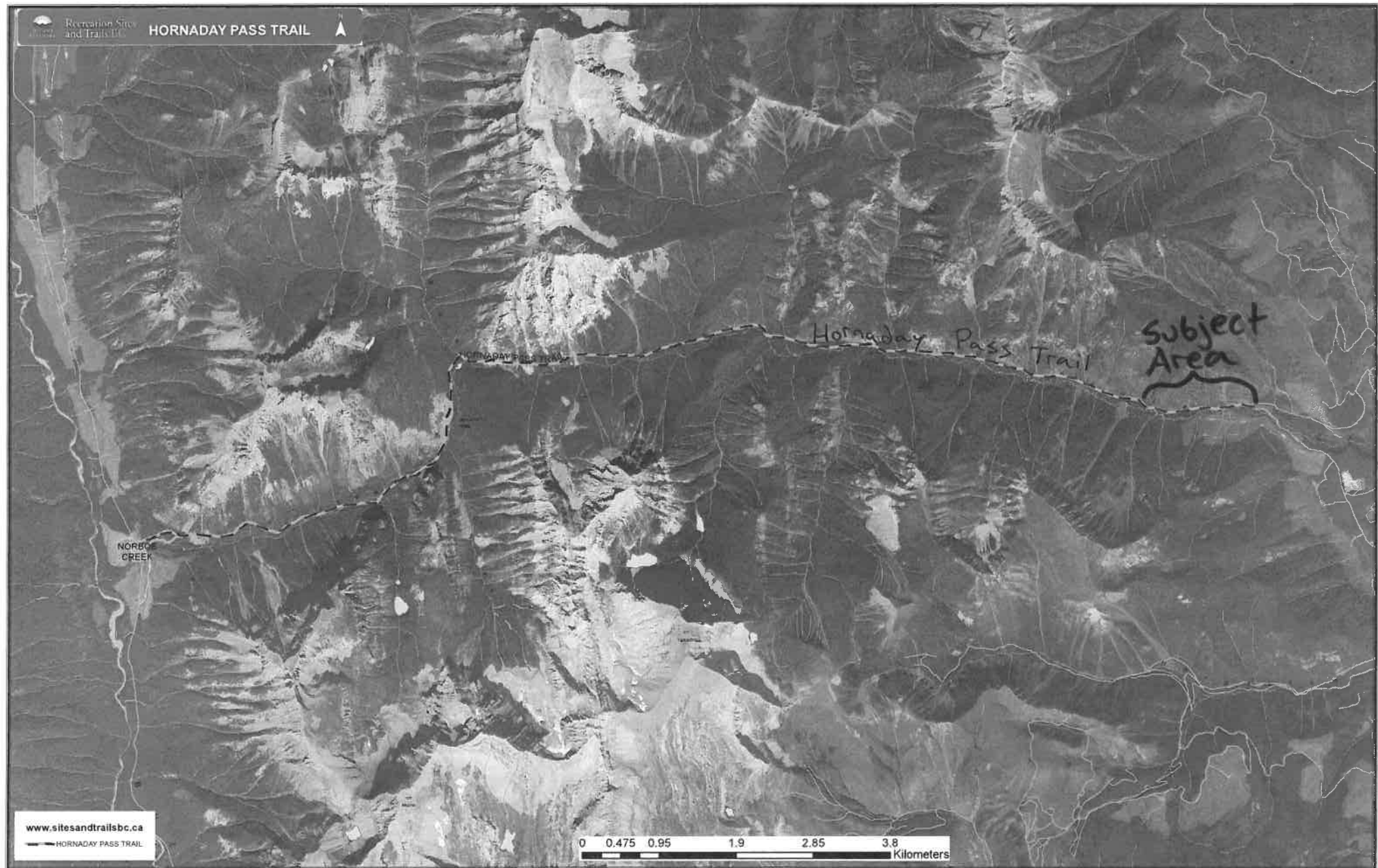
**RDEK  
Contact:**

Krista Gilbert, Planning Technician  
Phone: 250-489-0314  
Email: [kgilbert@rdek.bc.ca](mailto:kgilbert@rdek.bc.ca)

## Location Map



# Aerial Photo





September 6, 2019

Ref: 16660-20/5219

Dear Stakeholders:

The Hornaday Wilderness Society (HWS) submitted an application to rehabilitate a 1200 m section of the Hornaday Pass recreation trail to reconstruct it into a single track trail from the junction with the Brule Creek Forest Service Road in the east. This notification is intended to communicate changes to the Hornaday Pass recreation trail, which was formally established under Section 56 of the Forest and Range Practices Act as a non-motorized trail in 1997. However, the history of this trail dates back to 1905. The proposed works are intended to further protect and preserve this public recreation resource as a semi-primitive, non-motorized recreation experience.

The application is made under Section 57 of the *Forest and Range Practices Act* (allowing construction, rehabilitation, and maintenance). As mentioned above, the Hornaday Pass recreation trail is already designated under FRPA Section 56. This designation allows RSTBC to further engage collaboratively with HWS in the ongoing improvements and recreation management in the area. The HWS has had an active Partnership Agreement with RSTBC since 2001 for the stewardship of this and other trails in the Elk Valley.

The proponent has proactively met with a number of stakeholders including the range tenure holder (a letter of support has been provided) and a representative from the Ktunaxa First Nation. The HWS are also aware that there is an active trapline in the area and recognize that the trapper will be authorized under Section 16 of the Forest Recreation Regulations to use the trail motorized during snowbound periods while conducting activities for trapping.

Yours truly,

Lisa Cox  
Recreation Officer  
Rocky Mountain District

## **Request for Decision Natural Resource Operations Referral**

File No: P 151 200  
Reference: 556050  
Date: February 24, 2020

**Subject:** Crown Land Licence of Occupation – Tie Lake / South Kountry Cable Ltd.  
**Applicant:** South Kountry Cable Ltd.  
**Agent:** Ric Behan  
**Location:** Tie Lake Shore Rd N, Tie Lake  
**Legal:** Block H, Kootenay District, except Plan 4090, that part Block H described as exception 13 (see DD34958i and Plan X23) and except Plan NEP77520

**Proposal:** A Crown land licence of occupation application for a telecommunication site. The proposal is to run a new underground fibre optic cable line from Tie Lake through Crown land.

**Options:**

1. THAT the Ministry of Forests, Lands, Natural Resource Operations and Rural Development be advised the RDEK supports the South Kountry Cable Ltd. Crown Land Licence of Occupation for a telecommunication site in the Tie Lake area.
2. THAT the Ministry of Forests, Lands, Natural Resource Operations and Rural Development be advised the RDEK does not support the South Kountry Cable Ltd. Crown Land Licence of Occupation for a telecommunication site in the Tie Lake area.
3. THAT the Ministry of Forests, Lands, Natural Resource Operations and Rural Development be advised the RDEK supports the South Kountry Cable Ltd. Crown Land Licence of Occupation for a telecommunication site in the Tie Lake area, subject to ALC approval.

---

**Recommendation: Option #3**

The proposed improvements are within an existing utility corridor and wireless communication facilities are an identified permitted use within the subject area. Once completed there will be minimal visual evidence of the proposed cable line in the area. An ALC approval for the construction of a utility corridor is required for land within the ALR.

---

**Property  
Information:**

**Land Use Designation:** Multiple - RR-60, Rural Resource Zone, minimum parcel size: 60 ha; and P-1, Public Institutional Zone. Wireless communication facilities are permitted in both zones.

**Land Use Objectives:**

- To respect and protect those attributes that contribute to the rural quality of life that makes the area attractive as a place to live and recreate.
- To maintain the high quality visual attributes of the area.

**Property  
Information -  
cont'd:**

**Parcel Size:** area under application approx. 1.15 ha (2.84 ac)

**Density:** N/A

**ALR Status:** Within. An application for construction of a utility corridor use is required for land within the ALR.

**BC Assessment:** Residential (Vacant)

**Water / Sewer Services:** N/A

**Interface Fire Hazard Rating:** Low to high; not in a fire protection area

**Flood Hazard Rating:** Floodplain regulations do not apply to proposed development as the proposal does not include a floor system supporting any space or room.

**Crown Land  
Management  
Plans:**

The Cranbrook West Recreation Management Plan identifies the subject area as motorized in snow free months and Ungulate winter range: Motorized use on roads and identified travel corridors only in winter months.

**Lake Management  
Plans:**

N/A

**Shoreline  
Management  
Guidelines:**

N/A

**Additional  
Information:**

- The referral states that the project involves the installation of 50mm DBII duct through excavation. The ducting will tie into previously installed duct work owned by the applicants on the south end of the proposal area. Phase two will involve fiber optic line being pulled into the ducts.
- The referral states that the federal government has issued new mandates for internet connections to residential properties. The community of Tie Lake is currently underserved by these new standards. By running a new fibre optic line from Tie Lake through tenured Crown land the applicants can tie into their existing fire optic plant.
- The referral states that the proposed route offers the shortest, most direct access to get the infrastructure through, it is the same route that BC Hydro currently uses to run their utilities to service the same area, and it is easily accessible from the existing roadway.

**Consultation:**

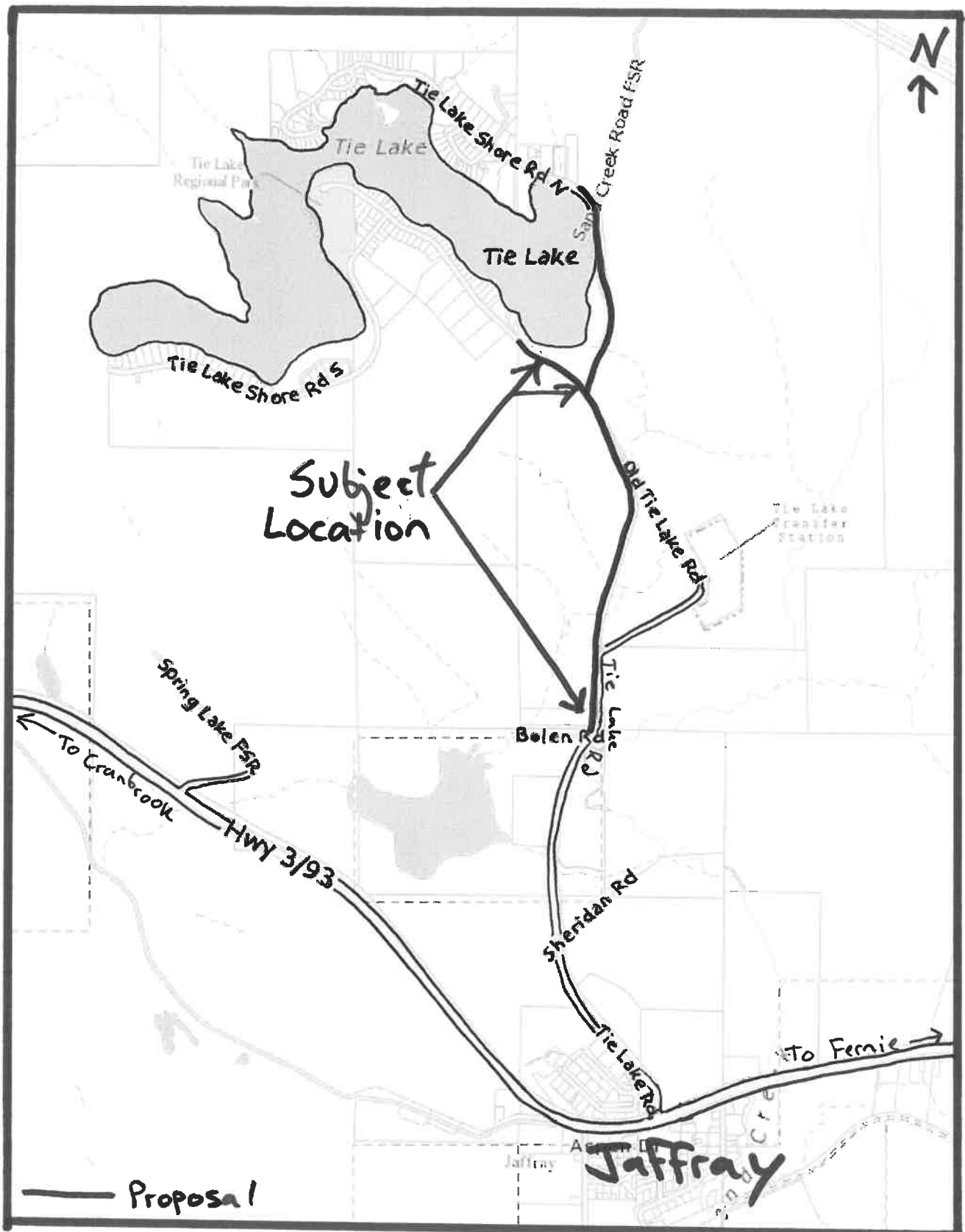
**APC Area B:** Support.

**Documents  
Attached:**

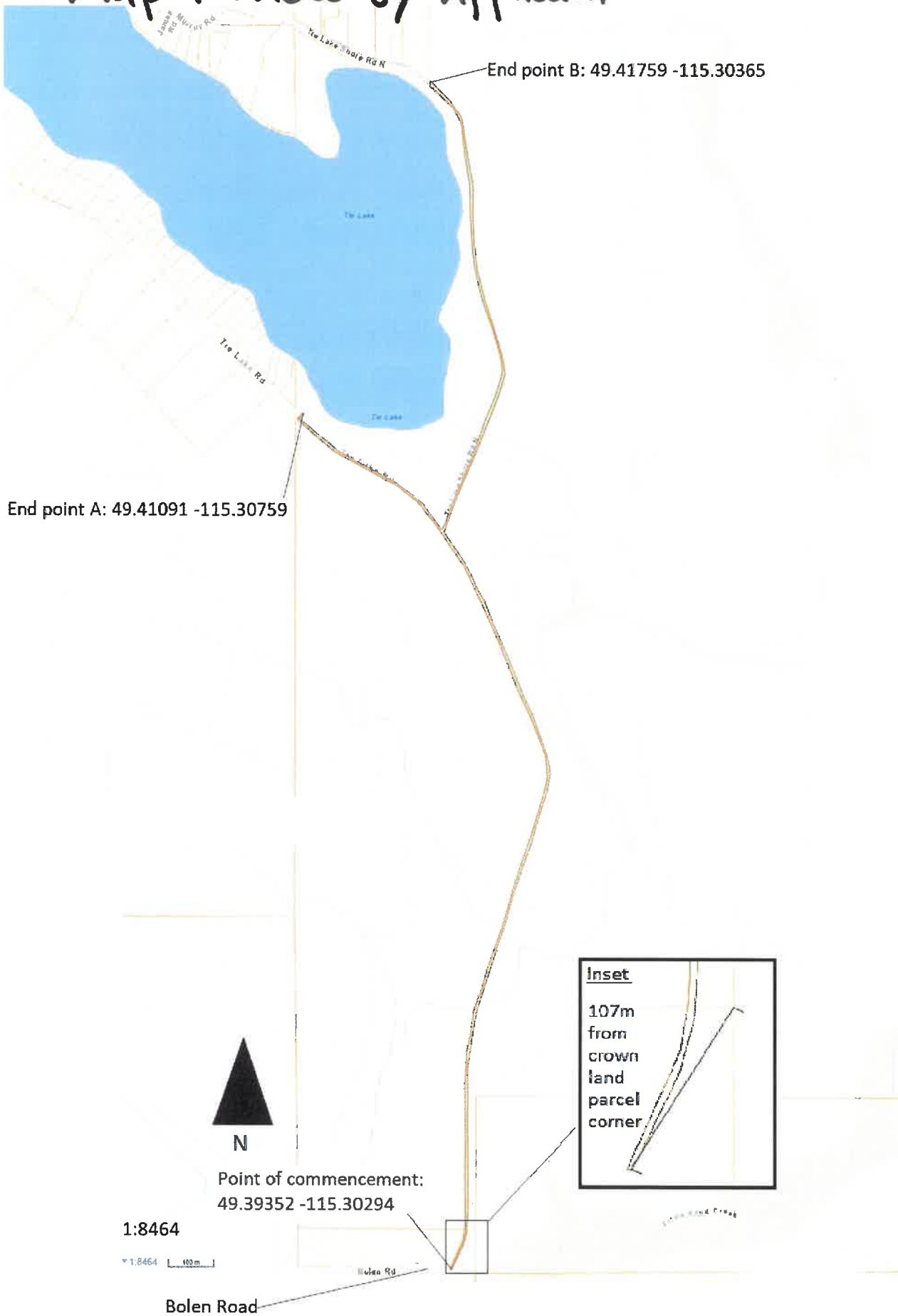
- Location Map
- Proposal

**RDEK**  
**Contact:** Krista Gilbert, Planning Technician  
Phone: 250-489-0314  
Email: [kgilbert@rdek.bc.ca](mailto:kgilbert@rdek.bc.ca)

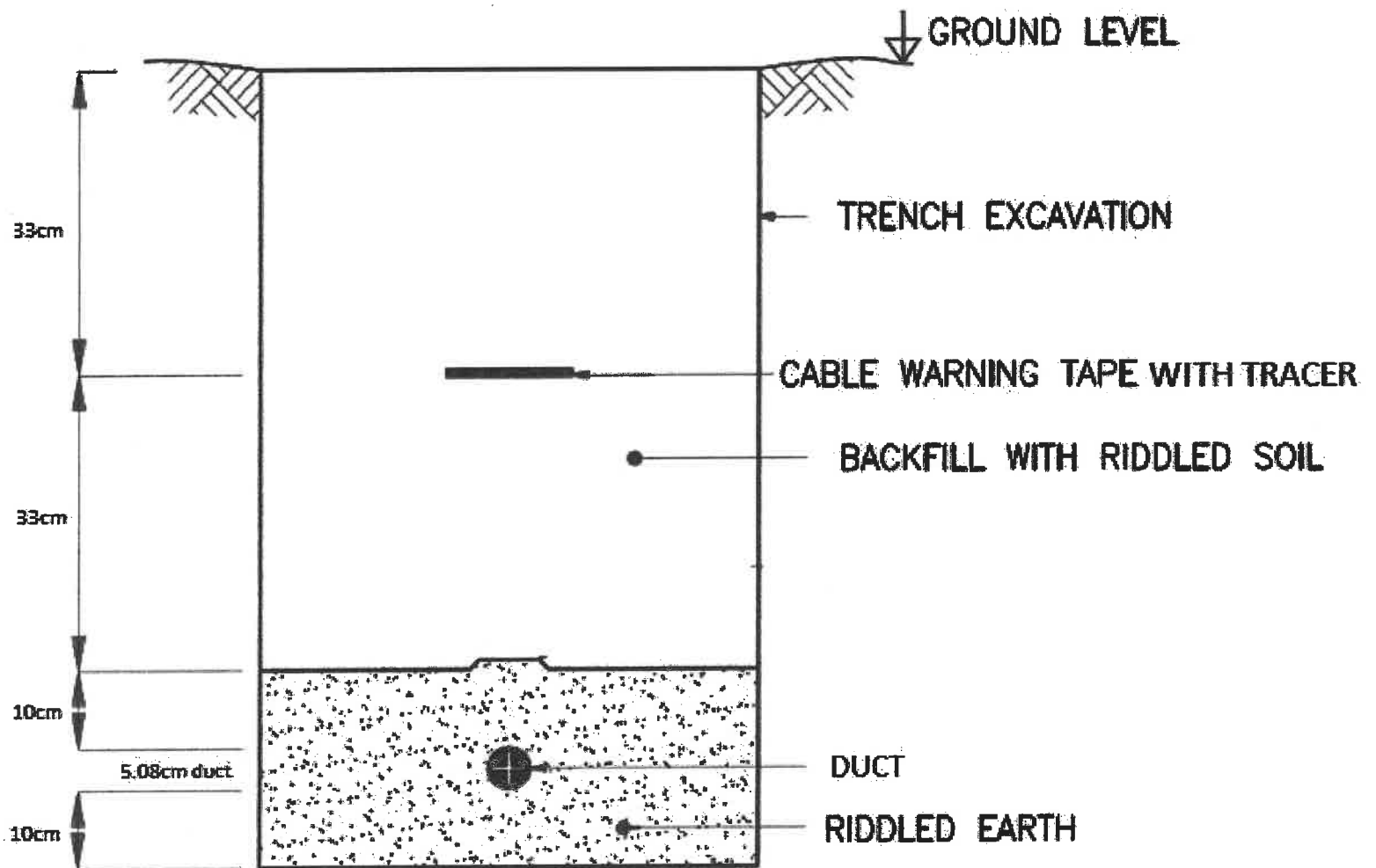
## Location Map



# Map Provided by Applicant



# Proposal



## CABLE LAYING DETAIL DIRECT BURIED CABLES 415V CABLES

## Request for Decision Natural Resource Operations Referral

File No: P 151 200  
Reference: 555339  
Date: February 24, 2020

**Subject:** Crown Land Licence of Occupation – Sweetwater / 977230 Alberta Ltd.  
**Applicant:** 977230 Alberta Ltd.  
**Agent:** Burwell Avenue Land Consulting  
**Location:** Kikomun-Newgate Rd, near Sweetwater, west of Lake Koocanusa  
**Legal:** Parts of District Lots 3704, 10350 and 12987, Kootenay District

**Proposal:** Application for a 10 year Licence of Occupation over an existing road to access a private parcel owned by the applicant.

**Options:**

1. THAT the Ministry of Forests, Lands, Natural Resource Operations and Rural Development be advised the RDEK supports the 977230 Alberta Ltd. Crown Land Licence of Occupation for a roadway in the Sweetwater area.
2. THAT the Ministry of Forests, Lands, Natural Resource Operations and Rural Development be advised the RDEK does not support the 977230 Alberta Ltd. Crown Land Licence of Occupation for a roadway in the Sweetwater area.

**Recommendation:** **Option #1**  
Highways are a permitted use in all zones and local topography limits other options for access; work required for the road has already been completed under a previous *Land Act* approval.

---

**Property Information:** **OCP Designation:** RR, Rural Resource; supports agricultural, rural residential and rural resource land uses with parcel sizes 8.0 ha and larger. The RR designation also recognizes the use of these lands for public utility use, resource extraction, green space and recreation.

**OCP Policies:**

- Land in the ALR is generally designated and supported for agricultural use.
- The Regional District encourages management of Crown land in an environmentally responsible manner which:
  - Protects surface and groundwater sources;
  - Manages forest ingrowth;
  - Minimize risk of interface fire and wildfire;
  - Enhances wildlife habitat;
  - Protects views and scenery;
  - Protects watershed ecological values, including waterfowl and fish and their corresponding habitat; and,
  - Maintains diverse plant communities by managing invasive plants.

**Property  
Information -  
cont'd:**

- Improvements to the road network within the plan area intended to improve public safety are supported.

**Zoning Designation:** RR-60, Rural Resource Zone, minimum parcel size: 60 ha. Highways are a permitted use in all zones.

**Parcel Size:** Area under application: approx. 1.4 ha (3.4 ac)

**Density:** N/A

**ALR Status:** Within the ALR. Approval from the ALC was granted in 2010, subject to confirmation being provided by the applicant that arrangements have been made to mitigate impacts on agriculture to the satisfaction of the holder of the grazing lease over DL12987; and the requirements of the Ministry.

**BC Assessment:** Residential

**Water / Sewer Services:** N/A

**Interface Fire Hazard Rating:** Moderate, Crown land is not serviced by RDEK fire services.

**Flood Hazard Rating:** The area under application is not identified as being within a flood hazard rating area.

**Crown Land  
Management  
Plans:**

The Southern Rocky Mountain Management Plan designates the area as ungulate winter range: grasslands (hard surfaces only) in snow-free months and ungulate winter range: motorized use on roads and identified travel corridors only in winter months.

**Lake Management  
Plans:**

N/A

**Shoreline  
Management  
Guidelines:**

N/A

**Additional  
Information:**

- The referral states that the roadway was approved and constructed under a now expired land act tenure. The roadway has a width of 15 - 20 m.
- The referral states that an archaeological study was completed under the former land file and will be carried forward under this tenure. Badger and bird values are also noted, however, as this roadway already exists, impacts have already been considered under the former tenure.
- The referral states that this constructed access road provides the only practical access to Lot 4, DL 10348, KD, Plan EPP14443 (the applicant's private property), as the frontage on McMorran Drive is very steep and impractical as an access route.

**Additional  
Information -  
cont'd:**

- The referral states that the roadway would serve one parcel, which is currently undeveloped. Development of the private lands as a recreational residential subdivision may be proposed for the future. The applicant is aware that additional approvals will be required should the proposed development occur.

**Consultation:**

**APC Area B:** Support

**Documents  
Attached:**

- Site Plan
- Aerial Photo

**RDEK  
Contact:**

Krista Gilbert, Planning Technician  
Phone: 250-489-0314  
Email: [kgilbert@rdek.bc.ca](mailto:kgilbert@rdek.bc.ca)

977230 ALBERTA LTD  
SITE PLAN FOR EXISTING ROAD



977230 Ab Ltd. Roadway

Application  
Legend

- ☐ PMBC Parcel Cadastre - Ou
- ☐ Land Districts - Tantalus - Ol
- ☐ Land Act Survey Parcels - T

0 0.73 1.47 km

1: 36,112

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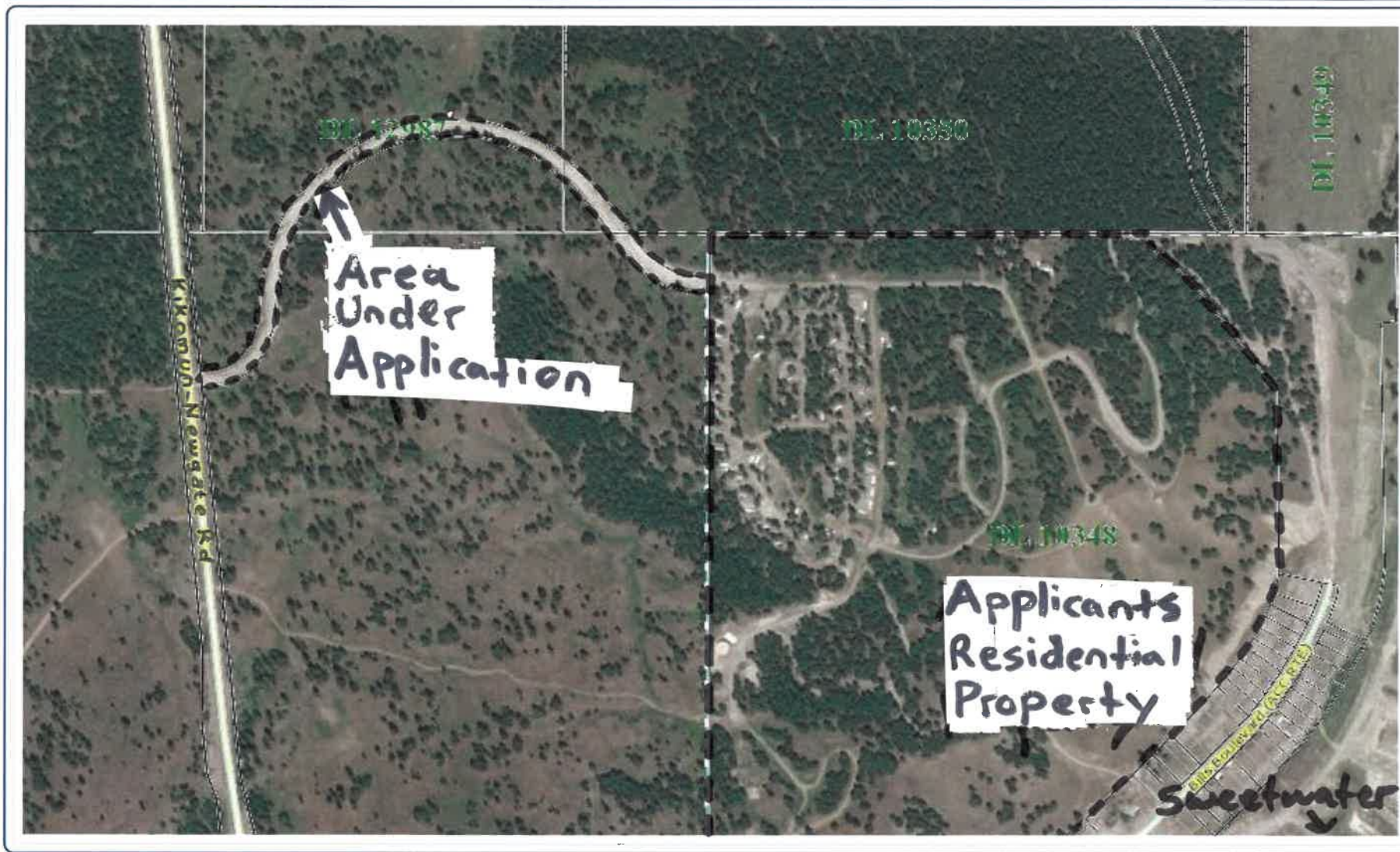
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Datum: NAD83  
Projection: WGS\_1984\_Web\_Mercator\_Auxiliary  
Sphere

Key Map of British Columbia



# Aerial Photo



Notes:

250 0 125 250 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
RDEK GeoViewer - 2-4-2020 4:30 PM

Scale = 1: 10,000



**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

## Request for Decision

File No: P 121 002

**Date** February 21, 2020  
**Author** Michele Bates, Planner  
**Subject** Kootenay and Boundary Farm Advisors (KBFA) – Program Continuation

---

### REQUEST

Approve an amount not exceeding \$60,000 per year for three years to allow the continuation of the Kootenay and Boundary Farm Advisor program to June 30, 2023.

### OPTIONS

1. THAT an amount not exceeding \$60,000 per year for three years, to allow the continuation of the Kootenay and Boundary Farm Advisor program to June 30, 2023, be approved to be paid from the Planning service.
2. THAT the Kootenay and Boundary Farm Advisor project partners be advised that RDEK will cease participation in the program at the end of the present contract.

### RECOMMENDATION

Option 1.

### BACKGROUND

In October 2014, the Regional District Agricultural Plan was adopted. The plan recommends recruitment of an Agricultural Liaison Officer. As the Regional District of Central Kootenay and Kootenay Boundary's Agricultural Plans also refer to similar recruitment it was deemed more efficient and cost effective to share resources to advance and support the agricultural industry and producers throughout the Basin.

In May 2016, the Board authorized the Regional District to participate in the Kootenay and Boundary Farm Advisor program with the Regional District of Central Kootenay, Regional District of Kootenay Boundary and Columbia Basin Trust. The partners agreed to contribute \$60,000 per year for three years to fund KBFA.

Keefer Ecological Services Ltd. was awarded a one-year contract which was extended for an additional two years. The contract terminates on June 30, 2020.

The initial year enlightened KBFA Advisors and Steering Committee on what agricultural extension looks like for producers today and how support could best be delivered. The onset of the second year required creating and implementing strategic plans, communications plans, monitoring and evaluation plans and the Producer & Advisor Tracking database. In the last year and a half, KBFA has seen significant growth in producer engagement. Now in its third year, KBFA is also a much more efficient and streamlined program which is expected to result in lower contract costs if the program continues.

## ANALYSIS

Representatives from the three regional districts met with Lana Popham, Minister of Agriculture at the 2019 UBCM conference. An overview of KBFA's performance was provided, as well as the funding that has been committed by the four partners. The Ministry was requested to provide \$100,000 in funding and the four partners would each contribute \$30,000 to fund approximately fifty percent of the program. The Regional District of East Kootenay would continue to act as the lead on KBFA and manage the contract. There has been no financial commitment from the Ministry of Agriculture to date.

The Regional Districts of Kootenay Boundary and Central Kootenay and the Columbia Basin Trust have expressed interest in continuing to proceed with KBFA services. Each partner is requesting a funding amount up to \$60,000 from their respective Boards. However, realizing there will be approximately \$120,000 surplus from the original three year contract within the current budget and that a new contract will likely be lower than the original, it is expected that there will be no additional cost to RDEK in 2020 and less than the full \$60,000/yr will be required going forward.

Resolutions from the four partner's respective Boards supporting funding will demonstrate to the Ministry of Agriculture our continued commitment to the program.

*Since KBFA's inception in June 2017:*

- 1785 producer/advisor interactions
- 522 farms have connected with KBFA
- 253 farm visits
- 50 KBFA hosted webinars/workshops/seminars/on farm training
- 800 attendees at the above events
- 45 producer/agriculture meetings attended by KBFA (ex. WDFI, KLA)
- 308 instances of outside expert resources
- 15 farm-to-farm connections
- 1000 subscribers to KBFA's quarterly newsletter "Kootenay Farmer"
- 426 followers on Instagram

*KBFA is also involved in two research projects:*

- BC Forage Council Soil Carbon Project: BC Forage Council is working with 4 farms in the Boundary, 3 farms in the East Kootenay and 1 in the Central Kootenay.
- Farm Adaptation Innovator Program: Dr. Catherine Tarasoff is leading this project and working with one producer in each Regional District to research yield, soil health and water conservation.

## SPECIFIC CONSIDERATIONS

### Regional Sustainability Strategy

#### Agriculture

##### 9.3.5 Agricultural Planning

Support for the local food industry and agricultural resources will be provided through the implementation of relevant plans and the supporting policies and actions.

### **Strategic Priority**

The Agricultural Plan Implementation is a current priority project.

### **RDEK Agricultural Plan**

The RDEK Agricultural Plan recommended recruiting an Agricultural Liaison Officer for a three year “pilot” period with the primary responsibility of implementing the strategies and recommendations within the plan.

### **Official Community Plan**

Encouraging preservation of agricultural land for present and future food production, supporting agriculture, local food production, local distribution of food products and diversification of agricultural uses is an objective within all Regional District Official Community Plans.

More current plans, such as the Steeples and Elk Valley Official Community Plan contain specific policies supporting the implementation of the Regional District Agricultural Plan.

### **Previous Board Action**

On June 8, 2018 the Board adopted Resolution 47792:

THAT the contract with Keefer Ecological Services Ltd. for Kootenay and Boundary Farm Advisors be extended for two years ending June 15, 2020.

On May 6, 2016 the Board adopted Resolution 46208:

THAT the RDEK participate in the Kootenay Agricultural Liaison Services project with Regional District of Central Kootenay, Regional District of Kootenay Boundary and Columbia Basin Trust; and further, that:

- a. Michele Bates and Andrew McLeod be appointed to represent the RDEK on the Kootenay Agricultural Liaison Services steering committee; and,
- b. A Request for Proposals be issued consistent with the project goals and directives contained in the April 27, 2016 memo from staff.

On August 7, 2015 the Board adopted Resolution 45474:

THAT Columbia Basin Trust, Regional District of Central Kootenay and Regional District of Kootenay Boundary be formally requested to assist with development of a proposal for a shared Agricultural Liaison Officer for the Columbia Basin.

### **Financial – Budget**

KBFA's contract terminates on June 30<sup>th</sup>, 2020. A Request for Proposal will be necessary. The contract budget will be divided amongst the participating partners and will not exceed a cost of \$60,000 to the Regional District.

## Request for Decision

File No: P 106 512

**Date** February 13, 2020  
**Author** Kris Belanger  
**Subject** Columbia Lake Management Plan

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### REQUEST

Authorization to prepare a new Columbia Lake Management Plan as outlined in this Request for Decision.

### OPTIONS

1. THAT preparation of the Columbia Lake Management Plan proceed generally as outlined in the February 13, 2020 Request for Decision.
2. THAT preparation of the Columbia Lake Management Plan proceed as directed by the Board.
3. THAT no further work on the Columbia Lake Management Plan proceed at this time.

### RECOMMENDATION

Option 1

### BACKGROUND

Staff is prepared to proceed with a review and update of the Columbia Lake Management Plan, identified as one of the Boards 2020 strategic priorities.

### ANALYSIS

The Columbia Lake Management Strategy was produced by Urban Systems with the assistance of Agra Earth and Environmental in 1997. Since 1997 land around Columbia Lake has seen residential development, conservation initiatives and updated land use plans adopted by the Village of Canal Flats and the RDEK.

Administratively, Columbia Lake falls within both the RDEK and the Village of Canal Flats boundaries. The Fairmont Hot Springs and Columbia Lake Area OCP and the Village of Canal Flats OCP both contain policies supporting an update of the 1997 Columbia Lake Management Strategy.

The RDEK will lead the process to develop a new Columbia Lake Management Plan with the goal of producing a plan that will be adopted as policy by the RDEK and the Village of Canal Flats. A presentation to Village of Canal Flats Mayor and Council will be made in March to introduce the process and invite them to participate at their chosen capacity.

The plan will be developed through a collaborative process involving input from a technical committee and the public. The purpose of the technical committee is to provide operational and management perspectives from government. Invitations to participate on the technical committee will be extended to staff from the Ktunaxa, Shuswap, a variety of Provincial agencies and the Village of Canal Flats.

The Columbia Lake Stewardship Society (CLSS) is a citizen-based group with representation from communities around Columbia Lake interested in stewardship of Columbia Lake. The CLSS prepares annual reports summarizing water quality and quantity data they collect. In order to develop a robust understanding of the current state of water quality and quantity for Columbia Lake, the CLSS will be invited to present to the technical committee.

## **SPECIFIC CONSIDERATIONS**

### **Regional Sustainability Strategy**

Planning

#### **6.3.3 Partnerships**

Strong interagency partnerships will be developed to assist with policy development and support the implementation of plans.

### **Strategic Priority**

The Columbia Lake Management Plan is included on the Priority Project list.

### **Policy**

(Resolution No. 28302, 01/1998)

That the recommendations set out in Section III of the Columbia Lake Management Strategy dated August 1997 be adopted as policy with the exception of the Boating Recommendation outlined in Subsection 3.7.1 which is amended to be consistent with the 10 horsepower restriction recently implemented as part of the Columbia Wetlands Wildlife Management Area Regulation, and that the RDEK Planning Department initiate the formation of a Citizen Steering Committee and apply for a 10 horsepower boating restriction.

Upon adoption of the Columbia Lake Management Plan, the above referenced policy will be rescinded and replaced to reflect updated management strategy recommendations.

### **Official Community Plan**

Undertaking a process to create an updated Columbia Lake Management Plan is supported in both RDEK and Village of Canal Flats OCP's:

Fairmont Hot Springs and Columbia Lake Area OCP (2017)

Columbia Lake Policies

11.3 (10) A review and update of the Columbia Lake Management Strategy (1997) is supported.

Village of Canal Flats OCP (2019)

Environmental Policies

- 3.1.6 Participate with local municipal partners including the Regional District of East Kootenay (RDEK) to review and update the Columbia Lake Management Strategy (1997).

**Financial – Budget**

The budget for this plan is included in the current year financial plan. Costs outside of staff time are generally related to community consultation, communications and advertising.

**Public Engagement and Communications**

Public engagement will be ongoing throughout the Columbia Lake Management Plan process. The public will be engaged through public meetings and using the online [engage@rdek.bc.ca](mailto:engage@rdek.bc.ca) platform. The Communications department will take a lead role in developing press releases, mail outs, managing social media and adding graphic design to presentation material and the final report.

Assembling a technical committee is anticipated during this planning process. The purpose of the technical committee will be to provide professional input on the project and will be made up of land managers and from government and First Nations. Since the technical committee is essentially an invited peer network, selection will not need to be authorized by Board such as when selecting a group from public expressions of interest.

A preliminary general timeline for the project is:

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Project Kick Off			X									
Establish AG			X									
Background Info Prep			X	X	X							
AG mtg 1					X							
Public mtg 1					X							
Canal Days						X						
Prep mgmt options						X	X					
AG mtg 2							X					
Public mtg 2							X					
Fairmont Farmers Market							X	X				
Draft Plan								X	X	X		
Public Open House to Present Plan										X		
Final Draft to Board/ Council											X	

### **First Nations Partnership**

Because Columbia Lake is within the unceded traditional territories of the Ktunaxa and Shuswap First Nations and has spiritual, economic and political significance, representatives from both Nations will be requested to be part of the technical committee.

## Request for Decision

File No: P 108 510

**Date** March 3, 2020  
**Author** Karen MacLeod, Planning Coordinator  
**Subject** Proposed Lake Windermere Groyne Navigation Markers

---

### REQUEST

Consider the proposed installation of Navigation Marker Piles for the Lake Windermere Groyne.

### OPTIONS

1. THAT Public Services and Procurement Canada be advised that the RDEK supports the proposed installation of Marker Piles for the Lake Windermere Groyne as outlined in the January 2020 correspondence.
2. THAT Public Services and Procurement Canada be advised that the RDEK does not support the proposed installation of Marker Piles for the Lake Windermere Groyne as outlined in the January 2020 correspondence.
3. THAT Public Services and Procurement Canada be advised that while the installation of permanent navigation markers for the Lake Windermere Groyne is generally supported that the RDEK has concerns about the timing and short duration of the engagement opportunity, the aesthetic impact of the proposed pile markers and lack of information provided with regard to alternative options and environmental considerations of the proposed works.

### RECOMMENDATION

Option 3.

### BACKGROUND/ANALYSIS

The Lake Windermere groyne (or weir) is located at the north end of the lake as it narrows into the Columbia River channel. The groyne narrows the navigable portion of the channel for motorized watercraft to the far eastern extent of the channel. Seasonal fluctuations in water levels can make the rocks and old marker piles difficult to see and the groyne is a known hazard for experienced boaters on the lake. In recognition of the hazard informal signs and buoys have been placed to identify portions of the groyne by local user groups.

Public Services and Procurement Canada (PSPC) is proposing the permanent installation of a single line of untreated wood marker piles spaced at 20 metre intervals along the 200 m expanse of the groyne. The western extent of the navigation channel is proposed to be marked with a red triangular day beacon to ensure visibility for travel from both directions. The correspondence identifies that the proposed works has considered minimizing annual maintenance costs and opportunities for protection of aquatic habitat. The installation of the marker piles was originally scheduled for summer 2019, but was deferred to allow for engagement with First Nations, local government and interested local organizations.

As a known boating hazard the installation of permanent hazard markers is desirable. Permanent markers would ensure that all boaters are aware of the presence of the groyne. As presented by PSPC, the information package received only presents the preferred option for the markers with an assurance that due diligence will be undertaken from an environmental perspective. The present 'engagement' opportunity does not allow for stakeholders to provide comment on the preferred type of navigation marker in consideration of local concerns or aesthetic considerations, nor does it provide information on environmental impacts or mitigation opportunities. The current engagement process is more reflective of a 'notification of proposed works' than a meaningful opportunity for stakeholders to provide comment on the appropriate navigation markers based on social, environmental and aesthetic considerations for Lake Windermere.

## CONSULTATION

### Advisory Planning Commission F & G

The APC reviewed the referral as an information item and discussed alternatives to the proposed markers and the aesthetics of the proposed piles.

### Lake Windermere Management Committee (LWMC)

The Lake Windermere Ambassadors in their role as LWMC provided the following comments:

- Aesthetics of the project in a part of our community, also the entrance to Invermere, that is currently undergoing a project to clean up the area and make it a more desirable neighborhood.
- In the price analysis has the lifespan of an untreated wood (Douglas Fir or Larch as indicated in the cancelled project) pile marking in water been considered?
- We have not been given access to any of the environmental analysis documents as are referenced several times in the plan. While we understand an Environmental Assessment was not deemed necessary for this project we would like access to review what considerations were taken when deciding on this plan
- In the reports provided we were not given adequate information on all the options considered (removal, alternative markings) to fully understand and make an informed opinion on which method would be best. We would request further information on research completed in this project
- Under proposed work 'To alert boaters to the western side of the navigation channel, the eastern pile will include a red triangular day beacon, visible whether approaching upstream or downstream'. While difficult to understand I don't believe this conveys the correct placement of the project, safe passage is provided on the eastern side of the groyne.
- The proposed project is very dismissive of annually removed markings, while this is what occurs with every other marking on Lake Windermere. For example, the Ambassadors have three buoys in the Taynton Bay area to indicate a Slow/No Wake zone that we install every spring and remove every fall.
- Many residents around Lake Windermere are seasonal residents, requesting all input before the end of February will not capture this larger audience who will be greatly affected by the project and deserve a chance to have their voices heard.
- One of the Shuswap Councilors also expressed concerns that they are expecting to be engaged but have not yet, they have concerns related regarding the potential impact to the historical salmon beds that fall immediately downstream from the project location.

The Lake Windermere Ambassadors have independently forwarded the above comments to PSPC in response to the referral.

### **District of Invermere**

The District of Invermere's Council also received the PSPC letter and has passed the following resolution:

#### **Resolution #20-0208**

BE IT RESOLVED THAT Council receives Public Service and Procurement Canada's letter and additional information for Council's review and consideration with respect to the proposal of permanent installation of marker piles along the Lake Windermere Groyne;

AND THAT Council receives and supports the review comments made by the Lake Windermere Ambassadors regarding the marker pile installation;

AND FURTHER THAT Council direct Staff to respond to PSPC indicating support of the Lake Windermere Ambassadors comments.

## **SPECIFIC CONSIDERATIONS**

### **Lake Windermere Management Plan**

Goal 2: Ensure the continuation of diverse and safe recreational opportunities.

- Ensure that a range of motorized and non-motorized activities can safely occur on the lake.
- Encourage and promote safe boating practices and codes of conduct.

Goal 3: Encourage and support the development of a community that will work together to respect and balance the various interests on the lake.

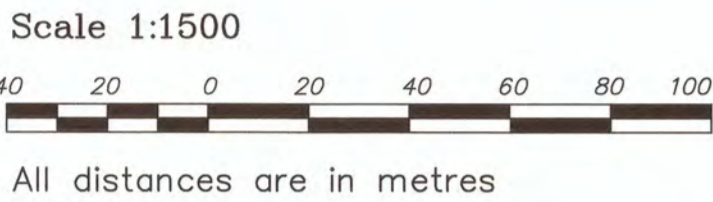
- Continue to involve the public in planning and management processes.

#### **Attachments**

- Public Works & Procurement Services Letter
- Appendix A - Proposal Summary
- Construction Plans

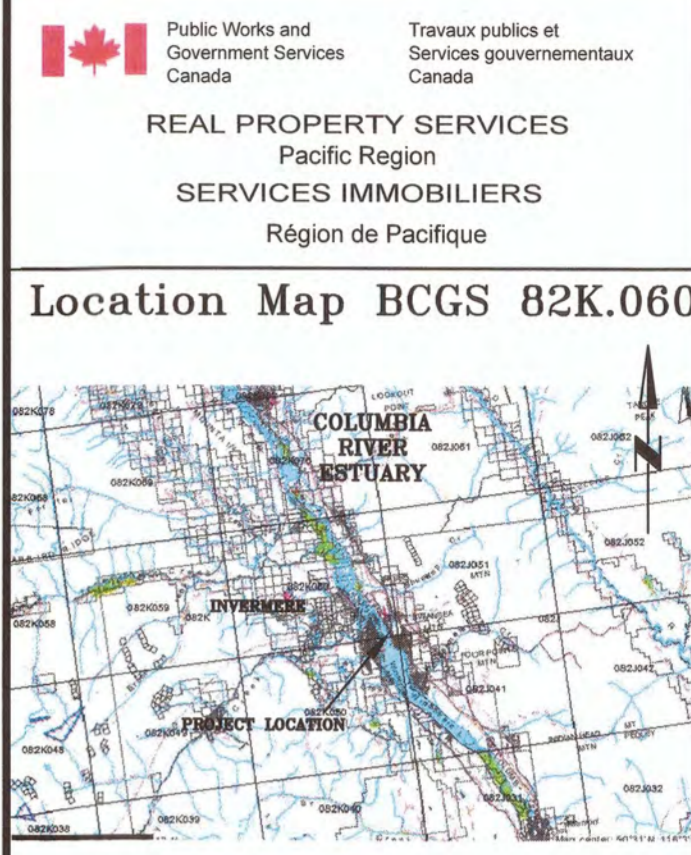
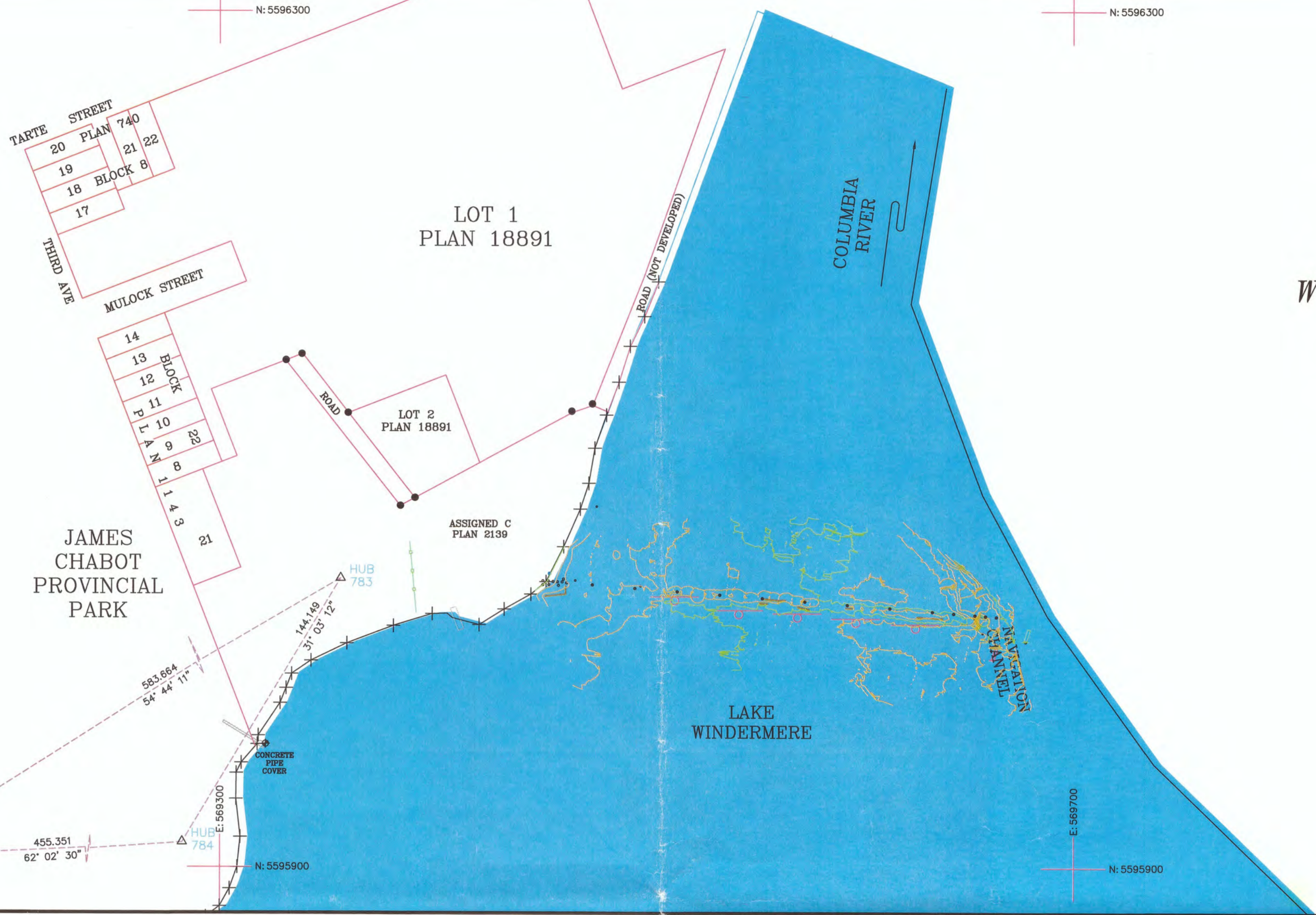
Topographic Plan of the Lake Windermere Groyne

Invermere, British Columbia.  
B.C.G.S. 82K.060



- Legend:
- STANDARD IRON POST FOUND
  - CONTROL POINT SET
  - ACTIVE CONTROL POINT
  - BM SET
  - UNMARKED MEASURED POINT
  - PROPERTY LINES
  - MAJOR CONTOUR
  - MINOR CONTOUR
  - SIGN
  - SPAR BUOY

Control Points NAD83 (CSRS) UTM 11 ELEVATIONS ARE ORTHOMETRIC (CGVD28)				
Point #	Northing	Easting	Elevation	Description
783	5596034.92	569356.65	800.38	HUB
784	5595911.48	569282.32	800.89	HUB



Bearings are Grid, and Derived from Dual Frequency Differential GPS Observations Between Hub (753) and Hub (754) and Invermere Active Control Point (GCM 164418) and Referenced to the 117th Meridian.

Elevations are derived from GPS observations and are Orthometric and are Referenced to Canadian Geodetic Vertical Datum 1928 (Ht2.0). All Distances are Ground Unless Otherwise Noted. To Calculate Grid distance, Multiply by the Combined Scale Factor 0.99953610

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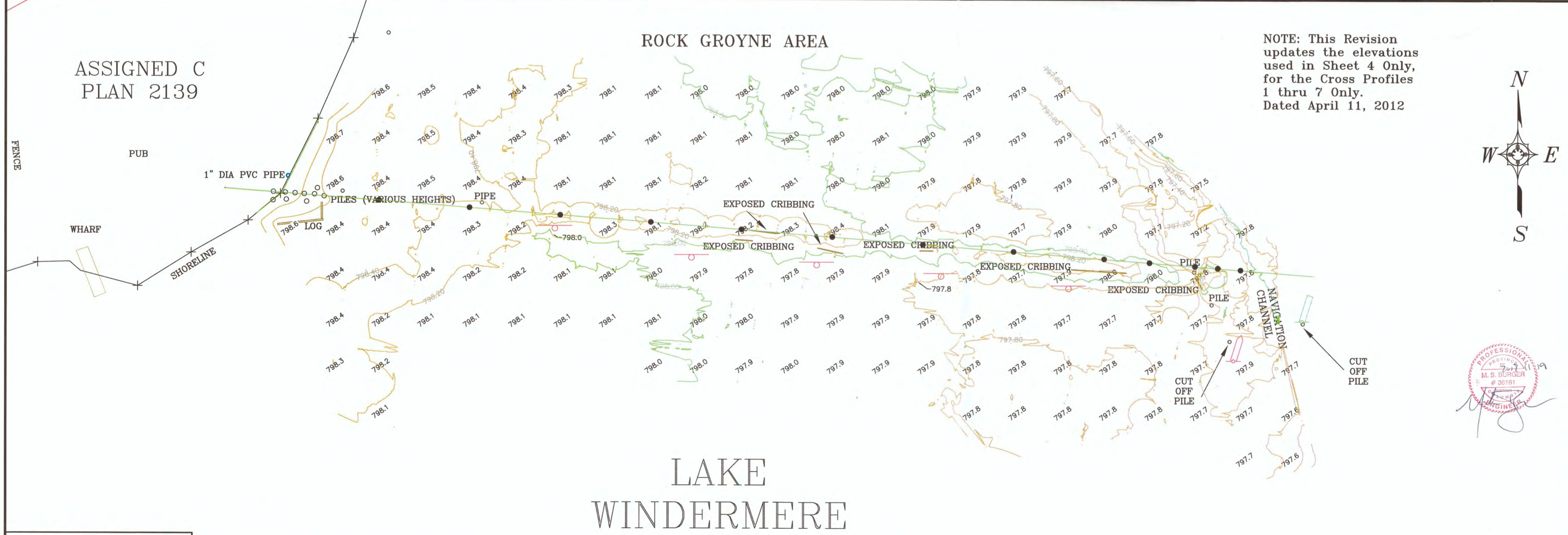
Date of Survey Sept 21-22, 2010 By I.R.Robertson, BCLS  
SF#3249.00, FB#21, Pg 63-71

The Intended Plot Size of this Plan is 594MM by 841 mm

ASSIGNED C  
PLAN 2139

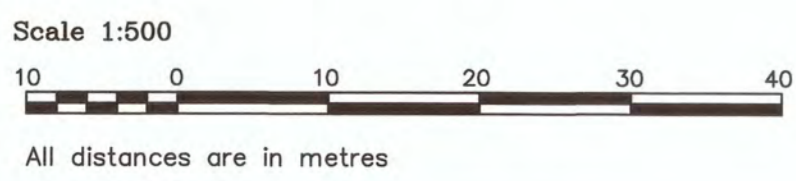
ROCK GROYPE AREA

NOTE: This Revision updates the elevations used in Sheet 4 Only, for the Cross Profiles 1 thru 7 Only. Dated April 11, 2012



Public Works and Government Services Canada  
Travaux Publics et Services gouvernementaux Canada  
Geomatics Services

#2-100 Annacis Parkway  
New Westminster, B.C.  
V3M 6A2  
604-666-9994

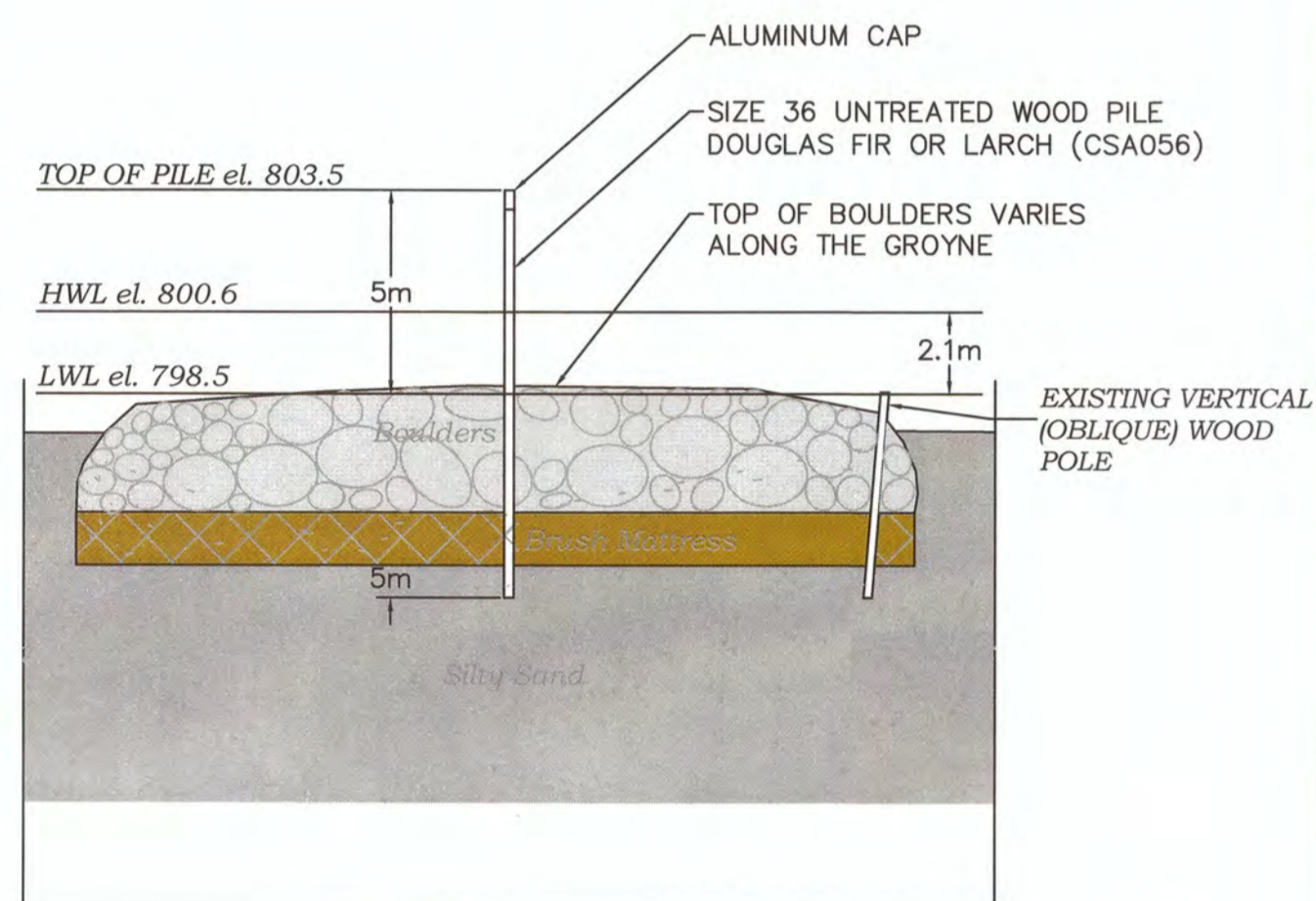


This Plan lies within the East Kootenay Regional District

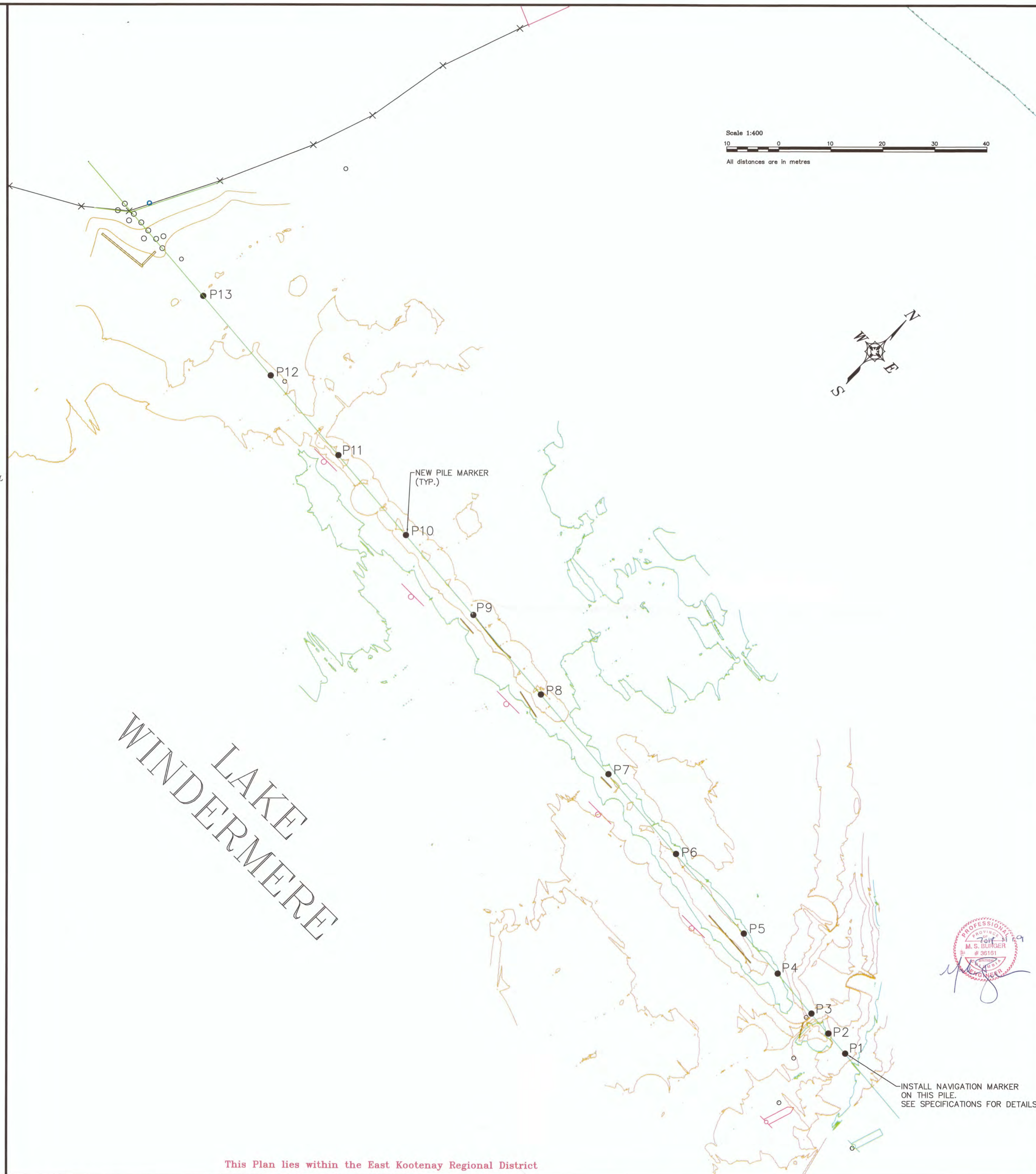
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0	ISSUED FOR TENDER	Aug. 10, 2018
Revision/Revision	Description/Description	Date/Date
Client/client		
Project		

Project title/Titre du projet		
Lake Windermere Groyne Marker Pile Installation		
Consultant Signature Only		
Designed by/Concept par Mark Burger		
Drawn by/Dessiné par WSL		
PWGSC Project Manager/Administrateur de Projets TPSSGC ALENA MIKULICA		
Regional Manager, Architectural and Engineering Services Gestionnaire régionale, Services d'architecture et de génie, TPSSGC		
Drawing title/Titre du dessin		
Sounding Plan		
Project No./No. du projet R.074582.003	Sheet/Feuille 1 of 2	Revision no./La Revision no. 0

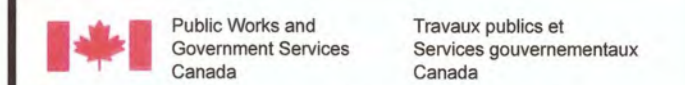
PILE #	NORTHING	EASTING
P1	5596017.221	569663.810
P2	5596017.611	569658.825
P3	5596018.001	569653.840
P4	5596018.781	569643.871
P5	5596019.562	569633.901
P6	5596021.123	569613.962
P7	5596022.683	569594.023
P8	5596024.244	569574.084
P9	5596025.805	569554.145
P10	5596027.365	569534.206
P11	5596028.926	569514.267
P12	5596030.487	569494.328
P13	5596032.047	569474.389



TYPICAL PILE MARKER CROSS SECTION  
NTS

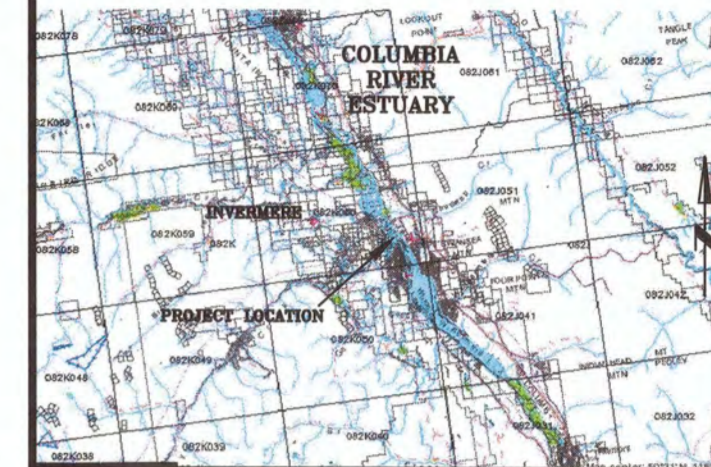


This Plan lies within the East Kootenay Regional District.



REAL PROPERTY SERVICES  
Pacific Region  
SERVICES IMMOBILIERS  
Région de Pacifique

## Location Map BCGS 82K.060



Bearings are Grid, and Derived from  
Dual Frequency Differential GPS  
Observations Between Hub (753) and  
Hub (754) and Invermere Active  
Control Point (GCM 164418) and  
Referenced to the 117th Meridian.

Elevations are derived from GPS Observations and are Orthometric and are Referenced to Canadian Geodetic Vertical Datum 1928 (Ht2.0). All Distances are Ground Unless Otherwise Noted. To Calculate Grid distance, Multiply by the Combined Scale Factor 0.99953610

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Date of Survey Sept 21-22, 2010 By  
I.R.Robertson, BCLS

SF#3249.00, FB#21, Pg 63-71

The Intended Plot Size of this Plan is  
594MM by 841 mm

5		
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0	ISSUED FOR TENDER	Aug. 10, 2018
Revision/ Revision	Description/Description	Date/Date
Client/client project		

Project title/Titre du projet

Lake Windermere  
Groyne  
Marker Pile Installation

Consultant Signature Only

Designed by/Concept par  
Mark Burger

Drawn by/Dessiné par WSL

PWGSC Project Manager/Administrateur de Projets TPSGC  
ALENA MIKULICA

Regional Manager, Architectural and Engineering Services  
Gestionnaire régionale, Services d'architectural et de génie, TPSGC

Drawing title/Titre du dessin

### Cross Sections and Key Plan

Project No./No. du projet	Sheet/Feuille	Revision no./ La Révision no.
R.074582.003	2	0



SENT BY E-MAIL

Regional District of East Kootenay  
19-24<sup>th</sup> Avenue South,  
Cranbrook, BC, V1C 3H8

Attention: Regional District of East Kootenay

Re: Lake Windermere Groyne, Invermere, B.C.  
Proposed Installation of Marker Piles

Date: 28 January, 2020

Dear Recipient,

This letter is a follow-up to the correspondence that was sent on September 30, 2019 to inform you that the construction work proposed for 2019 to install marker piles along the Lake Windermere Groyne (LWG) was cancelled due to concerns expressed by community groups.

Before proceeding with any future plans for the LWG, Public Services and Procurement Canada (PSPC) wishes to first provide you with information about the proposed installation of marker piles along the LWG, and would appreciate your comments and concerns. The input received from you and other interested parties will be considered and incorporated into PSPC's future plans for the LWG.

### **Background**

The LWG is in the Public Services and Procurement Canada (PSPC) asset inventory. The LWG was constructed in the 1880s to assist steamer navigation on the Columbia River System but is no longer required. The structure remains as a low mound of rock about 0.4 m above the shallows at the north end of the lake and is currently unmarked. In order to provide a long-term solution for the safety of boaters and other users of the lake, PSPC proposed the use of marker piles to mark the LWG and obtained regulatory approval of the proposed work.

### **Proposed Work**

PSPC is proposing a single line of untreated wood piles driven into the LWG, extending about 200 m from the east end of the LWG and ending near the western shore, as shown in the attached plan. The piles will extend about 5 m above the low water level (winter), but at high water (typically summer) they will extend about 3 m above the water level. The spacing between piles is typically 20 m apart. Maximum diameter of each pile is 36 cm. To alert boaters to the western side of the navigation channel, the eastern pile will include a red triangular daybeacon, visible whether approaching upstream or downstream.

PSPC has obtained recommendations and an environmental monitoring plan to protect the aquatic habitat. It is planned to have a consultant on site during construction for environmental monitoring. All work is to be carried out using Best Management Practices during the environmental least risk window of July 15 to August 31.

The contractor who will carry out the work will be chosen by public tender. The contractor will be responsible for access to the site, and will be required to get permission from the owners of any land they propose to use during construction.

For additional details about the background of the LWG and the proposed marker project, please refer to *Appendix A*, included with this letter. We welcome your input and any comments you may have, including alternate means of marking. Please address your input by email to [neda.naderi@pwgsc-tpsgc.gc.ca](mailto:neda.naderi@pwgsc-tpsgc.gc.ca) or by regular mail to me as below.

We would appreciate receiving your input by 28 February, 2020.

We thank you in advance for your response.

Regards,

A handwritten signature in cursive script that reads "Neda Naderi".

Neda Naderi, BA  
Project Manager, Professional and Technical Services  
Public Services and Procurement Canada, Government of Canada  
#219 – 800 Burrard Street, Vancouver, B.C., V6Z 0B9

**Attachments:**

Construction plans, most recent revision dated 2018 08 10, sheet 1 and 2 of 2  
Appendix A: Proposed Installation of marker piles and summary of background.



## Lake Windermere Groyne, Invermere, B.C.

### Appendix A - Proposed Installation of Marker Piles and Summary of Background

This document provides an update on the status of the Lake Windermere Groyne (LWG), and provides detailed information about the proposed installation of marker piles along the groyne.

#### Background

As part of PSPC's Wharf and Marine Structures Disposal Program between 2008 and 2011, the department held consultations to pursue the divestiture of the Lake Windermere Groyne (LWG). Contact was made with other federal departments, the Province, local governments, and First Nations to gauge their interest in taking responsibility for the structure. No organization was identified or came forward to take ownership of the LWG.

After it was determined that no organization would be taking ownership of the LWG, PSPC looked at options to remove the groyne or keep the status quo and leave the LWG in place. These options were reviewed with regulatory agencies. Environmental consultations identified concerns that removal would affect the lake's habitat. Leaving the groyne in place would include removal of debris and obsolete signage around the LWG, as well as the installation of year-round navigational markers along the LWG. Under environmental regulations, both options would require that the fish habitat be protected.

PSPC decided to leave the LWG in place and proceed with marking, but funding was not available at that time to proceed with the planned work. Therefore, minor work was conducted as required from 2013 -2018. This included reviewing draft plans and environmental assessments and routine visual inspections every one to two years to confirm no significant changes to the groyne structure. Preparatory work for marking was completed by mid-2018 and funds were made available in early 2019 to allow PSPC to proceed with tendering, which included the contract award to mark the LWG.

Work on this project has since been halted to allow for more engagement on the proposed marking project.

#### Proposed Work - Marking of the LWG

Marking of the LWG is proposed in response to concerns that the LWG is a potential navigation hazard for boats in the area where the north end of Lake Windermere becomes shallow and narrows into the Columbia River.

Over the years, a number of local groups have on their own initiative marked the LWG. These markings have included floating markers (buoys) held in place by some type of anchors, and signs on metal posts. PSPC understands that each of these methods requires re-installation or maintenance efforts each spring as water levels rise and the boating season begins.

#### Options and Considerations:

- Marker buoys (a string of red cylindrical buoys anchored in place), marker posts, or marker piles could be placed along the LWG to show its extent. Any of these would have to be designed to withstand the full range of wind, waves, and ice movement at the LWG throughout the year; or, to a standard adequate for the navigation season (early spring through late fall) but removed and re-installed annually.

- Evaluation of these options identified that buoys or marker posts would require removal and re-installation annually. Single marker piles would withstand conditions expected throughout the year without annual removal and re-installation.
- While the initial cost of installing marker piles is higher than installing buoys or marker posts, the annual removal and re-installation cost of those options make them significantly more expensive than marker piles on a life-cycle basis.
- Marker buoys or posts would require in-water work which would need to be carried out during the environmentally sensitive early-spring and late-fall periods. Marker piles may be installed during mid-July to end of August, which is the least risk window, and they do not require annual in-water work after installation.

#### **Proposed Design Details and Installation Requirements:**

Detailed design, environmental assessment, and regulatory agency referrals were carried out for the marker pile option. The proposal to use marker piles to mark LWG was made to Transport Canada's Navigation Protection Program, to Water Sustainability Regulation of the province of B.C. and to Fisheries and Oceans Canada. The proposed marking was by a line of 13 single piles, spaced 20 m apart, with a navigation marker at the east end beside the navigation channel. Concurrences were obtained from these agencies and identified the least risk environmental window for the work to be carried out between July 15 and August 31.

#### **Ongoing Responsibility:**

While the LWG is under PSPC responsibility, the department has an obligation to monitor the asset condition and potential liability arising from changes in the structure, in usage of the area, and in regulatory requirements.

#### **Engagement Process:**

PSPC will be engaging with Indigenous groups in the area, the Regional District of East Kootenay, the District of Invermere, local community groups and individuals who have previously indicated an interest in LWG.

## APC / EAAC 2020 Appointments

THAT pursuant to Advisory Planning Commission Bylaw No. 2679 and Electoral Area Advisory Commission Bylaw No. 2680, the following appointments be made:

### Area A

---

Warren Baker  
Dave Beranek  
Joe Caravetta  
\*Karen Alexander

Blair Chatterson  
Lorne Earl  
Steve Hill  
\*Tammy Blumhagen

Dan Savage  
Dale Garrett

\*Agriculture Representative

### Area B

---

Wendy Salanski  
Shayne Webster  
Dave Gonnely  
Maureen Coulombe  
\*Andy McDonald

\*Lily Durham  
Cory Wentzell  
Gary Mitchell

Kent Holmes  
John Todd  
Steve Minuk  
Josh Pedersen

\*Agriculture Representative

### Area C

---

\*Bob Bjorn  
Ilene Lowing  
Jim Westwood

Lee-Ann Crane  
Roger Mitchell  
Chris Caron

Wayne Stone  
Herb Janzen  
Richard Wake

\*Agriculture Representative

### Area E

---

Susanne Ashmore  
Bob Eccleston  
Barry Garland  
Cheryl Greenwood

Gordon Olsen  
Bev Rauch  
Judy McPhee  
Virginia West

\*Len Hunt  
\*Douglas Barraclough  
\*Jim Westwood

\*Agriculture Representative

### Areas F & G

---

#### Area F

Paul Deguise  
Mary Anne Csokonay  
Laurie Klassen  
Scott Wallace

Karl Conway  
Lindsay McPherson  
Norbert Schab  
Alan Aitken

Colleen Roberts  
Nancy Wilfley  
\*Chris Zehnder

#### Area G

Norm Funnell  
\*Rick Tegart

Hermann Mauthner

Stephanie Stevens

\*Agriculture Representative

**REGIONAL DISTRICT OF EAST KOOTENAY**  
**BYLAW NO. 2977**

A bylaw to amend Bylaw No. 2165.

---

WHEREAS Bylaw No. 2165 sets regulations and fees for the use of the Crossroads Ball Park;

AND WHEREAS the Board wishes to amend the provisions of Bylaw No. 2165;

NOW THEREFORE, the Board of the Regional District of East Kootenay enacts as follows:

- 1. This Bylaw may be cited as “Regional District of East Kootenay – Crossroads Ball Park Regulation and Fee Bylaw No. 2165, 2009 – Amendment Bylaw No. 2, 2020.”
- 2. Sections 1(a) and 1(b) of Schedule A are deleted and the following substituted:
  - “(a) Adult League Teams \$ 420.00/team/season
  - (b) Youth Leagues \$ 6.00/child/season”

READ A FIRST TIME the            day of  
READ A SECOND TIME the            day of  
READ A THIRD TIME the            day of

ADOPTED the            day of

---

CHAIR

---

CORPORATE OFFICER

**REGIONAL DISTRICT OF EAST KOOTENAY**  
**BYLAW NO. 2980**

A bylaw to amend Bylaw No. 2278.

---

WHEREAS a regional district may amend a bylaw establishing a service;

AND WHEREAS the Board of the Regional District of East Kootenay wishes to increase the maximum amount that may be requisitioned annually for the Wilmer Community Club Contribution Service established by Bylaw No. 2278;

AND WHEREAS at least 2/3 of the participants have consented on behalf of the electors to adoption of this Bylaw;

NOW THEREFORE, the Board of the Regional District of East Kootenay enacts as follows:

- 1. This Bylaw may be cited as “Regional District of East Kootenay – Wilmer Community Club Contribution Service Establishment Bylaw No. 2278, 2010 – Amendment Bylaw No. 1, 2020”.
- 2. Section 5 is deleted and the following substituted:
  - “5. The maximum amount that may be requisitioned annually for the service provided under Section 2 of this Bylaw shall be \$9,375.”

READ A FIRST TIME the 14<sup>th</sup> day of February, 2020.

READ A SECOND TIME the 14<sup>th</sup> day of February, 2020.

READ A THIRD TIME the 14<sup>th</sup> day of February, 2020.

ADOPTED the            day of

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CORPORATE OFFICER

## Request for Decision

File No: Shh 038 042

**Date** February 10, 2020  
**Author** Shannon Moskal, Corporate Officer  
**Subject** Bylaw No 2980 - Staff Report.docx

---

### REQUEST

To increase Wilmer Community Club's operating grant and increase the maximum requisition of the Wilmer Community Club Contribution Service.

### OPTIONS

1. THAT the Wilmer Community Club's operating grant be increased to \$8,700 in 2020 and \$9,000 in 2021, subject to the adoption of Bylaw No. 2980.
2. THAT Bylaw No. 2980 cited as "Regional District of East Kootenay - Wilmer Community Club Contribution Service Establishment Bylaw No. 2278, 2010 - Amendment Bylaw No. 1, 2020" be introduced.
3. THAT Bylaw No. 2980 cited as "Regional District of East Kootenay - Wilmer Community Club Contribution Service Establishment Bylaw No. 2278, 2010 - Amendment Bylaw No. 1, 2020" not proceed.

### RECOMMENDATION

Option 1 and 2.

### BACKGROUND/ANALYSIS

The maximum requisition for the Wilmer Community Club Contribution Service is currently \$7,500. The Wilmer Community Club has requested an increase to their operating grant to \$9,000 (see attached). To accommodate the grant increase, the RDEK could utilize *Local Government Act Regulation 113/2007* to increase the maximum requisition by 25% (an additional \$1,875). This would allow the operating grant for the Wilmer Community Club to be increased to \$8,700 in 2020 (with the remaining would cover administrative costs associated with the bylaw amendment process) and then \$9,000 in following years.

Attached for consideration is Bylaw No. 2980 which increases the maximum requisition for the Service to \$9,375. Participants in the Service are Electoral Areas F and G.

### SPECIFIC CONSIDERATIONS

#### Legislation

Under *Local Government Act Regulation 113/2007* (Regional Districts Establishing Bylaw Approval Exemption Regulation), a service establishment bylaw may be amended to increase the maximum requisition without approval from the Inspector of Municipalities provided that it

does not increase by more than 25 percent over a 5 year period. The Wilmer Community Club Contribution Service has not been amended since its establishment in 2010.

### Financial

The proposed increase to the maximum requisition would result in the following:

	<b>Current Maximum Requisition (\$7,500)</b>	<b>Proposed Maximum Requisition (\$9,375)</b>
Estimated tax rate per \$1,000 of assessment	\$0.1692	\$0.2115
Estimated tax per average residential assessment*	\$ 41.00	\$ 52.00

\* Average residential assessment in the Service Area is \$244,364.

### Process

Following introduction, the Bylaw will be presented to Board for 3 readings. The Bylaw will then require at least 2/3 consent (at least 2 out of 2) of the participating Electoral Area Directors. The Bylaw may then be adopted at the March 6<sup>th</sup> Board meeting.

Attachment

**REGIONAL DISTRICT OF EAST KOOTENAY**  
**BYLAW NO. 2983**

A bylaw to amend Bylaw No. 2844

---

WHEREAS Bylaw No. 2844 sets regulations and fees for the use of the Eddie Mountain Memorial Arena;

AND WHEREAS the Board wishes to amend the fee schedule of Bylaw No. 2844;

NOW THEREFORE, the Board of the Regional District of East Kootenay enacts as follows:

- 1. This Bylaw may be cited as “Regional District of East Kootenay – Eddie Mountain Memorial Arena Regulation and Fee Bylaw No. 2844, 2018 – Amendment Bylaw No. 2, 2020.”
- 2. Schedule A of Bylaw No. 2844 is hereby repealed and replaced with Schedule A attached to and forming part of this Bylaw.

READ A FIRST TIME the            day of  
READ A SECOND TIME the            day of  
READ A THIRD TIME the            day of

ADOPTED the            day of

---

CHAIR

---

CORPORATE OFFICER

**SCHEDULE A**  
**BYLAW NO. 2983**  
**FEES**  
**Eddie Mountain Memorial Arena**

**1. FEES**

1.1 The following Fees shall apply for the use of the Facility, inclusive of GST:

(a) General Admission (Public Skate)

Drop in - Individual	\$4.00/person
Drop in - Family (immediate family living in one household)	\$12.00
Pre-School	Free
Registered Minor Hockey or Figure Skating Club Member	Free
Season Pass - Individual	\$40/season
Season Pass - Family (immediate family living in one household)	\$120/season

(b) Ice Rental – Registered Groups (Over 50 hours booked in a calendar year)

Youth Registered Groups	\$70/hour
Adult Registered Groups	\$125/hour
Senior and Women’s Groups	\$87/hour
Youth Tournaments/Events/Junior Hockey Games	\$80/hour
Statutory Holidays	25% increase over hourly rate

(c) Ice Rental – Groups (Under 50 hours booked in a calendar year)

Youth (July to August)	\$90/hour
Youth (September to April)	\$95/hour
Adult (July to August)	\$125/hour
Adult (September to April)	\$150/hour
Statutory Holidays	25% increase over hourly rate

(d) Ice Rental – Tournament Rates (Under 50 hours booked in a calendar year)

Youth	\$140/hour
Adult	\$150/hour
Hockey Schools (Monday to Friday from 8:00 am to 6:00 pm)	\$6,000/week
School Groups	\$20/hour
Statutory Holidays	25% increase over hourly rate

(e) Mezzanine Room Rental

Birthday Parties and Meetings	\$30/day - up to 4 hours \$70/day - over 4 hours
For Profit Events and Beer Gardens	\$70/day
Combined with Ice Rental under Section 1.1(b) above	Free provided room is cleaned by Approved Applicant

(f) Dry Floor Rental

Adult	\$120/hour
Youth	\$55/hour
Non-Profit Events and Commercial Events	\$130/hour

(g) Other

Advertising Rights – Boards and Commercial Signage	\$1,900/year
Concession Rental	\$350/month

- 1.2 For any activity in which user groups are comprised of a combination of youth, adults or seniors, the adult Fee shall apply.
- 1.3 Additional charges, at cost plus twenty percent (20%) administration, will be charged for:

(a) services not provided as part of the approved Use of Space Application; and

(b) any damages caused by mischief, vandalism or by accident.

2. PAYMENT OF FEES

- 2.1 For Facility uses identified in Section 1.1(b) above, Fees will be invoiced monthly for Facility use. The Approved Applicant is responsible for all Fees if an activity or event is cancelled by the Approved Applicant:

(a) less than 7 days prior to the Facility booking; or

(b) for a tournament, less than 30 days prior to the Facility booking.
- 2.2 For Facility uses identified in Sections 1.1(c), (d) and (e) above, a non-refundable deposit of 25% of the Fees (minimum \$25.00) must be paid at the time of submitting a Use of Space Application. The balance of the Fees are due and payable prior to the date of commencement of the activity or event. Failure to pay the required Fees will result in cancellation of the approved Use of Space Application.
- 2.3 Refunds of Fees will be given if programs are cancelled by the RDEK or by the Approved Applicant if the Approved Applicant provides:

(a) a minimum of 7 days notice; or

(b) for a tournament, a minimum of 30 days notice.

Refunds are prorated based on the service rendered to date.

3. DAMAGE DEPOSIT

- 3.1 A damage deposit of \$200.00 per day of the activity or event may be required. The damage deposit must be paid at least two weeks prior to the date of commencement of the activity or event. The damage deposit will be refunded provided the conditions set out in the approved Use of Space Application and all other conditions under this Bylaw or as imposed by the Manager, are met. In the event those conditions are not met to the satisfaction of the Manager, the damage deposit will be retained to cover costs.
- 3.2 For concession operation, a damage deposit of \$500.00 per season must be paid at least two weeks prior to the date of commencement of the season. The damage deposit will be refunded provided the conditions set out in the operation agreement and all other conditions under this Bylaw or as imposed by the Manager, are met. In the event those conditions are not met to the satisfaction of the Manager, the damage deposit will be retained to cover costs.
- 3.3 In the event that the costs incurred by the RDEK for clean-up or damage repair exceed the amount of the damage deposit, the Approved Applicant shall be responsible to pay the full costs plus 25 per cent (25%).
- 3.4 The damage deposit may be used by the RDEK to hire security if the need arises.

This is Schedule A referred to in Bylaw No. 2983 cited as "Regional District of East Kootenay - Eddie Mountain Memorial Arena Regulation and Fee Bylaw No. 2844, 2018 - Amendment Bylaw No. 2, 2020".

Chair

Corporate Officer

**REGIONAL DISTRICT OF EAST KOOTENAY**

**BYLAW NO. 2984**

A bylaw to adopt the Regional District of East Kootenay 2020 – 2024 five year financial plan.

The Board of the Regional District of East Kootenay enacts as follows:

1. This Bylaw may be cited as “Regional District of East Kootenay – 2020 – 2024 Five Year Financial Plan Bylaw No. 2984, 2020.”
2. The five year financial plan for the Regional District of East Kootenay being Revenue and Expenditures as contained in Schedule A attached to and forming part of this Bylaw, is the 2020 – 2024 five year financial plan for the Regional District.

READ A FIRST TIME the     day of

READ A SECOND TIME the     day of

READ A THIRD TIME the     day of

ADOPTED the     day of

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CORPORATE OFFICER

**BYLAW NO. 2984**

For the Twelve Months Ending Tuesday, December 31, 2019  
2/26/2020

	2019	2019	2020	2021	2022	2023	2024
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
<b>Revenue</b>							
Requisition	\$18,280,711	\$18,280,711	\$19,153,134	\$20,607,903	\$20,972,043	\$21,358,086	\$21,879,581
Parcel Taxes	1,424,602	1,419,913	1,422,065	1,562,978	1,590,228	1,599,651	1,613,651
Payments in Lieu of Taxes	874,727	909,851	819,427	723,927	728,927	698,927	708,927
Federal Grants				15,000	2,175,000		
Provincial Grants	5,575,237	2,733,780	5,720,620	2,679,940	242,440	242,440	242,440
Local Government Grants & Regional Transfers	7,888,780	6,163,390	7,449,606	5,384,953	4,854,453	4,854,453	4,854,453
Fees & Charges	3,870,746	5,244,305	4,319,303	4,419,039	4,430,867	4,491,045	4,465,983
Interest	379,250	703,683	379,250	379,250	379,250	379,250	379,250
<b>Total Revenue</b>	<b>38,294,053</b>	<b>35,455,634</b>	<b>39,263,405</b>	<b>35,772,990</b>	<b>35,373,208</b>	<b>33,623,852</b>	<b>34,144,285</b>

## Expenditures

General Administration	1,697,370	1,566,057	1,725,398	1,719,803	1,721,539	1,795,165	1,785,035
	3,206,833	2,210,237	2,443,202	1,477,002	1,560,500	1,572,067	1,572,067
	803,376	110,919	1,182,917	105,005	105,996	105,188	105,188
	60,995	59,877	59,876	59,876	59,876	59,876	59,876
	330,560	168,949	336,265	230,768	206,575	201,575	200,325
	4,554,291	4,540,372	4,554,291	4,554,291	4,554,291	4,554,291	4,554,291
	973,345	836,188	959,300	973,300	991,300	1,011,300	1,030,300
	259	26	26	27	27	27	29
	16,445	5,439	16,705	16,826	17,000	17,200	17,200
	64,689	45,483	62,476	62,588	62,700	62,800	62,900
Animal Control	43,672	37,451	38,620	38,925	39,553	39,920	39,920
	487,922	442,383	505,809	492,458	499,530	508,210	515,863
	286,862	234,487	295,015	265,820	272,331	288,374	284,296
	364,659	281,494	333,975	325,248	329,860	332,934	334,269
	170,098	135,023	168,912	168,814	171,273	172,912	175,101
	325,971	309,548	337,746	331,440	338,940	344,440	348,940
	179,464	170,940	188,432	182,600	185,600	186,600	187,600
	124,538	116,705	126,872	127,641	129,500	130,500	131,500
	201,559	176,418	208,435	205,437	207,870	209,870	211,870
	814,653	811,474	843,685	875,287	908,065	942,075	977,483
Cranbrook Rural Fire	336,498	335,841	321,157	622,040	390,064	409,638	430,115
	62,188	63,700	114,063	116,180	118,448	120,787	83,197
	55,335	49,743	55,505	59,603	60,634	61,667	62,702



**Five Year Financial Plan**  
**With Revenues and Expenditures**  
**For the Twelve Months Ending Tuesday, December 31, 2019**  
2/26/2020

	2019		2020		2021		2022		2023		2024	
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Wilmer/Toby Bench Fire	37,265	31,921	38,089	39,390	39,390	39,917	40,448	40,979				
Radium Resort/Dry Gulch Fire	46,556	42,520	50,169	50,078	50,078	51,005	51,962	52,947				
Brownsville Fire	4,246	3,542	4,717	4,208	4,208	4,287	4,371	4,454				
CV Emergency Program	117,843	111,977	127,487	130,816	130,816	128,389	137,710	131,039				
Central Emergency Program	133,802	197,613	567,272	138,968	138,968	140,018	148,649	143,433				
EV Emergency Program	119,964	100,859	133,334	134,897	134,897	136,000	138,000	139,500				
E911	393,823	348,610	411,723	462,050	462,050	479,227	492,227	497,227				
Fairmont Creek Flood Control	158,340	176,610	97,230	80,943	80,943	22,000	21,350	67,991				
Area A Flood Control	97,172	49,008	127,798	73,525	73,525	75,894	36,276	38,697				
CV Conservation Program	218,648	222,839	139,040	124,341	124,341	124,379	124,439	124,504				
Invasive Plant Management	99,027	80,123	101,157	101,865	101,865	104,910	104,970	106,591				
Access Guardian Program	60,808	60,327	60,822	60,843	60,843	60,861	60,878	60,894				
Mosquito Control	131,347	90,852	104,173	140,014	140,014	145,455	145,100	145,251				
CV Solid Waste	1,903,733	1,832,946	2,241,578	2,050,140	2,050,140	2,116,140	2,188,140	2,191,140				
Central Solid Waste	4,234,695	3,815,637	4,418,742	4,285,500	4,285,500	4,293,500	4,327,500	4,289,500				
EV Solid Waste	2,254,002	2,052,855	2,245,237	2,274,602	2,274,602	2,277,602	2,315,602	2,358,602				
Area A Septage	43,882	21,961	58,267	25,819	25,819	45,869	25,924	25,478				
EV Victim Assistance	63,072	27,691	65,885	66,147	66,147	66,471	66,808	67,148				
Tie Lake Water Level Control	7,523	10,820	7,095	6,601	6,601	7,154	5,714	5,818				
Rosen Lake Water Level Control	32,529	10,660	9,314	4,700	4,700	4,813	4,928	5,046				
Lazy Lake Water Level Control	1,400	1,717	22,686	1,872	1,872	1,471	1,786	1,844				
Broadband	116,618	115,589	116,261	116,277	116,277	116,292	116,310	116,329				
EV Airport	61,406	46,790	48,740	61,913	61,913	38,322	63,700	51,100				
Area B Cemeteries	663	130	477	486	486	495	506	518				
Area C Cemeteries	1,279	490	686	703	703	713	729	743				
Area E Cemeteries	1,463	847	1,477	1,536	1,536	1,595	1,656	1,717				
Area F Cemeteries	27,423	28,859	21,183	28,697	28,697	29,201	29,730	30,240				
Planning	1,348,788	1,101,569	1,253,457	969,400	969,400	985,400	958,900	977,900				
CV Economic Development	405,433	257,629	763,906	342,050	342,050	259,842	260,141	260,459				
Area A Economic Development	478	43	435	524	524	546	571	594				
Area B Economic Development	3,235	71	3,218	3,224	3,224	3,208	3,250	3,250				
Area C Economic Development	83,917	146	103,771	20,000	20,000	20,000	20,000	20,000				
Area E Economic Development	87,404	232	204,982	4,987	4,987	5,003	5,000	5,000				
Area F Economic Development	13,757	98	13,659	13,680	13,680	13,680	13,680	13,680				
Area G Economic Development	1,680	20	703	719	719	732	747	762				
Moylie Street Lighting	5,723	5,581	5,729	5,898	5,898	6,071	6,253	6,434				
Wardner Street Lighting	4,003	3,896	4,009	4,124	4,124	4,253	4,376	4,505				
Elko Street Lighting	3,038	2,896	3,072	3,072	3,072	3,166	3,256	3,353				
King-Cobham Street Lighting	4,142	4,017	4,128	4,253	4,253	4,377	4,512	4,645				
Wilmer Street Lighting	6,758	6,592	6,760	6,964	6,964	7,166	7,381	7,593				

2 of 4



**Five Year Financial Plan**  
**With Revenues and Expenditures**  
**For the Twelve Months Ending Tuesday, December 31, 2019**  
2/26/2020

	2019	2019	2020	2021	2022	2023	2024
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Windermere Street Lighting	15,356	15,018	15,348	15,803	16,277	16,762	17,265
Edgewater Street Lighting	15,069	14,737	15,058	15,514	15,978	16,453	16,946
Jaffray Intersection Lighting	5,500	4,460	4,640	4,531	4,994	5,020	5,070
CV Transit	170,567	138,489	180,689	215,375	232,375	243,375	254,875
EV Transit	141,542	131,388	157,031	170,587	191,340	200,404	209,866
CV Recreation	1,227,917	1,149,625	1,414,077	1,194,034	1,355,600	1,234,577	1,182,577
Edgewater Recreation	46,797	43,354	48,932	46,185	46,439	46,705	46,987
Regional Parks	448,041	361,537	426,348	413,287	403,000	402,863	404,539
Electoral Area B Parks	19,278	11,977	37,858	43,996	31,681	31,838	31,973
Electoral Area C Parks	4,204	3,071	4,918	4,535	4,500	4,550	4,600
Electoral Area E Parks	68,984	57,134	48,730	36,500	37,100	36,400	37,000
Electoral Area F Parks	82,327	64,256	84,969	85,006	86,855	86,859	87,576
Electoral Area G Parks	7,890	5,669	7,860	7,749	8,145	8,040	8,441
Cranbrook Library Funding	183,889	178,220	192,264	185,483	188,762	192,109	195,525
Libraries Grant-in-Aid	289,964	290,141	295,871	301,768	306,778	312,894	319,128
Brisco Community Hall/Cemetery	11,607	11,518	11,507	11,517	11,523	11,532	11,540
Wilmer Community Club	7,546	7,602	9,414	9,322	9,330	9,337	9,345
Edgewater Sewer	128,606	102,550	146,400	114,509	125,986	116,197	119,054
Holland Creek Sewer	275,174	248,272	282,762	262,837	263,820	280,962	268,081
Baltic Sewer	144,961	106,390	160,658	123,023	122,696	120,508	120,464
Holland Creek Storm Sewer	1,024	1,024	1,024	1,024	1,024	1,024	1,024
CV Liquid Waste	275	97	179				
West Fernie Infrastructure Upgrades	12,013	6,729	3,333	1,641	229,859	231,005	232,790
Holland Creek Water	250,362	221,636	238,195	231,162	231,162	231,005	232,790
Windermere Water	449,080	412,845	262,926	135,848	135,848	135,848	135,848
Elko Water	57,046	48,140	60,211	78,923	58,239	60,558	80,159
Mojie Water	50,809	55,599	60,715	53,941	57,696	72,416	53,128
Timber Ridge Water	33,603	43,802	65,812	29,243	29,243	29,243	29,243
Edgewater Water	238,832	193,395	266,170	184,992	208,019	209,773	189,950
Rushmere Water	94,474	79,113	97,790	97,446	97,356	99,441	99,554
Spur Valley Water	62,019	55,457	65,110	69,292	64,505	65,148	64,316
East Side Lake Windermere Water	487,098	432,355	786,517	836,250	834,268	820,618	896,669
<b>Total Expenditures</b>	<b>32,532,122</b>	<b>28,069,943</b>	<b>33,920,391</b>	<b>29,838,728</b>	<b>29,939,975</b>	<b>30,132,141</b>	<b>30,310,614</b>
<b>Revenue less Expenditures</b>	<b>5,761,931</b>	<b>7,385,691</b>	<b>5,343,014</b>	<b>5,934,262</b>	<b>5,433,233</b>	<b>3,491,711</b>	<b>3,833,671</b>
Debt/Principal Repayment	(537,046)	(518,641)	(631,647)	(652,688)	(778,065)	(712,451)	(708,847)



**Five Year Financial Plan**  
**With Revenues and Expenditures**  
**For the Twelve Months Ending Tuesday, December 31, 2019**  
2/26/2020

	2019	2019	2020	2021	2022	2023	2024
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Debt Borrowing	1,927,140	40,998	3,257,837	304,000			
Transfers to Reserves	(2,425,245)	(2,669,908)	(3,404,141)	(3,260,248)	(2,957,294)	(3,590,131)	(3,788,892)
Transfers from Reserves	2,309,653	715,158	2,375,100	734,481	1,019,403	336,503	931,429
Capital Expenditures	(10,993,399)	(3,926,312)	(12,126,248)	(4,234,547)	(3,397,788)	(180,210)	(829,620)
Prior Period Surplus	6,110,350	6,008,858	7,069,597	2,661,780	2,392,905	2,612,023	2,851,375
<b>End of Year Surplus</b>	<b>2,153,384</b>	<b>7,035,844</b>	<b>1,883,512</b>	<b>1,487,040</b>	<b>1,712,394</b>	<b>1,957,445</b>	<b>2,309,116</b>

This is Schedule A referred to in Bylaw No. 2984 cited as "Regional District of East Kootenay – 2020 – 2024 Five Year Financial Plan Bylaw No. 2984, 2020."

Chair

Corporate Officer

Date

**REGIONAL DISTRICT OF EAST KOOTENAY**  
**BYLAW NO. 2654**

A bylaw to amend Bylaw No. 2127 cited as “Regional District of East Kootenay – SweetWater Zoning & Floodplain Management Bylaw No. 2127, 2009”.

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WHEREAS the Board of the Regional District of East Kootenay wishes to amend Bylaw No. 2127;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Regional District of East Kootenay - SweetWater Zoning & Floodplain Management Bylaw No. 2127, 2009 – Amendment Bylaw No. 5, 2015 (Miscellaneous / RDEK).”
2. Schedule A, Section 1.18 (1)(b) is repealed.
3. Schedule A, Section 3.02 (4)(b) is repealed.
4. Schedule A, Section 4.05 (1)(a) is repealed and the following substituted:

(a) *Single family dwelling.*
5. Schedule A, Section 4.05 is amended by adding the following:

(4) Other Regulations

Within the R-1(C) zone:

(a) *A single family dwelling* must have a *gross floor area* less than 93 m<sup>2</sup>;

(b) *Basements* are prohibited.

READ A FIRST TIME the                    day of                    , 2020.  
READ A SECOND TIME the                    day of                    , 2020.  
READ A THIRD TIME the                    day of                    , 2020.

ADOPTED the                    day of                    , 2020.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CORPORATE OFFICER

No. \_\_\_\_\_

MOVED by Director \_\_\_\_\_ SECONDED by Director \_\_\_\_\_

THAT a public hearing be held regarding Bylaw No. 2654 and the hearing be delegated to:

Director Stan Doehle, Electoral Area B

Director Rob Gay, Electoral Area C

**FOR INFORMATION ONLY:**

Public Hearing – Baynes Lake Community Hall

Wednesday, March 25, 2020 at 7:00 pm

## REGIONAL DISTRICT OF EAST KOOTENAY

# BYLAW NO. 2969

A bylaw to amend Bylaw No. 1414 cited as “Regional District of East Kootenay – Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999.”

WHEREAS the Board of the Regional District of East Kootenay has received an application to amend Bylaw No. 1414;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Regional District of East Kootenay – Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999 – Amendment Bylaw No. 33, 2019 (Jaffray / Barr).”
2. The designation of part of District Lot 6206 Kootenay District, except (1) Parcel A (Explanatory Plan 20286i) and (2) part included in Plans 2272, 2345, 2465, 2756, 4905, 4981, 8789, 15618 and Plans NEP69200, NEP91497 and R140, outlined on the attached Schedule A, which is incorporated in and forms part of this Bylaw, is amended from RR-60, Rural Resource Zone to C-3, Recreation Commercial Zone and from C-3, Recreation Commercial Zone to RR-60, Rural Resource Zone.

READ A FIRST TIME the 10<sup>th</sup> day of January, 2020.

READ A SECOND TIME the 10<sup>th</sup> day of January, 2020.

READ A THIRD TIME the 14<sup>th</sup> day of February, 2020.

APPROVED by the Ministry of Transportation and Infrastructure the 25<sup>th</sup> day of February, 2020.

Signature: "Laura Branswell"

Print Name: Laura Branswell

ADOPTED the            day of            , 2020.

CHAIR

CORPORATE OFFICER

REM. DL 6206

RR-60 DL 6206

to

C-3

P 2756

SKETCH PLAN  
3261-I

DL 6343

DL 11042

Date \_\_\_\_\_



## **Request for Decision Bylaw Amendment Application**

File No: P 719 219  
Reference: Bylaw No. 2969  
Date: December 17, 2019

**Subject:** Bylaw No. 2969 (Jaffray / Barr)  
**Applicant:** Vernon and Sharon Barr  
**Agent:** Richard Haworth  
**Location:** 2218 Highway 3/93, Jaffray  
**Legal:** District Lot 6206, Kootenay District, except (1) Parcel A (Explanatory Plan 20286i) and (2) part included in Plans 2272, 2345, 2465, 2756, 4905, 4981, 8789, 15618 and Plans NEP69200, NEP91497 and R140

**Proposal:** To amend the land use designation of a 0.19 ha portion of the property from RR-60 to C-3 and a 0.6 ha portion of the property from C-3 to RR-60 to permit future subdivision to separate the existing commercial and residential uses.

**Development Agreement:** None

**Options:**

1. THAT Bylaw No. 2969 cited as "Regional District of East Kootenay – Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999 – Amendment Bylaw No. 33, 2019 (Jaffray / Barr)" be introduced.
2. THAT Bylaw No. 2969 cited as "Regional District of East Kootenay – Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999 – Amendment Bylaw No. 33, 2019 (Jaffray / Barr)" not proceed.

**Recommendation:** **Option #1**  
The proposal does not change the current use of the land. The proposal continues to provide a range of housing opportunities in the area. No negative impacts are anticipated with the creation of separate residential and commercial parcels.

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**Property Information:** **Current Land Use Designation:** Multiple – RR-60, Rural Resource Zone (minimum parcel size: 60 ha) and C-3, Recreation Commercial Zone (minimum parcel size: 0.4 ha). Approximately 13.4 ha of the property is zoned RR-60 and 9.2 ha zoned C-3.

**Proposed Land Use Designation:** Multiple – RR-60, Rural Resource Zone (minimum parcel size: 60 ha) and C-3, Recreation Commercial Zone (minimum parcel size: 0.4 ha). The proposal would leave approximately 13.7 ha of the property zoned RR-60 and 9.2 ha zoned C-3.

**Land Use Objectives and Policies:**

**Property  
Information -  
cont'd:**

- To provide for a range of housing opportunities for both permanent and seasonal residents.
- Board policy supports a pattern of low density residential development consisting of single family dwellings, two family dwellings and single family dwellings with a secondary suite on parcels not fronting the lakes. Higher density residential developments is not supported at this time.

However, in recognition of the need to provide a range of housing options for an aging population and a range of income groups, this policy will be reviewed periodically. Should the need for a broader range of housing options be identified, an amendment to this plan will be required. The amendment may be initiated by the Regional District or by an owner requesting the change.

- Establishment of commercial uses to serve both the travelling public and local and seasonal residents is directed to the Jaffray Loop, the south side of the highway in the plan area and the north side of the highway at Rosen Lake Road.

**Parcel Size:**

Existing: 23 ha (57 ac)

Proposed: Two parcels: 13.7 ha (33.8 ac) and 9.2 ha (22.7 ac)

**Density:** There are three existing single family dwellings on the subject property, all within the portion of the property zoned RR-60. The campground located on the portion of the land zoned C-3 contains 40 sites.

**ALR Status:** Not within the ALR

**Interface Fire Hazard Rating:** Low to high, within the Jaffray fire protection area.

**BC Assessment:** Residential & Business/Other (MH)

**Water and Sewer Services:** Onsite

**Flood Hazard Rating:** Little Sand Creek flows through the subject property, floodplain regulations apply to development.

**Professional  
Studies:**

None

**Additional  
Information:**

- The proposed subdivision would create two parcels and would be subdivided along the zone boundary. The proposed rezoning provides a panhandle for access from the highway to the campground and allows the existing dwellings to meet setback requirements from new parcel boundaries.
- While the proposed RR-60 parcel will not meet the minimum parcel area requirement of the RR-60 zone, the land use bylaw identifies that

the parcel area requirement may be reduced where the proposed subdivision divides a parcel along a boundary line of a land use designation.

**Additional  
Information -  
cont'd:**

- The subject property has three dwellings that may be in non-compliance with the zoning bylaw.

**Consultation:**

**APC Area B:** Support

**Referral Agencies:**

- **Interior Health Authority:** Interests unaffected.
- **Transportation & Infrastructure:** Interests unaffected. However, the creation of additional access onto Hwy 3 will not be supported. Residential and commercial access is to be maintained via Jaffray Shop Road.
- **Environment:** Future development is to maintain a minimum 30 m buffer zone from Little Sand Creek and given the property is between the highway and railway, any future fencing must be wildlife friendly to avoid wildlife mortalities.
- **Ktunaxa Nation Council:** No concerns.
- **School District No. 5:** No comment to date.
- **Telus:** No comment to date.

**Documents  
Attached:**

- Bylaw
- Location Map
- Land Use Map
- Land Use Designation Map
- Proposal

**RDEK  
Contact:**

Krista Gilbert, Planning Technician  
Phone: 250-489-0314  
Email: [kgilbert@rdek.bc.ca](mailto:kgilbert@rdek.bc.ca)

## REGIONAL DISTRICT OF EAST KOOTENAY

# BYLAW NO. 2973

A bylaw to amend Bylaw No. 2432 cited as “Regional District of East Kootenay – Lake Koocanusa Official Community Plan Bylaw No. 2432, 2013.”

WHEREAS the Board of the Regional District of East Kootenay has received an application to amend Bylaw No. 2432;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Regional District of East Kootenay – Lake Koocanusa Official Community Plan Bylaw No. 2432, 2013 – Amendment Bylaw No. 4, 2019 (Sweetwater / KV Properties Inc.).”
2. The designation of that part of Lot 2 District Lot 10348 Kootenay District Plan EPP14443, outlined on the attached Schedule A, which is incorporated in and forms part of this Bylaw, is amended from C, Commercial to R-SF, Residential Low Density.

READ A FIRST TIME the day of \_\_\_\_\_, 2020.

READ A SECOND TIME the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

READ A THIRD TIME the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

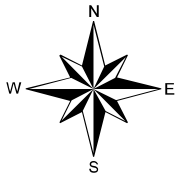
ADOPTED the                      day of                      , 2020.

CHAIR

CORPORATE OFFICER

EPP14443

SCHEDULE A



DL 10348

2

EPP1444

C  
to  
R-SF

McMorran Dr

Koocanusa Lake Drive (ACC RTE)

DL  
132

NEP65910

DL 17041

Lake  
Koocanusa

This is Schedule A referred to in Bylaw No. 2973 cited as  
“Regional District of East Kootenay – Lake Koocanusa  
Official Community Plan Bylaw No. 2432, 2013 – Amendment  
Bylaw No. 4, 2019 (Sweetwater / KV Properties Inc.).”

Chair

Corporate Officer

Date

DL 4140

## REGIONAL DISTRICT OF EAST KOOTENAY

**BYLAW NO. 2974**

A bylaw to amend Bylaw No. 2127 cited as “Regional District of East Kootenay – SweetWater Zoning and Floodplain Management Bylaw No. 2127, 2009.”

WHEREAS the Board of the Regional District of East Kootenay has received an application to amend Bylaw No. 2127;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Regional District of East Kootenay – SweetWater Zoning and Floodplain Management Bylaw No. 2127, 2009 – Amendment Bylaw No. 7, 2019 (Sweetwater / KV Properties Inc.).”
2. The designation of that part of Lot 2 District Lot 10348 Kootenay District Plan EPP14443, outlined on the attached Schedule A, which is incorporated in and forms part of this Bylaw, is amended from C-1, Mixed Use Village Commercial Zone to R-1(B), Single Family Residential – Medium Lot Zone.

READ A FIRST TIME the day of , 2020.

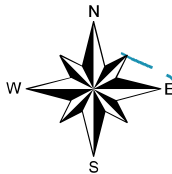
READ A SECOND TIME the      day of      , 2020.

READ A THIRD TIME the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

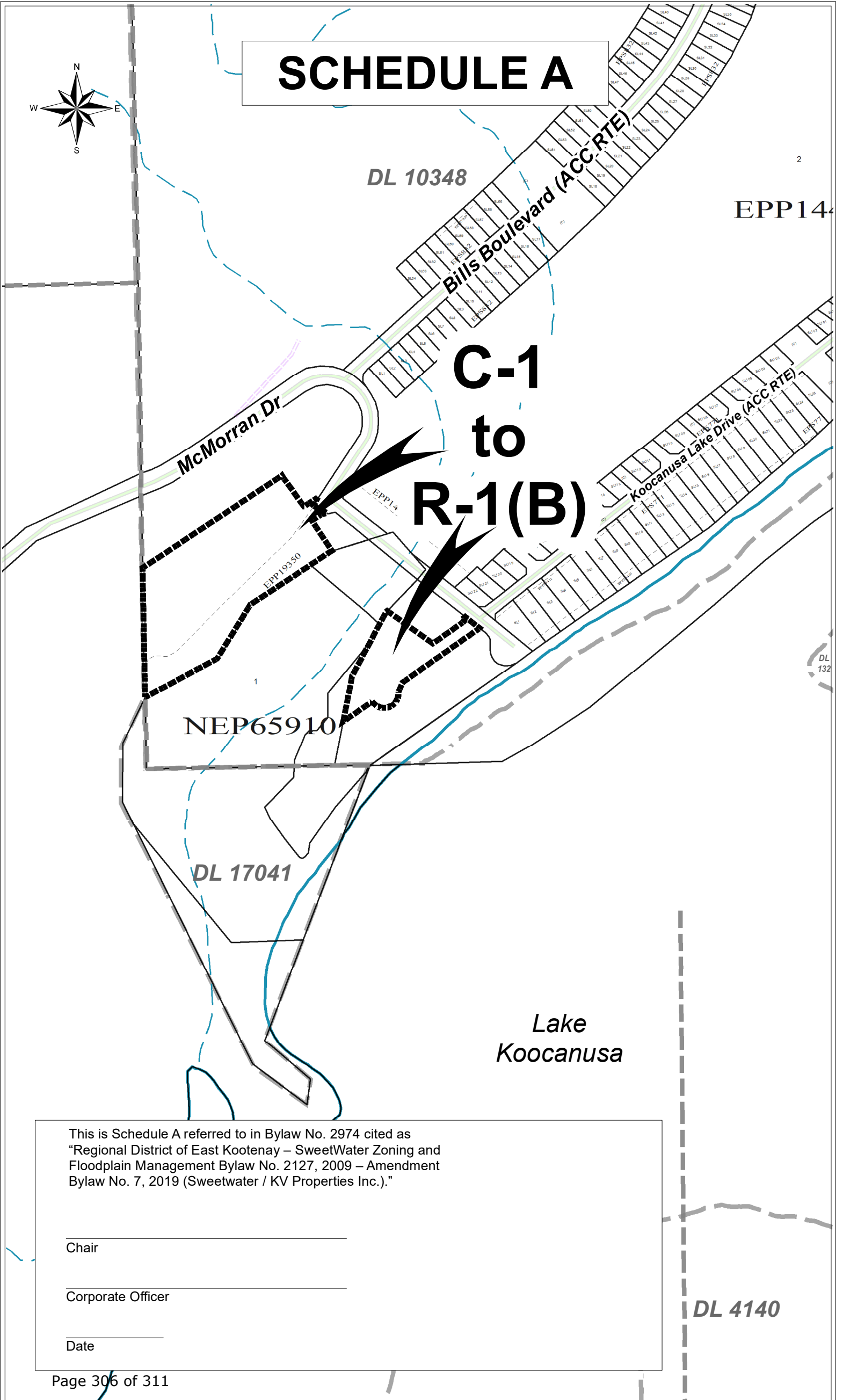
ADOPTED the            day of            , 2020.

CHAIR

CORPORATE OFFICER



# SCHEDULE A



2

EPP144

DL 10348

Bills Boulevard (ACC RTE)

**C-1  
to  
R-1(B)**

McMorran Dr

Koocanusa Lake Drive (ACC RTE)

NEP65910

DL 17041

Lake  
Koocanusa

DL 4140

DL  
132

This is Schedule A referred to in Bylaw No. 2974 cited as  
“Regional District of East Kootenay – SweetWater Zoning and  
Floodplain Management Bylaw No. 2127, 2009 – Amendment  
Bylaw No. 7, 2019 (Sweetwater / KV Properties Inc.).”

Chair

Corporate Officer

Date

No. \_\_\_\_\_

MOVED by Director \_\_\_\_\_ SECONDED by Director \_\_\_\_\_

THAT a public hearing be held regarding Bylaw No. 2973 and Bylaw No. 2974 and the hearing be delegated to:

Director Stan Doehle, Electoral Area B

Director Rob Gay, Electoral Area C

**FOR INFORMATION ONLY:**

Public Hearing – Baynes Lake Community Hall

Wednesday, March 25, 2020 at 7:00 pm

## REGIONAL DISTRICT OF EAST KOOTENAY

# BYLAW NO. 2975

A bylaw to amend Bylaw No. 900 cited as “Regional District of East Kootenay – Upper Columbia Valley Zoning Bylaw No. 900, 1992.”

WHEREAS the Board of the Regional District of East Kootenay has received an application to amend Bylaw No. 900;

AND WHEREAS the Board deems it desirable to make this amendment as aforementioned;

NOW THEREFORE, the Board of the Regional District of East Kootenay in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Regional District of East Kootenay – Upper Columbia Valley Zoning Bylaw No. 900, 1992 – Amendment Bylaw No. 359, 2020 (Westside / 1129759 Alb Ltd).”
2. The designation of Lot 1, District Lot 4596, Kootenay District, Plan NEP88930, Except Plan EPP43962, outlined on the attached Schedule A, which is incorporated in and forms part of this Bylaw, is amended from A-1, Rural Resource Zone to SH-2, Small Holding Semi-Rural Zone.

READ A FIRST TIME the day of , 2020.

READ A SECOND TIME the      day of      , 2020.

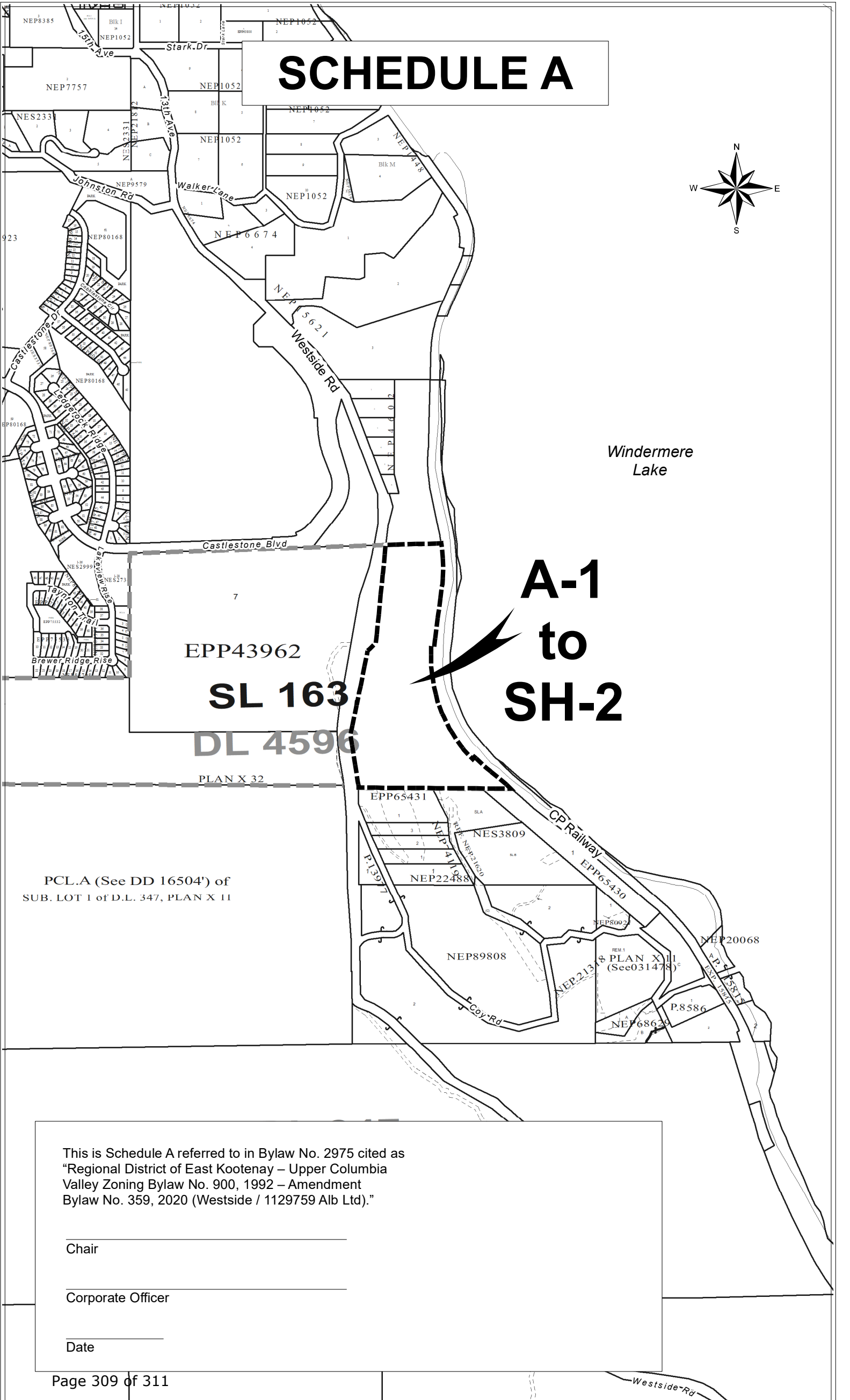
READ A THIRD TIME the      day of      , 2020.

ADOPTED the            day of            , 2020.

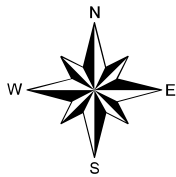
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CHAIR

CORPORATE OFFICER



# SCHEDULE A



Windermere  
Lake

**A-1  
to  
SH-2**

EPP43962

**SL 163**

**DL 4596**

PLAN X 32

EPP65431

NES3809

NEP22488

NEP89808

REM 1  
PLAN X III  
(Sec 031478)<sup>c</sup>

NEP20068

P.8586

NEP68620

NEP213

This is Schedule A referred to in Bylaw No. 2975 cited as  
"Regional District of East Kootenay – Upper Columbia  
Valley Zoning Bylaw No. 900, 1992 – Amendment  
Bylaw No. 359, 2020 (Westside / 1129759 Alb Ltd)."

Chair

Corporate Officer

Date

No. \_\_\_\_\_

MOVED by Director \_\_\_\_\_ SECONDED by Director \_\_\_\_\_

THAT a public hearing be held regarding Bylaw No. 2975 and the hearing be delegated to:

Director Susan Clovechok, Electoral Area F

Director Gerry Wilkie, Electoral Area G

Director Allen Miller, District of Invermere

**FOR INFORMATION ONLY:**

Public Hearing – Columbia Valley Chamber of Commerce

Monday March 30, 2020 at 7:00 pm

### **13. Reports from Directors**

Director Walter

- Municipal Insurance Association

Director Sosnowski

- Elk River Alliance Steering Committee
- Environmental Assessment Working Groups – Bingay Main Coal/Fernie/Michel Creek Coking Coal
- Fernie Tourism Master Plan Task Force
- Local Government Off Road Vehicle Working Group

Director Wilkie

- Kootenay Conservation Program Committee

Director Reinhardt

- AFN Columbia Lake Recreation Society Committee
- Columbia Valley Physician Recruitment

Chair Gay

- Highway 3 Mayors' and Chairs' Coalition
- Municipal Finance Authority
- Regional Broadband Committee

Director Clovechok

- Columbia Basin Rural Development Institute Advisory Committee
- Columbia Valley Visitor Services Committee
- Environmental Assessment Working Group – Kootenay West Mine
- Imagine Kootenay Steering Committee
- Ktunaxa/Kinbasket Local Government Treaty Advisory Committee

Director McCormick

- Columbia Basin Trust

Director Qualizza

- Southern Interior Development Initiative Trust – Kootenay Columbia Regional Advisory Committee

Director Doehle

- Canadian Columbia River Local Government Committee
- Columbia Basin Regional Advisory Committee