



MINUTES OF THE BOARD OF DIRECTORS MEETING

June 13, 2025
Regional District Office, Cranbrook, BC

PRESENT:	Board Chair R. Gay	Electoral Area C
	Director T. McDonald	Electoral Area A
	Director S. Doehle	Electoral Area B
	Director J. Walter	Electoral Area E
	Alternate Director L. Downey	Electoral Area F
	Director R. Schnider	Electoral Area G
	Alternate Director L. Wray	City of Cranbrook
	Director N. Blissett	City of Cranbrook
	Director N. Milligan	City of Fernie
	Director D. McCormick	City of Kimberley
	Director S. Fairbairn	District of Elkford
	Director A. Miller	District of Invermere
	Director D. Wilks	District of Sparwood
	Director M. Doherty	Village of Canal Flats
	Director M. Gray	Village of Radium Hot Springs
ABSENT:	Director S. Clovechok	Electoral Area F
	Director W. Price	City of Cranbrook
STAFF:	S. Tomlin	Chief Administrative Officer
	T. Hlushak	Corporate Officer
	C. Thom	Executive Assistant (Recording Secretary)

Call to Order

The meeting was called to order at 9:00am.

Shawn Tomlin, CAO, introduced the following two new RDEK employees:

- Ryan Penney, Planner
- Grayson Mauch, General Manager of Operations

Adoption of the Agenda

52383
MOVED by Director Gray
SECONDED by Director McDonald

THAT the agenda for the RDEK Board of Directors meeting be adopted.

CARRIED

Adoption of the Minutes

May 9, 2025 Meeting

52384
MOVED by Director Miller
SECONDED by Director Fairbairn

THAT the Minutes of the RDEK Board of Directors meeting held on May 9, 2025 be adopted as circulated.

CARRIED

Invited Presentations & Delegations**Cranbrook History Centre and Fort Steele Heritage Town Update**

Keith Powell, Board Chair, Cranbrook Archives, Museum and Landmark Society (CAMAL), provided updates on the Cranbrook History Centre and Fort Steele Heritage Town noting that CAMAL is dedicated to preserving, interpreting, and celebrating the diverse histories of the region. Mr. Powell provided an update on the status of Fort Steele Heritage Town and explained how the CAMAL is in a transitional period as the new operators of the site.

Committee Recommendations**Electoral Area Services Committee****Discretionary Grants-in-Aid – June 2025**

52385

MOVED by Director Gay

SECONDED by Director Schnider

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

Columbia Valley Food and Farm – Updating Food Guide with Nourish CV

- F - \$1,500
- G - \$750

East Kootenay Amateur Radio Club Society – Maintaining RDEK/EKARC Standby Emergency Communications System

- C - \$900

Key City Theatre Society – Key City Theatre Operating Assistance

- C - \$11,000

Moyie Community Association – Moyie Reading Centre

- C - \$500

Wasa Community Church – Tri-Village Buzz

- E - \$1,000

CARRIED

52386

MOVED by Alternate Director Downey

SECONDED by Director Schnider

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

- Village of Canal Flats – Canal Flats Food Bank

CARRIED

Disaster Resilience and Innovation Funding Program Grant Application

52387

MOVED by Director Schnider

SECONDED by Director McDonald

THAT an application be submitted to the Disaster Resilience and Innovation Funding (DRIF) Program for the preliminary design of the Lake Baptiste water intake for the Edgewater Water System.

CARRIED

Notice on Title (3447 Edwards Road, Baynes Lake Area)

52388

MOVED by Director McDonald

SECONDED by Director Schnider

THAT the Corporate Officer be directed to file a Notice on Title, related to construction of an accessory building, on the property legally described as Lot A, District Lot 132 Kootenay District, Plan EPP102249, 3447 Edwards Road in the Baynes Lake area, for contravention of RDEK bylaws, and that no further action be taken.

CARRIED

Notice on Title (3447 Edwards Road, Baynes Lake Area)

52389

MOVED by Director McDonald

SECONDED by Director Schnider

THAT the Corporate Officer be directed to file a Notice on Title, related to construction of a single family dwelling, on the property legally described as Lot A, District Lot 132 Kootenay District, Plan EPP102249, 3447 Edwards Road in the Baynes Lake area, for contravention of RDEK bylaws, and that no further action be taken.

CARRIED

Notice on Title (3061 Westside Road, Moyie Lake Area)

52390

MOVED by Director Gay

SECONDED by Director Schnider

THAT the Corporate Officer be directed to file a Notice on Title on the property legally described as Lot 18-19, District Lot 5799 Kootenay District, Plan 5212, 3061 Westside Road in the Moyie Lake area, for contravention of RDEK bylaws, and that no further action be taken.

CARRIED

Notice on Title (4314 29th Street South, Gold Creek Area)

52391

MOVED by Director Gay

SECONDED by Director Schnider

THAT the Corporate Officer be directed to file a Notice on Title on the property legally described as Lot 22, District Lot 6438 Kootenay District, Plan NEP1083, 4314 29 Street South in the Gold Creek area, for contravention of RDEK bylaws, and that no further action be taken.

CARRIED

Notice on Title (4640 Columere Road, Columbia Lake Area)

52392

MOVED by Director Schnider

SECONDED by Alternate Director Downey

THAT the Corporate Officer be directed to file a Notice on Title on the property legally described as Lot A, District Lot 450 Kootenay District, Plan NEP86371, 4640 Columere Road in the Columbia Lake area, for contravention of RDEK bylaws, and that no further action be taken.

CARRIED

Notice on Title (4956 Mountain Top Road, Fairmont Area)

52393

MOVED by Alternate Director Downey

SECONDED by Director Schnider

THAT the Corporate Officer be directed to file a Notice on Title on the property legally described as Lot 5, District Lot 4596 Kootenay District, Plan NEP22462, 4956 Mountain Top Road in the Fairmont area, for contravention of RDEK bylaws, and that no further action be taken.

CARRIED

Notice on Title (6102 Howell Road, Mayook Area)

52394

MOVED by Director Gay

SECONDED by Director McDonald

THAT the Corporate Officer be directed to file a Notice on Title on the property legally described as Lot 1, District Lot 11772 & 11773 Kootenay District, Plan NEP15830, 6102 Howell Road in the Mayook area, for contravention of RDEK bylaws, and that no further action be taken.

CARRIED

Notice on Title (6327 Murray Road, Tie Lake Area)

52395

MOVED by Director McDonald

SECONDED by Director Gay

THAT the Corporate Officer be directed to file a Notice on Title on the property legally described as Lot 4, District Lot 4590 Kootenay District, Plan NEP11131, 6327 Murray Road in the Tie Lake area, for contravention of RDEK bylaws resulting from failure to obtain required building permits and inspections, contravention of zoning bylaws, and that no further action be taken.

CARRIED

Governance & Regional Services Committee**BC Provincial Nomination Program – Regional Immigration Collaboration**

52396

MOVED by Director Milligan

SECONDED by Director Miller

THAT the RDEK enrol as a Community in the BC Provincial Nomination Program – Regional Immigration Collaboration program;

and further, that Kootenay Employment Services and Community Futures East Kootenay be appointed as the Designated Contacts for the role as Community Advisor.

CARRIED

Interior Lumber Manufacturers' Association Convention - Attendance Approval

52397

MOVED by Director Miller

SECONDED by Director Gray

THAT Chair Rob Gay be authorized to attend the Interior Lumber Manufacturers' Association Convention held on September 15 - 17, 2025 in Osoyoos with expenses paid from General Administration.

CARRIED

Cheque Register - May 2025

52398

MOVED by Director Gray

SECONDED by Director Doherty

THAT the cheque register for the RDEK General Account for May 2025 in the amount of \$2,722,799.95 be approved as paid.

CARRIED

Public Notice Policy – Two-Year Review

52399

MOVED by Director Milligan

SECONDED by Director Miller

THAT the Board is satisfied that the methods of providing additional public notice referenced in the Public Notice Policy continue to meet section 2 of the Public Notice Regulation 52/2022, Principles for Effective Public Notice and remain reliable, suitable and accessible, and are meeting the needs of electoral area constituents.

CARRIED

52400

MOVED by Director Milligan

SECONDED by Director Gray

THAT the Supplemental Public Notice Policy be amended with the following changes:

- Policy title be changed from "Supplemental Public Notice" to "Public Notice Policy";
- All reference to supplemental be replaced with additional; and
- Housekeeping amendments as outlined in the draft policy attached to the May 23, 2025 report from the Corporate Officer.

CARRIED

Special Event License - Wycliffe Exhibition Association - Cranbrook Pro Rodeo

52401

MOVED by Director Doherty

SECONDED by Director Gray

THAT a Special Event Licence be issued to Wycliffe Exhibition Association for the Cranbrook Pro Rodeo to be held at the Wycliffe Exhibition Grounds from August 15 – 17, 2025;

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 following dates and times:

- August 15, 2025 – 6:00 pm to 10:00 pm
- August 16, 2025 – 6:00 pm to 10:00 pm
- August 17, 2025 – 1:00 pm to 5:00 pm

CARRIED

2025/2026 Resident Directed Grants (ReDi Grants) - Funding Recommendations

52402

MOVED by Director Fairbairn

SECONDED by Director Doherty

THAT the 2025/2026 Resident Directed Grants funding recommendations be approved;

and further, that the Chair and Corporate Officer be authorized to sign agreements with the successful proponents.

CARRIED

2025/2026 Columbia Valley & Elk Valley Annual Operating Agreement

52403

MOVED by Director Milligan

SECONDED by Director Miller

THAT the Chair and CAO be authorized to sign the 2025/2026 Annual Operating Agreement with BC Transit for operation of the Columbia Valley and Elk Valley Transit services.

CARRIED

Wycliffe Regional Park – Residence and Park Foreman Policy Rescind

52404

MOVED by Director Blissett

SECONDED by Director Milligan

THAT Resolution No. 37575, Wycliffe Regional Park – Residence and Park Forman Policy adopted March 2006 be rescinded.

CARRIED

2025 UBCM Minister Meeting Request – Speaking Notes

52405

MOVED by Director Wilks

SECONDED by Director McDonald

THAT the following meeting be scheduled in conjunction with the 2025 UBCM Convention:

- Minister of Transportation and Transit - Highway 3 Mayors and Chairs Priority Projects

CARRIED

52406

MOVED by Director Schnider

SECONDED by Director McDonald

THAT the following meeting be scheduled in conjunction with the 2025 UBCM Convention:

- Minister of Agriculture - Accessory Dwelling Unit

CARRIED

Planning & Development Services Committee**ALR Non-Farm Use Application (Fort Steele / Power Paving Ltd.)**

52407

MOVED by Director Doherty

SECONDED by Director Schnider

THAT Resolution No. 52276, adopted on April 11, 2025, to refuse the ALR Soil and Fill Removal application for sand and gravel extraction on the Power Paving Ltd. property located on Holmes Road in the Fort Steele area, be rescinded.

OPPOSED: Director Doehle, Director Gay, Director Fairbairn, and Director Walter

CARRIED

52408

MOVED by Director Doherty

SECONDED by Director Miller

THAT the Agricultural Land Commission be advised the RDEK supports the Power Paving Ltd. Non-Farm Use Application for sand and gravel extraction on Holmes Road in the Fort Steele area.

OPPOSED: Director Doehle, Director Fairbairn, Director Gay, and Director Walter

CARRIED

Bylaw No. 3359 (Windermere North / McGregor) - Postponed

52409

MOVED by Director Schnider

SECONDED by Alternate Director Downey

THAT Bylaw No. 3359 cited as "Regional District of East Kootenay – Columbia Valley Zoning Bylaw No. 3255, 2023 – Amendment Bylaw No. 21, 2024 (Windermere North / McGregor)" be postponed for one month for further consultation with the applicant.

CARRIED

Bylaw No. 3360 & Bylaw No. 3361 (Grasmere / Rogers) - Introduction

52410

MOVED by Director Milligan

SECONDED by Director Doehle

THAT Bylaw No. 3360 cited as "Regional District of East Kootenay – Lake Koocanusa Official Community Plan Bylaw No. 2432, 2013 – Amendment Bylaw No. 10, 2024 (Grasmere / Rogers)" be introduced.

CARRIED

52411

MOVED by Director Doherty

SECONDED by Director Doehle

THAT Bylaw No. 3361 cited as "Regional District of East Kootenay – South Country Zoning & Floodplain Management Bylaw No. 2320, 2011 – Amendment Bylaw No. 45, 2024 (Grasmere / Rogers)" be introduced.

CARRIED

ALR Removal of Soil and Placement of Fill Application (Westside Road / Lehman)

52412

MOVED by Director Wilks

SECONDED by Director Doherty

THAT the Agricultural Land Commission be advised the RDEK supports the Lehman ALR Removal of Soil and Placement of Fill application for property located at 5343 Westside Road in Fairmont Hot Springs.

CARRIED

ALR Subdivision Application (Hosmer Area / Blunt & Sansom)

52413

MOVED by Director Doherty

SECONDED by Director Gay

THAT the Agricultural Land Commission be advised the RDEK supports the ALR subdivision application for property located at 344 Martha Road in the Hosmer Area.

CARRIED

DVP No. 16-25 (Wilmer / Behan & Pike)

52414

MOVED by Director Schnider

SECONDED by Director Doherty

THAT Development Variance Permit No. 16-25 (Wilmer / Behan & Pike) be granted.

CARRIED

DVP No. 17-25 (Wardner / Dolfo)

52415

MOVED by Director Gay

SECONDED by Director Milligan

THAT Development Variance Permit No. 17-25 (Wardner / Dolfo) be granted.

CARRIED

Request for Letter of Concurrence – BC Hydro

52416

MOVED by Director Doehle

SECONDED by Director Walter

THAT BC Hydro be advised:

- a) BC Hydro has satisfactorily completed its consultation with the Regional District of East Kootenay;
- b) The Regional District of East Kootenay is satisfied with BC Hydro's public consultation process; and
- c) The Regional District of East Kootenay concurs with BC Hydro's proposal to build a telecommunications tower at the Marysville Substation located north of Stirton Road, provided it is constructed substantially in accordance with the plans submitted to the Regional District of East Kootenay.

CARRIED

Subdivision Referral (St. Mary's Lake / Mt Evans Land Co.)

52417

MOVED by Director Fairbairn

SECONDED by Director Milligan

THAT a letter be sent to the Columbia River-Revelstoke MLA requesting advocacy for reducing the road widening requirements to 7.5 meters for subdivision of the Mt Evans Land Co. property at St. Mary's Lake.

CARRIED

Planning Bylaws**Bylaw No. 3270 & Bylaw No. 3271 (Toby Benches / Statham-Widmer)**

52418

MOVED by Director Wilks

SECONDED by Director Doherty

THAT Resolution No. 52360 and No. 52361, adopted on May 9, 2025, to refuse third reading of Bylaw No. 3270 and No. 3271, be rescinded.

CARRIED

52419

MOVED by Director Milligan

SECONDED by Director McDonald

THAT Bylaw No. 3270 cited as "Regional District of East Kootenay – Lake Windermere Official Community Plan Bylaw No. 2929, 2019 – Amendment Bylaw No. 11, 2023 (Toby Benches / Statham-Widmer)" be read a third time.

CARRIED

52420

MOVED by Director Miller

SECONDED by Director Milligan

THAT Bylaw No. 3271 cited as "Regional District of East Kootenay – Columbia Valley Zoning Bylaw No. 3255, 2023 – Amendment Bylaw No. 3, 2023 (Toby Benches / Statham-Widmer)" be read a third time, as amended.

CARRIED

Bylaw No. 3317 & Bylaw No. 3318 (Lyttle Lake / Vertz)

52421

MOVED by Director Miller

SECONDED by Director McDonald

THAT the Public Hearing Report for Bylaw No. 3317 and Bylaw No. 3318 as submitted by Director Susan Clovechok, be accepted.

CARRIED

52422

MOVED by Director Miller

SECONDED by Director Doherty

THAT Bylaw No. 3317 cited as "Regional District of East Kootenay – Lake Windermere Official Community Plan Bylaw No. 2929, 2019 – Amendment Bylaw No. 13, 2024 (Lyttle Lake / Vertz)" be read a third time.

CARRIED

52423

MOVED by Director Miller

SECONDED by Director Doherty

THAT Bylaw No. 3318 cited as "Regional District of East Kootenay – Columbia Valley Zoning Bylaw No. 3255, 2023 – Amendment Bylaw No. 12, 2024 (Lyttle Lake / Vertz)" be read a third time and submitted for required approval.

CARRIED

Bylaw No. 3360 & Bylaw No. 3361 (Grasmere / Rogers)

52424

MOVED by Director Doehle

SECONDED by Director Milligan

THAT Bylaw No. 3360 cited as "Regional District of East Kootenay – Lake Koocanusa Official Community Plan Bylaw No. 2432, 2013 – Amendment Bylaw No. 10, 2024 (Grasmere / Rogers)" be read a first and second time.

CARRIED

52425

MOVED by Director Doehle

SECONDED by Director Milligan

THAT Bylaw No. 3361 cited as "Regional District of East Kootenay – South Country Zoning & Floodplain Management Bylaw No. 2320, 2011 – Amendment Bylaw No. 45, 2024 (Grasmere / Rogers)" be read a first and second time.

CARRIED

52426

MOVED by Director Doehle

SECONDED by Director Doherty

THAT a public hearing be held regarding Bylaw No. 3360 and Bylaw No. 3361 and the hearing be delegated to:

Director Stan Doehle, Electoral Area B

Director Rob Gay, Electoral Area C

CARRIED

Bylaw No. 3378 (Jaffray / Van de Weyer)

52427

MOVED by Director Doehle

SECONDED by Director Doherty

THAT Bylaw No. 3378 cited as "Regional District of East Kootenay – Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999 – Amendment Bylaw No. 37, 2025 (Jaffray / Van de Weyer)" be adopted.

CARRIED

Bylaw No. 3381 & Bylaw No. 3382 (Columere / 596848 British Columbia Ltd.)

52428

MOVED by Director Milligan

SECONDED by Director Schnider

THAT Bylaw No. 3381 cited as "Regional District of East Kootenay – Fairmont Hot Springs & Columbia Lake Area Official Community Plan Bylaw No. 2779, 2017 – Amendment Bylaw No. 17, 2025 (Columere / 596848 British Columbia Ltd.)" be adopted.

CARRIED

52429

MOVED by Director Miller

SECONDED by Director Doherty

THAT Bylaw No. 3382 cited as "Regional District of East Kootenay – Columbia Valley Zoning Bylaw No. 3255, 2023 – Amendment Bylaw No. 25, 2025 (Columere / 596848 British Columbia Ltd)" be adopted.

CARRIED

Bylaw No. 3393 & Bylaw No. 3394 (Skookumchuck / Schreiber)

52430

MOVED by Director Doherty

SECONDED by Director Walter

THAT the Public Hearing Report for Bylaw No. 3393 and Bylaw No. 3394 as submitted by Director Jane Walter, be accepted.

CARRIED

52431

MOVED by Director Doherty

SECONDED by Director Walter

THAT Bylaw No. 3393 cited as "Regional District of East Kootenay – Wasa and Area Official Community Plan Bylaw No. 2501, 2014 – Amendment Bylaw No. 10, 2025 (Skookumchuck / Schreiber)" be read a third time.

CARRIED

52432

MOVED by Director Fairbairn

SECONDED by Director Doherty

THAT Bylaw No. 3394 cited as "Regional District of East Kootenay – Electoral Area E Zoning and Floodplain Management Bylaw No. 2502, 2014 – Amendment Bylaw No. 45, 2025 (Skookumchuck / Schreiber)" be read a third time and submitted for required approval.

CARRIED

Bylaw No. 3395 & Bylaw No. 3396 (Meadowbrook / Geyer)

52433

MOVED by Director Walter

SECONDED by Director Blissett

THAT the Public Hearing Report for Bylaw No. 3395 and Bylaw No. 3396 as submitted by Director Jane Walter, be accepted.

CARRIED

52434

MOVED by Director Walter

SECONDED by Director Doherty

THAT Bylaw No. 3395 cited as "Regional District of East Kootenay – Kimberley Rural Official Community Plan Bylaw No. 2760, 2017 – Amendment Bylaw No. 7, 2025 (Meadowbrook / Geyer)" be read a third time.

CARRIED

52435

MOVED by Director McCormick

SECONDED by Director Doherty

THAT Bylaw No. 3396 cited as "Regional District of East Kootenay – Electoral Area E Zoning and Floodplain Management Bylaw No. 2502, 2014 – Amendment Bylaw No. 46, 2025 (Meadowbrook / Geyer)" be read a third time and submitted for required approval.

CARRIED

The meeting recessed at 9:59am and reconvened at 10:13am.

Adjourn to Closed

52436

MOVED by Director Gray

SECONDED by Director Miller

THAT the meeting adjourn to a Closed RDEK Board of Directors meeting to consider the following matters:

Notices on Title and Bylaw Non-Compliance – Section 90(1)(g) of the *Community Charter*
– litigation or potential litigation affecting the RDEK.

CARRIED

The meeting adjourned to closed at 10:47am.

Chair Rob C. Gay

Tina Hlushak, Corporate Officer