



Quarterly Report

Q1 2023

Corporate Administration

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DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Engage RDCK Indigenous Nations on Opportunities for Partnership	2020-10-19	GM Development and Community Sustainability	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-12-09	The initial direction by the Board was to engage with Yaqan Nukiy of the Ktunaxa Nation to develop a protocol agreement. That work is still underway through the Kootenay Lake Partnership formed in 2010. The Slocan Lake and River Partnership continues to form with Sylx and Sinixt representation. Anti-Racism, Equity, Justice and Inter-Cultural Training to address action 57 of the Truth and Reconciliation Commission Calls to Action requires yearly funding and clear Board direction.
Kootenay Boundary Farm Advisory	2017-03-31	GM Development and Community Sustainability	Food security and Agriculture	Entire RDCK, Multi Regional	80%- 99% complete	2024-06-01	KBFA formed in 2017 and is funded by the CBT and 3 RDs to provide extension services to farmers. Keefer Ecological Services and Rachael Roussin contracted to provide this service have increased their rates in 2023 and were approved by steering committee. In RDCK 14 farms received 1-1 support in Feb and Mar 2023 and 1 farm received expert support. Education/events are scheduled for Castlegar May 10 on Soils, online tour in June for greenhouse tour and Cranbrook August 15 grazing school event scheduled. KBFA has 1077 followers on Instagram and 42% viewed the April 2023 newsletter.
Expansion of Kootenay Conservation Program	2021-09-23	GM Development and Community Sustainability	Part of RDCK Core Services	Area C, Area F, Area G, Village of Kaslo, Village of Slocan, Village of Silverton, Village of New Denver	60%- 80% complete	2023-12-20	The Local Conservation Fund was established in 2014 in the RDCK for Areas A, D and E. In 2022 the service expanded to include Area H through referendum. Area F will go to Alternative Approval Process on the LCF Service in July 2023. Staff will discuss proposed expansion to Area G and C with elected officials for consideration in 2024. RDCK contractor Kootenay Conservation Program presented to 3 Slocan Villages, Kaslo and City of Nelson to consider further expansion. Decisions are pending.
Dog Control - Area A, B, C	2020-10-10	GM Development and Community Sustainability	Part of RDCK Core Services	Area A, Area B, Area C	20% to 40% complete	2023-12-09	The Creston Valley Directors are seeking to address "aggressive dogs" in Areas A, B and C. Staff received confirmation from new elected officials in B and C that this bylaw is desired. Research is currently underway which includes legal advice.
Review Noise Bylaw 2440, 2015	2022-09-22	GM Development and Community Sustainability	Part of RDCK Core Services	Area A, Area B, Area C, Area E, Area F, Area G, Area H, Area I, Area J, Area K	20% to 40% complete	2023-12-31	Currently a legal review is underway for the Noise Bylaw. This review is intended to address concerns raised by elected officials and public to support bylaw enforcement staff addressing noise complaints. An amending bylaw will be presented to the Board once this is complete.

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Building Services Policy Review	2018-01-01	Mgr. Building	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-12-09	Some progress made on policy update and creation, however full policy review is delayed until staffing capacity is increased. Priority Policies to update include: Lapsed Building Permit Policy 400-01-07, Expired Building Permit Policy 400-01-02, Building Inspection Service - Process for Lack of Valid Permit 400-01-5, Building Permits for Manufactured Homes 400-01-07.
Building Officials Training Program	2018-11-15	Mgr. Building	Part of RDCK Core Services	Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, Village of New Denver, All Electoral Areas	60%- 80% complete	2023-04-30	Senior Building Official-Training and Development, along with Managers are developing training plans with staff, however heavy workload in operational areas of the business have impacted the delivery schedule for the Building Officials Training Program.
Converting Historical Building Permits to Digital format	2018-03-31	Mgr. Building	Part of RDCK Core Services	Area A, Area B, Area C, Area D, Area E, Area F, Area G, Area H, Area I, Area J, Area K	40% to 60% complete	2022-12-31	Seek to find funding to digitize all microfiche building records. Accessing a microfiche at a reasonable cost is proving to be a challenge. June 2021 - Continue search for grant funding and/or temporary staffing (KCDS or similar) to implement planned project. Board approved funding, vendor selection and procurement Q4 2022.
Update Building Inspection Service Agreement with Municipalities	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, Village of New Denver	20% to 40% complete	2022-02-28	Current service agreements are not consistent for all six municipalities, and require additional specifications and technical detail. The agreements also must align better with the Building Act. Update of the agreement template is on hold pending the addition of more building inspection staff. Q1 2023 meetings planned with RDCK GM D&CS, MB and Village CAO's.
Watershed Governance Initiative Phase 3 - Relationships,	2018-12-13	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	40% to 60% complete	2023-12-09	A project to understand RDCK's role in protecting watersheds in the region. Current: Phase 3 focused on continued relationship building, mapping, and water monitoring. WGI GIS assistant hired to Mar 2023, meeting with Yaqan Nukiy re WSP, Duck Creek and Service Case Analysis for Drinking Water and Watershed Protection

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Mapping, Water Monitoring							service. Next Steps: Staff presenting to Yaqaan Nukiy to partner in pursue Duck Creek cumulative impacts study.
Climate Action Ambassadors	2023-04-19	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-12-09	Board approved moving forward with initiative which will be a partnership with the youth climate corp and wildsight to hire Climate Action Ambassadors to support the RDCK Climate Action Plan. Staff will provide a letter of support to Wildsight for their application to the Rural Economic Diversification & Infrastructure Program. Cash contribution from the RDCK towards this initiative is being funded through the Local Government Climate Action Program (LGCAP) formerly CARIP.
Regional Invasive Species Strategy - Implementation Plan Proposal	2021-06-14	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-12-09	Current Status – In April 2023 the Board approved implementation of the Strategy: Option 1 (\$15,000). Staff are working with CKISS to prepare a contract to begin management work and development of regional strategy. The Good Neighbour program Pilot (\$12,000) of the Regional Invasive Species Strategy for the 2023 was not approved; Board has reviewed and approved management plan developed for RDCK properties which is underway in relevant departments.
2023 Wildfire Mitigation and FireSmart Program	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	1% to 20% complete	2023-12-09	Current Status: Funding has been approved from UBCM-CRI & CBT-CBWRI for Lightship Application. Next Steps: Procurement for GIS technician for Lightship application is complete, Hire seasonal FireSmart Team, Implement training and program deliverables to residents, Extend contract for Regional Roundtable facilitators, Procure consultant to deliver 10 Community Wildfire Resiliency Plans and a regional scale prioritization, Build/continue Community FireSmart Resiliency Committees throughout RD.
Slocan Lake and River Partnership Initiation	2022-02-17	Mgr. Community Sustainability	Water Protection and Advocacy	Area H, Village of Slocan, Village of Silverton, Village of New Denver	1% to 20% complete	2023-10-31	A project to support the development of a partnership to conserve, protect, and restore habitat; provide education; build relationships; and guide development on Slocan Lake and River. Current Status: A Steering Committee met in November define draft terms and scope of work, will meet again in February. Next Steps: Host Steering Committee meeting in May to determine next steps. Possible Barriers: None at this time.
RDCK Climate Actions - Plan & Implementation development	2019-08-08	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-08-19	Board directed staff to initiate public consultation based on public feedback and response to the Draft CAP. Staff are currently coordinating meetings throughout the region.

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SES - GHG Reduction Feasibility for RDCK Facilities Project	2022-05-01	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-02-29	Current: Finalizing application to FCM/GMF GHG Reduction Pathway Feasibility Study grant. Data input complete for facility energy monitoring software (Portfolio Manager), required to inform this project. Next: Await approval from FCM/GMF. Barriers: Time & staff capacity.
SES - Low Carbon Transportation - Corporate Fleet	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	20% to 40% complete	2023-11-30	Current: Developing fleet inventory. Application successful for Basin Charge Up Funding for a subsidy for a EV fleet vehicle and workplace charger. Next Steps: Apply for funding for RDCK Fleet strategy. Install workplace charger for Head office. Support Corporate Admin in purchasing EV. Barriers: Distributed nature of fleet management (no overall fleet manager). Limited data and tracking of vehicles. Technology options and availability.
SES - Demand Management - Community - REEP for Homes Project	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2023-06-30	Current: Developing Regional Energy Efficiency Program (REEP) 2.0 with partner City of Nelson and with grant funding application (FCM / Community Efficiency Financing). Working on strengthening Home Performance Contractor Network (HPCN) by supporting contractor outreach and training initiatives. Providing support to RDCK building department in rolling out communications for upcoming transition to Energy Code Step 3 for homes. Next Steps: Finalize grant application to FCM. Barriers: Lack of contractors that are eligible for HPCN registration.
SES - Better Corporate Building Policy	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	2023-06-30	Current: Better Corporate Building Policy in place. Developing program alongside facility monitoring program to educate/train building managers and project managers on policy. Next Steps: Outlay education/training workshops to building managers and project managers by June 30, 2023. Support staff on implementation of Policy. Barriers: Staff time (building and project managers) and availability.
Bayview Community Fuel Treatment	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Area K	1% to 20% complete	2023-06-30	Current Status: CBT is re-evaluating project with RDCK as legal entity for Bayview Community. Next Steps: Receive funding approval, approve contribution agreements with CBT and consultant, execute contract with consultant. Barriers: Funding approval.
Operational Fuel Treatments - Selous, Queens Bay, Woodbury	2016-08-01	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	80%- 99% complete	2023-10-31	Current status: Selous: Machine fuel modification completed. 80% Hand treatments completed, remaining starting Spring '23. QB: Project completed as of Nov '22. Woodbury: Project completed by CLWRR program as of Fall '22. Next Milestones:

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							Prescribed burning in Selous planned spring '23 possibly fall '23. Possible Barriers: Adequate burning conditions.
Greater Nelson Housing Study	2022-08-18	Mgr. Planning	Part of RDCK Core Services	Area E, Area F, City of Nelson	20% to 40% complete	2024-01-19	In Fall 2022, Community Futures Central Kootenay and its partners at the City of Nelson and RDCK commissioned Phase One of the Greater Nelson Non-Market Housing Study. The goal of the study was to assess the need for a local government-supported housing entity to provide affordable housing in the Greater Nelson area and define potential options for further exploration. A report recommending phase two of this project was brought forward to April 2023 Board meeting. Phase two will conclude with a recommendation for the mission and governance structure of a Greater Nelson housing entity.
Active Transportation Feasibility Study - Castlegar to Nelson	2022-07-01	Mgr. Planning	Recreation, Parks and Trails	Area E, Area F, Area H, Area I, Area J	20% to 40% complete	2023-10-31	The Board approved two agreements related to a feasibility study for a proposed active transportation corridor between Nelson and Castlegar. The first agreement is between Infrastructure Canada's Active Transportation Fund (ATF) and the RDCK to fund the project. The RDCK successfully applied for a grant on behalf of the West Kootenay Cycling Coalition (WKCC), receiving \$50,000 for eligible costs to support the project. The second agreement is between RDCK and WKCC. The RDCK will administer the funding with a staff member liaison. The WKCC will be responsible for delivering the project.
Area J OCP Review	2021-07-07	Mgr. Planning	Part of RDCK Core Services	Area J	Not Started	2022-12-31	Area J to have its own OCP. Project is in the queue for after the completion of Area I's OCP. Regional planning ongoing.
Kootenay Lake Watercourse DPA Project	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area A, Area D, Area E, Area F	80%- 99% complete	2023-03-31	Project initiated from discussions at the Kootenay Lake Partnership table, recognizing that the RDCK has development permit authorities under the Local Government Act that are not being fully utilized to protect sensitive habitat around Kootenay Lake. Next steps: Planned engagement activities completed December 2022. Currently compiling feedback into public engagement summary, which will be presented to Board upon completion with recommendation for how to proceed. Expected on May 2023 RAC/Board meetings.
Area E OCP Expansion	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Area E	20% to 40% complete	2022-12-31	In 2020 through resolution 375/20 the Board directed planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road.

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							This project should be re-evaluated in terms of Board priorities for Planning Services to determine if still desired and if so when. Results from previous survey results were polarized and further engagement would be needed prior to pursuing further. Board resolution 363/22 to explore land use planning in other parts of Area E indicates that work of higher priority.
Playmor Junction Zoning Bylaw	2020-02-20	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	2023-12-29	In February 2020 the Board passed resolution 121/20, which directs staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan. Subsequent direction from the Director was to suspend further work on the project until early 2023. Staff to work with Area Director to map out scope and timing of project.
Development permit non-compliance ticketing	2023-04-22	Mgr. Planning	Part of RDCK Core Services	Area A, Area D, Area E, Area G, Area H	Not Started	2024-04-19	Board resolution from April 20, 2023 meeting: That the Board direct staff to retain a solicitor for the purposes of drafting bylaw amendments that would enable ticketing for DPA non-compliance.
Area I OCP Review	2016-01-26	Mgr. Planning	Part of RDCK Core Services	Area I	60%- 80% complete	2023-07-31	Staff met with Area I Director and APHC to determine updates needed to draft OCP and amended work plan. Updates to draft plan being made in advance of re-launch and renewed community engagement in Winter/Spring 2023. Board endorsement of early/ongoing OCP consultation - December, 2022. Ongoing Area I APHC meetings (starting in October 2022). Re-launch of project at virtual open house - January 26, 2023. In-person community "kitchen table conversations" in Pass Creek, Glade, Shoreacres/Voykin, Brilliant, Tarrys/Thrums - March, 2023. What we Heard staff report anticipated - May, 2023.
Agricultural Policy Review - Phase 2	2019-03-25	Mgr. Planning	Food security and Agriculture	Entire RDCK	60%- 80% complete	2023-03-31	Project follows previous agriculture policy changes implemented to address regulatory changes in Provincial legislation. This phase focuses on recent changes to the Agricultural Land Reserve Act and Regulations such as those affecting additional residences on ALR land, for example. Changes made to bylaws for Areas A, B, and C recently adopted. Public hearings for F, I, J, K bylaw amendments held, anticipated adoption June/July, 2023. Staff report to consider remaining Areas D, E, G, H anticipated for June, 2023 RAC/Board meetings.

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Housing Action Plan	2021-05-20	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	80%- 99% complete	2023-05-31	Project follows on completion of Housing Needs Assessment for RDCK and member municipalities in 2020 and direction from Board to undertake a Housing Action Plan Kickoff meeting with staff held July 7, 2022. Board Workshop hosted Jan. 17, 2023. Housing Action plan report and presentation to Board anticipated in May 2023.
Area D Community Planning	2022-02-17	Mgr. Planning	Part of RDCK Core Services	Area D	Not Started	2023-07-21	Project follows up on completed work in 2022 wherein land use planning discussions held (virtually) for most communities in Area D. Feb 2022 Resolution 149/22 directed staff to continue the next phase of community planning for Area D in 2022 with a specific focus on the Kaslo Corridor; Woodbury; Schroeder Creek; Mirror Lake (including Amundsen Road); and the Allen subdivision, and other communities interested in zoning. Direction from Board needed to prioritize Planning Services work plan items.
Campground Bylaw Review	2018-04-19	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	2023-08-25	Initiative began to investigate regulatory options for park model trailers within the RDCK, but has expanded to consider ways to better regulate developments where multiple RV sites are created. This is especially relevant in the proliferation of shared interest developments in unzoned areas where there is concern for health and safety of these developments. Resolution 36/20 establishes policy regarding CSA Z241 Park Model Trailers. September 2022 - Staff have begun researching utility of the existing Manufactured Home Park Bylaw to address the issues this initiative seeks to address.
Area H North OCP Review	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area H	1% to 20% complete	2023-07-28	In April 2020, the Board passed resolution 279/20, which directs staff to include the review of the Area H North Official Community Plan, with the potential of having a Comprehensive Land Use bylaw, in their work plan. April/May 2022 - Staff completed open houses in New Denver and Hills. Anticipating re-activating project in 2023, as directed.
Area E Community Planning	2022-05-19	Mgr. Planning	Part of RDCK Core Services	Area E	Not Started	2023-06-30	In 2022 through resolution 363/22 the Board directed staff to continue the next phase of community consultation for Area E as a follow up to the “Open Houses on Land Use Planning” Project completed earlier in the year. This work would be focused where survey results indicated that there is strong interest in pursuing land use planning or more information about land use planning was desired, with a specific focus on the following unincorporated communities: Redfish Creek to Liard Creek (Including Grandview); Longbeach; Harrop; and Proctor.

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Subdivision Servicing Bylaw Review	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-07-31	Board resolution 369/20 from May 2020 directs staff to undertake a review of the RDCK Subdivision Bylaw to improve administrative process and efficiency, and seek solutions for recurring challenges such as ensuring adequate servicing and access. Next steps: summarize progress to date to accompany work plan, and initiate internal engagement. Review of staff resources currently required to confirm Subdivision Bylaw requirements with applicants. Staff unable to undertake project activities due to staffing challenges and precedence of other active projects.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Balfour Wood Chip Pile Relocation	2020-05-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	40% to 60% complete	2023-08-31	Internal fleet are continuing to transport chips as drivers/equipment is available and storage areas at Central are accessible.
Central TS Washroom/Change room/Lunchroom	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	80%- 99% complete	2023-05-31	Project works completed, awaiting final commissioning. Expect to be fully operational in Q2.
Regional finished compost sales and distribution planning	2022-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2023-09-30	No change in Q1. Upcoming priority for Organics Coordinator.
RR Facility washroom installation project	2018-12-12	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2024-12-31	On hold until 2024. Completed ROS, CEN, OOT, CRE, NAK. Remaining sites awaiting site developments works (Slocan), hydrotech assessment (CBay) or planned for coming years.
Drone survey equipment & landfill software	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-09-30	No drone use in Q1 due to staffing and weather. New RR Technologist onboarding as project lead. GIS staff continuing with training.
Asbestos Waste management area at Creston Landfill	2019-12-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2023-09-30	Project on hold pending obtaining License of Occupation for the "wedge" parcel. Intent is to improve site safety and meet best practices for handling/disposal, while reducing future liabilities.
HB Tailings Facility Remediation and Closure	2016-08-18	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Central RR Subregion	80%- 99% complete	2024-12-31	2022 DSI report and ITRB report reviews underway. April weather events caused significant damage, requiring repairs and elevated monitoring. Asbuilts and project completion documentation expected in Q2. Entering 2 years of active care with increased monitoring and compliance with permit requirements.
Collaboration with City of Nelson on organics program	2019-01-01	Mgr. Resource Recovery	Waste Management	City of Nelson	80%- 99% complete	2023-12-31	Ongoing staff to staff engagement occurring. Staff investigating piloting of composting of Food Cyler end product at Creston compost facility.

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			and Alternatives				
Rural curbside service investigation and consultation	2021-09-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	40% to 60% complete	2024-03-31	Public consultation period ended in April, data analysis underway with report to JRRC in June.
Scale Software upgrade	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-09-30	Scale data transfer completed and initial hardware procured in Q1. Implementation to proceed in Q2/Q3.
Response to theft/vandalism at RR Facilities	2023-04-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2023-12-31	Increased theft/damage from trespassers at RR facilities is impacting operations. Unauthorized people are taking diverted materials (metal, batteries) and increasingly also taking RDCK equipment or resources (fuel, vehicle parts). Some contractors have had items stolen/damaged while stored on our sites. Creates significant costs for staffing to address incidents, repairs/replacements, and cost that come from impact to operations. Response include working with RCMP, surveillance upgrades, and new monitoring services.
Regional RR Facility surveillance upgrades	2018-03-15	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	100% complete	2023-09-30	Initial surveillance upgrades scope now completed. Next step is development of comprehensive program for surveillance monitoring and maintenance.
Ootischenia landfill lands acquisition	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2023-12-31	In April Ministry of Lands indicated new First Nations consultation to be completed. Arch study to proceed in Q2/Q3.
Septage Management Options for Central and West subregions	2019-06-19	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	20% to 40% complete	2023-12-31	Board approved new septage tipping fee in April to prepare for future septage management. Letter sent to local septage haulers and development of stakeholder engagement underway. Assessment/design/piloting at Central facility budgeted for 2023.

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Legacy Landfill Closure Plan Assessments	2020-03-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2023-12-31	Request to MOE for historical files made in Q1, expect documents in Q2. Update report to JRRC regarding permit process. Intend to initiate procurement of landfill assessments under Eng Services Standing Offer. Up to 11 sites.
Creston Eco-Depot	2018-10-10	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2023-12-31	No change in Q1. New Enviro Tech hired in Q1. Will reach out to Tiplt in Q2 to request a bid.
Creston Septage Facility	2018-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-12-31	RRP approval application for septage funding is being confirmed. RDCK staff meeting with City staff in May to discuss future agreement/current MOU. 2023 Financial Plan shows budget to proceed with design in 2023.
Field staff building assessment	2022-09-01	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	2023-05-31	Team met in April to discuss priority sites and efficient options. Investigation of access/cost for power to proceed in Q2. Staff continuing to collect details and complete assessments to support cost estimates/recommendations for field staff buildings. Solutions may include improvements such as shade, fans, A/C, heat pumps and solar power, etc.
Landfilling diversion initiatives - mattresses and C&D	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-31	RR Projects Advisor attended C&D waste webinar in Q1. RRPA and Enviro Coor to look at diversion strategies and asbestos management. Next Quarterly report suggest splitting these materials and moving Mattresses to separate item - Mattress diversion on hold until new EPR program initiated, with consultation in 2023, expected launch 24/25.
Ootischenia Landfill Design and Operation plan update	2017-04-13	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2024-12-31	Initial discussions with Min of Lands regarding LOO for optimized footprint. Once lands acquisition process is understood can advance on Procurement of consultant.
Creston Landfill Phase 1C/D, Berm	2017-10-18	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-10-31	ON HOLD. Due to delay in LKB land transfer. Budgeted to complete design in 2023 and construction in 2024.

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Creston Hydrogeological Assessment	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2023-11-30	Request for contract award at the May JRRRC meeting. RFP timeline projects final report in Q4.
Nelson Landfill Closure	2017-02-16	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2025-12-31	No updates for Q1. Stakeholder engagement expected in Q2/Q3. Upcoming is risk assessment and remediation plan.
Organics program development	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-12-31	Central facility in final commissioning stages, preparations for operations underway (staffing, equipment), expected launch Aug 2023. Grohman organics transfer construction to proceed in Q2. Education/communications development to address contamination, partnership agreements and ICI stakeholder engagement are priorities through remainder of year.
Erickson First Phase, Priority Metering Project	2021-10-27	Mgr. Utilities	Part of RDCK Core Services	Area B, Area C	1% to 20% complete	2024-12-31	This project consists of installation about 100 priority (potentially higher consumption) water meters in Erickson. Priority includes Industrial, Commercial and Institutional properties and properties with 5 acres or more of Agricultural Land Charge. Service location work being completed in 2023. Meter equipment procurement to occur in 2023 but install delayed to 2024 due to continued metering equipment supply chain issues. We have recently been advised that the concurrent Strategic Priorities Fund grant application for Erickson universal metering was not successful.
Burton, Fauquier and Edgewood Water Maintenance Contract Renewal	2021-03-30	Mgr. Utilities	Part of RDCK Core Services	Area K	20% to 40% complete	2024-01-31	Staff have determined that a long procurement and award timeline is required in order to accommodate a bit longer RFP period, Water Services Committee award approval, Board award approval, and to provide a change over period between contractors, if required. RFP draft nearly complete to be issued early in Q3 for contract change over 01 January 2024.
Cross Connection Control Program Review	2020-09-17	Mgr. Utilities	Water Protection and Advocacy	Area A, Area B, Area C, Area D, Area E, Area F, Area G, Area H, Area J, Area K	100% complete	2023-06-30	Water Bylaw changes adopted. Staff determined that guidelines and staff procedures do not need updating.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Conversion of Water Commissions to Community Advisory Committees	2022-03-28	Mgr. Utilities	Part of RDCK Core Services	Area A, Area B, Area D, Area H	60%- 80% complete	2023-12-31	The Regional District has both volunteer Water Commissions and Community Advisory Committees to provide consultation with Regional District water customers. Commission are proposed to be replaced with Water Community Advisory Committees, except Arrow and Ymir. Water Community Advisory Committee Bylaw has been adopted by the Board. Riondel Commission amendment bylaw and Sanca Commission repeal bylaw still need to be adopted by the Board.
Transfer of Arrow (Erickson) Open Reservoir to Town of Creston	2019-07-25	Mgr. Utilities	Coordinated Service Delivery	Area A, Area C, Town of Creston	80%- 99% complete	2023-06-30	The old Arrow open drinking water storage reservoir has been abandoned and a wetlands and park developed by the Town of Creston. An asset transfer agreement is to be drafted by the Town of Creston to transfer the land and assets from the Regional District to the Town. A statutory right of way is required for an Erickson water line at edge of the property and the agreement is currently being drafted by the Regional District.
Water Quality Risk Management Plan	2018-10-01	Mgr. Utilities	Part of RDCK Core Services	Area A	80%- 99% complete	2023-07-31	A policy has been drafted that addresses risk, liability and water system management. Legal opinion has been requested January 2023. Response expected before June Water Service Committee meeting.
Abandonment of Pipe in Place & Discharge of Easements Policy	2019-12-23	Mgr. Utilities	Part of RDCK Core Services	Area A, Area B, Area C, Area D, Area E, Area F, Area G, Area H, Area J, Area K	80%- 99% complete	2023-07-31	Draft policy completed. Legal opinion has been requested January 2023. Response expected before June Water Service Committee meeting.
RDCK Asset Management	2018-01-31	Sr. Project Mgr.	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2023-06-30	FCM MAMP grant funds (\$38,500) received. Community Works grant funds (\$16,500) received. Initiated the GIS database development process with GIS staff. Received comprehensive excel data and photos of previous inspections from Consultant to input into GIS system when available. Facility Condition Assessments are completed. Extension to June 2023 approved. RFP for consultant guidance and software recommendations out on BCBid.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Creston Library Contract	2018-11-06	GM Community Services	Coordinated Service Delivery	Area A, Area B, Area C, Town of Creston	20% to 40% complete	2023-09-30	Met with library staff. Have integrated some capital work into financial plan. Library staff reviewing present contract.
Campbell Fields Recreation Development Feasibility Study	2017-06-15	GM Community Services	Recreation, Parks and Trails	Area E, Area F, Area H, Area I, Area J, City of Castlegar, City of Nelson, Village of Slocan	40% to 60% complete	2023-06-30	3rd phase Report completed and posted on website. Reviewing Report with School District is the Next Step. Expect a meeting of the partners May/June 2023. https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html
Fees & Charges Bylaw	2020-06-20	GM Community Services	Recreation, Parks and Trails	All Electoral Areas	40% to 60% complete	2023-06-21	Expected for the next All Recreation Committee Meeting. Admission Fees approved in August 2021. Work is ongoing on rental fees application.
South Slocan Old School House Redevelopment	2020-01-01	GM Community Services	Recreation, Parks and Trails	Area H	20% to 40% complete	2023-09-30	Restructuring service to fund from S231 and close S214. Require Grant Researcher/writer - This has been impacted by work on Krestova park. Cover Architecture - awaiting direction. Initial drawings and estimates - redeveloping to reduce costs - Building Cost Estimates are continuing to come in very high
Proposed Goat Riverside Park	2019-05-16	GM Community Services	Recreation, Parks and Trails	Area A, Area B, Area C, Town of Creston	1% to 20% complete	2024-12-31	The RDCK will be meeting the representatives from Lower Kootenay Band and Trails for Creston Valley Society in November to continue discussions about appropriate parks areas. TUS draft sent to RDCK staff -returned to consultants with comments.
Castlegar and District Asset Management process/strategic planning	2019-06-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I, Area J, City of Castlegar	80%- 99% complete	2023-03-31	As part of the Asset Management process, a Building Condition Assessment and Lifecycle study was completed on the Castlegar and District Community Complex. Commission hired consultant to lead a Strategic Planning session in part to determine how to fund the asset management going forward. Commission considered and began a capital asset management funding program in the 2023 budget and beyond.
Capital Exterior Door Replacements	2021-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I, Area J, City of Castlegar	80%- 99% complete	2023-08-31	Part of capital asset renewal plan. \$25,000.00 allocated in 2022. Receipt of doors delayed due to supply chain issues. 4 sets of doors ordered. Arrived late in 2022. Pool/Fitness doors installed Q1. Remainder will be installed by Q4.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Fitness Center Air Handling Unit (AHU)	2020-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I, Area J, City of Castlegar	100% complete	2023-03-31	Fitness Center AHU's at end of current serviceable life. Replacement project is now complete.
Surveillance Camera Upgrade	2022-01-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I, Area J, City of Castlegar	80%- 99% complete	2023-05-15	Current Cameras and server are outdated and in need of replacement. Camera's purchased and installed from 2022. Budget allocated in 2023 to complete project. New cameras for 2023 have been ordered and will be installed Q3, 2023.
Arena Floor Replacement Project-Castlegar and District Complex	2021-11-01	Mgr. Castlegar Rec	Recreation , Parks and Trails	Area I, Area J, City of Castlegar	40% to 60% complete	2023-10-15	Project is underway. Old floor has been removed. Heat floor is being installed. Cooling floor will be next along with the concrete pour. To date, project on budget and schedule.
External Support Worker	2022-09-15	Mgr. Nelson Rec	Recreation, Parks and Trails	Entire RDCK	40% to 60% complete	2023-02-28	That RDCK Community Services expands the External Support Worker process to include all programs for participants aged 18 and under and for all drop in services across RDCK recreation facilities, AND FURTHER; that the RDCK completes an evaluation of the process at the end of 2022 to amend as necessary. Process on drop-in activity support workers currently being finalized. Anticipate program to be offered by January 31, 2023.
Nelson Curling Club Operations Request	2023-01-25	Mgr. Nelson Rec	Recreation, Parks and Trails	Area E, Area F, City of Nelson	20% to 40% complete	2023-12-31	Nelson Curling Club presented a new report to Nelson and District Recreation Commission asking RDCK staff to take over the operations of the ice plant at the Nelson Curling Club. Staff received direction to explore the feasibility of RDCK involvement with the curling facility and to report back at a future Commission meeting. No action at the current time. Completion of campus study is required before any further action is taken. Campus to begin in 2023 and has been included within 2023 S226 Financial Plan.
RDCK Inclusion and Access in Community Services	2019-09-18	Mgr. Nelson Rec	Recreation, Parks and Trails	Entire RDCK	60%- 80% complete	2023-07-01	New training initiatives were implemented for summer camp staff as part of onboarding and training. External Support Worker (ESW) presented to All Recreation Committee for review in September. ESW opportunities to be expanded to other recreation services through 2022 and 2023. ESW opportunities for all admission programs roll out planned in Q2.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Regional Parks & Trails Master Plan/Strategy	2017-05-17	Mgr. Parks	Recreation, Parks and Trails	Entire RDCK	40% to 60% complete	2023-11-30	Working Group meeting on October 10, 2019. Board appointed Directors Popoff, Anderson and Jackman to the working group assisting staff with the review of the Parks & Trails Masterplan RFP at the June 20, 2019 meeting. Staff working on Regional Parks & Trails Inventory is complete to a standard that allows us to proceed to RFP development. Anticipate a RFP award in September 2019. Working group met Feb 27 2020 to discuss RFP information. RFP working group has met several times for final RFP assessment. Mark reported at March 2022 All Recreation Meeting - final stages of RFP.
Lardeau Regional Park Construction - as per Management Plan	2021-04-15	Mgr. Parks	Recreation, Parks and Trails	Area D, Village of Kaslo	60%- 80% complete	2024-10-22	Maintenance contract worker found. Working on waterfront cleanup and restoration as per the Management Plan and approved financial plan. Amenity installations and small waterfront restoration budgeted for in 2023. Start working on foreshore work and replanting as well as clean up spring 2023.
Glade Legacy Project	2017-07-01	Mgr. Parks	Recreation, Parks and Trails	Area I	20% to 40% complete	2024-10-31	Staff has reviewed draft options and sent back to consultant, still need to meet with consultant. Staff working with consultant for final draft. Final draft will be provided to Commission and then for public consultation.
Waterloo Eddy Regional Park Construction	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area I, Area J, City of Castlegar	60%- 80% complete	2024-11-30	Final work on Boat and Trailer Parking area. Further amenities spring/summer 2023.
Traditional Use Study - Crawford Bay Regional Park Management Plan	2018-03-01	Mgr. Parks	Recreation, Parks and Trails	Area A	60%- 80% complete	2023-03-31	Next steps for Management Planning is a Traditional Use Study (TUS) completed by Ktunaxa Nation Council in 2022.
Taghum Beach Parking lot improvements	2021-03-31	Mgr. Parks	Recreation, Parks and Trails	Area E, Area F, Area G, Village of Salmo, City of Nelson	1% to 20% complete	2023-12-31	Staff will continue working with engineer during spring 2023 with project design for fall 2023. Continue as planned.
Glacier Creek Park and Commission Bylaw No.1306 amendment	2021-12-09	Mgr. Parks	Recreation, Parks and Trails	Area D, Village of Kaslo	Not Started	2023-08-31	726/21 That staff amend the Glacier Creek Park Commission Bylaw No. 1306, 1998 to reduce the membership from nine members to five members with the resulting quorum. Currently there is no Commission.

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Area B Kitchener Fire Service Case Analysis	2023-04-16	Regional Fire Chief	Part of RDCK Core Services	Area B	Not Started	2023-10-31	Staff will like be able to start work on this over the summer.
Area D First Responder Service	2020-02-20	Regional Fire Chief	Part of RDCK Core Services	Area D	20% to 40% complete	2023-06-30	Q3 update - The fire and administration groups are consulting with stakeholders and undertaking a comparative analysis of service delivery options for Area D . A report should be ready for Board consideration in Q1 2023. Q4 update - this continues to be a staff priority to bring to Board in Q1. Staff are hoping to have this in front of Board in Q2.
Service S128 Riondel Fire Protection	2020-08-20	Regional Fire Chief	Part of RDCK Core Services	Area A	40% to 60% complete	2023-09-21	This project involves evaluating equitable share of funding for the Riondel Fire Services for providing First Responder and Road Rescue services outside of the fire service boundary. Q3 update-The Province has advised that Service 152 should be spilt into new service areas. Next Step- staff will target Q2 2023 to provide report to Board summarizing the situation and seeking direction to prepare new service establishment bylaw(s). Report provided to Board in April 2023.
Creston area Sub-Regional Fire Service	2012-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A, Area B, Area C, Town of Creston	80%- 99% complete	2023-12-31	This ongoing project aims to align and streamline fire services delivery between the RDCK and Town of Creston in the Creston Valley. Q3 update - the Canyon Lister service has been successfully transitioned from the RDCK to the Town of Creston. RDCK and Town staff will now proceed to negotiate a valley-wide contract for end 2023 in accordance with the Project Charter.
Crawford Bay Fire Service feasibility study	2016-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A	60%- 80% complete	2023-12-31	This project analyzes options for establishing a fire hall in the Crawford Bay area. A draft options review was provided to the Area Director for review in 2020 and this project is on hold pending feedback.
Area H Hills Service Case Analysis	2021-09-23	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	2023-12-31	Develop a service case for establishing an RDCK volunteer fire department to service the Hills area. Q1 2023-no progress to report on this initiative due to competing project priorities.
BC Structure Firefighter Minimum Training Standards	2016-10-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2023-12-31	New BC Structure Firefighter Minimum Training Standard distributed in September/October 2022. Replaces the previous BC Structure Firefighter Playbook. Staff currently analyzing and assessing updates and changes, developing a comprehensive training plan to meet objectives. Local Authorities are required to have the new standard incorporated in their fire training program for March of 2024.

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Changes to allow RDCK firefighters to deliver higher levels of care as pre hospital care providers	2018-09-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-12-31	Current BCEMA Licensing does not allow first responders to work outside of their scope of practice. Medical Direction was successful in setting baseline standards for the pre hospital care services RDCK Firefighters provide. BCEMA Licensing has announced new scope of practice options for First Responders; staff are waiting for further details. Jan 26 2023 Staff still awaiting the new training and evaluation curriculum from EMA licensing to allow Responders to work to a higher scope of practice. Same status as per the Jan 26th update.
Transition to Fraser Fort George Dispatch for all fire departments	2022-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A, Area B, Area C, Area D, Area E, Area F, Area G, Area H, Area I, Area J ,Area K, Town of Creston, Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, Village of New Denver	80%- 99% complete	2023-06-30	Staff are working with stakeholders on the preparation for transition for the implementation phase of the project. Dispatch infrastructure including "Radio over IP" being installed, October - November 2022. Training plan developed, implementing October - November 2022. Scheduled date of transition from Kelowna to Fraser Fort George dispatch - November 16, 2022. Supply chain delays have pushed the date for all departments to change to radio over IP to the Q2 of 2023. Fraser Fort George dispatch cutover from Kelowna complete.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Support on Cannabis	2021-06-17	CAO	Food security and Agriculture	All Electoral Areas	40% to 60% complete	2023-10-31	CAO is reviewing the needs that came out the Cannabis Regulatory Needs and will be recommending meetings with various ministries to move this along. CAO has been appointed to a UBCM working group that is discussing future opportunity for producers and public engagement in 2022, particularly on farm gate sales. The risk is alignment between the province and local government, to allow LG time to implement any bylaw changes required. Current discussions are around "what we heard" document re: consumption spaces.
Update Advisory Planning and Heritage Commission Bylaw	2023-01-15	Mgr. Corporate Admin	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2023-09-21	Comprehensive bylaw update to improve governance of APHC's. Q1 2023 update - project is in the initial stages of discussion between the planning and administration groups. Bylaw will be brought forward for Board consideration in Q3.
Transit Service Funding Review	2019-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion, West RR Subregion	80%- 99% complete	2024-02-15	Q1 2023 update - The remaining component of this project is to finalize the funding model for the Kootenay Lake West transit service. This is delayed pending further consultation with City of Nelson and will resume following Board consideration of transit governance options in 2023.
Respectful Workplace Bylaw	2022-01-17	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-06-15	The bylaw will define inappropriate behavior at RDCK facilities and include processes to follow for incidents of staff harassment by the public. Q1 2023 update - Senior manager review of draft bylaw is complete and revisions are being drafted. A draft bylaw will be received by the Board in late Q2 2023.
Permissive Tax Exemption Policy	2022-02-17	Mgr. Corporate Admin	Part of RDCK Core Services	All Electoral Areas	100% complete	2023-05-31	A policy which describes eligibility criteria for receiving a permissive exemption and that proposes criteria and processes for the Board to consider when exercising its discretion to award these exemptions. Q1 Update - Complete. The policy was adopted in April 2023.
Area H and I Dog Control Service Case Analysis	2020-03-19	Mgr. Corporate Admin	Coordinated Service Delivery	Area H, Area I, Village of Slocan, Village of Silverton, Village of New Denver	80%- 99% complete	2023-12-31	Service case analysis will be prepared based on estimated contract service costs. Q1 2023 update-no progress to report on this initiative. This project stalled through 2021 and 2022 due to high workload and other priorities for bylaw enforcement staff. With the Q1 2023 Board requests to evaluate dog control services in the Creston and Area A, B, C and also in Area K. Staff will be reviewing RDCK dog control regulatory bylaws with the intent of creating a single regulatory bylaw that enables multiple regulatory options reflecting each area's desired service arrangements.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Fireworks bylaw feasibility report	2020-11-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area E	Not Started	2024-12-31	Board has directed that staff prepare a report outlining the feasibility of developing and implementing a fireworks bylaw. Q1 2023 update-this project has not advanced due to competing project priorities and has no assigned completion date.
Policy to Address Harassment of Staff Attending Private Properties	2022-05-19	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-11-16	This policy will accompany the Respectful Behavior bylaw currently being developed and will cover employees attending private properties in the course of their duties, such as building inspectors and bylaw officers, while the bylaw will apply to RDCK facilities. Q1 2023 update-A draft policy will be received by the Board in Q3 2023 following discussion of the Respectful Behavior bylaw.
Public Notice Bylaw	2022-05-15	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2023-07-20	Changes to the Local Government Act in 2021 give the RDCK more options for publishing official notices. Subsequent to the board consideration of this matter in Q2 2022, staff intend to bring a draft bylaw to the Board completion in early Q3 2023.
Water Service Bylaw Review	2018-05-02	Mgr. Corporate Admin	Water Protection and Advocacy	Area A, Area B, Area D, Area E, Area G, Area H, Area J, Area K, Town of Creston	100% complete	2023-05-31	This project follows from the 2020 Water Governance Review. Q1 2023 update - Project is now complete - the Sanca Commission bylaw has been rescinded, the new Riondel Commission bylaw adopted, and the Community Advisory Committee bylaw adopted .
Referendum Support Policy	2018-06-21	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2024-12-31	In 2018 the Board directed that staff develop a policy to guide Board decision making in response to requests for RDCK support for groups taking specific positions on RDCK referenda. Q1 2023-This is a low priority item and has not been actioned by staff. This policy will be prioritized in the context of an overall policy review but has no assigned date for completion.
Delegation of Authority Bylaw	2018-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-03-31	The Bylaw will identify complete list of authority delegated to staff from the Board. Q1 2023 update-No progress made in due to competing project priorities. The first stage of the project - an inventory of existing authorities, will commence in Q2. A draft bylaw is targeted to be received for Board consideration in Q4 2023.
RDCK Website Improvements-Phase Two	2020-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-12-31	This project will deliver a major upgrade to the RDCK website. Q1 2023 update-The active phase of website development is underway, with overall design and content upgrades ongoing. Q1 2023 update-the Director's resource portal was launched.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							Due to contractor staffing issues the launch of the new website launch is delayed until late Q4 2023.
WKBHRD Policy Manual	2020-10-25	Mgr. Corporate Admin	Part of RDCK Core Services	Multi Regional	40% to 60% complete	2024-12-31	At the October 2020 meeting the WKBHRD Board directed staff to develop 4 new policies. Q1 2023 update-This is considered a low priority item and has not progressed due to competing project priorities. No specific timeline has been assigned to bring these policies forward for WKBHRD Board consideration.
Special Event Permit Regulatory Bylaw	2017-10-01	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	60%- 80% complete	2023-06-22	Q1 2023 update - Due to issues with events held in Q3 2022, the Board has directed staff review options to make the bylaw more effective. This review is actively underway involving bylaw enforcement officers, fire services staff, and administration however has been the timing has been impacted by competing staff priorities. A report will come forward in Q2 2023.
Arrow Creek Water Commission Bylaw	2022-09-16	Mgr. Corporate Admin	Coordinated Service Delivery	Area B, Area C, Town of Creston	40% to 60% complete	2023-06-22	The board has directed an update to the Arrow Creek Commission bylaw to address issued identified by the Town of Creston. A draft bylaw for was received by the Commission in Q1 2023. The bylaw is currently being reviewed by Town of Creston staff and Council and will go back to the Commission in Q2 following receipt of their comments.
West Kootenay Transit Services Governance Review	2022-02-17	Mgr. Corporate Admin	Coordinated Service Delivery	Central RR Subregion, West RR Subregion	20% to 40% complete	2023-09-21	This project will evaluate options for enhancing the governance and decision making for the West Kootenay Transit system (Castlegar and area, North Shore, Slokan Valley and Kootenay Lake West) to support implementation of West Kootenay Transit Future Service Plan and consider the apportionment of costs. Q1 2023 update-project is underway and a report outlining options for Board consideration will come forward in Q2.
Shoreacres No Hunting or Discharge of Firearm Bylaw Survey	2019-09-19	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	1% to 20% complete	2023-07-31	No progress in Q1 2023 due to competing project priorities. No expected completion date.
Riondel Commission Bylaw Update	2012-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	100% complete	2023-03-31	This project is a full overhaul of the Commission bylaw to reflect the current best practices for authorities delegated to Commissions. Q1 2023 update - Complete. The bylaw was adopted by the Board in Q1 with the endorsement of the Commission.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Director's Code of Conduct Review	2022-12-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	1% to 20% complete	2024-04-18	The Board has directed staff to initiate a review of Policy 100-01-17 Director's Code of Conduct in accordance with the new Community Charter requirements and that the draft policy is brought forward for Board consideration at the April 2024 Board meeting. Q1 2023 update - no progress on this initiative. Project will commence in Q3 2023.
Timesheets application in Project Management module	2018-03-01	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2023-09-30	Implementation of the Timesheets functionality for a test or beta group to have electronic timesheets be created, submitted and approved to then be integrated to the Payroll intake to improve efficiencies. The standardization is complete save for one group. With Board approval of a second Payroll Specialist work within the system to develop improvements prior to moving to a new platform can move forward.
Enhanced features in the Project Costing Module	2018-04-15	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-12-31	A reassessment of the coding categories will be evaluated. Exploration of the "Main" project umbrella are in development.
New external Auditors for the 2022 Audit year	2022-09-23	Mgr. Finance	Coordinated Service Delivery	Entire RDCK	100% complete	2023-04-15	In September 2022 the Board selected a new external audit firm for the current 2022 Year and then for 2023 and 2024. There will be transitional work and a Project approach to the new firm of BDO Dunwoody and our first year working with the new firm.
Information Technology Infrastructure Replacement - Wireless Firewalls	2022-04-01	Mgr. IT	Part of RDCK Core Services	Multi Regional	80%- 99% complete	2023-04-04	This project is required to replace firewalls and wifi routers that are at end of life.
Microsoft Exchange 365	2023-01-03	Mgr. IT	Part of RDCK Core Services	All Electoral Areas	60%- 80% complete	2023-12-15	This project is to align our infrastructure/hosted environment with security and functional requirements.
PerfectMIND contract negotiation	2022-02-04	Mgr. IT	Recreation, Parks and Trails	All Electoral Areas	100% complete	2023-06-16	Reviewing and collaborating with other local governments to negotiate a contract that is in the best interest of the RDCK.

CAPITAL PROJECTS TO MARCH 31, 2023

ACTIVE PROJECTS BEING MANAGED: 44 (1 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$15,287,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Asset Management	AJ Evenson	1-Jul-2020	31-Jul-23	50%	In Progress	Other	Detailed Design	Assessments completed, draft reports received in March/April. Extension received to June 2023 to procure asset mgmt software. Resolution going to the April Board meeting.
Central Compost Facility	AJ Evenson	1-Jan-2021	30-Jun-23	80%	In Progress	Resource Recovery	Construction	Facility substantially complete. Generator received mid-March. Completion in May 2023, lots of theft/vandalism at site delaying completion.
Grohman Compost Upgrades	Jeannine Bradley	1-Sep-2022	31-Oct-23	15%	On Hold	Resource Recovery	Procurement	On hold until RR staff have time to source bins and lids.
Woodbury Water System Upgrades	AJ Evenson	1-Jan-2021	31-Oct-23	50%	In Progress	Utilities	Construction	Interior Health permit to construct received on March 31, 2023. Working with design-build contractor to schedule construction.
East Shore Connectivity Project	AJ Evenson	1-Jan-2021	31-Dec-24	15%	In Progress	Utilities	Procurement	Waiting on quotes from KIN/ESIS. Due end of April 2023.
NDMP Stream 3	AJ Evenson	1-Jun-2021	31-Mar-23	99%	In Progress	Other	Detailed Design	BGC to present to the Board at April Board meeting.
Central Transfer Station - Attendant Shack Upgrades	AJ Evenson	1-Aug-2021	5-May-23	95%	In Progress	Buildings	Construction	Finish alarm panel install, DHC to install pole and camera at Central. Tie in well once frost comes out.
West Creston Fire Hall	AJ Evenson	15-Oct-2021	31-Oct-23	10%	In Progress	Buildings	Detailed Design	Building permit submitted early March. Assessing funding options with Director.
CDCC East Stairwell	Jeannine Bradley	1-Jan-2022	31-Jul-23	25%	In Progress	Buildings	Construction	In progress. Redesign based on site conditions. Cost and schedule to be re-evaluated.
Salmo Pool Upgrade	AJ Evenson	1-Apr-2022	30-Jun-23	25%	In Progress	Buildings	Construction	Building permit received. Mechanical equipment ordered. Architectural work out for tender.
Ootischenia Fire Hall Expansion	Jeannine Bradley	1-Oct-2022	30-Nov-23	5%	In Progress	Buildings	Detailed Design	Design awarded to Cover Architecture. Detailed design underway for spring tender. Construction in 2023.
Fire Hall Exhaust Extraction System	Jeannine Bradley	1-Apr-2022	31-Dec-23	15%	In Progress	Buildings	Procurement	Several halls have systems installed and commissioned. Scheduled to complete 2+ halls per month.

CAPITAL PROJECTS TO MARCH 31, 2023

ACTIVE PROJECTS BEING MANAGED: 44 (1 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$15,287,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Balfour Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	0%	In Progress	Buildings	Procurement	Siding pricing more than budget, evaluating options. Lighting RFQ underway.
Beasley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	30%	In Progress	Buildings	Procurement	OH Door contract set up. Generator and transfer switch scope awarded. Working on well drilling options and quotes.
Blewett Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	5%	In Progress	Buildings	Procurement	OH door contract set up. Water system upgrade quote received. Ready to set up contract.
Crescent Valley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	5%	Not Started	Buildings	Procurement	Heat pump repairs completed. OH door contract set up. Working with Fire Chief to reprioritize remaining projects.
North Shore Fire Hall Upgrades	Patrick Thrift	1-May-2022	31-Dec-23	50%	In Progress	Buildings	Procurement	Working on quotes for lighting upgrades.
Pass Creek Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	5%	In Progress	Buildings	Procurement	Heat pump contract signed, work in March. Water upgrades quote received. Need culvert work completed Fire Chief working on scope.
Passmore Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	0%	Not Started	Buildings	Procurement	Heat pump repair complete. OH door contract set up. Alarm system installed. Fire Chief working on re scoping projects to increase available funding for generator and ATS.
Robson Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	5%	In Progress	Buildings	Procurement	Heat pump work complete. Lighting quotes within budget, working to award. Standardizing fixtures.
Slocan Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	5%	In Progress	Buildings	Procurement	Lighting upgrades quotes in progress. Bundle with Tarrys and Robson.
Tarry's Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	5%	In Progress	Buildings	Procurement	Siding quotes more than budget, looking at alternatives. Heat pump contract set up. Lighting upgrades quotes in progress. Water well upgrade quotes in progress.
Winlaw Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	5%	In Progress	Buildings	Procurement	OH door contract set up. Working on scoping the water upgrades work.
Yahk Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	10%	In Progress	Buildings	Initiation	Insurance project in progress.
Utilities Crew	AJ Evenson	1-Jan-2023	31-Dec-23	1%	In Progress	Other	Procurement	No viable candidates/crew found during hiring process.

CAPITAL PROJECTS TO MARCH 31, 2023

ACTIVE PROJECTS BEING MANAGED: 44 (1 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$15,287,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
CDRD Floor	Patrick Thrift	1-Dec-2022	30-Nov-23	1%	In Progress	Civil	Construction	Construction underway and on schedule and budget.
Standing Offers (RDCK-wide)	AJ Evenson	4-Jan-2023	31-Mar-23	100%	Completed	Other	Procurement	Scope sent to Marie-Pierre for Board approval.
Riondel Community Centre Roof	AJ Evenson	1-Dec-2022	31-Jul-23	10%	In Progress	Buildings	Construction	Work awarded to Heritage Roofing. Kick-off met in April with work starting in early May.
Ootischenia Organics Paving and Wash Station	AJ Evenson	1-May-2023	31-May-23	5%	In Progress	Resource Recovery	Procurement	All scope is out for quote currently.
NAK ROS SLO TS Upgrades	AJ Evenson	15-Feb-2023	30-Jun-24	5%	In Progress	Resource Recovery	Procurement	RFP issued and on BCbid. Close in early May 2023.
Balfour Water Main Upgrades	AJ Evenson	5-Feb-2023	31-Oct-23	5%	In Progress	Utilities	Procurement	Work awarded to Highland Consulting. Spring tender with completion prior to MOTI paving project.
Balfour TS Paving	AJ Evenson	30-Apr-2023	31-Oct-23	1%	In Progress	Resource Recovery	Initiation	Waiting on drone survey prior to issuing RFQ.
Creston Septage Receiving Station Design	AJ Evenson	30-Apr-2023	31-Oct-23	0%	Not Started	Resource Recovery	Initiation	Waiting on confirmation of project initiation from Town of Creston
Grohman Narrows Recycling Depot and Fleet Building	AJ Evenson	15-Apr-2023	31-Oct-24	1%	Not Started	Resource Recovery	Initiation	Started work on developing scope and RFP.
Nakusp Landfill Closure Design		15-May-2023	30-Nov-23	0%	Not Started	Resource Recovery	Initiation	Scoping to be initiated once the Nakusp Transfer Station design is awarded and schedule is committed to.
Ootischenia Tipping Area and 2nd Scale Design		15-May-2023	30-Nov-23	0%	Not Started	Resource Recovery	Initiation	Will be started in mid May 2023.
Duhamel Water Main Replacement	AJ Evenson	2-Mar-2023	30-Sep-23	5%	In Progress	Utilities	Procurement	RFP closed and ready to award following results of exploratory excavations in mid April.

CAPITAL PROJECTS TO MARCH 31, 2023

ACTIVE PROJECTS BEING MANAGED: 44 (1 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$15,287,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Fauquier Water Main replacement		1-May-2023	30-Nov-23	0%	Not Started	Utilities	Initiation	Will initiate in early May.
Lister Water Main Replacement	AJ Evenson	15-Mar-2023	30-Nov-23	5%	In Progress	Utilities	Procurement	RFP posted to RDCK website and closes mid April.
Riondel Valve and Meter Station Design	AJ Evenson	1-May-2023	30-Nov-23	0%	Not Started	Utilities	Initiation	Will initiate in early May.
West Robson Water Main Replacement	AJ Evenson	1-May-2023	30-Nov-23	0%	Not Started	Utilities	Initiation	Will initiate in early May.
Riondel Storm System Assessment	AJ Evenson	15-Apr-2023	30-Nov-23	1%	In Progress	Utilities	Detailed Design	Work awarded to Highland Consulting.
Erickson Water Main Replacement	AJ Evenson	15-Mar-2023	30-Nov-23	5%	In Progress	Utilities	Detailed Design	RFP closed and ready to award.
Erickson Water Meter Installation		1-May-2023	31-Dec-23	0%	Not Started	Utilities	Initiation	Will prepare RFP for meter pit installation once specifications received from Utilities staff.

PROJECTS COMPLETED IN Q4 2022 REMOVED FROM QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
Service Review - Nelson, Area F and Defined Area E Recreation	CAO
External Appointments Policy	Mgr. Corporate Admin
Develop Terms of Reference for Nelson and Area Recreation Commission	Mgr. Nelson Rec
NDCC Aquatic Centre Lighting Upgrade	Mgr. Nelson Rec
Creston Landfill Phase 1E closure works	Mgr. Resource Recovery
Phase 2 - Geothermal GIS Study	Mgr. Community Sustainability
Assess at home composting technology for electoral areas and municipalities not yet part of Phase 1 curbside program	Mgr. Resource Recovery
Woodland Water Well Replacement	Mgr. Utilities

PROJECTS COMPLETED IN Q1 2023

Project/Initiative Name	Responsible Manager
New external Auditors for the 2022 Audit year	Mgr. Finance
PerfectMIND contract negotiation	Mgr. IT
Fitness Center Air Handling Unit (AHU)	Mgr. Castlegar Rec
Regional RR Facility surveillance upgrades	Mgr. Resource Recovery
Permissive Tax Exemption Policy	Mgr. Corporate Admin
Water Service Bylaw Review	Mgr. Corporate Admin
Riondel Commission Bylaw Update	Mgr. Corporate Admin
Cross Connection Control Program Review	Mgr. Utilities