



Quarterly Report

Q3 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
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 review is underway for the Noise Bylaw. This review has been delayed by a month due to special event incidents in Area H requiring more pressing bylaw enforcement support.
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. They want a bylaw in place that would allow RCMP to enforce. Staff identified following issues: lack of kennel facilities in the area to inform cost of service, no contractor or staff time is desired by elected officials to receive calls and take enforcement action and RCMP resources are limited. First step in enforcement is education and second is ticketing for aggressive dog.
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.
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. Steering committee seeking to renew contract for end of year and go to Board's with recommendation to fund KBFA in 2024 and inform that a new RFP will be issued.
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	Engage with Yaqan Nukiy & Ktunaxa Nation to develop a protocol agreement still underway. Several new initiatives such as Creston Valley Flood Management Partnership, Crawford Bay Regional Park TUS, Duck Creek Watershed Governance Initiative, and Environmental DPAs to align with work of Kootenay Lake Partnership are underway. Relationship building also continues with Sylix-Okanagan Nation and

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							Colville Confederated Tribes-Sinixt through the still forming Slocan Lake & River Partnership and restoration work in RDCK parks; participate with FN Emergency Services Soc on wildfire risk reduction.
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	2024-06-28	Senior Building Official-Training and Development, along with Manager 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. As we approach full staffing, development plans, opportunities for partnership and training matrices are being structured.
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	2024-02-24	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	2024-04-06	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.
Building Services Policy Review	2018-01-01	Mgr. Building	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2024-06-28	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 and Building Permits for Manufactured Homes 400-01-07
Update Building Bylaw 2200	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo,Village of Kaslo,Village of	20% to 40% complete	2023-09-30	RDCK Building bylaw requires updating to reflect recent changes to the Building Act and align with the model bylaw created by the Municipal Insurance Agency of BC.

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				Slocan,Village of Nakusp,Village of Silverton,Village of New Denver,All Electoral Areas			Project is on hold pending recruitment of additional building inspectors. Fee review and update is being rolled out as the first phase of the update.
Operational Fuel Treatments - Selous, Queens Bay, Woodbury	2016-08-01	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	80%- 99% complete	2024-03-31	Current status: Selous: Selkirk College completed LiDAR analyses and reporting on findings, FPInnovations starting contract to evaluate treatments, post various treatments and pre-post Rx burn. Barrier - could no get Adequate burning conditions in fall 2023. Burn postponed by BCWS. Woodbury: Exploring options for 2024 treatment to be funded by CBT Next Milestones: Prescribed burning in Selous planned spring '24
RDCK Regional Roundtable Wildfire Resiliency Tool (Formerly CBT Lightship Project)	2023-04-14	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	20% to 40% complete	2024-09-09	Past Barriers: Lightship license held by FNESS was challenging for Contractors to have ongoing access. Current status: Decision made by RDCK with Regional Roundtable to shift from Lightship to RDCK's ArcGIS platform for the project. Contractors are now able to access the software and begin development phase. Next steps: Interim report in December, then anticipated implementation in 2024.
Bayview Community Fuel Treatment	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Area K	40% to 60% complete	2023-10-31	Final Status: Fuel treatment, signage and final reporting to CBT were completed by contractor - Forstar Forestry
2023 Wildfire Mitigation and FireSmart Program	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	80%- 99% complete	2023-12-31	Current Status: Completion of FireSmart rebates + Final reporting CRI '23 + Preparing CRI '24 application including supporting partnering municipalities CRI program stats: 411HPP completed, 94 up to \$1000 rebates processed, 27 total NRPs. Next Steps: Finalize CRI '24 application Barriers: hiring new Disaster Mitigation & Adaptation Supervisor
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	20% to 40% complete	2023-12-31	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 meeting to draft Terms of Reference - next meeting November 23.

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							Next Steps: Completing the ToR Possible Barriers: None at this time
Regional Invasive Species Strategy - Delivery	2021-06-14	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-12-09	Current Status – Regional strategy being implemented, working group established. Next steps - staff provide support for working group and then report back to Board in summer 2024. Background - In April 2023 the Board approved implementation of the Strategy: Option 1 (\$15,000). Barriers - none at this time
Community (Climate Action) Ambassadors	2023-04-19	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	100% complete	2023-12-09	Current status - year one complete - final report will be given to Board in December Next steps - secure funding for year 2 Possible barriers - funding
Watershed Governance Initiative Phase 3 - Relationships, Mapping, Water Monitoring	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. Completing the Service Case Analysis for Drinking Water and Watershed Protection service. Next Steps: Working with Yaqan Nukiy on Cumulative Impact Study for Duck Creek Barriers: None at this time
RDCK Climate Actions - Community Engagement	2019-08-08	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2023-08-19	Board directed staff to initiate public consultation based on public feedback and response to the Draft CAP. Staff have completed 5 months of engagement across the region and are now compiling the feedback received.
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: - completed application to FCM/GMF GHG Reduction Pathway Feasibility Study grant - in review - 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

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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, Procuring /installing workplace charger Next Steps: Apply for funding for RDCK Fleet strategy & Support Corporate Admin in purchasing EV Barriers: Distributed nature of fleet management (no overall fleet manager) & 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	2023-09-16	Current: Developing (FCM / Community Efficiency Financing) grant funding application with City of Nelson for Regional Energy Efficiency Program (REEP) 2.0 - 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 & Set up regular meetings with HPCN to increase contractor membership Barriers: Lack of staff capacity - City of Nelson
SES - Better Corporate Building Policy	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2023-10-28	Current: - Better Corporate Building Policy and Guidelines in place - Training project managers on policy/guidelines and gathering information on how to support this policy outlay - Developing program alongside facility monitoring program to train building managers on policy / guidelines Next Steps: Outlay training workshops to building managers, Support staff on implementation of Policy & Begin facility manager network in fall 2023 Barriers: Staff time (facility and project managers) and availability - Competing priorities for SES
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 adopted in fall 2023. OCP and zoning amendment bylaws for Areas F, I, J, K to be considered at the July 2023 Board meeting.

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							Consideration of agricultural policy changes for remaining Areas D, E, G, H currently on pause.
Area I OCP Review	2016-01-26	Mgr. Planning	Part of RDCK Core Services	Area I	60%- 80% complete	2023-07-31	<p>Updates to community engagement plan - Winter/Spring 2023.</p> <p>Board endorsement of early/ongoing OCP consultation - December, 2022.</p> <p>Ongoing Area I APHC meetings (starting in October 2022).</p> <p>Re-launch of project at virtual open house - January 26, 2023.</p> <p>In-person community "kitchen table conversations" in Pass Creek, Glade, Shoreacres/Voykin, Brilliant, Tarrys/Thrums - March, 2023</p> <p>What we Heard staff report completed - June 2023</p> <p>Internal RDCK staff engagement session - July 2023</p> <p>Staff drafting the OCP - Summer 2023</p> <p>Community Open House - November 6, 2023</p>
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	40% to 60% complete	2023-10-31	<p>The Board approved two agreements related to a feasibility study for a proposed active transportation corridor between Nelson and Castlegar.</p> <p>Agreement 1: between Infrastructure Canada's Active Transportation Fund (ATF) and the RDCK to fund the project. The RDCK received \$50,000 for eligible costs to support the project.</p> <p>Agreement 2: between RDCK and WKCC. The RDCK will administer the funding with a staff member liaison. The WKCC will be responsible for delivering the project.</p> <p>Finalization of Draft Plan expected Fall 2023</p>
Greater Nelson Housing Study	2022-08-18	Mgr. Planning	Part of RDCK Core Services	Area E,Area F,City of Nelson	60%- 80% 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 summarizing phase 2 and providing recommendations for Phase 3 was brought to the October 19, 2023 regular Board meeting for information.
Subdivision Servicing Bylaw Review	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2024-07-31	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. November 2020 - June 2023: Staff unable to undertake project activities due to

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							staffing challenges and precedence of other active projects. July 2023: Staff begin compiling background information for internal review. August-Sep. 2023: Planning staff coordinate with Parks staff to assess parkland dedication requirements.
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.
Planning Procedures and Fees Bylaw Review	2023-08-17	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	Not Started	2024-12-31	528/23 That the Board direct staff to prepare a report to bring back to Rural Affairs Committee on opportunities to respond to housing needs and improve administrative effectiveness through potential amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report "Planning Procedures and Fees Bylaw Amendments", dated August 2, 2023.
Campground Bylaw Review	2018-04-19	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	2025-08-14	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. No further work has been done on this project due to staff being fully engaged on other Board-directed projects on the work plan.
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 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;

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							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.
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.
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. 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.
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.
Housing Action Plan	2021-05-20	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	100% 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 endorsed at the May 2023 Open Board meeting. Planning Services is currently working on implementation of prioritized action items – ongoing. July 2023 - UBCM accepted final report on project and will send remaining 50% of \$25K total, or \$12,500.
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

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							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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Systems Efficiency Review & Tipping Fee Assessment	2023-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-03-31	Data collection and transfer underway. Staff having biweekly meeting with consultants to assist with data analysis. Expect preliminary info in Q4 with final deliverables in Q1.
Waste composition study	2023-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2023-12-31	Waste composition study field program completed in early Q3. Preliminary results reviewed by staff, with final report expected in Q4.
Curbside Collection service establishment and referendum	2023-08-17	Mgr. Resource Recovery	Waste Management and Alternatives	Area F,Area H,Area J	1% to 20% complete	2024-06-30	Staff preparing for Service Establishment Bylaws for Curbside Collection Services, one for portions of Electoral Areas F and H and another for portions of Area J, with the intent to bring a report to Nov JRRC. Plans underway for spring Assent Voting.
Balfour Wood Chip Pile Relocation	2020-05-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	40% to 60% complete	2024-06-30	Internal fleet are continuing to transport chips as drivers/equipment is available and storage areas at Central are accessible. Lack of driving staff over Q2/Q3 meant minimal volumes transferred.
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.

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Drone survey equipment & landfill software	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2024-05-31	GIS staff successfully completed advanced certification to fly sites near airports (i.e. OOT, CRE). Most RR sites across the district have been flown for survey or imagery purposes. Completed comparison survey of wood chip pile at OOT in early October. Landfill air space consumption and borrow area surveys to begin in late Q3 or in 2024. Drone cannot be flown in most winter conditions so expect to see pause over Q4/Q1.
Asbestos Waste management area at Creston Landfill	2019-12-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-09-30	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.
Regional finished compost sales and distribution planning	2022-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	20% to 40% complete	2024-05-31	Letters to partners sent with a requested response in mid Nov. Requesting details on their compost access wishes. Staff will bring a report to Committee in Q4/Q1 requesting direction on allocation to partners and to set sale prices and locations. Screening of finished compost for distribution is not expected until spring 2024.
Collaboration with City of Nelson on organics program	2019-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	City of Nelson	80%- 99% complete	2024-12-31	Staff to staff engagement is continuing to occur. Nelson's FC pilot program launched in October (project pilot study results in approx 1 year). Staff plan to pilot composting of FC material once enough material is received. RR staff developing agreement to release funds for City's community collection bins.
Response to theft/vandalism at RR Facilities	2023-04-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-12-31	Central TS/compost facility received starlink system to improve ability to support upgraded surveillance. New signage and surveillance improvements being installed at various sites.
Scale Software upgrade	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2024-03-31	Final stages of site onboarding to be completed by first week of November. Staff uptake has been strong and positive. Next stages in Q4 will be to complete final transition troubleshooting, assessing supporting hardware such as hand held devices & license plate cameras, and various system efficiencies.
Landfilling diversion initiatives - C&D	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-31	RRPA and Enviro Coor continuing to investigate diversion strategies and asbestos management.

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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	2024-12-31	No significant updates for Q3. Staff met with Nakusp staff to discuss septage management options at their WWTP, with positive reception. Information sharing to occur in Q3/Q4. Staff have also engaged with Salmo and Castlegar, further discussion and information gathering to occur in Q4.
Creston Eco-Depot	2018-10-10	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-12-31	At October JRRC staff given direction to reissue RFP, procurement to occur in Q4.
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
Creston Septage Facility	2018-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-12-31	No significant changes in Q3. Staff to continue collaborating with Town of Creston staff on future agreement and with corporate admin / finance to initiate the long term borrowing process.
Field staff building assessment	2022-09-01	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	2024-05-31	A number of heat management strategies employed over summer, including early closure of some sites, personal tools, trials of A/C units and power sources. Staff engaged with BC Hydro to get pricing on power install at various location, advancing with LAK, CV. Added heat pumps to GRO, NAK and new a/c unit at SLO. Plans (costs) for further power installs to be presented with 2024 budgets. Investigating solar opportunities at some locations with Sustainability staff.
Creston Hydrogeological Assessment	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	20% to 40% complete	2023-12-31	Draft document received by staff for review in mid October. Final expected to be presented to ERRC in Q4 and with identification of next steps.
Ootischenia landfill lands acquisition	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2024-03-31	Following JRRC report on OOT lands acquisition at Aug meeting, staff haven continued to engage with Ministry staff on advancing the application. Archaeological overview assessment to proceed over Q4. Discussion with Parks

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							Department has concluded landfill related application will advance separately from potential expansion of Waterloo Eddy Regional Park due to timelines not aligning.
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	Archeological assessment quotes received with work to proceed in Q4. Staff have been in discussion with Min of Lands to initiate lands acquisition application. These are both required before advancing on procurement of DOCP. Met with MOE staff at OOT on Oct 19 so discuss development plans and pending applications for DOCP review and subsequent Operational Certificate (permit) amendment.
Rural curbside service investigation and consultation	2021-09-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2024-06-30	Staff are in the process of developing the Service Establishment Bylaws for 3-stream curbside collection in portions of Areas F and H, and 2-stream collection in portions of Area J. The draft bylaws are currently on schedule to be brought to the November JRRC meeting.
Nelson Landfill Closure	2017-02-16	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2025-12-31	Stakeholder engagement expected Q3/Q4. The environmental consultant is working on revising the 70 Lakeside Detailed Site Investigation with results from the 80 Lakeside drilling and sampling program. The completed DSI will be brought to the Ministry for decision on separating the 70 and 80 Lakeside Drive portion of the landfill site from the adjacent industrial property so closure can proceed.
Organics program development	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2023-12-31	Compost facility operations and Ootischenia organics transfer commenced on August 21, RDCK program material began arriving in first week of October. A composting expert was on site for the first 2 days of operations to train staff. Grohman organics transfer construction to proceed in Q4. Education/communications development to address contamination, and ICI stakeholder engagement are priorities through remainder of year. The Nakusp compost facility preliminary design will be complete in Q4, and will be held while waiting for grant opportunities to arise.
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	Spring freshet repairs were completed in August. The second round of wildlife monitoring was completed in September. Also in September, an application was submitted to the Province to the remove the Mines Act permit from the landfill access roads, the sand and gravel borrow above the landfill site entrance and the area surrounding the compost facility. Staff are in the process of awarding the contract for the next Dam Safety Review (as per required frequency and to assess post closure conditions), and will kick off that project in Q4.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Legacy Landfill Closure Plan Assessments	2020-03-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-31	Abandonment applications for all 11 sites submitted to MOE. Staff completed site visits in October with MOE staff at some locations. Next phase is to await MOE feedback and initiate procurement for site assessments.
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	Request for proposals has been issued and will close in early November. Board award in December is anticipated with new contract start for 01 January 2024.
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	Item will be removed from quarterly Board reporting as project is included in regular Water Services Committee O&M and Capital projects reporting.
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	100% complete	2023-12-31	Item to be removed from staff reporting. Creation of any further Water Community Advisory Committees will be up to the area Directors.
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	100% complete	2023-10-31	Asset transfer completed October 2023.
Water Quality Risk Management Plan	2018-10-01	Mgr. Utilities	Part of RDCK Core Services	Area A	80%- 99% complete	2023-12-31	Polity approved by the Water Service Committee at their 04 October 2024. Policy to be forwarded to the Board for adoption.
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	2023-12-31	Polity approved by the Water Service Committee at their 04 October 2024 with minor change to draft. Policy to be forwarded to the Board for adoption.
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.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							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
Fees & Charges Bylaw	2020-06-20	GM Community Services	Recreation , Parks and Trails	All Electoral Areas	60%- 80% complete	2023-06-21	Fees and Charges arena rental rates and meeting/banquet room rates added to schedule - July 2023. Expected for the next All Recreation Committee Meeting Admission Fees approved in August 2021. Work is ongoing on rental fees application.
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	Traditional Use Study complete. 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
South Slocan Old School House Redevelopment	2020-01-01	GM Community Services	Recreation , Parks and Trails	Area H	20% to 40% complete	2024-06-30	Funding from Growing Communities Fund enables demolition is Fall 2023. 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
Campbell Fields Recreation	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	40% to 60% complete	2023-10-31	Staff needs to coordinate a stakeholder meeting. 3rd phase Report completed and posted on website. Reviewing Report with School District is the Next Step.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Development Feasibility Study				Nelson,Village of Slocan			Expect a meeting of the partners May/June 2023. https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html
Castlegar and District Asset Management process/strategic planning	2019-06-01	GM Community Services	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	100% complete	2023-03-31	Session held on June 27, 2023. 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.
Creston Library Contract	2018-11-06	GM Community Services	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	40% to 60% complete	2023-09-30	Met with library staff and have drafted changes to the agreement for CVSC consideration in September. Have integrated some capital work into financial plan. Library staff reviewing present contract.
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	80%- 99% complete	2023-08-09	New floor is in and boards are being installed. Construction is expected to reach substantial completion on August 9.
Glacier Creek Park and Commisison Bylaw No.1306 amendment	2021-12-09	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	Not Started	2024-08-31	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. on hold
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 was well as clean up spring 2023 Staff working into the fall many of the invasives have been removed and planting of non invasives

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
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	80%- 99% complete	2024-11-30	Final work on Boat and Trailer Parking area Further amenities spring/summer 2023 Working with Teck on motor vehicle closures Contractor and Staff closing off all access points for with boulders and fencing to be completed October 28th 2024 amenities and restoration design planned
Traditional Use Study - Crawford Bay Regional Park Management Plan	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area A	100% complete	2024-03-31	Next steps for Management Planning is a Traditional Use Study (TUS) completed by Ktunaxa Nation Council in 2022 Traditional Use Study to go to the Board Completed
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	2024-12-31	Staff will continue working with engineer during spring 2023 with project design for fall 2023. Continue as planned Meeting with Engineer August/September. Some further design options being looked at Looking into PFR (archeological permitting)

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Whitewater Fire Protection Fire Response Service Case Analysis	2023-10-19	Regional Fire Chief	Part of RDCK Core Services	Area E,Area G	Not Started	2024-06-30	Assigned at the October 2023 Open Board Meeting

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 H Hills and Summit Lake Service Case Analysis	2021-09-23	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	2024-06-30	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. Staff are aiming for a June 2024 completion
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.
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.
Service S128 Riondel Fire Protection	2020-08-20	Regional Fire Chief	Part of RDCK Core Services	Area A	40% to 60% complete	2024-06-30	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 Staff are aiming for a June 2024 completion of this service establishment.
Area D First Responder Service	2020-02-20	Regional Fire Chief	Part of RDCK Core Services	Area D	40% to 60% complete	2024-06-30	Q3 update - The process is moving ahead with a referendum on service establishment in the spring.
Area B Kitchener Fire Service Case Analysis	2023-04-16	Regional Fire Chief	Part of RDCK Core Services	Area B	20% to 40% complete	2024-03-31	Fire and Corp Admin staff are reviewing the previous service case analysis to determine if can be applied again to speed up this item
BC Structure Firefighter Minimum Training Standards	2016-10-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2024-12-31	New BC Structure Firefighter Minimum Training Standard distributed by the Office of the Fire Commissioner in September/October 2023. 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, with all training being offered by end 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	2024-05-31	<p>BCEMA Licensing has announced new scope of practice options for First Responders</p> <p>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.</p> <p>2023 Q2 Update - No change. Awaiting offering updates from training providers.</p> <p>2023 Q3 Training provider is offering training to our instructors to deliver the curriculum. Anticipated delivery of spring 2024 to firefighters.</p>

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. Recent meeting with Health Canada was delayed. Awaiting new dates.
Ymir Cemetery Ownership Investigation	2023-09-14	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area G	Not Started	2024-12-31	The Board has directed staff to research and report back on the feasibility of the RDCK assuming ownership and operational responsibility for the Ymir Cemetery.
Kaslo and Area D Economic Development Commission bylaw update	2023-08-17	Mgr. Corporate Admin	Coordinated Service Delivery	Area D, Village of Kaslo	Not Started	2024-06-30	The update to the current bylaw will involve reviewing Commission procedures and membership and updating to the current RDCK commission bylaw template.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
FCM Board and Committee Appointments Policy	2023-07-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2024-06-30	This policy will establish criteria for the Board to apply when considering appointments to and/ or support for candidacy for positions within the Federation of Canadian Municipalities Board or Committees. Expected report to Board in Q2 2024, however this is considered a lower priority item.
Transit Service Funding Review	2019-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion, West RR Subregion	60%- 80% complete	2024-11-30	Q3 2023 update - The remaining component of this project is to finalize the funding model for the Kootenay Lake West transit service. This was delayed pending the establishment of the new transit committee. With that now in place the work on this project will proceed through 2024 with regular input from service participants.
Respectful Workplace Bylaw	2022-01-17	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	100% complete	2023-09-21	This initiative will define inappropriate behavior at RDCK facilities and include processes to follow for incidents of staff harassment by the public. Q3 2023 update - Project is complete. The draft bylaw was re-worked as the Staff Safety and Harassment Policy and adopted by the Board in September 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	2024-03-31	Service case analysis will be prepared based on estimated contract service costs. Q3 2023 update- This initiative will be considered in relation to other dog control service requests (Creston and area, Area K) and be included within the overall bylaw enforcement services review directed by the Board in Q3. Also included in this review will be proposals to update dog control regulatory bylaws.
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. Q3 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	2024-04-30	This policy will follow from the Staff Safety and Harassment Policy adopted in September 2023 that covers RDCK workplaces. This new policy will be similar, but will cover RDCK employees attending private properties in the course of their duties, such as building inspectors and bylaw officers. Q3 2023 update- A draft policy will be received by the Board in Q1 or Q2 2024.
Public Notice Bylaw	2022-05-15	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-06-30	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 Q3 2022, staff intended to bring a draft bylaw to the Board completion in Q3 2023. Project timing has been impacted by competing project priorities and, the revised timeline is now Q2 2024.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
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. Q3 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	2024-03-31	The Bylaw will identify complete list of authority delegated to be delegated to staff by the Board . Q3 2023 update- The first stage of the project - an inventory of authorities delegated within existing bylaws and a jurisdictional scan is mostly complete in Q3 . Project timing will be impacted by the departure of the interim grants coordinator in Q4. A draft bylaw is targeted to be received for Board consideration in Q1 2024.
Creston and Areas A,B, and C Jaws of Life Service Establishment Bylaw amendment	2023-05-08	Mgr. Corporate Admin	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	20% to 40% complete	2024-02-29	The bylaw amendment will reduce the current jaws of life service scope to road rescue only. This will come forward concurrently with the Area A First Responder service case analysis and service establishment bylaw expected in Q1 2024
Area A First Responder Service Establishment Bylaw	2023-05-18	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	1% to 20% complete	2024-02-29	The proposed service will fund provision of first responder services by the Riondel Fire dept. to portions of Area A outside the boundaries of the current fire protection area. Q3 update- the service case report is partially complete and awaiting operational cost data from the fire group. The report is anticipated to be ready for Board consideration in Q1 2024
RDCK Website Improvements-Phase Two	2020-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2024-04-30	This project will deliver a major upgrade to the RDCK website. - The active phase of website development is underway, and the overall design and content upgrades are ongoing. Q3 2023 update- The website contractor has advised that they have continuing resource issues and have pushed back the new website launch date to April 2024 from the previous reported November 2023 launch date.
WKBRHD 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 WKBRHD Board directed staff to develop 4 new policies. Q3 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 WKBRHD Board consideration .

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Special Event Permit Regulatory Bylaw	2017-10-01	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	80%- 99% complete	2024-03-31	Q3 2023 update - Due to issues with events held in Q3 2022, the Board directed staff to review options to make the bylaw more effective. This review is complete and staff will bring forward a report to Board with recommended changes in early 2024. Enforcement proceedings related to events held during Q3 2023 were directed under the RDCK Noise Bylaw, which has been identified as the preferred tool for large event enforcement.
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	2024-02-29	The board has directed an update to the Arrow Creek Commission bylaw to address issues identified by the Town of Creston. A draft bylaw was received by the Commission in Q1 2023. Q3 update- the Town of Creston has reviewed the bylaw and the matter has been referred by the Board back to the Commission to discuss changes to the draft bylaw to address the Town's concerns regarding delegated authority.
West Kootenay Transit Services Governance Review	2022-02-17	Mgr. Corporate Admin	Coordinated Service Delivery	Central RR Subregion,West RR Subregion	100% 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, Slocan Valley and Kootenay Lake West) to support implementation of West Kootenay Transit Future Service Plan and consider the apportionment of costs. Q3 2023 update- project is complete. The committee had its inaugural meeting in October 2023.
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	2024-12-31	No progress in Q3 2023 due to competing project priorities. No expected completion date.
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. Q3 2023 update - no progress on this initiative. Project will commence in Q4 2023.
Assent Votes for Tarrys, Slocan Valley , and North	2023-07-20	Mgr. Corporate Admin	Part of RDCK Core Services	Area F,Area H,Area I	1% to 20% complete	2024-12-19	These assent votes will authorize borrowing for new fire apparatus for the three fire services. The loan authorization bylaw will be on the August Board agenda for 3

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Shore Fire Apparatus							readings, with the assent votes proposed to be held in November following bylaw approval from the Inspector of Municipalities.
Financial Grant-In-Aid Services Policy	2023-05-15	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2024-03-21	Board has requested a policy requiring that, as part of the annual budget preparations , recipients of funding from financial grant in aid services engage with Directors and provide more detailed information regarding their use of taxation funding. Staff will also propose additional risk management and transparency measures within the draft bylaw. Draft bylaw is expected in Q1 2024.
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 . Q2 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.
Timesheets application in Project Management module	2018-03-01	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2023-12-31	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.
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 Wi-Fi 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.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Riondel Community Centre Roof	AJ Evenson	1-Dec-2022	31-Jul-23	100%	Completed	Buildings	Construction	Roof is complete as of August 17.
CDRD Floor	Patrick Thrift	1-Dec-2022	30-Sep-23	100%	Completed	Civil	Construction	Complete as of September 30. Deficiencies being cleaned up in October.
CDCC Roof Repairs	AJ Evenson	1-Sep-2023	30-Nov-23	10%	In Progress	Buildings	Construction	Work underway in October with completion in November
CDCC Roof Solar Install	AJ Evenson	1-Sep-2023	30-Nov-23	0%	Not Started	Buildings	Initiation	Waiting on project initiation form.
CDCC East Stairwell	Jeannine Bradley	1-Jan-2022	31-Dec-23	25%	In Progress	Buildings	Construction	Reviewing options for how to proceed with the work and the current contractor.
Salmo Pool Upgrade	AJ Evenson	1-Apr-2022	31-Dec-23	95%	In Progress	Buildings	Construction	Work complete. Ready for commissioning. New circulation pump required, November delivery.
Slocan Schoolhouse Demolition	Patrick Thrift	1-Sep-2023	31-Dec-23	10%	In Progress	Buildings	Initiation	RFQ extended to October 31
Asset Management	AJ Evenson	1-Jul-2020	31-Dec-23	50%	In Progress	Other	Detailed Design	Kickoff mtg with Roth IAMS completed. Background information review underway. Stakeholder mtgs to be undertaken in November due to consultant resourcing issues.
East Shore Connectivity Project	AJ Evenson	1-Jan-2021	31-Dec-24	25%	In Progress	Utilities	Procurement	Contract with KiN in process of being set up. Landing sites picked, materials in process of being spec'd and ordered.
NDMP Stream 3	AJ Evenson	1-Jun-2021	31-Mar-23	100%	Completed	Other	Close Out	Complete as of March 31
Standing Offers (For Water Program)	AJ Evenson	4-Jan-2023	31-Mar-23	100%	Completed	Other	Procurement	Scope sent to Marie-Pierre for Board approval.
Ootischenia Organics Wash Station	AJ Evenson	1-May-2023	15-Jun-23	100%	Completed	Resource Recovery	Close Out	Complete as of July 14.
Central Compost Facility	AJ Evenson	1-Jan-2021	30-Jun-23	100%	Completed	Resource Recovery	Construction	Site commissioned and operational.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Water Controls RFP	AJ Evenson	1-Apr-2023	30-Jun-23	100%	Completed	Utilities	Close Out	Setting up contracts with vendors
Central Transfer Station - Attendant Shack Upgrades	AJ Evenson	1-Aug-2021	1-Jul-23	100%	Completed	Buildings	Close Out	Complete as of July 7
Balfour Wharf Road Water Main Upgrades	AJ Evenson	5-Feb-2023	30-Sep-23	100%	Completed	Utilities	Construction	Complete as of October 3
Duhamel Water Main Replacement Design	AJ Evenson	2-Mar-2023	30-Sep-23	100%	Completed	Utilities	Close Out	Design and tender package completed for Jan 1, 2024 tender. 6 carrier pipes installed as of September 30. Watermain work to be tendered in November 2023 for construction in spring 2024.
Grohman Compost Upgrades	Jeannine Bradley	1-Sep-2022	31-Oct-23	90%	In Progress	Resource Recovery	Construction	Dynamic undertaking work. Completion end October.
Creston Septage Receiving Station Design	AJ Evenson	30-Apr-2023	31-Oct-23	0%	Not Started	Resource Recovery	Initiation	Waiting on scope and schedule timing from Town of Creston
Riondel Storm System Assessment	AJ Evenson	1-May-2023	31-Oct-23	95%	In Progress	Utilities	Detailed Design	Final report in progress for end of October.
Balfour TS Paving	AJ Evenson	30-Apr-2023	30-Nov-23	25%	In Progress	Resource Recovery	Construction	Paving proposed for November
Woodbury Water System Upgrades	AJ Evenson	1-Jan-2021	30-Nov-23	60%	In Progress	Utilities	Construction	Construction scheduled for mid-September to late November 2023.
Fauquier Water Main (Reservoir to Maple) Construction	AJ Evenson	1-May-2023	30-Nov-23	85%	In Progress	Utilities	Construction	Construction underway with completion by end of October
Water Services Generators	Patrick Thrift	1-May-2023	30-Nov-23	15%	In Progress	Utilities	Procurement	Generators being installed at Edgewood, Lister and Riondel. All submissions over budget. Working through options.
Utilities Crew	AJ Evenson	1-Jan-2023	31-Dec-23	100%	Completed	Other	Close Out	Decision made to wind down program. Next steps to sell all remaining equipment and supplies.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Fauquier Water Main (Spruce) replacement	AJ Evenson	1-May-2023	31-Dec-23	5%	On Hold	Utilities	Initiation	Will undertake design in 2024 if sufficient budget.
Attendant Buildings - Ymir and Nakusp TS	Patrick Thrift	1-Jun-2023	31-Dec-23	25%	In Progress	Resource Recovery	Procurement	1 response over budget. Negotiating with vendors regarding pricing.
Arrow Creek Filtration Study	Jeannine Bradley	17-Jul-2023	31-Dec-23	10%	In Progress	Utilities	Initiation	RFP evaluations for Coanda filter and Ceramic filter underway.
Riondel Valve and Meter Station Design	AJ Evenson	1-May-2023	31-May-24	5%	In Progress	Utilities	Procurement	Waiting on consultants quotes for design work.
Erickson Water Main Replacement	AJ Evenson	15-Mar-2023	30-Jun-24	10%	In Progress	Utilities	Detailed Design	Design in progress by WSP Engineering. Survey complete. Working on required statutory right of way agreements with property owners.
NAK ROS SLO TS Upgrades	AJ Evenson	15-Feb-2023	30-Jun-24	20%	In Progress	Resource Recovery	Detailed Design	50% design received form Consultant in September
Nakusp Landfill Closure Design	AJ Evenson	15-Sep-2023	30-Jun-24	0%	Not Started	Resource Recovery	Initiation	Will initiate RFP scope once Nakusp TS design is underway.
Lister Water Main Replacement	AJ Evenson	15-Mar-2023	30-Jun-24	25%	In Progress	Utilities	Detailed Design	Tender package ready to issue to BCBid.
West Robson Water Main Replacement	AJ Evenson	1-May-2023	30-Jun-24	10%	In Progress	Utilities	Procurement	Several alignment options and costs are currently being evaluated.
Grohman Narrows Recycling Depot and Fleet Building	Jeannine Bradley	15-Jul-2023	31-Oct-24	5%	In Progress	Resource Recovery	Concept Design	Working with RR staff to determine scope, options and concept design options.
Erickson Water Meter Installation		1-May-2023	31-Dec-24	0%	Not Started	Utilities	Initiation	Will prepare RFP for meter pit installation once specifications received from Utilities.
Ootischenia Tipping Area and 2nd Scale Design	Jeannine Bradley	1-Nov-2023	31-Dec-24	0%	Not Started	Resource Recovery	Initiation	Work to start in late fall 2023 for construction in 2024/2025.
Balfour Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	35%	In Progress	Buildings	Construction	Lighting upgrades in progress; scheduling for October.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Beasley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	80%	In Progress	Buildings	Construction	OH Doors complete. Generator in place, hookup in October. Well is drilled, pump installed and sampling completed. Heat pump installation in Nov/Dec.
Blewett Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	90%	In Progress	Buildings	Construction	OH doors / HWT complete. Water system upgrade complete. Lighting contract awarded and waiting for scheduling.
Crescent Valley Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	85%	In Progress	Buildings	Construction	Heat pump repairs / OH doors completed. Fence install completed. Working with Fire Chief to reprioritize remaining projects.
North Shore Fire Hall Upgrades	Patrick Thrift	1-May-2022	31-Dec-23	70%	In Progress	Buildings	Construction	HWT completed. Quotes for lighting upgrades were higher than budget; reducing scope to meet budget.
Pass Creek Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	85%	In Progress	Buildings	Construction	Heat pump complete. Generator complete with commissioning in October. Water upgrades and creek intake culvert in 2024. Paving complete.
Passmore Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	80%	In Progress	Buildings	Construction	Heat pump repair / OH Doors complete. Alarm system installed. Fire Chief working on rescoping projects to increase available funding for generator and ATS.
Robson Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	100%	Completed	Buildings	Close Out	Heat pump work complete. Lighting installation complete.
Slocan Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	35%	In Progress	Buildings	Construction	Hot water tank replacement scheduled for October/November. Lighting upgrades awarded and scheduled for October/November. Building dept to identify Part 3/5 requirements.
Tarry's Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	40%	In Progress	Buildings	Construction	Insulation and siding to be starting in September/October. Heat pump / Lighting upgrades / HWT complete. Water system upgrade complete.
Winlaw Fire Hall Upgrades	Patrick Thrift	1-Nov-2022	31-Dec-23	25%	In Progress	Buildings	Construction	OH doors complete. Scoping of Filtration upgrades in progress.
Yahk Fire Hall Upgrades	Jeannine Bradley	1-Nov-2022	31-Dec-23	100%	Completed	Buildings	Close Out	Insurance project complete.

CAPITAL PROJECTS TO OCTOBER 15, 2023

ACTIVE PROJECTS BEING MANAGED: 55				TOTAL BUDGET BEING MANAGED: \$16,806,000				
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Status – Next Steps
Fire Hall Exhaust Extraction System	Jeannine Bradley	1-Apr-2022	30-Jun-24	80%	In Progress	Buildings	Construction	15 out of 17 halls are complete. Structural reinforcing required at 4 halls (design in progress). Structural upgrades to be completed in Fall/Winter.
Ootischenia Fire Hall Expansion	Jeannine Bradley	1-Oct-2022	31-Aug-24	25%	In Progress	Buildings	Construction	Design completed. Building permit in process. Structural upgrades and post-disaster requirements required. Construction ready to start in late fall 2023.
West Creston Fire Hall	AJ Evenson	15-Oct-2021	30-Nov-24	10%	In Progress	Buildings	Detailed Design	Working with Administration to prepare project to go to referendum for construction in 2024.

PROJECTS COMPLETED IN Q3 2023 REMOVED FROM QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
Castlegar and District Asset Management process/strategic planning	GM Community Services
Housing Action Plan	Mgr. Planning
Central TS Washroom/Changeroom/Lunchroom	Mgr. Resource Recovery

PROJECTS COMPLETED IN Q3 2023

Project/Initiative Name	Responsible Manager
Community (Climate Action) Ambassadors	Mgr. Community Sustainability
Conversion of Water Commissions to Community Advisory Committees	Mgr. Utilities
Transfer of Arrow (Erickson) Open Reservoir to Town of Creston	Mgr. Utilities
Respectful Workplace Bylaw	Mgr. Corporate Admin
West Kootenay Transit Services Governance Review	Mgr. Corporate Admin
Traditional Use Study - Crawford Bay Regional Park Management Plan	Mgr. Parks