



Regional District of Central Kootenay
CRESTON VALLEY SERVICES COMMITTEE
Open Meeting Agenda

Date: Thursday, April 4, 2024
Time: 9:00 am
Location: Creston and District Community Complex - Erickson Room
312 19 Avenue North, Creston, BC

Directors will have the opportunity to participate in the meeting electronically. Proceedings are open to the public.

Pages

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

9:00 a.m. PST

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mdd69894035cfc4f7093e125523e8da4f>

Join by Phone:

+1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2770 093 4113

Meeting Password: gVtAWEyN323 (48829396 from phones)

In-Person Location: Creston Erickson Room, Creston & District Community Complex, 312 19th Avenue, Creston, BC

2. CALL TO ORDER

Chair DeBoon called the meeting to order at [Time] a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF AGENDA

RECOMMENDATION:

The agenda for the April 20, 2024 Creston Valley Services Committee meeting be adopted as circulated.

5. RECEIPT OF MINUTES

4 - 7

The March 20, 2024 Creston Valley Services Committee minutes, have been received.

6. DELEGATE

6.1 WLOKA FARMS

Frank Wloka, from Wloka Farms will make a verbal presentation on the devastating impacts to the agricultural operations to the Commission.

6.2 FIELDS FORWARD

Tanya Wall, from Fields Forward will give a verbal presentation for the Fields Forward and Creston Valley Food Action Coalition.

7. STAFF REPORTS

7.1 EMERGENCY PROGRAM - QUARTER 1 REPORT

8 - 10

The Committee Report dated March 25, 2024 from Jon Jackson, Emergency Program Coordinator, re: Emergency Program Report: 1st Quarter 2024, has been received.

8. NEW BUSINESS

8.1 LETTER REQUEST FOR FUNDING: KOOTENAY EMPLOYMENT SERVICES AND THE ECONOMIC ACTION PARTNERSHIP

11 - 12

The letter received March 26, 2024, from Leandri Kleinhans, Creston Valley-Kootenay Lake Economic Action Partnership Manager, re: Southern BC Agricultural Forum, has been received.

8.2 DISCUSSION ITEM: HOMELESS SHELTER

Director Vandenberghe requested an update from the Town of Creston regarding the Homeless Shelter.

9. OLD BUSINESS

9.1 Review Action Item List

13 - 15

The Committee will review the action item list from March 20, 2024 Creston Valley Services Committee meeting.

That the CVSC action item list has been received.

10. PUBLIC TIME

The Chair will call for questions from the public and members of the media at _____ a.m./p.m.

11. IN CAMERA

11.1 MEETING CLOSED TO THE PUBLIC

RECOMMENDATION:

In the opinion of the Board and, in accordance with Section 90 of the *Community Charter* the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting;

AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the basis(es) identified in the following Subsections:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

11.2 RECESS OF OPEN MEETING

RECOMMENDATION:

The Open Meeting be recessed in order to conduct the Closed In Camera meeting.

12. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for May 5, 2024 at 9am MST.

13. ADJOURNMENT

RECOMMENDATION:

The Creston Valley Services Committee meeting be adjourned at [Time].



Regional District of Central Kootenay CRESTON VALLEY SERVICES COMMITTEE Open Meeting Minutes

1:00 am PST

Thursday, March 20, 2024

RDCK Board Room – 202 Lakeside Drive, Nelson, BC

COMMITTEE MEMBERS PRESENT

| | |
|----------------------------------|------------------|
| Committee Member A. DeBoon | Town of Creston |
| Committee Member G. Jackman | Electoral Area A |
| Committee Member R. Tierney | Electoral Area B |
| Committee Member K. Vandenberghe | Electoral Area C |

RDCK STAFF PRESENT

| | |
|------------|--|
| S. Horn | Chief Administrative Officer - RDCK |
| Y. Malloff | Chief Financial Officer – RDCK |
| J. Chirico | General Manager of Community Services |
| C. Stanley | Regional Manager – Operations and Asset Management |
| T. Davison | Regional Manager - Recreation & Client Services |
| C. Hopkyns | Corporate Administration Coordinator |
| C. Feeney | Meeting Coordinator |

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

1:00 p.m. PST

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m219f059fe9be98b6aec045863185b443>

Join by Phone:

1-604-449-3026 Canada Toll (Vancouver)

Meeting Number (access code): 2774 575 0327
Meeting Password: pxPX3spkM53 (79793775 from phones)

In-Person Location: RDCK Board Room - 202 Lakeside Drive, Nelson, BC

2. CALL TO ORDER

Chair DeBoon called the meeting to order at 1:11 p.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF AGENDA

Moved and seconded,
 And resolved:

The agenda for the March 20, 2024 Creston Valley Services Committee meeting be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The March 7, 2024 Creston Valley Services Committee minutes, have been received.

6. DELEGATE

No Delegate.

7. STAFF REPORTS

7.1 2024 Sub Regional Draft Budget Discussion

At the request of the Chair to discuss the 2024 sub regional draft budget.

The 2024-2028 Draft Financial Plan has been received.

Staff provided an overview of the Public Information Session that was held in Creston on Wednesday, March 13, 2024.

S193 Public Library – Creston and Areas A, B and C

The Committee had a discussion regarding the library funding and the budget for the capital improvement project. Staff answered the Committee's questions. Director Vandenberghe proposed a recommendation to amend the S193 Public Library budget.

Moved and seconded,
 And resolved:

THAT staff be directed to reduce the 2024 grant expense in S193 Public Library – Creston, A, B, and C to \$468,212 with the reduction being applied to the grant to Creston Valley Library grant and that 2024 requisition be reduced by \$22,727 in the Draft Financial Plan.

Defeated**S240 Airport – Creston and Areas B, C and Area A**

The Committee had a discussion regarding the budget for S240 Airport – Creston and Areas B, C and Area A. Director Vandenberghe proposed a recommendation to amend the S240 Airport budget.

Moved and seconded,
And resolved:

THAT staff be directed to reduce the grant by \$20,000 in S240 Creston Valley Regional Airport Society and reduce the requisition by \$20,000 in the 2024 Draft Financial Plan.

Carried**S108 Economic Development – Creston and Area B and C**

The Committee had a discussion regarding the budget for S108 Economic Development – Creston and Area B and C.

Moved and seconded,
And resolved:

THAT the staff be directed to reduce the accumulating operating surplus expense by \$40,000 for S108 Economic Development - Creston and Area B and C and reduce the requisition by \$40,000 in 2024 Draft Financial Plan.

Carried**S263 Discretionary Grants – Area C**

The Committee had a discussion about discretionary grants and staff answered the Committee's questions.

Moved and seconded,
And resolved:

THAT the staff be directed to reduce grants by \$41,453 in S263 Discretionary Grants – Area C and reduce the requisition by \$41,453 in the 2024 Draft Financial Plan.

Carried**S105 Community Sustainability**

The Committee had a discussion on the budget for line item S105 Community Sustainability.

8. PUBLIC TIME

The Chair called for questions from the public and members of the media at 2:55 p.m.

No questions from the public.

9. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for April 4, 2024 at 9:00 a.m. PST

10. ADJOURNMENT

Moved and seconded,
And resolved:

The Creston Valley Services Committee meeting be adjourned at 2:55 p.m.

Carried

Digitally Approved

Arnold DeBoon, Chair



Creston Valley Services Committee

Emergency Program Report: 1st Quarter 2024

Report Date: March 25, 2024

Response

The RDCK Emergency Program has one incident to report this quarter. Emergency Support Services volunteers were activated to assist five individuals impacted by a residential fire in Winlaw. Emergency Food, lodging, clothing and incidentals were provided.

Preparedness

Helped prepare and present the Emergency and Disaster Management Act Feedback workshop to the RDCK Board.

Met with potential Emergency Support Services volunteers in Nelson to discuss ways to revitalize the ESS team there. Work has commenced in an effort to reconnect with ESS volunteers in the area, but we will need to recruit new volunteers to re-establish a team in the area. In the meantime, support is available through the other regional ESS teams.

Met with the Victim Services Coordinator for the Creston Valley, and helped onboard her for Emergency Support Services. Work has commenced to reconnect with ESS volunteers in the area, and to resume training and coordination meetings.

Completely redesigned the RDCK webpage for Emergency Support Services Program, with a focus on recruitment: <http://www.rdck.ca/JoinESS>

Started work on a new media campaign to help promote the Emergency Support Services Program and to recruit new volunteers. This should be rolling out in April.

Attended the Registration and Referrals practice session for ESS responders in Salmo. 14 people attended from Salmo, Kaslo and Castlegar.

Updated the User Guide and the plan template for the Neighbourhood Emergency Preparedness Program, and commenced work to get these uploaded to the RDCK website for implementation by the Neighbourhood Emergency teams.

Attended the Extreme Heat Planning and Heat Alert & Response System (BC HARS) Workshop to learn about the upgrades to the provincial processes and guidelines for input into the RDCK Emergency Plans for responding to anomalous temperature hazards.

Attended the ECCC /EMCR seasonal climate briefing to understand the seasonal outlook for climate related hazards.

Reviewed and discussed the Emergency Preparedness Committees to seek ways to improve their function.

Toured the RDCK alternate EOC site and reviewed how the facility will be set up, and some equipment and supplies needs in order to ensure that the RDCK EOC staff is able to continue operating in the event that the primary EOC location in Nelson has to be evacuated.

Provided input to the Job Descriptions and work processes for seasonal EOC Resource workers & Support Services Resource workers.

Tanya Pauls has joined the RDCK this period as Emergency Program Coordinator.

Attended Nakusp Emergency Management Planning meeting to support development of the municipal plan, and in particular the interfaces with the RDCK program.

Participated in 'Cultural Safety and Trauma Informed Practices in Reception Centres' training session provided by EMCR.

PROJECT WORK

IT upgrade for Creston Rec Centre

Kicked off this project with RDCK IT Services. A site visit and coordination with Recreation Services staff will be required to confirm locations for the new equipment.

Emergency Operations Centre Grant (UBCM CEPF)

Submitted an application for a grant to support upgrades to the RDCK Emergency Operations Centre, including the alternate site, and for equipment and training for our EOC staff.

Emergency Support Services Modernization 2023 (UBCM CEPF)

Successfully submitted the final report and accounting to UBCM for this project, and funding approved. This project is now complete.

Outreach & Liaison (Ongoing)

Ongoing work to connect with individuals and groups to promote the emergency programs, with increasing emphasis on individual, family and community preparedness.

Chair and facilitate Emergency Preparedness Committee meetings for Creston & Electoral Areas A,B,C and Salmo & Electoral Area G to engage community stakeholders in discussion and sharing of information pertaining to ongoing emergency preparedness activities.

Attended meetings with various agencies related to Emergency Management, including:
Creston Valley Flood Management Partnership
Town of Creston Fire & Rescue

Riondel Commission
Ministry of Emergency Management & Climate Readiness (EMCR)

Prepared By:

Jon Jackson – Emergency Program Coordinator

Southern BC Agricultural Forum

About the event:

The Creston Valley-Kootenay Lake Economic Action Partnership is proposing to host a multi-day agricultural forum comprising of expert-led presentations, panel discussions with farmers, and farm tours. The event is to be hosted in the Creston Valley.

The primary purpose of the event is to provide the agricultural sector with the support it requires for sustained operations in the face of a rapidly changing climate. One avenue for providing such support is through education and connecting farmers with the most reliable bodies of knowledge on best practices as well as valuable connections to existing services and supports to help them deal with both climate adaptation and other prevalent issues. This proposed educational support will not only benefit the local farming community, but also farmers across the southern interior and further afield in the province. Many of the expert-led sessions will further serve to support organizations engaged in forestry-related activities.

For the proposed presentations, we aim to invite experts on such topics as:

- climate adaptation (focusing on fruit and vegetable growers);
- risk management for the agricultural sector;
- agri-tourism destination development;
- immigration and sourcing of foreign agricultural workers
- and agri-forestry best practices

As a secondary goal, the forum would also provide the farmers of the southern interior with a platform for discussion of common challenges and opportunities for growth and collaboration. These important insights will be gained through panel discussions between food producers, others engaged in the agricultural sector, and industry leaders or experts as facilitators. Such input will allow and, potentially influence, decisions and actions by local and provincial government, various community organizations and community leaders as regards further support to the agricultural industry.

Community leaders and organizations who will be invited to attend include:

- RDCK Area Directors
- the Mayor and Council of the Town of Creston
- MLA Brittny Anderson (Nelson-Creston)
- MLA Doug Clovechok (Columbia River- Revelstoke)
- MLA Katrine Conroy (Kootenay West)
- MLA Roly Russell (Boundary-Similkameen)
- MLA Tom Shypitka (Kootenay East)
- MP Rob Morrison
- MP Richard Cannings (South Okanagan-West Kootenay)
- Ministry of Agriculture and Food



- Ministry of Jobs, Economic Development and Innovation
- Community Futures (Central and East Kootenay)
- KCDS
- Fields Forward Society
- Fruit and Vegetable Growers of Canada
- Michael Hoher (Export Navigator Advisor)
- Cory Kanzig (local PacifiCan representative)
- Other

A third objective of the forum will be to serve as a source of economic stimulus for the agricultural sector and wider community of Creston Valley-Kootenay Lake. The event will be hosted in Creston, thereby drawing an influx of visitors who are expected to take advantage of local accommodation, restaurant and retail opportunities on offer. Catering for the event will feature local food and wine. Farm tours will provide an additional opportunity to promote the agricultural sector of Creston-Kootenay Lake.

Financial support requested:

The CV-KL Economic Action Partnership is planning to submit a grant application to ETSI-BC's Advancing Key Sectors funding stream (deadline: April 12th, 2024). A total of \$35,000 will be requested from ETSI-BC, which will be used for:

- general organization of the event
- venue rental and catering
- travel costs and accommodation for presenters
- rental and set up of audio-visual equipment
- support staff for the three days of the event
- marketing expenses

ETSI-BC requires the applicant to provide a minimum of 25% of the total budget from other sources. In order to secure an amount of \$35,000, we would therefore require a contribution of \$8,750. The CV-KL Economic Action Partnership's request to the Regional District and the Creston Valley Services Committee is for this amount of \$8750 to support this event, and to use as leveraging for the ETSI-BC grant application.



CVSC ACTION ITEMS LIST – 03.07.2024

| # | ACTION ITEM | MEETING ORIGIN | STATUS |
|----|--|--|---|
| 1. | STAFF DIRECTION: That the Board direct staff to prepare a draft policy for Board review that requires recipients of financial grant in aid funds to engage with local area Directors and/or provide documentation during the budget process, in order to be eligible for funding via taxation in a given year. | 05-Jan-2023 & 02-Feb-2023 & 02-Mar-2023 & 06-Apr-2023 | (Staff direction from Apr 6 Meeting) |
| 2. | STAFF DIRECTION: That staff create a Terms of Reference on how the Dog Control Service will be delivered. Sangita Sudan and Jordan Dupuis to discuss with Mike Morrison, Manager of Corporate Administration – RDCK, on how this service would be addressed. | 02-Mar-2023 | COMPLETE + will be removed from list |
| 3. | STAFF DIRECTION: That staff prioritize proposed or existing parks identified in the Ktunaxa RDCK Traditional Use Study (TUS) Summary Report dated April 2023 and come back at a later date to the Creston Valley Services Committee meeting with recommendations. | 04-May-2023 & 01-Jun-2023 & 06-Jul-2023 | (Staff director at May, June, July meetings) Ongoing |
| 4. | STAFF DIRECTION: Stuart Horn, Chief Administrative Officer – RDCK, to talk to Tom Dool, Research Analyst, about reaching out to the Hospital Boards and BC Transit with regards to transportation between Creston and Cranbrook. | 04-May-2023 | Ongoing |
| 5. | STAFF DIRECTION: Staff to develop a clear process for feasibility studies, for clubs/ groups submitting recreation request proposals. Example: Creston Tennis Club | 04-May-2023 | Ongoing |
| 6. | STAFF DIRECTION: Staff to communicate to Ministry of Transportation and Infrastructure (MoTi) that there is a benefit to the community if they came to some resolution to keep the toilets and garbage at Martell Beach. | 01-Jun-2023 | Ongoing |
| 7. | STAFF DIRECTION: Staff to create a contribution agreement with Kootenay River Secondary School where RDCK lists what the funding is for and what the expectations are for the funding. To formalize the agreement, Staff to include in the agreement what the rates are that RDCK is going to charge to receive that funding. CVSC would review the contribution agreement with Kootenay River Secondary School every year. | 01-Jun-2023 | For the auditorium. |
| 8. | STAFF NOTE: Stuart Horn, Chief Administrative Officer – RDCK advised that the ownership and maintenance of the signage is being handled by Kootenay Employment Services and the Committee will receive an update later in 2023. | 06-Jul-2023 & 04-May-2023 | Update? |
| 9. | STAFF DIRECTION: That staff report back to the CVSC as part of the 2024 budget process to provide direction on what would be required to reinstate the grant funding to Lister and Crawford Bay cemeteries, including the release of prior years amounts being held in reserve. | 07-Sep-2023 | Ongoing |

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| 10. | STAFF DIRECTION: That staff reach out to Ministry of Transportation to get their response/interest on Martel Beach regarding blocking trailer boat access. | 07-Sep-2023 | Ongoing |
| 11. | STAFF DIRECTION: That staff request a workshop/session (in conjunction with a site visit for the Creston Valley Services Committee) with the Traditional Use Study (TUS) authors, the Ktunaxa Nation and Yaqaan Nukiy, to educate the Committee to better understand the TUS. | 09-Sept-2023 | Ongoing |
| 12. | STAFF DIRECTION: That staff write a request to the Kootenay Lake Partnership to consider integrating the Traditional Use Study with the update of Cultural Values Study. | 07-Sept-2023 | Ongoing |
| 13. | STAFF DIRECTION: That the Town of Creston organize a tour of the Creston Education Centre. | 05-Oct-2023 | Complete? |
| 14. | That staff meet with the Chamber of Commerce to plan a partnered Canada Day event and provide the appropriate budgetary impact in the draft 2024 budget. | 08-Feb-2024 | |
| 15. | That staff work with Creston Minor Hockey Association regarding raising a banner at the opening ceremony of the Provincial Hockey tournament in March 2024, in honour of local resident, Jet Fumerton, Hockey Hall of Famer and oldest female hockey player. | 08-Feb-2024 | |
| 16. | STAFF DIRECTION: The staff look into establishing a reserve for S108 Economic Development and bring back to the April 4th, 2024 meeting. | 07-Mar-2024 | |
| 17. | STAFF DIRECTION: That staff arrange a meeting with the RDCK and the Town of Creston to discuss internal governance regarding the Kootenay Employment Services contract. | 07-Mar-2024 | |
| 18. | STAFF DIRECTION: That staff arrange a meeting with Kootenay Employment Services (KES) and the Town of Creston regarding the KES contract, which is set to expire in 2025. | 07-Mar-2024 | |
| 19. | STAFF DIRECTION: That staff work with library to develop a policy around the capital reserve and investment amounts to establish how the reserved funding is being spent. | 07-Mar-2024 | |
| 20. | STAFF DIRECTION: That staff reach out to the Goat River Association regarding the budget. | 07-Mar-2024 | |
| 21. | STAFF DIRECTION: That staff remove the budgeted surplus of \$2,234 from the S164 Dyking budget and adjust the requisition. | 07-Mar-2024 | |
| 22. | THAT staff be directed to reduce the grant by \$20,000 in S240 Creston Valley Regional Airport Society and reduce the requisition by \$20,000 in the 2024 Draft Financial Plan. | 20-Mar-2024 | |

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|-----|---|-------------|--|
| 23. | THAT the staff be directed to reduce the accumulating operating surplus expense by \$40,000 for S108 Economic Development - Creston and Area B and C and reduce the requisition by \$40,000 in 2024 Draft Financial Plan. | 20-Mar-2024 | |
| 24. | THAT the staff be directed to reduce grants by \$41,453 in S263 Discretionary Grants – Area C and reduce the requisition by \$41,453 in the 2024 Draft Financial Plan. | 20-Mar-2024 | |