REGIONAL DISTRICT OF CENTRAL KOOTENAY

RIONDEL COMMISSION
OPEN MEETING AGENDA

6:30 p.m. MST
January 7, 2025

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).

Join by Video:
https://rdck-bc-ca.zoom.us/j/92284755908?pwd=SqDMNWdxawutKGwx3A9aYT4pg9R6ze.1

Join by Phone:

- +1 778 907 2071 Canada
- 833 958 1164 Canada Toll-free

Meeting ID: 922 8475 5908
Meeting Passcode: 737419

In-Person Location: Riondel Community Centre - 1417-1421 Eastman Ave, Riondel, BC V0B 2B0

COMMISSION MEMBERS

Commissioner G. Panio	Riondel	In-person
Commissioner N. Anderson	Riondel	In-person
Commissioner T. Wilkinson	Riondel	In-person
Commissioner J. Donald	Riondel	In-person
Commissioner D. Lavigne	Riondel	In-person
Commissioner A. Cop	Riondel	In-person
G. Jackman	Director – Electoral Area A	In-person

GUESTS

Susan Downing	Riondel
Gordon MacMahon	SKLCSS

STAFF

Cheryl Wright	Meeting Coordinator
Jenna Chapman	Administrative Coordinator – Community Services

1. CALL TO ORDER

[RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director] called the meeting to order at [Time] p.m.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

[Director/Member] [Last Name] nominated [Director/Member] [Last Name].
[Director/Member] [Last Name] nominated [Director/Member] [Last Name].
[Director/Member] [Last Name] nominated [Director/Member] [Last Name].

OPPORTUNITY FOR CANDIDATES TO ADDRESS THE RIONDEL COMMISSION

Two minutes per address.

VOTE BY SECRET BALLOT

[RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director] distribute the ballots

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

[RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director] ratifies the appointed [Director/Member] [Last Name] as Chair of the Riondel Commission for 2025.

DESTROY BALLOTS

Moved and Seconded,
And Resolved

That the ballots used in the election of the Riondel Commission be destroyed.

Carried/Defeated/Referred

3. CALL TO ORDER

Chair [Name] called the meeting to order at [Time] p.m.

4. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

5. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the January 7, 2025 Riondel Commission meeting, be adopted as circulated.

Carried/Defeated/Referred

6. RECEIPT OF MINUTES

The December 3, 2024 Riondel Commission meeting minutes, have been received.

7. STAFF INTRODUCTION AND APPOINTMENT

7.1 Commission to introduce Cheryl Wright as the Administrative Support personnel for the Riondel Community Centre, as well as the Meeting Coordinator for the Riondel Commission.

MOVED and seconded,
AND Resolved to be recommended to the Board:

That the Board appoint RDCK staff, Cheryl Wright, as the meeting coordinator for the Riondel Commission and it be paid from Recreation Facility – Area A Service Number S209

Carried/Defeated/Referred

8. DELEGATE

8.1 Gordon MacMahon, from South Kootenay Lake Community Services Society (SKLCSS) will provide a verbal presentation re: an overview of the Kootenay Lake Geothermal Project which is now completing phase four (4) to the Commission.

9. PUBLIC TIME

The Chair calls for questions from the public at ____ p.m.

10. OLD BUSINESS

10.1 Community Centre Renovation Plan

C. Andrew with the Men's Shed Organisation to provide the Commission with a verbal update re: Community Centre Renovation Plan.

10.2 Community Centre Sign

Commissioner G. Panio to provide the Commission with a verbal update re: the new Community Centre Sign.

10.3 Parking Spot Request

Commissioner D. Lavigne to lead the Commission in a verbal discussion re: East Shore Transportation Society Van

10.4 Waste Management

Commissioner G. Panio to lead the Commission in a vernal discussion re: Waste Management.

11. NEW BUSINESS

11.1 Commission Appointment

Commission G. Panio to introduce Susan Downing to the Riondel Commission.

MOVED and seconded,
AND Resolved to be recommended to the Board:

That the Board appoint the following individual(s) to the Riondel Commission for a term to end December 31, 2026

Susan Downing Riondel

Carried/Defeated/Referred

11.2 Commission Access
Commissioner D. Lavigne to discuss with the Commission a request for access to the RDCK buildings.

11.3 Riondel Community Centre Update
Commissioner G. Panio to provide the Commission with a verbal update re: Riondel Community Centre.

11.4 Studio Space Request
Commissioner G. Panio to lead a discussion with the Commission re: Request for Studio Space.

11.5 Propane Costs
Commissioner A. Cop to provide the Commission with a verbal report re: Propane Costs.

11.6 Riondel Community Association Rental Fee
Commissioner G. Panio to lead the Commission in a discussion re: Riondel Community Association supplementary rental payment of $2500.00.

12. AREA A DIRECTOR'S REPORT
Director G. Jackman to provide the Commission with a verbal update.

13. FINANCIAL REPORT
Commissioner G. Panio to provide the Commission with a verbal report re: December 2024 financial report for the Riondel Community Centre

14. PUBLIC TIME
The Chair will call for questions from the public at _______ p.m.

15. NEXT MEETING
The next Riondel Commission meeting is scheduled for February 4, 2025 at 6:30p.m.

16. ADJOURNMENT
MOVED and seconded,
AND Resolved:

The Riondel Commission meeting be adjourned at [Time].

Carried/Defeated/Referred

REGIONAL DISTRICT OF CENTRAL KOOTENAY

RIONDEL COMMISSION
OPEN MEETING MINUTES

7:00 PM
December 3, 2024

IN-PERSON MEETING LOCATION FOR HYBRID MEETING MODEL
The following location has been determined to hold the in-person meetings for Riondel Commission of Management:

Location Name: Riondel Community Centre, Commission Office, Room #6
Location Address: 1511 Eastman Ave., Riondel BC

COMMISSION MEMBERS

Commissioner G. Panio	Riondel	In-person
Commissioner N. Anderson	Riondel	In-person
Commissioner J. Donald	Riondel	In-person
Commissioner D. Lavigne	Riondel	Absent
Commissioner A. Cop	Riondel	In-person
Commissioner L. Cranna	Riondel	Remote
Commissioner G. Jackman	Director – Electoral Area A	Remote

MEMBERS ABSENT

STAFF

Jenna Chapman	Meeting Coordinator
Craig Stanley	Regional Manager – Operations & Asset Management

6 out of 7 voting Commission members were present – quorum was met.

1. CALL TO ORDER
Chair Panio called the meeting to order at 7:05 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT
We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF AGENDA
MOVED and seconded,

AND Resolved:

The Agenda for the December 3, 2024 Riondel Commission meeting, be adopted.
With the Addition of the following:

- 8 (8.6) Riondel Commission Member Appointee's Term Expiring
- Emergency Preparedness

Carried

4. RECEIPT OF MINUTES
The November 5, 2024 Riondel Commission minutes, have been received.

5. DELEGATE
There are no Delegates scheduled for this Commission meeting.

6. PUBLIC TIME
The Chair will call for questions from the public at 7:05 p.m.

7. OLD BUSINESS

7.1 New Community Centre Sign
Chair Panio provided an update on the Community Centre sign including:

- Will be delivered soon, and put into place by East Shore Shed members

7.2 East Shore Circle of Friends Society Update
Chair Panio will provide an update on the East Shore Circle of Friends Society.

- The new hot water tank has been installed, and a malfunctioning thermostat replaced. Stuart During will bring out one more new thermostat and some fire safety equipment
- Baker from Crawford Creek is here one day a week
- Has come to life since this society has been in
- Heritage roofing has patched a leak on the roof

7.3 Maintenance Update
Chair Panio will provide a Maintenance Update, speaking to the following:

- Community Centre Roof
    - Stuart Durning is aware of the leakage around the balcony over the auditorium north exit and will see that this problem is addressed
    -
- Furnaces
    - Everything is working well at the moment. A TraTech technician has recently serviced all four furnaces, and replaced one poorly functioning gas valve
    - Keeping the temperature at 65 degrees in most rooms to avoid large temperature fluctuations
    - Gym is set at 60 degrees which is perfect for activities such as Picket Ball and Dance
- Fire Safety Equipment

- Will be getting this all up to date, with the assistance of our new Facility Manager

7.4 Commission Meeting Time Discussion

Riondel Commission discussed the 2025 Riondel Commission meeting time.

- Can we change the meeting time to 6:30pm?
- Commission agreed to change the Riondel Commission meeting time to 6:30p.m. MST

7.5 Report on Flu & Immunization Clinic and Craft Fair

Chair Panio provided a verbal report regarding the Flu & Immunization Clinic as well as the Craft Fair

- Went smoothly, we may still need to invoice the Immunization Clinic
- Craft fair was a very nice event, with a strong turnout. A Christmas tea, hosted by the Riondel Community Association, was also held in conjunction with the Craft Fair
- Nice to see the building active and alive

7.6 Activity Insurance Challenge

Chair Panio lead a discussion regarding Activity Insurance Challenge.

- Groups using the building need to have Liability Insurance
- Men’s shed is going to ask if their insurance can be expanded to blanket all activities in the building
- Is there a minimum number of participants for an activity before insurance is required? for insurance?
- RDCK does not buy insurance for activities not supervised by qualified RDCK personnel

7.7 Public Notice for Clearing Boulevards

Chair Panio provided the Commission with an update regarding Public Notice for Clearing Boulevards.

- Notice has been posted to help assist snow clearing crews
- Who is responsible for ensuring the vehicles are moved? The YRB and Ministry of Transport are responsible. The RDCK is not involved.
- December 11th the commissioners are welcome to meet with YRB and Ministry of Transportation to have a discussion regarding plowing and other highway-related issues.
-

7.8 Update on Hiring Administrative Assistant and Assistant Maintenance Personnel

Chair Panio provided the Commission with an update regarding the hiring of the Administrative Assistant and Assistant Maintenance Personnel.

- We have hired a new Administrative Assistant, she has a lot of experience and we are excited for her to start
- Assistance Maintenance personnel hiring should be well underway

- Chair Panio has expressed he would like the process for hiring to follow the inclusive process of previous hiring's, with the Riondel Commission Chair or designate participating in the hiring process, from drafting job descriptions to interviewing shortlisted candidates—with the understanding that final hiring decisions are the sole prerogative of RDCK staff be different and he be included in the hiring process.

7.9 Upcoming Community Centre Events

Chair Panio provided the Commission with a discussion regarding upcoming community centre events, including:

- Christmas Potluck, December 14, 2024

7.10 Emergency Preparedness

Commission discussed that Lisa Wilkinson is involved with Emergency Preparedness Planning for our area and is looking a community member/commission member who would like to be a Riondel Emergency Preparedness Representative. Anyone interested can contact the Riondel Commissioner, or get in touch with Ms. Wilkinson directly.

8. NEW BUSINESS

8.1 Tip-It Bin Concerns

Chair Panio and Director Jackman provided a detailed discussion regarding Tip-It Bin Concerns.

- Looked at Bins and almost bags were tagged
- If there is abuse, and there is some, it is not massive abuse
- We do have a small number of serial abusers who are bringing untagged garbage. They have been reported to RDCK staff
- The Commission would post a memo reminding residents that increased abuse of the tag system can put this service in jeopardy. The Commission will communicate with RDCK staff about a cost-effective way of monitoring the bins
- Director Jackman explained the Service 189 Refuse Transfer Service – RDCK was required to do efficiency and waste studies, there area lot of requirements needed for the Ministry of Environment. A study was done of local recycling and transfer station efficiency, the results of which will be forwarded to the Riondel Commission. The report recommends closure for recycling at the Riondel depot (and two other facilities) as it has a very low revenue. This would be decided separately from the Tip-It bin management, but could affect the bin viability as well
- One option would be to expand Service 189 and to include the Tip-It bin attendant under the waste service umbrella

8.2 November 25, 2024 Meeting with Columbia Basin Trust Staff

Chair Panio provided a verbal report regarding November 25, 2024 meeting with Columbia Basin Trust staff.

- They picked Riondel for a Community of Interest, Riondel was 1 of 6 Communities they are focusing on
- Looking for suggestions to see what falls under their mandate, for projects that they may be able to fast track

A representative group of about a dozen Riondel community member proposed several projects after a two-hour review of both resources available in the community and potential unmet needs that would fit the CBT mandate.

8.3 Review of Rental Fees for Community Centre Rooms and Auditorium

Commission provided a discussion regarding Rental Fees for Community Centre Rooms and Auditorium.

- The Commission is concerned that Community Centre rents be fair to all users and comparable to those in other small community halls.
- The published $400 per day winter season rental is high, particularly for community events run by volunteers.
  The Commission agreed to keep the lower $300 fee all year long.
- We do have reduced rates for funerals $150.00 for funeral service rentals.
- We do not charge for the annual Christmas Supper or for Remembrance Day ceremonies.
- We do have a resident and a non resident rate –if you are a non-resident the charge is double because non-residents do not contribute to the local tax base. The Commission will leave this two-tier system in place for the time being.

STAFF PRESENT: Craig Stanley, Regional Manager – Operations and Asset Management joined the meeting at 8:00p.m.

8.4 Succession Planning

Chair Panio provided a discussion regarding his Succession Planning.

- he said hewould like to set up succession planning documentation for the next person to take the Chair position

8.5 Community Centre Parking Spot

Commission to discuss a request from the East Shore Transportation Society re: Parking Spot at the Riondel Community Centre.

- We have a request for the East Shore Transportation Society to Park a Van at the Riondel Community Centre .
- There are three possible RDCK-owned sites: the Community Centre lot, the area around the Curling Club, the area around the Circle of Friends.
- The Commission recommended that East Shore Transportation Society representatives look at the various sites and bring forward suggestions for a possible Van parking space. The Commission will review these suggestions at the next Commission meeting.

8.6 Riondel Commission Member Appointee's Term Expiring

Commission to review the Commission Member Appointee term, which is expiring December 31, 2024

That the Board appoint the following individual(s) to the Riondel Commission for a term to end December 31, 2026:

Jim Donald Riondel

Carried

9. CORRESPONDENCE
No correspondence.

10. AREA A DIRECTOR'S REPORT
Director Jackman provided the Commission with a verbal report including:
- Misinformation from RCMP regarding RDCK authority to deal with vehicles on highway roadsides
- Two reports from Tipping Points efficiency study

11. FINANCIAL REPORTS
Chair Panio will review highlights from the November financial service statement for Riondel.
- The October spreadsheets are available for review
- We got $20,000 for the Curling Club Roof
- According to this Budget we have only paid for 50% of our salaries
- Insurance went up 25% over budget
- Paid more for contracted services than was budgeted for, but salary expenditures significantly lower than budgeted
- Repair and Maintenance Budget is high – We didn't have a maintenance person, so work such as lawn mowing was contracted out

12. PUBLIC TIME
The Chair will call for questions from the public at 7:23 p.m.

13. NEXT MEETING
The next Riondel Commission meeting will be held on January 7, 2025, at 6:30 p.m.

14. ADJOURNMENT
MOVED and seconded,
AND Resolved:

The Riondel Commission meeting be adjourned at 7:24 pm.

Carried

Digitally Approved ________________________________
G. Panio, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. That the Board appoint the following individual(s) to the Riondel Commission for a term to end December 31, 2026:

   Jim Donald Riondel

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Riondel Commission Meetings

1. Community Centre Parking Spot Agenda topic to be on the January 7, 2024 Agenda
2. Director Jackman to send Chair Panio the reports from the Tipping Fee study

rdck.ca

Commission/Committee Delegation Request Form

Updated: 11/23/2021

RDCK Committee/Commission: Riondel Commission

RDCK Contact: ______________________ **Email:** ______________________

Name of Organization: South Kootenay Lake Community Services Society (SKLCSS)

Name of Individuals: Gordon MacMahon

Purpose of presentation / Describe specific action you will request the Committee/Commission to take: The presentation is intended to provide an overview of Kootenay Lake Geothermal Project which is now completing Phase 4.

Topic of Discussion *(please be specific, provide details, and list key discussion points): The presentation will provide background on the project, individuals behind the initiative and partners supporting the work. Discussion will include a brief summary of work completed, initial findings and planned next steps.*

Describe how this topic is relevant to RDCK jurisdiction or business: One of the main drivers behind the project is community economic development and the project has seen support from the Area A RDCK, EDC in this regard.

Preferred meeting date(s): Jan 7 2025

Additional documentation to be provided at meeting? Yes ☐ * No X

**If yes, a copy of the documentation must be sent to the RDCK contact no later than 10 days prior to the meeting.*

Will a PowerPoint presentation be made? Yes ☐ * No X

**If yes, a copy of the documentation must be sent to the RDCK contact no later than 10 days prior to the meeting.*

Contact Person *(if different from above):* ______________________

E-mail address: gordmacmahon@gmail.com **Phone #:** ________