REGIONAL DISTRICT OF CENTRAL KOOTENAY

RIONDEL COMMISSION
OPEN MEETING AGENDA

6:30 p.m. MST
Tuesday, March, 4, 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/99893406154?pwd=mMoXgte2XxJ3iGifJtmbqoJxhAJZon.1&from=addon

Join by Phone:
+1-778-907-2071 Canada
1-855-703-8985 Canada Toll-free

Meeting Number: 998 9340 6154
Meeting Password: 762048

In-Person Location: 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 A. Cop	Riondel	In-person
Commissioner L. Cranna	Riondel	Phone
Commissioner S. Downing	Riondel	In-person
G. Jackman	Director – Electoral Area A	In-person

STAFF

Cheryl Wright	Meeting Coordinator

____ out of _____ voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER
Chair Panio called the meeting to order at _____ 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 March 4, 2025 Riondel Commission meeting, be adopted as circulated.

Carried/Defeated/Referred

4. RECEIPT OF MINUTES
The February 4, 2025 Riondel Commission meeting minutes, have been received.

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

6. OLD BUSINESS

6.1 Waste Management Update
Chair Panio will provide a verbal update on waste management research and garbage sticker price increase.

6.2 Riondel Community Centre Update
Chair Panio will provide a verbal report update on the new programs at the Riondel Community Centre, on insurance and Community Centre room occupancy numbers.

Staff Note: Fire and building codes determine occupancy loads. If the Commission is unaware of these numbers, please direct staff to get them and have them posted. The RDCK can set limits for events that are below or equal to the occupancy load.

6.3 Riondel Water Service Community Advisory Meeting Update
Chair Panio will provide a verbal report on the Riondel Water Service Community Advisory Meeting held on February 5, 2025.

7. NEW BUSINESS

7.1 RDCK Budget Meeting
Chair Panio will provide an update on the Regional District of Central Kootenay Budget Meeting, scheduled for March 5, 2025 at 6:30 p.m. in the Activity Room at the Riondel Community Centre.

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

9. PUBLIC TIME

The Chair will call for questions from the public at _____ p.m.

10. NEXT MEETING

The next Riondel Commission meeting is scheduled for April 1, 2025 at 6:30 p.m.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Riondel Commission meeting be adjourned at ______pm.

Carried/Defeated/Referred

REGIONAL DISTRICT OF CENTRAL KOOTENAY
RIONDEL COMMISSION
OPEN MEETING MINUTES

6:30 p.m. MST
February 4, 2025

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Join by Video:
https://rdck-bc-ca.zoom.us/j/93073617187?pwd=UN5gaH4hz5qAitD9u4XBZoeN5jkigv.1

Join by Phone:

+1-778-907-2071 Canada
1-855-703-8985 Canada Toll-free

Meeting ID: 930 7361 7187
Meeting Passcode: 833937

In-Person Location: Riondel Community Centre - 1417-1421 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	In-person
Commissioner L. Cranna	Riondel	Phone
Commissioner S. Downing	Riondel	In-person
G. Jackman	Director – Electoral Area A	In-person

MEMBERS ABSENT

Commissioner A. Cop	Riondel

GUESTS

Laverne Booth	President of the East Shore Transportation Society (ESTS)
Candice Mead	Driver East Shore Transportation Society (ESTS)

STAFF

Cheryl Wright	Meeting Coordinator

1. **CALL TO ORDER**
Chair Panio called the meeting to order at 6:33 p.m.

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

2. ADOPTION OF AGENDA
MOVED and seconded,
AND Resolved that:

The agenda for the February 4, 2025 Riondel Commission meeting be adopted with the inclusion of the following before circulation:

- 8.6 Commission Meeting Minutes – Discussion of RDCK protocols for recording minutes of meetings
- 8.7 Riondel Streetlighting Update
- 8.8 Riondel Water Service Community Advisory Committee Meeting

Carried

4. RECEIPT OF MINUTES
The January 7, 2025 Riondel Commission meeting minutes, have been received.

5. DELEGATE
Laverne Booth, President of the East Shore Transportation Society (ESTS) presented on the need for safe parking for the ESTS vehicle. She suggested a location outside the west wall of the Riondel Community Centre auditorium with all costs to come from the ESTS. The ESTS requested a letter of support from the Commission for ReDi Grant for this project.

6. PUBLIC TIME
The Chair called for questions from the public at 6:57 p.m.

Members of the public provided comments and asked questions to the Board regarding the following:
- Information regarding Commission meetings

7. OLD BUSINESS
7.1 Introduction to Commissioner Susan Downing
Chair Panio provided the Commission and public with an introduction to Susan Downing, the Riondel Commission's newly appointed Commission member.

7.2 Riondel Community Centre Renovations
Chair Panio provided a verbal update on the Riondel Community Centre renovation plans. Service S209 Recreation Facility-Area A (Riondel) has a reserve of $300,000 with a significant contribution scheduled for the 2025 fiscal year. Some funds could be used to support Riondel Community Centre renovations, in partnership with granting agencies. Also noted was the need for maintenance in the women's washroom which has been assessed with RDCK maintenance

staff. Once the scope of a project has been defined, a recommendation can be made to the Board to amendment the 2025 Financial Plan.

7.3 Ventilation Concerns in East Shore Men's Shed (ESMS) Space

Chair Panio provided a verbal update on the meeting with the East Shore Men's Shed representatives, Commission representatives, and Stuart Durning, RDCK's Creston & District Community Complex Facility Manager. Suggestions were made for remediation measures for ventilation concerns and the possibility of a dedicated painting room.

7.4 Waste Management

Chair Panio provided a verbal update on waste management Tip It Bin service cost increases and a letter received from Uli Wolf, RDCK General Manager of Environmental Services addressing rising costs and the need for either a taxation increase or garbage tag fee increase. Commissioners proposed that Riondel garbage tag fees be raised to match those at other RDCK transfer stations.

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

The garbage tag fees for Service S189 Refuse Transfer Area A, increased from $3.50 per bag to $4.00 per bag as of March 1, 2025.

Carried

<u>**Direction to Commissioner:**</u>

Chair Panio directed Commissioner Lavigne to contact Uli Wolf, RDCK General Manager of Environmental Services, requesting information on the mechanisms and costs involved in replacing current Riondel waste services Tip It Bin service with curbside pick-up.

8. NEW BUSINESS

8.1 RDCK Code of Conduct

Chair Panio provided a copy of the RDCK Code of Conduct, noting a copy will be posted in the Riondel Community Centre.

8.2 Procedure for Reporting Safety Concerns

Chair Panio discussed the need for reporting safety concerns at the Riondel Community Centre. Commissioners and staff should report immediate threats to health and safety to RDCK staff as soon as detected. Non-urgent concerns can be addressed with the Riondel Community Centre's maintenance staff and or RDCK staff.

8.3 Riondel Community Centre Rentals

Chair Panio discussed the need for expedited communication between groups renting or using the Riondel Community Centre. Issues should first be addressed with Commission representatives. If not resolved, Commissioner concerns should be discussed with the appropriate RDCK staff.

8.4 Expanded Activities at Riondel Community Centre

Chair Panio led a discussion regarding the addition of new activities at the Riondel

Community Centre. Wendy Miller, Treasurer of the Riondel Community Association provided a verbal updated that the Association is waiting for a response on activity insurance from Joe Chirico, RDCK General Manager of Community Services, before further expansion can take place.

8.5 Proposed Acoustic and Commercial Kitchen Upgrades

Chair Panio led a discussion regarding proposed acoustic upgrades in the Riondel Community Centre Auditorium and the possibility of upgrading to the commercial kitchen. Wendy Miller, Treasurer of the Riondel Community Association provided a verbal update that acoustic upgrades will be possible thanks to funds received from a benefactor, once approved by the RDCK.

8.6 Special Event Parking

Chair Panio brought forward a request for vehicles overflow parking from organizers of an event taking place The Harbour At Riondel at the end of August. Commission suggestions included: the area next to the recycling bins, the Curling Club parking (with Club's approval) or street parking on Eastman Avenue (except in front of the church on Sunday).

8.7 Commission Meeting Minutes

Chair Panio provided the Commission with an overview of the RDCK minute taking process for Community Services Commission meetings:

- Concise minutes are recorded by the Meeting Coordinator
  - Discussion details are not recorded, only general descriptions of verbal updates provided to the Commission as well as recommendations voted on by the Commission
- Minutes are reviewed by RDCK Community Services Administrative Coordinator
- Minutes are approved by the Commission Chair
- Minutes are approved by the RDCK Board

8.8 Riondel Streetlighting Update

Chair Panio advised the Commission that Uli Wolf, RDCK General Manager of Environmental Services, is looking at long-term planning for Riondel streetlighting with a view to replacing current older lights with energy saving LED lights.

8.9 Riondel Water Service Community Advisory Committee

Chair Panio provided a verbal report on the Riondel Water Service Community Advisory Committee is meeting on Wednesday, February 5, at 10:30 a.m. MST to review issues around Riondel Water Services and Riondel Drainage services. Interested participants can contact Director Jackman.

9. AREA A DIRECTOR'S REPORT

Director Jackman provided a verbal report that RDCK 2025 budget packages are being finalized and will be available later this month. A public meeting with RDCK staff for review of the budgets will be held at the Riondel Community Centre in early March. Director Jackman provided the Commission with updates on grant deadlines and noted information is available on the RDCK website.

10. PUBLIC TIME

The Chair called for questions from the public at 8:15 p.m.

11. FINANCIAL REPORT

Chair Panio provided an overview of RDCK Service S209 – Recreation Facility-Area A (Riondel) 2025 draft financial plan. Feedback was requested from Commissioners on a tax increase proposed to compensate for inflation. As current reserves are healthy it was suggested a zero percent increase in taxation can be justified. The impact would be to reduce the 2025 reserve contribution from $96,000 to $90,000.

MOVED and seconded,
AND Resolved that:

That the Commission direct staff to ament the draft 2025 Financial Plan for Service S209 – Recreation Facility-Area A (Riondel), with the requisition to be unchanged.

Carried

12. NEXT MEETING

The next Riondel Commission meeting is scheduled for March 4, 2025 at 6:30 p.m. MST.

13. ADJOURNMENT

MOVED and seconded,
AND Resolved that,

The Riondel Commission meeting be adjourned at 8:27 p.m.

Carried

Digitally Approved

G. Panio, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. ***The garbage tag fees for Service S189 Refuse Transfer Area A, increased from $3.50 per bag to $4.00 per bag as of March 1, 2025.***

Service	Account	Account(T)	2024 Budget	2025 Budget	Note
S209	**41010**	**Requisitions**	**-200,000.00**	**-206,000.00**	
S209	**42020**	**Sale of Services**	**-566.67**	**-572.33**	
S209	**42035**	**User Fees - Specified**	**-300.00**	**-309.00**	
S209	**42040**	**Rental Income**	**-7,100.00**	**-7,124.00**	
S209	**42045**	**Rental Income - Specified**	**-13,000.00**	**-13,390.00**	
S209	**43010**	**Donations**	**0.00**	**0.00**	
S209	**43020**	**Grants**	**0.00**	**0.00**	
S209	**43030**	**Community Works Grants (Internal)**	**0.00**	**0.00**	
S209	**43100**	**Proceeds from Borrowing**	**0.00**	**0.00**	
S209	**43500**	**External Contributions & Contracts**	**0.00**	**0.00**	
S209	**43505**	**External Contributions & Contracts - Specified**	**-5,284.42**	**-5,442.95**	
S209	44020	Investment Income & Interest	-7,000.00	-8,000.00	Interest on the Reserve
S209	**44020**	**Investment Income & Interest**	**-7,000.00**	**-8,000.00**	
S209	**45500**	**Transfer from Other Service**	**0.00**	**0.00**	
S209	**49100**	**Prior Year Surplus**	**-85,000.00**	**-35,000.00**	
S209	**51010**	**Salaries**	**54,600.00**	**56,238.00**	
S209	**51020**	**Overtime**	**750.00**	**750.00**	
S209	**51030**	**Benefits**	**14,140.00**	**14,564.00**	
S209	**51050**	**Employee Health & Safety**	**1,540.60**	**1,556.00**	
S209	**52010**	**Travel**	**0.00**	**0.00**	
S209	**52020**	**Education & Training**	**0.00**	**0.00**	
S209	**53020**	**Admin, Office Supplies & Postage**	**1,325.51**	**1,365.28**	
S209	**53030**	**Communication**	**2,555.66**	**2,632.34**	
S209	**53040**	**Advertising**	**450.00**	**463.50**	
S209	**53050**	**Insurance**	**5,643.69**	**5,813.00**	
S209	**54030**	**Contracted Services**	**2,020.00**	**2,080.60**	
S209	**54040**	**Consulting Fees**	**5,000.00**	**0.00**	
S209	**55010**	**Repairs & Maintenance**	**7,775.51**	**8,008.78**	
S209	**55015**	**Repairs & Maintenance - Specified**	**1,560.91**	**1,607.74**	
S209	**55020**	**Operating Supplies**	**6,560.91**	**6,757.74**	
S209	**55030**	**Equipment**	**1,872.92**	**1,929.11**	
S209	**55040**	**Utilities**	**26,707.00**	**27,508.21**	
S209	**55050**	**Vehicles**	**2,196.69**	**2,262.60**	
S209	**55055**	**Vehicles - Specified**	**939.30**	**967.48**	
S209	**55060**	**Rentals**	**105.10**	**0.00**	
S209	**56110**	**Short-Term Financing Interest**	**0.00**	**0.00**	
S209	**56120**	**Short-Term Financing Principal**	**0.00**	**0.00**	
S209	**57010**	**Grants**	**3,000.00**	**0.00**	
S209	59000	Contribution to Reserve	0.00	0.00	
S209	59000	Contribution to Reserve	7,000.00	8,000.00	Interest on the Reserve
S209	59000	Contribution to Reserve	119,343.00	96,458.00	2024 Reserve Balance - $302,235
S209	**59000**	**Contribution to Reserve**	**126,343.00**	**104,458.00**	
S209	**59500**	**Transfer to Other Service**	**10,100.00**	**0.00**	
S209	**59510**	**Transfer to Other Service - General Admin. Fee**	**8,253.00**	**7,947.00**	
S209	**59520**	**Transfer to Other Service - IT Fee**	**2,435.00**	**4,189.00**	
S209	**59530**	**Transfer to Other Service - Community Services Fee**	**22,376.00**	**24,740.00**	
S209	**60000**	**Capital Expenditures**	**10,000.00**	**0.00**	
S209			**-0.27**	**0.08**	
			-0.27	**0.08**	