



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**RIONDEL COMMISSION OF MANAGEMENT  
OPEN MEETING AGENDA**

**7:00 PM**

**November 1, 2022**

**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**

The facility listed above will be able to accommodate the remote requirements for the meeting.

**Meeting Link:**

<https://nelsonho.webex.com/nelsonho/j.php?MTID=med1bf35e6d404e1164dd782af45e7346>

**Toll Free number: 1-844-426-4405**

**Meeting Number (access code): 2461 031 5454**

**COMMISSION/COMMITTEE MEMBERS**

Commissioner Panio	Riondel	In-person/Remote
Commissioner Anderson	Riondel	In-person/Remote
Commissioner Wilkinson	Riondel	In-person/Remote
Commissioner Wallace	Riondel	In-person/Remote
Commissioner Donald	Riondel	In-person/Remote
Commissioner Jackman	Director – Electoral Area A	In-person/Remote

**MEMBERS ABSENT**

**STAFF**

Lindsay MacPhee                                  Administrative Assistant - 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 [Time] 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 November 1, 2022 Riondel Commission of Management meeting, be adopted as circulated.

**Carried**

**4. RECEIPT OF MINUTES**

The October 4, 2022 Riondel Commission of Management minutes, have been received.

**5. DELEGATE**

No delegate.

**6. PUBLIC TIME**

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

**7. OLD BUSINESS**

**7.1 Riondel Commission of Management – Commission Appointments**

**CALL FOR NOMINATIONS**

Chair Panio will call for nominations 3 times.

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

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

**Moved** and Seconded,

And Resolved, that it be recommended to the Board:

That the Board appoint the following individuals to the Riondel Commission of Management for a term to end December 31, 2024:

[Name] Riondel

[Name] Riondel

**Carried**

**7.2 Riondel Community Centre Roof**

Chair Panio will provide the Commission with a verbal update regarding the progress on the Riondel Community Centre Roofing plans

**7.2 East Shore Shed Update**

Chair Panio will provide the Commission with a verbal update regarding the activities of the East Shore Shed group.

**7.3 Search for New Commissioners**

Chair Panio will provide the Commission with a verbal update regarding the search for new commissioners.

**7.4 Riondel Facebook Page**

Chair Panio will provide the Commission with a verbal update regarding raising awareness of the Riondel Facebook Page.

**7.5 BC Elections**

Chair Panio will provide the Commission with a verbal update regarding the recent municipal elections.

**7.6 Attendants Shed at Recycling Station**

Chair Panio will provide the Commission with a verbal update regarding the activities at the recycling station.

**7.6 Community Centre Electrical Work**

Chair Panio will provide the Commission with a verbal update regarding the electrical work needed in the Riondel Community Centre.

**7.7 Circle of Friends Rental**

Chair Panio will provide the Commission with a verbal update regarding recent interests in renting the Circle of Friends building.

**7.11 Basement Window Repairs and Upgrades**

Chair Panio will provide the Commission with a verbal update regarding repairs and upgrades to basement windows in the Riondel Community Centre.

**8. NEW BUSINESS**

**8.1 Recycling Staffing**

Chair Panio will provide the Commission with a verbal report regarding the need for better staffing at the Recycling Station.

**8.2 Bulletin Board Complaint Notice**

Chair Panio will provide the Commission with a verbal report regarding a recent complaint about the Commission of Management.

**8.3 Remembrance Day Ceremony**

Chair Panio will provide the Commission with a verbal report regarding the upcoming Remembrance Day Ceremony.

**8.4 Electronic Notice Board**

Chair Panio will provide the Commission with a verbal report regarding an electronic notice board for displaying community activities.

**9. CORRESPONDENCE**

No correspondence.

**10. AREA A DIRECTOR'S REPORT**

Director Jackman will provide the Commission with a verbal report.

**11. FINANCIAL REPORTS**

The Revenue and Expense Report for October 2022, and Service Statements for September 2022 have been received.

**12. PUBLIC TIME**

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

**13. NEXT MEETING**

The next Riondel Commission of Management meeting is scheduled for December 6, 2022 at 7:00 pm.

**14. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Riondel Commission of Management meeting be adjourned at [Time].

**Carried**



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**RIONDEL COMMISSION OF MANAGEMENT  
OPEN MEETING MINUTES**

**7:00 PM**

**October 4, 2022**

**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**

The facility listed above will be able to accommodate the remote requirements for the meeting.

**Meeting Link:**

<https://nelsonho.webex.com/nelsonho/j.php?MTID=med1bf35e6d404e1164dd782af45e7346>

**Toll Free number: 1-844-426-4405**

**Meeting Number (access code): 2461 031 5454**

**COMMISSION/COMMITTEE MEMBERS**

Commissioner Panio	Riondel	In-person
Commissioner Anderson	Riondel	In-person
Commissioner Wilkinson	Riondel	In-person
Commissioner Donald	Riondel	In-person

**MEMBERS ABSENT**

Commissioner Jackman	Director – Electoral Area A
Commissioner Wallace	Riondel

**STAFF**

Lindsay MacPhee	Administrative Assistant - Meeting Coordinator
Stuart Horn	Chief Administrative Officer

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

**1. CALL TO ORDER**

Chair Panio called the meeting to order at 7:02 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 October 4, 2022 Riondel Commission of Management meeting, be adopted with the inclusion of item 7.15 Building Security.

**Carried**

**4. RECEIPT OF MINUTES**

The September 6, 2022 Riondel Commission of Management minutes, have been received.

**5. DELEGATE**

No delegate.

**6. PUBLIC TIME**

The Chair called for questions from the public at 7:03 p.m.

A property owner addressed concerns regarding a local individual and staff member. Any concerns should be taken up with Regional District of Central Kootenay (RDCK) staff.

**7. OLD BUSINESS**

**7.1 Age Friendly Committee Trail Maintenance Funds**

Chair Panio provided the Commission with a verbal update regarding the allocation of the remaining funds for the Heritage Trail, including that East Shore Trail and Biking Association will manage the funds.

**7.2 Pickle Ball Update**

Chair Panio provided the Commission with a verbal update regarding local efforts to secure funding for the revitalization of the outdoor courts, including that considerable work has been done on the tennis court through volunteer labor and staff. The court surface has been patched, weeded and cleaned, the rotted wood has been repaired and the storage shed has been cleaned out. The roof of the storage shed still needs to be repaired, and a grant application is being made to cover this.

**7.3 East Shore Shed Update**

Chair Panio provided the Commission with a verbal update regarding the activities of the East Shore Shed group, including that the main work area is completed, equipment and supplies are being sorted and catalogued, and improvements are being made to the lounge area.

**7.4 Riondel Community Centre Roof**

Chair Panio provided the Commission with a verbal update regarding the progress on the Riondel Community Centre Roofing plans, including that the architect will soon have the tender ready to go out. Director Jackman has secured \$200,000 in funds from the gas tax for the project, in addition to the \$50,000 in reserves.

**7.5 Community Centre Electrical Upgrades**

Chair Panio provided the Commission with a verbal update regarding electrical upgrades, including that an outdoor outlet will be installed and the wiring layout in the basement will be reviewed. The energy audit conducted has identified several opportunities to increase the efficiency of the Riondel Community Centre; notable improvements include using double glazed windows, increasing insulation in exterior walls to R15, increasing roof insulation to R40 and replacing furnaces with heat pumps.

**7.6 Derelict Vehicles**

Chair Panio provided the Commission with a verbal update regarding derelict vehicles in the community of Riondel, including that a property owner commented on the burned-out boat that has yet to be removed from a local property. The owner will be contacted about moving the boat.

**7.7 Teck Legacy Grant**

Chair Panio provided the Commission with a verbal update regarding accessing the Teck Legacy grant, including that the project best suited for these funds is the installation of an automated underground sprinkler system for the baseball field and that RDCK staff are interested in resurfacing and reseeding the baseball field when this work is done. An estimate will be acquired for the installation of the system.

**7.8 Backstop Replacement**

Chair Panio provided the Commission with a verbal update regarding plans to replace the backstop at the baseball field, including that materials, a welder and labor are lined up and there is \$2,500 in grant funds. The Lion's Club is too busy at this time to coordinate the work. RDCK staff have agreed to put up a temporary fence on the Community Centre-side of the park at the time of ball tournaments to prevent balls from breaking windows.

**7.9 Search for New Commissioners**

Chair Panio provided the Commission with a verbal update regarding the search for new commissioners, including that there are two vacant spots on the Commission and any interested individuals should contact Gerald Panio. A public suggestion to draft a notice outlining Commissioner responsibilities was received along with a request for a community information package for new community members outlining what community groups, committees, commissions, and opportunities exist that people can participate in.

**7.10 Hot Water Tank Replacement**

Chair Panio provided the Commission with a verbal update regarding the replacement of the hot water tank in the Riondel Community Centre, including that Don Horvath completed the installation of the new 60-gallon tank.

**7.11 Basement Window Repairs and Upgrades**

Chair Panio provided the Commission with a verbal update regarding repairs and upgrades to basement windows in the Riondel Community Centre, including that Maintenance staff is currently replacing broken windows and there are grills to protect them in the future.

**7.12 Riondel Facebook Page**

Chair Panio provided the Commission with a verbal update regarding raising awareness of the Riondel Facebook Page, including that staff have created a community Facebook page and individuals are welcome to post on the page any events or items of community interest.

**7.13 Drainage Concerns**

Chair Panio provided the Commission with a verbal update regarding concerns about drainage activities in the community of Riondel, including that there has been no work done on the drainage system while 57% of the budget has gone towards administration.

**7.14 Water Advisory Committee Update**

Stuart Horn, Chief Administrative Officer, provided the Commission with a verbal update regarding the bylaw regulating the establishment of local Water Advisory Committees, including that the Board is working on the bylaw structure for the Community Advisory Committees intending to have the content solidified for a meeting in the first week of November, after which, groups operating under that function will be able to review the bylaw which the Board seeks to finalize in January of 2023.

**7.15 Building Security**

Chair Panio provided the Commission with a verbal report on recent acts of mischief in the community, including that there have been minor issues in the community including smashed bottles in the parking lot behind vehicles, and beer and pop cans littered around. There are game cameras that can be hung in hopes of identifying some individuals.

**8. NEW BUSINESS**

**8.1 Cell Phone Booster**

Chair Panio provided the Commission with a verbal report regarding a cell phone signal booster on the Riondel Community Centre, including that the booster has been mounted on the flag pole and there is now a good signal in the Riondel Community Centre.

**8.2 BC Elections**

Chair Panio provided the Commission with a verbal report regarding the upcoming municipal elections, including that the Senior's Room will host the municipal elections, on October 15, 2022.

**8.3 Electrical Mapping**

Chair Panio provided the Commission with a verbal report regarding mapping out the electrical system in the Riondel Community Centre, including that a layout needs to be mapped so that all of the 6 breaker panels in the building can be identified and labelled accordingly.



**9. CORRESPONDENCE**

The email dated Monday, September 12, 2022, from Shirleen Smith, regarding misuse of the attendant’s shed at the recycling station shed, has been received.

Chair Panio led a discussion on how to manage the situation, including that the recycling attendants will be consulted to get their thoughts and feedback on the shed’s utility.

**STAFF DIRECTION** Have staff update the RDCK website to reflect the current price for garbage which is \$3 a bag.

**10. AREA A DIRECTOR’S REPORT**

Director Jackman is away.

**11. FINANCIAL REPORTS**

The Revenue and Expense Report for September 2022, has been received. The August financial statements for Drainage, Recreation and the Riondel Service Area have been received and notable items include a capital expense of \$10,000 for fire mitigation around the water treatment plant.

**12. PUBLIC TIME**

The Chair called for questions from the public at 8:08 p.m. No public comment.

**13. NEXT MEETING**

The next Riondel Commission of Management meeting is scheduled for November 1, 2022 at 7:00 pm.

**14. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Riondel Commission of Management meeting be adjourned at 8:13 pm.

**Carried**

**Digitally approved via email.**

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Gerald Panio, Chair

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**RECOMMENDATION(S) TO THE BOARD OF DIRECTORS**

1. *Nil.*

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**STAFF DIRECTIONS**

1. *Have staff update the RDCK website to reflect the current price for garbage which is \$3 a bag.*

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

***Future Riondel Commission of Management Meetings***

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1. *Riondel Community Centre Roof*
2. *Teck Legacy Grant*
3. *Backstop Replacement*
4. *Water Advisory Committee Bylaw*
5. *Fitness Space Proposal*

## Lindsay MacPhee

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**From:** Panio Gerald <gpanio@bluebell.ca>  
**Sent:** Friday, October 14, 2022 6:23 AM  
**To:** Lindsay MacPhee  
**Subject:** Re: Minutes for review  
**Attachments:** 2022-10-04-RCM-Minutes Second Draft.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**CAUTION** This email originated from outside the organization. Please proceed only if you trust the sender.

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Hi Lindsay,

As usual, not a lot of editing needed. thanks! My draft is attached.

Gerald

On Thu, Oct 13, 2022 at 10:19 AM Lindsay MacPhee <[LMacPhee@rdck.bc.ca](mailto:LMacPhee@rdck.bc.ca)> wrote:

Hi Gerald,

Can you please review the minutes. Also –I missed the Men’s Shed Update because I was sorting out communication issues re: Stuart. Can you please fill in the updates?

Thanks.

**Lindsay MacPhee | Administrative Assistant - Riondel Commission of Management**

**Regional District of Central Kootenay**

**Phone:** 250.225.3262

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**Lindsay MacPhee | Administrative Assistant - Riondel Commission of Management**

**Regional District of Central Kootenay**

**Phone:** 250.225.3262

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[rdck.ca](http://rdck.ca)



**REVENUE & EXPENSE REPORT**

**Expenses – October 2022**

DATE RECEIVED	DATE ON BILL	EXPENSE	CODE	PURPOSE	AMOUNT
2022.10.18	2022.10.05	Gray Creek Store	55010-OPR467	Maintenance supplies for	\$5.57
			55010-OPR251-100	Regional Park, Community	\$13.65
			55010-OPR251	centre and Riondel service	\$34.15
2022.10.18	2022.09.15	Amazon.ca	55030-OPR251	Wire Tracer	\$51.73
2022.10.18	2022.10.09	East Shore Mainstreet	53040-OPR251	Advertising	\$63.00
2022.10.25	2022.10.12	Inland Allcare	55020-OPR251-100	Janitorial supplies	\$666.79
2022.10.18	2022.10.05	Crawford Bay Store	55050-OPR251	Gas	\$37.29
2022.10.25	2022.10.20	Gray Creek Store	55010-OPR251-100	Maintenance supplies and	\$4.55
			51050-OPR251	gloves	\$23.95
			55010-OPR251		\$29.75
2022.10.25	2022.10.17	Plumb Local plumbing & Construction	55010-OPR251-100	Installation of the hot water tank	\$1696.35
2022.10.25	2022.10.24	Gray Creek Store	55010-OPR251-100	Maintenance supplies for community centre	\$14.90

**Revenues**

DATE RECEIVED	DATE ON CHEQUE	CODE	DESCRIPTION	AMOUNT
2022.10.25	2022.10.19	42045-OPR251-100	Arts Club Rental Fee	\$933.33
2022.10.25	CASH	42045-OPR251-100	Dance Auditorium rental	\$115.00
2022.10.13	CASH	42035-OPR409-101	Refuse Revenue	\$1,090.00