



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**RIONDEL COMMISSION OF MANAGEMENT
OPEN MEETING AGENDA**

6:00 PM

December 6, 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 December 6, 2022 Riondel Commission of Management meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The November 1, 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 Search for New Commissioners

Chair Panio will provided the commission with a verbal update regarding the search for new Commissioners.

7.2 Riondel Community Centre Roof Tender

Chair Panio will provide the Commission with a verbal update regarding the Riondel Community Centre roof tender.

7.3 East Shore Shed Update

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

7.4 Riondel Community Centre Electrical Work

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

7.5 Circle of Friends Plumbing Work and Rental

Chair Panio will provide the Commission with a verbal update regarding the rental of, and plumbing work being done in, the Circle of Friends Building.

7.6 Electronic Notice Board

Chair Panio will provide the Commission with a verbal update regarding the electronic notice board.

7.7 Waste Management

Chair Panio will provide the Commission with a verbal update regarding waste management activities in the community.

8. NEW BUSINESS

8.1 Vandalism & Surveillance

Chair Panio will provide the Commission with a verbal report regarding recent vandalism and surveillance options for deterrence and security.

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 November 2022 has been received.

12. PUBLIC TIME

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

13. NEXT MEETING

The following Riondel Commission of Management meeting schedule will be as follows:

January 3, 2023	July 4, 2023
February 7, 2023	August 1, 2023
March 7, 2023	September 5, 2023
April 4, 2023	October 3, 2023
May 2, 2023	November 7, 2023
June 6, 2023	December 5, 2023

Meetings will start 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

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

MEMBERS ABSENT

STAFF

Lindsay MacPhee Administrative Assistant - Meeting Coordinator

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

1. CALL TO ORDER

Chair Panio called the meeting to order at 7:00 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 with the inclusion of items 8.5 Riondel Curling Club Request for Auditorium Donation, 8.6 Helping Hands Day, 8.7 Curling Club Roof, 8.9 Community Centre Basement Heating, 8.10 Social Media Stipend, and 9. Correspondence.

Carried

4. RECEIPT OF MINUTES

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

5. DELEGATE

Mike Barradell-Smith, of the East Shore Shed group, provided the Commission with a verbal report regarding Commission support to install a heating system in the basement for winter use using grant funds available. A discussion followed on heating options and available electrical supply and distribution.

6. PUBLIC TIME

The Chair called for questions from the public at 7:18 p.m.

A property owner inquired as to when Fortis is set to roll back their two-tier rate structure and return to single tier rates. Director Jackman will contact Fortis to inquire when the next five-year review will take place.

7. OLD BUSINESS

7.1 Riondel Commission of Management – Commission Appointments

CALL FOR NOMINATIONS

Chair Panio will call for nominations 3 times.

Commissioner Wallace will not renew his term.

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:

Jim Donald

Riondel

Carried

The Commission will have a table at the Riondel Craft Fair on December 10, 2022 to engage the community and advertise the search for new Commissioners.

7.2 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 has recommended that a structural engineer review the proposed changes in insulation with regards to potential increase in snow load on the roof..

MOVED and Seconded,
And Resolved that:

The Riondel Community Centre roof will be replaced to existing standards and plans will proceed with the membrane replacement and related work, while insulation upgrades will be deferred to a future phase of work.

Carried

7.2 East Shore Shed Update

Chair Panio provided the Commission with a verbal update regarding the activities of the East Shore Shed group. Refer to delegate, item 5.

7.3 Search for New Commissioners

Chair Panio provided the Commission with a verbal update regarding the search for new Commissioners, including that an advertisement for Commissioners has been drafted and posted within the community and that a representative of the Commission will also attend the Riondel Christmas Craft Fair on December 10, 2023.

7.4 Riondel Facebook Page

Chair Panio provided the Commission with a verbal update regarding raising awareness of the Riondel Facebook Page, including that Maintenance Assistant, Evan Salmon, has been managing the Riondel Facebook page. This work is of value to the community and it is worthwhile offering Evan remuneration for his time and effort. Chair Panio will talk with Joe Chirico about the nature of the work and discuss payment of a stipend.

7.5 BC Elections

Chair Panio provided the Commission with a verbal update regarding the recent municipal elections, including that the elections went smoothly and there was a 25% voter turnout.

7.6 Attendant's Shed at Recycling Station

Chair Panio provided the Commission with a verbal update regarding the activities at the recycling station, including that Chair Panio confirmed with the attendant that the shed is useful and he is happy to manage items left. Tip-it has changed their pick-ups and the bins have been filling up, with some refuse being stored in the recycling c-can. Chair Panio will notify Travis Barrington, Resource Recovery Technician.

7.6 Community Centre Electrical Work

Chair Panio provided the Commission with a verbal update regarding the electrical work needed in the Riondel Community Centre, including that Brandon Turlock will be working on the ventilation beneath the auditorium and an external outlet will also be installed on the wall outside the Commission office.

7.7 Circle of Friends Rental

Chair Panio provided the Commission with a verbal update regarding recent interests in renting the Circle of Friends building, including that one section of the building will be rented out for business and Don Horvath will modify the plumbing as needed to isolate the water system for that section of the building.

7.8 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 Evan has fixed everything that has been broken inside and outside the building with only a small amount of painting left to be done before the window grills go up.

8. NEW BUSINESS

8.1 Recycling Staffing

Chair Panio reminded the Commissioners that in the past the Commission has promised to open and close Tip-it bins on holidays when no regular attendant is on hand. This is a voluntary service, and can be revisited at any time.

8.2 Bulletin Board Complaint Notice

Chair Panio provided the Commission with a verbal report regarding a recent complaint about the Commission of Management, including that two anonymous notes were posted, one regarding the Commission and a second regarding the shooting of bears within Riondel town limits. Chair Panio will contact the Conservation Officer regarding the concerns expressed in the second notice.

8.3 Remembrance Day Ceremony

Chair Panio provided the Commission with a verbal report regarding the upcoming Remembrance Day Ceremony, including that there will be no ceremony this year due to lack of volunteer organizers.

8.4 Electronic Notice Board

Chair Panio provided the Commission with a verbal report regarding an electronic notice board for displaying community activities, including that an electronic scrolling sign has been offered to the Commission if it is found suitable for our purposes.

8.5 Riondel Curling Club Request for Auditorium Donation

Commissioner Anderson provided the Commission with a verbal report regarding the Riondel Curling Club's request for the donation of the auditorium to hold a fundraising event, including that the Commission approve the Riondel Curling Club's request that use of the auditorium and the kitchen be donated for the November 26, 2022 spaghetti dinner fundraiser.

8.6 Helping Hands Day

Chair Panio provided the Commission with a verbal report regarding the upcoming Helping Hands initiative, including that volunteers are needed this fall to assist seniors with yard work and other tasks.

8.7 Curling Club Roof

Chair Panio provided the Commission with a verbal report regarding the Curling Club lounge roof, including that the roof is leaking and the Curling Club is asking the Commission for the Maintenance Assistant to take a look and see if there is a suitable temporary fix that can be applied. Commissioner Anderson will talk to Maintenance Assistant Evan Salmon about the roof.

8.9 Community Centre Basement Heating

Chair Panio provided the Commission with a verbal report regarding heating the Riondel Community Centre basement. Refer to delegate, item 5.

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

That the Regional District of Central Kootenay support the East Shore Shed group's efforts to install an efficient heat source for their workspace in the Riondel Community Centre basement.

Carried

8.10 Social Media Stipend

Chair Panio provided the Commission with a verbal report regarding social media advertising for community events. Refer to item 7.4, Riondel Facebook Page.

9. CORRESPONDENCE

The letter dated October 27, 2022 from Jessica Hagen, regarding a request for support of a youth sports program in Riondel, has been received.

A discussion followed with the Commission approving support for more youth programming, and noting that the existing East Shore Youth Group has an ample budget from Columbia Basin Trust which could support any programs that the community wants for children, and staff can help with programming and safety checks regarding working with children, such as police record checks.

10. AREA A DIRECTOR'S REPORT

Director Jackman provided the Commission with a verbal report, including that the utilities water and drainage board meeting is coming up and under bylaw 2870 the Riondel drainage service will be established under its own bylaw, but lacks clarity on ownership and responsibility. Director Jackman will make a recommendation to accept the bylaw with the caveat that there is an advisory body that can liaise with staff regarding drainage concerns and decisions. Director Jackman is asking for public input on all services to help identify any areas of concern. The Riondel Commission of Management will host a town hall meeting on December 6, 2022 at 7:00 pm to give the community an opportunity to provide this input. The Commission will invite Area

Manager for Yellowhead Road and Bridge to attend and discuss winter operations and preparations.

11. FINANCIAL REPORTS

The Revenue and Expense Report for October 2022, and Service Statements for September 2022 have been received, notable items include the \$1,000 in refuse revenue, and the hot water tank installation came in under budget at \$1,700.

12. PUBLIC TIME

The Chair will call for questions from the public at 8:56 p.m.

A property owner requested information on the capacity of the Riondel water system. Director Jackman will distribute information on the water system connections to the Commission.

13. NEXT MEETING

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

14. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Riondel Commission of Management meeting be adjourned at 9:00 pm.

Carried

Approved by
Gerald Panio, Chair

**REVENUE & EXPENSE REPORT****Expenses – November 2022**

DATE RECEIVED	DATE ON BILL	EXPENSE	CODE	PURPOSE	AMOUNT
2022.11.15	2022.11.08	Crawford Bay Store	55050-OPR251	Gas	\$66.76
2022.11.08		Nils Anderson	55010-OPR251-100	Drywall, materials and labor	\$631.25
2022.11.08	2022.11.03	Tudor Lock & Security	55010-OPR252-100	Lock	\$18.46
			55010-OPR251-100	Keys	\$10.71
2022.11.08	2022.11.03	Napa	55050-OPR251 55050-OPR322	Engine oil	\$84.28
2022.11.08	2022.11.03	Home Hardware Building Ctr.	55010-OPR251-100 55010-OPR252-100	Maintenance supplies	\$14.10 \$14.10
2022.11.08	2022.11.03	Home Hardware Building Ctr.	55010-OPR251-100	Maintenance supplies	\$135.78
2022.11.08	2022.11.03	Home Hardware Building Ctr.	55010-OPR252-100	Sandbags	\$20.89
2022.11.08	2022.11.03	Glacier View Glass Ltd.	55010-OPR251-100	Window repair	\$310.30
2022.11.22	2022.11.18	SK Electronics Communications	55020-OPR251-100	Battery for exit lights	\$19.95
2022.11.22	2022.11.18	Nelson Building Ctr.	55010-OPR251-100 55020-OPR251-100	Repair supplies for hallway Lamp bulbs for exit lights	\$44.27 \$25.74
2022.11.29	2022.11.22	Crawford Bay Store	55050-OPR251	Gas	\$83.79

Expenses – October 2022

DATE RECEIVED	DATE ON BILL	EXPENSE	CODE	PURPOSE	AMOUNT
2022.11.01	2022.10.26	Inland Allcare	55050-OPR251 51050-OPR251 55010-OPR251-100	Cleaning supplies, and gloves	\$5.93 \$9.36 \$12.70
2022.11.01	2022.10.26	Kootenay Industrial Supplies	55030-OPR251 51050-OPR251	Tools and safety gear	\$55.47 \$5.20

2022.11.01	2022.10.26	Home Hardware Building Ctr.	55010-OPR251 55010-OPR251-100 55010-OPR252-100	Maintenance and repair supplies	\$22.65 \$43.20 \$68.99
------------	------------	-----------------------------	--	---------------------------------	-------------------------------

Revenues

DATE RECEIVED	DATE ON CHEQUE	CODE	DESCRIPTION	AMOUNT
2022.11.08	2022.11.03	42045-OPR251-100	Pickle ball auditorium rental	\$115.00
2022.11.01	2022.0.17	42045-OPR251-100	Library Auditorium Rental for Riondel Days	\$100.00
2022.11.29	2022.11.28	42045-OPR251-100	Pickle ball auditorium rental	\$190.00
2022.11.29	CASH	42045-OPR251-100	Dance Auditorium Rental	\$235.00