



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# RIONDEL COMMISSION OF MANAGEMENT OPEN MEETING MINUTES

7:00 PM

January 3, 2023

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

### MEMBERS ABSENT

### STAFF

Lindsay MacPhee	Administrative Assistant - Meeting Coordinator
Jason McDiarmid	Utility Services Manager
Alexandra Divlakovski	Water Operations Manager

5 out of 5 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 January 3, 2023 Riondel Commission of Management meeting, be adopted with the inclusion of items 8.3 Curling Club Electrical Subsidy.

**Carried**

**4. RECEIPT OF MINUTES**

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

**5. DELEGATE**

**5.1 Draft S241 Water Utility-Area A (Riondel) 2023 to 2027 Financial Plan**

Jason McDiarmid, Utility Services Manager, and Alex Divlakovski, Water Operations Manager, provided the Commission with a verbal report regarding the draft S241 Water Utility budget, notable items included:

- a 4% increase in the parcel tax and a 5% increase in water rates for 2023,
- an increase in salaries on account of monthly visits by a Level 2 Operator,
- Benefits increased to \$9274 due to our Maintenance Assistant moving into a full-time, fully benefitted position
- A redesign of the reservoir valve chamber and meter is planned for 2023, and construction planned for 2024
- Intake repairs will be completed in 2023
- Site preparation for the Portable generator scheduled for 2023, possible purchase and install in 2024 based on further investigation
- Contributions to reserves are on the rise
- In long-term planning, consider either replacing the current reservoir or acquiring a second smaller reservoir to increase reservoir capacity.

**5.2 Draft S165 Drainage-Area A (Riondel) 2023 to 2027 Financial Plan**

Jason McDiarmid, Utility Services Manager, provided the Commission with a verbal report regarding the draft S165 Drainage budget, notable items included:

- increased rates over the 5 years are compensating for historical under-contributions to the service and will provide the funding to do needed work,
- annual rate increases are the maximum allowed under bylaw, another 25% in 2025 is allowed without public approval,
- upgrading the asset management plan and identifying current issues is needed before repairs can be started,
- Director Jackman recommends to have Yellowhead Road & Bridge identify in writing which 18 culverts they own and are responsible for before a consultant is hired for asset management planning.

- Chair Panio expressed concern over the high proportion of the current Drainage budget (over 50%) that has been going to cover administrative expenses for this service.

### **5.3 Proposed Drainage Bylaw No. 2870 Status**

Jason McDiarmid, Utility Services Manager, provided the Commission with a verbal report regarding the status of the proposed drainage bylaw no. 2870, including that it is in its second reading by the Water Services committee and is on hold until there is a memorandum of understanding with Ministry of Transportation and Infrastructure.

## **6. PUBLIC TIME**

No public comment.

## **7. OLD BUSINESS**

### **7.1 Riondel Community Centre Roof Tender**

Chair Panio provided the Commission with a verbal update regarding the Riondel Community Centre roof tender, including that no bids were received by the tender deadline, and that the architect will redraft the tender proposal to address the risk and uncertainty associated with the patch or repair portion of the tender.

### **7.2 Electronic Notice Board**

Chair Panio provided the Commission with a verbal update regarding the electronic notice board, including that he has not talked with maintenance staff about the status of the sign.

### **7.3 Waste Management**

Chair Panio provided the Commission with a verbal update regarding waste management activities in the community, including that there are staffing shortages and bags of garbage have been left behind when no attendant is present. Chair Panio has drafted a public memo regarding the misuse of the Tip-it bins to be posted upon review and approval.

### **7.4 Surveillance Update**

Chair Panio provided the Commission with a verbal update regarding surveillance options for the Riondel Community Centre, including that two Bluetooth cameras have been purchased to install at the community centre.

### **7.5 Skating Rink Update**

Chair Panio provided the Commission with a verbal update regarding the activities at the skating rink, including that the skating rink was well taken care of by community members and residents were happy to have the amenity. A couple of "Use at Your Own Risk" notices have been posted, and further exemplars of notices requested from the RDCK office.

### **7.6 Snow Ploughing Update**

Chair Panio provided the Commission with a verbal update regarding snow removal in the community, including that the tractor has been repaired and a contract for the ploughing of the Bluebell Manor and the Riondel Fire Hall has been given to Akokli Contracting.

## **8. NEW BUSINESS**

**8.1 New Thermostat for Auditorium**

Chair Panio provided the Commission with a verbal report regarding the thermostat in the auditorium, including that a fully programmable thermostat has been purchased for the auditorium to better moderate the heat.

**8.2 Community Planning Discussion**

Director Jackman provided the Commission with a verbal report regarding the process for community planning and zoning, including that staff are finding it hard to review every community plan within the Regional District of Central Kootenay every 5 years. Ymir has a simple community plan and could be used as a template for the community of Riondel.

**8.3 Curling Club Electrical Subsidy**

Chair Panio provided the Commission with a verbal report regarding a request from the Curling Club, including that the Curling club has struggled last 3 years and have requested the Commission to provide financial assistance for the electrical bill that is approximately \$6,000 annually.

MOVED, and Seconded

And Resolved, that it be recommended to the Board that:

The Board approve the payment of the following grants from the Riondel Commission of Management Service Area S209 – Riondel, budget for 2023

Riondel & District Curling Club	50% of the Curling club's annual electrical costs, not to exceed \$3,000.
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**Carried**

**9. CORRESPONDENCE**

No correspondence.

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

Director Jackman will provided the Commission with a verbal report, including that the Comprehensive Land Use Bylaw for Electoral Area A has been in place for years, which includes community planning and zoning sections. Riondel is listed in Schedule A, regarding general community planning, however being un-zoned Riondel is not identified in the bylaw's Schedule B. Once this community plan review process is underway, land use designations can change through public input process, after which the zoning process begins.

**11. FINANCIAL REPORTS**

The Revenue and Expense Report for December 2022 and the November Service Statements have been received.

**12. PUBLIC TIME**

No public comment.

**13. NEXT MEETING**

The following Riondel Commission of Management meeting will be held on February 7, 2023 at 7:00 pm.

**14. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Riondel Commission of Management meeting be adjourned at 9:16 pm.

**Carried**

**Digitally approved via email.**

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**Gerald Panio, Chair**

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

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1. The Board approve the payment of the following grants from the Riondel Commission of Management Service Area S209 – Riondel, budget for 2023

Riondel & District Curling Club

50% of the Curling club's annual electrical costs, not to exceed \$3,000.

**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. *Election of Chair*
2. *Electronic Notice Board*
3. *Riondel Community Centre Roof Tender*
4. *Surveillance Update*

## Lindsay MacPhee

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**From:** Panio Gerald <gpanio@bluebell.ca>  
**Sent:** Tuesday, January 10, 2023 12:06 PM  
**To:** Lindsay MacPhee  
**Subject:** Possible\_Spam: Re: Minutes for Approval

**CAUTION**

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

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Hi Lindsay,

I approve these minutes.

Gerald

On Tue, Jan 10, 2023 at 12:03 PM Lindsay MacPhee <[LMacPhee@rdck.bc.ca](mailto:LMacPhee@rdck.bc.ca)> wrote:

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

**Regional District of Central Kootenay**

**Phone:** 250.225.3262

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