

**VILLAGE OF RADIUM HOT SPRINGS**

**AGENDA**

**REGULAR COUNCIL MEETING**

**COUNCIL CHAMBERS**

**7:30 PM, WEDNESDAY, NOVEMBER 23rd, 2022**

**Zoom info: <https://zoom.us/>  
Meeting ID: 882 123 4110  
Passcode: Radium**

**Dial in: 1-204-272-7920  
Meeting ID: 882 123 4110  
Passcode: 600461**

**PRESENT:**

**1. ORDER:**

**LAND ACKNOWLEDGEMENT:**

*We would like to acknowledge that we are meeting on the traditional and unceded territory of the Ktunaxa and Secwepemc peoples.*

**2. APPROVAL OF AGENDA:**

***Recommended Resolution:***

That Council adopts the Agenda, as presented.

**3. MINUTES:**

a) Adoption of Minutes from the Regular Council Meeting held on November 9th, 2022

***Recommended Resolution:***

That Council adopts the Regular Council Meeting minutes from November 9th, 2022, as presented.

**4. DELEGATIONS:**

None

**5. COMMITTEE REPORTS:**

**6. UNFINISHED BUSINESS / BUSINESS ARISING FROM THE MINUTES:**

**7. BYLAWS:**

- a) **Report to Council** – CO Jill Logan – Bylaw No. 486, 2022 Council Procedure Bylaw

***Recommended Resolution:***

That Council gives first reading to “*Council Procedure Bylaw No. 486, 2022*”, as presented; and

That Council instructs staff to proceed with public notice of the proposed “*Council Procedure Bylaw No. 486, 2022*”, as per section 94 of the *Community Charter*.

**8. MISCELLANEOUS CORRESPONDENCE & REPORTS:**

- a) **Report to Council** – CAO Bergles – Cheque Registers for September and October, 2022

***Recommended Resolution:***

That Council receives the September and October 2022 cheque registers, for information.

- b) **Report to Council** – Fire Chief Trevor Carr – Fire Department Report

***Recommended Resolution:***

That Council receives Fire Chief Carr’s Fire Department Report to November 19, 2022, for information.

- c) **Report to Council** – CAO Bergles – 2022-24 Village of Radium Hot Springs Resort Development Strategy Report

***Recommended Resolution:***

THAT Council ENDORSE the 2022-2024 Resort Development Strategy, approved by the Province of British Columbia on November 16, 2022, as developed by the Village of Radium Hot Springs and Tourism Radium.

- d) RDEK Director Training & Inaugural Committee & Board Meeting Report prepared by Mayor Gray

***Recommended Resolution:***

That Council receives the RDEK Director Training & Inaugural Committee & Board Meeting Report prepared by Mayor Gray, for information

- e) AKBLG Call for Resolutions and Writing Guideline For Resolutions

***Recommended Resolution:***

That Council receives AKBLG Call for Resolutions and Writing Guideline For Resolutions, for information.

- f) BC RCMP – Elected Officials Guide

***Recommended Resolution:***

That Council receives the BC RCMP Elected Officials Guide, for information.

**9. NEW BUSINESS:**

**10. ROUNDTABLE:**

**11. NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:**

**12. ADJOURNMENT:**

# VILLAGE OF RADIUM HOT SPRINGS

## MINUTES

### REGULAR COUNCIL MEETING

#### COUNCIL CHAMBERS

**WEDNESDAY, NOVEMBER 9TH, 2022 at 7:30pm**

**COUNCIL PRESENT:** Councillors Shudra (chair), Palashniuk, Collin and Ferguson-Huston  
Mayor Gray (via Zoom)

**STAFF PRESENT:** CAO Adrian Bergles, CO Jill Logan

**PUBLIC PRESENT:** 2 in the gallery, 2 virtually via Zoom

**1. ORDER:** Acting Mayor Shudra brought the meeting to order at 7:30 p.m.

#### **LAND ACKNOWLEDGEMENT:**

Acting Mayor Shudra acknowledged that Council is meeting on the traditional and unceded territory of the Ktunaxa and Secwepemc peoples.

#### **2. ADDITIONS TO AGENDA:**

Resolved, that the Agenda is adopted, as presented.

(Moved by Councillor Palashniuk, Seconded by Councillor Ferguson-Huston)

Carried

#### **3. MINUTES:**

a) Resolved, that the Village of Radium Hot Springs Council adopts the Regular Council Meeting minutes from October 26th, as presented.

(Moved by Mayor Gray, Seconded by Councillor Collin)

Carried

b) Resolved, that the Village of Radium Hot Springs Council adopts the Special Council Meeting minutes from November 2nd, 2022, as amended.

(Moved by Councillor Palashniuk, Seconded by Councillor Ferguson-Huston)

Carried

#### **4. DELEGATIONS:**

a) Sgt. Darren Kakuno presented his quarterly report and advised Council that he has been transferred to Cranbrook. Council thanked Sgt. Kakuno for his service in the Columbia Valley.

b) Paul Adams and Collin Moss of the BC Rural Health Network presented to Council and requested that the Village become a member of the Network to further the voice of rural residents on health and wellness. Following the presentation and discussion, Council made the following resolutions:



Resolved, that Council tables the request from the BC Rural Health Network to purchase a membership, for further discussion.

(Moved by Councillor Ferguson-Huston, Seconded by Councillor Palashniuk) Not Carried

Resolved, that Council instructs staff to purchase a \$50 membership on behalf of the Village in the BC Rural Health Network.

(Moved by Mayor Gray, Seconded by Councillor Ferguson-Huston) Carried

## **5. COMMITTEE REPORTS**

None

## **6. UNFINISHED BUSINESS / BUSINESS ARISING FROM THE MINUTES:**

None

## **7. BYLAWS**

None

## **8. MISCELLANEOUS CORRESPONDENCE & REPORTS:**

- a) Resolved, that Council appoints Christi Ferguson-Huston as a member, and Councillor Carey Collin as an alternate member, to the Ktunaxa Kinbasket Treaty Advisory Committee.

(Moved by Mayor Gray, Seconded by Councillor Palashniuk) Carried

## **9. NEW BUSINESS:**

- a) BC Rural Health Network membership was resolved under Item 4b).

## **10. ROUNDTABLE:**

Mayor Gray provided new Council with an explanation of the Roundtable process.

**11. NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:**

Resolved, that Council goes 'in camera' to discuss labour relations under section 90 (1) of the  
*Community Charter*

(Moved by Councillor Gray, Seconded by Councillor Ferguson-Huston)

Carried

**12. ADJOURNMENT at 8:29 p.m.**

HEREBY CERTIFIED CORRECT:

\_\_\_\_\_  
Acting Mayor Dale Shudra

\_\_\_\_\_  
Jill Logan, Corporate Officer

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**Meeting Type and Date:** Meeting – November 23rd, 2022  
**From:** Adrian Bergles, Chief Administrative Officer  
**Prepared By:** Jill Logan, Corporate Officer  
**Subject:** Council Procedure Bylaw No. 486, 2022

**Recommendation:** That the Village of Radium Hot Springs Council gives first reading to “*Council Procedure Bylaw No. 486, 2022*”

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Request for Decision ☒ Department Report ☐ Information Report ☐

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**Implications of Recommendation:**

Asset Management: N  
Financial: N  
OCP: N  
Policy: Y  
Strategic Plan: N

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**SUMMARY INFORMATION**

The current Council Procedure bylaw was adopted in 2017 and requires updating.

Key changes incorporated into the new bylaw are:

- Updating definitions to include “Chief Administrative Officer”, “Committee of the Whole”, “Council Chambers”, “Live Stream”, “Meeting”, “Village Office” and “Village Website”;
- Setting a new time and date for regular council meetings - 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month, beginning at 4pm;
- Setting new Agenda items and order such as “Land Acknowledgment”, and “Question Period”;
- Setting out prescribed time and dates for Committee of the Whole meetings, as well as COTW procedures;
- Limiting “Delegations” to a maximum of 6 per meeting;
- Setting out procedures for standing or select committees;
- Updating procedures for electronic meetings and live streaming of meetings.

Before a Council Procedure bylaw can be adopted, notice has to be given as per section 94 and 124 of the *Community Charter*.

**OPTIONS FOR COUNCIL**

- a. Give first reading to the bylaw, as presented, and instruct staff to proceed with public notice (recommended);
- b. Give first reading to the bylaw with amendments and instruct staff to proceed with public notice;
- c. Instruct staff to further revise the bylaw and bring it back to Council for further discussion.

Respectfully submitted:

Jill Logan  
Corporate Officer

## VILLAGE OF RADIUM HOT SPRINGS

### BYLAW NO. 486, 2022

A bylaw to establish the rules of procedure for council and meetings,  
pursuant to the *Community Charter*.

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The Council of the Village of Radium Hot Springs, in open meeting assembled, **HEREBY ENACTS AS FOLLOWS:**

#### **SECTION 1. INTRODUCTION**

1.0 This bylaw may be cited as the “*Council Procedure Bylaw No.486, 2022*”.

##### **Definitions:**

1.1 In this bylaw,

“Chief Administrative Officer” means the Chief Administrative Officer for the Village;

“Committee” means a standing, select, or other committee of Council, but does not include Committee of the Whole;

“Committee of the Whole” means the entire membership of Council when sitting as a Committee;

“Corporate Officer” means the Corporate Officer for the Village;

“Council” means the Council of the Village of Radium Hot Springs;

“Council Chambers” means the chambers meeting room located in the Village Office;

“Live Stream” means a live, publicly streamed broadcast;

“Mayor” means the Mayor of the Village of Radium Hot Springs;

“Meeting” includes Committee of the Whole, Committees and Council, but does not include meetings that are closed to the public in accordance with the Community Charter;

“Public Notice Posting Place” means the notice board located in the foyer of the Village Office;

“Village” means the Village of Radium Hot Springs;

“Village Office” means the Village Office located at 4836 Radium Boulevard, Radium Hot Springs, BC;

“Village Website” means the information resource found at an internet address provided by the Village.

### **Application of rules of procedure**

- 1.2 The provisions of this bylaw govern the proceedings of Council, Committee of the Whole and all Committees, as applicable.
- 1.3 In cases not provided for under this bylaw, the Robert's Rules of Order, current edition, apply to the proceedings of Council, and its Committees, to the extent that those Rules are:
  - a) applicable in the circumstances; and
  - b) not inconsistent with provisions of this bylaw or the *Community Charter*.

## **SECTION 2. COUNCIL MEETINGS**

### **Inaugural Meeting**

- 2.0 Following a general local election, the first Council meeting must be held on the first Tuesday in November in the year of the election, provided that that date allows sufficient time for the required legislative time periods involved in a contest of an election or judicial recount. If required, the first Council meeting will be held on the second Tuesday in November.

### **Quorum of Council**

- 2.1 The Council of the Village of Radium Hot Springs shall consist of a Mayor and four Councillors. The quorum shall consist of three Council members present.
- 2.2 If a quorum of Council members elected at the general local election has not taken office by the date of the meeting referred to in section 2.0, the first Council meeting must be called by the Corporate Officer and held as soon as reasonably possible after a quorum has taken office.

### **Time and location of meetings**

- 2.3 All Council meetings must take place within Council Chambers except when Council resolves to hold meetings elsewhere. Any reference to time means the Mountain Time zone.
- 2.4 Regular Council meetings must:

- a) be held on the second and fourth Tuesday of each month;
- b) begin at 4:00 p.m.;
- c) be adjourned by 7:00 p.m. on the day scheduled for the meeting unless Council resolves to proceed beyond that time; and
- d) unless resolved otherwise by Council, be held only once in the months of July, August and December, with those meetings taking place on the second Tuesday of July, August and December.

2.5 When a regularly scheduled meeting falls on a statutory holiday, a meeting shall be held on the next regular business day or otherwise scheduled by resolution of Council.

2.6 Regular Council meetings may:

- a) be cancelled by Council, provided that two consecutive meetings are not cancelled; and
- b) be postponed to a different day, time and place by the Mayor, provided the Corporate Officer is given two days' written notice.

#### **Notice of Council meetings**

2.7 In accordance with section 127 of the *Community Charter* [notice of council meetings], Council must prepare annually, a schedule of the dates, times and places of regular Council meetings and must make the schedule available to the public by posting notice at the Public Notice Posting Place.

2.8 In accordance with Section 127 of the *Community Charter*, Council must give notice annually of the time and duration that the schedule of regular Council meetings will be available according to Section 94 of the *Community Charter* [requirements for public notice].

2.9 Where revisions are necessary to the annual schedule of regular Council meetings, the Corporate Officer must, as soon as possible, post a notice to the Public Notice Posting Place which indicates any revisions to the date, time and place or cancellation of a regular Council meeting.

#### **Notice of special meetings**

2.10 Except where notice of a special meeting is waived by unanimous vote of all Council members under section 127(4) of the *Community Charter* [notice of council meeting], a notice of the date, hour and place of a special Council meeting must be given at least 24 hours prior to the meeting by:

- a) posting the notice at the Public Notice Posting Place and Village Website; and
- b) providing a copy of the notice to each Council member via email or leaving one copy of the notice in the Council member's tray at the Village Office.

2.11 The notice under subsection 2.10 must describe in general terms the purpose of the meeting and be signed by the Mayor or Corporate Officer.

### **Electronic Meetings**

- 2.12 Council is hereby authorized to conduct its regular council meetings by means of electronic or other communication facilities.
- 2.13 A regular council meeting may only be conducted by means of electronic or other communication facilities where Council has, at least 72 hours in advance of the regular council meeting, passed a resolution directing that the regular council meeting be conducted by means of electronic or other communication facilities.
- 2.14 Where Council has directed that a regular council meeting be conducted by means of electronic or other communication facilities, the regular council meeting must be conducted by means of electronic or other communication facilities, and notice must be given to the public that the regular council meeting is to be held by means of electronic or other communication facilities by posting the notice on the Public Notice Posting Place at least 48 hours in advance of the meeting.
- 2.15 For the purposes of subsection (2.14), the notice must satisfy the requirements of section 128(2)(b)(i) of the *Community Charter* [electronic regular council meetings].
- 2.16 Council is hereby authorized to conduct its special council meetings by means of electronic or other communication facilities.
- 2.17 A special council meeting may only be conducted by means of electronic or other communication facilities where either the Mayor has directed that the special council meeting be conducted by means of electronic or other communication facilities or Council has directed that the next regular council meeting be conducted by means of electronic or other communication facilities.
- 2.18 Where the Mayor has directed that a special council meeting be conducted by means of electronic or other communication facilities, or Council has directed that the next regular council meeting be conducted by means of electronic or other communication facilities, the special council meeting must be conducted by means of electronic or other communication facilities, and notice must be given in accordance with sections 127 and 128.1(2)(b) of the *Community Charter*.
- 2.19 A committee is hereby authorized to conduct its meetings by means of electronic or other communication facilities.



- 2.20 A committee meeting may only be conducted by means of electronic or other communication facilities where Council or the committee has, at least 72 hours in advance of the committee meeting, passed a resolution directing that the committee meeting be conducted by means of electronic or other communication facilities.
- 2.21 Where the Council or a committee has directed that a committee meeting be conducted by means of electronic or other communication facilities, the committee meeting must be conducted by means of electronic or other communication facilities, and notice must be given to the public that the committee meeting is to be held by means of electronic or other communication facilities by posting the notice on the Public Notice Posting Place at least 48 hours in advance of the meeting.
- 2.22 For the purposes of subsection 2.21, the notice must set out the way in which the committee meeting is to be conducted by means of electronic or other communication facilities.
- 2.23 If the visual and audio or audio electronic or other communication equipment loses the connection or the connection is disrupted during the course of the meeting, the Corporate Officer will note this in the minutes and if this disruption results in the loss of a quorum, the meeting shall dissolve and the issue under discussion at the time of the loss of communication shall be raised at the next meeting.
- 2.24 Provided that conditions set out in subsection 128 (2) of the *Community Charter* [electronic meetings and participation by members] are met, a member of Council or a Council Committee who is unable to attend at any Council meeting or a Council Committee meeting, as applicable, may participate in the meeting by means of electronic audio or other communication facilities.
- 2.25 The member presiding at a special or regular Council, or special or regular Council Committee meeting must not participate electronically.

#### **Live Streaming of Council Meetings**

- 2.26 Public meetings of Council held in Council Chambers may be live streamed via Zoom or other electronic platforms. Any meeting or portions of meetings that are closed to the public in accordance with sections 90 and 92 of the *Community Charter* will not be broadcast. Meetings will not be recorded and saved.
- 2.27 It is intended that the standard camera position will only provide vision of the members of Council and staff who are present at the meeting and those members of the public who are addressing Council at the meeting.
- 2.28 There may be situations where due to technical difficulties the live streaming will not be available. If such circumstances occur, the Mayor or Chairperson will advise those present that live streaming is not available. In the event the technical difficulties are not identified during the meeting, this information will be displayed on the Village Website.

2.29 The official record of the Meetings shall be the written minutes.

### **SECTION 3. DESIGNATION OF MEMBER TO ACT IN PLACE OF MAYOR**

- 3.0 Annually, Council must designate a member to act as Deputy Mayor when the Mayor is absent or otherwise unable to act, or when the office of the Mayor is vacant.
- 3.1 If both the Mayor and the member designated under section 3.0 are absent from a Council meeting, the members present must choose a Councillor to preside at the meeting.
- 3.2 The member designated under section 3.0 or chosen under section 3.1 has the same powers and duties as the Mayor in relation to the applicable matter.

### **SECTION 4. COUNCIL PROCEEDINGS**

#### **Community Charter Provisions**

- 4.0 Matters pertaining to Council proceedings are governed by the *Community Charter* including those provisions found in Division 3 of Part 4 [Open Meetings] and Division 2 of Part 5 [Council Proceedings].

#### **Attendance of public at meetings**

- 4.1 Except where the provisions of section 90 of the *Community Charter* [meetings that may or must be closed to the public] apply, all Council meetings must be open to the public.
- 4.2 Before closing a Council meeting or part of a Council meeting to the public, Council must pass a resolution in accordance with section 92 of the *Community Charter* [requirements before meeting is closed].
- 4.3 This section applies to all meetings of the bodies referred to in Section 93 of the *Community Charter* [Application of rules to other bodies], including without limitation:
  - a) Committee of the Whole;
  - b) Standing and select committees; and
  - c) Parcel tax roll review panel.
- 4.4 Despite Section 4.1, the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 3 may expel or exclude from a Council meeting a person in accordance with section 133 of the *Community Charter* [Expulsion from meetings].

### **Minutes of meetings to be maintained and available to public**

- 4.5 Minutes of the proceedings of Council must be:
- a) legibly recorded in a minute book;
  - b) include the place, date and time of the meeting;
  - c) include the names of the Council member or members in attendance;
  - d) certified as correct by the Corporate Officer; and
  - e) signed by the Corporate Officer and the Mayor or other member presiding at the meeting or at the next meeting at which the minutes are adopted.
- 4.6 Subject to subsection 4.7, and in accordance with section 97(1)(b) of the *Community Charter* [other records to which public access must be provided], minutes of the proceedings of Council must be open for public inspection at the Village Office during its regular office hours.
- 4.7 Subsection 4.6 does not apply to minutes of a Council meeting or that part of a Council meeting from which persons were excluded under section 90 of the *Community Charter* [meetings that may or must be closed to the public].

### **Calling meeting to order**

- 4.8 As soon after the time specified for a Council meeting as there is a quorum present, the Mayor, if present, must take the Chair and call the Council meeting to order, however, where the Mayor is absent, the Councillor designated as the member responsible for acting in the place of the Mayor in accordance with subsection 3 must take the Chair and call such meeting to order.
- 4.9 If a quorum of Council is present but the Mayor or the Councilor designated as the member responsible for acting in the place of the Mayor under subsection 3 do not attend within 15 minutes of the scheduled time for a Council meeting:
- a) the Corporate Officer must call to order the members present; and
  - b) the members present must choose a member to preside at the meeting.

### **Adjourning meeting where no quorum**

- 4.10 If there is no quorum of Council present within 15 minutes of the scheduled time for a Council meeting, the Corporate Officer must:
- a) record the names of the members present, and those absent; and

b) adjourn the meeting until the next scheduled meeting.

**Conduct of proceedings at a meeting of council**

4.11 It shall be the duty of the Mayor:

- a) to open the meeting of Council by taking the chair and calling the members order;
- b) to put to vote all questions which are regularly moved and seconded, or necessarily arise in the course of proceedings and to announce the result;
- c) to decline to put to vote motions which infringe the rules of procedure;
- d) to restrain the members, within the rules of order, when engaged in debate;
- e) to enforce on all occasions the observance of order and decorum among the members;
- f) to call by name any member persisting in breach of the rules of order of the Council, thereby ordering him/her to vacate the Council Chamber;
- g) to authenticate, by his/her signature when necessary, all bylaws, resolutions and minutes of the Council;
- h) to inform the Council, when necessary or when referred to for that purpose, on a point of order or usage;
- i) to represent and support the Council, declaring its will and implicitly obeying its decisions in all things;
- j) to ensure that the decisions of Council are in conformity with the laws and bylaws governing the activities of the Council;
- k) to terminate the meeting when the business is concluded; and
- l) to adjourn the meeting without question in the case of grave disorder arising in the Council Chamber.

**Agendas**

4.12 Prior to each Council meeting, the Corporate Officer must prepare an Agenda setting out all the items for consideration at that meeting.

- 4.13 The deadline for submissions by the public to the Corporate Officer of items for inclusion on the Council meeting Agenda shall be 9:00 a.m. on the Wednesday prior to the meeting.
- 4.14 The Corporate Officer must make the Agenda available to the members of Council and the public no later than 4:00 p.m. on the Thursday afternoon prior to the meeting.
- 4.15 Council must not consider any matters not listed on the Agenda unless a new matter for consideration is properly introduced as a late item pursuant to subsection 4.18.
- 4.16 The Agenda may be delivered in paper or electronic format.

**Order of proceedings and business:**

- 4.17 The Agenda for all regular Council meetings shall contain the following matters in the order listed:
- a) Call to Order
  - b) Land Acknowledgment
  - c) Adoption of Agenda
  - d) Adoption of Minutes
  - e) Delegations
  - f) Reports to Council
  - g) Correspondence to Council
  - h) New Business
  - i) Bylaws
  - j) Question Period
  - k) Special and Closed Meetings (In Camera)
  - l) Adjournment

**Late Items**

- 4.18 An item of business not included on the Agenda must not be considered at a Council meeting unless introduction of the late item is approved by Council prior to adoption of the Agenda.
- 4.19 If the Council makes a resolution under subsection 4.18, information pertaining to the late items must be distributed to the members.

**Delegations**

- 4.20 In order to address Council, delegations must provide written application on a prescribed form before 9:00 a.m. on the Wednesday prior to the meeting. Approved delegations must limit their address to Council to 10 minutes unless a longer period is agreed to by unanimous vote of those members present. No more than six delegations will be scheduled per council meeting.

- 4.21 Council must not permit a delegation to address a meeting of the Council regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw.
- 4.22 The Corporate Officer may refuse to place a delegation on the Agenda if the issue is not considered to fall within the jurisdiction of Council. If the delegation wishes to appeal the Corporate Officer's decision, the information must be distributed under separate cover to Council for their consideration.

## **SECTION 5. BYLAWS**

- 5.0 A proposed bylaw may be debated and amended at any time during the first three readings unless prohibited by the *Community Charter*.
- 5.1 In accordance with Section 135 of the *Community Charter* [requirements for passing bylaws], Council may give two or three readings to a proposed bylaw at the same Council meeting.
- 5.2 Despite the general requirement that third reading and adoption not occur during the same meeting, Council may adopt a proposed official community plan or zoning bylaw at the same meeting at which the plan or bylaw passed third reading.
- 5.3 After a bylaw is adopted and signed by the Corporate Officer and the presiding member of the Council meeting at which it was adopted, the Corporate Officer must have it placed in the Village records for safekeeping.

## **SECTION 6 – COMMITTEE OF THE WHOLE**

- 6.0 At any time during a council meeting, Council may by resolution go into Committee of the Whole. Otherwise, Committee of the Whole meetings will take place annually on the 1<sup>st</sup> Tuesday of each month, at 1:00 p.m., at the Village Office.
- 6.1 In addition to subsection 6.0, a meeting, other than a standing or select Committee meeting, to which all members of Council are invited to consider but not to decide on matters of the Village's business, is a meeting of Committee of the Whole.

### **Notice for Committee of the Whole meetings**

- 6.2 Subject to subsection 6.0, a notice of the date, hour and place of a Committee of the Whole meeting, along with information about the topics to be discussed, must be given at least 24 hours prior to the meeting by:
- a) posting the notice at the Public Notice Posting Place and Village Website; and
  - b) providing a copy of the notice to each Council member via email or leaving one copy of the notice in the Council member's tray at the Village Office.

- 6.3 Subsection 6.2 does not apply to a Committee of the Whole meeting that is called, in accordance with section 6.0, during a Council meeting for which public notice has been given under subsection 2 of the bylaw.

**Minutes of Committee of the Whole meetings to be maintained and available to public**

- 6.4 Minutes of the proceedings of the Committee of the Whole meeting must be:
- a) legibly recorded;
  - b) certified as correct by the Corporate Officer;
  - c) signed by the Mayor or other member presiding at the meeting or at the next meeting at which the minutes are adopted; and
  - d) open for public inspection in accordance with section 97(1)(c) of the *Community Charter* [other records to which public access must be provided].

**Presiding members at Committee of the Whole meetings and Quorum**

- 6.5 Any Council member may preside in Committee of the Whole.
- 6.6 The members of Council attending a meeting of Committee of the Whole must appoint a presiding member for the meeting.
- 6.7 The quorum of Committee of the Whole meeting is the majority of Council members.

**Points of order at meetings**

- 6.8 The presiding member must preserve order at Committee of the Whole meetings and, subject to an appeal to other members present, decide points of order that may arise.

**Conduct and debate**

- 6.9 The following rules apply to Committee of the Whole meetings:
- a) motion is not required to be seconded;
  - b) a motion for adjournment is not allowed;
  - c) a member may speak any number of times on the same question; and
  - d) a member must not speak longer than a total of 10 minutes on any one question.

### **Voting at meetings**

- 6.10 Votes at a Committee of the Whole meetings must be taken by a show of hands if requested by a member.
- 6.11 The presiding member must declare the results of voting.

### **Reports**

- 6.12 Committee of the Whole meetings may consider reports and bylaws only if:
  - a) they are printed and the members each have a copy; or
  - b) a majority of the Council members present decide without debate that the requirements of paragraph (a) do not apply.
- 6.13 The Committee of the Whole meeting's reports to Council must be presented by the Corporate Officer, or designate.

## **SECTION 7. STANDING AND SELECT COMMITTEES**

### **Duties of standing and select committees**

- 7.0 Standing Committees must consider, inquire into, report, and make recommendations to Council about all of the following matters:
  - a) matters that are related to the general subject indicated by the name of the Committee;
  - b) matters that are assigned by Council; and
  - c) matters that are assigned by the Mayor.
- 7.1 Select Committees must consider, inquire into, report and make recommendations to Council about the matters referred to the committee by the Council. Select Committees must report and make recommendations to Council at the next Council meeting unless Council specifies a different time and date.

### **Schedule of committee meetings**

- 7.2 At its first meeting after its establishment, a Standing or Select Committee must establish a regular schedule of meetings.
- 7.3 The chair of the Standing or Select Committee may call a meeting of the Committee in addition to the scheduled meetings or may cancel a meeting.



### **Notice of committee meetings**

- 7.4 Subject to subsection 7.5, after the Standing or Select Committee has established the regular schedule of meetings, a notice of the date, hour and place of the Committee meetings must be given by:
- a) posting the notice at the Public Notice Posting Place and Village Website; and
  - b) providing a copy of the notice to each member of the Committee by email.
- 7.5 Where revisions are necessary to the annual schedule of Committee meetings, the Corporate Officer must, as soon as possible, post a notice at the Public Notice Posting Place and Village Website which indicates any revisions to the date, time and place or cancellation of a Committee meeting.
- 7.6 The chair of a Committee must cause a notice of the day, time and place of a meeting called under section 7.1 to be given to all members of the Committee at least 24 hours before the time of the meeting.

### **Attendance at committee meetings**

- 7.7 Council members who are not members of a committee may attend the meetings of the committee.

### **Minutes of committee meetings to be maintained and available to public**

- 7.8 Minutes of Committee meetings must be:
- a) legibly recorded;
  - b) certified as correct by the Corporate Officer;
  - c) signed by the chair or other member presiding at the meeting; and
  - d) open for public inspection in accordance with section 97(1)(c) of the *Community Charter* [other records to which public access must be provided].

### **Quorum**

- 7.9 The quorum for a committee is a majority of all of its members.

### **Conduct and debate**

- 7.10 The rules of the Council procedure must be observed during committee meetings, so far as is possible and unless as otherwise provided in this bylaw.

- 7.11 Council members attending a meeting of a committee, of which they are not a member, may participate in the discussion only with the permission of a majority of the committee members present.
- 7.12 A motion made at a meeting of a committee is not required to be seconded.

**Voting at meetings**

- 7.13 Council members attending a meeting of a committee of which they are not a member must not vote on a question.

**SECTION 8. GENERAL**

- 8.0 If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.
- 8.1 This bylaw may not be amended or repealed and substituted unless Council first gives notice in accordance with section 94 of the *Community Charter* [public notice].
- 8.2 The Village of Radium Hot Springs Procedure Bylaw No. 439, 2017 is hereby repealed.
- 8.3 This bylaw comes into full force and effect upon the date of final passage.

Read a first time this       day of November, 2022.

Read a second and third time this       day of December, 2022.

Reconsidered and adopted this       day of January, 2023.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

Hereby certified as a true copy of Bylaw No. 486, 2022.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Corporate Officer

---

**Meeting Type and Date:**

Regular Meeting – November 23<sup>rd</sup>, 2022

**From:**

Adrian Bergles, Chief Administrative Officer

**Prepared By:**

Emily Mitchell

**Subject:**

**September and October Cheque Register**

**Recommendation:**

THAT Council of the Village of Radium Hot Springs receives the cheque register for information.

Request for Decision ☐

Department Report ☐

Information Report ☒

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**Implications of Recommendation:**

**Asset Management:** N

**Financial:** Y - This is the information of payments issued for the months noted.

**OCP:** N

**Policy:** N

**Strategic Plan:** N

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**SUMMARY INFORMATION**

As attached, the cheque register totals are below:

- September = \$238,831.44
- October = \$491,005.66

BMO MasterCard payment is not included above as it includes Library MC expenses as well.

As attached, The Village MasterCard total is below:

- September = \$29,532.23
- October = \$33,416.86

Respectfully submitted:

Emily Mitchell  
Finance

VILLAGE OF RADIUM HOT SPRINGS  
Cheque Register-Summary-Bank



Supplier : 00ABA1 To ZWI001  
Pay Date : 01-Sep-2022 To 30-Sep-2022  
Bank : 01 - Kootenay Savings - VOR

Sep 2022

Seq : Cheque No. Status : All  
Medium : C=Computer E=EFT-PAP T=EFT-

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
2290	18-Aug-2022	PT00000072	HINER, LAURA M	Cancelled	138	C	-2,286.43
2294	18-Aug-2022	PT00000076	PASION, MA LAND PASION, RALPH M	Cancelled	136	C	-770.00
2299	27-Sep-2022	PT00000081	HOPE, STEPHEN	Issued	145	C	2,286.43
00115-0001	14-Sep-2022	ALU001	ALUMICHEM CANADA INC.	Cleared	130	T	19,756.80
00115-0002	14-Sep-2022	ATT001	ATTORP, DAWN	Cleared	130	T	500.00
00115-0003	14-Sep-2022	BLA002	BLACKLINE ASPHALT MAINTENANCE	Cleared	130	T	16,797.37
00115-0004	14-Sep-2022	CAP001	CAPRI INSURANCE	Cleared	130	T	996.00
00115-0005	14-Sep-2022	CHA003	CHAMBERLAIN, LISA	Cleared	130	T	2,214.12
00115-0006	14-Sep-2022	INV007	DISTRICT OF INVERMERE	Cleared	130	T	493.56
00115-0007	14-Sep-2022	DIA002	DOUGLAS DIAMOND	Cleared	130	T	862.25
00115-0008	14-Sep-2022	ENV001	ENVIROCULTURE LANDSCAPE MAINTENANC	Cleared	130	T	2,100.00
00115-0009	14-Sep-2022	EVE002	EVERS, TONY	Cleared	130	T	1,880.00
00115-0010	14-Sep-2022	GOL001	GOLDIGGER EXCAVATING LTD	Cleared	130	T	11,187.75
00115-0011	14-Sep-2022	HOU001	HOULE ELECTRIC LIMITED	Cleared	130	T	1,811.25
00115-0012	14-Sep-2022	HRD001	HR DOWNLOADS INC	Cleared	130	T	707.81
00115-0013	14-Sep-2022	LIB001	LIBRARY - RADIUM HOT SPRINGS MUNICIPAL	Cleared	130	T	1,500.00
00115-0014	14-Sep-2022	LID001	LIDSTONE & COMPANY	Cleared	130	T	102.49
00115-0015	14-Sep-2022	MPE001	MPE ENGINEERING LTD	Cleared	130	T	1,365.67
00115-0016	14-Sep-2022	POW001	POWER PAVING	Cleared	130	T	59,960.25
00115-0017	14-Sep-2022	ROT001	ROTARY CLUB OF RADIUM HOT SPRINGS	Cleared	130	T	1,008.15
00115-0018	14-Sep-2022	SPA001	SPANMASTER STRUCTURES LTD	Cleared	130	T	8,308.86
00115-0019	14-Sep-2022	STE001	STEEDMAN ENTERPRISES	Cleared	130	T	3,990.00
00115-0020	14-Sep-2022	TAY003	TAYCON CONSULTING	Cleared	130	T	25,200.00
00115-0021	14-Sep-2022	URB001	URBAN SYSTEMS LTD	Cleared	130	T	15,408.33
00115-0022	14-Sep-2022	WIL002	WILLIMONT, KEN	Cleared	130	T	6,772.50
00115-0023	14-Sep-2022	YOU001	YOUNG ANDERSON	Cleared	130	T	4,578.56
00115-0024	14-Sep-2022	ZAM001	ZAMMTEK SERVICES INC	Cleared	130	T	73.50
00116-0001	28-Sep-2022	CAR004	CARR, TREVOR S	Cleared	148	T	310.00
00116-0002	28-Sep-2022	CEN002	CENTRALSQUARE CANADA SOFTWARE INC.	Cleared	148	T	159.47
00116-0003	28-Sep-2022	CHA003	CHAMBERLAIN, LISA	Cleared	148	T	525.00
00116-0004	28-Sep-2022	COP002	COPPER CITY PLUMBING LTD	Cleared	148	T	300.03
00116-0005	28-Sep-2022	DIE001	DIEKRI TECHNOLOGY INC	Cleared	148	T	683.27
00116-0006	28-Sep-2022	REI002	REINHARDT, CLARA A.	Cleared	148	T	1,739.65
00116-0007	28-Sep-2022	URB001	URBAN SYSTEMS LTD	Cleared	148	T	17,217.41
00116-0008	28-Sep-2022	ZAM001	ZAMMTEK SERVICES INC	Cleared	148	T	73.50
00000-5309	30-Sep-2022	MUN005	MUNICIPAL PENSION PLAN	Issued	149	E	10,944.91
00000-5310	30-Sep-2022	REC002	RECEIVER GENERAL OF CDA - 001/002	Issued	149	E	22,618.85
00000-5369	30-Sep-2022	BMO001	BMO MASTERCARD * See Attached	Cleared	162	E	-30,522.92
00000-5370	30-Sep-2022	CAS001	CASTLE FUELS (2008) INC	Cleared	162	E	469.08
00000-5371	30-Sep-2022	FIR007	First Data Global Leasing	Cleared	162	E	92.57
00000-5372	30-Sep-2022	GRO003	GROUPSOURCE LP	Cleared	162	E	3,504.12
00000-5373	30-Sep-2022	MIN004	MINISTER OF FINANCE - PST	Cleared	162	E	2.06
00000-5374	30-Sep-2022	MIN006	MINISTER OF FINANCE - WATER PERMIT	Cleared	162	E	1,715.29
00000-5375	30-Sep-2022	MUN005	MUNICIPAL PENSION PLAN	Issued	162	E	-10,139.28
00000-5376	30-Sep-2022	PIT002	PITNEY WORKS - PSTG	Cleared	162	E	1,730.29
00000-5377	30-Sep-2022	REG001	REGIONAL DISTRICT OF EAST KOOTENAY	Cleared	162	E	80.00

Total Computer Paid :	-770.00	Total EFT PAP :	61,540.81	Total Paid :	-269,354.36
Total Manually Paid :	0.00	Total EFT File :	208,583.55		

238,831.44



VILLAGE OF RADIUM HOT SPRINGS  
Cheque Register-Summary-Bank



AP5090  
Date : Nov 16, 2022  
Page : 1  
Time : 1:55 pm

Supplier : 00ABA1 To ZWI001  
Pay Date : 01-Sep-2022 To 30-Sep-2022  
Bank : 02 - MasterCard Payments-VOR

Sep MC

Seq : Cheque No. Status : All  
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
00000-5243	03-Sep-2022	AGV001	AG VALLEY FOODS	Issued	128	E	109.34
00000-5244	03-Sep-2022	ALS001	ALS ENVIRONMENTAL	Issued	128	E	516.61
00000-5245	03-Sep-2022	AMA001	AMAZON.CA	Issued	128	E	277.75
00000-5246	03-Sep-2022	BCL001	BC LIQUOR STORES	Issued	128	E	46.18
00000-5247	03-Sep-2022	BRO004	BROTHER CANADA	Issued	128	E	315.12
00000-5248	03-Sep-2022	CAN004	CANADIAN TIRE - VARIOUS	Issued	128	E	189.19
00000-5249	03-Sep-2022	CAN015	CANADIAN LINEN & UNIFORM SERVICE	Issued	128	E	111.12
00000-5250	03-Sep-2022	CHE001	CHEMICAL INTERNATIONAL	Issued	128	E	3,995.25
00000-5251	03-Sep-2022	COL004	COLUMBIA VALLEY FREIGHT	Issued	128	E	366.20
00000-5252	03-Sep-2022	COL010	COLUMBIA VALLEY SEWER & DRAIN LTD	Issued	128	E	232.05
00000-5253	03-Sep-2022	DES001	DESIGNS FROM THE RIDGE	Issued	128	E	56.00
00000-5254	03-Sep-2022	EEC001	EECOL ELECTRIC INC	Issued	128	E	157.59
00000-5255	03-Sep-2022	ELE001	ELECTROGAS MONITORS LTD	Issued	128	E	147.52
00000-5256	03-Sep-2022	ESS001	ESSO - VARIOUS	Issued	128	E	30.00
00000-5257	03-Sep-2022	FED002	FEDEX EXPRESS CANADA	Issued	128	E	74.31
00000-5258	03-Sep-2022	FRE001	FRED SURRIDGE LTD	Issued	128	E	8,201.81
00000-5259	03-Sep-2022	GAS001	GAS PLUS, RADIUM HOT SPRINGS	Issued	128	E	1,686.86
00000-5260	03-Sep-2022	INV003	INVERMERE HARDWARE & BLDG SUPPLIES	Issued	128	E	1,503.47
00000-5261	03-Sep-2022	INV004	INVERMERE PHARMASAVE	Issued	128	E	5.59
00000-5262	03-Sep-2022	IRI001	IRIDIA MEDICAL	Issued	128	E	776.55
00000-5263	03-Sep-2022	LEE001	LEE VALLEY TOOLS LTD	Issued	128	E	55.78
00000-5264	03-Sep-2022	LEO001	LEO BURRITO	Issued	128	E	143.96
00000-5265	03-Sep-2022	LOR001	LORDCO AUTO PARTS	Issued	128	E	51.72
00000-5266	03-Sep-2022	MIS002	MISC - TRAVEL EXPENSES - ALL COMBINED	Issued	128	E	1,012.58
00000-5267	03-Sep-2022	MIS008	MISC - VENDOR ONE-TIME	Issued	128	E	303.13
00000-5268	03-Sep-2022	MOU001	MOUNTAINSIDE MARKET RADIUM HOT SPRING	Issued	128	E	409.75
00000-5269	03-Sep-2022	PAL001	PALLISER PRINTING & PUBLISHING LTD	Issued	128	E	413.28
00000-5270	03-Sep-2022	PIT001	PITNEY BOWES GLOBAL CREDIT SERVICES	Issued	128	E	515.73
00000-5271	03-Sep-2022	ROG003	ROGERS WIRELESS	Issued	128	E	497.61
00000-5272	03-Sep-2022	SCR001	SCREAMERS HOLDINGS LTD	Issued	128	E	45.65
00000-5273	03-Sep-2022	SHA002	SHAW CABLESYSTEMS LTD (1057)(18915)	Issued	128	E	829.98
00000-5274	03-Sep-2022	SHA004	SHAW CABLESYSTEMS - COLUMBARIUM (47	Issued	128	E	68.27
00000-5275	03-Sep-2022	SHA006	SHAW CABLESYSTEMS - CENTRE	Issued	128	E	106.35
00000-5276	03-Sep-2022	STA001	STAPLES/BUSINESS DEPOT	Issued	128	E	585.72
00000-5277	03-Sep-2022	SUP001	SUPERIOR PROPANE A DIVISION OF SUPERIOR	Issued	128	E	112.00
00000-5278	03-Sep-2022	TEL001	TELUS COMMUNICATIONS INC	Issued	128	E	34.02
00000-5279	03-Sep-2022	TOP001	TOP CROP GARDEN FARM & PET	Issued	128	E	1,062.64
00000-5280	03-Sep-2022	UNF001	UNFUSSY INC	Issued	128	E	4,200.00
00000-5281	03-Sep-2022	VIT001	VITALAIRE	Issued	128	E	128.03
00000-5282	03-Sep-2022	WAL001	WALMART	Issued	128	E	16.44
00000-5283	03-Sep-2022	WAS001	WASTE MANAGEMENT OF CANADA CORP	Issued	128	E	141.08
Total Computer Paid :		0.00	Total EFT PAP :	29,532.23	Total Paid :		29,532.23
Total Manually Paid :		0.00	Total EFT File :	0.00			

41 Total No. Of Cheque(s) ...

Village MC only.

VILLAGE OF RADIUM HOT SPRINGS  
Cheque Register-Summary-Bank



AP5090  
Date : Nov 16, 2022  
Page : 1  
Time : 1:54 pm

Supplier : 00ABA1 To ZWI001  
Pay Date : 01-Oct-2022 To 31-Oct-2022  
Bank : 01 - Kootenay Savings - VOR

Oct 2022

Seq : Cheque No. Status : All  
Medium : C=Computer E=EFT-PAP T=EFT-

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
00117-0001	12-Oct-2022	BER001	BERGLES, ADRIAN	Issued	153	T	62.21
00117-0002	12-Oct-2022	CHA003	CHAMBERLAIN, LISA	Issued	153	T	2,349.71
00117-0003	12-Oct-2022	EVE002	EVERS, TONY	Issued	153	T	1,110.20
00117-0004	12-Oct-2022	FRR001	FR RENTALS	Issued	153	T	761.62
00117-0005	12-Oct-2022	GRA001	GRAY, MICHAEL B	Issued	153	T	906.00
00117-0006	12-Oct-2022	LIN001	LINDA TYNAN CONSULTING SERVICES	Issued	153	T	4,819.50
00117-0007	12-Oct-2022	SHU001	SHUDRA, DALE	Issued	153	T	941.00
00117-0008	12-Oct-2022	STE001	STEEDMAN ENTERPRISES	Issued	153	T	3,990.00
00117-0009	12-Oct-2022	TAY003	TAYCON CONSULTING	Issued	153	T	6,300.00
00117-0010	12-Oct-2022	ZUM001	ZUMUNDO COMMUNITY & ENVIRONMENT PL	Issued	153	T	5,250.00
00118-0001	26-Oct-2022	ATT001	ATTORP, DAWN	Issued	159	T	1,450.00
00118-0002	26-Oct-2022	BEY001	BEYAK, MARK	Issued	159	T	81.88
00118-0003	26-Oct-2022	CEN002	CENTRALSQUARE CANADA SOFTWARE INC.	Issued	159	T	11,064.80
00118-0004	26-Oct-2022	CHA003	CHAMBERLAIN, LISA	Issued	159	T	525.00
00118-0005	26-Oct-2022	DIE001	DIEKRI TECHNOLOGY INC	Issued	159	T	1,411.28
00118-0006	26-Oct-2022	EDG001	EDGEWATER HILLTOP PAR 3 GOLF	Issued	159	T	672.00
00118-0007	26-Oct-2022	HUB001	HUB FIRE ENGINES & EQUIPMENT LTD	Issued	159	T	385,942.34
00118-0008	26-Oct-2022	KOO023	KOOTENAY PAVING AKA TERUS CONSTRUCT	Issued	159	T	395.17
00118-0009	26-Oct-2022	ROY002	ROYAL CANADIAN LEGION - BRANCH 199	Issued	159	T	100.00
00118-0010	26-Oct-2022	SIG001	SIGN ARTISTS	Issued	159	T	815.93
00118-0011	26-Oct-2022	STE001	STEEDMAN ENTERPRISES	Issued	159	T	1,050.00
00118-0012	26-Oct-2022	URB001	URBAN SYSTEMS LTD	Issued	159	T	7,618.98
00000-5378	31-Oct-2022	00REC1	RECEIVER GENERAL FOR CANADA	Issued	163	E	218.14
00000-5379	31-Oct-2022	MUN005	MUNICIPAL PENSION PLAN	Issued	163	E	11,569.50
00000-5380	31-Oct-2022	REC002	RECEIVER GENERAL OF CDA - 001/002	Issued	163	E	20,321.50
00000-5385	31-Oct-2022	BCH001	BC HYDRO	Issued	170	E	10,921.74
00000-5386	31-Oct-2022	BMO001	BMO MASTERCARD * see attached	Issued	170	E	<del>34,619.71</del>
00000-5387	31-Oct-2022	FIR007	First Data Global Leasing	Issued	170	E	89.87
00000-5388	31-Oct-2022	GRO003	GROUPSOURCE LP	Issued	170	E	3,476.21
00000-5389	31-Oct-2022	MIN004	MINISTER OF FINANCE - PST	Issued	170	E	13.98
00000-5390	31-Oct-2022	MIN011	MINISTER OF FINANCE - EMPLOYER HEALTH	Issued	170	E	6,055.96
00000-5391	31-Oct-2022	RFS001	RFS CANADA	Issued	170	E	721.14

Total Computer Paid :	0.00	Total EFT PAP :	88,007.75	Total Paid :	<del>525,625.37</del>
Total Manually Paid :	0.00	Total EFT File :	437,617.62		

32 Total No. Of Cheque(s) ... 491,005.66



VILLAGE OF RADIUM HOT SPRINGS  
Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Nov 16, 2022

Time : 1:55 pm

Supplier : 00ABA1 To ZWI001  
Pay Date : 01-Oct-2022 To 31-Oct-2022  
Bank : 02 - MasterCard Payments-VOR

Oct MC

Seq : Cheque No. Status : All  
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
00000-5323	03-Oct-2022	911001	911 SUPPLY	Issued	157	E	380.78
00000-5324	03-Oct-2022	ACE001	A.C.E. COURIER SERVICES	Issued	157	E	224.46
00000-5325	03-Oct-2022	ALS001	ALS ENVIRONMENTAL	Issued	157	E	1,181.26
00000-5326	03-Oct-2022	AMA001	AMAZON.CA	Issued	157	E	409.92
00000-5327	03-Oct-2022	BRO004	BROTHER CANADA	Issued	157	E	153.64
00000-5328	03-Oct-2022	CAN001	CANADA POST CORPORATION	Issued	157	E	65.99
00000-5329	03-Oct-2022	CAN002	CANADIAN RED CROSS WESTERN ZONE	Issued	157	E	1,273.30
00000-5330	03-Oct-2022	CAN004	CANADIAN TIRE - VARIOUS	Issued	157	E	30.23
00000-5331	03-Oct-2022	CAN015	CANADIAN LINEN & UNIFORM SERVICE	Issued	157	E	111.12
00000-5332	03-Oct-2022	CHA001	CHAMBER OF COMMERCE, RADIUM HOT SPI	Issued	157	E	273.00
00000-5333	03-Oct-2022	CLE002	CLEARTECH INDUSTRIES INC	Issued	157	E	1,730.32
00000-5334	03-Oct-2022	COL004	COLUMBIA VALLEY FREIGHT	Issued	157	E	921.41
00000-5335	03-Oct-2022	COL010	COLUMBIA VALLEY SEWER & DRAIN LTD	Issued	157	E	232.05
00000-5336	03-Oct-2022	ENV003	ENVIRONMENTAL OPERATORS CERTIFICATI	Issued	157	E	313.95
00000-5337	03-Oct-2022	ESS001	ESSO - VARIOUS	Issued	157	E	150.00
00000-5338	03-Oct-2022	EZM001	EZ MODE AUDIO VISUAL LTD	Issued	157	E	567.00
00000-5339	03-Oct-2022	FIR010	FIREHALL BOOKSTORE	Issued	157	E	1,015.27
00000-5340	03-Oct-2022	GAS001	GAS PLUS, RADIUM HOT SPRINGS	Issued	157	E	1,848.04
00000-5341	03-Oct-2022	INV002	INVERMERE GLASS	Issued	157	E	566.28
00000-5342	03-Oct-2022	INV003	INVERMERE HARDWARE & BLDG SUPPLIES	Issued	157	E	623.20
00000-5343	03-Oct-2022	MAR001	MARK'S WORK WEARHOUSE - VARIOUS	Issued	157	E	33.58
00000-5344	03-Oct-2022	MIN008	MINISTER OF FINANCE - PRODUCT DISTRIBL	Issued	157	E	160.97
00000-5345	03-Oct-2022	MIS002	MISC - TRAVEL EXPENSES - ALL COMBINED	Issued	157	E	2,381.52
00000-5346	03-Oct-2022	MIS008	MISC - VENDOR ONE-TIME	Issued	157	E	1,550.26
00000-5347	03-Oct-2022	MOU001	MOUNTAINSIDE MARKET RADIUM HOT SPRIN	Issued	157	E	27.99
00000-5348	03-Oct-2022	NOF001	NO FRILLS (JOE'S)	Issued	157	E	167.45
00000-5349	03-Oct-2022	PAL001	PALLISER PRINTING & PUBLISHING LTD	Issued	157	E	806.40
00000-5350	03-Oct-2022	PET001	PETRO-CANADA, RADIUM HOT SPRINGS	Issued	157	E	28.35
00000-5351	03-Oct-2022	PRE001	PRESTIGE INN	Issued	157	E	1,014.23
00000-5352	03-Oct-2022	REA003	REALVNC LIMITED	Issued	157	E	55.68
00000-5353	03-Oct-2022	ROC002	ROCKY MOUNTAIN PHOENIX	Issued	157	E	5,666.08
00000-5354	03-Oct-2022	ROG003	ROGERS WIRELESS	Issued	157	E	360.93
00000-5355	03-Oct-2022	SEL001	SELKIRK CELLULARS & OFFICE SUPPLIES	Issued	157	E	210.07
00000-5356	03-Oct-2022	SHA002	SHAW CABLESYSTEMS LTD (1057)(18915)	Issued	157	E	1,096.89
00000-5357	03-Oct-2022	SHA003	SHAW CABLESYSTEMS - FIREHALL (2317)	Issued	157	E	266.22
00000-5358	03-Oct-2022	SHA004	SHAW CABLESYSTEMS - COLUMBARIUM (47	Issued	157	E	68.27
00000-5359	03-Oct-2022	SHA006	SHAW CABLESYSTEMS - CENTRE	Issued	157	E	106.35
00000-5360	03-Oct-2022	STA001	STAPLES/BUSINESS DEPOT	Issued	157	E	-7.72
00000-5361	03-Oct-2022	SUP001	SUPERIOR PROPANE A DIVISION OF SUPERI	Issued	157	E	3,331.29
00000-5362	03-Oct-2022	TEL001	TELUS COMMUNICATIONS INC	Issued	157	E	34.02
00000-5363	03-Oct-2022	THE005	THE FIRM INC	Issued	157	E	577.50
00000-5364	03-Oct-2022	ULI001	ULINE CANADA CORPORATION	Issued	157	E	399.63
00000-5365	03-Oct-2022	UNI001	UNION OF BC MUNICIPALITIES	Issued	157	E	708.75
00000-5366	03-Oct-2022	VIT001	VITALAIRE	Issued	157	E	24.35
00000-5367	03-Oct-2022	WAS001	WASTE MANAGEMENT OF CANADA CORP	Issued	157	E	352.18
00000-5368	03-Oct-2022	WFR001	WFR WHOLESALE FIRE & RESCUE	Issued	157	E	1,924.40

Total Computer Paid :	0.00	Total EFT PAP :	33,416.86	Total Paid :	33,416.86
Total Manually Paid :	0.00	Total EFT File :	0.00		

46 Total No. Of Cheque(s) ...

Village MC only.

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Date: November 20, 2022  
From: Trevor Carr Fire Chief  
Prepared By: Trevor Carr Fire Chief  
Subject: Report to council for end of November 19, 2022

Request for Decision ☐    Department Report x    Information Report ☐

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**SUMMARY INFORMATION**

Good Afternoon,

As of November 19 2022, we have attended to 116 calls. Calls of note were the two large scale fires at Canfor Mill in September and one chimney fire earlier this month.

Highway one diversion has 10 days left until they re open. Overall, in comparison to last year, our call volume has been a lot quieter with call outs.

Since my last report, the current membership sits at 21 members plus one new interested and one junior firefighter still going through orientation. I am very pleased with my current roster. As well, of our crew of 21, 13 members are now trained to FR level.

Our newest Engine 1204, arrived at Hub in Abbotsford to begin the build.

I have started a review of the 2022 budget and a look ahead at 2023.  
Adrian and I have submitted a bid for a grant from the UCBM for more wildland equipment.

Respectfully submitted:

Trevor Carr  
Fire Chief



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**Meeting Type and Date:** Meeting – November 23, 2022  
**From:** Adrian Bergles, Chief Administrative Officer  
**Prepared By:** Adrian Bergles  
**Subject:** 2022-24 Village of Radium Hot Springs Resort  
Development Strategy

**Recommendation:** THAT Council ENDORSE the 2022-2024 Resort Development Strategy, approved by the Province of British Columbia on November 16, 2022, as developed by the Village of Radium Hot Springs and Tourism Radium

**Request for Decision** ☒ **Department Report** ☐ **Information Report** ☐

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**Implications of Recommendation:**

**Asset Management:** Y: tourism infrastructure  
**Financial:** Y: Resort Municipality Initiative  
**OCP:** Y: Pathways  
**Policy:** N  
**Strategic Plan:** N/A

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**SUMMARY INFORMATION**

The Village of Radium Hot Springs is one of a collection of 14 BC communities which is a part of the provincial government's *Resort Municipality Initiative (RMI)*, and for about 15 years has received special funding from the Province in recognition of the impacts and needs created from significant local tourism economies.

Since 2019, Resort Development Strategies across all RMI communities have been developed on three year cycles. At that time a requirement to consult with local Indigenous nations was added to the requirement for the program.

By directive of the Province, the RDS must be led and corroborated upon by tourism industry stakeholders, whose final recommendations are put forward by the municipality (which is one of the stakeholders, represented by the CAO) for approval. The CAO plays a highly active role in the development and implementation of the RDS on behalf of the municipality.

Political influence is considered outside the scope of the development and delivery of the RDS and as a result Councils therefore receive the approved RDS more for acknowledgement and receipt. That said

the municipality is the authority which enters a contract with the Province and is responsible for RDS implementation.

The CAO plays the role of mediator in the context of RDS development: the needs and wants of the local tourism industry as well as those of the citizenry must be weighed including not only the benefits to the community and visitors but the breadth of responsibility of the municipality in the context of asset creation and maintenance – which ultimately equates to maintenance and cost.

Often RMI projects are designed to align with current strategic and operational projects as well, to the municipality's benefit.

Annual RMI executive and political activities include two meetings:

- the *Resort Community Collaborative* meeting held in early June in which the CAO's, provincial staff and invited guests discuss program technicalities and progress, and
- mayors, CAO's, provincial staff, and the Minister responsible, typically held during the UBCM convention in which strategic issues are discussed and special presentations made.

\* \* \*

The *Resort Municipality Initiative* was created because of significant lobbying efforts from local governments, RMI provides the ability for participating communities to meet the demands of their economies, typically in the form of infrastructure and amenities that might be both expected by visitors and accommodate for them without taxing the local rate payer for them. While the benefit for the local community is evident in enhancing the local economic and social environment, the Province's underlying and understandable intent has been to treat this as a mechanism to increase tourism and consumer taxation, thereby raising contributable revenue to it.

Qualification for this funding has been based on each community meeting a quota for bed units as a proportion of population, having a Destination Marketing Organization collecting an additional local tax (MRDT) for its own purposes, and the development of a *Resort Development Strategy (RDS)* - essentially a multi-year spending plan developed with local industry stakeholders for infrastructure to accommodate tourism economy needs.

## DISCUSSION

The 2022-2024 Resort Development Strategy is attached for reference and discussion. Pending no issues from Council, the first instalment of money should arrive imminently and projects may start.

CAO Administration only of the RMI program including RDS development and other project management falls between 50 and 75 hours annually.

Respectfully submitted:

Adrian Bergles, CAO

Village of Radium Hot Springs

Resort Municipality  
Initiative Three-year  
Strategic Plan  
2022 - 2024



Mitch Winton photo

## TABLE OF CONTENTS

Radium Community Background	3
Radium's tourism-related vision and goals	4
Details of community consultation	4
Letters of support from key community partners	4
Linkages to other community plans	4
RMI Project Overview	
Tourism Signage	7
Implementation of Active Transportation Network Plan	9
Public Art – Mural	11
Winter Wagon Rides	12
Shoulder Season Festival	13
Three-year RMI Financial Plan	15
Performance Measurement Approach	16



## Radium Community Background

Radium Hot Springs is a diverse mountain Village which in 2021 the Village was named the friendliest destination town in Canada in an Expedia survey.

<https://www.columbiavalleypioneer.com/radium-friendliest-town-in-canada/#:~:text=A%20recent%20survey%20by%20Expedia,on%20top%20of%20the%20list>.

Visitors to the village enjoy a pedestrian and cycling-friendly community set in a spectacular setting, perched on an alluvial plateau above the Columbia River wetlands, with the young Rocky Mountains to the east and ancient Purcells to the west. The natural hot springs which lend the Village its name, three BC ski resorts within approximately one hour's drive, and many courses for all levels of golfers are but a few of the significant tourism opportunities around the Village. Additionally, our winter snowmobiling economy continues to grow as the world class Catamount Glacier area becomes better known.

Our Visitor Information Centre, operated by Tourism Radium, is one of the busiest in BC. The hot springs see approximately 250,000 visitors yearly. Radium's location serves as a double gateway: We welcome Albertans as they enter the Columbia Valley and the province of British Columbia to recreate and holiday, and we welcome visitors from the United States as they enter the National Parks (Kootenay, Yoho, Banff, and Jasper).

The Village has a long-established tourism history. And through its diversity of natural, recreational, and cultural assets – and location relative to Calgary and Edmonton, Alberta – the Village has developed significant tourism resilience, and reliance, over time.

Radium has a permanent population of approximately 1,370 people (which represents an approximately 73% increase between the 2016 and 2021 census), yet we boast a recreational homeowner population, mainly Alberta based, exceeding 3,000 people with 1366 total private dwellings in the Village. In addition, we have 765 hotel units, and a short-term rental accommodation sector comprised of more than 125 residential units. Tourism and Forestry are the primary industries in Radium.

Other recent trends affect the Radium tourism economy.

With borders back open after Covid-19 lockdowns, and the strength of the American dollar in comparison to Canadian currency, strong visitation from the United States has returned. Other international visitation, especially from Asia, is also typically strong with the primary focus being the National Parks. This has spilled over to Radium with bus tours and hot springs attendance.

Our biggest opportunity, and challenge, continues to be our proximity to the boom-and-bust energy-based economy of Alberta.

Climate change will likely have tourism ramifications for Radium and the world. Drought and higher summer temperatures may make lengthen summer golf season however these conditions also increase the risk of wildfire to the community during the busy summer season, as well as general smoke and air-quality impacts to visitors and locals alike.

In all scenarios, the most critical issue is to attract and accommodate increasing tourism traffic in a way that does not compromise our natural assets and supports the high quality of life that visitors and residents to the Village enjoy.

## **Radium's Tourism-related Vision and Goals**

### **Vision:**

Radium Hot Springs will be a distinct destination community, with a resilient accessible tourism economy, serving as an inspirational year-round home base for guests seeking to enjoy our natural hot springs, resident wildlife, and cultural amenities, all in a pristine mountain setting. In addition, Radium Hot Springs will continue to be the gateway, to the Columbia Valley, to Kootenay National Park, and to the wider spectrum of wilderness alpine environments, biologically diverse lakes, rivers, and wetlands, as well as the ski, spa, and golf resorts, which surround us.

### **Goals:**

- 1) Extend our shoulder tourism season (October – November and March – April) and quieter December visitation by 1% annually, as defined by the number of nights of accommodation stay.
- 2) To expand, build and refine 70% of our tourism amenities and infrastructure within the Village to create sustainable, long-lasting tourism infrastructure and enhance the visitor experience.
- 3) Increase accessibility throughout the community by 80% to main parks and attractions to increase visitor satisfaction annually, to be determined by defined feedback from a survey program.

## **Details of Community Consultation**

The Village conducted consultation with local Indigenous governments (including Council-to-Council meetings with both the Akisqnuq First Nation and Shuswap Indian Band), community members, businesses, and Tourism Radium – which the Village considers a partner agency in the RMI program and is tasked with delivering the Winter Wagon Rides and Shoulder Season Festival included in this document.

With assistance from Tourism Radium – the Village's Destination Marketing Organization – a community survey was circulated in spring 2022 considering RMI projects and programs. This report includes the preliminary results.

The municipality and the DMO will work closely to gather the information for reporting purposes.

## **Letters of Support from Key Community Partners**

Village staff may seek letters of support from amongst the parties mentioned above after a reasonable time has passed for review of this draft Resort Development strategy.

## **Linkages to Other Community Plans**

### The Village of Radium Hot Springs Official Community Plan

The Village of Radium Hot Springs Official Community Plan supports our Resort Development Strategy with the following goals, strategies, and policies:

- OCP Goals:
  - Continue to improve our streetscapes to attract commercial enterprise, encourage our small-town sense of pride and ownership, and foster appreciation of our natural and fabricated assets.

- Further develop our sidewalk and pathway network to connect residents to natural amenities, commercial enterprise, and residential areas, as well as to adjacent communities.
- Act to maintain our basic natural resources – clean air and water, healthy landscapes, and wildlife populations – as critical assets for existing residents and visitors, and for future generations.
- Develop additional recreational, park and cultural facilities for the village, including the acquisition of land where necessary.
- Improve ourselves as a high-quality tourist destination with an attractive, pedestrian oriented commercial area offering a range of services for residents and tourists.
- Reduce the seasonality of our commercial businesses and tourist market.
- OCP Strategies:
  - Develop comprehensive and aesthetic signage highlighting village amenities and supporting business interests.
  - Work with the community, non-profit societies, developers, and Parks Canada in acquiring and maintaining parks, recreational trails, and publicly accessible open spaces.
  - Pursue opportunities for partnerships and cooperative construction and operation of recreational and cultural facilities with the private sector, and non-profit and community organizations.
- OCP Policies:
  - Continue to enhance and beautify the highway corridors, parks, and boulevards to portray the image fitting of a high-quality resort municipality.
  - Continue the provision of youth recreation programs, including but not limited to 'Adventure Radium'.

#### Village of Radium Hot Springs 2018 Comprehensive Signage Project

The tourism signage project is a component of the Village of Radium Hot Springs 2018 "Comprehensive Signage Project".

#### Columbia Valley Destination Development Strategy

This Resort Development Strategy is in harmony with the "Columbia Valley Destination Development Strategy" adopted by Destination British Columbia. That strategy identifies the need to enhance and provide additional shoulder season visitor experiences, promote sustainable growth, and enhance tourism infrastructure.

#### MRDT Tactical Plan

The MRDT Tactical plan compliments the programs and infrastructure projects within this Resort Development Strategy. The municipality and the DMO will work closely to gather the information for reporting purposes and to not duplicate initiatives.

#### Strategic Framework for Tourism in British Columbia 2022-2024

This Resort Development Strategy (RDS) supports the following components of the STRATEGIC FRAMEWORK FOR TOURISM IN BRITISH COLUMBIA 2022 – 2024:

- Support communities in rebuilding and enhancing their visitor economies by:
  - o Investing in arts, culture and promoting stewardship of heritage resources
  - o Provide funding to start-up and established events
- Support true and lasting reconciliation with Indigenous peoples through Tourism

- Work with Indigenous partners to preserve and promote living cultures and rich heritage of Indigenous peoples, if and how they determine would benefit their community
- Continue to support the tourism sector in becoming more inclusive and accessible
  - Provide resources to help create inclusive and accessible tourism experiences
- Continue developing the Village of Radium Hot Springs as a tourism destination.
- Investment in an off-season festival or event to attract visitors.
- Build sustainable tourism growth through destination development and enhanced tourism infrastructure.
- Support the long-term sustainability of B.C.'s outdoor recreation experience.
- Encourage safe, responsible, and respectful outdoor recreation.
- Invest in infrastructure that elevates the visitor experience.

#### Indigenous Tourism Accord

The Village will explore the Indigenous Tourism Accord between the Indigenous Tourism British Columbia (ITBC) and the Province of British Columbia for potential engagement opportunities from these parties who work jointly on the initiatives to build understanding and awareness and to further support Indigenous participation in tourism.

#### CleanBC: Roadmap to 2030

The Village has embraced the CleanBC: Roadmap to 2030 by completing an Active Transportation Network Plan in 2022. Village staff and council, in conjunction with design engineers, will incorporate the results of the study into the development of the pathways and trails for the benefit of locals and visitors.

#### Village of Radium Hot Springs Active Transportation Network Plan

Developed with extensive community engagement and adopted by Council resolution on September 28, 2022, the plan stresses Inclusivity and accessibility in pathways and active transportation design throughout the Village.

Further it formalizes Village priority active transportation projects through establishment or completion of active transportation (cycling and walking -- adaptive and able bodied) connectivity in Radium Hot Springs: between the Village's Main Park to Main Street West; development of a north-south connector through the Village site; and completion of the active transportation connector from the Village to the hot springs.

The plan's vision statement is as follows:

"Residents of the Village of Radium Hot Springs enjoy a compact and cozy lifestyle through its integrated walking and bicycling network. The mix of paved multi-use trails, sidewalks and bikeways within the small mountain village balance recreation and commuting opportunities. Resort visitors are not limited to using their vehicles, providing a clean and relaxed atmosphere that safely and accessibly connects them to all the amenities the Village has to offer."



## Resort Municipality Initiative 2022-2024 Project Outline

**\*\*This form must be submitted as a digital PDF. Scanned forms will not be accepted.\*\***

Project Title Active Network Transportation Plan Phase II		Project Lead Village of Radium	
RMI Program Category Tourism Infrastructure, Amenities, & Capital	Project Status Ongoing	Start Date April 2022	Completion Date November 2024
<p><b>Project Description</b> Please provide a brief description of the project (max 250 words).</p> <p>Developed with extensive community engagement and adopted by Council resolution on September 28, 2022, the Village's Active Transportation Network Plan stresses inclusivity and accessibility in pathways and active transportation design throughout the Village. Further it formalizes Village priority active transportation projects through establishment or completion of active transportation (cycling and walking -- adaptive and able bodied) connectivity in Radium Hot Springs: between the Village's Main Park to Main Street West and development of a north-south connector through the Village site.</p> <p>Upgrades to connectivity and construction of Active Transportation corridors will provide visitors an improved experience. At present, Village sidewalks do not connect Main Street West with the Main Park. This results in accessibility challenges and does not invite visitors to Radium to explore our tourism infrastructure -- by foot or by bike -- off Main Street.</p> <p>Specific amenities that the Village wishes to link via non-motorized active transport networks are:</p> <ul style="list-style-type: none"> <li>- The Village's Main Park (featuring the Radium Centre and Radium Public Library, a splash park, hockey rink and pickleball/basketball courts, playground, outdoor fitness equipment, public washrooms, electric vehicle charging stations, and picnic areas)</li> <li>- A portion of the North-South connector route at the eastern side of the Main Park (along Park Drive E.)</li> </ul> <p>It is expected that through creation/completion of accessible sidewalks and active transportation corridors in these areas visitors will naturally follow, or follow wayfinding signage, to these locations. Other components of this project include replacement of pathways internal to the Main Park to improve accessibility to all amenities within the park.</p>			
<p><b>Detailed Project Works</b> Please describe the detailed project works that will be achieved with the RMI funds.</p> <p>The total project works are detailed below. The works will utilize a portion of the carryover funding from the 2019-2021 RDS and be completed with funding from the new 2022-2024 RDS.</p> <ul style="list-style-type: none"> <li>- Installation of active transportation corridor/sidewalk on St Joseph Street from Main Street West to Park Drive East. The work entails a sidewalk on the south-side of St Joseph Street, widening of the pavement, curb, gutter, and drainage (2 or more drywells). Consulting engineers will provide a design for the location of the infrastructure.</li> <li>- Development of an Active Transportation Corridor along Park Drive East to create an active transportation route, to be designed by consulting engineers and to include curb and gutter, and appropriate drainage.</li> <li>- Replacement of aging asphalt pathways in Main Park -- built to the standard of the current BC Active Transportation Design Guide</li> </ul>			
<p><b>Project Goal(s)</b> Please describe which of your RDS goals this project will support.</p> <p>This project will achieve both goal #2: To expand, build and refine 70% of our tourism amenities and infrastructure within the Village to create sustainable, long-lasting tourism infrastructure and enhance the visitor experience; and goal #3: Increase accessibility throughout the community by 80% to main parks and attractions to increase visitor satisfaction annually, to be determined by defined feedback from a survey program</p>			
<p><b>Program Objectives</b> Please identify the RMI program objective(s) this project supports and describe.</p> <p>1. Develop and/or enhance tourism infrastructure and amenities The objective is to provide access for all visitors regardless of ability or challenges, especially in the Main Park.</p> <p>And to improve the active transportation / sidewalk network in the Village with better Main Street to Main Park linkages and partial build out of the North-South Active Transportation connector.</p> <p>Accessibility will be a main focus for the design and construction of this project.</p>			

**Performance Measurement** Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

The program outcome for this project is increased accessibility into all areas of Main Park, improved village active transportation infrastructure inviting visitors to the Main Park, and partial completion of the Village's North South Active Transportation Corridor.

Measuring the success of this infrastructure will occur through quantitative measures like visitor numbers as well as anecdotal comments referring to the improvements in connectivity and accessibility in and around the Main Park.

The project will enhance the visitor experience.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

☐ Indigenous Tourism ☒ Diversity & Inclusion ☐ Emergency Preparedness ☒ Sustainability

Please describe how the project supports these initiatives:

Construction of quality and accessible infrastructure in the community will provide a positive experience for visitors of all ages and abilities to enjoy.

Active Transportation routes will be maintained by the Village's public works department. They will be sustainable as they will promote non-motorized (foot or bike) trips within the Village.

#### Funding Sources

Total RMI Funding	\$ 481,930
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 481,930

## Resort Municipality Initiative 2022-2024 Project Outline

**\*\*This form must be submitted as a digital PDF. Scanned forms will not be accepted.\*\***

Project Title Public Art - Mural		Project Lead Village of Radium	
RMI Program Category Tourism Infrastructure, Amenities, & Capital	Project Status New	Start Date July 2023	Completion Date November 2024
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>The Main Park lower parking lot has a large concrete barrier that is an ideal location for a mural. Initial mural content parameters the Village will consider include Indigenous Tourism, Diversity &amp; Inclusion, and materials for a low-maintenance, long-lasting piece of art. A call for an expression of interest will follow with a recommendation made to the Village Council. If Indigenous content is included, permission in advance will be sought from the relevant First Nation(s).</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <p>The funding will pay for the artist and materials.</p>			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>This project support our goal #2: To expand, build and refine 70% of our tourism amenities and infrastructure within the Village to create sustainable, long-lasting tourism infrastructure and enhance the visitor experience.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>1. Develop and/or enhance tourism infrastructure and amenities          - Develop, enhance, or diversify tourism-related infrastructure and amenities to attract visitors, encourage longer stays or broaden the appeal of the resort community beyond its main draw or season to support year-round visitation.</p> <p>The objective is to provide a welcoming, engaging art piece for the public and visitors to enjoy and enhance their experience within the Village</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

The program outcome for this project is the enhancement of the visitor experience.

Measuring the success of this infrastructure will occur through quantitative measures like visitor numbers as well as anecdotal comments on the artwork.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

☐ Indigenous Tourism ☒ Diversity & Inclusion ☐ Emergency Preparedness ☒ Sustainability

Please describe how the project supports these initiatives:

With consideration for diversity and inclusion and sustainability, it is hoped that the successful artist will create a thoughtful and culturally relevant and respectful mural. The mural is a low maintenance, long-lasting piece of art making this sustainable infrastructure.

#### Funding Sources

Total RMI Funding	\$ 30,000
MRDT Funding (if applicable)	
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 30,000



## Resort Municipality Initiative 2022-2024 Project Outline

**\*\*This form must be submitted as a digital PDF. Scanned forms will not be accepted.\*\***

Project Title Winter Wagon Rides		Project Lead Tourism Radium	
RMI Program Category Tourism Programs, Services, or Events	Project Status New	Start Date December 2022	Completion Date December 2024
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>Tourism Radium will coordinate and promote this event -- winter horse drawn wagon rides -- to guests staying in our Village over the Christmas holidays. This opportunity, to tour the Village in quaint style, became more popular each year before the pandemic and therefore the funding allocation to this event has been increased. The funding will go towards contracting a business who will provide the wagons, horses, and staff.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <p>Precise schedule to be determined by Tourism Radium, but the event will be held over the Christmas holidays and a booking system for visitors to the Village to schedule the horse-drawn rides will be organized.</p>			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>This project supports goal #1 of our RDS: Extend our shoulder tourism season (October – November and March – April) visitation by 1% annually, as defined by the number of nights of accommodation stay. Festivals and events are a key driver for tourism visitation, as they entice new visitors to come to our area, while also improving their experience. Yearly events establish visitor loyalty and repeat visitation, thus becoming a critical element of our objective of sustainable tourism.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>2. Deliver remarkable visitor experiences The program objective is to deliver an accessible, tourism-related event that will contribute to a positive visitor experience.</p>			

Performance Measurement Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

This event extends and diversifies our tourism season and enhances visitor experience, while supporting tourism sector sustainability through increased visitation, room revenues, and local spending.

Event organizers will record attendance (riders) and their anecdotal comments forming a the key indicator of success. Wherever possible, we will work to capture data separating visitor from resident event attendance.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.

☐

Indigenous Tourism

☐

Diversity & Inclusion

☐

Emergency Preparedness

☒

Sustainability

Please describe how the project supports these initiatives:

No carbon emissions will be directly released during the wagon rides, supporting our CleanBC objectives and sustainable tourism.

#### Funding Sources

Total RMI Funding	\$ 18,000
MRDT Funding (if applicable)	\$ 3,000
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other	
Total Cost of Project	\$ 21,000

## Resort Municipality Initiative 2022-2024 Project Outline

**\*\*This form must be submitted as a digital PDF. Scanned forms will not be accepted.\*\***

Project Title <b>Shoulder Season Festival</b>		Project Lead <b>Tourism Radium</b>	
RMI Program Category Tourism Programs, Services, or Events	Project Status New	Start Date April 2022	Completion Date April 2025
<p>Project Description Please provide a brief description of the project (max 250 words).</p> <p>Tourism Radium will coordinate a visitor-focused Festival during the shoulder season to increase visitation during this period. Tourism Radium is working with accommodators, many who are new owners, to build on previous lessons learned from the former Headbanger Festival and create a new festival that will focus on attracting visitors to stay during the shoulder season. The type of festival or event is to be determined and may include Indigenous participation.</p>			
<p>Detailed Project Works Please describe the detailed project works that will be achieved with the RMI funds.</p> <p>Project funding will only go towards the execution of the event not the planning/development. The focus will be on visitors to the Village and drawing visitor interest. Thus, the marketing of the event will concentrate on visitors.</p>			
<p>Project Goal(s) Please describe which of your RDS goals this project will support.</p> <p>This project supports goal #1 of our RDS: Extend our shoulder tourism season (October – November and March – April) visitation by 1% annually, as defined by the number of nights of accommodation stay. Festivals and events are a key driver for tourism visitation, as they entice new visitors to come to our area, while also improving their experience. Yearly events establish visitor loyalty and repeat visitation, thus becoming a critical element of our objective of sustainable tourism.</p>			
<p>Program Objectives Please identify the RMI program objective(s) this project supports and describe.</p> <p>2. Deliver remarkable visitor experiences</p> <p>The objective to enhance the visitor's experience beyond the usual busy summer season.</p>			

**Performance Measurement** Please identify the RMI program outcome(s) this project supports and describe the performance measures that will be used to measure outcome.

The outcome of this event extends and diversifies our tourism season and enhances the visitor's experience, while simultaneously improving tourism sector sustainability, while leading to increased visitation and room revenues.

Event organizers will monitor each festival separately with attendance records and anecdotal comments from participants and/or the audience being the primary indicators of success. To demonstrate success, we will endeavor to capture data separating visitor from resident event attendance, wherever possible.

Please indicate if the project supports one or more of the following initiatives. Select all that apply.



Indigenous Tourism



Diversity & Inclusion



Emergency Preparedness



Sustainability

Please describe how the project supports these initiatives:

Year-over-year events which attract return visitors contribute to our primary goal of sustainable tourism. Tourism Radium will make efforts to incorporate Indigenous Tourism by consultations with the First Nations.

Documentation of the engagement process will be obtained, along with the feedback and addressed input.

Tourism Radium will develop the events themselves with accessibility in mind by ensuring venues chosen are accessible, and that all are invited and treated equally thus allowing for diversity and inclusion.

#### Funding Sources

Total RMI Funding	\$ 30,000
MRDT Funding (if applicable)	\$ 10,000
Other Provincial Funding (i.e. provincial agencies such as DBC or Creative BC)	
Municipal Funding	
Other Event Participation Revenues	\$ 6,000
Total Cost of Project	\$ 46,000



	2022	2023	2024	Total RMI Allocation
Carryover from previous year	\$ 130,613	\$ 7,470	\$ -	
Interest earned on carryover				
Anticipated RMI Funding	\$ 283,470	\$ 168,430	\$ 168,430	
Total Funds Available	\$ 414,083	\$ 175,900	\$ 168,430	\$ 750,943

#### Anticipated Spending

##### 2019 - 2021 Carry Over Projects: (Projects must be complete with all funds spent by Dec 31, 2023)

Tourism Signage	\$ 102,263	\$ -	\$ -	\$ 102,263
Active Transportation Plan Phase I	\$ 28,350	\$ -	\$ -	\$ 28,350
Subtotal	\$ 130,613	\$ -	\$ -	\$ 130,613

##### 2022 - 2024 RDS Projects

##### Tourism Infrastructure, Amenities, or Capital Purchases:

Active Transportation Plan Phase II	\$ 250,000	\$ 134,900	\$ 97,430	\$ 482,330
Public Art - Mural	\$ -	\$ -	\$ 30,000	\$ 30,000
Sub Total	\$ 250,000	\$ 134,900	\$ 127,430	\$ 512,330
(Minimum 70% over 3 year term)				

##### Tourism Services, Programs or Events:

Winter Wagon Rides	\$ 6,000	\$ 6,000	\$ 6,000	\$ 18,000
Shoulder Season Festival	\$ -	\$ 15,000	\$ 15,000	\$ 30,000
Sub Total	\$ 6,000	\$ 21,000	\$ 21,000	\$ 48,000
(Maximum 30% over 3 year term)				

##### Administration:

Program Staff	\$ 2,250	\$ 2,500	\$ 2,500	\$ 7,250
Performance Measurement	\$ 15,450	\$ 7,500	\$ 15,000	\$ 37,950
Travel to Spring RCC	\$ 2,300	\$ -	\$ 2,500	\$ 4,800
Hot Spring RCC	\$ -	\$ 10,000	\$ -	\$ 10,000
Sub Total	\$ 20,000	\$ 20,000	\$ 20,000	\$ 60,000
(up to \$20,000 per year)				
Total Spending:	\$ 406,613	\$ 175,900	\$ 168,430	\$ 750,943
Carry forward (if any):	\$ 7,470	\$ -	\$ -	\$ -

## Performance Measurement Approach

Tourism Radium will be a partner agency in the Village's Performance Measurement Approach.

Some RDS administration funds will be used to purchase visitor data – for example Telus Insights. This data will be used to help determine room nights, location ID / geotarget visitor information, and track visitation and dates.

In addition, Tourism Radium will be contracted to do an annual survey of the effectiveness of the RMI projects in the Village of Radium Hot Springs.

This information will be used to quantify the effectiveness of a given RDS project in relation to: extension of the tourism season; improved accessibility; and enhanced visitor experience – whatever the Program Outcomes & Performance Measurement for a given project is. Visitation will be used as a partial proxy for effectiveness.

Other information Tourism Radium collects includes:

- Visitor Information Centre attendance
- Number of hotel nights
- MRDT revenues
- Visitor origin

Some of this data may be useful in assisting to determine RMI effectiveness.

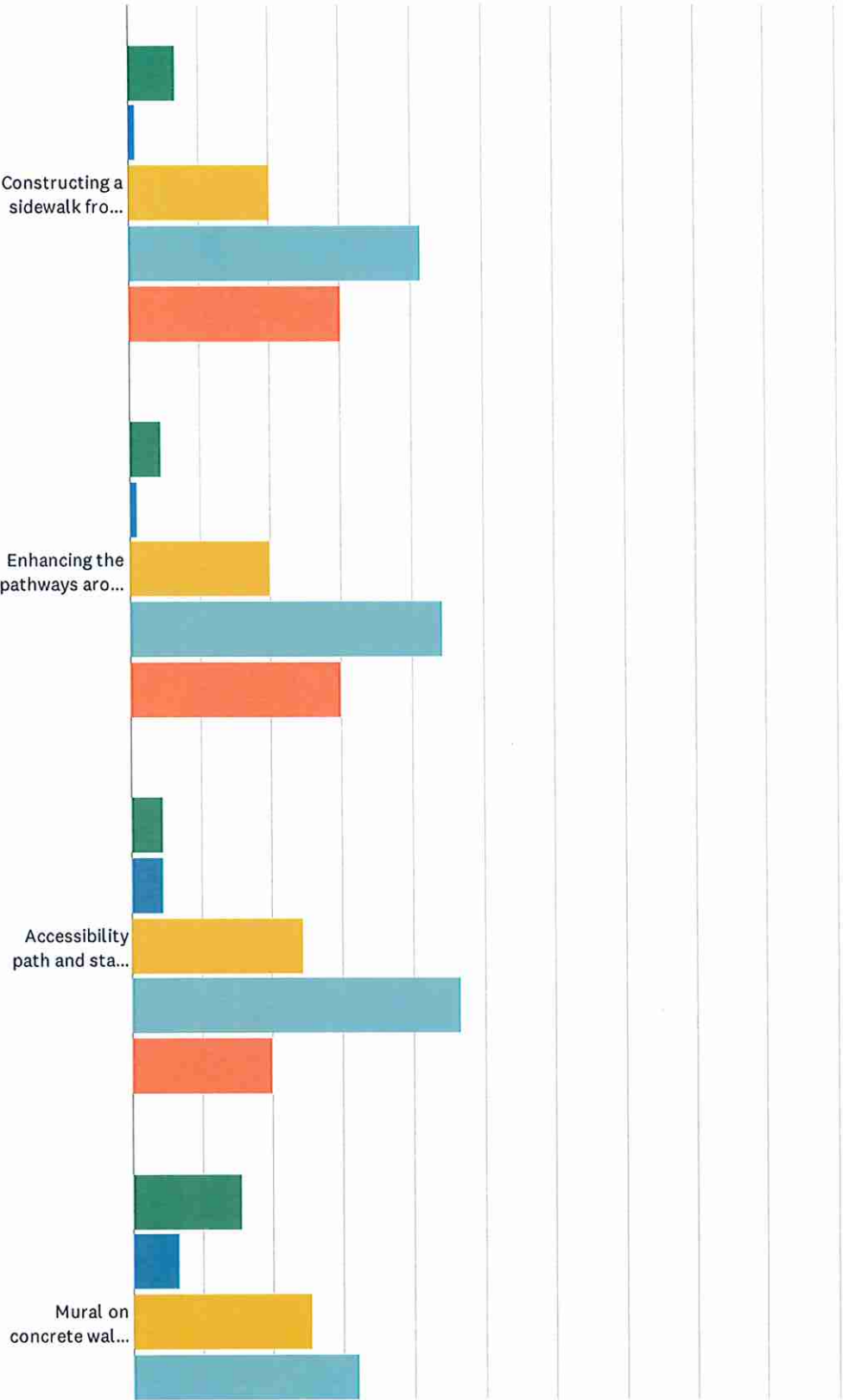
Still other performance indicators may include:

Parks Canada - Kootenay National Park provides attendance numbers for the traffic flow through the hot springs' pools.

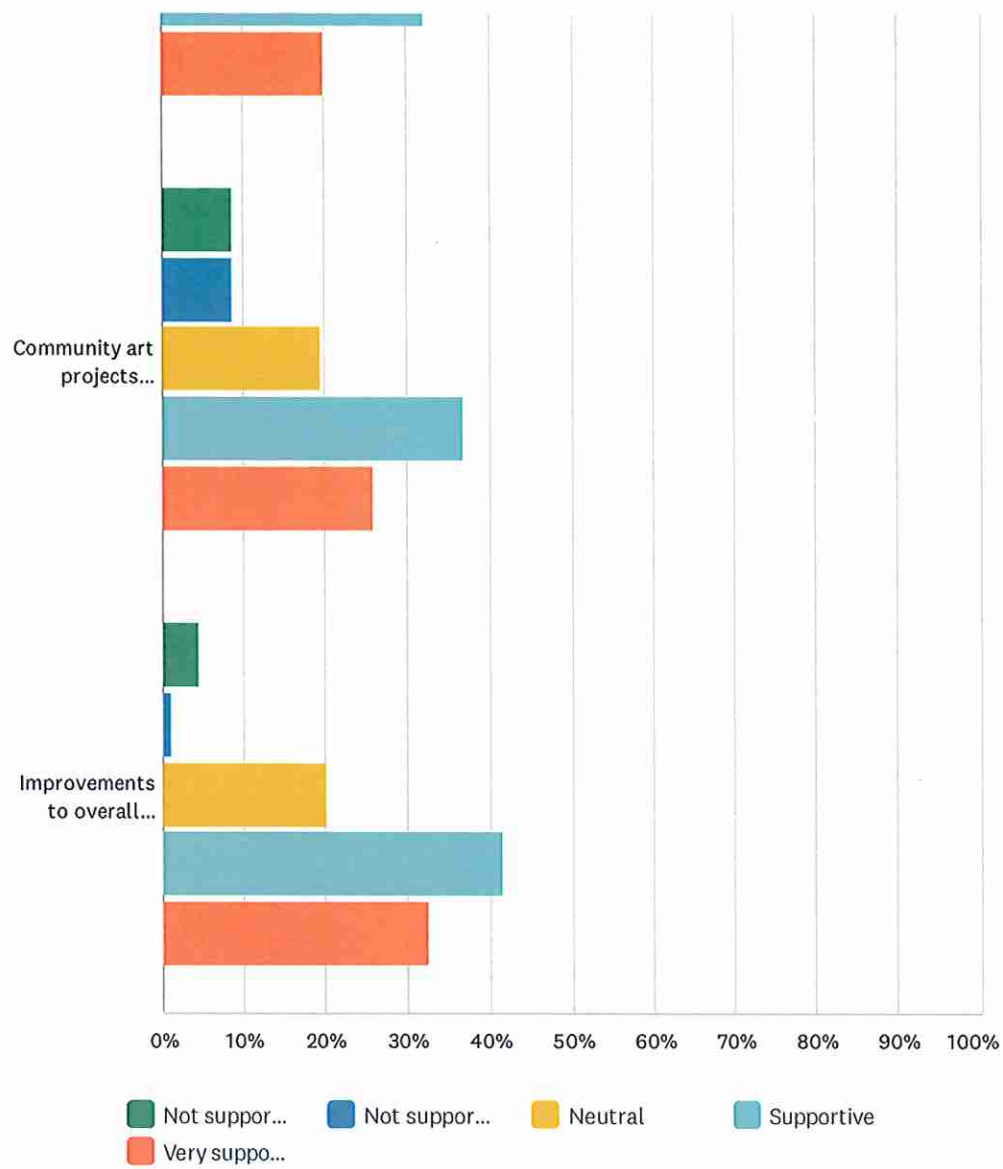
For individual events or festivals, attendance numbers, visitor origin, lessons learned, and anecdotal comments will be collected whenever possible.

Q1 Which of the following infrastructure projects would you support?

Answered: 92 Skipped: 0



## Village of Radium Hot Springs: RMI Funding Survey



# Village of Radium Hot Springs: RMI Funding Survey

	NOT SUPPORTIVE AT ALL	NOT SUPPORTIVE	NEUTRAL	SUPPORTIVE	VERY SUPPORTIVE	TOTAL	WEIGHTED AVERAGE
Constructing a sidewalk from Main St West to the main park (Legends Field, Splash Park, playground)	6.74% 6	1.12% 1	20.22% 18	41.57% 37	30.34% 27	89	3.88
Enhancing the pathways around the main park and creating better access from the overflow parking down into the field	4.44% 4	1.11% 1	20.00% 18	44.44% 40	30.00% 27	90	3.94
Accessibility path and stairs from lower parking lot to Community Hall	4.44% 4	4.44% 4	24.44% 22	46.67% 42	20.00% 18	90	3.73
Mural on concrete wall near Community Hall	15.56% 14	6.67% 6	25.56% 23	32.22% 29	20.00% 18	90	3.34
Community art projects (murals, sculptures, etc.)	8.70% 8	8.70% 8	19.57% 18	36.96% 34	26.09% 24	92	3.63
Improvements to overall Village accessibility	4.49% 4	1.12% 1	20.22% 18	41.57% 37	32.58% 29	89	3.97

#	OTHER SUGGESTIONS:	DATE
1	I would love if RHS becomes the Garden Town of the Columbia Valley. A garden venue of the style of the Bouchard Gardens would attract tourism from BC, Alberta and even other provinces. The venue can be combined with an amphitheatre for several type of shows and festivals.	4/23/2022 7:50 AM
2	Information signage for visitors (and locals) directing all, to the walks/hiking routes in the village, including the resort areas, especially during golf off-season.	4/22/2022 1:17 PM
3	Install crosswalk lighting at the highway crossings for better illumination-like the crossing lights on Foresters Landing Road and Revelstoke Avenue - lights flash and crosswalk is lit up to see pedestrians better...	4/21/2022 6:57 PM
4	Any project to improve the sidewalks, etc on the main street. It's starting to look dingy and tired and needs a refresh!	4/21/2022 5:31 PM
5	skate park	4/21/2022 8:58 AM
6	An indoor pool facility. No where in the valley has one and it would be a great asset in the winter to drive additional visitors. Not everyone wants to deal with the hot springs every time.	4/20/2022 9:14 PM
7	Tennis Court	4/20/2022 8:05 PM
8	More accessible highway crosswalks with Audio signals for those with low/no vision.	4/20/2022 7:46 PM
9	Improve access to Sinclair Creek trail.	4/20/2022 6:30 PM
10	tennis/pickleball courts	4/20/2022 5:43 PM
11	QUIT WASTING MONEY on projects that need upkeep and non Resident "ARTISTS"	4/20/2022 5:34 PM
12	Put some fish back in Sinclair creek. None there.	4/20/2022 5:14 PM
13	Develop the Sinclair Canyon Trail area a bit more. Make the way down more accessible, make better/more visible access from mainstreet/the heart of town. Do something more with the area	4/20/2022 5:00 PM

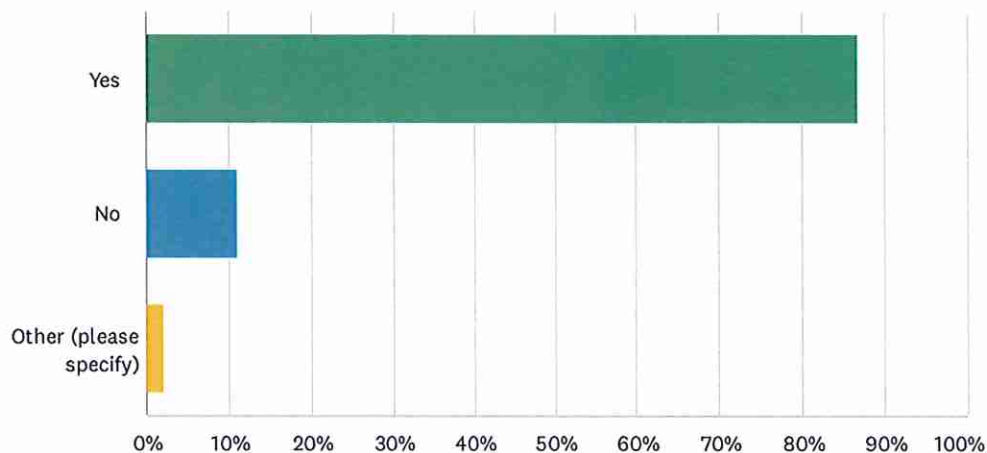
## Village of Radium Hot Springs: RMI Funding Survey

down by the pump track.

14	limited parking by entrance to Old coach trail off edeilwise.	4/20/2022 4:44 PM
15	Paved bicycle path to Invermere or designated bike lane within the village	4/20/2022 3:44 PM

Q2 The RMI strategy allows for funding to be assigned to specific and designated events. Events developed under the RMI funding focus on attracting visitors to the Village. Looking forward, are you interested in seeing new festivals/events and what potential new events would you like to see hosted in the Village. Are you interested in seeing new festival or events hosted in Radium?

Answered: 91 Skipped: 1



ANSWER CHOICES		RESPONSES
Yes		86.81% 79
No		10.99% 10
Other (please specify)		2.20% 2
TOTAL		91

#	OTHER (PLEASE SPECIFY)	DATE
1	Yes, but family friendly only please.	4/21/2022 8:43 PM
2	As long as there is someone doing event co-ordination	4/21/2022 8:58 AM



### Q3 What type of events? (I.e. festivals, family-friendly, art, etc.):

Answered: 68 Skipped: 24

#	RESPONSES	DATE
1	Art, music. Festivals.	4/24/2022 11:24 AM
2	Festivals are for businesses not inhabitants.	4/24/2022 10:22 AM
3	Community based events for families	4/23/2022 7:05 PM
4	music festival	4/23/2022 11:44 AM
5	Music festivals, family fun, educational	4/23/2022 9:04 AM
6	RHS can become the Christmas Town of the Valley. Having the December Xmas month events will attract tourism and support the Valley art and crafts business. Similar to this, a Summer Country Music festival, similar to the one held in Canal Flats would be a hit.	4/23/2022 7:50 AM
7	Family-Friendly. Bring back the old events we don't host anymore. Radium Days, Radium Fall Harvest.	4/22/2022 2:05 PM
8	Music, art, sporting	4/22/2022 1:17 PM
9	Larger Farmer's Market, Music Festivals, Plays in the Park, Comedy in the Park, Snowboard Rail Competition (like Redbull sponsor's in downtown Banff)	4/22/2022 11:09 AM
10	All of the above	4/22/2022 11:05 AM
11	Music and movies in the park in during summer time. Winter carnival.	4/21/2022 8:53 PM
12	we need more music since we have been without for 2 years and film nights inside and or outside would great,yes to any type of festivals	4/21/2022 8:44 PM
13	Family friendly events such as movie in the park.	4/21/2022 8:43 PM
14	None, the way the village sets up the festivals they do not benefit current businesses. They allow their own food trucks, provide pancake breakfasts.	4/21/2022 7:53 PM
15	Pop up music at the park (local music promoted) Childrens festivals at the park..bouncy castles, face painting, etc.	4/21/2022 6:59 PM
16	Family friendly, outdoor summer movies, plays	4/21/2022 6:57 PM
17	Music festival, movie nights, specific food festivals	4/21/2022 5:31 PM
18	Family friendly and art sound good. Celebrating the mountain sheep, turkeys, and wildlife that make Radium such a lovely place to live	4/21/2022 3:02 PM
19	family friendly	4/21/2022 2:35 PM
20	Family friendly events Anything to put heads in beds. Keep away from the summer - promote shoulder season	4/21/2022 11:48 AM
21	Craft Beer festivals are becoming more and more popular. It would be great to have a beer and beats festival. Locals beers and crafts and musicians	4/21/2022 10:34 AM
22	any and all	4/21/2022 9:28 AM
23	all events	4/21/2022 8:58 AM
24	All of the above	4/21/2022 8:52 AM
25	Music and arts.	4/21/2022 8:41 AM
26	Concerts Continue car show	4/21/2022 8:21 AM
27	Winter markets at the hall.	4/21/2022 7:44 AM

## Village of Radium Hot Springs: RMI Funding Survey

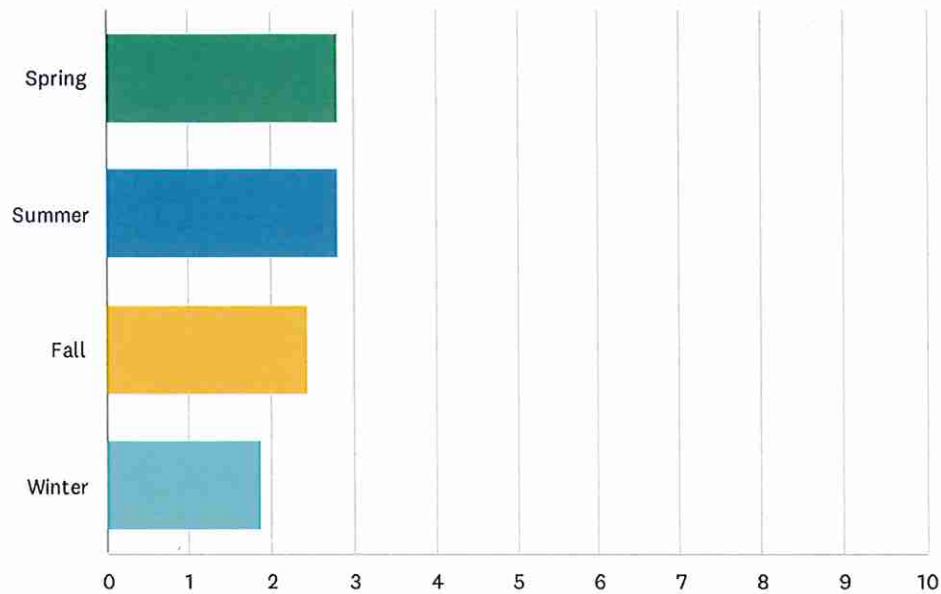
28	Art, golf, music	4/20/2022 9:14 PM
29	Festivals and family-friendly	4/20/2022 8:31 PM
30	Festivals, farmers market, live music, poker run float along the Columbia River.	4/20/2022 8:25 PM
31	Family friendly events. We really enjoyed the fire works on New Years Eve. Also, enjoy the car show.	4/20/2022 8:05 PM
32	Outdoor festivals, family friendly winter themed festivals, music festivals (summer, outdoor), summer concert series - local and travelling musical acts performing weekly throughout the village.	4/20/2022 7:52 PM
33	All	4/20/2022 7:46 PM
34	due to our small population, we need events that come with their own organization. Our ability to provide ongoing volunteers is limited. a good example is a wedding or a workshop etc.	4/20/2022 7:40 PM
35	Woodcarver Festival	4/20/2022 7:37 PM
36	Village garage sale.	4/20/2022 6:37 PM
37	Family events, music	4/20/2022 6:30 PM
38	Any	4/20/2022 5:43 PM
39	Outdoor concerts Brits best car show needs to come back!!	4/20/2022 5:36 PM
40	Small concerts-bake offs-stuff to get people out and involved	4/20/2022 5:35 PM
41	family-friendly	4/20/2022 5:19 PM
42	Family friendly, art, natural events like marathons	4/20/2022 5:14 PM
43	Outdoor Music Festivals/Events at Legends Field	4/20/2022 5:00 PM
44	Festivals	4/20/2022 4:56 PM
45	Picked ball, youth biking ramps , marathons on trails	4/20/2022 4:54 PM
46	Family friendly	4/20/2022 4:37 PM
47	Music, food & wine,	4/20/2022 4:30 PM
48	Art	4/20/2022 4:26 PM
49	Art	4/20/2022 4:21 PM
50	Festivals, family friendly, food	4/20/2022 4:10 PM
51	Family friendly, music, etc	4/20/2022 3:55 PM
52	Outdoor movies Hockey tournaments on outdoor rink in winter Music festival	4/20/2022 3:44 PM
53	family friendly, art	4/20/2022 3:28 PM
54	Music festival Arts displays	4/20/2022 3:19 PM
55	Family friendly	4/20/2022 3:11 PM
56	Music	4/20/2022 3:10 PM
57	Live music	4/20/2022 3:10 PM
58	Festivals, art events, bicycle events similar to the tour de France	4/20/2022 3:10 PM
59	Family friendly, all ages	4/20/2022 3:06 PM
60	Outdoor music nights	4/20/2022 3:05 PM
61	Family friendly	4/20/2022 3:03 PM
62	Family friendly, art from local artists.	4/20/2022 3:03 PM
63	competition events - pickle ball, hockey, horse shoe	4/20/2022 2:33 PM

## Village of Radium Hot Springs: RMI Funding Survey

64	Art shows, food fairs (Tastes of Radium), Fall Artisan Market, Christmas Craft Fairs	4/20/2022 2:23 PM
65	Beer festival	4/20/2022 11:52 AM
66	Music & family friendly festival/events	4/20/2022 11:42 AM
67	Musical/Art events and festivals that attract people to the area.	4/20/2022 10:28 AM
68	Festivals, sleigh rides	4/20/2022 10:00 AM

## Q4 Rank seasons in order of priority for developing new festivals or events:

Answered: 86 Skipped: 6



	1	2	3	4	TOTAL	SCORE
Spring	27.06% 23	42.35% 36	16.47% 14	14.12% 12	85	2.82
Summer	49.41% 42	10.59% 9	12.94% 11	27.06% 23	85	2.82
Fall	15.29% 13	29.41% 25	41.18% 35	14.12% 12	85	2.46
Winter	7.14% 6	17.86% 15	30.95% 26	44.05% 37	84	1.88

## Q5 Do you have specific event suggestions?

Answered: 30 Skipped: 62

#	RESPONSES	DATE
1	No festivals please. They do little or nothing for us but do help businesses. Ask Calgarians about the Stampede disaster every year.	4/24/2022 10:22 AM
2	Community wide scavenger hunt- highlight businesses and other attractions/hidden gems all over the village	4/23/2022 9:04 AM
3	Having the December Xmas month events will attract tourism and support the Valley art and crafts business. Similar to this, a Summer Country Music festival, similar to the one held in Canal Flats would be a hit. The flowers Festival in mid Spring, around Victoria Day would be another tourism hit.	4/23/2022 7:50 AM
4	Blue grass and country music	4/22/2022 1:17 PM
5	As mentioned above, Banff hosts a snowboard rail competition on a closed off street. They pull a snowboarder or skier along on a winch to gain speed and then the competitor does tricks on the rail. It's great atmosphere for all ages.	4/22/2022 11:09 AM
6	See #3 above	4/21/2022 5:31 PM
7	Wellness event, Wine event, Rebuild Headbanger etc	4/21/2022 11:48 AM
8	Beer and beats festival on Main street.	4/21/2022 10:34 AM
9	Woodcarver Festival, Music Festival, Giant Easter Egg Hunt, Winter Family Festival	4/21/2022 8:52 AM
10	No	4/21/2022 8:21 AM
11	Christmas market at the community hall	4/21/2022 7:44 AM
12	Festivals, farmers market, live music, poker run float along the Columbia River. XC bike race	4/20/2022 8:25 PM
13	Festival or education event around mountain sheep and wild turkeys	4/20/2022 8:05 PM
14	See above.	4/20/2022 7:52 PM
15	More weddings and workshops that do not require massive amounts of Volunteers.	4/20/2022 7:40 PM
16	Concerts in the park	4/20/2022 6:30 PM
17	Entertainment events in the community centre - rock and roll!	4/20/2022 5:36 PM
18	Winter Lights	4/20/2022 5:19 PM
19	Music festival , youth hiking camps , yoga in the park , face painting for kids , Beginner hiking club for 55 plus	4/20/2022 4:54 PM
20	A type of folk festival or something like Mozart on the mountain which used to be performed in Kananaskis by the C Calgary Philharmonic Orchestra years ago.	4/20/2022 4:32 PM
21	Live music, old cars, movies, live theatre indoors or out, food fairs, beer and wine tasting	4/20/2022 4:10 PM
22	No	4/20/2022 3:55 PM
23	I know minor hockey used to have tournaments in Canal Flats. Radium could partner with the organizers and offer one outdoor game for each team on their rink as part of the tournament.	4/20/2022 3:44 PM
24	Oktoberfest	4/20/2022 3:10 PM
25	Summer street dance , family car rally/scavenger hunt	4/20/2022 3:10 PM
26	Music festival in pothole park.	4/20/2022 3:06 PM
27	Local talent and food trucks	4/20/2022 3:05 PM

## Village of Radium Hot Springs: RMI Funding Survey

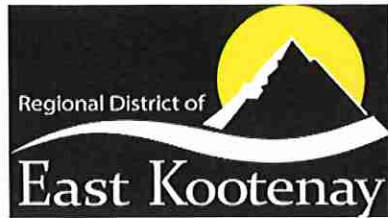
28	Music in the park, events for kids to enjoy and participate in.	4/20/2022 3:03 PM
29	pickle ball, hockey - ice and ball, horseshoe tournament	4/20/2022 2:33 PM
30	Woodcarver Days :) Continue with music & market Winter Festival	4/20/2022 10:28 AM

## Q6 Any other questions, comments, or suggestions?

Answered: 19 Skipped: 73

#	RESPONSES	DATE
1	Improving traffic and parking are the most important. Please no festivals.	4/24/2022 10:22 AM
2	I think my suggestions would move our officials dormant brain.	4/23/2022 7:50 AM
3	I think the funds should be put towards public and tourist infrastructure improvements, such as pathways, etc. as much as possible (as opposed to murals or festivals). I think it's also very important and in the best interest of the village and residents to maintain a family friendly atmosphere.	4/21/2022 8:43 PM
4	There suggestions aren't going to improve tourism.	4/21/2022 7:53 PM
5	Development of MORE bike and walking path systems in the Sinclair Creek Park area. Also, Radium desperately needs some sort of off leash FENCED dog park area up in the town area, not just down by the creek. Most towns have one! The old Radium school field area beside the Community Garden would be the perfect place. Thank you	4/21/2022 5:31 PM
6	Radium is growing and truly the envy of the Valley - let's make sure we support business and our guests as best as possible.	4/21/2022 11:48 AM
7	It is great to see some idea's going into making legends field better. a suggestion would be to focus on Main street. Cleaning it up, working with building owners to create a better look. Our main street is our opening statement to those traveling through. It should make a statement!	4/21/2022 10:34 AM
8	None	4/21/2022 8:52 AM
9	Bring in super mailboxes	4/20/2022 8:31 PM
10	Winter is a bit of a slow season. It would be great to see the town host events to bring in more traffic year round. This would allow for less seasonally in employment.	4/20/2022 8:25 PM
11	Invermere Radium paddling event around the river.	4/20/2022 8:05 PM
12	We cannot logically do anything without the promotion of our events center which is currently underutilized. We need an event coordinator to even entertain the idea of increasing events in Radium. Current staff are not in a position to dedicate the necessary time and expertise to this endeavor.	4/20/2022 7:40 PM
13	I think being more small business friendly. Have some food trucks, pop up galleries. Hiking path from Radium north along the wet lands out to Elk Park	4/20/2022 5:35 PM
14	It would be nice to have a safe crosswalk installed from the canyon creek entrance over to the sidewalk on highway 95	4/20/2022 4:32 PM
15	Nope	4/20/2022 3:55 PM
16	Maybe some money to build some new affordable housing for us the staff who works in Radium	4/20/2022 3:10 PM
17	Village needs to get more events happening, radium days, parades, fun kid and family events.	4/20/2022 2:33 PM
18	Beautiful Village - I support any initiatives that help to fix up/clean up/ renew/ the existing amenities.	4/20/2022 2:23 PM
19	Utilize organizations that are currently in place...Tourism Radium, Radium Village Arts & Culture, Radium Art Guild, etc.	4/20/2022 10:28 AM





## Mayor Gray's RDEK Report – November 22<sup>nd</sup>, 2022

From 2022-11-08 to 2022-11-10 I attended the Regional District of East Kootenay (RDEK) Director Training and inaugural committee and board meetings at the RDEK offices in Cranbrook. Alternate Director Shudra also attended the new Director Training portions for the first day and a half.

In the future, these updates will be significantly shorter. I expanded this update as there is a good opportunity to give a preview of what the RDEK does and how it interacts with our village.

Upon arrival at the RDEK offices we had a schedule of seven short introduction meetings with all the department managers. Though each meeting was fast, it was an opportunity to get to know each other and get an overview of the scope of each department's work.

- Chief Administrative Officer - Shawn Tomlin
  - Similar to the Village office structure, the RDEK has the “hourglass” structure with the board's single employee being the CAO, and all staff reporting to and coordinated by the CAO's office.
- Communications - Loree Duczek
  - The communications team creates and oversees both the internal and external communications for the RDEK, including everything from about 100 annual media releases to seasonal preparedness updates to emergency operations messages.
  - Councillors and staff can (and perhaps should) sign up with some of the RDEK communication lists:
    - [https://www.rdek.bc.ca/about/email\\_group\\_sign\\_up/](https://www.rdek.bc.ca/about/email_group_sign_up/)
    - <https://www.facebook.com/eastkootenay>
  - East Kootenay Emergency Management Program is run through the Development & Protective Services department, but the communications team is integral in getting emergency messages including evacuation orders out.
    - Councillors & staff should sign up & download the app through the RDEK: [https://www.rdek.bc.ca/departments/protectiveservices/emergencyinfo/evacuation\\_notification\\_system/](https://www.rdek.bc.ca/departments/protectiveservices/emergencyinfo/evacuation_notification_system/)
- Corporate Services - Tina Hlushak
  - Similar to our Corporate Officer position

- CBT Redi program (formerly Community Initiatives) is coordinated through this office
- Environmental Services - Kevin Paterson
  - Waste management
    - Transfer stations, landfills, recycling programs
  - Parks and Recreation
    - Arenas in Invermere and Canal Flats, regional parks, some pathways
  - Invasive plant control
- Finance - Holly Ronnquist
  - For Radium, requisitions for shared RDEK services show up on our municipal taxes, are collected by our municipality, and then forwarded to the RDEK.
- Development & Protective Services - Michelle Bates
  - Two departments, planning and building services plus protective services
  - For Radium, we participate in some Protective Services with the RDEK, mainly the CV Emergency Program
    - Planning
    - Dispatch (911 / Fire)
    - Evacuations / Alerts (communications through that department)
    - Emergency Operations Centre
  - Engineering - Brian Funke
    - Water & wastewater for electoral areas
    - For Radium, we use the GIS / Asset Management services through the RDEK and our PW/Finance teams track all our capital assets through this system.

All of the directors, alternates, and managers sat together for the rest of our first training day and the start of the second day. Department heads gave overviews of what each department does and how they interact with the board. There was also significant time spent on the meeting software and function of the boardroom.

After training, we proceeded with committee meetings, followed by the board meeting on the last day. RDEK generally holds one set of meetings per month, board meeting usually being on the second Friday of the month with the committee meetings on the day before.

Committee meetings are broken into six standing committees:

- Governance and Regional Services
- Planning and Development Services
- Elk Valley Services
- Electoral Area Services
- Columbia Valley Services
- Central Services

Items for the agenda are discussed at the committee level, and a recommendation is then made for the board to consider on the next day. Generally, but not always, the committee recommendation is affirmed by the board.

As this was the inaugural meeting for this board the agenda was small and as a result there are not many items I wanted to bring to the Radium Council's attention. There are still two items I'd like to note, and what I'll generally do is mention the meeting and agenda item number so if you are interested in more information you can go to the agenda and look them up (neither of these items have much to look up, but future ones will). This page also has the link to view meetings on zoom if you'd like to take a look and see what they are all about.

[https://www.rdek.bc.ca/meetings\\_events/agendas/](https://www.rdek.bc.ca/meetings_events/agendas/)

- Governance 5.3, a delegation from the Province introducing a Community Information Tool that can be used to access a ton of information from population to labour force to internet connectivity and more. It also lets you compare different communities.  
<https://communityinformationtool.gov.bc.ca/cit-dashboard/home>
- Columbia Valley 8.2, A tour of the CV directors (Susan - Area F, Roberta - Area G, Al - Invermere, Mark - Canal Flats, and myself from Radium) are organizing a familiarity tour through each of our areas. The idea being with so many new directors we would spend a day visiting neighbouring communities and have a chance to play tour guide and showcase our own place. For Radium, my first thought was to tour the group through our library & centre, the park, and possibly the mill. What suggestions would you have for us to show off to our CV neighbours?



## CALL FOR RESOLUTIONS

The main forum for UBCM policy making is the **annual resolutions cycle** and this is an opportunity for local governments of all sizes and from all areas to express concerns, share their experiences and take a united position. This is the first call for resolutions from AKBLG. Resolutions must be submitted to AKBLG by **February 20, 2023**.

It is time to start thinking about resolutions and to have them endorsed by your local government.

Please remember:

- Resolutions are only accepted from AKBLG member local governments and **must have been endorsed by the board or council**.
- Resolutions **must be relevant to other local governments within AKBLG** rather than specific to a single member government.
- UBCM encourages all members to submit resolutions first to Area Associations for consideration. Resolution sponsors should be prepared to introduce their resolutions at the AKBLG Resolutions session.
- Each resolution may include a separate backgrounder that is a maximum of 3 pages and specific to a single resolution. The backgrounder may include links to other information sources and reports.
- Resolutions may be combined with other, similar resolutions from other local governments if each local government agrees to co-sponsorship.
- All resolutions, along with any supportive background information, shall be sent to the AKBLG office BY **FEBRUARY 20, 2023**.
- Resolutions should be forwarded by email to [resolutions@akblg.ca](mailto:resolutions@akblg.ca)
- Receipt of emailed resolutions will be confirmed by return email.
- Resolutions should be written in accordance with the UBCM Writing Guidelines (attached to this email).

### Resolutions Preparation Assistance:

If you have questions regarding resolution preparation please contact the AKBLG Resolutions Chair, Kevin McIsaac at [resolutions@akblg.ca](mailto:resolutions@akblg.ca) or the AKBLG Executive Director at [admin@akblg.ca](mailto:admin@akblg.ca). We stand ready to assist you to draft impactful resolutions.

Thank you,

Your AKBLG resolutions committee,

Kevin McIsaac (Chair), Kyle Hamilton, Susan Clovechok, Keith Page





## Writing Guidelines for Resolutions

### 1. Structure of a Resolution

All resolutions consist of a preamble and an enactment. The preamble describes the issue and the enactment outlines the action being requested. A resolution should answer three questions:

- (a) What is the problem?
- (b) What is causing the problem?
- (c) What is the best way to solve the problem?

#### *Preamble*

The preamble begins with "WHEREAS", and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

#### *Enactment*

The enactment begins with the phrase "THEREFORE BE IT RESOLVED", and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. The enactment should propose a specific action by UBCM.

Keep the enactment as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

### 2. Writing Tips

- (a) Address one subject in the text of the resolution.*

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if it is too complex for them to understand quickly.

- (b) Use simple, action-oriented language and avoid ambiguous terms.*

Explain the situation briefly and state the desired action clearly. Delegates can then consider the resolution without having to parse complicated wording or vague concepts.

*(c) Provide factual background information.*

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the resolution is understood fully.

Submit background information in one of the following two formats:

i. **Supplementary Memo**

A brief, one-page memo from the sponsor local government, which outlines the background that led to the adoption of the resolution by the council or board.

ii. **Council/Board Report**

A report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential information and submit it with the resolution.

Resolutions submitted without background information will not be considered until the sponsor has provided adequate background information.

*(d) Construct a brief, descriptive title.*

A title identifies the intent of the resolution and is usually drawn from the "enactment clause". For ease of printing in the Resolutions Book and for clarity, the title should be no more than three or four words.

*(e) Check legislative references for accuracy.*

Where necessary, identify:

- the correct legislation, including the title of the act or regulation
- the correct jurisdictional responsibility (responsible ministry or department, and whether it is provincial or federal)

*(f) Focus on issues that are province-wide.*

The issue identified in the resolution should be relevant to other local governments across the province. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC regional districts and municipalities.

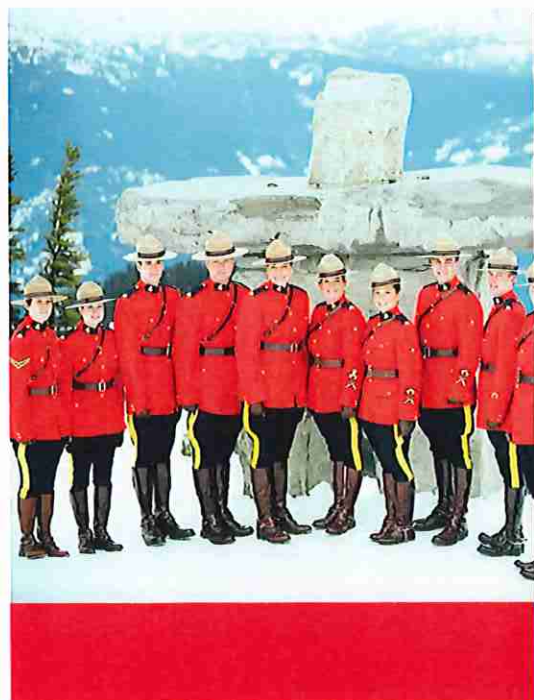


Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

# BC Elected Officials Guide

*An Introduction to the BC RCMP*





## Contents

<b>Page 3</b>	<b>BC RCMP by the numbers</b>
<b>Page 4</b>	<b>About the RCMP</b>
<b>Page 5</b>	<b>Message from D/Commissioner Dwayne McDonald</b>
<b>Page 6</b>	<b>Provincial Police Service / Municipal Police Service</b>
<b>Page 7</b>	<b>Cost Sharing</b>
<b>Page 8</b>	<b>Investment in the RCMP</b>
<b>Page 9</b>	<b>Police Services for Indigenous Communities</b>
<b>Page 10</b>	<b>Police Services for Youth</b>
<b>Page 11</b>	<b>BC RCMP Structure</b>
<b>Page 12</b>	<b>BC RCMP Branches</b>
<b>Page 15</b>	<b>Core Policing</b>
<b>Page 18</b>	<b>BC RCMP Districts</b>
<b>Page 19</b>	<b>North District</b>
<b>Page 22</b>	<b>Island District</b>
<b>Page 25</b>	<b>Southeast District</b>
<b>Page 28</b>	<b>Lower Mainland District</b>
<b>Page 32</b>	<b>A bit of RCMP history</b>
<b>Page 33</b>	<b>Diversity and Inclusion</b>



## BC RCMP by the numbers



The BC RCMP polices **99% of the geographic regions** of British Columbia.



Every year, the BC RCMP answers more than **1 million calls** for service.



**150 municipalities** in the province are served by the BC RCMP.



The BC RCMP has **10,480 employees**, including **6,800 police officers**.

# About the RCMP

## Mission Statement

The RCMP is Canada's national police service. Proud of our traditions and confident in meeting future challenges, we commit to preserve the peace, uphold the law and provide quality service in partnership with our communities.

## Core Values

The RCMP completed a review of its current core values in consultation with employees, Indigenous nation builders and stakeholders.

Five core values were identified to guide our actions going forward:

- Act with integrity
- Show respect
- Demonstrate compassion
- Take responsibility
- Serve with excellence







**Dwayne McDonald, Commanding Officer**

## **A Note from Dwayne McDonald**

On behalf of the BC RCMP Management Team, I am pleased to present the Elected Officials Guide. This document is a comprehensive snapshot of the RCMP in British Columbia and a resource for municipal, provincial, Indigenous and federal officials, detachments and their stakeholders. The guide provides an overview of the BC RCMP, the funding structure of the three levels of government and includes highlights of our depth of skills, programs, and units across the Province. This version provides a modernized British Columbia lens to represent the diversity of all levels of employees within the RCMP and strives to demonstrate the high level of service we provide.

We are proud of the relationships the BC RCMP has established with our contract partners and stakeholders, which allows for collaborative leadership required to develop programs and policies that reduce the risk of crime and foster public trust, transparency and accountability. As the policing service provider to all levels of contracts in British Columbia, we understand that local community needs are important for improving the delivery of professional and responsive policing services. Our detachment personnel, specialized teams, and integrated units are dedicated and foster seamless cooperation while delivering contract policing services across our Province to meet your policing priorities and needs.

In recent times, the Province has experienced numerous states of emergency, with the COVID-19 pandemic, protests, wildfires and floods. Our employees continue to demonstrate their commitment by taking on extra duties and working with our communities to assist through these emergencies to ensure public safety is a priority and those affected receive immediate services.

As always, the BC RCMP is committed to continuing our meaningful consultation and collaboration to ensure the contractual obligations are met while delivering efficient and effective policing services to our communities. We look forward to working with all contract partners in achieving our common goal of building safer communities.

A handwritten signature in blue ink, appearing to read 'Dwayne McDonald'.

**Dwayne McDonald**  
**Deputy Commissioner**  
Commanding Officer, BC RCMP

The BC RCMP is the largest Division in the RCMP, with approximately one-third of the entire police service located in British Columbia. We proudly provide federal policing to all communities, and provincial or municipal policing in all but eleven cities. The communities served range from isolated Indigenous communities and coastal villages to major urban cities.

## Provincial Police Service

In April 2012, the provincial government signed a 20-year Provincial Police Service Agreement (PPSA) with the Government of Canada to contract the RCMP as British Columbia's Provincial Police Service.

Under the terms of the PPSA and the provincial Police Act, areas under 5,000 population and unincorporated areas are policed by the BC RCMP's Provincial Police Service.

## Municipal Police Service

Under the British Columbia Police Act, a municipality must assume responsibility for its police services when its population exceeds 5,000 persons. These municipalities may form their own independent municipal police department, contract with an existing independent police department, or contract with the provincial government for BC RCMP's municipal police services.

In 2012, in addition to the PPSA, the provincial and federal governments signed a 20-year Municipal Police Service Agreement (MPSA), which enables the provincial government to sub-contract the BC RCMP's provincial service to municipalities.

To contract the BC RCMP's municipal services, each municipality must sign a Municipal Police Unit Agreement (MPUA) with the provincial government.



### Unincorporated areas & Municipalities under 5,000

- PPSA
- Costs: 70% Provincial & 30% Federal



### Municipalities between 5,000 - 14,999

- MPSA
- MPUA
- Costs: 70% Municipal & 30% Federal

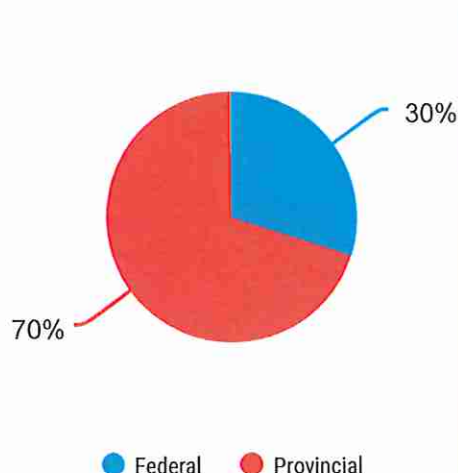


### Municipalities 15,000 and over

- MPSA
- MPUA
- Costs: 90% Municipal & 10% Federal

## Cost Sharing

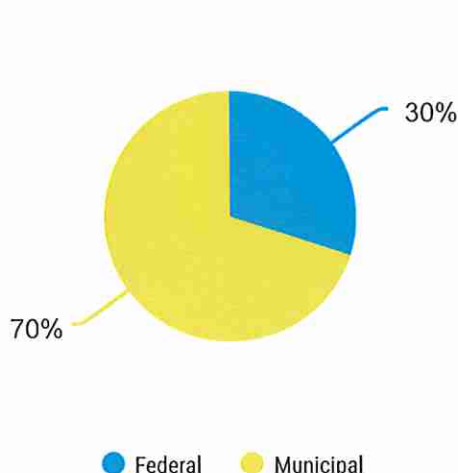
The costs of contract policing are shared in recognition of the mutual benefits of this policing model.



### UNINCORPORATED AREAS & AREAS UNDER 5,000

As per the PPSA the provincial government pays 70% of the cost-base described in the Agreement and the federal government pays the remaining 30%.

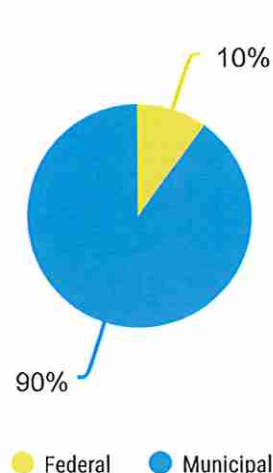
A portion of the provincial cost is recovered through the Police Tax.



### MUNICIPALITIES BETWEEN 5,000-14,999

The terms of the MPSA and the MPUA require that municipalities between 5,000 and 14,999 population pay 70% of the BC RCMP cost-base, while municipalities with 15,000 population and over pay 90%. The remaining 30% and 10%, respectively, are subsidized by the federal government. Municipalities who elect to have their own police services are responsible for 100% of policing costs, such as Abbotsford Police Department.

To pay for their share of police service costs, municipalities over 5,000 rely on municipal property taxation.

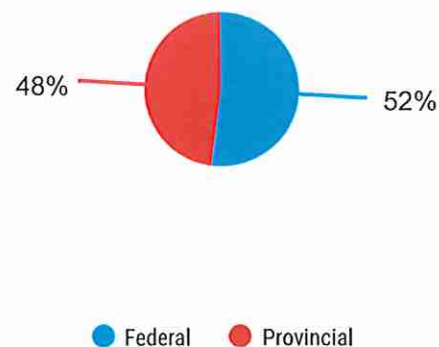


### MUNICIPALITIES 15,000 AND OVER

## FIRST NATIONS AND INUIT POLICING PROGRAM

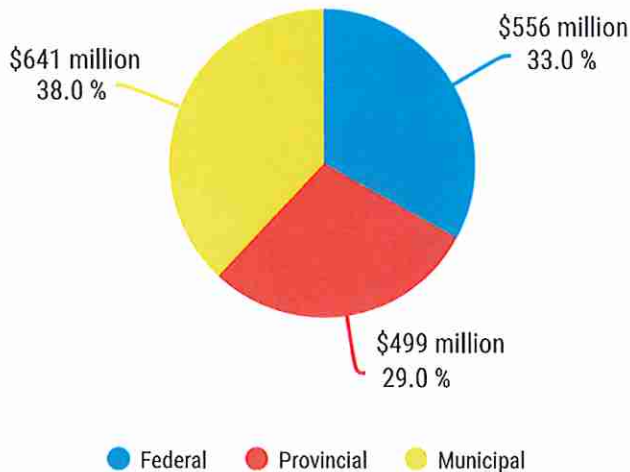
Through the First Nations and Inuit Policing Program (FNIPP), the federal government and the Province of British Columbia provide funding to support enhanced policing services that are professional, dedicated and response to the Indigenous communities they serve. In April 2014, a Framework Agreement between the federal government and the provincial government for RCMP FNIPP came into effect. In British Columbia, Community Tripartite Agreements (CTAs) are required in accordance with the Framework Agreement. These CTAs are signed by the Indigenous Chief(s) and the provincial and federal government.

The funding for the FNIPP is 52% federal and 48% provincial.





## Investment in the BC RCMP



Financial data from fiscal year 2021/2022

### **Federal Contribution:**

Includes federal policing, federal contract share (i.e. 10% or 30%)

### **Provincial Contribution:**

Includes the provincial contract share (i.e. 70%)

### **Municipal Contribution:**

Includes the municipal contract share (i.e. 70% or 90%)

## **DETACHMENT**

A detachment is an identifiable police facility with a single commander which may serve one or more provincial or municipal communities.

## **COMMUNITY POLICE OFFICE**

A Community Police Office (CPO) is an identifiable police facility which is part of a larger structure especially when geographic distances may dictate the need for additional infrastructure to service the jurisdiction.

## **INTEGRATED DETACHMENT**

An integrated detachment is two or more municipal or provincial RCMP units working in the same building. For example, the Mission municipal and provincial RCMP units make up Mission Detachment. The officers from each unit in an integrated detachment report to the same Detachment Commander and generally provide services to the combined municipal and provincial policing areas.

## **REGIONAL DETACHMENT**

A regional detachment will manage integrated and independent detachments in an area. For example, the Sea to Sky Regional Detachment manages the Bowen Island Detachment (provincial unit), the Pemberton Detachment (provincial unit), the Squamish Detachment (municipal and provincial units), and the Whistler Detachment (municipal and provincial units).

# BC RCMP Strategic Plan

The BC RCMP Strategic Plan 2021-2023 was released in early June 2021. Its strategic priorities include Enhanced Public Safety, Accountability and Governance, and Employee Excellence and Workplace Culture. The focus areas under each of the priorities, and the strategic actions that will help us meet our objectives, are now available on the BC RCMP website.

In addition to responding to every day calls for service in our communities, the objectives for each of the priorities for the next few years are outlined below.



## Enhance Public Safety

- Reconciliation with Indigenous Communities
- Vulnerable, Marginalized and Racialized Populations
- Emergency Management Planning and Response
- Crime Prevention and Reduction
- Serious and Organized Crime
- Restorative Justice
- Road Safety



## Accountability and Governance

- Public Trust through Accountable and Transparent Conduct
- Consultation and Collaboration with Stakeholders and Partners
- Financial Stewardship and Sustainability
- Technology and Business Transformation



## Employee Excellence and Workplace Culture

- Training, Development and Equipment
- Employee Collaboration and Engagement
- Employee Wellness
- Equity, Diversity, and Inclusion

## NATIONAL PRIORITIES

The BC RCMP plays a vital role in the following national priorities:

1. Relationship with Indigenous Communities and Persons - BC RCMP officers proactively engage in community initiatives to increase Indigenous recruitment, establish communication protocols, and coordinate responses to safety concerns.
2. Systemic Racism and Discrimination - BC Hate Crimes has initiated an outreach strategy to East-Asian communities in British Columbia with a goal of establishing working groups of representatives who meet on a regular basis, and can inform policing objectives and disseminate information to their respective communities.
3. National Security - the BC RCMP is committed to working in partnership with both domestic and foreign agencies to enhance prevention measures against terrorist criminal activity in Canada and abroad.
4. Economic Integrity - the BC RCMP works with key partners and consults and engages our communities in driving this priority with a strategic focus on the counterfeiting of currency and corruption.



# Police Services for Indigenous Communities

As the Provincial Police Service, the BC RCMP proudly serves the diverse Indigenous people and communities of British Columbia.

The BC RCMP provides frontline policing services to Indigenous communities through proactive engagement in an effort to enhance our relationships and foster meaningful reconciliation. The BC RCMP is also a service provider for the First Nations and Inuit Policing Program (FNIPP), which serves as a bridge for frontline policing to build trust, understanding and strengthen relationships.

The RCMP priority to advance reconciliation and strengthen trust with Indigenous peoples aligns with the Minister's Priorities and the Declaration on the Rights of Indigenous Peoples Act (DRIPA). The BC RCMP has also made the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) quick reference handbook available for all BC RCMP employees.

In June 2021, the Government of Canada passed legislation to designate September 30th as the National Day for Truth and Reconciliation. This day provides all Canadians the opportunity to recognize and commemorate the legacy of residential schools and the thousands of Indigenous children who attended.

The BC RCMP strives to understand the needs of our Indigenous peoples and communities in order to provide culturally sensitive and effective policing services. The BC RCMP maintains an Indigenous Cultural Advisory Committee (ICAC) that meets with the BC RCMP Commanding Officer several times per year to develop and improve communications, gather advice from an Indigenous cultural perspective, and serve as a knowledge base. The ICAC provides critical feedback through this consultative process that assists us in providing services that are sensitive to the needs of our Indigenous communities.

To enhance understanding and cultural competency for our employees, the Cultural Awareness and Humility course (mandatory) has been developed and KAIROS Blanket Exercise is delivered to enhance employee knowledge of Indigenous history and culture. Across the province, Detachment employees actively participate in community and youth events, provide traffic safety, and consult with local Indigenous leadership to collaborate on a multi-faceted approach to address social issues, mental health and addictions. The BC RCMP continues to prioritize enhancing Provincial Policing Standards to meet the needs of Indigenous communities within the jurisdiction.





# Police Services for Youth

One of the RCMP's priorities is to reduce youth involvement in crime, whether as victims or offenders.

With the intention of reducing youth crime and victimization, the RCMP aims to:

- support approaches that are consistent with the Youth Criminal Justice Act
- focus on risk factors, prevention and early intervention
- promote youth engagement and empowerment

The BC RCMP's Youth Officer Program partners with Community Policing Services (CPS) to support the development of national youth policy and programs, and oversee local initiatives. This program provides education and awareness to officers working with youth on the causes of youth crime and victimization and what police officers and youth can do to prevent it.

Young people are key players in the prevention of crime in their communities and it is important that they have the opportunity to provide their perspective on issues that affect them. Understanding their perspective enables police officers to interact more effectively with and better understand youth. The RCMP National Youth Advisory Committee brings together youth from all over Canada to discuss important issues they face in their respective communities, while providing valuable input to the RCMP's policies, programs and strategies. The BC RCMP's CPS also runs a separate Youth Advisory Committee for BC youth.

The BC RCMP believes that long-term prevention of youth crime and victimization can only be accomplished in partnership with the community. For this reason, the BC RCMP works closely with local organizations and social services so that young people who come into contact with the police, as either victims or offenders, receive the help they need to overcome the challenges in their lives.

## PRIORITY ISSUES

- Bullying and Cyberbullying
- Youth Radicalization to Violence
- Youth Gender-based Violence
- Substance Misuse
- Enhanced Road Safety



To achieve these goals, the BC RCMP focuses on:

### Outreach and Engagement

*Increasing youth awareness and influencing youth behavior through behaviour modeling, mentoring, active learning and engaging youth to positively influence their peers, school and community.*

This includes:

- school-based prevention initiatives
- community engagement
- youth consultation
- youth-police partnerships
- on-line resources
- technology-enabled engagement

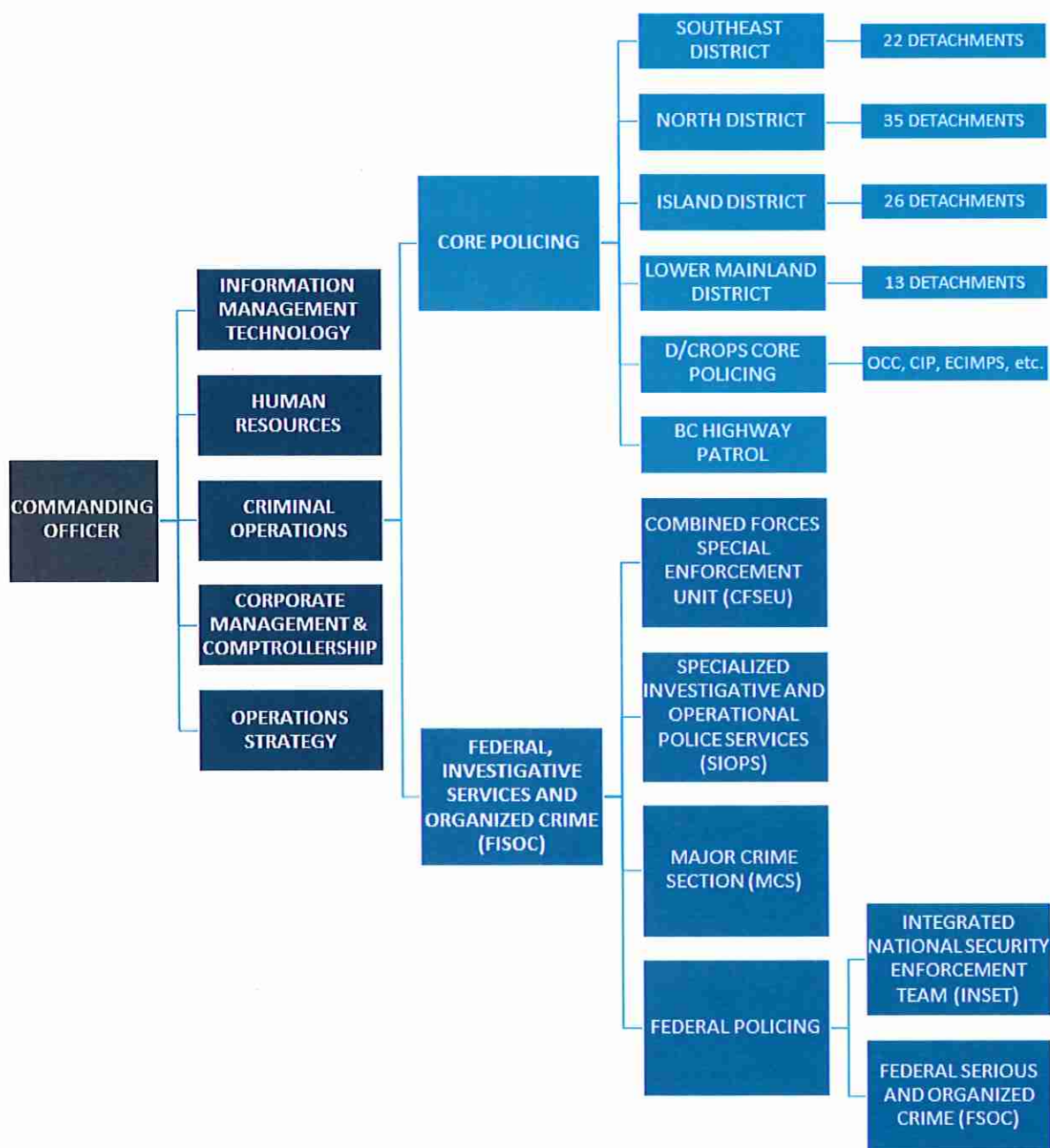
### Intervention and Diversion

*Intervening with youth offenders and victims of crime to address underlying causes of crime and victimization through direct programming, multi-agency partnerships and referrals to community programs.*

This includes:

- extra-judicial measures
- restorative justice approaches
- multi-agency partnerships

# BC RCMP Structure





## BC RCMP Branches

### INFORMATION MANAGEMENT TECHNOLOGY BRANCH

The Information Management Technology Branch (IMT) has the overall responsibility for modernizing, developing, implementing, and maintaining information, communication and information technology services and capabilities that are essential to police operations, officer and public safety, corporate knowledge and information management within the BC RCMP. In addition, the IMT Branch provides project management expertise to implement new initiatives and special projects in-house and with partnering agencies.

The Branch is organized into the following major disciplines:

- Information Technology Operations
  - Core Services
  - Computer Services
  - Lifecycle Management
  - Radio Technology Program
- Information Governance
- Management Services
- Business Solutions
  - Application Development
  - Project Management Office
  - Major Projects

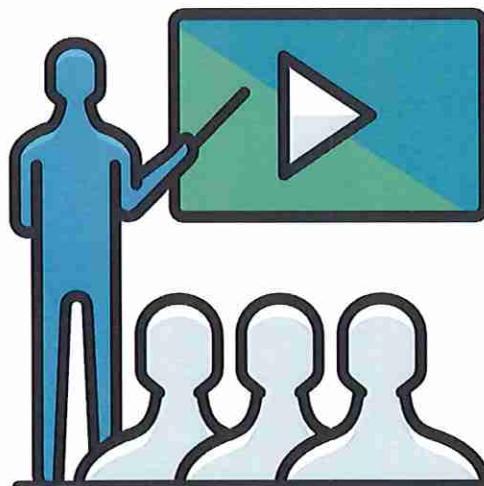


### HUMAN RESOURCES BRANCH

The Human Resources Branch (HRB) is responsible for several areas that support employees throughout the province; these areas spanning from the design, development and delivery of training at the Pacific Region Training Centre (PRTC), to the management and implementation of administrative processes in the areas of recruiting, career development, employee management relations, occupational health services, labour relations and human resources strategic planning.

The Branch is organized into the following operational units and services:

- Career Development and Resourcing Section
- Employee and Management Relations Section
- HR Planning
- Labour Relations
- Occupational Health Services
- Pacific Region Training Centre



# BC RCMP Branches

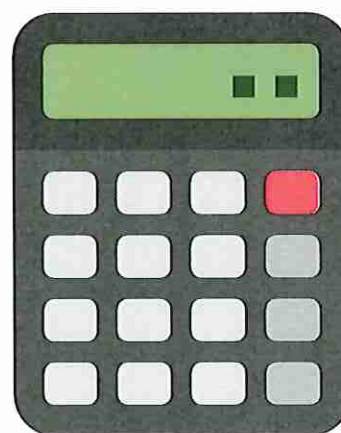
## CORPORATE MANAGEMENT & COMPTROLLERSHIP BRANCH

The Corporate Management and Comptrollership Branch (CMCB) supports operational policing through responsible management and security of RCMP finances, assets, and people. CMCB strives to provide excellent professional advice to clients and corporate partners by representing their best interests and ensuring the smooth and effective functioning of RCMP assets and finances.

CMCB is committed to the support of operations and the strategic goals of the RCMP. The Branch strives to provide the highest quality service to their clients, while ensuring accountability and sound stewardship of RCMP resources. CMCB looks for solutions, navigates obstacles, and support clients with direction, advice, and information.

CMCB supports the RCMP in the areas of:

- Finance
- Leasing, Property & Project Management
- Moveable Assets, Procurement, & Contracting
- Business Systems



## OPERATIONS STRATEGY BRANCH

The Operations Strategy Branch (OSB) supports the BC RCMP through contract management with contract partners, internal and external communications, enhancement of police service delivery initiatives through business intelligence and data, research and analysis, risk management and audit reviews, strategic planning and performance reporting, and supporting equity, diversity, and inclusion throughout the organization.

The Branch is organized into the following operational units and services:

- Communication Services (Strategic Communications, Translation Services and Web Communications)
- Strategic Services Section (Diversity and Inclusion Unit, Strategic Planning Unit, Research and Strategic Analysis Unit)
- Service Delivery Section (Operations Development, Review Services, Contract Management, Government Relations, Business Intelligence and Data Analysis)





# BC RCMP Branches

## CRIMINAL OPERATIONS BRANCH

The Criminal Operations (CROPS) Branch oversees and supports all RCMP policing operations in British Columbia. This includes all federal, provincial, and municipal police services provided directly by the RCMP, but also through integrated unit partnerships formed with various police agencies throughout the province. CROPS is divided into two sub-branches – the Core Policing branch and Federal Investigative Services & Organized Crime (FISOC) branch.

CROPS Core Policing oversees and supports the units responsible for providing RCMP contract policing services to BC communities, including the:

- Front-line Detachment police services in the four Districts which make up the BC RCMP
- BC Highway Patrol
- RCMP Operational Communications Centres
- RCMP Critical Incident Program (Police Dog Service, Emergency Response Teams, Underwater Recover Teams, Crisis Negotiator Program, etc.)
- Enhanced Community, Indigenous & Marine Policing
- Criminal Operations Secretariat
- BC RCMP Duty Officer Program

CROPS FISOC oversees and supports the units responsible for providing RCMP federal and enhanced investigative policing services to British Columbia communities, including the:

- Combined Forces Special Enforcement Unit
- BC RCMP Major Crimes Section
- Federal, Serious & Organized Crime Section
- Specialized Investigative & Operational Police Services (Forensic Identification Service, Air Services, etc.)





# Core Policing

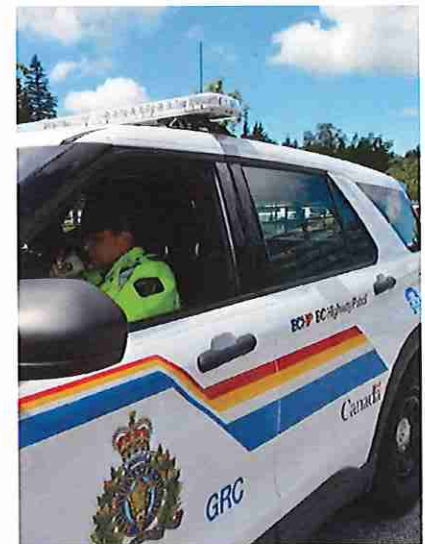
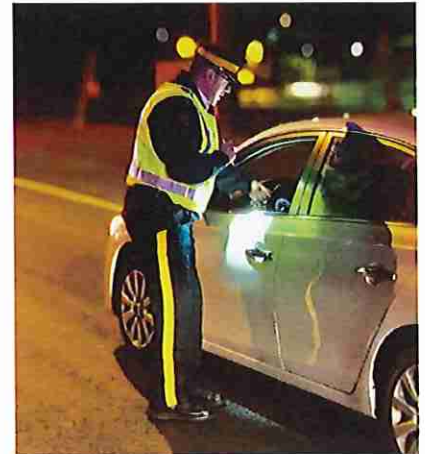
## BC HIGHWAY PATROL

*"Making Our Highways Safer Together"*

BC Highway Patrol's (BCHP) mission is to improve road safety by reducing the number of fatal and serious collisions through education, strategic initiatives, tactical enforcement, and quality criminal collision investigations using a multi-faceted, integrated, and intelligence-led policing model.

BCHP has approximately 455 dedicated employees who report to its Officer in Charge at BC RCMP Headquarters. BCHP employees are located in each of the four BC RCMP districts to conduct proactive traffic enforcement and investigations, provide public education, and work closely with internal and external partners to make BC highways safer.

BCHP is partially funded by the Enhanced Traffic Enforcement Program (ETEP), which is a collaborative effort between Road Safety BC, the Insurance Corporation of British Columbia, and the BC RCMP. ETEP provides the funding for BCHP's Integrated Road Safety Units (IRSU), the Integrated Impaired Driving Units (IIDU), and the Prohibited Driver Enforcement Team (PDET), all of which operate in various locations across the Province. BCHP provides other specialized services in various areas across the Province, such as the Collision Analysis and Reconstruction Service (CARS), the Criminal Crash Investigation Program Manager, and the Traffic Safety Unit-Police Dog Service (TSU-PDS). Distribution of the various specialized units is based on road safety priorities, traffic volumes, key interdiction corridor locations, and the need to centralize specific positions.



## ENHANCED COMMUNITY, INDIGENOUS, AND MARINE POLICING

This program is comprised of the following four units that support community initiatives in a pro-active policing model.

- Indigenous Policing Services
- Community Policing Services
- Police Labour Communications
- West Coast Marine Services



## CRIMINAL OPERATIONS SECRETARIAT

Criminal Operations (CROPS) Secretariat consists of three units that maintain awareness of ongoing operations to ensure accountability, transparency & the mitigation of organizational risk by:

- Ensuring operational policies are current, reflective of the law, and the BC RCMP's mission, vision, and core values
- Monitoring high-profile operational incidents to identify risk, report on potential exposure and address contentious issues while ensuring involved officers are supported
- Protecting and enhancing the safety and productivity of every employee through communication and achieving excellence in occupational safety



# Core Policing

## CRITICAL INCIDENT PROGRAM

The Critical Incident Program (CIP) provides support to frontline and investigative operations, by providing technical and tactical expertise in a variety of disciplines beyond the normal capabilities of frontline personnel.

It consists of the following units:

- Crisis Negotiation Team
- Emergency Response Team
- Explosive Disposal Unit
- Police Dog Service
- Underwater Recovery Team
- Tactical Troop



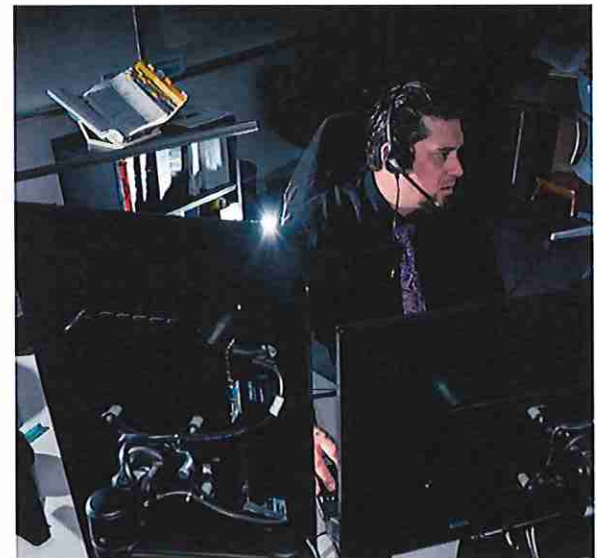
## OPERATIONAL COMMUNICATION CENTRE

The Operational Communication Centre (OCC) 9-1-1 Police Dispatchers provide frontline call taking and dispatch services for the BC RCMP. They receive and process emergency and non-emergency calls for police service from the public, fire departments, BC Ambulance Service, and other first responder agencies.

The BC RCMP OCCs are the Secondary Safety Answering Point (SSAP) for all detachment areas they service within the Division. Their role is to quickly assess, prioritize, and accurately process these calls and then coordinate the appropriate dispatch of police resources within the communities they serve. Throughout the course of a call for service, police dispatchers often provide critical information and support to responding police officers and the public, resulting in safer communities.

The OCC Program Management Unit oversees:

- BC RCMP Headquarters OCC
- Island District OCC
- North District OCC
- Southeast District OCC



## DIVISION DUTY OFFICER PROGRAM

The BC RCMP's Criminal Operations Core Policing amalgamated the Lower Mainland District Regional Duty Officer (RDO) with E Member Operational Support Services (EMOSS) unit to create the new BC RCMP Duty Officer Program which provides services to all of the BC RCMP.

The Divisional Duty Officers (DDOs) are highly experienced senior level officers who serve as a single point of contact for operational guidance and support on a wide variety of local and provincial operational police matters and major police incidents. DDO resources are available 24 hours a day/seven days of a week. DDOs are located in the BC RCMP Headquarters which provides access to a province-wide communications infrastructure.

During a Major Incident, the DDO will automatically assume the role of liaison between Detachments and Specialized Units and the District offices.



# Federal, Investigative Services and Organized Crime

## COMBINED FORCES SPECIALIZED ENFORCEMENT UNIT

The Combined Forces Specialized Enforcement Unit (CFSEU-BC) is British Columbia's anti-gang police agency and the largest integrated police program in Canada. It is comprised of law enforcement officers from 13 partner police agencies and dedicated civilian specialists. In addition to the Lower Mainland, CFSEU-BC has district offices throughout the province in Victoria, Kelowna, and Prince George.

CFSEU-BC's mandate is to target, investigate, prosecute, disrupt, and dismantle the organized crime groups and individuals that pose the highest risk to public safety due to their involvement in gang violence. CFSEU-BC reports regularly to a Board of Governance that provides strategic oversight and includes partner police Chiefs and key executives from the Ministry of Public Safety & Solicitor General.



## FEDERAL POLICING

Federal Policing investigates threats related to:

- Canada's economic integrity
- national security
- critical infrastructure
- the integrity of the Government of Canada's systems/programs.

## FISOC SUPPORT

The FISOC Support includes the following units:

- Departmental Security Section
- Counter Illicit Finance Alliance BC
- BC Hub
- Money Laundering Inquiry

## MAJOR CRIME SECTION

The BC RCMP Major Crime Section (MCS) is tasked with responding to serious investigations where offences against persons have been committed. The section is comprised of specialized units located in the four districts within British Columbia. These specialized officers provide support to the local detachment of jurisdiction through the augmentation of personnel with significant experience in major crime investigations.

## SPECIALIZED INVESTIGATIVE AND OPERATIONAL POLICE SERVICES

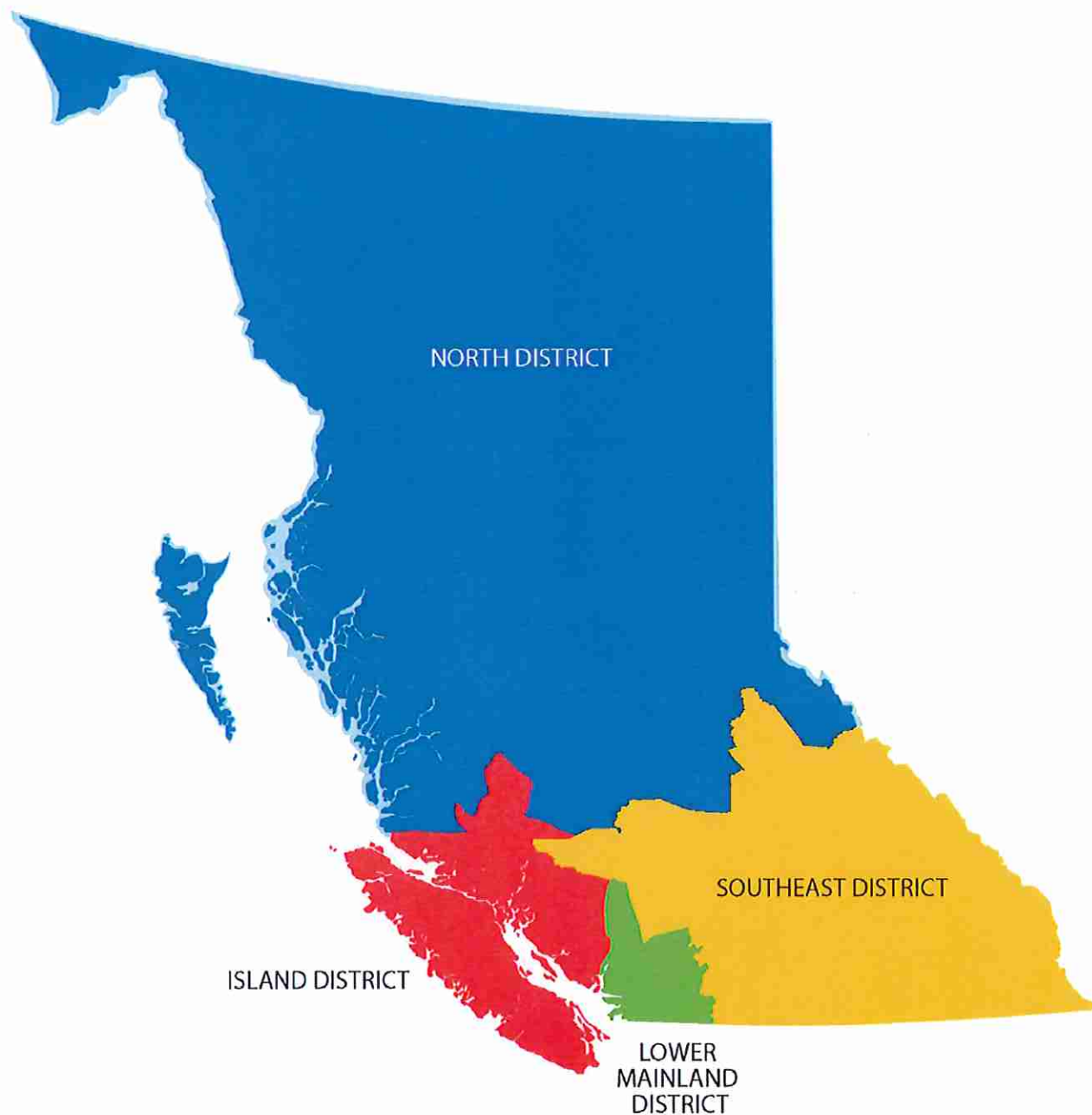
Specialized Investigative and Operational Police Services (SIOPS) is responsible for the strategic planning, coordination, leadership, and direction of a comprehensive range of specialized services supporting operational policing and conducting a diverse range of investigations in the province within the federal, provincial and municipal business lines.

SIOPS also actively supports existing and developing partnerships with federal, provincial, and municipal agencies, non-RCMP police services, and national and international agencies.



## BC RCMP Districts

To ensure community focus in the delivery of services, the BC RCMP is divided into four regions:





## North District

North District comprises 73% of British Columbia's geographic land mass. Federal, provincial, municipal and Indigenous policing services are offered through 37 detachments and a District Headquarters. The detachments are strategically located throughout this geographically vast district with District Headquarters located in Prince George. North District hosts the most Isolated Posts (12) and Limited Duration Posts (16) within the Province of British Columbia.

The District is culturally diverse and includes 80+ Indigenous communities. Indigenous population represent 17.3% of the District's overall population, and Indigenous youth are the fastest growing age-group in the province.

### FIRST NATIONS AND INUIT POLICING PROGRAM

The North District has a high percentage of Indigenous communities who are policed by officers who not only work and live in the community, but who are part of their community. Many officers volunteer their time off duty to participate in the community as local sport coaches, organize clothing drives, sponsor community BBQ's, and assist with cultural events. Currently there are 58 officers who are part of the First Nations And Inuit Policing Program (FNIPP) throughout the District.



### CARIBOO CRIME REDUCTION UNIT

The Cariboo Crime Reduction Unit (CRU) is located in Williams Lake. The Unit is responsible to reduce crime rates in the Cariboo Chilcotin region with the focus on multi-jurisdictional prolific and priority offenders. The CRU has one Corporal and five Constables, along with one Intelligence Analyst and two assistants.

### NORTH DISTRICT EMERGENCY RESPONSE TEAM

North District Emergency Response Team (ND-ERT) is responsible for assisting and responding to any situations where extreme danger or firearms are above the ability of detachments and other policing partners. The team is trained to use weapons, equipment and tactics to respond to any possible public safety danger. ERT officers are highly trained and specialized experts in weapons not normally used by General Duty police officers or seen by the public. A significant component of the team are the Crisis Negotiators, whose primary objective is to resolve a situation peacefully without injury or harm. These negotiators play a pivotal role toward achieving a safe outcome.



# North District

## AIR SERVICES

Air support is critical in an area with vast geographic challenges in providing policing services throughout North District. Planes are used to transport officers, as well as transporting prisoners, provincial representatives and other support services to our remote detachment areas. North District has two air services locations: Prince George and Prince Rupert. Prince George has a fixed wing aircraft and a helicopter while Prince Rupert has an amphibious float plane. These aircraft provide critical policing support services to the interior and coastal communities of British Columbia.



## INTEGRATED FORENSIC IDENTIFICATION SERVICES

Comprised of 17 officers who provide support services across the District for all manners of investigations from five detachments (Prince George, Williams Lake, Fort St. John, Terrace, and Prince Rupert).

Integrated Forensic Identification Services (IFIS) officers have specialized training in:

- searching for, documenting, collecting and processing all types of evidence (fingerprints, DNA and other forms of physical evidence including footwear impressions and tire impressions) from scenes and exhibits
- consulting with officers on exhibit handling and offer advice on suitable laboratory submissions
- comparing fingerprints, footwear and tire impressions and other forms of physical matches
- identifying suspects/persons of interest to investigators
- tendering expert opinion evidence in court

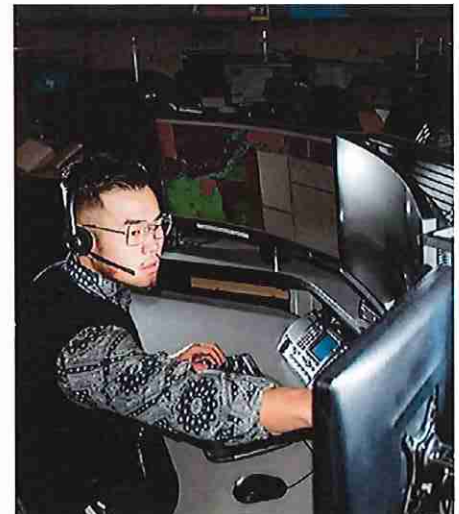
## PROVINCIAL SUPPORT TEAM

The Provincial Support Team (PST) provides relief work for North District, mainly for isolated detachments. PST allows officers to have unfettered time off, attend training, and assists when detachments are short on resources. PST is currently located in North District HQ and Terrace and the team consists of two Corporals and eight Constables and one assistant.

## OPERATIONAL COMMUNICATION CENTRE

The North District Operational Communication Centre (ND OCC), located in Prince George, is responsible for handling all 9-1-1 emergency and non-emergency calls for police service for the communities they serve.

ND OCC has a geographical response area equal to 73% of the province and provides dispatching and status keeping services for 37 detachments/satellites. They also provide dispatching and/or status keeping to North District Traffic Services, West Coast Marine, Air Services, Emergency Response Team and other support units such as Major Crime and General Investigation Service. ND OCC provides operational status keeping to the Provincial Conservation Officers (Ministry of Environment) under a formal Memorandum of Agreement to access OCC services.





# North District

## NORTH DISTRICT MAJOR CRIME UNIT

The North District Major Crime Unit (NDMCU) is part of the BC RCMP's Major Crime Section (MCS) that conducts homicide investigations throughout the North District. NDMCU manages and investigates major crime files by gathering and documenting the facts of the case, while utilizing investigational techniques and principles of major case management. NDMCU conducts all homicide investigations, and missing person investigations where foul play is suspected.

## POLICE DOG SERVICES

Recognized as the premier police dog service in the world, the RCMP's Police Dog Services (PDS) teams train and work alongside: Tactical Teams, Emergency Response Teams, Explosive Detection Units, Provincial Search and Rescue, and the Canadian Avalanche Rescue Dog Association.

Dogs are trained to detect human-laden scent articles, weapons, explosives, and narcotics. The North District has nine Police Service Dogs and handlers. They are located in Dawson Creek, Fort St. John, Prince George, Terrace, and Williams Lake Detachments.



## QUICK RESPONSE TEAM

The Quick Response Team (QRT), previously known as the STO (Special Tactical Operations) team, is now in place for North District. The goal is to have this section staffed with 32 officers located in four hubs across the District. The hubs are located in Fort St John, Prince George, Terrace, and Williams Lake. The North District QRT's mandate is to provide assistance to Detachments for disaster support, evidence searches, Detachment relief/support during critical incidents, major event policing, and scene security.

## BC HIGHWAY PATROL

BC Highway Patrol (BCHP) Northern has ten offices throughout the region and includes the services of Highway Patrol, Integrated Road Safety Unit (IRSU), Collision Analysis Reconstruction Service (CARS), and Integrated Impaired Driving Unit (IIDU).





## Island District

Island District headquarters is located in Victoria, BC. and is the hub for 25 detachments and 16 Community Policing Offices (CPOs) as well as several specialized units. Island District covers North and South Gulf Islands, Powell River and stretches of remote British Columbia coastlines and inlets. It covers an approximate population of 760,000 people.

### AIR SERVICES

Air support is critical in an area with vast geographic challenges in providing policing services throughout the Island District. Located at Canadian Forces Base (CFB) Comox, the Island District Air Services works with all sections and patrols the island with an Air 8 or an Eurocopter AS 350 helicopter. Air 8 assists in search and rescue, tracking fleeing suspects, and transporting officers, prisoners, and judges. It is equipped with a FLIR for night operations and a camera for recording operations. The helicopter and pilots work with the radio technicians in securing the communications infrastructure of the District. These aircraft provide policing support services to the vast region of interior and coastal communities.



### UNDERWATER RECOVERY TEAM

The Island District Underwater Recovery Team (URT) has seven officers from detachments and units all over Vancouver Island. Team members are trained in a wide variety of diving techniques including surface supplied diving and decompression diving. In addition to SCUBA, the team can also conduct SONAR searches and is trained to conduct land and water-based metal detection searches.



### WEST COAST MARINE SERVICES

With a fleet of three patrol vessels and numerous smaller boats, the officers of the West Coast Marine Services (WCMS) patrol the coastal area, from the international borders at Washington to Alaska, from their base in Nanaimo. This vast area includes hundreds of islands and numerous coastal communities many of which are only accessible by air or marine transportation.



### ISLAND EMERGENCY RESPONSE TEAM

The Island District Emergency Response Team (ERT) is comprised of officers from detachments and units all over Vancouver Island. Island ERT has the ability to use specialized weapons, equipment, and tactics to resolve extremely high-risk situations, requiring an integrated and coordinated tactical response. ERT officers must also possess the self-discipline to function effectively in physically and psychologically stressful environments for extended periods of time, as ERT deployments often last many hours or even days. ERT operations can take place on land or at sea as Island ERT is a Marine Operations team.



## Island District

### VANCOUVER ISLAND TACTICAL TROOP

The Vancouver Island Tactical Troop (VITT) is comprised of officers from detachments and units across the island. In addition to managing public order operations, VITT is called upon to conduct search and canvass duties in a wide range of investigations.

### POLICE DOG SERVICES

The Vancouver Island Police Dog Services (PDS) teams are responsible for supporting front line policing in Campbell River, Courtenay, Port Alberni, Nanaimo, and West Shore Detachments. The police dog teams are trained to search for suspects, evidence, drugs, explosives, human remains, and provide VIP support.



### BC HIGHWAY PATROL

BC Highway Patrol (BCHP) Vancouver Island has four offices throughout the region and includes the services of Highway Patrol, Collision Analysis Reconstruction Service (CARS), Traffic Safety Unit-Police Dog Service (TSU-PDS), Integrated Road Safety Unit (IRSU), and Integrated Impaired Driving Unit (IIDU).

### OPERATIONAL COMMUNICATION CENTRE

The Island District Operational Communication Centre (ID OCC), located in Courtenay, is responsible for handling all 9-1-1 emergency and non-emergency calls for police service for the Central to North Island RCMP detachments, including Powell River. In addition to providing dispatch and status keeping for 15 RCMP detachments, it is also responsible for providing dispatch and status keeping for four Central to North Island Traffic Units, West Coast Marine Services, and Air Services. ID OCC provides operational status keeping to the Provincial Conservation Officers (Ministry of Environment) under a formal Memorandum of Agreement to access OCC services.

The RCMP detachments located in the Capital Regional District (CRD), as well as Ladysmith, North Cowichan/Duncan, Lake Cowichan, Shawinigan Lake, Outer Gulf Islands, Salt Spring Island, and the South BC Highway Patrol Chemainus are served by E-COMM's South Island Integrated Police Dispatch Centre (SIIPDC) located in Saanich. The E-COMM SIIPDC is responsible for answering all 9-1-1 emergency calls and re-directing calls to the appropriate emergency service. The E-COMM SIIPDC handles all emergency and non-emergency police calls for service, as well as providing dispatch and status keeping for the RCMP detachments and units, Victoria Police Department, and Saanich Police Department.



## Island District

### VANCOUVER ISLAND INTEGRATED MAJOR CRIME UNIT

This integrated homicide team serves the provincial jurisdictions throughout the Island District, as well as the municipal jurisdictions in the Capital Region District (CRD). The Vancouver Island Integrated Major Crime Unit (VIIMCU) manages and investigates major crime files by gathering and documenting the facts of the case, while utilizing investigational techniques and principles of major case management. VIIMCU's mandate includes homicides, missing persons where foul play is suspected, and unsolved homicides. The participating agencies are: BC RCMP Major Crime Unit, West Shore RCMP, Victoria Police, Saanich Police, Oak Bay Police, and Central Saanich Police.



### INTEGRATED MOBILE CRISIS RESPONSE TEAM

A collaboration between CRD police agencies and the Vancouver Island Health Authority, the Integrated Mobile Crisis Response Team (IMCRT) works with mental health clinicians. Participating agencies are: West Shore RCMP, Sidney/North Saanich RCMP, Sooke RCMP, Victoria Police, Saanich Police, Oak Bay Police, and Central Saanich Police.

### FIRST NATIONS AND INUIT POLICING PROGRAM

Island District has 24 First Nations and Inuit Policing Program (FNIPP) officers in 14 detachments serving 26+ Indigenous communities. These officers are involved in a variety of services including participation in Community Consultative Groups, school talks, sports participation / coaching, Elders gatherings & luncheons, and community celebrations / events.

### GREATER VICTORIA REGIONAL DOMESTIC VIOLENCE UNIT

The Greater Victoria Regional Domestic Violence Unit (RDVU) is a collaboration between police and the Ministry of Children and Family Development, comprised of police officers and social/family workers. The team investigates cases of serious domestic violence and offers advice and monitoring of all domestic violence unit cases in the CRD. Participating agencies are: West Shore RCMP, Sidney/North Saanich RCMP, Sooke RCMP, Victoria Police, Saanich Police, Oak Bay Police, and Central Saanich Police.



### MOBILE YOUTH SERVICE TEAM

This two-officer Mobile Youth Service Team (MYST) works with youth at risk, with a focus on preventing sexual victimization. MYST works closely with social and educational agencies in the CRD. Participating agencies include: West Shore RCMP, Sidney/North Saanich RCMP, Victoria Police, Saanich Police, Oak Bay Police, and Central Saanich Police.



## Southeast District

Southeast District (SED) shares a border with Alberta and the United States, situated among mountains and rugged terrain. There are 1294.5 employees in 45 detachments (including six regional detachments, a District Headquarters, eight integrated detachments, 10 First Nations Police Units, and five Community Police Offices (CPOs). SED staff provide service to approximately 766,000 people, including numerous Indigenous communities. SED Headquarters is in Kelowna and is the hub for detachments located throughout southeastern British Columbia.

### FIRST NATIONS AND INUIT POLICING PROGRAM

The First Nations and Inuit Policing Program (FNIPP) in SED is dedicated to developing and maintaining a culturally sensitive, and enhanced policing service with Indigenous peoples. They focus on improving relations between Indigenous peoples, the RCMP, and the Criminal Justice System. In providing this culturally appropriate pro-active policing service they recognize the diversity of specific Indigenous peoples in each region.

There are 26 Community Tripartite Agreement FNIPP positions at 10 detachments throughout the District. These officers work with over 50 Indigenous Bands to identify policing priorities in their community. The FNIPP is intended to deliver a dedicated level police service, over and above the existing core policing services provided by the RCMP, in a manner that is culturally sensitive and responsive to the First Nation community being served. In First Nation communities, where culture, traditions, and local practices may vary from one place to another, community members are in the best position to identify what is needed to respond to their specific policing requirements.

FNIPP advocates for opportunities for Indigenous peoples to become involved in law enforcement, ensuring the RCMP membership includes an Indigenous complement thereby reflecting the communities with which they work.

SED has FNIPP police officers located in these detachments: Chase, Cranbrook, Kamloops/Tk'emlups, Kelowna/West Kelowna, Merritt, Oliver/Penticton/Keremeos, Lytton, and Vernon/Enderby. There are two non-RCMP Police Services located in the District - Nelson Police Department (Nelson City) and the Stl' Atl' Imx' Tribal Police (Lillooet).



### POLICE DOG SERVICES

SED's Police Dog Service (PDS) has 13 police service dogs and handlers. They are located in Kelowna, Penticton, Vernon, Kamloops, Nelson, and Cranbrook. These respective teams are trained in tracking, criminal apprehension, detection of explosives, narcotics, firearms, and human-scent articles. These teams train and work alongside: Emergency Response Teams, Tactical Teams, Explosive Detection Units, Provincial Search and Rescue, and the Canadian Avalanche Rescue Dog Association.



## Southeast District

### UNDERWATER RECOVERY TEAM

The Underwater Recovery Team (URT) has five officers from detachments and units all over Southeast District (SED). Team members are trained in a wide variety of diving techniques including surface supplied diving and decompression diving.

In addition to SCUBA, the team can also conduct underwater searches utilizing Scanning/Side Scan Sonar and a Remotely Operated Vehicle (ROV). Team members are also trained to conduct land and water based metal detection searches.



### BC HIGHWAY PATROL

BC Highway Patrol (BCHP) in the Southeast District has two distinct regions: Kootenay and Central. There are seven offices in Central and four offices in Kootenay. Both Kootenay and Central includes the services of Highway Patrol, Collision Analysis Reconstruction Service (CARS), Traffic Safety Unit-Police Dog Service (TSU-PDS), Integrated Road Safety Unit (IRSU), and Integrated Impaired Driving Unit (IIDU).

### SOUTHEAST DISTRICT CRITICAL INCIDENT PROGRAM

The Critical Incident Program (CIP) supports critical incidents in the SED. This program contains Critical Incident Commanders, Emergency Response Team officers, Containment Team officers, Crisis Negotiation Team officers, and support through Scribes, Dispatchers, Radio Techs, and Equipment Operators. CIP officers are specialized in their area of deployment and allow the District to manage potentially violent and often dynamic incidents that requires a highly integrated and coordinated tactical response.

The CIP is based out of Kelowna with the Containment Team based in the Kootenays.

### BOAT PATROL PROGRAM

Various SED detachments run Boat Patrol Programs in the summer months which are augmented by SED funding of Reservists.

The RCMP Reserve program hires retired or former police officers to fill temporary vacancies within the RCMP. The program gives reservists a chance to continue to use their skills and knowledge to serve their community.



### SOUTHEAST DISTRICT TACTICAL TROOP

The Southeast District Tactical Troop has about 72 sworn officers and three radio technicians from detachments and units across the District. SED Tactical Troop manages large and small scale public order operations. They are frequently called during serious investigations to conduct search and canvass duties. They are deployed to conduct defensive search and quick response duties related to large security events including VIP visits. Finally the SED Tactical Troop is also used to respond quickly to emerging events including wildfires, flood and other emergency events where manpower is required immediately.



# Southeast District

## AIR SERVICES

Air support is critical in an area with vast geographic challenges in providing policing services throughout the Southeast District of British Columbia. Kelowna Air Section (KAS) provides the Southeast District with safe, efficient, and essential police air support. Aircraft are based out of the Kelowna International Airport and are readily available to assist all detachments, units and officers of the Southeast District. With the vast geographic challenges of the District, air support policing is an invaluable tool. KAS utilizes both rotary and fixed wing aircraft for scheduled trips, reactive events requiring timely aircraft positioning and complex incidents requiring airborne law support.

KAS is comprised of two engineers and three pilots specializing on each specific aircraft. All staff are highly experienced and subject matter experts in aviation. Their enthusiasm, attention to detail, and meticulous attributes ensure KAS is prepared to meet any operational flight requirements which may arise.

## EMERGENCY RESPONSE TEAM

SED's Emergency Response Team (ERT) is a unit within the Critical Incident Program that is responsible for providing tactical support to detachments or units that require assistance with both planned and reactive events. These events generally include an elevated risk to the safety of the public and police and/or a complexity which can exceed the training, abilities and/or equipment of the officers who initially respond.



## SOUTHEAST DISTRICT MAJOR CRIME UNIT

SED's Major Crime Unit (MCU) manages and investigates Major Crime files within the mandate of the BC RCMP Major Crime Section and/or as directed by Criminal Operations by gathering and documenting the facts of the case; while utilizing the investigational techniques and principles of major case management. In fulfilling this mandate, the SED MCU provides assistance to other police agencies and investigative units throughout the Southeast District, the province and if necessary, across the country. The primary investigational responsibilities of the SED MCU are homicides, suspicious death investigations, and missing persons investigations where foul play is suspected and that occur within the provincial jurisdictional areas of the Southeast District.

## OPERATIONAL COMMUNICATION CENTRE

Southeast District Operational Communication Centre (SED OCC) located in Kelowna is responsible for handling all 9-1-1 emergency and non-emergency calls for police service. SED OCC services 42 RCMP detachments, including four regionalized detachments, one Tribal Police Service, and 10 Highway Patrol units located throughout the District.

SED OCC dispatches for the almost 1,000 officers within the SED area, SED Traffic Services, Air Services, and the Provincial Conservation Officers. Over 250,000 Computer Aided Dispatch (CAD) calls are generated in SED yearly.





## Lower Mainland District

The Lower Mainland District (LMD) stretches from Pemberton to the U.S. border and from the Sunshine Coast to the Coquihalla Highway. The District serves over 2 million people in 28 communities, including approximately 40 Indigenous communities. It has implemented a robust communication strategy with provincial, municipal and Indigenous stakeholders to ensure they are updated well ahead of resource requirements. The LMD meets with mayors several times a year at Mayors' Forums led by two Lower Mainland Mayors and the Lower Mainland District Commander. Approximately 2,675 RCMP officers and 600 support staff are committed to protecting the people who live in the 28 RCMP-policed communities at 13 detachments in the Lower Mainland.

The District also recently expanded its officer establishment to include a Chief Superintendent position to oversee the Integrated Teams to consolidate and enhance its specialized service delivery in the Lower Mainland.

### BC HIGHWAY PATROL

BC Highway Patrol (BCHP) South Coast and BCHP Special Traffic Operations have six offices throughout the region and include the services of Highway Patrol, Integrated Road Safety Unit (IRSU), Prohibited Driver Enforcement Team (PDET), and the Criminal Crash Investigation Program Manager.



### LMD INTEGRATED TEAMS

With support from the Province of British Columbia and municipal governments, the integration of specialized police services helps communities to stretch policing budgets by giving police departments access to sophisticated equipment and expertise.

The Province of British Columbia has taken a leadership role in working with police agencies to integrate areas ranging from homicide investigation and gang suppression to emergency response and forensic services. In all, the provincial government contributes more than \$70 million annually to more than 20 integrated teams.

As well, in legislation, the Province of British Columbia sets provincial standards for cooperation and intelligence-sharing among police agencies working on serious, multi-jurisdictional cases like serial homicides, assaults, and kidnappings.

There are five Integrated Teams under a single command structure within the Lower Mainland District Office:

- Integrated Emergency Response Team
- Integrated Homicide Investigation Team
- Integrated Forensic Identification Service
- Integrated Police Dog Service
- Integrated Collision Analysis and Reconstruction Service





# Lower Mainland District

## INTEGRATED EMERGENCY RESPONSE TEAM

The Lower Mainland District's (LMD's) Integrated Emergency Response Team (IERT) is the largest team of its kind in Canada.

Operating from Pemberton to Boston Bar, the Lower Mainland's IERT is an integrated unit that supports enhanced policing service in 28 RCMP-policed communities as well as the municipalities of Delta, New Westminster, Port Moody, and Abbotsford.

IERT delivers specialized response capabilities and equipment available to a community where the risk is such that a safe resolution is beyond a local agency's expertise and capacity. This important relationship with the 32 communities supported by IERT enhances public safety and security.

IERT works closely with all federal, provincial, and municipal units in the LMD including frontline police officers, the Integrated Homicide Investigation Team (IHIT), Combined Forces Special Enforcement Unit of British Columbia (CFSEU-BC), Federal and Serious Organized Crime (FSOC), and Integrated National Security Enforcement Team (INSET) to name a few.

Functions an IERT officer may be asked to perform:

- Resolving incidents involving armed & barricaded persons
- Aircraft interventions
- Marine interventions (armed ship boarding)
- High-risk searches & arrests
- VIP & witness protection duties
- Covert surveillance and intelligence gathering
- CBRN (chemical, biological, radiological, nuclear)
- Rural tracking operations
- Enhanced training to detachments and municipal partners



## INTEGRATED HOMICIDE INVESTIGATION TEAM

The Integrated Homicide Investigation Team (IHIT) is the largest homicide unit in Canada, responsible for investigating homicides, suspicious deaths, and high-risk missing persons where foul play is suspected.

IHIT covers the LMD from Pemberton to Boston Bar, including Sechelt, and serves 28 RCMP communities and four municipal police communities including Abbotsford, New Westminster, Port Moody, and West Vancouver.

In addition to administrative support staff, a highly skilled analytical unit, and six investigative teams, IHIT is also comprised of individual support teams.

IHIT has taken a leadership role in coordinating a national approach to gang and organized crime related homicides. IHIT's investigations often carry implications which extend across the country and internationally.

## AIR SERVICES

Air support is critical in an area with vast geographic challenges in providing policing services throughout LMD of British Columbia. LMD has four aircrafts, one plane, and three helicopters. The plane is used to transport investigators, prisoners, dangerous goods and freight while the urban patrol helicopters (Air 1 & 2) are primarily tasked with providing operational support such as FLIR, photo reconnaissance, surveillance, traffic law enforcement, airborne Command Post, searches for persons, property and crime scenes. Air 5 is a provincial response helicopter that is used for search and rescue, Emergency Response Rescue Operations, Support for Provincial Civil Order events. Air 5 is also used to transport investigators, prisoners, dangerous goods and freight.



## Lower Mainland District

### INTEGRATED FORENSIC IDENTIFICATION SERVICE

The Integrated Forensic Identification Service (IFIS) team provides highly-specialized forensic support to RCMP Detachments and units such as the Integrated Homicide Investigation Team (IHIT). Two municipal police departments (Delta and West Vancouver) are integrated with the Lower Mainland identification services. This team is deployed to mass casualty incidents for disaster victim identification and have forensic artists who provide facial composites, aging, restorations, and skull reconstructions. IFIS is responsible for collecting, processing, analyzing, and interpreting evidence found at crime scenes.

### INTEGRATED POLICE DOG SERVICES

The Integrated Police Dog Service (IPDS) is the largest in the country with 48 police-dog teams. Each team is comprised of an officer – called a handler – and a highly-trained police service dog who work side-by-side. IPDS is integrated with the Abbotsford, New Westminster, Delta, and Port Moody Police Departments.

All police service dogs are trained for tracking and searching for missing persons, suspects, evidence, drugs, and explosives. These police service dogs were among the first in the country to be trained in fentanyl detection. The District is covered by teams strategically placed around the Lower Mainland to ensure quick response. When the teams are not on a call, they are patrolling the communities and providing backup to frontline personnel.



### REAL TIME INTELLIGENCE CENTRE

Real Time Intelligence Centre -British Columbia (RTIC-BC) is a multi-agency and multi-jurisdictional policing center providing a coordinated intelligence-focused regional response to serious crimes. It provides a high level of situational awareness by monitoring all significant criminal events in the region and offering immediate analytical support as these crimes occur throughout Metro Vancouver and expand to Lower Vancouver Island.

Four partner agencies work within RTIC-BC during regular business hours: Canada Border Services Agency, Correctional Service Canada, BC Corrections, and BC Sheriff Service.

### FIRST NATIONS AND INUIT POLICING PROGRAM

The Lower Mainland District has four detachments with First Nations and Inuit Policing Program (FNIPP) positions. These include the Sunshine Coast, Surrey, Upper Fraser Valley Regional, and Integrated First Nations Unit (IFNU) operating out of North Vancouver Detachment. The IFNU is a combined unit of RCMP and West Vancouver Police Department police officers. These detachments provide enhanced FNIPP services to 13 First Nations communities.



### OPERATIONAL COMMUNICATION CENTRE

The BC RCMP Headquarters Operational Communication Centre (OCC) located in Surrey is responsible for handling all 9-1-1 emergency and non-emergency calls for police service. OCC provides dispatching services to the Upper Fraser Valley Regional Detachment, Mission Detachment, BC Highway Patrol Fraser Valley, and to all federal, provincial and specialized resources.

There are also four municipal OCCs in Coquitlam, Langley, North Vancouver, and Surrey. E-COMM in Vancouver handles RCMP call taking and dispatch services for Burnaby, Richmond, Ridge Meadows, Sea to Sky Regional, and University Detachments.



## A bit of RCMP history



**1873:** Parliament passed the Act that allowed for the creation of the North-West Mounted Police (NWMP). The next year the first NWMP troop marched west to the Yukon and Northwest Territories.

**1890s:** The RCMP employed women as matrons and jailors to deal with female offenders.

**1892:** The NWMP began employing First Nations and Metis people as Special Constables.

**1900s:** Early in the century, women were hired as fingerprint and lab technicians.

**1904:** King Edward VII confers the title of "Royal" upon the NWMP.

**1920:** The RNWMP becomes the RCMP with the absorption of the Dominion Police.

**1928:** The RCMP takes over provincial policing in Saskatchewan.

**1932:** The RCMP absorbs the provincial police organizations for Alberta, Manitoba, New Brunswick, Nova Scotia, and Prince Edward Island.

**1950:** The RCMP takes over provincial policing in British Columbia and Newfoundland.

**1973:** The RCMP establishes the Native Special Constable Program to recruit more Indigenous officers.

**1974:** The RCMP begins accepting applications from women.

**1975:** The first all female troop graduated from the Training Academy (Depot) in Regina.

**1982:** First Black woman to join the RCMP.

**1988:** First female instructors at Depot.

**1989:** The RCMP converts Native Special Constables to Regular Member status.

**1990:** First female Detachment Commander.

**1991:** The Government of Canada establishes the First Nations Policing Program.

**1992:** First female commissioned officers.

**1994:** First female Deputy Commissioner.

**1998:** First female Assistant Commissioner and first female Commanding Officer of a Division.

**1999:** With the founding of the newest, largest, and northernmost territory of Canada, the RCMP became the territorial police for Nunavut.

**2003:** First female officer of the Emergency Response Team.

**2006:** First female Commissioner of the RCMP.

**2008:** The RCMP establishes Métis Community Liaisons in the Divisions.

**2018:** This eagle staff was created to recognize and honour First Nation people on Turtle Island (the original name for North America), and in the spirit of reconciliation to raise awareness of First Nation people and culture.



## Diversity and Inclusion



Diversity & Inclusion Unit  
STRONGER TOGETHER

Gender-based Analysis Plus (GBA+) is an analytical process used to assess how diverse groups of women, men, and non-binary people may experience policies, programs, and initiatives.

GBA+ considers many other identify factors, such as race, ethnicity, religion, age, and mental or physical abilities.

Federal government agencies are required to include GBA+ in Treasury Board submissions.

Provincial Government requests for additional resources should include GBA+.

Detachments, units, and business lines can apply GBA+ to identify under-served client groups and improve access to services.

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