



Regional District of Central Kootenay
REGULAR BOARD MEETING
Open Meeting Agenda

Date: Thursday, April 16, 2026
Time: 9:00 am
Location: Hybrid Model - In-person and Remote

Directors will have the opportunity to participate in the meeting electronically. Proceedings are open to the public.

Pages

1. ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

9:00 PDT

Join by Video:

<https://rdck-bc-ca.zoom.us/j/95573345491?pwd=k4eCLxEF2ggHCiAbpTcQis1tMHnt5b.1>

Join by Phone:

855 703 8985 Canada Toll-free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 955 7334 5491

Meeting Password: 142530

In-Person Location:

Nelson Office - Boardroom

202 Lakeside Drive, Nelson BC

2. CALL TO ORDER & WELCOME

2.1 Traditional Lands Acknowledgement Statement

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

2.2 Adoption of the Agenda

RECOMMENDATION: **(ALL VOTE)**

The agenda for the April 16, 2026 Regular Open Board meeting be adopted as circulated with the addition of the addendum.

2.3 Adoption of the Minutes

18 - 37

RECOMMENDATION: **(ALL VOTE)**

The minutes from the March 19, 2026 Regular Open Board meeting be adopted as circulated.

2.4 Introductions

CAO Horn will introduce the following staff:

- Tori Mooney, Utility Technician 1, replacing Dave Sharun;
- Amy Craft, Human Resources Advisor 1;
- Gina Harding, Development Technician in Creston;
- Kristi Calder, Regional Manager of Recreation and Client Services, replacing Trisha Davison.

3. COMMITTEES & COMMISSIONS

3.1 With Recommendations

3.1.1 Area A Economic Development Commission: minutes March 17, 2026

38 - 40

RECOMMENDATION: **(PO WGT)**

1. That the Board approve the payment of the following grant from the Area A Economic Development Commission Service \$107 2026 budget:

Kootenay Lake Chamber of Commerce \$1800.00

RECOMMENDATION: **(PO WGT)**

2. That the Board approve the payment of the following grant

from the Area A Economic Development Commission Service S107 2026 budget:

Crawford Bay Sunday Market \$4000.00

3.1.2 All Recreation Committee: minutes April 1, 2026

41 - 59

The Committee Report dated April 1, 2026 from Trisha Davison, General Manager of Community Services, regarding 2026/2027 Community Services Fees & Charges Schedule, has been received for information.

RECOMMENDATION:

(ALL VOTE)

1. That the Board approve the Schedule of Fees and Charges for Admissions, to be implemented effective September 8, 2026;

AND FURTHER, that the Schedule be amended as outlined in Appendix A, page 7, to include the word “per” in the Outdoor Per Court Rental Fees for Pickleball, Tennis, Sport Court, and Volleyball.

RECOMMENDATION:

(ALL VOTE)

2. That the Board direct staff to do a feasibility study on the addition of an account level subsidy for the Leisure Access Program.

3.1.3 Water Services Committee: minutes April 1, 2026

60 - 113

RECOMMENDATION:

(ALL VOTE)

1. That the Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3077, 2026 be read a first, second and third time by content to repeal and replace Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3027, 2025.

RECOMMENDATION:

(ALL VOTE)

2. That Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3077, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

RECOMMENDATION:

(ALL VOTE)

3. That the Regional District of Central Kootenay Water Bylaw No. 3078, 2026 be read a first, second and third time by content to

repeal and replace Regional District of Central Kootenay Water Bylaw No. 2894, 2023.

RECOMMENDATION:
(ALL VOTE)

4. That Regional District of Central Kootenay Water Bylaw No. 3078, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

3.1.4 Riondel Commission: minutes April 7, 2026

The minutes of Riondel Commission meeting held April 7, 2026 will be received in the addenda package.

3.1.5 Joint Resource Recovery Committee: minutes April 15, 2026

The minutes of the Joint Resource Recovery Committee meeting held April 15, 2026 will be received in the addenda package.

3.2 Membership/Appointments

3.2.1 Committee/Commission Appointments

RECOMMENDATION:
(ALL VOTE)

That the Board appoint the individuals to the following RDCK Commissions:

Area H North Advisory Planning and Heritage Commission for a term to expire December 31, 2027:

Marcy Mahr
Nadine Raynolds
Ezra Buller
Robert Inwood

Recreation Commission #6 for a term to expire December 31, 2027:

Betty Burke (Silverton Alternate)

4. CORRESPONDENCE

4.1 Harrop Procter Ferry Committee Society

4.1.1	The draft letter from Harrop Procter Ferry Committee Society, regarding a meeting request with the Minister of Transportation and Transit with the BC Inland Ferry Coalition.	114 - 115
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4.1.2	The letter dated April 7, 2026 from the Harrop Procter Ferry	116 - 117
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Committee Society, regarding a meeting request with the Minister of Transportation and Transit with the BC Inland Ferry Coalition.

- 4.2 The letter dated March 26, 2026 from Mark Robichaud, Director Pre Construction, requesting to waive Building Permit fees for Balfour Daycare** **118**

5. BYLAWS

- 5.1 Bylaw 3073: Village of Salmo Fire Truck Security Issuing** **119 - 123**

RECOMMENDATION:
(ALL VOTE)

That the Village of Salmo Fire Truck Security Issuing Bylaw No. 3073, 2026. be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

6. NEW BUSINESS

6.1 Community Services

- 6.1.1 Contract Award: Castlegar & District Community Complex – R6-R7 Roof Replacement Project** **124 - 127**

The Board Report dated April 1, 2026 from AJ Evenson, Senior Project Manager, regarding the Contract Award for the Castlegar & District Community Complex Roof Replacement Project, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board award the CDRD Roof Replacement Project to BF Roofing Ltd.; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$619,880.00 + GST, AND FURTHER, that the costs for the project be paid from S227 - Aquatic Centre - Castlegar and Areas J and I.

6.2 Development and Community Sustainability

- 6.2.1 Temporary Use Permit - Markin (Area F)** **128 - 149**

The Board Report dated March 26, 2026 from Zachari Giacomazzo, Planner, regarding the Temporary Use Permit (TUP) in Electoral Area F, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board APPROVE the issuance of Temporary Use Permit

T2601F by Dan Markin for the property located on View Ridge Road in Bonnington and legally described as LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617).

6.2.2 Regional and Local Community Needs Project

150 - 332

The Board Report dated April 16, 2026 from Stephanie Johnson, Planner MCIP RPP, regarding the Regional and Local Community Needs Project recommendations in the final report, has been received.

The presentation dated April 16, 2026 from Modus and Licker Geospatial Consulting, regarding the Regional and Local Community Needs Project, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board receive the recommendations in the final report, dated January 2026 for the Regional and Local Community Needs project;

and that the Board direct staff to use the geospatial data from this project and give consideration to the Regional Implementation and Recommendations in the final report when undertaking future land use planning activities.

6.2.3 Age Friendly Communities Funding to Support Rural Mobility Network

333 - 357

The Board Report dated April 16, 2026 from Alex Leffelaar, Climate Action Assistant, regarding the Age Friendly Communities Funding to Support Rural Mobility Network, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board direct staff to apply for up to \$15,000 to the Age Friendly Communities Grant before the June 1 deadline on behalf of the Castlegar Community Service Society for the Regional Booking Platform Development ; AND FURTHER, that staff be authorized to enter into a funding agreement with Castlegar Community Services Society should the RDCK be awarded the grant;

AND FURTHER, that if successful, the Board approve an amendment to the 2026 Financial Plan from Community Sustainable Living Service S105 in the amount of \$15,000;

AND FURTHER, that if successful the Board direct staff to manage and administer the Castlegar Community Services Society successful grant applications for the Regional Online Booking Platform, and be compensated for that work through the

administration fee included in the grant award budget outlined;

AND FURTHER, that the Chair and Corporate officer be authorized to sign the necessary agreements.

6.2.4 Policy No. 400-02-20 : Local Conservation Fund

358 - 394

The Board Report dated April 16, 2026 from Rishab Gaba, Planner, regarding the Local Conservation Fund Policy, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board adopt Policy No. 400-02-20 Local Conservation Fund Policy, effective immediately.

6.3 Environmental Services

6.3.1 Contract Award: Ootischenia Transfer Station Option 3 Design

395 - 400

The Board Report dated April 16, 2026 from AJ Evenson, Senior Project Manager, regarding the Ootischenia Transfer Station Option 3 Design Contract Award, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board direct staff to award the contract for the Ootischenia Transfer Station Option 3 Design to Sperling Hansen Associates Inc; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$162,741.00 plus GST; AND FURTHER, that the funds be drawn from Refuse Disposal – West Subregion Service S188 and Recycling Program – West Subregion Service A118.

6.3.2 Contract Award: Erickson Water System – Residential Meter Contract Package 2

401 - 405

The Board Report dated April 16, 2026 from AJ Evenson, Senior Project Manager, regarding the Erickson Water System Residential Meter Contract Package 2 Contract Award, has been received for information.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board direct staff to award the contract for the Erickson Water System – Residential Meter Contract Package 2 – Contract Award to Zarikoff Developments Inc; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$333,850.00 plus GST; AND FURTHER, that the funds be drawn from S250 Water Utility – Area B & C (Erickson).

6.4 Administration & Finance

6.4.1 Service Case Analysis: North Slokan Lake Library Service

406 - 415

The Board Report dated April 16, 2026 from Tom Dool, Research Analyst, regarding a Service Case Analysis for North Slokan Lake Library Service, has been received.

RECOMMENDATION:

(ALL VOTE)

That the Board directs staff to prepare a service establishment bylaw for a literacy contribution service within a defined portion of Electoral Area H, Silverton, and New Denver.

6.4.2 Service 223 Recreation Facility – Nakusp & Area K

416 - 434

The Board Report dated April 16, 2026 from Tom Dool, Research Analyst, regarding the bylaw amendment for the Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995, has been received.

RECOMMENDATION:

(ALL VOTE)

That the Board authorize staff to prepare a bylaw amendment for the Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995 for the removal of the Village of Nakusp as a service participant and to reduce the maximum annual allowable requisition to the greater of a rate of \$0.80/\$1000 applied to the assessed value of land and improvements or \$299,889.

6.4.3 Quarterly Report: Proposed Resolutions for No Further Action

435 - 440

The Board Report dated April 16, 2026 from Mike Morrison, Senior Manager, Corporate Administration, Quarterly Report: Proposed Resolutions for No Further Action, has been received.

RECOMMENDATION:

(ALL VOTE)

That staff be directed to take no further action on the following resolutions and remove these projects from the Quarterly Report:

683/19 That the Board approve the "Shoreacres No Hunting & Discharge of Firearm Bylaw Survey" be added to the 2020 work plan;

524/22 That the Board direct staff to evaluate options for improving the effectiveness of Regional District Special Events Permit Bylaw No. 2596, 2022 in addressing the community impacts resulting from large events held in Electoral Area H;

536/23 That the Board direct staff to research the ownership and control of the Ymir Cemetery property and evaluate the possibility of ownership of the property by the Regional District, with costs to be paid from Cemetery - Ymir Service \$297;

790/23 That the Board direct staff to contract with Selkirk College, City Spaces or another appropriate contractor to update the 2018 'Using Community Halls for Child Care' feasibility study and that the estimated \$5,000 cost of the project be covered through an Area I Community Development grant;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents.

6.4.4 For Information: 2026 RDCK Quarterly Report (Q1)

441 - 497

The 2026 RDCK Quarterly Report (Q1) from Mike Morrison, Corporate Officer, has been received for information.

NOTE: The Capital Projects will be added to the 2026 RDCK Quarterly Report (Q1) in the addenda package.

6.4.5 For Information: RDCK Occupational Health and Safety Annual Report

498 - 502

The Board Report dated April 16, 2026 from Dave Barnhart, Safety Advisor, regarding the RDCK Occupational Health and Safety Annual Report, has been received for information.

6.5 Fire Services

6.5.1 Policy No. 700-01-02: Update for North Shore and Kaslo Fire Departments

503 - 517

The Board Report dated April 16, 2026 from Dan Zayac, Regional Deputy Fire Chief, regarding the Policy 700-01-02 update to authorize North Shore and Kaslo Fire Departments to provide Interior Service Level, has been received.

RECOMMENDATION:
(ALL VOTE)

That the Board adopt the revised Schedule A to Policy 700-01-02 to authorize North Shore and Kaslo Fire Departments to provide Interior Service Level, effective immediately.

6.5.2 Robson Fire Department Replacement Rescue Truck

518 - 524

The Board Report dated April 16, 2026 from Grant Hume – Regional Deputy Fire Chief, regarding the purchase of one F550 Rescue truck for the Robson Fire Department, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board approve the purchase of one F550 Rescue truck, including required operational upgrades, for a total cost not exceeding \$175,000 inclusive of applicable taxes and that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the Board of the Regional District Central Kootenay authorize borrowing under Section 403 of the Local Government Act from the Municipal Finance Authority – equipment financing program, for a term not exceeding five (5) years, to be repaid from S138 Fire Protection - Area J (Robson/Raspberry), with no rights of renewal.

6.5.3 Municipal Services Agreement: Kaslo FireSmart

525 - 541

The Board Report dated April 16, 2026 from Jessie Lay, FireSmart Program Coordinator, regarding the Kaslo FireSmart Municipal Services Agreement, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board approve the RDCK enter into a Municipal Services Agreement with the Village of Kaslo from April 27 to November 15, 2026, to deliver and coordinate FireSmart programming in Kaslo and Area D; AND that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that any costs and revenue associated with the delivery of services will be reflected in A101 Emergency Consolidated Services.

6.5.4 Municipal Services Agreement: Village of Silverton FireSmart

542 - 557

The Board Report dated April 16, 2026 from Jessie Lay, FireSmart Program Coordinator, regarding the Village of Silverton FireSmart Municipal Services Agreement, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board approve the RDCK enter into a Municipal Services Agreement with the Village of Silverton from April 27, 2026 to March 31, 2027, to deliver FireSmart programming within the Village of Silverton; AND that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that any costs and revenue associated with the delivery of services will be reflected in A101 Emergency Consolidated Services.

6.5.5 For Information: Whitewater Ski Resort - Results of Fire Protection Service Case Analysis

558 - 559

The Board Report dated April 16, 2026 from Dan Seguin, General Manager of Fire and Emergency Management Services, regarding Whitewater Ski Resort - Results of Fire Protection Service Case

Analysis, has been received for information.

6.6 Grants

6.6.1 Discretionary

560 - 575

RECOMMENDATION:

(ALL VOTE)

Discretionary grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA A

Rick Clark Memorial Society	Rick Clark Memorial Golf Tournament	\$250
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AREA B

Creston Ladies Iron Maiden	Ladies Iron Maiden	\$750
Erickson Community Association	Welcome to Erickson road sign project	\$1,000
Lister Community Cemetery	Lister Water Expense	\$1,000
Rick Clark Memorial Society	Rick Clark Memorial Golf Tournament	\$500

AREA C

Creston Ladies Iron Maiden	Ladies Iron Maiden	\$500
Creston Valley Youth Soccer Association	Creston FC Appreciation Dinner	\$200
Rick Clark Memorial Society	Ladies Iron Maiden	\$250

AREA E

Balfour Recreation Commission	Pickleball Court repainting	\$500
Balfour And District Senior Citizens' Association, Branch No. 120	Recycling garbage	\$200
Blewett Community Society	Garbage Dump fees	\$400

AREA G

Salmo and Area Supportive Housing Society	Wellness Room	\$4,800
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AREA I

Community Harvest Food Bank	Website	\$500
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AREA J

Community Harvest Food Bank	Website	\$1,280
Robson Recreation Society	Internet trial	\$1,142

SLOCAN

Village of Slocan	Osprey Foundation	\$500
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6.6.2 Community Development

6.6.2.1 Community Development: April Funds

576 - 599

RECOMMENDATION:

(ALL VOTE)

Community Development grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA B

Rykerts Irrigation District	Water Meters	\$5,000
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AREA D

Kaslo Logger Sports	Kaslo Logger Sports 2026	\$600
Regional District of Central Kootenay	S184 Mosquito Mitigation	\$20,000

AREA E

Balfour Recreation Commission	Imagine Station	\$1,000
Balfour Recreation Commission	Junior Golf	\$1,000
Balfour And District Senior Citizens' Association, Branch No. 120	Seniors Christmas Dinner	\$1,500

Blewett Community Society	Morning Mountain Skating Rink & Blewett/Bonnington/Beasley annual events	\$9,175
Harrop School House Society	Childcare Proposal	\$10,000

AREA F

Blewett Community Society	Morning Mountain Skating Rink & Blewett/Bonnington/Beasley annual events	\$9,175
Nelson Public Library	Taghum Outdoor Book Return Bin	\$4,000

AREA G

Kootenay Mountain Biking Ltd	Everyone Rides Grades 4 & 5 Education	\$1,500
Nelson Area Waldorf School Association	Playground Project	\$1,000

AREA I

Destination Castlegar	Fishout Derby 2025	\$1,875
Diverse Family Roots	Remarkability Fest	\$500
Shoreacres Hall Society	Pie Bingo	\$500

AREA J

BC Old Time Fiddlers- Kootenay #9	Kootenay Fiddle, Piano and Guitar Camp	\$600
Deer Park Recreation Society	Operating Expenses	\$22,000
Diverse Family Roots <u>KASLO</u>	Remarkability Fest	\$500
Kootenay Mountain Biking Ltd <u>SALMO</u>	Everyone Rides Grade 4–5 bike education	\$1,500
Village of Salmo <u>SLOCAN</u>	Village Sweeper Repair	\$3,700
Village of Slocan	Okanagan Nation Alliance - Fish in Schools	\$1,000
Village of Slocan	Egg Hunt	\$200
Village of Slocan	Veterans Crosswalk Project	\$500
Village of Slocan	WEG Bamfield Trip	\$3,000

**6.6.2.2 Community Development Amendment: Creston Valley
Minor Baseball Association – Centennial Park Ballfield
Renovation**

RECOMMENDATION:
(ALL VOTE)

That Resolution 91/26, being the allocation of Community
Development funds, be amended by changing:

AREA B

Centennial Valley Minor Baseball Association - Centennial
Park Ballfield Renovation \$10,000

to

AREA B

Creston Valley Minor Baseball Association – Centennial
Park Ballfield Renovation \$10,000

6.7 Chair/CAO Reports

The Chair and CAO will provide a verbal report to the Board.

6.7.1	Director Tierney: Letter of Support - Creston Valley Youth Soccer Association	600
6.7.2	Director Watson: Letter of Support - Kaslo and Area D Promotional Strategy	601
6.7.3	Director McLaren-Caux: March - April Activities	602 - 611

7. RURAL AFFAIRS COMMITTEE

The minutes of the Rural Affairs Committee meeting held April 15, 2026 will be received in the addenda package.

8. DIRECTORS' MOTIONS**8.1 Director Popoff: Reconsideration - Sub-Regional Official Community Plan Update****RECOMMENDATION:**

(ALL VOTE)

THAT the following motion:

671/25 That the Board direct staff to initiate a Sub-Regional Official Community Plan update for areas F, H, J, and K and staff to initiate the Area D Community Planning; and these projects be the top priority for the planning department workplan;

BE Reconsidered.

8.2 Director Cunningham: Watersheds of Rosebud Creek and Lomond Creek

636

RECOMMENDATION:

(ALL VOTE)

WHEREAS the Watersheds of Rosebud Creek and Lomond Creek near Nelway, support Wildlife, Forests, and Local residents and farms with life sustaining water, (for domestic and agricultural purposes), and as they provide recreational opportunities for Communities throughout our Region by supplying critical source water for both Rosebud Lake Regional Wildlife Park and Lomond Lake;

AND WHEREAS this is an opportunity to protect critically important wildlife habitat and these sustainable water sources for future generations by converting our Environmental Reserve (from our OCP) to an "Ecological Reserve" and by asking the Province to designate these Watersheds as a "Protected Area";

THEREFORE, BE IT RESOLVED THAT the Regional District of Central Kootenay support the Community by recommending to the Province that they designate these watersheds as an Ecological Reserve and Protected Area for future generations to enjoy and to protect the ecological diversity in these critical watersheds.

9. CONSENT AGENDA

9.1 For Information: Committees & Commissions

Committee/Commission Reports for information have been received as follows:

9.1.1	Area A Economic Development Commission: minutes March 3, 2026	637 - 639
9.1.2	Riondel Commission: minutes March 10, 2026	640 - 645
9.1.3	Sunshine Bay Regional Park Commission: minutes March 12, 2026	646 - 649
9.1.4	Creston Valley Agricultural Advisory Commission: minutes March 20, 2026	650 - 652
9.1.5	Electoral Area B Advisory Planning and Heritage Commission: minutes March 24, 2026	653 - 656
9.1.6	Creston Valley Services Committee: minutes April 2, 2026	657 - 660

9.2 For Information: Communication

9.2.1	The letter dated March 18, 2026 from Kevin Cormack, City of Nelson - City Manager, regarding the RDCK Bylaw No. 3036, 2025.	661
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9.3 For Information: Accounts Payable

662 - 681

The Accounts Payable Summary for March 2026 in the amount of \$2,333,950 has been received for information.

9.4 For Information: Directors' Reports

The verbal Directors' Reports were referred from the March 19, 2026 Board meeting to the April 16, 2026 Board meeting.

Each Director will be given the opportunity to provide a brief summary of the work they have been doing within their communities.

10. PUBLIC TIME

The Chair will call for questions from the public and members of the media at 11:45 a.m.

11. CLOSED

11.1 Meeting Closed to the Public

The Open meeting will be adjourned after In Camera without reconvening back into the open session unless there is business that needs to be addressed.

RECOMMENDATION:

(ALL VOTE)

In the opinion of the Board - and in accordance with Section 90 of the *Community Charter* - the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the bases identified in the following subsections:

(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

(b) the consideration of information received and held in confidence relating to negotiations

- (i) between the municipality and a provincial government or the federal government, or both, or between a provincial government or the federal government, or both, and a third party,
- (ii) between the municipality and another local government or between another local government and a third party, or
- (iii) between the municipality and a first nation or a prescribed Indigenous entity, or between a first nation or a prescribed Indigenous entity and a third party;

11.2 Recess of Open Meeting

RECOMMENDATION:

(ALL VOTE)

The Open meeting be recessed at _____ a.m./ p.m. in order to conduct the Closed Board meeting and reconvened at _____ a.m./p.m.

12. MATTERS ARISING FROM CLOSED MEETING

13. 2025 AUDITED FINANCIAL STATEMENTS

682 - 730

The 2025 Audited Financial Statements Report from BDO Canada LLP for the year ended December 31, 2025, has been received.

The presentation dated December 31, 2025 from Mario Piroddi, BDO Canada LLP - BC Interior, regarding the 2025 Audited Financial Statements, has been received.

RECOMMENDATION:
(ALL VOTE WGT)

That the Board approve the unqualified 2025 Audited Financial Statements as audited by BDO Canada LLP.

14. ADJOURNMENT

RECOMMENDATION:
(ALL VOTE)

That the meeting adjourn at ____ p.m.



Regional District of Central Kootenay
REGULAR BOARD MEETING
Open Meeting Minutes

The **third** meeting of the Board of the Regional District of Central Kootenay in 2026 was held on Thursday, March 19, 2026 at 9:00 a.m. through a hybrid meeting model.

Quorum was maintained throughout the meeting.

ELECTED OFFICIALS

PRESENT	Chair A. McLaren-Caux	Village of Nakusp	In-Person
	Director G. Jackman	Electoral Area A	In-Person
	Director R. Tierney	Electoral Area B	In-Person
	Director K. Peck	Electoral Area C	In-Person
	Director J. Smienk	Electoral Area E	In-Person
	Director T. Newell	Electoral Area F	In-Person
	Director H. Cunningham	Electoral Area G	In-Person
	Director W. Popoff	Electoral Area H	In-Person
	Director A. Davidoff	Electoral Area I	
	Director H. Hanegraaf	Electoral Area J	In-Person
	Director T. Weatherhead	Electoral Area K	In-Person
	Director M. McFaddin	City of Castlegar	In-Person
	Director D. Dumas	Town of Creston	In-Person
	Director S. Hewat	Village of Kaslo	In-Person
	Director K. Page	City of Nelson	In-Person
	Director L. Casley	Village of New Denver	
	Director P. McKellar	Village of Salmo	In-Person
	Director T. Gordon	Village of Silverton	
	Director J. Lunn	Village of Slocan	In-Person

ELECTED OFFICIALS ABSENT	Chair A. Watson	Electoral Area D
	Director K. Vandenberghe	Electoral Area C
	Director C. Graham	Electoral Area E
	Director A. DeBoon	Town of Creston
	Director D. Lockwood	Village of Salmo

STAFF PRESENT	S. Horn	Chief Administrative Officer
	Y. Malloff	General Manager of Finance, Information Technology and Procurement
	U. Wolf	General Manager of Environmental Services
	S. Sudan	General Manager of Development & Community Sustainability Services
	T. Davison	General Manager of Community Services
	D. Seguin	General Manager of Fire and Emergency Management Services
	C. Saari-Heckley	Human Resources Manager
	T. Dool	Research Analyst
	N. Hannon	Acting Emergency Program Manager
	N. Wight	Planning Manager
	S. Chezenko	Planner

A. Leffelaar
M. St Louis
D. Elliott
C. Hopkyns

Climate Action Assistant
Grants Coordinator
Communications Coordinator
Corporate Administration Coordinator

1. ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:
9:00 PDT

Join by Video:
<https://rdck-bc-ca.zoom.us/j/95573345491?pwd=k4eCLxEF2ggHCiAbpTcQis1tMHnt5b.1>

Join by Phone:
855 703 8985 Canada Toll-free

*6 to unmute or mute
*9 to raise or lower your hand

Meeting ID: 955 7334 5491
Meeting Password: 142530

In-Person Location:
Nelson Office - Boardroom
202 Lakeside Drive, Nelson BC

2. CALL TO ORDER & WELCOME

2.1 Traditional Lands Acknowledgement Statement

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

2.2 Adoption of the Agenda

Moved and seconded,
And Resolved:

110/26

The agenda for the March 19, 2026 Regular Open Board meeting be adopted with the inclusion of Item 4.2.3 External Committee: Nelson Public Library Board (Area F) and with the addition of the addendum before circulation.

Carried

2.3 Adoption of the Minutes

Moved and seconded,
And Resolved:

111/26

The minutes from the February 19, 2026 Regular Open Board meeting be adopted as circulated.

Carried

2.4 Introductions

CAO Horn introduced the following staff:

- Venice Lam, Auxiliary Administrative Assistant, replacing Sydney Brown;
- Alanna Carmichael, Auxiliary Administrative Assistant, replacing Savanna Blais;
- and

- Anne Gillender is the new NDCC Facility Manager, replacing Ryan Ricalton.

3. BUSINESS ARISING OUT OF THE MINUTES

3.1 2026 – 2030 DRAFT Financial Plan
Board Meeting - February 19, 2026
RES 87/26 Refer to March 19, 2026

The following motion referred will be addressed at Item 6.4.3 For Information:
Organizational Review.

The Board direct the removal of phase 2 organizational review, budgeted at \$100,000 in Contracted Services in S100 General Administration, from the 2026-2030 DRAFT financial plan.

4. COMMITTEES & COMMISSIONS

4.1 With Recommendations

4.1.1 Slocan Valley Services Committee: minutes February 26, 2026

Moved and seconded,
And Resolved:

112/26

That the Board authorize staff to prepare a bylaw amendment to Summit Lake Ski Area Financial Contribution Service Establishment Bylaw No. 1829, 2006 to increase the maximum annual allowable requisition to \$32,500 or a rate of \$0.018/\$1000 of actual assessed value as applied to the service area, whichever is greater.

Carried

4.1.2 Castlegar & District Recreation Commission: minutes March 3, 2026

The Committee Report dated March 4, 2026 from Trisha Davison, General Manager of Community Services, re: Castlegar & District Expansion Project – Value Capture Guidelines & Naming Rights, has been received for information.

The Committee Report dated March 4, 2026 from Trisha Davison, General Manager of Community Services, re: Castlegar & District Complex Expansion – Wood Integration Guidelines, has been received for information.

The Board had a discussion regarding the Castlegar & District Arena & Walking Track Project and staff answered questions.

DIRECTOR PRESENT: Director Lunn joined the meeting at 9:11 a.m.

STAFF DIRECTION: That staff be directed to consider including value capture and wood integration into the RDCK purchasing policy in the upcoming comprehensive review of said policy.

Moved and seconded,
And Resolved:

113/26

That the Board approve Value Capture Guidelines for the Castlegar & District Arena & Walking Track Project providing that all value capture methods other than naming rights - including facility revenue sharing, real estate and land development, advertising and digital rights, operational and facility management contracts, intellectual property and design replication, and financial engineering - are excluded from the procurement process and that the completed facility shall be delivered as an unencumbered public asset with full operational control and all operating revenue streams flowing to the RDCK.

Carried

Moved and seconded,
And Resolved:

114/26

That the Board approve the inclusion of naming rights as a standard contract feature in the design-build procurement for the Castlegar & District Arena & Walking Track Project, structured so that the successful proponent receives ownership of facility naming rights for a defined term (20–25 years from substantial completion), subject to Board-adopted Naming Rights Guidelines, with proponents submitting dual prices (Price A without naming rights, Price B with naming rights) and evaluation based on Price B, with Price B not to exceed the \$15 million maximum total project cost envelope.

Carried

Moved and seconded,
And Resolved:

115/26

That the Board adopt the Naming Rights Guidelines for the Castlegar & District Arena & Walking Track Project, substantially in the form attached as Appendix B, establishing the governance framework for naming rights including acceptable name criteria, the Board approval process, self-naming provisions, community consultation requirements, the naming rights term, transferability, and reversion triggers.

Carried

Moved and seconded,
And Resolved:

116/26

That the Board adopt the Wood Integration Guidelines for the Castlegar & District Arena & Walking Track Project, substantially in the form attached as Appendix A, establishing a design quality framework based on a continuum approach that evaluates wood integration across three dimensions (structural wood use, interior wood expression, and embodied carbon performance) without mandating a specific structural system.

Carried

Moved and seconded,
And Resolved:

117/26

That staff be directed to incorporate the Wood Integration Guidelines into the procurement documents for the Castlegar & District Arena & Walking Track Project using the continuum-based approach, specifically: into the Owner’s Statement of Requirements (OSR) as design objectives rather than prescriptive requirements; into the Request for Qualifications (RFQ) as a signal of the RDCK’s design values and as a factor within the proponent capability assessment; and into the Request for Proposals (RFP) evaluation framework as a sub-criterion within the Design Quality & OSR Compliance criterion.

Carried

Moved and seconded,
And Resolved:

118/26

That the wood integration sub-criterion be weighted at 10% of the total evaluation score in the RFP evaluation matrix for the Castlegar & District Arena & Walking Track Project, representing a position within the defensible range that is

significant enough to meaningfully reward proponents who invest in wood integration while leaving 90% of the evaluation focused on other criteria including price, functional design, schedule, other quality elements and team which allows a proponent who chooses to specify less wood to remain competitive on cost.

Carried

4.1.3 West Transit Services Committee: minutes March 4, 2026
Moved and seconded,
And Resolved:

119/26 That the Board direct staff to submit an application to the Climate Ready Infrastructure Service (CRIS) fund for up to \$20,000 in consultant support to undertake the Rural Transit Operating Model Feasibility Assessment.

Carried

4.1.4 Creston Valley Services Committee: minutes March 5, 2026
Moved and seconded,
And Resolved:

120/26 That the Board direct staff to issue an Expression of Interest to identify external service provider(s) for economic development activities in the Creston Valley based upon the proposed level of service for economic development outlined in the committee report dated March 5, 2026, AND FURTHER, that after the evaluation of the submissions, staff return to the Creston Valley Services Committee for consideration.

Carried

4.1.5 Joint Resource Recovery Committee: minutes March 18, 2026
Item removed.

4.2 Membership/Appointments
4.2.1 Committee/Commission Appointments
Moved and seconded,
And Resolved:

121/26 That the Board appoint the individuals to the following RDCK Commissions:

Recreation Commission No. 6 - Village of New Denver for a term to expire December 31, 2027:

Danika Hammond
Colin Moss (Alternate)

Carried

4.2.2 Resident Directed (ReDi) Grant Local Selection Committee Appointment (Additions)
Moved and seconded,
And Resolved:

122/26 That the Board appoint the following individuals to the ReDi Local Area Selection Committees:

AREA D/KASLO
Dana Cornea 1 year
AREA C
Ashley Chinna 1 year
Karen Peck 1 year

Carried

4.2.3 External Committee: Nelson Public Library Board (Area F)
Current member:
Area F membership currently vacant

Moved and seconded,
And Resolved:

123/26 That the Board appoint the following person as the Electoral Area F representative to the Nelson Public Library Board for a term to end December 31, 2027:

Gordon Androsoff (Area F)

Carried

5. BYLAWS

5.1 Bylaw 3035: Electoral Areas E & F and Slocan Valley Transit Local Service Area Establishment Amendment
Inspector of Municipalities approval was received on March 5, 2026.

Moved and seconded,
And Resolved:

124/26 That the Electoral Areas E & F and Slocan Valley Transit Local Service Area Establishment Amendment Bylaw No. 3035, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

5.2 Bylaw No. 3036: Kootenay Lake West Transit Service Establishment Amendment
Inspector of Municipalities approval was received on March 13, 2026.

Moved and seconded,
And Resolved:

125/26 That the Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

5.3 Bylaw 3040: Regional District of Central Kootenay Zoning Amendment (Mace)
The Board Report dated February 26, 2026 from Sadie Chezenko, Planner, regarding Regional District of Central Kootenay Zoning Amendment Bylaw No. 3040, 2025, has been received.

Moved and seconded,
And Resolved:

- 126/26

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 3040, 2025 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby ADOPTED;

AND FURTHER that the Chair and Corporate Officer be authorized to sign the same.

Carried
- 5.4

Bylaw 3053: Regional District of Central Kootenay Zoning Amendment (Small Scale Multi-Unit Housing Zoning Alignment - Electoral Areas F,I, J & K)

The Board Report dated March 19, 2026 from Sadie Chezenko, Planner, regarding Regional District of Central Kootenay Zoning Amendment Bylaw No. 3053, 2025, has been received.

Moved and seconded,
And Resolved:
- 127/26

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 3053, 2025 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby ADOPTED;

AND FURTHER that the Chair and Corporate Officer be authorized to sign the same.

Carried
- 5.5

Bylaw 3059: Electoral Area G Land Use Amendment Bylaw (Bouchard)

The Board Report dated March 3, 2026 from Sadie Chezenko, Planner, regarding Electoral Area G Land Use Amendment Bylaw No. 3059, 2025, has been received.

Moved and seconded,
And Resolved:
- 128/26

That Electoral Area G Land Use Amendment Bylaw No. 3059, 2025 being a bylaw to amend the Electoral Area G Land Use Bylaw No. 2452, 2018 is hereby ADOPTED;
AND FURTHER that the Chair and Corporate Officer be authorized to sign the same.

Carried
- 5.6

Bylaw 3073: Village of Salmo Fire Truck Security Issuing

Moved and seconded,
And Resolved:
- 129/26

That the Village of Salmo Fire Truck Security Issuing Bylaw No. 3073, 2026 be read a FIRST, SECOND, and THIRD time by content.

Carried
- 5.7

Bylaw 3074: Rural Mobility Community Advisory Committee Amendment
NOTE: The Rural Mobility Community Advisory Committee appointments recommendation has been added.

The Board had a discussion.
Moved and seconded,
And Resolved:
- 130/26

That the Rural Mobility Community Advisory Committee Amendment Bylaw 3074, 2026 be read a FIRST, SECOND, and THIRD time by content.

Carried

131/26

Moved and seconded,
And Resolved:
That the Rural Mobility Community Advisory Committee Amendment Bylaw 3074, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

132/26

Moved and seconded,
And Resolved:
That Board appoint the following individuals to the Rural Mobility Advisory Committee for a term to end April 17, 2027:

- Sarah Breen
- Trish Dehnel
- Miranda Hughes
- Maxence Jaillet
- Kelly McCafferty
- Keith Wiley
- Andrew Murray
- David Gregory
- Jacqueline Willard
- Michelle Postnikoff
- Cassie Norman
- Reidun Rosi

Carried

ORDER OF AGENDA
CHANGED

Moved and seconded,
And Resolved:

That Item 6.4.3 For Information: Organizational Review be considered at this time.

Carried

6.4.3 For Information: Organizational Review

The Board Report dated March 19, 2026 from Connie Saari-Heckley, Senior Manager, Human Resources, provide information to the Board on the steps Staff will take to address phase 1 items identified in the Organizational Assessment conducted by Samson, has been received.

Resolution 87/26

That the following motion BE REFERRED to the March 19, 2026 Board meeting:

The Board direct the removal of phase 2 organizational review, budgeted at \$100,000 in Contracted Services in S100 General Administration, from the 2026-2030 DRAFT financial plan.

The Board had a discussion regarding the Organizational Review budget for 2026. Staff answered questions.

Moved and seconded,
And Resolved:

133/26 The Board direct the removal of phase 2 organizational review, budgeted at \$100,000 in Contracted Services in S100 General Administration, from the 2026 DRAFT financial plan.

Carried

Moved and seconded,
And Resolved:

134/26 That the Board direct staff to develop a work plan and budget from Contracted Services in S100 General Administration for the Phase 2 Organizational Review and report back to the Board by September 2026.

Carried

**ORDER OF AGENDA Item 5.8 Bylaw 3075: 2026-2030 Financial Plan was considered at this time.
RESUMED**

5.8 Bylaw 3075: 2026-2030 Financial Plan
Board had discussion and staff answered questions.

Moved and seconded,
And Resolved:

135/26 That the 2026-2030 Financial Plan Bylaw No. 3075, 2026 be read a FIRST, SECOND, and THIRD as amended.

Carried

Moved and seconded,
And Resolved:

136/26 That the 2026-2030 Financial Plan Bylaw No. 3075, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

6. NEW BUSINESS

6.1 Community Services

6.1.1 Contract Award: Castlegar and District Community Complex – Reflective Ceiling and Air Barrier Improvements

The Board Report dated March 4, 2026 from Jeannine Bradley, Project Manager, seeking the Board to award the contract for the Castlegar & District Community Complex – Arena Reflective Ceiling and Air Barrier Improvements to Zarikoff Developments Inc., has been received.

Moved and seconded,
And Resolved:

137/26 That the Board direct staff to award the contract for the PRJ24031: Castlegar & District Community Complex – Arena Reflective Ceiling and Air Barrier Improvements to Zarikoff Developments Inc.; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$250,000; AND FURTHER, that the cost be included in the 2026 Financial Plan for S222 Arena (Castlegar Complex)–Castlegar and Areas I and J.

Carried

6.1.2 Contribution Agreement: Columbia Basin Trust Project - Regional Park Enhancement Program

The Board Report dated March 19, 2026 from Mark Crowe, Regional Park Planner, seeking Board approval to enter into a Contribution Agreement with Columbia Basin Trust for Project #: 22,602 - Regional District of Central Kootenay Regional Park Enhancement Program 2026-2028, has been received.

Staff provided background to the Board regarding the Contribution Agreement for the Regional District of Central Kootenay Regional Park Enhancement Program. Staff will prepare a workplan to bring back to the All Recreation Committee meeting in June.

The Board had a discussion and staff answered questions.

Moved and seconded,
And Resolved:

138/26

That the Board approve entering into a Contribution Agreement with Columbia Basin Trust for Project #: 22,602 - Regional District of Central Kootenay Regional Park Enhancement Program 2026-2028, and that the Chair and Corporate Officer be authorized to sign the necessary documents, and further that the funding be allocated to the A104 Regional Parks Service budget.

Carried

6.2 Development and Community Sustainability

6.2.1 For Information: RDCK Emergency Response and Economic Disruption -Project Completion

The Board Report dated March 19, 2026 from Dan Séguin, Acting GM, Fire & Emergency Management Services, inform the Board that the Emergency Response and Economic Disruption Research Internship Project has been completed, has been received.

6.3 Environmental Services

6.3.1 Contract Award: Erickson Water System – Residential Meter Contract Package 1

The Board Report from AJ Evenson, Senior Project Manager, seeking Board direction to award the contract for the Erickson Water System Residential Meters Installation Contract Package 1, has been received.

Moved and seconded,
And Resolved:

139/26

That the Board direct staff to award the contract for the Erickson Water System – Residential Meters Installation Contract Package 1 – to Valhalla Hydrovac Ltd; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$328,637.41 plus GST; AND FURTHER, that the funds be drawn from S250 Water Utility – Area B & C (Erickson).

Carried

6.4 Administration & Finance

6.4.1 Contribution Agreement: Columbia Basin Trust Project - Resident Directed (ReDi) Grants Funding

Moved and seconded,
And Resolved:

140/26

That the Board approve entering into a Contribution Agreement with Columbia Basin Trust for Project #: 22,686 - Regional District of Central Kootenay Regional RDCK ReDi 2027/28, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

RECESS/
RECONVENE

The meeting recessed at 10:28 a.m. for a break and reconvened at 10:45 a.m.

6.4.2 Alternative Approval Process (AAP): A, B, & C Dangerous & Aggressive Dogs

The Board Report dated March 19, 2026 from Tom Dool, Research Analyst, seeking Board approval of the electors within Electoral Areas A, B, and C for Elector Areas A, B, and C Dangerous and Aggressive Dog Control Service Establishment Bylaw No. 3067, 2026 and that such approval be sought by Alternative Approval Process, has been received.

Moved and seconded,
And Resolved:

141/26

That the Board direct staff to proceed with seeking approval of the electors within Electoral Areas A, B, and C for Elector Areas A, B, and C Dangerous and Aggressive Dog Control Service Establishment Bylaw No. 3067, 2026 and that such approval be sought by Alternative Approval Process pursuant to Section 86 of the Community Charter, AND FURTHER, the Board hereby determines as follows:

1. The deadline for receipt of elector responses is 4:00 p.m. on June 15, 2026.

2. The required Elector Response Form shall be as attached to this report.

3. A fair determination of the total number of electors within the area to which the alternative approval process applies is 768.

Carried

6.5 Fire Services

6.5.1 Ootischenia Fire Department Replacement Engine

The Board Report from Grant Hume – Regional Deputy Fire Chief, seeking Board approval to purchase of a 2014 Pierce Freightliner Commercial Pumper, has been received.

Staff provided background information regarding the purchase of a 2014 Pierce Freightliner Commercial Pumper and answered the Board’s questions.

Moved and seconded,
And Resolved:

142/26

That the Board approve the Sole Source purchase of one (1) 2014 Pierce Freightliner Commercial Pumper from Rocky Mountain Phoenix, including required operational upgrades, for a total cost not exceeding \$600,000 inclusive of applicable taxes and that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the Board of the Regional District Central Kootenay authorize borrowing under Section 403 of the *Local Government Act* from the Municipal Finance Authority – equipment financing program, for a term not exceeding five (5) years, to be repaid from S145 Fire Protection - Area J (Ootischenia), with no rights of renewal.

Carried

6.5.2 Contract 2025 Annual Fee: S133 Area E Fire Protection Nelson

The Board Report from Yev Malloff, GM Finance, IT & Procurement / CFO, seeking Board approval of payment to the City of Nelson for providing Contracted Fire Protection Services to a defined portion of Area E, has been received.

Moved and seconded,
And Resolved:

143/26

That the Board approve the base payment of \$294,111 to the City of Nelson for providing contracted fire protection services to defined portion of Area E under Service S133 for the 2025 fiscal year.

Carried

Moved and seconded,
And Resolved:

144/26

The Board direct staff to bring a report to the Board regarding Service S133 Area E Fire Protection (Nelson Contract) that includes the following information:

- Taxation History and City of Nelson Capital Expenses for the past ten years.
- Anticipated increases in costs that have been indicated by the City of Nelson and future taxation implications.
- Steps required to increase taxation limits for Service S133 Area E Fire Protection (Nelson Contract).
- Consult with the Blewett Fire Chief and Investigate the possibility of expanding that Fire Protection Service to cover a portion or all of defined Area fire protection covered by Service S133 Area E Fire Protection (Nelson Contract). Boundary options to include with or without a satellite fire hall.
- In consultation with the Director of Area E, gather information that would be required for public meetings which would show tax implications and options for the residents of service area S133 Area E Fire Protection (Nelson Contract) to consider and provide input on.

Carried

6.6 Grants

6.6.1 Discretionary

Moved and seconded,
And Resolved:

145/26

Discretionary grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA A

55+ BC Games	55+ BC GAMES , KAMLOOPS	\$300
KRSS Prom Parent Committee	KRSS Prom	\$800
Wynndel Community Centre	5th Annual Easter Egg Hunt	\$500

AREA B

KRSS Prom Parent Committee	KRSS Prom	\$600
Creston Valley Society for Therapeutic Horsemanship	Mud Control Grids for High Traffic Paddock Area	\$500
55+ BC Games	55+ BC GAMES , KAMLOOPS	\$300
Creston Valley In The Raw Arts Society	Creston Clay Fest 2026	\$600

AREA C

55+ BC Games	55+ BC GAMES , KAMLOOPS	\$200
KRSS Prom Parent Committee	KRSS Prom	\$300

AREA F

Castlegar and District Minor Hockey Association	Road to Provincials	\$1,000
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AREA H

Winlaw Elementary Parent Advisory Council	Winlaw Elementary Spring Fling	\$1,200
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AREA J

Robson Fire & Rescue Society	2026 Easter Event	\$500
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Carried

6.6.2 Community Development

Director Smienk declared a conflict of interest due to being a member on a Committee receiving Community Development grant funds and left the meeting at 10:58 a.m.

Moved and seconded,
And Resolved:

146/26

Community Development grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA A

Creston Valley Minor Baseball Association	Centennial Park Ballfield Renovation	\$5,000
Fields Forward Society	Taste of Creston	\$1,000
Starbelly Jam Society	Starbelly Jam Music Festival	\$5,000

AREA B

Fields Forward Society	Taste of Creston	\$1,500
Kitchener Valley Recreation and Fire Protection Society	Kitchener Valley Community Park Enhancement	\$13,000
Yahk-Kingsgate Recreation Society	Yahk-Kingsgate Community Hall Park Enhancement	\$13,000

AREA C

Creston Valley Minor Baseball Association	Centennial Park Ballfield Renovation	\$5,000
Fields Forward Society	Taste of Creston	\$1,000

AREA D

J. B. Fletcher Restoration Society	Operations 2026	\$4,500
Kootenay Mountain Biking Ltd	Everyone Rides Grades 4 & 5 Education	\$1,500
Lardeau Valley Historical Society	Operation Cost & Summer Host	\$5,000

AREA E

Balfour and District Business and Historic Association	Contract wages	\$10,000
Nelson Area Waldorf School Association	Playground Project	\$3,000
West Kootenay Family Wellness Society	Balfour Daycare Community Engagement Events	\$820
West Shores Leisure Advancement Society	E & F Community Newsletter	\$7,800

AREA F

Nelson Area Waldorf School Association	Playground Project	\$2,000
Taghum Community Hall Society	Welcome Home!	\$500
West Shores Leisure Advancement Society	E & F Community Newsletter	\$7,800

AREA G

West Kootenay Watershed Collaborative Society	Making Waves: World Water Day Symposium	\$500
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AREA H

Kootenay Mountain Biking Ltd	Everyone Rides Grades 4 & 5 Education	\$3,000
Nakusp and Area Community Trails Society	Outdoor Recreation Brochure	\$1,100

Nelson Area Waldorf School Association	Playground Project	\$4,500
Silverton Community Club	Slocan Valley Veterans Project	1,500
Slocan Valley Watershed and Forest Protection Society	Wildfire Suppression Crews Certification and Recertification	\$5,000
<u>AREA I</u>		
Kootenay Gallery of Art, History and Science Society	Soup for the Cultured Soul 2026	\$1,500
Tarrys Fire Department Ladies Auxiliary	2025 Children Christmas Party	\$500
Tarrys Fire Department Social Club	Appreciation Dinner & Jacket	\$2,000
<u>AREA J</u>		
Kootenay Gallery of Art, History and Science Society	Soup for the Cultured Soul 2026	\$2,500
<u>AREA K</u>		
Nakusp and Area Community Trails Society	Outdoor Recreation Brochure	\$1,100
Nakusp Elementary School	NES Ski Program	\$10,000
<u>SALMO</u>		
Kootenay Mountain Biking Ltd	Everyone Rides Grades 4 & 5 Education	\$1,500

Carried

Director Smienk returned to the meeting at 11:01 a.m.

6.7 Chair/CAO Reports
The Chair had no updates.

The CAO shared that the RDCK is watching precipitation levels in the region and dependant on level, may open Emergency Operations Centre for Level 1 for monitoring.

7. RURAL AFFAIRS COMMITTEE
Moved and seconded,
And Resolved:

- 147/26
- That the Board approve the RDCK extend into a Goods and Services Agreement with the British Columbia Conservation Foundation for their WildSafeBC Program for the period of April 1, 2026 and ending on December 31, 2028, and that the Chair and Corporate Officer be authorized to sign the necessary documents;
- AND FURTHER, that the annual funding for the WildSafeBC Program not exceed an annual cost of \$20,000;
- AND FURTHER, that the costs be paid from Rural Administration S101.

Carried

Moved and seconded,
And Resolved:

- 148/26 That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the Community Charter by the Regional District Board relating to land at 5400 Elsie-Holmes Rd, Wynndel, BC, Electoral Area A, legally described as LOT 1, PLAN NEP77199, DISTRICT LOT 4595, KOOTENAY LAND DISTRICT; AND FURTHER, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

Moved and seconded,
And Resolved:

- 149/26 That the Corporate Officer of the Regional District of Central Kootenay be directed to file a Notice with the Land Title and Survey Authority of British Columbia, stating that a resolution has been made under Section 57 of the Community Charter by the Regional District Board relating to land at 5137 Cory Rd, Wynndel, BC, Electoral Area A, legally described as LOT 4, PLAN NEP1369, DISTRICT LOT 191, KOOTENAY LAND DISTRICT EXC PCL A (SEE 22518I); AND FURTHER, if an active Building permit or Building application is in place, that it be cancelled; and finally, that information respecting the resolution may be inspected at the office of the Regional District of Central Kootenay on normal working days during regular office hours.

Carried

Moved and seconded,
And Resolved:

- 150/26 That the Corporate Officer be authorized to remove the Notice on Title relating to 6603 Nixon Rd, Winlaw BC, Electoral Area H, currently owned by David Wayne Macnab, property legally described as LOT 11, BLOCK 6, DISTRICT LOT 383, KOOTENAY DISTRICT PLAN 1108, PID 016-065-948, the RDCK Building Department has confirmed that the reason for placing the Notice on Title on May 17, 2018 has been rectified.

Carried

Moved and seconded,
And Resolved:

- 151/26 That the Board APPROVE the issuance of Development Variance Permit V2507I to Stacy Johnston for the properties located at 2285 and 2270 Lower Gibson Road and legally described as LOT 3, DISTRICT LOT 7448, KOOTENAY DISTRICT PLAN 5002, EXCEPT PLAN NEP73270 (PID: 005-477-590) and LOT 2, DISTRICT LOT 7448, KOOTENAY DISTRICT PLAN NEP76618 (PID: 026-078-627) to vary Section 602(7) of RDCK Zoning Bylaw No.1675, 2004 in order to allow a newly created lot bisected by a legally dedicated road.

Carried

Moved and seconded,
And Resolved:

- 152/26 That the Board direct staff to provide notification of the Board's intention to consider Temporary Use Permit application T2601F by Dan Markin for the property located on View Ridge Road in Bonnington and legally described as LOT E, DISTRICT LOT 7068, KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617).

Carried

Moved and seconded,
And Resolved:

153/26 That the Board SUPPORT application A2601B for the proposed subdivision in the Agricultural Land Reserve proposed by John Purdy for the property located at 5324 Whimster Road, Canyon, Electoral Area ‘B’ and legally described as PARCEL 2, (SEE 125110I) BLOCK 1, DISTRICT LOT 812, KOOTENAY DISTRICT PLAN 1493 (PID: 011-518-081).

Carried

8. DIRECTORS' MOTIONS

8.1 Director Davidoff: 2026 UBCM Recommendation - Provincial Responsibility For Rural Active Transportation Corridors

Director Davidoff provided an overview to the Board regarding the proposed recommendation and chip-seal surface treatments on highways.

The Board had a discussion and staff answered questions.

Moved and seconded,
And Resolved:

154/26 That the Board direct staff to forward the following recommendation to UBCM as a UBCM resolution:

WHEREAS in rural British Columbia, provincially owned and maintained secondary and tertiary highways often function as the sole transportation corridors, serving motor vehicles, pedestrians, cyclists, school travel, mobility-device users, and emergency access; and unlike urban municipalities, rural and electoral area governments typically do not have alternate road networks, sidewalks, or parallel routes through which to provide separate active transportation infrastructure and where no alternate corridors exist, the condition and maintenance standard of the provincial travel lane directly determines the safety and accessibility of all users;

AND WHEREAS certain maintenance practices, including the use of chip-seal surface treatments on highways without usable shoulders, can create increased risk for vulnerable road users and reduce safe multi-modal access in rural communities and provincial transportation policy commits to safety, accessibility, equity, and increased active transportation participation across British Columbia.

THEREFORE, BE IT RESOLVED THAT the Union of BC Municipalities request that the Province of British Columbia formally recognize that, in rural and compact communities without alternate transportation corridors, provincially owned highways function as active transportation infrastructure;

AND BE IT FURTHER RESOLVED THAT the Province review and, where necessary, adjust rural highway maintenance standards to reflect multi-modal use and ensure safe conditions for pedestrians, cyclists, mobility-device users, and other vulnerable road users and the Province collaborate with rural and regional district governments to develop practical, jurisdictionally appropriate solutions that ensure equitable transportation safety outcomes between urban and rural communities.

Carried

9. CONSENT AGENDA

9.1 For Information: Committees & Commissions

Committee/Commission Reports for information have been received as follows:

- 9.1.1 Electoral Area I Advisory Planning and Heritage Commission: minutes February 9, 2026
- 9.1.2 Recreation Commission No. 7: minutes February 9, 2026
- 9.1.3 Salmo and Area Services Committee: minutes February 9, 2026

9.2 For Information: Communication

- 9.2.1 The letter dated February 24, 2026 from Ministry of Water, Land and Resource Stewardship, Ministry of Water, Land and Resource Stewardship, Ministry of Agriculture and Food, and Ministry of Water, Land and Resource Stewardship regarding water management.
- 9.2.2 The letter dated February 25, 2026 from Simon Yu, City of Prince George Mayor, requesting signatures for their public safety petition to the Minister of Justice and the Attorney.
- 9.2.3 The letter dated February 26, 2026 from Jen Ford, Squamish-Lillooet Regional District Chair, regarding establishing a Sustainable Provincial Funding Model for Search and Rescue.
- 9.2.4 The letter dated February 26, 2026 from Isaac Maxfield, Kaslo infoNet Society Executive Director, regarding the announced sale of Columbia Basin Broadband Corporation.

The Board had a discussion regarding the announced sale of Columbia Basin Broadband Corporation’s network to CityWest Cable and Telephone Corporation. City West has been invited to attend a future Board meeting as a delegation.

Moved and seconded,
And Resolved:

155/26

That the Board request Columbia Basin Trust and CityWest Cable and Telephone Corporation establish a binding governance framework for broadband within RDCK boundaries before the first phase of the transfer closes.

Carried

- 9.2.5 The letter dated March 3, 2026 from Ross Siemens, City of Abbotsford Mayor, requesting support for two UBCM resolutions regarding pipeline valuation changes and expanded provincial sales tax requirements.
- 9.2.6 The letter dated March 5, 2026 from Barbara Roden, Thompson-Nicola Regional District Chair, requesting support for their UBCM resolutions regarding the Heritage Conservation Act.
- 9.2.7 RDCK Board Letter: The letter of support dated March 3, 2026 from the RDCK Board to Kaslo Branch 74 Royal Canadian Legion.
Board Meeting - February 19, 2026
RES 101/26
- 9.2.8 RDCK Board Letter: The letter of support dated March 4, 2026 from the RDCK Board to Creston Valley Public Library.
Board Meeting - January 22, 2026
RES 18/26
- 9.2.9 RDCK Board Letter: The letter of support dated March 4, 2026 from the RDCK Board to Kootenay Farms Food Hub.

Board Meeting - February 19, 2026
RES 99/26

9.2.10 RDCK Board Letter: The letter of support dated March 4, 2026 from the RDCK Board to Silversmith Hydroelectric Station.
Board Meeting - February 19, 2026
RES 102/26

9.2.11 RDCK Board Letter: The response letter dated March 5, 2026 from the RDCK Board to Ministry of Transportation and Transit.
Board Meeting - February 19, 2026
RES 106/26

9.3 For Information: Accounts Payable
The Accounts Payable Summary for February 2026 in the amount of \$2,420,799 has been received for information.

RECESS/ The meeting recessed at 11:39 a.m. for a break and reconvened at
RECONVENE 11:45 a.m.

ORDER OF THE AGENDA The Order of Business was changed to address public time,
CHANGED with Item 10 Public Time considered at this time.

10. PUBLIC TIME
The Chair will call for questions from the public and members of the media at 11:45 a.m.

- Members of the public asked questions regarding:
- The 2026 budget and budget meetings attendance.
 - Requesting the Boards support for a recommendation to designate watersheds in Area G as Ecological Reserve and Protected Area.
 - Supporting the previous request for the Board to support of a recommendation to designate watersheds in Area G as Ecological Reserve and Protected Area.

ORDER OF AGENDA Item 9.4 For Information: Directors' Reports was considered at this time.
RESUMED

9.4 For Information: Directors' Reports
Moved and seconded,
And Resolved:

156/26 That Directors' verbal reports be referred to the April 16, 2026 Board meeting.

Carried

9.4.1 Director Jackman: RCC/IJC/CBRAC

9.4.2 Director McLaren-Caux: February - March Activities

9.4.3 Director Watson
9.4.3.1 Director's Report: Budget/ACDA/BC Hydro

9.4.3.2 Letter of Support: Crisis Community Acupuncture Clinics

11. CLOSED
11.1 Meeting Closed to the Public
The Open meeting will be adjourned after In Camera without reconvening back into the open session unless there is business that needs to be addressed.

Moved and seconded,
And Resolved:

- 157/26
- In the opinion of the Board - and in accordance with Section 90 of the *Community Charter* - the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the bases identified in the following subsections:
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality;
- (h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the council or a delegate of council;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

Carried

11.2

Recess of Open Meeting

Moved and seconded,
And Resolved:

- 158/26
- The Open meeting be recessed at 11:56 a.m. in order to conduct the Closed Board meeting and reconvened at 12:47 p.m.

Carried

12.

MATTERS ARISING FROM CLOSED MEETING

Moved and seconded,
And Resolved:

- 159/26
IC111/26
- That the Board direct staff to prepare a draft Temporary Access into Evacuation Order Areas Policy for Board consideration.

Carried

13.

ADJOURNMENT

Moved and seconded,
And Resolved:

- 160/26
- That the meeting adjourn at 12:48 p.m.

Carried

Aidan McLaren-Caux, RDCK Board Chair

Christine Hopkyns, Corporate Administration Coordinator



REGIONAL DISTRICT OF CENTRAL KOOTENAY
AREA A ECONOMIC DEVELOPMENT COMMISSION
OPEN MEETING MINUTES

2:00 p.m. PDT

Tuesday, March 17, 2026

Location: Hybrid Model – In-person and Remote

ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote.

Join by Video:

<https://rdck-bc-ca.zoom.us/j/93079902753?pwd=1DnbzulpvRtHNZyPqip7NKEtfkguO3.1>

Join by Phone:

+1-778-907-2071 Canada

Meeting ID: 930 7990 2753

Meeting Password: 881036

In-Person Location: Kokanee Springs Resort – lower level of the 1st Lodge building at the rear of the building, 16083 Woolgar Road, Crawford Bay, BC

COMMISSION MEMBERS PRESENT

Director G. Jackman	Area A
Commissioner G. Medhurst	Crawford Bay – Chair
Commissioner G. MacMahon	Kootenay Bay
Commissioner R. Bertram	Crawford Bay/Gray Creek
Commissioner F. Demman	Wynndel

COMMISSION MEMBERS ABSENT

Commissioner P. Cullinane	Boswell
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STAFF PRESENT

R. Baril	Meeting Coordinator
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GUESTS

M. Stenhouse
K. Pomeroy
L. Wakelin

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

1. CALL TO ORDER

Chair Medhurst called the meeting to order at 2:00 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF AGENDA

Moved and seconded,
and resolved:

The agenda for the March 17, 2026 Area A Economic Development Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The February 9, 2026 Area A Economic Development Commission minutes, have been received.

5. NEW BUSINESS

5.1 Kootenay Lake Chamber of Commerce Grant Application

Kootenay Lake Chamber of Commerce Director's presented their funding request to the Commission. The Chambers goals this year is to have a larger presence at events to promote their membership to the community. They are planning a Father's Day fun event golf tournament that will highlight sponsors and promote their membership drive.

The Chamber is still pricing out options for website redesign. They will update and republish their budget and request.

The Commission has requested financial reporting for past grant money that was awarded to the Chamber to host the Christmas Dinner Gala in 2025 as well as the funding received to support hiring an Executive Director/Administrator in 2021.

Moved and seconded,
And resolved that it be recommended to the Board:

That the Board approve the payment of the following grant from the Area A Economic Development Commission Service S107 2026 budget:

Kootenay Lake Chamber of Commerce	\$1800.00
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Carried

5.2 Crawford Bay Sunday Market Grant Application

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board approve the payment of the following grant from the Area A Economic Development Commission Service S107 2026 budget:

Crawford Bay Sunday Market	\$4000.00
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Carried

6. OLD BUSINESS

6.1. Economic Action Plan

Director Jackman shared the Committee Report: Economic Development Services in the Creston Valley with the Commission, highlighting the Expression of Interest for an Economic Action Partnership contractor(s). The Commission is expectant of proposals to be presented at the next meeting for their review.

7. PUBLIC TIME

The Chair called for questions from the public at 3:17 p.m.

No questions or comments from the public.

8. NEXT MEETING

The next Area A Economic Development Commission meeting is scheduled for May 12, 2026 at 2:00 p.m. PT.

9. ADJOURNMENT

Moved and seconded,
and resolved:

The Area A Economic Development Commission meeting be adjourned at 3:19 p.m.

Carried

Digitally approved by:

Chair Gina Medhurst



REGIONAL DISTRICT OF CENTRAL KOOTENAY

ALL RECREATION COMMITTEE OPEN MEETING MINUTES

1:00P.M.

April 1, 2026

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

COMMITTEE MEMBERS

Committee Member G. Jackman	Electoral Area A	In-Person
Committee Member R. Tierney	Electoral Area B	Online
Committee Member K. Vandenberghe	Electoral Area C	Online
Committee Member A. Watson	Electoral Area D	In-Person
Committee Member C. Graham	Electoral Area E	Online
Committee Member T. Newell	Electoral Area F	In-Person
Committee Member H. Cunningham	Electoral Area G	In-Person
Committee Member W. Popoff	Electoral Area H	In-Person
Committee Member A. Davidoff	Electoral Area I	Online
Committee Member H. Hanegraaf	Electoral Area J	Online
Committee Member T. Weatherhead	Electoral Area k	Online
Committee Member M. McFaddin	Castlegar	In-Person
Committee Member A. DeBoon	Creston	Online
Committee Member S. Hewat	Kaslo	In-Person
Committee Member A. McLaren-Caux	Nakusp	Online
Alt. Committee Member J. Woodward	City of Nelson	In-Person
Committee Member D. Lockwood	Village of Salmo	In-Person
Committee Member T. Gordon	Village of Silverton	Online
Committee Member J. Lunn	Slocan	Online

MEMBERS ABSENT

Director L. Casley

STAFF

Trisha Davison	General Manager of Community Services
Craig Stanley	Regional Manager – Operations & Asset Management
Sarah Fuhr	Communications and Community Engagement Lead
Mark Crowe	Regional Park and Trails Planner
Tia Wayling	Regional Programming Manager
Stuart Horn	CAO

Cary Gaynor
Jenna Chapman

Regional Parks and Trails Manager
Meeting Coordinator

19 out of 20 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Board Chair, A. Watson called the meeting to order at 1:02 p.m.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

Director W. Popoff nominated Director McFaddin

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

RDCK Board Chair A. Watson ratifies the appointed Director McFaddin as Chair of the All-Recreation Committee for 2026.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the April 1, 2026, All Recreation Committee meeting, be adopted as circulated with the inclusion of the following items

- Item 7 (7.6) KIJHL

Carried

5. RECEIPT OF MINUTES

The October 29, 2026, All Recreation Committee minutes, have been received.

6. DELEGATE

6.1 There are no Delegates scheduled for this Committee meeting.

7. STAFF REPORTS

7.1 2026/2027 Community Services Fees & Charges Schedule

The Committee Report dated April 1, 2026, from Trisha Davison, General Manager of Community Services, re: 2026/2027 Community Services Fees & Charges Schedule, has been received. Key notable discussion points include:

- The Committee reviewed the proposed 2026/2027 Community Services Fees and Charges Schedule, with implementation recommended for September 8, 2026, as outlined in Appendix A.
- The update reflects ongoing work to align fees with a consistent, transparent methodology tied to the actual cost of service delivery.
- A presentation was provided summarizing the content of the staff report.
- Proposed Fees and Charges for the upcoming year were presented, with an effective date of September 8, 2026.

- The process for set fees and charges reflects the efforts from prior analysis and the philosophies used to date.
- Changes to fees within the schedule are summarized in the Appendix.
- Arena fees remain significantly below target rates; however, a strategy is in place to continue to address this over time.
- For fees not included within this schedule, a standard increase of 1.8% will be applied in alignment with CPI.
- Admission fee process for Salmo pool will be reviewed at the next Recreation Commission No. 7 meeting, with consideration to implementing a set fee rather than a per-donation structure.
- Director Lockwood requested clarification on the hourly rental cost for the Salmo pool.
- It was noted that the fee schedule should clarify charges on a per-court basis, and this information can be incorporated into the schedule.
- The schedule is to be amended to reflect per-court fees and to include Salmo pool admission.

Moved and seconded,

AND Resolved that it be recommended to the Board:

THAT the Board approve the Schedule of Fees and Charges for Admissions, to be implemented effective September 8, 2026;

AND FURTHER, that the Schedule be amended as outlined in Appendix A, page 7, to include the word “per” in the Outdoor Per Court Rental Fees for Pickleball, Tennis, Sport Court, and Volleyball.

Carried

7.2 Financial Access & Inclusion Policy – Leisure Access Program Review

The Committee Report dated April 1, 2026, from Trisha Davison, General Manager of Community Services, re: Financial Access & Inclusion Policy – Leisure Access Program Review has been received. Key notable discussion points include:

- In July 2025, minor administrative adjustments were implemented to provide greater flexibility within the program.
- Staff noted that the program has now been in place for a full year, allowing for ongoing monitoring and evaluation of its effectiveness.
- Participation levels have increased, particularly among youth, indicating improved access and uptake.
- The program continues to support access for children, reinforcing its intended community benefit.
- It was acknowledged that changes to program structure have resulted in some initial patron confusion. Staff have dedicated significant time to supporting understanding and transition, including targeted communications and public education led by Communications Lead, Sarah Fuhr.
- Staff highlighted the strength of available data for this program compared to others, noting that the application-based process enables more comprehensive data collection and analysis.

DIRECTOR PRESENT: Director Cunningham joined the meeting at 1:39 p.m.

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

That the Board direct staff to do a feasibility study on the addition of an account level subsidy for the Leisure Access Program.

Carried

7.3 Community Services – Punch Pass Review

The Committee Report dated April 1, 2026, from Trisha Davison, General Manager of Community Services, re: Community Services – Punch Pass Review has been received. Key notable discussion points include:

- Nelson and Salmo provide the most complete datasets.
- Information from Nelson and Salmo is being used as the primary source for the current dataset.
- The data reflects an average across both youth and adult populations.

7.4 Regional Parks – Information, Updates and Planning

The Committee Report dated April 1, 2026, from Trisha Davison, General Manager of Community Services, re: Regional Parks – Information, Updates and Planning has been received. Key notable discussion points include:

- This presentation is supplementary to the materials previously provided.
- The report is available online, as well as through social media, printed materials, and the RDCK newsletter.
- A Parks Map will be utilized to help users understand park locations and the areas in which they are situated.
- The Parks Map is part of an ongoing initiative by the team to present parks in a more accessible and visually engaging format.
- Parks will be included in the Program Guide.
- Social media channels will be used to promote RDCK parks.
- Promotion of RDCK parks must be balanced with existing operational priorities and daily responsibilities.
- Opportunities to engage residents, such as contests or interactive initiatives—are being considered to encourage community participation.
- Municipal partners are encouraged to include relevant links in their communications.
- A list of Parks initiatives and projects was shared with the Committee. Upwards of 52 initiatives were identified. Staff are working through a process to identify and share what projects are a priority. How this is determined will be reported out at the various Commissions and Committees that have parks.
- Clear definitions of permitted activities within parks should be provided to the public.
- Parks Report should be made available at Tourism Information Centres.
- The development of an Ambassador Program was suggested as a potential initiative.

DIRECTOR ABSENT: Director Weatherhead left the meeting at 2:27 p.m.

RECESS/ The meeting recessed at 2:33 p.m. for a short break and reconvened at
RECONVENE 2:40 p.m.

7.5 Projects Overview

The Committee Report dated April 1, 2026, from Tia Wayling, Regional Programming Manager, Re: Projects Overview, has been received. Key notable discussion points include:

- **Program Costing Analysis**
Work continues to establish a standardized approach to identifying the full cost of recreation program delivery to support consistent pricing and alignment with the Fees & Charges Policy. Staff are developing training and implementation materials, with a comprehensive update scheduled for the June 2026 Committee meeting. Initial application will inform small fee adjustments for the 2027 season.
- **Funded Training (Aquatics & Fitness)**
Program refinements implemented in Fall 2025 improved candidate selection and clarified eligibility. Aquatic training restructuring has strengthened hiring outcomes following a decline in applications in 2025. Fitness training now offers no-cost registration for approved candidates; staff are addressing instructor capacity challenges following the departure of a contract instructor. Regional outreach has been conducted, with school engagement planned to renew interest in aquatics and fitness careers.
- **Allocation Review**
Progress continues improving implementation of the Recreation Allocation Policy. An updated allocation timeline was shared with user groups in January 2026 and received positive feedback. Staff are developing a standardized allocation request form and updating procedures to improve clarity, coordination, and fairness across facilities. Recommendations on minimum public pool access will be brought forward in June 2026, with full implementation of new processes planned for the 2027 season.

7.6 KIJHL

Craig Stanley, Regional Manager of Operations and Asset Management provided the Committee with an update pertaining to the KIJHL.

- Staff have been formally notified of the changes to the organizational structure.
- Two franchises have transitioned into membership within a newly established league.
- The Nelson Leafs are not participating in the new league and will continue as members of the Kootenay International Junior Hockey League (KIJHL).
- Three organizations currently hold long-term agreements that have either expired or are approaching expiry.
- These agreements are held with non-profit organizations.
- Staff will come back to the Committee for direction pertaining to the three (3) agreements.

8 PUBLIC TIME

The Chair will call for questions from the public at 3:09 p.m.

9 NEXT MEETING

The next All Recreation Committee meeting is scheduled for June 24, 2026, at 9:00a.m.

10 ADJOURNMENT

MOVED and seconded,
AND Resolved:

The All Recreation Committee meeting be adjourned at 3:10 p.m.

Carried

Digitally Approved

M. McFaddin Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. THAT the Board approve the Schedule of Fees and Charges for Admissions, to be implemented effective September 8, 2026;
AND FURTHER, that the Schedule be amended as outlined in Appendix A, page 7, to include the word “per” in the Outdoor Per Court Rental Fees for Pickleball, Tennis, Sport Court, and Volleyball.
2. That the Board direct staff to do a feasibility study on the addition of an account level subsidy for the Leisure Access Program.

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

Future All Recreation Committee Meetings

1. Donations at Salmo will be reviewed at the next Recreation Commission No. 7 meeting, with consideration to implementing a set fee rather than a per-donation structure.
2. Staff will come back to the Committee for direction pertaining to the three (3) agreements.



Committee Report

April 1, 2026

2026/2027 Community Services Fees & Charges Schedule

Author: Trisha Davison, General Manager of Community Services
File Reference: 01-0515-20
Electoral Area/Municipality: RDCK
Services Impacted S222, S224, S226, S227, S229, S230

1.0 STAFF RECOMMENDATION

That the Board approves the following schedule of Fees and Charges for Admissions be implemented for September 8, 2026: As per- Appendix A

2.0 BACKGROUND/HISTORY

Fees and charges for general admission and rental of facilities are reviewed annually.

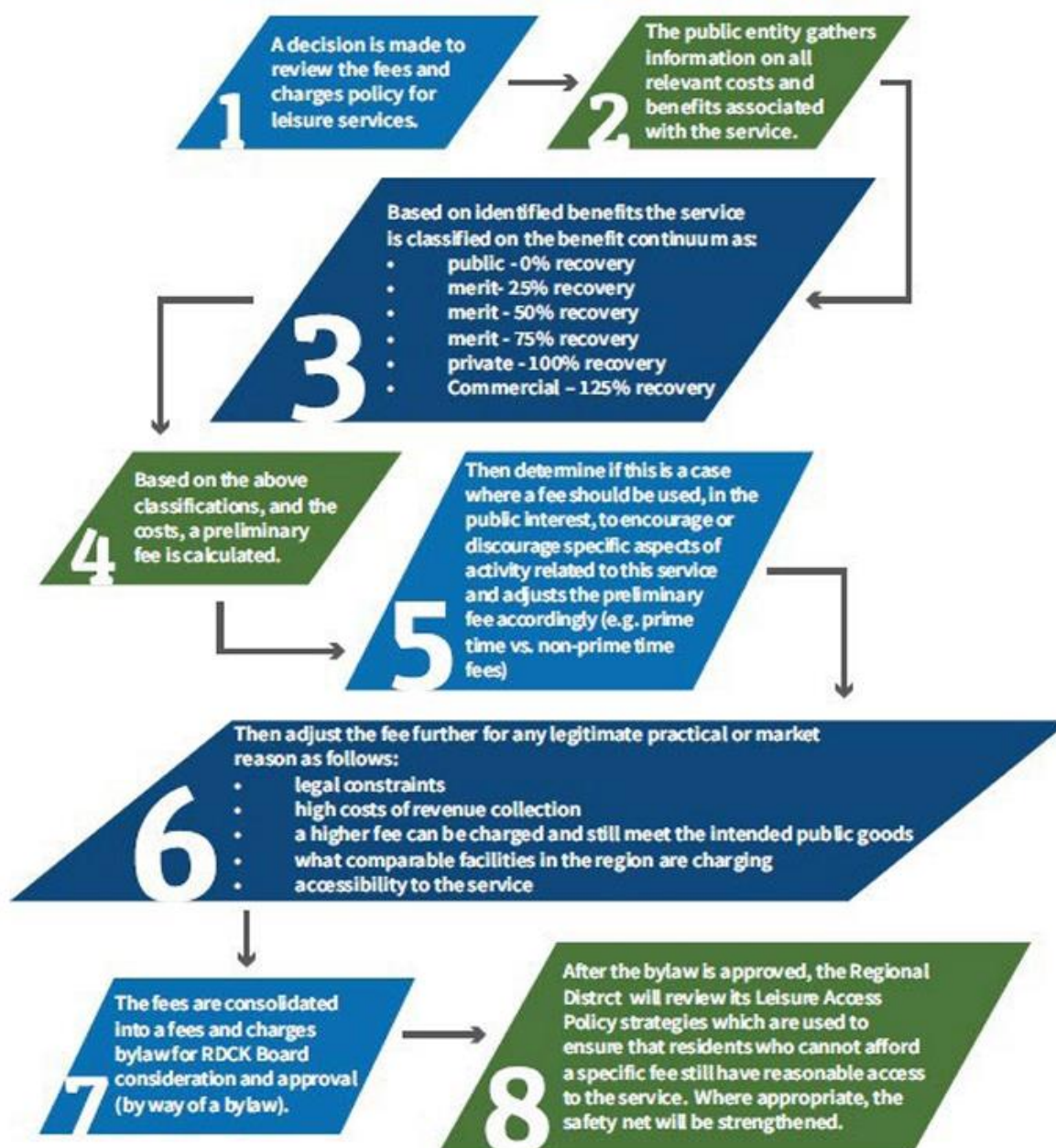
Staff is continuing to work on consolidating our fees and charges into a comprehensive Fees and Charges Bylaw. The work is complicated by a fee structure that has been independently built across many services. Staff and the Board identified that the fees being charged across the district were not based upon any methodology that was consistent or transparent and more importantly were not related to the costs of providing the services.

Policy 500-01-08 creates a process for setting fees. In 2021 the Board approved admission fees based upon the policy. A brief history to date is as follows:

- 2022 - the Board approved rental fees for RDCK pools based upon the policy.
- 2023 - the Board approved rental fees for RDCK multi-purpose rooms, field and outdoor amenity rentals and private and commercial fees and charges in arenas based upon the policy.
- 2024 - the All Rec Committee recommended a process to bring rental fees for non-profit use of arenas in line with the policy.
- 2025 - the previous General Manager of Community Services provided the committee with a more comprehensive review of the fees and charges to determine if any recalibration of fees was required based on the principles outlined in the Fees and Charges Policy 500-01-08.

The process for establishing Fees and Charges is outlined in the following diagram with is contained with the policy document. Please note, both the policy and the fees and charges schedule are available online through the RDCK's website.

Summary of Process for Setting Fees and Charges



3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The Board through the Fees and Charges Policy adopted the following recommended recovery rates for admission/membership fees.

- Preschool (Children) – 0% recovery or 100% community supported
- Youth – 25% recovery or 75% community supported
- Adult – 50% recovery or 50% community supported
- Golden Guest – 0% recovery or 100% community supported
- Family Unit – Twice the Adult rate

Admissions & Memberships

All single admission fees are based upon the recommended recovery rates at the calculated cost per use to access aquatic, fitness and arena drop-in programming per day. The fee and the cost represent a user paying one fee to access all services per day.

The Ten Single Admission Pass is 90% of the cost of 10 single admissions (Buy 9 get 1 session free). Examples:

- Youth – 22.5% recovery or 77.5% community supported
- Adult – 45% recovery or 55% community supported

The One Month Pass is the same cost as Ten Single Admission Pass but has unlimited uses. Examples:

- Youth used 10 times – 22.5% recovery or 77.5% community supported
 - Used 12 times – 18.75% recovery or 81.25% community supported
- Adult used 10 times - 45% recovery or 55% community supported
 - Used 12 times – 37.5% recovery or 62.5% community supported

The Three-Month Pass is 85% of the cost of three One Month Passes. Examples:

- Youth used 30 times – 19.1% recovery or 80.9% community supported
 - Used 36 times – 15.9% recovery or 84.1% community supported
- Adult used 30 times – 38.3% recovery or 61.7% community supported
 - Used 36 times – 31.9 % recovery or 68.1% community supported

The Six-Month Pass is 75% of the cost of six One Month Passes. Examples:

- Youth used 60 times – 16.9% recovery or 83.1% community supported
 - Used 72 times – 14.1% recovery or 85.9% community supported
- Adult used 60 times - 33.8% recovery or 66.2% community supported
 - Used 72 times – 28.1 % recovery or 71.9% community supported

Facility Rental Rates

The methodology for setting the facility rental rates is to first set the average cost per hour of our recreation facilities.

Rental fees are based upon the breakdown of user fees vs community supported subsidization:

- Youth Non-Profit is 50% user pay, and 50% community supported
- Adult Non-Profit is 75% user pay, and 25% community supported
- Private Group or Individual or Fundraising or Non-Profit Special Event is 100% user pay and is not community supported.
- Commercial should return an operating contribution of at 125% of the costs to provide the service.

The Board identified in policy that rental of RDCK facilities has a lesser public benefit than public use of RDCK owned facilities. Generally, if a person wishes to use a facility for informal use and share it with other members of the public, then they can use it with a larger public subsidy. However, if they want exclusive use (i.e. the right, by permit, to use it exclusively, and ask other users to vacate that portion of the facility for a specific period) the proportion of benefits shifts to a more merit benefit category, and this triggers a rental fee.

All Other Fees

All other rental or extra fees not noted in the fees and charges schedule will be increased by 1.8%.

3.1 Alignment to Board Strategic Plan

The recommendation follows Board policy.

3.2 Legislative Considerations

The Board is required to set fees for services.

3.3 What Are the Risks

The risks of not following a process that bases fees and charges on the cost of a service is that a disconnect is created. To have productive conversations with the public, with staff and directors and between directors having a clear understanding of the relationship between fees and costs is imperative.

4.0 PROPOSED SOLUTION

The proposed solution is to increase fees for general admission

4.1 Financial Considerations of the Proposed Solution

Rate Increase – 2025 History

For 2025, the rates for admissions and rentals (aquatics and arenas) were adjusted based on the comprehensive evaluation of the cost of providing arena, fitness and aquatic facilities. All other rate increases were based upon 2025 British Columbia cost of Living Index (BC CPI) Annual Average Index increase of 2.6% as reported in February of that year. Further, as per Board direction rental rates that were below the target rate were increased 5% plus BC CPI for arenas or a total of 10% (whichever is greater) and 10% for Creston and District Community Complex aquatic rental rates until the rates reach the target rental rates as per policy.

Rate Increase – 2026

Like the previous year, in 2026 it is proposed that the British Columbia cost of Living Index (BC CPI) Annual Average Index increase of 1.8% as reported in February of that year be applied to fees and charges be applied to all fees and charges. Further, it is recommended that for rental rates that continue to be below the target rate that was outlined in 2025 that an additional increase of 5% or a total of 10% (whichever is greater) be applied to arenas and 10% be applied for Creston and District Community Complex aquatic rental rates until the target rental rates are reached as per the policy. For Creston, all aquatic rental fees have now caught up to the other complexes with the exception of one fee category.

A summary of key changes to the fees and charges schedule is as follows:

Fee	% Increase
Admissions and Memberships	1.8%
Aquatics Rentals (Nelson & Castlegar)	1.8%
Aquatics Rental – Commercial	4.2% (correction applied from 2025)
Aquatics Rental (Creston & Salmo)	1.8% to 10%
Rooms	1.8%
Arenas	10%
Arena – Dry Floor	1.8%
Fields	1.8%

Further, notations have been made in the schedule related seasonal ice rates and the core operating seasons for arenas as directed by the Board in October 2025.

4.2 Risks with the Proposed Solution

There are no anticipated risks with the proposed solution. The proposed increases in based on the annual average BC CPI increase as reported in February of 2026 which is the standard that has been consistently applied over time and the process transparent.

4.3 Resource Allocation and Workplan Impact

There is no anticipated workplan impact. The adjustments to fees and charges are brought the Committee to allow for sufficient time to prepare for Fall facility use contracts and Department program marketing materials. A delay in approving the fees and charges could have an workplan impact.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

Not applicable.

4.5 Leveraging Technology

Not applicable.

4.5 Measuring Success

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5.0 ALTERNATIVE SOLUTION(S)

There is an option to not adjust fees for 2026/2027 and hold fees at their current rates.

5.1 Financial Considerations of the Alternative Solution(s)

The could be budget implications where revenue targets are not met. Further is fees and charges for services do not increase, a disconnect in the relationship between the cost of providing services and the revenue generated making conversations with the public and politicians challenging.

5.2 Risks with the Alternative Solution(s)

No applicable.

5.3 Resource Allocation and Workplan Impact

Not applicable.

5.4 Public Benefit and Stakeholder Engagement of Proposed Solution

Not applicable.

5.5 Measuring Success

Not applicable.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

There are no options considered and not presented.

7.0 OPTIONS SUMMARY

Option 1: To Approve the Fees and Charges as presented for 2026/2027

Recommendation:

That the Board approves the following schedule of Fees and Charges for Admissions be implemented for September 8, 2026: As per- Appendix A

Option 2: To not increase fees and charges for 2026/2027.

Recommendation:

This option is not recommended.

8.0 RECOMMENDATION

That the Board approves the following schedule of Fees and Charges for Admissions be implemented for September 8, 2026: As per- Appendix A

Respectfully submitted,



Trisha Davison, General Manager of Community Services

CONCURRENCE

Regional Manager of Operations and Asset Management – Craig Stanley 

ATTACHMENTS:

Attachment A – Community Services 2026/2027 Fees and Charges



Appendix A – Community Services 2026/2027 Fees and Charges

DRAFT PROVIDED TO ALL RECREATION COMMITTEE – April 1, 2026

Admission Fees

Admission charges as of September 8, 2026, for the following services:

- Creston and District Community Facilities, Recreation and Leisure Service Area (S224)
- Nelson and District Community Facilities, Recreation and Leisure Service Area (S226)
- Castlegar and District Regional Facilities, Recreation, Parks and Leisure Service Area (S222)
- Castlegar and Area Indoor Aquatic Centre Local Service Area (S227)
- Salmo and Area G Recreational Program Service (S230)*

FEE TYPE	AMOUNT	UNIT
Single Admission Fees		
Adult	\$8.53	Single
Youth	\$4.27	Single
Child	\$0.00	Single
Golden Guest (75 +)	\$0.00	Single
Family Unit	\$17.06	Single
Salmo and District Fitness Centre Adult* - Fitness Centre	\$6.40	Single
Salmo and District Fitness Centre Adult* - Gym	\$3.38	Single
Salmo and District Fitness Centre Youth* - Fitness & Gym	\$3.21	Single
Ten Single Admission Pass		
Adult	\$76.78	10 Single (Expire in 1 year)
Youth	\$38.39	10 Single (Expire in 1 year)
Salmo and District Fitness Centre Adult*	\$57.63	10 Single (Expire in 1 year)
Salmo and District Fitness Centre Youth*	\$28.86	10 Single (Expire in 1 year)
One Month Pass		
Adult	\$76.78	1 Month
2 nd Adult same household	\$69.11	
Youth	\$38.39	1 Month
With the Purchase of Adult One Month Pass	\$34.55	
Salmo and District Adult*	\$57.63	1 Month
2 nd Salmo and District Adult*	\$51.87	
Salmo and District Youth*	\$28.86	1 Month
With the purchase of an Adult One Month Pass*	\$25.98	

Three Month Pass		
Adult	\$195.78	3 Months
2 nd Adult same household	\$176.21	
Youth	\$97.89	3 Months
With the Purchase of Adult Three Month Pass	\$88.10	
Salmo and District Adult*	\$146.96	3 Months
2 nd Salmo and District Adult*	\$136.92	
Salmo and District Youth*	\$73.59	3 Months
With the purchase of an Adult Three Month Pass*	\$66.23	
Six Month Pass		
Adult	\$345.50	6 Months
2 nd Adult same household	\$310.95	
Youth	\$172.75	6 Months
With the Purchase of Adult Six Month Pass	\$155.48	
Salmo and District Adult*	\$259.34	6 Months
2 nd Salmo and District*	\$233.41	
Salmo and District Youth*	\$129.88	6 Months
With the purchase of an Adult Six Month Pass*	\$116.89	
Golden Guest Pass		
Golden Guest Pass	\$0.00	1 Year

The definitions to be used when interpreting the table are:

- **Child Fee:** is an admission/membership fee for an individual to 4 years of age;
- **Youth Fee:** is an admission/membership fee for an individual 5 to 18 years of age;
- **Adult Fee:** is an admission/membership fee for an individual 19 to 74 years of age;
- **Golden Guest Fee:** is a yearly membership fee for an individual 75 years of age and over;
- **Family Unit Fee:** is an admission fee for up to five people with two adults max. Families are classified as adults with accompanying dependents.

** Salmo and District Fitness Centre has a different admission fee structure as the Service provides fitness services all year and only seasonal aquatic services. Salmo's single fee structure is 75% of the RDCK single fee structure.*

Aquatic Rental Rates

Rental charges as of September 8, 2026, for the following services:

- Creston and District Community Facilities, Recreation and Leisure Service Area (S224)
- Nelson and District Community Facilities, Recreation and Leisure Service Area (S226)
- Castlegar and Area Indoor Aquatic Centre Local Service Area (S227)
- Salmo and Area G Recreational Program Service (S230)*

Nelson and Castlegar and District Complexes

Rental Type	Amount	Unit
Per Lap Lane Rental Fees		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$19.99	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$29.99	Per Hour
Fundraising or Non-Profit Special Event	\$39.99	Per Hour
Commercial Usage	\$49.98	Per Hour
Lap Pool Rental Fees		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$113.30	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$173.01	Per Hour
Fundraising or Non-Profit High-Profile Event	\$226.61	Per Hour
Commercial Usage	\$278.25	Per Hour
Leisure Pool Rental Fees: Full Pool		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$37.77	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$56.65	Per Hour
Fundraising or Non-Profit High-Profile Event	\$75.54	Per Hour
Commercial Usage	\$92.75	Per Hour
Leisure Pool Rental Fees: Half Pool		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$18.88	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$28.33	Per Hour
Fundraising or Non-Profit High-Profile Event	\$37.77	Per Hour
Commercial Usage	\$46.38	Per Hour
Whole Pool Atrium Rental Fee		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$188.84	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$283.26	Per Hour
Fundraising or Non-Profit High-Profile Event	\$377.68	Per Hour
Commercial Usage	\$463.75	Per Hour

Salmo and Creston and District Community Complex

Rental Type	Amount	Unit
Per Lap Lane Rental Fees		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$19.99	Per Hour

Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$29.99	Per Hour
Fundraising or Non-Profit High-Profile Event	\$39.99	Per Hour
Commercial Usage	\$49.98	Per Hour
Lap Pool Rental Fees		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$95.69	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$142.99	Per Hour
Fundraising or Non-Profit High-Profile Event	\$191.93	Per Hour
Commercial Usage	\$239.91	Per Hour
Whole Pool Atrium Rental Fee (Creston Only)		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$188.84	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$283.26	Per Hour
Fundraising or Non-Profit High-Profile Event	\$377.68	Per Hour
Commercial Usage	\$463.75	Per Hour

Nelson and Creston and District Community Complexes

Rental Type	Amount	Unit
Teach Pool Rental Fees		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$37.77	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$56.65	Per Hour

Arena Rental Rates

Rental charges as of September 8, 2026, for the following services:

- Creston and District Community Facilities, Recreation and Leisure Service Area (\$224)
- Nelson and District Community Facilities, Recreation and Leisure Service Area (\$226)
- Castlegar and District Regional Facilities, Recreation, Parks and Leisure Service Area (\$222)
- NOTE: Prime rates apply for ice rentals on statutory holidays, all spring and summer ice rentals, and as of 3:00pm on weekday evenings and all day on weekends during the core season.

Facility	Summer Season	Core Season	Spring Season
Nelson & District Complex	Monday of the 2 nd full week in August	September 1 to March 31	April 1 to April 15
Creston & District Complex	Monday of the 3 rd full week in August	September 1 to March 31	No Spring Ice
Castlegar & District Complex	Monday of the last full week in August	September 1 to March 31	No Spring Ice

	2026-27 Rental Rates		
	Nelson	Castlegar	Creston
Arena: Ice Rentals			
Youth Recreation Prime (Regular, Private, Community Events, School Groups)	\$150.02	\$121.121	\$102.50
Youth Recreation: Non-Prime (75% of prime) (Regular, Private, Community Events, School Groups)	\$112.52	\$90.84	\$76.88
Representative Practices	\$150.02	\$112.56	As per contract
Representative Games	\$172.26	\$648.27	As per contract
Adult Recreation: Prime (Regular, Private, Community Events, Post-Secondary School Groups)	\$235.76	\$198.55	\$186.13
Adult Recreation: Non-Prime (75% of prime) (Regular, Private, Community Events, Post-Secondary School Groups)	\$176.83	\$148.91	\$139.60
Partial Concourse Rate only: Youth Recreation	\$14.62	NA	NA
Partial Concourse Rate only: Adult Recreation	\$21.95	NA	NA
Partial Concourse Rate only: Fundraiser or Non-Profit	\$29.27	NA	NA
Partial Concourse Rate only: Commercial	\$36.59	NA	NA
Partial Concourse Rate only: All Day Fundraiser or Non-Profit	\$131.73	NA	NA
Partial Concourse Rate only: All Day Commercial	\$219.56	NA	NA
Fundraising or Non-Profit High-Profile Event	\$319.30	\$319.30	\$319.30
Commercial Usage	\$383.15	\$383.15	\$383.15
Arena: Dry Floor Rentals			
Youth Recreation (Regular, Private, Community Events, School Groups)	\$66.98	\$66.98	\$66.98
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$100.48	\$100.48	\$100.48
Fundraising or Non-Profit High-Profile Event	\$133.97	\$133.97	\$133.97
Commercial Usage	\$160.76	\$160.76	\$160.76
All Day Fundraising or Non-Profit High-Profile Event*	\$1,205.72	\$1,205.72	\$1,205.72
All Day Commercial	\$1,446.86	\$1,446.86	\$1,446.86

*Note: For reference only, the All Day rate has been calculated based on 10 hours of the hourly rate less 10%.

Room Rentals

Rental charges as of September 8, 2026, for the following services:

- Creston and District Community Facilities, Recreation and Leisure Service Area (S224)
- Nelson and District Community Facilities, Recreation and Leisure Service Area (S226)
- Castlegar and District Regional Facilities, Recreation, Parks and Leisure Service Area (S222)
- Castlegar and Area Indoor Aquatic Centre Local Service Area (S227)
- North Shore Hall Service (S211)
- New Denver Gymnasium (S229)

Rental Type	2026/2027	Unit
Large Multipurpose Room		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$61.61	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$92.58	Per Hour
Fundraising or Non-Profit High Profile Event	\$123.23	Per Hour
Commercial Usage	\$154.03	Per Hour
Medium/Small Multipurpose Room		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$20.65	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$30.97	Per Hour
Fundraising or Non-Profit High Profile Event	\$41.29	Per Hour
Commercial Usage	\$51.60	Per Hour
Room Rental Maximums	2026/2027	Unit
Large Multipurpose Room		
Fundraising or Non-Profit High Profile Event	\$554.51	Per Day
Commercial Usage	\$924.23	Per Day
Medium/Small Multipurpose Room		
Fundraising or Non-Profit High Profile Event	\$185.81	Per Day
Commercial Usage	\$309.65	Per Day

Field/Park Rental Rates

Rental charges as of September 8, 2026, for the following services:

- Castlegar and District Regional Facilities, Recreation, Parks and Leisure Service Area (S222)
- Creston and District Community Facilities, Recreation and Leisure Service Area (S224)
- Regional Parks – Creston and Areas B and C (S201)
- Regional Parks - Nelson, Salmo and Areas E, F, and G (S202)
- Regional Parks – New Denver, Silverton, Slocan and Area H (S203)
- Regional Parks – Area A (S205)
- Recreation Commission No. 8 – Area H South (S231)

Rental Type	Amount	Unit
Field Rental Fees		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$25.78	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$38.65	Per Hour
Fundraising or Non-Profit High-Profile Event	\$51.54	Per Hour
Commercial Usage	\$64.43	Per Hour
Outdoor Per Court Rental Fees (Pickleball, Tennis, Sport, Volleyball)		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$8.14	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$12.22	Per Hour
Fundraising or Non-Profit High-Profile Event	\$16.29	Per Hour
Commercial Usage	\$20.36	Per Hour
Shelter Rental Fees (Pavilion, Gazebo)		
Youth Recreation (Regular, Private, Community Events, School Groups)	\$10.85	Per Hour
Adult Recreation (Regular, Private, Community Events, Post-Secondary School Groups)	\$16.56	Per Hour
Fundraising or Non-Profit High-Profile Event	\$21.70	Per Hour
Commercial Usage	\$27.14	Per Hour



REGIONAL DISTRICT OF CENTRAL KOOTENAY

WATER SERVICES COMMITTEE OPEN MEETING MINUTES

A Water Services Committee meeting was held on Wednesday, April 1, 2026 at 9:00 am PST through a hybrid meeting model.

COMMITTEE MEMBERS

Director G. Jackman	Area A	In-Person
Director R. Tierney	Area B	
Director K. Vandenberghe	Area C	
Director A. Watson	Area D	In-Person
Director C. Graham	Area E	
Director T. Newell	Area F (2026 Committee Chair)	In-Person
Director H. Cunningham	Area G	In-Person
Director W. Popoff	Area H	In-Person
Director H. Hanegraaf	Area J	
Director T. Weatherhead	Area K	
Councillor D. Dumas	Town of Creston	

GUEST DIRECTORS

Director A. Davidoff	Area I
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STAFF

S. Horn	Chief Administrative Officer
U. Wolf	General Manager of Environmental Services
C. Gainham	Utility Services Manager
A. Divlakovski	Water Operations Manager
E. Senyk	Water Services Liaison
E. Clark	Meeting Coordinator

11 out of 11 voting Commission/Committee members were present – quorum was met.

1. ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://rdck-bcca.zoom.us/j/94251587997?pwd=lcttgVxsmjwxAZTmptO2CWLt27wICl.1>

Join by Phone:

833 955 1088 Canada Toll-free

Meeting ID: 942 5158 7997

Passcode: 285704

In-Person Location: RDCK Boardroom, 202 Lakeside Drive, Nelson BC

2. CALL TO ORDER

Chair Newell called the meeting to order at 9:00 am.

MOVED and seconded,

And Resolved:

That Director Davidoff have freedom of the floor.

Carried

2.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

2.2 ADOPTION OF AGENDA

MOVED and seconded,

And Resolved:

The Agenda for the April 1, 2026 Water Services Committee meeting, be adopted as circulated.

Carried

2.3 RECEIPT OF MINUTES

The February 4, 2026 Water Services Committee minutes, have been received.

ORDER OF AGENDA CHANGED

The Order of Business was changed to address Closed agenda items first, with Item 6. Closed considered at this time.

6. CLOSED

6.1 MEETING CLOSED TO THE PUBLIC

MOVED and seconded,
And Resolved:

In the opinion of the Committee and, in accordance with Section 90 of the Community Charter the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the Community Charter, the meeting is to be closed on the basis identified in the following Subsections:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(g) litigation or potential litigation affecting the municipality;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

Carried

ORDER OF AGENDA CHANGED The Order of Business was changed to allow additional time for Item 3. Delegation at the end of the meeting, with Item 4. Staff Reports and Item 5. Public Time considered at this time.

4. STAFF REPORTS

4.1 FOR INFORMATION: OPERATIONS, MAINTENANCE AND CAPITAL PROJECT UPDATE

The Committee Report from Alexandra Divlakovski, Water Operations Manager providing an update and highlighting the larger maintenance and capital projects completed to date in 2026, has been received.

4.2 PRESENTATION: BC WATER METERING COMMUNITY OF PRACTICE

Alexandra Divlakovski, Water Operations Manager will give a presentation titled "BC Water Metering Community of Practice". The presentation has been received.

4.3 FOR INFORMATION: ERICKSON WATER SYSTEM UNIVERSAL METERING PROJECT UPDATE

The Committee Report from Chris Gainham, Utility Services Manager providing an update on the Erickson Water System's Universal Metering Program Installation Approach and Implementation, has been received.

4.4 UTILITIES RATES, FEES & CHARGES BYLAW NO. 3077, 2026

The Committee Report from Chris Gainham, Utility Services Manager to repeal and replace Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3027, 2025 with Utilities Rates, Fees and Charges Bylaw No. 3077, 2026, has been received.

MOVED and seconded,
And resolved that it be recommended to the Board:

That the Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3077, 2026 be read a first, second and third time by content to repeal and replace Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3027, 2025.

Carried

MOVED and seconded,
And resolved that it be recommended to the Board:

That Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3077, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

4.5 WATER BYLAW NO. 3078, 2026

The Committee Report from Chris Gainham, Utility Services Manager to repeal and replace Water Bylaw No. 2894, 2023 with Water Bylaw No. 3078, 2026, has been received.

MOVED and seconded,
And resolved that it be recommended to the Board:

That the Regional District of Central Kootenay Water Bylaw No. 3078, 2026 be read a first, second and third time by content to repeal and replace Regional District of Central Kootenay Water Bylaw No. 2894, 2023.

Carried

MOVED and seconded,
And resolved that it be recommended to the Board:

That Regional District of Central Kootenay Water Bylaw No. 3078, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

5. PUBLIC TIME

The Chair called for questions from the public at 10:21 a.m.

No questions from the public.

RECESS / RECONVENE The meeting recessed at 10:22 am for a break and reconvened at 10:35 a.m.

ORDER OF AGENDA Item 3. Delegate was considered at this time.
RESUMED

3. DELEGATE

Timothy Lambert from Wildgrass Consulting gave presentation to the Committee on the Governance of Small Water Systems: One Water System Risk Management Plan.

Mr. Lambert’s presentation explained that small water systems often lack clear governance guidance and face challenges managing drinking water, wastewater, and watershed risks. A One Water System Risk Management Plan—built through locally created bylaws—offers a practical way to manage these risks, as shown through the Nasookin Improvement District case study. Point-of-entry treatment, distribution agreements, and community-driven processes form a decentralized, affordable, and holistic approach to improving water system governance.

The Committee asked Mr. Lambert several questions.

The Chair thanked Mr. Lambert for his presentation.

4. ADJOURNMENT

MOVED and seconded,
And Resolved:

The Water Services Committee meeting adjourn at 11:50 a.m.

Carried

APPROVED BY

Director T. Newell, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. That the Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3077, 2026 be read a first, second and third time by content to repeal and replace Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3027, 2025.
2. That Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3077, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.
3. That the Regional District of Central Kootenay Water Bylaw No. 3078, 2026 be read a first, second and third time by content to repeal and replace Regional District of Central Kootenay Water Bylaw No. 2894, 2023.
4. That Regional District of Central Kootenay Water Bylaw No. 3078, 2026 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3027

A Bylaw to regulate utility rates, fees, and charges for the Regional District of Central Kootenay owned utilities.

WHEREAS the Regional District of Central Kootenay wishes to regulate utility rates, fees, and charges for the Regional District of Central Kootenay owned utilities.

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

APPLICATION

- 1 (1) This Bylaw is applicable to all Water Service Areas of the Regional District of Central Kootenay.
- (2) When a Regional District water system is supplied with water from an adjacent local government, the bylaws of that local government and agreement conditions may apply.
- (3) Schedule A Labour rates apply to all Water Systems.

DEFINITIONS

- 2 In this bylaw:

Account means a formal arrangement under this Bylaw for the provision of water services to a Property.

Account Activation means physically turning on the water and re-establishing or adjusting an Account as required.

Account Deactivation means physically turning off the water to an Owner's Property, removal of any part of the Regional District Water Connection as required by the Manager, adjusting the Owner's Account accordingly and suspending the account.

Account Holder means the person, organization, agent or representative that holds the water Account with the Regional District of Central Kootenay.

Account Type means the predominate usage of the Account such as but not limited to: Single Family Dwelling, Multiple Dwelling Property, Commercial, Industrial, Institutional, Agricultural, and Recreational.

Agricultural Land means land where agricultural irrigation privileges have been assigned by the Manager.

Auxiliary Building or Dependent Suite means a secondary or supplementary building or Unit that does not include all of cooking, eating, living, sleeping and sanitary facilities. An Auxiliary Building or Dependent Suite intended for habitation would be reliant on the main Dwelling.

Board means the Regional District of Central Kootenay Board of Directors.

Capital Infrastructure Charge means a fee levied during Development that is placed into reserves as a contribution to the cost of existing water infrastructure, upgrades and long term asset renewal.

Capital Reserve Fund Contribution means a fee levied that is placed into reserves as a contribution to the cost of water infrastructure upgrades and long term asset renewal.

Carwash means a building or structure containing facilities for washing motor vehicles, including tunnel car washes, coin operated automatic car washes and coin operated self-service car washes.

Commercial means any Unit for which the use is the provision for the selling of goods and services, for the servicing and repair of goods or for commercial office functions, including but not limited to retail sales, wholesaling incidental to retail sales, commercial education and entertainment services, household services and all associated repairs, other personal and non-personal services and administrative, commercial and professional offices.

Commercial Carwash means a Carwash used or operated by a Commercial or Industrial business.

Customer means the Owner or occupant of any Property to which water is supplied or made available from the Regional District.

Development means the construction, alteration, or extension of buildings, structures, utilities or any use that requires the issuance of a building permit, plumbing permit, or Interior Health construction permit issued in accordance with the *Drinking Water Protection Act*.

Dwelling means any living quarters used or has the potential to be used by one or more persons which contains cooking, eating, living, sleeping and sanitary facilities.

Flat Use Water Rates means water use rates that are independent of the water quantity used.

Folio means a land identification number assigned by British Columbia Assessment and is used for Property tax purposes. Folio is synonymous with Assessment Roll Number. A Folio in this Bylaw may describe one or more Parcels grouped under one British Columbia Assessment Folio.

Guest Room means a room or structure with sleeping facilities provided for guests.

Industrial means businesses such as but not limited to airports, aggregate processing, asphalt plants, bulk fuel storage, concrete plants, fabrication plants, manufacturing, processing, sawmills, and truck terminals.

Institutional means activities focusing on non-profit services in the public's interest. For example, schools, hospitals, group foster homes, and buildings used for religious worship.

Irrigation means the distribution of water to the surface or subsurface of lawns, gardens, orchards greenhouses by pipes, hoses, sprinklers or any other method.

Manager in this Bylaw, unless the context otherwise requires, means the Regional District of Central Kootenay General Manager of Environmental Services, the Water Operations Manager, Utility Services Manager or designate.

Manufactured Home means any structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried, and that is used as a Dwelling.

Manufactured Home Park means property for which Manufactured Homes or other Dwellings sites are offered for lease or rent.

Meter means meters and other equipment or instruments used by the Regional District or authorized by the Regional District to be used to calculate the amount of water consumed.

Metered Base Charge is a fixed fee charged for water associated with metered based accounts that represent fixed water service costs and not variable costs related to the volume of water treated and distributed.

Metered Rate Based Accounts are Accounts that include a water billing rate based on volumetric metered consumption.

Metered Rate Volumetric Charge is a charge that varies with the volume of water delivered to the property.

Mobile Housing Unit is any type of living accommodation that has been produced to be transported or is a mobile unit such as a ship, boat, recreational vehicle, Manufactured Home and so on, and occupied as living quarters.

Multiple Dwelling Property means any Property containing more than one Dwelling Units on one Folio.

Owner has the same meaning as in the *British Columbia Land Title Act* and *Manufactured Home Act*.

Owner Water Connection means the Owner's water lines and appurtenances downstream of the Regional District Water Connection.

Parcel means the unit lot, block or other area in which land is registered under the *British Columbia Land Title Act*.

Property means land and improvements.

Property Line means a line which defines, in the British Columbia Land Title Office, the perimeter of a Parcel.

Recreational is land primarily used for public recreation and includes but is not limited to parks, sports fields, playgrounds, green areas, beaches and public camping sites.

Regional District of Central Kootenay or Regional District or District means the Regional District of Central Kootenay, as described under the British Columbia Local Government Act with offices located at 202 Lakeside Drive, Nelson, BC V1L 5R4 Phone: 250-352-6665 or toll-free number 1-800-268-7325 and Fax: 250-352-9300.

Regional District Water Connection means the water line extending from the Water Main to the Curb Stop Valve, generally near the Property Line and shall include any immediate downstream Meter installation, or Backflow Preventer.

Reserve Account means a financial account maintained by the Regional District to fund Water System infrastructure improvements, renewal, replacements, major repairs, study, assessments, plans and project management.

Seasonal Service means a service that is turned on for 8 months or less. The Seasonal Service rate only applies if identified in the Fees and Charges Bylaw.

Secondary Suite means an additional Dwelling attached to the principle Dwelling that is used or has the potential to be used as a living quarters by one or more persons. A Secondary Suite contains cooking, eating, living, sleeping and sanitary facilities.

Short-Term Accommodation Rental means a Dwelling, Secondary Suite, or Guest Room wherein accommodation is offered for rent to the public on a temporary basis of 31 days or less.

Single Family Dwelling means building or structure that contains only one Dwelling.

Subdivision means a subdivision as defined in the *British Columbia Land Title Act*, and a subdivision under the *British Columbia Strata Property Act*.

Subdivision Bylaw means the Subdivision Bylaw No. 2159 as it may be amended or replaced from time to time.

Surveyor of Taxes is responsible for collection of taxes for British Columbia rural areas.

Swimming Pool is any permanent or semi-permanent artificial pool for swimming in.

Title (Land Title) refers to the registration of land ownership in accordance with the *British Columbia Land Titles Act*.

Turn On/Off means a temporary interruption in or discontinuance of the supply of water authorized by the Regional District.

Undeveloped Parcel is a Parcel of land within a Regional District Water System where the water has not yet been turned on and where water has been made available.

Unit means any Dwelling, Commercial, Industrial, or Institutional space.

Water Conservation Measures any measures implemented by the Manager to restrict water usage.

Water Main means any water pipe under the control of the District which is intended for public use.

Water Main Extension is the extension or construction of a new water main to provide servicing to a new Water Connection(s).

Water Meter see Meter.

Water Service Area means the area defined by the Water System service area establishment bylaw.

Water Service Area Extension is the extension of the Water Service Area boundary by bylaw to include one or more additional parcels of land.

Water System means all Regional District owned assets like Water Mains, water treatment facilities, pump stations, reservoirs, wells, water intakes and all associated appurtenances.

Water Tax is a tax levied that contributes to the funding for a Water System.

Work means construction, maintenance, inspection or testing services provided for an Owner.

Work Order is a written order on an Approved form providing agreement by a Owner to proceed with Work identified on the form for which the Owner will be responsible for costs incurred by the Regional District in accordance with this Bylaw.

SEVERABILITY

- 3 If any portion of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, that portion may be severed from the Bylaw and such decision shall not affect the validity of the remaining portions of the Bylaw.

ADMINISTRATION

- 4
 - (1) The Manager is hereby authorized and directed to have general supervision over the Regional District of Central Kootenay Water Systems and to see that the provisions of this Bylaw are carried out.
 - (2) The Manager shall have the power to appoint Designated Officers for the purpose of effectually carrying out the provisions of this Bylaw, and wherever the Manager is authorized or directed to perform any act or duty under this Bylaw, such act or duty may be performed by any Designated Officer authorized by the Manager to perform such act or duty.

RATES AND ACCOUNT BILLING GENERAL

- 5**
- (1) The Manager shall classify Accounts into Account Types and apply service charge rates as set out in this Bylaw.
 - (2) Accounts may include a mix of service charge fees.
 - (3) The Account Holder must pay all fees and charges for water supplied to the Account Holder's Property, as set out in this Bylaw.
 - (4) The Regional District's annual billing cycle will be from January 1st to December 31st.
 - (5) When a property changes ownership, the new Owner is responsible to apply for a New Account and the old Owner is responsible to close their Account. If an Application is not made, the Account Holder will be changed when British Columbia Assessment provides the new Property Owner information to the Regional District.
 - (6) Payments will be deemed to have been received on:
 - (a) the date payment is received in person at locations identified on Regional District utility bills;
 - (b) the date stamped by Canada Post on mailed payments; or
 - (c) the confirmed date the funds were transferred from the Customer's Account to the Regional District when payment was made through an approved financial institution.
 - (7) Any outstanding Account balances or Work invoices of more than 65 days on December 31st shall be deemed to be taxes in arrears in respect to the Property and the outstanding balance will be sent to the Surveyor of Taxes in accordance with Section 363.2(2) of the *Local Government Act*.
 - (8) Seasonal Service and Golf Course rates shall include one (1) annual Turn On and Turn Off.
 - (9) Seasonal Service, Public Campgrounds, Golf Course and Irrigation rates shall apply for the entire billing cycle regardless of whether or not the water has been Turned Off for a portion of the billing cycle.
 - (10) If an Auxiliary Building is used as the only Dwelling on a Property it is considered a Single Family Dwelling.
 - (11) Auxiliary Buildings and Dependent Suites are not subject to Dwelling Unit charges unless specifically identified in this Bylaw.
 - (12) If the Dwelling is occupied for more than 30 days of the calendar year, it is subject to assessment under this Bylaw.
 - (13) Mobile Housing Units set up for long-term occupancy greater than 90 days per calendar year or used as the only Dwelling, or Mobile Housing Units used for Commercial purposes shall be subject to service charges.

- (14) Agricultural Land Charge shall be assessed in increments of 0.1 acres, rounded down.
- (15) The Agricultural Land Charge assessed shall exclude the first acre when the property is also assessed other charge(s) that includes up to 1 acre of irrigation privileges.
- (16) If an Owner requests a reduction in the amount of Agricultural Land Charge assessed area the following shall apply:
- (a) an assessment of the suitability of the lands for agricultural production shall be completed by Qualified Person and paid for by the Owner;
 - (b) only those lands identified by the Qualified Person as not suitable for agricultural production might be considered by the Manager for removal from assessment of the Agricultural Land Charge; and
 - (c) if a reduction in the Agricultural Land Charge is approved by the Manager, the Owner shall be responsible for the installation costs of a Water Meter and related appurtenances, and the Account may be switched to a Metered Rate Based Account.
- (17) Where an error is found to have been made in the amount invoiced or billed to an Account, the amount either under-billed or over-billed shall be debited from or credited to Account and shown on the next invoice subject to the following:
- (a) The adjustment period is limited to the time that the current Owner is on Title;
 - (b) The adjustment period(s) for under-billing are to a maximum of 1 year where the error can reasonably be said to have been the fault of the Regional District;
 - (c) Where an under-billing is found to have been made in the amount invoiced or billed to an Account as a result of unauthorized use of a water service, or can reasonably be said to be a result of fraud, theft, tampering with a Meter or other equipment, or any other similar act, the following may be charged to the Customer Account:
 - (i) the amount of the under-billing, up to 5 years,
 - (ii) any direct administrative costs incurred by the Regional District in investigating the circumstances, and
 - (iii) interest and penalties at the rate normally charged on unpaid Accounts receivable by the Regional District;
 - (d) The adjustment period(s) for over-billing are to a maximum of 5 years or when the current Owner came on title for the property, whichever is less;
 - (e) Where the exact amount of under-billing or over-billing cannot be determined, the Regional District may make a reasonable and fair estimate of the amount, using its own records or those of the Customer, and in keeping with amounts billed to other Customers in similar premises, being used in a similar manner, over the same time period; and
 - (f) Where an amount has been under-billed, and where the error can reasonably be said to have been the fault of the Regional District, the Regional District may offer the Customer reasonable terms of repayment, and may be interest and penalty free.
- (18) A separate Account will only be created for a Manufactured Home in a Manufactured Home Park if the Manufactured Home is registered with the British Columbia Manufactured Home Registry and a Folio has been assigned.

- (19) Any charges or Work invoices with payment outstanding of more than 65 days by the owner of an unregistered Manufactured Home in Manufactured Home Park may be transferred to the Manufactured Home Park owner's Account.

FLAT USE WATER RATES AND ACCOUNT BILLING

- 6** (1) Flat Use Water Rates may be prorated to the 15th or the end of each month for changes to Flat Use Water Rate Based Accounts.
- (2) Changes to Flat Use Water Rate Based Accounts based on Customer Application, resulting in a reduction in water billing shall be prorated to the date of Application, unless an error in billing provided for in 5 (17).
- (3) When a specific Flat Use Water Rate has not been identified by this bylaw and a usage rate is required, an equivalent rate may be applied by the Manager and the equivalent rate chosen shall consider fair consumption and operational cost equivalency.
- (4) For Flat Use Water Rate Based Accounts, a penalty of 10% will be imposed on any outstanding Account balances as of the end of the first business day following July 4th or 65 days following the date the utility bill is issued by the Regional District, whichever is later.
- (5) Clause 6(4) does not apply to Account Holders enrolled in the Voluntary Pre-Authorized Payment Plan.
- (6) The Capital Reserve Fund Contribution shall apply to all land Folios in a Service Area for which a rate is identified for the Service Area.
- (7) The Capital Reserve Fund Contribution shall apply to all specific types of improvements in a Service Area for which a specific Capital Reserve Fund Contribution is identified for the Service Area.

METERED RATE BASED ACCOUNT BILLING

- 7** (1) For Metered Rate Based Accounts, the Account Holder is responsible to request a Meter reading when ownership changes.
- (2) For Metered Rate Based Accounts, Meters shall be read as near as reasonably possible to the date of any ownership change. Water usage shall be estimated for any difference in time between meter reading and date of ownership change.
- (3) Metered Base Charge fees may be prorated to the 15th or the end of each month for changes to Metered Rate Based Accounts, and Meter Base Charge will not be assessed if an Owner Water Connection is Deactivated.
- (4) A Water Meter reading may be estimated for billing by the Manager based on either previous consumption patterns or a daily average consumption for the Customer Service Connection, or an Unmetered Building Construction rate might be used for billing if:
- (a) the Regional District is unable to obtain a Water Meter reading;

- (b) a Water Meter fails to properly register the amount of water consumed.
- (5) If a Customer experiences abnormal water consumption, the Manager may adjust the Account Holder's bill taking into consideration any or all of the following factors:
 - (a) the cause or nature of the abnormal water consumption;
 - (b) any evidence of action taken by the Customer to abate the abnormal consumption;
 - (c) Flat Use Water Rates established for the water service; and
 - (d) any other factors that might be relevant.
- (6) The Manager shall establish a Meter reading and billing schedule for Metered Rate Based Accounts.
- (7) For Metered Rate Based Accounts a penalty of 10% will be imposed as of the end of the first business day, following 65 days from the date the utility bill is issued by the Regional District on any outstanding Account balances.

SUBDIVISION AND DEVELOPMENT

- 8 (1) The Regional District may waive or modify the Capital Infrastructure Charge requirements identified in this Bylaw for large Developments, if addressed by separate agreement with the Developer and the Regional District, in accordance with Section 937.1 of the *Local Government Act*.
- (2) Capital Infrastructure Charges collected shall be deposited to the Water Service's Reserve Account.
- (3) Capital Infrastructure Charges shall not be assessed for temporary Mobile Housing Units but shall be assessed for Commercial Mobile Housing Unit parking sites.
- (4) If a Parcel, subdivided after December 31, 2015, was not subject to some form of Regional District Capital Infrastructure Charge and a Regional District Water Connection was not provided, the Parcel is subject to a Capital Infrastructure Charge if a later Application is made and Approved for a new Regional District Water Connection to the Parcel.
- (5) When a Parcel is added to a Water Service Area, any further Subdivision or addition of Units is subject to Capital Infrastructure Charges at a rate equivalent to the rate for addition of a new Parcel to the Water Service Area, for a period of ten (10) years following the addition of the Parcel to the Water Service Area.

SERVICE WORK BY THE REGIONAL DISTRICT

- 9 (1) A Customer is required to sign a Work Order or cost estimate to provide an agreement to do the Work before the Regional District can do any non-emergency Work for a Customer.
- (2) Prior to commencing Work, the Regional District must provide a cost estimate in writing.
- (3) The Designated Officer may require a deposit in the amount of the cost estimate prior to starting the Work.

- (4) Customers will be invoiced for Actual Cost Work as follows:
 - (a) at Labour and Equipment rates provided in this bylaw;
 - (b) at actual Labour rates plus 20% for Administration for all Regional District employees not identified in this Bylaw;
 - (c) at actual contract Labour rates plus 20%;
 - (d) at actual cost plus 20% for all other Equipment and Materials.

VOLUNTARY PRE-AUTHORIZED PAYMENT PLAN

- 10**
- (1) The Manager shall establish and maintain a Pre-Authorized Payment Plan.
 - (2) Account Holders wishing to participate in the Pre-Authorized Payment Plan, are required to sign an agreement provided by the Manager.
 - (3) Participation in the Pre-Authorized Payment Plan program is voluntary. Customers who choose not to participate in the program will be required to pay their water bill in full by the end of the first business day following July 4th or 65 days following the date the utility bill is issued by the Regional District, whichever is later.
 - (4) Participation in the Pre-Authorized Payment Plan is subject to cancellation at the discretion of the Chief Financial Officer.
 - (5) Those who sign up after the end of the first business day following July 4th, in any year, will be subject to a 10% penalty on the outstanding Account Balance for that year. The new outstanding Account Balance will then be divided by the number of months remaining from the time the Customer Account information has been added to the PAWS (Pre-Authorized Withdrawals) system, starting no sooner than July 15th.
 - (6) Customers must sign up by November 30th in order for monthly payment plans to start in January of the following year. If customers sign up after November 30th, payments may begin in later months.
 - (7) For all years where payments begin on January 15th, payment amounts will be determined by dividing the previous year's annual water bill by 12.
 - (8) Returned payments (NSF) result in a \$25.00 fee, charged to the Customer Account.
 - (9) Any outstanding balance on the Customer Account as of December 31st of each year due to returned payments (NSF) will be subject to a 10% penalty.
 - (10) Customer Accounts may be adjusted at any time due to Regional District Board approved water rate changes or changes in water usage, as required. The outstanding balance will be recalculated and the equal withdrawal payment amounts will be adjusted accordingly for the remainder of the year.
 - (11) The Pre-Authorized Payment Plan is not available for Metered based Customer Accounts.

CITATION

- 11** This Bylaw may be cited as **“Regional District of Central Kootenay Utilities Rates, Fees and Charges Bylaw No. 3027, 2025.”**

REPEAL

- 12** **“Regional District of Central Kootenay Utilities Rates, Fees, and Charges Bylaw No. 2951, 2024”**, and amendments thereto, are hereby repealed.

READ A FIRST TIME this 15th day of May, 2025.

READ A SECOND TIME this 15th day of May, 2025.

READ A THIRD TIME this 15th day of May, 2025.

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 15th day of May, 2025.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

**SCHEDULE A TO BYLAW NO. 3027
GENERAL RATES, FEES, AND CHARGES**

General Rates and Fees and Charges are as follows:

1 GENERAL

No.	Item	Rate	Unit
1	Labour		
1.1	Manager		
a)	Utility Services Manager	\$140	hour
b)	Water Operations Manager	\$128	hour
1.2	Utilities Supervisor		
a)	Operations, Maintenance, Installations & Repairs	\$100	hour
b)	Projects & Administration	\$117	hour
1.3	Water Services Liaison	\$117	hour
1.4	Environmental Services Technologist/Coordinator	\$110	hour
1.5	Utility Tech 2	\$81	hour
1.6	Utility Tech 1 or Maintenance Person	\$71	hour
2	Equipment (excluding operator)		
2.1	Service Truck – Greater of the following:		
a)	Half Daily Rate	\$70	½ day
b)	Kilometer Rate	\$0.80	km
2.2	Vehicle – Greater of the following:		
a)	Half Daily Rate	\$50	½ day
b)	Kilometer Rate	\$0.65	km
2.3	Backhoe	\$60	hour
2.4	Leak Noise Correlator	\$30	hour
3	Temporary Water Usage		
3.1	Damage Deposit for Connection to Standpipe or Hydrant	\$100	lump sum
3.2	Temporary Water Usage (\$100 minimum)	\$5	cubic meter
4	Customer Account Administration & Development Administrative Charges		
4.1	Change of Property Ownerships	No Charge	each
4.2	Water Application from Within an Existing Water Service Area		
a)	Owner Initiated Change in Water Usage	No Charge	each
b)	Staff Initiated Change in Water Usage	\$100	each
c)	For New Connection	\$300	each
4.3	Water Application from Outside of a Water Service Area	\$800	each
4.4	Development or Redevelopment Administrative Cost Recovery Charge		
a)	Per First 1 to 10 Capital Infrastructure Charges Assessed	\$500	each
b)	Per Additional 11 or More Capital Infrastructure Charges Assessed	\$200	each
c)	Latecomer Agreement Application	\$500	each
4.5	Account Deactivation	\$150	each
4.6	Account Activation		
a)	No Ownership Change	\$150	each
b)	On Ownership Change	No Charge	each
5	Customer Connection Maintenance		
5.1	Temporary Turn Off and Turn On (includes both Turn Off and Turn On, if required)		
a)	Pre-scheduled during business hours	\$50	each
b)	Outside regular business hours or not pre-scheduled	\$100	each

No.	Item	Rate	Unit
5.2	Seasonal Rate based Account Turn Off and On		
a)	Pre-scheduled during business hours	No Charge	each
b)	Outside regular business hours or not pre-scheduled	\$100	each
6	Subdivision and Development		
6.1	Capital Infrastructure Charge for creation of a new Serviced Parcel by Subdivision, and Capital Infrastructure Charge for creation of a Serviced Parcel with separate Folio from a group of two or more Parcels with one Folio		
a)	Balfour Water System	\$3,000	each
b)	Burton Water System	\$5,000	each
c)	Duhamel Water System	\$2,000	each
d)	Edgewood Water System	\$4,000	each
e)	Erickson Water System	\$3,000	each
f)	Fauquier Water System	\$5,000	each
g)	Grandview Properties Water System	\$5,000	each
h)	Lister Water System	\$5,000	each
i)	Lucas Road Water System	\$3,000	each
j)	McDonald Creek Water System	\$2,000	each
k)	Riondel Water System	\$2,000	each
l)	Rosebery Highlands Water System	\$5,000	each
m)	Sanca Water System	\$2,000	each
n)	South Slocan Water System	\$5,000	each
o)	West Robson Water System	\$4,000	each
p)	Woodbury Water System	\$4,000	each
q)	Woodlands Heights Water System	\$3,000	each
r)	Ymir Water System	\$2,000	each
6.2	Capital Infrastructure Charge for creation of Serviced Dwelling Units in a Multiple Dwelling Parcel Development after the initial Dwelling Unit, and Capital Infrastructure Charge for creation of Serviced Commercial, Industrial or Institutional Unit after the initial Unit		
a)	Balfour Water System	1,500	each
b)	Burton Water System	2,500	each
c)	Duhamel Water System	1,000	each
d)	Edgewood Water System	2,000	each
e)	Erickson Water System	1,500	each
f)	Fauquier Water System	2,500	each
g)	Grandview Properties Water System	2,500	each
h)	Lister Water System	2,500	each
i)	Lucas Road Water System	1,500	each
j)	McDonald Creek Water System	1,000	each
k)	Riondel Water System	1,000	each
l)	Rosebery Highlands Water System	2,500	each
m)	Sanca Water System	1,000	each
n)	South Slocan Water System	2,500	each
o)	West Robson Water System	2,000	each
p)	Woodbury Water System	2,000	each
q)	Woodlands Heights Water System	1,500	each
r)	Ymir Water System	1,000	each
6.3	Capital Infrastructure Charge for new irrigation privileges on Agricultural Land	\$5,000	per acre
6.4	Water Main Extension and Improvements	Actual Cost	

No.	Item	Rate	Unit
6.5	Water Connection Charges		
a)	Installation		Actual Cost
b)	Capital Infrastructure Charge for existing Parcels within a Water System Service Area not currently paying a Water Tax, Capital Reserve Fund Contribution or Undeveloped Parcel Fee		\$10,000
6.6	Abandonment of Water Connection		Actual Cost
7	Water Service Area Boundary Extension		
7.1	Capital Infrastructure Charge for addition of a new Parcel to a Service Area, and bringing land into a Water Service Area by lot line cancellation or lot boundary adjustment		
a)	Balfour Water System	25,000	each
b)	Burton Water System	25,000	each
c)	Duhamel Water System	18,000	each
d)	Edgewood Water System	25,000	each
e)	Erickson Water System	25,000	each
f)	Fauquier Water System	25,000	each
g)	Grandview Properties Water System	25,000	each
h)	Lister Water System	25,000	each
i)	Lucas Road Water System	25,000	each
j)	McDonald Creek Water System	17,000	each
k)	Riondel Water System	20,000	each
l)	Rosebery Highlands Water System	25,000	each
m)	Sanca Water System	20,000	each
n)	South Slocan Water System	25,000	each
o)	West Robson Water System	25,000	each
p)	Woodbury Water System	25,000	each
q)	Woodlands Heights Water System	25,000	each
r)	Ymir Water System	22,000	each
7.2	Capital Infrastructure Charge for each additional Serviced Dwelling Unit in a Multiple Dwelling Parcel development after the initial Dwelling Unit and Capital Infrastructure Charge for each additional Serviced Commercial, Industrial or Institutional Unit after the initial Unit		
a)	Balfour Water System		
b)	Burton Water System	12,500	each
c)	Duhamel Water System	12,500	each
d)	Edgewood Water System	9,000	each
e)	Erickson Water System	12,500	each
f)	Fauquier Water System	12,500	each
g)	Grandview Properties Water System	12,500	each
h)	Lister Water System	12,500	each
i)	Lucas Road Water System	12,500	each
j)	McDonald Creek Water System	12,500	each
k)	Riondel Water System	8,500	each
l)	Rosebery Highlands Water System	10,000	each
l)	Sanca Water System	12,500	each
m)	South Slocan Water System	10,000	each
n)	West Robson Water System	12,500	each
o)	Woodbury Water System	12,500	each
p)	Woodlands Heights Water System	12,500	each
q)	Ymir Water System	12,500	each
r)		11,000	each
7.3	Capital Infrastructure Charge for irrigation privileges on Agricultural Land	\$25,000	per acre

No.	Item	Rate	Unit
7.5	Water Main Extension and Improvements	Actual Cost	
7.6	Water Connection Installation	Actual Cost	
8	Alternate Meter Read		
8.1	Manual Meter Read – when read during scheduled automated readings	\$50	annual
8.2	Manual Meter Read – unscheduled trip	\$50	each

SCHEDULE B TO BYLAW NO. 3027
WATER SYSTEM SPECIFIC RATES, FEES AND CHARGES

1. ARROW CREEK WATER TREATMENT AND SUPPLY SERVICE AREA			
No.	Item	Rate	Unit
1	Town of Creston (Operations and Maintenance)	\$815,189	annually
2	Erickson Water Distribution Service (Operations and Maintenance)	\$643,754	annually

2. BALFOUR WATER SYSTEM			
No.	Item	Rate	Unit
1	Metered Rate		
a)	Base Charge: 3/4" meter	\$ 199	quarterly
b)	Base Charge: 1" meter	\$ 247	quarterly
c)	Base Charge: 1 1/2" meter	\$310	quarterly
d)	Base Charge: 2" meter	\$ 387	quarterly
e)	Metered Consumption: First Block (Up to 100 cubic meters)	\$1.59	per cubic meter
	Metered Consumption: Second Block (Over 100 cubic meters)		quarterly
f)	Metered Consumption: Approved Non Profit (Per cubic meter)	\$2.38	per cubic meter
			quarterly
g)		\$1.06	per cubic meter
			quarterly
2	Unmetered or Failed Meter	\$1,110	annually
3	Capital Reserve Fund Contribution (per dwelling unit - applied to 10 or more dwelling unit sites for new developments starting and after 2020)	\$ 203	annually per dwelling unit site

3. BURTON WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Campground (includes washrooms, serviced campsites and standpipe fill stations)	\$3,486	annually
2	Commercial: Business	\$2,301	annually
3	Commercial: Food and Beverage Service	\$2,301	annually
4	Commercial: Orchard	\$2,301	annually
5	Dwelling: Multi Family		
a)	First Dwelling	\$2,301	annually
b)	Additional Dwelling	\$1,154	annually
c)	Additional Mobile Housing Unit Dwelling	\$1,154	annually
6	Dwelling: Single Family	\$2,301	annually
7	Institutional: Church	\$2,096	annually
8	Institutional: Community Hall	\$2,096	annually
9	Institutional: School	\$3,486	annually
10	Metered Rate		
a)	Base Charge	\$231	quarterly
b)	Metered Consumption	\$3.92	per cubic meter
			quarterly

4. DUHAMEL WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Short-Term Accommodation Rentals	\$872	annually

4. DUHAMEL WATER SYSTEM			
No.	Item	Rate	Unit
2	Dwelling: Multi Family		
a)	First Dwelling	\$ 872	annually
b)	Additional Dwelling	\$ 872	annually
c)	Additional Mobile Housing Unit Dwelling	\$872	annually
3	Dwelling: Single Family	\$ 872	annually
4	Metered Rate		
a)	Base Charge	\$ 88	quarterly
b)	Metered Consumption	\$1.32	per cubic meter quarterly

5. EDGEWOOD WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Business (Includes store, bank, post office, office, concession & small business)	\$ 1,018	annually
2	Dwelling: Multi Family		
a)	First Dwelling	\$1,748	annually
b)	Additional Dwelling	\$ 876	annually
c)	Additional Mobile Housing Unit Dwelling	\$ 876	annually
3	Dwelling: Single Family	\$1,748	annually
4	Industrial: Road Maintenance Yard	\$3,049	annually
5	Institutional: Church	\$1,527	annually
6	Institutional: Community Hall	\$1,527	annually
7	Institutional: Health Facility	\$ 764	annually
8	Institutional: Fire Hall	\$1,748	annually
9	Institutional: School	\$2,537	annually
10	Recreational (includes park & field Irrigation and Restroom Facilities)	\$2,537	annually
11	Metered Rate		
a)	Base Charge	\$ 175	quarterly
b)	Metered Consumption	\$2.21	per cubic meter quarterly

6. ERICKSON WATER SYSTEM			
No.	Item	Rate	Unit
1	Agricultural: Land Charge (Per acre, excluding first acre)	\$ 416	annually
2	Agricultural: Greenhouse (for each square foot over 2,000)	\$0.153	per square foot annually
3	Commercial: Short-Term Accommodation Rentals		
a)	Base Rate	\$1,341	annually
b)	Rate per additional Rental Room	\$ 224	annually
4	Commercial: Business (Includes store, bank, post office, office & small business)	\$1,381	annually
5	Commercial: Campground		
a)	Base Rate (for Retail/Business /Dwelling)	\$1,381	annually
b)	Per Camp Site	\$ 99	annually
6	Commercial: Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand)	\$1,381	annually
7	Commercial: Food & Beverage Process & Storage	\$6,795	annually

6. ERICKSON WATER SYSTEM			
No.	Item	Rate	Unit
8	Commercial: Hotel/Motel		
a)	Base Rate	\$0	annually
b)	Per Room Rate	\$ 725	annually
c)	Restaurant	\$1,381	annually
d)	Lounge	\$1,381	annually
e)	Swimming Pool	\$ 704	annually
9	Commercial: Manufactured Home Park (Conforming to <i>Manufactured Home Park Bylaw</i> No. 1082, 1995 with all Dwellings under one Account)		
a)	Base Rate	\$1,381	annually
b)	Per Dwelling	\$ 923	annually
10	Dwelling: Multi Family		
a)	First Dwelling	\$1,341	annually
b)	Additional Dwelling	\$1,341	annually
c)	Secondary Suite	\$ 923	annually
d)	Additional Mobile Housing Unit Dwelling	\$1,341	annually
e)	Swimming Pool (greater than 5,000 Litres)	\$ 329	annually
11	Dwelling: Single Family		
a)	Dwelling	\$1,341	annually
b)	Swimming Pool (greater than 5,000 Litres)	\$ 329	annually
12	Industrial: Small Business (Includes office and yard)	\$1,381	annually
13	Industrial: Saw Mill	\$8,465	annually
14	Institutional: Church	\$1,271	annually
15	Institutional: Community Hall	\$1,271	annually
16	Institutional: School (per classroom)	\$1,184	annually
17	Water Usage with No Development	\$ 416	annually
18	Metered Rate		
a)	Base Charge	\$134.56	quarterly
b)	Metered Consumption	\$1.04	per cubic meter quarterly
19	Capital Reserve Fund Contribution		
a)	Per Parcel of Land	\$ 458	annually
b)	Per Manufactured Home Park Dwelling	\$458	annually

7. FAUQUIER WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Business (Includes store & laundromat)	\$3,688	annually
2	Commercial: Concession Stand	\$1,965	annually
3	Commercial: Food & Beverage Services	\$4,437	annually
4	Commercial: Golf Course (Includes club house, irrigation and campsites)	\$7,624	annually
5	Commercial: Hotel/Motel	\$2,710	annually
6	Dwelling: Multi Family		
a)	First Dwelling	\$1,965	annually
b)	Additional Dwelling	\$ 984	annually
c)	Additional Mobile Housing Unit Dwelling	\$ 984	annually
7	Dwelling: Single Family	\$1,965	annually
8	Institutional: Church	\$1,965	annually
9	Institutional: Community Hall	\$1,965	annually
10	Institutional: Public Restrooms (Transportation)	\$1,394	annually
11	Institutional: Utility Restrooms	\$1,394	annually

7. FAUQUIER WATER SYSTEM			
No.	Item	Rate	Unit
12	Recreational (Includes Park & Field Irrigation and Restroom Facilities)	\$2,257	annually
13	Metered Rate		
a)	Base Charge	\$196	quarterly
b)	Metered Consumption	\$1.48	per cubic meter quarterly

8. GRANDVIEW PROPERTIES WATER SYSTEM			
No.	Item	Rate	Unit
1	Metered Rate		
a)	Base Charge	\$ 245	quarterly
b)	Metered Consumption: First Block (Up to 50 cubic meters)	\$1.71	per cubic meter quarterly
c)	Metered Consumption: Second Block (Over 50 cubic meters)	\$4.27	per cubic meter quarterly
2	Undeveloped Parcel	\$ 981	annually
3	Unmetered or Failed Meter	\$1,772	annually

9. LISTER WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Business (Includes store, bank, post office, office & small business)	\$1,461	annually
2	Commercial: Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand)	\$1,461	annually
3	Commercial: Food Processing	\$1,461	annually
4	Commercial: Golf Course (Does not include irrigation)	\$6,394	annually
5	Dwelling: Multi Family		
a)	First Dwelling	\$ 925	annually
b)	Additional Dwelling	\$ 925	annually
c)	Additional Mobile Housing Unit Dwelling	\$ 925	annually
d)	Swimming Pool (greater than 5,000 Liters)	\$ 632	annually
6	Dwelling: Single Family		
a)	Dwelling	\$ 925	annually
b)	Swimming Pool (greater than 5,000 Liters)	\$632	annually
7	Institutional: Fire Hall	\$925	annually
8	Institutional: Community Hall/Park	\$ 925	annually
9	Metered Rate		
a)	Base Charge	\$92.94	quarterly
b)	Metered Consumption	\$0.83	per cubic meter quarterly
10	Capital Reserve Fund Contribution	\$791	annually

10. LUCAS ROAD WATER SYSTEM			
No.	Item	Rate	Unit
1	Metered Rate		
a)	Base Charge	\$302.47	Quarterly
b)	Metered Consumption	\$2.32	per cubic meter quarterly

11. McDONALD CREEK WATER SYSTEM

- (1) Rates and fees for the McDonald Creek Water System are in accordance with the agreement between the Regional District and the Village of Kaslo.
- (2) McDonald Creek Customer Account Administration and Water Connection Maintenance is subject to Village of Kaslo fees and charges.

12. RIONDEL WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Business (Includes store, bank, post office, office & small business)	\$942	annually
2	Commercial: Recreational Rentals Seasonal (per unit)	\$ 585	annually
3	Commercial: Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand)	\$1,637	annually
4	Commercial: Golf Course (includes irrigation)	\$17,515	annually
5	Commercial: Campground (includes washrooms, serviced campsites and standpipe fill stations)	\$4,680	annually
6	Dwelling: Multi Family		
a)	First Dwelling	\$942	annually
b)	Additional Dwelling	\$ 942	annually
c)	Additional Mobile Housing Unit Dwelling	\$ 942	annually
7	Dwelling: Single Family	\$ 942	annually
8	Institutional: Ambulance Station	\$1,398	annually
9	Institutional: Church	\$ 942	annually
10	Institutional: Church Seasonal	\$ 585	annually
11	Institutional: Regional District Community Building	\$0	annually
12	Institutional: Regional District Community Center	\$0	annually
13	Institutional: Regional District Recreational Center	\$0	annually
14	Institutional : Regional District Fire Hall	\$0	annually
15	Recreational: Regional District Recreational Center	\$0	annually
16	Metered Rate		
a)	Base Charge	\$106.34	quarterly
b)	Metered Consumption	\$1.43	per cubic meter quarterly

13. ROSEBERY HIGHLANDS WATER SYSTEM			
No.	Item	Rate	Unit
1	Dwelling : Multi Family		
a)	First Dwelling	\$1,730	annually
b)	Additional Dwelling	\$1,730	annually
c)	Additional Mobile Housing Unit Dwelling	\$1,730	annually
2	Dwelling: Single Family	\$1,730	annually
3	Undeveloped Parcel	\$ 1,013	annually
4	Metered Rate		
a)	Base Charge	\$303	quarterly
b)	Metered Consumption	\$3.37	per cubic meter quarterly

14. SANCA WATER SYSTEM			
No.	Item	Rate	Unit
1	Dwelling: Multi Family		
a)	First Dwelling	\$ 821	annually
b)	Additional Dwelling	\$821	annually
c)	Additional Mobile Housing Unit Dwelling	\$821	annually
2	Dwelling: Single Family	\$821	annually

15. SOUTH SLOCAN WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Business (Includes store, bank, office & small business)	\$2,376	annually
2	Commercial: Food & Beverage Services (Including restaurant, fruit stand, food stand, bakery, coffee shop, lounge, beverage room/stand)	\$6,106	annually
3	Dwelling: Multi Family		
a)	First Dwelling	\$2,376	annually
b)	Additional Dwelling	\$2,376	annually
c)	Additional Mobile Housing Unit Dwelling	\$2,376	annually
d)	Secondary Suite	\$2,376	annually
4	Dwelling: Single Family	\$2,376	annually
5	Industrial: Small Business (Includes office, shop and yard)	\$2,376	annually
6	Institutional: Regional District Community Building	\$2,376	annually
7	Metered Rate		
a)	Base Charge	\$238	quarterly
b)	Metered Consumption	\$2.73	per cubic meter quarterly

16. WEST ROBSON WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Manufactured Home Park (Conforming to <i>Manufactured Home Park Bylaw</i> No. 1082, 1995 with all Dwellings under one Account)		
a)	Per Dwelling	\$ 777	annually
b)	Capital Reserve Fund Contribution per Dwelling	\$ 146	annually
2	Dwelling: Multi Family		
a)	First Dwelling	\$ 1,038	annually
b)	Additional Dwelling	\$ 518	annually
c)	Additional Mobile Housing Unit Dwelling	\$ 518	annually
3	Dwelling: Single Family	\$ 1,038	annually
4	Metered Rate		
a)	Base Charge	\$ 104	quarterly
b)	Metered Consumption	\$1.79	per cubic meter quarterly

17. WOODBURY WATER SYSTEM			
No.	Item	Rate	Unit
1	Dwelling: Multi Family		
a)	First Dwelling	\$1,070	annually
b)	Additional Dwelling	\$ 562	annually
c)	Additional Mobile Housing Unit Dwelling	\$562	annually
d)	Secondary Suite	\$ 562	annually
2	Dwelling: Single Family	\$1,070	annually
3	Undeveloped Parcel	\$ 408	annually
4	Metered Rate		
a)	Base Charge	\$152	quarterly
b)	Metered Consumption	\$4.36	per cubic meter quarterly

18. WOODLAND HEIGHTS WATER SYSTEM			
No.	Item	Rate	Unit
1	Dwelling: Single Family	\$1,646	annually

18. WOODLAND HEIGHTS WATER SYSTEM			
No.	Item	Rate	Unit
2	Dwelling: Multi Family		
a)	First Dwelling	\$1,646	annually
b)	Additional Dwelling	\$1,646	annually
c)	Secondary Suite	\$ 988	annually
3	Metered Rate		
a)	Base Charge	\$ 164	quarterly
b)	Metered Consumption	\$2.26	per cubic meter quarterly

19. YMIR WATER SYSTEM			
No.	Item	Rate	Unit
1	Commercial: Short-Term Accommodation Rentals		
a)	Base Rate (Including Dwelling)	\$ 706	annually
b)	Rate per Rental Room	\$ 108	annually
2	Commercial: Business (Includes store, bank, post office, office, food stand, food counter, bakery, coffee service & small business)	\$ 706	annually
3	Commercial: Food & Beverage Services (Including restaurant, lounge, & beverage room)	\$1,061	annually
4	Commercial - Hotel/Motel		
a)	Base Rate	\$3,385	annually
b)	Per Room Rate	\$ 108	annually
c)	Restaurant	\$ 766	annually
d)	Lounge/Beverage Room	\$ 550	annually
e)	Laundry	\$3,385	annually
f)	Coffee shop	\$ 766	annually
5	Dwelling: Multi Family		
a)	First Dwelling	\$ 706	annually
b)	Additional Dwelling	\$ 706	annually
c)	Additional Mobile Housing Unit Dwelling	\$ 706	annually
6	Dwelling: Single Family	\$ 706	annually
7	Institutional: Community Association	\$0	annually
8	Institutional: Arts & Museum Society	\$0	annually
9	Institutional: Fire Hall	\$0	annually
10	Metered Rate		
a)	Base Charge	\$ 70	quarterly
b)	Metered Consumption	\$2.88	per cubic meter quarterly



**REGIONAL DISTRICT OF CENTRAL KOOTENAY
WATER BYLAW NO. 3078, 2026**

ADOPTED April ____, 2026

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SCHEDULES

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REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 3078

A Bylaw to regulate the terms and conditions under which water from the Regional District of Central Kootenay Water Systems may be supplied, used and regulated.

WHEREAS the Regional District of Central Kootenay wishes to regulate the terms and conditions under which water from the Regional District of Central Kootenay Water Systems may be supplied, used and regulated.

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

1. Bylaw Title

This Bylaw is applicable to all Water Service Areas of the Regional District of Central Kootenay of the Regional District of Central Kootenay.

2. Application of Bylaw

This Bylaw applies to all Water Service Areas of the Regional District of Central Kootenay.

3. Severability

If any portion of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, that portion may be severed from the Bylaw and such decision shall not affect the validity of the remaining portions of the Bylaw.

4. Definitions

In this Bylaw:

Account means a formal arrangement under this Bylaw for the provision of water services to a Property.

Account Holder means the person, organization, agent or representative that holds the water Account with the Regional District of Central Kootenay.

Account Type means the predominate usage of the Account such as but not limited to: Single Family Dwelling, Multiple Dwelling Property, Commercial, Industrial, Institutional, Agricultural, and Recreational.

Agricultural Land means the land where agricultural irrigation privileges have been assigned by the Manager.

Air Gap means the unobstructed vertical distance through air between the lowest point of a water fixture and the flood level rim of the fixture or device into which the outlet discharges.

Approved/Approval means approved by the Manager.

Auxiliary Building or Dependent Suite means a secondary or supplementary building or Unit that does not include all of cooking, eating, living, sleeping and sanitary facilities. An Auxiliary Building or Dependent Suite intended for habitation would be reliant on the main Dwelling.

Backflow means the flowing back or reversal of the normal direction of flow.

Backflow Prevention / Preventer is a method or device used to prevent Backflow that is selected and installed in accordance with the Plumbing Code, and CSA B64.10-11.

Boil Water Notice means the Notice issued by the Regional District or Interior Health when water provided by a Water System or portion of a Water System is considered non-potable due to potential health risk.

Board means the Regional District of Central Kootenay Board of Directors.

Capital Infrastructure Charge means a fee levied that is placed into reserves as a contribution to the cost of existing water infrastructure, upgrades and long term asset renewal.

Carwash means a building or structure containing facilities for washing motor vehicles, including but not limited to tunnel car washes, coin operated automatic car washes and coin operated self-service car washes.

Certificate of Total Performance means a certificate issued by the Regional District indicating that water infrastructure has been designed, installed, tested, and commissioned to the satisfaction of the Regional District.

Commercial means any Unit for which the use is the provision for the selling of goods and services, for the servicing and repair of goods or for commercial office functions, including but not limited to retail sales, wholesaling incidental to retail sales, commercial education and entertainment services, household services and all associated repairs, other personal and non-personal services and administrative, commercial and professional offices.

Commercial Carwash means a Carwash used or operated by a Commercial or Industrial business.

Cross Connection means any physical arrangement whereby the Water System is connected, directly or indirectly, with any potable, non-potable or un-Approved private water supply system, sewer drain, conduit, well, pool, irrigation system, storage reservoir, plumbing fixture, or any other device which contains, or may contain, contaminated water, liquid, gases, sewage, or other wastes, or unknown or unsafe water quality which may be capable of imparting contamination to the water supply as a result of Backflow.

CSA B64.10-11 means Canadian Standards CSA B64.10-11, Selection and Installation of Backflow Preventers, November 2011, or the latest version thereof.

Curb Stop Valve means the valve owned by the Regional District generally placed on the water service at the Property Line to control the flow of water to a lot.

Curb Stop Box means the hollow metal tube that runs from the Curb Stop Valve to the cap. The Curb Stop Box includes the operating stem and the box cap.

Customer means the Owner or occupant of any Property to which water is supplied or made available from the Regional District.

Designated Officer means an employee of the Regional District or an authorized representative as designated in writing by the Manager.

Developer means the Owner of a Development.

Development means the Subdivision of land, new construction of buildings, structures, utilities or any use that requires the issuance of a building permit, plumbing permit, development permit, or Interior Health construction permit issued in accordance with the *Drinking Water Protection Act*, or the development of irrigated land.

Disconnection means physically turning off the water to an Owner's Property and adjusting the Owner's Account accordingly.

Drip Irrigation means an irrigation method that saves water by allowing water to drip slowly to the roots of plants, either onto the soil surface or directly onto the root zone, and uses less than 7.6 liters per hour (2 United States gallons per hour) at less than 138 kPa (20 psi). This does not include soaker hoses, weeper hoses or micro-sprayers.

Double Check Valve Assembly mean a Backflow Prevention device meeting Canadian Standards CSA B64.5.

Dual Check Valve means a Backflow Prevention device meeting Canadian Standards CSA B64.6.

Dwelling means any living quarters used or has the potential to be used by one or more persons which contains cooking, eating, living, sleeping and sanitary facilities.

Easement means a right to the use of land, or a right to restrict the use of land. See also Statutory Right of Way.

Fees and Charges means the fees and charges set out in the *Fees and Charges Bylaw*.

Fees and Charges Bylaw means the Utilities Rates, Fees, and Charges Bylaw No. 3027, 2025 as may be amended or replaced from time to time.

Folio means a land identification number assigned by British Columbia Assessment and is used for Property tax purposes. Folio is synonymous with Assessment Roll Number. A Folio in this Bylaw may describe one or more Parcels grouped under one British Columbia Assessment Folio.

Free Flow Bleeder means a Freeze Protection Device that allows the discharge of bleed water continuously.

Freeze Protection Device means any Approved device to prevent the freezing of the water service.

Illegal Water Connection means any water connection that was made without the Manager's Approval under the Bylaw or other legal authority.

Industrial means businesses including but not limited to airports, aggregate processing, asphalt plants, bulk fuel storage, concrete plants, fabrication plants, manufacturing, processing, sawmills, and truck terminals.

Institutional means activities focusing on non-profit services in the public's interest. For example, schools, hospitals, group foster homes, and buildings used for religious worship.

Irrigation means the distribution of water to the surface or subsurface of lawns, gardens, vineyards and orchards, greenhouses by pipes, hoses, sprinklers or any other method.

Manager in this Bylaw, unless the context otherwise requires, means the Regional District of Central Kootenay General Manager of Environmental Services, the Water Operations Manager, Utility Services Manager or designate.

Manufactured Home means any structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried, and that is used as a Dwelling.

Meter means water meters, remote reading device, wire and other equipment or instruments used by the Regional District or authorized by the Regional District to be used to calculate the amount of water consumed, and other related appurtenances.

Meter Pit means a below-grade or at-grade enclosure, typically located near the Property Line, that houses a Water Meter and associated appurtenances, including but not limited to valves, fittings, backflow prevention devices, remote reading equipment, and insulation, and forms part of the Regional District Water Connection where installed by or authorized by the Regional District.

Mobile Housing Unit is any type of living accommodation that has been produced to be transported or is a mobile unit such as a ship, boat, recreational vehicle, Manufactured Home and so on, and occupied as living quarters.

Minor Cross Connection Hazard means any type of Cross Connection or potential cross-connection that involves a substance that constitutes only a nuisance and that results in a reduction in only the aesthetic qualities of the water.

Moderate Cross Connection Hazard means any Minor Cross Connection Hazard that has a low probability of becoming a Severe Cross Connection Hazard.

Multiple Dwelling Property means any Property containing more than one Dwelling Unit on one Folio.

Occupancy Permit means a permit issued by the Regional District indicating a building or structure is in compliance with applicable building codes and is suitable for occupancy.

Once Through Cooling Equipment means cooling, air conditioning or refrigeration systems in buildings, building systems and equipment, which rely upon the temperature of the water for

cooling purposes and deliver water to a drain or other discharge facility without having recycled that water.

Owner has the same meaning as in the British Columbia *Land Title Act* and *Manufactured Home Act*.

Owner Water Connection means the Owner's water lines and appurtenances downstream of the Regional District Water Connection.

Parcel means the unit lot, block or other area in which land is registered under the British Columbia *Land Title Act*.

Plumbing Code means the British Columbia *Plumbing Code*, 2012, as it may be amended or replaced from time to time.

Property means land and improvements.

Property Isolation means Cross Connection protection provided at the entrance to a Property on the Regional District Water Connection.

Property Line means a line which defines, in the British Columbia Land Title Office, the perimeter of a Parcel.

Provincial Drought Level means drought levels defined and issued by the Province of British Columbia.

Qualified Person means a person who has a recognized degree, certificate, or professional standing related to subject matter.

Recreational is land primarily used for public recreation and includes but is not limited to not for profit: golf courses, parks, sports fields, gymnasiums, playgrounds, parks, green areas, beaches and camping sites.

Reconnection means physically turning on the water and reestablishing or adjusting an Account as required.

Redevelopment means the alteration or extension of existing buildings, structures, utilities or any use that results in a significant change in water usage and requires the issuance of a building permit, plumbing permit, development permit or Interior Health construction permit, or the redevelopment irrigated land.

Reduced Pressure Principle Backflow Preventer means a Backflow Prevention device meeting Canadian Standards CSA B64.4.

Regional District of Central Kootenay or Regional District or District means the Regional District of Central Kootenay, as described under the British Columbia *Local Government Act* with offices located at 202 Lakeside Drive, Nelson, BC V1L 5R4 Phone: 250-352-6665 or toll free number 1-800-268-7325 and Fax: 250-352-9300.

Regional District Water Connection means the water line extending from the Water Main to the Curb Stop Valve, generally near the Property Line and shall include any immediate downstream Meter installation, or Backflow Preventer.

Severe Cross Connection Hazard means any type of Cross Connection or potential Cross Connection involving water that has additives or substances that can create a danger to health.

Single Family Dwelling means a building or structure that contains only one Dwelling.

Statutory Right of Way means the grant of a right of way under Section 218 of the British Columbia *Land Title Act*.

Subdivision means a subdivision as defined in the British Columbia *Land Title Act*, and a subdivision under the British Columbia *Strata Property Act*.

Subdivision Bylaw means the *Subdivision Bylaw No. 2159* as it may be amended or replaced from time to time.

Swimming Pool means any permanent or semi-permanent artificial pool for swimming in.

Title (Land Title) refers to the registration of land ownership in accordance with the British Columbia *Land Title Act*.

Turn On/Off means a temporary interruption in or discontinuance of the supply of water authorized by the Regional District.

Unit means any Dwelling, Commercial, Industrial, or Institutional space.

Water Conservation Measures means any measures implemented by the Manager to restrict water usage.

Water Main means any water pipe under the control of the District which is intended for public use.

Water Meter see Meter.

Water Service Area means the area defined by the Water System service area establishment bylaw.

Water Service Area Extension means the extension of the Water Service Area boundary by bylaw to include one or more additional parcels of land.

Water System means all Regional District owned assets like Water Mains, water treatment facilities, pump stations, reservoirs, wells, water intakes and all associated appurtenances used in the provision of Water Services.

Water Servicing Plan means a plan that details the proposed Development or Subdivision as it relates to water servicing.

Work means construction, maintenance, inspection or testing services provided for an Owner.

Work Order means a written order on an Approved form providing agreement by a Owner to proceed with Work identified on the form for which the Owner will be responsible for costs incurred by the Regional District in accordance with the Utilities Rates, Fees and Charges Bylaw.

5. Administration

1. The Manager is hereby authorized and directed to have general supervision over the Regional District of Central Kootenay Water Systems and to see that the provisions of this Bylaw are carried out.
2. The Manager shall have the power to appoint Designated Officers for the purpose of effectually carrying out the provisions of this Bylaw, and wherever the Manager is authorized or directed to perform any act or duty under this Bylaw, such act or duty may be performed by any Designated Officer authorized by the Manager to perform such act or duty.

6. Liability

1. Nothing contained in this Bylaw shall be construed to impose any liability on the Regional District to service any person or Property or to give a continuous supply of water to any person or Property.
2. The Regional District shall not be liable for the failure of the water supply in consequence of any accident or damage to the Water System, or to excessive pressure or lack of pressure, or any interruption of service.
3. The Regional District does not guarantee provision of minimum or maximum service pressures or minimum flow rates.
4. The Regional District shall not be liable for deposition of sediment, mineral build up, staining or corrosion in the Owner Water Connection or Owner's water system.

7. Operation of the Water System

1. No person, except a Designated Officer, or authorized contractor of the Regional District, or a member of a Regional District fire department shall operate any hydrant, standpipe or valve that forms part of the Water System or use any water therefrom, without written Approval of the Manager.
2. No person shall destroy, injure or tamper with any hydrant, or other fixture of the Water System and no person shall in any manner interfere or meddle with the Regional District Water Connection or Water System, or make any additions or alterations to the Water System or any Regional District Water Connection, or Turn On or Turn Off any Curb Stop, service valve or gate valve that forms part of the Water System without written Approval of the Manager, and damages incurred will be repaired by the Regional District at the person's expense.

8. Applications

1. An application is required for a new Owner Water Connection, Account, Disconnection or Reconnection and shall be made on the application form provided by the Manager.
2. An application is required for a change of Account Type or a significant change of water usage that would result in a change in billing.
3. Application for new Owner Water Connections or Account, or change of Account Type or water use will only be accepted from the Owner.
4. An application in writing is required to the Manager for temporary water usage for such things as construction, road maintenance, and events.

5. New Water Connections, changes to existing Water Connections, temporary water usage, and Account changes require Manager Approval.
6. New Developments, including phased Developments, and Redevelopments with Regional District water servicing greater than 10 Units, have potential water demands greater than equivalent to 10 Single Family Dwellings, add 2.0 hectares (5 acres) or more of Irrigation, increase number of connections or Customers by 10% or more, or have the potential to increase water system demand by 10% or more, shall require Regional District Board approval.
7. Developments and Redevelopments smaller than that identified in Clause 8.6 shall require only Manager Approval.

9. Disconnection and Water Shut-Off

9.1. Water Turn Off

1. An Owner may apply for water Turn Off.
2. The Regional District may Turn Off or Disconnect the water service to any Property, group of Properties or Water Service Area for any of the following reasons, and the Regional District shall not be liable for damages by reason of discontinuing water service:
 - a. Unnecessary or wasteful use of water, or violation of regulations concerning watering or sprinkling;
 - b. Non-payment of Fees and Charges, repair charges or other miscellaneous charges;
 - c. Failure to replace or repair defective pipes, fittings, valves, tanks or appliances which are leaking or are otherwise not in a good state of repair and which are or may become a cause of waste of water;
 - d. Failure to allow access for inspection of any reasonably assumed contravention of this Bylaw;
 - e. Failure to allow access for a Meter installation, Work, inspection, testing or reading;
 - f. Failure to allow access for Backflow Preventer installation, inspection, or testing;
 - g. Water System maintenance or repairs;
 - h. Inadequate source water supply or disruption;
 - i. Concerns with water quality;
 - j. For violation of any of the provisions of this Bylaw.
3. Except under emergency situations, reasonable notice is required before Shut Off or Disconnection of the Regional District Water Connection. Reasonable notice shall consist of at least 48 hours' notice.

9.2. Application to Leave a Water Service Area

1. Any request for a Parcel to be removed from a Water Service Area shall be submitted in writing to the Manager.
2. Parcels may only be removed from the Water Service Area if removal benefits the Water System or the Parcel cannot be feasibly serviced from the Water System.
3. If a future application is made for the Parcel to re-join the Water Service Area, the Parcel is subject to all conditions of this Bylaw and Fees and Charges as identified in the Utilities Rates, Fees and Charges Bylaw. No credit shall be given for past contributions to the Water Service Area.
4. After a Parcel is removed from a Water Service Area, no rebates for any past Fees and Charges or taxes shall be paid to the Owner, except proration of the current year's Fees and Charges.
5. If permission is granted for a Parcel to be removed from the Water Service Area, the Regional District Water Connection shall be removed at the Owner's expense.

10. Ownership, Responsibility, and Access

10.1. Owner Water Connections

1. The Owner is responsible for the supply and installation of Owner Water Connections.
2. Joining of the Regional District Water Connection and the Owner Water Connection during construction shall be the responsibility of the Owner. The joint shall be inspected by a Designated Officer prior to backfilling the Owner Water Connection. A minimum notice of two working days is required before inspection.
3. The Owner shall ensure that all pipe, fixtures and appurtenances connected to the Owner's water system are in good working order.
4. All new Regional District Water Connections shall have a properly placed Curb Stop Valve and Curb Stop Box for Regional District Water Connections up to 50 mm in diameter or a shut off valve conforming to AWWA C509 for Regional District Water Connections of 100 mm diameter or larger.
5. All new Regional District Water Connection Curb Stop Valves or shut off valves shall be generally located immediately on the roadway side of the Parcel Property Line.
6. The Regional District shall own and be responsible for any maintenance or replacement of the Curb Stop Box and Curb Stop Valve with the exception of the connection point with the Owner Water Connection which is the responsibility of the Owner.
7. The Regional District does not guarantee the proper function of Curb Stop Valves.
8. The property Owner is responsible for any damage to the Curb Stop Box and Curb Stop Valve caused by the Owner or the Owner's contractors or representatives.
9. If it becomes necessary to do repairs on the Owner Water Connection, any costs incurred shall be the responsibility of the Owner. No work is permitted on the Regional District Water Connection without prior Approval from the Manager.
10. If the source of the leakage, freezing or other condition which causes the interruption of the supply of water cannot be determined, the Owner shall sign a Work Order for investigative Work. If it is determined that the source of the problem is within the Regional District Water Connection or other part of the Regional District Water System, then the Owner will not be charged for the Work. If it is determined that the source of the problem is within the Owner Water Connection then the Owner will be responsible for the investigative Work and any other repairs.
11. If potential high pressures are a concern, the Owner shall be responsible to provide and maintain any required pressure-reducing valves and pressure relief valves.
12. The Owner shall permit access by the Designated Officer upon reasonable notice for inspection of the Owner Water Connection, Meters, Backflow Preventers, fixtures or appurtenances, if the Designated Officer has reasonable reason to believe water is being wasted, there is a leak, there is a Cross Connection or any other contravention of this Bylaw.
13. Owner Water Connections may not be extended to service other Properties.
14. Water connections that pass through private property and service any other private property without looping back to a Regional District Water Main, and without Statutory Right of Way, shall be considered an Owner Water Connection.

10.2. Access to the Water System on Public Lands

1. No person shall enter into any utility structure forming part of a Water Service whether underground or above ground or any utility compound whether it is fenced or not.
2. No person shall obstruct at any time or in any manner the access to any hydrant, valve, Curb Stop or other fixture connected with the Water System or Regional District Water Connection.

3. No person shall obstruct or prevent the Manager or any person authorized by the Manager from carrying out any or all of the provisions of this Bylaw, nor shall any person refuse to grant the Manager or any person authorized by the Manager, permission to inspect any Owner Water Connection at any reasonable time.

10.3. Water System Access on Private Lands

1. Regional District access to the Water System located on private lands may occur for the purposes of inspection, installation, maintenance, repair, replacement, or operation of the Water System, and shall be carried out in accordance with the provisions of the Local Government Act and the Community Charter, including applicable requirements respecting notice, timing of entry, and limitations on entry into buildings.

10.4. Fire Hydrants and Standpipes

1. All fire hydrants and standpipes directly connected to Regional District Water Mains are the property of the Regional District.
2. All fire hydrants and standpipes connected to Owner Water Connections are the property of the Owner unless otherwise agreed in writing between the Manager and Owner.

11. Water Usage

11.1. General Water Usage

1. No person shall irrigate land unless irrigation privileges have been assigned by this Bylaw or by the Manager, regardless if Metered.
2. No Owner shall cause or allow Regional District supplied water to be conveyed to any other Property.
3. No person shall commercially sell water from a Regional District of Central Kootenay Water System unless otherwise Approved by the Manager or unless the sale or distribution of water is by a landlord to a tenant or by a condominium corporation to a member and the charge to the tenant or member for water use shall not exceed the amount charged by the Regional District.
4. No change or addition to the number or type of fixtures on a Property, for the purpose of expanding the number of Dwellings, installation of a Swimming Pool, or Commercial or Industrial enterprise, shall be made until an Application is made to the Manager and written permission thereof obtained.
5. No pumps shall be connected to the Water System without Approval of the Manager. Any Owner pumps connected to the Water System shall be subject to conditions imposed by the Manager which may include but is not limited to:
 - a. Pump capacity limitations;
 - b. Pump discharge pressure limitations;
 - c. Pump low suction pressure monitoring and lock out;
 - d. Minimum service size;
 - e. Placement of a Restrictive Covenant on Title, in accordance with Section 219 of the British Columbia Land Title Act;
 - f. Existing pumps may only be replaced with a pump of the same make, model, impeller and speed. Approval of the Manager is required for any changes;
 - g. Approval from other applicable regulatory agencies.
6. Free Flow Bleeders for frost protection or any other purpose are not permitted after December 31, 2016 unless Approved in writing by the Manager.

11.2. Temporary Water Usage

1. Temporary water usage may only be approved by the Manager for construction, road maintenance, emergency water supply to other organizations, and community events, such as, but not limited to concerts, festivals and markets.
2. Temporary water users are not required to open an Account but Approval is required from the Manager for water usage.
3. Temporary water users shall provide tamper protection, Backflow Prevention, and or Metering, if required by the Manager.
4. Temporary water usage is subject to Fees and Charges as identified in the Utilities Rates, Fees and Charges Bylaw.
5. A deposit amount payable to the Regional District may be set out in the Utilities Rates, Fees and Charges Bylaw and the deposit may be used to recover any damages to the Water System.
6. Temporary water usage is limited to the water service area when required by the water system's provincially issued water licence.

11.3. Water Conservation

1. All Water Systems are subject to seasonal Stage One water conservations measures as identified in Schedule A.
2. The Manager may introduce further Stages of water conservation based on the following criteria and upon receiving due notice of such restriction, no person shall use water for the purposes prohibited by, or in excess of the limits imposed by such restrictions:
 - a. For planned maintenance of pumping and treatment equipment;
 - b. For emergency operating conditions including Water Main breaks, pumping failure, treatment failure, or emergency maintenance activities;
 - c. When emergency water storage levels cannot be maintained;
 - d. Based on Provincial drought classifications or other indicators as determined by the Manager;
 - e. When water demand reaches or is reasonably expected to reach rated Water System capacity.
3. Due notice of Water Conservation Measures shall be given either by publication in a newspaper circulating within the Regional District, by mail, or by automated email, voice message or mobile device messaging service.
4. No person shall:
 - a. Use water for sprinkling in excess of reasonable requirements;
 - b. Irrigate more than 0.40 Hectares (1 acre) of land per non-Metered Account unless the Account has been classified as Agricultural Land, Golf Course, Institutional or Recreational, and assigned irrigation privileges by the Manager;
 - c. Irrigate more land area than has been assigned irrigation privileges by the Manager;
 - d. Use water at a rate greater than 0.70 litres per second per hectare (0.28 litres per second per acre or 4.5 United States gallons per minute per acre) on Agricultural Land, or for unmetered irrigation on Single Family Dwelling or Multiple Dwelling Properties;
 - e. Use an unattended open pipe or hose for sprinkling purposes.

11.4. Once Through Cooling Equipment

1. Once Through Cooling Equipment is not to be permitted to be connected to the Water System after December 31, 2016, unless otherwise Approved in writing by the Manager.

11.5. Car Washes

1. Commercial Carwashes connected to a Regional District Water System shall comply with the following:
 - a. Maximum of 151 liters (40 United States gallons) of Potable Water per average automated Carwash;
 - b. Maintain high pressure wash nozzles and pump systems that use less than 0.19 liters per second (3 United States Gallons per minute).
2. Commercial Carwashes may use recycled water to augment water volume and flow limits.

11.6. Water Wastage

1. No Customer shall allow Regional Districted supplied water to be wasted.
2. Notwithstanding the prohibitions in this Section, the Manager may authorize in writing the discharge of Regional District supplied water for the purposes of:
 - a. health and safety;
 - b. the installation and maintenance of infrastructure, including the flushing of Water Mains, hydrant leads and water service connections;
 - c. preventing the freezing of Water Mains, hydrant leads and water service connections;
 - d. conducting water flow tests;
 - e. installation and testing of permanently installed irrigation systems;
 - f. training programs for fire fighters.

11.7. Illegal Water Connections

1. No person shall make or cause to be made a connection to the Water System without the express written Approval of the Manager.
2. Any Illegal Water Connections shall be removed from the Water System within a reasonable time frame given by the Manager at the expense of the Owner, or the Owner shall make an Application for a Regional District Water Connection and the Owner is subject to all conditions of a new Regional District Water Connection.
3. An Owner is responsible for all Fees and Charges that would have been levied from the time of installation.

12. New Servicing and Development

12.1. New Regional District Water Connections

1. New Regional District Water Connections are subject to Fees and Charges identified in the Utilities Rates, Fees and Charges Bylaw.
2. There shall only be one Regional District Water Connection per Parcel for new Developments, unless a dedicated non-Cross Connected fire service is also required.
3. Given limitations on the availability or pressure of water within some Water Systems, a new Regional District Water Connection may not be permitted if normal operating pressures are anticipated to be below 280 kPa (40.6 psi) or above 700 kPa (101.5 psi) as might be measured at the living floor elevation. The Manager may approve pressures outside this range and impose specific conditions in writing.
4. Regional District Water Connections, Owner Water Connections or Water Mains may not pass through a private Property to service another Property. Exceptions may be made at the discretion of the Manager as follows:
 - a. if the benefiting Property is an existing landlocked Parcel and an Easement Agreement is executed between the properties with the Easement Agreement including the requirement for Regional District Approval for Easement Agreement

- discharge;
 - b. if Water Mains and Water Connections are located within a Provincially approved access common lot and all Water Mains and Water Connections within the access common lot are owned by the Property Owners, not the Regional District.
5. Owners are responsible for all costs associated with provision of the Regional District Water Connection including but not limited to:
 - a. Water System assessment to confirm adequate capacity and pressures;
 - b. Extension of Water Mains;
 - c. Roadway and surface restoration costs.
 6. Provision of a new Regional District Water Connection is not guaranteed by the Regional District and an Application may be rejected by the Manager for any reasonable reason, such as but not limited to, inadequate water pressures, inadequate capacity, Water System under boil water notice, geological hazards, unpaid water bills or taxes, zoning or development conditions, or if the connection is not economically feasible.
 7. New Regional District Water Connections shall not run parallel with roadways; rather a new Water Main extension is required. New Water Mains shall be a minimum of 100 millimeter diameter in Water Service Areas without fire protection and 150 millimeter diameter in Water Service Areas with existing or planned fire protection. Water Mains may be larger or smaller in diameter subject to an engineering assessment and Approval by the Manager.
 8. New Water Mains shall have a minimum pressure rating of 1,379 kPa (200 psi) unless otherwise approved by a Professional Engineer or Qualified Person, and the Manager.
 9. Allowance for new Regional District Water Connections to substandard Water Mains is at the discretion of the Manager. Where condition assessment, hydraulic modeling, or asset management planning identifies a Water Main as substandard, the Manager may require that the Water Main be upgraded or replaced at the Owner's expense as a condition of service.
 10. A Developer or Owner required to replace or extend Water System infrastructure may be eligible for cost recovery in accordance with the Local Government Act and the Regional District's Latecomer Charges and Cost Recovery provisions, as amended or replaced from time to time.

12.2. Water Service Area Extension

1. Inclusion of one or more new Parcels into a Water Service Area is subject to Fees and Charges identified in the Utilities Rates, Fees and Charges Bylaw.
2. Owners are responsible for all costs associated with Water Service Area extension including but not limited to:
 - a. Water System assessment to confirm adequate capacity and pressures;
 - b. Extension of Water Mains;
 - c. Upgrade of treatment, pumping and storage facilities;
 - d. Roadway and surface restoration costs.
3. New Water Mains shall be a minimum of 100 millimeter diameter in Water Service Areas without fire protection and 150 millimeter diameter in Water Service Areas with existing or planned fire protection. Water Mains may be required to be larger or smaller diameter as determined by an engineering assessment and Approved by the Manager.
4. New Water Mains shall have a minimum pressure rating of 1,379 kPa (200 psi) unless otherwise approved by a Professional Engineer or Qualified Person, and the Manager.
5. All new Water System infrastructure shall be located in road right of ways or Parcels Titled to the Regional District. Location of new Water System infrastructure in Easements or Statutory Right of Ways may only be permitted under special circumstance and requires Approval of the Manager.

12.3. Subdivision of a Parcel, Creation of Additional Units, or Changes to Irrigation on an Existing Property

1. Any Subdivision or addition of Units to a Property within a Water Service Area may be subject to a Capital Infrastructure Charge as defined in the Utilities Rates, Fees and Charges Bylaw.
2. Applications for a new Regional District Water Connection as part of a Subdivision process shall include submission of a Water Servicing Plan to the Manager. The Water Servicing Plan shall include property lines, existing legal lot, block and plan numbers, proposed lot numbers, building location(s), driveways or hard surfaces, sanitary systems and service offsets, other utilities, road names, and the requested location of the water connection(s). Neat sketches may be acceptable from the Owner for small Developments or Subdivisions but the Manager may require drawings issued by a Professional Engineer or Qualified Person for larger Developments or Subdivisions.
3. The Manager may require the Owner to upgrade any existing Regional District Water Connection due to age, to meet current standards or to improve capacity as a condition of Subdivision or as a condition of adding a water serviced addition to a Unit or additional water serviced Units to a Property.
4. There shall only be one Regional District Water Connection per Parcel for Redevelopments, unless a dedicated non-Cross Connected fire service is also required, or unless deemed beneficial to the Water System by the Manager to have more than one connection.
5. If the Owner does not initiate construction of the required Water System within one year after the date of the subdivision approval, the Regional District may enter upon the subdivided lands to complete the installation of the required Water System at the expense of the Owner.

12.4. Multiple Dwelling Property Developments

1. Owners of a proposed Multiple Dwelling Property Development wishing to connect to a Regional District Water Service shall, prior to the start of any construction, submit a Water Servicing Plan to the Manager for Approval. The Water Servicing Plan shall include property lines, existing legal lot, block and plan numbers, proposed lot numbers, building location(s), driveways or hard surfaces, sanitary systems and service offsets, other utilities, road names, and the requested location of the water connection(s). Neat sketches may be acceptable from the Owner for small Developments or Subdivisions but the Manager may require drawings issued by a Professional Engineer or Qualified Person.
2. The Manager may require the Owner to upgrade any existing Regional District Water Connections due to age, to meet current standards or to improve capacity as a condition of Development.

12.5. Existing Water Mains and Service Connections on Private Land

1. Existing Water Mains and service connections that cross private Property to service another Property shall be relocated in road right of ways or Parcels Titled to the Regional District during new Developments, Redevelopments or property line boundary adjustments, unless otherwise approved by the Manager, and a Statutory Right of Way or Easement Agreement is provided for existing Water Mains and service connections.

12.6. Work Completed by Others

1. Work on Regional District Water Systems or installation of water infrastructure that is to become part of a Regional District Water System shall be completed by the Regional

- District or the Regional District's contractor unless done under written agreement between the Regional District and Developer.
2. The Developer is responsible for but not limited to the following when any infrastructure installed by the Developer is to be owned by the Regional District:
 - a. Securing all required permits, including but not limited to an Interior Health Issued Construction Permit, Ministry of Transportation and Infrastructure Provincial Public Highway Permit, Development Permits, Building Permits, and Plumbing Permits;
 - b. Provision of "issued for construction drawings" and "plan of record drawings" provided by a Professional Engineer or Qualified Person;
 - c. Provision of project costs by a Qualified Person.
 - d. All materials shall meet applicable American Water and Wastewater Association standards, Canadian Standards Association standards, NSF standards, and designs and construction standards shall meet the satisfaction of the Regional District and applicable Regulatory agencies;
 - e. Provision of a deposit with the Regional District in the form of an unconditional, irrevocable letter of credit, a bank draft drawn on a chartered bank in Canada, or cash in the value of 20% of the estimated cost of the water infrastructure, and for a term to the time of not less than to the issuance of a Certificate of Total Performance by the Regional District; and
 - f. Securing and maintaining commercial general liability insurance against claims for bodily injury, death or property damage arising out of this Agreement or the construction of the water infrastructure in a form acceptable to the Chief Financial Officer of the Regional District, in the amount of \$5,000,000 per occurrence.
 3. The Developer shall provide the following warranty on any infrastructure installed by a Developer that is to be owned by the Regional District:
 - a. One year from the time of issuance of a Certificate of Total Performance by the Regional District for any water infrastructure.
 - b. Two years from the time of issuance of a Certificate of Total Performance by the Regional District for any landscaping.
 - c. The cost of all work required to repair any defects or deficiencies shall be at the expense of the Developer during the warranty period.

13. Cross Connection Control and Backflow Prevention

13.1. Cross Connection Control Requirement and Classification

1. As a condition of Approval of service:
 - a. The property owner must have a cross connection control device already installed as part of the plumbing system on their property in accordance with and when required by the Plumbing Code; or
 - b. Where a cross connection control device is not part of the owner's plumbing system, a cross connection control device must be installed outside of the property line on the Regional District Water Connection when require by the Manager.
2. No person shall cause or permit to continue a Cross Connection to a Regional District Water system or a connection between a Regional District Water System and another source of water.
3. When required by this Bylaw, Backflow Prevention shall be required to be installed on the public side of a Water Connection only at the following times:
 - a. During Developments or Redevelopments, at the Owner's expense;
 - b. When an Owner does not mitigate a Severe Hazard, at the Owner's expense;
 - c. When metering in a meter pit is required; or
 - d. During Water System metering implementation programs.

4. All new meter pits shall include Dual Check Valves for all Single Family Dwelling properties, Multiple Dwelling properties and Minor Cross Connection Hazard properties.
5. All new Regional District owned meter pits shall have Double Check Valve Assemblies for Moderate Cross Connection Hazard properties and potential Severe Cross Connection Hazard properties.
6. Property Owners with a Severe Cross Connection Hazard not protected by a Reduced Pressure Principle Backflow Preventer or Air Gap, approved by a Qualified Person, shall immediately eliminate the Severe Cross Connection Control Hazard or be subject to immediate water Turn Off by the Regional District.
7. Property Owners with a potential Severe Cross Connection Hazard shall install a Reduced Pressure Principle Backflow Preventer or Air Gap on their property, approved by a Qualified Person.
8. Backflow Prevention is required in Water Systems under long-term Boil Water Notice.
9. Backflow Prevention, when required, shall be selected and installed by a Qualified Person in accordance with CSA B64.10-11.
10. No person shall remove or modify a Backflow Preventer unless a Qualified Person.
11. Buildings or facilities in a Regional District Water System may be classified as being a Minor, Moderate or Severe Cross Connection Hazard by the Manager in accordance with CSA B64.10-11.
12. All new Regional District Water Connections or Redevelopments servicing four or more Units, including Dwellings, shall be considered at least a Minor Cross Connection Hazard.
13. All new Regional District Water Connections or Redevelopments in potable Water Systems with no residual disinfection protection and with a building or facility identified as being a Minor Cross Connection Hazard shall have a Property Isolation Dual Check Valve or Double Check Valve Assembly as Approved by the Manager.
14. All new Regional District Water Connections or Redevelopments in all Water Systems with a building or facility identified as being a Moderate or Severe Cross Connection Hazard shall have Property Isolation Backflow Prevention as specified by a Qualified Person and as Approved by the Manager.
15. All new Regional District Water Connections on parcels of land 0.40 hectares (1 Acre) or larger, when also required to be metered, shall have Property Isolation Backflow Prevention, as specified by a Qualified Person and as Approved by the Manager.

13.2. Owner Responsibilities

1. When an Owner's Premises Isolation Backflow Preventer protecting a Moderate or Severe Cross Connection Control Hazard is found to not be in proper working condition, the condition shall be reported to the Regional District by the Customer or Owner and the Backflow Preventer shall be repaired or replaced by the Owner within 5 working days.
2. When an Owner's Premises Isolation Backflow Preventer protecting a Minor Cross Connection Control Hazard is found to not be in proper working condition, the condition shall be reported to the Regional District by the Customer or Owner and the Backflow Preventer shall be repaired or replaced by the Owner within 30 days.

13.3. Backflow Preventer Ownership

1. Backflow Preventers installed on the Owner's Property shall be owned by the Property Owner and shall be installed, maintained and tested at the Owner's expense.
2. Backflow Preventers when required to be installed on a Regional District Water Connection for new Regional District Water Connections or Redevelopments shall be installed at the Owner's expense.
3. Backflow Preventers when required to be installed on a Regional District Water

Connection due to Cross Connections created by portable equipment connected to the water system by a Property Owner or their representatives shall be installed at the Owner's expense.

4. Backflow Preventers installed on the Regional District Water Connection shall be owned by the Regional District and shall be maintained and tested by the Regional District.

13.4. Backflow Preventer Testing and Inspection

1. Backflow Preventers that are owned by the Owner and that are protecting against Moderate or Severe Cross Connection Hazards shall be tested by a British Columbia Water and Wastewater Association certified Cross Connection Control Tester as follows:
 - a. Upon installation;
 - b. When cleaned, repaired, or overhauled;
 - c. When relocated; and
 - d. Every three years.
2. Owners shall maintain a record of Backflow Preventer Inspection and testing results on the Property and shall provide a copy of these records to the Regional District upon request.
3. Testable Backflow Preventers shall have an Approved testing tag affixed to the device by a British Columbia Water and Wastewater certified Cross Connection Control Tester.

14. Water Meters

14.1. Water Meter Requirement

1. Any new Regional District Water Connections or Redevelopment with Regional District Water Connection greater than 25 mm shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
2. All new Regional District Water Connections or Redevelopments servicing, Commercial properties, Industrial properties, Institutional properties, golf courses, Agricultural Land, and recreation facilities, excluding home based businesses, shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
3. All new Regional District Water Connections or Redevelopments servicing four or more Units, including Dwellings, shall have an Approved Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
4. All Regional District Water Connections in the Lucas Road, Balfour Water System, Grandview Water System, Rosebery Water System, and Erickson Water System shall be Metered.
5. All existing Properties with Approved Free Flow Bleeders shall be Metered, unless otherwise identified in a Board approved metering plan.
6. Owner Water Connections that cross a privately owned Property to service another Property unless otherwise exempted by the Manager in writing, shall have a Meter installed by the Owner, unless otherwise identified in a Board approved metering plan.
7. All existing Commercial properties, Industrial properties, Institutional properties, golf courses, Agricultural Land, and recreation facilities shall have a Meter installed by the Owner, unless otherwise identified in a Board Approved metering plan.
8. The Manager may at any time require that a Meter be installed or relocated by the Owner on Water Connections where there is reasonable cause to suspect a high water demand or where water usage cannot be easily determined.
9. No un-Metered water may be used on a Metered Property without the written Approval of the Manager.
10. The following Water Connections shall not require a Water Meter:

- a. Fire water connections which are not used for any other purpose; and
 - b. Such other connections where, in the opinion of the Manager, it is impractical to install a Water Meter.
11. If an Owner requests and the Manager Approves an increase or decrease to the amount of irrigation privileges assigned or an increase or decrease to the assessed Agricultural Land Charge, a water meter will be required and the Owner shall be responsible for the installation costs of a Water Meter and related appurtenances, if the amount of assessed assigned irrigation privileges or assessed Agricultural Land Charge results in more than one acre and less all the lands.
 12. For the purposes of meter installation, maintenance, repair, or replacement, the Regional District may enter onto real property in accordance with the statutory authority granted under Section 290 of the Local Government Act and Section 16 of the Community Charter. Entry shall be at reasonable times and with reasonable notice to the Owner or Occupier.
 13. The Regional District shall take reasonable steps to restore any areas of private property disturbed during meter installation to their original condition, including regrading, reseeding, or replanting grassed areas or placing sod, unless otherwise agreed with the Owner. Restoration shall not include replacement of ornamental landscaping or private structures unless damaged due to negligence.
 14. Except where required under Section 292 of the Local Government Act, the Regional District shall not be responsible for compensation to Owners for the installation of water meters or related infrastructure located at or near the Property Line, provided reasonable restoration is completed.
 15. Where the installation of a water meter or associated works must occur significantly beyond the Property Line or encumbers the use of private property in a substantial or ongoing manner, the Regional District may require a Statutory Right of Way to be granted by the Owner prior to installation.

14.2. Metering Equipment

1. Water Meters and equipment shall be selected and installed in accordance with requirements identified by the Manager.
2. All new Meter installations shall be located at or near the Property Line and may be installed within an Approved Meter Pit on the Owner's property, where necessary due to site constraints, right-of-way limitations, or service line alignment. The Regional District may enter onto private property for this purpose in accordance with the Local Government Act.
3. The size of all Meters installed shall be Approved by the Designated Officer and will not necessarily conform to the size of the service pipe installed but will be based on the estimated rate of consumption.
4. All Water Meters with a bypass shall have a seal on the bypass.
5. If a Property Owner fails to provide access to an existing Meter, a new Meter may be installed on the Regional District Water Connection at the Owner's expense.

14.3. Customer Responsibility and Notification Requirements

1. The Customer shall protect any Water Meter, valves, or pipes located on the Property from freezing, excessive heat, overheating of water, external or internal damage of any kind, or any other thing which may affect the operation of the Water Meter or Meters.
2. If a bypass seal is broken, the Customer shall notify the Designated Officer within twenty-four (24) hours of knowledge of the broken seal.
3. If a Water Meter is damaged, the Customer shall notify the Designated Officer within twenty-four (24) hours of knowledge of the damaged meter.

4. No Person shall:
 - a. Interfere with or tamper with the operation of any Water Meter or remote reading device; nor
 - b. Open a bypass valve on a Water Meter or metering installation except in the case of an emergency.

14.4. Water Meter Costs and Ownership

1. Water Meters located on Owner Water Connections shall be installed at the Owner's expense, unless installed as part of a Regional District metering program, and shall be the property of the Regional District.
2. If a Water Meter is removed or stolen, the Owner shall be responsible for the cost of replacing the Water Meter including installation.
3. If a Water Meter is damaged or tampered with, the Owner shall be responsible for the cost of repairs or replacement.
4. The Regional District shall be responsible for Water Meter maintenance, repair and replacement due to normal wear and tear, and life expectancy.
5. If a Water Meter is required by the Owner to be relocated, all costs associated with the Meter relocation shall be the responsibility of the Owner.

14.5. Meter Testing

1. The Owner may request that a Water Meter be tested for accuracy, and the cost of any such test shall be at the expense of the Regional District if the Water Meter is found to be inaccurate in excess of two (2%) percent of actual flow. The test shall be at the Owner's expense if the Water Meter is found to be accurate within two (2%) percent of actual flow.
2. The Manager may require a water meter to be tested for accuracy, and the cost of any such test shall be the expense of the Regional District.

14.6. Meter Readings

1. The Manager shall establish the frequency of regular Meter reading.
2. The Manager may require that a Meter be read at any time.
3. Customers shall provide Meter reading(s) when requested by the Manager.

15. Offences and Penalties

1. Any person who contravenes this Bylaw or other requirements made or imposed under this Bylaw or amendments thereto is guilty of an offence and is liable to a fine not exceeding \$2,000.
2. Where an offence is committed or continues for more than one day, a person shall be deemed to have committed separate offences for each day on or during which an offence occurs or continues, and separate fines, each not exceeding \$2,000, may be imposed for each day on or during which an offence occurs or continues.
3. Nothing in this Bylaw shall restrict the Regional District of Central Kootenay from utilizing any other remedy that would otherwise be available to the Regional District of Central Kootenay at law.

16. Citation

This Bylaw may be cited as **Regional District of Central Kootenay Water Bylaw No. 3078, 2026**

17. Repeal

Water Bylaw No. 2894, 2023, and amendments hereto, are hereby repealed.

READ A FIRST TIME this ____th day of April, 2026.

READ A SECOND TIME this ____th day of April, 2026.

READ A THIRD TIME this ____th day of April, 2026.

ADOPTED by an affirmative vote of at least 2/3 of the votes cast this ____ day of April, 2026.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

SCHEDULE A: BYLAW NO. 2894
WATER CONSERVATION MEASURES

Stage 1 Water Conservation Measures go into effect every year regardless of seasonal weather patterns. These measures are in effect from June 1st to September 30th. The Regional District may, upon notification, impose further water conservation measures (Stages 2-4) as necessary.

Activity	Mandatory Restrictions			
	Stage 1	Stage 2	Stage 3	Stage 4
Watering of lawns	ONLY between the hours 7 pm - 10 am	ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm	Prohibited	Prohibited
Watering of new lawns (seed within 45 days and sod within 21 days of installation)	ONLY between the hours 7 pm - 10 am	ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm	ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm	Prohibited (Except where permitted by the Manager)
Watering of gardens, trees and shrubs (excluding watering of commercial agricultural products on Agricultural Land)	ONLY between the hours 7 pm - 10 am	ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm	ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm	Prohibited
	Watering using drip irrigation, a watering can, and or hand held hose, which eliminates over-spray is permitted at any time.			
Outdoor water usage during power outages greater than 1 hour	Prohibited	Prohibited	Prohibited	Prohibited
Watering of Commercial Agricultural Products (production and sales)	Permitted	Permitted	Permitted	Permitted (Voluntary Conservation)
Wash down (sidewalks, walkways, driveways, exterior building surfaces, window, vehicles or other outdoor surface)	Permitted	ONLY between the hours 6 am - 10 am, and 8 pm - 10 pm	Prohibited (Except where critical for health and safety, and business operations)	Prohibited (Except where critical for health and safety)
Filling of fountains or other decorative features	Permitted	Prohibited (Except where permitted by the Manager)	Prohibited	Prohibited
Filling of outdoor hot tubs and/or wading pools.	Permitted	Permitted	Prohibited	Prohibited
Filling of swimming pools	ONLY between the hours 8 pm - 7 am	Prohibited (Except where permitted by the Manager)	Prohibited	Prohibited
Dwelling water consuming appliances such as washing machines and dishwashers	Permitted	Permitted	Permitted (Voluntary Conservation)	Permitted (Voluntary Conservation)
Large commercial water use such as laundromats, washers, carwashes, etc.	Permitted	Permitted	Permitted (Voluntary Conservation)	Permitted (Voluntary Conservation)

SCHEDULE B: BYLAW NO. 3078
LATECOMER CHARGES AND COST RECOVERY FOR EXCESS AND EXTENDED SERVICES

PURPOSE

The purpose of this Schedule is to provide a form of authorization for staff on how to process Latecomer Agreements and associated Latecomer Charges within water systems owned and operated by the Regional District of Central Kootenay.

A Latecomer Agreement is executed between a Developer and the Regional District when Latecomer Charges are owed to a Developer for off-site infrastructure they have installed that benefit other lands within the water system. Identified Benefitting Lands in the Latecomer Agreement pay calculated Latecomer Charges to the Regional District at the time of a new water service request. The collected Latecomer Charges are reimbursed to the Developer for a set term.

Any modifications to this Schedule must be approved by the Regional District Board.

SCOPE

This schedule applies in situations where a developer wishes to install water infrastructure that is to become part of a Regional District water system that is deemed as Excess or Extended services.

DEFINITIONS

Benefitting Land means lands that benefit from an extended service within a Regional District water system boundary.

Development Agreement means an agreement executed between the Developer and the Regional District that outlines the requirements for installation of water infrastructure by the Developer that is to become part of a Regional District water system.

Excess Service means the oversizing built into the water system in order to provide excess capacity to service properties other than the land being developed.

Extended Service means the water system infrastructure that is being installed by a developer to service their development, but which also extends the immediate capability of water servicing to other properties.

Latecomer Agreement means the executed Latecomer Agreement as the legally binding contract between the Developer and the Regional District.

Latecomer means the registered owner of lands benefitting from the construction of the extended services.

Latecomer Charge means a charge imposed on the benefitting lands which will be collected by the Regional District as a condition of a latecomer connecting or using extended services.

Substantial Completion means the extended or excess service work is sufficiently complete in accordance with the Development Agreement to the point that it may be used for its intended purpose.

1 General Administration

Latecomer charges apply to Excess or Extended water services required as part of the subdivision, development process, or building permit process within a Regional District owned water system. The Latecomer Agreement Application submitted by the Developer is reviewed and approved by the Manager.

The Regional District may pay the cost of oversizing or extending of water services subject to funding availability and Board approval. The Developer shall not be eligible for Latecomer Charge benefits for any over sizing or additional component of water service extension paid for by the Regional District.

Benefitting lands are limited to:

- a. Parcels fronting the Excess or Extended services, or parcels fronting public roads where future water main extensions from the Excess or Extended services is feasible;
- b. Parcels that would achieve normal operating pressures as outlined in Bylaw 2894, as amended or replaced; and
- c. Parcels within the existing water system boundary.

A parcel with an existing service connection will be reconnected to the new service without a Latecomer Charge applied. Parcels with on-site servicing, such as a well, will not be entitled to this free connection.

Latecomer charges do not apply to offsite works and services which are voluntarily installed by a Developer or where the Developer has waived their right to collect latecomer charges.

Interest on Latecomer Charges shall be calculated annually at 1% and payable for the period beginning on date of Substantial Completion, up to the date that the benefitting lands water service is made.

Building and/or Development permits pursuant to the Subdivision and Development Bylaws will not be issued for works and services which are the subject of a latecomer charge until the Latecomer Agreement and the Development Agreement have been executed.

Before the Regional District will execute a Latecomer Agreement with the Developer, the Developer must pay an application administration fee to the Regional District in the amount prescribed in the Water Utility Rates, Charges, and Charges Bylaw 3027, as amended or replaced.

The term for the Latecomer Agreement will be set for the 10th anniversary of the Substantial Completion date, with no opportunity for extension.

2 Procedure

Staff is to establish and maintain procedures for process, approval, administration, collection, and reimbursement of Latecomer charges.

3 Authority for Execution

Latecomer Agreement contracts must be authorized by the General Manager of Environmental Services with the approval of the Chief Administrative Officer.

4 Related Legislation

Local Government Act Part 14 – Planning and Land Use Management Section 508.

– BC INLAND FERRY COALITION –

Date: April____, 2026

Honourable Mike Farnworth
Minister of Transportation and Transit
PO Box 9055 Stn Prov Govt, Victoria, BC V8W 9E2
mike.farnworth.mla@leg.bc.ca

Re: Request for Meeting with the BC Inland Ferry Coalition

Dear Minister Farnworth,

The recently formed BC Inland Ferry Coalition (“the Coalition”), which is composed of representatives from the BC communities dependent on the fourteen inland ferries for every aspect of our rural lives, writes to request an in person meeting with you. The agenda for the meeting is simple: to discuss how the Province can ensure that inland ferries are recognized in law as essential transportation links necessary to protect the health, safety and welfare of British Columbians.

The Coalition consists of inland ferry stakeholders from across the province (see below), each acting as representatives for their communities.

Kootenay Lake Ferry	RDCK Area A director
Usk Reaction Ferry	TNRD Area I director
Francois Lake Ferry	Cheslatta Carrier Nation
Francois Lake Ferry	RDBN Area E director
Francois Lake Ferry	Takysie Lake Store & Resort
Glade Ferry	Glade Community Society
Kootenay Lake Ferry	Kootenay Lake Chamber of Commerce
Harrop Ferry	Harrop Procter Ferry Committee Society
Kootenay Lake / Harrop Ferries	RDCK Area E director
Little Fort Reaction Ferry	TNRD Area O director
Upper Arrow Lake Ferry	CSRD Area B director
Needles and Arrow Park Ferries	RDCK Area K director
Big Bar Reaction Ferry	TNRD Area E director
Glade Ferry	RDCK Area D director

– BC INLAND FERRY COALITION –

In contrast to the explicit protections of the *Coastal Ferries Act* afforded to the largely urban areas served by BC ferries, existing provincial laws grant inland ferry communities no such protection. In your recent response letter to the Regional District of Central Kootenay (RDCK), you stated that inland ferries “receive the same protections as other provincial infrastructure, including highways, bridges and transit systems.” While we agree that inland ferries are in fact equivalent to “highways, bridges and transit systems”, we find nothing in the *Transportation Act* or elsewhere that enshrines this reality in law.

We stress that our concerns are not whether unionized inland ferry workers have the right to strike or seek better working conditions from the Provinces’ contracted providers of inland ferry services. We merely seek access security and equity for our rural inland ferry communities and industries by making the essential nature of inland ferries and the fact that these ferries are “necessary to protect the health, safety and welfare of British Columbians”, explicit in law.

A small, representative group from the Coalition is available to meet with you in person at a location of your choosing and at your earliest convenience. We look forward to discussing this with you further.

Thank you for your consideration.

Sincerely,

BC Inland Ferry Coalition

RDCK Area A, TNRD Area I, Cheslatta Carrier Nation, RDBN Area E, Takysie Lake Store & Resort, Glade Community Society, Kootenay Lake Chamber of Commerce, Harrop Procter Ferry Committee Society, RDCK Area E, TNRD Area O, CSRD Area B, RDCK Area K, TNRD Area E, RDCK Area D

CC: **Brittney Anderson**, Minister of State for Local Governments and Rural Communities, MLA Central Kootenay; **Steve Morissette**, MLA, Kootenay-Monashee; **Aimee Watson**, Board Chair, RDCK



– BC INLAND FERRY COALITION –

Date: April 7, 2026

The Honourable Mike Farnworth
Minister of Transportation and Transit
PO Box 9055 Stn Prov Govt, Victoria, BC V8W 9E2
mike.farnworth.mla@leg.bc.ca

Re: Request for Meeting with the BC Inland Ferry Coalition

Dear Minister Farnworth,

The recently formed BC Inland Ferry Coalition (“the Coalition”), which is composed of representatives* from the BC communities dependent on the 14 inland ferries for every aspect of our rural lives, write to request an in-person meeting with you.

The agenda for the meeting is simple: *to discuss how the Province can ensure that inland ferries are recognized in law as essential transportation links necessary to protect the health, safety and welfare of British Columbians.*

In contrast to the explicit protections under *Section 25* of the *Coastal Ferry Act* afforded to the largely urban areas served by BC ferries, existing provincial laws grant inland ferry communities no such protection.

In your recent response letter to the Regional District of Central Kootenay (RDCK), Aimee Watson, Chair, dated January 23, 2026, you stated that inland ferries “receive the same protections as other provincial infrastructure, including highways, bridges and transit systems.” While we agree that inland ferries are in fact equivalent to “highways, bridges and transit systems”, we find nothing in the *Transportation Act* or elsewhere that enshrines this reality in law.

We stress that our concerns are not whether unionized inland ferry workers have the right to strike or seek better working conditions from the Provinces’ contracted providers of inland ferry services. We merely seek access security and equity for our rural inland ferry communities and industries by making the essential nature of inland ferries and the fact that these ferries are “necessary to protect the health, safety and welfare of British Columbians”, explicit in law.

– BC INLAND FERRY COALITION –

A small representative group from the Coalition is available to meet with you in-person at a location of your choosing and at your earliest convenience. We look forward to discussing this with you further.

Thank you for your consideration.

Sincerely,

Ina Pockrass, on behalf of these BC Inland Ferry Coalition Members

Cheslatta Carrier Nation, Takysie Lake Store & Resort, Glade Ferry Society, Harrop Procter Ferry Committee Society, RDCK Area A, Kootenay Lake Chamber of Commerce, RDCK Area E, TNRD Area O, TNRD Area I, CSRD Area B, RDKS Area C

CC: Brittny Anderson, Minister of State for Local Governments and Rural Communities, MLA, Central Kootenay; Steve Morissette, MLA, Kootenay-Monashee; Aimee Watson, Board Chair, RDCK

* INLAND FERRY COALITION MEMBERS

Arrow Park and Needles Ferries	RDCK Area K
Big Bar Reaction Ferry	TNRD Area E
Francois Lake Ferry	Cheslatta Carrier Nation
Francois Lake Ferry	RDBN Area E
Francois Lake Ferry	Takysie Lake Store & Resort
Glade Ferry	Glade Ferry Society
Glade Ferry	RDCK Area I
Harrop Ferry	Harrop Procter Ferry Committee Society
Kootenay Lake Ferry	RDCK Area A
Kootenay Lake Ferry	Kootenay Lake Chamber of Commerce
Kootenay Lake and Harrop Ferry	RDCK Area E
Little Fort Reaction Ferry	TNRD Area O
Lytton Reaction Ferry	TNRD Area I
Upper Arrow Lake Ferry	CSRD Area B
Usk Reaction Ferry	RDKS Area C



March 26, 2026

Regional District Central Kootenay c/o Board of Directors
202 Lakeside Drive
Nelson, BC V1L 6B9

Attention: Stuart Horn - Chief Administrative Office

Reference: Request to Waive Building Permit Fees for Balfour Daycare

On behalf of Balfour Recreation Commission, West Kootenay Family Wellness Society and M'akola Development Services, North Mountain Construction (NMC) is writing to formally request the Regional District of Central Kootenay (RDCK) waive the building permit fees for the construction of the Balfour Daycare at 7604 Upper Balfour Road.

NMC is in the pre-construction phase of developing a childcare facility on Balfour Recreation Commission land. Our project team, with M'akola Development Services, is diligently working to deliver this facility within our strict budget. We are actively designing this project, with continuous value engineering exercises such as reducing the buildings footprint, to keep the project viable. Every dollar saved on administrative and municipal fees is a dollar that remains directly invested in the facility and the families it will serve.

We recognize and respect that whenever a fee waiver is requested, the Board's primary consideration is that forgone user fees must be replaced by taxation to balance the budget. However, we firmly believe that the profound community benefits of this facility justify this shared regional investment. The struggle to find reliable, high-quality childcare is a severe and pressing problem for young families in our community. By supporting the creation of this essential childcare facility, the RDCK will be providing a direct economic benefit for the region. Accessible childcare allows parents to return to the workforce, supports local businesses struggling with labour shortages and fosters healthy early childhood development.

NMC views waiving the fees as a direct high-return investment by RDCK into the social and economic fabric of Balfour and the surrounding areas. This is an opportunity for the RDCK Board of Directors to tangibly support working families and alleviate a critical community shortfall in childcare.

We would be deeply grateful for the Board's support in making the Balfour Daycare a reality. Thank you for your time, your careful consideration of the budget and your ongoing commitment to the well being of the Central Kootenay region.

Regards,

NORTH MOUNTAIN CONSTRUCTION LTD.

Sincerely,

Mark Robichaud

Mark Robichaud, Director – Pre Construction

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3073

A bylaw to authorize the entering into an Agreement respecting financing between the Regional District of Central Kootenay and the Municipal Finance Authority of British Columbia.

WHEREAS the Municipal Finance Authority of British Columbia (the “Authority”) may provide financing of capital requirements for regional districts or for their member municipalities by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the regional district on whose request the financing is undertaken;

AND WHEREAS the Village of Salmo is a member municipality of the Regional District of Central Kootenay (the “Regional District”);

AND WHEREAS the Regional District will finance from time to time on behalf of and at the sole cost of its member municipalities, under the provisions of Section 410 of the *Local Government Act*, the works financed pursuant to the herein mentioned loan authorization bylaws;

AND WHEREAS under the provisions of Section 411 of the *Local Government Act*, the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, the amount being issued under the authority thereof by this bylaw, and the term of the debt are included in this bylaw;

AND WHEREAS the tables contained in this bylaw are to provide clarity and information for the purposes of this bylaw;

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing shall be undertaken through the Authority;

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

- 1 The Regional Board hereby consents to financing the debt of Village of Salmo and further described in the Municipal Loan Authorization Bylaws table, in the amount of One Million Twenty Thousand Dollars (\$1,020,000) in accordance with the following terms.

MUNICIPAL LOAN AUTHORIZATION BYLAWS

Municipality	Loan Authorization Bylaw #	Purpose	MSIR #/Date	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue	Amount of Issue
Village of Salmo	767	Purchase of a Fire Truck	R11-20-25	\$1,020,000	\$0.00	\$1,020,000	20 yrs	\$1,020,000
Total				<u>\$1,020,000</u>	<u>\$0.00</u>	<u>\$1,020,000</u>		<u>\$1,020,000</u>

- 2 The Authority is hereby requested and authorized to finance from time to time the above noted undertakings, and further described in the Municipal Loan Authorization Bylaws table, at the sole cost and on behalf of Village of Salmo up to, but not exceeding One Million Twenty Thousand Dollars (\$1,020,000) in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed (\$1,020,000) in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.
- 3 Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
- 4 The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Local Government Act*, in such currency or currencies as shall be borrowed by the Authority under section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
- 5 The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.
- 6 The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
- 7 The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Saanich and at such time or times as shall be determined by the Treasurer of the Authority.
- 8 During the currency of the obligations incurred under the said Agreement to secure borrowings in respect of the Village of Salmo Fire Truck Loan Authorization Bylaw No. 767, 2025 there shall be requisitioned annually an amount sufficient to meet the annual payment of interest and the repayment of principal.
- 9 The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency

in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.

10 The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to Section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.

11 This Bylaw may be cited as **“Village of Salmo Fire Truck Security Issuing Bylaw No. 3073, 2026.”**

READ A FIRST TIME this 19th day of March, 2026.

READ A SECOND TIME this 19th day of March, 2026.

READ A THIRD TIME this 19th day of March, 2026.

ADOPTED this 16th day of April, 2026.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

Schedule "A" to Bylaw No. 3073

**CANADA
PROVINCE OF BRITISH COLUMBIA
AGREEMENT**

Regional District of Central Kootenay

The Regional District of Central Kootenay (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia (the "Authority") at its Head Office in Saanich, British Columbia, the sum of One Million Twenty Thousand DOLLARS (\$1,020,000) in lawful money of Canada, together with interest thereon from the ____ day of _____ 20__, at varying rates of interest, calculated semi-annually, in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the schedule attached commencing on the ____ day of _____ 20__, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at _____, British Columbia, this ____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of
Bylaw # 3073 cited as "Village of Salmo Security Issuing
Bylaw No. 3073, 2026
this Agreement is sealed with the Corporate Seal of the
Regional District of Central Kootenay and signed by the
Chair and Treasurer thereof.

Chair

Treasurer

Pursuant to the *Local Government Act*, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatsoever in any court of the Province of British Columbia.

Deputy Inspector of Municipalities of British Columbia

PRINCIPAL AND/OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

Date of Payment	Total Payment	Principal/Sinking Fund Deposit	Interest
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$



Board Report

April 1, 2026

Castlegar & District Community Complex – R6-R7 Roof Replacement Project – Contract Award

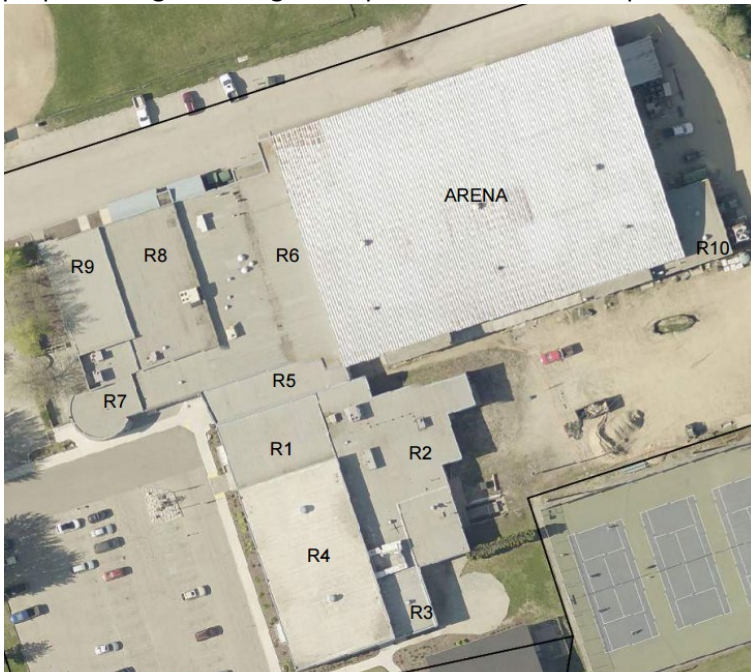
Author: AJ Evenson, Senior Project Manager
File Reference: \\files\RDCK\01\0600\20\Projects\2025 Projects\25034_CDRD R6-R7 Roofing\07-Procurement\Submissions
Electoral Area/Municipality: Area I, Area J, City of Castlegar
Services Impacted S227 - Aquatic Centre - Castlegar and Areas J and I

1.0 STAFF RECOMMENDATION

That the Board award the CDRD Roof Replacement Project to BF Roofing Ltd.; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$619,880.00 + GST, AND FURTHER, that the costs for the project be paid from S227 - Aquatic Centre - Castlegar and Areas J and I.

2.0 BACKGROUND/HISTORY

The existing roof in section names R6 and R7 have been experiencing loss of granular material along with leaks and bubbling of the cap sheets in several sections of the roof. See image below identifying roof sections. The RDCK hired Evoke Buildings Engineering Inc to undertake an assessment of all portions of roofing on the CDRD and prepare design drawings and specifications for each portion of roof as a package.



ROOF AREA	ASSEMBLY TYPE	CONDITION	ESTIMATED REMAINING SERVICE LIFE	ROOF AREA (SF)	ESTIMATED CONSTRUCTION COST (2024\$)	ACTUAL OR REVISED EST. CONSTRUCTION
R6	Conventional (compact) modified bitumen roof assembly, insulated with steel deck	Poor condition, extensive blisters, alligatoring in cap sheet <u>No moisture detected</u>	Within two years	9,800	\$637,000.00	\$735,000.00
R7	Conventional (compact) modified bitumen roof assembly, insulated with steel deck	Poor to acceptable condition Extensive alligatoring in cap sheet	Within two years	2,000	\$130,000.00	\$150,000.00

The RDCK issued an Invitation to Tender (ITT) to BCBid for the R6 and R7 sections of roof on January 19, 2026 and closed on March 31, 2026.

The tendered scope of work includes removal and replacement of all sections of roof related to R6 and R7, all roof top unit (RTU) mechanical and electrical equipment removed and reinstalled and installation of several new roof drains to increase drainage.

The following bids were received on the March 31, 2026 closing date as shown below which include a 10% contingency built into the bid:

Bidder	Total Bid	GST	Grand Total
BF Roofing	\$ 619,880.00	\$ 30,994.00	\$ 650,874.00
Elevated Building Envelopes	\$ 688,980.00	\$ 34,449.00	\$ 723,429.00
Flynn Roofing	\$ 734,498.00	\$ 36,724.90	\$ 771,222.90
Heritage Roofing	\$ 793,000.00	\$ 39,650.00	\$ 832,650.00
Olympic Roofing	\$ 999,000.00	\$ 49,950.00	\$ 1,048,950.00
Laing Roofing	\$ 1,126,945.00	\$ 56,347.25	\$ 1,183,292.25

The project is estimated to commence following contract award with completion by the end of September 2026.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The existing roof in section names R6 and R7 have been experiencing loss of granular material along with leaks and bubbling of the cap sheets in several sections of the roof.

3.1 Alignment to Board Strategic Plan

Managing our assets and increasing energy efficient building components.

3.2 Legislative Considerations

Not applicable.

3.3 What Are the Risks

The existing roof sections are currently leaking into the facility causing operational and maintenance challenges.

4.0 PROPOSED SOLUTION

The RDCK hired Evoke Buildings Engineering Inc in December 2023 to undertake an assessment of all portions of roofing on the CDRD and prepare design drawings and specifications for each portion of roof as a package to begin the end of life replacements on a prioritized basis.

4.1 Financial Considerations of the Proposed Solution

The project budget was approved for the 2026 Financial Plan at \$885,000 based on the following project costs:

Construction	\$ 750,000
Project Contingency	\$ 75,000
Consulting/Engineering Fees	\$ 40,000
PM Fee/Site Inspections	\$ 20,000
TOTAL	\$ 885,000

4.2 Risks with the Proposed Solution

All known construction and implementation risks have been factored into the tender documents, drawings and specifications and will be managed by the Contractor and Consultant.

4.3 Resource Allocation and Workplan Impact

This project is in the work plan for project management staff.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

Replacing the roof will result in a more energy efficient roof assembly which will help reduce heat transfer between the roof and air space below it; reducing heating and cooling requirements.

4.5 Leveraging Technology

N/A

4.5 Measuring Success

Success will be measured by the Contractor completing the project on time and within the identified budget.

5.0 ALTERNATIVE SOLUTION(S)

To not complete replacement of the roof sections until a later date.

5.1 Financial Considerations of the Alternative Solution(s)

Delayed replacement will continue to cause leaks into the facility resulting in increased maintenance and operations costs until remedied.

5.2 Risks with the Alternative Solution(s)

Continued leakage causing damages to insulation, electrical and mechanical systems in the facility.

5.3 Resource Allocation and Workplan Impact

Additional Project Management and staff time is required for re-design and re-tendering.

5.4 Public Benefit and Stakeholder Engagement of Proposed Solution

Additional reserves for future capital projects.

5.5 Measuring Success

Not applicable.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Not applicable.

7.0 OPTIONS SUMMARY

Option 1:

That the Board award the CDRD Roof Replacement Project to BF Roofing Ltd.; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$619,880.00 + GST, AND FURTHER, that the costs for the project be paid from S227 - Aquatic Centre - Castlegar and Areas J and I.

Option 2:

That the Board not award the contract.

8.0 RECOMMENDATION

That the Board award the CDRD Roof Replacement Project to BF Roofing Ltd.; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$619,880.00 + GST, AND FURTHER, that the costs for the project be paid from S227 - Aquatic Centre - Castlegar and Areas J and I.

Respectfully submitted,
AJ Evenson, Senior Project Manager

CONCURRENCE

Regional Manager Operations & Asset Management, Community Services – Craig Stanley **Approved**

General Manager of Community Services, Community Services – Trisha Davidson **Approved**

General Manager of Finance – Yev Malloff – **Digitally Approved**

Chief Administrative Office – Stuart Horn **Approved**



Board Report

Date of Report: March 26, 2026
Date & Type of Meeting: April 16, 2026, Board Meeting
Author: Zachari Giacomazzo, [Planner 1](#)
Subject: [TEMPORARY USE PERMIT](#)
File: T2601F - MARKIN
Electoral Area/Municipality F

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Regional Board to consider authorizing a Temporary Use Permit (TUP) in Electoral Area 'F' for the construction of an accessory building on a vacant lot prior to establishing a single detached dwelling (principal use).

This application was reviewed by the Rural Affairs Committee on March 18, 2026. On March 19, 2026 the Regional Board directed staff to provide notification of the Board's intention to consider the TUP pursuant to Section 494 of the Local Government Act. This notice has been completed, and the application is being brought back for the Board's consideration. Staff recommend that the Board approve the TUP.

SECTION 2: SUMMARY

Planning Discussion

This proposed TUP would allow the construction of a 145 m² accessory building prior to establishing a dwelling on the property. Based on the information provided by the applicant, the proposed accessory building will comply with the applicable zoning regulations in the R2 zone. The applicant presently resides on the adjacent property to the east and will be constructing a single detached dwelling within the next few years that is better suited to their needs as they enter their retirement years. They have indicated that the accessory building is required to store and maintain vehicles as well as carry on their woodworking hobby during this transition period as they construct a more suitable home to age-in-place on the subject property.

Response from the Public

Public notice of the application was completed with a Notice of Proposal sign posted on the property adjacent to View Ridge Road, written notice of the Board's intention to consider the TUP was provided to 22 adjacent landowners, and the TUP information package was posted to the RDCK's active applications web page. An advertisement was also included in the April 2nd edition of the Nelson Star to provide notice of the Board's intention to consider the TUP at their April 16, 2026 meeting. At the time of writing this report, staff have not received any submissions or inquiries related to this application.

The Planning Department supports the requested TUP application, since:

- The ability to issue temporary use permits can allow for flexibility in the zoning regulations on a temporary basis and with conditions aimed at addressing any potential negative impacts on the community, the neighbourhood, or the environment.

- This TUP application would allow the property owner to establish accessory uses and one related structure on the lot, which would be considered customarily incidental, subordinate and exclusively devoted to a future principal residential use on the same parcel.
- Staff do not anticipate any negative social, environmental and or neighbourhood impacts related to the issuance of this TUP.
- The accessory structure would be sited in accordance with the Zoning Bylaw's setbacks and maximum gross floor area regulations and would leave ample room for the primary residence.
- The DRAFT TUP requires the owners to establish a residential use on the subject property within a 3 year timeframe.
- Issuance of the TUP, including the 3 year timeframe would allow the applicant the opportunity to design a residence, while still permitting the use of the accessory structure on site.

It is for the above reasons that staff recommend that the Board approve the issuance of the TUP application.

SECTION 3: OPTIONS

Option 1

That the Board APPROVE the issuance of Temporary Use Permit T2601F by Dan Markin for the property located on View Ridge Road in Bonnington and legally described as LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617).

Option 2

That the Board NOT APPROVE the issuance of Temporary Use Permit T2601F by Dan Markin for the property located on View Ridge Road in Bonnington and legally described as LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617).

SECTION 4: RECOMMENDATIONS

That the Board APPROVE the issuance of Temporary Use Permit T2601F by Dan Markin for the property located on View Ridge Road in Bonnington and legally described as LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617).

Respectfully submitted,
Zachari Giacomazzo, Planner 1

CONCURRENCE

Nelson Wight – Planning Manager **Approved**
Sangita Sudan - General Manager of Development and Community **Approved**
Sustainability Stuart Horn – Chief Administrative Officer **Approved**

ATTACHMENTS:

Attachment A – Draft Temporary Use Permit
Attachment B – Previous RAC Report and Attachments



Temporary Use Permit

T2601F (Markin)

Date: March 25, 2026

Issued pursuant to Section 492 of the *Local Government Act*

TO: Dan Markin

ADMINISTRATION

1. This Temporary Use Permit (TUP) is issued subject to compliance with all of the bylaws of the Regional District of Central Kootenay (RDCK) applicable thereto, except as specifically authorized by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Temporary Use Permit (TUP), and any plans and specifications attached to this Permit that shall form a part thereof.
3. This Temporary Use Permit (TUP) is not a Building Permit.

APPLICABILITY

4. This TUP is issued for the following purpose:
5. This TUP applies to and only to those lands within the RDCK described below, and any and all buildings, structures and other development thereon, substantially in accordance with Schedules '1' and '2':

Address: (no civic address) View Ridge Road, Bonnington, Electoral Area 'F'
 Legal: LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628
 PID: 018-940-617

CONDITIONS

6. This TUP authorizes the following use of the above-mentioned lands for a period not to exceed three (3) years from the date of issuance or at the date of expiry:
7. This TUP is issued subject to the following conditions:

- a. The temporary use shall be limited to one accessory structure on the subject parcel, prior to the construction and establishment of the principal residential use and building on the subject property.
- b. The accessory structure shall not contain a dwelling unit.
- c. The accessory structure shall not be used for commercial or industrial purposes.
- d. It is understood and agreed that the Regional District of Central Kootenay has made no representations, covenants, warranties, guarantees, promises, or agreements (verbal or otherwise) with the Permittee other than those contained in this Permit.
- e. Notice shall be filed in the Land Title Office that the land described herein is subject to this Permit.
- f. It is understood and agreed that this Permit does not imply approval for future rezoning of the subject property for the specified use.
- g. This Permit shall expire three (3) years from the date of issuance.

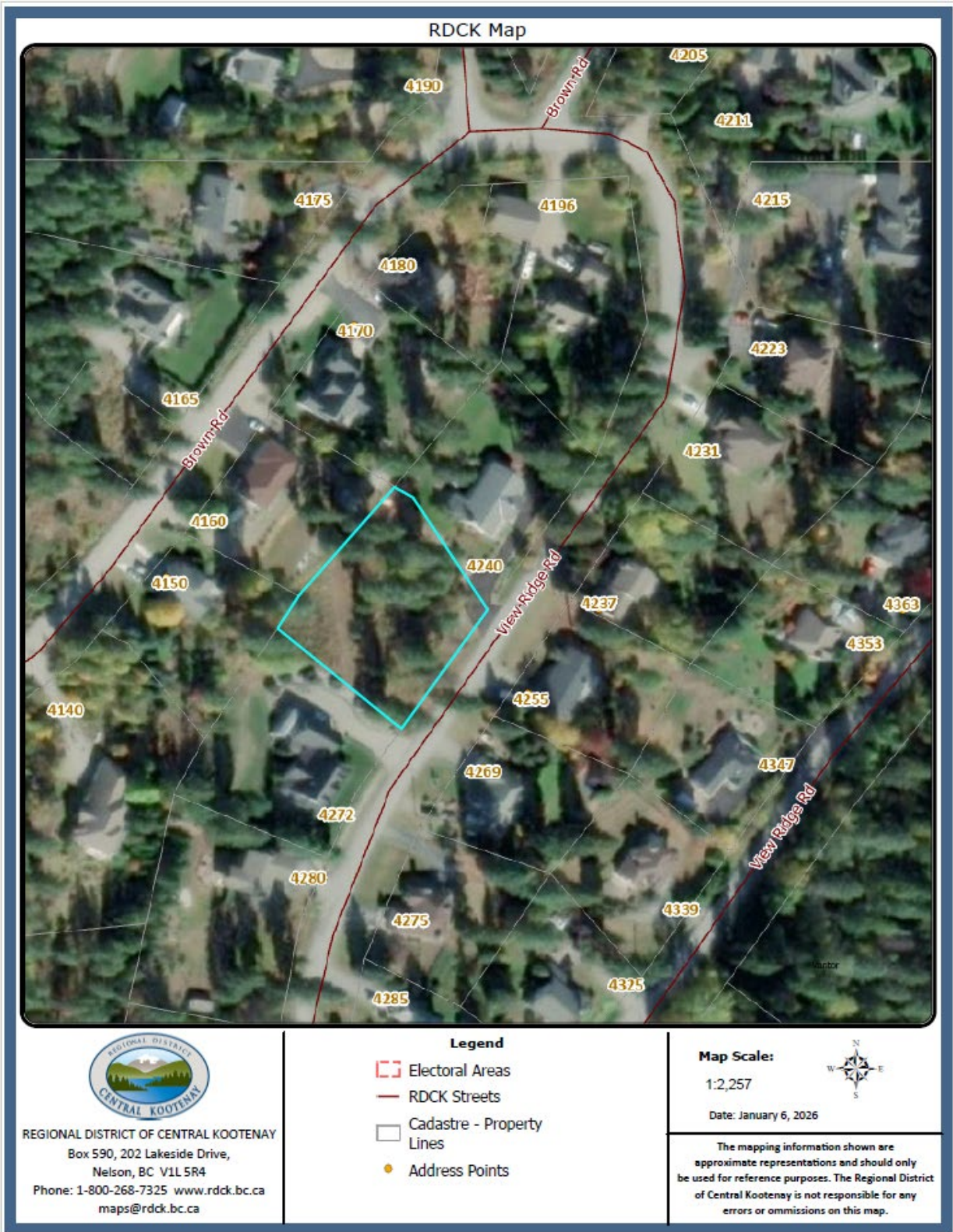
Authorized resolution ---/26 passed by the RDCK Board on the XX day of -----, 2026.

The Corporate Seal of
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY
was hereunto affixed in the presence of:

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

Schedule 1: Subject Property



AN NEP 20147

D. L.

LOT F

4272 VIEW RIDGE RD

0.72 AC

SEPTIC TANK

SEPTIC FIELD

FUTURE HOME

LOT G

4240 VIEW RIDGE RD

VIEWRIDGE ROAD

N

34°53'00"

13.647

43°07'16"

45.252

41°07'14"

1.504

42°08'45"

42.084

20°04'45"

59.682

34°53'00"

13.647

3.5m SE BARR

SEPTIC TANK

SEPTIC FIELD

0.72 AC

FUTURE HOME

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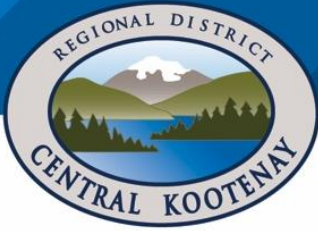
FUTURE HOME

LOT G

4240 VIEW RIDGE RD

VIEWRIDGE ROAD

N



Committee Report

Date of Report: February 26, 2026
Date & Type of Meeting: March 18, 2026, Rural Affairs Committee
Author: Zachari Giacomazzo, Planner
Subject: TEMPORARY USE PERMIT
File: T2601F - MARKIN
Electoral Area/Municipality F

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Rural Affairs Committee and Regional Board to consider authorizing a Temporary Use Permit (TUP) in Electoral Area 'F' for the construction of an accessory building on a vacant lot prior to establishing a single detached dwelling (principal use).

Staff recommend that the Board direct staff to provide notice of their intention to consider approval of this TUP at a future Board meeting.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION

Property Owner: Markin Enterprises Ltd.
Applicant: Dan Markin
Property Location: (no civic address) View Ridge Road, Bonnington, Electoral Area 'F'
Legal Description: LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617)
Property Size: 0.29 hectares (0.72 acres)
Zoning Class: Country Residential (R2) in RDCK Zoning Bylaw No. 1675, 2004
OCP Designation: Country Residential (CR) in Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011

SURROUNDING LAND USES

North: Country Residential (R2)
East: Country Residential (R2)
South: Country Residential (R2)
West: Country Residential (R2)

Background Information and Subject Property

The subject property is 0.29 ha in size and located in the Bonnington Residential area approximately 13 km west of the City of Nelson. The property is presently vacant and the future buildings will be serviced by an on-site wastewater (septic) system and a connection to the Bonnington Improvement District.

The purpose of the application is to authorize the construction of an accessory building prior to the construction of a dwelling on the subject property. The proposed garage/workshop building will have a gross floor area (GFA) of 145 m² which complies with the maximum permitted GFA for accessory buildings in the R2 zone.



Figure 1 – Location Map

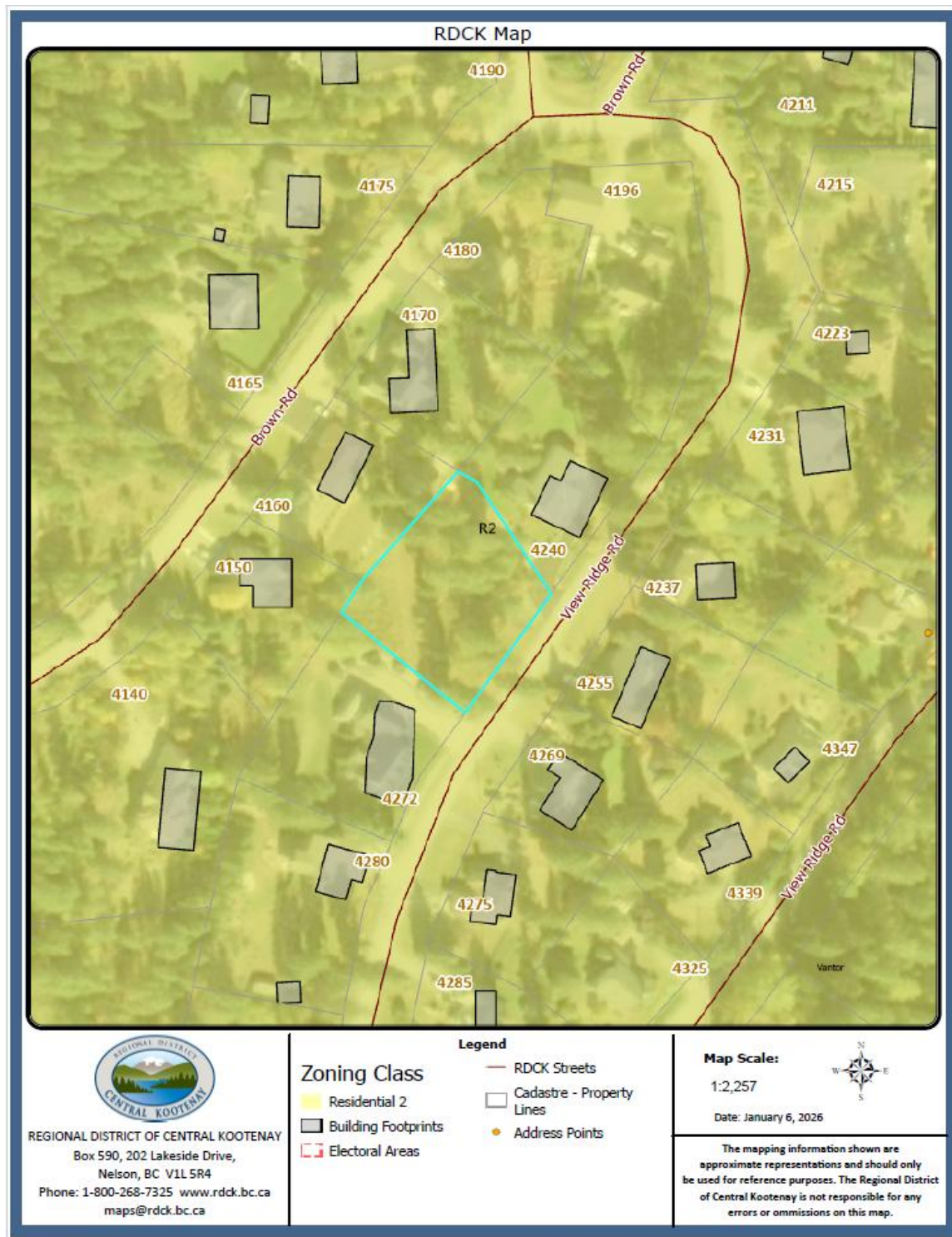


Figure 2 – Zoning Map

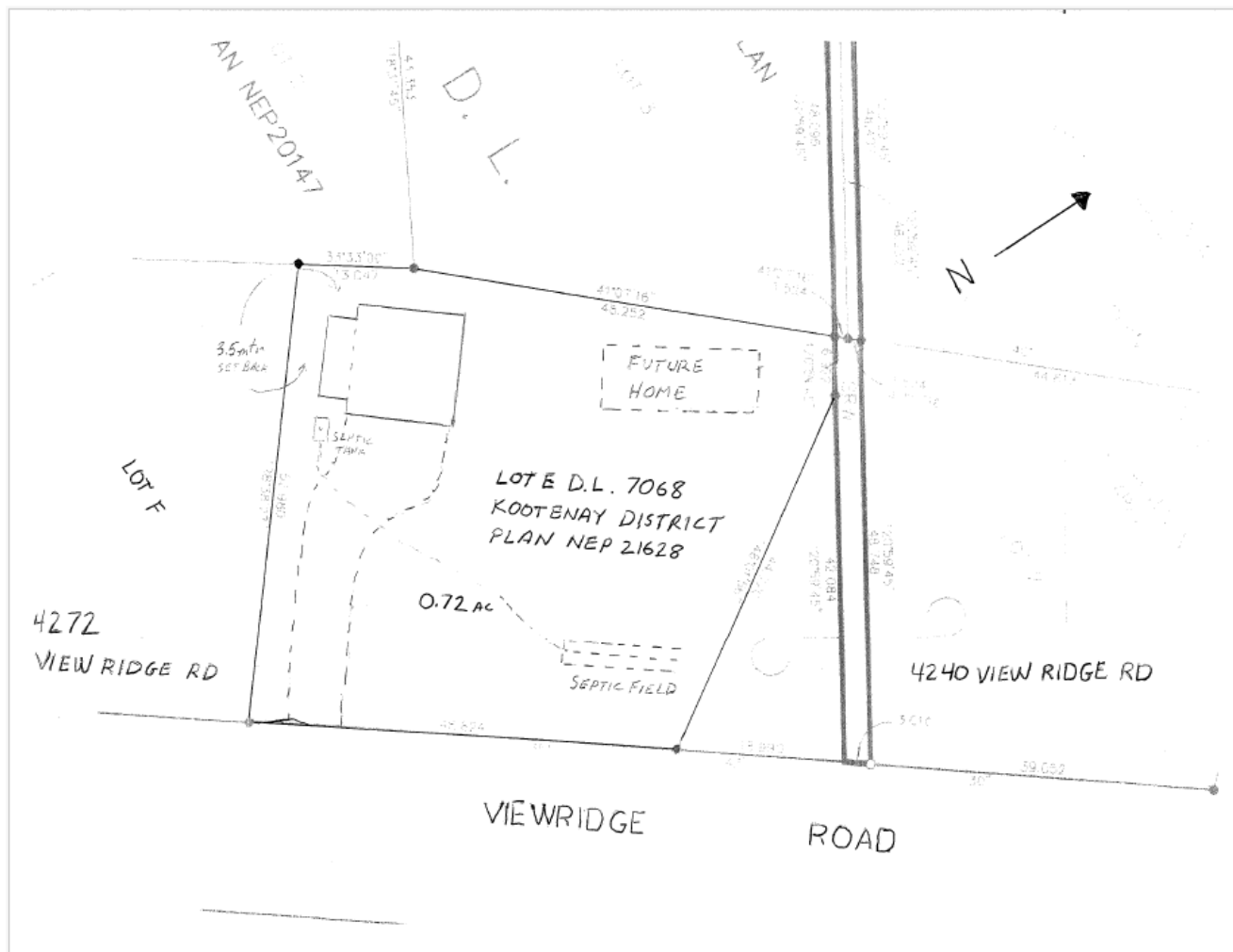


Figure 3 – Site Plan showing location of the proposed accessory building (solid outline) and future home (dashed outline)

Planning Policy

Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011

9.4 Rural and Country Residential Policies

The Regional Board:

1. Establishes that Country Residential designations provide for a rural or semi-rural, country residential lifestyle ranging in minimum parcel size from 1 ha to 2 ha.
2. Establishes that Rural Residential parcel sizes should be 2 ha and greater to ensure that large parcels of land in these areas are protected.
3. Encourages environmental stewardship on private land within Rural and Country Residential designations.
4. Encourages the Provincial Subdivision Approving Authority to ensure that development or subdivision located within Rural and Country Residential areas allow for public access to Crown land.
5. Encourages the location of buildings and infrastructure in clustered configurations that minimize site disturbance.

6. Provides for property owners or occupiers to diversify and enhance uses secondary to Rural and Country Residential uses with home based business opportunities, provided that they are compatible with the rural character of the area.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: ☐ Yes ☒ No Financial Plan Amendment: ☐ Yes ☒ No
 Debt Bylaw Required: ☐ Yes ☒ No Public/Gov't Approvals Required: ☐ Yes ☒ No

The application fee has been paid in full pursuant to the Planning Fees and Procedures Bylaw No. 2457, 2015.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Under Section 493 of the Local Government Act (LGA), the Board has the authority to issue a TUP by resolution to designated land within Official Community Plans (OCP's) where temporary uses are allowed.

Section 20A of Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011 directs that the Regional Board:

1. May consider the issuance of Temporary Use Permits throughout the plan area, subject to the following:
 - a. demonstration that the use is temporary or seasonal in nature;
 - b. address potential conflict with nearby land uses;
 - c. address potential impacts on environmentally sensitive areas;
 - d. satisfy provision of adequate servicing that meets health requirements; and,
 - e. consider relevant policies within other sections of this plan.
2. May require conditions under which a temporary use may be allowed, including: the buildings or structures that may be used; the period of applicability of the permit; the area, duration or timing of use; and required site rehabilitation upon cessation of the use.
3. May require security deposits, site restoration plans or letters of undertaking to ensure conditions are met.

3.3 Environmental Considerations

None anticipated.

3.4 Social Considerations:

A notice sign was posted on the subject property and a notice letter was mailed to property owners within 100 meters of the subject property. Staff have not received any responses from members of the public.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

In accordance with the LGA and the RDCK's *Planning Procedures and Fees Bylaw No. 2457, 2015* a sign describing the proposal was posted on the subject property shortly after the TUP application was submitted, and notices were mailed to surrounding neighbours within a 100 metre radius of the subject site on January 27, 2026. At the time of writing this report, the Planning Department has not received any comments or inquiries from the public.

Planning staff referred the application to all relevant government agencies, internal RDCK departments and the Director for Electoral Area 'F' for review. The following comments were received:

RDCK Building Services

No concerns from the Building Department.

RDCK Parks Department – Regional Parks and Trails Manager

I have reviewed the referral document. It has no consequence to the Regional Park located in Bonnington and therefore have no comments.

Interior Health Authority – Team Leader: Healthy Community Development

No comments provided.

Ministry of Transportation and Infrastructure – Development Officer

Thank you for the opportunity to review and provide comment on the above-noted application.

The Ministry has no concerns or objections to the proposal. Please share the following link with the applicant so that they are aware of the residential driveway construction standards. As this is a side road, they will not be required to obtain an access permit from the Ministry.

<https://www2.gov.bc.ca/gov/content/transportation/transportation-infrastructure/engineering-standards-guidelines/highway-design-survey/driveways>

Staff Note: The response from Ministry of Transportation and Transit was forwarded to the applicant.

FortisBC – Property Services

Land Rights Comments

- *There are no immediate concerns or requests for additional land rights, however there may be additional land rights requested stemming from changes to the existing FortisBC Electric ("FBC(E)") services, if required.*

Operational & Design Comments

- *There are FortisBC Electric ("FBC(E)") primary distribution facilities along View Ridge Rd.*
- *All costs and land right requirements associated with changes to the existing servicing are the responsibility of the applicant.*
- *The applicant and/or property owner are responsible for maintaining safe limits of approach around all existing electrical facilities within and outside the property boundaries.*
- *For any changes to the existing service, the applicant must contact an FBC(E) designer as noted below for more details regarding design, servicing solutions, and land right requirements.*

In order to initiate the design process, the customer must call 1-866-4FORTIS (1-866-436-7847). Please have the following information available in order for FBC(E) to set up the file when you call.

- *Electrician's Name and Phone number*
- [*FortisBC Total Connected Load Form*](#)
- *Other technical information relative to electrical servicing*

For more information, please refer to FBC(E)'s overhead and underground design requirements:

FortisBC Overhead Design Requirements

[*http://fortisbc.com/ServiceMeterGuide*](http://fortisbc.com/ServiceMeterGuide)

FortisBC Underground Design Specification

<http://www.fortisbc.com/InstallGuide>

If you have any questions or comments, please contact us at your convenience.

Ministry of Water, Land and Resource Stewardship – Crown Land Authorizations

On behalf of Kootenay Boundary Crown Land Authorizations, there are no concerns with this temporary use permit application.

Ministry of Water, Lands and Resource Stewardship (Kootenay-Boundary Ecosystems Section)

The Kootenay-Boundary Ecosystems Section of the Ministry of Water, Land and Resource Stewardship has received your referral request. We are currently unable to provide a detailed review of the referral but provide the following standard requirements, recommendations and/or comments:

- 1. All activities are to follow and comply with all higher-level plans, planning initiatives, agreements, Memorandums of Understanding, etc. that local governments are parties to.*
- 2. Changes in and about a “stream” [as defined in the [Water Sustainability Act \(WSA\)](#)] must only be done under a license, use approval or change approval; or be in compliance with an order, or in accordance with Part 3 of the [Water Sustainability Regulation](#). Authorized changes must also be compliant with the [Kootenay-Boundary Terms and Conditions and Timing Windows](#) documents. Applications to conduct works in and about streams can be submitted through [FrontCounter BC](#).*
- 3. No “development” should occur within 15 m of the “stream boundary” of any “stream” [all as defined in the [Riparian Areas Protection Regulation \(RAPR\)](#)] in the absence of an acceptable assessment, completed by a Qualified Professional (QP), to determine if a reduced riparian setback would adversely affect the natural features, functions and conditions of the stream. Submit the QP assessment to the appropriate Ministry of Water, Land and Resource Stewardship office for potential review. Local governments listed in Section 2(1) of [RAPR](#) are required to ensure that all development is compliant with RAPR.*
- 4. The federal [Species at Risk Act \(SARA\)](#) protects Endangered, Extirpated or Threatened species listed under Schedule 1 of SARA. Developers are responsible to ensure that no species or ecosystems at risk (SEAR), or Critical Habitat for Federally listed species, are adversely affected by the proposed activities. The BC Species and Ecosystem Explorer website provides information on known SEAR occurrences within BC, although the absence of an observation record does not confirm that a species is not present. Detailed site-specific assessments and field surveys should be conducted by a QP according to [Resource Inventory Standard Committee \(RISC\)](#) standards to ensure all SEAR have been identified and that developments are consistent with any species or ecosystem specific [Recovery Strategy or Management Plan](#) documents, and to ensure proposed activities will not adversely affect SEAR or their [Critical Habitat for Federally-listed Species at Risk \(Posted\)](#).*
- 5. Development specific Best Management Practices (BMPs) should be applied to help meet necessary legislation, regulations, and policies. Current BC BMPs can be found at: [Natural Resource Best Management Practices - Province of British Columbia \(gov.bc.ca\)](#) and [Develop with Care 2014 - Province of British Columbia](#).*
- 6. Vegetation clearing, if required, should adhere to the least risk timing windows for nesting birds (i.e., development activities should only occur during the least risk timing window). Nesting birds and some nests are protected by Section 34 of the provincial [Wildlife Act](#) and the federal [Migratory Birds Convention Act](#). Guidelines to avoid harm to migratory birds can be found at: [Guidelines to avoid harm to migratory birds -Canada.ca](#). If vegetation clearing is required during the bird nesting period (i.e., outside of the least risk timing window) a pre-clearing bird nest survey should be completed by a QP. The following least risk windows for birds are designed to avoid the bird nesting period:*

Bird Species	Least Risk Timing Windows
<i>Raptors (eagles, hawks, falcons, & owls)</i>	<i>Aug 15 – Jan 30</i>
<i>Hérons</i>	<i>Aug 15 – Jan 30</i>
<i>Other Birds</i>	<i>Aug 1 – March 31</i>

7. The introduction and spread of invasive species is a concern with all developments. The provincial [Weed Control Act](#) requires that an occupier must control noxious weed growing or located on land and premises, and on any other property located on land and premises, occupied by that person. Information on invasive species can be found at: [Invasive species - Province of British Columbia](#). The [Invasive Species Council of BC](#) provides BMPs that should be followed, along with factsheets, reports, field guides, and other useful references. For example, all equipment, including personal equipment such as footwear, should be inspected prior to arrival at the site and prior to each daily use and any vegetative materials removed and disposed of accordingly. If noxious weeds are established as a result of this project or approval, it is the tenure holder's responsibility to manage the site to the extent that the invasive, or noxious plants are contained or removed.
8. Section 33.1 of the provincial [Wildlife Act](#) prohibits feeding or attracting dangerous wildlife. Measures should be employed to reduce dangerous human-wildlife conflicts. Any food, garbage or organic waste that could attract bears or other dangerous wildlife should be removed from the work area. If this is not feasible and waste is not removed, it should be stored in a bear-proof container to avoid drawing wildlife into the area and increasing the threat of human/wildlife conflict.
9. If this referral is in relation to a potential environmental violation it should be reported online at [Report All Poachers & Polluters](#) (RAPP) or by phone at 1-877-952-RAPP (7277).
10. Developments must be compliant with all other applicable statutes, bylaws, and regulations.

If the references above do not address your concerns, please do not hesitate to reach out to me for further investigation into your concerns.

3.7 Staffing/Departmental Workplace Considerations:

Should the Regional Board resolve to provide the public with a 'Notice of Permit' staff will prepare the notification and publish it in the local paper, pursuant to Section 494 of the Local Government Act as cited in Section 3.2 of this report.

3.8 Board Strategic Plan/Priorities Considerations:

Not applicable.

SECTION 4: SUMMARY

Planning Discussion

This proposed TUP would allow the construction of an accessory building prior to establishing a dwelling on the property. Based on the information provided by the applicant, the proposed accessory building will comply with the applicable zoning regulations in the R2 zone. The applicant presently resides on the adjacent property to the east and will be constructing a single detached dwelling within the next few years that is better suited to their needs as they enter their retirement years. They have indicated that the accessory building is required in order to store and maintain vehicles as well as carry on their woodworking hobby during this transition period as they construct a more suitable home to age-in-place on the subject property.

Response from the Public

Public notice of the application was completed with a Notice of Proposal sign posted on the property adjacent to View Ridge Road, written notice was provided to 24 adjacent landowners, and the referral package was posted to the RDCK's active applications web page. Staff have not received any submissions or inquiries related to this application.

The Planning Department supports the requested TUP application, since:

- The ability to issue temporary use permits can allow for flexibility in the zoning regulations on a temporary basis and with conditions aimed at addressing any potential negative impacts on the community, the neighbourhood, or the environment.
- This TUP application would allow the property owner to establish accessory uses and one related structure on the lot, which would be considered customarily incidental, subordinate and exclusively devoted to a future principal residential use on the same parcel.
- Staff do not anticipate any negative social, environmental and or neighbourhood impacts related to the issuance of this TUP.
- The accessory structure would be sited in accordance with the Zoning Bylaw's setbacks and maximum gross floor area regulations and would leave ample room for the primary residence.
- The DRAFT TUP requires the owners to establish a residential use on the subject property within a 3 year timeframe.
- Issuance of the TUP, including the 3 year timeframe would allow the applicant the opportunity to design a residence, while still permitting the use of the accessory structure on site.

It is for the above reasons that staff recommend that the Board proceed with directing staff to undertake the statutory notification requirements to advance this TUP application.

Option 1

That the Board direct staff to provide notification of the Board's intention to consider Temporary Use Permit application T2601F by Dan Markin for the property located on View Ridge Road in Bonnington and legally described as LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617).

Option 2

That NO FURTHER ACTION be taken regarding the issuance of Temporary Use Permit application T2601F by Dan Markin for the property located on View Ridge Road in Bonnington and legally described as LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617).

SECTION 5: RECOMMENDATIONS

That the Board direct staff to provide notification of the Board's intention to consider Temporary Use Permit application T2601F by Dan Markin for the property located on View Ridge Road in Bonnington and legally described as LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628 (PID: 018-940-617).

Respectfully submitted,

Zachari Giacomazzo

CONCURRENCE

Planning Manager – Nelson Wight **Approved**

General Manager Development & Sustainability – Sangita Sudan **Approved**

Chief Administrative Officer – Stuart Horn **Approved**

ATTACHMENTS:

Attachment A – DRAFT Temporary Use Permit

Attachment B – Excerpt from RDCK Zoning Bylaw No. 1675, 2004



Temporary Use Permit

T2601F (Markin)

Date: February 26, 2026

Issued pursuant to Section 492 of the *Local Government Act*

TO: Dan Markin

ADMINISTRATION

1. This Temporary Use Permit (TUP) is issued subject to compliance with all of the bylaws of the Regional District of Central Kootenay (RDCK) applicable thereto, except as specifically authorized by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Temporary Use Permit (TUP), and any plans and specifications attached to this Permit that shall form a part thereof.
3. This Temporary Use Permit (TUP) is not a Building Permit.

APPLICABILITY

4. This TUP is issued for the following purpose:
5. This TUP applies to and only to those lands within the RDCK described below, and any and all buildings, structures and other development thereon, substantially in accordance with Schedules '1' and '2':

Address: (no civic address) View Ridge Road, Bonnington, Electoral Area 'F'
Legal: LOT E DISTRICT LOT 7068 KOOTENAY DISTRICT PLAN NEP21628
PID: 018-940-617

CONDITIONS

6. This TUP authorizes the following use of the above-mentioned lands for a period not to exceed three (3) years from the date of issuance or at the date of expiry:
7. This TUP is issued subject to the following conditions:

- a. The temporary use shall be limited to one accessory structure on the subject parcel, prior to the construction and establishment of the principal residential use and building on the subject property.
- b. The accessory structures shall not contain a dwelling unit.
- c. The accessory structure shall not be used for commercial or industrial purposes.
- d. It is understood and agreed that the Regional District of Central Kootenay has made no representations, covenants, warranties, guarantees, promises, or agreements (verbal or otherwise) with the Permittee other than those contained in this Permit.
- e. Notice shall be filed in the Land Title Office that the land described herein is subject to this Permit.
- f. It is understood and agreed that this Permit does not imply approval for future rezoning of the subject property for the specified use.
- g. This Permit shall expire three (3) years from the date of issuance.

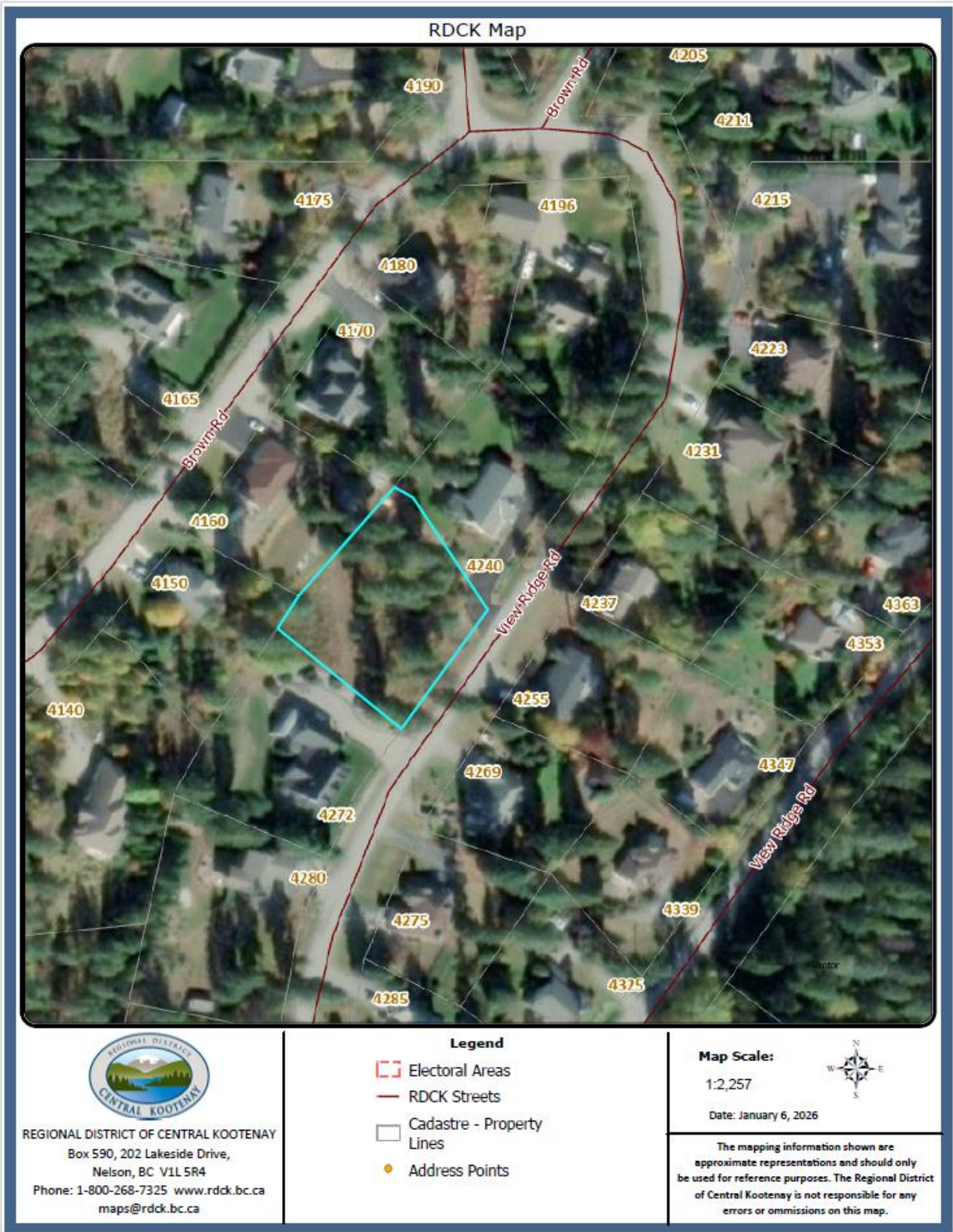
Authorized resolution ---/26 passed by the RDCK Board on the XX day of -----, 2026.

The Corporate Seal of
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY
was hereunto affixed in the presence of:

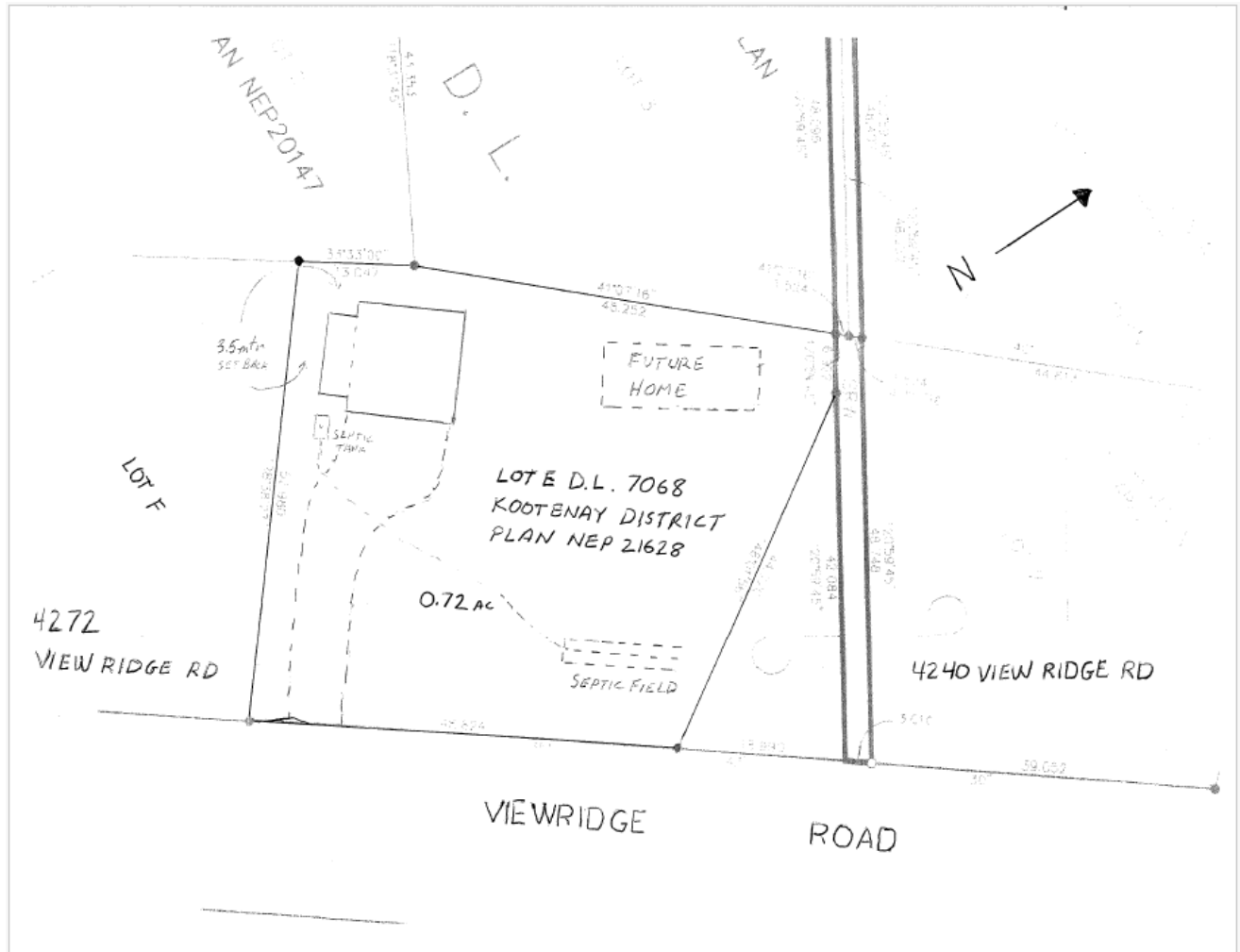
Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

Schedule 1: Subject Property



Schedule 2: Site Plan



DIVISION 11 COUNTRY RESIDENTIAL (R2)

Permitted Uses

1100 Land, buildings and structures in the Country Residential (R2) zone shall be used for the following purposes only:

Dwellings:

- Single Detached Housing
- Duplex Housing

Accessory Uses:

- Accessory Buildings and Structures
- Accessory Dwelling Unit
- Accessory Tourist Accommodation
- Home Based Business
- Horticulture
- Keeping of Farm Animals
- Sale of Site Grown Farm Products
- Portable Sawmills for processing of material harvested on site only

Development Regulations

1101

- 1 The minimum lot size is 1.0 hectare.
- 2 The minimum lot size for a parcel subdivided for a relative under Section 514 of the *Local Government Act*, with the approval of the Interior Health Authority shall be 0.8 hectare.
- 3 The maximum site coverage permitted shall be 50 percent of the lot area.
- 4 The keeping of farm animals shall comply with the requirements of section 613.
- 5 The maximum density is 2 Dwelling Units.
- 6 Buildings and structures in the case of a lot that may be further subdivided shall be sited so as to facilitate further subdivision of the lot or adjacent lots.
- 7 Portable Sawmills shall be located a minimum of 30 metres from any property line.
- 8 *Deleted by Bylaw 2757.*
- 9 The maximum height of any accessory building or structure shall not exceed 8 metres.
- 10 The maximum gross floor area of any accessory building or structure shall not exceed 200 square metres.
- 11 The cumulative gross floor area of all accessory buildings or structures shall not exceed 400 square metres.

Site Specific - Lot 13 District Lot 6300 Kootenay District Plan NEP21755 (PID 019-022-069) from Country Residential (R2) to Country Residential (R2) 'site specific' to enable a second dwelling to be constructed up to a maximum height of 6.5 meters, with a minimum 6.5 meter setback from a front lot line of and a minimum 5 meter setback from an interior side lot line.

Site Specific - LOT A DISTRICT LOT 5574 KOOTENAY DISTRICT PLAN NEP69101 (PID 025-049-780) from Country Residential (R2) to Country Residential (R2) Site-Specific to add "Horse Riding Area" as a permitted accessory use and further that despite section 1101(10) that the maximum gross floor area of any accessory building or structure shall not exceed 200 square metres, except for the Horse Riding Area which may be 1525m² and further that despite section 1101(11) the cumulative gross floor area of all accessory buildings or structures shall not exceed 1925m² square metres on this lot only



Board Report

April 16, 2026 Meeting

Regional and Local Community Needs Project

Author:	Stephanie Johnson, Planner MCIP RPP
File Reference:	10\5200\20\CCP Complete Communities Program
Electoral Area/Municipality:	All Electoral Areas / City of Castlegar, City of Nelson, Town of Creston, Village of Kaslo, Village of Nakusp, Village of Salmo & Village of Slocan
Services Impacted	Planning and Land Use/S104

1.0 STAFF RECOMMENDATION

THAT the Board receive the recommendations in the final report, dated January 2026 for the Regional and Local Community Needs project.

AND THAT the Board direct staff to use the geospatial data from this project and give consideration to the Regional Implementation and Recommendations in the final report when undertaking future land use planning activities.

2.0 BACKGROUND/HISTORY

In 2023, the provincial government launched the complete communities assessment tool to provide a framework and methodology for local governments to assess their community's current level of completeness and to examine the potential actions needed to become more complete to help inform land use decision-making. In October 2023 the RDCK Board directed staff to apply to the Union of British Columbia Municipalities (UBCM) Complete Communities Program for regional growth management planning. In 2024 the UBCM announced that the RDCK's funding application was successful with the awarding of a \$300,000 grant under this initiative. After completion of a competitive Request for Proposals (RFPs) process in September 2024 the Regional Board awarded the consulting services contract to Licker Geospatial Consulting Ltd. to undertake this regional planning work in partnership with the City of Castlegar, City of Nelson, Town of Creston, Village of Kaslo, Village of Nakusp, Village of Salmo, and Village of Slocan.

October 19, 2023 - Regular Open Meeting

649/23 That the following recommendation **BE REFERRED** to the November 16, 2023 Board meeting:

That the Board direct staff to apply to the UBCM Complete Communities Program for growth management planning.

November 16, 2023 - Regular Open Meeting

684/23 That the Board direct staff to apply to the UBCM Complete Communities Program for growth management planning.

August 15, 2024 - Regular Open Meeting

475/24 That the Board award the Regional Growth Management Planning Analysis project to Licker Geospatial Consulting Co., and that the Chair and Corporate Officer be authorized to sign the necessary

documents to a maximum value of \$234,922.00 inclusive of GST; AND FURTHER, that the cost be included in the 2024 Financial Plan for S104 Planning and Land Use Service.

July 17, 2025 - Regular Open Meeting

380/25 *That the Board consider approval of the revised project scope to focus on fringe planning case study assessments for the Regional and Local Community Needs project within the existing contract award budget, as recommended by the internal project team, including all participating member municipalities.*

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The RDCK and its partnering municipalities: City of Castlegar, City of Nelson, Town of Creston, Village of Kaslo, Village of Nakusp, Village of Salmo, and Village of Slocan are utilizing the complete communities assessment funding for growth management planning to ensure efficient expansion of servicing and infrastructure in line with long-term community development goals. The project identifies key areas for targeted growth considering:

- Co- location of housing with social and physical infrastructure;
- A diversity of housing options in growth areas close to amenities, services, and transportation networks; and,
- Alignment of long-term water and servicing requirements with housing needs and long-term objectives.

The results of the assessment may be used to identify additional housing needs; improve connections between residents and services or amenities they frequently access; understand how servicing infrastructure can be used more efficiently; and guide where growth should be directed. The final report identifies potential growth areas and provides direction to support proposed growth, such as housing, asset management, servicing, and public transportation. The report outlines recommended local (case study) and regional actions that can be taken to manage growth in a holistic and collaborative manner.

3.1 How to shift from reactive to proactive planning

With the introduction of Provincial Bill 16 (Housing Statutes Amendment Act), Bill 44 (Housing Statutes (Residential Development) Amendment Act, and Bill 46 (Housing Statutes (Development Financing) Amendment Act), the Province has enacted a community growth management framework to ensure community planning achieves its intended outcome of being more proactive. This shift underscores the need for even greater intergovernmental collaboration on shared services, to understand infrastructure gaps and providing services and other daily needs, as well as ensuring that our existing community planning processes become more integrated, cyclical, data driven and informs the local government financial plans to assist with timely implementation.

3.1 Alignment to Board Strategic Plan

This regional planning project is consistent with the RDCK Strategic Plan (2024-2026)

✓ Strategic Priority – **Organizational Excellence**

“Our objective is to provide a resilient governance structure that fosters excellence in every aspect of service delivery.”

Area(s) of Focus related to this project include:

- Continue to update our policies and processes to be responsive and adaptable.

✓ Strategic Priority – **Regional Approach to Growth**

“Our objective is to ensure that decision made by the Board are thoroughly analyzed and considered from a comprehensive perspective and community input.”

Area(s) of Focus related to this project include:

- Simplify land use planning while respecting our unique challenges to ensure our ability to provide water and other infrastructure is maintained.
- Support and encourage housing initiatives where servicing and amenities can support densification.

3.2 Legislative Considerations

The Regional and Local Community Needs project produced data, mapping and analysis that supports the implementation of the RDCK's Affordable Housing Action Plan: growth management planning covering the entire region and the Provincial housing legislation.

3.3 What Are the Risks

The recommendations and implementation action contained in the final report are non-binding. The greater risk could be considered in not taking any action to implement the key recommendations.

4.0 PROPOSED SOLUTION

The final report for Regional and Local Community Needs project is accompanied by recommended actions that provide a high-level framework for advancing community completeness within the RDCK and its partnering municipalities.

Overall, the final report 's outcomes, including the related geospatial mapping is an opportunity to proactively shape the future of the region. This work is intended to inform a possible future Regional Growth Strategy. It also could inform updates to municipal and regional long-range planning projects such as, sub-regional and municipal Official Community Plan (OCP) reviews, asset management planning, and the continued implementation of the RDCK's Housing Action Plan, to name just a few.

4.1 Financial Considerations of the Proposed Solution

The contract award budget of \$234,922.00 inclusive of GST is being provided through a grant from UBCM for \$300,000. A portion of the total project funds will be attributed to the administrative and data costs of the project.

Implementation of the final report is not eligible as part of the above funding, however, staff outline that the costs for proactive growth management should also be considered against unmanaged growth and its impact on local government/RDCK services levels.

4.2 Risks with the Proposed Solution

While the Complete Communities Program and its project assessments aim to identify opportunities to manage growth, limitations to the assessment framework exist and are acknowledged below.

- **Implementation Gaps:** The recommendations and actions contained in the final report are non-binding. Without proper implementation strategies, however, the recommendations can fail to drive meaningful action.

- **Lack of Control over Key Services:** The assessed need for services is often outside of a local government's direct control, such as irrigation and improvement districts, hospitals, and schools.
- **Narrow Four Lenses Metrics:** Healthy communities are not limited to just the four lenses (infrastructure, transportation, access to daily needs, and housing).
- **Failure to Account for Quality:** Benchmarking exercises typically count the number of amenities, however, often fail to factor in the quality of those amenities or service level factors like cost to access and space allocation.
- **Rural Data Inconsistencies:** Analysis completed for this project involved the use of abstract spatial data that may or may not adequately reflect real-world conditions. Where possible the consulting team has attempted to ensure the accuracy and quality of input data, but as with all electronic information there is the possibility for errors or omissions.
- **Limited Geographical Nuance:** Standardized assessments may not translate well across different community types. For instance, what constitutes a "complete community" in a large urban center differs from a small town or a rural regional district.
- **Misunderstanding Density:** Misunderstandings about density frequently generate local opposition, limiting the ability to plan for and accommodate future growth.

While broad community engagement was initially contemplated as part of the Complete Communities project, the work ultimately focused on technical analysis and collaboration with municipal partners. Phase One included an online community survey to gather initial public input, and engagement with municipalities occurred throughout the project to ensure alignment with local planning initiatives.

As the project progressed, adjustments to the methodology were required to address technical considerations raised during the work. These changes significantly altered the scope of work and required the project team, including staff members representing each participating member municipality and technical stakeholders, such as, Interior Health, to prioritize completing the analytical components within the approved contract budget and timeline. As a result, additional public and Board engagement activities that had been envisioned in the original work plan could not be accommodated.

4.3 Resource Allocation and Workplan Impact

RDCK staff time will be required to close out the project, including project debrief with our municipal partners and to incorporate the geospatial deliverables with RDCK GIS software and internal web map.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

Using the complete communities assessment approach as a tool to guide future potential growth has numerous public benefits. Key public benefits of using this as tool to guide growth could include:

- **Diversity of Housing Options:** The assessment helps identify the need for a variety of housing typologies, ensuring a broader range of housing options for different household types in our region.
- **Enhanced Connectivity and Mobility:** The mapping helps show opportunities for improving, safe, convenient, and accessible multi-modal transportation options (walking, cycling, and public transit).

- **Better Access to Daily Needs:** Residents could benefit from improved connections between residents and services or amenities they frequently access.
- **Environmental and Health Benefits:** By supporting more compact and efficient development and reducing reliance on cars, the assessment promotes lower greenhouse gas (GHG) emissions and preservation of the natural environment by reducing sprawl.
- **Efficient Infrastructure Use:** The assessment guides future growth to areas with or close to existing infrastructure, which is more cost-effective.
- **Evidence-Based Decision-Making:** Using the actionable data and spatial mapping from this project could help support local governments in our region make informed, data driven decisions related to land use planning.
- **Regional Collaboration:** Using the findings and recommendations from this project to undertake more collaborative regional planning initiatives by laying the foundation to undertake a Regional Growth Strategy, and to continue the RDCK's partnered approach for fringe area planning with community engagement to identify where growth and investments in infrastructure and services should be focused.

4.5 Leveraging Technology

The Complete Communities Program is a holistic approach to community planning that leverages the power of GIS via data collection, compilation, analysis and updates (e.g., spatial data/mapping/digitalization) to inform future decision making on where to focus future growth based on the Program's four lenses (Housing, Transportation, Daily Needs, and Infrastructure). Leveraging this type of technology to help support the RDCK Board in their decision making and at the staff level to inform future planning projects represents an innovative approach in how our local government(s) can manage growth in our region.

4.5 Measuring Success

Regional growth and how that growth is managed has impacts on nearly all local government services. The outcome of this project seeks to achieve the following goals with our partnering RDCK member municipalities:

- Strengthen our shared understanding amongst participating local governments of land use patterns and anticipated future growth needs;
- Better understand sustainable thresholds for servicing capacity; and,
- Foster dialogue about opportunities for coordinated fringe planning that aligns with shared goals, objectives, and values.

The ultimate success metric is the integration of the assessment findings into future planning projects, like a Regional Growth Strategy and or municipal and RDCK OCP review projects to guide future growth.

5.0 ALTERNATIVE SOLUTION

The alternate option is for the RDCK Board to receive the project's final report with no endorsement to use the geospatial data and or recommendations.

5.1 Financial Considerations of the Alternative Solution

Grant funding is generally awarded in two payments. For this project, the UBCM transferred the first payment installment of \$150,000 to the RDCK prior to the contract award to Licker Geospatial Ltd. The remaining \$150,000 is to be transferred upon project completion and includes the requirement to submit a final report and financial summary to the UBCM. The alternative option could jeopardize future provincial funding applications related to growth management planning, since it contemplates dispensing with the outcomes of this provincially funded project.

5.2 Risks with the Alternative Solution(s)

The alternative option does not endorse the consideration of the final report's implementation, recommendations and geospatial data and analysis. Recognizing this, risks associated with this option could include potential missed opportunities outlined below:

- Regional District and municipal partners may view their time spent on this project to be wasted and thereby less likely to participate in future regional planning projects.
- Delayed advancement of regional planning, including growth management collaboration with participating municipal partners.
- The inability to use the geospatial data, analysis and mapping to inform future long-range planning projects.

Generally, planning ahead mitigates against adverse development outcomes. Although the concept of growth and how it is managed can be perceived negatively by some, it is often the failure to plan for growth that should be avoided, recognizing that the growth itself may be inevitable. Risks in growth management planning involve failing to align infrastructure with demand, which can impact a local governments financial stability, quality of its services delivery, the efficient use of scarce land resources, and overall long-term sustainability.

5.3 Resource Allocation and Workplan Impact

Since the alternative option allows for the RDCK Board to receive the final report with no further action staff anticipate that there would be no additional impact (e.g., wrapping up the project) to resource allocation.

5.4 Public Benefit and Stakeholder Engagement of Alternative Solution

There would be no direct public benefit to regional planning since the geospatial analysis would not be endorsed for use to inform any future long range planning initiatives without further work to complete the analysis.

5.5 Measuring Success

None considered here.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Acknowledging that this project is in the last phase and the final report has now been completed within the approved extended project timeline by our funders (UBC) no other options are being presented at this time.

7.0 OPTIONS SUMMARY

This project's final report represents a holistic regional growth management assessment that has never been undertaken before in our region. The culmination of work on this project includes evidence-based recommendations in the final report that sets out actions for future regional and inter-municipal planning efforts. The implementation plan is based on the consolidation of a significant amount of data analysis supported by mapping that synthesizes that data for all seven participating municipalities and the RDCK with a focus on where to focus growth in the fringe planning case study areas. Recognizing this, the internal project team recommends that the RDCK Board receive the final report.

Option 1: Receive, Use Geospatial Data and Consider Recommendations in the Final Report

Recommendation:

THAT the Board receive the recommendations in the final report, dated January 2026 for the Regional and Local Community Needs project.

AND THAT the Board direct staff to use the geospatial data from this project and give consideration to the Regional Implementation and Recommendations in the final report when undertaking future land use planning activities.

Option 2: Receive the Final Report

Recommendation:

THAT the Board receive the final report, dated January 2026 for the Regional and Local Community Needs project.

8.0 RECOMMENDATION

THAT the Board receive the recommendations in the final report, dated January 2026 for the Regional and Local Community Needs project.

AND THAT the Board direct staff to use the geospatial data from this project and give consideration to the Regional Implementation and Recommendations in the final report when undertaking future land use planning activities.

Respectfully submitted,
Stephanie Johnson, MCIP RPP

CONCURRENCE

Planning Manager – Nelson Wight **Approved**

General Manager Development & Sustainability – Sangita Sudan **Approved**

Chief Administrative Officer – Stuart Horn **Approved**

Attachment A: Regional and Local Community Needs Project - Final Report

Regional and Local Community Needs Project: Final Report

January 30th, 2026

Prepared by:

Licker Geospatial Consulting &
MODUS Planning, Design & Engagement



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Introduction

About the Regional and Local Community Needs Project

The Regional District of Central Kootenay (referred to as the RDCK), partnered with all 11 Electoral Areas and 7 participating municipalities, was awarded a Complete Communities Program (CCP) grant by the Union of British Columbia Municipalities (UBCM). Partnering municipalities include the City of Castlegar, the City of Nelson, the Town of Creston and the Villages of Kaslo, Nakusp, Salmo, and Slocan. The CCP program is designed to support local and regional governments in assessing the completeness of their communities and is described in further detail below. The RDCK is using this study to cohesively assess community needs across the region, specifically aimed to identify key areas for targeted growth considering:

- Co-location of housing with social and physical infrastructure;
- A diversity of housing options in growth areas close to amenities, services, and transportation networks; and,
- Alignment of long-term water and servicing requirements with housing needs and long-term objectives.

The [CPP](#) identifies a complete community as one that has a diversity of housing to meet community needs, provides a wide range of employment opportunities, amenities, and services within a reasonable distance, and makes efficient use of infrastructure. The analysis is broadly structured around four complete community lenses as identified by the Province of British Columbia's Complete Communities Guide: **Community Facilities, Housing, Transportation, and Infrastructure**. Creating complete communities is most successful when all of these lenses are considered together. Assessing them in combination support Official Community Plans and Regional Growth Strategy as defined in the Local Government Act Part 13. These local government tools along with zoning address urban and rural development to ensure sustainable service needs and to reduce further proliferation of rural sprawl and dispersed communities where services needs for a small population poses a longer-term affordability issue.

During the initial phase of the project, RDCK Board members voiced a concern with the Complete Communities methodology in its application to BC's rural regional districts and its potential to overlook the unique characteristics and needs of rural Electoral Areas. The CCP with its focus on density, walkability, and integrated amenities, might not be suitable for the low-density, dispersed settlements often found in rural regions. With this feedback in mind, the project team pivoted to more closely align the scope of work with RDCK-specific community needs and priorities. In contrast to the region-wide approach outlined in the original scope, the revised scope took a more specialized approach that identified preferred growth areas, developed potential land use concepts and estimated potential impacts of change on a community-by-community basis with a focus on Fringe Area Planning. This approach considers the unique and diverse nature of each case study area and can inform the needs of the region at large.

An engagement summary which was completed prior to the project pivot is included in Appendix C for information purposes. The primary engagement activity, an online survey, was focused on understanding community values and identifying which services and amenities are better suited to be provided at a local versus regional scale. With the change in approach, the engagement

results were no longer effective for the assessment, but still contain insightful data on resident perspectives from across the region.

Regional and Local Community Needs Project: Process Summary

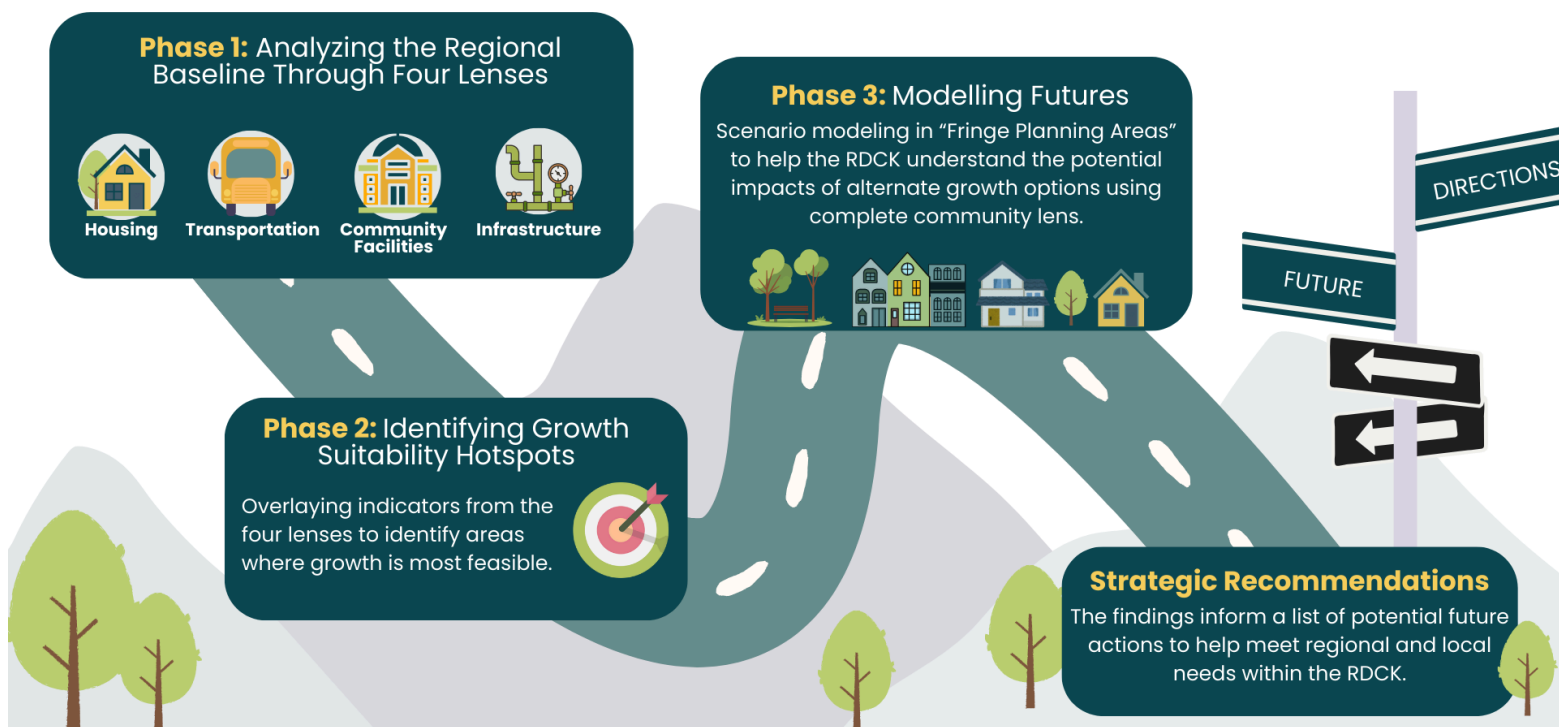


Figure 1. Road map process summary of the Regional and Local Community Needs Project.

This report focuses on a set of indicators used to measure these lenses, and evaluates both the current state of the RDCK and seven (7) hypothetical future land use scenario case studies through the complete communities framework. Case study areas are situated within “Fringe Planning Areas”, which are within Electoral Areas at the edge of municipal boundaries¹. One case study is presented for each of the following Fringe Planning Areas: Greater Castlegar, Greater Creston, Greater Nelson, Greater Nakusp, Greater Kaslo, Greater Salmo, and Greater Slocan. These seven case study areas were selected through engagement with RDCK staff and participating municipal partners. These conceptual futures each represent potential, though not binding, outcomes projected 20 - 50 years from now. The findings inform a list of potential future actions to help meet regional and local planning needs within the RDCK (please refer to the diagram in Figure 1 above for a visual overview of the project process). Note that the purpose of this report is to distill technical information for the RDCK and partnering municipalities. This information will help to better inform regional planning initiatives and collaboration with municipalities which will in turn, enable more integrated regional planning efforts that are aligned

¹ For the purposes of this project, Fringe Planning Areas are within RDCK Electoral Areas (EAs) at the edge of the jurisdictional municipal boundaries.

with local and regional community planning objectives and processes, land use designations and servicing standards.

The report is structured as follows:

- **Regional Baseline & Results Summary:** this section introduces each indicator assessed during this project including the unique infrastructure servicing analysis. Subsequently, key assessment findings are detailed, which act as the baseline quantitative analysis of the current state of completeness in the RDCK.
- **Growth Suitability Hotspots:** this section depicts the synthesis of indicators to analyse for potentially suitable growth nodes.
- **Fringe Planning Area Modeling Scenarios & Impact Evaluation:** this section outlines the hypothetical future land use scenario for each of the seven Fringe Planning Areas that were selected for the community needs modeling and analysis. Each Fringe Planning Area is detailed with 6 subsections providing specific local context, background on the identified housing need, developability, description of the land use concept, modeling analysis including scenario impacts, and localised recommendations.
- **Conclusions & Regional Recommendations:** this section summarizes the findings of the geospatial analysis and provides recommendations for potential future action to help achieve a more complete community in the RDCK.
- **Appendices:**
 - Appendix A: Methods including data limitations;
 - Appendix B: Additional Maps
 - Appendix C: Community Engagement Summary

Key Terms

Active transportation infrastructure - Active transportation infrastructure are aspects of the built environment that enable people to get around safely without the use of a vehicle, such as sidewalks and bikelanes.

Agricultural Land Reserve (ALR) - The ALR is a provincial zone in British Columbia that protects farmland and encourages agriculture as the priority land use. The Agricultural Land Commission (ALC) acts as the governing body that reviews requests for land exclusion, subdivision, or non-farm use.

Baseline Assessment - A baseline assessment shows what conditions look like today which can help to clearly see what changes in the future. In the context of this report, the baseline assessment pertains to assessing indicators (listed in table 1) that help measure community needs currently met as well as gaps.

Community Facilities - community facilities refers to essential, frequently used services, amenities, and businesses accessible within one's community. These include grocery stores, health services, parks, schools, and community gathering facilities.

Floor space ratio - Floor space ratio (FSR) measures a building's total floor area relative to its lot size. For example, a typical FSR for a rural single family dwelling typically does not exceed 0.25 FSR (25% of lot area).

Fringe Planning Areas - For the purposes of this project, Fringe Planning Areas are interface areas within RDCK Electoral Areas (EAs) located at the edge of the jurisdictional municipal boundaries. Ideally, planning between the municipal and regional district EA jurisdiction(s) in the municipal/EA fringe would be highly integrated, with complementary planning objectives and processes, land use designations and servicing standards.

Growth Suitability Hotspots - In the context of this report, growth suitability hotspots are areas identified through our analysis to guide planning efforts, where existing access and capacity indicate strong potential for future growth and development.

Indicators - In the land use planning context, an indicator is a measurement of urban characteristics and conditions. While indicators do not completely describe the physical or social context of the Region, they can help to understand key opportunities and constraints.

Land Use Designation - Land use designations are broad categories used in long term municipal or regional planning that define the intended and allowable uses of land. They typically refer to both the general category of use (e.g., residential, commercial, industrial), as well as a building unit density.

Residential parcel - In the context of this report, a residential parcel is used as the base unit for population, housing, and access analyses, because it represents where people live and where residential density, land use permissions, and development potential are assigned.

Residential Archetypes

SDD - Single Detached Dwelling

SDD-S - Single Detached Dwelling with Suite

GO - Ground Oriented housing like townhomes or rowhomes

APT (Low-Rise) - Apartment (Low-Rise) consists of no more than 4 storeys

Units Per Hectare - Units per hectare refers to the number of units (in this context, residential units) per hectare of land. This is a common density measure used in urban and rural planning that is often specified in Official Community Planning and zoning documents to specify maximum allowable densities.

Regional Baseline & Results Summary

Baseline Indicator Introduction

An indicator is an analytical tool used to measure specific conditions, serving as a gauge for tracking progress or change. In the context of this project, indicators are used to assess the four complete community lenses (i.e. community facilities, housing, transportation, and infrastructure). While indicators may not capture the full physical or social context of the Central Kootenays, they offer valuable insight into the opportunities and challenges involved in closing gaps with respect to regional and local community needs.

A focus of this project has been to contextualise the Regional and Local Needs Project to a scale relevant to the Central Kootenay's. As a result, in collaboration with the RDCK-led project team including all municipal partners, the project focused on six baseline indicators that were chosen through a facilitated workshop, in which a group of project stakeholders, local subject matter experts, and health authority representatives, were engaged. This engagement sought to inform the groups' collective understanding of the relevance and importance of determinants of community needs that are specific to the region.

After extensive collaborative refinement, the indicators selected for this project were based on regional and member municipalities staff input, Interior Health consultation, regional context, and availability of data. An equity lens was also used to define the indicators; for example, access to emergency hospital care includes those that are universally accessible and does not include private health services that require fees to access. This report is the first baseline assessment of its kind for the RDCK, marking a significant synthesis of the region's current state for all 11 Electoral Areas and 7 project partnering municipalities (see Figure 2 below).

Table 1. Summary of the Baseline Indicators

Lens	Indicator	Input Variables
Community Facilities	Access to key destinations and amenities (Combined Score)	▶ Grocery stores* ▶ Parks* ▶ Elementary schools* ▶ Secondary schools ▶ Daycares* ▶ Community Infrastructure^{2*} ▶ Hospitals* ▶ Fire Halls*
* These amenities include locations outside of RDCK to capture normal use patterns. See Appendix A for more details.		
Transportation & Infrastructure	Access to Transit (walk and wait time)	▶ Walk time to bus stop + average wait time (GTFS)³
Housing and	Rural lands	▶ Distance to sewer/water servicing

²Access to community infrastructure includes community centres, recreation and arena facilities, and town hall spaces

³General Transit Feed Specification (GTFS) via BC Transit includes schedule times, bus stop locations whereby a bus stop's average service time was derived.

Lens	Indicator	Input Variables
Development	development likelihood	▶ Distance to maintained roads ▶ Presence of existing buildings ▶ Total land value per buildable acre ▶ Parcel proportional buildable area
Housing and Development	Urban lands development likelihood	▶ Current land use policy density ▶ Land utilization ▶ Building age
Environment	Regional Flood Hazard	▶ RDCK specific flood hazard mapping, 2024
Environment	Regional Ecological Integrity	▶ Classified Landcover (e.g. forest, urban, grasslands)
Infrastructure	Local Water & Sewer Servicing	▶ Existing infrastructure and associated capacity derived through consultation

Other indicators were considered for inclusion early on in the project process as well. More information on these indicators, and why they were ultimately omitted, can be found in Appendix A.

The following six sub-sections, one provided for each of the six baseline indicators, includes both an overview description of the community needs baseline indicator as well as key assessment findings that acts as the quantitative, geospatial analysis of the current state of completeness in the RDCK.

Regional District of Central Kootenay Study Area

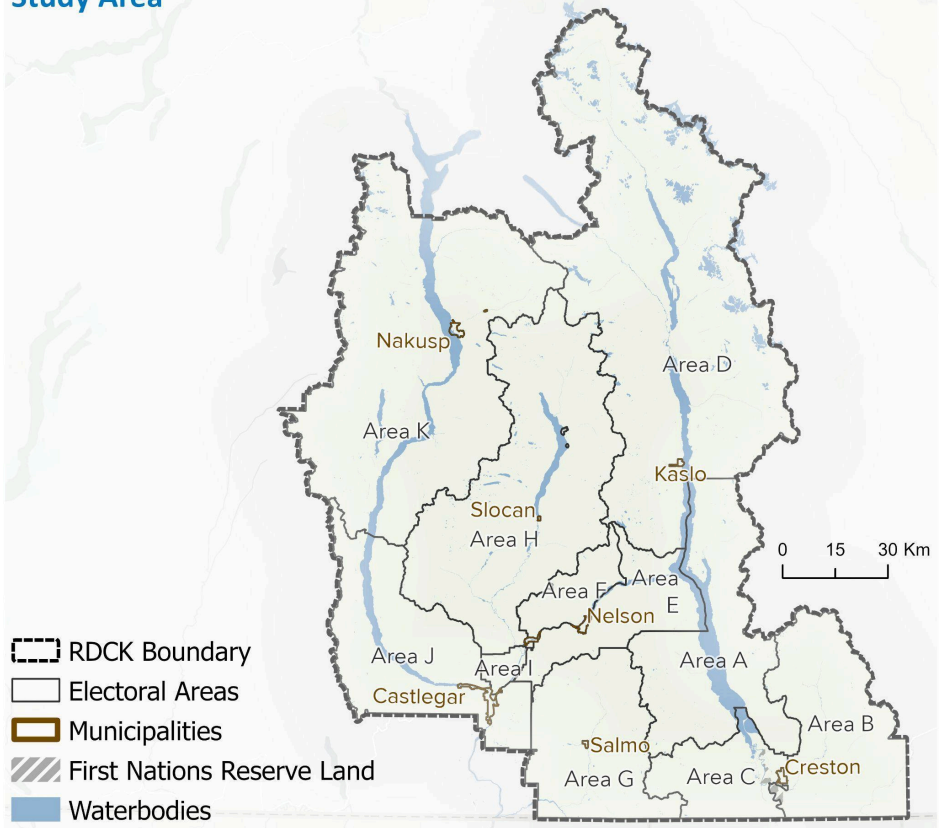


Figure 2. Study area context map, depicting participating Electoral Areas and municipalities in the RDCK.

Access to Key Local Destinations & Amenities

This indicator measures the relative access a residential parcel has to key destinations within their local community, in comparison to all other parcels in the RDCK. This is a combined score⁴, which compiles drive times to all key destinations and amenities for each residential parcel. Drive time to amenities is an estimated driving distance incorporating speed limits, as well as ferry crossing times, rather than a straight line between residences and destinations.

The combined score ranges from 0 to 1, and is equally split into eight categories from Best Access to Lowest Access. Best Access is for parcels with scores in the top 12.5%, while Lowest Access is for the bottom 12.5%. A parcel that has a score of “Best Access” will be the closest to all amenities, while a “Moderate Access” scoring parcel will either be a mid-range distance to all amenities, or close to some amenities and far from others. A parcel with a low score, will be farthest from all amenities. Population within each of these 8 categories is summarised by their Electoral Area or respective municipality using 2021 census population data⁵. For regional maps showing drive times to each individual amenity, see Appendix B.

Overall, 17% of the population in the region has a High or Best access score for key destinations (see table 2 below). The highest access to key destinations is clustered in the municipalities of Creston, Nelson, Nakusp, and Salmo. These areas all have a population that has a score within the top 25% (i.e. the classes of High Access and Best Access). Nakusp, Nelson and Creston all have ~60% of their populations within these top two classes and Salmo with ~20%. Castlegar also has relatively good access to key destinations (~20% of population with a Moderately High Access score), however, there are fewer amenity types in this area, resulting in a slightly lower score, particularly due to a lack of a 24-hour hospital within a 20 minute drive and limited access to elementary and secondary schools in the southern half of the City.

The lowest access to key destinations is found in lower density, remote communities including large proportions of the 11 Electoral Areas (see Figure 3 below). Particularly high proportions of populations with the Lowest Access score are within Area A at ~70%, Area D at ~50% and Area K at ~40% (see Figure 4 below). These areas particularly lack access to schools, grocery stores, 24-hour hospital servicing and community spaces.

Table 2. Central Kootenay regional population by access class

⁴ For more information about the Combined Score see the detailed description of the baseline indicators in the *Introduction* section of the Report. And for more information on the development of the combined score, please refer to the methods in appendix A.

⁵ Statistics Canada. Census Profile, 2021 Census of Population.
<https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/index.cfm?Lang=E>.

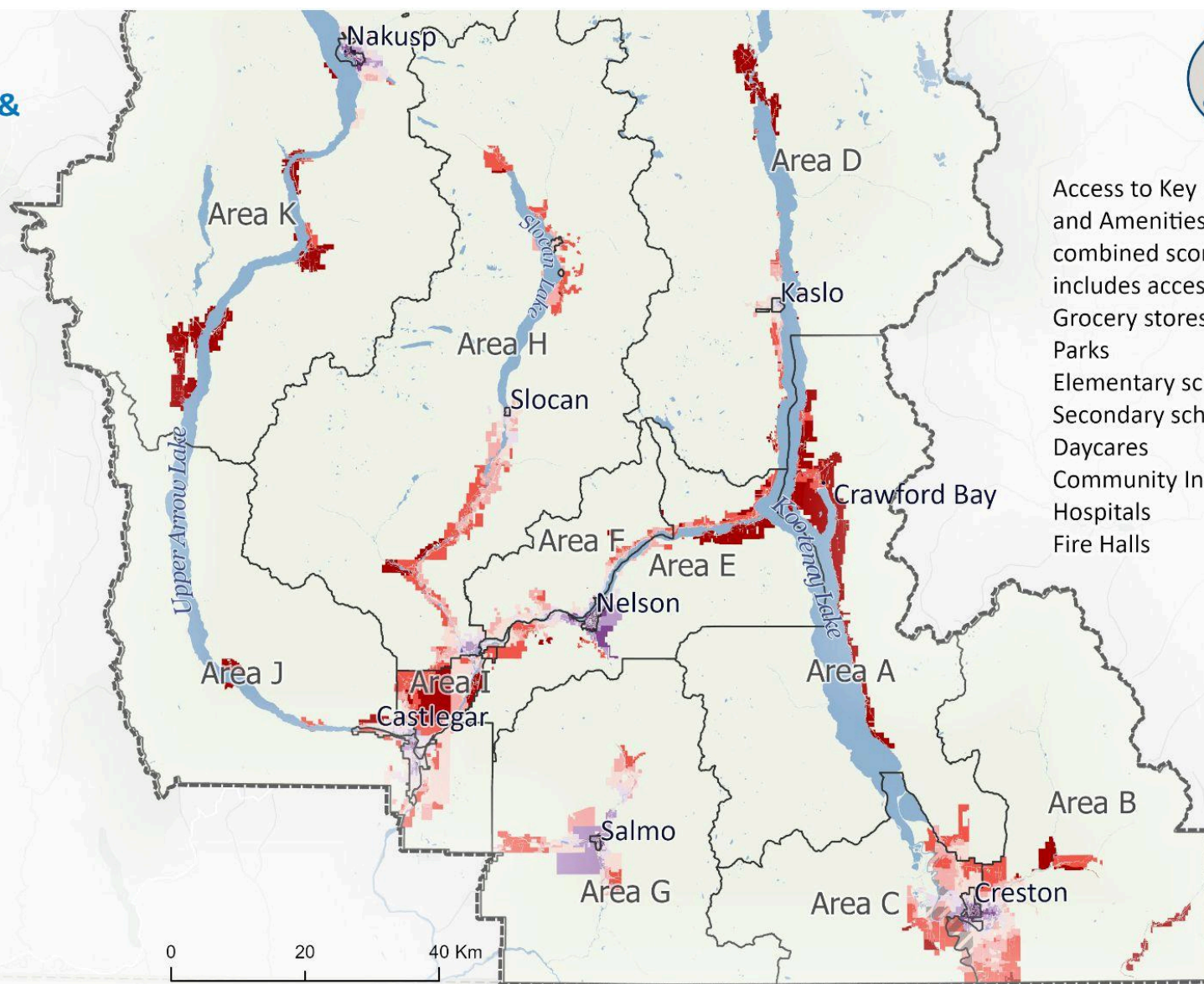
Access Class	Regional Population	Proportion of Regional Population (%)
➤ Best Access	4,171	7%
➤ High Access	5,939	10%
➤ Moderately High Access	8,026	13%
➤ Moderate Access	6,561	11%
➤ Lower Moderate Access	8,684	14%
➤ Limited Access	10,945	18%
➤ Very Limited Access	11,638	19%
➤ Lowest Access	5,438	9%

While having access to all amenities that residents need helps to form a more complete community, the reality is that many areas within the region are remote and rural in nature. Residents have to travel to larger communities often and for many reasons. Interior Health notes that not having a car is an issue, because rural communities are so spread out. This can create hardship, for instance, as folks cannot get to the doctor. The solution to this is to direct growth to where services, including medical care, already exist rather than remote areas without essential amenities to ensure residents are not left isolated, now or as they age.

Regional District of Central Kootenay

Access to Key Destinations & Amenities

- Best Access
- High Access
- Moderately High Access
- Moderate Access
- Lower Moderate Access
- Limited Access
- Very Limited Access
- Lowest Access
- RDCK Boundary
- First Nations Reserve Land
- Electoral Areas
- Waterbodies



Access to Key Destinations and Amenities is a combined score which includes access to:

- Grocery stores
- Parks
- Elementary schools
- Secondary schools
- Daycares
- Community Infrastructure
- Hospitals
- Fire Halls



Figure 3. Map of Access to key destinations and Amenities in the RDCK

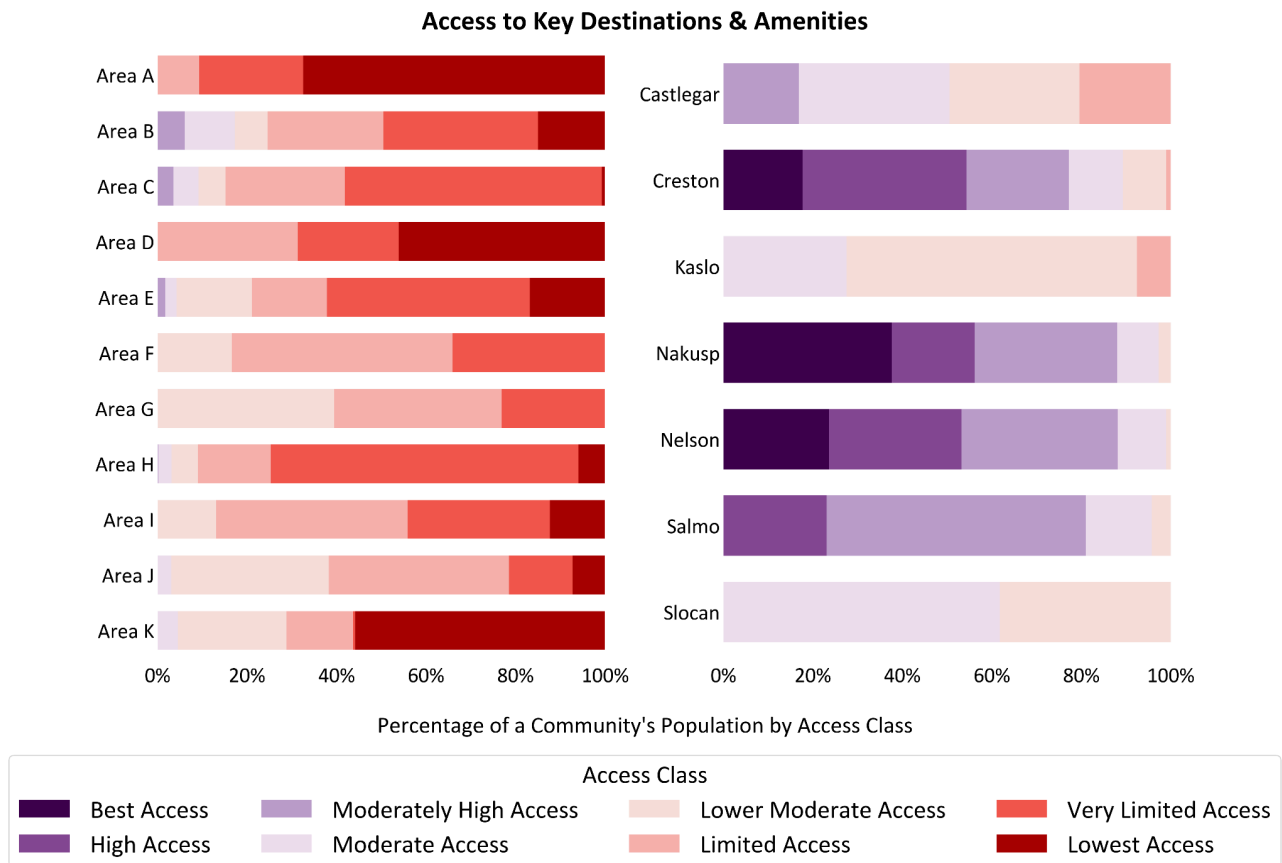


Figure 4. Proportion of population by access to key destinations and amenities (combined score) class by Electoral Area and municipality. Access classes are split into eight equal data bins.

There is significant diversity with regards to education access (combined access to daycares, elementary and secondary schools) between municipalities versus Electoral Areas. For example, there are no daycares or secondary school facilities in Electoral Area K⁶, resulting in ~60% of Area K's population not having proximal daycare or secondary school amenities. There is also a small gap in Slocan's education services resulting in a lower combined score due to the lack of a daycare in the area (see Figure 5 below). Electoral Areas C and B, surrounding Creston are also limited in daycare amenities. While most municipalities have proximal access to all three education facility types, note that ~50% of Castlegar's population is categorized with Lower Moderate Access or Limited Access to education facilities which is seen in the most southern parts of the city as well as expanding east into Area J's community of Ootischenia.

The vast majority of residents within the RDCK live within a 20 minute drive of a grocery store (Figure 6 below). However, not all grocery retailers provide that same level of offerings which was not assessed within this study. Community infrastructure on a whole is accessible across the region, meaning that most communities have a community centre or town hall type space that

⁶ Note that daycare data is derived from the BC data catalogue inventory of ministry-funded licensed child care. Small independent day care opportunities may exist but are not reflected in this dataset.

can be used to facilitate community events. Electoral Area D, E and K do have some communities that require a 30+ minute drive to these types of facilities (Figure 7 below).

The region can be characterised as a whole as having excellent access to park space and the expansive provincial park and lake network is a unique quality making outdoor recreation a large part of the lifestyle in the Central Kootenays (see Figure 8 below).

Also of note, is the allocation of 24-hour hospital servicing. Readily apparent is the fact that the higher density areas of the RDCK do have access to 24-hour emergency care facilities, and smaller municipalities like Kaslo, Salmo and Slocan and Electoral Area A, D and K have drive times of 30-60+ minutes (see Figure 9 below). However we note that through engagement with the RDCK Board for the region, many community members are aware of the risks of living in remote communities and understand that this comes with longer drive times as well as seeking additional health care outside of the region in larger metropolitan hubs like Kelowna and Vancouver. While many understand the tradeoffs with remote living, in terms of analysing communities for community needs and potential areas for increased servicing and growth, accessible healthcare is still a prominent pillar to community needs and well being. Notable is the 20-30 minute drive time for Castlegar residents to the 24-hour hospital. Communities in and around Castlegar are likely to undergo urban expansion and densification in the future. If possible, additional facility servicing to support 24-hour emergency care should be prioritized in Castlegar.

Mapping drive time from fire halls presents a key indicator result. All residents within a municipality are within 10 minutes of a fire hall. Meanwhile, Area A, D, J, and K have some communities living further than 20 minutes from a fire hall (Figure 10 below), putting these communities at a much higher risk in the event of a fire. Note that this indicator includes volunteer fire halls which make up X% of firehalls in the region.

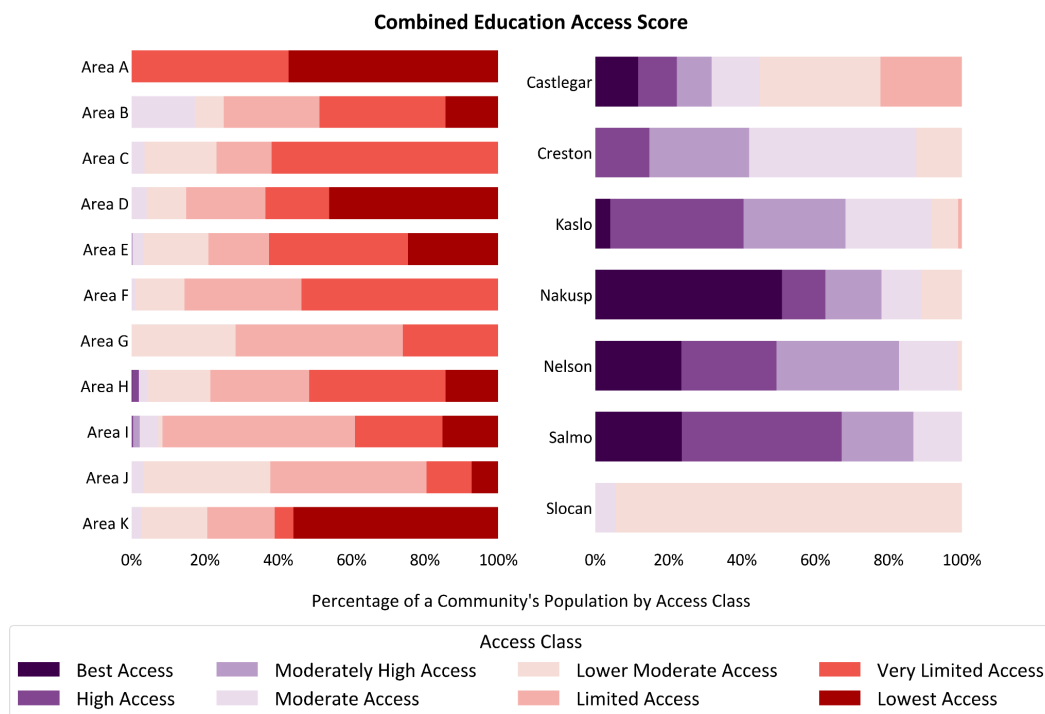


Figure 5. Proportion of population with access to education (combine scoring of access to daycare, elementary and secondary school) by access drive time category.

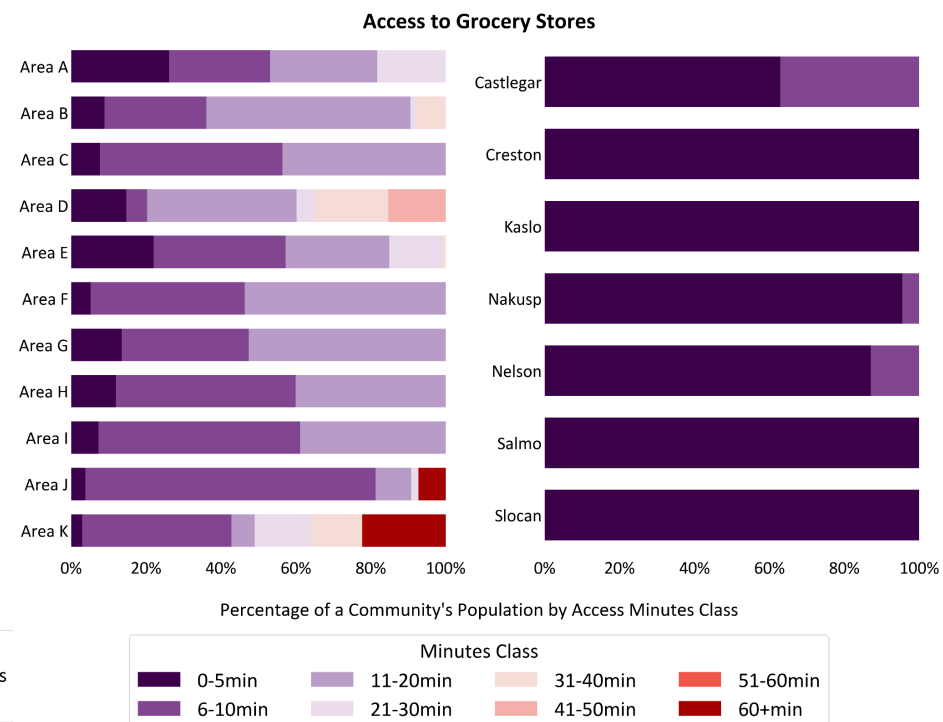


Figure 6. Proportion of population with access to grocery stores by access drive time category.

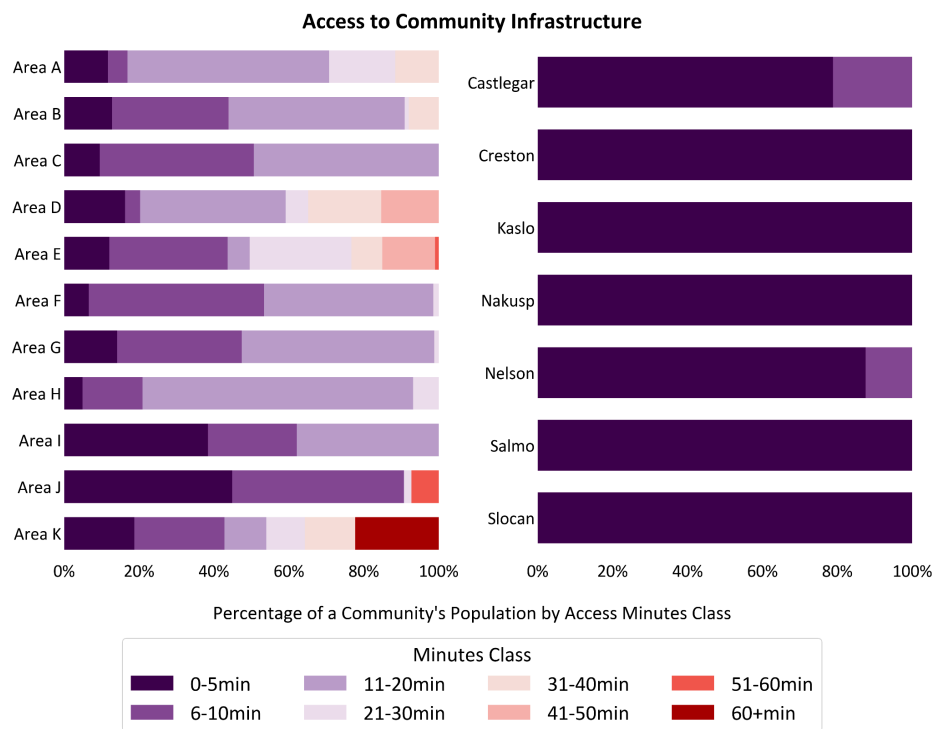


Figure 7. Proportion of population with access to community infrastructure by access drive time category.

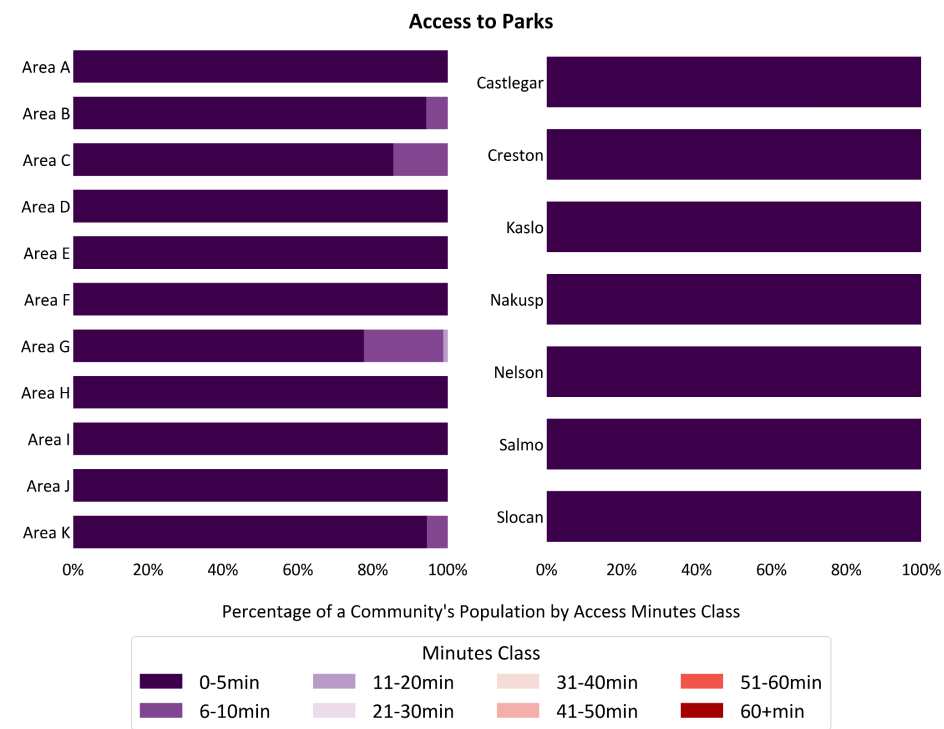


Figure 8. Proportion of population with access to parks by access drive time category.

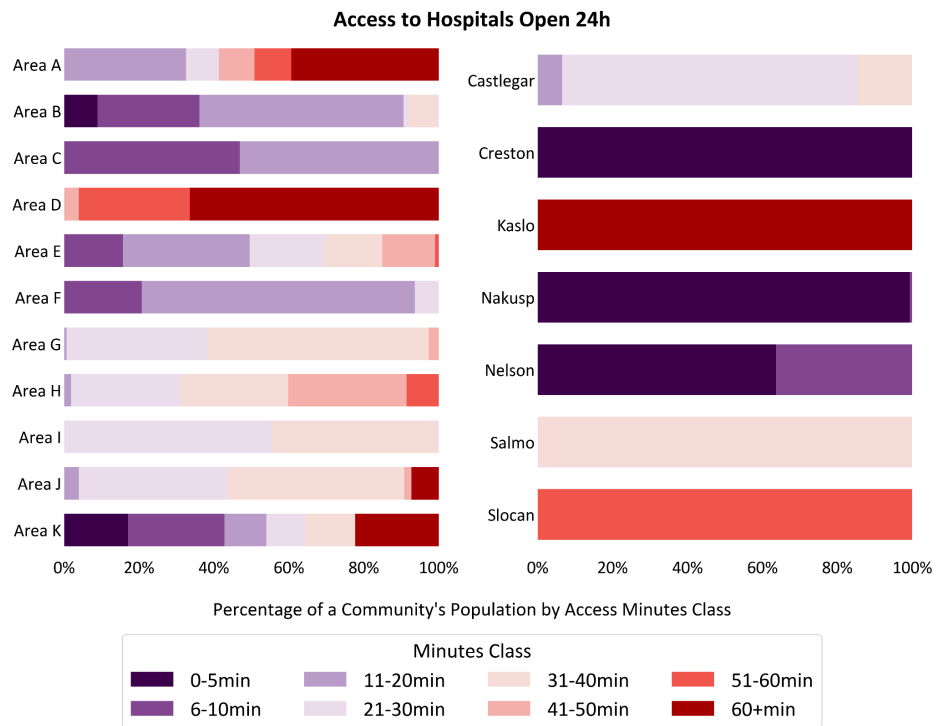


Figure 9. Proportion of population with access to hospitals open 24/7 by access drive time category.

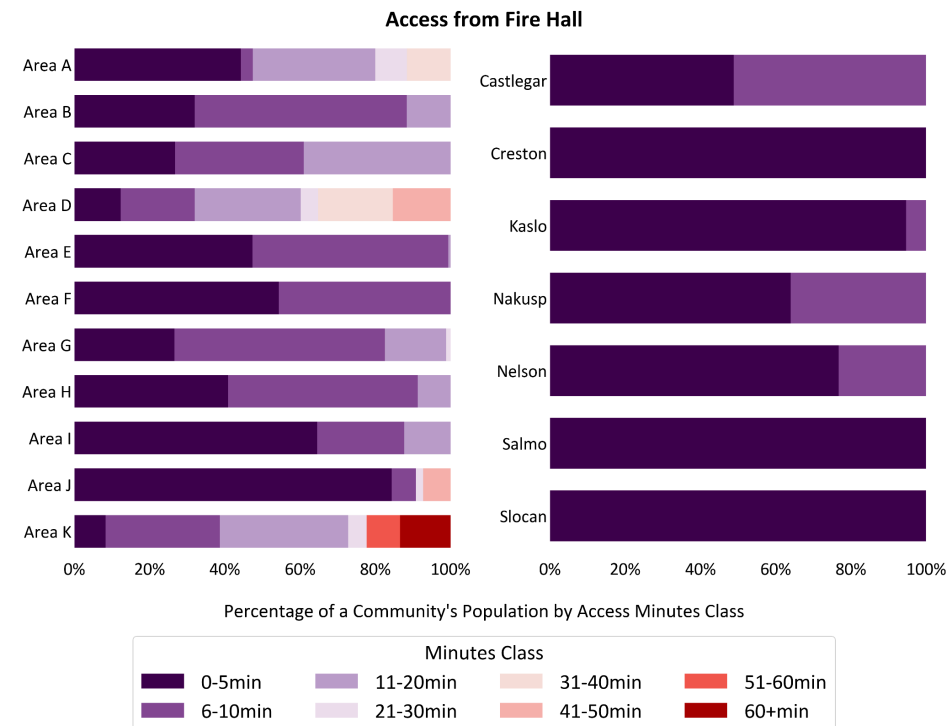


Figure 10. Proportion of population with access to fire halls by access drive time category.

Access to Transit

This indicator refers to the combined average walk and wait time for public transit. Coupling walk time to the nearest bus stop with the additional context of frequency of bus service provides a robust depiction of public transportation accessibility. In many cases, a bus stop may be near-by (within a 10-minute walk), but if service is infrequent, such as once per hour, it may not function as a meaningful amenity to meet local community needs.

Based on recommendations from project interest holders, access to transit was considered separately from the key destinations combined score to highlight the regional context of small towns and villages being proximal to amenities like grocery stores and community recreation facilities while bus service is typically used for inter village/town/city connections. With this in mind, the access to transit indicator better depicts the availability of equitable transportation to larger communities to access services and amenities not available in the smaller town, for example, a hospital or a secondary school.

Access to transit varies greatly throughout the region as servicing is limited in rural areas with lower volumes of ridership. Salmo has notably long wait times between buses (60+ minutes for the community) signifying limited interconnectivity with the neighbouring cities of Nelson and Castlegar. However, RDCK's villages are themselves typically quite walkable areas due to their compact footprint compared to RDCK's larger towns and cities, resulting in most key destinations being proximal.

In contrast, places such as Nelson and Castlegar have a larger share of residents within the 11–30 minute range, reflecting comparatively better service frequency and access, though longer wait times of 30+ minutes are still present for ~45% of Castlegar's residents (see Figure 11 below). Overall, the distribution skews strongly toward longer access times in smaller and more rural communities, highlighting the limited reach of frequent transit service outside the region's main centres. This pattern underscores the structural challenges of providing high-frequency regional transit in low-density rural contexts, even where local walkability is strong.

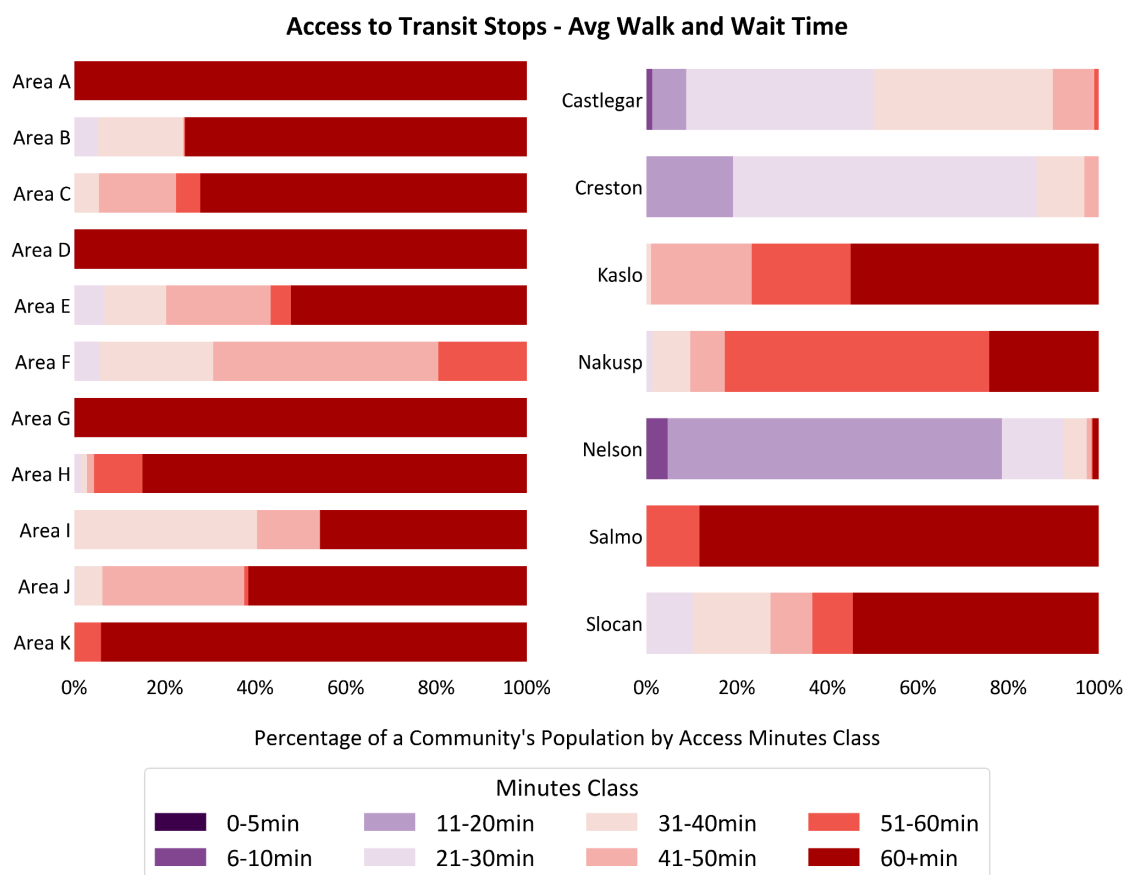


Figure 11. Proportion of population with access to transit stops (including the walk time to the stop + the average wait time between bus servicing)

Development Potential

Municipal development potential was calculated within all participating⁷ municipalities within the RDCK. As well, a rural development potential was calculated in Fringe Planning Areas, which are considered to be within Electoral Areas (EAs) at the edge of jurisdictional municipal boundaries. The following two subsections depict the developability of municipalities and Fringe Planning Areas respectively.

Not all parcels are equally developable or economically viable for future growth regardless of currently designated land use. As such, the development likelihood indicator helps to tease out a more realistic assessment of an area's suitability for growth based on real development considerations, which significantly increases the value of the scenario analysis completed as part of this project.

The development likelihood index identifies areas of concentrated locations of higher scoring sites that are more likely to develop sooner than lower scoring sites under normal economic

⁷ Note that Silverton and New Denver opted out of consideration during this analysis

conditions. Sites with very low development scores should be considered as undesirable for regional growth or urban expansion as they would not develop in a timely manner and thus would not close any gaps regarding regional or local community needs. To reflect the development context of the RDCK, two separate development likelihood indices were created for the RDCK: a **municipal development likelihood score** for areas within municipal bounds and a **rural development likelihood score** that is tailored to specific Fringe Planning Area development characteristics.

Municipal Development Likelihood

The **municipal development likelihood score** consists of 4 components;

1. **Existing Density** - a parcel with a smaller floor space ratio (FSR) or existing units per hectare (UPH) could indicate underutilized developable land, e.g., a small building on a large parcel, indicating higher likelihood of future redevelopment.
2. **Density Gap** - a parcel with a lower floor space ratio, than is allowed by its land use designation may be underutilized functionally, e.g., a parcel with a single family dwelling that is designated for multi-family densities, which may indicate higher likelihood of future redevelopment.
3. **Land improvement** - a parcel may be underutilized economically, e.g., a low value building on expensive land, could be more desirable for future redevelopment.
4. **Building age** - an older building is more likely to redevelop than a newer building.

For all municipal parcels, a bonus to the development likelihood scores is applied for any current or near future development applications. Vacant parcels also receive a bonus, the degree to which is based on the level of servicing present.

The results show that the municipalities of Creston, Nakusp, and Castlegar have similar proportions as well as total land bases represented in the Highest Potential development category. Meanwhile Kaslo and Slocan have the greatest proportions of land that are easier to build on compared to other communities⁸. Some non-exhaustive contributing factors include high amounts of underutilized developable land area and functionality that also has access to water and sewer servicing. However, note that Kaslo and Slocan's total land bases are much more constrained in size, with less than a quarter of the footprint compared to Castlegar, Creston and Nakusp (figure 12 - right graph). Meanwhile, the City of Nelson and the Village of Salmo have more limited availability of land with Higher or Highest development potential relative to other municipalities (see Figure 12 below - right graph). This can be understood due to their low proportion of vacant serviced parcels, and their medium to low occurrence of underutilized land functionality (density gap scores). It is important to note that even though Kaslo and Slocan have little or no sewer servicing, respectively, in comparison to the total number of parcels in their area they have the highest proportion of high development potential lots (vacant, water serviced parcels), which explains why in Figure 12 below their percentage of Highest Potential area is substantial.

⁸ Note that in this context, buildable residential land area refers to the area of a parcel that does not have environmental constraints. E.g., steep slopes, and ecological sensitive areas are not considered to be buildable areas even if the parcel is residentially designated.

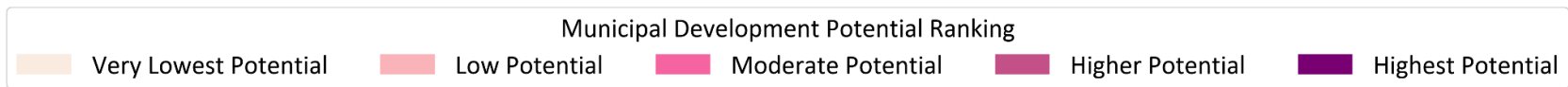
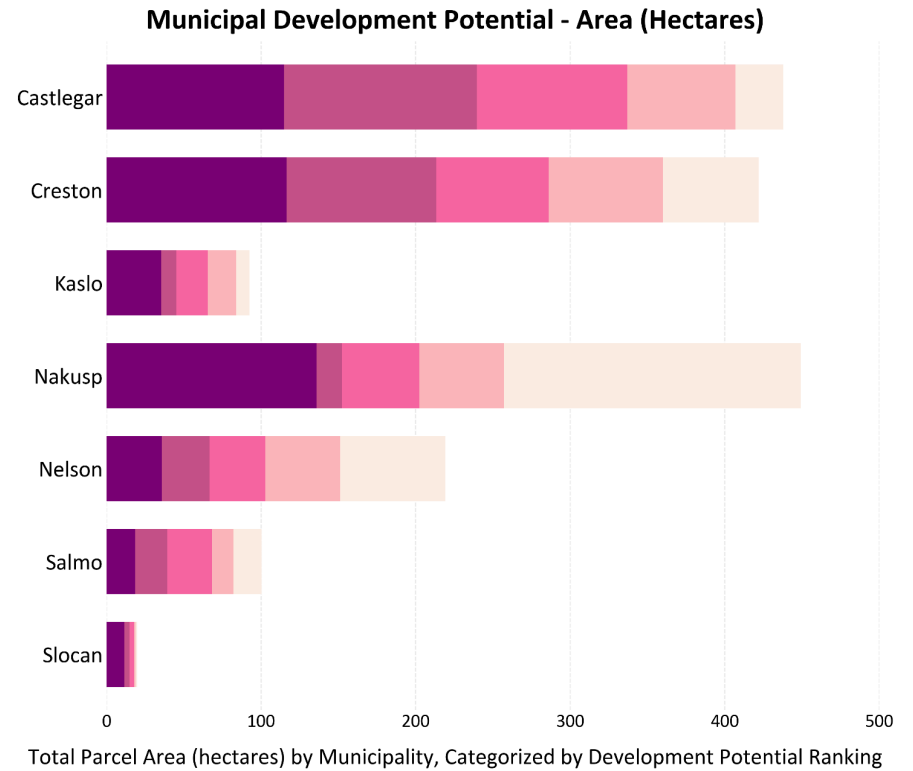
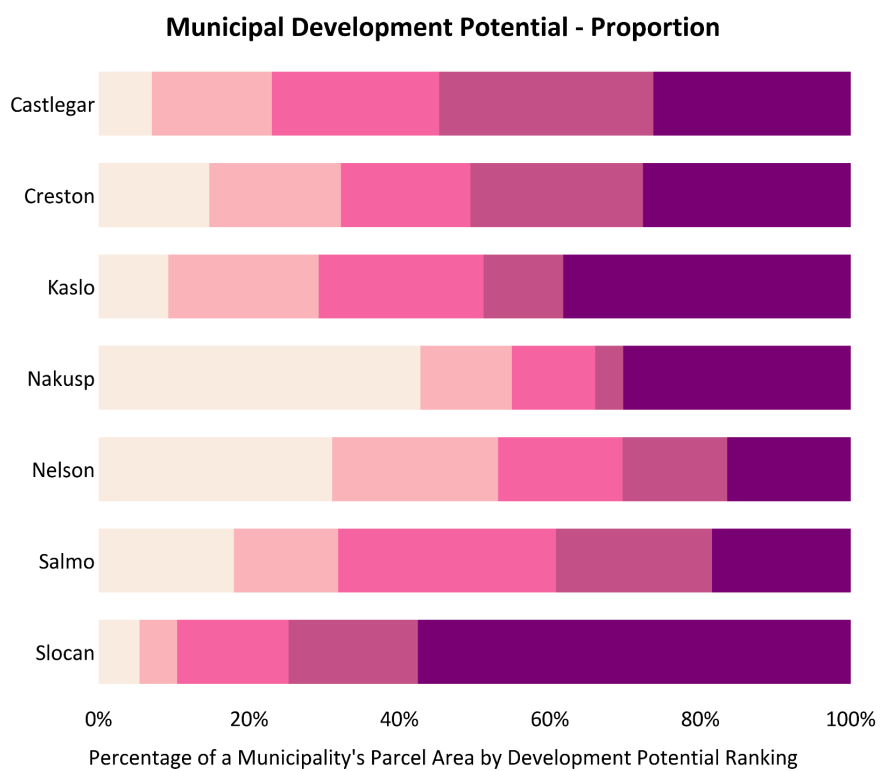


Figure 12. Municipal development potential by proportional land area (left), and total land area (in hectares) by development potential category on the right.

Rural Development Likelihood

The **rural development likelihood score** considers 5 components:

1. **Proximity to municipal or managed water systems** - areas in close proximity to systems with expansion potential are far more likely to economically achieve higher densities than sites which must rely on private wells or local water distribution systems.
2. **Proximity to municipal sewer systems** - areas in close proximity to managed sewer systems are more likely to achieve higher densities than sites that must rely on septic systems or new on-site services.
3. **Proximity to paved or maintained roads** - remote locations are both more costly to develop and to physically construct than areas that are proximal to well-used transportation corridors.
4. **Total land value per acre** - this indicator is important for identifying parcels that are not typically economically viable to acquire under most development contexts, typically estate lots or commercial locations with high value improvements.
5. **Proportion of unconstrained land** - site constraints can significantly reduce the development potential of otherwise choice locations. This assessment uses constraints to reduce the functional size of a parcel. This reduction occurs mainly through environmental constraints, encumbrances, and other infrastructure requirements. Constraints considered include:
 - Flood plain
 - Hazardous/complex terrain and steep slopes
 - Ecologically Sensitive Areas

Within a Fringe Planning Area, a considerable penalty to the development likelihood scores is applied for any Agricultural Land Reserve (ALR) parcel. Typically ALR parcels are completely excluded from development likelihood analysis. However, due to the large number of ALR parcels in the Fringe Planning Areas, their scale of influence should be considered. Accordingly, ALR parcels are included in the model, however with a penalty instead of a complete constraint.

The rural development potential indicator results show the Fringe Planning Area in Greater Castlegar to have the highest respective proportions of buildable residential land area that has the Highest Potential for development (see Figure 13 below - left graph). This concentration is mostly due to the Fringe Planning Area scoring the highest in proximity to infrastructure (sewer, water, and paved roads) as well as having a medium-to-high score in proportion of unconstrained lands. Greater Castlegar's Fringe Planning Area also has the largest outright land base within the Highest Potential category (see Figure 13 below - right graph).

Meanwhile, the Salmo, Creston and Nakusp Fringe Planning Areas all have the highest proportion of their land with Very Low development potential relative to other Fringe Planning Areas (Figure 13 below). Even though these areas have certain parcels that score highly for the five core rural development likelihood components (listed above), due to their high proportion of ALR parcels (62%, 54% and 45% respectively), they are predominantly very low potential areas.

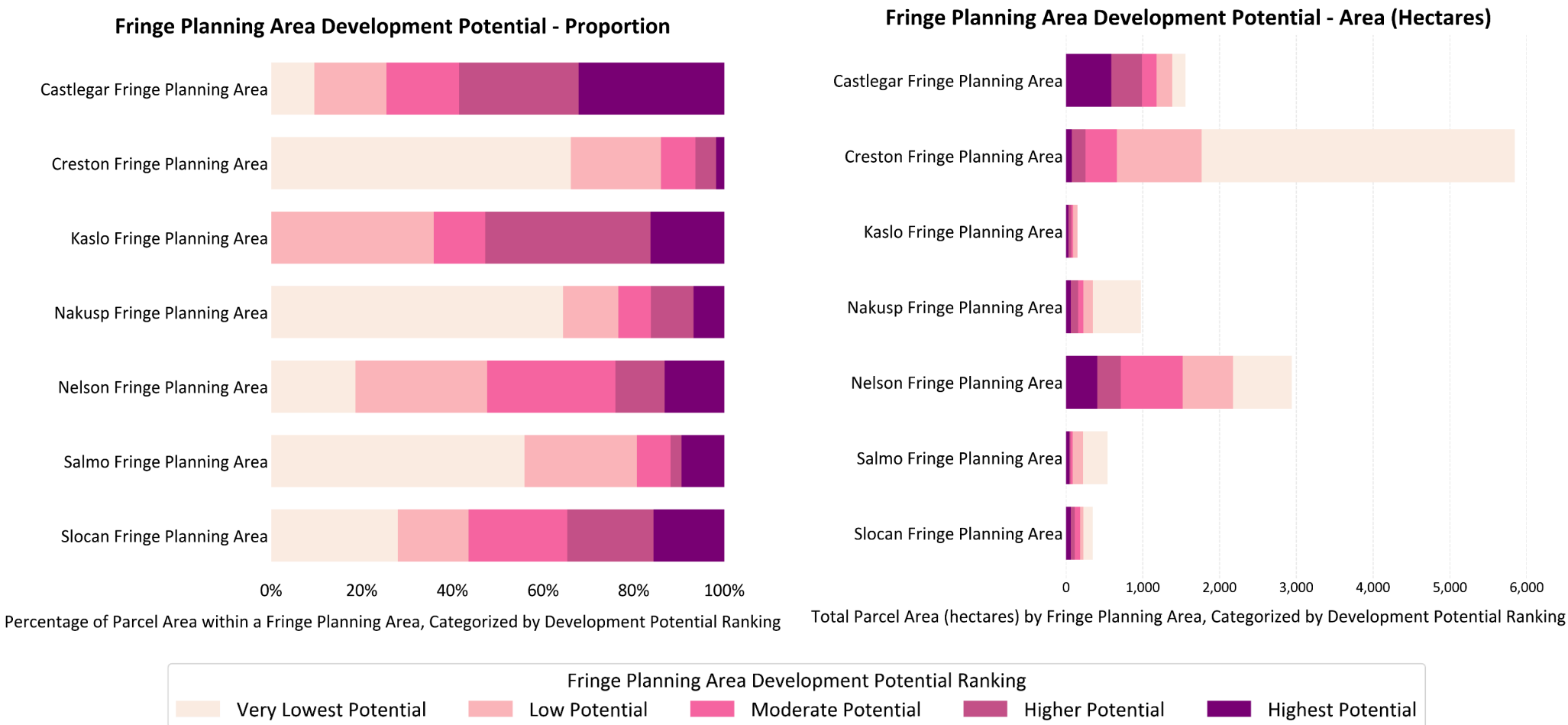


Figure 13. Fringe planning area development potential by proportional land area on the left, and total land area (in hectares) by development potential category on the right.⁹

⁹ Land area within Fringe Planning Areas is assessed within a 2 kilometre buffer from village Fringe Planning Areas and within 5 kilometres from town and city Fringe Planning Areas.

Regional Flood Hazard

The flood hazard indicator accounts for a parcel's area that is within a mapped flood hazard area. In this context, flood hazard is considered to be a crucial indicator or constraint to future development. Flood hazard data was used from previous assessment by BGC Engineering who identified and characterised floodplain geohazards through clear-water geohazard mapping within the RDCK (Figure 14 below)¹⁰.

Clear-water geohazard mapping involves modeling and identifying areas at risk of river overflow and flash flooding. Clear-water flooding hazards are primarily associated with extreme rainfall events or rapid snowmelt. The extent of the flood hazard area was used as an input indicator to better understand land suitability for urban expansion since areas prone to flooding can limit potential growth or development.

A large portion of the lands surrounding the Town of Creston occur within the flood hazard extent, indicating mitigation measures may be required to enable potential growth¹¹; however, these lands are largely designated as ALR. The City of Nelson has flood hazard areas along Cottonwood Creek as well as across land at the mouth of the creek where it feeds into Kootenay Lake. The City of Castlegar has flood prone lands located in Brilliant Flats as well as along Norns Creek where its waterways funnels into the Columbia River.

¹⁰BGC Engineering Inc, RDCK FLOODPLAIN AND STEEP CREEK STUDY, 2020
https://rdck.ca/wp-content/uploads/2025/02/2020-07-17-RDCK_Summary_Report.pdf

¹¹ While mitigation measures are possible, for the purposes of analysis, flood hazard area is considered as a constraint to growth.

Regional District of Central Kootenay Flood Hazard

-  Clear Water Flood Hazard Extent
-  RDCK Boundary
-  First Nations Reserve Land
-  Electoral Areas
-  Waterbodies

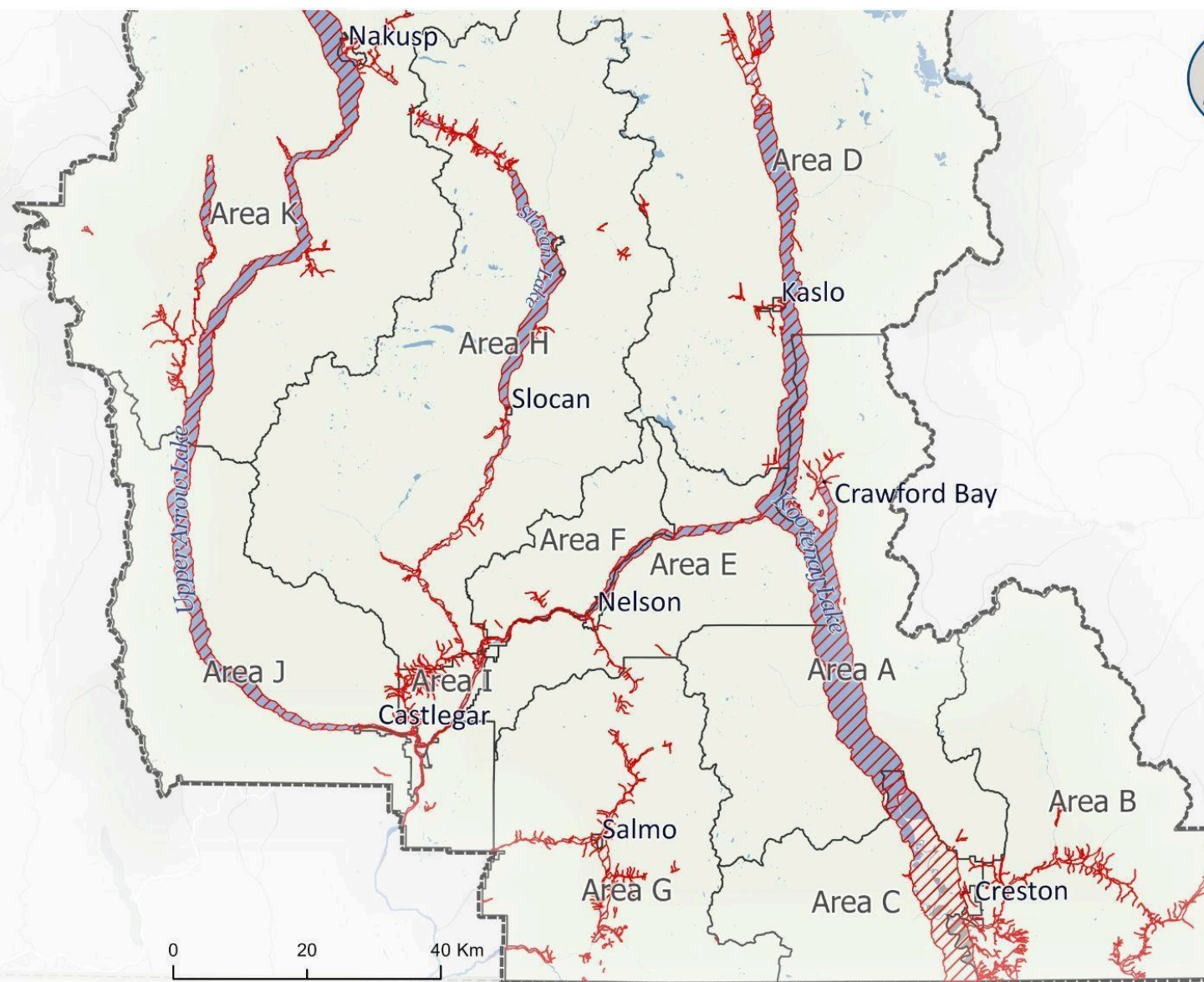


Figure 14. Flood hazard in the RDCK based on previous assessment by BGC Engineering.

Regional Ecological Integrity

Ecological Integrity is a specific indicator developed to identify protection and restoration opportunities and for tracking broad land use change over time. This measure underscores the relative “intactness” of the natural environment based on a few broad reference landcover typologies including forests, wetlands, water, bare earth, urbanised lands and quarries/mines. The resulting indicator presents as an index, scoring how similar each area is to a natural environment land cover. Areas with high values look more like intact natural settings, areas with lower values look more like urban and bare settings. Forests, streams, and lakes are more likely to be scored high, whereas human-made features such as roads, buildings, rubble, quarries, and airstrips will score low. This indicator was developed using annual satellite embeddings (2024), which pulls in satellite data from constellations such as ESA Sentinel, USGS Landsat, Worldview, Global Ecosystem Dynamics Investigation Lidar (GEDI), and others.

Areas depicted in red on Figure 15 below have the lowest “ecological integrity” meaning they either represent highly urbanized areas or bare rock areas like mountain tops. Areas depicted in the darkest green represent areas with forested or water covered ecosystems. Areas that are in dark green are scored as the least suitable areas for community expansion to align with community goals of minimizing ecological fragmentation and disruption.

Note that “ecological integrity” here does not reflect species composition/diversity¹². While the input data used has a high spatial resolution (10m²), this index does not detect highly localised natural environment features. Also of note, is that water bodies are considered natural across the board, as such some urban/artificial ponds or other standing water may be scored high. Pollution, invasive species, hydrology, soil health, and climate pressures are not directly represented within the ecological integrity indicator.

¹² Species composition and diversity refer to the variety of species present in an area and their relative abundance within an ecosystem.

Regional District of Central Kootenay Ecological Integrity

-  ParkAreas
 -  Conservation Lands
 -  Sensitive Ecosystem
- Ecological Integrity**

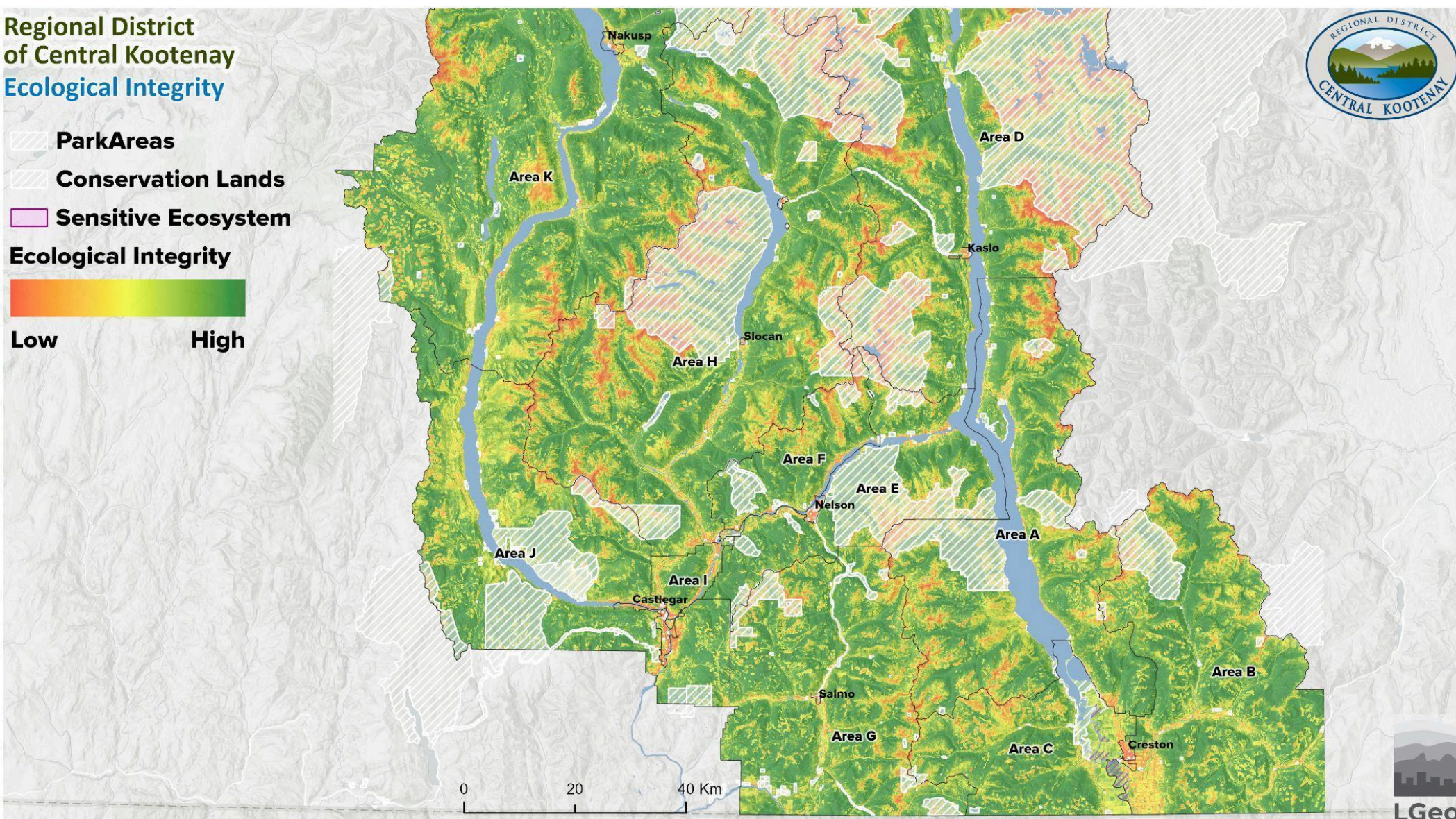


Figure 15. Ecological integrity and sensitive ecosystems in the RDCK.

Local Sewer & Water Infrastructure

Sanitary sewer and water serviceability was rated with great importance by the RDCK project team as both a potential limitation (where servicing would be difficult) and driver for growth (where servicing is in place). This indicator is the only indicator that was not assessed regionwide, but rather in a more nuanced manner for the Fringe Planning Areas surrounding seven municipalities (Castlegar, Creston, Kaslo, Nakusp, Nelson, Salmo, and Slocan). The key inputs were surveys and interviews completed with staff from the seven municipalities. The RDCK's Utility Services Manager was also surveyed to review the RDCK water systems in the study area within proximity of the seven municipalities studied.

The surveys and interviews were combined with existing information (Official Community Plans, water and wastewater master plans, water quality annual reports, RDCK land use and water system mapping, and Province of BC groundwater well database) to:

- Define the Fringe Planning Areas surrounding each municipality; and
- Rate these areas on a scale reflecting the ease of servicing and practical density achievable.

After consultation with municipal and regional district utility managers, **Potential Community Expansion Areas** (in Figure 16 below) were jointly created and then rated for feasibility by Water Street Engineering. Feasibility ratings were conducted using a matrix scoring assessment. Depending on existing water and sewer servicing potential for increased load, a maximum and practical density for additional development was assigned to each suitable expansion polygon.

The rating schema ranges from 0 (zero) to 10 (ten). Zero being areas where no practical access to community water or sewer systems exists, therefore making servicing costs for expansion prohibitive for any level of development. Whereas a rating of 10 indicates areas that are within existing water and sewer servicing areas that have adequate treatment and transmission capacity resulting in the best potential for multi-family and single family development (see table 3 below).

The criteria considered:

- Water source capacity
- Treatment needs, capacity and treatment methods
- Fire protection suitability
- Infrastructure expansion needs
- Type of sewage disposal available / practical to construct (onsite or municipal collection)
- Sewer system adequacy and level of treatment
- Distance to municipal system, and feasibility of connection

The ratings provide an initial screening only and are contingent on the information available and responses given during the interviews. Further local level analysis of Fringe Planning Areas is required to understand the exact potential for development and community expansion. Rated Potential Community Expansion Areas were then translated into GIS polygons ready to be integrated into the 5 other indicator mapping layers.

Regional District of Central Kootenay Potential Community Expansion Areas for Fringe Planning Area Consideration

-  Potential Community Expansion Areas
-  RDCK Boundary
-  Electoral Areas
-  First Nations Reserve Land
-  Municipalities
-  Parks
-  Waterbodies

After consultation with municipal and regional district utility managers, Potential Community Expansion Areas were jointly ideated and then rated for feasibility by Water Street Engineering. Feasibility ratings were conducted using a matrix scoring assessment, refer to the Regional and Local Community Needs Project Final Report.

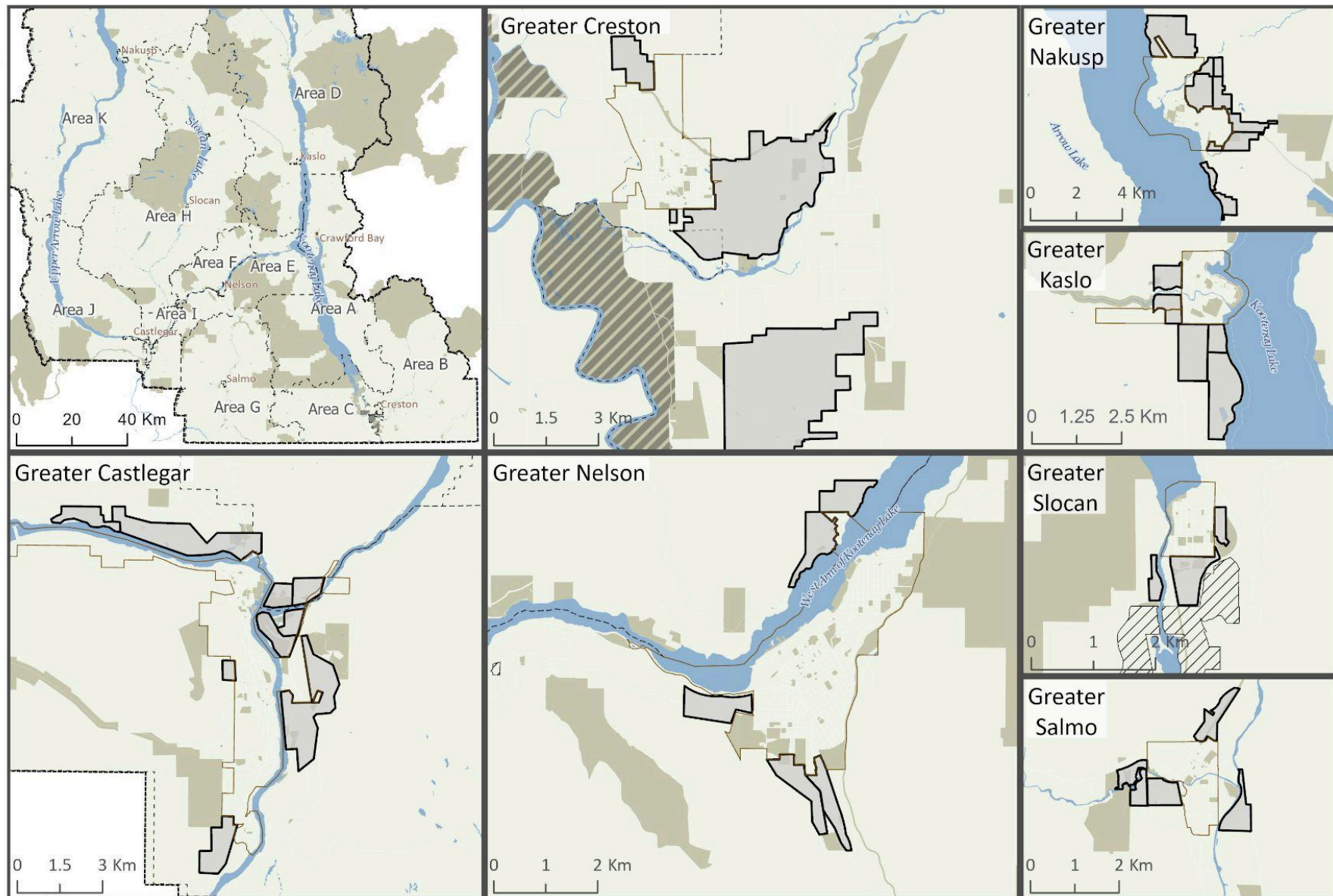


Figure 16 . Potential Community Expansion Areas within Fringe Planning Areas.

Table 3. Infrastructure scoring matrix for Potential Community Expansion Areas

Description						
Rating	Water	Sewer	Overall	Maximum density (DU/ha)	Practical average density (DU/ha)	Examples
0	No practical access to community water system, poor or no groundwater	No practical access to community sewer system, septic systems may be possible	Servicing costs for water and sewer would be prohibitive for any level of development	0	0	
1	Serviceable via individual lot groundwater wells	Serviceable via individual lot septic systems (onsite sewerage systems) only	Servicing costs for water and sewer would be high, only very low density development is likely practical (i.e. acreages)	0.7	0.35	R1 RDCK Zoning with on-site servicing
2	Serviceable via individual lot groundwater wells or potential extension of community WS (not municipal)	Serviceable via individual lot septic systems (onsite sewerage systems) only	Servicing costs for water and sewer would be high, only low density development is likely practical (i.e. acreages, but at higher density due to potential WS connection)	1.75	0.7	R1 with community water supply
3	Serviceable with potential expansion of community WSA or municipal system; fire protection, supply and/or treatment projects needed to facilitate expansion.	Serviceable via individual lot septic systems (onsite sewerage systems) only and assuming separate community water supply.	Low potential for connection to WSA due to costs. Only low density development is practical.	3.5	1.75	R1 with community water supply
4	Serviceable with potential expansion of community WSA or municipal system with fire protection and adequate treatment.		Medium to good potential for connection to WSA. Only low density development is practical due to ground disposal of sewage.	3.5	1.75	R1 with community water supply
5	Serviceable within a community WSA with fire protection and adequate treatment.	Serviceable via individual lot septic systems (onsite sewerage systems) only; assuming good ground conditions and separate water system (not individual well).	Maximum rating for areas not practically serviceable via community sewer system. Lack of sewer collection system limits density.	10	5	Slocan current typ. density
6	As per 9, but with water pumping and storage needed to extend service as well as expansion of source and/or treatment.	Lower potential to connect to gravity sewer system (significant sewer system extension and improvements).	Low potential for development, but at higher SF densities.	15	7.5	R1 with community water and sewer
7	As per 9, but with water pumping and storage needed to extend service.	Medium potential to connect to gravity sewer system. I.e. relatively simple sewer extension, possible expansion of treatment	Medium potential for development, but at higher SF densities.	15	7.5	R1 with community water and sewer
8	As per 9, but with some water supply capacity or treatment constraints		Low potential for development, but at higher SF densities.	15	7.5	R1 with community water and sewer
9	Serviceable via simple extension of municipal water system or within community WSA. Fire protection suitable for single-family development. Adequate water supply capacity and treatment.	Simple extension of gravity sewer system. Adequate waste water treatment capacity.	Good potential for high density SF, townhouse development.	37.5	18.75	R6 with community water and sewer
10	Within the existing municipal water service area. Fire protection suitable for multi-family development. Adequate water supply capacity and treatment.	Within sewer system existing boundaries. Adequate waste water treatment capacity.	Best potential, multi-family and single-family development possible.	45	22.5	Nelson R2 (Medium Density) with 75% net/gross area ratio.

Note that descriptions are meant to illustrate servicing constraints, individual areas may have some characteristics of different ratings, rating selected that best fits the area. Servicing densities are derived from minimum lot sizes from RDCK Zoning Bylaw 1675, 21 Aug 2025 revision, and assumed net lot area / gross area ratios of 60% to 75%. Lastly, servicing densities are dwelling units per gross area (including roads), DU/ha.

Growth Suitability Hotspots

As mentioned in the baseline indicator introduction above, engagement through facilitated technical workshops informed the importance of the baseline indicators. The results of this engagement allowed for the development of a weighted mapping index using a combination of all six selected geographic indicators to create a baseline hotspot mapping layer that depicts Growth Suitability Hotspots. This section describes how the baseline indicators could inform growth prioritization in the region, by detailing the work conducted to combine indicator results into Growth Suitability Hotspots.

After indicator development and mapping, growth priority areas were identified by creating a combined mapping layer with the five indicators depicted on the left in Figure 17, with some indicators given more importance than others. These results were then overlaid with the sixth indicator: Potential Community Expansion Areas, which are shown in black outline on the map on the right in Figure 17. Indicator importance was translated into a weighting schema from engagement-informed indicator prioritisation for growth (engagement outcomes can be seen in table 4 below). Where sewer and water servicing, flood hazard and redevelopment likelihood were weighted as the most important for determining potentially suitable areas for growth.

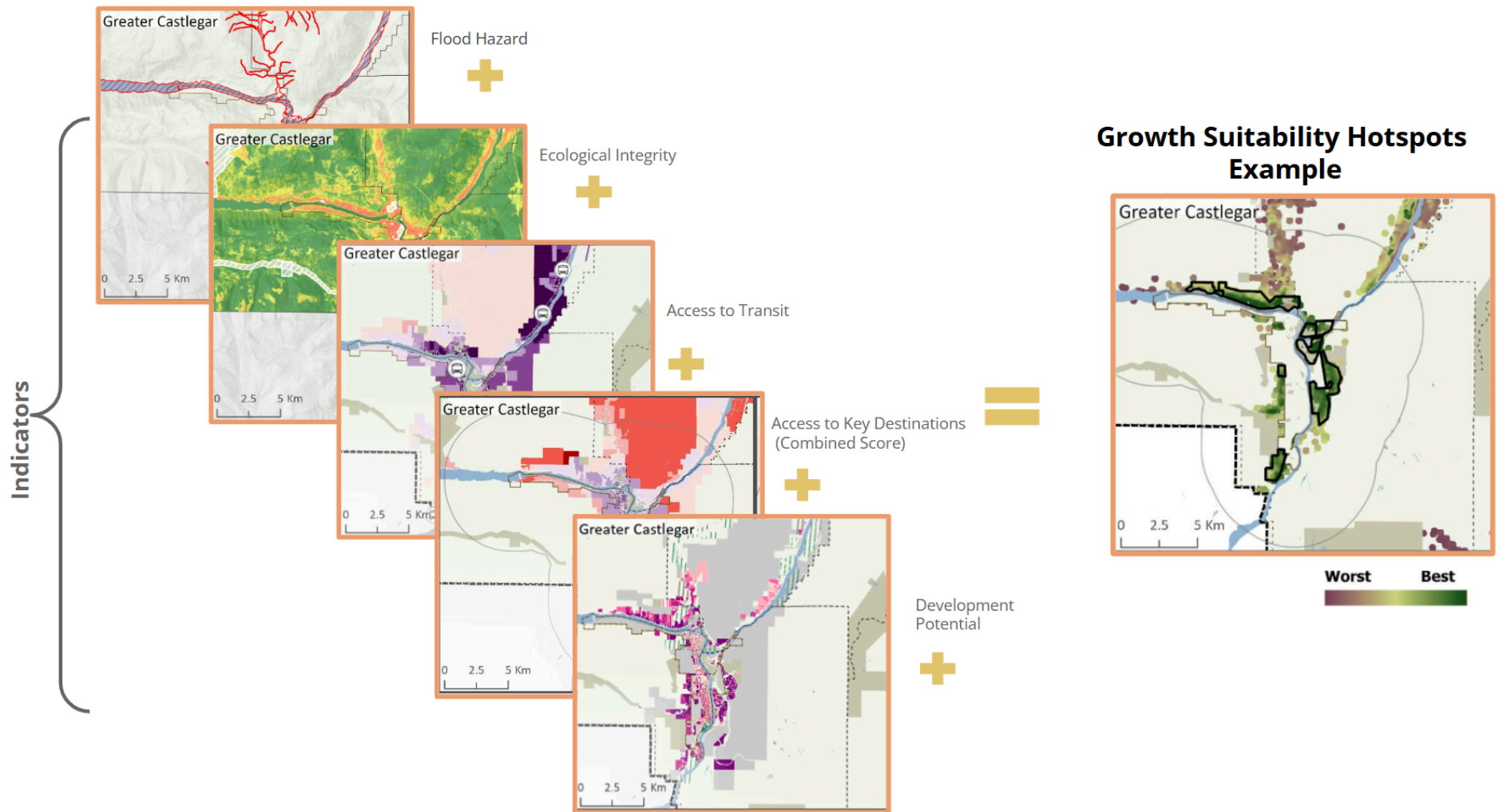


Figure 17. Diagram depicting the compilation of multiple indicators into a weighted index score resulting in Growth Suitability Hotspots areas depicted in green with Potential Community Expansion Areas polygons overlaid in black outline

Table 4. Indicators and associated engagement-informed weights (derived from subject matter expertise).

Indicators	Importance (weighting %)
Sewer & Water Infrastructure	Highest Importance (Infrastructure-Supported Growth Area polygons)
Flood Hazard (areas without flood hazard are better)	Very High Importance (23%)
Rural Development Likelihood	Very High Importance (21%)
Access to Key Destinations and Amenities	High Importance (20%)
Access to Transit (Walk & Wait Time)	High Importance (19%)
Ecological Integrity (already urbanized areas are better)	High Importance (18%)

The best Growth Suitability Hotspots are location-efficient, have substantial development potential, are already ecologically disturbed and are not in a flood hazard area. **Within Figure 18 below, areas depicted in green that are also within a Potential Community Expansion Area are considered to be potential Fringe Planning Areas for targeted planning, design and growth, based on the technical indicators described in the sections above.** These areas were further considered for case study analysis which is subsequently detailed in the modeling scenarios section below.

Note that Growth Suitability Hotspots are showing relative growth suitability based on each of the 8 map frame extents found in Figure 18 below. For example, the green hotspots south of Slocan may not be equally suitable in all indicator aspects as some areas around the City of Nelson, but when considering only the Fringe Planning Area around Slocan, the hotspot directly south of the Village would be the most suitable for growth in this area from a technical indicator perspective (Figure 18). Within the Fringe Planning Areas of Greater Castlegar and Greater Nelson, many potentially suitable growth hotspots emerged. In all areas, there are many lands that are unsuitable or only moderately suitable for new development, mainly due to the overlapping environmental constraints including ALR restrictions, flood hazard and steep slope constraints all of which decrease the potential for expansion into these areas..

Regional District of Central Kootenay Growth Suitability Hotspots - Fringe Planning Areas



Hotspots are relative to each map Extent. The Suitability layer reveals where favourable conditions cluster, without over-promising at the individual lot level. Individual hotspot points shown on the map indicate singular isolated parcels and can be safely ignored.

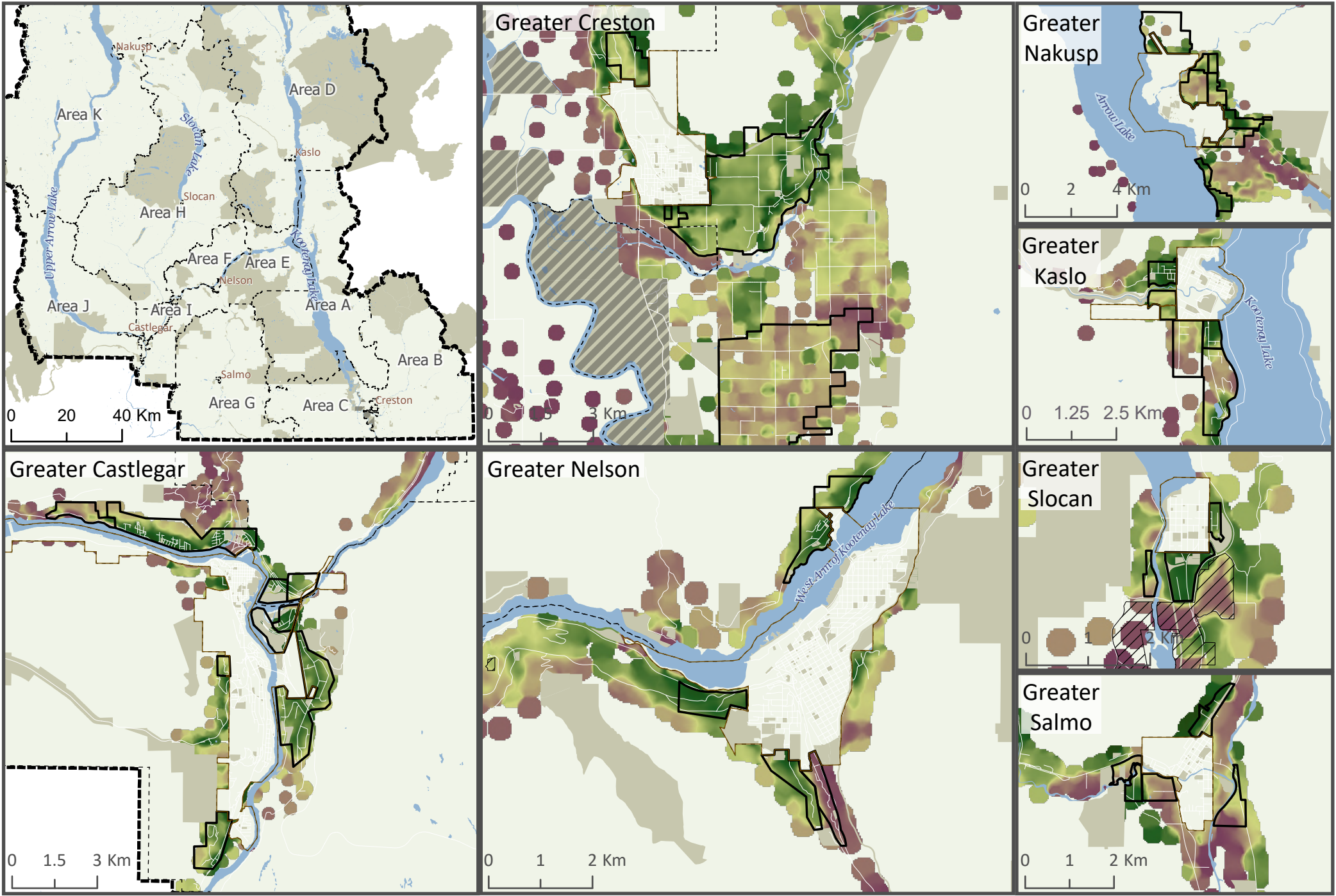


Figure 18. Most suitable areas for growth are depicted in green with Potential Community Expansion Area polygons overlaid in black outlines. Areas depicted in purple are the least suitable areas for growth, relative to each of the 8 map frames.

Hotspots were created for the region as a whole to compare growth suitability across the region as well as locally. If considering the best potential future growth nodes relative to the region, the City and Greater area around Castlegar, Nelson and the Town of Creston are the most suitable areas for growth.

Additionally at the regional level, a community like Balfour is more suitable for growth compared to the limited growth suitability of communities like Fauquier and Crawford Bay (depicted on the regional scale map below in Figure 19). Meanwhile, inset map A and B on Figure 19 help to visualize the relative variability at a local scale.

Within the City of Nelson, inset map A depicts variability in Growth Suitability Hotspots ranging from worst to best. Meanwhile, at the local scale of inset map B, Balfour is depicted in a deeper green compared to the regional scale map, underscoring this community's superior suitability for growth compared only to the communities of Proctor and Sunshine Bay.

Overall, the relative Growth Suitability Hotspot mapping layer can be used as a tool for future planning effort regionally as well as at a local level. This tool will allow RDCK and partnering municipalities to help target growth in more suitable areas to better meet community needs and goals.

Regional District of Central Kootenay Growth Suitability Hotspots Relative to the Region

Worst Best



RDCK Boundary

First Nations Reserve Land

Electoral Areas

Waterbodies

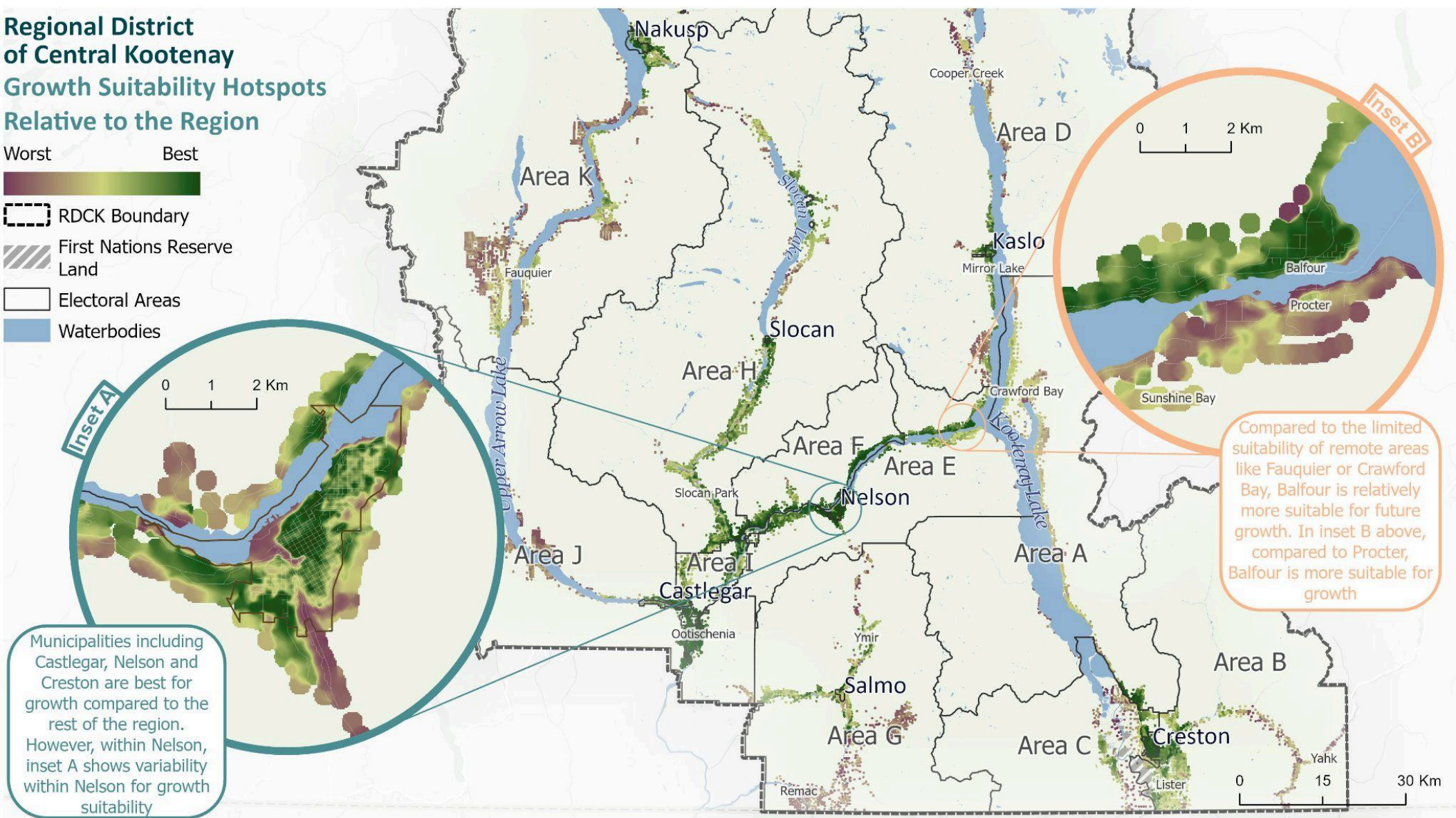


Figure 19. Growth Suitability Hotspots Relative to each respective map frame (inset A, B and the region-wide map).

Modeling Scenarios & Impacts Evaluation

Scenario Area Selection

After the technical analysis of growth prioritisation indicators through the hotspot analysis and infrastructure assessment, the Potential Community Expansion Area polygons were discussed, edited and collaboratively ranked by RDCK and municipal project partners who incorporated contextual knowledge around the most suitable locations for each Fringe Planning Area. With the help of the RDCK and municipal partner project team, one location was then selected from each Fringe Planning Area to be further studied in scenario modeling (table 5).

Table 5. Case study area names by Fringe Planning Area.

Fringe Planning Area	Case Study Area Scenario Name
Greater Castlegar	"Ootischenia"
Greater Creston	"Erickson"
Greater Nelson	"Knox Road / Granite Road"
Greater Nakusp	"Airport"
Greater Kaslo	"Allen Subdivision"
Greater Salmo	"Salmo Heights Road"
Greater Slocan	"South Acreages"

The *Local Government Act* was amended in 2024 with new requirements to accommodate 20-years of housing need into Official Community Plans (OCP) and Zoning Bylaws. This report includes scenario modeling to help the RDCK understand the potential impacts of alternate growth options using the complete community lens. Scenario modeling was completed for seven (7) distinct areas within the RDCK where land use bylaws could be amended to meet 20 years of housing need. It is important to note that the land use concepts described and modeled in this section represent one of many possible futures for community development over the next 20-50 years. As this was purely a technical exercise and, without community engagement, the land use concepts should be viewed as hypothetical, non-binding scenarios for the purpose of a complete community assessment. Nonetheless, the results of this assessment can inform future planning work with a more community-focused process that involves residents every step of the way.

Fringe Planning Area Assessment

The following seven Fringe Planning Areas subsections are broken up into six parts:

1. **Local context:** a description of the selected area;
2. **Housing need:** key information related to housing need for the Electoral Area and adjacent municipality;
3. **Developability:** key information related to the development potential of the selected area;
4. **Strengths, Opportunities & Challenges:** a bulleted list describing key features and barriers to development that characterize the Fringe Planning Area;
5. **Land use concept:** a map and a description of the hypothetical land use scenario which attempts to address housing need and developability factors while respecting the local context;
6. **Modeling analysis:** the outcomes of the modeling of the land use concept; and
7. **Recommendations:** considerations for future planning efforts in the area to address the modeling impacts framed within the four complete community lenses (housing, infrastructure, community facilities, transportation).

A broader, overarching set of recommendations that apply to all Electoral Areas are provided near the end of this report

Greater Castlegar Fringe Planning Area - Ootisohenia

Local Context

Ootisohenia is located at the southeast corner of where the Columbia River and Kootenay River meet, on the traditional and unceded territories of the Sinixt, Ktunaxa and Syilx First Nations. The City of Castlegar's municipal boundaries extend to both the east and west of the Columbia River. (Figure 20). Ootisohenia has been home to a Doukhobor Canadian community since at least the early 1900s. The area within Ootisohenia selected for this study is located next to the West Kootenay Regional Airport and the Selkirk College campus. The area is connected to the City by Highway 3 and the Kinnaird Bridge.

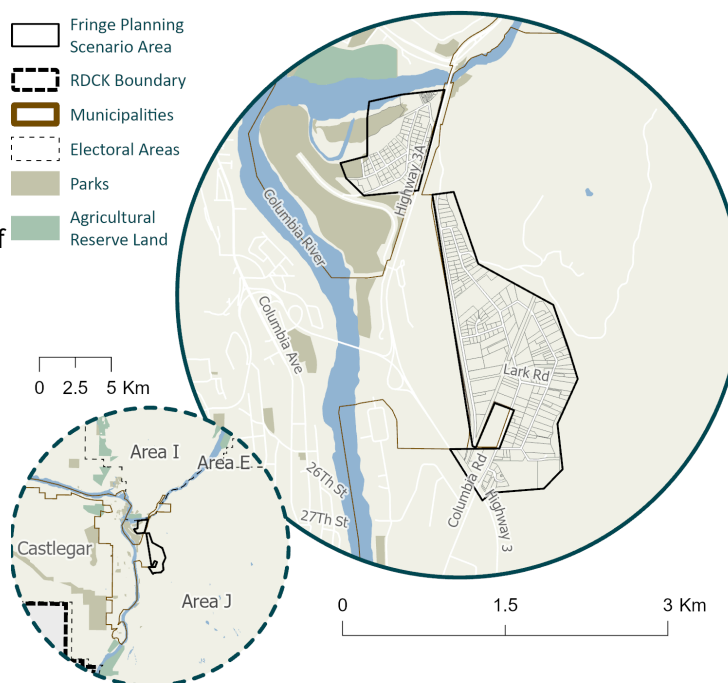


Figure 20. Greater Castlegar Fringe Planning Area

Housing Need

The table below details the updated projections for housing needs by 2041 in Electoral Area J, of which Ootisohenia is a part, as well as the City of Castlegar. The number of residential units in 2023 is included as it is the baseline for housing (and thus household) growth analysis. It is noted that the 2041 numbers in the table represent the provincially-mandated methodology for housing needs reports which have received criticism as being inconsistent with on-the-ground, rural community experiences in the RDCK's incorporated municipalities and electoral areas. For the purposes of this report, they are simply used as a reference point for land use modeling.

Table 6. Current number of residential units (2023) are derived from BC Assessments Building Information Report¹³ and projected housing need for Electoral Area J and the City of Castlegar, are derived from the BC Housing Needs Report¹⁴.

Area	2023 Residential Units	2041 Net Housing Need	2023 - 2075 Net New Housing Need
Electoral Area J	1,771	662	1,721
City of Castlegar	3,819	2,019	5,249

Electoral Area J is estimated to need an additional 247 new housing units by the year 2041. The City of Castlegar is projected to need an additional 2,019 units over the next 15 years (table 6). For the purpose of this study, a longer housing need trend line was calculated out to 2075. In Electoral Area J, 1,721 new units are expected to be needed by 2075.

Household Size

According to the latest housing needs report, recent trends indicate an increase in 4 and 5+ person households in Electoral Area J¹⁵ and additional 1-3 person households in Castlegar.¹⁶

Developability

Ootischenia is an area with good suitability for Fringe Planning Area planning. Its proximity to services and amenities, ample buildable area (633 hectares), as well as strong redevelopment potential (an Average Rural Development Score of 0.80) provide a good foundation for future planning work (see table 7 below). This area within Ootischenia also has few environmental (ecological integrity score of 0.19 (highly intact ecologically) and hazard constraints (11% flood hazard area proportion).

Key limitations for Ootischenia as an area for additional development include reduced transit access in the area east of Highway 3A and relatively low servicing potential.

¹³ BC Assessment. (2023). Building Information Report, 2023. <https://www.bcassessment.ca/>

¹⁴ Housing Assessment Resource Tools. 2022. Housing Needs Assessment Tool. <https://hart.ubc.ca/housing-needs-assessment-tool/>

¹⁵ Regional District of Central Kootenay. Housing Needs Report Update, Regional Summary, 2024. "Change in households by household size and community, 2016 to 2021" https://rdck.ca/wp-content/uploads/2025/02/2024-12-17-HNR-Regional_Summary_Report-FINAL_REPORT.pdf (page 29)

¹⁶ City of Castlegar. Interim Housing Needs Report, Key Areas of Housing Need, 2024. <https://castlegar.ca/wp-content/uploads/2024/12/2024-Castlegar-Interim-Housing-Needs-Report.pdf> (page 4)

Table 7. Key Developability Statistics within the case study area of northern Ootischenia

Key Factors	Key Measures
Number of parcels	633
Buildable Area (hectares)	359
Current Number of Residential Units	515
Average Distance to through Roads (metres)	192
Proportion of Area within a Flood Hazard Zone	11%
Average Rural Development Score (0 - 1 range)	0.8 (many high potential parcels)
Average Ecological Integrity Score (0 - 1 range)	0.19 (predominantly pre-urbanised lands)
Serviceable Density (Units Per Hectare)	9.25
Growth Suitability Hotspot Score (out of 10)	8.7
Service Rating for Community Expansion Potential Areas (out of 10)	4 (east of hwy 3A) 6 (west of hwy 3A)
Final Score (out of 10)	8

Strengths, Opportunities & Challenges

The following are specific strengths, opportunities and challenges related to the completeness of the Ootishenia Fringe Planning Area.

Strengths

- Proximity to employment lands (Selkirk College & West Kootenay Airport)
- Significant parks and open spaces, with access to trails
- Proximity to grocery store and volunteer Fire Hall
- Cultural assets like the Doukhobor Discovery Centre, Suspension Bridge, Kootenay Gallery of Art History & Science

Opportunities

- Large lots with strong redevelopment potential
- City of Castlegar water and sewer infrastructure has good capacity for expansion
- Hydro right-of-way for direct active transportation routes
- Transit routes along Highway 3A and Frank Beinder Way

Challenges

- Area serviced through private Ootishenia Improvement District
- Highway 3A dividing the Fringe Planning Area in two
- Proximity to riparian areas along Kootenay and Columbia River

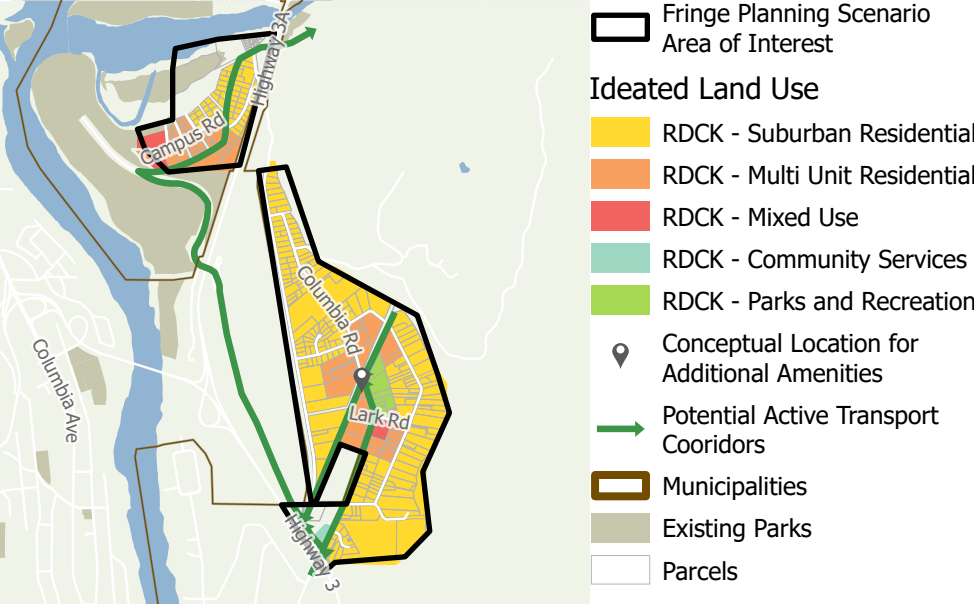
Land Use Concept

The following scenario profile maps, data summaries, and accompanying description and assumptions present the case study land use changes.

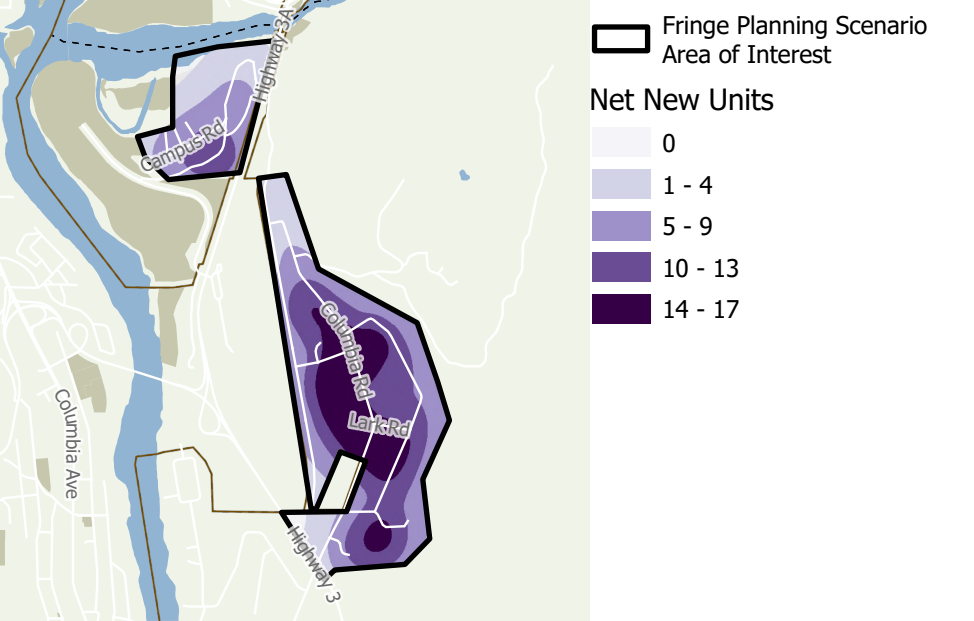
Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: Ootischenia

Potential Future Land Use Plan



Potential Net New Units per Hectare



Scenario Assumptions

West of Highway 3A:

- Major upgrades to servicing would be necessary for envisioned densities, but there is potential to connect into the City of Castlegar's servicing infrastructure via the Selkirk College connection.
- Mixed use node is in close proximity to Selkirk College and along 4 bus routes (33, 36, 98, 99).
- No need for a new park given proximity to trail systems and parks surrounding Selkirk College

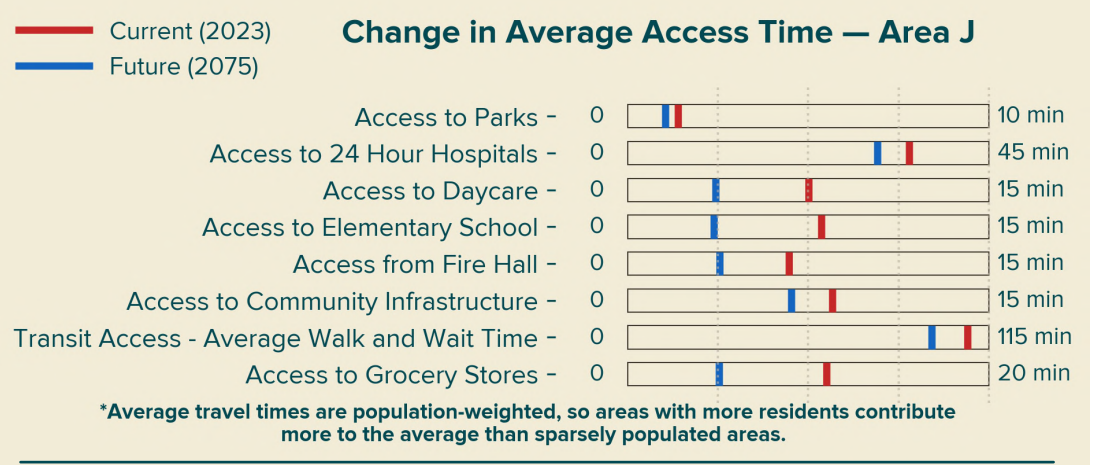
East of Highway 3A:

- Lark Road Mixed Use node is more neighbourhood focused and developed with a neighbourhood Park .
- A new elementary school, daycare and grocer near the proposed park would help support this community node

Potential Scenario Impacts - 2075

2,626 New Units	5,695 New Residents	153% Housing Need Met	150,000 sqft of New Employment Space	400 New Jobs
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Future Indicators Summarized



9% of ecologically intact land is potentially disturbed within the case study area

201 new residents are modelled within flood hazard lands

Figure 21. Potential community expansion scenario profile within the community of Ootischenia, described in the text below.

Description

The land use concept for Ootischenia includes two mixed use nodes woven together by active transportation infrastructure along the BC Hydro right-of-way and the West-Hughes Roads multi-use path. The two mixed-use nodes provide key areas for commercial and community servicing uses. Both the Lark Road and west of Highway 3A mixed-use nodes are intended to incorporate neighbourhood-scale small businesses that enhance local jobs and access to key destinations and services (see map above in Figure 21).

Assumptions

The Mixed Use designation applies the same densities as the RDCK Multi Unit Residential designation but allows for either standalone or ground floor commercial uses within a larger residential development. Commercial uses may only take up 30% of floor space (e.g. 1 floor in a three-storey building or one third of single-storey buildings). Density assumptions are modelled assuming a full buildout by 2075.

Given the proximity to trail systems and parks surrounding Selkirk College, no new park space is conceptualised near the Mixed Use node west of Highway 3A. This Mixed Use node is also situated in close proximity to existing public transit with 4 bus routes (33, 36, 98, 99) serving the area. The conceptualised Mixed Use node and Multi Unit development along Columbia Road supports new active transportation infrastructure between mixed use nodes as well as connection into Selkirk College and surrounding amenities.

Major upgrades to Ootischenia's servicing would be necessary for the envisioned densities. Given its proximity, sewer and water servicing in the area west of Highway 3A may be connected to the City of Castlegar's servicing infrastructure via Selkirk College. Additionally, the airport lands have servicing in this area that crosses Highway 3 which is proximate to Ootischenia's Improvement District's existing water and sewer infrastructure. Note that for modeling purposes, no changes in the surrounding area or additional impediments to development are assumed.

Modeling Analysis

Modeling Factors

Land use modeling suggests a buildout of a hypothetical 2,626 units to the year 2075 (using the HNR 20-year housing need trend projected out to 2075). This resulted in a buildout rate of approximately 51 units per year over the buildout period. The main driver of development in the model is each parcel's land use concept and its associated maximum allowed density (expressed as UPH/FSR in table 8 below). Maximum FSRs for Mixed Use Commercial land uses vary depending on Fringe Planning Area and configurations of commercial uses. (ie standalone or ground floor commercial). Once units were calculated based on the allowed density, a unit to population multiplier¹⁷ is applied to calculate the potential population increase associated with new units (see table 9 below). The same approach is used to predict the number of new jobs

¹⁷ Person per household values were based on the 2021 census and a historical change rate then applied to 2075.

resulting from the net new non-residential floor area (square feet (sqft)) forecasted by the model (see table 10 below).

Table 8. Maximum densities by existing land use designations with allowable archetypes and associated non-residential assumptions

Landuse	Maximum Unit Per Hectare	Residential Archetype ¹⁸	Maximum Floor Space Ratio (FSR)	Non-residential Archetypes
RDCK - Comprehensive Development	40	GO, SDD-S, SDD	-	-
RDCK - Country Residential	3	SDD-S, SDD	-	-
RDCK - Multi Unit Residential	30	APT (Low-Rise), GO	-	-
RDCK - Rural Residential	2	SDD-S, SDD	-	-
RDCK - Suburban Residential	15	GO, SDD-S, SDD	-	-
RDCK - Mixed Use Commercial	30	APT (Low-Rise), GO	0.4, 0.3, 0.35, 0.15	Commercial
RDCK - Industrial	-	-	0.05	Industrial

Table 9. Unit to Population Multiplier

Residential Archetype	2021 Person per Household	2075 Person per Household
Ground Oriented (GO)	1.95	2.31
Apartment (APT)	1.6	1.96
Single Detached Dwellings (SDD)	2.3	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1

Table 10. Square Footage to Employee Multiplier

Non-residential Archetype	2075 Sqft per Employee
Commercial	379
Industrial	502

Scenario Results

The land use scenario produces new units predominantly at the Mixed Use node along Lark Road with a density of 14 - 17 units per hectare and an overall maximum impact of 2,626 new residential units (Figure 21). In terms of commercial use expansion, the mixed use allowances result in a maximum potential of 150,000 new square feet of employment space. The high number of new housing units in this scenario reflects the capacity permitted under the area's existing land use designations. Modeling a "business as usual" scenario based on current designations (predominantly Suburban Residential) would similarly result in meeting more than 100% of the housing need in the Ootishenia/Electoral Area J area. However, this approach would do little to enhance housing diversity or increase access to key destinations and amenities within close proximity to those units — a core tenet of the complete communities assessment. A more

¹⁸ Please refer to the key terms section for definitions on each residential archetype.

detailed land use planning exercise that critically examines existing density allocations could help redistribute density more strategically across the neighbourhood to better support completeness.

Scenario Impacts

Overall, modeling in Ootischenia could equate to 2,626 potential new residential units. This equates to an estimated 5,695 new residents in the area by the year 2075 and would help to exceed the housing need anticipated in Electoral Area J. Further the modeling suggests approximately 500 school aged children and an additional 100 children under the age of 5 could reside in the area by 2075. The conceptualized 150,000 sqft of employment space would also help to support the community with an estimated maximum of 276 new jobs (Figure 21 above). After modeling increased density, baseline access indicators were assessed with future need in mind.

Additional demand on key destinations and amenities was then considered in light of new population and commercial floor areas. For instance, 2,626 new households can support an additional grocery store and there is ample space in the study area to accommodate this new service. With these future demands in mind, additional amenities were modelled and summarised to compare the impact to amenity access under the assumption of adding a new park, grocer, daycare and elementary school to the case study bounds within Ootischenia.

Currently within Electoral Area J, the average drive time¹⁹ to a daycare facility or elementary school is 8 minutes, whereas under the future scenario, average drive times to daycare and elementary facilities drops to 4 minutes under the conceptualised scenario. Based on the location of Ootischenia, adding density here also brings the average drive time to 24 hour hospital care down from 35 minutes to 30 minutes within Area J (see Figure 21 above).

In terms of ecological impacts, the conceptualised new land use does not model any new housing within hazardous flood areas. In regards to ecological integrity, a maximum of 9% of ecologically intact land is potentially disturbed within the case study area.

Recommendations

The recommendations below are organized by the four complete community lenses: housing, infrastructure, community facilities, and transportation. They are key considerations representing one of many scenarios for future planning efforts to promote more complete neighbourhoods. As the RDCK prepares to review and update its regional planning documents and the City of Castlegar reviews its own planning documents, these may be used as a starting point for collaboration and relationship-building and will need to be tested with the public through extensive community engagement.

¹⁹ The average drive time reported in the scenario impact subsection represents a weighted average which

Housing

- Encourage residential development in the form of small lot subdivisions and townhomes to address housing need for 4 and 5+ person households in Electoral Area J and rental apartment buildings to support the housing needs in the City of Castlegar.
- Explore a redistribution of uses and densities through a land use planning exercise (such as a sub-regional OCP planning process) to support the development of more diverse housing forms.
- Consider workforce housing for Selkirk College, West Kootenay Airport, and nearby utility and light industrial employees.

Infrastructure

- Collaborate with the Ootischenia Improvement District (OID) to expand the number of connections and fire protection in the OID Water Service Area, to support a greater diversity of housing forms that meet the community's future needs.
- Consider expansion of the municipal water system around the Fortis BC building.
- Consider expansion of the municipal water and sewer system from Selkirk College to the area west of Highway 3A.

Community Facilities

- Encourage commercial uses, including a new grocery store and daycare use, in the mixed-use nodes to increase access to key destinations for residents .
- Collaborate with Selkirk College for shared access to college amenities for use by residents.
- Consider how new employment lands may leverage their proximity to Selkirk College and the West Kootenay Airport, providing students and staff with helpful services.
- Collaborate with School District 20 (Kootenay-Columbia) to explore the feasibility of acquiring land for a new elementary school and a neighbourhood park.

Transportation

- Explore the feasibility of active transportation networks connecting proposed mixed-use nodes, as well as connection into the existing Castlegar-Nelson Active Transport Corridor vision.
- Explore completing an active transportation link using the West Rd, Hughes Rd and Frank Beinder Way corridors.
- Investigate improved transit service to Ootischenia with BC Transit and the City to ensure connectivity of routes and schedules.

Greater Creston Fringe Planning Area - Erickson

Local Context

Erickson is an unincorporated community in Electoral Area B, southeast of Creston BC, connected by Highway 3 (Figure 22). The community is currently known for its agricultural character, including cherry and apple orchards, wineries, and fruit stands. There is one elementary school (School RDCK #8), a gas station, a small grocer and a sawmill.

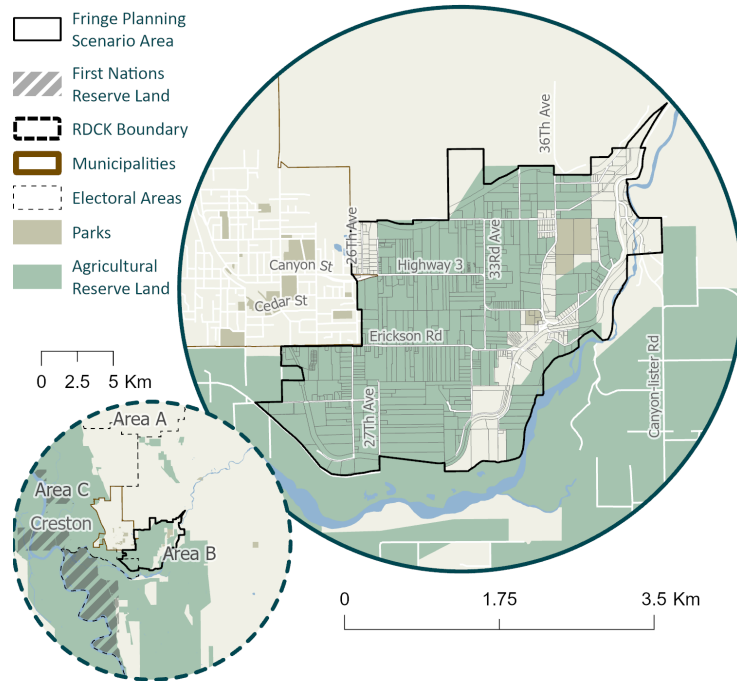


Figure 22. Greater Creston Fringe Planning Area

Housing Need

Housing Needs

The table below (table 11) details the updated projections for housing needs by 2041 in Electoral Area B, of which Erickson is part, as well as the Town of Creston. The number of residential units in 2023 is included as it is the baseline for housing (and thus household) growth analysis. It is noted that the 2041 numbers in the table represent the provincially-mandated methodology for housing needs reports which have received criticism as being inconsistent with on-the-ground, rural community experiences in the RDCK's incorporated municipalities and electoral areas. For the purposes of this report, they are simply used as a reference point for the land use modeling.

Table 11. Current number of residential units (2023) are derived from BC Assessments Building Information Report²⁰ and projected housing need for Electoral Area B and the Town of Creston are derived from the BC Housing Needs Report²¹.

Area	2023 Residential Units	2041 Net Housing Need	2023 - 2075 Net New Housing Need
Electoral Area B	2,235	903	2,348
Town of Creston	2,929	1,485	3,871

Electoral Area B is estimated to need an additional 903 new housing units by the year 2041. The Town of Creston is projected to need an additional 1,485 units over the next 15 years. For the purpose of this study, a longer housing need trend line was calculated out to 2075. In Electoral Area B, a maximum of 2,438 new units are expected to be needed by 2075.

Household Size

Recent trends show an increase in 1-person households in Electoral Area B, and 4-person households in Creston.²²

Developability

Table 12. Key developability statistics within the case study area

Key Factors	Key Measures
Number of parcels	635
Buildable Area (hectares)	56
Current Number of Residential Units	719
Average Distance to through Roads (metres)	262
Proportion of Area within a Flood Hazard Zone	3%
Average Rural Development Score (0 - 1 range)	0.23 (mostly lower potential parcels)
Average Ecological Integrity Score (0 - 1 range)	0.23 (predominantly pre-urbanised lands)
Serviceable Density (Units Per Hectare)	15
Growth Suitability Hotspot Score (out of 10)	7.7
Service Rating (out of 10)	6
Final Score (out of 10)	7.4

Erickson has a moderately high suitability (7.4 out of 10) for fringe area planning (see table 12 above). There is high potential in its location efficiency, and a reasonable level of service, although parts of Erickson are located far from the Town of Creston's jurisdictional limits. There is reasonable buildable area (56 hectares) and relatively few environmental (ecological integrity

²⁰ BC Assessment. (2023). Building Information Report, 2023. <https://www.bcassessment.ca/>

²¹ Housing Assessment Resource Tools. 2022. Housing Needs Assessment Tool. <https://hart.ubc.ca/housing-needs-assessment-tool/>

²² Regional District of Central Kootenay. Housing Needs Report Update, Regional Summary, 2024. "Change in households by household size and community, 2016 to 2021" https://rdck.ca/wp-content/uploads/2025/02/2024-12-17-HNR-Regional_Summary_Report-FINAL_REPORT.pdf (page 29)

score of 0.23) and hazard constraints (3% flood hazard area proportion). Erickson’s water system has 6.5ML of storage capacity with 11km of mainline providing drinking water to area residents and the Town of Creston. In addition, 38 hectares of land near the intersection of Highway 3 and Erickson Road are not a part of the ALR.

A key limitation for Erickson is its low development potential score of 0.23. The score is low because the large majority of lands are in the ALR. Lands not in the ALR are often quite far from the Town of Creston which limits potential servicing connections. It also encourages a more multi-polar community where key needs are met at a smaller neighbourhood scale.

Strengths, Opportunities & Challenges

The following are specific strengths, opportunities and challenges related to the completeness of the Erickson Fringe Planning Area.

Strengths	Opportunities	Challenges
• Good access to parks and open spaces • Proximity to Erickson Elementary School • Located in area with strong food assets like farm stands with fresh produce • Good base of industrial employment lands • Proximity to Creston with good access to many daily needs	• Several lots outside the ALR • Area between 26th and 27th avenues is adjacent to Creston municipal boundary and close to municipal services • Established rural community with good mix of commercial, industrial, and institutional uses • Quiet country roads with potential for active transportation	• Highway 3A weaves through the Fringe Planning Area which could cause safety and connectivity issues for walking and cycling • Much of the land is protected by the ALR • Few non-ALR lots with regular shapes and flat topography • Distance from Creston’s municipal services to Erickson through ALR lands makes new connections difficult

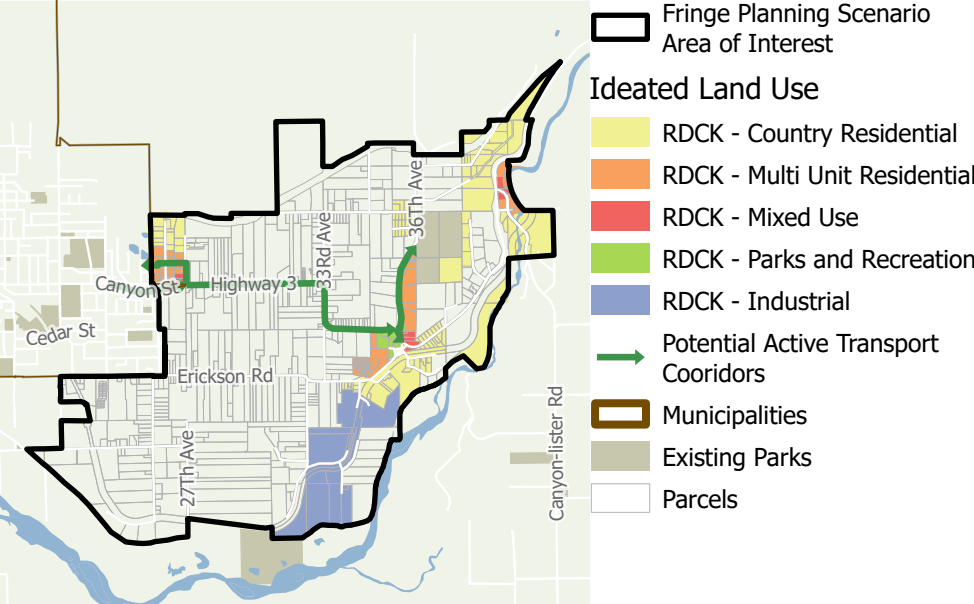
Land Use Concept

The following scenario profile maps, data summaries, and accompanying description and assumptions present the case study land use changes.

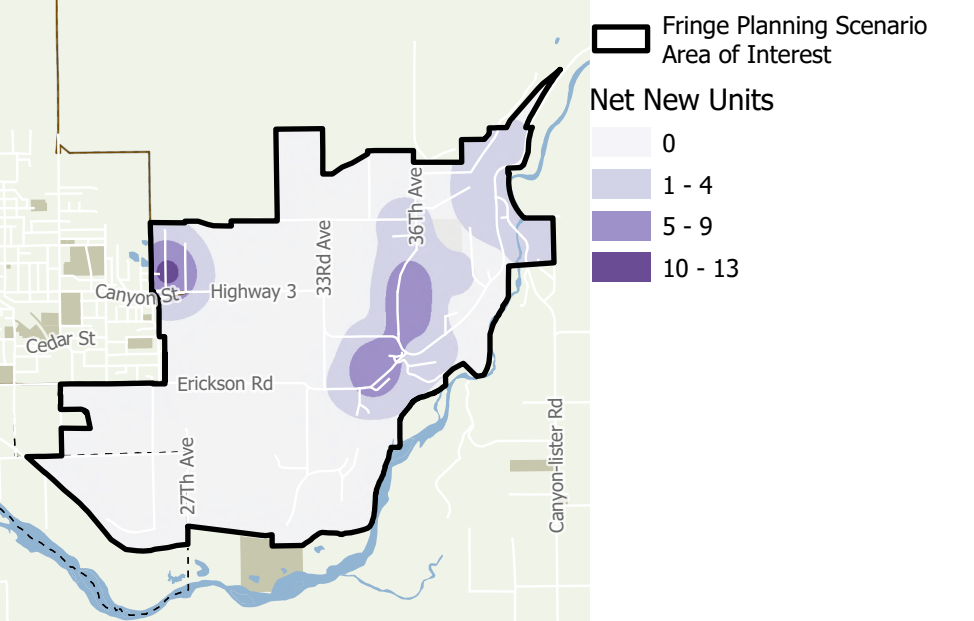
Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: Erickson

Potential Future Land Use Plan



Potential Net New Units per Hectare



Scenario Assumptions

27th Ave:

- Mixed Use node is a continuation of a commercial strip with tourist accommodations and small businesses.
- Could act as an attractive gateway into Creston with special design features.

Canyon-Lister Road:

- Focused on existing commercial uses at the Hwy 3 intersection.

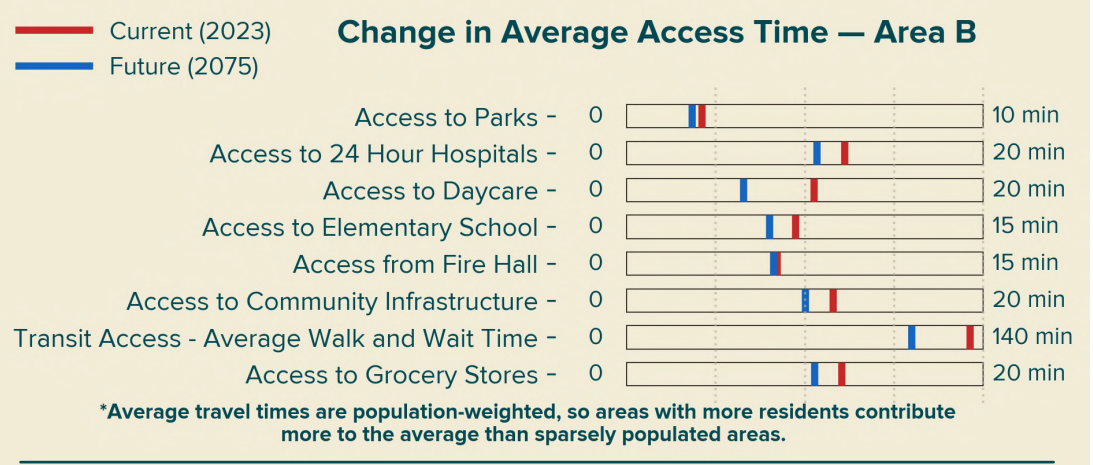
Erickson Rd:

- Key intersection next to Erickson Elementary which could serve as a village node for Erickson as a whole.
- Some multi-unit residential adjacent to the school and in clusters along 36th Ave N
- Provisions for a new park space to act as a gateway feature.

Potential Scenario Impacts - 2075

765	1,492	33%	360,000	793
New Units	New Residents	Housing Need Met	sft of New Employment Space	New Jobs

Future Indicators Summarized



30% of ecologically intact land is potentially disturbed within the case study area

104 new residents are modelled within flood hazard lands

Figure 23. Potential community expansion scenario profile within the community of Erickson, described in the text below.

Description

The land use concept for Erickson includes three (3) mixed-use nodes, at 27th Avenue and Highway 3, at Erickson Road next to Erickson Elementary and at the intersection of Canyon-Lister Road and Highway 3.

The 27th Avenue mixed-use node is a continuation of the existing commercial strip with tourist accommodations and small businesses along Highway 3. This node could evolve into an attractive gateway into Creston with special design features.

The Canyon-Lister Road mixed-use node is focused on building upon existing commercial uses at the intersection with Highway 3.

The Erickson Road mixed-use node next to Erickson Elementary could serve as a village node for the Erickson neighbourhood as a whole. The land use concept for this node includes some multi-unit residential uses adjacent to the school and in clusters along 36th Avenue North, as well as provisions for a new park space to act as a gateway feature. The 27th Avenue and Erickson Road mixed-use nodes are connected by a proposed active transportation corridor that runs along Highway 3.

Assumptions

The Mixed Use designation applies the same densities as RDCK Multi-unit residential, but allows for either standalone or ground floor commercial uses within a larger residential development. Commercial uses may only take up 30% of floor space (e.g. 1 floor in a three-storey building or one-third of single-storey buildings). Servicing upgrades may be necessary to service Multi-Unit and Mixed-Use areas, but low-density Country Residential areas may offset this pressure.

Modeling Analysis

Modeling Factors

Land use modeling suggests a buildout of a hypothetical 765 units to the year 2075 (using the HNR 20-year housing need trend projected out to 2075). This resulted in a buildout rate of approximately 15 units per year over the buildout period. The main driver of development in the model is each parcel's land use concept and its associated maximum allowed UPH/FSR (presented in table 13 below). Maximum FSRs for Mixed Use Commercial land uses vary depending on Fringe Planning Area and whether a standalone or ground floor commercial is considered for development. Once units are calculated based on the allowed density, a unit-to-population multiplier is applied to calculate the potential population increase associated with new units (see table 14 below). The same approach is used to predict the number of new jobs resulting from the net new non-residential floor area (square feet (sqft)) forecasted by the model (see table 15 below).

Table 13. Maximum densities by existing land use designations with allowable archetypes and associated non-residential assumptions

Landuse	Maximum Unit Per Hectare	Residential Archetype ²³	Maximum Floor Space Ratio (FSR)	Non-residential Archetypes
RDCK - Comprehensive Development	40	GO, SDD-S, SDD	-	-
RDCK - Country Residential	3	SDD-S, SDD	-	-
RDCK - Multi Unit Residential	30	APT (Low-Rise), GO	-	-
RDCK - Rural Residential	2	SDD-S, SDD	-	-
RDCK - Suburban Residential	15	GO, SDD-S, SDD	-	-
RDCK - Mixed Use Commercial	30	APT (Low-Rise), GO	0.4, 0.3, 0.35, 0.15	Commercial
RDCK - Industrial	-	-	0.05	Industrial

Table 14. Unit to Population Multiplier

Residential Archetype	2021 Person per Household	2075 Person per Household
Ground Oriented (GO)	1.95	2.31
Apartment (APT)	1.6	1.96
Single Detached Dwellings (SDD)	2.3	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1

Table 15. Square Footage to Employee Multiplier

Non-residential Archetype	2075 Sqft per Employee
Commercial	379
Industrial	502

Scenario Results

The land use scenario produces new units predominantly at the Canyon Street and 26th Avenue mixed use node just outside of the City of Creston's bounds. Here, the suggested land use allows for a maximum of 13 residential units per hectare. Additionally, new units are also suggested at the 36th Avenue and Highway 3 node with a density of 5 - 9 units per hectare. In terms of commercial use expansion, the high FSRs resulting from the mixed use and large industrial allowances result in a maximum potential of 360,000 new square feet of employment space, enough for a few industrial-sized warehouses or fruit processing facilities.

Scenario Impacts

Overall, modeling in Erikson could equate to a maximum of 765 new residential units (Figure 23 above) and 1,492 new residents, which would help to meet 33% of the housing need anticipated in Electoral Area B. The conceptualized 360,000 sqft of employment space would also help to

²³ Please refer to the key terms section for definitions on each residential archetype.

support the community with an estimated 793 new jobs (Figure 23 above) and a healthy balance of roughly one job per net new residential household. Further, the modeling suggests a potential 30 additional children under the age of 5 as well as 150 additional school aged children within the case study area.

After modeling increased densities, baseline access indicators were reassessed with future need in mind, specifically with regards to additional demands on key destinations and amenities. For instance, the increase in children under the age of 5 should result in the demand for an additional daycare which was modelled and summarised to compare the impact to amenity access under the assumption of adding a new daycare to the case study bounds within Erikson, however no new elementary school was modelled as enrolment within Greater Creston is under capacity, therefore an additional school would likely not be required.

Currently within Electoral Area B, the average drive time to a daycare facility is 11 minutes, whereas under the future scenario, average drive times to daycare drops to 7 minutes (see Figure 23 above).

In terms of ecological impacts, the conceptualised new land use models 104 new residents within hazardous flood areas. Additionally, a maximum of 30% of ecologically intact land is potentially disturbed within the case study area.

ALR Consideration

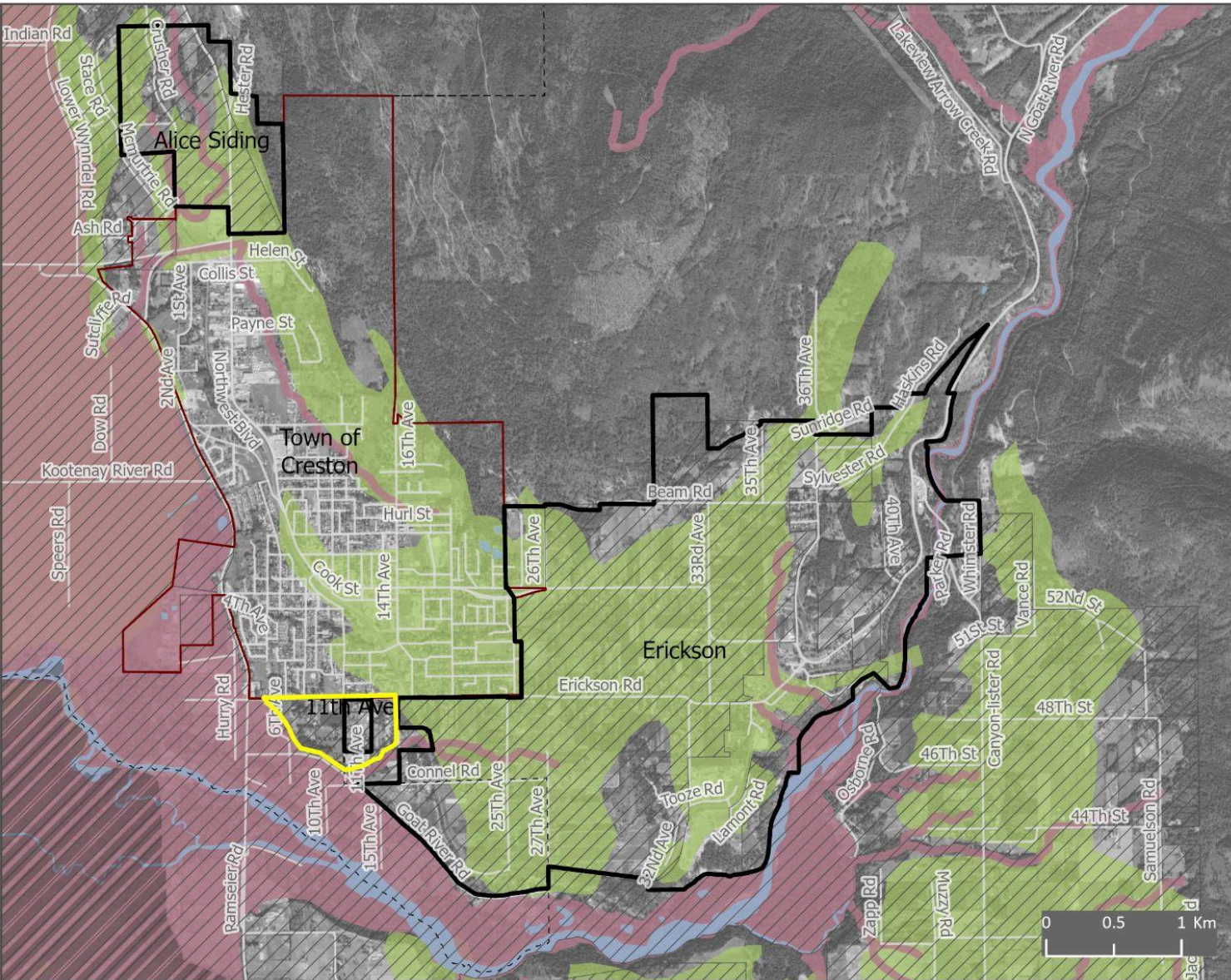
The Town of Creston has a limited amount of land within its current boundaries that is suitable for greenfield development. Surrounding it are significant environmental constraints including a flood hazard area, the steep slopes of Arrow Mountain and the ALR. To this end, the Town is interested in identifying agricultural lands that may be suitable for exclusion from the ALR and could contribute to a new employment land base. An additional, high level desktop analysis was completed to target agricultural areas for further study related to the Town's interest.

In the map below (Figure 24), the lands that are coloured in dark pink indicate a flood hazard area and lands coloured in green indicate lands with good quality soil for agriculture²⁴. As a first step, the Town should explore those lands with neither of these characteristics. This eliminates a significant portion of the ALR lands in the Erickson area.

To ensure the efficiency of infrastructure services, the lands should also be immediately adjacent to the Town of Creston boundaries. One area in particular stands out based on this qualification — the area just south of 11th Avenue, in between 6th AvenueS and the Canadian Pacific Kansas City railway, highlighted in a yellow outline.

According to the RDCK's existing land use plan below (in Figure 25), this area has several properties designated other than agriculture, despite being in the ALR. Land use designations include Institutional, Country Residential, and Multi-Unit Residential, further bolstering the potential for exclusion from the ALR.

²⁴ See Appendix A for methods on what constitutes good soil.



Areas with a Good Soil Quality Rating - Greater Creston

- Land with Good Quality Soil
- Potential Infrastructure Expansion Areas
- Agriculture Land Reserve (ALR)
- Clear Water Flood Hazard Area
- First Nations Reserve Land
- Electoral Areas
- Municipalities
- Waterbodies
- Potential ALR Area for Town Expansion Future Study

Soil quality ratings are derived from Canada's Land Inventory which classifies land capability for agriculture.

Figure 24. Good soil quality overlaid with ALR bounds in Greater Creston.

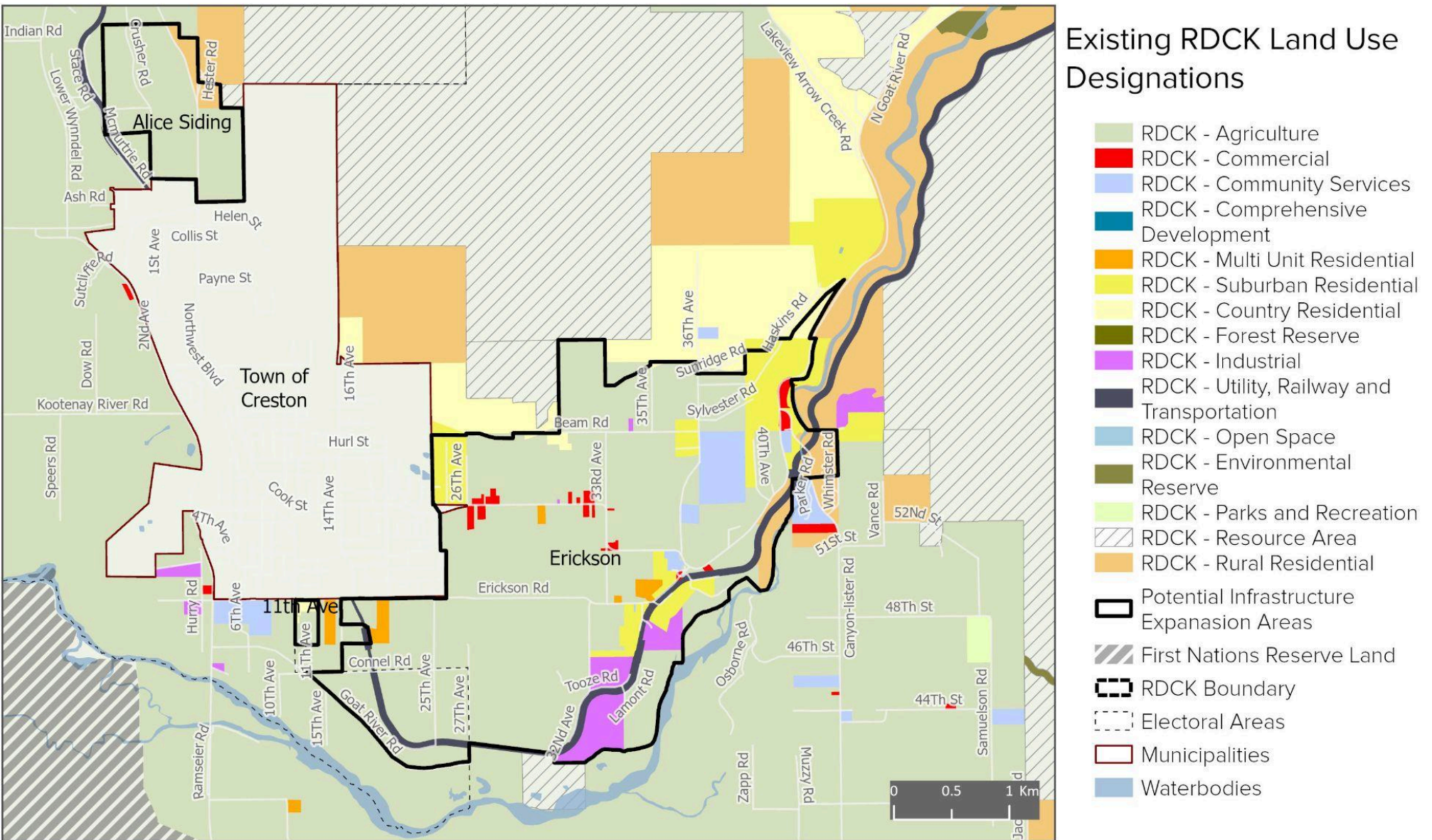


Figure 25. Existing RDCK Landuse, highlighting pockets of multiunit residential, community services and commercial designations within Erickson on ALR lands.

Recommendations

The recommendations below are organized by the four complete community lenses: housing, infrastructure, community facilities, and transportation. They are key considerations representing one of many scenarios for future planning efforts to promote more complete neighbourhoods. As the RDCK prepares to review and update its regional planning documents and the Town of Creston reviews its own planning documents, these may be used as a starting point for collaboration and relationship-building and will need to be tested with the public through extensive community engagement.

Housing

- Encourage a strong mix of apartments and townhomes in Multi-Unit Residential Areas to address emerging housing needs for 1-person and 4-person households in the Electoral Area and Town of Creston.
- Consider workforce housing for agricultural workers.
- Explore development permit area guidelines for the protection of farming to protect the productivity of agricultural uses and buffer them from non-agricultural uses.

Infrastructure

- Prioritize localized servicing solutions that enhance efficiency while preserving the integrity of ALR lands.
- Consider the water usage of value added agricultural uses such as food processing and agri-industrial industries.
- Consider servicing upgrades to the existing RDCK water system to support fire protection and a greater diversity of housing forms that meet the community's future needs.
- Explore the potential of new connections to the Town of Creston's sewer system.

Community Facilities

- Encourage commercial uses, and more specifically a daycare use in the mixed-use nodes to increase access to key destinations and amenities for residents.
- Encourage facilities, amenities, and uses that are compatible with and add value to the agricultural and rural setting in which Erickson is located.
- Protect and enhance the use of farmstands and access to farm products.
- Collaborate with Erickson Elementary for shared access to school amenities (i.e. neighbourhood/community meetings, shared greenspace) for use by residents.
- Explore the feasibility of a neighbourhood park, as an extension of the Erickson Elementary school yard at the proposed mixed-use node on Erickson Road.

Transportation

- Consider collaborating with BC Transit to improve transit service to connect the Town of Creston and the mixed-use node at Erickson Road and Highway 3.
- Consider the development of active transportation routes in the form of widened shoulders or separated and protected trails connecting Creston to Erickson through rural roads.

Greater Nelson Fringe Planning Area - Knox / Granite Road

Local Context

The Knox Road/Granite Road fringe planning area is focused on an unincorporated area to the east of the City of Nelson, just outside City boundaries, and south of the Kootenay River (Figure 26). The area is currently home to rural residential and industrial uses. The area is connected to the City of Nelson by the Nelson Nelway Highway. It is also connected to the City and the Granite Pointe Golf Club by Golf Links Road. Granite Pointe Golf Club is currently being considered for redevelopment with support from the City of Nelson, and if undertaken, would have significant potential synergies and impacts for the land use concept.

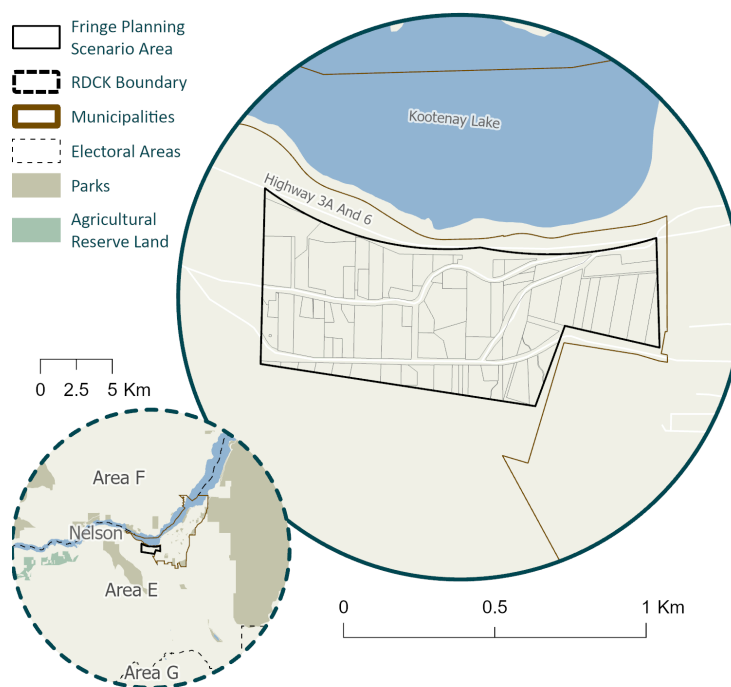


Figure 26. The Greater Nelson Fringe Planning Area

Housing Need

Housing Needs

Table 16 below details the updated projections for housing needs by 2041 in Electoral Area E, of which the Knox/Granite Road is part, as well as the City of Nelson. The number of residential units in 2023 is included as it is the baseline for housing (and thus household) growth analysis. It is noted that the 2041 numbers in the table represent the provincially-mandated methodology for housing needs reports which have received criticism as being inconsistent with on-the-ground, rural community experiences in the RDCK's incorporated municipalities and electoral areas. For the purposes of this report, they are simply used as a reference point for land use modeling.

Table 16. Current number of residential units (2023) are derived from BC Assessments Building Information Report²⁵ and projected housing need for Electoral Area E and the city of Nelson, derived from the BC Housing Needs Report²⁶.

Area	2023 Residential Units	2041 Net Housing Need	2023 - 2075 Net New Housing Need
Electoral Area E	2,385	857	2,228
City of Nelson	5,706	3,103	8,068

²⁵ BC Assessment. (2023). Building Information Report, 2023. <https://www.bcasessment.ca/>

²⁶ Housing Assessment Resource Tools. 2022. Housing Needs Assessment Tool. <https://hart.ubc.ca/housing-needs-assessment-tool/>

Electoral Area E is estimated to need an additional 857 new housing units by the year 2041. The City of Nelson is projected to need an additional 3,103 units over the next 20 years. For the purpose of this study, a longer housing need trend line was calculated out to 2075. In Electoral Area E, a maximum of 2,228 new units are expected to be needed by 2075.

Household Size

According to the latest housing needs report, recent trends indicate an increase in 1 and 2 person households in Electoral Area E & Nelson, according to recent trends in household size.²⁷

Developability

Table 17. Key developability statistics within the case study area

Key Factors	Key Measures
Number of parcels	58
Buildable Area (hectares)	40
Current Number of Residential Units	77
Average Distance to through Roads (metres)	175
Proportion of Area within a Flood Hazard Zone	0%
Average Rural Development Score (0 - 1 range)	0.89 (many high potential parcels)
Average Ecological Integrity Score (0 - 1 range)	0.36 (mostly urbanised land)
Serviceable Density (Units Per Hectare)	15
Growth Suitability Hotspot Score (out of 10)	9
Service Rating	7
Final Score	8.6

The Knox Road/Granite Road Fringe Planning Area has high development potential (8.6/10 - see table 17 above). It has a larger developable area, strong local efficiency, proximity to City Boundaries, low ecological value, but some infrastructure concerns. In particular, there are 40 hectares of developable area, few environmental (average ecological integrity score of 0.36) and hazard risks (0% flood hazard area proportion), and a high Average Rural Development Score (0.89).

Its water system is currently served by private water service areas (WSAs - such as First Rights Wilson Creek WSA and Chateau Village Water system) and private well systems. There is good potential for the expansion of the City of Nelson water system. The area’s sewer system is serviced by individual lot private septic systems, but is close to Nelson’s Waste Water Treatment Plant, with possibilities for connection. Topographic challenges in the area would increase servicing costs.

²⁷ Regional District of Central Kootenay. Housing Needs Report Update, Regional Summary, 2024. “Change in households by household size and community, 2016 to 2021” https://rdck.ca/wp-content/uploads/2025/02/2024-12-17-HNR-Regional_Summary_Report-FINAL_REPORT.pdf (page 29)

Strengths, Opportunities & Challenges

Strengths

- Good access to parks, open spaces, and trails
- Adjacent to Granite Road park and pool
- Adjacent to future Nelson-Castlegar active transportation corridor
- Mix of uses already present (no zoning in place)

Opportunities

- Coordination with Granite Pointe Golf Club redevelopment
- Contribution to easing Nelson's relatively unaffordable housing market
- Several larger lots with development potential

Challenges

- Steep vegetated slopes
- Limited road connectivity
- Limited access to transit
- Limited opportunities for connections into municipal services

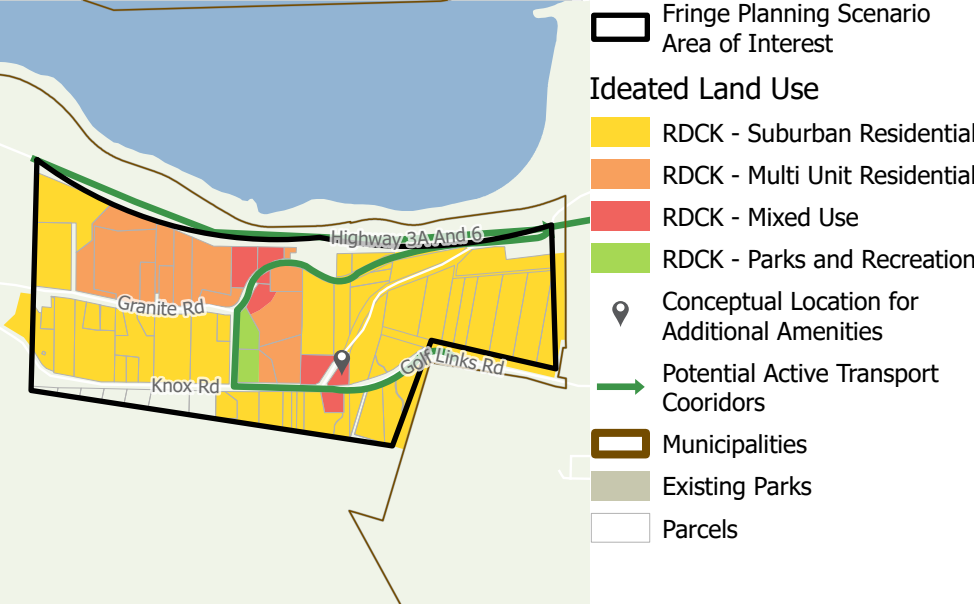
Land Use Concept

The following scenario profile maps, data summaries, and accompanying description and assumptions present the case study land use changes.

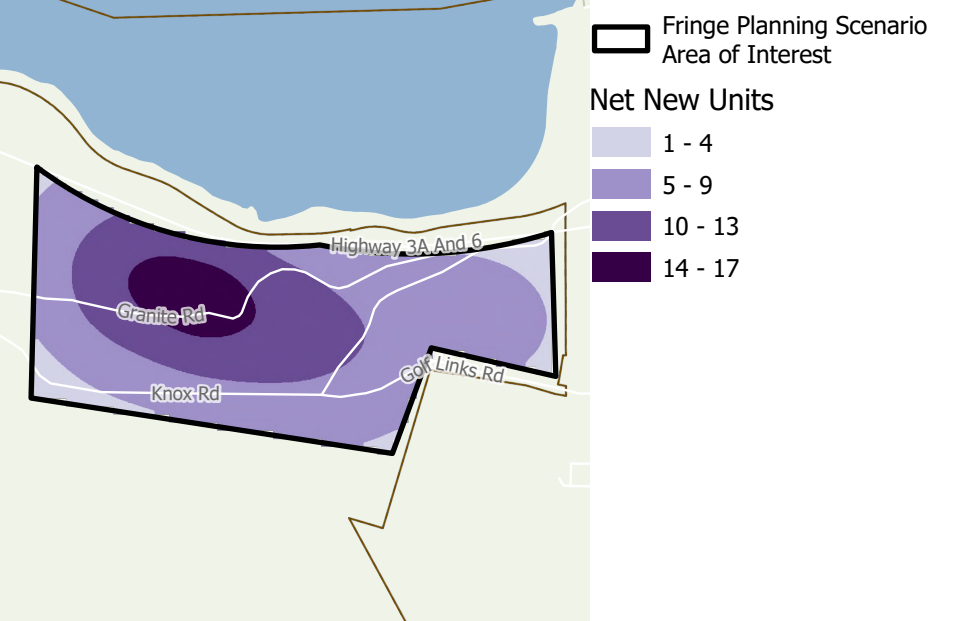
Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: Knox Road / Granite Road

Potential Future Land Use Plan



Potential Net New Units per Hectare



Scenario Assumptions

Granite Road:

- The Mixed Use node takes advantage of a few existing commercial uses on properties in the area. Larger lots with relatively high development potential could support the node — and the cost of extended services to it — and a linear park space could be acquired extending along an existing right-of-way for power lines.

Knox Road:

- A second, but smaller scaled, Mixed Use node is located at the intersection of Knox Road and Golf Links Road, where an existing commercial use is located.

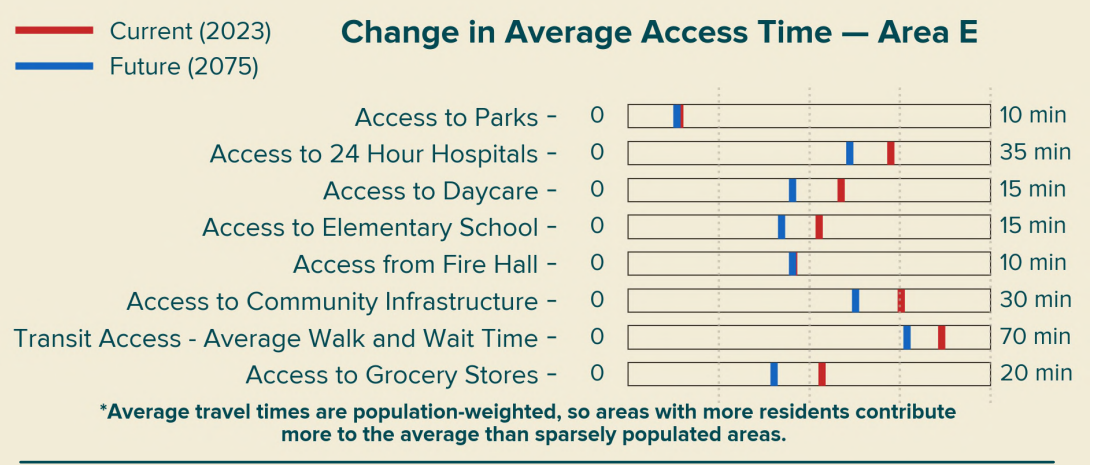
Both Mixed Use nodes could be connected by an active transportation corridor linking the western neighbourhood of Nelson at Golf Links Road.

- Note that redevelopment of the adjacent golf course would be a more suitable place for a future school

Potential Scenario Impacts - 2075

676	1,445	30%	93,000	246
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized



44% of ecologically intact land is potentially disturbed within the case study area

2190 new residents are modelled within flood hazard lands

Figure 27. Potential community expansion scenario profile around Knox/ Granite Road, described in the text below.

Description

The Granite Road Mixed Use node takes advantage of a few existing commercial uses on properties in the area. Larger lots with relatively high development potential could support the node and the cost of extending services to it. A linear park space could be acquired extending along an existing right-of-way for power lines. A second, but smaller-scaled, mixed-use node is located at the intersection of Knox Road and Golf Links Road, where an existing commercial use is located. Both Mixed Use nodes could be connected by an active transportation corridor linking the Western neighbourhoods of Nelson at Golf Links Road.

Assumptions

Mixed Use applies the same densities as RDCK Multi-Unit Residential but allows for either standalone or ground-floor commercial uses within a larger residential development. Commercial uses may only take up 30% of floor space (e.g. 1 floor in a three-storey building or one third of single-storey buildings).

Modeling Analysis

Modeling Factors

Land use modeling suggests a buildout of hypothetical 676 units to the year 2075 (using the HNR 20-year housing need trend projected out to 2075). This resulted in a buildout rate of approximately 13 units per year over the buildout period. The main driver of development in the buildout model is each parcel's land use concept and its associated maximum allowed UPH/FSR (presented in table 18 below). Maximum FSRs for Mixed Use Commercial land uses vary depending on Fringe Planning Area and whether a standalone or ground floor commercial is considered for development. Once units were calculated based on the allowed density, a unit to population multiplier²⁸ is applied to calculate the potential population increase associated with new units (see table 19 below). The same approach was taken to predict the number of new jobs resulting from the net new non-residential floor area (square feet (sqft)) forecasted by the model (see table 20 below)

²⁸ Person per household values were based on the 2021 census and a historical change rate then applied to 2075.

Table 18. Maximum densities by existing land use designations with allowable archetypes and associated non-residential assumptions

Landuse	Maximum Unit Per Hectare	Residential Archetype	Maximum Floor Space Ratio (FSR)	Non-residential Archetypes
RDCK - Comprehensive Development	40	GO, SDD-S, SDD	-	-
RDCK - Country Residential	3	SDD-S, SDD	-	-
RDCK - Multi Unit Residential	30	APT (Low-Rise), GO	-	-
RDCK - Rural Residential	2	SDD-S, SDD	-	-
RDCK - Suburban Residential	15	GO, SDD-S, SDD	-	-
RDCK - Mixed Use Commercial	30	APT (Low-Rise), GO	0.4, 0.3, 0.35, 0.15	Commercial
RDCK - Industrial	-	-	0.05	Industrial

Table 19. Unit to Population Multiplier

Residential Archetype	2021 Person per Household	2075 Person per Household
Ground Oriented (GO)	1.95	2.31
Apartment (APT)	1.6	1.96
Single Detached Dwellings (SDD)	2.3	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1

Table 20. Square Footage to Employee Multiplier

Non-residential Archetype	2075 Sqft per Employee
Commercial	379
Industrial	502

Scenario Results

The land use scenario produces new units predominantly at the Granite Road Mixed Use node and adjacent Multi Unit Residential parcels. Here, the model estimates a density of 14-17 units per hectare with the majority of the surrounding areas ranging from 5-13 units per hectare (Figure 27 above). In terms of commercial use expansion, the two mixed use nodes in this Fringe Planning Area result in a maximum potential of 93,000 new square feet of employment space.

Scenario Impacts

Overall, modeling in Knox Road / Granite Road's case study area could equate to a maximum of 676 potential new residential units. This translates to 1,445 new residents in the area by the year 2075 and would help to meet about 30% of the housing need anticipated in Electoral Area E. The conceptualized 93,000 sqft of employment space would also help to support the community with an estimated maximum of 246 new jobs (Figure 27 above). Further, the modeling suggests a potential for 130 school aged children, 25 children under the age of 5 and demand for increased grocery retailer provisioning within the ideated scenario area within Greater Nelson.

After modeling increased densities, baseline access indicators were reassessed with future need in mind, specifically with regards to additional demands on key destinations and amenities. For instance, the increase in children under the age of 5 should result in the demand for an additional daycare which was modelled and summarised to compare the impact to amenity access under the assumption of adding a new daycare to the case study bounds within Knox Road / Granite Road. An additional park and elementary school was also modelled, but note that the project team recommends the new school location to be considered within the Granite Pointe development area rather than within the Greater Nelson case study area of Knox Road / Granite Road.

Aside from no change to average access to parks and fire halls, average access travel times decrease for the Electoral Area under the conceptualised scenario. Specifically, within Electoral Area E, the average drive time to a daycare facility or elementary school is 9 minutes, whereas under the future scenario, average drive times to daycare and elementary facilities drops to 7 minutes under the conceptualised scenario. Based on the location of Knox Road / Granite Road, adding density here also brings the average drive time to 24 hour hospital care down from 25 minutes to 21 minutes within Area E (see Figure 27 above).

In terms of ecological impacts, the conceptualised new land use does not model any new housing within hazardous flood areas. However, a maximum of 44% of ecologically intact land is potentially disturbed within the case study area.

Recommendations

The recommendations below are organized by the four complete community lenses: housing, infrastructure, community facilities, and transportation. They are key considerations representing one of many scenarios for future planning efforts to promote more complete neighbourhoods. As the RDCK prepares to review and update its regional planning documents and the City of Nelson reviews its own planning documents, these may be used as a starting point for collaboration and relationship-building and will need to be tested with the public through extensive community engagement.

Housing

- Encourage apartment buildings in the Multi-Unit Residential area that support increased housing need for 1-person and 2-person households in Electoral Area E and Nelson.
- Encourage housing forms that can be adapted to and work with steeper slopes like clustered single detached homes, plex-homes (duplex, triplex, fourplex), and stepped townhouses.
- Target a certain percentage of non-market housing units to address Nelson's uniquely challenging and costly housing market.

Infrastructure

- Encourage private Water Service Areas (WSAs) (First Rights Wilson Creek, and the Chateau Village Water System) to consider service upgrades to their water systems.
- Initiate discussions with the City of Nelson to:

- explore expansion of and connections to the municipal waste water treatment plant; and,
- to leverage the potential redevelopment of Granite Pointe Golf Club for future service expansion to the fringe planning area.
- Consider topographical challenges in new development, keeping retaining walls to a minimum and using green infrastructure solutions as appropriate to protect against hazards.

Community Facilities

- Encourage small-scale, local commercial uses in the mixed-use node to increase access to key destinations and amenities for residents.
- Consider the feasibility of a neighbourhood park at the proposed mixed-use node at Granite Road.
- Explore the need for a new school in collaboration with the school district and adjacent Granite Pointe Golf Club property.

Transportation

- Consider collaborating with BC Transit to improve transit service to the area.
- Consider the feasibility of active transportation trails connecting the proposed mixed-use nodes to the rest of the neighbourhood, as well as to link into a Nelson - Castlegar multi-use trail along Highway 3a.

Greater Kaslo Fringe Planning Area - Allen Subdivision

Local Context

The Allen Subdivision is located in the RDCK's Electoral Area D to the west of the Village of Kaslo's municipal boundary, North of the Kaslo River (Figure 28). The neighbourhood is connected to Kaslo's downtown by Highway 31a, and is also near the Kaslo Riverfront Trail, which provides an active green space for residents to enjoy. Most land uses in the area are low density, residential with a rural character, with some short-term rental units and B&Bs.

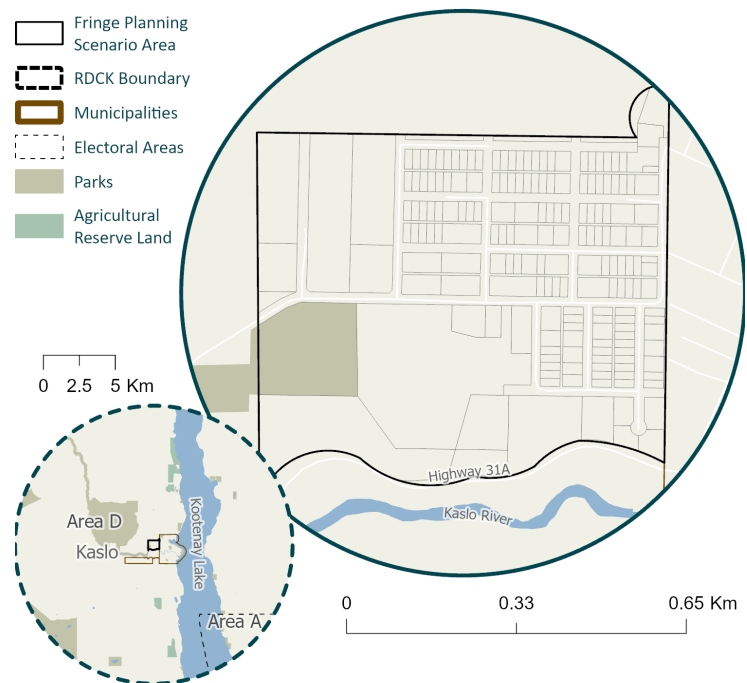


Figure 28. The Greater Kaslo Fringe Planning Area

Housing Need

Housing Needs

The table below (table 21) details the updated projections for housing needs by 2041 in Electoral Area D, of which the Allen Subdivision is part, as well as the Village of Kaslo. The number of residential units in 2023 is included as it is the baseline for housing (and thus household) growth analysis. It is noted that the 2041 numbers in the table represent the provincially-mandated methodology for housing needs reports which have received criticism as being inconsistent with on-the-ground, rural community experiences in the RDCK's incorporated municipalities and electoral areas. For the purposes of this report, they are simply used as a reference point for land use modeling.

Table 21. Current number of residential units (2023) are derived from BC Assessments Building Information Report²⁹ and projected housing need for Electoral Area D and the Village of Kaslo, derived from the BC Housing Needs Report³⁰

Area	2023 Residential Units	2041 Net Housing Need	2023 - 2075 Net New Housing Need
Electoral Area D	1,138	371	965
Village of Kaslo	625	295	767

Electoral Area D is estimated to need an additional 371 new housing units by the year 2041. The Village of Kaslo is projected to need an additional 295 units over the next 20 years. For the purpose of this study, a longer housing need trend line was calculated out to 2075. In Electoral Area D, a maximum of 965 new units are expected to be needed by 2075.

Household Size

According to the latest housing needs report, recent trends indicate an increase in 1-person and 3-person households in both Electoral Area D and Kaslo.³¹

Developability

Table 22. Key developability statistics within the case study area

Key Factors	Key Measures
Number of parcels	146
Buildable Area (hectares)	25
Current Number of Residential Units	81
Average Distance to through Roads (metres)	305
Proportion of Area within a Flood Hazard Zone	0%
Average Rural Development Score (0 - 1 range)	0.81 (many high potential parcels)
Average Ecological Integrity Score (0 - 1 range)	0.29 (mostly pre-urbanised lands)
Serviceable Density (Units Per Hectare)	10
Growth Suitability Hotspot Score (out of 10)	8.5
Service Rating	5
Final Score	7.8

The Allen Subdivision Fringe Planning Area is a location with high suitability for new land uses, with few constraints to development, including a lack of sewer servicing (see table 22 above). In particular, there are fewer environmental (ecological integrity score of 0.29) and hazard constraints (0% flood hazard area proportion) as well as strong redevelopment potential (an Average Rural Development Score of 0.81). The Allen Subdivision is close to municipal services

²⁹ BC Assessment. (2023). Building Information Report, 2023. <https://www.bcasessment.ca/>

³⁰ Housing Assessment Resource Tools. 2022. Housing Needs Assessment Tool. <https://hart.ubc.ca/housing-needs-assessment-tool/>

³¹ Regional District of Central Kootenay. Housing Needs Report Update, Regional Summary, 2024. "Change in households by household size and community, 2016 to 2021" https://rdck.ca/wp-content/uploads/2025/02/2024-12-17-HNR-Regional_Summary_Report-FINAL_REPORT.pdf (page 29)

and the village boundary, and therefore has strong access to amenities and proximity to transit services

The majority of the area is serviced by RDCK's Macdonald Creek Water Service Area (WSA) with the bulk of the supply provided by the Kaslo municipal system. The current municipal sewer system relies on onsite disposal. The adjoining area of Kaslo is not serviced by a sanitary sewer system, and extensive upgrades are needed to connect the area.

Strengths, Opportunities & Challenges

Strengths

- Excellent street grid pattern
- Very good access to parks, open space, and trails
- Relatively flat topography
- Good access to elementary school

Opportunities

- Several larger lots and consistent block sizes make redevelopment more simple
- Flat topography and street grid pattern support a walkable, rollable, transit-friendly community
- Could tie active transportation routes into Kaslo River Trails

Challenges

- Municipal sewer system in Kaslo has yet to service all lands within its own boundary and has very little capacity
- Limited connection rights with the Village of Kaslo water system
- Long distance to 24 hour medical care
- Limited access to transit

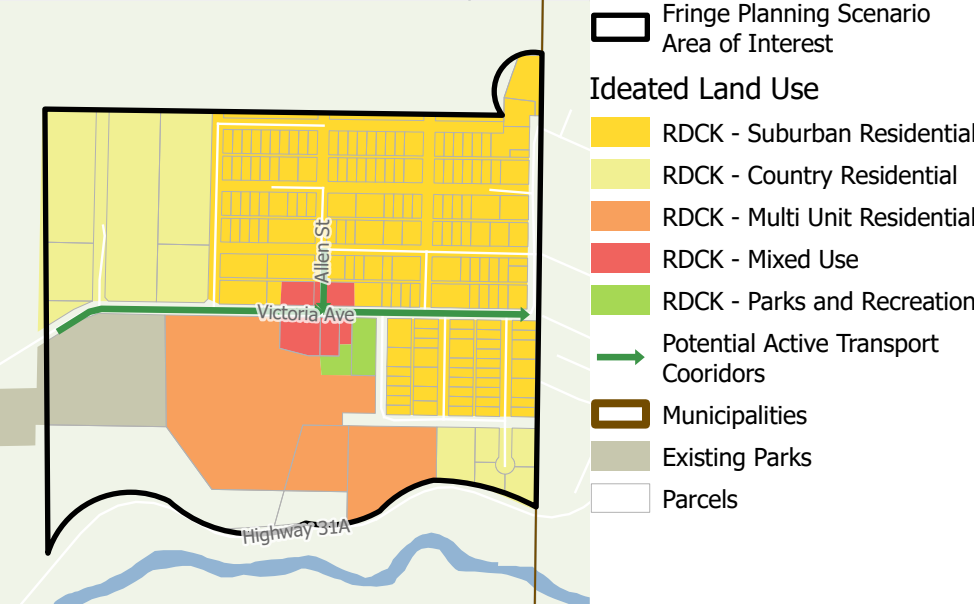
Land Use Concept

The following scenario profile maps, data summaries, and accompanying description and assumptions present the case study land use changes.

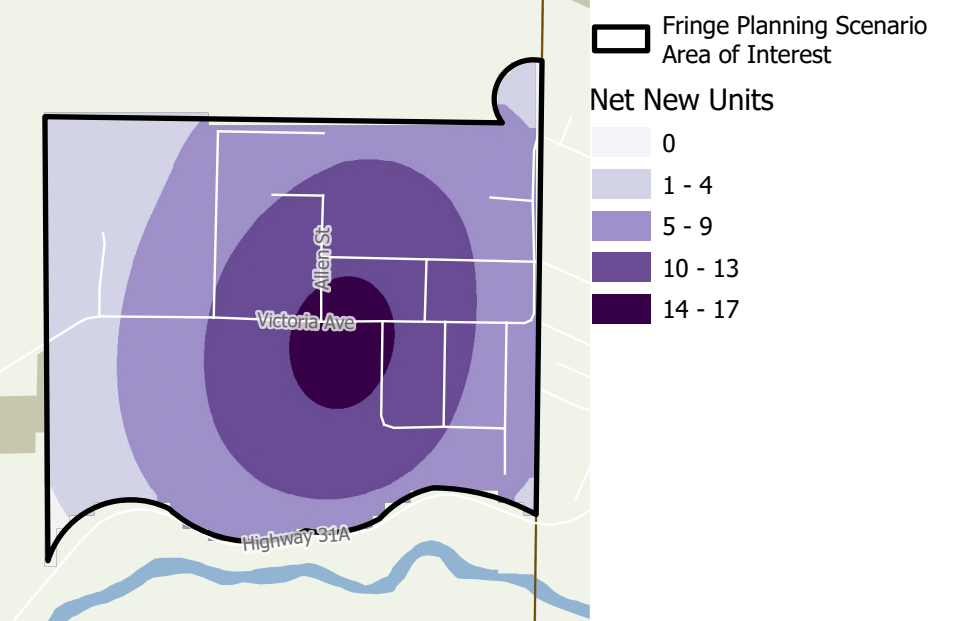
Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: Allen Subdivision

Potential Future Land Use Plan



Potential Net New Units per Hectare



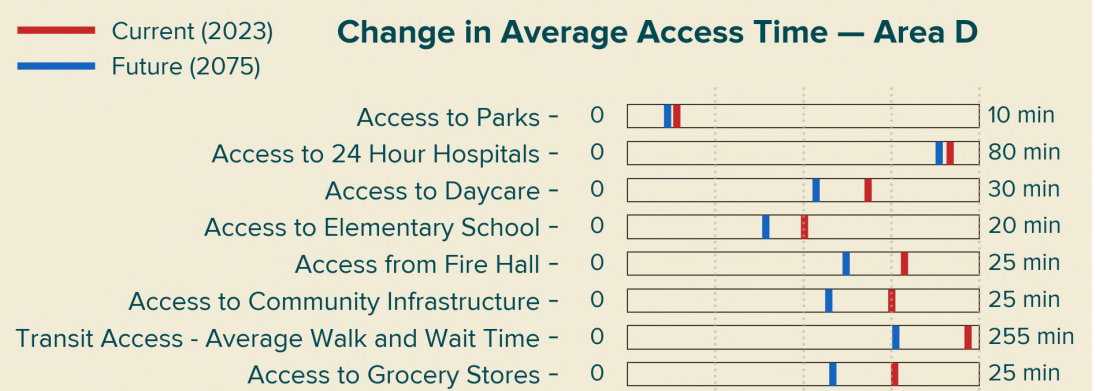
Scenario Assumptions

- The grid street pattern of this area is highly efficient for transportation and servicing.
- The large lots designated for Multi Unit Residential could develop as a comprehensive development with a mix of housing types, noting the highest densities (low rise, townhouse) closest to the Mixed Use node and the lowest densities (plex-homes, single detached) further south.
- A park would be dedicated where the Multi Unit Residential, Mixed Use and Suburban Residential areas meet.

Potential Scenario Impacts - 2075

497 New Units	1,061 New Residents	52% Housing Need Met	43,000 sqft of New Employment Space	114 New Jobs
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Future Indicators Summarized



*Average travel times are population-weighted, so areas with more residents contribute more to the average than sparsely populated areas.

49% of ecologically intact land is potentially disturbed within the case study area
227 new residents are modelled within flood hazard lands

Figure 29. Potential community expansion scenario profile within the community of Allen, described in the text below.

Description

The Allen neighbourhood land use concept is centred around a mixed-use node at the intersection of Allen Street and Victoria Avenue/Zwicky Road. This node is also at the intersection of two active transportation routes, one North-South and one East-West, that connect this neighbourhood centre with other parts of the subdivision.

The street grid pattern of this area is highly efficient for transportation and servicing. The large lots designated for Multi-Unit Residential could develop as a comprehensive development with a mix of housing types, noting the highest densities (low-rise, townhouse) closest to the Mixed Use node and the lowest densities (plex-homes, single detached) further south. A park would be dedicated where the Multi-Unit Residential, Mixed Use and Suburban Residential areas meet.

Assumptions

Mixed Use applies the same densities as RDCK Multi Unit Residential, but allows for either standalone or ground floor commercial uses within a larger residential development. Commercial uses may only take up 30% of floor space (e.g. one floor in a three-storey building or one third of single-storey buildings).

Servicing upgrades are likely necessary to service these areas, but proximity to Kaslo and maintaining low densities in Country Residential may help with the average serviceable density of the area.

Modeling Analysis

Modeling Factors

Land use modeling suggests a buildout of hypothetical 497 units to the year 2075 (using the HNR 20-year housing need trend projected out to 2075). This resulted in a buildout rate of approximately 10 units per year over the buildout period. The main driver of development in the model is each parcel's land use concept and its associated maximum allowed UPH/FSR (presented in table 23 below). Maximum FSRs for Mixed Use Commercial land uses vary depending on Fringe Planning Area and whether a standalone or ground floor commercial is considered for development. Once units are calculated based on the allowed density, a unit to population multiplier³² is applied to calculate the potential population increase associated with new units (see table 24 below). The same approach is taken to predict the number of new jobs resulting from the net new non-residential floor area (square feet (sqft)) forecasted by the model (see table 25 below).

³² Person per household values were based on the 2021 census and a historical change rate then applied to 2075.

Table 23. Maximum densities by existing land use designations with allowable archetypes and associated non-residential assumptions

Landuse	Maximum Unit Per Hectare	Residential Archetype ³³	Maximum Floor Space Ratio (FSR)	Non-residential Archetypes
RDCK - Comprehensive Development	40	GO, SDD-S, SDD	-	-
RDCK - Country Residential	3	SDD-S, SDD	-	-
RDCK - Multi Unit Residential	30	APT (Low-Rise), GO	-	-
RDCK - Rural Residential	2	SDD-S, SDD	-	-
RDCK - Suburban Residential	15	GO, SDD-S, SDD	-	-
RDCK - Mixed Use Commercial	30	APT (Low-Rise), GO	0.4, 0.3, 0.35, 0.15	Commercial
RDCK - Industrial	-	-	0.05	Industrial

Table 24. Unit to Population Multiplier

Residential Archetype	2021 Person per Household	2075 Person per Household
Ground Oriented (GO)	1.95	2.31
Apartment (APT)	1.6	1.96
Single Detached Dwellings (SDD)	2.3	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1

Table 25. Square Footage to Employee Multiplier

Non-residential Archetype	2075 Sqft per Employee
Commercial	379
Industrial	502

Scenario Results

The land use scenario produces new units around the Mixed Use node at the intersection of Victoria Avenue and Allen Street with a density of 14 - 17 units per hectare and an overall impact of 497 new residential units (Figure 29 above). In terms of commercial use expansion, the mixed use allowances result in a maximum potential of 43,000 new square feet of employment space.

Scenario Impacts

Overall, modeling in Allen Subdivision could equate to a maximum of 495 potential new residential units. This translates to 1,057 new residents in the area by the year 2075 and would help to meet about 52% of the housing need anticipated in Electoral Area D. The conceptualized 43,000 sqft of employment space would also help to support the community with an estimated 114 new jobs (Figure 29 above).

³³ Please refer to the key terms section for definitions on each residential archetype.

After modeling increased densities, baseline access indicators were reassessed with future need in mind, specifically with regards to additional demands on key destinations and amenities. Due to the small impact of the case study scenario, no new amenities were modeled to support the additional 495 units. However, concentrated growth in Allen subdivision decreases the electoral areas average access times for many of the key destination metrics. Within Electoral Area D, the average drive time to a daycare facility is 20 minutes, whereas under the future scenario, average drive times to daycare drops to 16 minutes under the conceptualised scenario. Based on the location of Allen Subdivision, adding density here also brings the average drive time down from 20 minutes to 15 minutes for fire hall, community infrastructure and grocery amenities within Electoral Area D (see Figure 29 above)

In terms of ecological impacts, the conceptualised new land use does not model any new housing within hazardous flood areas. However, a maximum of 49% of ecologically intact land is potentially disturbed within the case study area.

Recommendations

The recommendations below are organized by the four complete community lenses: housing, infrastructure, community facilities, and transportation. They are key considerations representing one of many scenarios for future planning efforts to promote more complete neighbourhoods. As the RDCK prepares to review and update its regional planning documents and the Village of Kaslo reviews its own planning documents, these may be used as a starting point for collaboration and relationship-building and will need to be tested with the public through extensive community engagement.

Housing

- Encourage a strong mix of apartments and townhomes in the Multi-Unit Residential area to address increased housing needs for 1-person and 3-person households in both Electoral Area D and Kaslo. This is especially important on larger properties that can accommodate a mix of housing forms.

Infrastructure

- Initiate discussions with the Village of Kaslo to explore an upgraded liquid waste management system that can service not only municipal neighbourhoods but the Allen subdivision area as well.
- Explore new water connection rights with Kaslo to expand water service in the Allen subdivision area.

Community Facilities

- Encourage commercial uses, including a daycare use, in the mixed-use node to increase access to key destinations and amenities for residents.
- Consider the feasibility of acquiring a neighbourhood park adjacent to the proposed mixed-use node.
- Collaborate with the Village of Kaslo as well as the Kaslo Fire Department to determine the need for a new firehall.

Transportation

- Collaborate with BC Transit to improve transit service to the Allen neighbourhood.
- Consider the development of active transportation trails connecting the proposed mixed-use node to the Kaslo River Trails.

Greater Salmo Fringe Planning Area - Salmo Heights Road

Local Context

The Salmo Heights Road land use plan concept is focused on the unincorporated area in Electoral Area G to the southwest of the Village of Salmo and south of Sheep’s Creek (Figure 30). The area is relatively undeveloped and is home to some agricultural and rural residential land uses. In addition, it is located next to the Salmo Ski Hill Area.

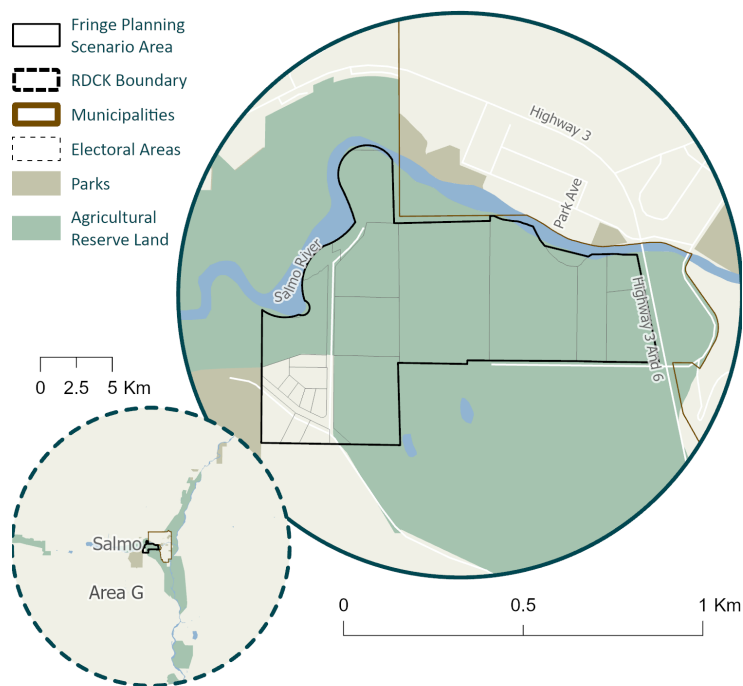


Figure 30. The Greater Salmo Fringe Planning Area

Housing Need

The table below (table 26) details the updated projections for housing needs by 2041 in Electoral Area G, of which Salmo Heights Road is a part, as well as the Village of Salmo. The number of residential units in 2023 is included as it is the baseline for housing (and thus household) growth analysis. It is noted that the 2041 numbers in the table represent the provincially-mandated methodology for housing needs reports which have received criticism as being inconsistent with on-the-ground, rural community experiences in the RDCK’s incorporated municipalities and electoral areas. For the purposes of this report, they are simply used as a reference point for land use modeling.

Table 26. Current number of residential units (2023) are derived from BC Assessments Building Information Report³⁴ and projected housing need for Electoral Area G and the Village of Salmo, derived from the BC Housing Needs Report³⁵.

Area	2023 Residential Units	2041 Net Housing Need	2023 - 2075 Net New Housing Need
Electoral Area G	897	431	1,121
Village of Salmo	579	323	840

Electoral Area G is estimated to need an additional 431 new housing units by the year 2041. The Village of Salmo is projected to need an additional 323 units over the next 20 years. For the purpose of this study, a longer housing need trend line was calculated out to 2075. In Electoral Area G, a maximum of 1,121 new units are expected to be needed by 2075.

Household Size

According to the latest housing needs report, recent trends indicate an increase in 4 and 5+ person households in Salmo and Electoral Area G.³⁶

Developability

Table 27. Key developability statistics within the case study area

Key Factors	Key Measures
Number of parcels	15
Buildable Area (hectares)	2
Current Number of Residential Units	18
Average Distance to through Roads (metres)	645
Proportion of Area within a Flood Hazard Zone	19%
Average Rural Development Score (0 - 1 range)	0.5 (mostly moderate potential parcels)
Average Ecological Integrity Score (0 - 1 range)	0.46 (semi-disturbed lands)
Serviceable Density (Units Per Hectare)	3.5
Growth Suitability Hotspot Score (out of 10)	7.4
Service Rating	3
Final Score	6.5

The area around Salmo Heights Road has some suitability for fringe area planning (see table 27 above). There are 12 non-ALR parcels above the ski hill, with higher location efficiency but reduced servicing potential and a small buildable area (2 hectares). There are opportunities for economic development by way of an outdoor recreation village for skiing/mountain biking. Water

³⁴ BC Assessment. (2023). Building Information Report, 2023. <https://www.bcasessment.ca/>

³⁵ Housing Assessment Resource Tools. 2022. Housing Needs Assessment Tool. <https://hart.ubc.ca/housing-needs-assessment-tool/>

³⁶ Regional District of Central Kootenay. Housing Needs Report Update, Regional Summary, 2024. "Change in households by household size and community, 2016 to 2021" https://rdck.ca/wp-content/uploads/2025/02/2024-12-17-HNR-Regional_Summary_Report-FINAL_REPORT.pdf (page 29)

is currently supplied by private well systems, and the area is not adjacent to existing water systems. The area is also currently serviced by individual private onsite septic systems and is unlikely to be connected to community sewer systems due to the distance to serviced lands.

Strengths, Opportunities & Challenges

Strengths

- Good access to parks and outdoor recreation

Opportunities

- Proximity to Salmo Ski Hill and potential for joint economic development

Challenges

- Very limited road connectivity
- Very limited ability to connect to or establish new water or sewer services because of distance and small-scale of redevelopment potential
- Limited access to transit

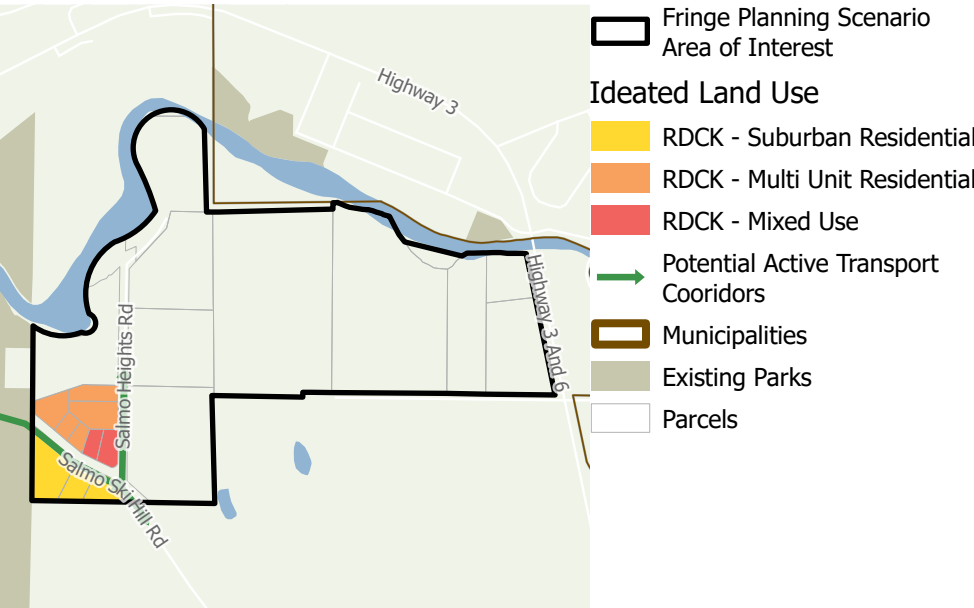
Land Use Concept

The following scenario profile maps, data summaries, and accompanying description and assumptions present the case study land use changes.

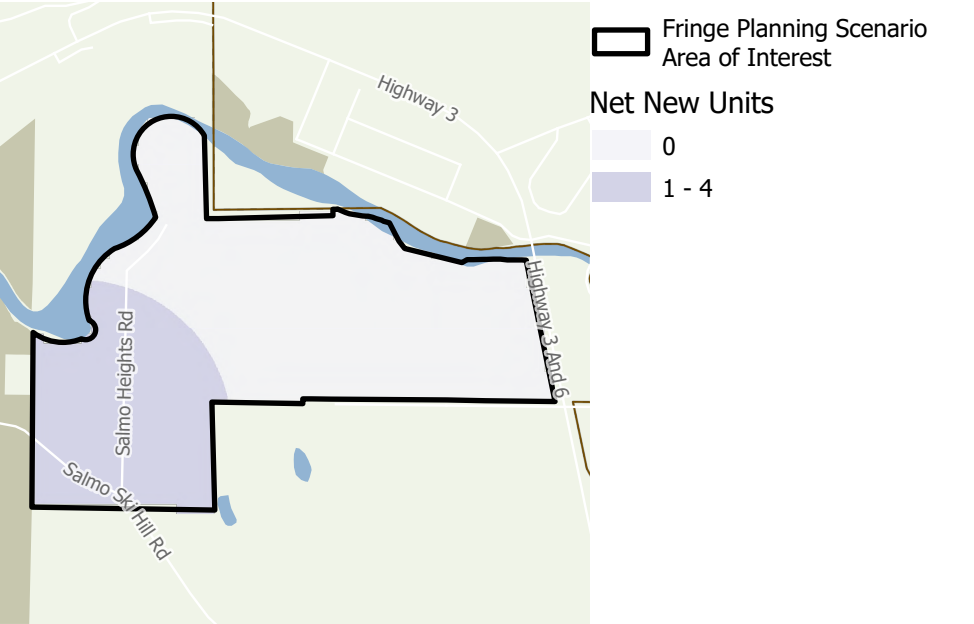
Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: Salmo Heights Road

Potential Future Land Use Plan



Potential Net New Units per Hectare



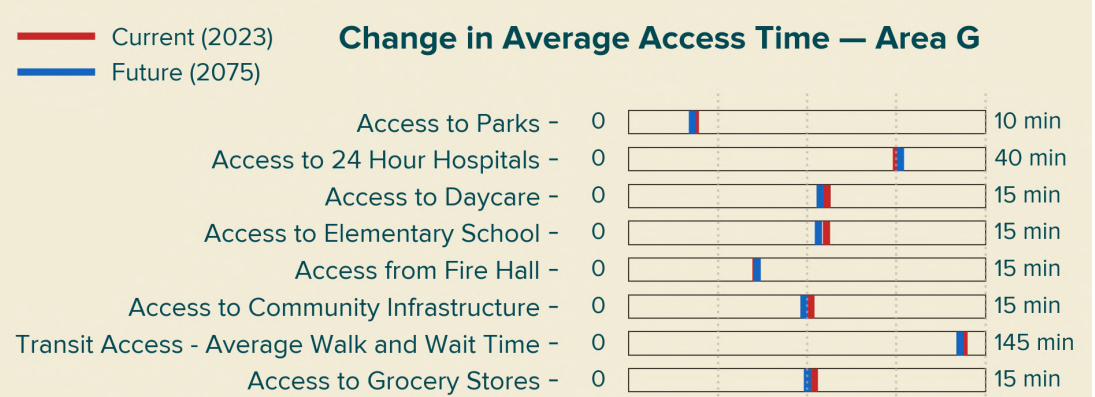
Scenario Assumptions

- The Mixed Use node is located at the intersection of Salmo Heights Road and Salmo Ski Hill Road, providing a small scale commercial use near the Salmo Ski Hill. It is surrounded by Multi Unit Residential on the northern side of Salmo Ski Hill Rd, where the topography is less steep.
- The likelihood of development, especially at such densities, is very low.
- While there may be an economic development case to support the Salmo Ski Hill operations with homes, tourist accommodations and commercial services, there is very little servicing capacity. Like Nakusp, the land uses in this scenario are intended for the purpose of studying the impacts of more diverse set of land uses, in service of a more complete community.

Potential Scenario Impacts - 2075

67	135	6%	21,000	54
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized



*Average travel times are population-weighted, so areas with more residents contribute more to the average than sparsely populated areas.

74% of ecologically intact land is potentially disturbed within the case study area
2350 new residents are modelled within flood hazard lands

Figure 31. Potential community expansion scenario profile within the community of Salmo, described in the text below.

Description

The Mixed Use node is located at the intersection of Salmo Heights Rd and Salmo Ski Hill Rd, providing a small-scale commercial use near the Salmo Ski Hill. It is surrounded by multi-unit residential on the northern side of Salmo Ski Hill Rd, where the topography is less steep. Here too, the likelihood of development, especially at such densities, is very low. While there may be an economic development case to support the Salmo Ski Hill operations with homes, tourist accommodations and commercial services, there is very little servicing capacity.

Like Nakusp, the land uses in this scenario are intended for the purpose of studying the impacts of a more diverse set of land uses.

Assumptions

Mixed Use applies the same densities as RDCK Multi Unit Residential but allows for either standalone or ground-floor commercial uses within a larger residential development. Commercial uses may only take up 30% of floor space (e.g. 1 floor in a three-storey building or one third of single-storey buildings).

Modeling Analysis

Modeling Factors

Land use modeling suggests a buildout of hypothetical 67 units to the year 2075 (using the HNR 20-year housing need trend projected out to 2075). This resulted in a buildout rate of approximately 1 unit per year over the buildout period. The main driver of development in the model is each parcel's land use concept and its associated maximum allowed UPH/FSR (presented in table 28 below). Maximum FSRs for Mixed Use Commercial land uses vary depending on Fringe Planning Area and whether a standalone or ground floor commercial is considered for development. Once units are calculated based on the allowed density, a unit to population multiplier³⁷ is applied to calculate the potential population increase associated with new units (see table 29 below). The same approach is taken to predict the number of new jobs resulting from the net new non-residential floor area (square feet (sqft)) forecasted by the model (see table 30 below).

³⁷ Person per household values were based on the 2021 census and a historical change rate then applied to 2075.

Table 28. Maximum densities by existing land use designations with allowable archetypes and associated non-residential assumptions

Landuse	Maximum Unit Per Hectare	Residential Archetype ³⁸	Maximum Floor Space Ratio (FSR)	Non-residential Archetypes
RDCK - Comprehensive Development	40	GO, SDD-S, SDD	-	-
RDCK - Country Residential	3	SDD-S, SDD	-	-
RDCK - Multi Unit Residential	30	APT (Low-Rise), GO	-	-
RDCK - Rural Residential	2	SDD-S, SDD	-	-
RDCK - Suburban Residential	15	GO, SDD-S, SDD	-	-
RDCK - Mixed Use Commercial	30	APT (Low-Rise), GO	0.4, 0.3, 0.35, 0.15	Commercial
RDCK - Industrial	-	-	0.05	Industrial

Table 29. Unit to Population Multiplier

Residential Archetype	2021 Person per Household	2075 Person per Household
Ground Oriented (GO)	1.95	2.31
Apartment (APT)	1.6	1.96
Single Detached Dwellings (SDD)	2.3	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1

Table 30. Square Footage to Employee Multiplier

Non-residential Archetype	2075 Sqft per Employee
Commercial	379
Industrial	502

Scenario Results

The land use scenario is concentrated along the intersection of Salmo Heights Road and Salmo Ski Hill Road, and has an overall impact of 67 new residential units (Figure 31 above). On a net new units per hectare basis the density distribution is very low for this area, ranging between 0 - 4. In terms of commercial use expansion, the mixed use allowances result in a maximum potential of 21,000 new square feet of employment space.

Scenario Impacts

Overall, modeling in Salmo Heights Road could equate to a maximum of 135 new residents in the area by the year 2075 and would help to meet about 6% of the housing need anticipated in Electoral Area G. The conceptualized 21,000 sqft of employment space would also help to support the community with an estimated 54 new jobs (Figure 31 above).

³⁸ Please refer to the key terms section for definitions on each residential archetype.

After modeling increased densities, baseline access indicators were reassessed with future need in mind, specifically with regards to additional demands on key destinations and amenities. Due to the small impact of the case study scenario, no new amenities were modeled to support the additional 67 units. With minimal future demands in mind, the summarised comparison between current and future average amenity drive times has not resulted in any significant changes (see Figure 31 above).

In terms of ecological impacts, the conceptualised new land use does not model any new housing within hazardous flood areas. However, a maximum of 74% of ecologically intact land is potentially disturbed within the case study area.

Recommendations

The recommendations below are organized by the four complete community lenses: housing, infrastructure, community facilities, and transportation. They are key considerations representing one of many scenarios for future planning efforts to promote more complete neighbourhoods. As the RDCK prepares to review and update its regional planning documents and the Village of Salmo reviews its own planning documents, these may be used as a starting point for collaboration and relationship-building and will need to be tested with the public through extensive community engagement.

Housing

- Encourage townhomes or small lot subdivisions for the Multi-Unit Residential area to address increased housing needs for 4-5+ person households in Salmo and Electoral Area G.

Infrastructure

- Explore leveraging the potential expansion of Salmo Ski Hill to bring about lasting servicing capacity in the area with the long term goal of developing a small mountain village resort and tourism hub.
- Consider topographical challenges in new development, keeping retaining walls to a minimum and using green infrastructure solutions as appropriate to protect against hazards.

Community Facilities

- Encourage commercial uses in the mixed-use node to increase access to key destinations and amenities for residents
- Consider collaborating with the Salmo Ski Hill to identify opportunities for shared community facilities that could complement a more developed, all season resort including skiing and biking.

Transportation

- Consider collaborating with BC Transit to implement transit service to the area
- Consider the development of active transportation trails connecting the proposed mixed-use node southeastward along Salmo Ski Hill Road.

Greater Slocan Fringe Planning Area - South Acreages

Local Context

The South Acreages area in Electoral Area H is located directly south of the Village of Slocan, and is currently home to the Slocan Firehall and Transfer Station (Figure 32). There are some rural residential uses and trails along the Slocan River. The area also includes a municipally-owned campground across Giffin Road.

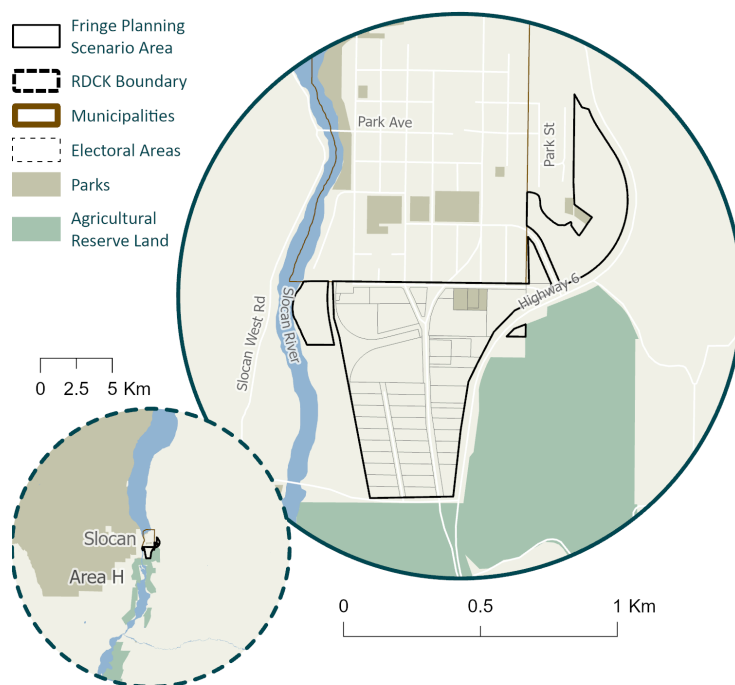


Figure 32. The Greater Slocan Fringe Planning Area

Housing Need

The table below (table 31) details the updated projections for housing needs by 2041 in Electoral Area H, of which South Acreages is part, as well as the Village of Slocan. The number of residential units in 2023 is included as it is the baseline for housing (and thus household) growth analysis. It is noted that the 2041 numbers in the table represent the provincially-mandated methodology for housing needs reports which have received criticism as being inconsistent with on-the-ground, rural community experiences in the RDCK's incorporated municipalities and electoral areas. For the purposes of this report, they are simply used as a reference point for land use modeling.

Table 31. Current number of residential units (2023) are derived from BC Assessments Building Information Report³⁹ and projected housing need for Electoral Area H and the Village of Slocan, derived from the BC Housing Needs Report⁴⁰.

Area	2023 Residential Units	2041 Net Housing Need	2023 - 2075 Net New Housing Need
Electoral Area H	2,825	1,224	3,182
Village of Slocan	194	105	273

³⁹ BC Assessment. (2023). Building Information Report, 2023. <https://www.bcasessment.ca/>

⁴⁰ Housing Assessment Resource Tools. 2022. Housing Needs Assessment Tool. <https://hart.ubc.ca/housing-needs-assessment-tool/>

Electoral Area H is estimated to need an additional 1,224 new housing units by the year 2041. The Village of Slocan is projected to need an additional 105 units over the next 20 years. For the purpose of this study, a longer housing need trend line was calculated out to 2075. In Electoral Area H, a maximum of 3,182 new units are expected to be needed by 2075.

Household Size

According to the latest housing needs report, recent trends indicate movement towards smaller household sizes, particularly 1-person households in Slocan and 2-person households in EA H.⁴¹

Developability

Table 32. Key developability statistics within the case study area

Key Factors	Key Measures
Number of parcels	49
Buildable Area (hectares)	35
Current Number of Residential Units	31
Average Distance to through Roads (metres)	56
Proportion of Area within a Flood Hazard Zone	0%
Average Rural Development Score (0 - 1 range)	0.81 (mostly high potential parcels)
Average Ecological Integrity Score (0 - 1 range)	0.31 (mostly pre-urbanised lands)
Serviceable Density (Units Per Hectare)	1.75
Growth Suitability Hotspot Score (out of 10)	8.5
Service Rating	2
Final Score	7.2

The Southern Acreages is a large area with low servicing potential yet high location efficiency (see table 32 above). There is a reasonable amount of buildable area (35 hectares), few environmental (ecological integrity score of 0.31) and hazard (0% flood hazard area proportion) constraints, and a high redevelopment potential (0.81 redevelopment score).

A key limitation for the South Acreages is its low servicing potential including the need for new water mains and service connections if it were linked to the Slocan Water system.

⁴¹ Regional District of Central Kootenay. Housing Needs Report Update, Regional Summary, 2024. “Change in households by household size and community, 2016 to 2021” https://rdck.ca/wp-content/uploads/2025/02/2024-12-17-HNR-Regional_Summary_Report-FINAL_REPORT.pdf (page 29)

Strengths, Opportunities and Challenges

Strengths

- Very good access to parks, open space, and trails
- Proximity to grocery store, fire hall, elementary school, and daycare
- Municipal ownership of campground

Opportunities

- Large lots with relatively flat topography provides good redevelopment potential for diverse housing
- Municipal land ownership can support development of key housing needs
- Potential to tie into Slocan Valley rail trail
- Extend Slocan's street grid pattern southward

Challenges

- Limited servicing potential for both water and sewer
- Would require new water mains and service connections
- Limited access to transit

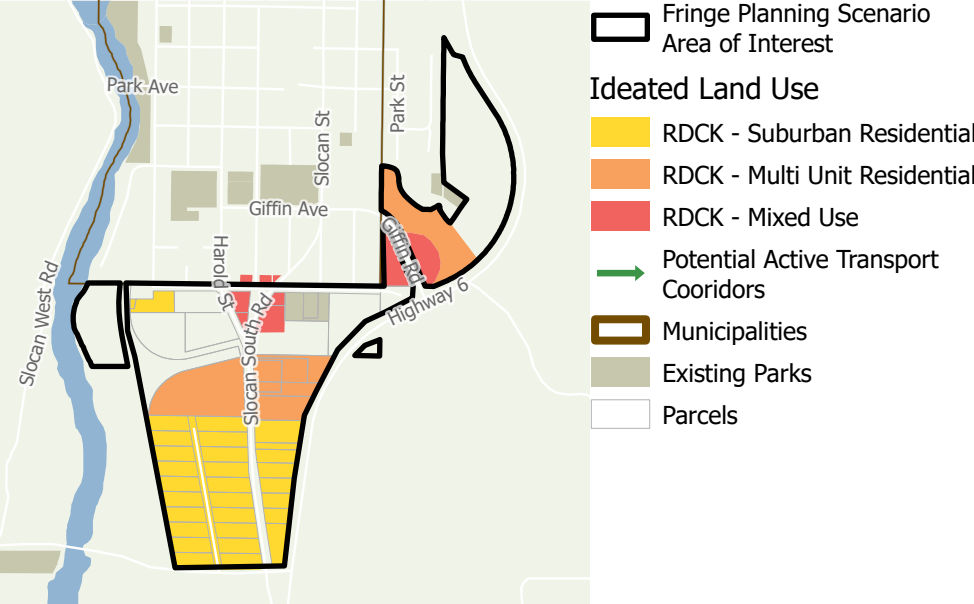
Land Use Concept

The following scenario profile maps, data summaries, and accompanying description and assumptions present the case study land use changes.

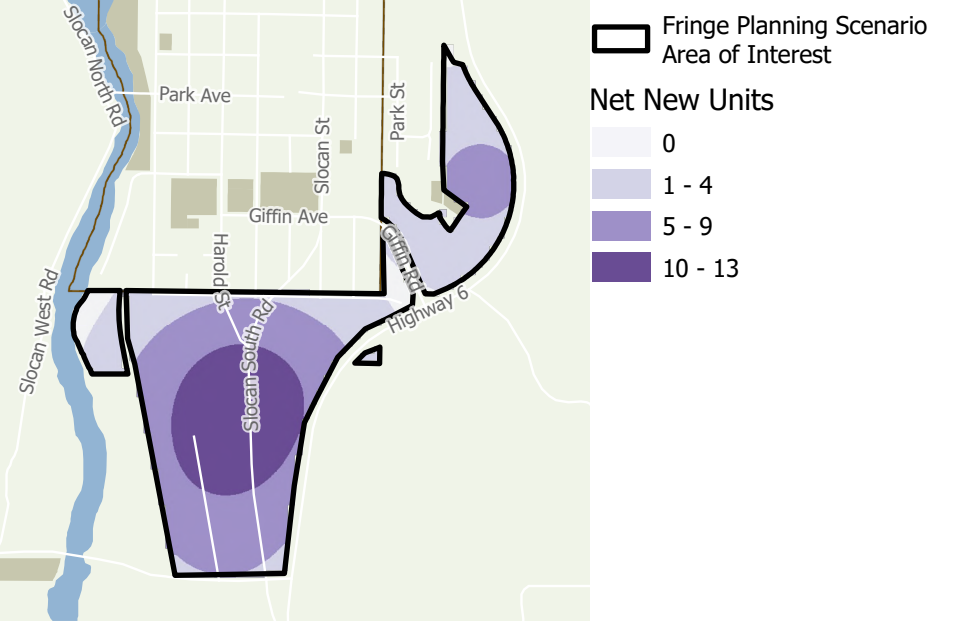
Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: South Acreages

Potential Future Land Use Plan



Potential Net New Units per Hectare



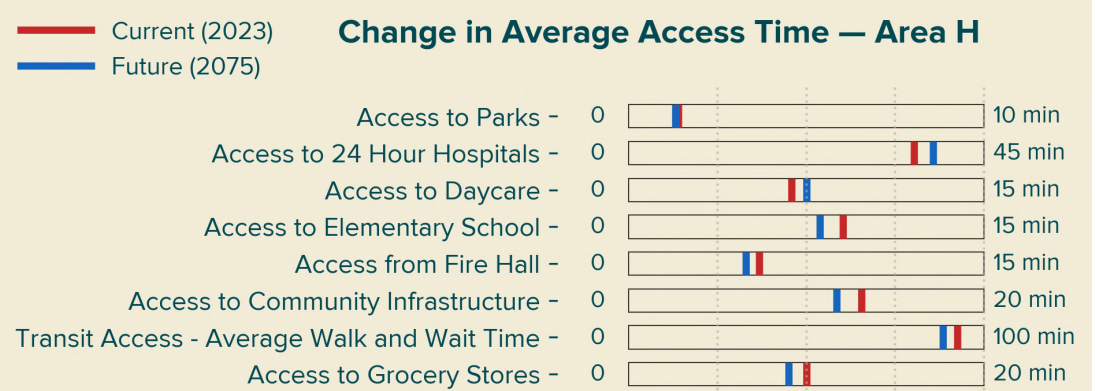
Scenario Assumptions

- This Mixed Use node is located at the intersection of Hwy 6 and Giffin Avenue, acting as a gateway into Slokan. A small portion of the Village-owned campground can be dedicated to Multi Unit Residential development and help meet community housing needs, while maintaining large portions of parkland for green space, trails and campground uses.
- Slokan South Road:
 - Another Mixed Use node is located at the intersection of Slokan South Road and Arlington Road. Surrounded by Institutional and Park uses, and just short walk away from several larger lots to the south with strong development potential.
 - Like Kaslo, these larger lots could develop as comprehensive developments with a mix of housing types, noting the highest densities (low rise, townhouse) along Slokan South Road and the lowest densities (plexhomes, single detached) in the back of lots.

Potential Scenario Impacts - 2075

475	992	15%	120,000	306
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized



*Average travel times are population-weighted, so areas with more residents contribute more to the average than sparsely populated areas.

31% of ecologically intact land is potentially disturbed within the case study area
2420 new residents are modelled within flood hazard lands

Figure 33. Potential community expansion scenario profile within the community of South Acreages, described in the text below.

Description

There are two mixed-use nodes proposed for the area, one at the intersection of Giffin Road and Highway 6 and the other at the intersection of Slocan South Road and Arlington Road.

The Giffin Road Mixed Use node can serve as a potential gateway into Slocan. A small portion of the Village-owned campground is proposed to be dedicated to multi-unit residential development and help meet community housing needs, while maintaining large portions of parkland for green space, trails and campground uses.

The Slocan South mixed-use node is surrounded by institutional and park uses, and is just a short walk away from several larger lots to the south with strong development potential. Both mixed-use nodes are connected to each other and the Village of Slocan by a proposed active transportation corridor along Slocan South Road and Arlington Road.

Like Kaslo, these larger lots could develop as comprehensive developments with a mix of housing types, noting the highest densities (low-rise, townhouse) along Slocan South Road and the lowest densities (plexhomes, single detached) in the back of lots.

Assumptions

Mixed Use applies the same densities as RDCK Multi-Unit Residential, but allows for either standalone or ground-floor commercial uses within a larger residential development. Commercial uses may only take up 30% of floor space (e.g. 1 floor in a three-storey building or one third of single-storey buildings).

Modeling Analysis

Modeling Factors

Land use modeling suggests a buildout of hypothetical 475 units to the year 2075 (using the HNR 20-year housing need trend projected out to 2075). This resulted in a buildout rate of approximately 9 units per year over the buildout period. The main driver of development in the model is each parcel's land use concept and its associated maximum allowed UPH/FSR (presented in table 33 below). Maximum FSRs for Mixed Use Commercial land uses vary depending on Fringe Planning Area and whether a standalone or ground floor commercial is considered for development. Once units are calculated based on the allowed density, a unit to population multiplier⁴² is applied to calculate the potential population increase associated with new units (see table 34 below). The same approach is taken to predict the number of new jobs resulting from the net new non-residential floor area (square feet (sqft)) forecasted by the model (see table 35 below).

⁴² Person per household values were based on the 2021 census and a historical change rate then applied to 2075.

Table 33. Maximum densities by existing land use designations with allowable archetypes and associated non-residential assumptions

Landuse	Maximum Unit Per Hectare	Residential Archetype ⁴³	Maximum Floor Space Ratio (FSR)	Non-residential Archetypes
RDCK - Comprehensive Development	40	GO, SDD-S, SDD	-	-
RDCK - Country Residential	3	SDD-S, SDD	-	-
RDCK - Multi Unit Residential	30	APT (Low-Rise), GO	-	-
RDCK - Rural Residential	2	SDD-S, SDD	-	-
RDCK - Suburban Residential	15	GO, SDD-S, SDD	-	-
RDCK - Mixed Use Commercial	30	APT (Low-Rise), GO	0.4, 0.3, 0.35, 0.15	Commercial
RDCK - Industrial	-	-	0.05	Industrial

Table 34. Unit to Population Multiplier

Residential Archetype	2021 Person per Household	2075 Person per Household
Ground Oriented (GO)	1.95	2.31
Apartment (APT)	1.6	1.96
Single Detached Dwellings (SDD)	2.3	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1

Table 35. Square Footage to Employee Multiplier

Non-residential Archetype	2075 Sqft per Employee
Commercial	379
Industrial	502

Scenario Results

The land use scenario produces new units concentrated at the Multi Unit Residential and Mixed Use node along Slocan South Road. Here, new land use models a density of predominantly 10 - 13 units per hectare and an overall impact of 475 new residential units (Figure 33 above). Large Suburban Residential parcels contribute to a density of 5 - 9 units per hectare in this area. In terms of commercial use expansion, the mixed use allowances result in a maximum potential of 120,000 new square feet of employment space.

Scenario Impacts

Overall, modeling in South Acreages could equate to a maximum of 992 new residents in the area by the year 2075 and would help to meet about 15% of the housing need anticipated in Electoral Area H. The conceptualized 120,000 sqft of employment space would also help to

⁴³ Please refer to the key terms section for definitions on each residential archetype.

support the community with an estimated 156 new jobs (Figure 33 above). Further, the modeling suggests a potential for 76 school aged children and 15 children under the age of 5.

After modeling increased densities, baseline access indicators were reassessed with future need in mind, specifically with regards to additional demands on key destinations and amenities. With daycare and elementary future demands being quite minimal for the area, no new school or daycare amenities were added to the baseline. Within Electoral Area H, the summarised comparison between current and future average amenity drive times has not resulted in any significant changes (see Figure 33 above).

In terms of ecological impacts, the conceptualised new land use does not model any new housing within hazardous flood areas. However, a maximum of 31% of ecologically intact land is potentially disturbed within the case study area.

Recommendations

The recommendations below are organized by the four complete community lenses: housing, infrastructure, community facilities, and transportation. They are key considerations representing one of many scenarios for future planning efforts to promote more complete neighbourhoods. As the RDCK prepares to review and update its regional planning documents and the Village of Slocan reviews its own planning documents, these may be used as a starting point for collaboration and relationship-building and will need to be tested with the public through extensive community engagement.

Housing

- Encourage apartment buildings in the Multi-Unit Residential areas to meet emerging housing needs for 1-person and 2-person households in Slocan and Electoral Area H.
- Encourage a mix of housing forms on larger properties.
- Leverage municipal ownership of the Giffin Avenue campground to explore building housing that meets local needs.

Infrastructure

- Initiate discussions with the Village of Slocan on a long term servicing strategy that expands the municipal water system throughout the community and towards the South Acreages.

Community Facilities

- Encourage commercial uses, including a daycare use, in the proposed mixed-use nodes to increase access to key destinations and amenities for residents.
- Encourage commercial uses at the Giffin Avenue mixed-use node that support and align with the municipally-owned campground across the street.

Transportation

- Consider the feasibility of active transportation trails connecting the proposed mixed-use nodes to the Village of Slocan and to the Slocan Valley Rail Trail.
- Consider collaborating with BC Transit to improve transit service to and from Slocan.

Greater Nakusp Fringe Planning Area - East of Airport

Local Context

The Nakusp Airport lands are in Electoral Area K, located to the north of the Village of Nakusp's municipal boundary (Figure 34). The area is relatively undeveloped, but is characterized by the presence of the airport. The airport lands are also relatively far from Village amenities and are connected by Highway 23.

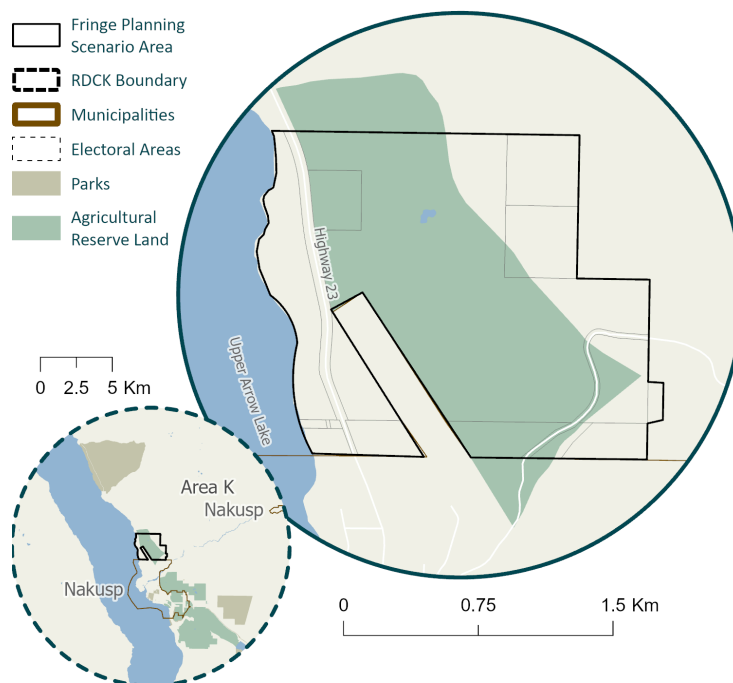


Figure 34. Greater Naskup Fringe Planning Area

Housing Need

The table below (table 36) details the updated projections for housing needs by 2041 in Electoral Area K, of which the Airport is a part, as well as the Village of Nakusp. The number of residential units in 2023 is included as it is the baseline for housing (and thus household) growth analysis. It is noted that the 2041 numbers in the table represent the provincially-mandated methodology for housing needs reports which have received criticism as being inconsistent with on-the-ground, rural community experiences in the RDCK's incorporated municipalities and electoral areas. For the purposes of this report, they are simply used as a reference point for land use modeling.

Table 36. Current number of residential units (2023) are derived from BC Assessments Building Information Report⁴⁴ and projected housing need for Electoral Area K and the Village of Naskup, derived from the BC Housing Needs Report⁴⁵

Area	2023 Residential Units	2041 Net Housing Need	2023 - 2075 Net New Housing Need
Electoral Area K	1,258	427	1,110
Village of Naskup	873	301	783

⁴⁴ BC Assessment. (2023). Building Information Report, 2023. <https://www.bcasessment.ca/>

⁴⁵ Housing Assessment Resource Tools. 2022. Housing Needs Assessment Tool. <https://hart.ubc.ca/housing-needs-assessment-tool/>

Electoral Area K is estimated to need an additional 427 new housing units by the year 2041. The Village of Naskup is projected to need an additional 301 units over the next 20 years. For the purpose of this study, a longer housing need trend line was calculated out to 2075. In Electoral Area K, a maximum of 1,110 new units are expected to be needed by 2075.

Household Size

While these lands do not have much potential to address specific housing needs, it is noted that Nakusp is recently experiencing smaller household formations (i.e. more 2-person units), according to the latest housing needs report.⁴⁶

Developability

Table 37. Key developability statistics within the case study area

Key Factors	Key Measures
Number of parcels	12
Buildable Area (hectares)	17
Current Number of Residential Units	6
Average Distance to through Roads (metres)	26
Proportion of Area within a Flood Hazard Zone	5%
Average Rural Development Score (0 - 1 range)	0.55 (moderate potential parcels)
Average Ecological Integrity Score (0 - 1 range)	0.56 (Some intact ecological areas)
Serviceable Density (Units Per Hectare)	0.7
Growth Suitability Hotspot Score (out of 10)	7.4
Service Rating (out of 10)	1
Final Score (out of 10)	6.1

The Airport has some development potential, but is facing major constraints (see table 37 above). There are currently no water or sewer connections, but there is the potential for connection. The area is relatively close to the Waste Water Treatment Plant (WWTP), but groundwater resources are unknown. In addition, the area is not serviceable, and there is a low quantity of non-ALR land available for residential development. There are 12 parcels currently, with a buildable area of 17 hectares, and a reasonable redevelopment and ecological integrity score.

⁴⁶ Regional District of Central Kootenay. Housing Needs Report Update, Regional Summary, 2024. “Change in households by household size and community, 2016 to 2021” https://rdck.ca/wp-content/uploads/2025/02/2024-12-17-HNR-Regional_Summary_Report-FINAL_REPORT.pdf (page 29)

Strengths, Opportunities and Challenges

Strengths

- Very good access to parks, open space, and trails
- Proximity to Nakusp airstrip
- Proximity to the waste water treatment plant

Opportunities

- Leverage economic spinoffs of growth and development of Nakusp airstrip

Challenges

- Distance to Nakusp proper
- No water or sewer connections
- Groundwater resources are unknown
- Significant forested lots and riparian areas along Arrow Lake
- Planning focus on redevelopment within Nakusp municipal boundaries

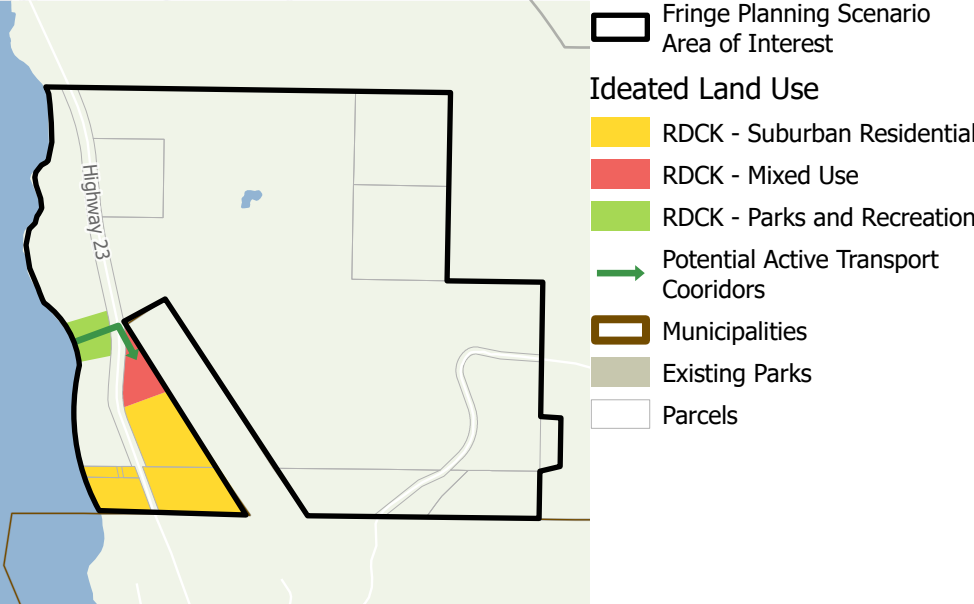
Land Use Concept

The following scenario profile maps, data summaries, and accompanying description and assumptions present the case study land use changes.

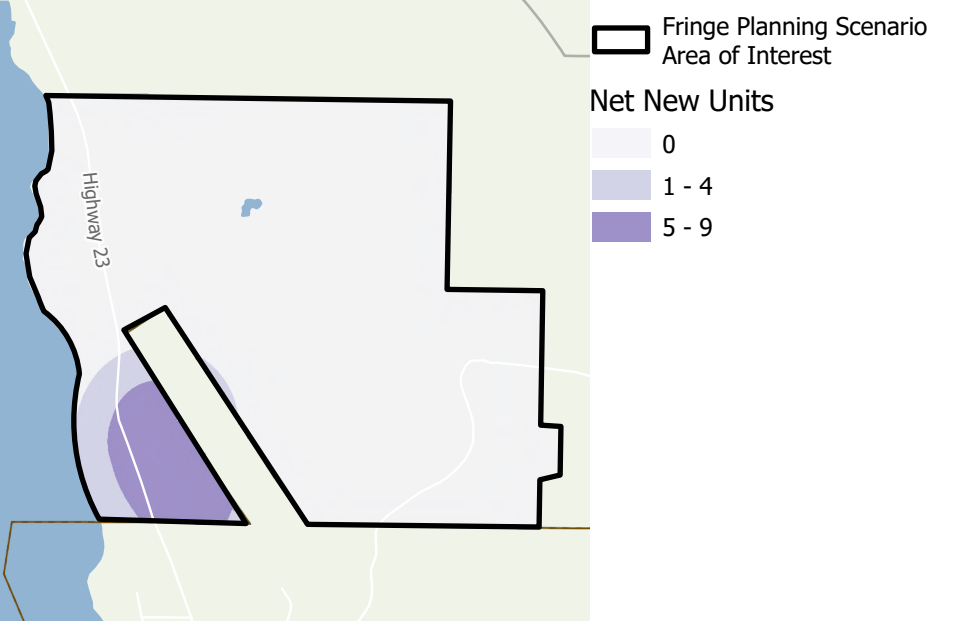
Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: Airport

Potential Future Land Use Plan



Potential Net New Units per Hectare



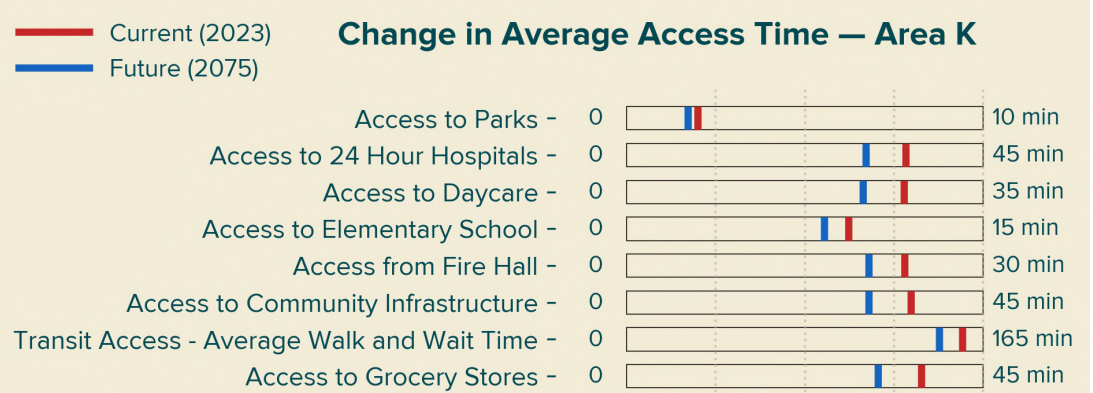
Scenario Assumptions

- The land use concept for Nakusp is kept to a bare minimum given strong constraints related to servicing, riparian impacts, and land capacity.
- Nakusp has also communicated they are strongly focusing on growing and developing within their own municipality. To this end, the Mixed Use node is an unlikely development form in this area, and is only included for the purpose of studying the impacts of a more diverse set of land uses, in service of a more complete community.

Potential Scenario Impacts - 2075

249	575	22%	53,000	140
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized



*Average travel times are population-weighted, so areas with more residents contribute more to the average than sparsely populated areas.

62% of ecologically intact land is potentially disturbed within the case study area
249 new residents are modelled within flood hazard lands

Figure 35. Potential community expansion scenario profile within the community East of the Airport, described in the text below.

Description

The land use concept for Nakusp is kept to a bare minimum, given strong constraints related to servicing, riparian impacts, and land capacity. Nakusp has also communicated that the Village is strongly focused on growing and developing within its own boundaries. To this end, the Mixed Use node is an unlikely development form in this area, and is only included for the purpose of studying the impacts of a more diverse set of land uses.

Assumptions

Mixed Use applies the same densities as RDCK Multi Unit Residential but allows for either standalone or ground floor commercial uses within a larger residential development. Commercial uses may only take up 30% of floor space (e.g. 1 floor in a three-storey building or one third of single-storey buildings).

Modeling Analysis

Modeling Factors

Land use modeling suggests a buildout of hypothetical 249 units to the year 2075 (using the HNR 20-year housing need trend projected out to 2075). This resulted in a buildout rate of approximately 5 units per year over the buildout period. The main driver of development in the model is each parcel's land use concept and its associated maximum allowed UPH/FSR (presented in table 38 below). Maximum FSRs for Mixed Use Commercial land uses vary depending on Fringe Planning Area and whether a standalone or ground floor commercial is considered for development. Once units are calculated based on the allowed density, a unit to population multiplier⁴⁷ is applied to calculate the potential population increase associated with new units (see table 39 below). The same approach is taken to predict the number of new jobs resulting from the net new non-residential floor area (square feet (sqft)) forecasted by the model (see table 40 below).

Table 38. Maximum densities by existing land use designations with allowable archetypes and associated non-residential assumptions

Landuse	Maximum Unit Per Hectare	Residential Archetype ⁴⁸	Maximum Floor Space Ratio (FSR)	Non-residential Archetypes
RDCK - Comprehensive Development	40	GO, SDD-S, SDD	-	-
RDCK - Country Residential	3	SDD-S, SDD	-	-
RDCK - Multi Unit Residential	30	APT (Low-Rise), GO	-	-
RDCK - Rural Residential	2	SDD-S, SDD	-	-
RDCK - Suburban Residential	15	GO, SDD-S, SDD	-	-
RDCK - Mixed Use Commercial	30	APT (Low-Rise), GO	0.4, 0.3, 0.35, 0.15	Commercial
RDCK - Industrial	-	-	0.05	Industrial

⁴⁷ Person per household values were based on the 2021 census and a historical change rate then applied to 2075.

⁴⁸ Please refer to the key terms section for definitions on each residential archetype.

Table 39. Unit to Population Multiplier

Residential Archetype	2021 Person per Household	2075 Person per Household
Ground Oriented (GO)	1.95	2.31
Apartment (APT)	1.6	1.96
Single Detached Dwellings (SDD)	2.3	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1

Table 40. Square Footage to Employee Multiplier

Non-residential Archetype	2075 Sqft per Employee
Commercial	379
Industrial	502

Scenario Results

The land use scenario produces new units concentrated at the Mixed Use node and surrounding Suburban Residential area along Highway 23. Here, new land use models a maximum of 9 residential units per hectare and neighbouring areas range between 1 - 4 units per hectare. The overall impact of the model results in 249 new residential units (Figure 35 above). In terms of commercial use expansion, the mixed use allowances result in a maximum potential of 53,000 new square feet of employment space.

Scenario Impacts

Overall, modeling in Nakusp's Fringe Planning Area adjacent to the Airport could equate to a maximum of 249 potential new residential units. This translates to 575 new residents in the area by the year 2075 and would help to meet 22% of the housing need anticipated in Electoral Area K. The conceptualized 53,000 sqft of employment space would also help to support the community with an estimated 140 new jobs (Figure 35 above). Further, the modeling suggests a potential for 50 school aged children, 10 children under the age of 5. After modeling increased densities, baseline access indicators were reassessed with future need in mind, specifically with regards to additional demands on key destinations and amenities. With these minimal future demands in mind, no additional amenities were modelled.

Within Electoral Area K, the average drive time to a daycare is 27 minutes, whereas under the future scenario, average drive times to a daycare facility drops to 23 minutes under the conceptualised scenario. Based on the location of the Airport Case Study in Greater Nakusp, adding density here brings the average drive time to 24 hour hospital care down from 35 minutes to 30 minutes within Area K (see Figure 35 above).

In terms of ecological impacts, the conceptualised new land use does not model any new housing within hazardous flood areas. However, a maximum of 62% of ecologically intact land is potentially disturbed within the case study area.

Recommendations

The recommendations below are organized by the four complete community lenses: housing, infrastructure, community facilities, and transportation. They are key considerations representing one of many scenarios for future planning efforts to promote more complete neighbourhoods. As the RDCK prepares to review and update its regional planning documents and the Village of Nakusp reviews its own planning documents, these may be used as a starting point for collaboration and relationship-building and will need to be tested with the public through extensive community engagement.

In the case of Nakusp, recommendations are mostly focused on improving completeness within the village itself rather than exploring Fringe Planning Areas given none were particularly suitable for future planning efforts.

Housing

- Focus new residential development within the village boundaries, with a focus on 2-person units to address an increase in smaller household formations.

Infrastructure

- Focus new development in areas with existing servicing infrastructure capacity.

Community Facilities

- Encourage smaller neighbourhood-scale mixed-use and commercial uses in focused nodes where servicing infrastructure exists to increase access to key destinations and amenities for residents.

Transportation

- Work with BC Transit to further improve transit service within and to and from the Village of Nakusp.
- Expand the active transportation networks in and around the village.

Analysis Limitations

Through the analysis of baseline indicators and scenario modeling, technical data does not represent all aspects of the lived experience on the ground in the RDCK. Data alone can only describe what is present from an administrative perspective and further, only what has been measured by local, regional or national government agencies. Additionally, data are limited in quality, completeness and currency. While there is still significant value in these data, the following list indicates some key limitations regarding information used in creating both baseline indicators and modelled scenarios:

- Baseline mapping results represent the conditions at a specific point in time and may not reflect recent developments, infrastructure upgrades, or servicing changes;
- Drive time indicators use average speeds driven and does not consider traffic congestion or winter weather conditions or service disruptions to ferry crossing routes;
- Land inputs, specifically assessment data, may not completely capture multiple uses on certain parcels or land-intensive uses that do not have associated structures;
- The redevelopment potential indicators represent modeled potential rather than a guaranteed on-the-ground outcome;
- Estimates of non-residential floor area potential have been made irrespective of site conditions without consideration of access, constructibility or demand;
- Estimates of future potential for schools and daycares are based on current trends regarding family formation and fertility and should be validated against available school district demographic studies; and
- Linear trended growth assumptions may be an oversimplification and ignore the relatively random cadence of development in the RDCK.

With these limitations and the inherent nature of a technical analysis in mind, the baseline indicator and scenario modeling results should be used to help support decision-making, but should be also considered alongside local knowledge, engineering expertise, and community input.

Regional Implementation & Recommendations

The scenario modeling undertaken as part of this project demonstrates that addressing local and regional community needs within the RDCK's Electoral Areas is technically feasible across a range of Fringe Planning Areas, provided that future growth is strategically planned, serviced, and supported by complementary community amenities. Through a complete communities lens, the scenarios illustrate how targeted land use changes, particularly the introduction of mixed-use nodes, diversified housing forms, and improved active transportation connections, can better align new housing supply with access to jobs, services, and community facilities.

Importantly, the land use concepts and modeling outcomes are not prescriptive. They represent hypothetical futures intended to test capacity, identify constraints, and understand trade-offs associated with different growth patterns over the long term. Across all Fringe Planning Areas, servicing capacity emerges as a critical component of feasible development. While several areas benefit from proximity to municipal servicing infrastructure, others face significant constraints related to water, sewer, topography, environmental sensitivity, or even ALR considerations. Addressing these constraints will require coordinated infrastructure planning, collaboration with neighbouring municipalities and service providers, and careful prioritization of investments to ensure growth occurs in locations that can be efficiently and sustainably supported.

To realize the full potential of this analysis, to implement more coordinated and effective regional planning, and to address challenges that could not be modeled but are just as critical to the health, safety, and liveability of RDCK communities, additional region-wide recommendations are listed below. Recommendations are each given a level of priority using the following symbols:

- High Priority (to be acted upon as soon as possible)
- Medium Priority (to be considered within the next 5 years)
- Low Priority (to be considered beyond 5 years)

Regional Growth Strategy

- Develop a Regional Growth Strategy (RGS) in partnership with all incorporated municipalities. In line with the *Local Government Act*, it should:
 - Avoid sprawl and focus development where adequate facilities exist or can be provided in a timely, economic and efficient manner;
 - Encourage settlement patterns that support active transportation and public transit;
 - Promote the efficient movement of goods and people while making effective use of transportation and utility corridors;
 - Protect natural assets;
 - Maintain the integrity of a secure and productive resource base, including the agricultural land reserve;
 - Foster economic development that supports the unique character of communities;
 - Seek to reduce and prevent air, land and water pollution;

- Plan for adequate, affordable and appropriate housing;
 - Identify adequate inventories of suitable land and resources for future settlement;
 - Protect the quality and quantity of ground water and surface water;
 - Encourage settlement patterns that minimize the risks associated with natural hazards;
 - Preserve, create and link urban and rural open spaces, including parks and recreation areas;
 - Plan for energy supply and promoting efficient use, conservation and alternative forms of energy;
 - Promote the good stewardship of cultural assets.
- Use the findings and recommendations from this study to promote fringe area planning that contributes to more complete communities throughout the region.
 - Consider the establishment of “Growth Containment Boundaries” that identify where growth and where investments in infrastructure and services should be focused.
 - Establish an internal steering committee with representation from each local government and First Nation to determine the full scope, process, and requirements for the RGS, and to shape and direct every step of the RGS’ development.
 - Conduct extensive community engagement as part of the process to develop the RGS, considering tools and approaches that inspire, create a common understanding, and convene people through deliberation and collaboration, like:
 - a citizens’ assembly — a representative cross-section of the region’s residents, who meet regularly and are provided with time, resources and a broad range of viewpoints to learn deeply about growth management and regional planning issues.
 - a regional charrette — a multi-day intensive workshop that moves from visionary to detailed in an iterative manner, combining public, interest-holder, staff and elected official inputs.
 - the transect — a tool to communicate settlement patterns and relationships that exist within a region, and to plant the seeds of a common language for most effectively managing further growth and development.
 - informative videos — to educate about the importance of planning for the future and inspire individuals to get involved.
 - Ensure the RGS includes performance metrics to track progress towards achieving more complete communities.

Official Community Plans

- Ensure all Official Community Plans (OCP) are developed in concert with adjacent communities and respond to a future RGS’ regional context statement.

- Undertake a comprehensive review of policies and objectives that shape development and identify and remove barriers to development that may contribute to community completeness.
- Plan for a greater mix of uses in existing communities, providing commercial, industrial and institutional uses within close proximity of homes.
- Ensure OCPs are regularly updated with policies that address the latest data regarding housing needs.
- Place higher density residential land use designations in areas that can be well served by community infrastructure, public transit, active transportation, employment lands, and daily needs.
- Consider requirements for housing diversity on larger lots (e.g. over 1 hectare) that have appropriate servicing.
- Encourage housing forms that are adaptable for an ageing population, including plex-homes (duplex, triplex, fourplex), secondary suites (attached and detached), lock-off suites in apartment units, and more.
- Ensure a strong percentage of units in all residential development are built to adaptable dwelling unit standards.
- Ensure OCPs include performance metrics to track progress towards achieving more complete communities, such as access to key destinations and amenities.

Zoning Bylaws

- Remove regulatory barriers in residential zones that represent the type of housing most in need. This could mean more flexible lot coverage, heights and setbacks, fewer parking requirements, as-of-right zoning, and more.
- Remove regulatory barriers that prevent more mixed use neighbourhoods. This could mean greater allowances for childcare, home-based businesses, small scale commercial, light industrial, and institutional uses within residential zones.
- Develop Zoning Bylaws, especially in fringe areas where none exist that are identified for potential growth through an RGS process.

Development Permit Areas

- Use the full scope of development permit areas to:
 - Protect the natural environment, its ecosystems and biological diversity;
 - Protect development from hazardous conditions;

- Protect farming;
- Establish objectives for the form and character of commercial, industrial or multi-family residential development;
- Establish objectives to promote energy and water conservation;
- Establish objectives to promote the reduction of greenhouse gas emissions;
- Consider embedding development permit area guidelines within the Zoning Bylaw to fully communicate expectations related to development.

Infrastructure Planning

- Study the potential of taking over private utilities to support continued expansion of water and sewer infrastructure in line with community development and housing goals.
- Discourage new, small-scale private infrastructure systems, especially where connection to community infrastructure is possible.
- Consider the full life-cycle costs and economies of scale when approving new servicing infrastructure.
- Monitor the quality and quantity of water resources throughout the region.
- Continue installation of water meters and track trends on water usage with the objective of reducing overall consumption and preparing for potential drought conditions.
- Consider the cumulative effects of individual onsite septic systems.
- Discourage individual onsite septic systems for lots smaller than 1 hectare.
- Work with Interior Health on outreach and communication with property owners to promote individual sewerage system maintenance rules and practices for new and aging systems.
- In collaboration with the Ministry of Transportation and Transit, study stormwater management at a watershed scale.
- Support installation of green infrastructure systems that leverage and protect natural assets.
- Limit road densities and land clearing in areas with sensitive drainage issues.
- Explore more decentralized, small-scale electricity generation like solar, wind, and biomass.

Transportation

- Collaborate with the Ministry of Transportation and Transit to make the best use of existing right-of-ways, with a focus on expanding active transportation options and transit amenities.
- As a regional team with each member jurisdiction, collaborate with BC Transit to improve transit service and to determine the right balance between bus frequency and geographic coverage of routes.
- Support active transportation connections and corridors between communities, to village centres, employment areas, recreational trails, parks, and other key destinations.
- Improve the accessibility and coverage of electric vehicle charging stations.
- Consider requirements for snow clearing in any new subdivision layouts and development proposals.

Ecological Integrity & Resilience

- Build upon the RDCK's 2021 asset management readiness assessment to establish a Natural Asset Management Framework that includes:
 - identification and assessment of natural assets
 - inventory of priority natural assets
 - evaluating the condition of priority natural assets
 - scenario exploration for natural asset management
 - implementation strategies
- Use all planning tools, including covenants, dedication, acquisition, zoning and development permit areas, to protect the integrity of ecological systems in the region.
- Incorporate climate change projections and hazard, risk and vulnerability assessments (HRVA) into regional planning, service delivery, and emergency management plans.
- Consider wildfire hazard mapping as a critical input for future land use planning.
- Incorporate FireSmart standards into development permit area guidelines.
- Require two access/egress points into new subdivisions or development areas.
- Ensure adequate water pressure and capacity for firefighting.
- Maintain a healthy, resilient tree canopy in communities.
- Encourage the planting of tree species that have large canopies and are native and drought-tolerant.

- Provide shaded public areas near playgrounds, bus stops, parks, schools, and community centres.
- Limit expansive paved surfaces.

Recreation & Community Services

- Explore the use of Amenity Cost Charges to help fund the provision of new or upgraded community amenities like libraries and community halls.
- Update Parks, Recreation and Culture master plans to reflect the changing and evolving needs of growing communities in the region.
- Develop a full inventory of parks within the region and the recreation amenities available within each.
- Consider provision of recreation services beyond trails and active transportation, like flexible park spaces and indoor centres that can be used for sports, festivals, community gatherings, and more.

Ultimately, this report provides a technical foundation to inform upcoming updates to Official Community Plans, zoning bylaws, and other planning strategies. The scenarios and recommendations outlined herein should be interrogated and further developed through a robust, community-centred planning process that meaningfully involves residents, First Nations, service providers, elected officials and other interest-holders. Through this next phase of engagement and refinement, the RDCK can translate the insights from this modeling exercise into context-sensitive, locally supported planning solutions that address housing needs while reinforcing the long-term livability and character of its communities.

Appendix A - Methods

Data Compilation

Amenity Access Analysis

For the purposes of this project, the term amenities is used to describe the key destinations a resident may need to access. These include grocery stores, parks, education (elementary schools, secondary schools, daycares), community Infrastructure, hospitals and fire halls.

This indicator measures the relative access a residential parcel has to amenities, in comparison to all other parcels in the RDCK. Amenities align with the Complete Communities Guide, while also closely attuning to the unique rural context of the RDCK and include uses generally considered to be daily or essential needs.

Each amenity was analysed using a technique called network analysis which considers network-based distances and drive times from origins to destinations. More succinctly, the project team determined the drive time from all residential parcels in the RDCK to each of the destinations described above. Each amenity was then compiled into a combined score, encapsulating residents' access to each amenity. The combined score was calculated by summing the normalised drive times for each of the above criteria.

Drive times to each amenity were normalised by calculating the 5th and 95th percentiles of distances. These values define the range for scaling, effectively clipping extreme outliers. If the field value is below the 5th percentile for distance (*min_value*), the normalised value is set to 0 (representing the parcels closest to the amenity, and therefore high access), and if the value is above the 95th percentile for distance (*max_value*), the normalized value is set to 1 (representing the parcels farthest from the amenity, and therefore low access). Otherwise, the normalised value is calculated using the min-max scaling formula:

$$\text{normalised value} = (\text{value} - \text{min_value}) \div (\text{max_value} - \text{min_value})$$

The normalised distances were then summed together into a combined score, which was separated into eighths. High Access is for parcels with scores in the bottom 12.5%, while Lowest Access represents parcels with scores in the top 12.5%.

Note that refinement of parks types was a limitation in regards to the parks access component within the combined indicator of Access to Key Destinations and Amenities. While access to parks reflects well across the region, note that mapping and analysing specific park amenities would be a stronger indicator in assessing where infrastructure and park-like facilities are in place (e.g. playgrounds, parks with washroom facilities, soccer fields etc), and would likely present more diversity in access. Unfortunately park amenity data was not available consistently across the region and it was not in scope to create this dataset.

Drive Time Network Creation

A network was created by the project team to simulate a realistic drive time someone may take using existing infrastructure, including streets, highways and ferry services, to access the amenities listed above. The effort involved ensuring connectivity and completeness of RDCK roads, manual digitizing and categorization of ferry crossings, and attribution with barriers for ferry wait and crossing times. The road network using GIS road centrelines derived from TomTom⁴⁹ which attributes road segments with speed limits as well as average speeds using traffic data during weekdays. The drive time calculated for amenities utilised the average speed attributed to roads to help model realistic drive times. Ferry wait and crossing times are derived from ferry time tables using average time between sailings and active sailing time.

Indicator Development Edited

Other indicators were considered during early development stages of the project. These indicators include forest cover, extreme heat, and wildfire smoke hazard. Forest cover was reasoned to be less comprehensive in classifying other ecologically important landcovers such as riparian areas and grasslands and was therefore replaced by the refined ecological integrity layer. Extreme heat is considered as an important hazard however, this mapping layer was deemed to be more suitable in understanding where urban heat island effects are having the most impact and can be used to understand where to target increased canopy cover, rather than using it for location optimization. Lastly, wildfire smoke hazard was deemed to be too variable to help consider growth potential and was therefore removed from consideration.

Scenario Development & Modeling

Current state

Understanding the current state largely depends on data from the Building Information Report (BIR) obtained from the BC Assessment Authority. The BIR is a dataset that compiles the tax records of every assessed building within a jurisdiction. LGeo's analysis adds a spatial component to the BIR by associating it to the RDCK's parcel fabric. In instances where multiple building information records exist for a single parcel, and vice versa, the data is flattened using LGeo's protocols. The BIR is known to be a challenging data source to work with, so high-level quality assurance and quality assessment were performed.

An analysis of the BIR data was executed to understand the current conditions in the community. This work is impactful for the purposes of the Community Needs Project as it indicates the overall supply and diversity of housing in the area, and illustrates potential opportunities for developments. The analysis team leveraged the current state conditions as an important input when conducting the development likelihood and Fringe Planning Area Modeling Scenarios.

⁴⁹ Road network dataset with speed limits and traffic statistics from TomTom MOVE Traffic Stats (TomTom International BV), accessed via TomTom MOVE portal, 2025.

Capacity Modeling

Fringe Planning Area land capacity was determined using residential units per hectare (UPH) and non-residential floor area ratios (FAR) specified by the hypothetical land use concept scenarios developed for each area (see table below). UPH and FAR maximum allowed densities were created for each land use (see table A1). The model did not build on constrained parcels, those categorized as heritage, parks or right of ways. Steep slopes and ecological sensitive areas were subtracted from the total parcel area to yield buildable parcel area, which is what the allowed density was applied to.

Table A1. Maximum densities by existing land use designations with allowable archetypes and associated non-residential assumptions

Landuse	Maximum Unit Per Hectare	Residential Archetype	Maximum Floor Space Ratio	Non-residential Archetypes
RDCK - Comprehensive Development	40	GO, SDD-S, SDD	-	-
RDCK - Country Residential	3	SDD-S, SDD	-	-
RDCK - Multi Unit Residential	30	APT (Low-Rise), GO	-	-
RDCK - Rural Residential	2	SDD-S, SDD	-	-
RDCK - Suburban Residential	15	GO, SDD-S, SDD	-	-
RDCK - Mixed Use Commercial	30	APT (Low-Rise), GO	0.4, 0.3, 0.35, 0.15	Commercial
RDCK - Industrial	-	-	0.05	Industrial

Based on the buildable area and the allowed density the model then estimates the maximum residential units and non-residential floor area for each parcel to 2075. Based on the future capacity results the model then calculates the gap between current and future units to allow for a better understanding of net new capacity. By using the established unit-to-population and sqft-to-employee multipliers (described in more detail below), the model is able to calculate the current and future estimated population as well as future job estimates from the non-residential capacity results.

Unit-to-Population Multipliers

To discuss scenario impacts and compare the results to current conditions, the project team needed to estimate population at the parcel level. To achieve this, the team mapped the dwelling types currently on the parcels (sourced from the BIR) to the census structural type of dwelling and household size results⁵⁰. This provided the team with assumed population per dwelling values for each housing typology in the RDCK for 2021.

⁵⁰ Statistics Canada. 2021. Census Profile, 2021 Census of Population: Central Kootenay. <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=central%20kootenay&DGUIDlist=2021A00035903&GENDERlist=1.2.3&STATISTIClist=1.4&HEADERlist=0>

A note that LGeo’s usual unit-to-population multiplier creation approach did not work well for the RDCK context. This method usually entails running a linear regression model on dissemination blocks (DBs) using the 2021 census total DB population as the dependent variable, and number of units by dwelling type (which existed in 2021, sourced from the BIR) per DB as the independent variable. Data limitations on multi-family type developments in the area caused unreliability in the regression model. Therefore, a decision was made to regard the 2021 census reported multipliers as the best source of unit-to-population data available.

Table A2. 2021 Unit to population multipliers for RDCK

Residential Archetype	2021 Person per Household
Ground Oriented (GO)	1.95
Apartment (APT)	1.6
Single Detached Dwellings (SDD)	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1

To apply these multipliers to other years, the team looked at the change rates between the 2006⁵¹ and the 2021 Census to determine how household size by housing typology was changing, and apply that growth rate to calculate the “future” 2075 population.

The project team calculated the **annual change rate** between the 2006 and 2021 census:

$$= \frac{\text{Census 2021 } ppdwell - \text{Census 2006 } ppdwell}{(2021 - 2006)}$$

Where *ppdwell* stands for people per dwelling.

The **annual change rate** was then used to calculate the **growth factor**, in order to create population per dwelling values for future years.

$$= \frac{(\text{Annual Change Rate} * (\text{future year} - 2021)) + \text{Census 2021 } ppdwell}{\text{Census 2021 } ppdwell}$$

Table A3. Unit to population multipliers, change rates and growth factors for the RDCK.

Residential Archetype	Population per Dwelling 2006	Population per Dwelling 2021	Census Annual Change Rate	Growth Factor (2021 to 2075)
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⁵¹ Statistics Canada. 2006. Structural Type of Dwelling and Household Size for Occupied Private Dwellings, 2006 Census of Population: Central Kootenay.
<https://www12.statcan.gc.ca/census-recensement/2006/dp-pd/tbt/Rp-eng.cfm?TABID=2&LANG=E&APATH=3&DETAIL=1&DIM=0&FL=A&FREE=1&GC=0&GK=0&GRP=1&PID=89072&PRID=0&PTYPE=88971&S=0&SHOWALL=No&SUB=0&Temporal=2006&THEME=69&VID=0&VNAMEE=&VNAMEF=>

	Census	Census	(2006 to 2021)	
Apartment (APT)	1.5	1.6	0.0067	1.23
Ground Oriented (GO)	1.85	1.95	0.0067	1.18
Single Detached Dwellings (SDD)	2.3	2.3	0	1
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1	0	1

The population per dwelling multipliers for 2021 are then multiplied by the appropriate growth factors to get the population per dwelling values for 2075.

$$= \text{Growth Factor for the year 2075} * \text{Census 2021 } ppdwell$$

Table A4. Population per dwelling multipliers for 2021, and 2075 for each dwelling type.

Residential Archetype	2021 Person per Household	2075 Person per Household
Ground Oriented (GO)	1.95	2.31
Apartment (APT)	1.6	1.96
Single Detached Dwellings (SDD)	2.3	2.3
Single Detached Dwellings with a Suite (SDD-S)	2.1	2.1

To calculate population, the number of units for each parcel was multiplied by the population per dwelling for the appropriate dwelling type and year (2021 for current population, and 2075 for future populations). Current population was calculated by multiplying the number of units recorded in the 2023 BC Assessment Building Information Report by the 2021 population per dwelling multiplier.

Typically the project team would have created an intermediate 2023 dwelling multiplier to apply to the current state, however, in this case the difference between the 2021 and 2023 values were modest and would not have significantly refined the model. Therefore the 2021 multiplier was used to calculate population estimates for the current 2023 state.

Future population was calculated for each scenario by multiplying the future number of units built by the model by the 2075 population per dwelling multiplier (see Tables above).

Sqft-to-Employee Multipliers

The team created a square-foot-per-employee multiplier to estimate job capacity from the modelled non-residential results. While the BIR analysis categorized all current employment types, the future capacity model focuses specifically on new retail and industrial floor area; therefore multipliers were only required for those two non-residential categories.

To derive the multipliers, the team aggregated regional industrial and retail square footage from BIR parcel data, then divided those totals by the 2021 census reported employment data⁵² for the respective sectors.

Table A5. 2021 census RDCK Occupation - Broad category - National Occupational Classification (NOC) 2021

Industry	Subtype	Industry Population
Retail	retail	14,648
Industrial	manufacturing	9,136
Industrial	utilities	1,100
Industrial	waste management	4,996
Industrial	wholesale trade	1,480

Table A6. Square Footage to Employee Multiplier

Non-residential Archetype	2075 Sqft per Employee
Commercial	379
Industrial	502

ALR Consideration Methods

Soil quality was mapped using Canada's Land Inventory (CLI) which classifies land capability for agriculture⁵³. To classify soils as "Good" within the region, a decile weighted combined score was derived using the CLI agriculture capacity classification schema. Up to 3 potential soil components are listed for each area with their associated deciles which account for how dominant each component is within each mapping polygon (more information on the makeup and structure of CLI's data can be found online at: <https://sis.agr.gc.ca/cansis/nsdb/cli/index.html>). Areas with good soil quality were identified by selecting polygons with combined scores less than or equal to 3, equating with CLI definitions of high-quality to moderately good agricultural soils (Table A5 below).

⁵² Statistics Canada. 2021. Census Profile, 2021 Census of Population: Central Kootenay. <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=central%20kootenay&DGUIDlist=2021A00035903&GENDERlist=1,2,3&STATISTIClist=1,4&HEADERlist=0>

⁵³ Agriculture and Agri-Food Canada. (2013). Overview of classification methodology for determining land capability for agriculture. Canadian Soil Information Service (CanSIS), National Soil Database (NSDB). Government of Canada. Retrieved from <https://sis.agr.gc.ca/cansis/nsdb/cli/classdesc.html>.

Table A7. Soil classes within the CLI

Classes	Soil Description
1	Soils in this class have no significant limitations in use for crops.
2	Soils in this class have moderate limitations that restrict the range of crops or require moderate conservation practices.
3	Soils in this class have moderately severe limitations that restrict the range of crops or require special conservation practices.
4	Soils in this class have severe limitations that restrict the range of crops or require special conservation practices.
5	Soils in this class have very severe limitations that restrict their capability in producing perennial forage crops, and improvement practices are feasible.
6	Soils in this class are capable only of producing perennial forage crops, and improvement practices are not feasible.
7	Soils in this class have no capacity for arable culture or permanent pasture.
0	Organic Soils (not placed in capability classes).

Appendix B - Additional Mapping

Regional District of Central Kootenay

Access to Key Destinations & Amenities

- Best Access
- High Access
- Moderately High Access
- Moderate Access
- Lower Moderate Access
- Limited Access
- Very Limited Access
- Lowest Access
- RDCK Boundary
- First Nations Reserve Land
- Electoral Areas
- Waterbodies



Access to Key Destinations and Amenities is a combined score which includes access to:

- Grocery stores
- Parks
- Elementary schools
- Secondary schools
- Daycares
- Community Infrastructure
- Hospitals
- Fire Halls

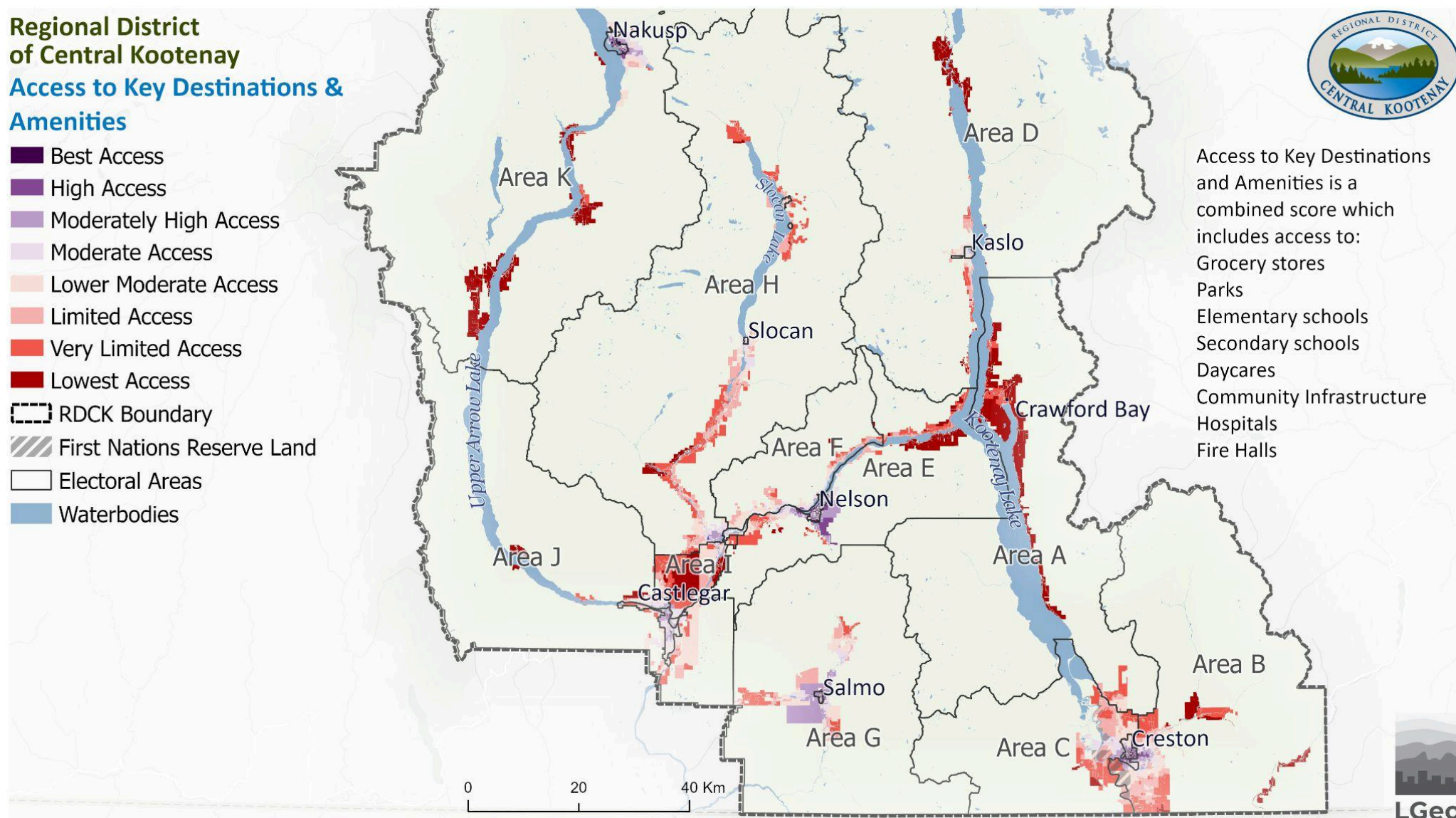
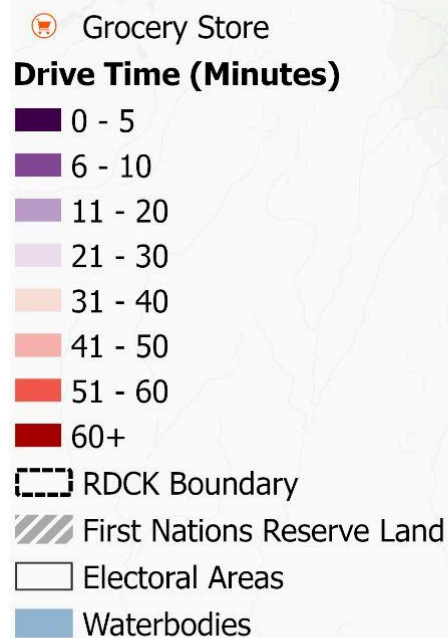


Figure B1. Map of combined access scores for key destinations and amenities.

Regional District of Central Kootenay Access to Grocery Stores



Grocery Store data is derived from a compilation of Open Street Map and Google Maps, with manual data checks, to ensure the inclusion of general stores in more remote communities

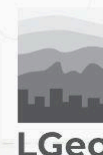
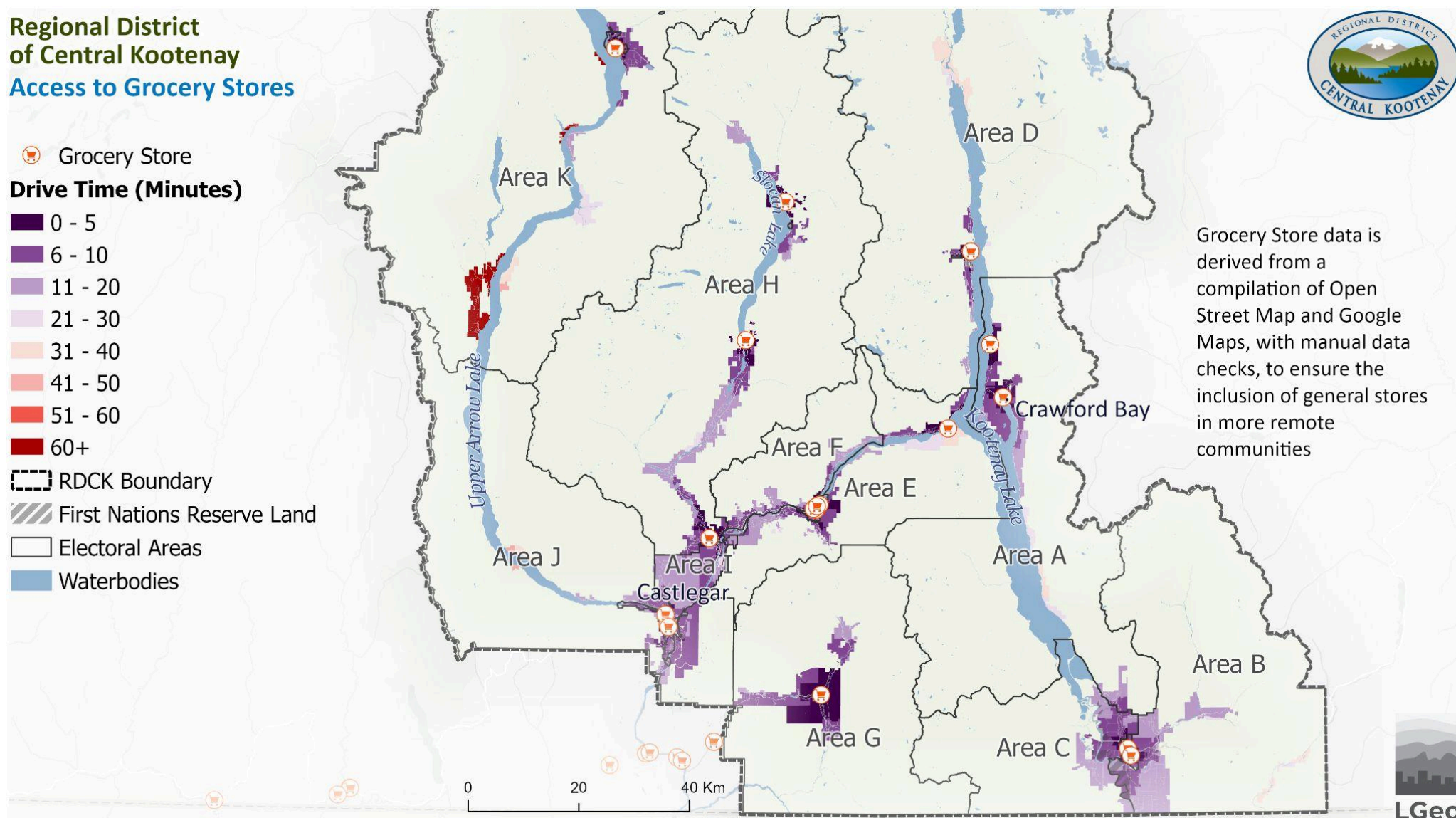


Figure B2. Map of drive time to the nearest grocery store from every parcel in the RDCK.

Regional District of Central Kootenay Combined Education Access Score

- Best Access
- High Access
- Moderately High Access
- Moderate Access
- Lower Moderate Access
- Limited Access
- Very Limited Access
- Lowest Access
- RDCK Boundary
- First Nations Reserve Land
- Electoral Areas
- Waterbodies



Daycare Facility and Public School data is derived from BC's Open Data Catalogue, 2025

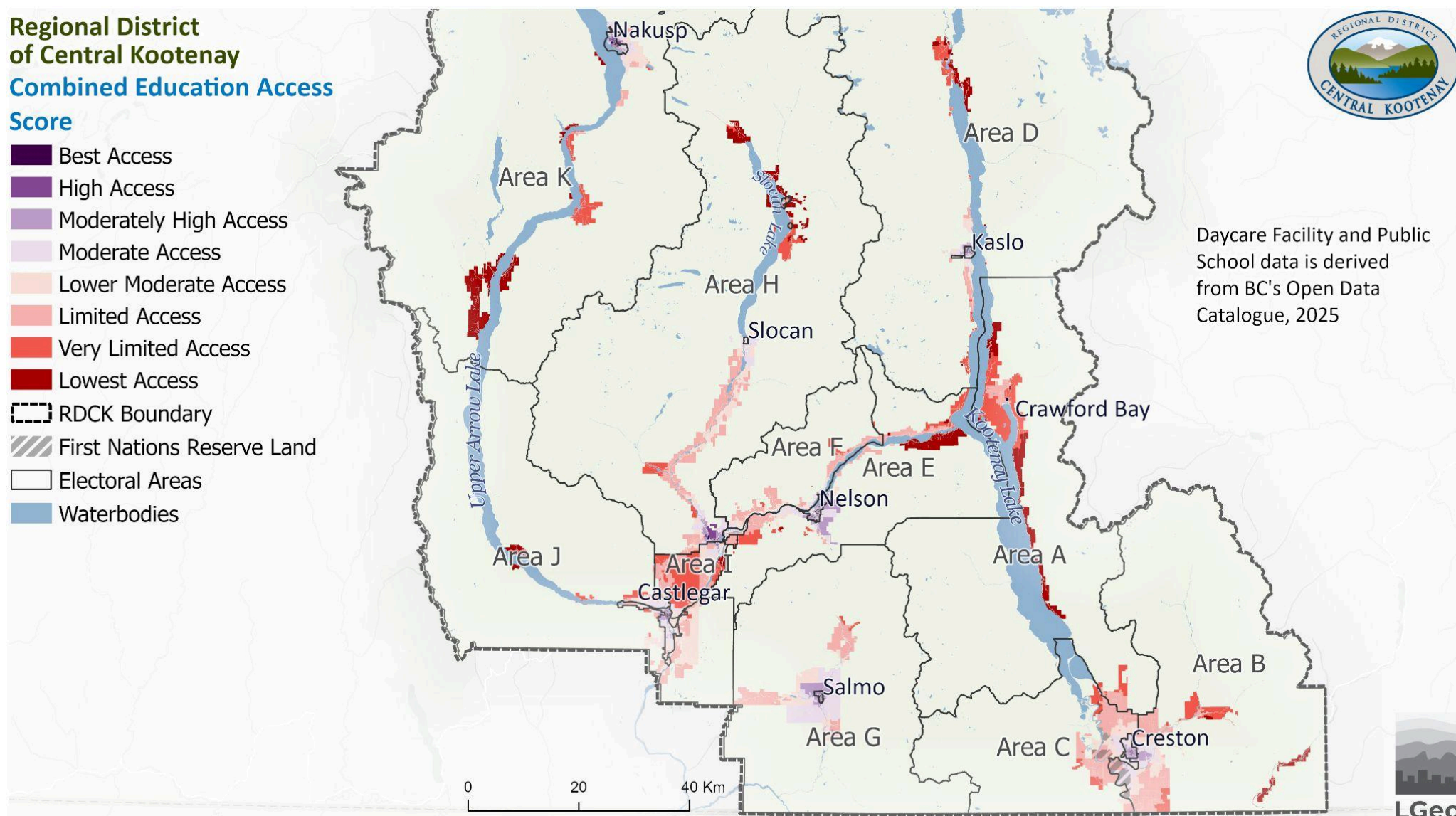


Figure B3. Map of combined education access including access to elementary, secondary and daycare from every parcel in the RDCK.

**Regional District
of Central Kootenay**
**Access to Hospitals - ER Open
24 hours**

 Hospital

Drive Time (Minutes)

-  0 - 5
-  6 - 10
-  11 - 20
-  21 - 30
-  31 - 40
-  41 - 50
-  51 - 60
-  60+

 RDCK Boundary

 First Nations Reserve Land

 Electoral Areas

 Waterbodies



Hospitals considered have
a 24-hour ER

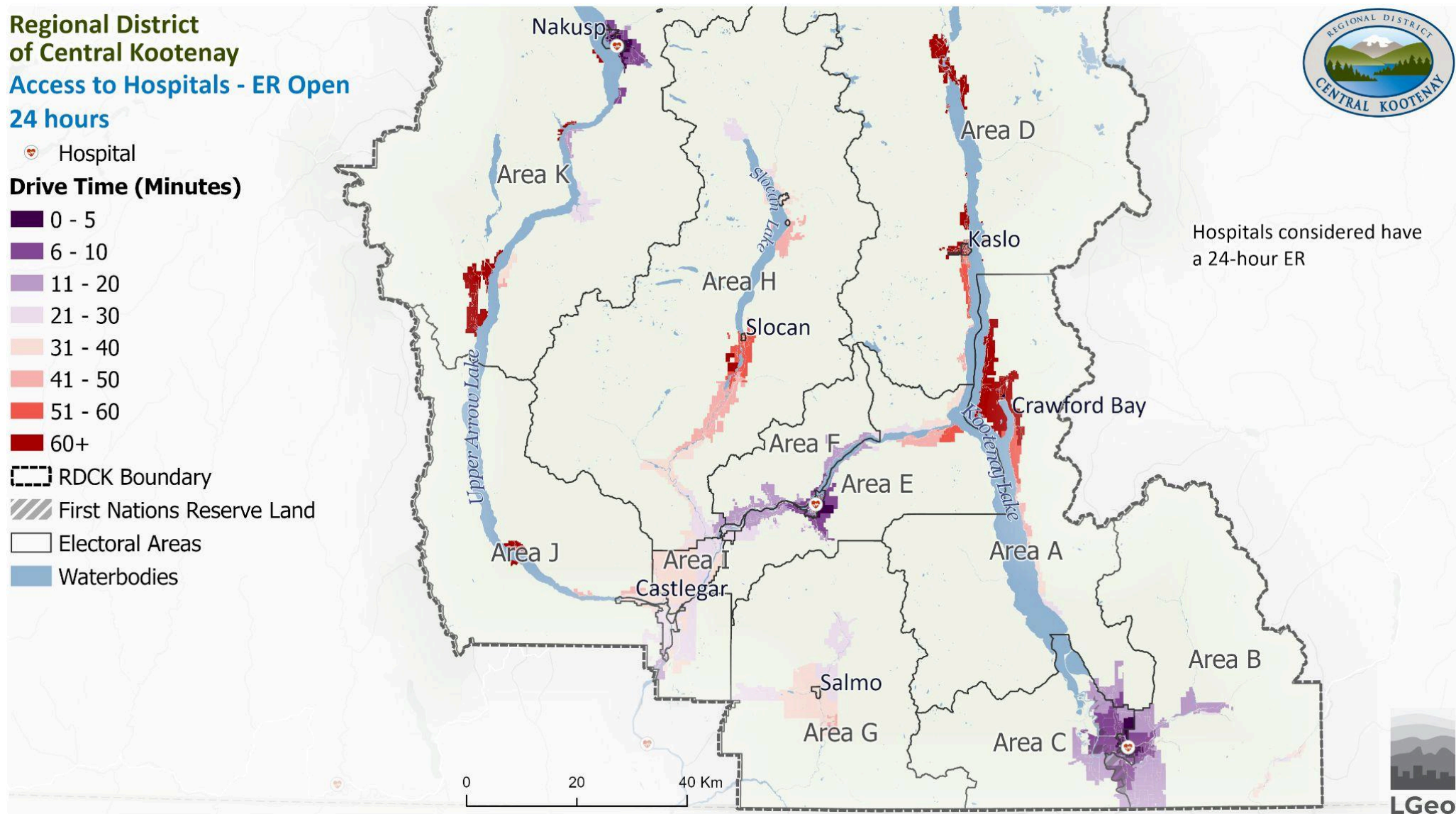


Figure B4. Map of drive time to the nearest 24 hour hospital facility from every parcel in the RDCK.

Regional District of Central Kootenay Distance from Fire Hall



Fire Hall
Drive Time (Minutes)

- 0 - 5
- 6 - 10
- 11 - 20
- 21 - 30
- 31 - 40
- 41 - 50
- 51 - 60
- 60+

- RDCK Boundary
- First Nations Reserve Land
- Electoral Areas
- Waterbodies

Fire hall data is derived from BC's Open Data Catalogue via their First Responders dataset, 2025

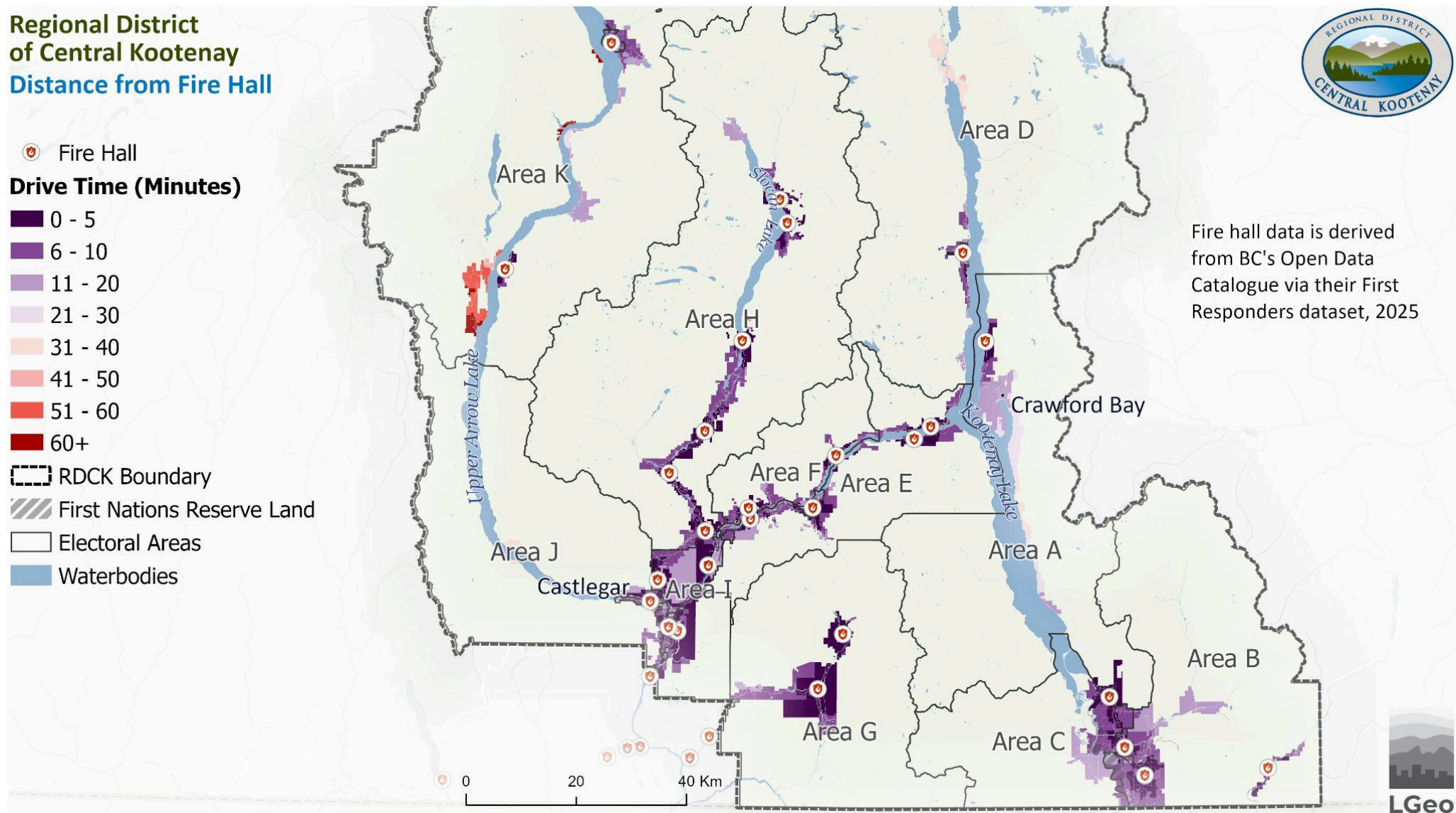


Figure B5. Map of drive time to the nearest fire hall from every parcel in the RDCK.

Regional District of Central Kootenay

Access to Transit Stops - Avg Walk and Wait Time

 Bus Stops

Point Count

 Low

 High

Walk + Wait Time (Minutes)

 <5

 6 - 10

 11 - 20

 21 - 30

 31 - 40

 41 - 50

 51 - 60

 60+

 RDCK Boundary

 First Nations Reserve Land

 Electoral Areas

 Waterbodies



Bus stop locations are clustered, showing a higher density of bus stops where the bus icon is larger. Indicator includes walk and average bus wait time.

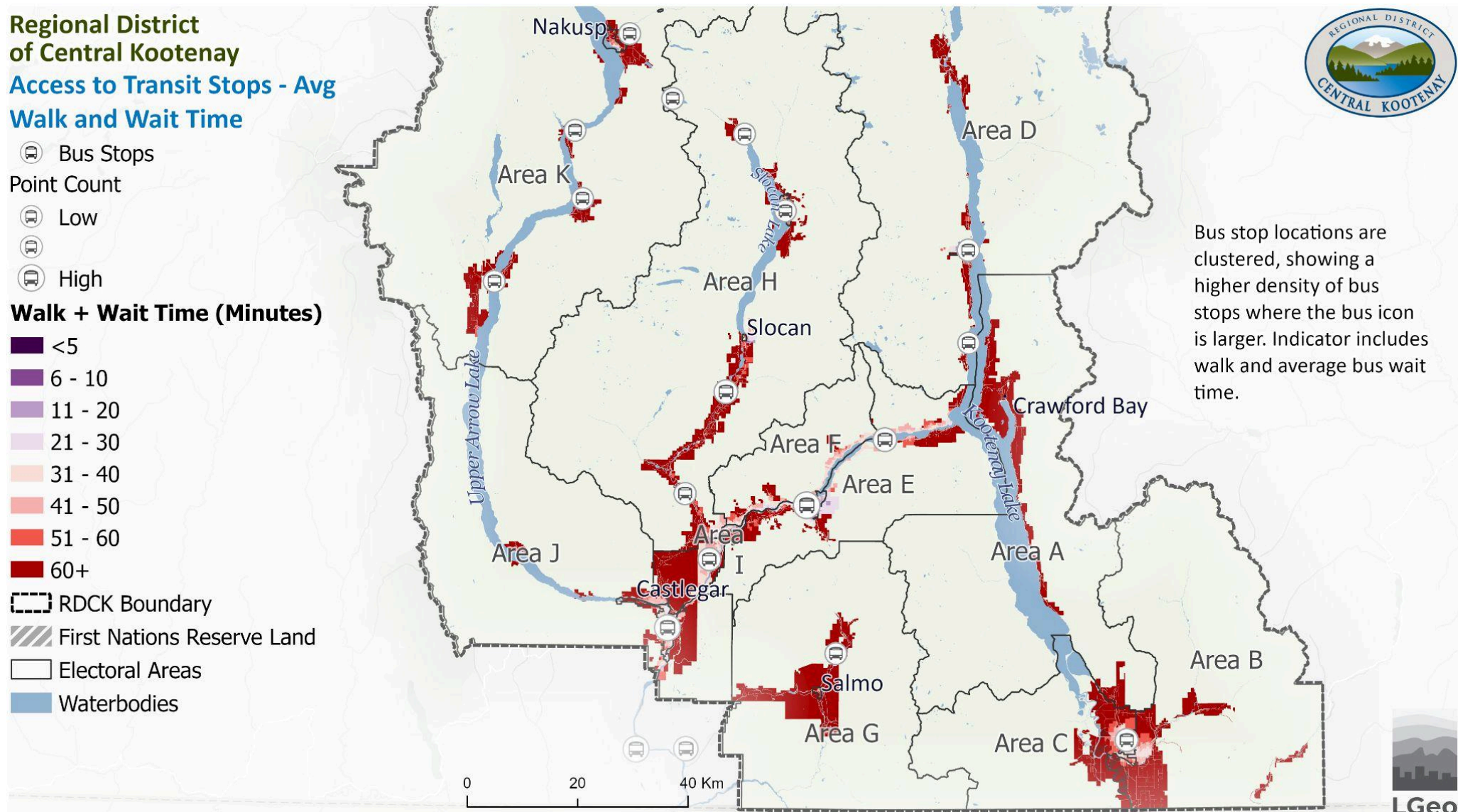


Figure B6. Map of walk and wait time at nearest bus stop from every parcel in the RDCK.

Regional District of Central Kootenay Access to Parks

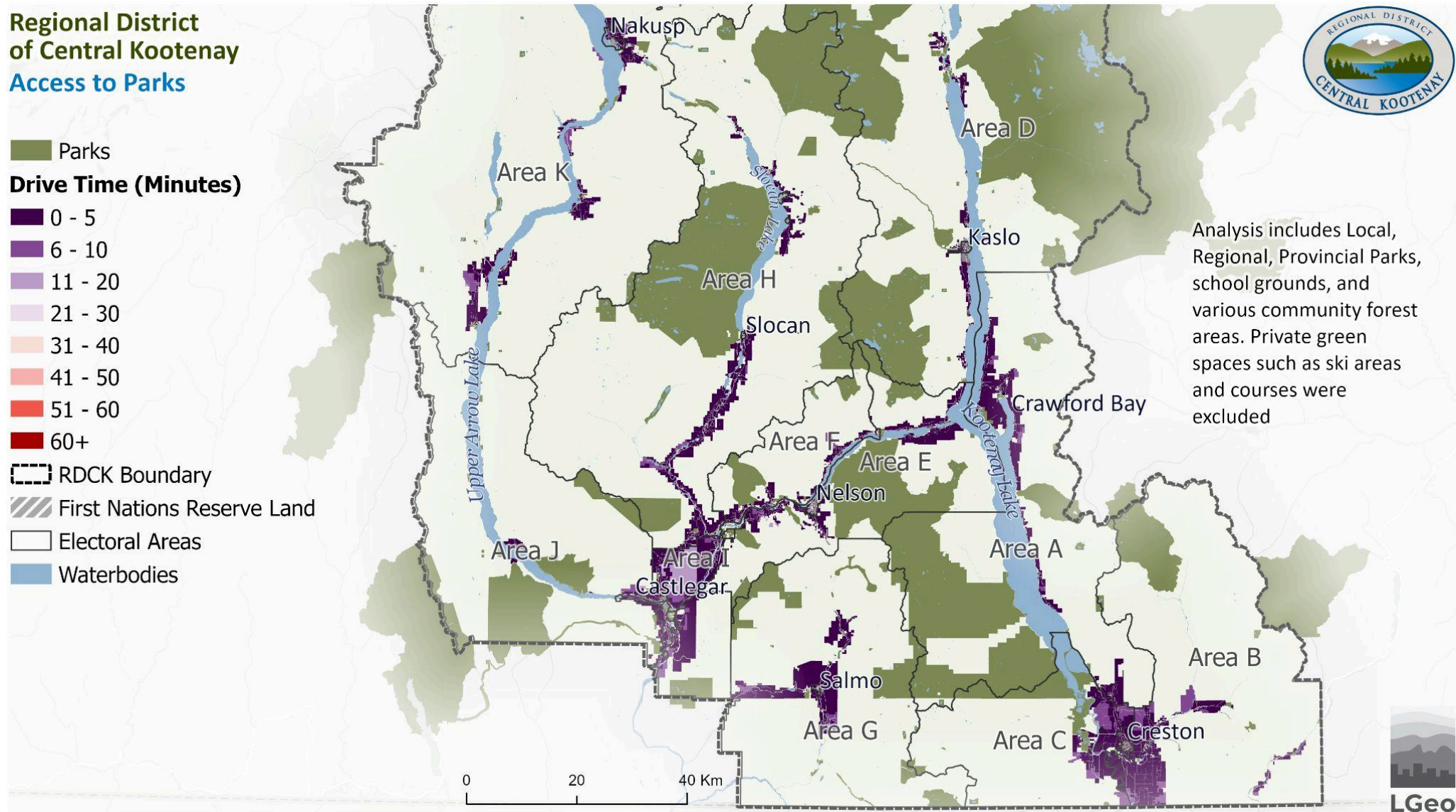
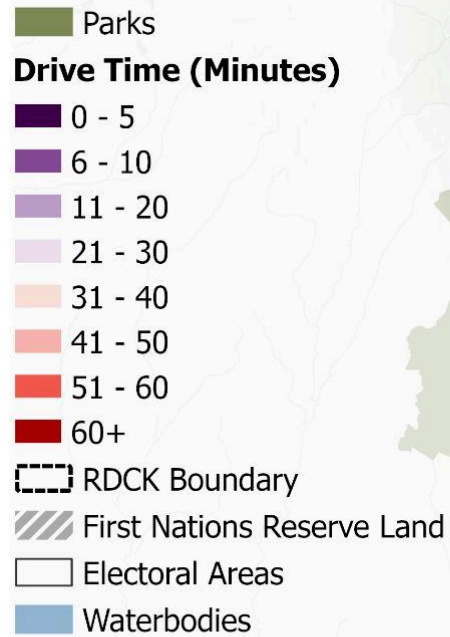


Figure B7. Map of drive time to the nearest park from every parcel in the RDCK.

Regional District of Central Kootenay Access to Community Infrastructure



Bus Stops

Point Count

Low

High

High

Walk + Wait Time (Minutes)

<5

6 - 10

11 - 20

21 - 30

31 - 40

41 - 50

51 - 60

60+

RDCK Boundary

First Nations Reserve Land

Electoral Areas

Waterbodies

Community Infrastructure includes community centres, recreation & arena facilities, and town hall spaces.

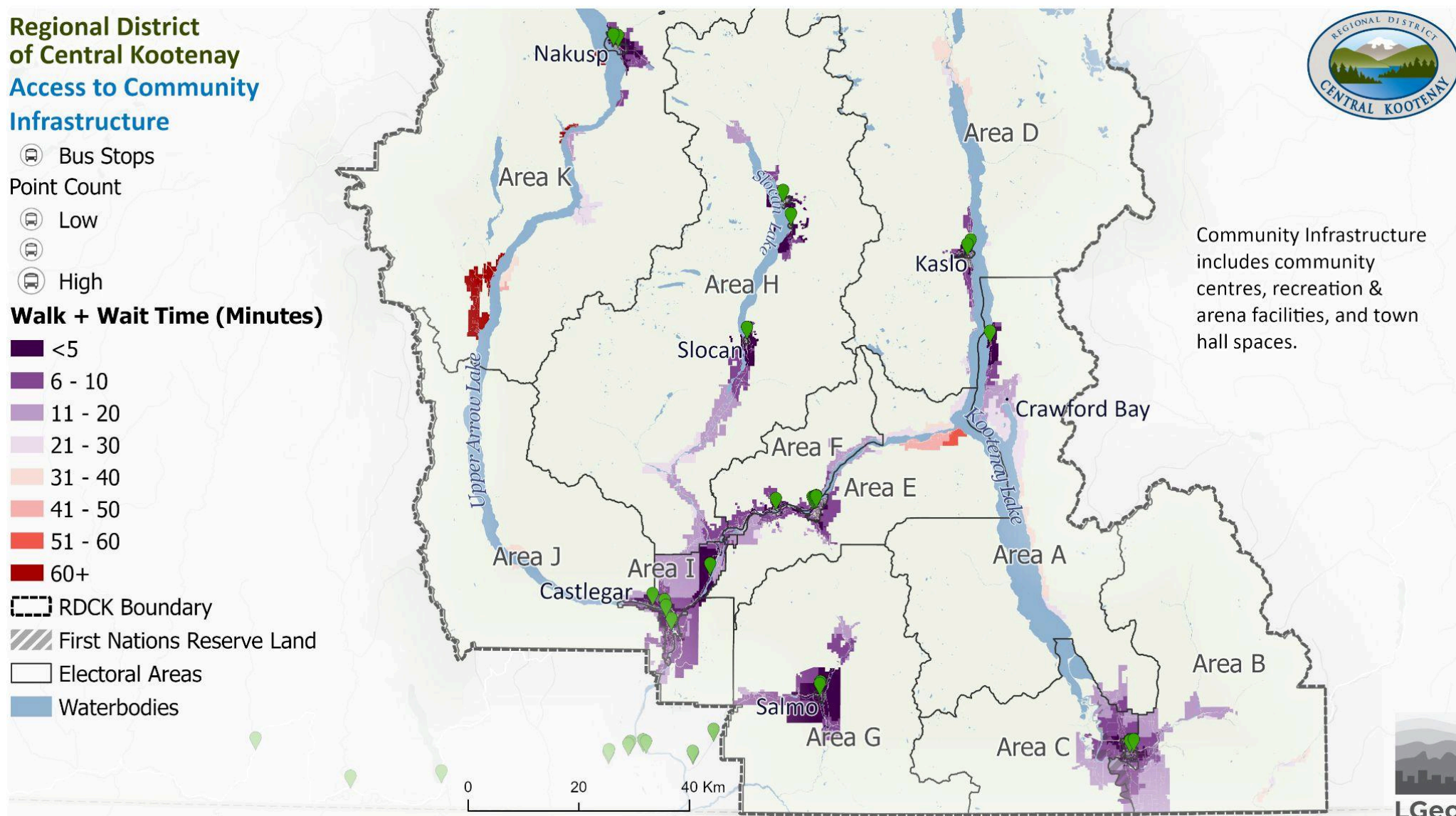


Figure B8. Map of drive time to the nearest community space from every parcel. Community spaces include community centres and town hall gathering spaces.

Regional District of Central Kootenay Urban Development Likelihood



Parcels depicted in dark purple are vacant residential parcels that are serviced with sewer and water. All parcels within Creston's Residential Growth Containment Boundary as well as Castlegar and Nelson's municipal boundary are assumed to have servicing.

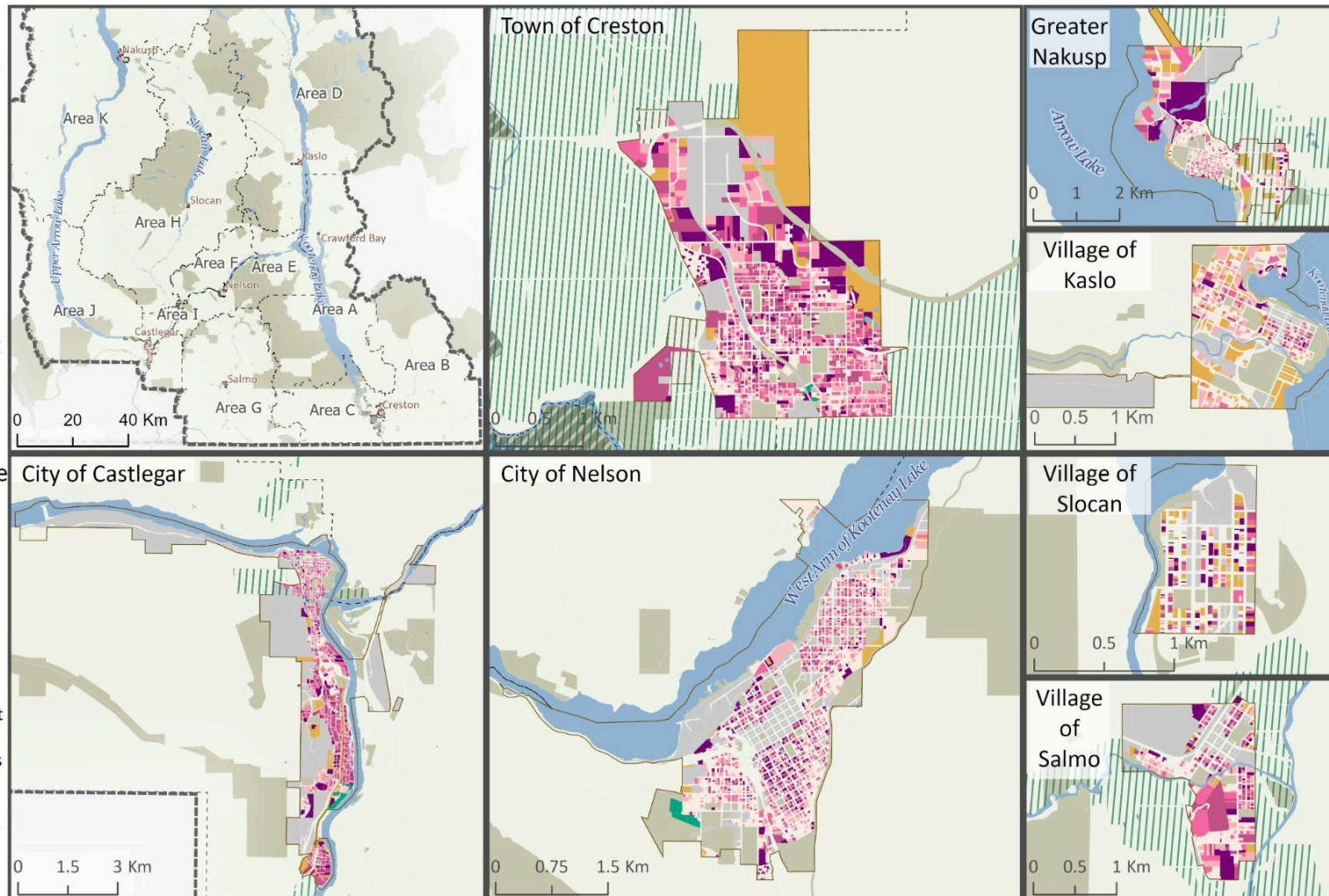


Figure B9. Urban development likelihood score at the parcel scale.

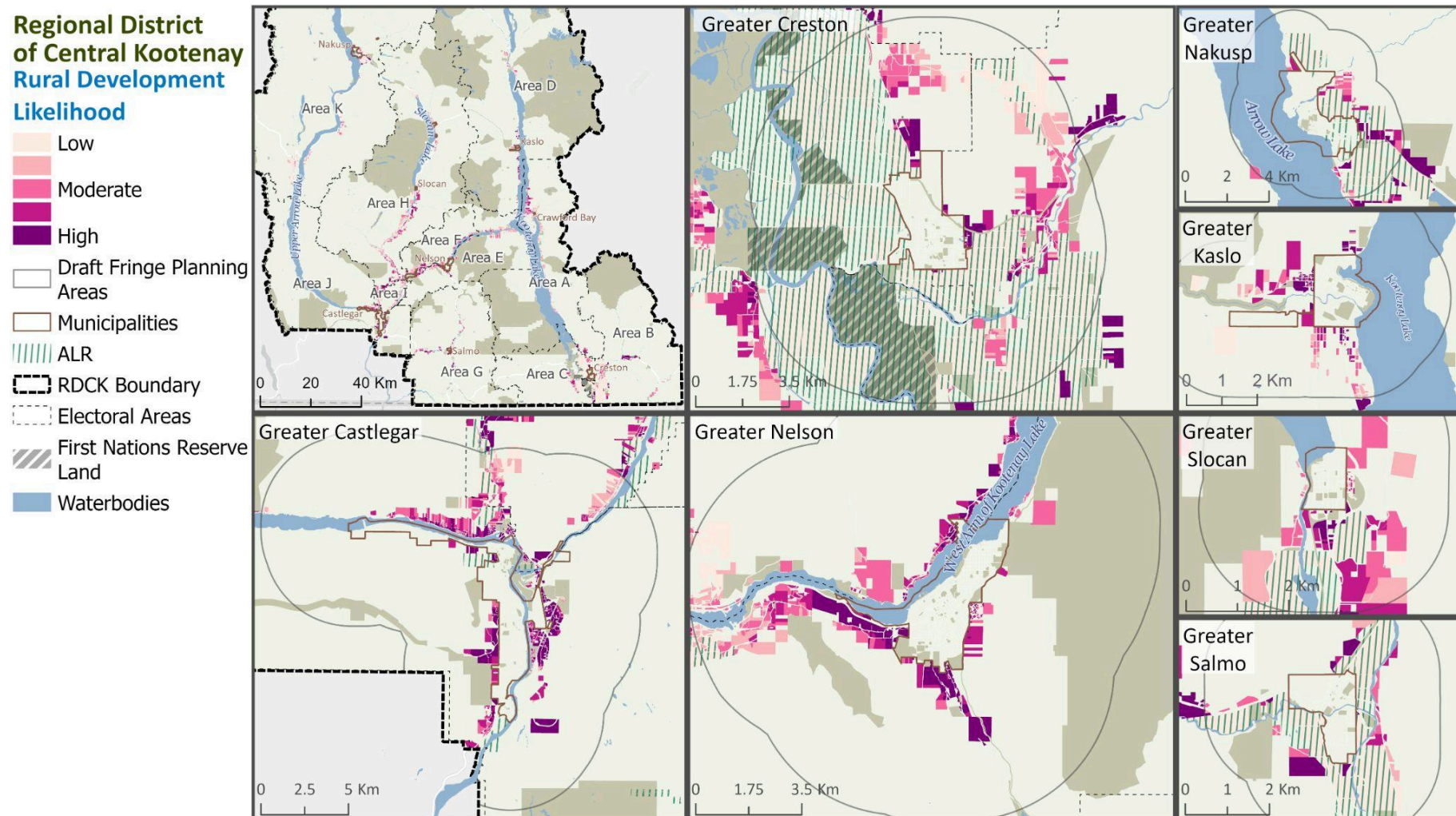


Figure B10. Rural development likelihood score at the parcel scale.

Regional District of Central Kootenay Localized Fire Threat

Wildfire Threat Class

- Very Low
- Low
- Moderate
- High
- Extreme
- No Data

RDCK Boundary

First Nations
Reserve Land

Electoral Areas

Municipalities

Parks

Waterbodies

Localised Wildfire Threat data is derived from a Regional Study conducted by the RDCK in 2023/24. Mapping layers were unavailable from the RDCK for Electoral Area K and H

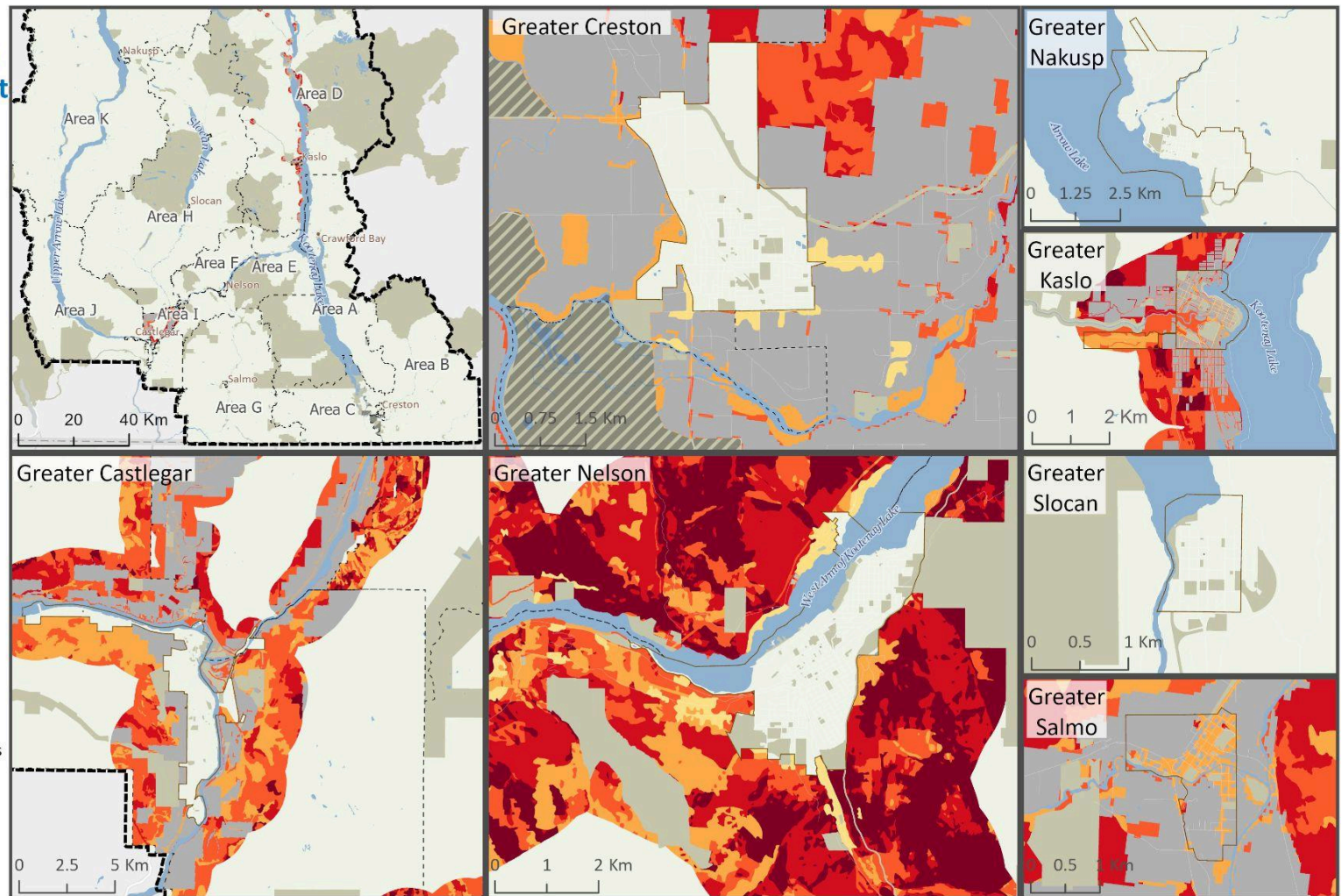


Figure B11. Fire threat for Fringe Planning Areas with available RDCK data. Fire threat was not used as an indicator in this project, however it is still an important factor to consider in relation to future growth and mitigation efforts.

Appendix C - Engagement Summary

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Executive Summary

The Regional District of Central Kootenay (RDCK) and its partners have received grant funding through the UBCM Complete Communities Program to conduct a region-wide study on community needs. The Regional and Local Community Needs Project aims to integrate and build upon the region's various municipal and electoral area planning initiatives to ensure a cohesive approach to regional planning by analyzing community needs across all 11 electoral areas within the RDCK as well as the 7 partnering municipalities (City of Castlegar, Town of Creston, Village of Kaslo, Village of Nakusp, City of Nelson, Village of Salmo, and the Village of Slocan).

The first round of engagement took place from November 12th to December 2nd, 2024, and it was focused on seeking input from residents to identify areas that should be protected for their natural, rural and agricultural value, and other areas where greater housing choice, jobs, transportation and community services may be needed. Presentations to the Rural Affairs Committee (October 16th), Village of Slocan Council (November 12th) and Town of Creston Council (November 26th) were focused on informing elected officials about the overall Regional and Local Community Needs project.

The first round of engagement reached over 360 people through an online survey. Engagement results from Round 1 will help to inform the scoring of various indicators feeding into growth potential maps by providing insights on the priorities and values from participating residents. **The top three most reported communities that respondents lived in were Electoral Area E, the City of Nelson, and Electoral Area A.**

Results from the first round of engagement indicate:

- **Key strengths in meeting local community needs** – parks, green spaces and schools are community needs that were reported as being adequately met at a local scale.
- **Gaps in housing choice, diversity of housing and employment** – housing choice, diversity of housing, and employment are not adequately met at the local level and are missing from the region as a whole. Respondents are less likely to travel outside of where they live or work to access these needs.
- **Some community needs are accessed at a regional scale** – respondents are more willing to travel outside of their community to access a diversity of shops and restaurants, grocery stores and healthcare facilities.
- **Transportation challenges** – some respondents experience transportation challenges in accessing community needs outside of where they live.

Engagement results also indicate that participants value:

- **Connected communities within and across the region** – there is a strong desire to improve connectivity within and across communities through public transportation, walkability, trails, and ferry service.
- **Protecting the natural, rural and agricultural character of the RDCK's diverse communities** - there is a strong desire for communities to maintain their existing character such as rural, village/town, suburb, city/urban. This is mainly characterized by housing form and density. There is also a desire to protect the natural environment and enhance biodiversity.
- **Enhanced social infrastructure** – there is a desire for improved social and health infrastructure to meet current and future needs. These included a regional hospital and recreational facilities (e.g. rinks, gymnasium).
- **A resilient community** – there is a desire to strengthen community resilience through greater food security, fire safety, health services, and affordability.
- **Prioritizing certain factors when areas identifying areas for new housing, transportation, infrastructure and community services** – key factors include protecting residents from natural hazards, protecting natural assets and community character, ensuring adequate access to utilities, and affordable housing

- **Balancing infill and greenfield development** – there is a desire to see a balance of infill and greenfield development, with a stronger bias towards infill.

Project Background

The Regional District of Central Kootenay (RDCK) and its partners have received grant funding through the UBCM Complete Communities Program to conduct a region-wide study on community needs. The Regional and Local Community Needs Project aims to integrate and build upon the region's various municipal and electoral area planning initiatives to ensure a cohesive approach to regional planning by analyzing community needs across all 11 electoral areas within the RDCK as well as the 7 partnering municipalities (City of Castlegar, Town of Creston, Village of Kaslo, Village of Nakusp, City of Nelson, Village of Salmo, and the Village of Slocan).

The project will identify key areas to protect the region's natural, rural, and agricultural qualities and areas that can accommodate new housing, transportation, infrastructure and community services. This approach aims to better meet community needs at a local and regional scale and ensure that municipal/rural land uses in neighbouring communities and jurisdictions complement each other. The project is considering:

- The unique characteristics of rural communities and how they differ from more urban contexts;
- Co-location of housing with social and physical infrastructure;
- A diversity of housing options in growth areas close to community services, and transportation networks; and,
- Alignment of long-term servicing requirements (e.g. water and sewerage) with housing needs and long-term regional and local planning objectives.

The community needs analysis will identify areas to protect the region's natural, rural, and agricultural qualities and areas where new housing, transportation, infrastructure and community services may be focused. It will also help determine what type of community services are suitable in a rural context in contrast to what may be required in a municipal context. This work will be done in alignment with community values and priorities, and within a socially, economically and environmentally sustainable lens for generations to come.

From November 12th, 2024 to December 2nd, 2024 the Regional District of Central Kootenay, Licker Geospatial, and MODUS Planning, Design & Engagement hosted the first round of engagement. Technical analysis in Phase 1 included selecting a high-quality list of relevant indicators that can be used for community evaluation, and modelling growth.

The first round of engagement reached over 363 people through an online survey, as well as presentations to the RDCK's Rural Affairs Committee (RAC), the Town of Creston's Council and the Village of Slocan's Council. Engagement results from Round 1 will help to inform the scoring of various indicators feeding into growth potential maps by providing insights on the priorities and values from a broad cross-section of residents. Residents were notified about public engagement through social media, and the RDCK website. This report includes key findings about what we heard from residents who participated in the first round of engagement.

What We Did: Round One Public Engagement

Key Highlights

- **363 survey responses** received and reviewed
- **249 project webpage** visitors: <https://engage.rdck.ca/regional-and-local-community-needs-project>
- **~ 93 interactions on social media** (including clicks, reactions, comments and shares)

Engagement Activities

Outreach to Community: Engage RDCK and Social Media (November 12th Updated Website and Social Media Launch)

At the beginning of Round 1, we reached out to the community through the Regional District and partner municipalities' social media platforms to let residents and community members know about the project and the engagement opportunities. The Engage RDCK [webpage](https://engage.rdck.ca/regional-and-local-community-needs-project) was updated to inform community members of upcoming round 1 engagement activities, including a link to the online public survey. The purpose of community outreach was to raise awareness of the project and opportunities for the public to engage. In addition, invitation emails were sent to local First Nations, to inform them of the project and to understand their level of interest and capacity to be involved. Emails were also sent out to key interest holders to inform them of the project and opportunities to engage in the process.

Online Survey (November 12th, 2024 to December 2nd, 2024)

The online survey was focused on raising awareness of the project and exploring resident priorities. It sought to understand how the RDCK can better meet regional and local community needs, what areas in the Regional District should be protected for their natural, rural and agricultural qualities, and what areas may be better suited to accommodate more housing, transportation, infrastructure and community services.

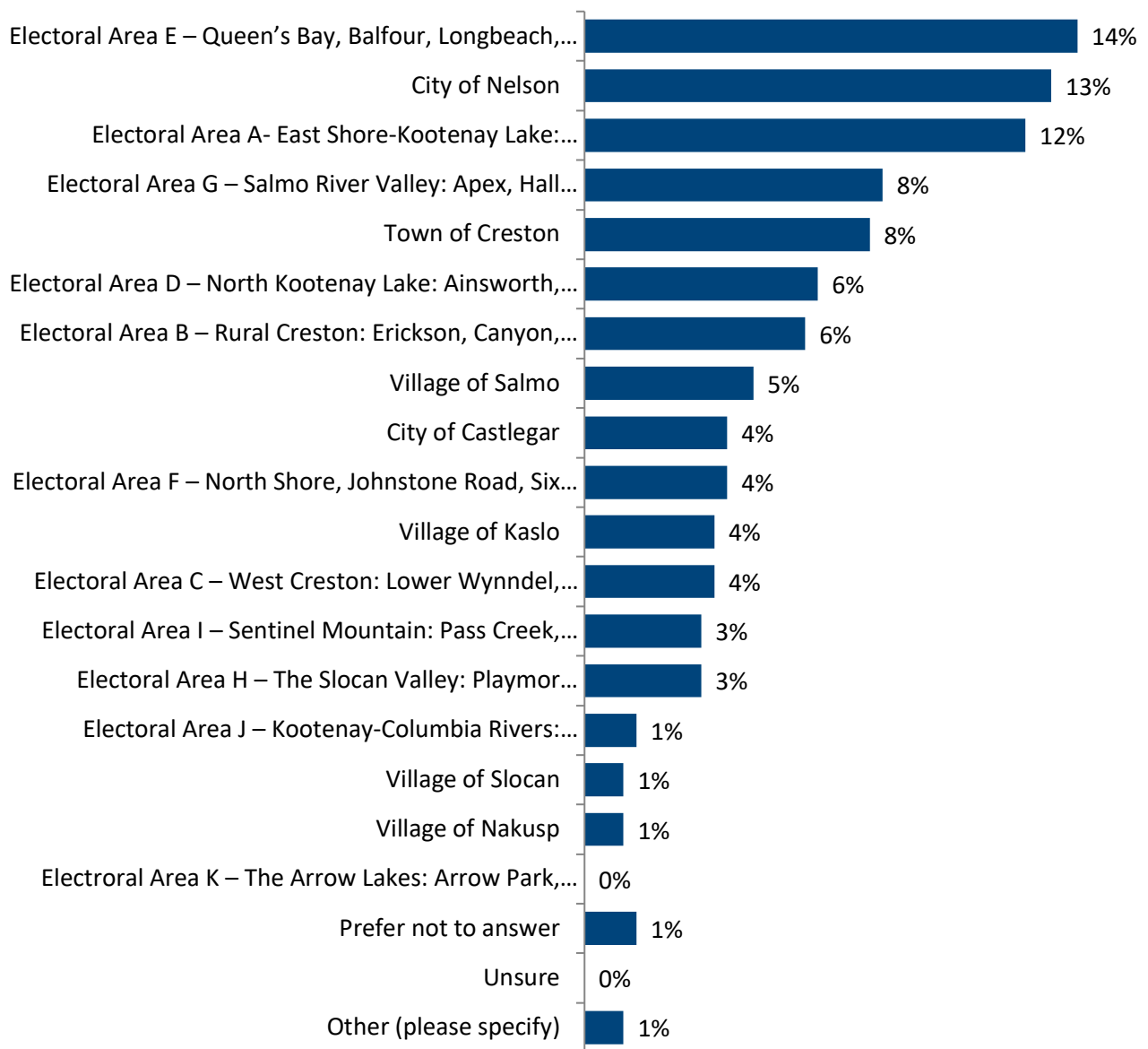
Presentations to the Rural Affairs Committee (RAC), Town of Creston Council and Village of Slocan Council (October 16th (RAC), November 12th (Slocan), and November 26th (Creston) 2024)

The project team presented the Regional and Local Community Needs project to the RDCK's Rural Affairs Committee (RAC). The Town of Creston and Village of Slocan also requested delegations and presentations were given to their respective Councils. The purpose of the presentations to the RAC, Town of Creston Council and Village of Slocan Council was to inform elected officials about the Regional and Local Community Needs project, including explaining the purpose of regional planning and the benefits of taking a regional planning approach to regional and local community needs.

Who We Heard From

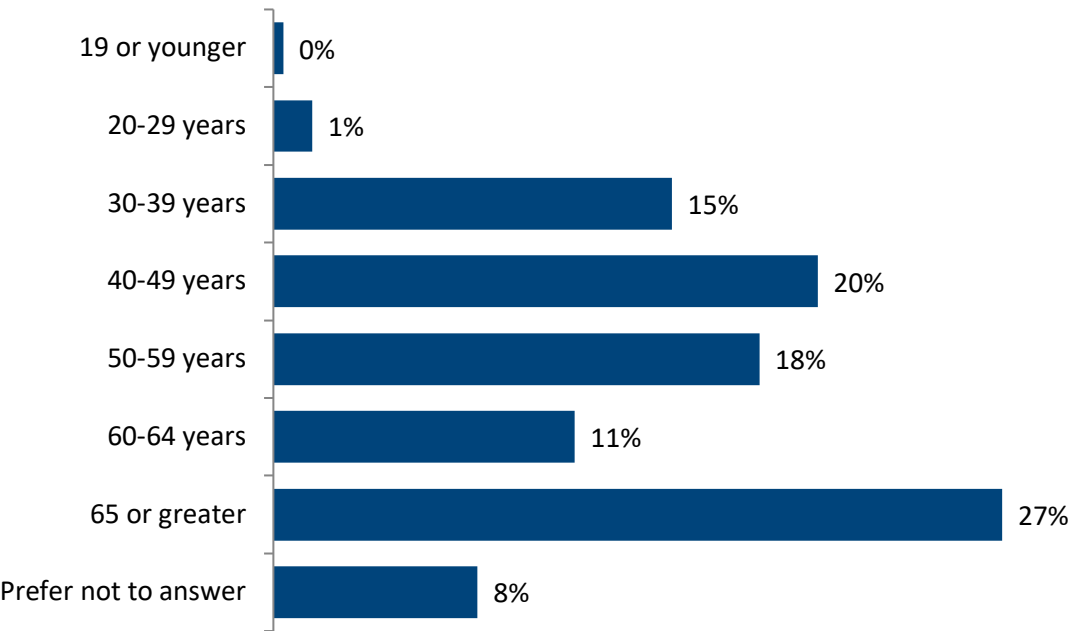
The online public survey received 363 responses between November 12th, 2024 and December 2nd, 2024. The following graphs describe who we heard from.

Where do you reside?



The top three respondent locations were Electoral Area E, the City of Nelson, and Electoral Area A. Future engagement activities should consider increased efforts to reach residents in Electoral Areas K and J, as well as the Village of Nakusp and the Village of Slocan.

What is your age bracket?



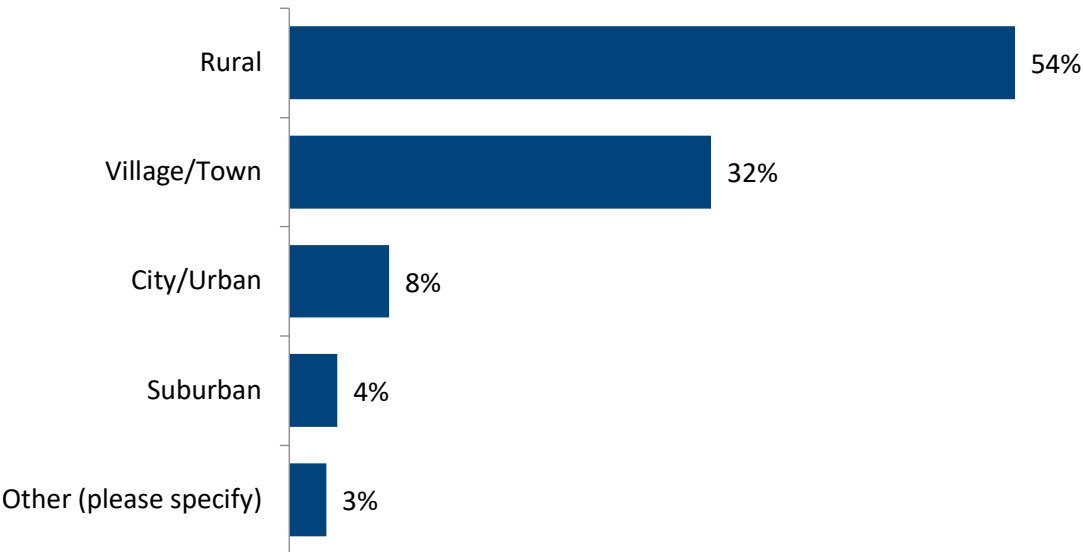
The top three age brackets reported by respondents were 65 or greater, 40-49 years, and 50-59 years. Future engagement activities should consider increased outreach to youth, especially those aged 29 and younger.



What We Heard

This report summarizes results from the first round of public engagement. Open-ended questions were summarized based on key themes that surfaced when analyzing respondent comments.

How would you best describe the community in which you live?



A majority of survey respondents described their community as Rural (54%), followed by Village/Town (32%), City/Urban (8%) and Suburban (4%). Respondents that selected “Other (please specify)” mentioned that they live in a specific place such as Nelson and Riondel, are in between places, or in a rural area but feels like a city.

What are some features of your community that make it feel like the type of community you chose above?

Community character (181)

Many respondents shared that they associate their community with specific characteristics. In general, having a smaller population, slower pace of life, and low-density forms of buildings. Those who selected rural identified their community as being quiet, private, and being distanced from others. In villages/towns, respondents identified being close to neighbours and having more access to services and amenities.

Access to services/amenities and commercial (90)

Respondents expressed that their access to services, amenities, and commercial areas vary depending on the community they live in. In rural areas, access is limited and often requires driving or taking a ferry to the nearest town centre. Those who live in village/town, city/urban, and suburban expressed that access to services and amenities is reasonable by driving and sometimes by foot.

Natural areas (55)

Respondents shared that they are grateful for the vast amount of natural areas surrounding them, and this was common across all communities. Some shared that this was one of the reasons they moved to the region.

Ease of getting around (47)

The ease of getting around varies for respondents. Most shared that compared to large cities, it is quite convenient to get around with a car as there are less traffic lights and traffic in general. Some shared that there is limited public transit and when the ferry is down, it makes it harder to get to where they need to go.

Places to connect (36)

Respondents shared that they appreciate that there are places for people to connect and thrive, such as outdoor and indoor recreation and community events/festivals. Respondents also described a welcoming and close-knit community which make them feel more connected to others in the community.

Agriculture and industry (24)

Respondents shared that with agricultural and industrial land, it feels less of an urban community. There is appreciation for farm stands and farmer's markets.

Governance (16)

Respondents shared that government involvement in their community is less compared to other districts, including level of servicing and amount and reinforcement of bylaws.

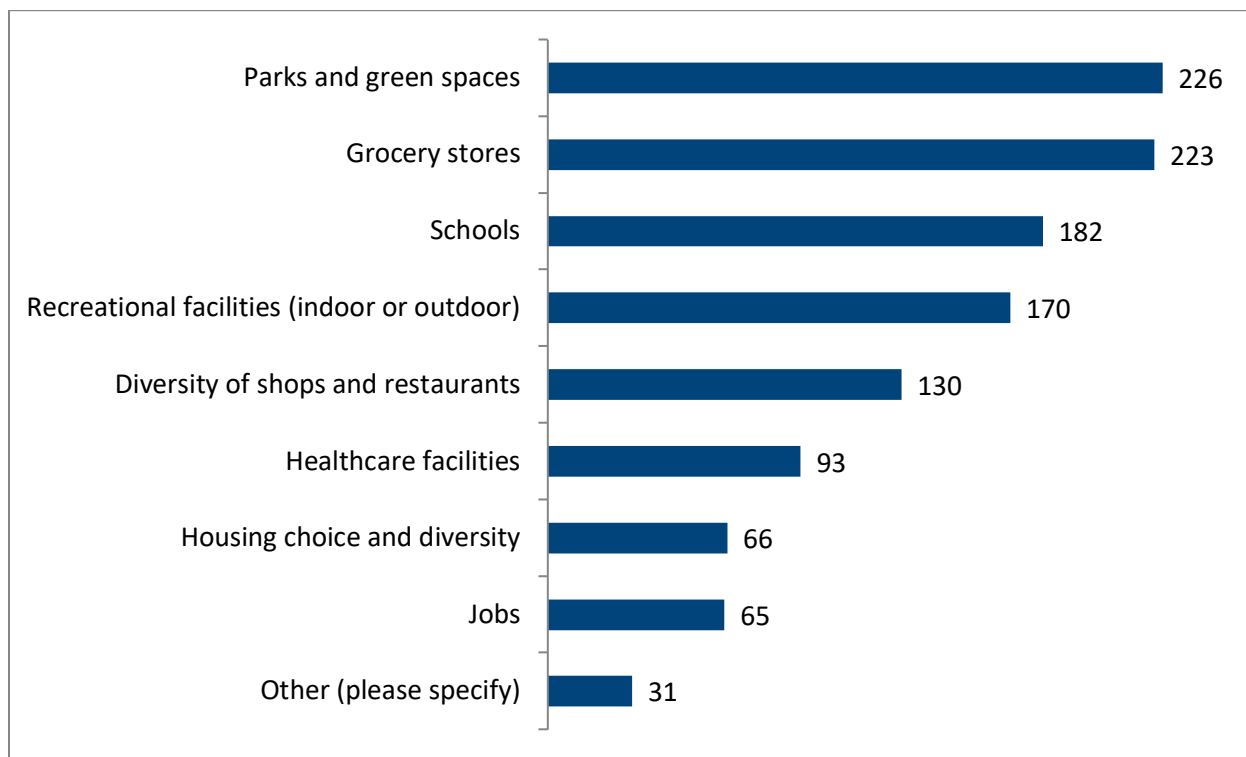
Infrastructure (15)

Respondents in rural areas shared that there is limited servicing and maintenance of infrastructure such as roads, sidewalks, septic systems, and street lights. In towns/villages, respondents shared that they have services such as garbage pickup, mail delivery, and street maintenance.

Affordability (3)

Respondents shared that in comparison to other places, housing is more affordable in their community.

What community needs do you feel are adequately met where you live, or in a nearby community?
Select all that apply.

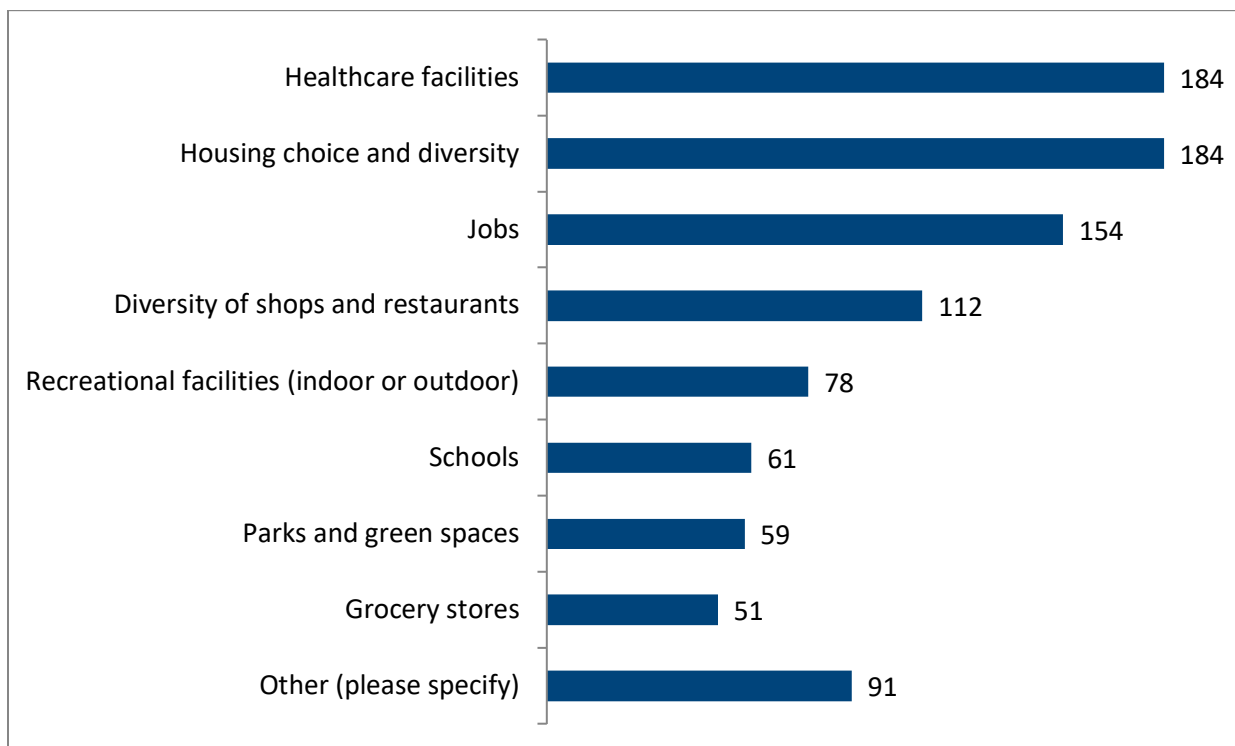


The top three community needs selected by respondents as being adequately met where they live, or in a nearby community include Parks and green spaces (226), Grocery stores (223) and Schools (182). Community needs that were selected the least were Healthcare facilities (92), Housing choice and diversity (66) and Jobs (65).

Participants that selected "Other (please specify)" mentioned:

- Seniors services
- Cultural spaces
- Access to public transportation
- Entertainment
- Access to trails

What community needs do you feel are not adequately met where you live, or in a nearby community?
Select all that apply.

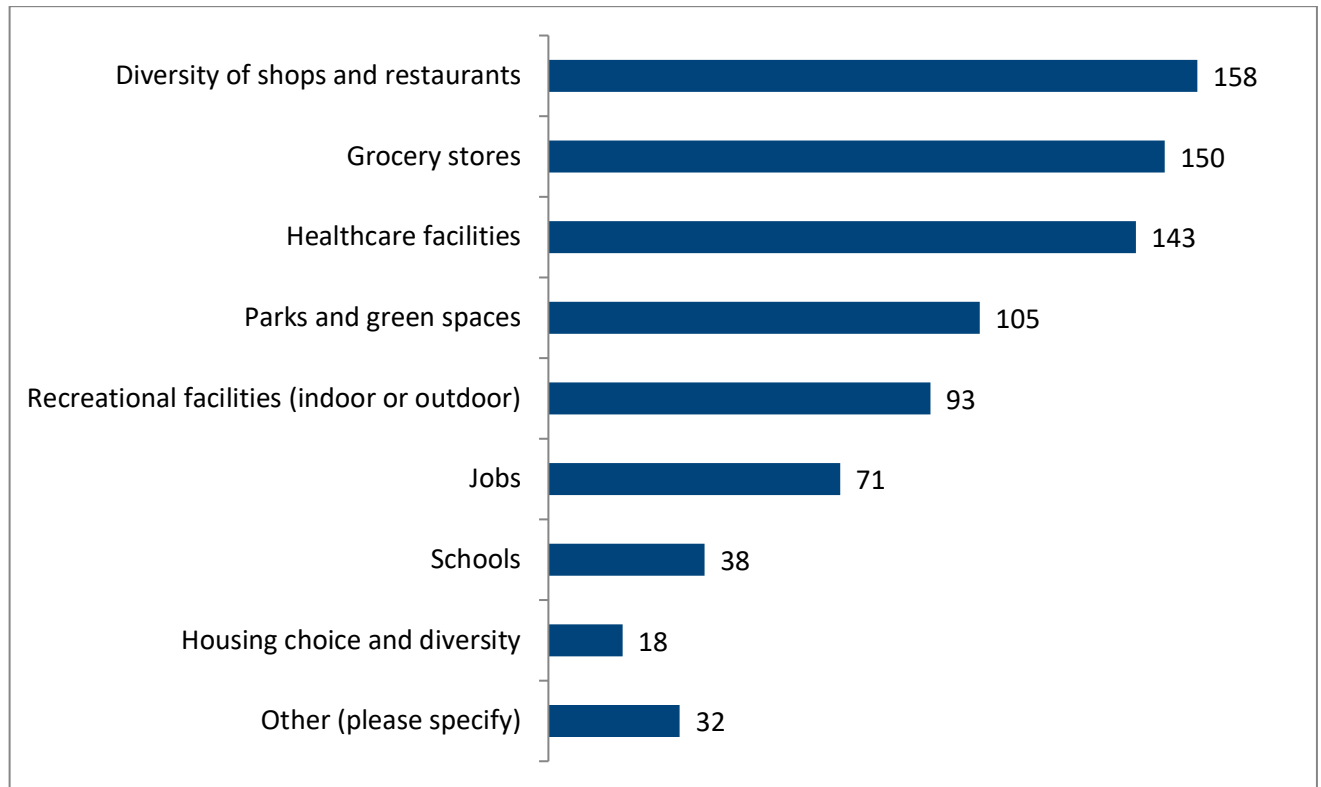


The top three community needs selected by respondents as not being adequately met where they live, or in a nearby community include Healthcare facilities (184), Housing choice and diversity (184) and Jobs (154). Community needs that were selected the least were Schools (61), Parks and green spaces (59), and Grocery stores (51).

Participants that selected “Other (please specify)” mentioned:

- Access to reliable public transportation, including busses and ferries
- Arts and cultural programs
- Firehalls
- Childcare spaces
- Health services such as a primary care centre, dental and veterinary clinic
- Access to schools

Are there community needs that you feel comfortable accessing outside of where you live or in communities further away? Select all that apply.

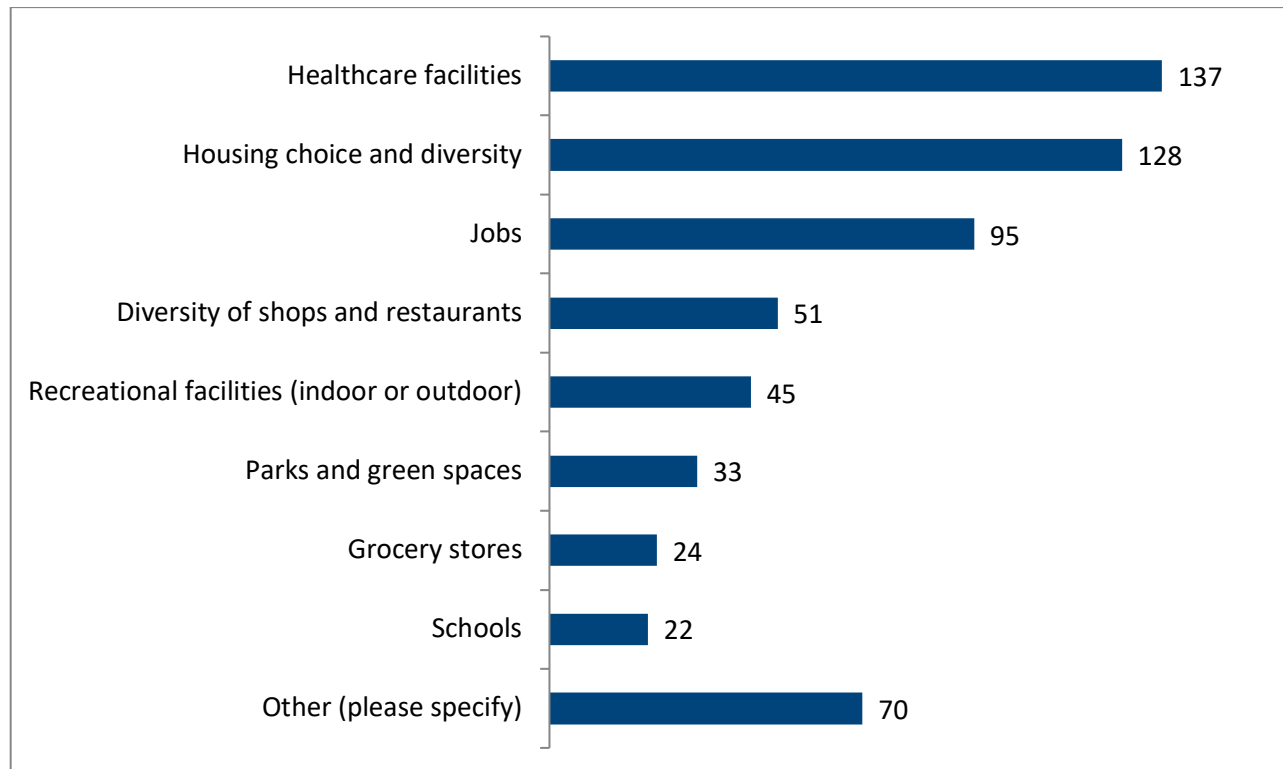


The top three community needs that respondents felt comfortable accessing outside of where they live or in communities further away, include a Diversity of shops and restaurants (158), Grocery stores (150) and Healthcare facilities (143). Community needs that were selected the least included Jobs (71), Schools (38) and Housing choice and diversity (18).

Participants that selected “Other (please specify)” mentioned:

- Access to childcare
- Access to a big box retail that carries a wide range of products
- Access to public transportation
- Medical appointments
- Recreational facilities

Are there specific community needs that are missing in the region as a whole? Select all that apply.

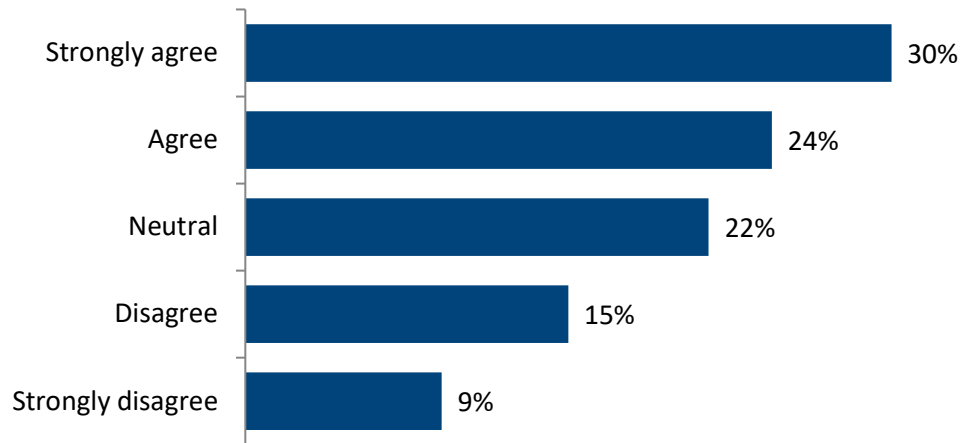


The top three selected community needs that respondents identified as missing from the region as a whole include Healthcare facilities (137), Housing choice and diversity (128), and Jobs (95). The three least selected community needs included Parks and green spaces (33), Grocery stores (24), and Schools (22).

Participants that selected “Other (please specify)” mentioned:

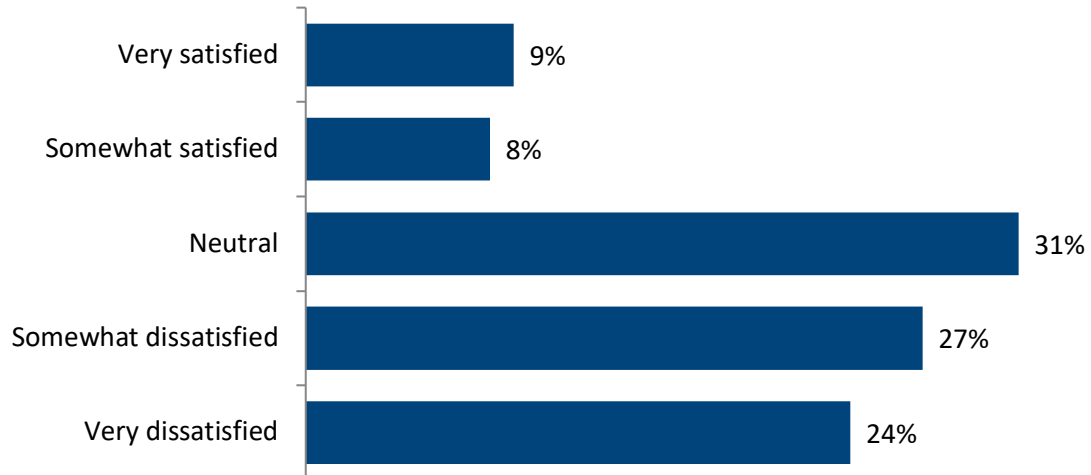
- Access to childcare
- Being a connected region through public transportation, trails, and active transportation
- Healthcare services such as a hospital, smaller clinics of all needs (e.g. optometry, dentistry)
- Firehall
- Arts and cultural spaces
- Recreational facilities
- Access to big box retail

Do you face any transportation challenges in accessing community needs outside where you live?



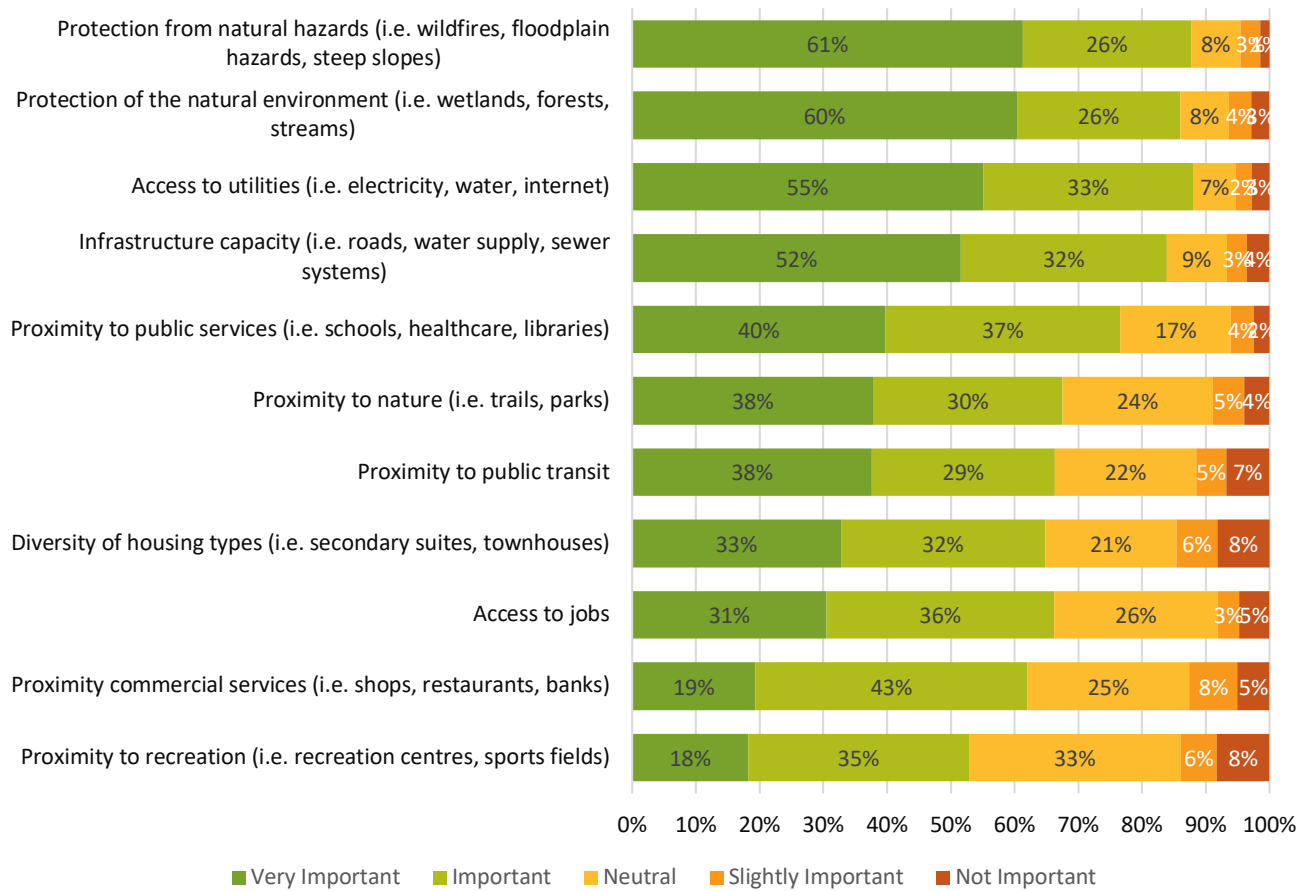
A majority of respondents strongly agreed or agreed (54.4%) that they face transportation challenges in accessing community needs outside where they live.

How satisfied are you with the diversity of housing in your community (i.e. the availability of secondary suites, townhomes apartments etc.?)



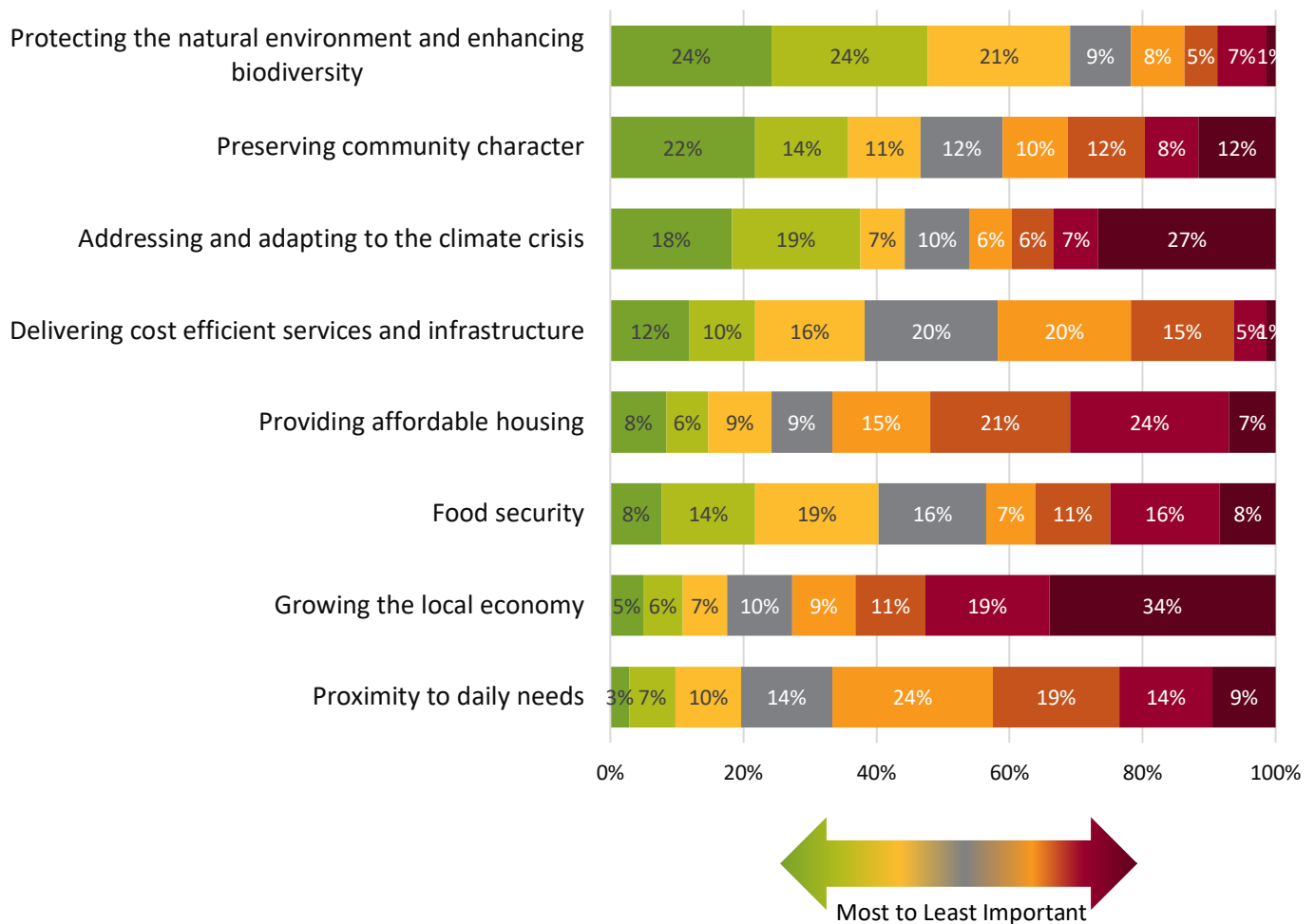
A majority of respondents (51.6%) expressed that they were either Very dissatisfied or Somewhat dissatisfied with the diversity of housing in their community. A significant number of respondents selected "Neutral" (31.45%) as their response.

How important is it to consider the following factors when identifying areas in our region that can accommodate new housing, transportation services, infrastructure and community services?



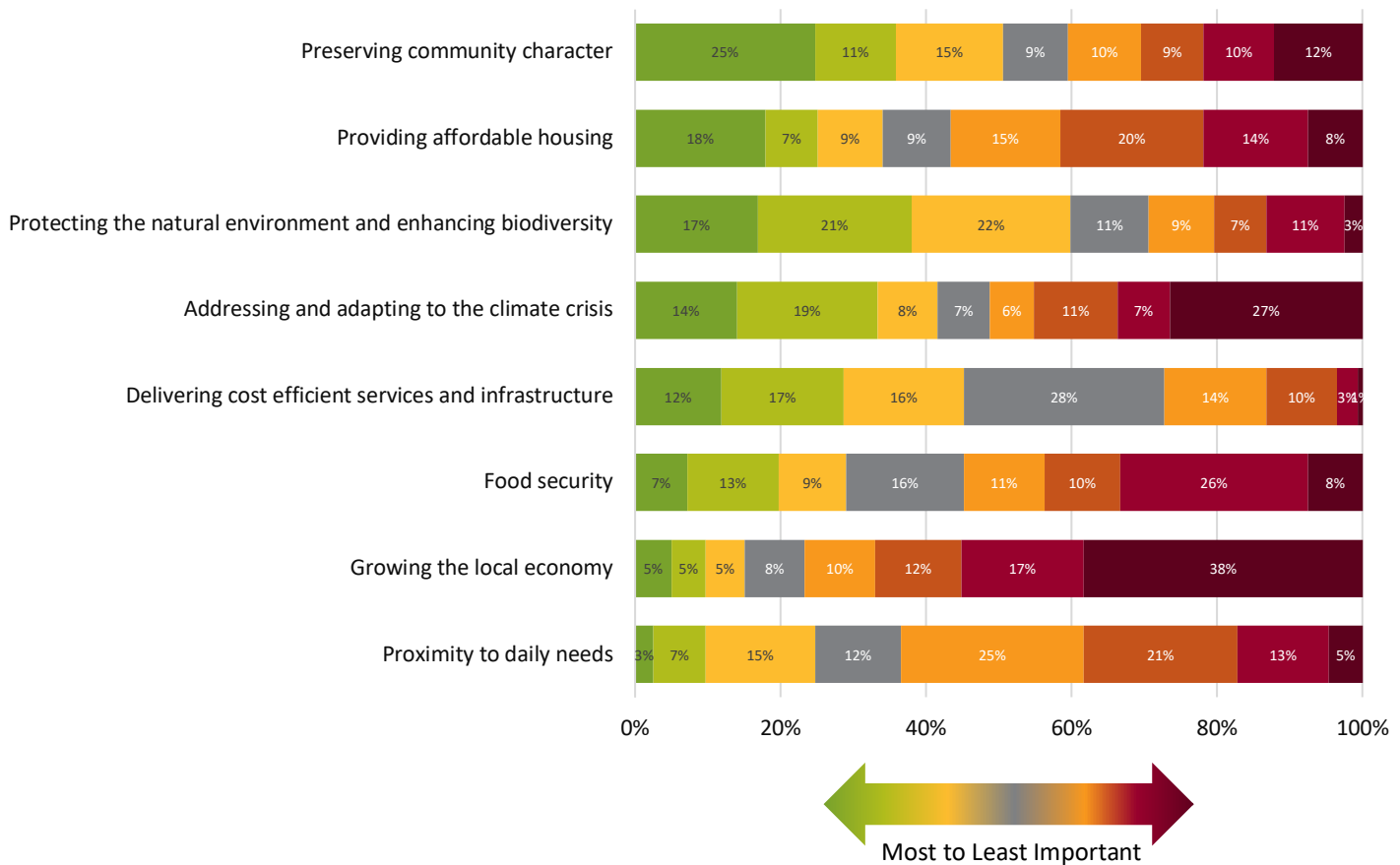
Respondents shared that the top factors to consider are protection from natural hazards, protection of the natural environment, and access to utilities. The least important factors are proximity to recreation and commercial services.

When thinking about the RDCK's natural, rural, and agricultural areas, what's most important to you?
Rank the options below.



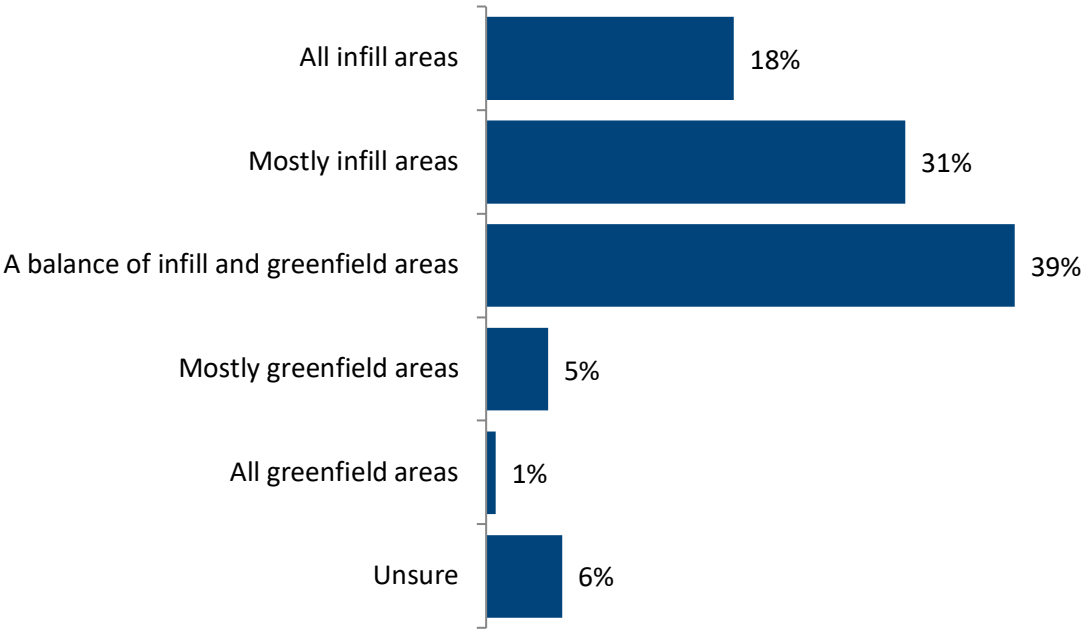
The factors that were selected by the highest percentage of respondents as the top consideration when thinking about the RDCK's natural, rural, and agricultural areas were protecting the natural environment, enhancing biodiversity and preserving community character. The factors that were selected by the highest percentage of respondents as the least important consideration were growing the local economy and proximity to daily needs.

When thinking about new housing, transportation services, infrastructure and community services in the RDCK, what's most important to you? Rank the options below.



The factors that was selected by the highest percentage of respondents as the top consideration when thinking about the RDCK's new housing, transportation services, infrastructure, and community services was preserving community character and providing affordable housing. The factors that was selected by the highest percentage of respondents as the least important consideration was growing the local economy and proximity to daily needs.

Should new developments be focused in infill areas (i.e. developing land within existing neighbourhoods) or in greenfield areas (rural and agricultural lands)?



Respondents were split in their preference for focusing new developments in infill areas as opposed to greenfield areas. Some respondents (49%) felt that new developments should be focused completely on infill areas (18%) or mostly infill areas (31%), Other respondents (39%) wanted new developments to be focused on a balance of infill and greenfield areas, while 6% felt that new developments should occur mostly in greenfield areas (5%) or completely in greenfield areas (1%). A minority of respondents (6%) were unsure.

Please share any specific concerns or suggestions about the protection of the RDCK's natural, rural and agricultural characteristics.

Environmental Protection (56)

Respondents stressed the importance of prioritizing and advocating for climate action initiatives. Examples include alternative heating options to prevent wood burning, watershed protection, natural areas protection, FireSmart and education.

Governance (55)

Respondents would like increased transparency in policy making and have staff and Council accountable for policies that are set. There were suggestions to work with local knowledge keepers and community organizations. There were also mixed thoughts about bylaws and the level of involvement of the Regional District – some respondents would like more involvement, and others would like there to be less regulation.

Food security and agricultural land (36)

Respondents expressed concern that there would be a lack of food security should growth occur, and to protect agricultural land to stand self-sufficient, especially during times of crises.

Sustainable and balanced growth (13)

Respondents are concerned with the lack of homes and amenities currently available and support a balanced approach to growth. Suggestions included balancing residential, industrial, and agricultural land; increasing housing stock to include market and non-market rentals.

Affordable housing (12)

Respondents are concerned about the lack of affordable and comfortable homes, food, and general costs of living.

Social infrastructure (10)

Respondents expressed the need for improved access to services and amenities such as healthcare, recreation, and community facilities. These are seen as pillars in communities to create connections and build healthy habits for all ages.

Limit Growth (7)

Respondents would like to maintain the rural charm of communities in the RDCK and limit growth. There are concerns about existing residents being priced out as development occurs.

Supporting Infrastructure (7)

Respondents stated concerns about existing means of supporting the community and that these should be addressed prior to growth. These include waste management, road safety, and water quality.

Please share any specific concerns or suggestions about new housing, transportation services, infrastructure and community services in the RDCK.

Improved Active and Public Transportation (75)

Respondents expressed that they would like a more connected and reliable region by path, bike, public transport, and road infrastructure. Some suggestions included a pedestrian bridge at Taghum, preventing ATVs and snowmobiles outside of designated areas, and passenger rail. These are seen as supportive infrastructure for the workforce, students, and seniors in particular.

Enhanced Social Infrastructure (55)

Respondents expressed that there is a need for improved social infrastructure to meet current and future needs. These included a regional hospital, and recreational facilities (e.g. rinks, gymnasium).

Housing for All (28)

Respondents shared that to accommodate a growing region, more housing and affordable housing is needed and to consider groups like seniors, young families, and the unhoused.

Infrastructure and Services (22)

Respondents stated concerns about existing means of supporting the community and that these should be addresses prior to growth. These include waste management, road safety, and water quality.

Affordability (21)

Respondents shared concerns about the current affordability of living in the region and are worried about rising costs and lack of resources with growth. Some respondents shared that they see having a few communities with amenities and services nearby may help with affordability.

Housing Typology (16)

Respondents shared a desire to have more variety in housing forms such as single-family, low-rise, multi-unit, and co-op housing. Some would like development to be concentrated in existing developed areas so that it does not encroach onto natural and agricultural land.

Spending Priorities and Taxation (15)

Respondents expressed that funding and tax dollars should be put towards current needs such as upgraded roads, housing, and emergency services. They also expressed that they do not wish for an increase in taxes to support new development.

Key Takeaways

Results from the first round of engagement indicate:

- **Key strengths in meeting local community needs** – parks, green spaces and schools are community needs that were reported as being adequately met at a local scale.
- **Gaps in housing choice, diversity of housing and employment** – housing choice, diversity of housing, and employment are not adequately met at the local level and are missing from the region as a whole. Respondents are less likely to travel outside of where they live or work to access these needs.
- **Some community needs are accessed at a regional scale** – respondents are more willing to travel outside of their community to access a diversity of shops and restaurants, grocery stores and healthcare facilities.
- **Transportation challenges** – some respondents experience transportation challenges in accessing community needs outside of where they live.

Engagement results also indicate that there is a desire for:

- **Connected communities within and across the region** – there is a strong desire to improve connectivity within and across communities through public transportation, walkability, trails, and ferry service.
- **Protecting the natural, rural and agricultural character of the RDCK's diverse communities** - there is a strong desire for communities to maintain their existing character such as rural, village/town, suburb, city/urban. This is mainly characterized by housing form and density. There is also a desire to protect the natural environment and enhance biodiversity.
- **Enhanced social infrastructure** – there is a desire for improved social and health infrastructure to meet current and future needs. These included a regional hospital, and recreational facilities (e.g. rinks, gymnasium).
- **A resilient community** – there is a desire to strengthen community resilience through greater food security, fire safety, health services, and affordability.
- **Prioritizing certain factors when areas identifying areas for new housing, transportation, infrastructure and community services** – key factors include protecting residents from natural hazards, protecting natural assets and community character, ensuring adequate access to utilities, and affordable housing
- **Balancing infill and greenfield development** – there is a desire to see a balance of infill and greenfield development, with a stronger bias towards infill.



Regional and Local Community Needs Project

Regional Board Meeting

April 16th, 2026



Traditional Lands Acknowledgement Statement

*We acknowledge and respect the Indigenous peoples
within whose traditional lands we
are meeting today.*

A Collaborative Effort



Village of
Kaslo

CASTLEGAR

City of
NELSON

CRESTON  **VALLEY**
TOWN of CRESTON



**Licker
Geospatial
Consulting**



MODUS
from insight to impact

Agenda

1. (Re)Introductions
2. Project Goals & Process
3. Final Report
4. Regional Implementation & Recommendations
5. Questions



(Re)Introductions



Patrick Oystryk

Associate Principal,
Senior Planner
(MODUS)



Aaron Licker

Principal and
Senior GIS
Analyst



**Beatriz
Fantini**

GIS Analyst



Camille Gay

GIS Analyst/
Project
Coordinator



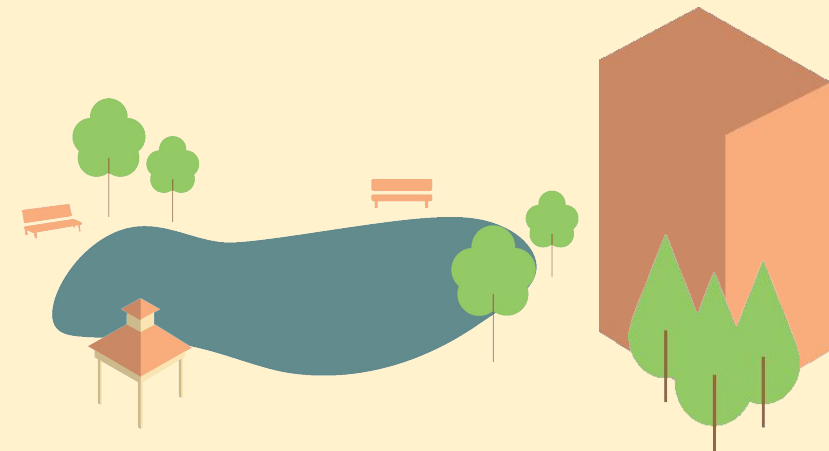
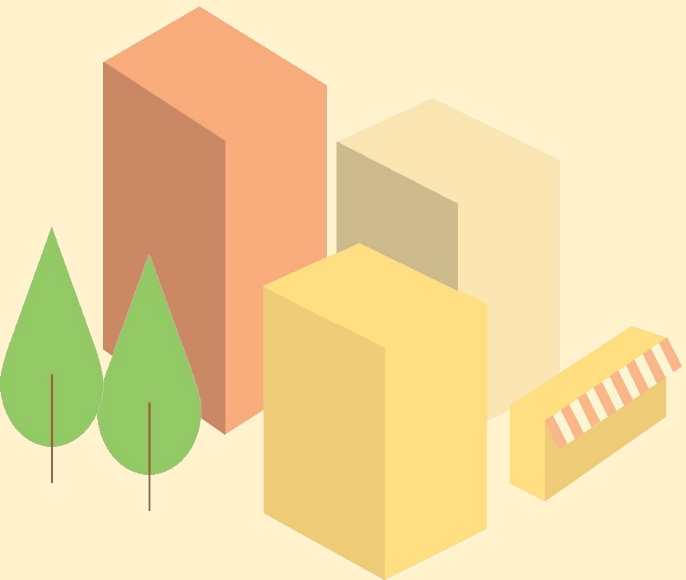
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Project Goals & Process



About the Project

- A non-binding study to support plans and planning efforts of electoral areas and partner municipalities.
- It explores the capacity for change in communities across the region.
- As a first of its kind, it will provide helpful data, baseline information, and geospatial mapping for future planning efforts.



Benefits of Planning Ahead

1

Reduced
infrastructure
costs

2

Increased
resiliency in
the face of
natural
disasters

3

Stronger local
and regional
housing and
economies

4

Improved
transportation
options

5

Environmental
protection



Project Goals

- **Establish a shared baseline** for planning efforts
- **Understand the current context** including the environment, infrastructure, demographics and policy
- **Identify the potential locations** for new homes, transportation, infrastructure, and amenities
- **Explore the potential impacts** of new homes, transportation, infrastructure and amenities
- **Develop recommendations** for further regional and local planning efforts
- **Ensure meaningful and useful outcomes** for future planning



Overall Project Process

Phase 1: Project Start-up

- Project Initiation
- Community Goal Development
- Initial Community Engagement
- Indicator Development
- Data Collection

Phase 2: Technical Analysis

- Indicator Evaluation
- Indicator Weighting and Site Selection Staff Workshop
- Hotspot Analysis
- Urban Partners Case Study Discussion

Phase 3: Fringe Analysis

- Fringe Planning Area land use ideation and delineation
- Fringe Planning Area land use modeling
- Fringe Planning Area land use impact analysis

Phase 1: Prepare

Phase 2: Assess

Fall 2025

Phase 3: Analysis

Fall-Winter 2025

we are here

Phase 4: Reporting

- Implementation Recommendations
- Monitoring Recommendations
- Final Report

Phase 4: Reporting

Winter- Spring 2026



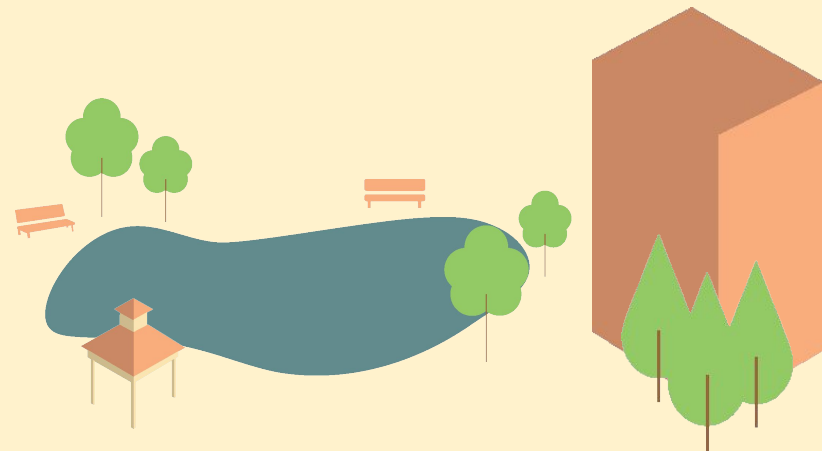
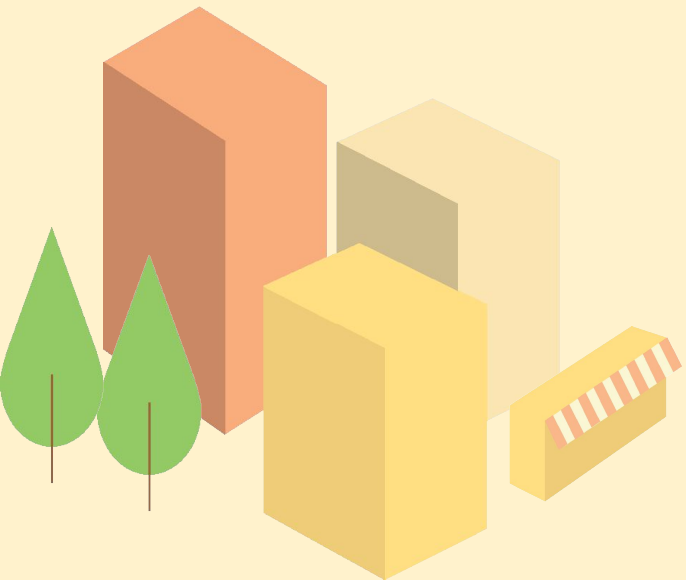
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Final Report



Final Report - Table of Contents

1. Introduction
2. Regional Baseline & Results Summary
3. Growth Suitability Hotspots
4. Modelling Scenarios & Impacts Evaluation
5. Regional Implementation & Recommendations

Appendix A - Methods

Appendix B - Additional Mapping

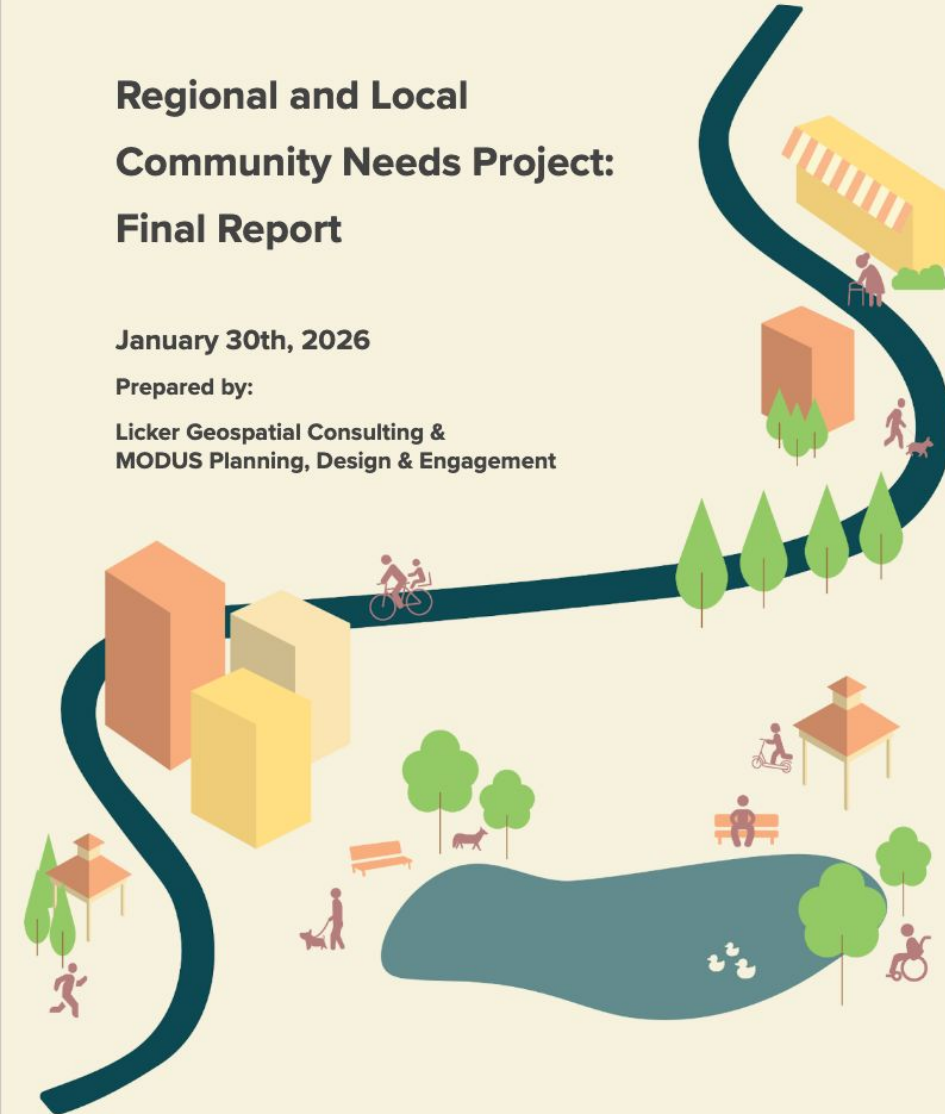
Appendix C - Engagement Summary

Regional and Local Community Needs Project: Final Report

January 30th, 2026

Prepared by:

Licker Geospatial Consulting &
MODUS Planning, Design & Engagement



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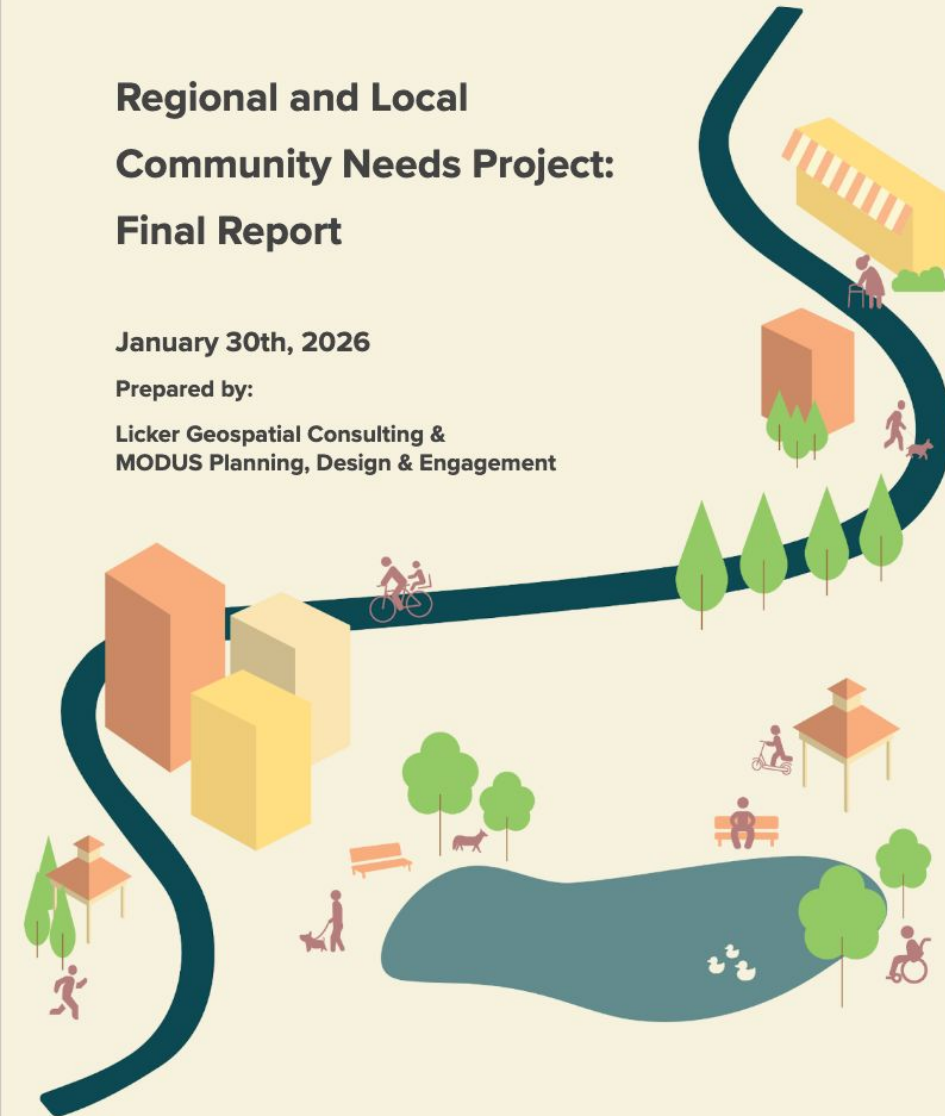
Appendix C - Engagement Summary

Regional and Local Community Needs Project: Final Report

January 30th, 2026

Prepared by:

Licker Geospatial Consulting &
MODUS Planning, Design & Engagement



Final Report - Growth Suitability Hotspots

Regional District of Central Kootenay Growth Suitability Hotspots Relative to the Region

Worst Best



RDCK Boundary

First Nations Reserve
Land

Electoral Areas

Waterbodies

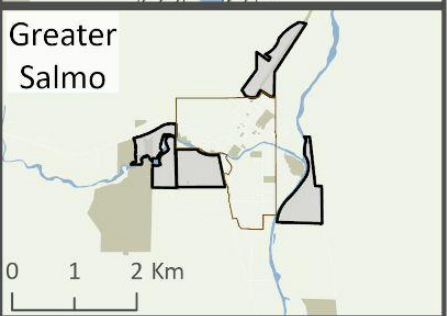
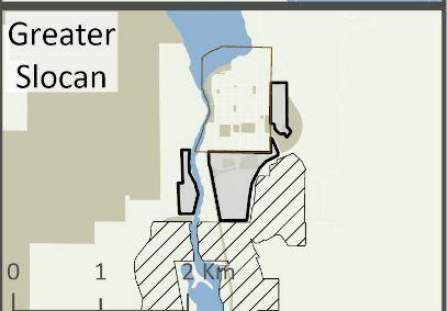
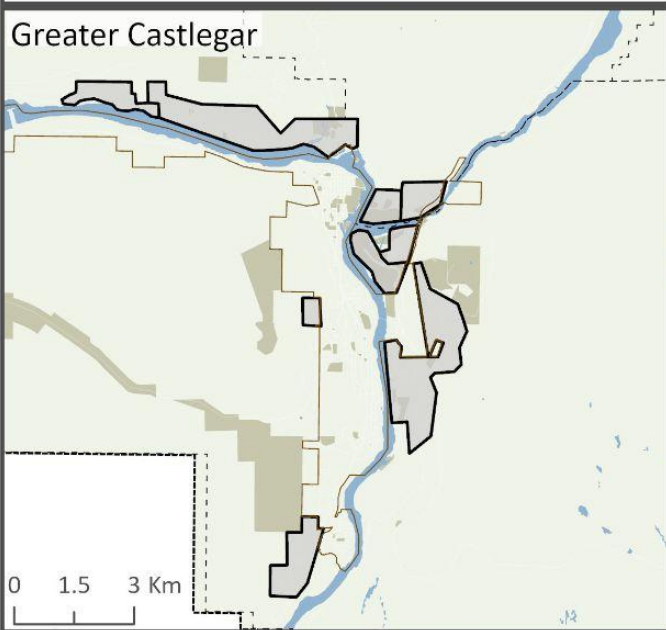
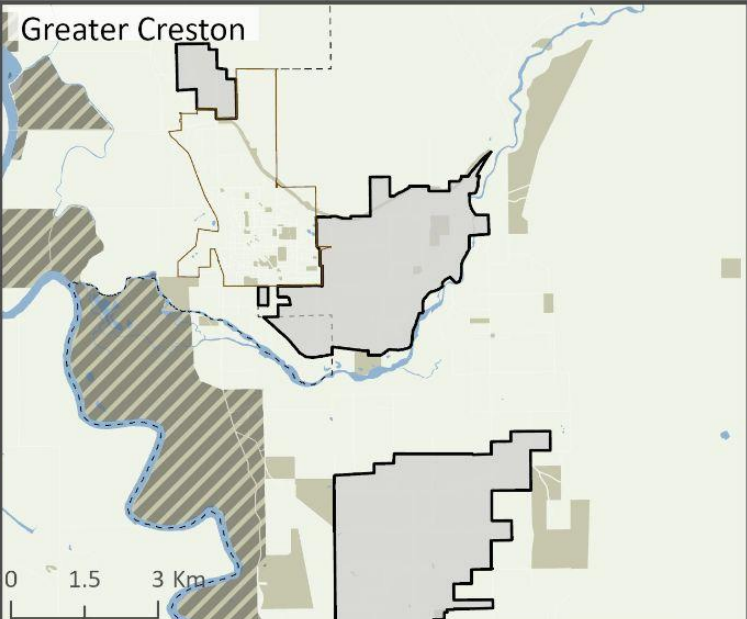
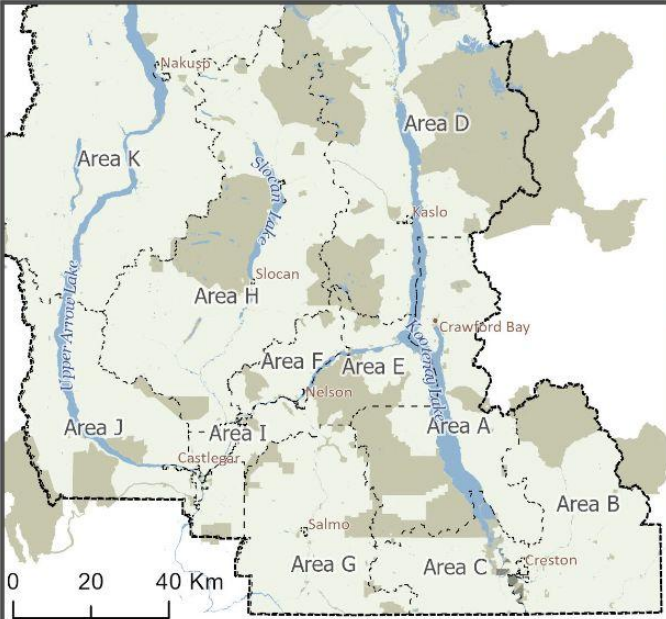


Final Report - Potential Community Expansion Areas

Regional District of Central Kootenay Potential Community Expansion Areas for Fringe Planning Area Consideration

- Potential Community Expansion Areas
- RDCK Boundary
- Electoral Areas
- First Nations Reserve Land
- Municipalities
- Parks
- Waterbodies

After consultation with municipal and regional district utility managers, Potential Community Expansion Areas were jointly ideated and then rated for feasibility by Water Street Engineering. Feasibility ratings were conducted using a matrix scoring assessment, refer to the Regional and Local Community Needs Project Final Report.



Final Report - Modelling Scenarios & Impacts Evaluation

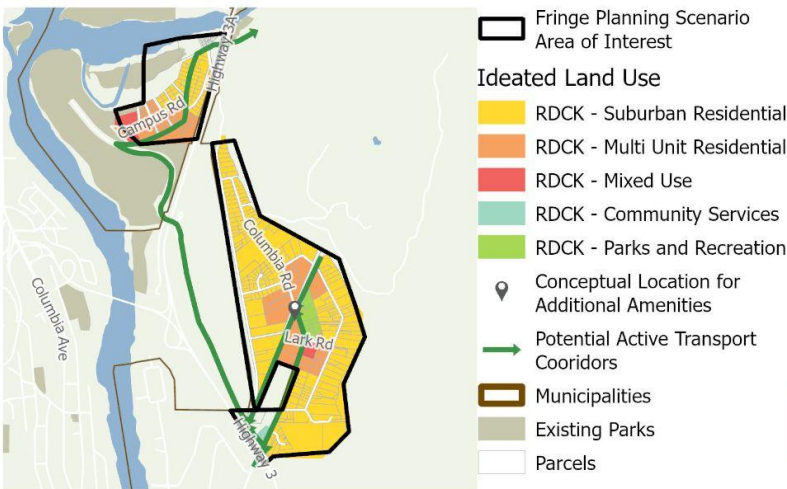
- **A hypothetical land use scenario (using existing RDCK OCP land use designations) was developed for each of the Fringe Planning Areas**
- **The land use scenario attempts to address:**
 - environmental context
 - housing needs
 - development potential
 - regional baseline
- **Each scenario is modelled to understand how it impacts “completeness” against indicators**

Fringe Planning Area	Scenario Name
Greater Castlegar	Ootischenia
Greater Creston	Erickson
Greater Nelson	Knox Road / Granite Road
Greater Nakusp	Airport
Greater Kaslo	Allen Subdivision
Greater Salmo	Salmo Heights Road
Greater Slocan	South Acreages

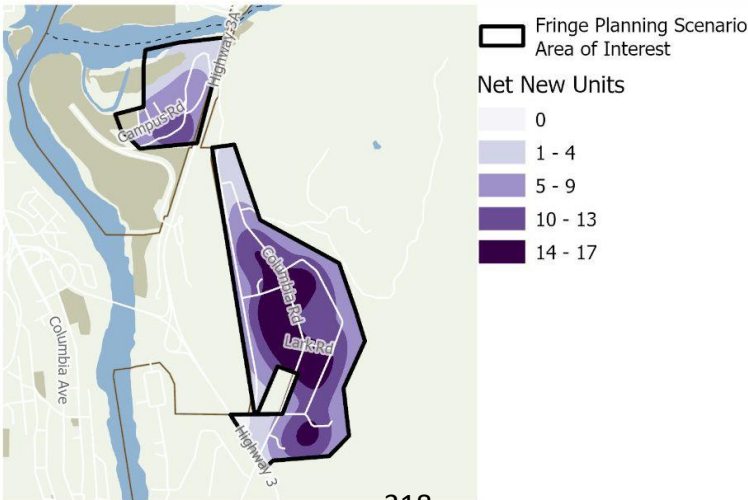
Final Report - Modelling Scenarios & Impacts Evaluation

- The modelling results are summarized on a one-page sheet that includes:
 - Hypothetical land use plan and assumptions
 - 2075 buildout impacts
 - Comparison of current vs. future access indicators

Potential Future Land Use Plan



Potential Net New Units per Hectare



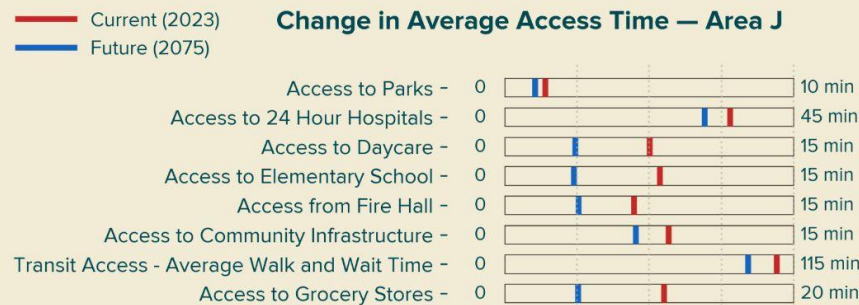
Scenario Assumptions

- West of Highway 3A:
- Major upgrades to servicing would be necessary for envisioned densities, but there is potential to connect into the City of Castlegar's servicing infrastructure via the Selkirk College connection.
 - Mixed use node is in close proximity to Selkirk College and along 4 bus routes (33, 36, 98, 99).
 - No need for a new park given proximity to trail systems and parks surrounding Selkirk College
- East of Highway 3A:
- Lark Rd Mixed Use node is more neighbourhood focused and developed with a neighbourhood Park .
 - A new elementary school, daycare and grocer near the proposed park would help support this community node

Potential Scenario Impacts - 2075

2,626	5,695	153%	150,000	400
New Units	New Residents	Housing Need Met	sft of New Employment Space	New Jobs

Future Indicators Summarized



*Average travel times are population-weighted, so areas with more residents contribute more to the average than sparsely populated areas.

9% of ecologically intact land is potentially disturbed within the case study area
0 new residents are modelled within flood hazard lands

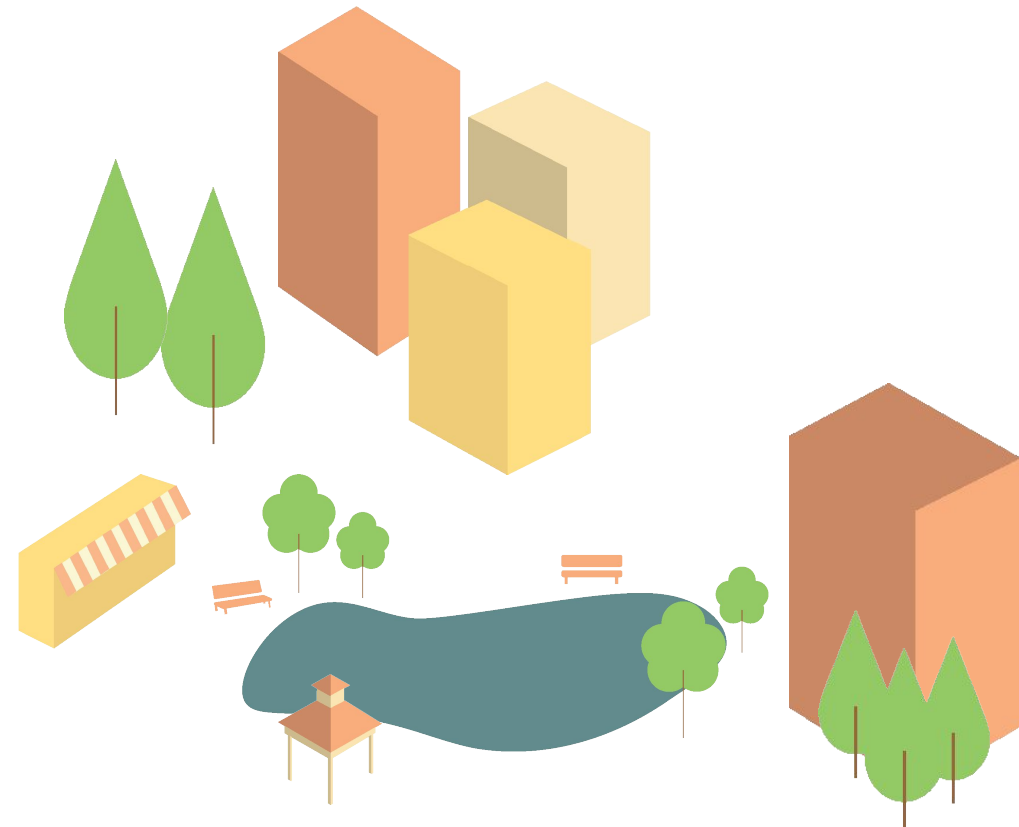


Key caveats on the impacts:

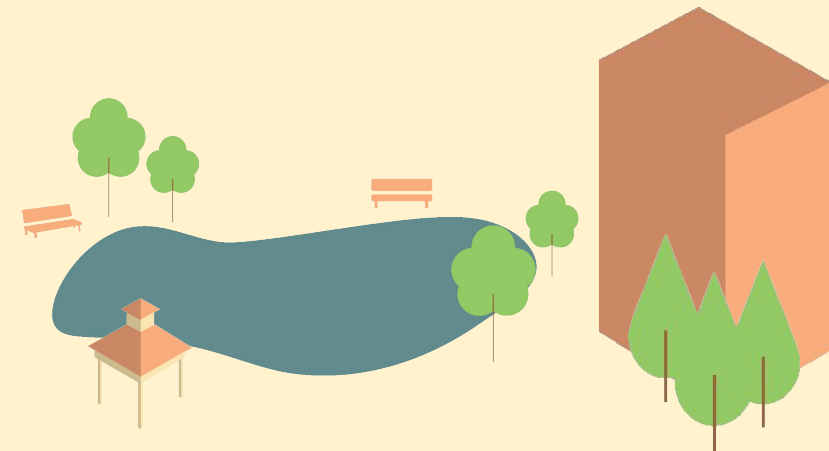
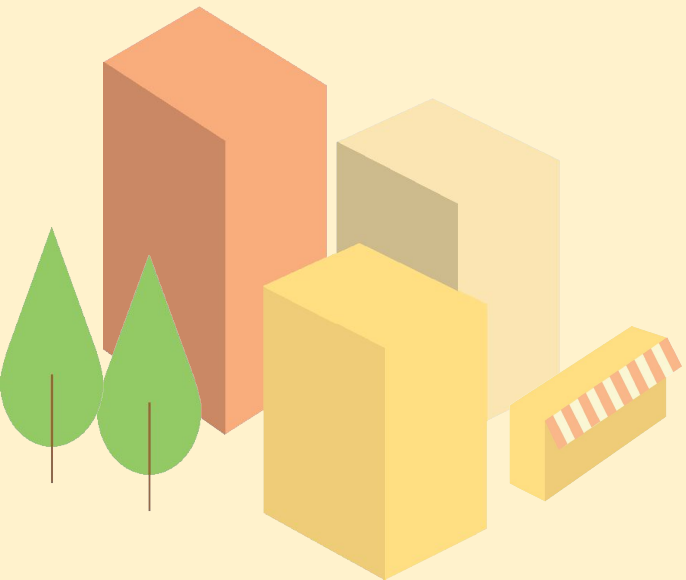
- Assumes a full buildout by 2075
- In reality, various constraints will limit the full buildout:
 - water and sewer capacity constraints
 - environmental constraints (topography, ESAs, natural hazards, etc.)
 - private landowner interests
 - broader economic factors and migration trends

Recommendations are organized by the four “complete community” lenses:

- Housing
- Infrastructure
- Community Facilities
- Transportation



Regional Implementation & Recommendations



Regional Implementation & Recommendations

- **Across all Fringe Planning Areas, servicing capacity emerges as a critical component of feasible community change and development.**
- **Addressing these constraints will require:**
 - coordinated infrastructure planning
 - collaboration with neighbouring municipalities and service providers
 - careful prioritization of investments
- **Regional Recommendations are to support:**
 - the realization of this analysis
 - more coordinated and effective regional planning

Recommendations are identified by level of priority:

- High Priority
(to be acted upon as soon as possible)
- Medium Priority
(to be considered within the next 5 years)
- Low Priority
(to be considered beyond 5 years)

Regional Implementation & Recommendations

Snapshot of Regional Recommendations

High Priority

- Develop an RGS
- Consider “Growth Containment Boundaries”
- Conduct extensive community engagement
- Remove regulatory barriers to encourage:
 - housing types that are most in need
 - a greater mix of uses
- Develop Zoning Bylaws where none exist
- Establish a Natural Asset Management Framework

Medium Priority

- Place higher density residential uses where they can be well served by community infrastructure and daily needs
- Consider requirements for housing diversity on larger lots
- Ensure OCPs include performance metrics
- Support green infrastructure systems
- Explore ACCs to help fund community amenities

Low Priority

- Embed DPA guidelines within Zoning Bylaws
- Explore more decentralized, small-scale electricity generation
- Improve accessible and coverage of EV charging stations
- Update Parks, Recreation and Culture master plans
- Develop a full inventory of recreation amenities
- Consider flexible park spaces & indoor centres

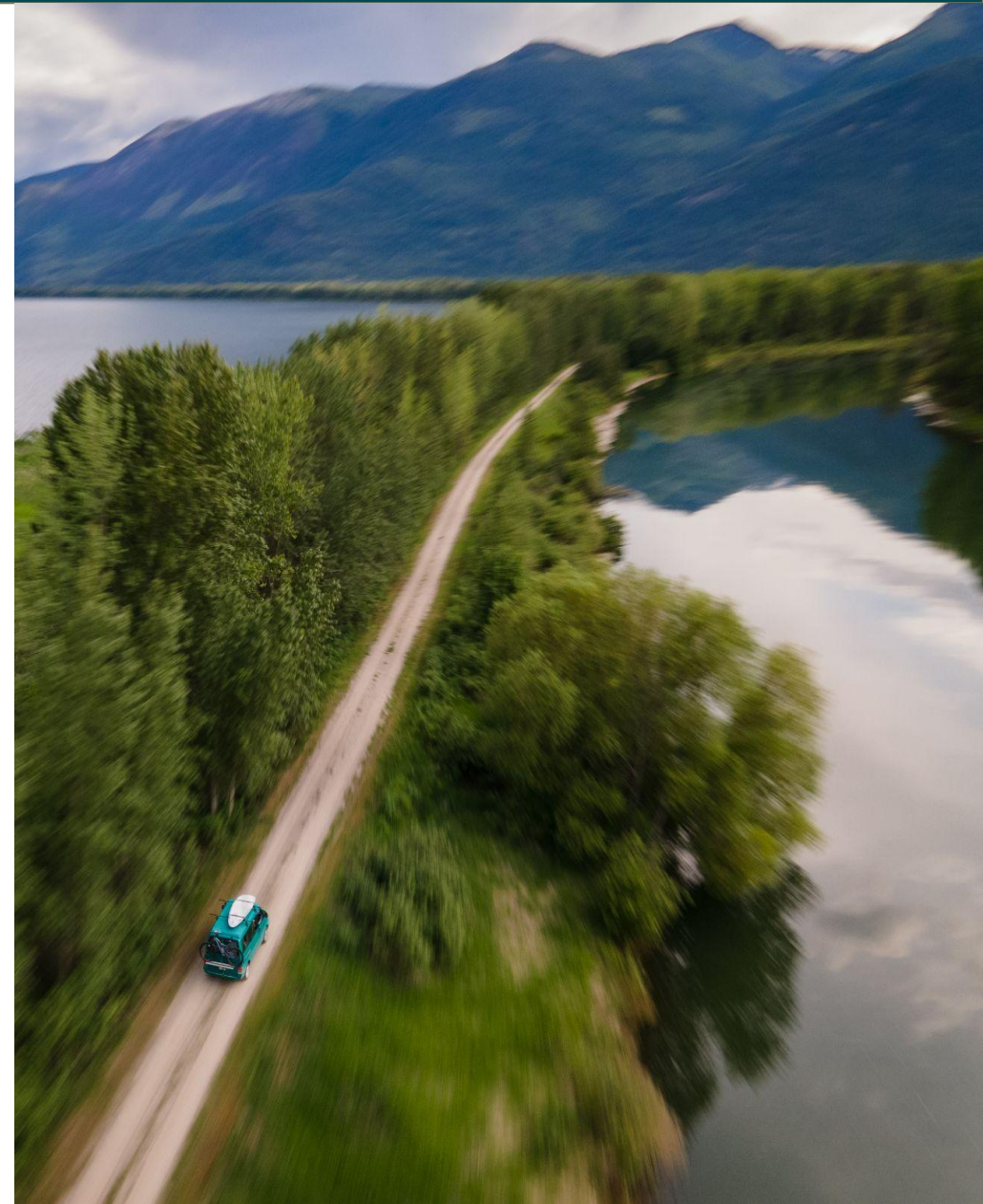
Conclusion

- The modelling of non-binding, hypothetical scenarios provide a technical foundation to inform upcoming updates to Official Community Plans, zoning bylaws, and other planning strategies.
- This presents an excellent opportunity to shift from reactive to proactive planning.
- Future planning work will require robust, community-centred engagement that meaningfully involves residents, First Nations, service providers, elected officials and other interest-holders.

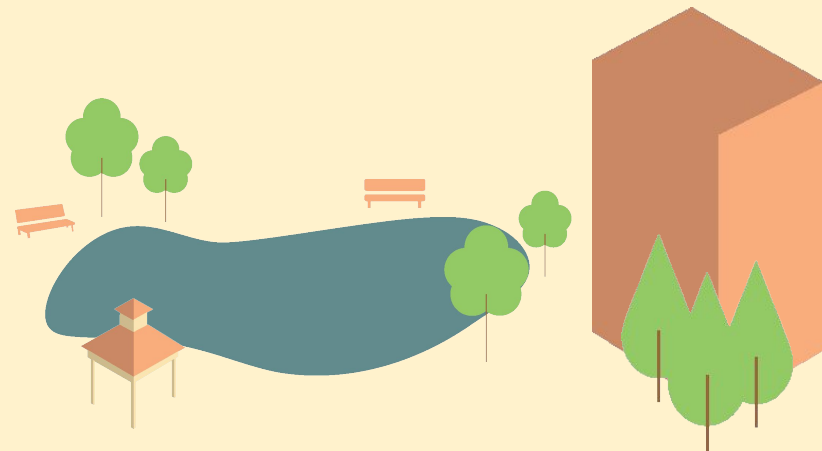
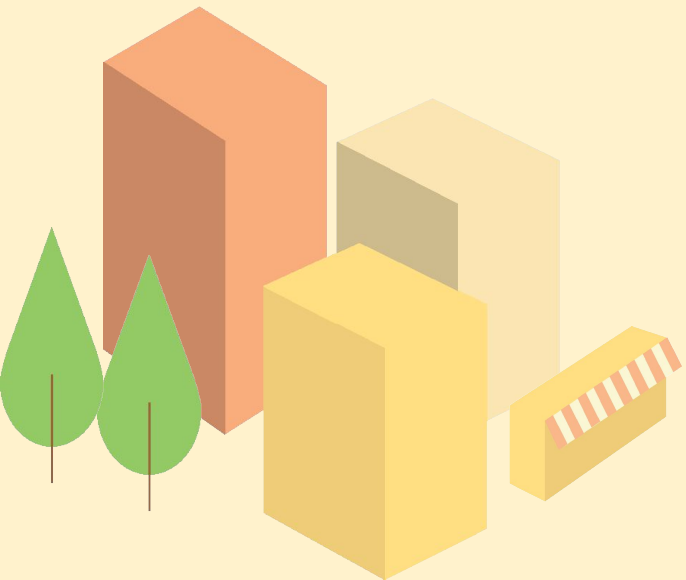


Report Recommendations

- THAT the Board receive and give consideration to the recommendations in the final report, dated January 2026 for the Regional and Local Community Needs project.
- THAT the Board direct staff to use the geospatial data from this project and give consideration to the Regional Implementation and Recommendations in the final report when undertaking future land use planning activities.



Questions?

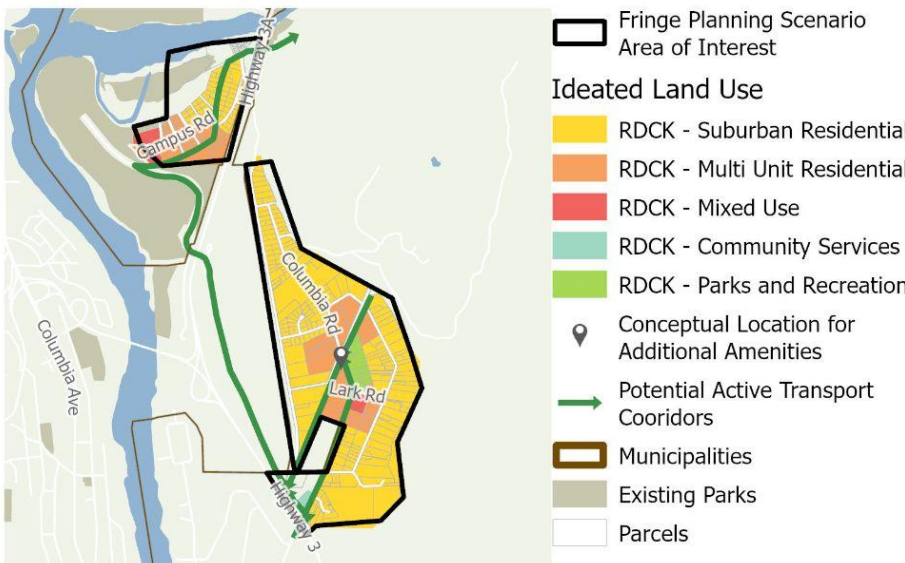


Potential Community Expansion - Scenario Profile

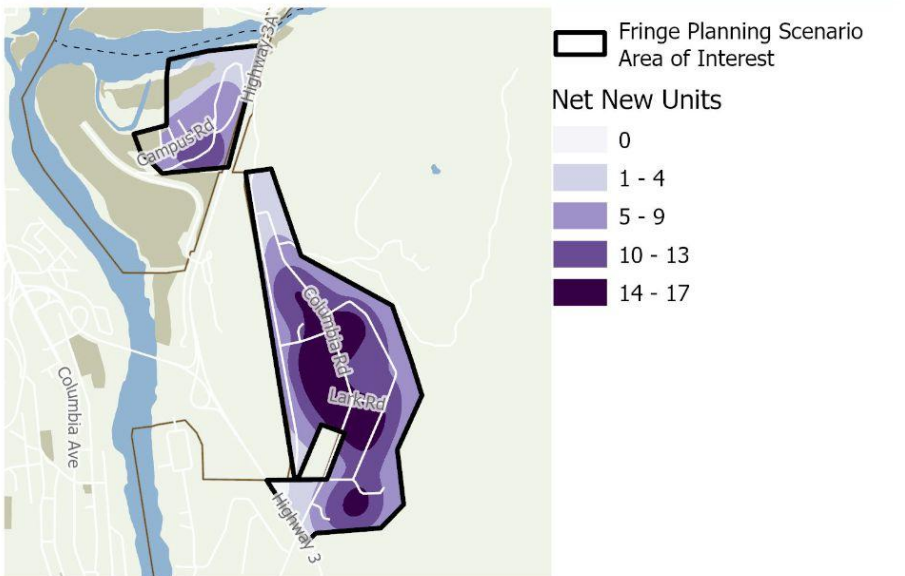
Fringe Planning Case Study Area: Ootischenia

Please refer to the supporting Regional and Local Community Needs Project Final Report for compressive context on all summarized elements.

Potential Future Land Use Plan



Potential Net New Units per Hectare



Scenario Assumptions

West of Highway 3A:

- Major upgrades to servicing would be necessary for envisioned densities, but there is potential to connect into the City of Castlegar's servicing infrastructure via the Selkirk College connection.
- Mixed use node is in close proximity to Selkirk College and along 4 bus routes (33, 36, 98, 99).
- No need for a new park given proximity to trail systems and parks surrounding Selkirk College

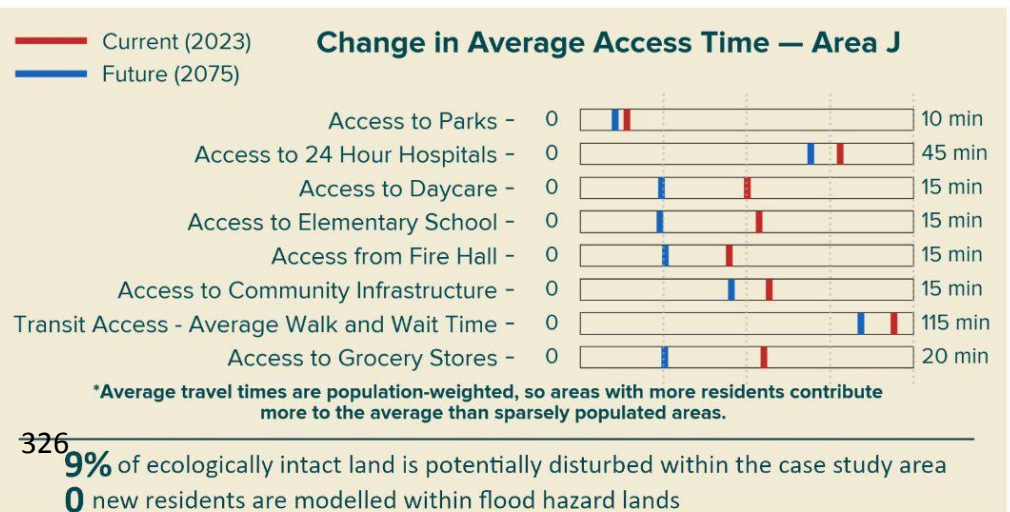
East of Highway 3A:

- Lark Rd Mixed Use node is more neighbourhood focused and developed with a neighbourhood Park .
- A new elementary school, daycare and grocer near the proposed park would help support this community node

Potential Scenario Impacts - 2075

2,626	5,695	153%	150,000	400
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized

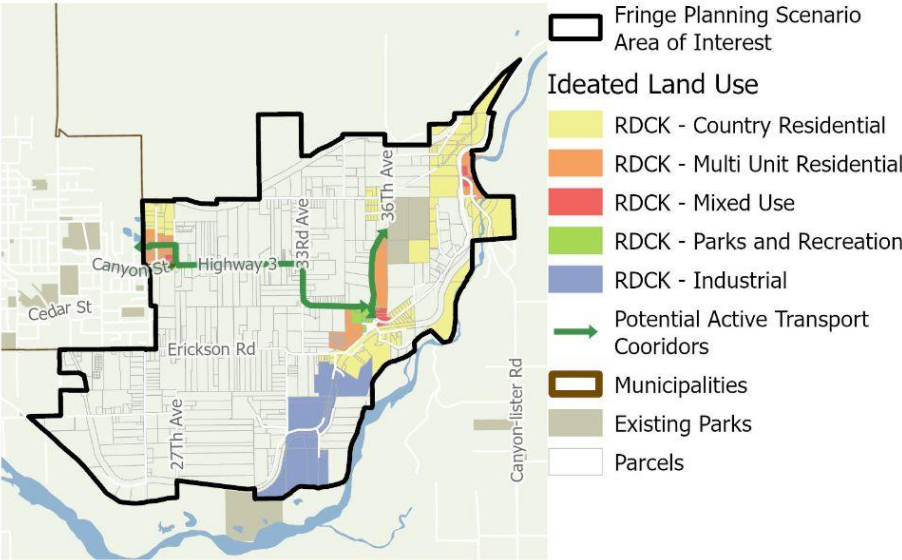


Potential Community Expansion - Scenario Profile

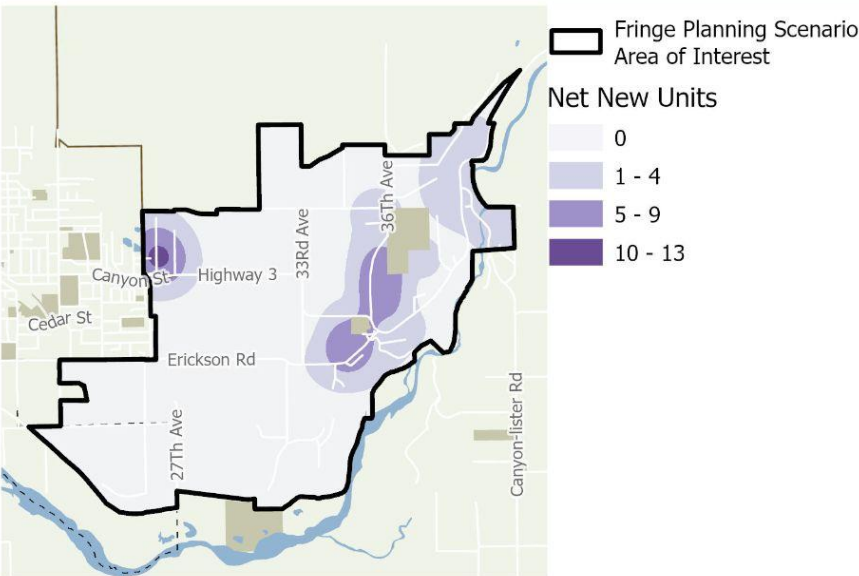
Fringe Planning Case Study Area: Erickson

Please refer to the supporting Regional and Local Community Needs Project Final Report for compressive context on all summarized elements.

Potential Future Land Use Plan



Potential Net New Units per Hectare



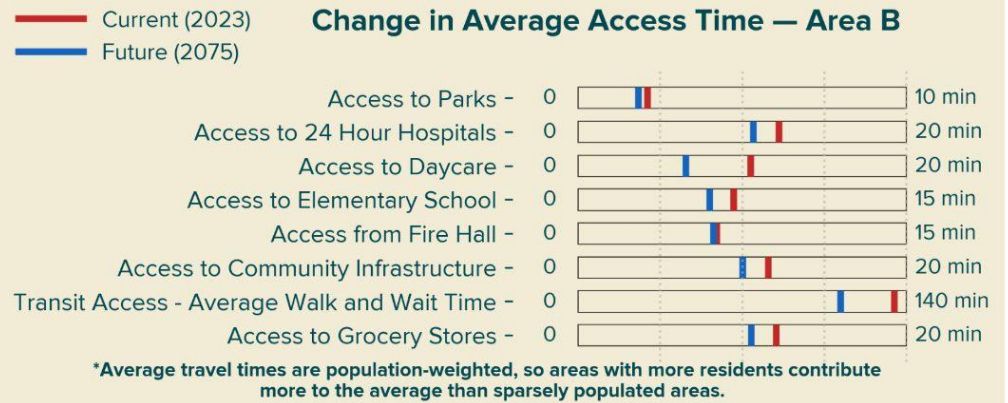
Scenario Assumptions

- 27th Ave:**
- Mixed Use node is a continuation of a commercial strip with tourist accommodations and small businesses.
 - Could act as an attractive gateway into Creston with special design features.
- Canyon-Lister Road:**
- Focused on existing commercial uses at the Hwy 3 intersection.
- Erickson Rd:**
- Key intersection next to Erickson Elementary which could serve as a village node for Erickson as a whole.
 - Some multi-unit residential adjacent to the school and in clusters along 36th Ave N
 - Provisions for a new park space to act as a gateway feature.

Potential Scenario Impacts - 2075

765	1,492	33%	360,000	793
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized



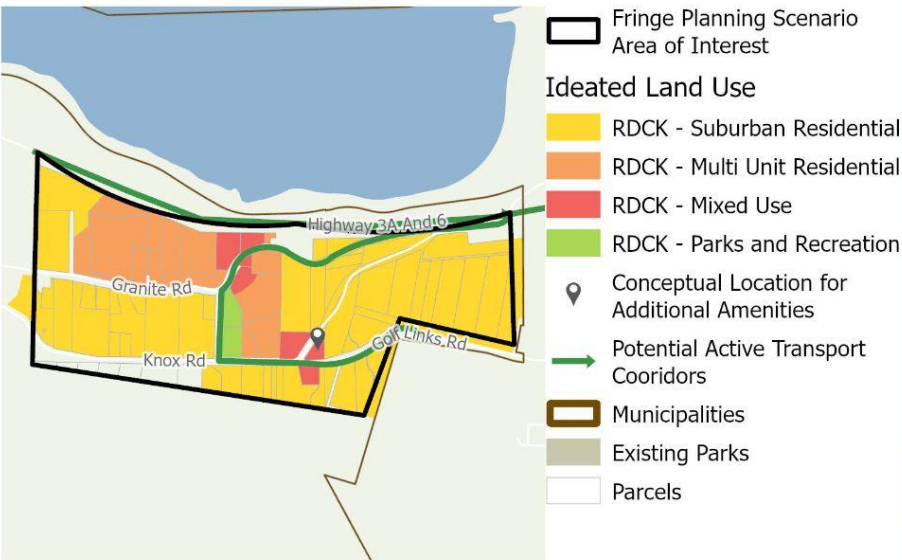
327
30% of ecologically intact land is potentially disturbed within the case study area
104 new residents are modelled within flood hazard lands

Potential Community Expansion - Scenario Profile

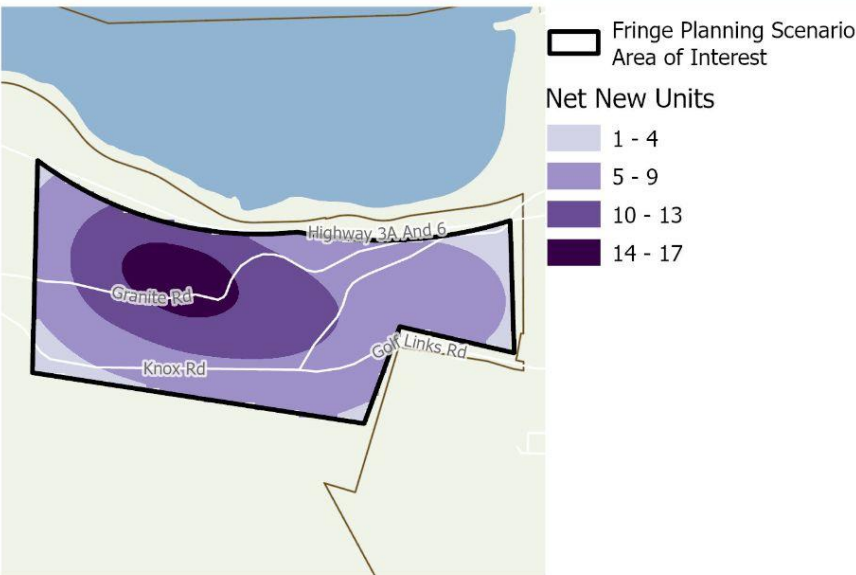
Fringe Planning Case Study Area: Knox Road / Granite Road

Please refer to the supporting Regional and Local Community Needs Project Final Report for compressive context on all summarized elements.

Potential Future Land Use Plan



Potential Net New Units per Hectare



Scenario Assumptions

Granite Road:

- The Mixed Use node takes advantage of a few existing commercial uses on properties in the area. Larger lots with relatively high development potential could support the node — and the cost of extended services to it — and a linear park space could be acquired extending along an existing right-of-way for power lines.

Knox Road:

- A second, but smaller scaled, Mixed Use node is located at the intersection of Knox Road and Golf Links Road, where an existing commercial use is located.

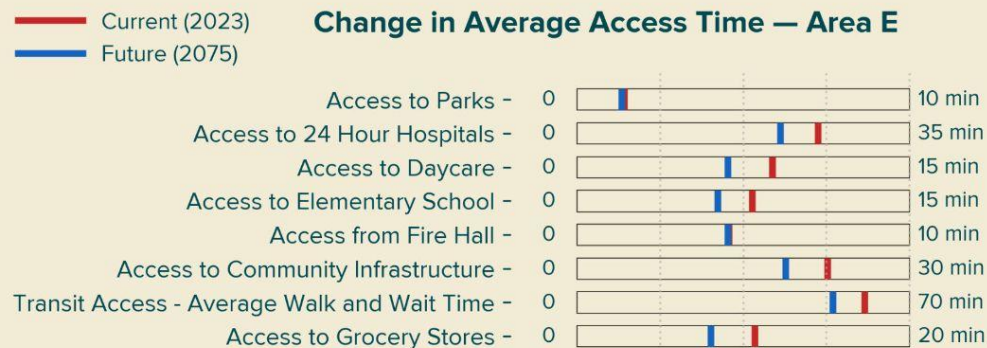
Both Mixed Use nodes could be connected by an active transportation corridor linking the western neighbourhood of Nelson at Golf Links Road.

- Note that redevelopment of the adjacent golf course would be a more suitable place for a future school

Potential Scenario Impacts - 2075

676	1,445	30%	93,000	246
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized



*Average travel times are population-weighted, so areas with more residents contribute more to the average than sparsely populated areas.

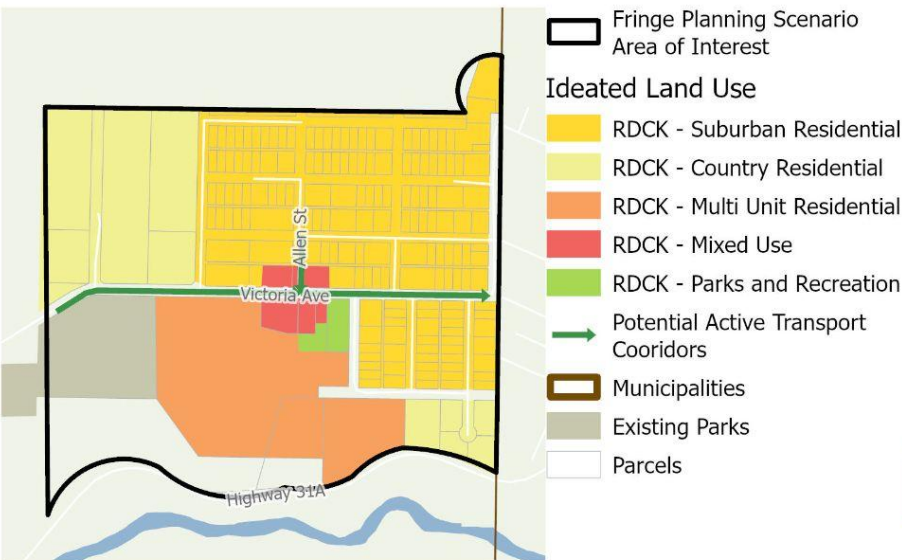
328
44% of ecologically intact land is potentially disturbed within the case study area
0 new residents are modelled within flood hazard lands

Potential Community Expansion - Scenario Profile

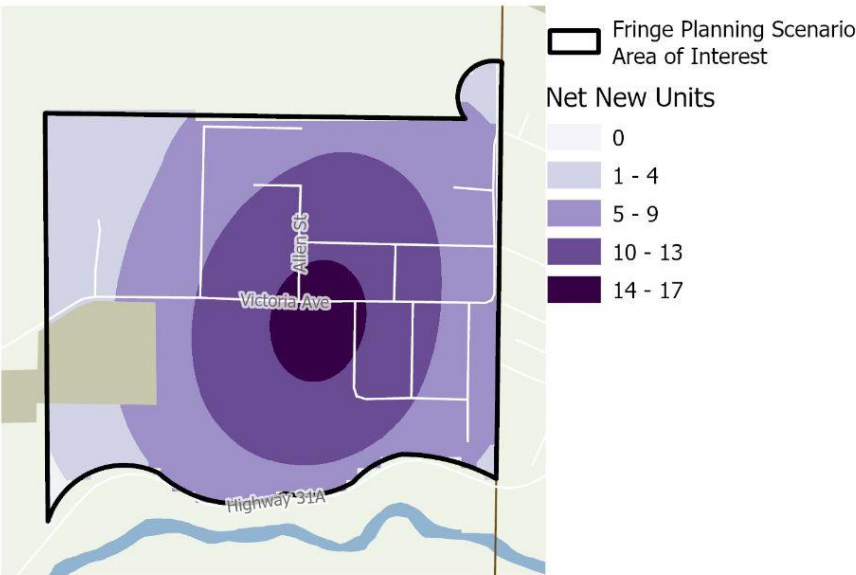
Fringe Planning Case Study Area: Allen Subdivision

Please refer to the supporting Regional and Local Community Needs Project Final Report for compressive context on all summarized elements.

Potential Future Land Use Plan



Potential Net New Units per Hectare



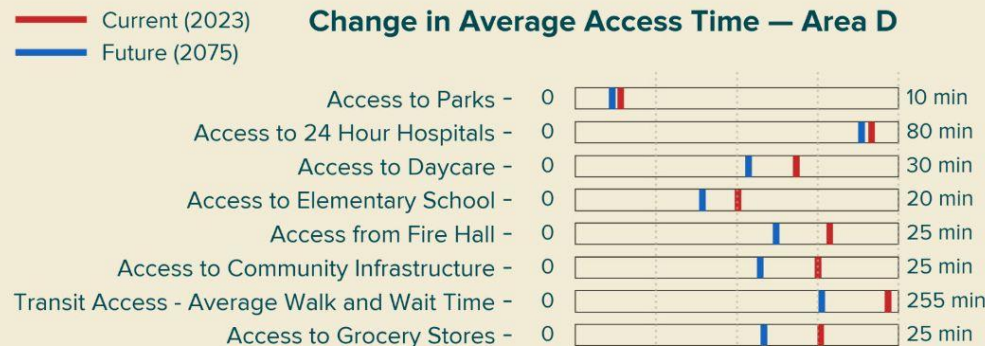
Scenario Assumptions

- The grid street pattern of this area is highly efficient for transportation and servicing.
- The large lots designated for Multi Unit Residential could develop as a comprehensive development with a mix of housing types, noting the highest densities (low rise, townhouse) closest to the Mixed Use node and the lowest densities (plex-homes, single detached) further south.
- A park would be dedicated where the Multi Unit Residential, Mixed Use and Suburban Residential areas meet.

Potential Scenario Impacts - 2075

497	1,061	52%	43,000	114
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized



*Average travel times are population-weighted, so areas with more residents contribute more to the average than sparsely populated areas.

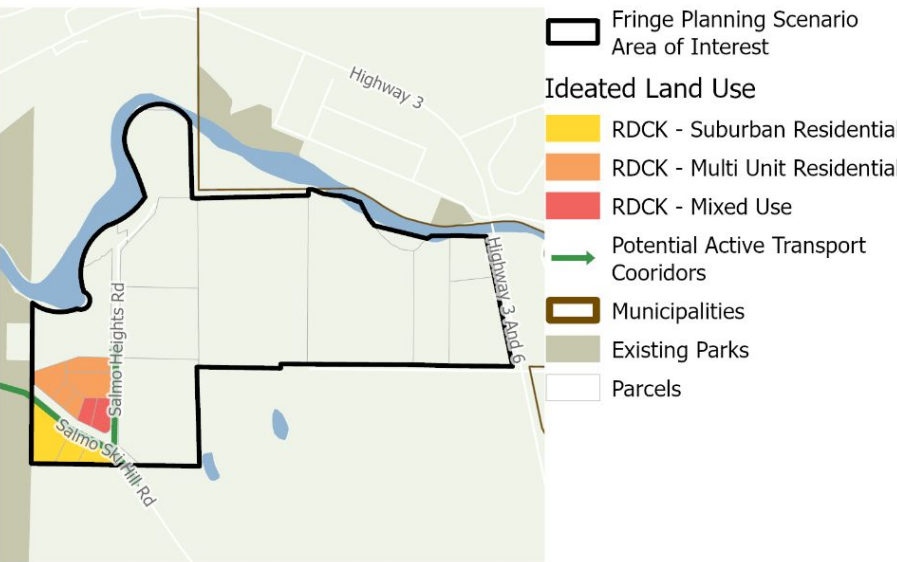
329
49% of ecologically intact land is potentially disturbed within the case study area
0 new residents are modelled within flood hazard lands

Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: Salmo Heights Road

Please refer to the supporting Regional and Local Community Needs Project Final Report for compressive context on all summarized elements.

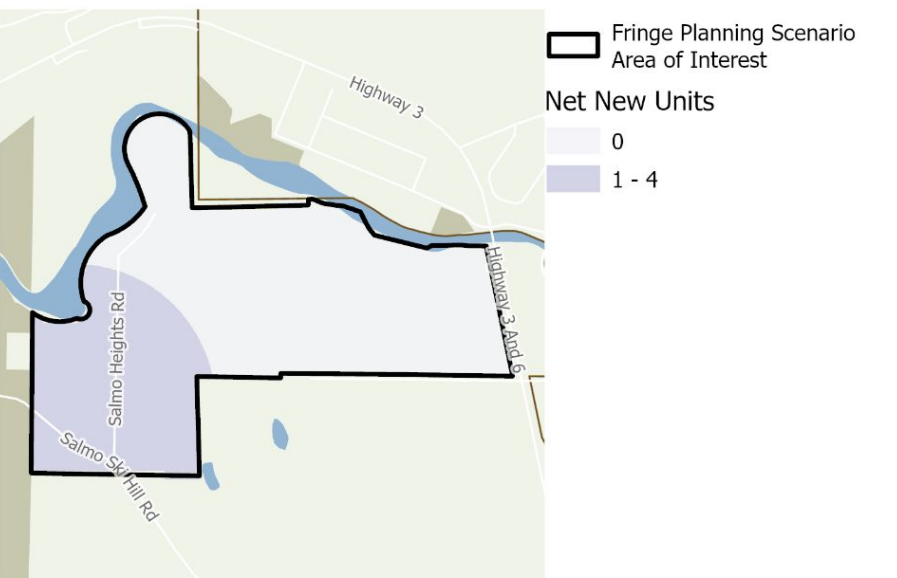
Potential Future Land Use Plan



Scenario Assumptions

- The Mixed Use node is located at the intersection of Salmo Heights Road and Salmo Ski Hill Road, providing a small scale commercial use near the Salmo Ski Hill. It is surrounded by Multi Unit Residential on the northern side of Salmo Ski Hill Rd, where the topography is less steep.
- The likelihood of development, especially at such densities, is very low.
- While there may be an economic development case to support the Salmo Ski Hill operations with homes, tourist accommodations and commercial services, there is very little servicing capacity. Like Nakusp, the land uses in this scenario are intended for the purpose of studying the impacts of more diverse set of land uses, in service of a more complete community.

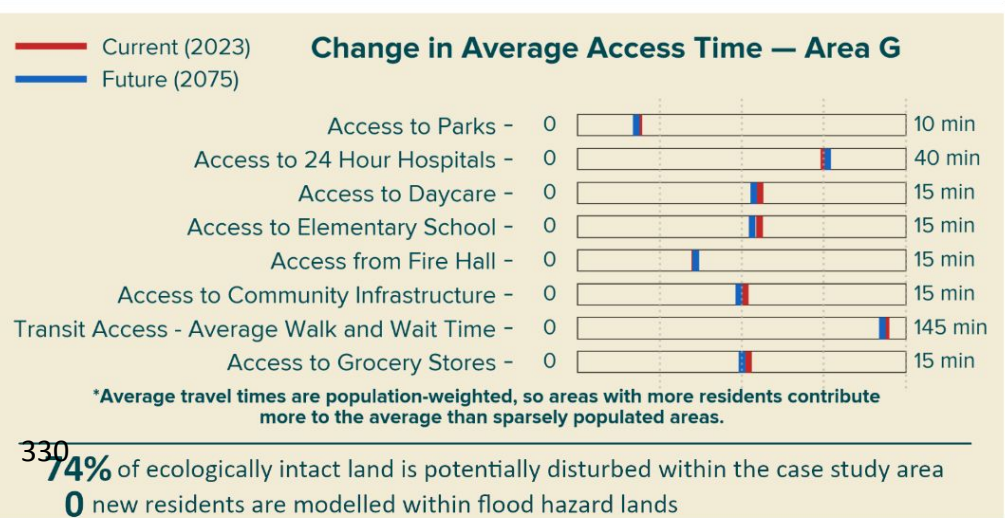
Potential Net New Units per Hectare



Potential Scenario Impacts - 2075

67	135	6%	21,000	54
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized

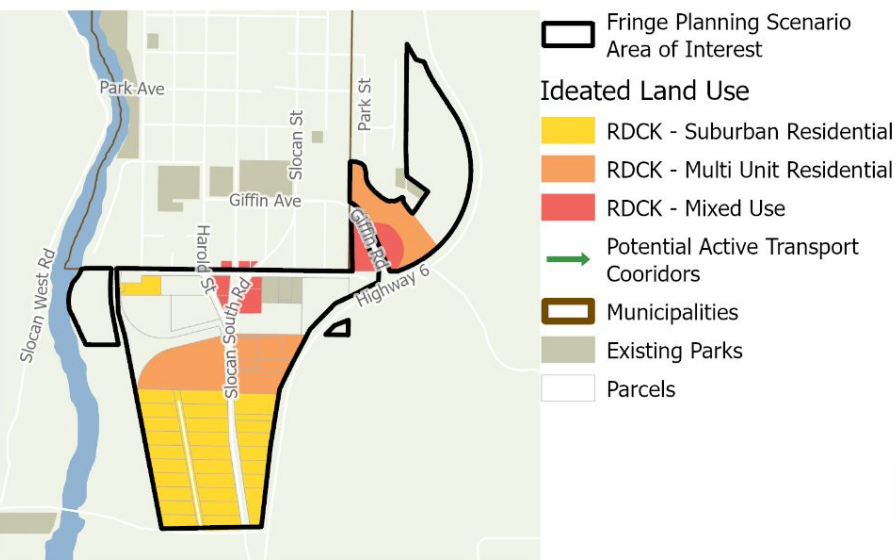


Potential Community Expansion - Scenario Profile

Fringe Planning Case Study Area: South Acreages

Please refer to the supporting Regional and Local
Community Needs Project Final Report for
compressive context on all summarized elements.

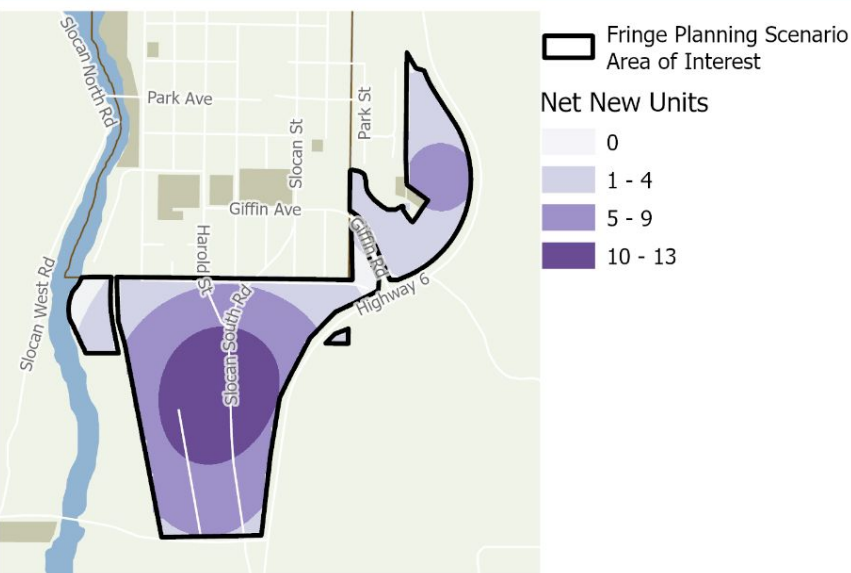
Potential Future Land Use Plan



Scenario Assumptions

- This Mixed Use node is located at the intersection of Hwy 6 and Giffin Avenue, acting as a gateway into Slokan. A small portion of the Village-owned campground can be dedicated to Multi Unit Residential development and help meet community housing needs, while maintaining large portions of parkland for green space, trails and campground uses.
- Slokan South Road:
 - Another Mixed Use node is located at the intersection of Slokan South Road and Arlington Road. Surrounded by Institutional and Park uses, and just short walk away from several larger lots to the south with strong development potential.
 - Like Kaslo, these larger lots could develop as comprehensive developments with a mix of housing types, noting the highest densities (low rise, townhouse) along Slokan South Road and the lowest densities (plexhomes, single detached) in the back of lots.

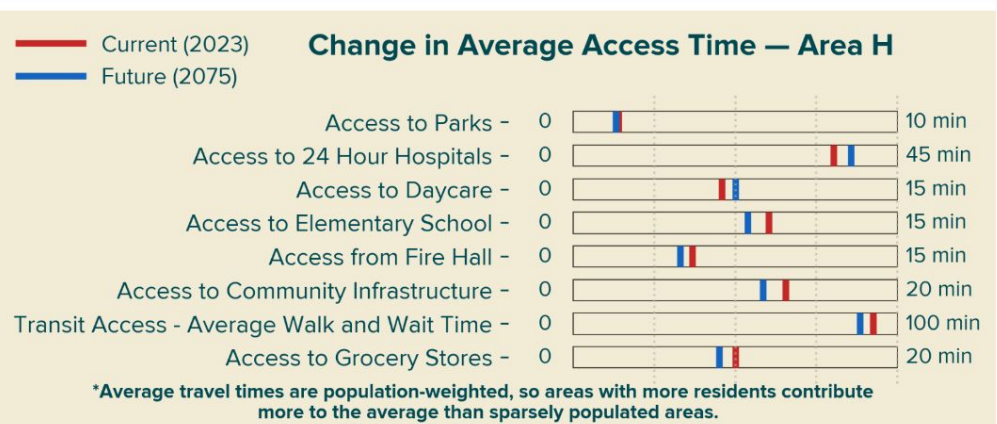
Potential Net New Units per Hectare



Potential Scenario Impacts - 2075

475	992	15%	120,000	306
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized



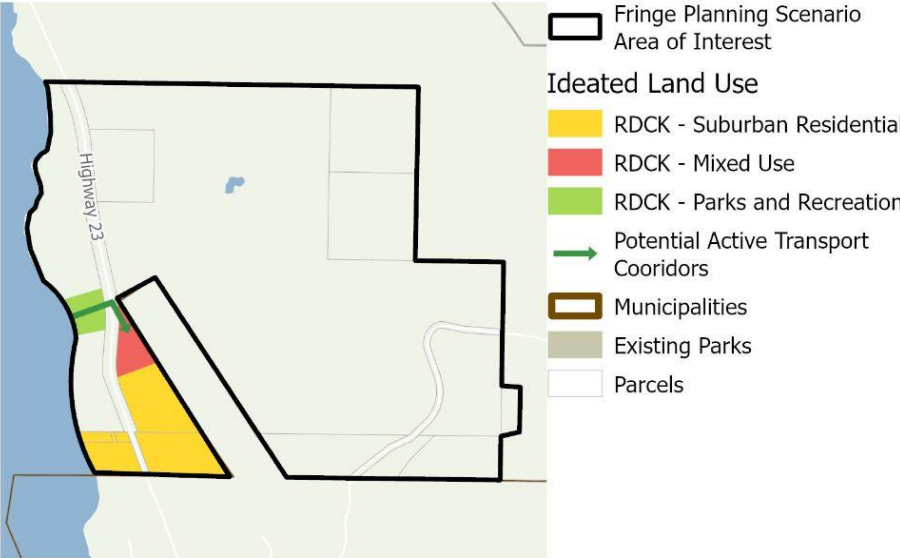
331
31% of ecologically intact land is potentially disturbed within the case study area
0 new residents are modelled within flood hazard lands

Potential Community Expansion - Scenario Profile

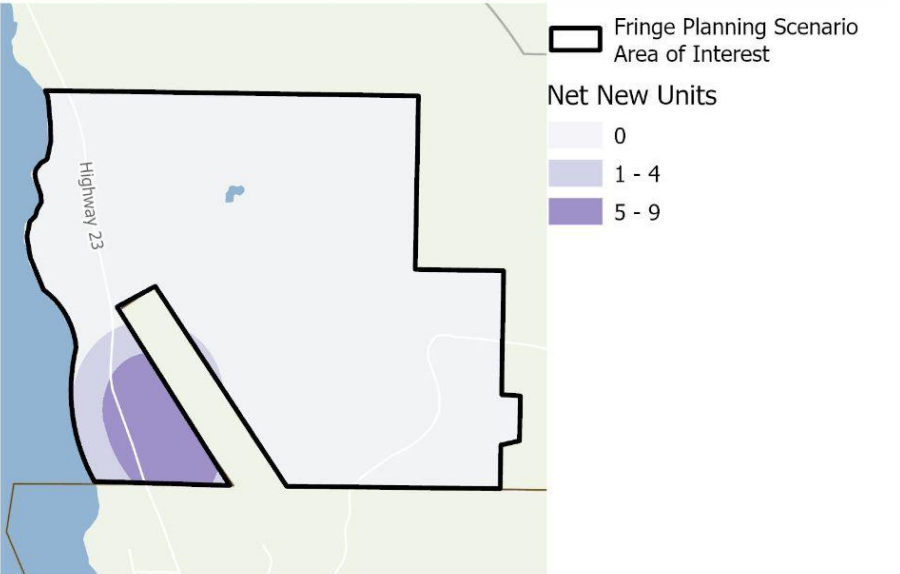
Fringe Planning Case Study Area: Airport

Please refer to the supporting Regional and Local Community Needs Project Final Report for compressive context on all summarized elements.

Potential Future Land Use Plan



Potential Net New Units per Hectare



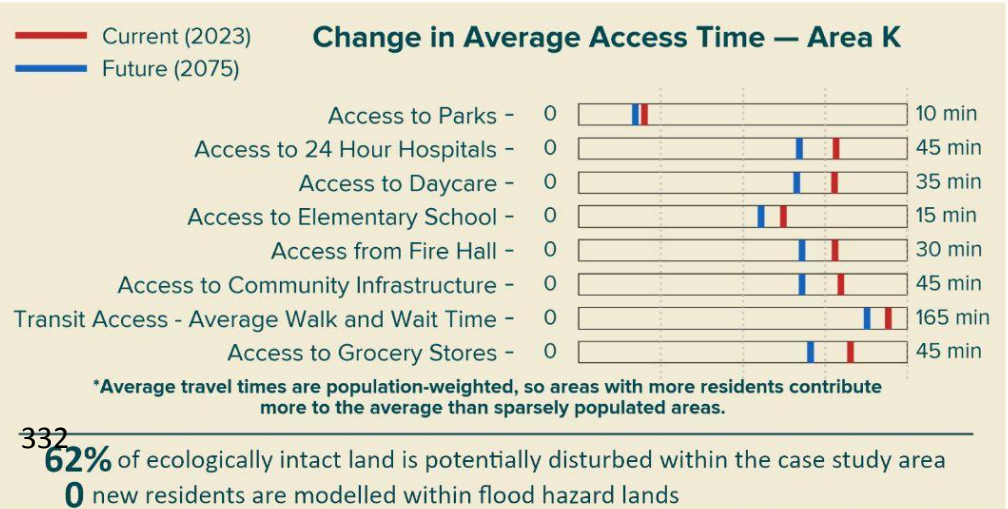
Scenario Assumptions

- The land use concept for Nakusp is kept to a bare minimum given strong constraints related to servicing, riparian impacts, and land capacity.
- Nakusp has also communicated they are strongly focusing on growing and developing within their own municipality. To this end, the Mixed Use node is an unlikely development form in this area, and is only included for the purpose of studying the impacts of a more diverse set of land uses, in service of a more complete community.

Potential Scenario Impacts - 2075

249	575	22%	53,000	140
New Units	New Residents	Housing Need Met	sqft of New Employment Space	New Jobs

Future Indicators Summarized





Board Report

April 16, 2026

Age Friendly Communities Funding to Support Rural Mobility Network

Author: Alex Leffelaar, Climate Action Assistant
File Reference: 10-5200-20-CAS-CAP-RMCAC
Electoral Area/Municipality: ALL AREAS
Services Impacted: None

1.0 STAFF RECOMMENDATION

That the Board direct staff to apply for up to \$15,000 to the **Age Friendly Communities Grant before the June 1 deadline** on behalf of the **Castlegar Community Service Society** for the **Regional Booking Platform Development** ; AND FURTHER, that staff be authorized to enter into a funding agreement with Castlegar Community Services Society should the RDCK be awarded the grant.

AND FURTHER, that if successful, the Board approve an amendment to the **2026- 2030 Financial Plan** from **Community Sustainable Living Service S105** in the amount of **\$15,000**.

AND FURTHER, that if successful the Board direct staff to manage and administer the **Castlegar Community Services Society** successful grant applications for the **Regional Online Booking Platform**, and be compensated for that work through the administration fee included in the grant award budget outlined;

AND FURTHER, that the Chair and Corporate officer be authorized to sign the necessary agreements.

2.0 BACKGROUND/HISTORY

RDCK's Use of Age Friendly Community Funding in 2024

In December 2024, Board directed staff to apply for \$25,000 from the initial Project Planning Stream of the Age Friendly Communities grant. This funding was used to support the Rural Mobility Community Advisory Committee (RMCAC) steering process and the following phases of regional transportation initiative, investigation and planning efforts.

This direction from staff was given through item:

706/24

That the Board direct staff to submit an application to the 2024 Age-friendly Communities Grants for the Rural

Mobility Working Group in the amount of \$25,000; AND FURTHER, that staff be authorized to enter into a contribution agreement with BC Healthy Communities should the RDCK be awarded funding and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Applicants of this first Project Planning Stream are encouraged to apply for the secondary stage of funding through the Age Friendly Communities – Project Implementation Phase. Through this grant stream, up to \$15,000 in funding is available to help support the implementation of projects that were planned during the first phase. This grant stream is now open, and funding commitments will be decided in June 2026.

Leveraged Funding

In December 2025, Board committed \$20,000 of LGCAP funding to the RMCAC project – Volunteer Driver Regional Services Collaborative. This funding is being leveraged alongside commitments of \$10,000 from the Rural Transit Solutions Fund (accessed and contributed by Castlegar Community Services Society), and \$10,000 from Foundry BC.

These combined funding contributions are being used to advance the first stage of this project – the development of an **Implementation Road Map** for the community service network who are collaborating on the Regional Transportation Service Network (working title). This Implementation Road Map will establish a clear framework for the operational and governance models for the network; including specifically, how the network can be built as a scalable model, allowing smaller, more rural communities to join the network as it grows. The ultimate goal is to build a system that integrates the unique and diverse needs of residents and preexisting community transportation services in communities across the region.

The drafted Implementation Road Map will also include a list of functional considerations that a **Regional Online Booking Platform** will need to employ to effectively support the network and identify an appropriate ownership model for this Online Booking Platform. The development of this Regional Booking Platform will make up the second stage of the project implementation process. **The recommended Age Friendly Community grant application (for \$15,000) would be utilized to fund this second stage of work – developing the Regional Online Booking Platform.**

Booking Platform Ownership & Operation

Neither the Implementation Road Map, nor the developed Regional Online Booking Platform will be owned or operated by the RDCK. Rather, RDCK funding contributions will allow this initiative to have a broader regional impact across rural communities.

While Castlegar Community Services Society (CCSS) will be holding an administrative role for this next stage of work, the developed Regional Booking Platform is not intended to be owned or operated solely by this organization. Rather, the development of the network's Implementation Roadmap will include an investigation into what ownership model is most suitable for the long-term operation of the Regional Booking Platform to ensure that it is an effective resource for the many community service societies and parallel organizations operating transportation services in RDCK communities.

CCSS has operated the West Kootenay Volunteer Driver Program which has previously supported resident transportation needs in communities well beyond Castlegar's borders including throughout the Slocan Valley, and north of Nelson as far as Kaslo and east shore communities on Kootenay Lake. This program has encountered limitations based on funding and organizational capacities, but it has also provided CCSS with a strong understanding of some of the core functional requirements of a regionally integrated transportation service. Further, the program has allowed CCSS to build relationships with many other regional community service societies, and the early stages of this project work have been informed by partnerships, formalized through Memorandums of Understanding, with the following partners:

- Salmo Community Services Society
- Arrow & Slocan Lakes Community Services
- The Foundry
- The Columbia Basin Community Service Society Cooperative
- Nelson Cares
- Trail FAIR Society

Beyond these formalized partnerships, Castlegar Community Services Society has also been engaging with many other regional organizations, organizing several networking and engagement events centered around community transportation services and sharing plans around this project's development with these other organizations with the intention of supporting a shared vision for the project outcomes.

CCSS is the only organization with capacity currently to administer these early phases of network development, but long-term operation of the Community Transportation Service Network will require a regional organization or collaborative ownership model to oversee operations and effective rollout.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

Rural communities across the RDCK are challenged by limited access to affordable and sustainable transportation modes, and as a result, access to amenities that support a high quality of life. The impacts are felt most acutely by residents who are already disadvantaged by age, income, geography, and other factors. There are many community organizations already working across the region to fill these mobility gaps through a wide variety of programs and initiatives, but these organizations, often volunteer-based and/or grant-funded, have limited capacity to coordinate their efforts with one another or make substantial efforts to improve or expand their services.

Barriers

As staff connected with the various organizations offering regional healthcare transportation services, it became apparent that while program specifics and geographical boundaries varied between organizations, the challenges each described were the same. The primary barriers identified by these groups were:

- **Funding limitations** – top identified common barrier (related to many following barriers)
- **High costs to clients** – related to previous funding barrier to subsidize services
- **Increasing demand** – with limited funding is not possible to keep up with residents' needs
- **Program overlaps and lack of capacity to coordinate services**
- **Client mobility and vehicle accessibility support** – limited # of vehicles with wheelchair lifts
- **Aging fleets and high maintenance costs**

- Insurance complexities and licensing costs
- Lack of collaboration from Interior Health Authority
- Lack of clarity from Province on appropriate programs models

These barriers are further described in the Challenges & Gaps to Address Section of **Attachment A - West Kootenay Boundary – Volunteer Driver Services – Planning and Partnership Project**. Based on the findings of this project, an initial group of five community organizations established agreements to work together to coordinate their transportation services through a regional transportation service network. In 2025, these organizations were joined by the Kootenay Boundary Community Services Cooperative (KOOP) who offered to hold an administrative role over the project.

In early 2026, the Kootenay Boundary chapter of Foundry BC joined the project team and committed funding to support this initiative. Foundry BC supports youth will access to mental health and medical services across the Province. The Kootenay Boundary chapter is in its formative stages and has been tasked with coordinating transportation services for youth across the region. This provides an obvious link to the efforts that the Community Service Society partners are making on a regional transportation network, and these groups (including Kootenay Boundary Foundry) are all already convened and connected through the Kootenay Boundary Community Service Cooperative (KOOP).

Opportunities

By working together, community service organizations across the region have speculated that the transportation services they provide can become more effective and comprehensive towards community needs and resilience through an integrated Regional Transportation Service Network.

- Leveraged funding
- Reduced transportation costs to residents through more effectively delivered services
- Increased access to transportation service options to rural residents through an integrated service network
- Increased access to funding through a regional scope
- Reduced service overlaps and inefficiencies, and a developed understanding of gaps in the regional transportation service landscape leading to targeted improvements
- Reduced organizational cost burden (insurance, liability, fleet/maintenance, licensing, etc.)
- Reduced administrative tasks and burden from overlapping efforts
- Channeled communications with regional authorities and funders

The RDCK has an opportunity to help support and coordinate this effort through the RMCAC. By connecting and supporting these organizations, the RMCAC can foster collaboration, reduce barriers, and amplify the collective impact of local initiatives - helping to build a stronger, more integrated regional mobility system.

Additionally, the Age Friendly Communities grant stream, and many other similar streams identified by staff, require a local government to lead the application on behalf of the community initiatives they represent. This provides an opportunity for the RDCK to support the regional transportation service network with the development of an online booking platform without an added taxation burden through the Age Friendly Community Grant.

3.1 Alignment to Board Strategic Plan

The recommendation made in this report is supported by the following five RDCK's Strategic Priorities:

- Organizational Excellence
- Develop Relationships & Partnerships
- Energy Efficiency & Environmental Responsibility
- Regional Approach to Growth
- Advocacy

3.2 Legislative Considerations

The recommendation provided in this report aligns with the Rural Mobility Community Advisory Committee Bylaw, adopted by the RDCK in June, 2025.

3.3 What Are the Risks

The risks of these transportation inequities going unaddressed are that existing transportation options for residents will continue to become increasingly unaffordable and available, unproportionally affecting at-risk demographics and rural residents including seniors, youth, mobility-challenged groups, and low-income families. Many of the identified programs have indicated that additional funding will be necessary to continue to operate these services effectively in the long term. Without this increased support, these programs will not be able to keep up with increasing community needs and may disappear entirely.

Additionally, in the **RDCK's 2023 Community GHG Inventory**, it was found that 81% of RDCK community emissions across all Electoral Areas result from transportation. By supporting alternative transportation opportunities for rural residents, the RDCK would be supporting equitable and accessible regional transportation networks as well as acting to reduce regional GHG emissions.

4.0 PROPOSED SOLUTION

In 2025, the Rural Mobility Community Advisory Committee (RMCAC) launch was supported by the Age Friendly Communities – Stream 1 (Planning) grant. The \$25,000 accessed through this grant supported the RMCAC community engagement, steering process, bylaw development, and development and planning of Phase 1 (2025) community initiatives. The Age Friendly Community grant team indicated that successful projects coming out of the Stream 1 Planning grants would then be eligible to apply for Stream 2 Implementation grants. Of the 7 priority initiative areas identified and investigated by the RMCAC in Phase 1. The Regional Transportation Service Network stood out as the most suitable and shovel-ready for this Stream 2 Implementation grant.

Staff are recommending this application to the Age Friendly Communities (Grant Stream 2 – Implementation) as a local government is required to lead the grant application on behalf of community initiatives.

4.1 Financial Considerations of the Proposed Solution

Staff have proposed the following budget for the development of an online regional transportation service booking platform:

Budget Overview:

Budget Item	Value	Contributing Source
RDCK Staff time (administrative supports, reporting, and related RMCAC engagement support)	\$3,000	Age Friendly Community Grant
Consultant support for software/platform development	\$12,000	Age Friendly Community Grant

For further details on the proposed budget and workplan, see **Attachment C – Age Friendly Communities Stream 2 Budget and Workplan**.

This project (development of a Regional Online Booking Platform) will also be leveraging several external funding contributions from a number of external sources alongside RDCK contributions. These sources will likely include Foundry BC, Castlegar Community Services, and Columbia Basin Trust.

4.2 Risks with the Proposed Solution

One risk of the proposed initiative is that the attempt to coordinate these regional transportation services will not be successful due to barriers that are either unforeseen or cannot be overcome. Given that the community service society partners are working together on this pilot regardless of RDCK involvement, these same risks are already incurred by the project. RMCAC involvement with the project is likely to only improve the project's chance of success given that additional resources will be dedicated towards the planning, coordinative, and strategic aspects of the project implementation.

4.3 Resource Allocation and Workplan Impact

The RDCK Climate Action Assistant is tasked with coordinating the RMCAC and would assume coordinative duties with the proposed RMCAC project. This involvement and required staff time would be covered by a portion of the Age Friendly funding committed.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

This project falls into a priority action area identified by the RMCAC as well as during the extensive engagement efforts conducted by RDCK staff in previous years. Members of the RMCAC that represent the community organizations leading the Regional Transportation Service Network are also in full support of the application and have co-developed a plan for the development of the online Regional Booking Platform. The community partners leading the first stage of work on the network (development of an operational/governance Implementation Road Map) have included deliverables in that stage of work that will directly feed into the booking platform development process.

Castlegar Community Services Society has offered to provide a letter of support for this grant application (see **Attachment B - Letter of Support from Castlegar Community Services Society** of this report).

The intent of the Regional Transportation Services Network is to develop central resources and a collaborative service model that supports the many individual and unique community organizations that offer transportation services across the region. The model will be non-exclusive and aim to remove barriers for the additional

participation of rural organizations with access to fewer resources and transportation services than urban centers. Many organizations across the RDCK have been engaged in this project so far including:

- Nav-CARE
- United Way
- East Shore Transportation Society
- Arrow & Slocan Lakes Community Services
- South Kootenay Lake Community Services
- WE Graham Community Services
- Salmo Community Services
- Kaslo Community Services
- The Foundry
- The Columbia Basin community Service Society Collaborative
- Castlegar Community Services
- Nelson Cares
- Trail FAIR Society

4.5 Leveraging Technology

The development of the Online Booking Platform will leverage learnings, systems, and processes uncovered during the development of the existing community shared mobility platform – Kootenay Rideshare – which has been a widely used and highly valuable grassroots community service in the region for many years.

4.6 Measuring Success

A primary component of this project's strategic planning phase will be to establish clear metrics for success. These will include:

- # of rides delivered
- # of shared rides delivered (shared rides = reduced client costs & transportation emissions)
- # of Electoral Areas serviced
- Cost subsidies provided
- Level of collaboration and shared resources between partnering organizations
- # of available drivers/volunteers
- # of funding \$ accessed
- # of partnering organizations & authorities
- Level of mobility support improvements to programs, staff training, and vehicles

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Do nothing – this project is being advanced externally by the non-profit partners mentioned. This work will continue regardless of RDCK support. However, the community service society partners have expressed that with regional support for funding access and project coordination, their work and limited staffing capacity will be greatly amplified. Without this support, it is more likely that the project could end up as a fragmented service lacking regional comprehensiveness or even reach a point where the project or services are discontinued, and their benefits to communities lost.

Grant applications to the Age Friendly Communities grant are only accepted from local governments. RDCK support for accessing this funding would allow the community service organizations working on this project to avoid redirecting the already limited funding they have towards this stage of work away from the delivery of their much-needed community transportation services.

Another option not presented would be for the RDCK to try to establish a regional community transportation service network in-house. However, transportation servicing solutions are challenging and expensive. Planning and delivering transit services to support the same community needs would cost considerably more than the proposed budget. Further, the scheduling sensitivities associated with medical appointments likely rule out conventional transit services as a suitable option in our rural reality. The community service organization partners involved in this project have invested many years into delivering transportation services suitable to the unique needs of the rural communities they serve and have gained considerable experience and insight to the complexities during that time. Supporting this community effort with the proposed Age Friendly Communities grant application would allow for an easy and cost-effective way to support rural transportation and resident needs. This also allows the RDCK to help guide the project to ensure a focus on underserved areas is included.

8.0 RECOMMENDATION

That the Board direct staff to apply for up to \$15,000 to the Age Friendly Communities Grant before the June 1 deadline on behalf of the Castlegar Community Service Society for the Regional Booking Platform Development ; AND FURTHER, that staff be authorized to enter into a funding agreement with Castlegar Community Services Society should the RDCK be awarded the grant.

AND FURTHER, that if successful, the Board approve an amendment to the 2026 Financial Plan from Community Sustainable Living Service S105 in the amount of \$15,000.

AND FURTHER, that if successful the Board direct staff to manage and administer the Castlegar Community Services Society successful grant applications for the Regional Online Booking Platform, and be compensated for that work through the administration fee included in the grant award budget outlined;

AND FURTHER, that the Chair and Corporate officer be authorized to sign the necessary agreements.

Respectfully submitted,
Alex Leffelaar, Climate Action Assistant

CONCURRENCE

Chief Administrative Officer – Stuart Horn **Approved**

General Manager of Development and Community Sustainability Services – Sangita Sudan **Approved**

ATTACHMENTS:

Attachment A – West Kootenay Boundary – Volunteer Driver Services – Planning and Partnership Project

Attachment B – Letter of Support from Castlegar Community Services Society

Attachment C – Age Friendly Communities Stream 2 Budget and Workplan

Age Friendly Communities Grant – Final Report

RDCK's Rural Mobility Working Group

In 2025, the Regional District of Central Kootenays (RDCK) established the Rural Mobility Working Group (RMWG). This was the result of 3 years of public engagement efforts led by RDCK staff where we uncovered clear alignment between climate action priorities, community priorities, and equitable transportation opportunities. In late 2024, the RMWG received \$25,000 from BC Healthy Communities through the Age Friendly Communities funding stream to support the establishment of the RMWG and the first phase of planning a series of age-friendly mobility pilots in rural communities. This report summarizes the RMWG's work over the last year, and how the AFC funding was used to support this process.

The Steering Process

Through various community engagement events such as the Transportation Think Tank (2022) and Low Carbon & Active Transportation Summit (2024), the RDCK had built an understanding of the organizations across the region already involved in transportation and what projects were already underway. These events focused on collaborative problem-solving and idea generation. One of the most unanimously supported ideas that came out of engagement was the formation of a collaborative working group. The proposed working group would create a space for these diverse community organizations to meet to share resources, brainstorm, and coordinate joint efforts with the support of the regional district. Further, as the RDCK does not have a transportation service – other than its Transit services which operate within a limited scope and budget – this would allow staff to build an understanding of how best the RDCK might begin to support these organizations and their projects to improve the regional transportation network.

In October, attendees of these transportation-focused engagement events, or those who could not attend but expressed interest in being involved, were invited to partake in a steering process for the RMWG. A short survey was sent to all RDCK Directors of the regional Electoral Areas requesting input on who might not have been included so far, and additional outreach was made to invite seniors and youth support organizations from across the region into the steering process. The resulting Steering Committee was composed of youth, seniors, rural residents, and representatives from various community organizations. Over a few months and a few online meetings, the Steering Committee developed the attached RMWG's Guiding Terms (attached) as well as a draft list of

potential pilot projects, many of which were already being investigated or advanced by member associations. In order to link the group with existing RDCK Services such as the Transit services, and Parks and Recreation services, RDCK staff also drafted a bylaw (attached) that was adopted by the Board in June 2025, establishing the RMWG as a formal Community Advisory Committee.

With formalities in place, the Steering Committee then reviewed the draft list of projects and unanimously agreed to advance investigations into all of the projects during Phase 1 of the RMWG.

Bylaw & Committee Structure

The RMCAC was formally established through Bylaw No. 3005, adopted by the RDCK in June 2025. The bylaw (attached) outlines the committee's purpose, membership, roles, and procedures. The RMCAC serves as a Community Advisory Committee to the Community Sustainability Living Advisory Committee (CSLAC) of the RDCK Board. Its membership includes representatives from rural RDCK communities, seniors, youth, transit users, and both non-profit and private organizations involved in the regional transportation network.

The Bylaw defines key roles for the RMCAC, including:

- Advising on regional transportation projects and services.
- Sharing research findings and updates with residents, the RDCK Board, and other stakeholders.
- Gathering feedback to inform future transportation initiatives

The RMCAC's structure, as defined in Bylaw No. 3005, directly supports the application of an Age-Friendly Equity Lens. By mandating representation from seniors, youth, and rural residents, the committee ensures that voices from equity-deserving groups are included in decision-making. This inclusive model helps identify and address systemic barriers to mobility, particularly for mobility-limited, marginalized, and equity-deserving resident groups. The committee's engagement practices and project planning reflect a commitment to equity, ensuring that transportation solutions are responsive to diverse community needs.

Timeline:

Fall 2024	Winter 24/25	Spring 2025	Summer 2025	Fall 2025	Winter 25/26
Pre-steering discussions, scan for interested groups/residents	Steering Committee	Bylaw creation	Bylaw adoption	Active Transportation Summit	Digital promotion project
Engagement & Investigations	Drafting Guiding Terms	Project Prioritization	Project investigations & planning	Business case developments	Phase 2 planning
	Project idea formulation & brainstorming	Phase 1 workplan drafting	Engagement & outreach	Funding scan	Grant applications

Budgeting Report

Budget Item	Description	Budget Allowance	Update
Project Coordination	Develop RMWG Terms of Reference Planning and facilitation of regular meetings Funding scan and grant applications for identified pilots Coordinating actions and communications between various members/partners of the action group Reporting	\$10,000	Completed Sufficient funds remain to coordinate one more RMWG meeting this year where year-end project results will be shared and the group will discuss RMWG direction and next steps for 2026
Joint Project Planning	Funds to support the incorporation of an age-friendly equity lens into joint pilot project planning efforts	\$2,000	Completed
Age Friendly Project Supports	Funds for distribution between each of the partnering organizations' pilot projects for RMWG lead to support the investigation/planning of regional transportation initiatives they are leading that incorporate an Age Friendly Lens	\$10,000	Completed A small portion of funding remains to support the RMWG projects until December 2025
In-person Meeting	Ticket costs for RMWG members to attend BC Cycling Coalition's Active Transportation Summit (in Kimberley)	\$1,000	Completed 6 RMWG members, and 6 RMWG project partners attended the conference.

			Alex presented on the RMWG's efforts and it was met with lots of interest from other community groups and local governments.
Graphic Design	To support design, publication, and distribution of promotional materials	\$2,000	Underway The RMWG is currently working with a local filmographer to create a reel(s) for social media distribution that will highlight regional challenges and opportunities for improved transportation networks, and ways that the public can get involved in the RMWG's efforts.

Work Plan Report

Project Milestone	Description	Update
Pre Steering Committee Strategizing	Conversations with key partners to align goals, designate facilitation/coordination roles, and strategize potential structures for the Working Group	Complete
Steering Committee	Meet twice with core Working Group Members (Steering Committee) to draft Terms of reference and select Working Group structure	Complete
Form Group	Initial kickoff meeting for Working Group	Complete
Empower partners	Discussions around which transportation initiatives and partnering organizations will receive AFC honorariums to support Age-Friendly lens planning support	Complete
Check-ins	Monthly or bi-monthly working group meetings to check-in on initiative planning progress, explore collaboration opportunities and share input/feedback	Completed – one year end meeting left

Report Back	Each regional transportation initiative supported will submit a short report (and present on findings to the Working Group), these reports will be combined into a joint report as an annual update on the Regional Mobility Working Group	Completed Group will receive a comprehensive year-end report on project advancements and next steps at the final 2025 RMWG meeting.
Implementation	Successful Age-Friendly regional transportation initiatives will receive further support for implementation	Underway – 2026

Project Updates

Following the steering, bylaw adoption, and project prioritization processes, the RMWG work commenced, and project partners worked together to investigate and plan the various identified projects. Based on collective input, the list of projects included quick successes paired with long-visioned systemic action. In most cases, the pilot project investigations included background research, the development of business cases, engagement and outreach, big-picture strategizing, and grant scanning and application drafting. Additional information on the progress made on each initiative is included in the following project updates.

Shared Mobility Programs

Healthy Community Transportation

Through outreach and engagement efforts, the RMWG connected with a diverse group of community organizations involved in delivering volunteer driver and shuttle programs largely focused on aging residents and equity-deserving groups.

These include:

- Castlegar Community Services
- Arrow & Slocan Lake Community Services

- Basin Youth Networks
- East Shore Transportation Society
- Nelson CARES
- Salmo Community Services
- South Kootenay Lake Community Services

Through group discussions and 1-on-1 outreach, it was determined that the challenges and barriers experienced by these organizations overlapped substantially, as well as many of the solutions and services that these organizations offered. See the attached project investigation results.

Together the group is now beginning to plan a collaborative pilot to connect and support the partner organizations to trial a joint model targeting the delivery of a cohesive regional program incorporating shared efforts and resources and uniting voices to amplify the programs support needs to funders.

Next steps for this project include finding appropriate funding to support the pilot launch phase as well as determining which proponent is best suited to hold the coordinating role for all other partners.

Metrics

Planned metrics for this pilot include:

- # of additional rides offered to residents
- GHG's reduced through ridesharing
- Reduction of financial barriers to residents accessing programs
- # of available Class 4 drivers
- # of available shuttles to programs

Budget

The team has drafted the following budget for a funding target of \$100,000. Depending on the funding successfully acquired, a scaled-up or down project could be planned.

Project Component	Cost	Potential Funding Sources
Convening, coordination, and facilitation across programs	\$20,000	Staff have proposed that \$10,000 of LGCAP funding be committed to 'Low-Income

Low-Income Supports: Pilot low-income subsidy fund	\$30,000	Supports' and an additional \$10,000 from LGCAP be committed to 'Shared Systems'
Driver Supports: Resourcing, recruitment, training, and honorariums, etc.	\$10,000	
Shared systems: Insurance, scheduling, licensing, fleet, etc.	\$30,000	
Futureproofing: Planning next phases, long-term program design and funding	\$5,000	
Evaluation, reporting, and knowledge-sharing	\$2,000	
Administrative	\$3,000	Staff have received direction from Board to apply to Tamarack Institute for \$10,000 to support all 7 components of this project budget. Columbia Basin Trust has expressed potential interest in supporting this project and would like to see matching funding and a project plan. After core funding is secured, project team will reapproach CBT with the plan. Castlegar Community Services has been granted \$10,000 from the Rural Transportation Solutions Fund towards a project of this scope.

Shared Mobility Software

Key Partners:

- Kootenay Carshare Coop
- Kootenay Rideshare
- Community Futures
- Kootenay Grow & Connect Pilot

Multiple regional shared mobility programs and providers as well as users of these programs and services identified limited software supports as a primary barrier to the growth and on-going stability of these programs. The team identified both The Kootenay Carshare Coop and Kootenay Rideshare platforms as ideal candidates for software upgrades and worked with these platform providers to understand what functions and features would be needed from the upgrades. Both of these platforms serve resident demographics that are unable to access the privilege of private vehicle ownership, including a high proportion of seniors.

In addition to investigating the development process and costs associated with various custom and in-house software models, the team also researched existing models and software that might be able to support the needs of these platforms with reduced up-front investments efforts and costs. A summary of these options were provided to both the

Carshare and Rideshare (see attached Shared Mobility Program Needs & Options Summary). The Carshare's Board of Directors reviewed the options provided and has selected to pilot a 3rd party app. Kootenay Rideshare has expressed interest in pursuing software improvements in 2026 if funding is available. The RMWG are now investigating and applying to various funding opportunities to support these next steps.

Budget Details

While app development and other extensive software development efforts can be quite costly (\$100,000-200,000), some lower-cost upgrades and feature additions are possible within the programs' existing structures and systems.

Additional Kootenay Rideshare functions could be added for an estimated \$20,000-30,000 in 2026. These features would target:

- Improved ratings/reviews & cancellation policies
- Improved flexibility in changing bookings
- Live notifications & direct messaging
- Live map view of driver location
- Cross-posting to social media groups
- Prepayment system & payment on delivery
- Integration with other transportation services (live Transit data feed?)

Transit Advisory Team

Key Partners

- West Kootenay Transit Action
- RDCK Transit Committees
- Seniors, youth, transit-users, mobility-limited and other vulnerable groups
- Rural residents

Current transit services are limited and often insufficient to support the transportation needs of rural communities. Many vulnerable demographics, including seniors, youth, and low-income families, rely heavily on these services as their primary means of transportation. With long travel distances, low population densities, and limited funding, these services can be difficult to deliver effectively. The RMWG Transit Advisory Team has been working to devise ways to support local transit operational teams and associated

committees with these complex challenges, and to advocate to higher levels of governance and funders for the community-specific solutions that could help to break down some of these barriers and improve transit opportunities for rural residents.

Throughout 2026, the RMWG will continue engaging with regional Transit Advisory Committees and other organizations with jurisdiction over transit, providing input on how transit servicing and infrastructure can be improved to better support residents and improve interconnections with other modes of transportation. The Transit Advisory Team has come up with a list of 6 transit improvement priorities (attached) that we will be advocating for. Each priority includes identified target audiences, potential collaborators, and next steps. We are now in early conversations with the Kootenay West Transit Services Committee on how we might be able to work together to advance a number of these priorities. This will likely include advocating for the addition of secure bike lockers at a number of key transit nodes, and an evaluation of alternative transit models within and beyond the region and how our transit services might be able to employ these to improve current transit servicing.

Active Transportation Advisory Team

Key Partners

- West Kootenay Cycling Coalition
- Youth, seniors, low-income, and other vulnerable demographics
- Rural area residents
- Ministry of Transportation & Transit (MoTT)

The RMWG's Active Transportation Advisory Team aims to build a strong case for improving regional active transportation servicing and infrastructure. We are focusing on developing key partnerships with the community groups and authoritative bodies involved in this sphere and are working to collect and focus regional public input on the topic.

The RDCK currently has no service or staffing that is dedicated towards active transportation planning and projects. While some departments' (Landuse & Planning, Parks & Recreation, Transit) roles do overlap with active transportation, there is no formal direction from Board on how staff should engage with and/or support these types of projects in regional communities. In the 8 months that the RMWG has been investigating active transportation across the region, approximately ten projects have been identified by

various community groups including bike paths, pedestrian bridges, trails, and repaving/surfacing efforts.

While the RMWG has made efforts to engage and support the groups advancing investigations into these projects, with limited time, resources, and authority, support to further these efforts is limited. The RMWG's Active Transportation Advisory Team has a plan to bring forward a request to the RDCK Board to consider how these types of projects can be supported by the Regional District. This will include business cases that showcase the need and benefits that could be derived from these projects, the level of community interest, and some options for the Board to consider. Depending on how those conversations play out, this could potentially lead to a Service Case Analysis, or development of a region-wide (or sub-regionalized) active transportation strategy.

New Denver – Silverton Path

Key Partners

- North Slokan Trails Society
- Hills Recreation Society
- West Kootenay Cycling Coalition
- Local residents
- Local Electoral Area and Municipal RDCK Directors
- Ministry of Transportation & Transit

There are many active transportation infrastructure projects across the region that have been identified as priority initiatives by community organizations and residents. However, currently the RDCK does not have a formal avenue to specifically support these as active transportation does have a home within existing service structures. While the Active Transportation Advisory Team is looking to advocate for this to change, the RMWG also wanted to gain hands-on experience supporting one of these infrastructure projects with investigations, engagement, and planning efforts.

Silverton and New Denver are two small municipalities located along the east shore of Slokan Lake. Both municipalities have a high percentage of aging residents. While these two municipalities are separately governed, they effectively act as two neighborhoods of one joint community. Many essential amenities (elementary school, dentist, post office, etc.) are only found in one of these municipalities. The two are separated by a stretch of highway that is ~3.5 kilometers long, and that is quite dangerous to travel by means of

active transportation. There are effectively no means of travelling the stretch of road safely other than by use of a personal vehicle. The RMWG has been supporting a small group of passionate residents to investigate how and if this situation could be improved.

The attached I-CAT Whitepaper and Community Statements summarizes recent and historical efforts to investigate this project and quotes from engaged residents on their opinions of the project's potential to support these communities. Over the summer, the RMWG has been engaging with local RDCK Directors, regional Ministry of Transportation & Transit staff (MoTT), and transportation consultant groups to understand possible approaches to this issue. While extensive interest has been shown from the community and these groups to advance the project, it has also been clear that the project will need to overcome substantial hurdles.

- Up-front design costs and engineering work to plan the corridor and evaluate options will likely cost up to or even in excess of \$100,000, though local Directors have indicated potential interest in supporting this next phase of work.
- Geographical barriers exist for the construction of the pathway. To build a path wide enough to meet MoTT standards, rock scaling and other earthwork efforts required would likely cost millions of dollars to complete.
- Funding opportunities to support the next phases of investigations as well as any potential construction processes are changing quickly. Recently, the Provincial Active Transportation Infrastructure Grants funding stream was put on pause, and due to recent economic pressures, many Provincial and Federal funding streams have undergone substantial changes. This poses challenges for the project team as we plan our next steps of action.
- While the project has received a fair amount of positive feedback and public interest, there are always competing interests to manage including municipal interests and private landowner interests (the path would cross 5 private properties). The project team will need to ensure that these groups are thoroughly involved in the early stages of planning and investigation to ensure everyone's perspective is heard and considered.

Through our summer engagement efforts, the project team has drafted a scope of work for the next phases of investigation and design for this potential active transportation corridor. These include:

- Evaluation of options
- Public engagement and working out legal agreements with landowners
- Traffic safety review and assessment of historical collisions
- Forecasting maintenance requirements

- LiDAR surveying
- Conceptual and preliminary designs and drawings
- Construction cost estimations
- Funding scan and applications

Estimates for the consulting costs for these next phases of investigations range from \$60,000 –100,000, primarily depending on the level of engineering detail and community engagement activities included. There is interest from local area directors to support these investigations financially. The Ministry of Transportation & Transit - Active Transportation Infrastructure Grants fund that would normally provide matching funds to local governments for these types of investigations has recently been put on pause. Our team is currently in discussion with the local elected officials and RDCK staff from various departments to understand the next best steps, timeline, and overall approach for this project's next phase.



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Tuesday March 10th, 2026

Letter of Support – BC Healthy Communities Age Friendly Communities Grant

To Whom It May Concern,

On behalf of Castlegar Community Services Society (CCSS), I am pleased to provide this letter of support for the Regional District of Central Kootenay's application to the BC Healthy Communities Age Friendly Communities Grant program.

CCSS has been actively engaged in regional conversations focused on improving transportation access for seniors and other vulnerable residents across the West Kootenay and Boundary region. Through the Rural Mobility Working Group, supported by the Age Friendly Communities planning stream, partners explored several collaborative transportation solutions, including the development of a coordinated rideshare and volunteer driver network.

Our organizations are currently advancing this work through the development of a regional Request for Proposals to engage a consultant to design an Implementation Operational Road Map for a coordinated Regional Transportation Service Network. A key component of this work is identifying the functional considerations and system requirements for a regional booking platform that can support coordinated scheduling, improve access for riders, and strengthen collaboration across existing community-based transportation services.

The proposed platform represents an important next step in moving from planning to implementation. A shared booking system would significantly enhance the efficiency, accessibility, and scalability of community transportation programs, particularly for seniors, people with disabilities, and residents in rural communities who face persistent mobility barriers.

CCSS strongly supports the RDCK's application and believes this funding will play a critical role in advancing a practical, collaborative regional transportation model. We look forward to continuing to work with RDCK and our regional partners to improve mobility and strengthen age-friendly communities across the region.

Sincerely,

Reidun Rosi

Executive Director

Castlegar Community Services Society

executivedirector@cdcsc.ca

Workplan Template

Age-friendly Communities Program



Applicant community:	Regional District Central Kootenays
Project Lead:	Alex Leffelaar

Project Milestone	Description	Completion Date	Who is Responsible	BCHC Support Anticipated
1. Service Network Partner Engagement (in progress)	Establish a shared vision and goals for the integrated transportation network. Confirm partner roles and responsibilities, identify service gaps, and collaboratively draft the RFP for a consultant to develop the Stage 1 Operational Implementation Plan.	2026-07-31	RDCK (Alex Leffelaar)	None
2. Regional Authority Engagement (in progress)	Engage with regional health authority and local governments to build alignment around long term collaboration opportunities. Identify regulatory considerations, data sharing needs, and opportunities to support seniors facing transportation barriers.	2026-09-30	RDCK (Alex Leffelaar)	None
3. Develop and Release RFP for Stage 1 – Implementation Roadmap (in progress)	Finalize a detailed scope of work outlining consultant responsibilities, timelines, and deliverables for the Operational Implementation Plan. Combine multiple funding streams to maximize impact and issue the RFP through a transparent procurement process.	2026-04-01	RDCK (Alex Leffelaar) & Castlegar Community Service Society (Reidun Rosi)	None

4. Collect Functional Recommendations from Stage 1 and Feed into Stage 2 – Platform Development	Review the consultant's early findings on operational, accessibility, and functional requirements for the Regional Booking Platform. Validate recommendations with seniors and service partners. Use these findings to develop a clear scope for hiring a software consultant to build the Regional Booking Platform.	2026-10-31	Contracted Consultant (TBD)	None
5. Hire Software Consultant for Regional Booking/Dispatch Platform	Draft and release an RFI for online software platform development. Select a consultant with experience in accessible, user friendly transportation platforms. Establish a development timeline, milestones, and testing plan.	2026-09-01	RDCK (Alex Leffelaar)	If the AFC has any applicable resources or knows of other communities that have conducted similar projects, any input is welcomed at this stage.
6. Engage Network Partners During Platform Development	Facilitate iterative design and testing sessions between the consultant, service partners, and seniors. Refine platform features based on real world needs, accessibility considerations, and feedback from older adults with varying levels of digital literacy.		Contracted Consultant (TBD)	None
7. Launch Platform Alongside Regional Service Network	Deploy the Regional Booking Platform for a structured pilot period with primary community partners. Provide training and support for staff and seniors, and offer alternative booking methods to ensure accessibility for those with limited digital capacity.	2027-03-01	Castlegar Community Services Society (Reidun Rosi) & regional service network partners	None
8. Monitor, Iterate, and Report on Platform Launch	Collect feedback from partners and seniors during the pilot. Identify and resolve technical issues, refine features, and expand access to secondary partners once stable. Prepare final reporting for all funding contributors, including lessons learned and recommendations for long term sustainability.	2027-05-31	RDCK (Alex Leffelaar) and Castlegar Community Services Society (Reidun Rosi)	None



Board Report

April 16, 2026

Local Conservation Fund Policy

Author: Rishab Gaba, Planner 2
File Reference: \\FILES\RDCK\01\0590\10\POLICIES-WORKING_FILES\400-02-20 LOCAL CONSERVATION FUND
Electoral Area/Municipality: A, D, E, F, H
Services Impacted Local Conservation Fund

1.0 STAFF RECOMMENDATION

That the Board adopt Policy No. 400-02-20 *Local Conservation Fund Policy*, effective immediately.

2.0 BACKGROUND/HISTORY

The Local Conservation Fund (LCF) has been administered under a Terms of Reference document that combined governance, policy direction, and administrative procedures into a single framework.

Over time, the LCF service area has expanded. Electoral Areas A, D, and E originally participated in the service, with Electoral Area H joining following a referendum and Electoral Area F joining after an alternative approval process.

January, 2024 – Changes Recommended to LCF Terms of Reference

Changes to the terms of reference were discussed at the RDCK Local Conservation Fund Working Group meeting on January 9, 2024.

July, 2024 – Resolution to Establish LCF Committee

At the July 3, 2024 Board meeting, staff brought forward changes to the existing Terms of Reference for the LCF. At that meeting, the Board passed the following motion:

That the following motion **BE REFERRED** until after the Local Conservation Fund Committee has been established and has had the opportunity to consider the Terms of Reference for the service:

That the Board direct staff to amend the Regional District of Central Kootenay Local Conservation Fund Terms of Reference, as described in the July 3, 2024 Board report “Local Conservation Fund Terms of Reference”.

A phased approach to modernize and clarifying the governance framework for the LCF was taken following the advice of the Corporate Officer, Mike Morrison. The first step in this process was the establishment of a formal Local Conservation Fund Committee (LCFC) through bylaw, replacing the previously informal “LCF Working Group”.

Further direction identified the need to restructure the existing Terms of Reference by separating its content into distinct governance instruments, policy and procedure.

February 2026 – LCF Policy Revision

At its February 2026 meeting, the Board adopted Resolution Nos. 57/26 and 58/26, which rescinded the Kootenay Lake Local Conservation Fund Terms of Reference and directed staff to revise the draft Local Conservation Fund Policy to improve conciseness and relocate detailed operational content to an accompanying Procedure.

The draft Local Conservation Fund Policy has been revised in accordance with Board direction to improve conciseness and relocate operational content to a supporting Procedure.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The LCF has been administered under a single Terms of Reference document that combines governance direction and administrative processes. As the program has evolved, this structure can make it less clear which elements require Board oversight and which can be managed operationally by staff.

The opportunity is to improve clarity and flexibility by separating policy direction from administrative procedures. Establishing a Board-approved Policy supported by a staff-administered Procedure provides a more structured governance framework while maintaining the existing intent and operation of the program.

3.1 Alignment to Board Strategic Plan

The proposed adoption of the LCF Policy aligns with the Strategic Priority of Organizational Excellence, particularly:

- Ensure our Board decisions are informed and policy focused and we are disciplined in undertaking new initiatives.
- Continue to update our policies and processes to be responsive and adaptable.
- Review our governance structures to ensure we have the appropriate balance of input and accountability

3.2 Legislative Considerations

The LCF operates within the legislative authority provided to regional districts under the *Local Government Act*. The Act also provides authority for the RDCK Board to establish committees and to adopt policies that guide decision-making related to service delivery.

Within this framework, the LCF is further governed by RDCK-specific bylaws, including the *Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw no. 2420, 2014* and the *Local Conservation Fund Committee Bylaw no. 2975, 2025*, which are mandatory instruments establishing the service and committee structure.

The proposed LCF Policy is a governance document that provides strategic direction for how the service is applied in practice, while associated procedures guide administrative implementation.

3.3 What Are the Risks

The former Terms of Reference combine policy direction and administrative processes in a single document, which can make it less clear how different elements are managed and updated over time.

The proposed Policy and Procedure structure improves clarity by separating governance direction from administrative implementation. Risks associated with this change are limited and primarily relate to transition, such as initial familiarity with the new document structure. These are expected to be short-term and manageable through clear communication.

4.0 PROPOSED SOLUTION

The proposed approach establishes a Board-approved Policy and a staff-administered Procedure to guide the governance and administration of the LCF. This approach replaces the former Terms of Reference structure with a clearer separation between strategic direction and operational implementation.

Under this model, the LCF Policy consolidates and formalizes the policy-level direction previously embedded within the Terms of Reference. This includes the conservation themes, biodiversity targets, and the roles of the RDCK Board, Local Conservation Fund Committee, and Technical Review Committee in the project review and approval process.

The companion LCF Procedure consolidates the administrative and operational components of the existing Terms of Reference, including project intake, technical review processes, evaluation criteria, timelines, reporting requirements, and conflict-of-interest management. Placing these elements in a procedure allows staff to manage and update operational details as needed to reflect evolving best practices, resourcing considerations, or program improvements, without requiring Board approval for routine administrative changes.

Together, the Policy and Procedure fully replace the former Terms of Reference, preserving the substance of the current program while modernizing its governance documents.

4.1 Financial Considerations of the Proposed Solution

The proposed adoption of the LCF Policy does not introduce any new financial commitments for the RDCK. No additional funding is being requested as part of this report, and no changes are proposed to the current funding model, service requisition, or Financial Plan.

4.2 Risks with the Proposed Solution

Risks associated with the proposed solution are limited and primarily relate to the transition from a single Terms of Reference document to a Policy and Procedure framework.

As the content of both documents is derived from the existing Terms of Reference, no changes to the intent, funding model, or governance structure of the LCF are introduced. Any initial uncertainty is expected to be short-term and can be addressed through clear communication and cross-referencing between documents.

4.3 Resource Allocation and Workplan Impact

Work to develop and finalize the LCF governance update is being led by Development and Community Sustainability Services, with project coordination and report preparation supported by Planning staff. Ongoing implementation will continue to involve staff time, with Corporate Services' support as needed for governance documentation and record management. No new positions or additional resourcing are required as part of this report; work will be undertaken within existing roles.

The core work to prepare the Policy and Procedure has been completed, and remaining work is limited to Committee/Board consideration, adoption of the Policy, and implementing the Procedure as an administrative document.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

There is no legislated public consultation requirement under the *Local Government Act* for the adoption of a Board policy or administrative procedure related to the governance of an existing service. The proposed solution does not establish or expand a service, amend taxation authority, or change elector-approved funding arrangements. As such, formal public engagement or elector approval is not required as part of this process.

4.5 Measuring Success

Success will be reflected in continued delivery of the LCF program with clear roles, consistent processes, and no disruption to funding cycles or committee operations.

5.0 ALTERNATIVE SOLUTION(S)

The former Terms of Reference has been rescinded by Board direction. Staff have been directed to implement a Policy–Procedure framework separating governance and administrative functions. As such, the proposed Policy represents implementation of prior Board direction, and no alternative approaches are presented.

6.0 OPTIONS SUMMARY

Option 1: Staff Recommendation (Policy Adoption)

That the Board adopt Policy No. 400-02-20 *Local Conservation Fund Policy*, effective immediately.

Option 2: No Further Action

That the Board take no further action with respect to adopting Policy No. 400-02-20 *Local Conservation Fund Policy*.

Option 3: Be Referred

That further consideration of adopting Policy No. 400-02-20 *Local Conservation Fund Policy* BE REFERRED to a future Board meeting.

7.0 RECOMMENDATION

That the Board adopt Policy No. 400-02-20 *Local Conservation Fund Policy*, effective immediately.

Respectfully submitted,
Rishab Gaba, Planner 2

CONCURRENCE

Planning Manager – Nelson Wight **Approved**

General Manager of Development Services and Community Sustainability – Sangita Sudan **Approved**

Chief Administrative Officer – Stuart Horn **Approved**

ATTACHMENTS:

Attachment A – Local Conservation Fund Policy

Attachment B – Local Conservation Fund Procedure

Attachment C – Kootenay Lake Local Conservation Fund Terms of Reference – Annotated Content Mapping to Policy and Procedure



Local Conservation Fund Policy Manual

Chapter: Development and Community Sustainability Services

Section: Local Conservation Fund Service

Subject: Local Conservation Fund Policy

Board Resolution:	[Board resolution number]	Established Date:	[Date of policy]	Revised Date:	[Revised date of policy]
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POLICY:

1. PURPOSE:

The purpose of this Policy is to provide direction for how the Regional District of Central Kootenay Local Conservation Fund (LCF) is applied in practice. This Policy guides staff, the Technical Review Committee (TRC), the Local Conservation Fund Committee (LCFC), and the RDCK Board in identifying, considering, and recommending conservation projects by setting out the conservation themes and priorities that inform funding decisions under the LCF.

This Policy is intended to support consistent and transparent application of the LCF across the Service Area.

2. SCOPE:

This Policy applies to all projects considered, recommended, or approved for funding through the LCF.

3. DEFINITIONS:

For the purposes of this Policy:

- **Local Conservation Fund (LCF)** means the service and associated funding program, established by the Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420, 2014.
- **Service Area** means the Local Conservation Fund Service Area.
- **Technical Review Committee (TRC)** means an advisory body comprised of individuals with expertise in conservation-related fields appointed by the Board for the specific purpose of evaluating the technical merits of grant applications and recommending projects for funding.
- **Local Conservation Fund Committee (LCFC)** means the standing committee of the RDCK Board, established under Local Conservation Fund Committee Bylaw No. 2975, responsible for reviewing proposed projects put forward by the Technical Review Committee (TRC) and making recommendations to the RDCK Board.



Local Conservation Fund Policy Manual

4. POLICY STATEMENT:

This section establishes the policy direction used to guide the selection of projects for funding through the LCF. The themes, and targets set out below provide the basis on which project proposals are reviewed and assessed by staff, the TRC, and the LCFC, and inform recommendations made to the RDCK Board.

4.1 Themes

The LCF supports conservation projects that align with one or more of the following themes. These themes establish the primary conservation focus areas used to guide the selection of projects for funding through the LCF.

- **Aquatic systems**, including the protection and enhancement of water-based ecosystems;
- **Water conservation**, including sustainable management and use of water resources;
- **Wildlife and habitat conservation**, including the protection, restoration, and connectivity of terrestrial and aquatic habitats.

These themes provide direction for identifying and assessing projects considered for funding through the LCF.

4.2 Targets

Within the Themes set out above, the LCF prioritizes projects that contribute to the conservation, protection, or enhancement of the biodiversity targets listed below. These targets form part of the criteria used to assess and select projects for funding through the LCF.

Conservation priorities for the LCF are informed by *the RDCK Kootenay Lake Local Conservation Fund Guidance Document*, recognizing that conservation priorities and ecological conditions may vary across participating Electoral Areas.

The biodiversity targets are:

- **Habitat connectivity**, including the maintenance and restoration of ecological linkages;
- **Hydro-riparian systems**, including large, medium, and small watercourses;
- **Wetlands**;
- **Fish habitat**;
- **Old-growth Moist Interior Cedar–Hemlock (ICHmw) forests**;
- **Dry Interior Cedar–Hemlock forests**, including ICHxw and ICHdw variants;
- **Cottonwood-dominated floodplain ecosystems**;



Local Conservation Fund Policy Manual

- **Brushlands and grasslands;**
- **Shrub- and herb-dominated floodplain ecosystems;**
- **Species at Risk;** and
- **Karst features,** including hot and cold springs.

4.3 Governance

The governance of the Fund is structured to support clear accountability and informed decision-making.

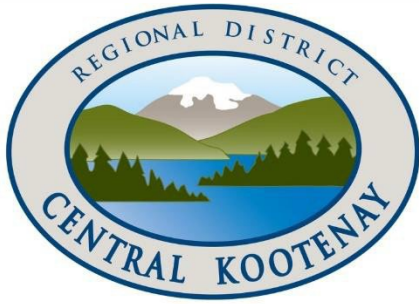
- The RDCK Board is responsible for approving projects funded through the LCF.
- The LCFC reviews project proposals and provides recommendations to the RDCK Board in accordance with this Policy.
- The TRC provides technical advice in an advisory capacity to inform the review of project proposals.
- Administrative roles and procedural requirements related to the implementation of the LCF, including project intake, review processes, and reporting, are addressed through separate procedures and applicable bylaws, including the *Local Conservation Fund Committee Bylaw No. 2420, 2014*.

5. RELATED LEGISLATION:

- *Local Government Act (LGA)*
- *Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420, 2014*
- *Local Conservation Fund Committee Bylaw No. 2975, 2025*

6. SUPPORTING DOCUMENTS:

- Regional District of Central Kootenay. (2018). *Kootenay Lake Local Conservation Fund Guidance Document*. Nelson, BC.
 - Regional District of Central Kootenay. *Local Conservation Fund Procedure*. Nelson, BC
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Local Conservation Fund Procedure



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1 Introduction

- 1.1 The Local Conservation Fund (LCF) Procedure supports the implementation of the Local Conservation Fund (LCF) by providing clear operational steps for project intake, review, evaluation, and reporting.
- 1.2 This Procedure works in conjunction with the Local Conservation Fund (LCF) Policy, the Regional District of Central Kootenay Local Conservation Fund Service Establishment Bylaw No. 2420, 2014, and the Local Conservation Fund Committee Bylaw No. 2975, 2025.
- 1.3 This Procedure provides operational guidance for administering the LCF and does not replace or supersede the LCF Policy.
- 1.4 The LCF Procedure:
 - 1.4.1 Defines roles and responsibilities of the Regional District of Central Kootenay (RDCK), the Local Conservation Fund Committee (LCFC), the Technical Review Committee (TRC), and the Consultant.
 - 1.4.2 Sets out the process for project submission, technical review, committee review, and Board approval.
 - 1.4.3 Ensures transparency and consistency in how the Fund is administered, including conflict-of-interest management and project reporting.

1.5 Key Roles:

The following roles are described for the purposes of administering the LCF and are to be read in conjunction with the LCF Policy.

- 1.5.1 Proponent: an eligible organization that submits a project proposal to the LCF.
- 1.5.2 Consultant: the organization contracted by the RDCK to administer the LCF on its behalf. The Consultant is responsible for coordinating project intake, supporting the Technical Review Committee (TRC), and preparing recommendations for the Local Conservation Fund Committee (LCFC).
- 1.5.3 Technical Review Committee (TRC): an advisory body comprised of individuals with expertise in conservation-related fields appointed by the RDCK Board for the specific purpose of reviewing the technical merits of grant applications and recommending projects for funding.
- 1.5.4 Local Conservation Fund Committee (LCFC): means the standing committee of the RDCK Board, established under Local Conservation Fund Committee Bylaw No. 2975, responsible for reviewing proposed projects put forward by the Consultant funded by the Local Conservation Fund Service and making recommendations to the Board.

2 Governance

- 2.1 The LCF is administered by the Regional District of Central Kootenay (RDCK) in partnership with a Consultant, the LCFC, and the TRC.
- 2.2 **RDCK Responsibility**
 - 2.2.1 The RDCK is responsible for maintaining the integrity of the Fund and retains the responsibility for final approval of all matters related thereto.

- 2.2.2 The RDCK is responsible for the final approval of all projects, grant payments, and financial audits of the Fund.
- 2.2.3 The RDCK remains the final approving authority for all Fund matters.
- 2.2.4 The RDCK will engage a consultant to assist with the direct administration of the Fund and will appoint a TRC based on the recommendation of the Consultant.
- 2.2.5 The LCFC, established by Bylaw No. 2975, reviews the recommendations of the TRC and makes formal recommendations to the RDCK Board for project approvals.

2.3 Local Conservation Fund Committee (LCFC)

- 2.3.1 The LCFC is a standing committee of the RDCK Board, established under *Local Conservation Fund Committee Bylaw No. 2975*.
- 2.3.2 It is composed of the Directors representing the participating Service Area.
- 2.3.3 The LCFC reviews TRC recommendations and makes formal recommendations to the RDCK Board for project approvals, conditions, or deferrals.
- 2.3.4 It receives annual reporting on funded projects and may recommend program improvements to the Board.

2.4 Technical Review Committee (TRC)

- 2.4.1 The TRC is an advisory body appointed by the RDCK Board to provide a technical evaluation of project proposals.
- 2.4.2 It reviews proposals for technical merit, feasibility, and conservation effectiveness.
- 2.4.3 It also provides a ranked list of recommended projects to the LCFC.
- 2.4.4 It operates in accordance with its Terms of Reference, which are detailed later in this Procedure, including membership, evaluation criteria, and conflict-of-interest requirements.

2.5 Consultant Responsibility

- 2.5.1 Under formal written agreement, the Consultant is responsible for all aspects of Fund management, other than the direct financial management. This management includes:
- 2.5.2 Preparing the Fund design documents.
- 2.5.3 Advertising and managing the call for proposals.
- 2.5.4 Responding to inquiries.
- 2.5.5 Vetting TRC applicants.
- 2.5.6 Facilitating the technical review of applications and projects.
- 2.5.7 Coordinating project evaluation and overall program evaluation.

2.6 Governance Principles

The governance model for the LCF is based on the following guiding principles:

- 2.6.1 This is a tax-based Fund; therefore, in the decision-making process, taxpayers will be represented through their elected officials.
- 2.6.2 The LCF was created to provide a conservation service. Technical merit is of utmost importance to determine which projects are supported.

- 2.6.3 There is a relatively small amount of annual funding available, and it is important to design a simple, cost-effective decision-making structure.

2.7 Governance Model

- 2.7.1 The governance model may be modified as necessary to accommodate the goals of the LCF.
- 2.7.2 A two-tiered process will be employed, with the TRC making recommendations through the technical review process, and the LCFC reviewing those recommendations and making recommendations to the RDCK Board for final approval.

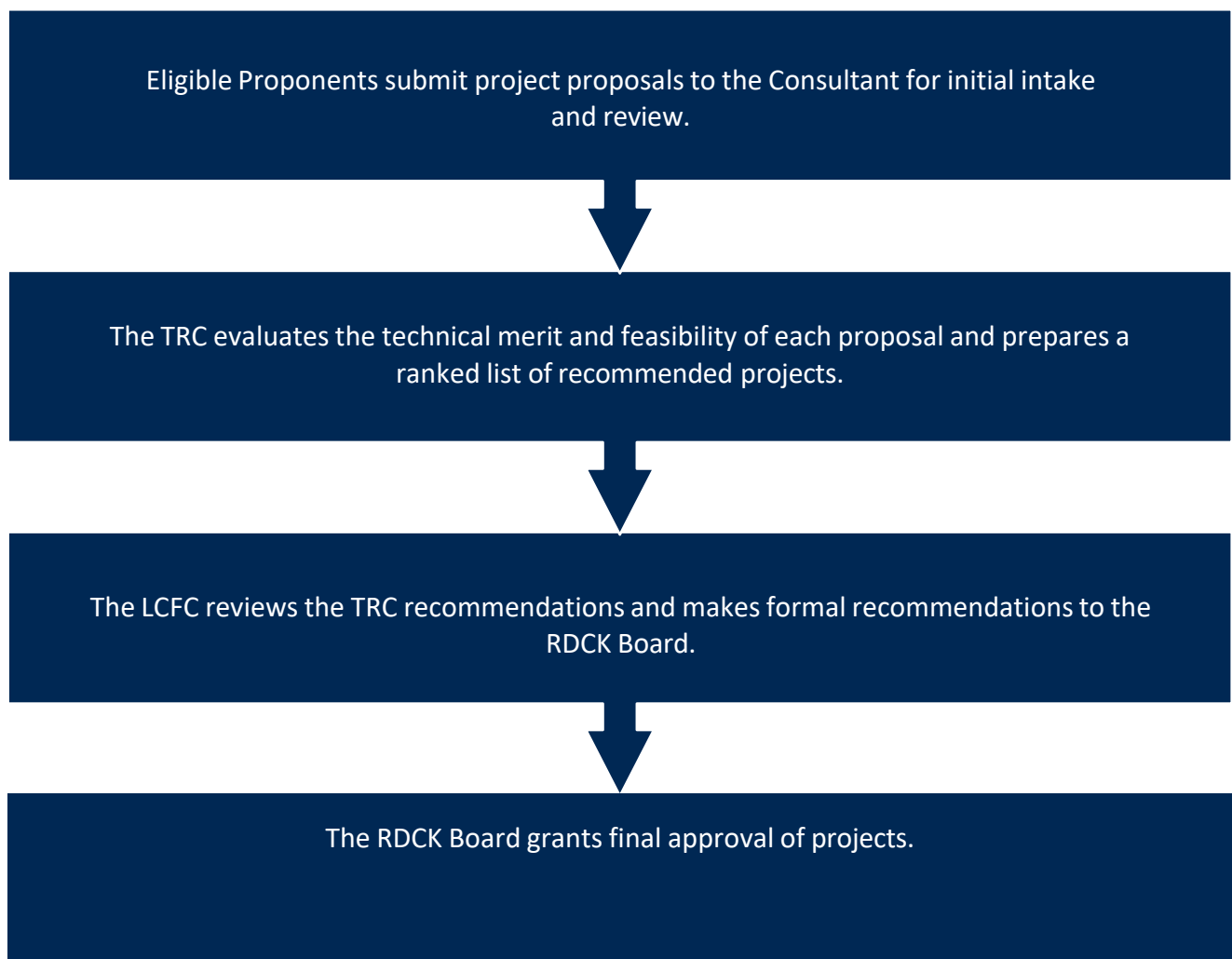


Figure 1 Governance Flow

2.8 Technical Review Committee (TRC) Appointments and Terms

- 2.8.1 The TRC will be selected based on nominations submitted to the Consultant or in response to an open call to fill a vacancy.

- 2.8.2 TRC members are appointed by the RDCK Board based on recommendations brought forward through the administration process.
- 2.8.3 The TRC is comprised of five members, and may be expanded up to seven members where needed to ensure appropriate expertise coverage.
- 2.8.4 TRC members will be selected with a maximum term of three (3) years.
- 2.8.5 Some members may be asked to serve for only one- or two-year terms to ensure membership continuity across years.
- 2.8.6 Given the small geographic area and high level of engagement in conservation projects, it may be difficult to find TRC members who will not, at some point, have an actual, potential, or perceived conflict of interest by virtue of the fact that they may also be interested in submitting proposals or working on successful projects. In such cases, the Conflict of Interest Guidelines will be followed.

2.9 Board Review and Approval

- 2.9.1 The RDCK is responsible for reviewing the recommendations of the TRC and for granting final approval.
- 2.9.2 The RDCK will determine whether a project meets eligibility criteria, including that it is not an existing responsibility of any level of government.
- 2.9.3 The RDCK Directors representing the participating Service Area may, at their discretion, have the opportunity to review the proposals with the Electoral Area advisory Commissions.
- 2.9.4 Final approval of projects will be granted at a regular meeting of the RDCK Board.
- 2.9.5 Only the Directors representing the participating Service Area will be entitled to vote on project approvals, using the weighted voting system.
- 2.9.6 In the case of acquisition/securement proposals, the RDCK may be required to maintain confidentiality; in such cases, proposal review and approval will take place at a closed meeting of the Board.

3 Guiding Principles

3.1 To best support the most effective projects, the guiding principles of the *Conservation Framework for British Columbia* will be followed:

- 3.1.1 Acting sooner – before species and ecosystems are at risk.
- 3.1.2 Acting smarter – priority setting is science-based; the results move us from reactive conservation to prevention using appropriate management actions.
- 3.1.3 Acting together – coordinated and inclusive action.
- 3.1.4 Investing more wisely – align conservation investments, priorities, and actions among conservation partners and stakeholders.

3.2 The following additional guiding principles will also be used in administering and evaluating projects under the Fund:

- 3.2.1 Projects that fall into the existing responsibilities of federal, provincial or local governments will not be eligible for funding.
- 3.2.2 Projects with strong funding partnerships will be given preference.

- 3.2.3 The review process will be as simple as possible, particularly with the recognition that a relatively small Fund is being administered.
- 3.2.4 Projects will be ranked on feasibility, cost-effectiveness, outside participation / cost sharing, project effectiveness and priority conservation action.
- 3.2.5 Projects will initially be ranked based on technical merit, regardless of where they occur within the Fund Service Area. Subsequently, regional equity may be considered in decision-making.
- 3.2.6 Only highly ranked projects will be funded. If there are not enough high-quality projects in any given year, funds will be carried forward to future years.
- 3.2.7 Changes to program design will be considered as more is learned about the needs of the areas, provided always that the goals of the Fund are still met.

4 Classification Scheme

- 4.1 The LCF applies a classification framework to identify and address key pressures affecting biodiversity within the Service Area.
- 4.2 The framework provides a consistent basis for considering how proposed projects respond to recognized conservation challenges and supports informed selection of projects for funding.
- 4.3 For the purposes of the LCF, conservation challenges are considered using the International Union for the Conservation of Nature (IUCN) classification of direct threats, adapted for local application.
- 4.4 The classification framework is used to support alignment between proposed projects, the Themes and Targets set out in the LCF Policy and identified conservation priorities.
- 4.5 The following threat categories are of particular relevance within the LCF Service Area and may be considered when assessing projects:
 - 4.5.1 Residential and Commercial Development: Development activities that result in the conversion and fragmentation of natural habitats, loss of timber and agricultural lands, and increased demands on water resources.
 - 4.5.2 Climate Change: Changes in climate conditions, including increased temperatures, altered precipitation patterns, reduced snowpack, extended dry periods, and extreme weather events, resulting in impacts to wildfire regimes, flooding and geohazards, hydrological systems, water availability, vegetation patterns, and wildlife populations.
 - 4.5.3 Terrestrial and Aquatic Invasive Species: Invasive terrestrial and aquatic species that disrupt ecological processes, degrade fish and wildlife habitat, affect timber and food systems, and contribute to soil degradation and reduced water quality through the displacement of native vegetation.
 - 4.5.4 Natural System Modifications (Dams and Water Management and Use): Modifications to natural systems, including dams, diversions, and water management activities, that alter natural flow regimes and result in ecological degradation, loss of biological diversity, and impacts to the functioning of aquatic and riparian ecosystems.
 - 4.5.5 Transportation and Service Corridors: Road, rail, and other service corridors that contribute to wildlife mortality, habitat fragmentation, and degradation of habitat quality, including impacts to aquatic ecosystems.

- 4.5.6 Human Intrusions and Disturbance (Recreational Activity): Recreational activities, including off-road use, that result in soil compaction, erosion, spread of invasive species, and disturbance to wildlife and habitats.

5 Fund Design and Timelines

5.1 The LCF is designed to support projects that conserve and enhance the natural environment in the Service Area through an annual project intake and review process.

5.2 General Projects

The annual project cycle for general conservation projects is as follows:

- 5.2.1 Call for Proposals – September/October
- 5.2.2 TRC Review Completed – November/December
- 5.2.3 LCFC Review and Recommendation to RDCK Board – January
- 5.2.4 RDCK Board of Directors Final Approval – February
- 5.2.5 Successful Applicants Notified – March
- 5.2.6 Contribution Agreements Finalized – March/April

5.3 Land Securement Projects

- 5.3.1 Land acquisition or covenant proposals may be submitted at any time during the year, at the discretion of the Consultant, provided there is sufficient time for the TRC and RDCK to review the proposals.
- 5.3.2 All securement proposals will be treated as confidential unless other specific arrangements have been approved by all parties.

5.4 Fund Design

- 5.4.1 A call for project proposals will be issued annually (September/October) and will be advertised based on criteria set by the Consultant and approved by the RDCK Chief Administrative Officer or their designate.
- 5.4.2 Funds will be dispersed annually, based on responses to calls for proposals.
- 5.4.3 Any funds not dispersed can be carried forward to the next fiscal year.
- 5.4.4 Projects must be in the Fund Service Area.
- 5.4.5 Projects should address IUCN threats to biodiversity targets and be informed by priority conservation actions identified in the Kootenay Lake Local Conservation Fund (KLLCF) Guidance Document and fall into at least one theme area.
- 5.4.6 Proponents must be a registered non-profit society, First Nation, or must partner with an eligible organization.
- 5.4.7 Project evaluation by the TRC includes consideration of conservation value for money.
- 5.4.8 Proposals should reflect relationship to the RDCK Official Community Plans, where applicable.
- 5.4.9 Proponents must be prepared to make a 10-minute presentation on the outcomes of their work on an annual basis, in addition to submitting written interim and final reports.

- 5.4.10 Proponents will receive 80% of the grant upon signing a contribution agreement and 20% upon completion of the approved final report.
- 5.4.11 For minor changes to projects, or where the RDCK has awarded less than the proposed amount under the recommendation of the TRC, the Consultant has authority to allow proponents to change aspects of their work plan.
- 5.4.12 For substantive changes to the workplan, proponents must receive the support of the TRC.
- 5.4.13 For a major change in the goals of the project, approval must be given by the RDCK.

6 Project Eligibility

6.1 Projects funded through the LCF must align with the purpose, and themes set out in the LCF Policy and be informed by the KLLCF Guidance Document.

6.2 Ineligible Activities

The following types of projects will not be considered for funding:

- 6.2.1 Existing federal, provincial or local government responsibilities.
- 6.2.2 Capacity building or operating expenses for organizations.
- 6.2.3 Projects with recreational benefits only.
- 6.2.4 Community infrastructure services.
- 6.2.5 Lobbying or advocacy initiatives.
- 6.2.6 Wildlife feeding programs.
- 6.2.7 Non-applied research (research not related to a conservation action goal).
- 6.2.8 Training costs for contractors.
- 6.2.9 Enforcement activities.
- 6.2.10 Fish rearing, farming, stocking or hatchery projects.
- 6.2.11 *Rehabilitation, captive breeding or control of wildlife species.
- 6.2.12 *Mapping only projects.
- 6.2.13 *Inventory only projects.
- 6.2.14 *Planning only projects.
- 6.2.15 Education only projects.
- 6.2.16 Fishing and hunting tour or curriculum guides.
- 6.2.17 Information projects on regulations or stocking.
- 6.2.18 Conferences.
- 6.2.19 Production or sponsorship of commercial programs.
- 6.2.20 *Interpretive services.
- 6.2.21 *Creation or management of electronic databases, websites or file systems.

*These activities will be considered if they are part of an eligible project that will lead to 'on-the-ground' implementation or if they provide knowledge which is vital to achieving the overall objectives of the Fund.

7 Technical Review Committee (TRC) – Terms of Reference

The TRC is the technical advisory body of the LCF. Its role is to ensure that all project proposals receive an independent, expert review for technical merit, feasibility, and conservation effectiveness.

7.1 Purpose

The purpose of the TRC is to:

- 7.1.1 Ensure all proposals to the Fund receive a sound technical review based on a fair assessment of proposal merit and project effectiveness;
- 7.1.2 Maintain a high level of accountability and transparency in the review process; and
- 7.1.3 Provide the LCFC and RDCK Board with a ranked list of technically appropriate proposals for funding consideration.

7.2 Composition

- 7.2.1 The TRC is comprised of five to seven members, with at least one member having expertise in each of the following areas:
 - 7.2.1.1 Water conservation
 - 7.2.1.2 Climate change
 - 7.2.1.3 Forestry and ecosystem management
 - 7.2.1.4 Fish and wildlife conservation
- 7.2.2 Members are appointed by the RDCK Board, based on recommendations from the Consultant.
- 7.2.3 Membership is structured to ensure continuity across funding years, with some members serving consecutive terms.

7.3 Proposal Ranking Guidelines

- 7.3.1 Each proposal will be independently reviewed by each Committee member and be ranked on what is submitted by the proponent.
- 7.3.2 The Committee will only review proposals on their technical merit and effectiveness.
- 7.3.3 Experts in fields related to the activities within proposals may be consulted as necessary.
- 7.3.4 The Consultant may reach out to proponents to clarify information prior to facilitating the technical review.
- 7.3.5 Each proposal will be discussed collectively, and Committee members will have an opportunity to change their scores based on input from other members.
- 7.3.6 Scores from each Committee member will be used to determine the final evaluation score for the proposal.
- 7.3.7 The proposals will be ranked from highest to lowest score.
- 7.3.8 For projects that have received funding in previous years, the TRC may consider progress to date and outcomes achieved when evaluating a new application.
- 7.3.9 All applications are reviewed and ranked on an annual basis, and funding approval is not guaranteed from one year to the next.

- 7.3.10 The RDCK acknowledges information in reports produced through this fund will become part of the public scientific database and the information will be used in a professional and respectful manner as opposed to supporting a specific lobbying effort.
- 7.3.11 The TRC will make an assessment of each application and where concerns around lobbying are raised, they will not recommend the project for funding.
- 7.3.12 The Committee chair will sign the ranked list and the Committee's comments will then be forwarded to the RDCK by the Consultant in a summary report.
- 7.3.13 The Consultant will participate in the technical review process but will not rank proposals; will provide additional file information as requested by the Committee members before and at review meetings; and will be available to answer questions from the RDCK on behalf of the Committee.

7.4 Technical Evaluation Criteria for Projects

7.4.1 Feasibility (i.e., is the project doable – Yes or No)

- 7.4.1.1 Is the overall proposal well written?
- 7.4.1.2 Are the objectives clearly defined?
- 7.4.1.3 Are the techniques and methods proposed the most appropriate ones to address the threat?
- 7.4.1.4 Does the proponent clearly understand the challenges they may face in completing the project?
- 7.4.1.5 Has the proponent demonstrated that the project will be able to overcome these challenges?
- 7.4.1.6 Are the proposed timelines reasonable?
- 7.4.1.7 Do the proponents have the capacity to deliver the project?
- 7.4.1.8 If applicable, are plans in place to get required permits or authorizations?
- 7.4.1.9 Have any possible negative implications or effects on other targets been identified and minimized?
- 7.4.1.10 Based on the answers to the above questions, rank the feasibility of the project from 0-10 with 10 being the highest ranking.

7.4.2 Cost Effectiveness (Yes or No)

- 7.4.2.1 Is there value for the funding being requested?
- 7.4.2.2 Are the benefits as described in the proposal in line with the cost of the project?
- 7.4.2.3 Are the project budget and in-kind rates realistic?
- 7.4.2.4 Based on the answers to the above questions, rank the cost effectiveness of the project from 0-5 with 5 being the highest ranking.

7.4.3 Outside Participation / Cost Sharing (Yes or No)

- 7.4.3.1 Do the proposed activities involve other agencies and organizations?
- 7.4.3.2 Does the project leverage funds from other sources?
- 7.4.3.3 Based on the answers to the above questions, rank the leverage potential of the project from 0-5 with 5 being the highest ranking.

7.4.4 Project Effectiveness (i.e., is the project worth doing?)

- 7.4.4.1 Is there a clearly demonstrated ability for the results of this project to address an identified IUCN listed threat to a biodiversity target and be informed by a priority conservation action identified in the KLLCF Guidance Document?
- 7.4.4.2 Is the project outside of the realm of regular government responsibilities?
- 7.4.4.3 Is the project rationale science-based and do the results move us from reactive conservation to prevention using appropriate management actions?
- 7.4.4.4 Does the project build on conservation measures from relevant Official Community Plans?
- 7.4.4.5 Does the project align conservation investments, priorities, and actions among conservation partners and stakeholders?
- 7.4.4.6 Is there an evaluation of project benefit or other measurables or indicators identified in the proposal?
- 7.4.4.7 Is there a clearly described extension component of the project (e.g., communicating results to the community, resource managers, workshops, reports, presentations, etc.)?
- 7.4.4.8 Based on the answers to the above questions, rank the effectiveness of the project from 0-20 with 20 being the highest ranking.

7.4.5 KLLCF Guidance Document Priority

- 7.4.5.1 Does this project address one of the priority conservation actions as outlined in the KLLCF Guidance Document (Table 5: Conservation Actions Summary).
- 7.4.5.2 Based on the Conservation Action and Habitat Target, allocate points from 0 to 10 (based on Table 5) with 10 being the highest ranking

7.4.6 Other Comments

- 7.4.6.1 Are there any other technical concerns?
- 7.4.6.2 Are there any technical conditions to funding?
- 7.4.6.3 Are there any other general comments from reviewers?

7.5 Conflict of Interest Guidelines

7.5.1 General Guidelines

- 7.5.1.1 TRC (“Committee”) members will act at all times with due diligence, honesty, and in good faith, for the public interest.
- 7.5.1.2 The conduct and language of Committee members will be free from any discrimination or harassment prohibited by the *Human Rights Code of Canada*.
- 7.5.1.3 The conduct of Committee members will reflect social standards of courtesy, respect, and dignity.

7.5.2 Confidential Information

- 7.5.2.1 Committee members will not reveal or divulge confidential information (defined as that which cannot be obtained from other sources) received in the course of Committee duties.
- 7.5.2.2 Confidential information must not be used for any purposes outside that of undertaking the work of the Committee.

7.5.3 Duty to Inform

- 7.5.3.1 Committee members will inform the Consultant of any circumstances, be that an actual conflict of interest or an appearance of conflict, which may have a negative or harmful effect on their ability to perform the duties required of the appointment or the reputation of the Committee. The member will advise all other members and staff, in writing (email accepted), well in advance of the Committee meeting: (a) that there is a potential conflict; (b) the nature and scope of the conflict; and (c) the specific project to which the conflict may apply.
- 7.5.3.2 For some proposals, Committee members may have a direct involvement in the project. In this case, the Committee member will be asked to leave the meeting during the discussion of such proposals.

7.5.4 Statement of Intent

- 7.5.4.1 Participation in Committee work should not result in any personal or private financial or other substantive gain. Private gain does not include honoraria for Committee work.
- 7.5.4.2 Members of the Committee will avoid any conflict of interest that may impair or impugn the independence, integrity or impartiality of the Fund, the Regional District of Central Kootenay or the Consultant.
- 7.5.4.3 There shall be no apprehension of bias based on what a reasonably knowledgeable and informed observer might perceive of the actions of

the Committee or the actions of an individual member of the Committee.

7.5.5 Practical Consideration in Determining Conflict

- 7.5.5.1 Activities undertaken as a citizen must be kept separate and distinct from any responsibilities held as a member of the Committee.
- 7.5.5.2 Activities undertaken as a committee member must be kept separate and distinct from other activities as a citizen.
- 7.5.5.3 Other memberships, directorships, voluntary or paid positions, or affiliations remain distinct from work undertaken in the course of Committee work.
- 7.5.5.4 Committee members must not participate in, influence, or assist with the preparation, submission, review, or discussion of any project where they have an actual or perceived conflict of interest, including situations that could reasonably be perceived as resulting in preferential treatment.
- 7.5.5.5 Actions taken in the course of Committee duties can neither cause nor suggest to a reasonably knowledgeable and informed observer that members' ability to exercise those duties has or could be affected by private gain or interest.
- 7.5.5.6 All personal financial interests, assets, and holdings must be kept distinct from and independent of any decision, information or other matter that may be heard by or acted upon by the Committee.
- 7.5.5.7 Personal employment shall not be dependent on any decision, information or other matter that may be heard by or acted upon by the Committee. If such a situation arises, Committee members must disclose to the Committee and the Consultant any involvement in a proposal or issue before the proposal or issue is discussed by the Committee. Members will be excused from discussion of the project at the discretion of the Committee.

7.6 Declaration

I acknowledge that I have read and understood the Technical Review Committee - Terms of Reference for the Local Conservation Fund and the Conflict of Interest Guidelines contained herein. I agree to conduct myself in accordance with these guidelines and to disclose any real or perceived conflicts of interest.

Name of Committee Member (print): _____

Signature of Committee Member: _____

Date Signed: _____



REGIONAL DISTRICT OF CENTRAL KOOTENAY
KOOTENAY LAKE LOCAL
CONSERVATION FUND

Terms of Reference

November 2015

Amended: February 1, 2017

Amended: January 17, 2019

Amended: June 17, 2021

Approved by the RDCK Board of Directors on
January 17, 2019

KOOTENAY LAKE LOCAL CONSERVATION FUND

Terms of Reference

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1. BACKGROUND

In November 2015, electors from Regional District of Central Kootenay (“RDCK”) Electoral Areas A, D and E, (collectively referred to as “the participating areas”) voted to establish the Kootenay Lake Local Conservation Fund (“the Fund”). The Service Establishment Bylaw was subsequently adopted by the RDCK Board of Directors. Under this Bylaw, from 2015 to 2024, property owners in the participating areas will pay a parcel tax of \$15 per parcel per year towards a dedicated fund for conservation projects in the service area.

2. FUND PURPOSE

Natural lands in both rural and urban areas filter our water, supply open spaces for wildlife and people, and provide quality of life to communities. Unfortunately, these systems are under stress. The current generation must take action now to ensure a healthy physical environment for future generations.

The purpose of the Fund is to provide local financial support for relevant projects that will contribute to the conservation of our valuable natural areas; one step towards restoring and preserving a healthy environment. The intent is to provide funding for conservation projects that are not the existing responsibility of the federal, provincial or local governments with a focus on integrating the variety of projects into a cohesive approach that will have greater impact.

3. FUND ADMINISTRATION

3.1 RDCK Responsibility

Added to LCF Procedure - 2.2

The RDCK is responsible for maintaining the integrity of the Fund and retains the responsibility for final approval of all matters related thereto. The RDCK will be responsible for final approval of all projects, grant payments, and financial audits of the Fund. The RDCK will engage a Consultant to assist with direct administration of the Fund as described below and will appoint a Technical Review Committee based on the recommendation of the Consultant. The RDCK will engage the Kootenay Conservation Program (KCP) to fulfill the role of Consultant for an initial four-year term.

3.2 Consultant Responsibility

Added to LCF Procedure - 2.5

Under formal written agreement, the Consultant will be responsible for all aspects of Fund management, other than the direct financial management. This management includes drafting the Fund design documents, preparing and advertising the call for proposals, responding to enquiries, vetting Technical Review Committee applicants, technical review of applications and projects, project evaluation and overall program evaluation. As noted in Section 3.1, the RDCK will be the final approving authority for all documents relating to the Fund.

4. CONSERVATION THEMES AND GOALS

4.1 Themes

Added to LCF Policy - 4.1

The themes for the Fund are aquatic systems, water conservation, wildlife and habitat conservation. These themes are based on polling done by the Kootenay Conservation Program (KCP) in 2013 and 2014 to identify what people value in the Central Kootenay region.

4.2 Targets

Added to LCF Policy - 4.2

Projects that can demonstrate a reduction of a known threat to a biodiversity target will be given priority (see Appendix 1 for a list of ineligible projects). The focus is on private land, but projects on both Crown and private land will be considered. Conservation priorities for the KLLCF are outlined in the KLLCF Guidance Document¹. This fund supports an ecosystem-based approach to conservation (an environmental management approach that recognizes the full array of interactions within an ecosystem, including humans, rather than considering single issues, species, or ecosystem services in isolation). The biodiversity targets are:

- Connectivity habitat
- Hydro-riparian systems (Large, Medium, Small)
- Wetlands
- Fish habitat
- Old-growth Moist Interior Cedar-Hemlock forests (ICHmw)
- Dry Interior Cedar Hemlock forests (ICHxw and ICHdw)
- Cottonwood-dominated floodplain
- Brushlands/grasslands
- Shrub and herb-dominated floodplain
- Species at Risk
- Karst (Hot and cold springs)

4.3 Classification Scheme

Added to LCF Procedure - 4

The aim is to “think globally; act locally.” The framework for Technical Review (see Appendix 2) will be based on the International Union for the Conservation of Nature (IUCN) classification of direct threats. The value of this classification scheme is to provide nomenclature for practitioners world-wide to describe the common problems they are facing and solutions they are using in a mutually intelligible way. The issues outlined below are those that currently have the highest relevance to the area around Kootenay Lake in the Central Kootenay Region. This is only a partial list and other IUCN threats will be considered in evaluating proposals:

(a) Residential and Commercial Development

Development activity continues to lead to conversion and fragmentation of habitats, loss of productive timber and agricultural lands, and greater demands on water.

(b) Climate Change

Climate change will have a dramatic influence on Kootenay ecosystems over the next 20 years. Higher summer and winter temperatures, declining mountain snowpack,

¹ Amec Foster Wheeler and Pandion Ecological Research. 2018. *Kootenay Lake Local Conservation Fund Guidance Document*. Report prepared for Regional District of Central Kootenay, Nelson, BC. 15 May 2018. 63 pp + 43App. AFW Report No. VE52678-2017.

reduced snowfall, long dry summers, and sudden heavy rains are just some of the changes we are already observing. These changes will have a dramatic impact on fire regimes, geo-hazards and flooding, river flow, water availability, plant distribution, and wildlife populations.

(c) Terrestrial and Aquatic Invasive Species

When natural areas are disturbed there is often an opportunity for invasive species to flourish. Invasive species, both terrestrial and aquatic, can disrupt natural ecological processes as there are often no natural agents present to keep these species in check. Invasive species can affect fish and wildlife habitat, food security, and timberland. The loss of native vegetation can result in soil degradation and thus negatively impact water quality as invasive plants frequently do not have deep roots to bind soil.

(d) Natural System Modifications (Dams and Water Management and Use)

When natural systems are modified and flow regimes are altered, the ecological degradation and loss of biological diversity can be widespread. Alterations for water supply, flood control, agriculture, and power generation all result in ecological impacts. Current management approaches often fail to recognize the fundamental scientific principle that the integrity of flowing water systems depends largely on their natural dynamic character.

(e) Transportation and Service Corridors

Wildlife mortality and habitat fragmentation are direct consequences of road and rail corridors. These corridors are concentrated in valley bottoms and traffic volumes are increasing over time thereby increasing the risk. Habitat quality for aquatic species can also be degraded by transportation corridors.

(f) Human Intrusions and Disturbance (Recreational Activity)

Recreational activity, particularly increasing off-road activity, can lead to a range of impacts including soil compaction, erosion, spread of invasive plants, and disturbance to wildlife.

5. GUIDING PRINCIPLES

Added to LCF Procedure - 3

To best support the most effective projects, the guiding principles of the *Conservation Framework for British Columbia* will be followed:

- **Acting sooner** – before species and ecosystems are at risk.
- **Acting smarter** – priority setting is science-based; the results move us from reactive conservation to prevention using appropriate management actions.
- **Acting together** – coordinated and inclusive action.
- **Investing more wisely** – align conservation investments, priorities, and actions among conservation partners and stakeholders.

The following guiding principles will also be used:

- Projects that fall into the **existing responsibilities of federal, provincial or local governments will not be eligible** for funding.

- Projects with **multiple funding partners** will be given preference.
- The review process will be as **simple** as possible, particularly with the recognition that a relatively small Fund is being administered.
- Projects will be ranked on **technical soundness, technical effectiveness, priority of conservation action, and value for money**.
- Projects will initially be ranked based on technical merit, regardless of where they occur within the Fund Service Area. Subsequently, regional equity may be considered in decision-making
- Only **highly ranked projects** will be funded. If there are not enough high quality projects in any given year, funds will be carried forward to future years.
- **Changes to program design** will be considered as more is learned about the needs of the areas, provided always that the goals of the Fund are still met.

6. TIME LINES

6.1 General Projects

Added to LCF Procedure - 5.2

- Call for proposals – October
- Technical review completed – November/December
- RDCK review completed – January
- RDCK Board of Directors final approval – February
- Successful applicants notified – March
- Contribution Agreements between the RDCK and applicants are finalized – March/April

6.2 Land Securement Projects

Added to LCF Procedure - 5.3

Land acquisition or covenant proposals may be submitted at any time during the year provided there is sufficient time for the Technical Review Committee and RDCK to review the proposals. All securement proposals will be treated as confidential unless other specific arrangements have been approved by all parties.

7. GOVERNANCE

Added to LCF Procedure - 2.6, 2.7, 2.8 & 2.9

The governance model is based on three guiding principles:

1. This is a tax-based Fund; therefore, in the decision-making process, taxpayers will be represented through their elected officials.
2. The Fund was created to provide a conservation service. Technical merit is of utmost importance to determine which projects are supported.
3. There is a relatively small amount of annual funding available and it is important to design a simple, cost effective decision-making structure.

The governance model may be modified as necessary to accommodate the goals of the Fund. A two-tiered process will be employed, with a Technical Review Committee (see Appendix 2) making recommendations to the RDCK.

The Technical Review Committee will be selected based on nominations submitted to the Consultant or in response to an open call to fill a vacancy. Five committee members will be selected

with a maximum term of three years. Some members will be asked to serve for only one or two year terms to ensure membership continuity in each year. Once selected and recommended to the RDCK, the RDCK Board will officially appoint them to the Technical Review Committee based on qualification criteria found in Appendix 2. Given the small geographic area and high level of engagement in conservation projects, it may be difficult to find Technical Review Committee members who will not, at some point, have a conflict of interest by virtue of the fact that they may also be interested in submitting proposals, or working on successful projects. In such cases, the Conflict of Interest Guidelines (see Appendix 4) will be followed.

The RDCK will be responsible for reviewing the recommendations of the Technical Review Committee and for granting final approval. The RDCK will determine if the project meets the eligibility criteria of not being an existing responsibility of any level of government. The RDCK Directors representing the participating areas will, at their discretion, have the opportunity to review the proposals with the Electoral Area Advisory Commissions. Final approval of projects will be granted at a regular meeting of the RDCK Board of Directors. Only the Directors representing the participating areas will be entitled to vote on the projects using the weighted vote system. In the case of acquisition proposals, the RDCK may be required to maintain confidentiality in which case, proposal review and approval will take place at a closed meeting of the Board.

8.

FUND DESIGN

Added to LCF Procedure - 5.4

- (1) A call for project proposals will be issued annually (September/October) and will be advertised based on criteria set by the Consultant and approved by the RDCK Chief Administrative Officer or her designate.
- (2) Funds will be dispersed annually, based on responses to calls for proposals. Any funds not dispersed can be carried forward to the next fiscal year.
- (3) Projects must be in the Fund Service Area.
- (4) Multi-year projects are acceptable to a maximum of three years. Such projects will receive annual funding approval, and will be subject to annual review by the Technical Review Committee to ensure they are on track.
- (5) Projects should address IUCN threats to biodiversity targets and priority KLLCF Conservation Actions and fall into at least one theme area (see Section 4).
- (6) Proponents must be non-profit, have registered society status or must partner with an organization that has registered society status.
- (7) Project evaluation by the Technical Review Committee includes consideration of conservation value for money.
- (8) Proposals should reflect relationship to the RDCK Official Community Plans.
- (9) Proponents must be prepared to make a 10-minute presentation on the outcomes of their work on an annual basis, in addition to submitting written interim and final reports.
- (10) Proponents will receive 80% of the grant upon signing a contribution agreement and 20% upon completion of the approved final report.
- (11) For minor changes to projects, or where the RDCK has awarded less than the proposed amount under the recommendation of the Technical Review Committee, the Consultant has authority to allow proponents to change aspects of their work plan. For substantive changes to the workplan, proponents must receive the support of the Technical Review

Committee. For a major change in the goals of the project, approval must be given by the RDCK.

KOOTENAY LAKE LOCAL CONSERVATION FUND

Terms of Reference

APPENDIX 1 INELIGIBLE ACTIVITIES

Added to LCF Procedure - 6

The following types of projects will not be considered for funding:

- (a) Existing federal, provincial or local government responsibilities;
- (b) Capacity building or operating expenses for organizations;
- (c) Projects with recreational benefits only;
- (d) Community infrastructure services;
- (e) Lobbying or advocacy initiatives;
- (f) Wildlife feeding programs;
- (g) Non-applied research (research not related to a conservation action goal);
- (h) Training costs for contractors;
- (i) Enforcement activities;
- (j) Fish rearing, farming, stocking or hatchery projects;
- (k) *Rehabilitation, captive breeding or control of wildlife species;
- (l) *Mapping only projects;
- (m) *Inventory only projects;
- (n) *Planning only projects;
- (o) Education only projects;
- (p) Fishing and hunting tour or curriculum guides;
- (q) Information projects on regulations or stocking;
- (r) Conferences;
- (s) Production or sponsorship of commercial programs;
- (t) *Interpretive services;
- (u) *Creation or management of electronic databases, websites or file systems.

*These activities will be considered if they are part of an eligible project that will lead to 'on-the-ground' implementation or if they provide knowledge which is vital to achieving the overall objectives of the Fund.

KOOTENAY LAKE LOCAL CONSERVATION FUND

Terms of Reference

APPENDIX 2 TECHNICAL REVIEW COMMITTEE

1. **PURPOSE** Added to LCF Procedure - 7.1

The purpose of the Technical Review Committee (“the Committee”) is to ensure that:

- (a) All proposals to the Fund receive a sound technical review based on a fair assessment of proposal merit and project effectiveness;
- (b) There is a high level of accountability in the review process; and
- (c) Recommended lists of technically appropriate proposals are provided to the RDCK.

2. **COMPOSITION** Added to LCF Procedure - 7.2

The Committee will be comprised of five members with at least one member having expertise in each theme area of water conservation, climate change, forestry and fish and wildlife conservation. To ensure consistency and continuity, some members may be asked to serve on the Committee in consecutive years.

3. **PROPOSAL RANKING GUIDELINES** Added to LCF Procedure - 7.3

- (a) Each proposal will be independently reviewed by each Committee member and be rated on what is submitted by the proponent.
- (b) The Committee will only review proposals on their technical merit and effectiveness.
- (c) Experts in fields related to the activities within proposals may be consulted as necessary.
- (d) Each proposal will be discussed collectively and Committee members will have an opportunity to change their scores based on input from other members.
- (e) Scores from each Committee member will be used to determine the final evaluation score for the proposal. The proposals will be ranked from highest to lowest score.
- (f) New funding proposals will be rated on whether they are meeting the Fund criteria and if the project should be considered for funding. For continuing projects, ratings will be based on whether the project should be continued.
- (g) The RDCK acknowledges information in reports produced through this fund will become part of the public scientific database and the information will be used in a professional and respectful manner as opposed to supporting a specific lobbying effort. The Technical Review Committee will make an assessment of each application and where concerns around lobbying are raised they will not recommend the project for funding; AND FURTHER, that staff prepare a letter to the Kootenay Conservation Program outlining the RDCK's explanation that the amendment (addition) to the Terms of Reference is noted within the individual contracts for projects.
- (h) The Committee chair will sign the ranked list and the Committee's comments will then be forwarded to the RDCK by the Consultant in a summary report.
- (i) The Consultant will participate in the technical review process, but will not rank proposals; will provide additional file information as requested by the Committee members before and at

review meetings; and will be available to answer questions from the RDCK on behalf of the Committee.

4. TECHNICAL EVALUATION CRITERIA

4.1 New Projects

Added to LCF Procedure - 7.4

(a) Feasibility (i.e., is the project doable – Yes or No)

- Is the overall proposal well written?
- Are the objectives clearly defined?
- Are the techniques and methods proposed the most appropriate ones to address the threat?
- Does the proponent clearly understand the challenges they may face in completing the project?
- Has the proponent demonstrated that the project will be able to overcome these challenges?
- Are the proposed timelines reasonable?
- Do the proponents have the capacity to deliver the project?
- If applicable, are plans in place to get required permits or authorizations?
- Have any possible negative implications or effects on other targets been identified and minimized?

Based on the answers to the above questions, rank the feasibility of the project from 0-10 with 10 being the highest ranking.

(b) Cost Effectiveness (Yes or No)

- Is there value for the funding being requested?
- Are the benefits as described in the proposal in line with the cost of the project?
- Are the project budget and in-kind rates realistic?

Based on the answers to the above questions, rank the cost effectiveness of the project from 0-5 with 5 being the highest ranking.

(c) Outside Participation / Cost Sharing (Yes or No)

- Do the proposed activities involve other agencies and organizations?
- Does the project leverage funds from other sources?

Based on the answers to the above questions, rank the leverage potential of the project from 0-5 with 5 being the highest ranking.

(d) Project Effectiveness (i.e., is the project worth doing?)

- Is there a clearly demonstrated ability for the results of this project to reduce an identified threat (IUCN) to a biodiversity target and address a KLLCF Guidance Document priority action?
- Is the project outside of the realm of regular government responsibilities?

- Is the project rationale science-based and do the results move us from reactive conservation to prevention using appropriate management actions?
- Does the project build on conservation measures from relevant official community plans?
- Does the project align conservation investments, priorities, and actions among conservation partners and stakeholders?
- Is there an evaluation of project benefit or other measurables or indicators identified in the proposal?
- Is there a clearly described extension component of the project (e.g., communicating results to the community, resource managers, workshops, reports, presentations, etc.)?

Based on the answers to the above questions, rank the effectiveness of the project from 0-20 with 20 being the highest ranking.

(e) KLLCF Guidance Document Priority

- Does this project address one of the priority conservation actions as outlined in the KLLCF Guidance Document (Table 5: Conservation Actions Summary).

Based on the Conservation Action and Habitat Target, allocate points from 0 to 10 (based on Table 5) with 10 being the highest ranking.

(f) Other Comments

- Are there any other technical concerns?
- Are there any technical conditions to funding?
- Are there any other general comments from reviewers?

4.2 Continuing Projects

Not added in LCF Procedure and Policy documents

Each Committee member answers Yes or No to the following criteria and on whether the project should continue to be funded. Continuing projects have undergone an extensive review to receive original approval; therefore, no evaluation score is needed.

(a) Progress to Date

- Has there been satisfactory progress to date in terms of the project's scheduled activities?
- Does the proposal build on past accomplishments?
- If difficulties arose in the previous or current year, will they affect proposal activities?
- Should the proposal be modified to address any problems arising from the previous year?
- Are any budget changes justified?

(b) Overall Evaluation

- Should the project continue to be funded?

- Are there any conditions to continued funding?

KOOTENAY LAKE LOCAL CONSERVATION FUND

Terms of Reference

APPENDIX 3

TECHNICAL REVIEW COMMITTEE CONFLICT OF INTEREST GUIDELINES

Added to LCF Procedure - 7.5

1. GENERAL GUIDELINES

- (a) Technical Review Committee ("Committee") members will act at all times with due diligence, honesty, and in good faith, for the public interest.
- (b) The conduct and language of Committee members will be free from any discrimination or harassment prohibited by the *Human Rights Code of Canada*.
- (c) The conduct of Committee members will reflect social standards of courtesy, respect, and dignity.

2. CONFIDENTIAL INFORMATION

- (a) Committee members will not reveal or divulge confidential information (defined as that which cannot be obtained from other sources) received in the course of Committee duties.
- (b) Confidential information must not be used for any purposes outside that of undertaking the work of the Committee.

3. DUTY TO INFORM

- (a) Committee members will inform the Consultant of any circumstances, be that an actual conflict of interest or an appearance of conflict, which may have a negative or harmful effect on their ability to perform the duties required of the appointment or the reputation of the Committee. The member will advise all other members and staff, in writing (email accepted), well in advance of Committee meeting: (a) that there is a potential conflict; (b) the nature and scope of the conflict; and (c) the specific project to which the conflict may apply.
- (b) For some proposals, Committee members may have a direct involvement in the project. In this case, the Committee member will be asked to leave the meeting during the discussion of such proposals.

4. STATEMENT OF INTENT

- (a) Participation in Committee work should not result in any personal or private financial or other substantive gain. Private gain does not include honoraria for Committee work.
- (b) Members of the Committee will avoid any conflict of interest that may impair or impugn the independence, integrity or impartiality of the Kootenay Lake Local Conservation Fund, the Regional District of Central Kootenay or the Consultant.
- (c) There shall be no apprehension of bias based on what a reasonably knowledgeable and informed observer might perceive of the actions of the Committee or the actions of an individual member of the Committee.

5. PRACTICAL CONSIDERATION IN DETERMINING CONFLICT

- (a) Activities undertaken as a citizen must be kept separate and distinct from any responsibilities held as a member of the Committee.
- (b) Activities undertaken as a Committee member must be kept separate and distinct from other activities as a citizen.
- (c) Other memberships, directorships, voluntary or paid positions, or affiliations remain distinct from work undertaken in the course of Committee work.
- (d) Committee members will not assist anyone in their dealings with the Committee if this may result in advantageous treatment or the perception of advantageous treatment by a reasonably knowledgeable and informed observer.
- (e) Actions taken in the course of Committee duties can neither cause nor suggest to a reasonably knowledgeable and informed observer that members' ability to exercise those duties has or could be affected by private gain or interest.
- (f) All personal financial interests, assets, and holdings must be kept distinct from and independent of any decision, information or other matter that may be heard by or acted upon by the Committee.
- (g) Personal employment shall not be dependent on any decision, information or other matter that may be heard by or acted upon by the Committee. If such a situation arises, Committee members must disclose to the Committee and the Consultant, any involvement in a proposal or issue before the proposal or issue is discussed by the Committee. Members will be excused from discussion of the project at the discretion of the Committee.
- (h) The Committee will determine whether or not a Committee member can submit a project proposal or assist a proponent in the preparation and submission of a proposal that does not result in financial or other direct or indirect gain to the member.

DECLARATION

I hereby acknowledge that I have read and considered the conflict of interest guidelines for Technical Review Committee member of the Kootenay Lake Local Conservation Fund and agree to conduct myself in accordance with these guidelines.

Name of Committee Member (print): _____

Signature of Committee Member: _____

Date Signed: _____



Board Report

April 16, 2026

Ootischenia Transfer Station Option 3 Design – Contract Award

Author: AJ Evenson, Senior Project Manager
File Reference: \\files\RDCK\01\0600\20\Projects\2026 Projects\26002_Ootischenia TS Upgrades\04-Procurement\01-Design
Electoral Area/Municipality: West Subregion and Central Subregion
Services Impacted Refuse Disposal – West Subregion Service S188
Recycling Program – West Subregion Service A118

1.0 STAFF RECOMMENDATION

That the Board direct staff to award the contract for the Ootischenia Transfer Station Option 3 Design to Sperling Hansen Associates Inc; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of **\$162,741.00 plus GST**; AND FURTHER, that the funds be drawn from Refuse Disposal – West Subregion Service S188 and Recycling Program – West Subregion Service A118.

2.0 BACKGROUND/HISTORY

The RDCK issued an RFP on January 17, 2025 for the completion of an updated Design, Operations and Closure Plan (DOCP), updated fill plans, transfer station upgrade assessment and concept design, and a License of Occupation amendment to expand and optimize the Ootischenia landfill as the RDCK's primary regional landfill. This RFP also identified that future "carry on" work may be awarded related to the Transfer Station concept design.

Sperling Hansen Associates Inc was the highest ranked proposal and awarded a contract in the amount of \$117,310.00 to undertake the items identified above.

Sperling Hansen completed the Ootischenia Transfer Station Options Assessment report on December 22, 2025 which identified 3 different concept designs complete with estimated costs and options for phased approaches to undertake the work. Option C was determined by Sperling Hansen and RDCK Staff to provide the best balance of efficiency, scalability, user-friendliness, and future-proof without excessive earthworks or layout compromises.

At the February 19, 2026 Board meeting, the following resolution was passed:

65/26 That the Board approve advancing with Option C for the Ootischenia Transfer Station upgrade as the preferred conceptual layout, as outlined in the Sperling Hansen Associates Inc. report Ootischenia Transfer Station Options Assessment, including a phased development approach starting with Phase 1 critical infrastructure.

On March 12, 2026 the RDCK received a proposal from Sperling Hansen to undertake Detailed Design + Permitting, Tender Support and Construction administration in the amount of \$162,741.00 per the breakout below:

Summary of Proposed Budget

Description	Cost
Transfer Station Design	
Project Management & Communication	\$5,552
Commercial Access Permit Application - MoTI	\$6,244
Design Services	\$62,398
Total	\$74,194
Procurement Services	
Tender Support	\$10,503
Total	\$10,503
Construction Services	
Construction Admin / QAQC	\$78,044
Total	\$78,044

The proposed schedule is for detailed design to start late April; with completion of the design in July; moving into immediate tendering in July; contract award at the August or September Board Meeting and construction starting in September. Substantial completion of the project is proposed for late fall 2026 with seasonal deficiencies undertaken in the spring of 2027 subject to unforeseen site/construction constraints.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The existing transfer station has issues of congestion, long customer wait times, and mixed traffic safety risks. These issues have the potential to frustrate customers, encourage illegal/improper disposal of waste, and reduce the desire to properly divert recyclable materials. The current transfer station cannot efficiently handle projected increases in waste types/quantities, which will further compound the current issues at the site. These factors contribute to higher operational costs, reduced diversion, and challenges meeting regulatory requirements. There are also space constraints with the current landfill footprint and the transfer station is presently in an area that will ultimately become landfill space in the future.

The opportunity to upgrade the transfer area, including the addition of a second scale, a separate entrance for recycling traffic, and a larger tipping area with full-size roll-off bins will provide better traffic flow, increased safety, scalability (i.e. potential future Eco-Depot), capacity to accommodate the expanding list of diversion materials, and alignment with RRP priorities like site optimization, capacity extension at Ootischenia as the West Sub-region's sole remaining active landfill, and regional consolidation for cost/environmental benefits. Additionally, these upgrades will enhance the customer experience, encouraging proper waste disposal and diversion.

3.1 Alignment to Board Strategic Plan

Energy Efficiency and Environmental Responsibility:

This priority emphasizes protecting the natural environment, reducing environmental impacts, and promoting sustainable practices. The transfer station upgrade advances these by enhancing waste diversion capabilities, optimizing landfill operations to extend capacity and minimize long-term environmental footprint, and incorporating better stormwater management to protect local water resources – all of which contribute to responsible resource use and climate resilience.

Innovate to Reduce the Impact of Waste:

This priority is focused on improving waste management efficiency, increasing diversion rates, and minimizing landfill reliance through innovation and system enhancements. The proposed Option C layout directly supports this by enabling higher diversion participation through ease of access, separating traffic flows for safer and more efficient operations, and providing flexible space for future programs (e.g. household hazardous waste and/or expanded organics handling).

3.2 Legislative Considerations

- *Local Government Act* and Community Charter: Authorizes solid waste services and capital projects
- *Environmental Management Act* and Landfill Criteria: Require compliance (e.g. buffers, stormwater management)
- *Heritage Conservation Act*: Mandates archaeological assessments
- Ministry of Transportation and Transit (MOTT): Permits for Columbia Road access modifications

3.3 What Are the Risks

The current risks that face the Ootischenia landfill include:

- Traffic/safety hazards from congestion
- Operational inefficiencies/costs
- Environmental impacts (e.g. stormwater)

4.0 PROPOSED SOLUTION

The proposed solution is to proceed with the preliminary design for the conceptual design outlined in Option C.

The key elements of Option C:

- Secondary entrance
- Separate recycling access
- Nine Z-wall bays
- Six U-bays
- Commercial by-pass
- Stormwater pond
- Space for increasing list of diversion programs, including potential future Eco-Depot

Construction would take a phased approach: Phase 1 for earthworks, Z-Wall, scale addition, access; Phase 2 for paving, additional laydown/operational space, and subgrade preparation for system expansion (e.g. enhanced storage or future material handling features). This optimizes efficiency, scalability, and diversion while using topography efficiently, and supports handling increased volumes.

4.1 Financial Considerations of the Proposed Solution

The proposed upgrade to Option C has a Class D (conceptual) total cost estimate of \$5,013,758 (including 50% contingency and 10% engineering/administration fees), as detailed in the SHA report. A 50% contingency is standard for this level of estimate and is expected to decrease as the design process progresses.

2026 Budget Alignment (Phase 1): The 2026 Financial Plan for Service S188 – Refuse Disposal West Subregion includes \$3,012,543 allocated in Capital Expenditures for Phase 1 activities. This covers detailed design, tendering, and construction in 2026, and aligns with SHA’s Phase 1 estimate of \$2,936,854 (earthworks, Z-Wall/U-Bays, additional scale, access improvements, stormwater pond, and initial recycling area development).

An additional \$160,000 has been allocated in Capital Expenditures separately for the purchase of new roll-off bins. Service A118 – Recycling Program West Subregion 2026 Draft Financial Plan has \$55,311 allocated in Capital Expenditures for development of the new recycling area. No additional funding is required for Phase 1 at this stage – the budgeted amount is sufficient to proceed with Option C’s priority elements.

2027 Budget Alignment (Phase 2): \$2,398,485 is allocated in the 2027 Capital Expenditures budget for Phase 2 construction (e.g. paving expansion, additional infrastructure, and full build-out of flexible operations/recycling areas), engineering, construction administration and project management fees. SHA’s Phase 2 estimate for construction is \$1,962,904.

Ongoing/Operation needs: Post-upgrade annual repairs and maintenance is estimated at \$15,000 per year (current allocation, covering general repairs, bin servicing/repairs, and minor site upkeep). The transfer station upgrade adds minimal incremental costs. Increased waste volumes are expected to generate additional tipping fee revenue, helping offset any minor added operational needs and supporting long-term financial sustainability. No immediate increases to taxation or user fees are anticipated beyond standard adjustments.

Funding Sources: The project will be funded from a mix of stabilization and regular reserves and long-term borrowing. The Resource Recovery Plan specifically identifies \$1,500,000 in long-term borrowing to help fund the Ootischenia Transfer Station project, and within the draft 2026 Financial Plan, there is \$1,500,000 in Account 43100 Proceeds from Borrowing in year 2026.

4.2 Risks with the Proposed Solution

- Construction delays due to design/tendering delays, MOTT permitting, completion of Archeological Impact Assessment
- Cost increases stemming from unexpected site conditions, material sourcing, weather/seasonal delays and inflation/market factors

4.3 Resource Allocation and Workplan Impact

This project is in the work plan for project management staff.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

Enhanced safety, diversion capabilities, and access. Eases traffic congestion to make for faster, smoother drop-offs for both residential and commercial customers.

4.5 Leveraging Technology

One way that this project can leverage technology is the integration of an automated kiosk that utilizes radio-frequency identification (RFID) technology. This would create a 'fast lane' or automated process for trucks to weigh in/out, speeding up service for frequent users while freeing up staff to help others.

4.5 Measuring Success

Success will be measured by delivering the project on time and within the identified budget.

5.0 ALTERNATIVE SOLUTION(S)

No award and undertaking a new RFP process to acquire additional proposals from other design firms.

5.1 Financial Considerations of the Alternative Solution(s)

May provide more competitive pricing from suppliers.

5.2 Risks with the Alternative Solution(s)

Unable to meet project deadlines for 2026 and 2027 due to additional time required to create RFP package followed by procurement and award timelines.

If a different design firm is chosen, they may seek changes to the Option C design in order to put their firm's "fingerprint" on the project and make it theirs.

5.3 Resource Allocation and Workplan Impact

Would result in additional staff resources required and potentially affect delivery of other projects in the RDCK.

5.4 Public Benefit and Stakeholder Engagement of Alternative Solution

Not applicable.

5.5 Measuring Success

Not applicable.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Not applicable.

7.0 OPTIONS SUMMARY

Option 1:

Recommendation:

That the Board direct staff to award the contract for the Ootischenia Transfer Station Option 3 Design to Sperling Hansen Associates Inc; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of **\$162,741.00 plus GST**; AND FURTHER, that the funds be drawn from Refuse Disposal – West Subregion Service S188 and Recycling Program – West Subregion Service A118.

Option 2:

Recommendation:

That the Board direct staff to defer the Ootischenia Transfer Station Option 3 Design and undertake a new RFP process to acquire additional proposals from other design firms.

8.0 RECOMMENDATION

That the Board direct staff to award the contract for the Ootischenia Transfer Station Option 3 Design to Sperling Hansen Associates Inc; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of **\$162,741.00 plus GST**; AND FURTHER, that the funds be drawn from Refuse Disposal – West Subregion Service S188 and Recycling Program – West Subregion Service A118.

Respectfully submitted,
AJ Evenson, Senior Project Manager

CONCURRENCE

Resource Recovery Manager – Amy Wilson **Approved**
General Manager of Environmental Services – Uli Wolf **Approved**
General Manager of Finance – Yev Malloff **Approved**
Chief Administrative Officer – Stuart Horn **Approved**



Board Report

April 1, 2026

Erickson Water System – Residential Meter Contract Package 2 – Contract Award

Author: AJ Evenson, Senior Project Manager
File Reference: \\files\RDCK\01\0600\20\Projects\2025 Projects\25030_Erickson Water Ph2 Metering\07-Procurement\Meter Pit Tender2\Submissions
Electoral Area/Municipality: Area B and C
Services Impacted S250 Water Utility – Area B & C (Erickson)

1.0 STAFF RECOMMENDATION

That the Board direct staff to award the contract for the Erickson Water System – Residential Meter Contract Package 2 – Contract Award to Zarikoff Developments Inc; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of **\$333,850.00 plus GST**; AND FURTHER, that the funds be drawn from S250 Water Utility – Area B & C (Erickson).

2.0 BACKGROUND/HISTORY

The RDCK issued an Invitation to Tender for supply and installation services related to the 80 water meter pits in the Erickson Water System near Creston, BC on March 2, 2026 which closed on April 1, 2026.

The tendered scope of work consists of installation of 80 meter pits which are a combination of $\frac{3}{4}$ ' and 1' pits servicing residential properties. This is the second of five contract packages to install 506 meter pits in Erickson as part of the \$3,502,332.22 grant received from BC Ministry of Housing and Municipal Affairs to facilitate universal metering in Erickson. A map of the properties where these will be installed is attached to this report.

There were 4 compliant bids received on the closing date as shown below:

Bidder	Bid	GST	Total with GST
Zarikoff Developments	\$ 333,850.00	\$ 16,692.50	\$ 350,542.50
Valhalla Hydrovac	\$ 354,160.00	\$ 17,708.00	\$ 371,868.00
Riteway Holdings	\$ 484,097.44	\$ 24,204.87	\$ 508,302.31
Twincon Enterprises	\$ 857,724.38	\$ 42,886.22	\$ 900,610.60

The project is estimated to start in May of 2026 with substantial completion by October 31, 2026.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

Source water for the Erickson water system (Arrow Creek) has demonstrated summertime levels that are trending lower in recent years. Increased water demands from the agricultural sector/distribution leakage has resulted in a need to temporarily augment supply from the Town of Creston wells. The capacity challenges of this water system could be largely mitigated through demand side management.

Erickson Phase 1 metering is underway and will result in 136 meters installed on ICI (industrial, agricultural, and institutional) services along with agricultural land with 5 acres or more of irrigation privilege. This will aid in identifying leakage and high consumption properties, but does not include the remaining smaller agricultural lands and residential properties, which can also be sources of high consumption through leakage.

Phase 2 of Erickson metering would include the remaining 506 services comprised of these small agricultural and residential properties. The application for the Provincial Metering Pilot Project identified Phase 2 as an ideal candidate both to meet primarily “residential” service preference and to incorporate Phase 1 data as part of the information sharing required under the pilot program.

Staff were notified on February 28, 2025 that the Erickson Water System was selected as a participant in the project, with 100% funding through the Province. The total amount provided in grant funding is \$3,502,332.22. A Contribution Agreement between the Province and the RDCK was signed following the March Board meeting (Board Resolution 307/25) which requires all grant funding must be spent by March 31st, 2027.

3.1 Alignment to Board Strategic Plan

The project would meet the following Strategic Priorities:

Organizational Excellence (ensure effective and efficient delivery of services through our Region, explore new and emerging technology to enhance customer service); and

Energy Efficiency and Environmental Responsibility (ensure our watersheds are protected and well governed; support our local agriculture and food security).

3.2 Legislative Considerations

Per RDCK Bylaw No. 2894, meters installed in RDCK water systems must be installed in a meter pit at property boundary (where possible).

However, the majority of the water meter pits under this project will be installed on private property due to location of existing water mains. Under the Local Government Act (s. 290), the RDCK has the authority to enter private property to install water meters.

3.3 What Are the Risks

Cost increases due to imminent tariffs on materials and equipment may reduce the scope of the project; delays in procurement may extend installation beyond the March 31, 2027 deadline.

4.0 PROPOSED SOLUTION

N/A

4.1 Financial Considerations of the Proposed Solution

The budget for the total project is \$3,502,332.22 consisting of funds from BC Ministry of Housing and Municipal Affairs. The project budget is estimated as follows:

Water meters (supply only) - Complete	\$291,480.48
Water meter pits (supply + installation)	\$2,500,000.00
PM and Site Inspection Fees	\$67,000.00
2 year endpoint/software costs	\$22,000.00
Communications Costs	\$5,000.00

Staff time for scheduling, logistics, location of services, etc.	\$20,000.00
Project Contingency	\$596,851.74
TOTAL	\$3,502,332.22

The all-in cost per pit for Contract Package #1 (Valhalla Hydrovac) which includes all provisional items and a 10% contingency (\$312,988.01 / 70 pits) = \$4,471.25.

The all-in cost per pit for Contract Package #2 (Zarikoff Developments) which includes all provisional items and a 10% contingency (\$333,850.00 / 80 pits) = \$4,173.13.

The \$2,500,000 budget for the supply and installation of the 506 meter pits works out to \$4,940.71 per pit, so both Contract Package #1 and #2 are below the proposed budget for that line item.

4.2 Risks with the Proposed Solution

The RDCK has created 5 tender packages to ensure that the scope of work is spread around to various contractors to limit the risk of one contractor running into staffing/supply issues and not being able to deliver the project by March 31, 2027.

4.3 Resource Allocation and Workplan Impact

This project is in the work plan for project management staff.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The public will benefit due to reduced water usage and preservation of the watershed during times of drought.

4.5 Leveraging Technology

The Advanced Metering Infrastructure technology offered through the meter/endpoint provides the RDCK and customers with valuable data on water use and leakage.

4.5 Measuring Success

Success will be measured by delivering the project on time and within the identified budget.

5.0 ALTERNATIVE SOLUTION(S)

No award and a re-tender to acquire additional quotes from other suppliers.

5.1 Financial Considerations of the Alternative Solution(s)

May provide more competitive pricing from suppliers.

5.2 Risks with the Alternative Solution(s)

Unable to meet project deadlines outlined by the province for grant funding, delay in meter supply.

5.3 Resource Allocation and Workplan Impact

Other communities awarded Provincial grant funding for metering may also wish to install similar meter/endpoint configuration, which could result in supplier delays.

5.4 Public Benefit and Stakeholder Engagement of Alternative Solution

Not applicable.

5.5 Measuring Success

Reduced project costs.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Not applicable.

7.0 OPTIONS SUMMARY

Option 1:

Recommendation:

That the Board direct staff to award the contract for the Erickson Water System – Residential Meter Contract Package 2 – Contract Award to Zarikoff Developments Inc; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of **\$333,850.00 plus GST**; AND FURTHER, that the funds be drawn from S250 Water Utility – Area B & C (Erickson).

Option 2:

Recommendation:

That the Board direct staff to defer the Erickson Water System – Residential Meter Contract Package 2 project to later in the year as it may result in additional bids leading to lower overall construction costs.

8.0 RECOMMENDATION

That the Board direct staff to award the contract for the Erickson Water System – Residential Meter Contract Package 2 – Contract Award to Zarikoff Developments Inc; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of **\$333,850.00 plus GST**; AND FURTHER, that the funds be drawn from S250 Water Utility – Area B & C (Erickson).

Respectfully submitted,
AJ Evenson, Senior Project Manager

CONCURRENCE

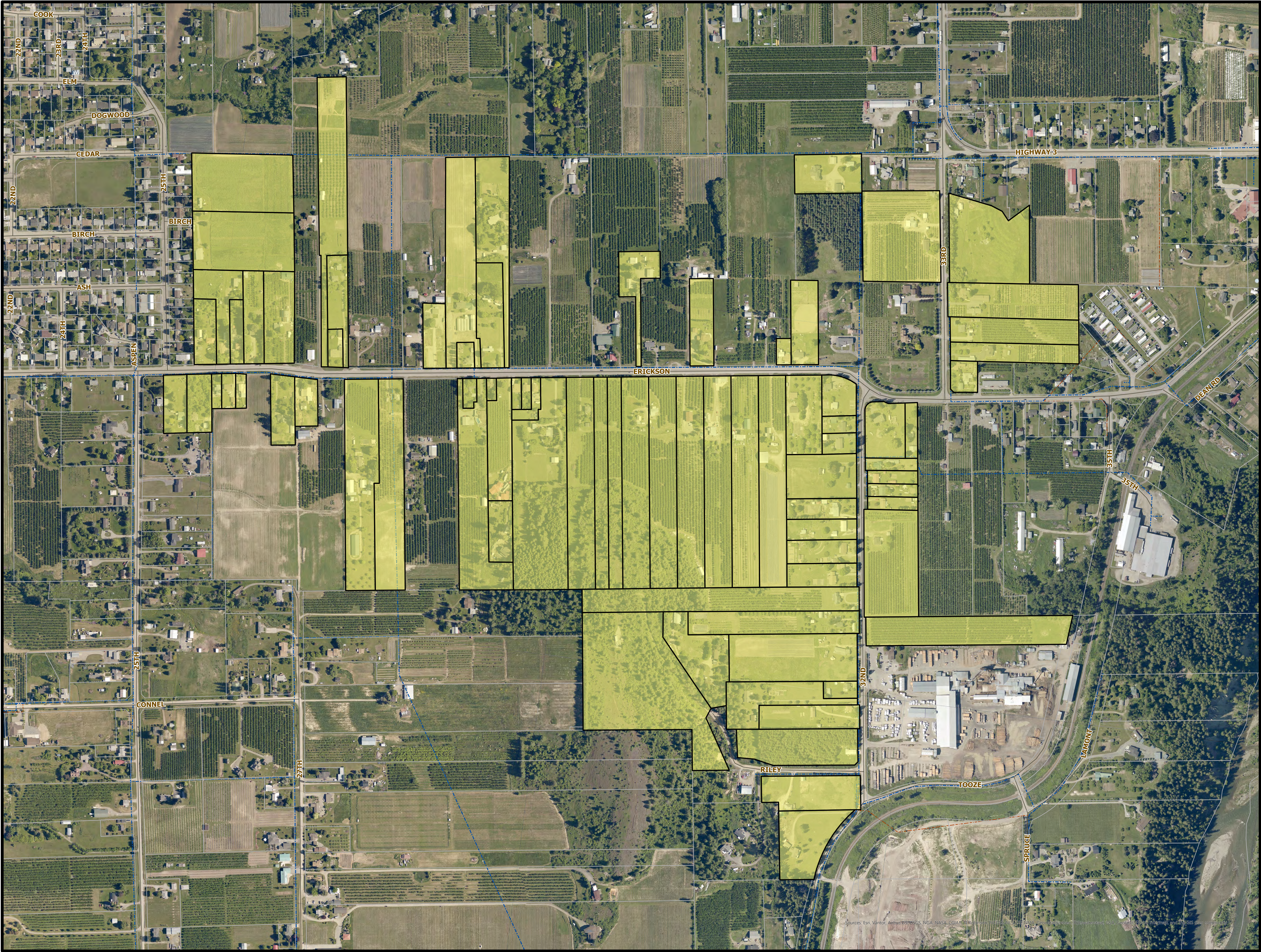
Manager of Water Services – Alex Divlakovski **Approved**

General Manager of Environmental Services – Uli Wolf **Approved**

General Manager of Finance – Yev Malloff **Approved**

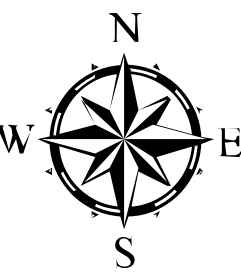
Chief Administrative Officer – Stuart Horn **Approved**

Attachment A: 2026_04_1_ERK_MTR2_Tender_Award_STF.PDF



- Legend**
- Property Lines
 - Street
 - MainLine
 - ERK Phase 2 Contract 2 Properties

Map Scale:
1:3,000



0 0.1 0.1 0.3
Kilometers

Spatial Reference:
NAD 1983 UTM Zone 11N

Date: Tuesday, February 10, 2026

The mapping information shown are approximate representations and should be used for reference purposes only.
The Regional District of Central Kootenay is not responsible for any errors or omissions on this map nor any loss or damage resulting from the use of this map.

REGIONAL DISTRICT OF CENTRAL KOOTENAY
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Board Report

April 16, 2026

Service Case Analysis: North Slokan Lake Library Service

Author: Tom Dool, Research Analyst
File Reference:
Electoral Area/Municipality: AREA H, SILVERTON, NEW DENVER
Services Impacted NONE

1.0 STAFF RECOMMENDATION

That the Board direct staff to prepare a service establishment bylaw for a literacy contribution service within a defined portion of Electoral Area H, Silvertown, and New Denver.

2.0 BACKGROUND/HISTORY

The Village of New Denver operates a reading room on behalf of the community. The reading room is funded by grant, municipal taxation, and user fees. The Village charges a nominal membership fee and in return members of the community have access to a computer workstation and can borrow books and other media from the reading room collection.

As of November 2025, the reading room had 189 members, 10 active volunteers, and average circulation of 172 books a month.

Figure 1. Reading Room Membership by Jurisdiction

Jurisdiction	Reading Room Membership
Silvertown	32
New Denver	91
Area H	45
Other	21

In June of 2023, the Village of New Denver formed a Library Status Committee to investigate options for the improvement of the reading room. These investigations included meetings with the Ministry of Housing and Municipal Affairs (MoHMA), site visits to Libraries in the region, and conducting a survey of residents to determine desired service levels.

A community survey by the Library Status Committee suggests that member and non-member residents would like to see service levels increased and that the reading room is an important community service.

At the June 19, 2025, Open Board meeting it was resolved (322/25)

That the Board direct staff to prepare a service case analysis and report back to the Board on the implications of establishing a North Slokan Library Service Bylaw for library services in a defined portion of Area H, Silverton and New Denver.

Further to advice from MoHMA and the requirements of the BC Library Act the New Denver reading room, as the service is currently provided, does not constitute a regional or municipal library as defined by the BC Library Act. The Board cannot establish a library service to fund a service that is not a library under the library act.

The Board does have the authority to establish a contribution service for literacy programs such as the New Denver reading room. The scope of that service may be narrow enough to include only the New Denver reading room or it may be broad enough to include other literacy initiatives within the service area.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The ownership and operation of the reading room by the Village of New Denver provides an important literacy resource in the community that is utilized by residents of New Denver, Silverton, and Area H. Reading room members would like to see services and membership expanded. The Village of New Denver is supportive of expansion but is constrained by the costs associated with operating the reading room.

3.1 Legislative Considerations

The Village of New Denver may consider the establishment of a Municipal Library in accordance with Part 2 of the BC Library Act. The burden of cost for required staffing and governance would far exceed that of the reading room.

Part 3 – Regional Library Districts of the BC Library Act allows that Electoral Area H, Silverton, and New Denver may consider the establishment of Regional Library District. The cost of governance and staffing would far exceed those of the current reading room.

Local Government Act s332(1) allows that a regional district may operate any service that the board considers necessary or desirable for all or part of the Regional District. The Board may choose to establish a contribution service, within a defined portion of Area H, Silverton, and New Denver to fund literacy projects like the New Denver reading room. This solution would utilize existing governance at the Slokan Valley Service Committee, require no additional staffing, and is best suited to the intentions of the Board.

3.3 What Are the Risks

Without a change to the funding model, the tax burden of the reading room may be deemed cost prohibitive and inequitable by residents of New Denver at a time when the service is seeking to improve services to residents of Area H, New Denver, and Silverton.

4.0 PROPOSED SOLUTION

That the Board consider the establishment of a North Slovan Lake Literacy Contribution Service to support literacy programs within the service area. The extent of the proposed service would be concurrent with the boundaries of the New Denver Fire Protection Area. Service participants would include Electoral Area H, New Denver, and Silverton. Project eligibility would be narrowly defined within the service establishment bylaw.

Governance for the proposed solution would be provided by the Slovan Valley Services Committee. Operation and maintenance of the reading room would remain with the Village of New Denver. Village staff would deliver an annual budget, including a grant amount, to the Slovan Valley Services Committee. The committee would consider that budget and grant the Village the agreed to amount through the North Slovan Lake Literacy Contribution Service.

4.1 Financial Considerations of the Proposed Solution

In accordance with the Local Government Act the solution would requisition taxes and distribute those funds to eligible programs but could also raise funding through grant, fee, or gift.

Figure 2. Proposed 5-Year Financial Plan

Description	2027	2028	2029	2030	2031
Requisition	-\$9,444	-\$9,680	-\$9,921	-\$10,169	-\$10,422
Insurance	\$43	\$44	\$44	\$45	\$45
Grants	\$7,311	\$7,494	\$7,681	\$7,873	\$8,070
General Admin Fee	\$1,087	\$1,114	\$1,142	\$1,171	\$1,200
Community Services Fee	\$1,003	\$1,028	\$1,054	\$1,080	\$1,107
Total	\$0	\$0	\$0	\$0	\$0

Over the course of the 5-year plan, requisition rates would increase from annually from \$0.022/\$1000 of assessed value to \$0.025/\$1000.

Taxation impacts on service participants over the course of the proposed plan are described below in Figure 3. Taxation Impacts.

Figure 3. Proposed Taxation Impacts

Jurisdiction	Assessment	2027	2028	2029	2030	2031
NEWDENVER	\$ 184,450,300	-\$4,109.78	-\$4,212.49	-\$4,317.36	-\$4,425.29	-\$4,535.39
SILVERTON	\$ 85,537,600	-\$1,905.89	-\$1,953.51	-\$2,002.15	-\$2,052.20	-\$2,103.25
Defined Area H	\$ 153,866,079	-\$3,428.33	-\$3,514.00	-\$3,601.49	-\$3,691.52	-\$3,783.36
Total	\$ 423,853,979	-\$9,444	-\$9,680	-\$9,921	-\$10,169	-\$10,422

The maximum amount to be requisitioned on an annual basis would be defined within the service establishment bylaw. Staff recommend a maximum annual requisition amount of \$12,000 or a rate of \$0.028/\$1000, whichever is greater. Annual budgets would be subject to that maximum and at the discretion of the Slovan Valley Services Committee.

4.2 Risks with the Proposed Solution

The proposed solution could result in a proliferation of literacy-based programs and services in the community.

4.3 Public Benefit and Stakeholder Engagement of Proposed Solution

The New Denver Library Services Committee engaged the community in 2023 with a survey which suggests strong support for the service and the need for literacy funding (See Attachment A). Based on the degree of support in the community, staff recommend proceeding with the development of service establishment bylaw for the service.

5.0 OPTIONS SUMMARY

Option 1: That staff be directed to prepare a North Slocan Lake Literacy Contribution Service Establishment Bylaw for consideration by the Board.

Advantages

- Equitably distributes the cost of the reading room among service participants
- Provides sustainable funding to the reading room
- Utilizes existing governance structures
- Allows for the support of both the New Denver reading room and other literacy initiatives

Disadvantages

- Increased taxation for service area residents

Option 2: That staff be directed to take no further action on the matter.

6.0 RECOMMENDATION

That the Board directs staff to prepare a service establishment bylaw for a literacy contribution service within a defined portion of Electoral Area H, Silverton, and New Denver.

Respectfully submitted,
Tom Dool – Research Analyst

7.0 CONCURRENCE

General Manager of Community Services – Trisha Davison **Approved**
Corporate Officer – Mike Morrison **Approved**
Chief Administrative Officer – Stuart Horn **Approved**

ATTACHMENTS:

Attachment A – New Denver Library Status Committee Community Survey

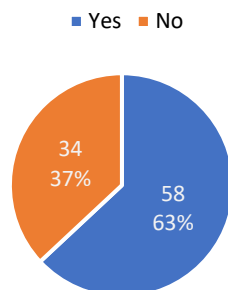


VILLAGE OF NEW DENVER

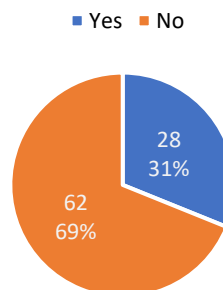
LIBRARY STATUS COMMITTEE

COMMUNITY LIBRARY SURVEY RESULTS

1. Are you presently a member of the North Slocan Community Library?



1a. Are you presently a member of other West Kootenay Libraries?

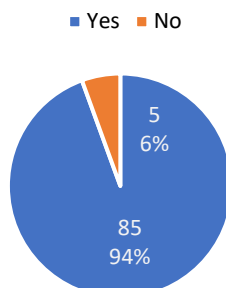


QUESTION 1a: If yes, which ones? Nakusp (20), Trail/Castlegar (6), Slocan (1); Nelson (3); Kaslo (2).

How often do you use their services? Lack of definable response.

2. Is your primary residence in the North Slocan Valley?

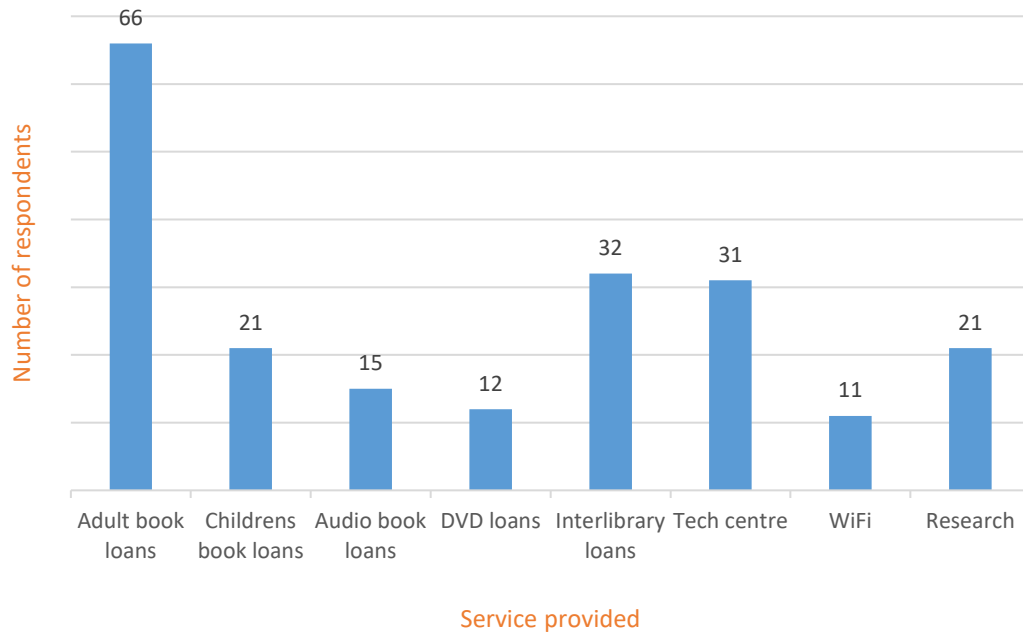
(North of the Village of Slocan and south of Summit Lake)



If no, where is your primary residence? Calgary, Vernon, Kaslo.

3. Which of the following North Slocan Community Library services do you currently use?

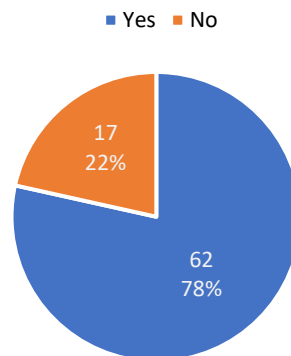
Attachment A



4. Currently, these are the hours the library is open:

Tuesday 10:00 a.m. – 4:00 p.m.; Wednesday 5:00 – 9:00 p.m.; Thursday 1:00 – 4:00 p.m.
Sunday 1:00 – 3:00 p.m.

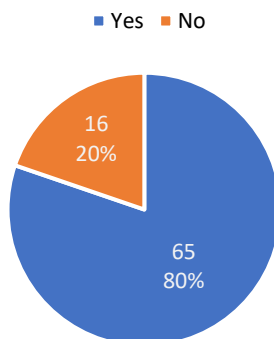
4. Are the present 15 hours a week enough?



If no, how many total hours would you recommend?

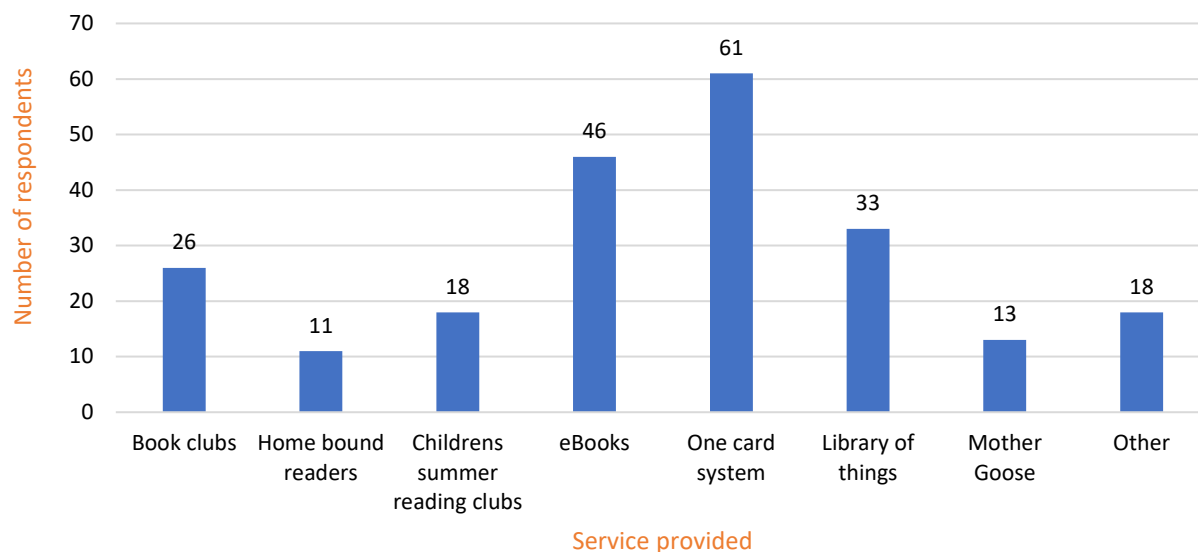
No responses.

4a. Are the present times convenient?



If no, please identify what days or hours would be more convenient.
Saturday (4); Friday (2).

5. Which of the additional services would you use if they were available in our library?

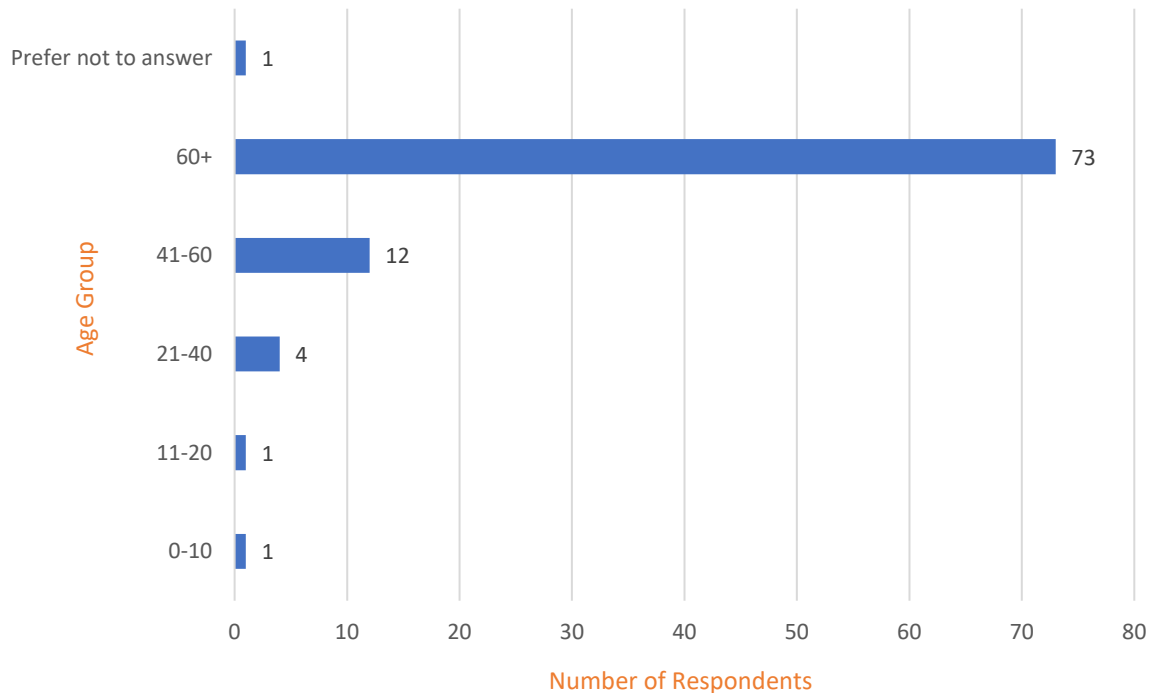


One card system allows users to borrow and return books to and from any participating library in British Columbia.
Library of things: Radon testing kits; conversation kits such as antibullying kits, antiracism kits; other physical items.
Mother Goose: A story hour for pre-schoolers incorporating songs, motion games, reading, etc.

Other: Ancestry, Research, Magazines, Author Readings.

6. Your age group

Attachment A



OBSERVATIONS

During the period from June 1 to July 31, 2024 two surveys were conducted. A physical questionnaire was left at various sites in Silverton and New Denver plus distributed in the Valley Voice newspaper. 52 people responded to the physical survey. In addition, an online version was posted to the Village of New Denver website and 40 people responded. The total of 92 respondents were combined in the preceding charts and responses.

Different non library related surveys have been conducted in the New Denver/Silverton area recently and the committee feels that a total of 92 respondents to our survey is better than average and in keeping with our expectations.

QUESTION 1: *(Are you presently a member of the North Slokan Community Library?)*

It would be interesting to know what percentage of Nakusp and area are members of the Nakusp library. Is our 63% 'yes' response normal or should we increase our New Denver profile to attract more members? If we add services would this result in more membership from the under age 60 group?

QUESTION 1a: *(Are you presently a member of other West Kootenay libraries?)* All West Kootenay libraries have visible signage. Could we have better signage outside our library or possible signage on main street? Could our library have its own website to increase our recognition and visibility? The responses to this question seem to indicate the 'service agreement' direction we are presently exploring should be continued.

QUESTION 2: *(Is your primary residence in the North Slokan Valley?)* Very few seasonal residents responded to this survey. They may currently be library members but don't seem to be fully invested in our library.

QUESTION 3: *(Which of the following North Slokan Community Library services do you currently use?)* Response to this question is what we expected, with the highest percentage being adult book loans. Interlibrary loans and the tech centre continue to be popular and well used services the library and Village provide. Used book sales were not included in our survey and yet represent an important library service we currently provide.

QUESTION 4 and 4a: *(Are the present 15 hours a week enough? Are the present times convenient?)* This response indicates that the present library operating days and times are sufficient. Some survey comments indicate that the current volunteer group may want to look at adjusting days and times of operation.

QUESTION 5: *(Which of the additional services would you use if they were available in our library?)* The One Card system and eBooks are services we currently don't have but hope to be able to provide local residents under a service agreement with the Nakusp library. A Library of Things is something that is popular in most other West Kootenay libraries and is a service we could perhaps implement in co-operation with the Nakusp library. Space is a factor but on a limited scale this may be possible in the near future. These are all services presently expected of a modern day library as our recent research of West Kootenay libraries has shown.

QUESTION 6: *(Your age group?)* No surprises here given the population demographic in the North Slokan community. This speaks to our volunteers' ongoing efforts to attract new and younger members. Perhaps under a service agreement model new services provided would help to attract this age group. In visiting other West Kootenay libraries additional and varied services seems to be attracting these younger age groups.

CONCLUSIONS

Responses and comments on the surveys indicate that we should continue to work towards a service agreement with Nakusp Public Library to increase library services and programs in the North Slokan area.

Responses and comments also reflect an expectation of more service than NSCL presently provides. The expectations indicate that there is a desire for growth.

Not all who responded to the survey realize that NSCL is one of only two area libraries which are operated solely by volunteers. All other West Kootenay libraries have paid employees - the usual perception of libraries. This may have led to a higher expectation of the possible or available services.

Responses to questions 1, 1a and 4 indicate an acceptance by local residents of the current operation and hours. Some increased expectations may have risen after the name change from Reading Centre to Library.

Question 5 shows a desire for more services and support for expansion of services.



Board Report General Open Board Meeting April 16, 2026

Service 223 Recreation Facility – Nakusp & Area K

Author:	Tom Dool, Research Analyst
File Reference:	3200
Electoral Area/Municipality:	NAKUSP & AREA K
Services Impacted	Service 223 Recreation Facility – Nakusp & Area K

1.0 STAFF RECOMMENDATION

That the Board direct staff to prepare a bylaw amendment for the Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995 for the removal of the Village of Nakusp as a service participant and to reduce the maximum annual allowable requisition to the greater of a rate of \$0.80/\$1000 applied to the assessed value of land and improvements or \$299,889.

2.0 BACKGROUND/HISTORY

Service 223 Recreation Facility – Nakusp & Area K was established with the adoption of Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995 (Attachment A), a bylaw to convert the Nakusp and District Sports Center Function to a local service in the Village of Nakusp and Portion of Electoral Area K.

Subsequent amendments including Bylaw No. 1379, 1999 (Attachment B) and Bylaw 2504, 2016 (Attachment C) amended Bylaw 1134 to include the Community Grounds in the service and increase the maximum annual requisition amount.

Adoption of Nakusp and Electoral Area K Regional Services Commission Establishment Bylaw No. 1998, 2008 as amended (Attachments D & E) established governance for the service. Section 4(2) of Bylaw 1998 states

The Commission shall meet with the Chief Financial Officer of the Regional District to prepare a draft budget for the following budget year to include estimates for the administrative, operational, and other expenses of the herein named joint service and shall submit such a budget for inclusion in the Regional Board's Financial Plan.

The Nakusp and Electoral Area K Regional Services Commission has not met in the past two years. The Commission is not currently active.

At the June 19, 2025, Open Board Meeting the Board resolved that (336/25)

That the Board direct staff to prepare a report for Board consideration that presents options to reconfigure service S223 – Nakusp and Area K Arena to change it to an Area K only Financial Service Grant Service Model.

Staff expect to advance the shared service committee model for Board consideration in 2026. Staff assume that any discussions related to the budget for the arena service will occur there, rather than at a new iteration of the Commission.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

A shared governance and funding model has been applied to the budget of a facility which is not a shared asset. Nakusp owns and operates the facility while the Regional District has considerable influence over the budget for the facility. The current service model does not meet the needs of service participants.

The service structure is inequitable. Liabilities associated with the facility are owned exclusively by the Village of Nakusp which must negotiate those liabilities with Area K. Any investment by Area K in the facility is effectively stranded because it does not own or have a say in the operation or management of the facility.

The administrative process for funding the facility is inefficient. Implementation of the facility budget requires municipal staff to develop a budget which should be considered and recommended by the Commission to the Board. The Board must adopt the grant amount in the budget within service S223. The Village council must consider and adopt the facility budget as a part of their municipal budget. At a minimum this requires a Commission meeting, a Board meeting, and two Council Meetings.

The Nakusp and Electoral Area K Regional Services Commission, has not met for the past two years although it should meet to consider the facility budget.

The financial model results in additional administrative fees for municipal residents. The Regional District charges approximately \$2000 in fees to administer service S223. If the municipality taxed municipal residents directly for the service and did not participate in S223 the municipality could avoid those fees.

3.2 Legislative Considerations

The Board has directed staff to investigate the removal of the Village of Nakusp from the service (Resolution 336/25). LGA s.350 states that changes to a service area boundary or participation must be done by amending bylaw.

LGA s.340(1)(f) allows that a service establishment bylaw may establish terms and conditions for withdrawal from a service. Staff have reviewed Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995 and confirmed that the bylaw does not contemplate terms of service withdrawal for a participant.

In the absence of provisions described in LGA s.340(1)(f) the Ministry of Municipal Affairs and Housing (MoHMA) has directed that the Board should discuss the removal of Nakusp as a service participant and ensure that all service participants agree regarding the change and the resulting division of assets and liabilities. Staff recommend those discussions be initiated at second reading of the amending bylaw and completed prior to giving third reading.

If both service participants agreed to the terms and conditions of service withdrawal the Board may proceed with third reading of the bylaw and submission to MoHMA for review. That review will consider both the reasons for service withdrawal and terms and conditions of that withdrawal. MoHMA will require confirmation that both service participants agree to the conditions of withdrawal.

Upon MoHMA approval of the bylaw the Board may proceed with seeking approval of the electors. In accordance with LGA s.349 approval may be received by consent on behalf of municipal and electoral participating areas. In this instance that would require both service participants' consent.

With both statutory and elector approval the Board could consider adoption of the amending bylaw and enacting the terms and conditions of withdrawal from the service by the Village of Nakusp.

If the service participants cannot reach agreement on the terms and conditions of service withdrawal a participant may initiate a service review under the conditions described in LGA s.357(1). The service review process will first attempt to resolve those issues between service participants (LGA s.360) and then barring a resolution initiate a service withdrawal (LGA s.361). A service withdrawal requires a service review to be completed within the past three years and that a preliminary meeting be held on the matter within the past 8 months.

As required by LGA (s.362) upon receiving notice of a service withdrawal MoHMA must

1. Terminate the service withdrawal and direct the parties to complete a service review;
2. Direct the parties to negotiate and specify a timeline for those negotiations;
3. Direct the parties to engage in mediation; or
4. Direct terms and conditions for service withdrawal.

The final resolution, as agreed to by both parties or directed by MoHMA, must be adopted by bylaw. Adoption of the bylaw does not require approval of the electors.

3.3 What Are the Risks

The current service model risks

1. Perceived inequity between service participants. Rural participants are required to fund the facility which they have no ownership or management of. Municipal participants are responsible for management and operation of the facility but are constrained in their ability to do so by required rural participant approvals.
2. Reduced investment in the facility. Investments by rural participants are stranded in an asset that is not owned, operated, or managed by the Regional District making long term investment a challenge. Municipal investment is constrained by the requirement for Regional approvals at the Commission and Board.
3. The perception of Regional control of a Municipal asset. The process of Commission and Regional District Board approvals required to enact a facility budget may result in the perception that the Regional District is asserting undue influences on the management and operation of a municipal facility.

4.0 PROPOSED SOLUTION

Staff propose the Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995 be amended to remove the Village of Nakusp from the service.

The proposed solution

1. Removes the shared services model as it was previously applied to Service S223 and the funding of the facility;
2. Realizes administrative efficiencies by removing undo consideration of the facility budget at the Commission;
3. Increases financial efficiency for Municipal participants by removing Regional District administrative costs associated with the Municipal portion of the requisition;
4. Increases control of facility operations by the municipality;
5. Reduces potential perception of Regional District influence on the management of a municipal asset.

4.1 Financial Considerations of the Proposed Solution

Service 223 Recreation Facility – Nakusp & Area K maintains no reserves, no debt, and owns no assets.

The current maximum annual allowable requisition for the service is the greater of \$1.26/\$1000 of assessed value or \$200,000. Based on the maximum rate and current assessments the maximum amount that could be requisitioned would be \$1,000,897.

The current 5 Year Financial Plan for the service is described below.

Figure 1. Service 223 Recreation Facility – Nakusp & Area K 5-Year Financial Plan

Account	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Requisitions	\$(475,487)	\$(493,151)	\$(504,496)	\$(516,101)	\$(527,974)
Grants in lieu of Taxes	\$-	\$-	\$-	\$-	\$-
Prior Year Surplus	\$(6,600)	\$-	\$-	\$-	\$-
Grants	\$480,000	\$491,040	\$502,334	\$513,888	\$525,707
General Admin. Fee	\$1,050	\$1,074	\$1,099	\$1,124	\$1,150
Transfer to Community Services	\$1,037	\$1,037	\$1,063	\$1,089	\$1,117
Total	\$-	\$0	\$(0)	\$(0)	\$(0)

In accordance with the bylaw the cost of the service is currently apportioned by assessment. Requisitions for the current 5-Year Financial Plan are described below.

Figure 2. Service 223 Recreation Facility – Requisition Amounts

Participant	2026	2027	2028	2029	2030
Area K	\$224,383	\$232,719	\$238,073	\$243,549	\$249,152
Nakusp	\$251,104	\$260,432	\$266,423	\$272,552	\$278,822
Total	\$475,487	\$493,151	\$504,496	\$516,101	\$527,974

Requisition rates required to fund the 5-year financial plan at current assessments are described below.

Figure 3. Service 223 Recreation Facility – Requisition Rates

Rate	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Actual Rate	\$0.599	\$0.621	\$0.635	\$0.650	\$0.665
Residential Rate	\$0.518	\$0.537	\$0.550	\$0.562	\$0.575

Budgetary impacts of removing Nakusp, as a participant, from the service are described below.

Figure 4. Proposed Solution 5-Year Financial Plan

Account	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
Requisitions – Area K	\$(224,383)	\$(232,719)	\$(238,073)	\$(243,549)	\$(249,152)
Grants in lieu of Taxes	\$-	\$-	\$-	\$-	\$-
Prior Year Surplus	\$(6,600)	\$-	\$-	\$-	\$-
Grants	\$228,896	\$230,608	\$235,911	\$241,336	\$246,885
General Admin. Fee	\$1,050	\$1,074	\$1,099	\$1,124	\$1,150
Transfer to Community Services	\$1,037	\$1,037	\$1,063	\$1,089	\$1,117
Total	\$(0)	\$0	\$0	\$(0)	\$(0)

Requisition rates for Area K would remain as described in Figure 3.

The maximum annual requisition amount should be updated to reflect the removal of half of the assessment base. At the time of amendment staff recommend reducing the maximum annual assessment for the service from the greater of \$1.26/\$1000 of assessed value or \$200,000 to \$0.80/\$1000 of assessed value or \$299,889.

4.2 Risks with the Proposed Solution

The shared service model would no longer apply to the facility. The municipality would make application to Service 223 Recreation Facility – Area K for an operating grant on an annual basis. Award of that grant would be subject approval of the Board.

Area K Risks

- Increased uncertainty regarding facility costs;
- No Area K participation in facility governance; and
- Increased uncertainty regarding the facility sustainability as an asset used residents of Area K.

The Village of Nakusp Risks

- Increased financial uncertainty regarding the Service 223 Recreation Facility operating grant;
- Limited opportunities for collaboration;
- Increased uncertainty regarding the facility sustainability as an asset used residents of Nakusp

4.6 Measuring Success

The proposed solution will be a success if it;

1. Reduces administrative and financial overhead for service participants;
2. Removes the perception of Regional District control of a municipal asset;
3. Provides the municipality with financial control of the facility it owns and operates;
4. Better aligns service participants regarding the funding and operation of the facility.

5.0 OPTIONS SUMMARY

Option 1: Remove the Village of Nakusp from the Service 223

Advantages

- Reduces administrative and financial burden;
- Reduces risk of perceived Regional District control of municipal services; and
- Improves alignment between facility ownership, management, and funding.

Disadvantages

- Increases uncertainty regarding the sustainability of the facility;
- Limits engagement in facility governance by Area K;
- Area K investment in the facility continues to be stranded;
- Liabilities associated with the facility remain a municipal responsibility.

Option 2: Maintain the current service arrangement until functioning governance can be reestablished.

Advantages

- A shared services committee model allows service participants to consider and negotiate across many services;
- Allows participants to shift from governance of the service budget to governance of the service, considering the facility as a community asset and the associated liabilities;
- The Board has 6 months to consider governance solutions before further consideration of the S223 Budget.

Disadvantages

- Maintains current administrative and financial challenges

6.0 RECOMMENDATION

That the Board authorize staff to prepare a bylaw amendment for the Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995 for the removal of the Village of Nakusp as a service participant and to reduce the maximum annual allowable requisition to the greater of a rate of \$0.80/\$1000 applied to the assessed value of land and improvements or \$299,889.

Respectfully submitted,
Tom Dool

CONCURRENCE

Mike Morrison – Corporate Officer **Approved**

Stuart Horn – Chief Administrative Officer **Approved**

ATTACHMENTS:

Attachment A – Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995

Attachment B – Village of Nakusp and Portion of Electoral Area K Sports Center and Community Grounds Financial Aid Local Service Area Amendment Bylaw No. 1379, 1999

Attachment C - Village of Nakusp and Portion of Electoral Area K Sports Center Financial Aid Local Service Area Amendment Bylaw 2504, 2016

Attachment D - Nakusp and Electoral Area K Regional Services Commission Establishment Bylaw No. 1998, 2008

Attachment E - Nakusp and Electoral Area K Regional Services Commission Establishment Amendment Bylaw No. 2009, 2008

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 1134

A Bylaw to convert the "Nakusp & District Sports Centre Function" to a local service in the Village of Nakusp and Portion of Electoral Area K.

WHEREAS under Section 767(4) of the Municipal Act, a regional district exercising a power to provide a service other than a general service, shall adopt a bylaw respecting that service which:

- (a) meets the requirements of Section 794 for an establishing bylaw, and
- (b) is adopted in accordance with the requirements of Section 802 as if it were a bylaw amending an establishing bylaw;

AND WHEREAS the Regional Board of the Regional District of Central Kootenay was granted, by way of supplementary Letters Patent dated June 30, 1970 and amendments thereto, the function of "Nakusp & District Sports Centre" for the participants of the Village of Nakusp and a portion of Electoral Area K;

AND WHEREAS the Regional board of the Regional District of Central Kootenay wishes to convert the aforesaid "Nakusp & District Sports Centre" function to a local service;

NOW THEREFORE THE REGIONAL BOARD OF THE REGIONAL DISTRICT OF CENTRAL KOOTENAY IN OPEN MEETING ASSEMBLED, ENACTS AS FOLLOWS:

1. The "Nakusp & District Sports Centre" function, as established by way of supplementary Letters Patent dated June 30, 1970 and amendments thereto, is hereby established as a local service with the Regional Board authorized to grant financial aid to the Village of Nakusp for the operation and maintenance of the Sports Centre.
2. The boundaries of the local service area as established above shall include the Village of Nakusp and portion of Electoral Area K, shown outlined on the plan attached as Schedule "A" to this Bylaw, which shall be the participating areas for the local service and shall be known as the "Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area".
3. The cost of providing the local service established under Section 1 shall be recovered by requisition of money to be collected by a property value tax on land and improvements.
4. The maximum amount to be requisitioned annually under Section 804(1)(a) and (b) of the Municipal Act for the service shall be Eighty-Seven Thousand, Five Hundred (\$87,500.00) Dollars or \$0.65/\$1,000. of net taxable value of land and improvements, whichever is greater.
5. The cost of providing the service shall be apportioned among the participating areas on the basis of the converted value of land and improvements.
6. This Bylaw may be cited as "Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995".

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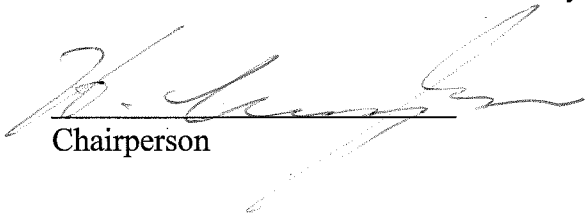
READ A FIRST TIME this 18th day of November , 1995.

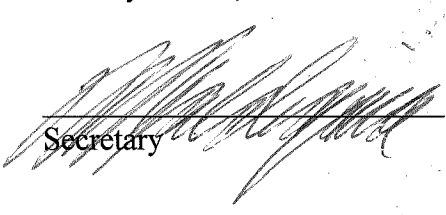
READ A SECOND TIME this 18th day of November , 1995.

READ A THIRD TIME this 18th day of November , 1995.

APPROVED by the Inspector of Municipalities on the 21st day of December, 1995.

ADOPTED this 13th day of January , 1996.


Chairperson


Secretary

I hereby certify that this is a true and correct copy of
“Village of Nakusp and Portion of Electoral Area K
Sports Centre Financial Aid Local Service Area Bylaw
No. 1134, 1995” as read a third time by the Board on the
day of , 1995.

DATED this day of , 1995.

Secretary

I hereby certify that this is a true and correct copy of
“Village of Nakusp and Portion of Electoral Area K
Sports Centre Financial Aid Local Service Area Bylaw
No. 1134, 1995”

DATED this day of , 1996.

Secretary

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 1379

A Bylaw to amend the "Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995".

WHEREAS the Board of the Regional District of Central Kootenay has, by the adoption of Bylaw 1134, established a Sports Centre Financial Aid Local Service;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it desirable to amend the Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw;

AND WHEREAS, in accordance with Sections 807(2)(a)(i) and 807(3) of the Municipal Act, the Regional Board has submitted the proposal to amend the local service to the electorate on an overall vote basis;

NOW THEREFORE THE REGIONAL BOARD OF THE REGIONAL DISTRICT OF CENTRAL KOOTENAY IN OPEN MEETING ASSEMBLED, ENACTS AS FOLLOWS:

1. "Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995" be amended as follows:
 - a) Clause 1 is amended to read as follows:
 1. *The "Nakusp & District Sports Centre" function, as established by way of supplementary Letters Patent dated June 30, 1970 and amendments thereto, is hereby established as a local service with the Regional Board authorized to grant financial aid to the Village of Nakusp for the operation and maintenance of the Sports Centre and Community Grounds.*
 - b) Clause 4 is amended to read as follows:
 4. *The maximum amount to be requisitioned annually under Section 816(1)(a) and (b) of the Municipal Act for the service shall be \$160,000. or an average rate of \$1.01/\$1000. of net taxable value of land and improvements, whichever is greater.*
2. This Bylaw may be cited as the **"Village of Nakusp and Portion of Electoral Area K Sports Centre and Community Grounds Financial Aid Local Service Area Amendment Bylaw No. 1379, 1999"**.

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READ A FIRST TIME this 28th day of August, 1999.

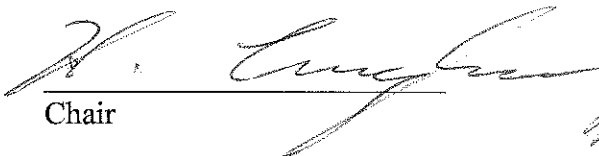
READ A SECOND TIME this 28th day of August, 1999.

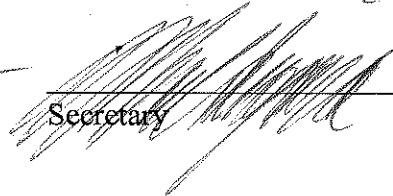
READ A THIRD TIME this 28th day of August, 1999.

APPROVED by the Inspector of Municipalities on the 24th day of September, 1999.

ELECTOR ASSENT obtained on the 20th day of November, 1999.

ADOPTED this 27th day of November, 1999.


Chair


Secretary

I hereby certify that this is a true and correct copy of **“Village of Nakusp and Portion of Electoral Area K Sports Centre and Community Grounds Financial Aid Local Service Area Amendment Bylaw No. 1379, 1999”** as read a third time by the Board on the 28th day of August, 1999.

DATED this day of, 1999.

Secretary

I hereby certify that this is a true and correct copy of **“Village of Nakusp and Portion of Electoral Area K Sports Centre and Community Grounds Financial Aid Local Service Area Amendment Bylaw No. 1379, 1999”**.

DATED this day of, 1999.

Secretary

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 2504

A Bylaw to amend Bylaw No. 1134 being the
 "Village of Nakusp and Portion of Electoral Area K
 Sports Centre Financial Aid Local Service Area
 Bylaw No. 1134, 1995"

WHEREAS a service has been established by the Regional District of Central Kootenay by Bylaw No. 1134, being the "Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995", as amended;

AND WHEREAS the Regional District of Central Kootenay deems it expedient to provide for an increase in the maximum annual requisition limit for the service;

AND WHEREAS pursuant to section 347 of the *Local Government Act*, participating area approval has been given by the electoral area director for Area K and the Council of the Village of Nakusp consenting in writing to adoption of the bylaw.

NOW THEREFORE the Board of the Regional District of Central Kootenay in open meeting assembled enacts as follows:

1. "Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Bylaw No. 1134, 1995," as amended, is hereby further amended by deleting clause 4 and substituting the following therefore:

The maximum amount that may be requisitioned annually for the service shall not exceed \$200,000 or \$1.26/\$1,000 of the net taxable value of land and improvements, whichever is greater.

2. This Bylaw may be cited as the **"Village of Nakusp and Portion of Electoral Area K Sports Centre Financial Aid Local Service Area Amendment Bylaw No. 2504, 2016."**

READ A FIRST TIME this 16th day of March, 2016.

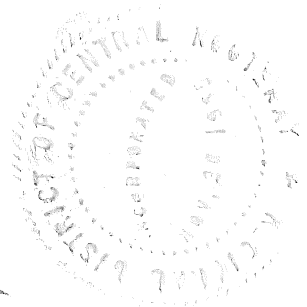
READ A SECOND TIME this 16th day of March, 2016.

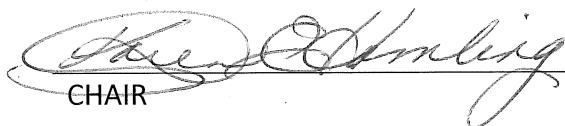
READ A THIRD TIME this 16th day of March, 2016.

- 2 -

HAVING RECEIVED 2/3rds CONSENT,

ADOPTED this 17th day of March, 2016.




CHAIR


SECRETARY

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 1998

A Bylaw to establish a Commission to collaborate with respect to the operation of services in which the Village of Nakusp and Electoral Area K are participant

WHEREAS a regional district may, pursuant to Section 176(1)(g) of the *Local Government Act*, establish a commission to operate a regional district service;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to establish a commission to collaborate on the development of policies with respect to the operation of services in which the Village of Nakusp and Electoral Area K jointly participate, namely;

- 425 Cemetery Function
- 437 Animal Control
- 684 Recreation Centre

AND WHEREAS the Board of the Regional District of Central Kootenay deems it necessary to make regulations to govern the conduct of such Commission;

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, enacts as follows:

1. The Regional District hereby establishes a commission to be known as the Nakusp and Area K Joint Services Commission for the purpose of collaborating on the development of policies with respect to the operation of those services noted above in which the Village of Nakusp and Electoral Area K jointly participate.
2. Membership
 - (1) Membership on the Commission shall be limited to the elected officials for the Village and Electoral Area K – namely five members of Council and the Electoral Area Director:
 - (2) All Commission members shall serve without remuneration.
3. Meetings – Quorum, Voting and Conduct
 - (1) The commission shall, at its first meeting in each year, elect a Chair. The Chair shall preside at the meeting of the Commission when present and in his/her absence, an Acting Chair may be elected.

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- (2) On or before January 31 of each and every year, the Commission shall, by resolution, schedule a minimum of two (2) regular meetings of the Commission for the current year, one of which would be for the purpose of discussing budgets for the noted services.
- (3) The Regional District of Central Kootenay Procedure Bylaw No. 1823, as may be amended or replaced from time to time, applies to the Commission.
- (4) All meetings of the Commission shall be held within the Village of Nakusp or Electoral Area K.
- (5) The Chair or any two members may summon a special meeting of the Commission by giving at least two days notice in writing to each member, stating the time, place and purpose for which the meeting is called.
- (6) Each member of Council shall have twelve (12) votes, the Director for Electoral Area K shall have forty (40) votes.
- (7) The quorum of the Commission is seventy-six (76) votes.
- (8) All questions before the Commission shall be decided by a majority vote of members present.
- (9) All members of the Commission, including the presiding member, may vote on questions before it, and in all cases where the votes of the members present are equal for and against the question, the question shall be negated. Any member who abstains from voting shall be deemed to have voted in the affirmative.
- (10) No act or other proceeding of the Commission shall be valid unless it is authorized by resolution at a meeting of the Regional District Board.

4. Administration – Minutes and Budget

- (1) The minutes of the proceedings of all meetings of the Commission shall be legibly recorded in a minute book. The minutes shall be signed by the Chair or other member presiding at such meeting. Upon completion and without delay a copy of said minutes shall be forwarded to the Regional District of Central Kootenay.
- (2) On or before October 31st of each and every year, the Commission shall meet with the Chief Financial Officer of the Regional District to prepare a draft budget for the following budget year to include estimates for the administrative, operational and other expenses of the herein named joint services and shall submit such budget for for inclusion in the Regional Board's Financial Plan.

5. Responsibilities, Authorities and Duties

Intent: The purpose of the Commission is to provide a venue for the elected officials to meet and discuss relevant issues with respect to the following services, including such topics as rental rates and budgets. The Commission is not intended to be involved in any way with the operations of the noted services.

(1) The Regional Board hereby delegates to the Commission the following authorities, responsibilities and duties:

(a) Development of policies for consideration and approval by the Board of the Regional District of Central Kootenay with respect to the following joint services:

425 Cemetery Function
 437 Animal Control
 684 Recreation Centre

(b) any other duties that may be referred by resolution of the Regional District Board with respect to the service, for inclusion in the Commission bylaw.

6. Rights of the Board

- (1) The Regional Board reserves unto itself all of its powers with respect to entering into contracts and agreements.
- (2) The powers delegated to the Commission are subject to the limitations on delegation authority set forth in Section 191 of the *Local Government Act*.

7. Citation

This bylaw may be cited as the “**Nakusp and Electoral Area K Regional Services Commission Establishment Bylaw No. 1998, 2008**”.

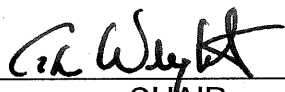
READ A FIRST TIME this 20th day of September , 2008.

READ A SECOND TIME this 20th day of September , 2008.

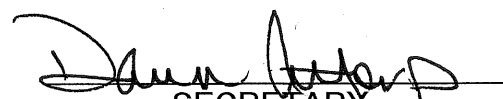
READ A THIRD TIME this 20th day of September , 2008.

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ADOPTED by an affirmative vote of at least 2/3 of the votes cast this 20th day
of September , 2008.



CHAIR



SECRETARY

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 2009

A Bylaw to amend Bylaw No. 1998, being the
**"Nakusp and Electoral Area K Regional
 Services Commission Establishment Bylaw
 No. 1998, 2008"**

WHEREAS a Commission has been established by the Regional District of Central Kootenay by Bylaw No. 1998, being the **"Nakusp and Electoral Area K Regional Services Commission Establishment Bylaw No. 1998, 2008"**;

AND WHEREAS the Regional District of Central Kootenay deems it expedient to amend Bylaw No. 1998 to revise the majority required for votes and to delegate authority for establishing facility rental rates;

NOW THEREFORE the Board of the Regional District of Central Kootenay in open meeting assembled enacts as follows:

1. The **"Nakusp and Electoral Area K Regional Services Commission Establishment Bylaw No. 1998, 2008"**, is hereby amended by deleting Section 3 (8) in its entirety and substituting the following therefore :

(8) *All questions before the Commission shall be decided by a minimum of seventy-six (76) votes.*

2. The **"Nakusp and Electoral Area K Regional Services Commission Establishment Bylaw No. 1998, 2008"** is hereby amended by deleting Section 5 in its entirety and substituting the following therefore:

5 *Responsibilities, Authorities and Duties*

Intent: *The purpose of the Commission is to provide a venue for the elected officials to meet and discuss relevant issues with respect to the following services, including such topics as rental rates and budgets. The Commission is not intended to be involved in any way with the operations of the noted services.*

- (1) *The Regional Board hereby delegates to the Commission the following authorities, responsibilities and duties:*
 - (a) *Development of policies for consideration and approval by the Board of the Regional District of Central Kootenay with respect to the following joint services:*

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425 Cemetery Function
437 Animal Control
684 Recreation Centre

- (b) Establishment of rental rates for recreation facilities
- (c) Any other duties that may be referred by resolution of the Regional District Board with respect to the service, for inclusion in the Commission bylaw.

3. This Bylaw may be cited as the **"Nakusp and Electoral Area K Regional Services Commission Establishment Amendment Bylaw No. 2009, 2008."**

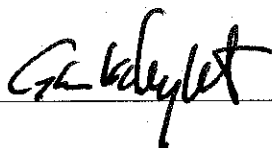
READ A FIRST TIME this 22nd day of November , 2008.

READ A SECOND TIME this 22nd day of November , 2008.

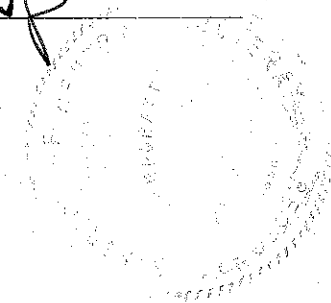
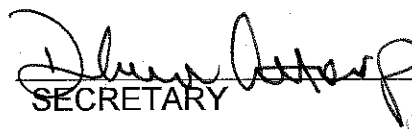
READ A THIRD TIME this 22nd day of November , 2008.

ADOPTED by an affirmative vote of at least two-thirds of the votes cast this
22nd day of November , 2008.

CHAIR



SECRETARY





Board Report

April 2, 2026

Quarterly Report – Proposed Resolutions for No Further Action

Author: Mike Morrison, Senior Manager, Corporate Administration
File Reference: 01-0110-02
Electoral Area/Municipality: ENTIRE RDCK
Services Impacted: All RDCK Services

1.0 STAFF RECOMMENDATION

Recommended resolution :

That staff be directed to take no further action on the following resolutions and to remove these projects from the Quarterly Report:

683/19 That the Board approve the "Shoreacres No Hunting & Discharge of Firearm Bylaw Survey" be added to the 2020 work plan.

524/22 That the Board direct staff to evaluate options for improving the effectiveness of Regional District Special Events Permit Bylaw No. 2596, 2022 in addressing the community impacts resulting from large events held in Electoral Area H.

536/23 That the Board direct staff to research the ownership and control of the Ymir Cemetery property and evaluate the possibility of ownership of the property by the Regional District, with costs to be paid from Cemetery - Ymir Service S297.

790/23 That the Board direct staff to contract with Selkirk College, City Spaces or another appropriate contractor to update the 2018 'Using Community Halls for Child Care' feasibility study and that the estimated \$5,000 cost of the project be covered through an Area I Community Development grant; AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents.

2.0 BACKGROUND/HISTORY

From the inception of the original Quarterly Report in 2018 through to the launch of new reporting tool in Q4 2025 the organization was unable to achieve a consistent reporting approach across the organization, resulting in outdated, redundant, non -project (i.e. operational), or duplicated project entries. Additionally, some projects/ initiatives were assigned by the Board that have not been actioned, or that could not be

prioritized for staff resources. In 2025 staff committed to the Board to undertake a process in 2026 to clean up the report by removing outdated items and to ensure that the report more accurately reflect the current work of the organization.

Starting with the Q4 2025 report managers were directed to address outdated entries that were not initiated by Board resolution . Some of these projects may not have been fully ‘complete’ but were marked as such and removed from ongoing reporting. Some of these were among the thirty-one projects newly marked as completed within the Q4 2025 report. Generally, these were considered for removal from the report for one or more of the following reasons:

- If the project was added by a previous manager and no longer reflects current departmental priorities or workplans
- If regulatory or policy changes have affected the RDCK’s ability to deliver the project or reduced its priority
- If the assumptions made about project resources or funding have changed, diminishing the RDCK’s ability to deliver the project
- If changes to the priorities of key project stakeholders have affected project delivery or priority
- If the project is outside of normal scope for an RDCK service or has limited geographic impact and staff have been unable to prioritize completion
- If the original project phase is complete and the next phase of the project will be reported separately
- If the project phase is complete and it has now become part of normal RDCK operations or for other reasons no longer meets Reportable Project criteria.

For the Q1 2026 several more staff-assigned projects (listed in the table below) have been marked as complete and will removed from future reporting. Reasons will be provided within those entries in the Q1 report.

Project Name	Department
Converting Historical Building Permits to Digital format	Building
Building Officials Training Program	Building
Expansion of Kootenay Conservation Program	Sustainability
SES - Demand Management - Community - REEP for Homes Project	Sustainability
Central Kootenay Food Policy Council	Sustainability
SES - Low Carbon Transportation - Corporate Fleet	Sustainability
SES- Facility Manager/Operator Training Program	Sustainability
Regional Invasive Species Working Group,	Sustainability
Engage RDCK Indigenous Nations on Opportunities for Partnership	Sustainability
Update Emergency Program Executive Committee bylaw	Emergency Management

Timesheets application in Project Management module	Finance
Enhanced features in the Project Costing Module	Finance

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

At several points between 2022 and 2025 Directors have suggested to that some Board- assigned projects and initiatives could be considered for removal from the report. Projects assigned by Board resolution should be removed from workplans by way of a resolution to take no further action on those items. Relevant factors to a Board decision to remove an item from the workplan may include:

- If the project was assigned by a previous Board and it no longer reflects the priorities of the current RDCK Board
- If the project was championed by former staff and no longer reflects current priorities
- If regulatory or policy changes have affected the RDCK's ability to deliver the project or reduced its priority
- If assumptions made about project resources or funding have changed, diminishing the RDCK's ability to deliver the project
- If changes to the priorities of key project stakeholders have affected project delivery
- If the project is out of normal scope for an RDCK service or has limited geographic impact and staff resources to action the project are unlikely to be prioritized in the near future

Efforts to improve content and expand the utility of report data within the Quarterly Report will be ongoing through 2027. Two of the upcoming priorities that will impact the overall number of projects in the report include:

1. The development of a work prioritization matrix through the CAO assists the Board in evaluating whether to take on new projects.
2. Incorporation of additional workplan items driven by Committees and Commissions into the ongoing reporting will give the Board additional visibility into work that is currently only reported to applicable stakeholders

3.1 Alignment to Board Strategic Plan

Efforts to review and consolidate the Quarterly Report content align strongly with the following focus areas listed under the Organizational Excellence strategic priority:

- Ensure our Board decisions are informed and policy focused, and we are disciplined in undertaking new initiatives.
- Continue to update our policies and processes to be responsive and adaptable

3.2 Legislative Considerations

None. Producing the Quarterly Report is a discretionary activity of the RDCK.

3.3 What Are the Risks

The RDCK is a large and complex organization with a generally decentralized governance structure and service delivery framework. If the management governance functions of the organization do not have a complete picture of the assigned work, there is a risk that the assigned projects exceed staff's capacity to deliver the projects on the Board's preferred timelines. The ongoing work to improve Quarterly Report content and processes is targeted at addressing this issue.

4.0 PROPOSED SOLUTION

For Q1 2026 the senior management team was tasked with reviewing older Board-assigned report items. For the most part the projects and initiatives in the report are still considered to be relevant, however there several under Administration reporting that have been stalled indefinitely. Staff are recommending that no further action be taken on the following items:

<u>Project / Initiative</u>	<u>Responsible Department</u>	<u>Changes/ Notes</u>
Special Event Permit Regulatory Bylaw	Administration	The bylaw should come forward for rescinding if no further action is directed
Shoreacres No Hunting or Discharge of Firearm Bylaw Survey	Administration	Out of scope for RDCK, assigned in 2019 and no action has been taken
Ymir Cemetery Ownership Investigation	Administration	Has been dormant since 2023 awaiting response from a stakeholder. Unlikely to proceed further
Update to 2018 Area I 'Using Community Halls for Child Care' study	Administration	Out of scope for RDCK. Unlikely to be prioritized for staff resources considering currently assigned workloads

Directors should note that further recommendations for taking no further action on some resolutions *may* come forwarding future as a result of the expected addition of more Committee and Commission items into the report. Additionally, Directors -may bring forward motions to Committees or Commissions, or directly to the Board (by way of a director's motion), to propose staff that no further action on a previously adopted resolution

4.1 Financial Considerations of the Proposed Solution

None at this time

4.2 Risks with the Proposed Solution

Staff see no risks with removing these items from staff's workplan.

4.3 Resource Allocation and Workplan Impact

Generally, the removal of low priority projects from staff workplans has a positive impact and frees staff resources to be allocated to service delivery and the Board's highest priority projects.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

By including only the timely, relevant and actionable projects within the Quarterly Report , the RDCK provides the public with a clearer picture of our ongoing work.

4.5 Leveraging Technology

By building the new Quarterly Report within the M365 / SharePoint environment and expanding the functionality over time to include non-project data, the RDCK is creating a database about the work of the organization. Over time, additional functionality will be enabled to help us understand the data and manage our business more effectively. Very generally speaking, this would likely include process automation, business insights and data visualization, and effective use of AI tools.

4.4 Measuring Success

The overall objective for the Quarterly Report is for the listed projects to reflect timely, relevant and achievable assigned work that can be prioritized within current workplans. Continual review of assigned projects is required to ensure these conditions are met

5.0 OPTIONS SUMMARY

The Board may choose to keep the resolutions proposed for no further action active and on staff work plans. Additionally, it is expected that a proposed work prioritization framework will be introduced by the CAO at the May 2026 Board meeting. If the Board opts not to rescind these resolutions, staff recommend that these be run through the prioritization framework soon after it is established

8.0 RECOMMENDATION

That staff be directed to take no further action on the following resolutions and remove these projects from the Quarterly Report:

683/19 That the Board approve the "Shoreacres No Hunting & Discharge of Firearm Bylaw Survey" be added to the 2020 work plan.

524/22 That the Board direct staff to evaluate options for improving the effectiveness of Regional District Special Events Permit Bylaw No. 2596, 2022 in addressing the community impacts resulting from large events held in Electoral Area H.

536/23 That the Board direct staff to research the ownership and control of the Ymir Cemetery property and evaluate the possibility of ownership of the property by the Regional District, with costs to be paid from Cemetery - Ymir Service S297.

790/23 That the Board direct staff to contract with Selkirk College, City Spaces or another appropriate contractor to update the 2018 'Using Community Halls for Child Care' feasibility study and that the estimated \$5,000 cost of the project be covered through an Area I Community Development grant; AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents.

Respectfully submitted,

Mike Morrison
Senior Manager of Corporate Administration

CONCURRENCE

Stuart Horn – Chief Administrative Officer **Approved**



Quarterly Report

Q1 2026

rdck.ca

PROJECTS ADDED IN Q1 2026 QUARTERLY REPORT	
Project/Initiative Name	Responsible Department
Accessibility Plan Implementation	Administration
Kootenay Lake Local Conservation Fund Policy Revision	Planning
Regional Local Government Development Approvals Project	Planning
North Canyon/Erickson Water Feasibility Study	Utilities
Ymir Transfer Station Closure	Resource Recovery
Resource Recovery Subregion Amalgamation Study	Resource Recovery
Castlegar & District Arena & Walking Track Project	Recreation
Organizational Review-Phase Two	Human Resources
Regional Parks Enhancement Project	Parks
Area E (Nelson Contract Area) Fire Protection Services Options Analysis	Fire Services
Temporary Access into Evacuation Order Areas Policy	Emergency Management
2026 Wildfire Mitigation Projects	Emergency Management
Floodplain Management Bylaw Review Project	Planning
Campbell Fields Park Development Phase One	Parks

Project Name: Nakusp and Area K Shared Services Governance Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	October 31, 2025	December 31, 2026	Delayed	June 18, 2024
Objectives and Outcomes: The review will evaluate governance options for services shared between Nakusp and Area K, including replacing the current Commission with the shared services committee model.				
Most Recent Actions: Staff are evaluating options for changing the current arena service to a financial contribution service only. This approach is supported by the applicable elected officials and the outcome of that process may affect how this initiative is prioritized.				
Next Steps and Upcoming Milestones: Project is paused pending the outcome of the Nakusp and Area K Arena Reconfiguration Options Analysis, which will be considered on the April 2026 Board agenda.				
Applicable Areas: Nakusp and Arrow Lakes				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures, Relationships– Partner with Member Municipalities				

Project Name: Shoreacres No Hunting or Discharge of Firearm Bylaw Survey

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2020	June 30, 2028	Not Started	September 19, 2019
Objectives and Outcomes: Conduct a survey to evaluate interest in a local bylaw to prohibit hunting in Area I that might address gaps in provincial regulations regarding the discharge of firearms.				
Most Recent Actions: This project was never initiated due to competing project priorities.				
Next Steps and Upcoming Milestones: This is considered to be a low priority item with no expected completion date. Staff have recommended that the Board direct no further action on this initiative and that it be removed from the Quarterly Report.				
Applicable Areas: Castlegar and Area				
Strategic Priority and Area: None				

Project Name: Transit Services Amalgamation Service Case Analysis

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	April 30, 2026	December 31, 2027	Not Started	July 18, 2024
Objectives and Outcomes: This project will evaluate the feasibility of any steps involved in amalgamating S237 Transit Castlegar and Area, Service 238 Slocan Valley North Shore and Service 239 Kootenay Lake West into a single service to improve administrative efficiency.				
Most Recent Actions: This project has been parked because the new apportionment formula and the subsequent amendments to service establishment bylaw amendments were a necessary first step.				
Next Steps and Upcoming Milestones: With the service establishment bylaw amendments now adopted this project can proceed subject to Board prioritization. Staff will discuss with the West Transit Service Committee in Q2 whether or not to delay this work further, pending completion of the upcoming BC Transit System Review later in 2026.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Fiscal Responsibility- Review and streamline outdated processes, Fiscal Responsibility- Manage taxation by responding to residents needs				

Project Name: Evaluate Expansion of Sub-Regional Services Committee Model

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2025	June 18, 2026		July 18, 2024
Objectives and Outcomes: The objective of this project is to bring forward a roadmap for implementing the Sub-Regional Services Committee in all areas not currently covered by active committees.				
Most Recent Actions: This project has been delayed pending completion of other priority projects.				
Next Steps and Upcoming Milestones: Considering the Board Governance and Committee Structure Review was identified as a high priority within the Organizational Assessment review completed by Samson in Q1 2026 this has been elevated within staff's workplan. An outline report will be received at the June 2026 Board meeting.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures, Relationships– Partner with Member Municipalities				

Project Name: RDCK Accessibility Plan

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement	December 18, 2025	January 15, 2026	On Track	June 14, 2023
Objectives and Outcomes: To complete the RDCK Accessibility Plan as required by the Accessible BC Act.				
Most Recent Actions: The Plan was adopted by the Board in January 2026.				
Next Steps and Upcoming Milestones: The project is complete and will be deleted from the Quarterly Report. A new project will be created for the Accessibility Plan implementation.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Transparency & Accessibility, Organizational Excellence – Enhance Customer Service, Relationships– Partner with Member Municipalities				

Project Name: Ymir Cemetery Ownership Investigation

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	August 28, 2024	January 01, 2029	Delayed	September 14, 2023
Objectives and Outcomes: To determine the feasibility of the RDCK assuming ownership and operational responsibility for the Ymir Cemetery and to advise on next steps for the RDCK.				
Most Recent Actions: In 2023 staff connected the society currently providing stewardship over the site with legal assistance to evaluate their options to discharge their responsibilities as licensees. The society has not contacted the RDCK on this matter since then.				
Next Steps and Upcoming Milestones: No actions are planned and the absence of any communication from the society since 2023 suggests this initiative will not proceed. This is recommended to the Board for no further action.				
Applicable Areas: Salmo and Area				
Strategic Priority and Area: RP – Support Recreational Assets, Relationships– External Organization's Involvement in Recreation				

Project Name: Kaslo and Area D Economic Development Commission Bylaw Update

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	January 01, 2025	December 31, 2026	Not Started	August 17, 2023
Objectives and Outcomes: The update to the current bylaw will involve reviewing Commission procedures and membership and updating to the current RDCK commission bylaw template.				
Most Recent Actions: No progress made on this initiative in Q1 and neither of the directors for Area D or Kaslo have asked for this to be prioritized.				
Next Steps and Upcoming Milestones: This is considered a low priority item as the Commission is still functioning and will be given consideration of the overall plan for governance related work. No actions expected in Q2.				
Applicable Areas: Kaslo and Kootenay Lake North				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures				

Project Name: Transit Service Funding Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	August 21, 2025	March 19, 2026	On Track	July 18, 2019
Objectives and Outcomes: Amend the Electoral Area E&F and Slocan Transit Kootenay Lake West Transit service establishment bylaws to reflect the newly agreed-upon transit cost apportionment methodology.				
Most Recent Actions: Both bylaws received 3rd reading in September and are awaiting Inspector approval. The 2026 Financial plan is based on the new apportionment model being approved.				
Next Steps and Upcoming Milestones: Both bylaws were adopted at the March Board meeting. Project is now complete. Communication to the public on the benefits of the new funding model will occur in Q2.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Slocan Valley, Castlegar and Area, Salmo and Area, Kaslo and Kootenay Lake North, Nakusp and Arrow Lakes				
Strategic Priority and Area: Fiscal Responsibility- Review and streamline outdated processes, Fiscal Responsibility- Manage taxation by responding to residents needs, Organizational Excellence – Focus on Core Services				

Project Name: Delegation of Authority Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	March 19, 2026	September 17, 2026	Delayed	January 01, 2018
Objectives and Outcomes: The project will identify authority delegated to be delegated to staff by the Board, with the objective of the proposed bylaw being to clarify staff's authority, address and shortcoming and gaps, and to streamline administrative decision making.				
Most Recent Actions: The first stage of the project was completed in 2023 which included was an inventory of the various authorities delegated to staff within existing bylaws plus a jurisdictional scan. An update to the delegated authority thresholds was identified as an 'implement now' action within the Organizational Assessment report prepared by Samson and received by the Board in Q1 2026.				
Next Steps and Upcoming Milestones: Staff intend that an overview report outlining the project scope will be received by the Board in May 2026.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Review Governance Structures				

Project Name: Creston and Areas A,B, and C Jaws of Life Service Establishment Bylaw amendment

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	November 30, 2025	August 20, 2026	Delayed	May 08, 2023
Objectives and Outcomes: The bylaw amendment will remove medical first responder and SAR services from the scope of this service and reduce the service scope to road rescue only.				
Most Recent Actions: Bylaw 3033 received 2nd reading at the July 2025 Board meeting.				
Next Steps and Upcoming Milestones: Third reading and adoption of the bylaw should align with Board consideration of the Defined Area A Medical First Responder Service. Progress on this item is dependent on further actions taken by Fire Services.				
Applicable Areas: Creston and Area, East Shore Kootenay Lake				
Strategic Priority and Area: Fiscal Responsibility- Manage taxation by responding to residents needs, Organizational Excellence – Focus on Core Services, Energy & Environment- Community Resiliency & Safety				

Project Name: Special Event Permit Regulatory Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 18, 2025	June 30, 2027	Delayed	August 18, 2022
Objectives and Outcomes: To review the effectiveness of Bylaw 2596 and recommend improvements to the Board.				
Most Recent Actions: Due to difficulties with prosecuting 2022 events under this bylaw, in Q3 2022 the Board directed staff to review options to make the bylaw more effective. Following the successful prosecution of two 2023 events in Area H under the Noise Control Bylaw, bylaw staff identified the noise bylaw as the preferred tool for large event enforcement.				
Next Steps and Upcoming Milestones: This item is parked pending review of the noise control bylaw. The full rescinding of the Special Event Permit bylaw will be recommended to coincide with the adoption of the proposed revised noise bylaw. Timing is subject to bylaw enforcement team resources.				
Applicable Areas: Slocan Valley				
Strategic Priority and Area: None				

Project Name: Arrow Creek Water Commission Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 18, 2026	September 17, 2026	Delayed	September 16, 2022
Objectives and Outcomes: The Arrow Creek Commission bylaw update is intended to address issues with delegated authority identified by the Town of Creston.				
Most Recent Actions: A draft bylaw was received by the Commission in Q1 2023 by concerns were raised by the Town of Creston in a subsequent letter to the Board. Staff reported to the Commission in Q3 2024 regarding the powers and duties of the Commission and options for future revisions.				
Next Steps and Upcoming Milestones: RDCK is awaiting a response from Town staff on specific wording to include within the bylaw regarding the Town's request for full delegated authority to the Commission. In Q2 Water Services staff will request Commission direction on whether to pursue bylaw changes any further or direct that no further action be taken				
Applicable Areas: Creston and Area				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures, Relationships– Partner with Member Municipalities				

Project Name: Director's Code of Conduct Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement	February 19, 2026	October 17, 2026	Delayed	December 15, 2022
Objectives and Outcomes: Review Policy 100-01-17 Director Code of Conduct in accordance with the new Community Charter requirements and to incorporate best practices recommended by the UBCM working group on elected official conduct.				
Most Recent Actions: At the June 2024 Board meeting a report on options was received and staff were directed on the specific items to include in a draft code of conduct. On April 2, 2026 the Province introduced Bill 17 that provides the authority to prescribe a mandatory Code of Conduct applicable to all local governments.				
Next Steps and Upcoming Milestones: If Bill 17 is passed by the legislature a province-wide code of conduct will be set by regulation. This is expected prior to the October 17 general local elections and would be incorporated into new director training and orientation materials.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Transparency & Accessibility, Organizational Excellence – Review Governance Structures				

Project Name: Financial Grant-In-Aid Services Policy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2025	August 19, 2027	Not Started	May 15, 2023
Objectives and Outcomes: As directed by the Board the policy would require that all financial grant in aid service funding recipients provide detailed information regarding their use of taxation funding as part of the annual budget process. Additional measures to address the RDCK's risk management and transparency requirements will also be proposed.				
Most Recent Actions: No progress has been made on this to date.				
Next Steps and Upcoming Milestones: Considering the priority actions identified for the Corporate Administration group within the 2026 Organizational Assessment, this policy is delayed and will be prioritized within the 2027 work plan.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Transparency & Accessibility				

Project Name: Area E Fire Service Contract with City of Nelson & Regulatory Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2025	December 31, 2026	On Track	January 01, 2023
Objectives and Outcomes: To develop and execute a new Area E fire contract between the RDCK and the City of Nelson based on a modernized contract template and to adopt a modernized regulatory.				
Most Recent Actions: Negotiations on the substantive contract wording were concluded in Dec. 2025 and the outstanding items pertain to cost sharing. The Board authorized payment for 2026 at the March 2026 as there is no finalized contract. Progress on the assigned work to evaluate options for service delivery will be tracked as a separate project.				
Next Steps and Upcoming Milestones: Administrative aspects of the agreement are complete and negotiations on the financial aspects of the agreement will be ongoing through 2026. Considering delays on the contract, staff will advance Board consideration of the regulatory bylaw separately in 2026. This item will be renamed to reflect the bylaw aspect only.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Energy & Environment- Community Resiliency & Safety, Relationships– Partner with Member Municipalities				

Project Name: Update to 2018 Area I 'Using Community Halls for Child Care' study

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2024	December 31, 2027	Not Started	December 14, 2023
Objectives and Outcomes: The purpose of this project is to update the assumptions and data from the 2018 Area I Childcare Study to determine if the RDCK should establish a service to support childcare facilities at community halls in Area I.				
Most Recent Actions: No progress has been made on this due to competing project priorities.				
Next Steps and Upcoming Milestones: This is considered a low priority project and is not connected to any existing RDCK services. Due to current workloads it cannot be prioritized within the 2026 work plan. This project is recommended for no further action.				
Applicable Areas: Castlegar and Area				
Strategic Priority and Area: Relationships– External Organization's Involvement in Recreation				

Project Name: Update Advisory Planning and Heritage Commission Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 18, 2025	December 31, 2026	Delayed	January 15, 2023
Objectives and Outcomes: This project will update the bylaw to align APHC's with the modern commission template and clarify roles and responsibilities for the APHC's.				
Most Recent Actions: None recently. Initial discussion between the planning and administration groups has occurred however it has been delayed due to competing project priorities for the Deputy Corporate Officer.				
Next Steps and Upcoming Milestones: A draft bylaw is planned to be provided to the Rural Affairs Committee for review and comment in Q2 2026, with intended adoption before the end of 2026.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures				

Project Name: Director Attendance At Conferences Policy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	November 21, 2025	November 19, 2026	Not Started	March 16, 2025
Objectives and Outcomes: To prepare a draft Director Attendance at Conferences policy for Board consideration to limit the overall number of directors who are funded by the RDCK to attend each annual conference and to establish a fair and equitable process for selecting directors to attend conferences.				
Most Recent Actions: None				
Next Steps and Upcoming Milestones: This is considered a low priority item and not currently prioritized in staff's work plan. Some issues may be addressed through the director's remuneration bylaw update and through the annual budgeting process.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Transparency & Accessibility				

Project Name: Update Emergency Program Executive Committee Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	January 01, 2026	January 31, 2027	Not Started	December 14, 2023
Objectives and Outcomes: To update the governance bylaw to reflect the scope and requirements of the Emergency and Disaster Management Act (EDMA).				
Most Recent Actions: No recent actions on this project.				
Next Steps and Upcoming Milestones: Considering there has been no action on this initiative in 3 years and it is lower priority than other required work under EDMA undertaken by the Emergency Management group this will be removed from Administration group reporting and reinstated under Emergency Management group reporting if/when appropriate and directed by the Board under EDMA implementation.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures, Energy & Environment- Community Resiliency & Safety				

Project Name: Update Minimum Required Insurance for Contracts Policy 300-03-04

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2025	December 31, 2026	Not Started	November 14, 2024
Objectives and Outcomes: Staff have identified that current RDCK policy may, in some circumstances, require excessive coverage from contractors and which is not aligned with actual risks to the RDCK. The policy may drive up project costs and create unnecessary administrative burden. This project will review RDCK risk exposure and recommend options for reducing costs and streamlining processes.				
Most Recent Actions: No recent actions. The project start has been delayed by completion of new RDCK procurement and service agreement templates.				
Next Steps and Upcoming Milestones: Project scoping and research will start in Q1 and an overview report on options is scheduled for Board consideration in late Q2 or early Q3 2026. Some elements of this policy may be addressed within the upcoming Delegated Authority bylaw, which is a Q2 priority for the Corporate Officer.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Enhance Customer Service, Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Options Investigation for Third Party Community Works Funding

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 11, 2025	January 15, 2026	On Track	April 17, 2025
Objectives and Outcomes: To evaluate options to continue funding third parties with Community Works Funds considering recent restrictions introduced by the Union of BC Municipalities.				
Most Recent Actions: A staff report detailing the current restrictions on third party funding was discussed at the January RAC meeting. No actions were directed by the Committee.				
Next Steps and Upcoming Milestones: No further actions are anticipated at this time. Staff have updated the CWF program communications on the RDCK website to remove information regarding third party applications.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Relationships– External Organization’s Involvement in Recreation, Fiscal Responsibility- Asset Management Planning				

Project Name: Burton Volunteer Fire Brigade Service Case Analysis

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 01, 2027	June 01, 2027	Not Started	December 03, 2025
Objectives and Outcomes: To determine costs and evaluate the feasibility of establishing a contribution service to fund the Burton community fire brigade.				
Most Recent Actions: None				
Next Steps and Upcoming Milestones: No actions planned for Q2 2026. The project will be considered for prioritization within the 2027 workplan.				
Applicable Areas: Nakusp and Arrow Lakes				
Strategic Priority and Area: Energy & Environment- Community Resiliency & Safety, Fiscal Responsibility- Manage taxation by responding to residents needs				

Project Name: Nakusp and Area K Arena Service Reconfiguration Options Analysis

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 30, 2026	August 20, 2026	On Track	June 19, 2025
Objectives and Outcomes: This project will look at how the the current shared S223 arena service can be reconfigured to be an Area K - only service based on the Financial Service Grant model.				
Most Recent Actions: The options analysis will be received on the April Board agenda.				
Next Steps and Upcoming Milestones: If the Board directs staff to prepare bylaw amendmenets these will be prioritized for completion in 2026.				
Applicable Areas: Nakusp and Arrow Lakes				
Strategic Priority and Area: Fiscal Responsibility- Asset Management Planning, Relationships– Partner with Member Municipalities, Fiscal Responsibility- Manage taxation by responding to residents needs				

Project Name: Records in SharePoint Pilot Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2025	February 28, 2026	On Track	December 03, 2025
Objectives and Outcomes: To identify the major considerations in moving RDCK records from the legacy network structure to the SharePoint environment. To migrate records to Sharepoint and validate the assumptions in the roadmap.				
Most Recent Actions: Pilot project for RDCK Utilities was implemented in Q1 and funding for Phase 3 of SharePoint implementation was included in the 2026 budget.				
Next Steps and Upcoming Milestones: Pilot project is complete. Further phases of implementation are demmed to be part of ongoing operations and will not be reported within the Quarterly Report.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Organizational Excellence – Review Policies & Processes				

Project Name: Accessibility Plan Implementation

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2028		Not Started	March 19, 2026
Objectives and Outcomes: To implement actions identified in the 2026 RDCK Accessibility Plan.				
Most Recent Actions: Plan was adopted at the January 2026 Board meeting.				
Next Steps and Upcoming Milestones: Application to the SPARC-BC Local Community Accessibility Grant program to fund implementation activities has been delayed awaiting staff resources howver should proceed in Q2. SPARC staff have confirmed that the funding stream remains open for the foreseeable future.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Transparency & Accessibility, Organizational Excellence – Enhance Customer Service				

Project Name: FCM Board and Committee Appointments Policy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	November 20, 2025	July 16, 2026	Not Started	July 15, 2023
Objectives and Outcomes: This policy will establish criteria for the Board to apply when considering appointments to and/or support for candidacy for positions within the Federation of Canadian Municipalities Board or Committees.				
Most Recent Actions: This initiative has not been started due to competing project priorities.				
Next Steps and Upcoming Milestones: This is considered a low priority item and will be considered for action within the 2026 work plan.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence –Policy-Focused Board Decisions				

Project Name: Policy to Address Harassment of Staff Attending Private Properties

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 18, 2026	December 31, 2026	Not Started	May 19, 2022
Objectives and Outcomes: This policy will follow from the Staff Safety and Harassment Policy adopted in September 2023 that covers RDCK workplaces. This new policy will be similar, but will cover RDCK employees attending private properties in the course of their duties, such as building inspectors and bylaw officers.				
Most Recent Actions: No progress has been made on this initiative due to competing project priorities. In the post-Covid period the frequency of incidents that require reference to the Staff Safety and Harassment Policy has declined.				
Next Steps and Upcoming Milestones: This is currently considered a low priority item. If incidents occur, the process and procedural fairness elements describe in the Staff Safety and Harassment Policy would be followed.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Enhance Customer Service, Organizational Excellence – Transparency & Accessibility				

Project Name: Edgewood Community Society Service Case Analysis

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 01, 2027	November 18, 2027	Not Started	May 15, 2025
Objectives and Outcomes: To determine the feasibility of establishing a contribution service to fund the Edgewood Community Society.				
Most Recent Actions: No actions in Q4 2025				
Next Steps and Upcoming Milestones: The project will be considered for prioritization within the 2027 workplan.				
Applicable Areas: Nakusp and Arrow Lakes				
Strategic Priority and Area: Relationships– External Organization’s Involvement in Recreation				

Project Name: Defined Area A First Responder Service Establishment Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 30, 2025	December 31, 2026	Delayed	May 18, 2023
Objectives and Outcomes: The proposed service will fund provision of first responder services to portions of Area A outside the boundaries of the current fire protection area.				
Most Recent Actions: Bylaw 2924 has received 2 readings and the third reading was considered in September 2025 by the Creston Valley Services Committee and was not recommended to the Board. No progress to report in Q1 2026.				
Next Steps and Upcoming Milestones: Staff understands that the Town of Creston Fire Chief and RDCK Fire Services will coordinate to provide additional information on service provision to the CVSC prior to consideration of third reading of the bylaw. Any actions in Q1 would be at the direction of Fire Services.				
Applicable Areas: East Shore Kootenay Lake, Creston and Area				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Relationships– Partner with Member Municipalities, Energy & Environment- Community Resiliency & Safety				

Department Name: Building Inspection

Project Name: Update Building Inspection Service Agreement with Municipalities

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	November 30, 2025	October 30, 2026	Delayed	October 01, 2018
Objectives and Outcomes: To ensure consistency and reduce potential risk work with municipal service participants to bring the building bylaw in alignment with the Building Act and define how the service will be provided via a service agreement.				
Most Recent Actions: There has been no recent action. Feedback from department managers and staff on proposed changes to building bylaw was completed mid March, yet to review feedback.				
Next Steps and Upcoming Milestones: Stakeholder engagement will occur once the project of updating the building bylaw is nearing completion as the the building bylaw update should occur first to create the foundation of service.				
Applicable Areas: Salmo and Area, Kaslo and Kootenay Lake North, Slocan Valley, Nakusp and Arrow Lakes				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes				

Project Name: Update Building Bylaw 2200

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	September 30, 2025	October 30, 2026	Delayed	October 01, 2018
Objectives and Outcomes: The RDCK building bylaw has had no significant updates or revisions except for minor amendments since 2010. A revised/updated building bylaw will align with new regulatory requirements such as the building act and energy step code.				
Most Recent Actions: None. Feedback from department managers and staff on proposed changes to building bylaw was completed mid March, yet to review feedback. Project currently paused - due to high volume of building permit application in the first three months of 2026				
Next Steps and Upcoming Milestones: Commence review of required changes and stakeholder engagement. Framework from MIABC template COR Bylaw. Received template of COR Bylaw.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes				

Project Name: Building Services Policy Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	September 30, 2025	September 30, 2026	Delayed	January 01, 2018
Objectives and Outcomes: To review older policies and prevent redundancy with updated building bylaw. As well present any new policies that align with objectives of consistency and regulatory requirements.				
Most Recent Actions: None. Building department has received a considerable high volume in permit applications, manager has been working on plan reviews to keep up with high volume.				
Next Steps and Upcoming Milestones: Progress has been made on policy update and creation. Priority Policies to update include: Lapsed Building Permit Policy 400-01-07, Expired Building Permit Policy 400-01-02, Building Inspection Service - Process for Lack of Valid Permit 400-01-5, Building Permits for Manufactured Homes 400-01-07. New department manager will be reviewing prior policy work.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes				

Project Name: Converting Historical Building Permits to Digital format

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	July 18, 2024	September 30, 2026	On Track	March 31, 2018
Objectives and Outcomes: No longer a project, has become part of normal operations and budgeted. The digital archiving project aims to eliminate paper archived files into a digital format. This will create efficiency long term and eliminate the need for staff to physically locate paper files. Turn around time for records request will have a shorter time frame being accessible in a digital format.				
Most Recent Actions: 2026 has this project recommencing in May.				
Next Steps and Upcoming Milestones: First batch of Permits were sent out in March 2024. This will be ongoing work until all historic permits are digitized for ease of retrieval and based on available budget. Currently the project is at about a 50% completion.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service				

Project Name: Dog Control - Area A, B, C, H and area K expansion

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2025	January 04, 2027	On Track	October 10, 2020
Objectives and Outcomes: These electoral areas are seeking to establish a dog control regulation and new service in areas currently without this service and specifically focused on Dangerous and Aggressive Dogs.				
Most Recent Actions: Regulatory Bylaw Dangerous and Aggressive Dog Service Establishment Bylaw No. 3066, 2025 has been adopted.				
Next Steps and Upcoming Milestones: Public Consultation for Area H has been arranged for early May. Public Consultation for Area A/B/C has been arranged for mid May.				
Applicable Areas: East Shore Kootenay Lake, Creston and Area, Slocan Valley, Nakusp and Arrow Lakes				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Focus on Core Services, Organizational Excellence – Enhance Customer Service, Fiscal Responsibility – Align work plans with Board priorities				

Project Name: Areas A, B & C Aggressive and Dangerous Dog Control Service Establishment Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	April 01, 2027	April 01, 2027	On Track	October 16, 2025
Objectives and Outcomes: Seeking to establish a Dog control service that addresses Dangerous and Aggressive Dogs.				
Most Recent Actions: Revised service case anyalis was approved for area a/b/c.				
Next Steps and Upcoming Milestones: Next step is the public consultation scheduled for May 14 2026.				
Applicable Areas: Creston and Area, East Shore Kootenay Lake				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes				

Project Name: Area H Aggressive and Dangerous Dog Control Service Establishment Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2026	December 31, 2026	On Track	October 16, 2025
Objectives and Outcomes: Seeking to establish a dog control service that addresses dangerous and aggressive dog incidents.				
Most Recent Actions: Public Consultation is scheduled of may 5 and 6 in Winlaw and New Denver.				
Next Steps and Upcoming Milestones: Public Consultation.				
Applicable Areas: Slocan Valley				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Organizational Excellence – Enhance Customer Service				

Project Name: Comprehensive review of bylaw enforcement regulatory bylaws & options for funding

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
	December 11, 2025	August 31, 2027	Delayed	August 17, 2023
Objectives and Outcomes: We currently have a variety of bylaws, aside from dog control bylaws - condensing them into one bylaw is objective the outcome should provide for a more simplified approach.				
Most Recent Actions: Public Consultation for dangerous dog bylaw service areas is being worked on. The comprehensive review of all regulatory bylaws has not yet commenced with the new Manager of Building and Bylaw, the building bylaw update will commence first depending on staffing levels.				
Next Steps and Upcoming Milestones: Further Bylaw review dates are yet to be established. The building bylaw update will commence first.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes				

Project Name: Review Noise Bylaw 2440, 2015

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 21, 2025	April 01, 2027	Delayed	September 22, 2022
Objectives and Outcomes: Legal review of the Noise Bylaw 2440, 2015 to ensure it continues to be legally enforceable on noise issues related to Rave like events, barking dogs, and industrial activities.				
Most Recent Actions: Two Rave events in the Slocan Valley were successfully prosecuted under the current Noise Bylaw. A legal review of the Bylaw is on hold at this time due to staffing shortage and focus on Dangerous and Aggressive Dog Regulatory Bylaw taking priority.				
Next Steps and Upcoming Milestones: Review is dependent on staff capacity and workloads.				
Applicable Areas: East Shore Kootenay Lake, Creston and Area, Nelson Area and West Arm of Kootenay Lake, Salmo and Area, Slocan Valley, Castlegar and Area, Nakusp and Arrow Lakes				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Focus on Core Services, Fiscal Responsibility- Review and streamline outdated processes, Fiscal Responsibility – Align work plans with Board priorities				

Project Name: Aggressive and Dangerous Dogs Regulatory Bylaw

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 30, 2025	November 19, 2026	On Track	July 17, 2025
Objectives and Outcomes: A Dangerous Dog Control regulation was requested by the Board to address the number of aggressive dog attacks on humans and other dogs in various areas of the region.				
Most Recent Actions: Bylaw No. 3009, 2025 has been given third reading.				
Next Steps and Upcoming Milestones: The bylaw will come back to the Board for consideration of adoption in early Q3 following completion of the Area A, B, C and H elector approval process commencing with public meetings scheduled for May and June.				
Applicable Areas: Slocan Valley, Creston and Area				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Focus on Core Services				

Department Name: CAO

Project Name: Project Prioritization Matrix

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	April 17, 2025	April 16, 2026	Delayed	December 03, 2025
Objectives and Outcomes: Board assigned projects are not prioritized by the elected officials on a consistent basis. The Board has asked that a scoring matrix be created to allow the Board to provide clear direction to staff on which projects should be prioritized in the workplan.				
Most Recent Actions: Project outline is complete. Research on other RD models for this type of prioritization is being done. Project delays relate to CAO workload. Goal is to bring this to May 2026 Board.				
Next Steps and Upcoming Milestones: Staff aim to have a draft matrix to the board in May with the goal of allowing feedback and then consideration of adoption into policy by June or July to allow for prioritization to begin to occur as we get into budget 2027. The project was delayed to align with the release and development of the new quarterly report framework so the board can evaluate current projects.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence –Policy-Focused Board Decisions				

Department Name: Community Services

Project Name: Fees & Charges Bylaw Development

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	June 26, 2025	June 30, 2026	Delayed	June 20, 2020
Objectives and Outcomes: To bring the fees and charges schedule into a bylaw.				
Most Recent Actions: Fees & Charges schedule is updated annually in the Spring. Coordination with Corporate Services is required to move the schedule into a bylaw format.				
Next Steps and Upcoming Milestones: Review other like RDCK bylaws and review process with RDCK staff.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes				

Project Name: Natural Hazards Risk Tolerance Policy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	May 31, 2026		On Track	December 03, 2025
Objectives and Outcomes: The Regional District of Central Kootenay (RDCK) is developing a new Risk Tolerance Policy to strengthen risk-informed land use planning decisions and enhance community resilience to natural hazards. Similar policies are increasingly common within municipalities and jurisdictions across British Columbia. The project is expected to be complete by June 2026.				
Most Recent Actions: EM staff working with Consultants and RDCK Planning to finalize the draft risk tolerance criteria.				
Next Steps and Upcoming Milestones: April 14: Risk Tolerance and Flood Plain Bylaw Board workshop.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Natural Hazard and Risk Mitigation				

Project Name: 2026 Wildfire Mitigation Projects

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	February 26, 2027			March 19, 2026
Objectives and Outcomes: Reduce wildfire risk across the regional district through targeted fuel treatments and demonstration projects: Farm and Ranch FireSmart Assessments: \$14,700 East Arrow Park: \$120,600 Gray Creek: \$154,000 Harrop: \$12,640 Pass Creek: \$53,560 Robson: \$153,400 Wynndel: \$130,600				
Most Recent Actions: Signing of contribution agreements with CBT.				
Next Steps and Upcoming Milestones: Preparing RFP(s) for prescriptions. Preparing RFP(s) for fuel treatments.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Natural Hazard and Risk Mitigation				

Project Name: EDMA - Indigenous Engagement Requirement

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement	March 31, 2026	April 30, 2026	Delayed	January 01, 2024
Objectives and Outcomes: As part of EDMA, local authorities are required to engage with Indigenous Governing Bodies on all aspects of emergency management. The Province has provided LAs \$40,000ea for the engagement. The RDCK is collaborating with its partner municipalities and pool funds to coordinate the engagement in hopes of reducing the burden on our First Nations.				
Most Recent Actions: Complete: Municipal engagement + Indigenous Governing Body engagement.				
Next Steps and Upcoming Milestones: Consultant team finalizing draft report that will complete Phase 1. The report will inform actions and potential RFP(s) for Phase 2 actions.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Relationships –Dialogue with Indigenous Communities, Relationships– Partner with Member Municipalities				

Department Name: Emergency Management

Project Name: Johnsons Landing Hazard Area Geotechnical Re-Assessment

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	May 21, 2026		On Track	December 03, 2025
Objectives and Outcomes: Staff to contract a Geotechnical reassessment of Johnsons Landing.				
Most Recent Actions: Staff determining what services (Hydro, Road Maintenance, Canada Post, Telus) (if any) are still not provided to Johnsons Landing post landslide. Staff receiving guidance from geotechnical engineers on a geotechnical reassessment.				
Next Steps and Upcoming Milestones: Report to the Board in May 2026.				
Applicable Areas: Kaslo and Kootenay Lake North				
Strategic Priority and Area: Energy & Environment- Natural Hazard and Risk Mitigation				

Project Name: Alternate EOC

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2024	July 31, 2026	On Track	October 01, 2023
Objectives and Outcomes: 2023: Began project to establish an alternate EOC in the event the primary EOC needed to be evacuated. Initial procurement, IT/networking, and protocols were developed. 2024: Finalize IT/networking, use UBCM CEPF funds to complete needed procurement (based on RDCK IT staff's plan), conduct exercise to practice needing to activate alternate EOC.				
Most Recent Actions:				
Next Steps and Upcoming Milestones: 2025 Dec: Site is ready for use with some work-around needed (e.g. bringing more phones in). IT has some work to finalize / clean-up network-related connections. 2026 Spring: EM and IT visited the site to identify final steps and roadmap for completion. Work will be completed in 2026				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service				

Project Name: 2025-2027 CBT Community Readiness Partnership Grant

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	March 31, 2027		On Track	February 01, 2025
Objectives and Outcomes: \$230,000 funding agreement has been signed. RDCK will collaborate with RDEK and RDKB to maximize the amount of funds at our disposal. Projects will be brought to board as they are ready to be contracted. The span of projects includes: Southeast EOC Incident Management Team, Southeast Emergency Management Round Table, NEPP Redesign and Amplification, MS365 Digital EOC, Co				
Most Recent Actions: 9 individual projects have been assigned and intergrated into EM staff work plans Final draft of MOU sent to corp admin for review. Drafting project scopes for individual projects within the grant: 1) M365 EOC modernization and 2) Emergency Communications review.				
Next Steps and Upcoming Milestones: Final draft of MOU between RDEK, RDKB, and RDCK is with Corporate Admin for review. Aiming to come to Board in May. EOC M365 project scope is being completed and will be ready for tender in the early summer.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Organizational Excellence – Enhance Customer Service				

Department Name: Emergency Management

Project Name: Temporary Access into Evacuation Order Areas Policy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement	July 16, 2026	July 16, 2026	On Track	March 19, 2026
Objectives and Outcomes: The Province of BC changed the guidelines for local authorities for Temporary Access to Evacuation Order Areas. Local authorities should have policies in place to manage access.				
Most Recent Actions: The Board directed that staff prepare a draft policy at the March Board meeting				
Next Steps and Upcoming Milestones: Staff will aim to have draft for Board consideration at the May Board meeting				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes				

Department Name: Environmental Services

Project Name: Streetlight Services - Conversion to LED lights

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 01, 2026	October 31, 2026	On Track	January 01, 2025
Objectives and Outcomes: 8 Streetlight Services in place with a mixture of lighting media (LED old, LED new, HPS, etc.) supplied by BC Hydro and Fortis on mixed format contracts. Contract details are not known and need to be investigated and optimized. Assessment of conversion feasibility, assessment of cost and options for financing need to be established.				
Most Recent Actions: Continued review with Fortis to complete inventory and correction of billing where required. Request for budgetary quotes for conversion. Investigation of grant options.				
Next Steps and Upcoming Milestones: Economic viability for transitioning HPS and older LED systems will be investigated and presented as part of 2027 FP discussions. Recent repair history assessment will be part of the evaluation process.				
Applicable Areas: East Shore Kootenay Lake, Salmo and Area, Slocan Valley, Castlegar and Area, Nakusp and Arrow Lakes				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Fiscal Responsibility- Asset Management Planning, Energy & Environment- Environmental Stewardship & Energy Efficiency, Fiscal Responsibility – New technology in Asset Replacement				

Project Name: Timesheets application in Project Management module

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2023	July 31, 2027	Delayed	March 01, 2018
Objectives and Outcomes: Implementation of the Timesheets functionality for a test or beta group to have electronic timesheets be created, submitted and approved to then be integrated to the Payroll intake to improve efficiencies. As other departments are utilizing software for scheduling efforts are being made to ensure time entry is cohesive.				
Most Recent Actions: None				
Next Steps and Upcoming Milestones: Due to some other software priorities and an ongoing analysis with our Business Analyst in IT, this work is pending until a full review can be undertaken and resources prioritized. This is marked as complete and will be removed from ongoing reporting.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Enhanced features in the Project Costing Module

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2023	July 31, 2026	Delayed	April 15, 2018
Objectives and Outcomes: A reassessment of the coding categories will be evaluated. Exploration of the "Main" project umbrella are in development.				
Most Recent Actions: A review of project and workorder names was completed to make them succinct and reflective of the names and places without being too long.				
Next Steps and Upcoming Milestones: The project phase in now complete and any ongoing work is now considered part of normal operations.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Purchasing Policy Update

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2026	December 31, 2026	Delayed	December 03, 2025
Objectives and Outcomes: To revise and update the Purchasing policy to meet modern requirements including current procurement levels.				
Most Recent Actions: Reached out to other jurisdictions to get samples of their policies. Had Discussions with procurement staff on issues with current policy.				
Next Steps and Upcoming Milestones: Review Policies from other jurisdiction and set priorities for revisions to the RDCK policy.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes				

Department Name: Finance and Procurement

Project Name: Unit 4 ERP Software Cloud Migration

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	September 30, 2026		On Track	December 03, 2025
Objectives and Outcomes: Currently the accounting system used by the RD, Unit 4, requires its customers to complete a migration of the software to the Cloud. This migration will fulfill the software being operational on a go forward basis and continue to be supported.				
Most Recent Actions: The Board has approved the spending to complete the project, and the contract with Unit 4 has been signed. There have been initial meetings with the third party support group to scope and develop existing modules and plan the transition.				
Next Steps and Upcoming Milestones: Staff are working with a third party support provider for Unit 4 and an analysis and scope will be completed by April. This will provide a more fulsome action list to be undertaken which will highly involve Finance.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Fiscal Responsibility- Review and streamline outdated processes				

Department Name: Fire Services

Project Name: Creston Area Sub-Regional Fire Service

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2024	December 31, 2026	Delayed	January 01, 2012
Objectives and Outcomes: This ongoing project aims to align and streamline fire services delivery between the RDCK and Town of Creston in the Creston Valley.				
Most Recent Actions: Acting FEMS GM met with Creston Chief to review agreements and plan for new contracts. Target date is to have a draft agreement for CVSC review and Board approval in October 2026.				
Next Steps and Upcoming Milestones: Town of Creston and RDCK staff are discussing and negotiating a valley-wide contract for end 2026.				
Applicable Areas: Creston and Area, East Shore Kootenay Lake				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services				

Project Name: Area 'A' Medical First Responder Services - Service Case Analysis

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 01, 2025	June 30, 2026	Delayed	September 12, 2024
Objectives and Outcomes: 506/24 That the Board direct staff to complete a service case analysis regarding the provision of Medical First Responder Services for all of Area A by no later than June 2025.				
Most Recent Actions: Assigned to Deputy Regional Fire Chief for project scoping: 1) review needed updates to agreement with BCEHS for higher than FR scope., and 2) operationally, review needed equipment and meds related to a higher license level. Staffing changes have delayed the project.				
Next Steps and Upcoming Milestones: Following an anticipated review Q2 in 2026, next steps will be identified and included into staff workplans.				
Applicable Areas: East Shore Kootenay Lake				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service				

Project Name: Whitewater Fire Protection Fire Response Service Case Analysis

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 30, 2024	April 16, 2026	On Track	October 19, 2023
Objectives and Outcomes: Assigned at the October 2023 Open Board Meeting.				
Most Recent Actions: Completed the review of operational feasibility for delivering services to Whitewater which identified no potential for providing fire protection to the ski resort. Area E Director and Whitewater Ski Resort contact have been informed.				
Next Steps and Upcoming Milestones: Project is complete. Final report is going to Board in April 2026.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Salmo and Area				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service				

Project Name: Policies for Fire Safety Act Inspections in RDCK - Operated and Contracted Service Areas

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement		December 31, 2026	Not Started	October 17, 2024
Objectives and Outcomes: Establish policies for Fire Safety Act Inspections in the RDCK.				
Most Recent Actions: Staffing changes have delayed the project. Acting GM has began a review of the needed structure to deliver on Fire Safety Act requirement for fire inspections. Reviewing both within our fire protection areas as well as where RDCK contracts fire services to another jurisdiction.				
Next Steps and Upcoming Milestones: Following an anticipated review in Q2. Anticiapted actions and outcomes will be included in the Fire Service leadership workplans.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Organizational Excellence – Review Policies & Processes				

Project Name: Area E (Nelson Contract Area) Fire Protection Services Options Analysis

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	November 30, 2026		On Track	March 19, 2026
Objectives and Outcomes: Explore fire protection options for Area E that is currently under contract with City of Nelson. Staff are directed to bring a report to Board regarding Service S133 Area E Fire Protection (Nelson Contract) that includes focus areas listed in the resolution.				
Most Recent Actions: Directed by Board in March 2026.				
Next Steps and Upcoming Milestones:				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Organizational Excellence – Focus on Core Services				

Project Name: Service S128 Riondel Fire Protection

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	August 31, 2024		Delayed	August 20, 2020
Objectives and Outcomes: This project involves evaluating equitable share of funding for the Riondel Fire Services for providing First Responder and Road Rescue services outside of the fire service boundary. Q3 update-The Province has advised that Service 152 should be split into new service areas.				
Most Recent Actions: Staffing changes have delayed the project.				
Next Steps and Upcoming Milestones: Following an anticipated review Q2 or Q3 of 2026, depending on needed response during hazard season, next steps will be identified and incorporated into staff workplans.				
Applicable Areas: East Shore Kootenay Lake				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services				

Project Name: Area D First Responder Service

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 30, 2024	April 30, 2026	On Track	February 20, 2020
Objectives and Outcomes: To establish a First Responder service in the Lardeau Valley.				
Most Recent Actions: Vehicle acquired and outfitted with emergency lights and sirens. All equipment is in place. A storage location for a response vehicle is arranged.				
Next Steps and Upcoming Milestones: Driver training to commence this quarter. Response Vehicle is scheduled to be decaled soon.				
Applicable Areas: Kaslo and Kootenay Lake North				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service				

Project Name: Area K Fire -Summit Lake Expansion Service Case Analysis

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 30, 2024	August 31, 2026	Delayed	September 23, 2021
Objectives and Outcomes: Develop a service case for establishing an RDCK volunteer fire department to service the Hills area.				
Most Recent Actions: Staffing changes have delayed the project. RDCK Research Analyst Tom Dool and Regional Fire Chief are working on this in coordination with the Village of Nakusp.				
Next Steps and Upcoming Milestones: Following an anticipated review Q2 in 2026, next steps will be identified and brought to Board for direction.				
Applicable Areas: Nakusp and Arrow Lakes				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Relationships– Partner with Member Municipalities				

Department Name: Fire Services

Project Name: Crawford Bay Fire Service feasibility study

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2020	December 31, 2026	Delayed	January 01, 2016
Objectives and Outcomes: This project analyzes options for establishing a fire hall in the Crawford Bay area.				
Most Recent Actions: Confirmed project priority with the Director.				
Next Steps and Upcoming Milestones: Review draft options provided to the Area A Director in 2020. Establish a project plan for 2026.				
Applicable Areas: East Shore Kootenay Lake				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service				

Department Name: GIS

Project Name: GIS Software and Applications Upgrades for 2026

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	September 30, 2026	March 31, 2027	On Track	October 01, 2025
Objectives and Outcomes: Required upgrades are underway for the ESRI ArcGIS Enterprise GIS software suite to stay current and functional with modern IT systems, databases and web-based GIS systems. This includes enhancements to existing web mapping applications, migrating to the newest map viewer interface. The upgrade will improve performance, user experience and increase longevity.				
Most Recent Actions: Phase I: ArcGIS Enterprise Implementation Development environment – install and testing complete Q1 2026 Phase II: ArcGIS Enterprise Implementation Production environment – install complete Q4 2025 Phase III: ArcGIS Portal Web Map Content Migration and Application upgrades in new environment – in progress				
Next Steps and Upcoming Milestones: Ph II: Production environment Implementation – testing complete by end Q2 Ph III: ArcGIS Portal Web Map Content Migration to new environment and App upgrades – development environment in progress Q1 2026, production complete end Q2 2026 Ph IV: ArcGIS Online Web Map App new interface upgrades – planning in progress, complete Q1, 2027 - retirement date extended.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Organizational Excellence – Enhance Customer Service, Organizational Excellence - Communication with Residents, Relationships– Partner with Member Municipalities				

Department Name: GIS

Project Name: Next Generation 911 Data Transition

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement	February 28, 2027	February 28, 2027	On Track	December 03, 2025
Objectives and Outcomes: The project will ensure that the RDCK and Municipal partners are ready to go live with the nation wide 911 emergency response improvement initiative, Next Generation 9-1-1. Creation of high quality, accurate, public safety grade GIS data is central to the NG9-1-1 system, providing better information to quickly identify the location of a 9-1-1 incident.				
Most Recent Actions: Phase I: First pass 'Address Point' and 'Roads' data corrections - Complete. Phase II: Public outreach, community education, address changes - In Progress and ongoing Phase III: Municipal 'Address Point' data and 'Roads' and ongoing rural data corrections and improvements - In Progress Phase IV: Locality Data improvements – In progress				
Next Steps and Upcoming Milestones: Phase II: Public outreach, community education, address changes - In Progress and ongoing Phase III: Municipal 'Address Point' data and 'Roads' and ongoing rural data corrections and improvements - In Progress Phase IV: Locality Data improvements – In progress				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Relationships– Partner with Member Municipalities, Organizational Excellence - Communication with Residents, Organizational Excellence – Focus on Core Services, Organizational Excellence – Enhance Customer Service				

Department Name: Human Resources

Project Name: Organizational Review - Phase One

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	February 19, 2026	March 19, 2026		December 03, 2025
Objectives and Outcomes: Phase 1 of an Organizational review, with recommendations due to the Board by February board meeting.				
Most Recent Actions: Consultants have met with all stakeholders relevant to this phase of work.				
Next Steps and Upcoming Milestones: Preliminary, draft, report to the SMT by the end of January, with final recommendations to the Board in February.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures, Organizational Excellence – Focus on Core Services				

Project Name: Organizational Review - Phase Two

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board		September 30, 2026	Not Started	March 19, 2026
Objectives and Outcomes: As directed by the Board, staff will develop a work plan and budget from Contracted Services in S100 General Administration for the Phase 2 Organizational Review and report back to the Board by September 2026. Additionally, staff will focus on, and provide an update to, phase 1 items.				
Most Recent Actions: Current focus is on phase 1 recommendations.				
Next Steps and Upcoming Milestones: Anticipate completion of phase 1 items by July, 2026. Board report will be initiated once these are complete.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Transparency & Accessibility, Organizational Excellence – Focus on Core Services				

Department Name: Information Technology

Project Name: End User Computing Strategy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2027		On Track	December 03, 2025
Objectives and Outcomes: To reduce costs via standardization, enhance security and improve the overall user experience, aligning with current technological trends and organizational needs. For this project, the primary deliverables include: - Bulk procurement and deployment of new laptops. - Replacement of thin clients with desktops or laptops. - Implement modern device management.				
Most Recent Actions: - Deployed laptops and desk reconfiguration to Environmental, Building and Bylaw teams at Head Office. - Remote network access solution deployed to 20 business users for pilot.				
Next Steps and Upcoming Milestones: - Deployment of laptops and desk reconfiguration to Creston Branch office by end of April 2026. - Deployment of laptops and desk reconfigs to three rec sites by end of April 2026 - Rollout of secure remote network solution to all laptop users by end of May 2026.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Fiscal Responsibility- Asset Management Planning, Fiscal Responsibility – New technology in Asset Replacement				

Department Name: Parks

Project Name: Glade Legacy Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	October 31, 2025	October 31, 2028	Delayed	July 01, 2017
Objectives and Outcomes: Staff working with consultant for final draft. Final draft will be provided to Commission and then for public consultation. Draft design provided to Commission looking at community meeting in February Staff had community meeting in Glade, receiving community input through jotform survey. Working on comments. Community meeting was mixed with many not wanting any development.				
Most Recent Actions: Parks Planning to do ALC Application. Still with Planning and PM.				
Next Steps and Upcoming Milestones: Reviewing all comments and providing information to the Castlegar IJ Parks and Recreation Commission. Working on ALR application, continued work no further update.				
Applicable Areas: Castlegar and Area				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Organizational Excellence – Focus on Core Services				

Project Name: Lardeau Regional Park Construction

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	November 23, 2026	November 23, 2028	On Track	April 15, 2021
Objectives and Outcomes: Amenity installations and small waterfront restoration budgeted for in 2026.				
Most Recent Actions: Foreshore work and replanting as well as cleanup has been done and will continue into spring 2026. Many of the invasives have been removed and planting of non invasives. Continued planting and riparian area restoration into the fall of 2026. Do waste bag receptacle was installed as per community discussion.				
Next Steps and Upcoming Milestones: As per above continued riparian restoration and invasive plant management will occur in 2026 and the addition of a picnic table to be installed in the late spring. Spring work to start 2026.				
Applicable Areas: Kaslo and Kootenay Lake North				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Organizational Excellence - Communication with Residents				

Project Name: Taghum Beach Parking lot improvements

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2026		On Track	March 31, 2021
Objectives and Outcomes: To improve the challenges and safety concerns related to parking at the park while also looking at the overall park design.				
Most Recent Actions: Staff are looking into PFR (archeological permitting). Some funding for the project is being provided by Area E and F community works funding grants. An update on the project was provided to the Nelson, Salmo, E, F, G Parks Commission in April on the continued efforts to move this work forward.				
Next Steps and Upcoming Milestones: Update on the project will be provided to Commission in April. Community Services staff and the Project Management team meet bi-weekly. Staff are looking to start PFR (Archeological work) this Spring. Procurement for landscape design out. Scope of work for the consultant is being expanded to include pre-engagement work.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Salmo and Area				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Organizational Excellence – Enhance Customer Service				

Project Name: Waterloo Eddy Regional Park Construction

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	November 30, 2025	November 30, 2028	On Track	March 01, 2018
Objectives and Outcomes: 2024 amenities and restoration design - continue working with ONA on restoration plan. Met with ONA in April 2024 with first phase plan, now trying to find an opportunity to partner with them through an unknown agreement type. Successful fuel treatment and planting with the ONA in fall 2024 - partnership continuing into 2025.				
Most Recent Actions: Will be meeting with Staff and ONA in the coming spring to begin 3 year plan.				
Next Steps and Upcoming Milestones: Contractor and Staff work to closing off all access points for with boulders, ditching and fencing after 2024 vandalism. Spring work 2025, more plantings, invasive management and watering plan. Park looking good.				
Applicable Areas: Castlegar and Area				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Organizational Excellence – Focus on Core Services				

Project Name: Regional Parks and Water Access Strategy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	October 30, 2025	March 31, 2026	Delayed	August 17, 2023
Objectives and Outcomes: The Regional Parks & Water Access Strategy is a comprehensive strategy to assist with future planning, administration, operations and asset management strategies for all RDCK regional parks.				
Most Recent Actions: The document is now in its final draft stage. A workshop with the Board is planned for May 5. Following that workshop, plans for public consultation will be finalized.				
Next Steps and Upcoming Milestones: Meeting of the working group is being coordinated. Once finalized, the report will go back out to public consultation.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence - Communication with Residents, Regional Growth – Balance Regional & Local Needs, Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Goat River Park Development (3823 Goat Canyon Rd.)

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 30, 2028		On Track	December 11, 2025
Objectives and Outcomes: With the property at 3823 Goat Canyon Road now purchased, this project is about the long term plan to develop a park at the site.				
Most Recent Actions: Further, staff have been in discussions with various stakeholders that will help inform necessary processes and next steps are developed. Discussions have also occurred around the next steps in relation to the dwelling that is on the property.				
Next Steps and Upcoming Milestones: Further assessment of the lands, the amenities on the property is required. Consultation with the various stakeholders will continue. Identifying a critical path forward through the development of a project charter will be a priority.				
Applicable Areas: Creston and Area				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Organizational Excellence – Focus on Core Services				

Project Name: Regional Parks Enhancement Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2027		On Track	March 19, 2026
Objectives and Outcomes: A grant from Columbia Basin Trust was received to support park enhancements in regional parks. The is to determine the highest and best use of these funds to support enhancements across the RDCK park system.				
Most Recent Actions: Board approval to ensure into a contribution was received in March 2026. Staff meeting April 2nd to discuss.				
Next Steps and Upcoming Milestones: In May, staff will bring a workplan for year one of the grant back to the Board. Highlights will include sharing the framework for how decisions will be made on what projects will be included.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: None, Organizational Excellence – Focus on Core Services, Organizational Excellence – Transparency & Accessibility, Regional Growth – Balance Regional & Local Needs, Fiscal Responsibility- Asset Management Planning				

Department Name: Parks

Project Name: Campbell Fields Park Development Phase One

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2028			March 27, 2026
Objectives and Outcomes: Phase one of this project is identified as a "gateway" project to support future development at the site.				
Most Recent Actions: Funding support through CCommunity Works has been applied for and received. Site surveys are also underway.				
Next Steps and Upcoming Milestones: A procurement process to identify an appropriate consultant is expected to be the next step once all land survey work is completed.				
Applicable Areas:				
Strategic Priority and Area: None				

Department Name: Planning

Project Name: Regional Local Government Development Approvals Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	October 01, 2027		On Track	March 19, 2026
Objectives and Outcomes: To utilize funding through UBCM's Local Government Development Approvals Program (LGDAP) to complete a review of planning procedures best practices to inform future updates to the Planning Procedures and Fees bylaw as well as updating/creating guides and checklists to improve clarity and consistency.				
Most Recent Actions: An application was submitted to UBCM for LGDAP funding.				
Next Steps and Upcoming Milestones: Awaiting response from UBCM on application.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Review Governance Structures, Organizational Excellence – Enhance Customer Service, Organizational Excellence – Transparency & Accessibility, Relationships– Partner with Member Municipalities				

Project Name: Area D Community Planning

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	September 30, 2027	September 30, 2027	On Track	February 17, 2022
Objectives and Outcomes: Project follows up on completed work in 2022 to host land use planning discussions (virtually) for most communities in Area D. The goal of this work is to update the Area D Comprehensive Land Use Bylaw focusing on updating and expanding the Zoning Bylaw to additional communities.				
Most Recent Actions: The Board passed resolution 671/25: That the Board direct staff to initiate a Sub-Regional Official Community Plan update for areas F, H, J, and K and staff to initiate the Area D Community Planning; and these projects be the top priority for the planning department workplan. Pre-project work has started with planning staff and the local area director to scope the project.				
Next Steps and Upcoming Milestones: Staff are currently developing a project charter and engagement plan which will be brought to the Board for review and approval. Staff are aiming for project kick off May/June 2026.				
Applicable Areas: Kaslo and Kootenay Lake North				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency, Organizational Excellence –Policy-Focused Board Decisions, Organizational Excellence – Review Policies & Processes, Regional Growth – Simplify Land Use Planning, Regional Growth – Encourage Housing Near Services				

Project Name: Subdivision Servicing Bylaw Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	August 31, 2026	September 24, 2026	On Track	May 21, 2020
Objectives and Outcomes: To undertake a review of the RDCK Subdivision Bylaw to improve administrative process/efficiency, and seek solutions for recurring challenges (e.g. servicing).				
Most Recent Actions: Summary report (comparative analysis) presented to staff by consulting team.				
Next Steps and Upcoming Milestones: Engagement summary report prepared for April RAC. Drafting of subdivision bylaw to follow.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Fiscal Responsibility- Review and streamline outdated processes, Energy & Environment- Environmental Stewardship & Energy Efficiency				

Project Name: Regional & Local Community Needs Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	February 28, 2026	April 16, 2026	On Track	April 10, 2024
Objectives and Outcomes: The RDCK and its partnering municipalities: City of Castlegar, City of Nelson, Town of Creston, Village of Kaslo, Village of Nakusp, Village of Salmo and Village of Slocan are utilizing the complete communities assessment funding for growth management planning to ensure efficient expansion of servicing and infrastructure in line with long-term community development goals.				
Most Recent Actions: Regional Board workshop on December 9, 2025 to provide overview of indicator weighting and receive feedback on draft fringe planning case studies. Final report including geospatial mapping received.				
Next Steps and Upcoming Milestones: Final report and presentation at the April 16, 2026 Board meeting.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Regional Growth – Simplify Land Use Planning, Regional Growth – Balance Regional & Local Needs, Regional Growth – Encourage Housing Near Services				

Project Name: Planning Procedures and Fees Bylaw Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	January 23, 2025	December 31, 2027	Delayed	August 17, 2023
Objectives and Outcomes: Update the Planning Procedures and Fees Bylaw to streamline development approvals, improve clarity and consistency, and align with Board direction. Introduce a standardized application framework, review fee structures for cost recovery, and incorporate new tools (e.g., DAIs) to support efficient and transparent processes.				
Most Recent Actions: Initiated review of existing PPFB in alignment with prior Board direction. Advancing STORe (Standard Terms of Reference) work to support consistent submission requirements across application types. Aligned with potential LGDAP funding scope for broader process improvements.				
Next Steps and Upcoming Milestones: Undertake review as part of LGDAP project. Prepare materials for Board consideration and adoption. Awaiting response from UBCM on LGDAP funding.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Organizational Excellence – Enhance Customer Service, Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Local Government Housing Initiatives

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 11, 2025	October 22, 2026	Delayed	November 30, 2023
Objectives and Outcomes: Advance SSMUH implementation through coordinated OCP and zoning updates across electoral areas. OCP amendments focus on aligning with provincial housing requirements, modernizing language, removing regulatory provisions, and simplifying policy structure to improve clarity, consistency, and development approvals.				
Most Recent Actions: Draft OCP bylaw amendments prepared incorporating SSMUH requirements, updated policy language, and removal of regulatory content. Information Report drafted for RAC. SSMUH Zoning updates completed for Areas F, I, J, K, and G; initiation underway for Areas A, B, C, and D. Internal coordination ongoing.				
Next Steps and Upcoming Milestones: Advance OCP amendments to APHCs, followed by referral process and engagement in alignment with approved Engagement Plan. Bring forward bylaw updates to RAC and Board for consideration. Initiate and advance SSMUH zoning updates for Areas A, B, C.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Castlegar and Area, Salmo and Area, Kaslo and Kootenay Lake North, East Shore Kootenay Lake, Creston and Area, Nakusp and Arrow Lakes				
Strategic Priority and Area: Fiscal Responsibility- Review and streamline outdated processes, Regional Growth – Simplify Land Use Planning				

Project Name: Development Permit Area Enforcement Framework

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 30, 2025	September 30, 2026	Delayed	January 07, 2026
Objectives and Outcomes: To enable better enforcement options for Environmental Development Permit Areas for Electoral Areas A, G, and H. initially.				
Most Recent Actions: Board passed resolution 208/25 in March 2025 directing staff to prepare amendment bylaws for FIRST and SECOND reading to enable better enforcement of Environmental Development Permit Area requirements and to prepare a staff report that details consultation considerations to accompany the aforementioned amendment bylaws for Electoral Areas A, G, and H.				
Next Steps and Upcoming Milestones: Staff report requesting endorsement of consultation prepared for April RAC/Board.				
Applicable Areas: East Shore Kootenay Lake, Salmo and Area, Slocan Valley				
Strategic Priority and Area: None, Organizational Excellence – Review Policies & Processes, Energy & Environment- Watershed Governance and Protection, Regional Growth – Simplify Land Use Planning, Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Electoral Area F, H, J and K Sub-Regional Official Community Plan Update

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	March 31, 2028	March 31, 2028	On Track	January 07, 2026
Objectives and Outcomes: Advance preparation of a Sub-Regional OCP for Electoral Areas F, H (North), J, and K. The plan will provide clear, high-level policy direction on land use, housing, environment, and servicing, supporting coordinated growth and informed decision-making across the sub-region.				
Most Recent Actions: Undertook pre-project activities including engagement with Directors and internal staff to gather initial input. Prepared draft Project Charter and Engagement Plan. Refined project scope, structure, and approach based on feedback received.				
Next Steps and Upcoming Milestones: Present Engagement Plan for Board consideration. Initiate phased engagement with internal staff, agencies, and the public. Begin background analysis and policy development. Advance work toward preparation of a draft OCP for future consideration				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Nakusp and Arrow Lakes, Slocan Valley, Castlegar and Area				
Strategic Priority and Area: Organizational Excellence – Review Policies & Processes, Regional Growth – Simplify Land Use Planning, Regional Growth – Balance Regional & Local Needs, Regional Growth – Encourage Housing Near Services, Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Kootenay Lake Local Conservation Fund Policy Revision

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	June 01, 2026		On Track	March 19, 2026
Objectives and Outcomes: Review and update the Local Conservation Fund (LCF) framework to improve clarity, governance, and usability. Separate high-level policy from operational procedures to ensure consistency, transparency, and efficient administration, while supporting effective delivery of conservation funding priorities.				
Most Recent Actions: Drafted revised LCF Policy and Procedure documents following LCFC Committee direction. Relocated detailed operational content from policy to procedure to improve clarity. Circulated drafts to Corporate Services for review and feedback. Incorporated initial refinements based on internal comments.				
Next Steps and Upcoming Milestones: Refine Policy and Procedure documents based on internal feedback. Prepare final drafts for Board consideration and adoption.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Kaslo and Kootenay Lake North, East Shore Kootenay Lake, Slocan Valley				
Strategic Priority and Area: None, Organizational Excellence – Review Governance Structures, Organizational Excellence – Review Policies & Processes				

Department Name: Planning

Project Name: Floodplain Management Bylaw Review Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
	June 03, 2026	September 17, 2026	On Track	April 01, 2026
Objectives and Outcomes: The project seeks to guide and modernize the RDCK and Village of Salmo's regulations (and associated mapping) related to flood and steep creek hazards, which have not yet been updated to integrate the extensive hazard mapping and risk assessments completed since 2019 and contains outdated regulations and terminology about hazard and risk. The outcome(s) will be the deliver.				
Most Recent Actions: Project kick off – Sept. 18, 2025 consulting team presentation at RDCK Board meeting Staff workshop – Dec. 2, 2025 Public Webinar – Feb. 10, 2026 Survey Circulated to Qualified Professionals – Winter 2026				
Next Steps and Upcoming Milestones: Board Workshop on RTP and FMB projects – April 14, 2026 Public Webinar – Spring 2026 (exact date/time TBD) Engagement Summary Report – Targeting May 21, 2026 Board meeting Drafting of updated FMB – early summer, 2026				
Applicable Areas:				
Strategic Priority and Area: None				

Department Name: Project Management

Project Name: Asset Management Planning

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	September 30, 2027		On Track	December 05, 2025
Objectives and Outcomes: Developing a robust asset management plan through research and documentation of our Regional District owned assets that helps to put timelines on repairs, maintenance and replacement of assets while providing more cost certainty to the Board on policy for reserve contributions, financing, and tax requisition.				
Most Recent Actions: Updates to the Board provided in January 2026. A draft 3 year Asset Management Plan has been drafted and sent out for comment. The Asset Management Coordinator resigned from their position in early 2026 and staff are currently working through revisions to the position description and reporting structure.				
Next Steps and Upcoming Milestones: Hire a new Asset Management Coordinator in spring of 2026. Revise schedule for Asset Management Implementation. Undertake revisions to the draft 3 year Asset Management Plan.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Fiscal Responsibility- Asset Management Planning				

Project Name: Castlegar and District Community Complex Arena Roof Repair

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	July 31, 2025	April 30, 2026	Delayed	March 15, 2024
Objectives and Outcomes: This is repair of the arena roof - an impermeable membrane will be placed over the existing metal roof.				
Most Recent Actions: Contractor completed the work.				
Next Steps and Upcoming Milestones: Final inspection in the spring.				
Applicable Areas: Castlegar and Area				
Strategic Priority and Area: Fiscal Responsibility- Manage taxation by responding to residents needs, Fiscal Responsibility- Asset Management Planning				

Project Name: Salmo and Area G Recreational Services Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	November 10, 2025	April 30, 2026	Delayed	October 17, 2024
Objectives and Outcomes: The Salmo and Area G Recreation Services Review is to amend the scope and requisition of the Salmo and Electoral Area G (Rec. #7) Recreational Program Bylaw No.784, 1990. The intended outcome is combine the establishment bylaw #784 and bylaw #1135.				
Most Recent Actions: Process has been initiated with the Ministry to amend bylaw #784 and #1135 to increase the maximum taxation requisition. Discussions are underway with what steps are required to combine the establishment bylaws with the Ministry and other RDCK staff.				
Next Steps and Upcoming Milestones: Reach out to Corporate Services staff to identify what Community Services can do to support the work required for this transition.				
Applicable Areas: Salmo and Area				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures				

Project Name: Facility Space Allocation Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	March 31, 2026	April 30, 2026		June 10, 2025
Objectives and Outcomes: This project includes reviewing and revising allocation timelines and procedures, defining public use commitments and integrating them into policy, exploring dedicated space/time rentals for user groups, developing internal guidelines for managing multi-facility user request, and providing recommended changes to the Allocation Policy where appropriate.				
Most Recent Actions: An update on this project was provided at the April All Recreation Committee meeting. A further update will be provided at the June meeting.				
Next Steps and Upcoming Milestones: Work team has been established.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area:				

Project Name: East Shore Recreation Facility Implementation Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	September 30, 2025	May 31, 2026	On Track	June 15, 2025
Objectives and Outcomes: RDCK took over the operations for of the Crawford Bay Fitness Centre from the East Shore Facilities Society. An agreement was entered into with SD8. Transition plans are underway with the goal of minimal disruption to service to the community.				
Most Recent Actions: Facility coverage and other operational items remain a challenge that staff are working through. Efforts continue to build relationships with SD8 to support the operation. Staff are preparing an update for the next Rec 9 Commission meeting.				
Next Steps and Upcoming Milestones: Public communications, brand shifting, establishing sustainable administrative practices remain a priority.				
Applicable Areas: East Shore Kootenay Lake				
Strategic Priority and Area: Organizational Excellence - Communication with Residents, Regional Growth – Balance Regional & Local Needs, Relationships– Co-operation with Neighbouring Regions, Relationships– External Organization’s Involvement in Recreation				

Project Name: Community Services Membership Services Restructuring

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	February 28, 2026	June 30, 2027	Delayed	November 15, 2023
Objectives and Outcomes: Due to staff changes within Community Services, this project has been delayed. Anticipated completion date has been adjusted.				
Most Recent Actions: This is a complex item involving several steps. Most recently, efforts to analyze changes related to punch passes has been undertaken and was reported out on at the April All Recreation Committee meeting.				
Next Steps and Upcoming Milestones: Report to All Rec in April 2026 will be provided regarding the analysis on punch passes.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Organizational Excellence – Review Policies & Processes				

Project Name: Castlegar and District Community Facilities, Recreation, Parks and Leisure Service Bylaw Amendments

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 09, 2025	April 30, 2026	On Track	July 17, 2025
Objectives and Outcomes: To amend the establishment bylaws for Castlegar and District Community Facilities, Recreation, Parks and Leisure service (S222) and for the Castlegar and Area Indoor Aquatic Centre Local Service Area Establishment Bylaw (S227).				
Most Recent Actions: Notification has been received that the amendments to the service establishment bylaws for Castlegar and District Community Facilities, Recreation, Parks and Leisure service (S222) and for the Castlegar and Area Indoor Aquatic Centre Local Service Area Establishment Bylaw (S227) have been approved.				
Next Steps and Upcoming Milestones: Aligning bylaw approvals with a planned referendum for Fall 2026/Spring 2027.				
Applicable Areas: Castlegar and Area				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures				

Department Name: Recreation

Project Name: Castlegar & District Arena & Walking Track Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	October 31, 2026		On Track	March 19, 2026
Objectives and Outcomes: The goal is to take a borrowing bylaw for up to \$15m to referendum in October 2026 to support the development of a secondary sheet of ice and indoor walking at the Castlegar & District Recreation Complex.				
Most Recent Actions: Staff from various Departments within the RDCK are working on components of this project to move this project through phase one of the design-build process. An owner's statement of requirements is being finalized to support the issuance of a Request for Qualifications in late April.				
Next Steps and Upcoming Milestones: Commission is being updated monthly at their meetings on any concerns that get raised along the project timeline.				
Applicable Areas: Castlegar and Area				
Strategic Priority and Area: None, Organizational Excellence – Transparency & Accessibility, Fiscal Responsibility- Asset Management Planning				

Department Name: Resource Recovery

Project Name: Septage Management Options for Central and West subregions

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2026	December 31, 2027	On Track	June 19, 2019
Objectives and Outcomes: Septage management for the West and Central subregions require change. Staff have been pursuing options for acceptance at municipal wastewater treatment plants.				
Most Recent Actions: Staff are participating in advisory groups for liquid waste management plans for Castlegar and Nelson and engaging with other municipalities (Salmo, Nakusp) regarding potential for septage acceptance at their wastewater treatment plants. Engaged FlowPoint Solutions (septage facility manufacturer) to better understand infrastructure/potable water requirements for a facility.				
Next Steps and Upcoming Milestones: Oversight of septage management has transitioned to Utilities Manager. Engage Village of Nakusp and Salmo on desire to undertake engineering feasibility/conceptual design/costing study funded by RDCK for conceptual design/costing at their WWTP's.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Kaslo and Kootenay Lake North, Salmo and Area, Slocan Valley, Nakusp and Arrow Lakes, Castlegar and Area				
Strategic Priority and Area: Waste Reduction – Implement Resource Recovery Plan				

Project Name: Residential Cooking Oil Pilot Creston Landfill

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2025	December 31, 2027	On Track	June 13, 2024
Objectives and Outcomes: Pilot program to collect residential cooking oil at the Creston Landfill.				
Most Recent Actions: Program is being offered at no cost to the RDCK. Staff continue to collect data on the program via the Strong scale software.				
Next Steps and Upcoming Milestones: No significant change, data collection and communication will continue in Q2. Staff to return to JRRC with a summary of the pilot program and request a determination of next steps.				
Applicable Areas: Creston and Area, East Shore Kootenay Lake				
Strategic Priority and Area: Waste Reduction – Sustainable Diversion Programs				

Project Name: Landfilling Diversion Initiatives - C&D

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2026		On Track	March 18, 2021
Objectives and Outcomes: Collaborate with City of Nelson Low Carbon Building Specialist on diversion pilots, investigate opportunities for Specified Agreements and/or Remote Supports with qualified businesses, prepare a RFEI or procurements for alternative management of C&D materials. Ongoing participation in province wide C&D working group and other opportunities.				
Most Recent Actions: In Q4 the Board approved advancing on a C&D material diversion pilot program at the Nakusp Landfill with grant funding. Staff assessing collection infrastructure and operational considerations for drywall and glass recycling at Nakusp TS. Prepared lock block wall design for storage areas. Staff reviewing hazard assessment options for asbestos waste.				
Next Steps and Upcoming Milestones: Develop Hazard Assessment process to restrict asbestos contamination in drywall. Construct storage area at Nakusp TS. Staff to investigate other locations that may be suited to drywall/glass recycling.				
Applicable Areas: Entire RDCK, Nakusp and Arrow Lakes				
Strategic Priority and Area: Waste Reduction – Sustainable Diversion Programs, Waste Reduction – Zero Waste in RDCK Operations, Waste Reduction – Implement Resource Recovery Plan, Waste Reduction – Value-Added Materials Transformation				

Project Name: Scale Software Upgrade

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2025	October 01, 2026		January 01, 2022
Objectives and Outcomes: RR is onboarding a new scale software at all waste facilities. Project largely implemented, with accompanying tools still being implemented such as plate readers at scaled sites and hand held devices for remote entering of transactions.				
Most Recent Actions: Grohman plate reader and kiosk at Central commissioned in Q1. Off-line and remote usage of program being trialed at select sites.				
Next Steps and Upcoming Milestones: Action for 2026 include plate readers at other scaled sites, improvement off-line processing and expansion of remote transactions using hand held devices, including at Ymir, Burton and Edgewood sites that still use manual tickets.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Organizational Excellence – Enhance Customer Service				

Project Name: Regional Finished Compost Sales and Distribution Planning

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	August 31, 2025	November 30, 2026	On Track	October 01, 2022
Objectives and Outcomes: Support regional compost distribution by continuing sales at Ootischenia, Creston, and Central Landfills. Expand compost sales locations to transfer stations. Improve screening schedule to move towards spring and fall sales to better aligning with ideal agricultural and residential use timelines.				
Most Recent Actions: In Q1, preliminary discussions amongst staff on compost sales planning for 2026 commenced, with plans for screening being developed for Q3. A low-cost custom-built screener (built in Creston) was reviewed when in operation, but was been determined to be unsuitable for the needs of the RDCK. A revised design and cost estimate was requested from the fabricator in Creston.				
Next Steps and Upcoming Milestones: In Q2, compost screening plans will be finalized. In Q3, a report will be brought to Committee to set 2026 sales pricing and locations. Grohman, Creston Landfill, and other Resource Recovery sites will be added to distribution locations in 2026.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Agriculture & Food Security, Waste Reduction – Value-Added Materials Transformation				

Project Name: Collaboration with City of Nelson on Organics Program

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	October 31, 2025	December 31, 2026	On Track	January 01, 2019
Objectives and Outcomes: Support the City of Nelson in advancing organics diversion planning. Goal is to enable meaningful diversion in 2026, with outcomes verified through waste composition studies.				
Most Recent Actions: In Q1, engagement with City of Nelson staff continued. In Q1 (February), Nelson expanded the FoodCycler program to provide up to 1,000 additional units to households on the waitlist. In Q1, Nelson engaged with staff to determine if a pre-treated material drop off could be sited at Lakeside Recycling Depot.				
Next Steps and Upcoming Milestones: Staff to staff engagement is continuing to occur as needed, with monthly reoccurring meetings expected to conclude. In Q2, staff will continue discussions with Nelson on feasibility of a pre-treated material drop off at the Lakeside Recycling Depot.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake				
Strategic Priority and Area: Energy & Environment- Agriculture & Food Security, Waste Reduction – Sustainable Diversion Programs, Waste Reduction – Public Education & Outreach, Waste Reduction – Implement Resource Recovery Plan, Relationships– Partner with Member Municipalities				

Project Name: Ootischenia Landfill Lands Acquisition

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement	December 31, 2025		On Track	January 01, 2018
Objectives and Outcomes: Acquire an expansion to the existing Ootischenia Landfill License of Occupation (LOO), to facilitate the future landfill expansion project. Additional public lands to the south and east of the existing LOO will be included in the acquisition application.				
Most Recent Actions: In Q1 (March 18), staff received confirmation from the Lands Branch that the January 2024 License of Occupation renewal was being processed. The renewal is required before the application for expansion can be completed. Sperling Hansen Associates will resume lands application work once the Design, Operations and Closure Plan is complete in Q2.				
Next Steps and Upcoming Milestones: First Nations and public engagement will commence on completion of draft lands application plan, expected in Q3. Land acquisition approval may take 3+ years once submitted due to extended approvals timelines with Province.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Kaslo and Kootenay Lake North, Salmo and Area				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Waste Reduction – Implement Resource Recovery Plan				

Project Name: Ootischenia Transfer Station Upgrades

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	November 30, 2027		On Track	January 12, 2026
Objectives and Outcomes: Ootischenia Landfill requires upgrades to the transfer station to allow for future landfill development to proceed and accomodate increased traffic with a second scale.				
Most Recent Actions: In Q1, transfer-station options were presented to Committee and direction was received on the preferred transfer station option to proceed to the preliminary design phase. A proposal was received from Sperling Hansen Associates for the transfer station detailed design and construction administration scopes of work, and a Board report for recommendation to award was drafted.				
Next Steps and Upcoming Milestones: In Q2, obtain Board approval to award the detailed design scope of work. If approved by the Board, the final design package would be expected in Q3. In Q2, engagement with MOTT on widening of Columbia Ave for queue lane will proceed.				
Applicable Areas: Slocan Valley, Salmo and Area, Nelson Area and West Arm of Kootenay Lake, Nakusp and Arrow Lakes, Kaslo and Kootenay Lake North, Castlegar and Area				
Strategic Priority and Area: None, Organizational Excellence – Focus on Core Services, Organizational Excellence – Enhance Customer Service				

Project Name: Ymir Transfer Station Closure

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
				March 19, 2026
Objectives and Outcomes: The Hours of Operation review it was recommended closure of the Ymir TS due to low traffic, cost, and close proximity to other services.				
Most Recent Actions: Board directed closure of Ymir TS at end of 2026. Preparation of communications. Further discussion at April JRRC pending.				
Next Steps and Upcoming Milestones: Assessment of bin wall repair/replacement.				
Applicable Areas:				
Strategic Priority and Area: None				

Project Name: Regionalization Assessment

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	April 01, 2026	September 30, 2027	On Track	January 01, 2025
Objectives and Outcomes: The 3 subregional framework of the Resource Recovery services are demonstratively inefficient and inequitable, therefore staff are assessing options to consider for regionalization.				
Most Recent Actions: In Q1 staff was directed to proceed with a feasibility study to further assess the options presented late 2025.				
Next Steps and Upcoming Milestones: Staff will procure the feasibility study and return to JRRC for consideration of next steps.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Review Governance Structures, Waste Reduction – Implement Resource Recovery Plan, Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Creston Landfill Phase 1C/D, Berm

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	October 31, 2026		On Track	October 18, 2017
Objectives and Outcomes: Closure of Creston Landfill Phase 1C/D and construction of stabilization berm.				
Most Recent Actions: Project Management working with consultants to advance design with input from RR.				
Next Steps and Upcoming Milestones: Project design expected in May with construction commencing late summer and completion Nov. Project to transition to PM reporting moving into construction stage.				
Applicable Areas: Creston and Area, East Shore Kootenay Lake				
Strategic Priority and Area: Waste Reduction – Implement Resource Recovery Plan				

Project Name: ICI Sector Organics Diversion

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2025	September 30, 2026	On Track	January 01, 2024
Objectives and Outcomes: Support ICI businesses in organics diversion by reducing barriers through resources, rebates, and reduced tipping fees for pilot programs. Encourage early ICI sector participation in a pilot programs ahead of Q3 2026 organics regulation implementation.				
Most Recent Actions: Promotion of ICI pilot offered through GFL in Nelson continued in Q1. Staff received significant inquiries about haulers with ICI programs in place, and shared hauler contact information. Engagement continued with other haulers to encourage ICI collection prior to regulation implementation. Expanded rebates were accessed by one business, with 5 others expressing interest.				
Next Steps and Upcoming Milestones: Staff will continue to use the RDCK engagement platform to share program information, diversion tools, answer questions, and help businesses set up programs. Staff will continue to engage with haulers to encourage collection program development prior to full regulation implementation.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Waste Reduction – Sustainable Diversion Programs, Waste Reduction – Public Education & Outreach, Waste Reduction – Implement Resource Recovery Plan				

Project Name: Legacy Landfill Closure Plan Assessments

Project Origin Committee or Commission	Original Completion Date September 30, 2026	Revised Completion Date September 30, 2029	Project Status On Track	Date Assigned March 01, 2020
Objectives and Outcomes:				
Most Recent Actions: See Legacy Landfill - CSR Closure, and Legacy Landfill - Landfill Criteria Closure				
Next Steps and Upcoming Milestones:				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency, Waste Reduction – Implement Resource Recovery Plan				

Project Name: HB Tailings Facility Active Closure

Project Origin Committee or Commission	Original Completion Date December 31, 2026	Revised Completion Date	Project Status On Track	Date Assigned September 14, 2022
Objectives and Outcomes: Achieve passive-closure, where monitoring completed during the active-care (post-closure) phase indicates that long-term geochemical, geotechnical, and environmental stability have been achieved, and monitoring frequencies can be reduced. Finalize new regulatory required reports and plans for closed facilities.				
Most Recent Actions: In Q1, Engineer of Record commenced modeling work that resulted from the drilling program that revealed new soil features in dam foundation. Significant annual reporting tasks were completed in Q1, to be submitted to Province by March 31. A notice of departure was submitted to the Province to reduce the revegetation monitoring frequency, per QEP recommendation.				
Next Steps and Upcoming Milestones: Finalized modeling expected in Q2, to present to the Independent Tailings Review board on May 7 to obtain non-binding advice and guidance on next steps for foundation investigation. In Q2, work will begin on the 5-year Reclamation and Closure Plan update, due March 2027, to support reduced monitoring frequencies, and a request to reduce Code required reporting.				
Applicable Areas: Salmo and Area, Kaslo and Kootenay Lake North, Nelson Area and West Arm of Kootenay Lake				
Strategic Priority and Area: Relationships –Dialogue with Indigenous Communities, Energy & Environment- Watershed Governance and Protection				

Project Name: Legacy Landfill Closure -Landfill Criteria Sites

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2029		Not Started	January 12, 2026
Objectives and Outcomes: Complete closure to BC Landfill Criteria standards for the seven legacy landfill sites that still contain transfer station infrastructure. Closure objectives are outlined in the 2025 Closure Plans that were prepared by Sperling Hansen Associates.				
Most Recent Actions: In Q1, RFQ's were posted for cleanup of litter on most legacy sites, and completion of minor earthworks on select sites. Archaeological overview assessment reports were finalized for all landfill criteria sites that require ground disturbance as part of closure. No significant areas of archeological potential were identified, with the exception of Kaslo Legacy Landfill.				
Next Steps and Upcoming Milestones: In Q2, commence implementation of Closure Plan recommendations, starting with litter cleanup. For sites with no archaeology considerations, monitoring well drilling and cover placement procurements will proceed once provincial approvals are received. Staff will continue to follow up with Provincial staff on approval of the submitted 2025 Closure Plans.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency				

Project Name: Legacy Landfil Closure - Contaminated Sites Regulation Sites

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2029	December 31, 2028	Not Started	January 12, 2026
Objectives and Outcomes: Complete closure of the three legacy landfill sites that no longer contain transfer station infrastructure. Closure of these sites will follow BC Contaminated Sites Regulation (CSR) requirements, and will include Stage 1 and Stage 2 reporting, and possibly detailed site investigations. CSR Closure Plan development will proceed on completion of site investigations.				
Most Recent Actions: In Q1, a proposal was requested from Sperling Hansen to begin investigation and reporting for the three sites that require CSR closure, which was identified as carry-on work in the original RFP. RFQ's were posted for cleanup of litter on CSR sites. Archaeological overview assessment reports were finalized, and Rosebery has considerations outside of the site boundaries.				
Next Steps and Upcoming Milestones: In Q2, proceed with CSR Stage 1 reports for the three sites requiring this type of closure. Complete plans for drilling investigations to complete Stage 2 reporting, with considerations for archaeological potential at Rosebery, possibly requiring additional archaeology work to proceed with drilling outside of the site boundary, depending on drilling location.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: None, Energy & Environment- Environmental Stewardship & Energy Efficiency				

Project Name: Septage Management Strategy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	January 01, 2030		On Track	January 01, 2024
Objectives and Outcomes: Septage Management within the RD has been identified as not meeting current environmental standards and likely to create in the long-term liability if not addressed. Septage facilities in 4 different locations (Creston, Salmo, Castlegar and Nakusp area) require various different approaches which may include: Partnerships with Municipalities and RDCK owned pilot treatment				
Most Recent Actions: Staff continues to provide input on Liquid Waste Management Plan establishment for the Cities of Castlegar and Nelson. Most recent communication with the Village of Salmo indicates that there is no further cooperation possible in the immediate future (technical issues and cost).				
Next Steps and Upcoming Milestones: Completion of negotiations with the the Town of Creston about establishing the municipal wastewater treatment facility as septage receiving facilities. Communications with Nakusp about possibilities to treat septage in their municipal facilities and possibility of an contribution agreement for required engineering services.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services, Fiscal Responsibility- Asset Management Planning, Energy & Environment- Environmental Stewardship & Energy Efficiency, Waste Reduction – Implement Resource Recovery Plan				

Project Name: RR Facility and Site Hours Review

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2025	December 31, 2026	Delayed	January 01, 2025
Objectives and Outcomes: Following a recommendation from the Systems Efficiency Review, staff are assessing traffic, tonnage, and distance to other services at both waste and recycling sites. Staff will present options for modifying hours of operation to more efficiently match site usage, provide quality service levels, and consider cost of services.				
Most Recent Actions: JRRC directed staff to adjust hours of operation at 6 sites in the Central and East subregions. Collected traffic data from stand alone recycling depots.				
Next Steps and Upcoming Milestones: Stand alone recycling sites and West subregion will be assessed later in 2026 after sufficient data is collected. Continuing to collect traffic data from stand alone recycling depots. May adjust completion date if required for fulsome data collection and reporting.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Fiscal Responsibility- Review and streamline outdated processes				

Project Name: Industrial, Commercial and Institutional Organics Ban Feasibility Assessment

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2026		On Track	April 01, 2025
Objectives and Outcomes: Develop and implement Resource Recovery Facilities Bylaw updates to regulate ICI participation in organics diversion, and provide supports to help the sector transition.				
Most Recent Actions: In Q1 email notifications and mailers were sent to all ICI generators outlining the bylaw changes. Significant engagement occurred with businesses after the email and mailer were distributed. An engagement session was scheduled at the Castlegar Chamber, and coordination for meetings with other chambers was underway.				
Next Steps and Upcoming Milestones: Bylaw-change communications will continue in Q2 via social media and newspapers. Additional information sessions will be held in Q2 with affected communities and Chambers. Notification of non-compliance letter templates and inspection procedures will be developed in Q2. Site staff and contractor training on load inspections will commence in Q3.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Waste Reduction – Public Education & Outreach, Waste Reduction – Sustainable Diversion Programs, Waste Reduction – Implement Resource Recovery Plan				

Project Name: Creston Eco-Depot

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	September 30, 2026		On Track	October 10, 2018
Objectives and Outcomes: The RDCK is pursuing options to offer year round collection of Household Hazardous Waste in the communities of Creston, Castlegar and Nakusp.				
Most Recent Actions: Request for Expression of Interest for eco-depots in Creston, Castlegar, and Nakusp closed end of February. Taking update on RFEI to JRRC in April.				
Next Steps and Upcoming Milestones: Pending JRRC direction will prepare RFP for ecodpots in one to all locations.				
Applicable Areas: Entire RDCK, Castlegar and Area, Creston and Area, Nakusp and Arrow Lakes				
Strategic Priority and Area: Organizational Excellence – Enhance Customer Service, Waste Reduction – Sustainable Diversion Programs, Waste Reduction – Zero Waste in RDCK Operations, Waste Reduction – Implement Resource Recovery Plan				

Project Name: Creston Septage Facility

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2026		On Track	June 01, 2018
Objectives and Outcomes: As per the RRP, RDCK and Town of Creston staff are pursuing the installation of a septage receiving facility at the ToC's wastewater treatment facility to manage septage waste in the East subregion.				
Most Recent Actions: Received design and billing information from Town of Creston, currently under review. Status of SPF grant application unknown. Staff to develop roadmap to proceed regardless of grant funding.				
Next Steps and Upcoming Milestones: Funding is under assessment. Administration of the septage management must be developed to guide the finalizing of an agreement with the ToC.				
Applicable Areas: Creston and Area, East Shore Kootenay Lake				
Strategic Priority and Area: Waste Reduction – Implement Resource Recovery Plan				

Department Name: Resource Recovery

Project Name: Creston Landfill-Crown License of Occupation

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement	December 31, 2027			January 01, 2025
Objectives and Outcomes: Transition the current Licenses of Occupation (LOOs) at the Creston Landfill to a single Crown Grant that also includes additional land to the south and east.				
Most Recent Actions: In Q2 2025, staff re-engaged the Lands Branch to start the reapplication process for the 2009 Crown Grant. In Q1 (March 18th), 2026, staff received confirmation that the File was being processed by Ministry staff, and that the 2021 Management Plan required minor updates before the Province can commence First Nations consultation.				
Next Steps and Upcoming Milestones: In Q2, staff will complete the minor updates to the Management Plan and resubmit. Staff will continue to engage with the Lands Branch for regular updates on the file.				
Applicable Areas: Creston and Area, East Shore Kootenay Lake				
Strategic Priority and Area: Organizational Excellence – Focus on Core Services				

Project Name: Rural Organics Diversion Opportunities Assessment

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2025	December 31, 2027	On Track	January 01, 2024
Objectives and Outcomes: Advance rural organics diversion by reallocating \$454k Columbia Basin Trust (CBT) funding to self-haul drop-off sites, in-home diversion options, resident rebates, and support staffing.				
Most Recent Actions: In Q1 2026, a communications program, educational resources, and a resident questionnaire was drafted for residential self-hauling or at-home organics management. Vouchers and stickers for self-haul kits were developed by a graphic designer, for finalization in Q2. A job description was developed for two temporary fully-funded rural organics ambassadors positions.				
Next Steps and Upcoming Milestones: In Q2, self-haul kit procurement will proceed. Advertisement for self-haul kit or at-home management rebate programs will start. By early Q3, the hiring process for the ambassadors will be complete. Engagement with haulers on servicing potential self-haul drop off bins at 5 rural transfer stations will proceed in Q3, to determine if establishing this service is feasible.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Waste Reduction – Sustainable Diversion Programs, Waste Reduction – Zero Waste in RDCK Operations, Waste Reduction – Public Education & Outreach				

Department Name: Resource Recovery

Project Name: Ootischenia Landfill Design and Operation plan update

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Provincial Requirement	December 31, 2025	June 30, 2026	On Track	April 13, 2017
Objectives and Outcomes: Advance Ootischenia Landfill planning by finalizing the updated Design, Operations, and Closure Plan (DOCP) utilizing the optimized footprint geometry, as outlined in the Resource Recovery Plan.				
Most Recent Actions: In Q1, a meeting was held to review phasing of optimized footprint design in the DOCP. Filling commenced at the SW side of the landfill footprint to provide 1-2 years of additional fill space prior to landfill expansion commencing. Staff engaged with archaeological consultant on finalizing the arch site survey, to determine limits of landfill footprint for the DOCP.				
Next Steps and Upcoming Milestones: In Q2, remaining archaeological field work will be completed, and the DOCP will be completed and submitted to the Ministry. Design and tendering of planned upgrades of the septage receiving facility to provide additional fill area are expected to commence in Q2.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Salmo and Area, Kaslo and Kootenay Lake North, Castlegar and Area, Slocan Valley, Nakusp and Arrow Lakes				
Strategic Priority and Area: Waste Reduction – Implement Resource Recovery Plan, Organizational Excellence – Enhance Customer Service				

Project Name: Nelson Landfill Closure

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2026		On Track	February 16, 2017
Objectives and Outcomes: Achieve final closure to Industrial Land standards of the 70 Lakeside Dr. portion of the former Nelson Landfill through a Contaminated Sites Regulation risk-based remediation process.				
Most Recent Actions: No progress in Q1 due to deferrals of a Committee report on the site.				
Next Steps and Upcoming Milestones: In Q2 (April), City and RDCK are meeting to discuss project planning. Board will provide direction of framework for next steps with the City and RDCK to formalize end-land-use objectives and project completion.				
Applicable Areas: Nelson Area and West Arm of Kootenay Lake, Kaslo and Kootenay Lake North, Salmo and Area				
Strategic Priority and Area: Waste Reduction – Implement Resource Recovery Plan				

Project Name: Asbestos Waste Management Area at Creston Landfill

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	September 30, 2026	September 30, 2027	Delayed	December 01, 2019
Objectives and Outcomes: Intent is to improve site safety and meet best practices for handling/disposal, while reducing future liabilities.				
Most Recent Actions: Has been on hold pending obtaining License of Occupation for the "wedge" parcel.				
Next Steps and Upcoming Milestones: Staff expect License of Occupation for the "wedge" parcel in mid/late 2026. Pending lands acquisition and response to OC amendment/liner exemption staff will advance planning for asbestos area.				
Applicable Areas: Creston and Area, East Shore Kootenay Lake				
Strategic Priority and Area: Waste Reduction – Implement Resource Recovery Plan				

Department Name: Resource Recovery

Project Name: Expressions of Interest for Alternative Contaminated Wood Waste Mangement

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board		December 31, 2026	Not Started	June 19, 2025
Objectives and Outcomes: The RDCK wood diversion programs generate significant material across the district. Diverted wood is chipped and stockpiled, it has some uses at landfills, but we generate a significant surplus. Staff are investigating beneficial end uses for the material.				
Most Recent Actions: Efforts have been on other C&D initiatives as part of resolution 323/25.				
Next Steps and Upcoming Milestones: No change in Q1; Staff will investigate scope and opportunities to prepare the Eol in early 2026.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Waste Reduction – Sustainable Diversion Programs, Waste Reduction – Zero Waste in RDCK Operations				

Project Name: Resource Recovery Subregion Amalgamation Study

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
				March 19, 2026
Objectives and Outcomes: Reported under Regionalization Assessment.				
Most Recent Actions:				
Next Steps and Upcoming Milestones:				
Applicable Areas:				
Strategic Priority and Area: None				

Department Name: Sustainability

Project Name: Slocan Lake and River Partnership Initiation

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2026	December 31, 2026	On Track	February 17, 2022
Objectives and Outcomes: A project to support the development of a partnership to conserve, protect, and restore habitat; provide education; build relationships; and guide development on Slocan Lake and River.				
Most Recent Actions: Terms of Reference finalized and circulating for signatures Funding application made for Foreshore Inventory Mapping Initial meeting of Technical Advisory Committee in Dec 2025.				
Next Steps and Upcoming Milestones: Next Steps: Wait to hear about funding, getting project partner signatures. Possible Barriers: Lack of funding to do project work.				
Applicable Areas: Slocan Valley				
Strategic Priority and Area: Energy & Environment- Watershed Governance and Protection				

Project Name: Regional Invasive Species Working Group

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	April 30, 2026	April 07, 2026	On Track	June 14, 2021
Objectives and Outcomes: Not an RDCK-led project. Contract and advisory roles for RDCK are now part of normal duties.				
Most Recent Actions: Dir Hewat and Vandenberghe appointees for another year.				
Next Steps and Upcoming Milestones: As this is not an RDCK-led project and the contract and advisory roles for RDCK staff are now part of normal duties this initiative is marked complete.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency				

Project Name: SES - Low Carbon Transportation - Corporate Fleet

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2026	April 07, 2026	Delayed	August 20, 2020
Objectives and Outcomes: Low Carbon RDCK Fleet does not meet reportable project criteria and now included in normal operations.				
Most Recent Actions:				
Next Steps and Upcoming Milestones: Low Carbon RDCK Fleet does not meet reportable project criteria. Opportunities for lower-emission options are evaluated are considered for fleet replacement as part of ongoing operations. This initiative is marked as complete.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency				

Project Name: SES - Facility Manager / Operator Training Program

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2025	April 07, 2026	On Track	August 20, 2020
Objectives and Outcomes:				
Most Recent Actions:				
Next Steps and Upcoming Milestones: This initiative has become part of normal operations and budgeted for annually. Initiative is marked as complete.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency				

Project Name: Service 105 (Sustainability) Project Funding Policy

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2026	April 01, 2027	Not Started	August 15, 2024
Objectives and Outcomes: Seeking to establish a policy for funding new initiatives through Service 105. Community Sustainable Living Service.				
Most Recent Actions: No action taken.				
Next Steps and Upcoming Milestones: Due to removal of the grant from budget in 2025 and 2026 and change in taxation with 3 electoral areas leaving the service this work is on hold.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Organizational Excellence - Communication with Residents, Organizational Excellence – Review Policies & Processes				

Project Name: Review of RDCK's Historical BC Climate Action Charter Project Work

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2026	August 31, 2026	Not Started	September 18, 2025
Objectives and Outcomes: Review requested by the Board.				
Most Recent Actions: No action until staff back from leave in April 2026.				
Next Steps and Upcoming Milestones: Prepare review for summer 2026.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area:				

Project Name: Expansion of Kootenay Conservation Program

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	April 30, 2026	December 31, 2027		September 23, 2021
Objectives and Outcomes: The Local Conservation Service established in 2014 for areas A, D and E has expanded in 2022-2023 to include Area H and F by voter assent. Further expansion is on hold until staff are advised to proceed. As per resolution 631/22 Electoral Areas interested in expanding the services includes Area B, C, G, I, and J.				
Most Recent Actions: Board directed staff to work with the Kootenay Conservation Program on developing financial options and a service case analysis for establishing a Local Conservation Fund service in Electoral Areas B, C, F, G, H, I and J. Only areas H and F opted to proceed with with establishing these services.				
Next Steps and Upcoming Milestones: With no further interest in establishing new conservation services indicated since 2022 and no further direction from the Board this project is now marked as complete.				
Applicable Areas: Slocan Valley, Nelson Area and West Arm of Kootenay Lake				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency, Organizational Excellence – Review Policies & Processes, Organizational Excellence – Review Governance Structures				

Project Name: Engage RDCK Indigenous Nations on Opportunities for Partnership

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Senior Management Team	December 31, 2024	April 07, 2026	Delayed	October 19, 2020
Objectives and Outcomes: Initiatives are now reported separately (e.g Slocan Lake and River Partnership, Kootenay Lake Partnership, Goat River Watershed Planning, Creston Valley Dikes, EDMA implementation etc...)				
Most Recent Actions:				
Next Steps and Upcoming Milestones: As current projects involving First Nations are now being reported seperately this initiative is marked as complete.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Relationships - Partner with Indigenous Communities				

Project Name: Regional Mobility Working Group

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 08, 2026	April 30, 2027	On Track	August 15, 2024
Objectives and Outcomes: Established by Board in 2025 the Rural Mobility Community Advisory Committee, formerly a Working Group, is a collaborative, problem solving and idea generating group that creates space for diverse community organizations to meet to share resources, brainstorm and coordinate joint efforts to address transportation needs.				
Most Recent Actions: The Board authorized \$20,000 from the LGCAP grant for Rural Mobility Community Advisory Committee Phase 2 Project: Regional Volunteer Driver Network. the Board authorize \$10,000 for Kootenay Rideshare User Interface Improvements. Board appointed new members to the RMCAC.				
Next Steps and Upcoming Milestones: Seek approval to apply for \$15,000 Age Friendly Communities Grant on behalf of the Castlegar Community Services Society for Regional Booking Platform. Milestones will be to establish clear metrics for success based on rides delivered, shared rides, available drivers/volunteers etc.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency, Energy & Environment- Community Resiliency & Safety				

Project Name: Central Kootenay Food Policy Council

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	April 01, 2026	March 31, 2026	On Track	March 01, 2019
Objectives and Outcomes: This is an on-going project supported through S100. Update: The Board approved Grow & Connect project funding - \$20,000, CKFPC also requesting core funding, the Board has supported CKFPC now known as KFC since 2018.				
Most Recent Actions: Core Funding was approved with 2026-2030 Financial Plan. for \$30,000 for a period of April 2026 to March 2027 to support delivery of regional food systems coordination, communication and network development. \$20,000 allocated for April 2026 to March 2027 for Kootenay Food Procurement Network Project.				
Next Steps and Upcoming Milestones: As this is not an RDCK- led project, and the contract and advisory roles for RDCK staff are now part of normal operations this initiative is marked complete.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Agriculture & Food Security				

Department Name: Sustainability

Project Name: Watershed Governance Initiative - Goat Watershed

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2026	December 31, 2026	On Track	December 13, 2018
Objectives and Outcomes: A project to understand RDCK's role in protecting watersheds in the region.				
Most Recent Actions: Province confirmed support via letter and funding to undertake a geochemical assessment of the hydrology in the watershed. Engagement plan includes one on one farmer interviews which conclude April Community to community meeting with RDCK elected and Yaqa Nukiy elected being coordinated for May.				
Next Steps and Upcoming Milestones: Next Steps: Sign funding agreement to receive funds from the Province and start RFP process; continue to engage on the C2C meeting coordination. Barriers: None at this time				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Watershed Governance and Protection				

Project Name: SES - Demand Management - Community - REEP for Homes Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	December 31, 2026	February 19, 2026		August 20, 2020
Objectives and Outcomes:				
Most Recent Actions: REEP rebranded to HomeSave Program delivered by CoN.				
Next Steps and Upcoming Milestones: As this is not an RDCK-led project and the contract and advisory roles for RDCK staff are now part of normal staff duties this initiative is marked as complete.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency				

Department Name: Utilities

Project Name: North Canyon/Erickson Water Feasibility Study

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
	December 31, 2026			March 19, 2026
Objectives and Outcomes: Investigate reservicing options/cost-benefit/administrative and governance framework.				
Most Recent Actions: Staff report to WSC - approval and direction to staff to proceed with feasibility. Engaged NCID operator to understand infrastructure and what might be required to reservice.				
Next Steps and Upcoming Milestones: Engage NCID, refine concept/feasibility, report back to WSC in future meeting.				
Applicable Areas:				
Strategic Priority and Area: None, Fiscal Responsibility- Asset Management Planning				

Project Name: Provincial Water Metering Pilot Project

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Board	March 31, 2027		On Track	May 15, 2025
Objectives and Outcomes: Erickson water system experiences seasonal capacity challenges that could largely be mitigated through demand side management. Grant funding through the Provincial Water Metering Pilot Project will enable 506 meter installations on residential and small agricultural properties. These meters will identify leaks requiring repair and provide valuable water usage data.				
Most Recent Actions: First of 5 tender packaged for Phase 2 Universal Metering meter pit supply and installation has been awarded to Valhalla Contracting. • Request for Tender package 2 is now closed, award recommendation on April BoD agenda and package 3 is currently posted to April 16th. • Phase 1 Universal Metering installation for all new tandem meter/pits is 85% completed.				
Next Steps and Upcoming Milestones: Award recommendation for package three and tender for package 4 of 5 within the coming 2 months. The RDCK Project Management team is overseeing this tendering process.				
Applicable Areas: Creston and Area				
Strategic Priority and Area: Fiscal Responsibility- Asset Management Planning, Energy & Environment- Agriculture & Food Security, Energy & Environment- Watershed Governance and Protection, Organizational Excellence – Enhance Customer Service				

Project Name: Water and Wastewater Acquisition Plan

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	August 31, 2028		On Track	January 05, 2026
Objectives and Outcomes: Provide a clear, transparent pathway for non-RDCK water and wastewater systems to explore becoming an RDCK service, while supporting informed decision-making. Outcomes include consistent evaluation, reduced risk to RDCK, and improved sustainability and governance of regional systems.				
Most Recent Actions: Robson Raspberry Improvement District (RRID) recently completed user survey to assess support moving forward with acquisition process - results indicate 85%+ user support to continue. RDCK to meet with Taghum Improvement District (TID) trustees mid April to discuss the acquisition process and plan for public meeting.				
Next Steps and Upcoming Milestones: Continue applicant-driven engagement, refine intake screening tools, & align evaluation criteria with updated asset management and financial risk frameworks. Public meeting with RRID users on Jan 14th 2026 was very well attended. RRID overwhelming user vote in March to proceed with process. RDCK will now review/develop AMP, 5 year financial, EOI eval & staff report.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: Energy & Environment- Environmental Stewardship & Energy Efficiency				

Project Name: Creston Valley Alternate Water Supply Feasibility Study

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	January 31, 2027		On Track	January 12, 2026
Objectives and Outcomes: Evaluate the technical, financial, and governance feasibility of a secondary water supply for agricultural use in the Creston Valley. Outcomes include identified servicing options, cost ranges, risks, and decision points to support future Board direction.				
Most Recent Actions: Completed technical and engagement work under the feasibility phase, including source screening, preliminary infrastructure concepts, and farmer and stakeholder engagement through Engage RDCK, public meetings, CAC's and agricultural producer workshops.				
Next Steps and Upcoming Milestones: Present at CVSC in May - scope TBD and refined. Feedback from Directors/stakeholders will help scope next steps and applicable funding sources.				
Applicable Areas: Creston and Area				
Strategic Priority and Area: None, Energy & Environment- Environmental Stewardship & Energy Efficiency, Energy & Environment- Agriculture & Food Security				

Project Name: McDonald Creek Water System – Legacy Weir Management and Removal

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2030		On Track	January 12, 2026
Objectives and Outcomes: Address RDCK liability associated with a legacy intake weir on McDonald Creek that is no longer required for water supply. Outcomes include reduced long-term liability, clarified ownership and responsibility, and support for environmentally appropriate creek management and monitoring.				
Most Recent Actions: Review historic asset transfer records, abandoned water licences, site conditions. Engaged with monitoring partners re: proposed maintenance work to support flow monitoring & confirmed no safety concerns. Correspondence with landowner re: RDCK interest in weir removal. Property owner wants weir to remain for personal use: clarifies no unauthorized RDCK trespass permitted.				
Next Steps and Upcoming Milestones: Engage landowner for permission to inspect weir as part of due diligence.				
Applicable Areas: Kaslo and Kootenay Lake North				
Strategic Priority and Area: None, Energy & Environment- Natural Hazard and Risk Mitigation, Fiscal Responsibility- Asset Management Planning				

Project Name: Support for Non-RDCK Water and Wastewater Systems

Project Origin	Original Completion Date	Revised Completion Date	Project Status	Date Assigned
Committee or Commission	December 31, 2028		On Track	January 12, 2026
Objectives and Outcomes: Explore enhanced non-billable administrative supports and assess the viability of optional, cost-recovered services for non-RDCK water and wastewater systems. Outcomes include improved access to credible resources and reduced long-term risk of system failure.				
Most Recent Actions: Presented report to the Water Services Committee/RAC outlining support options and recent demand. Board directed staff to investigate expanded non-billable supports and explore feasibility of billable project management and operational services.				
Next Steps and Upcoming Milestones: Continue to develop enhanced web-based resource hub, assess demand for billable services, and report back to the Water Services Committee with options, risks, and resource implications.				
Applicable Areas: Entire RDCK				
Strategic Priority and Area: None, Energy & Environment- Environmental Stewardship & Energy Efficiency				

Project Name: Sanca Park Water Supply and Distribution System – Service Establishment (Bylaw No. 2665)

Project Origin Committee or Commission	Original Completion Date December 31, 2027	Revised Completion Date	Project Status On Track	Date Assigned January 12, 2026
Objectives and Outcomes: Convert the Sanca Park water service from a continued specified area to a formal service establishment under the Local Government Act, while addressing system risk associated with two parcels requiring alternate water supply. Outcome is a legally sound service boundary that protects the broader system.				
Most Recent Actions: Engaged with the Ministry of Housing and Municipal Affairs to address questions related to interim servicing and timing. Met with the affected landowner and committed to providing administrative assistance to support securing an alternate water source. Third reading was rescinded and re-read with amendments.				
Next Steps and Upcoming Milestones: Continue servicing while supporting the landowner through provincial approval processes for alternate H2O. Delay adoption until the alternate supply is secured or timelines are exceeded, consistent with Ministry expectations. Estimated transition period is approximately two years. Staff investigated costs to reservice via a) surface H2O and b) groundwater with costs.				
Applicable Areas: East Shore Kootenay Lake				
Strategic Priority and Area: None, Fiscal Responsibility- Asset Management Planning, Energy & Environment- Natural Hazard and Risk Mitigation				

PROJECTS COMPLETED IN Q3 & Q4 2025 REMOVED FROM THE QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
Support on Cannabis	CAO
Local Conservation Fund Committee of Board	Sustainability
Building Officials Training Program	Building Inspection
2024 Wildfire: Community Recovery	Emergency Management
2024 Wildfire After-Action Review	Emergency Management
Emergency and Disaster Management Act	Emergency Management
EOC training and equipment 2024 - UBCM	Emergency Management
2025 ESS CEPF Grant - Equipment and Training	Emergency Management
Natural Asset Management Plan for Ymir Watershed/Quartz Creek	Sustainability
2024 Wildfire Mitigation - CWRP Updates	Emergency Management
2025 FireSmart Program	Emergency Management
Information Request and Complaint Handling Policy	Administration
Information Technology Infrastructure Replacement - Wireless Firewalls	Information Technology
Microsoft Exchange 365	Information Technology
Kootenay Lake Watercourse DPA Project	Planning
Agricultural Policy Review - Phase 2	Planning
Housing Development Costing and Study	Planning
Playmor Junction Zoning Bylaw	Planning
Campground Bylaw Review	Planning
Area H North OCP Review	Planning
Area J OCP Review	Planning
Industrial, Commercial and Institutional Organics Pilot - Nelson area	Resource Recovery
BC Structure Firefighter Minimum Training Standards	Fire Services
Robson Recreation Society Lease	Recreation
Community Services Access & Inclusion Policy Development	Recreation
Community Services Sponsorship Policy Development	Recreation
Achieving Extraordinary Customer Experiences	Recreation
Creston and District Community Complex Solar Array Installation	Recreation
Proposed RDCK Parks in Creston Valley	Community Services
Creston Library Contract	Community Services
Campbell Fields Recreation Development Feasibility Study	Community Services

PROJECTS COMPLETED IN Q1 2026

Project/Initiative Name	Responsible Manager
RDCK Accessibility Plan	Administration
Transit Service Funding Review	Administration
Update Emergency Program Executive Committee Bylaw	Administration
Options Investigation for Third Party Community Works Funding	Administration
Records in SharePoint Pilot Project	Administration
Timesheets Application in Project Management Module	Finance and Procurement
Enhanced Features in the Project Costing Module	Finance and Procurement
Organizational Review - Phase One	Human Resources
Waterloo Eddy Regional Park Construction	Parks
Castlegar and District Community Complex Arena Roof Repair	Recreation
Castlegar and District Community Facilities, Recreation, Parks and Leisure Service Bylaw Amendments	Recreation
Expansion of Kootenay Conservation Program	Sustainability
Engage RDCK Indigenous Nations on Opportunities for Partnership	Sustainability
Central Kootenay Food Policy Council	Sustainability
Regional Invasive Species Working Group	Sustainability
SES - Demand Management - Community - REEP for Homes Project	Sustainability
SES - Low Carbon Transportation - Corporate Fleet	Sustainability
SES - Facility Manager / Operator Training Program	Sustainability



Board Report – For Information

March 31th, 2026

RDCK Occupational Health and Safety Annual Report

Author: Dave Barnhart, Safety Advisor
File Reference:
Electoral Area/Municipality: ALL AREAS AND MUNICIPALITIES
Services Impacted

1.0 PURPOSE OF REPORT

This report provides the Board with an update on 2025 Health and Safety activities and outlines focus areas for 2026.

2.0 BACKGROUND AND UPDATE

2025 General Safety Overview

In 2025, the Regional District continued to focus on preventing overexertion injuries, supporting mental health, and strengthening programs related to working alone, environmental hazards, and high-risk operations. While injury rates show a downward trend and return-to-work outcomes are improving, ongoing challenges such as long-term disability claims and rising cost of mental health injuries remain a focus. WorkSafeBC inspections and internal reviews further demonstrated the effectiveness of existing safety programs, while also identifying opportunities for continued improvement.

During 2025, several key priorities were identified and actioned, including:

- **Radon mitigation:** Several facilities were identified as having significantly high levels of radon gas. Mitigation has been completed at some facilities, while work continues at others.
- **Respirator fit testing capacity:** Twelve employees completed train-the-trainer courses to conduct respirator fit testing. This allows departments to meet annual testing requirements more efficiently and reduces reliance on external providers.
- **Water transportation safety:** In consultation with Transport Canada, a guideline was developed outlining the requirements for transporting workers by water to remote work locations. The guideline establishes minimum standards for operator licensing and vessel certification to ensure regulatory compliance and worker safety.
- **Working alone and journey management:** The Working Alone Guideline and Journey Management Plan were updated to align with the new worker monitoring system. This system provides scheduled check-ins for workers who travel for work or work alone, ensuring their safety.

- **Resource Recovery organic sales safety planning:** Safety plans were developed for the new organic sales operations at the Central Resource Recovery facility, focusing on worker safety, communication, and public safety.
- **Vehicle rollover hazard review:** Following a workplace incident at a BC resort, RDCK facilities were reviewed for potential vehicle rollaway or rollover hazards near steep slopes. Two sites were identified, with mitigation completed at one site and scheduled for completion at the second in the spring of 2026.
- **Working at heights improvement:** At the Nelson and District Community Centre (NDCC), permanent guardrails were installed to protect workers performing maintenance on the rooftop HVAC system, eliminating the need for harness systems during routine servicing.
- **Joint Health and Safety Committee compliance:** A variation application was approved by WorkSafeBC, allowing the Regional Recreation Joint Health and Safety Committee (JOHSC) to remain structured as a regional committee while still meeting regulatory requirements and aligning with the collective agreement.

WorkSafe Injury rates

The RDCK three-year average injury rate remains at 4.4, which is above the BC Municipal industry rate of 3.8 reported in 2024. The Regional District's injury rate for 2025 has not yet been finalized; however, preliminary indicators suggest that it will be the lowest of the past three years.

Despite the overall downward trend in injury rates and a decrease in the Industry Rate Premium, the RDCK Net Premium Rate increased slightly from 3.24% in 2025 to 3.28% in 2026. The RDCK rate remains 0.43% lower than the BC Municipal sector average of 3.71%.

The slight increase in WorkSafeBC premiums can be partly attributed to a number of long-term disability claims currently being managed. Human Resources continues to work more closely with WorkSafeBC and injured workers to support early and safe return-to-work opportunities. Preliminary statistics for 2025 indicate improvements in return-to-work outcomes.

Preliminary indicators show a 5% reduction in overexertion accidents in 2025. Overexertion injuries, typically associated with excessive physical effort such as lifting, pushing, pulling, and repetitive motion, remain the most common accident type reported to WorkSafeBC over the past five years.

There has been a noticeable increase in the cost of Mental Health injuries compared to other injury types. Recovery times for these injuries can be lengthy. To support workers, the Regional District has updated its Critical Incident Response Program, which connects employees with professional support following traumatic incidents. Human Resources, managers and supervisors continue to promote mental health awareness through initiatives such as The Working Mind program for employees and Resilient Minds training for volunteer firefighters, as well as ongoing promotion of Employee Assistance program resources. Early support and proactive intervention can help reduce recovery time and facilitate earlier return to work.

Fire Services finalized and published their Mental Health & Wellness Toolkit. The toolkit was designed to support fire responders in overcoming general workplace stress, building healthy habits, tackling a mental health condition, finding resources or simply learning more about why mental health matters.

Young workers aged 15 to 24 continue to experience the highest incident rate compared to other age groups, but with lower costs; however, these injuries typically involve lower severity and lower overall claim costs, with

workers returning to work quickly. The RDCK employs a higher proportion of young workers in the recreation department compared to other departments. The RDCK Young and New Worker OHS Orientation Booklet will continue to be used by new and young workers. Their mentors work with them in sharing knowledge, resources, and guidance to support safe work practices.

The 55-64 age group has the highest overall cost of WorkSafe claims, with overexertion injuries being the most common injury type within this group. Managers and Supervisors are reviewing higher-risk tasks and work processes to identify improvements in physically demanding roles that pose a risk of repetitive or cumulative strain injuries for workers.

WorkSafeBC Facility Inspections

In 2025, the Regional District had seven WorkSafeBC inspections, two of which were related to the sudden release of a hazardous substance and required notification to WorkSafeBC. The WorkSafe Prevention Officers commended the workers' knowledge, and no orders were issued.

One inspection resulted in an order related to the JOHSC. The RD worked collaboratively with WorkSafeBC to address the administrative requirement, and the resulting approach will serve as a model for other JOHSC committees across the organization.

Working Alone and Journey Management Plans

Human Resources, the Safety Advisor, and stakeholders worked towards a new worker-monitoring system to replace the previous service and ensure continued compliance with WorkSafeBC requirements. The system is designed to support workers who travel for work or operate alone or in isolated locations.

Radon Testing

Radon testing across RD facilities continues to expand, with over 20 radon monitors deployed to support long-term testing in accordance with Health Canada guidelines.

Results to date indicate that most facilities are within acceptable levels, while a small number require mitigation. The majority of facilities are considered safe, with mitigation underway where elevated levels have been identified.

- Castlegar and District Community Complex continues to have areas of elevated radon. Mitigation is ongoing, with timelines influenced by the facility's size and building designs. The RD is working with a qualified professional to implement an effective solution.
- Five fire halls have been identified with significantly elevated radon levels. Mitigation has been completed at two locations, is nearing completion at two others, and planning is underway for the fifth.
- Additional sites have been identified as potential concerns; however, further long-term monitoring is required to determine annual average exposure levels.

Heat and Air Quality

While 2025 saw fewer wildfire smoke events and less extreme heat, the RD continued to strengthen its Heat and Air Quality program.

A review in early 2025, conducted in collaboration with Resource Recovery, led to several enhancements, including improved training, adjusted work scheduling to reduce exposure during peak heat periods, and enhanced communication with workers.

These improvements included:

- Updated Exposure Control Plan: Revised to align with WorkSafeBC Regulations and simplified to provide clear guidance for workers based on humidex levels.
- Electronic documentation: Implementation of digital reporting tools to support timely communication with managers and supervisors of site conditions.
- Enhanced communication protocols: Increased notifications during periods of elevated heat or poor air quality to reinforce hydration, sun protection, and the appropriate use of personal protective equipment.
- Expanded respirator fit testing capacity: Supervisors were trained to conduct respirator fit testing, improving timely access to properly fitted N95 masks.

Transportation of Employees on Water

A guideline was developed to provide managers, supervisors, and employees with the information required for the transportation of employees by water to worksites in remote areas accessible only by water. The guideline explains the operational requirements of the vessel, the operator, safety equipment, and journey management, while ensuring compliance with Transport Canada Regulations.

Workplace Inspections

Stakeholders have come together to update the facility inspection template, simplifying the process and providing clearer guidance for staff with varying levels of inspection experience.

The next phase of this work is the development of an electronic inspection system. This will:

- Provide automatic reminders to managers and supervisors for upcoming inspections
- Enable real-time assignment of corrective actions to responsible personnel
- Establish clear timelines for completion and improve accountability
- Enhance tracking and reporting of inspection results

The electronic system is currently being developed by Information Technology, Human Resources, and the Safety Advisor in consultation with operational stakeholders.

3.0 NEXT STEPS AND TIMELINE

2026: Looking Ahead

In 2026, the Regional District of Central Kootenay will continue to build on progress in strengthening its safety programs, focusing on targeted prevention, compliance, and continuous improvement. While overexertion injuries are beginning to decline, further training will be provided to managers, supervisors and JOHSC members to better identify high-risk tasks and implement effective controls.

Particular attention will be given to worker groups with higher injury rates and costs. Young workers will continue to be supported through mentorship, supervision, and structured orientation to build safe work practices early in their careers. At the same time, work processes in physically demanding roles will be reviewed to reduce repetitive strain and overexertion through task modifications, improved training, and the development of safer work methods that tend to affect older workers more.

The RD will strengthen oversight of contracted work by working more closely with WorkSafeBC and Prime Contractors to ensure that safety management plans are effectively implemented at RD-owned worksites. Health and Safety and Project Management will support contractors with safety plan templates during project planning, while ensuring regulatory compliance and risk management.

Operational initiatives will include the development of a drywall recycling pilot program at the Nakusp Transfer Station, with a strong emphasis on safety and on identifying and managing asbestos-containing materials. In addition, the implementation of electronic inspection reports will improve the consistency, tracking, and follow-up of workplace inspections and will be supported by updates to the RD Inspection Guideline to provide clear direction and expectations.

The RD will continue long-term radon monitoring across its facilities, with a focus on completing mitigation in higher-risk locations and ensuring ongoing compliance with Health Canada guidelines.

The Board will be updated on the 2026 activities in the annual report to the Board in 2027.

Respectfully submitted,
David Barnhart – Safety Advisor

CONCURRENCE

Senior Manager, Human Resources – Connie Saari-Heckley **Approved**
General Manager, Community Services – Trisha Davison **Approved**
General Manager, Environmental Services – Uli Wolf **Approved**
Chief Administrative Officer – Stuart Horn **Approved**



Board Report

February 2025

Policy 700-01-02 Update

Author:	Dan Zayac, Regional Deputy Fire Chief
File Reference:	
Electoral Area/Municipality:	VILLAGE OF KASLO, AREA D AREA F
Services Impacted	S280 Fire Protection Area D (Kaslo) S134 Fire Protection Area E (North Shore)

1.0 STAFF RECOMMENDATION

That the revised Schedule B to Policy 700-01-02 be adopted to authorize North Shore and Kaslo Volunteer Fire Departments to provide Interior Service Level, effective immediately.

2.0 BACKGROUND/HISTORY

North Shore and Kaslo Fire Department are currently identified in the Policy as providing an Exterior Service Level.

A policy update is required for Policy 700-01-02 Schedule A to remove North Shore and Kaslo Fire Departments as authorized Exterior Service Level providers and list them as authorized Interior Service Level providers. The update formalizes a practice that has been evolving through training and planning and aligns service delivery with current capacity and community expectations. Note: this information was moved from the Fire Service Establishment Bylaw into Policy for ease of updating. The proposed changes have been shared with Fire Leadership at North Shore and Kaslo Fire Departments, and the Regional Fire Service office.

Accountability for this project rests with the Regional Fire Service Office, in coordination with the local Fire Chiefs for North Shore and Kaslo.

For reference, there are three documents attached to this report:

- Attachment A – revised Schedule A redline version
- Attachment B- revised Schedule A clean version
- Attachment C- Policy 700-01-02 (adopted 2023)

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

North Shore and Kaslo Fire Department have successfully increased membership and training to meet Interior Service Level qualifications. Operating at an Interior Service Level will allow the Department to action fires within structures when safe to do so, thereby mitigating loss of life and property. The current service level policy does not support the training and resourcing to provide the increased service. Area F, the Village of Kaslo,

and the surrounding Area D would benefit from a Fire Service that can provide fire suppression at the incipient stage of fire within structures.

This policy update presents an opportunity to align service levels with the capabilities that now exist within the local department. North Shore and Kaslo Fire Departments have trained personnel, suitable equipment, and demonstrated operational reliability. The remaining barrier is policy authorization.

Without this change, inefficiencies persist:

- Exterior Service Level only allows for fire suppression from the outside of a structure. This applies even for minor fires within the structure, such as a small kitchen fire or chimney fire.
- Community perception that local fire departments are unable to perform services they are already equipped to provide

The proposed update closes this operational gap to reflect current capacity, and strengthens regional resilience by ensuring North Shore and Kaslo Fire Departments can deliver essential services within its own area.

3.1 Alignment to Board Strategic Plan

Organizational Excellence. Continue to update our policies and processes to be responsive and adaptable. Continue to focus on our core services to ensure effective and efficient delivery through our Region.

3.2 Legislative Considerations

No statutory barriers or requirements affect this change. Departments will continue to meet applicable WorksafeBC and NFPA 1001 competencies for firefighting.

3.3 What Are the Risks

There are no negative risks to the public.

The local department is more prepared and trained to respond to incidents in their area. Allowing North Shore and Kaslo Fire Departments to operate to the full extent of their training and equipment mitigates potential loss of life and property.

4.0 PROPOSED SOLUTION

This is a policy change authorizing North Shore and Kaslo Fire Departments to undertake activities they are equipped and trained to undertake.

4.1 Financial Considerations of the Proposed Solution

There are no increases to operating budgets related to this policy change anticipated. North Shore and Kaslo Fire Departments have been training up to this increased service level within existing budgets.

4.2 Risks with the Proposed Solution

The only risk to this proposal is that a department may not be able to respond with adequate staff to this type of incident. The current “best-effort” service is limited by sufficient numbers of volunteer firefighters being available and within the response area, and this is not guaranteed. This has been considered in the proposal and North Shore and Kaslo Fire Departments do not have a history of failing to field a crew for an incident, reducing this risk to unlikely.

4.3 Resource Allocation and Workplan Impact

Nil.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The public benefits from an increased level of operational response from North Shore and Kaslo Fire Departments, mitigating potential loss of life and property.

4.5 Leveraging Technology

Existing departments equipment and training resources are already in place; no additional technology is required.

4.6 Measuring Success

Full use of Interior Service Level operations in structure fire incidents.

5.0 ALTERNATIVE SOLUTION(S)

Option 2 – Status Quo and remain Exterior Service Level

North Shore and Kaslo Fire Departments would be limited to suppressing fires from the outside of structures. Fires in the incipient stage inside of a structure, i.e. a kitchen cooking fire, chimney fire, trashcan fire, etc. would have to be actioned only from the outside, contributing to potential loss of life and property.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Nil.

7.0 OPTIONS SUMMARY

Option 1:

That the revised Schedule A to Policy 700-01-02 be adopted to authorize North Shore and Kaslo Fire Departments to provide Interior Service Level, effective immediately.

Option 2 – Status Quo and remain Exterior Service Level

North Shore and Kaslo Fire Departments would be limited to suppressing fires from the outside of structures. Fires in the incipient stage inside of a structure, i.e. a kitchen cooking fire, chimney fire, trashcan fire, etc. would have to be actioned only from the outside, contributing to potential loss of life and property.

8.0 RECOMMENDATION

That the Board adopt the revised Schedule A to Policy 700-01-02 to authorize North Shore and Kaslo Fire Departments to provide Interior Service Level, effective immediately.

Respectfully submitted,
Dan Zayac – Regional Deputy Fire Chief

CONCURRENCE

General Manager Fire and Emergency Management Services – Dan **Approved**
Seguin CAO – Stuart Horn **Approved**

ATTACHMENTS:

Attachment A- Revised Schedule A -Redline
Attachment B – Revised Schedule A – Clean
Attachment C – Policy 700-01-02



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SCHEDULE "A" FIRE PROTECTION AUTHORIZATION AND SERVICE LEVEL DECLARATION

The following Volunteer Fire Departments are authorized to provide Fire Protection at an Exterior Operations Service Level.

- Blewett Volunteer Fire Department Volunteer Fire Department
- ~~Kaslo and Area Volunteer Fire Department~~
- ~~North Shore Volunteer Fire Department~~
- Pass Creek Volunteer Fire Department
- Passmore Volunteer Fire Department
- Riondel Volunteer Fire Department
- Slocan Volunteer Fire Department
- Winlaw Volunteer Fire Department
- Yahk Volunteer Fire Department
- Ymir Volunteer Fire Department

The Following Volunteer Fire Department are authorized to provide Fire Protection at an Interior Operations Service Level.

- Balfour / Harrop Volunteer Fire Department
- Beasley Volunteer Fire Department
- ~~Kaslo and Area Volunteer Fire Department~~
- ~~North Shore Volunteer Fire Department~~
- Ootischenia Volunteer Fire Department
- Robson/Raspberry Volunteer Fire Department
- Tarrys Volunteer Fire Department
- Crescent Valley Volunteer Fire Department

The Following Volunteer Fire Departments are authorized to provide Fire Protection at a Full Service Operations Service Level.



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SCHEDULE "A" FIRE PROTECTION AUTHORIZATION AND SERVICE LEVEL DECLARATION

The following Volunteer Fire Departments are authorized to provide Fire Protection at an Exterior Operations Service Level.

- Blewett Volunteer Fire Department
- Pass Creek Volunteer Fire Department
- Passmore Volunteer Fire Department
- Riondel Volunteer Fire Department
- Slocan Volunteer Fire Department
- Winlaw Volunteer Fire Department
- Yahk Volunteer Fire Department
- Ymir Volunteer Fire Department

The Following Volunteer Fire Department are authorized to provide Fire Protection at an Interior Operations Service Level.

- Balfour / Harrop Volunteer Fire Department
- Beasley Volunteer Fire Department
- Kaslo and Area Volunteer Fire Department
- North Shore Volunteer Fire Department
- Ootischenia Volunteer Fire Department
- Robson/Raspberry Volunteer Fire Department
- Tarrys Volunteer Fire Department
- Crescent Valley Volunteer Fire Department

The Following Volunteer Fire Departments are authorized to provide Fire Protection at a Full Service Operations Service Level.



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Chapter: REGIONAL FIRE SERVICES

Section: SERVICE LEVELS

Subject: REGIONAL VOLUNTEER FIRE DEPARTMENT SERVICE LEVEL POLICY

Board Resolution: 262/23

Established Date: APRIL 20, 2023

Revised

Date:

POLICY:

INTRODUCTION

This policy describes the requirements for service level declaration regarding Fire Protection and Associated Services by Regional District Volunteer Fire Departments.

POLICY OBJECTIVES

SAFETY. To ensure that Regional District Volunteer Fire Department Members have received the appropriate training and resources to respond to emergencies within our communities.

COMPLIANCE. To ensure Regional District Volunteer Fire Departments are compliant with relevant regulatory and industry standards.

OVERSIGHT. To ensure the Board, through the CAO and the Regional Fire Chief, maintains oversight regarding the service levels and budgets of Volunteer Fire Departments.

APPLICABILITY

The policy applies to Regional District Volunteer Fire Departments and the following services

1. Fire Protection
2. First Responder
3. Auto Extrication
4. Rescue Services

ROLES AND RESPONSIBILITIES

The Board of the Regional District

- Authorizes changes to the Regional Volunteer Fire Department Service Level Policy

The Chief Administrative Officer

- Reports to the Board regarding potential impacts of changing service levels to the organization and the community at large.



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The Regional Fire Chief

- Recommends changes to Volunteer Fire Department Service Level Declarations to the Board;
- Reports to the Board regarding potential impacts of changing service level declarations to the Regional District Volunteer Fire Service;
- Oversees the training, Apparatus, and Fire Department Equipment for the Regional Fire Service and ensures they correspond with service level declarations; and
- Provides direction to the Departmental Fire Chief regarding training, qualification, and service levels,

The Departmental Fire Chief

- Oversees training, Apparatus, and Fire Department Equipment for a Volunteer Fire Department and ensures they correspond with service level declarations; and
- Reports, as directed, to Regional Fire Chief regarding the Volunteer Fire Departments qualification and readiness to provide Fire Protection and Associated Services.

DEFINITIONS

In addition to the definitions provided below this policy uses the definitions found in Section 1 Definitions of Regional District of Central Kootenay Volunteer Fire Service Regulation Bylaw No. 2769, 2023.

Exterior Operations Level means a Fire Protection service level which requires all functions to conduct structure firefighting activities from the outside of structures and are not provided with any training to safely enter any structure in an active fire incident. Exterior Operations Firefighters must not perform any fire suppression activity that requires entry into any structure, building, vehicle, dumpster, or other object regardless of an Immediately Dangerous to Life or Health (IDLH) or harmful atmosphere is present or not. Exterior Operation Firefighters must only engage in external fire suppression and/or mitigation activities.

Full Service Operations means a Fire Protection service level where Fire Departments are equipped and have completed the appropriate training identified in the OFC Training Standards (directly aligned with and inclusive of the NFPA standards) to provide a full spectrum of fire services.

Immediate Danger to Life and Health (IDLH) means Incident conditions that present an immediate threat to a person's safety through inhalation or exposure and includes any oxygen-deficient atmosphere or any untested confined space.

Interior Operations means a Fire Protection Service Level that allows structure firefighters to engage in fire suppression activities within simple structures (as described in BC Building Code Part 9 – buildings of 3 stories or less with maximum of 600 sq metres of living space) or objects such as a vehicle, single family dwelling or other small structures. Interior Operations may also operate inside larger or more complex structures (multi-story, high-rises, commercial complexes, etc.) that the AHJ has allowed to be developed and constructed, where the fire department has pre-planned the structure and determined it safe for internal operations by appropriately qualified firefighters. Firefighters must be trained



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specifically to the risks associated with each large or complex structure.

TRAINING AND CERTIFICATION

The Regional District is committed to the appropriate minimum levels of training, as established by the Office of the Fire Commissioner, the Emergency Medical Assistants Licensing Board, and National Fire Protection Association to ensure Members of Volunteer Fire Departments are effective and safe in the performance of their duties.

FIRE PROTECTION SERVICES

The Regional Fire Chief will regularly review the membership and qualification of each Fire Department and make recommendation to the Board regarding the Fire Protection service level declaration of each Fire Department based on training and competencies in accordance with the standards of the BC Office of the Fire Commissioner. The Regional District strives to have all fire service members trained and competent to an Interior Operations service level. Where deemed necessary the Regional Fire Chief may direct a departments to train to the Full Service Operations Standard.

FIRST RESPONDER SERVICES

The Regional Fire Chief will specify which Volunteer Fire Departments are to provide First Responder Services. Membership within these departments will be trained and equipped to certify, through the Emergency Medical Assistants Licensing Board, for the provision of those services. Upon achieving certification and entering into the required agreements with BC Emergency Medical Services and Emergency Management BC the Regional Fire Chief will make recommendation to the Board to update the First Responder Service Level Declaration.

AUTO EXTRICATION SERVICES

The Regional Fire Chief will specify which Volunteer Fire Departments are to provide Auto Extrication Services. The Membership of those departments will be trained and equipped, to the National Fire Protection Association (NFPA) standard, for the provision of those services. Upon having received the appropriate training, equipment, and having entered into where appropriate, an agreement with Emergency Management BC the Regional Fire Chief will make recommendation to the Board to update the Auto Extrication Service Level Declaration.

RESCUE SERVICES

The Regional Fire Chief will specify which Volunteer Fire Departments are to provide Rescue Services. The Membership of those departments will be trained and equipped, to the National Fire Protection Association (NFPA) standard, for the provision of those services. Upon having received the appropriate training, equipment, and having entered into the appropriate agreements with Emergency Management BC the Regional Fire Chief will make recommendation to the Board to update the Rescue Services Service Level Declaration.

HAZARDOUS MATERIALS RESPONSE SERVICES

The Regional Fire Chief will specify which Volunteer Fire Departments are to provide Hazardous Materials Response Services. The Membership of those departments will be trained and equipped to



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Policy Manual

the Nation Fire Protection Association (NFPA) standard, for the provision of those services. Upon having received the appropriate training and equipment the Regional Fire Chief will make recommendation to the Board to update the Hazardous Materials Response Services Service Level Declaration.

SERVICE LEVEL DECLARATION

FIRE PROTECTION SERVICE DECLARATION

A list of Volunteer Fire Departments authorized to provide Fire Protection and their declared level of service is attached to this policy as Schedule A. Fire Protection Authorization and Declared Level of Service.

AUTO EXTRICATION SERVICE DECLARATION

A list of Volunteer Fire Departments authorized to provide Auto Extrication service is attached to this policy as Schedule B. Auto Extrication Service Declaration.

FIRST RESPONDER SERVICE DECLARATION

A list of Volunteer Fire Departments authorized to provide First Responder Services is attached to this policy as Schedule C. First Responder Services Service Declaration.

RESCUE SERVICE DECLARATION

A list of Volunteer Fire Departments authorized to provide Rescue Services is attached to this policy as Schedule D. Rescue Services Service Declaration.

HAZARDOUS MATERIALS RESPONSE SERVICE DECLARATION

A list of Volunteer Fire Departments authorized to provide Hazardous Materials Response Services is attached to this policy as Schedule E. Hazardous Material Response Services Service Declaration.

RELATED LEGISLATION:

RDCK Volunteer Fire Service Regulation Bylaw No. 2769, 2022



SCHEDULE "A" FIRE PROTECTION AUTHORIZATION AND SERVICE LEVEL DECLARATION

The following Volunteer Fire Departments are authorized to provide Fire Protection at an Exterior Operations Service Level.

- Blewett Volunteer Fire Department
- Pass Creek Volunteer Fire Department
- Passmore Volunteer Fire Department
- Riondel Volunteer Fire Department
- Slocan Volunteer Fire Department
- Winlaw Volunteer Fire Department
- Yahk Volunteer Fire Department
- Ymir Volunteer Fire Department

The Following Volunteer Fire Department are authorized to provide Fire Protection at an Interior Operations Service Level.

- Balfour / Harrop Volunteer Fire Department
- Beasley Volunteer Fire Department
- Kaslo and Area Volunteer Fire Department
- North Shore Volunteer Fire Department
- Ootischenia Volunteer Fire Department
- Robson/Raspberry Volunteer Fire Department
- Tarrys Volunteer Fire Department
- Crescent Valley Volunteer Fire Department

The Following Volunteer Fire Departments are authorized to provide Fire Protection at a Full Service Operations Service Level.



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SCHEDULE "B" AUTO EXTRACTION SERVICES SERVICE LEVEL DECLARATION

The following Fire Departments are authorized to provide Auto Extrication Services

- Balfour / Harrop Volunteer Fire Department
- North Shore Volunteer Fire Department
- Riondel Volunteer Fire Department
- Tarrys Volunteer Fire Department
- Winlaw Volunteer Fire Department
- Yahk Volunteer Fire Department



SCHEDULE “C” FIRST RESPONDER PROGRAM SERVICE LEVEL DECLARATION

The following Fire Departments are authorized to provide First Responder Program Services:

- Balfour/Harrop Volunteer Fire Department
- Beasley Volunteer Fire Department
- Blewett Volunteer Fire Department
- Crescent Valley Volunteer Fire Department
- Kaslo and Area Volunteer Fire Department
- North Shore Volunteer Fire Department
- Ootischenia Volunteer Fire Department
- Pass Creek Volunteer Fire Department
- Passmore Volunteer Fire Department
- Riondel Volunteer Fire Department
- Robson/Raspberry Volunteer Fire Department
- Slocan Volunteer Fire Department
- Tarrys Volunteer Fire Department
- Yahk Volunteer Fire Department



SCHEDULE “D” RESCUE SERVICES SERVICE LEVEL DECLARATION

The following Fire Departments are authorized to provide the following specialized rescue services:

Still Water Rescue

- Balfour/Harrop Volunteer Fire Department
- Beasley Volunteer Fire Department
- Pass Creek Volunteer Fire Department
- Passmore Volunteer Fire Department

Withstanding the above, all departments authorized for Still Water Rescue Awareness Level Response

Swift water Rescue

- Balfour/Harrop Volunteer Fire Department
- Beasley Volunteer Fire Department
- Pass Creek Volunteer Fire Department
- Passmore Volunteer Fire Department

Withstanding the above, all departments authorized for Swift Water Rescue Awareness Level Response

Slope Evacuation or Low Angle Rope Rescue

- Balfour / Harrop Volunteer Fire Department
- Beasley Volunteer Fire Department
- North shore Volunteer Fire Department
- Passmore Volunteer Fire Department
- Riondel Volunteer Fire Department
- Robson Volunteer Fire Department
- Slocan Volunteer Fire Department

Confined Space Rescue

- All departments authorized for Confined Space Awareness Level Rescue



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SCHEDULE "E" RESCUE SERVICES SERVICE LEVEL DECLARATION

The following Fire Departments are authorized to Hazardous Materials Response Services:

All departments authorized to provide Hazardous Materials Response Awareness Level Response



Board Report

April 16, 2026

Robson Fire Department Replacement Rescue

Author: Grant Hume – Regional Deputy Fire Chief
Jeff Grant – Ootischenia Fire Chief

File Reference:

Electoral Area/Municipality: Area J

Services Impacted S138 Fire Protection – Area J (Robson/Raspberry)

1.0 STAFF RECOMMENDATION

THAT the Board approve the purchase of one F550 Rescue truck, including required operational upgrades, for a total cost not exceeding \$175,000 inclusive of applicable taxes and that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the Board of the Regional District Central Kootenay authorize borrowing under Section 403 of the Local Government Act from the Municipal Finance Authority – equipment financing program, for a term not exceeding five (5) years, to be repaid from S138 Fire Protection - Area J (Robson/Raspberry), with no rights of renewal.

2.0 BACKGROUND/HISTORY

This item relates to the replacement of a frontline fire rescue truck that has reached the end of its service life. The vehicle is requiring more frequent repairs and experiencing downtime, which affects reliability and increases maintenance costs.

The need for replacement was identified through the Department's regular fleet review and asset management planning. Replacing the truck now is more cost-effective and operationally responsible than continuing to invest in major repairs. In addition, current manufacturing lead times for fire apparatus are lengthy, making early procurement necessary to avoid service gaps.

This is a planned lifecycle replacement and part of the Department's ongoing fleet renewal program to maintain safe, reliable emergency response service.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The current frontline fire rescue truck has reached the end of its reliable service life. It requires increasingly frequent repairs, experiences unplanned downtime, and carries higher maintenance costs. This creates

operational risk by reducing fleet reliability and increasing the likelihood that reserve units must be deployed, potentially affecting response capacity and service levels.

The gap is between the current aging apparatus and the level of reliability, safety, and performance required to meet modern emergency response standards. Continued reliance on an aging vehicle increases the risk of service disruption, higher lifecycle costs, and potential non-compliance with evolving safety and emissions standards.

The opportunity is to secure a suitable replacement within the approved Financial Plan and restore stable frontline capability in a timely manner.

3.1 Alignment to Board Strategic Plan

Addressing this matter supports the Board's Strategic Priority of ensuring reliable and sustainable core service delivery. Fire protection is an essential regional service, and maintaining dependable frontline apparatus directly contributes to community safety, asset reliability, and long-term infrastructure sustainability.

Failure to replace the apparatus would undermine the Board's objective of responsible asset management and maintaining service levels consistent with approved financial planning. Procuring a replacement engine ensures continuity of emergency response and aligns with the Board's commitment to public safety and infrastructure stewardship.

3.2 Legislative Considerations

The Board has authority under the Local Government Act and Community Charter to provide fire protection services and incur capital expenditures, including borrowing through the Municipal Finance Authority (MFA) equipment financing program.

Procurement will be conducted in accordance with applicable trade agreements and the Regional District's procurement policies.

3.3 What Are the Risks

Risks of Not Proceeding

- Continued reliance on a 30-year-old apparatus
- Increased likelihood of service disruption
- Potential impact to community confidence
- Ongoing exposure to unplanned maintenance costs

Mitigation

- Replace the aging apparatus with suitably specified equipment.

4.0 PROPOSED SOLUTION

It is proposed that the Board authorize the acquisition of one (1) F550 rescue to replace the aged frontline apparatus.

The proposed unit is available within operationally supported timeframes and can be fitted out, and commissioned within approximately 9 months of Board approval.

The total acquisition cost, including apparatus, body, optional upgrades, taxes, and associated commissioning costs, will not exceed the \$175,000 capital allocation approved in the Financial Plan.

4.1 Financial Considerations of the Proposed Solution

The 2026 Financial Plan includes up to \$175,000 for replacement of the Robson Fire Department frontline rescue.

Base Apparatus Cost	\$71,990
Body	\$60,100
Outfitting	\$17,525
PST	\$10,475
TOTAL	\$160,088
Remaining contingency	\$14,912

The Base Apparatus will be purchased through the BC government fleet program that the RDCK is part of which allows the RDCK to make this purchase directly from the truck manufacturer.

The Apparatus Body was quoted by three suppliers and the lowest cost quote from Brutus Truck Bodies was selected as the best option.

The outfitting cost includes the apparatus decals, lights and sirens.

The total acquisition, including upgrades and associated costs, will not exceed \$175,000 inclusive of applicable taxes.

Funding Source: Municipal Finance Authority (MFA) – Equipment Financing Program

Proposed Term: Five (5) years

Repayment Source: S138 Fire Protection - Area J (Robson/Rasberry)

Ongoing operating costs, including annual maintenance, testing, fuel, and insurance, will be accommodated within the existing Fire Department operating budget through routine annual budget planning.

4.2 Risks with the Proposed Solution

Project Risk: Failure could occur if delivery is delayed, specifications are not met, or costs exceed \$175,000. This would result in service gaps or budget overruns.

Mitigation:

- Careful specification review with Fire Services and Fleet staff.
- Competitive procurement and contract oversight.
- Contingency of ~\$15,000 within the approved budget.
- Milestone inspections during manufacturing and upfitting.

4.3 Resource Allocation and Workplan Impact

The acquisition will be managed by Fire Department staff in collaboration with Finance and Procurement. Estimated timeline from Board approval to operational deployment is approximately 9 months. The project will be managed within existing staffing capacity and is not expected to materially impact other departmental initiatives.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The proposed acquisition ensures continued frontline rescue capability for the Robson service area. Reliable apparatus directly supports public safety, property protection, and emergency response effectiveness. Internal operational leadership has reviewed the proposed unit for suitability. Formal public consultation is not required, as the replacement aligns with approved Financial Plan allocations and established service levels.

4.5 Leveraging Technology

The proposed apparatus includes modern vehicle controls and operational systems consistent with current fire service standards. These features align the proposed apparatus with contemporary operational practices and maintain service delivery efficiency.

4.6 Measuring Success

Success will be measured by the new vehicle's operational readiness, improved response performance, compliance with safety and regulatory standards, and predictable maintenance costs. Overall, success is achieving a reliable, efficient, and safe frontline apparatus that restores service continuity and meets community and strategic objectives.

5.0 ALTERNATIVE SOLUTION(S)

Option 2. Extend Use of Current Truck

- Short-term delay of replacement.
- Increases maintenance costs, downtime, and operational risk.
- Only feasible if service risk is acceptable.

5.1 Financial Considerations of the Alternative Solution(s)

Option 2. Extend Use of Current Truck

- Short-term capital savings by deferring replacement.
- Likely higher ongoing maintenance and repair costs, which could exceed budgeted operating funds.
- Unplanned major repairs could require reallocating funds from other projects.
- Potential cost of service disruptions or emergency response gaps.

5.2 Risks with the Alternative Solution(s)

Option 2. Extend Use of Current Truck

- Higher likelihood of mechanical failure and unplanned downtime.
- Increased maintenance costs and budget uncertainty.
- Reduced operational readiness and potential service delays.
- Safety risks for firefighters due to aging equipment.

5.3 Resource Allocation and Workplan Impact

Option 2. Extend Use of Current Truck

- Fleet and Fire Services staff will spend more time on maintenance and emergency repairs, diverting resources from other projects.
- Increased operational oversight may be needed to manage downtime and ensure service coverage.
- Could delay other fleet replacement or capital projects if resources are redirected to manage repairs.

5.4 Public Benefit and Stakeholder Engagement of Alternative Solution

Public Benefit:

- Extending the current truck allows continued emergency service without immediate capital expenditure.
- However, service reliability may decline due to increased downtime and maintenance issues, which could affect response times and overall public safety.

Stakeholder Engagement:

- Internal stakeholders (Fire Services and Fleet staff) will need to manage increased maintenance and operational risks.
- No additional public consultation is required, but continuing with the aging vehicle may impact service levels and firefighter safety.

5.5 Measuring Success

Success for extending the use of the current truck would be measured by:

Operational Continuity: The vehicle remains available for emergency response with minimal unplanned downtime.

Maintenance Management: Repairs and preventative maintenance are completed within budget and on schedule.

Service Levels Maintained: Emergency response times are not significantly affected.

Safety Monitored: No increase in firefighter injuries or safety incidents due to aging equipment.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Do Nothing / Remove Vehicle from Service

- Would create a gap in frontline emergency response coverage.
- Unacceptable due to public safety and operational risks.

Significant Retrofits to Existing Truck

- Extensive upgrades to extend life were considered.
- Costs would approach or exceed the price of a new truck, with ongoing reliability and safety concerns remaining.

Purchasing a Used Apparatus from External Sources

- Limited availability of units meeting operational standards.
- Risk of unknown mechanical issues, higher maintenance costs, and shorter remaining service life.
- These options were rejected because they do not reliably address operational, safety, or financial requirements. The solutions presented—full replacement or temporary extended use—remain the only viable and responsible options.

7.0 OPTIONS SUMMARY

Option 1: Purchase of replacement apparatus

Recommendation: Staff recommend Option 1.

Motion:

THAT the Board approve the purchase of one F550 Rescue truck, including required operational upgrades, for a total cost not exceeding \$175,000 inclusive of applicable taxes and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that the Board of the Regional District Central Kootenay authorize borrowing under Section 403 of the Local Government Act from the Municipal Finance Authority – equipment financing program, for a term not exceeding five (5) years, to be repaid from S138 Fire Protection - Area J (Robson/Rasberry), with no rights of renewal.

Option 2: Continue use of existing apparatus

Recommendation: Staff does not recommend Option 2. As a permanent solution due to operational risk.

8.0 RECOMMENDATION

THAT the Board approve the purchase of one F550 Rescue truck, including required operational upgrades, for a total cost not exceeding \$175,000 inclusive of applicable taxes and that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the Board of the Regional District Central Kootenay authorize borrowing under Section 403 of the Local Government Act from the Municipal Finance Authority – equipment financing program, for a term not exceeding five (5) years, to be repaid from S138 Fire Protection - Area J (Robson/Rasberry), with no rights of renewal.

Respectfully submitted,
Regional Deputy Fire Chief - Grant Hume
Fire Chief Ootischenia- Robson Fire Department - Jeff Grant

CONCURRENCE

General Manager Fire and Emergency Management Services – Dan Seguin **Approved**
Chief Financial Officer – Yev Malloff **Approved**
Chief Administrative Officer – Stuart Horn **Approved**



Board Report

April 16, 2026

Kaslo FireSmart Municipal Services Agreement

Author: Jessie Lay, FireSmart Program Coordinator
File Reference: 14/7625
Electoral Area/Municipality: AREA D, KASLO
Services Impacted A101 Emergency Consolidated Services

1.0 STAFF RECOMMENDATION

That the Board approve the RDCK enter into a Municipal Services Agreement with the Village of Kaslo from April 27 to November 15, 2026, to deliver and coordinate FireSmart programming in Kaslo and Area D; AND that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that any costs and revenue associated with the delivery of services will be reflected in A101 Emergency Consolidated Services.

2.0 BACKGROUND/HISTORY

The Village of Kaslo is a participant in A101 Emergency Consolidated Services which includes participating in the RDCK Wildfire Mitigation Program. This agreement addresses the incremental additional services that are funded through the grant funding provided to the Village of Kaslo and the RDCK under the Community Resiliency Investment (CRI) FireSmart Community Funding Supports Program.

The Regional District of Central Kootenay (RDCK) and the Village of Kaslo have been collaborating on FireSmart programming since 2018. In 2024, the Village of Kaslo secured grant funding for a FireSmart Position. A Municipal Services Agreement (resolution no. 347/24) was signed whereby the RDCK provided seasonal supervision of the Village's FireSmart Position while delivering seasonal FireSmart Programming to Area D. Staff vacancies did not allow the continuation of this agreement into 2025.

With the Village of Kaslo FireSmart Position now filled, this Municipal Services Agreement seeks to formalize the delivery of FireSmart programming in Kaslo and Area D. Benefits to both parties include ensuring consistency and efficiency in FireSmart program delivery throughout the region by utilizing the training and expertise of existing positions and local knowledge and relationships.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

This Municipal Services Agreement is needed to formalize the cohesive FireSmart program delivery in Kaslo and Area D.

3.1 Alignment to Board Strategic Plan

Energy Efficiency and Environmental Responsibility:

- Proactively prepare for and mitigate the impacts of natural risks, (fire, floods and slides) including preparedness at the community level.

Develop Relationships and Partnerships:

- Partner with our member communities to leverage their skills in the region.

3.2 Legislative Considerations

None.

3.3 What Are the Risks

The RDCK is delivering a program for another local government.

4.0 PROPOSED SOLUTION

Enter into a Municipal Services Agreement with the Village of Kaslo to deliver and coordinate 2026 FireSmart programming in Kaslo and Area D.

Under the 2026 agreement, the RDCK will provide support of the Kaslo FireSmart Coordinator in the delivery of FireSmart programming in Kaslo and Area D including:

- Wildfire Mitigation Program Assessments
- Residential Rebates
- Local FireSmart Collective Program (formerly FireSmart Neighbourhood Recognition) Assessments and Plans
- Community engagement and education

4.1 Financial Considerations of the Proposed Solution

All associated costs borne by the RDCK are funded through the approved 2025 UBCM CRI FireSmart Community Funding and Supports Allocation based grant stream. This includes a portion of the RDCK FireSmart Coordinators time to coordinate FireSmart programs in Area D and Kaslo, and support the Village of Kaslo FireSmart position, and any mileage expenses incurred by the Village of Kaslo FireSmart position while working in Area D.

As per the agreement, the RDCK Services will equal the Municipality Services resulting in a cost-neutral administrative arrangement between the parties.

The Village of Kaslo agrees to reimburse the RDCK for any rebates that are issued by the RDCK for FireSmart Programming within the Village of Kaslo to a maximum of \$57,600 through the Village of Kaslo 2025 UBCM CRI FireSmart Community Funding and Supports Allocation based grant stream.

All funds associated with this program will go through A101 Emergency Services.

4.2 Risks with the Proposed Solution

The RDCK is working closing on program delivery with staff employed by another local government.

4.3 Resource Allocation and Workplan Impact

There is no change in FireSmart staffing or the department workplan as a result of this agreement.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The FireSmart suite of programs supports the development of more resilient communities in the face of wildfire. Geographically and socially, the Village of Kaslo is well positioned to collaborate on the delivery of FireSmart programming in Area D.

4.5 Leveraging Technology

Not applicable.

4.6 Measuring Success

Success can be measured quantitatively by number of assessments, residential rebates, and recognized neighbourhoods. Qualitatively, success can be measured by the depth and breadth of community engagement and intergovernmental collaboration.

5.0 ALTERNATIVE SOLUTION(S)

Option 2: Do not enter the Municipal Services Agreement. The Kaslo FireSmart position operates independently of the RDCK.

5.1 Financial Considerations of the Alternative Solution(s)

All associated costs borne by the RDCK are funded through the approved 2025 Union of British Columbia Municipalities (UBCM) Community Resiliency Investment (CRI) FireSmart Community Funding and Supports Allocation based grant stream.

5.2 Risks with the Alternative Solution(s)

Not applicable.

5.3 Resource Allocation and Workplan Impact

All training and supervision of RDCK Wildfire Mitigation Specialist is included in current workplan.

5.4 Public Benefit and Stakeholder Engagement of Alternative Solution

Residents will be advised of 2026 FireSmart Programming in Area D through RDCK social media and webpages.

5.5 Measuring Success

Success can be measured quantitatively by number of assessments, residential rebates, and recognized neighbourhoods. Qualitatively, success can be measured by the depth and breadth of community engagement and intergovernmental collaboration.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

None.

7.0 OPTIONS SUMMARY

Option 1 (recommended):

That the Board approve the RDCK enter into a Municipal Services Agreement with the Village of Kaslo from April 27 to November 15, 2026, to deliver and coordinate FireSmart programming in Kaslo and Area D; AND that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that any costs and revenue associated with the delivery of services will be reflected in A101 Emergency Consolidated Services.

Option 2: That the Board direct staff not to enter into a Municipal Services Agreement with the Village of Kaslo. The Kaslo FireSmart position operates independently of the RDCK.

8.0 RECOMMENDATION

That the Board approve the RDCK enter into a Municipal Services Agreement with the Village of Kaslo from April 27 to November 15, 2026, to deliver and coordinate FireSmart programming in Kaslo and Area D; AND that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that any costs and revenue associated with the delivery of services will be reflected in A101 Emergency Consolidated Services.

Respectfully submitted,
Jessie Lay – FireSmart Program Coordinator

CONCURRENCE

Stuart Horn - CAO **Approved**

Dan Seguin – Acting GM Fire and Emergency Services **Approved**

Nora Hannon – Acting Emergency Program Manager **Approved**

ATTACHMENTS:

Attachment A – Village of Kaslo FireSmart Program – Municipal Services Agreement



Reciprocal Municipal Services Agreement

Contract #: 2025-410-CS_VILLAGE-OF-KASLO

Project: Village of Kaslo FireSmart Program

GL Code: OPR507-107 43505

Board Resolution(s):

THIS AGREEMENT executed and dated for reference the:

____ day of _____, ____
(Day) (Month) (Year)

BETWEEN

REGIONAL DISTRICT OF CENTRAL KOOTENAY

(hereinafter called the "RDCK")

at the following address:

Box 590, 202 Lakeside Drive

Nelson, BC V1L 5R4

AND

VILLAGE OF KASLO

(hereinafter called the "Municipality")

at the following address:

413 4th Street,

Kaslo, BC, V0G 1M0

Agreement Administrator: Nora Hannon

Telephone: 250-352-8177

Email: NHannon@rdck.bc.ca

Agreement Administrator: Mike Holden

Telephone: 250-353-2311

Email: mholden@kaslo.ca

FOR GOOD AND VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS CONFIRMED, THE MUNICIPALITY AND THE RDCK AGREE AS FOLLOWS:

BACKGROUND

- 1 The RDCK has received FireSmart Community Funding and Supports from the Union of BC Municipalities' Community Resiliency Investment Program to hire a full-time FireSmart Coordinator and team of seasonal Wildfire Mitigation Specialists to deliver FireSmart programs and education within the RDCK, including Electoral Area D. Similarly, the Village of Kaslo has also received FireSmart Community Funding and Supports to hire a full time FireSmart Coordinator to deliver FireSmart programs and education within the Village of Kaslo.
- 2 Both parties have agreed to collaborate on delivering FireSmart programs and education within RDCK Electoral Area D and the Village of Kaslo. The specific service responsibilities of each party are set out in Schedule A - RDCK Services and Schedule B - Municipality Services.

KEY TERMS

- 3 The parties agree that the RDCK shall provide to the Municipality the services detailed in Schedule A ("**RDCK Services**"), and the Municipality shall provide to the RDCK the services detailed in Schedule B ("**Municipality**").

Services”), collectively (“Services”).

- 4 Notwithstanding the date of execution of this Agreement the parties shall provide the Services described in Schedules A and B hereof commencing on 27 April 2026 (the “Start Date”) and ending on 15 November 2026 (the “Term”), unless terminated earlier in accordance with Section 9 or 10 of this Agreement.
- 5 The Location for delivery of the Services shall be Village of Kaslo and RDCK Electoral Area D.
- 6 For the provision of Services, the Municipality shall pay the RDCK the amounts and rates described in Schedule C and the RDCK shall pay the Municipality the amounts and rates described in Schedule D. Except as otherwise specified in those Schedules, the value of the RDCK Services and the Municipality Services shall be equal, such that the arrangement is intended to be cost-neutral between the parties.

DEFINITIONS

- 7 In this Agreement, words and phrases shall have the following meanings:
 - (a) **“AGREEMENT”** means this Agreement;
 - (b) **“CLAIMS”** referred to in Section 13 and 14 hereof, means collectively: claims, demands, actions, suits, losses, damages, costs (including legal costs), fines, penalties, charges and expenses, including those for bodily injury or death;
 - (c) **“DEFAULT”** has the meaning described in Section 11;
 - (d) **“DEFAULTING PARTY”** has the meaning described in Section 11
 - (e) **“ENACTMENT”** has the same meaning as defined in section 1 of the British Columbia Interpretation Act;
 - (f) **“FORCE MAJEURE”** has the meaning described in Section 38;
 - (g) **“RECEIVING PARTY” means**
 - (a) the Municipality, when receiving the Services outlined in Schedule A; and
 - (b) the RDCK, when receiving the Services outlines in Schedule B.
 - (h) **“SERVICE PROVIDER” means:**
 - (a) the RDCK, when providing the Services outlined in Schedule A; and
 - (b) the Municipality, when providing the Services outlines in Schedule B.
 - (i) **“RDCK SERVICES”** means those Services identified in Schedule A;
 - (j) **“MUNICIPALITY SERVICES”** means those Services identified in Schedule B;
 - (k) **“SERVICES”** means the collective Services listed in Schedules A and B provided by the RDCK and the Municipality under this Agreement;
- 8 The following Schedules are attached, incorporated into, and form part of this Agreement:

Schedule A:	Description of RDCK Services
Schedule B:	Description of Municipality Services
Schedule C:	RDCK Services Payment Terms
Schedule D:	Municipality Services Payment Terms

SERVICE PROVIDER OBLIGATIONS

- 9 Each party (in such capacity as the “Service Provider”) shall:
 - (a) undertake all work and supply all materials necessary to perform its Services, unless stipulated otherwise in Schedules A and B;

- (b) upon the request of the other party (in such capacity as the **“Receiving Party”**), fully inform the Receiving Party of the Services performed and permit the Receiving Party, at all reasonable times, to inspect and review all works, data, specifications, drawings, reports, documents and materials, whether complete or otherwise, that have been produced, received or acquired by the Service Provider as a result of this agreement;
- (c) comply with all applicable municipal, provincial and federal legislation and regulations, including, without limitation, the legislation and regulations governing the protection of information and privacy applicable to the Receiving Party;
- (d) exercise a standard of care, skill and diligence that could reasonably be expected of and observed in qualified service providers performing services of a similar nature within local or provincial government workplaces in British Columbia;
- (e) at its own expense, obtain Workers Compensation coverage for itself and all workers and agents employed or engaged in the execution of its Services; and
- (f) at all times, treat as confidential all records, data, information and material supplied to or obtained as a result of this Agreement, including that of the Receiving Party’s elected officials, appointed officers and employees, ratepayers, businesses and other members of the public, and not permit the publication, release or disclosure of the same without the prior written consent of the Receiving Party or in accordance with the applicable “enactment” (as defined in the British Columbia Interpretation Act);
- (g) respond to all requests made under section 5 of the Freedom of Information and Protection of Privacy Act in respect of the Receiving Party’s records in the possession of the Service Provider by transferring the requests to the Receiving Party, as the initiator and primary custodian of the records, in accordance with section 11 of that Act;
- (h) not in any manner whatsoever commit or purport to commit the other party to the payment of any money except, as expressly set out in the applicable Schedules (Schedule C or Schedule D).

RECEIVING PARTY OBLIGATIONS

10 Each party (in such capacity as the Receiving Party), shall:

- (a) subject to the provisions of this Agreement, pay the Service Provider in full for the Services which are provided under this Agreement at the rates and amounts detailed in the applicable Schedules (Schedule C or Schedule D) and as otherwise provided under this Agreement;
- (b) make available to the Service Provider information reasonably necessary or relevant to the performance of the Services;
- (c) examine all studies, reports, sketches, proposals and documents provided by the Service Provider under this Agreement, and render decisions pertaining thereto within a reasonable time;
- (d) at all times, treat as confidential all information and material supplied to or obtained by the Receiving Party as a result of this Agreement and not permit the publication, release or disclosure of the same without the prior written consent of the Service Provider or in accordance with the applicable enactment;
- (e) comply with all applicable municipal, provincial and federal enactments;
- (f) not in any manner whatsoever commit or purport to commit the other party to the payment of any money except, as expressly set out in the applicable Schedules (Schedule C or Schedule D).

TERMINATION OF AGREEMENT

11 A failure by a party to perform its obligations under this Agreement constitutes a default (the **“Default”**)

and upon a party committing Default (the “**Defaulting Party**”), the other a party may provide written notice to the Defaulting Party and require the Defaulting Party to rectify the Default within 60 days of the notice, failing which the party providing notice may immediately terminate this Agreement.

- 12 Either party may in its absolute discretion terminate this Agreement on not less than 180 days’ written notice to the other party.

INDEMNITIES AND INSURANCE

- 13 The Municipality releases, indemnifies and saves harmless the RDCK and its elected officials, officers, employees and agents from and against all Claims which the RDCK may incur, suffer or be put to arising out of or in connection with this Agreement or the provision of the Services, directly or indirectly, arising from any negligence, act or omission of the Municipality or any breach by the Municipality of any of its obligations, representations, warranties or covenants under this Agreement, unless such Claims arise in whole or in part by any negligence, act or omission of the RDCK or any breach by the RDCK of any of its obligations, representations, warranties or covenants under this Agreement.
- 14 The RDCK releases, indemnifies and saves harmless the Municipality and its elected officials, officers, employees and agents from and against all Claims which the Municipality may incur, suffer or be put to arising out of or in connection with this Agreement or the provision of the Services, directly or indirectly, arising from any negligence, act or omission of the RDCK or any breach by the RDCK of any of its obligations, representations, warranties or covenants under this Agreement, unless such Claims arise in whole or in part by any negligence, act or omission of the Municipality or any breach by the Municipality of any of its obligations, representations, warranties or covenants under this Agreement.
- 15 The indemnities in Sections 13 and 14 survive the expiration or termination of this Agreement.
- 16 Under no circumstances will the Service Provider be liable for any delay, failure, damage, loss, cost or injury caused by or resulting from:
- (a) services supplied to the Receiving Party by or on behalf of a third party, whether under the direction of the Service Provider or otherwise;
 - (b) the Receiving Party’s errors, including incorrect instructions or information from the Receiving Party or the Receiving Party’s failure to provide relevant information or documentation;
 - (c) the requirements of any civil or governmental authority, or service, communication or utility supplier;
 - (d) Release of personal information as defined in the BC Freedom of Information and Protection of Personal Privacy Act by the Receiving Party or a third-party;
 - (e) Any fines and penalties levied against the Receiving Party resulting from a privacy breach resulting from 16(d).
- 17 Each party shall take out and keep in force during the Term comprehensive general liability (including bodily injury, death, property damage, and damage or loss) insurance on an occurrence basis of not less than **\$2,000,000** occurrence and errors and omissions insurance on a claims made basis of not less than **\$2,000,000** per claim (or such greater reasonable amount as the parties may agree to from time to time), which insurance shall include the other party as an additional insured and shall protect the other party in respect of claims as if that party were separately insured.
- 18 The insurance required to be maintained by each party shall be on terms and with insurers to which the other party has no reasonable objection and shall require the insurer to provide to the other party six months prior written notice of cancellation or material alteration of its terms.
- 19 At the time of execution of this Agreement and at other reasonable times requested by a party, the other party shall furnish evidence of insurance to the requesting party, either by means of a certified copy of the policy or policies of insurance with all amendments and endorsements or a certificate from that party’s

insurer which, in the case of comprehensive general liability and errors and omissions insurance, shall provide such information as the other party reasonably requires.

DISPUTE RESOLUTION

- 20** If a dispute arises between the parties regarding this Agreement or any matter arising hereunder, the parties agree to avail themselves to the following procedures:
- (a) Either party (the “**Sender**”) may give written notice (the “**Notice**”) to the other party that it wishes to resolve the dispute through the procedures set out in this section;
 - (b) The Notice shall set out in reasonable detail the matter the Sender wishes to resolve, and the position of the Sender in respect to the disputed matter;
 - (c) Upon either party receiving a Notice, the Chief Administrative Officer of the Regional District and the Chief Administrative Officer of the Municipality shall meet and, in good faith, attempt to settle the dispute through negotiation;
 - (d) If the dispute cannot be settled by negotiation within thirty (30) days of receipt of the Notice, the parties will attempt to resolve such dispute by mediation with each party paying one-half of the costs of the mediation;
 - (e) If the dispute cannot be settled by mediation within a further thirty (30) days, either party may serve an Arbitration Notice upon the other party to submit the dispute to arbitration in accordance with the Arbitration Act (B.C.) by a single arbitrator agreed upon by the parties;
 - (f) The decision of an arbitrator appointed pursuant to this Agreement is final and binding on the parties and shall be handed down within sixty (60) days of the arbitrator’s appointment and shall contain detailed reasons for the decision;
 - (g) Each party shall bear its own costs of any arbitration and pay one-half of the arbitrator’s fee and expenses, including the cost of the site of the arbitration, unless otherwise ordered by the arbitrator.

GENERAL TERMS

- 21** The RDCK and the Municipality both acknowledge and agree that the printed, electronic and other records produced and maintained by each party in connection with the Services are, for the purpose of compliance with the Freedom of Information and Protection of Privacy Act (B.C.) (“FIPPA”), under the custody and control of the party that produced and maintains the document. Each party agrees that it shall meet its statutory requirements and obligations under FIPPA. Any request made under FIPPA for information related to the Services shall be fulfilled by the party having custody and control of the requested information. Pursuant to the aforementioned, requests may be transferred from one party to the other party in accordance with FIPPA requirements.
- 22** Any amounts due and owing under this Agreement and unpaid within 60 days shall bear interest at the prime lending rate of the Service Provider’s financial institution, calculated and compounded monthly not in advance, from the date due until paid.
- 23** The Receiving Party certifies that the Services purchased pursuant to this Agreement are for the use of and are being purchased by the Receiving Party and are therefore subject to the *Excise Tax Act* (Canada). The Receiving Party is registered for Goods and Services Tax (“**GST**”) purposes and shall be responsible for and account for all GST payable in connection with the Services.
- 24** This Agreement may be amended by mutual agreement of the parties evidenced in writing, duly signed by their authorized signatories.
- 25** This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia.

- 26 Time shall be of the essence of this Agreement.
- 27 The Service Provider may provide similar Services to other municipalities or entities during the Term of this Agreement, provided such Services do not reasonably give rise to a conflict of interest with respect to the Service Provider's duties under this Agreement or diminish the level of the Services available to the Receiving Party under this Agreement.
- 28 The parties expressly acknowledge that they are independent contractors and no agency, partnership, joint venture or employer-employee relationship is intended or created by this Agreement.
- 29 Any notice required to be given hereunder shall be delivered or mailed by prepaid certified or registered mail to the addresses above (or at such other address as either party may from time to time designate by notice in writing to the other), and any such notice shall be deemed to be received 72 hours after mailing.
- 30 This Agreement shall be binding upon the parties and their respective successors, heirs and permitted assigns.
- 31 A waiver of any provision or breach by either party of any provision of this Agreement shall be effective only if it is in writing and signed by both parties.
- 32 A waiver under Section 31 shall not be deemed to be a waiver of any subsequent breach of the same or any other provision of this Agreement.
- 33 This Agreement has been duly authorized by the requisite proceedings to enter into and execute this Agreement by each party.
- 34 Except as expressly set out in this Agreement, nothing herein shall prejudice or affect the rights and powers of either party in the exercise of its powers, duties or functions under the *Community Charter* or the *Local Government Act* or any of its bylaws, all of which may be fully and effectively exercised as if this Agreement had not been executed and delivered.
- 35 The parties will execute such further and other documents and so such further and other things as may be necessary to carry out and give effect to the intent of this Agreement.
- 36 There are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Agreement, save as expressly set out in this Agreement and this Agreement constitutes the entire agreement between the parties and may not be modified except by subsequent agreement in writing executed by the parties.
- 37 All sections of this Agreement are severable one from the other. Should a court of competent jurisdiction find that any one or more sections herein are void the validity of the remaining paragraphs hereof will not be affected.
- 38 The parties do not warrant that the Services provided by the Service Provider pursuant to this Agreement will be free from interruptions caused or required by, strikes, riots, insurrections, labour controversies, accidents or other causes beyond the commercially reasonable control of the Service Provider ("**Force Majeure**") and the Receiving Party releases the Service Provider from any loss or expenses rising therefrom.
- 39 If the Service Provider is rendered unable, wholly or in part, by Force Majeure to provide the Services then the Service Provider shall provide to the Receiving Party notice of the Force Majeure as soon as reasonably possible, and to the extent that the Service Provider's performance is impeded by the Force Majeure it shall not be in breach of its obligations under this Agreement. The parties acknowledge and agree that during an event of Force Majeure, the Service Provider's obligations pursuant to this Agreement shall be reduced or suspended as the case may be, but not longer than the continuance of the Force Majeure, except for a reasonable time period after if required by the Service Provider to resume its obligations.
- 40 This Agreement may be executed in counterparts, in which case the counterparts together shall constitute one agreement and communication of execution by fax or electronic transmission shall constitute good

delivery.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the day and year first above written.

REGIONAL DISTRICT OF CENTRAL KOOTENAY	VILLAGE OF KASLO
(Signature of Authorized Signatory)	(Signature of Authorized Signatory)
(Name and Title of Authorized Signatory)	(Name and Title of Authorized Signatory)
(Signature of Authorized Signatory)	(Signature of Authorized Signatory)
(Name and Title of Authorized Signatory)	(Name and Title of Authorized Signatory)

SCHEDULE A: DESCRIPTION OF RDCK SERVICES

- 1 **Overview of RDCK Responsibilities** - The RDCK will fulfil the administrative, coordinating and advisory responsibilities of the Kaslo and RDCK Electoral Area D FireSmart Wildfire Mitigation Program, Wildfire Mitigation Residential Rebate Program and Local FireSmart Collective Program (the “RDCK Services”).
- 2 **Deliverables** - Deliverables for RDCK Services are as follows. The RDCK will:
 - (a) **FireSmart Coordinator** - Assign a FireSmart Coordinator to complete the RDCK Services in accordance with this Schedule.
 - (b) **Advertising** - Advertise the programs on its website.
 - (c) **Printed Materials** – Print all required FireSmart materials for use within RDCK Electoral Area D and cover all related costs.
 - (d) **Queries** - Respond to all program queries for RDCK Electoral Area D and the Village of Kaslo.
 - (e) **FireSmart Wildfire Mitigation Applications** - Process all FireSmart Wildfire Mitigation home assessment applications received from property owners within the boundaries of RDCK Electoral Area D and the Village of Kaslo and screen the applications in accordance with the requirements outlined in the Community Resilience Investment FireSmart Community Funding and Supports Guide and the BC Wildfire Mitigation Program.
 - (f) **Wildfire Mitigation Rebate Applications** - Process all Wildfire Mitigation Rebate applications received from property owners within the boundaries of RDCK Electoral Area D and the Village of Kaslo in accordance with the requirements outlined in the Community Resilience Investment FireSmart Community Funding and Supports Guide and the BC Wildfire Mitigation Program.
 - (g) **Appointment Scheduling** - Schedule both initial FireSmart Wildfire Mitigation assessments and follow-up inspections in accordance with Kaslo’s Fire Smart Coordinator’s availability.
 - (h) **Rebates Payments** – Upon notification from the Kaslo FireSmart Coordinator of a successful follow-up inspection, pay FireSmart rebates to home and property owners that complete eligible FireSmart activities for up to 50% of the owner’s total cost of the eligible activities within provincial funding guidelines and maximums. For certainty, rebates will not exceed \$5,000 per property per Community Resiliency Investment FireSmart Community Supports Funding program guidelines to the maximum outlined in Schedule C item 1.
 - (i) **Kaslo FireSmart Committee** - Support the facilitation of the Kaslo FireSmart Committee.
 - (j) **Program Metrics** - Track program metrics as required to meet funding requirements.
 - (k) **CRI Reporting** - Prepare and submit the funding reports required for RDCK Electoral Area D Community Resiliency Investment funding and provide the Municipality with reporting materials for the Village of Kaslo Community Resiliency Investment funding in accordance with provincial funding guidelines.
 - (l) **Local FireSmart Collective Program (formerly Neighbourhood Recognition Program)** - Support the transition to new programming, and provide guidance, review and recommendations to the Municipality on performing new Collective Assessments and Collective Action Plan development including.

- (m) **Training and Advisory Services** - Provide training and advisory support to the Kaslo FireSmart Coordinator, including expert advice on FireSmart programming and best practices and review and recommendations for all Wildfire Mitigation Program Assessments.
- (n) **Equipment** – Lend the Municipality the following equipment for the Term, for use by the Kaslo FireSmart Coordinator for the provision of the Services:
 - (i) Required personal protective equipment;
 - (ii) One (1) tablet device.

All equipment shall remain the property of the RDCK and must be returned promptly upon termination of this Agreement or at the RDCK's request. The Municipality shall be responsible for all costs of repair or replacement of the equipment, except for reasonable wear and tear.

SCHEDULE B: DESCRIPTION OF MUNICIPALITY SERVICES

- 1 **Municipality Responsibilities** - The Municipality will fulfil the in-person program delivery responsibilities of the Kaslo and RDCK Electoral Area D FireSmart Wildfire Mitigation Program, Wildfire Mitigation Residential Rebate Program and Local FireSmart Collective Program between 27 April 2026 and 9 October 2026 (the “**Municipality Services**”).
- 2 Deliverables for Municipality Services are as follows. The Municipality will:
 - (a) **FireSmart Coordinator** - Assign a FireSmart Coordinator to complete the Municipality Services in accordance with this Schedule. For certainty, the Municipality is solely responsible for all employer obligations in relation to the Kaslo FireSmart Coordinator, including but not limited to supervision, scheduling and safety.
 - (b) **Training** – The Municipality’s FireSmart Coordinator will participate in FireSmart programming and best practices training provided by the RDCK.
 - (c) **Availability** – The Municipality will provide the RDCK with a schedule outlining their FireSmart Coordinator’s availability to complete FireSmart Wildfire Mitigation assessments and follow-up inspections during the season. The FireSmart Coordinator must be available for a minimum of 40 hours per week. The Municipality’s FireSmart Coordinator must notify the RDCK of any changes to their availability as soon as possible to allow ample time for the RDCK to re-schedule assessments and follow-up inspections if needed.
 - (d) **RDCK Reporting** – The Municipality will provide the RDCK with a bi-weekly report on the 1st and 15th day of each month including the following data points:
 - (i) Wildfire Mitigation Specialist Accountability Sheet
 - (ii) Expense Report to claim mileage for work completed within RDCK Electoral Areas.
 - (e) **Printed Materials** - Print all required FireSmart materials for use within the Village of Kaslo and cover all related costs.
 - (f) **CRI Reporting** - Prepare and submit the funding reports required for the Village of Kaslo Community Resiliency Investment funding in accordance with provincial funding guidelines.

FireSmart Wildfire Mitigation Program

- (g) **Initial Assessments** – As scheduled by the RDCK, conduct all wildfire mitigation professional home assessments in alignment with the standards of the BC Wildfire Mitigation Program and provide property owners and provide homeowners a detailed follow-up report with customized mitigation actions, where applicable, designed to measurably reduce the wildfire risk to their property.

Wildfire Mitigation Residential Rebate Program

- (h) **Follow-up Inspections** – As scheduled by the RDCK, conduct all follow-up inspections in alignment with the standards of the BC Wildfire Mitigation Program to confirm eligibility for rebates and notify the RDCK of rebates due.

Local FireSmart Collective Program (formerly Neighborhood Recognition Program)

- (i) **Collective Assessments and Action Plans** - Perform all Collective Assessments and develop Collective Action Plans Local FireSmart Collective Program (formerly Neighborhood Recognition Program).

SCHEDULE C: RDCK SERVICES PAYMENT TERMS

- 1** In consideration of the RDCK Services outlined in Schedule A, the Municipality will reimburse the RDCK for all rebates paid by the RDCK to property owners within the Village of Kaslo as per section 2(h) of Schedule A for maximum billable amount not to exceed **\$57,600 CAD** (Canadian Dollars), excluding GST.
- 2** The RDCK will invoice the Municipality upon completion of all Services.
- 3** The Municipality will pay the RDCK within thirty (30) days of receiving an invoice from the RDCK.

SCHEDULE D: MUNICIPALITY SERVICES PAYMENT TERMS

- 1** In consideration of the Municipality Services outlined in Schedule B, the RDCK will reimburse the Municipality for all mileage incurred while performing the Municipality Services within RDCK Electoral Area D. Mileage will be paid at the rate of \$0.73 per kilometer. For certainty, the RDCK will not pay any mileage for Services completed within the Village of Kaslo.
- 2** The Municipality will pay the RDCK within thirty (30) days of receiving an invoice from the RDCK.



Board Report

April 16, 2026

Village of Silverton FireSmart Municipal Services Agreement

Author: Jessie Lay, FireSmart Program Coordinator
File Reference: 14/7625
Electoral Area/Municipality: SILVERTON
Services Impacted A101 Emergency Consolidated Services

1.0 STAFF RECOMMENDATION

That the Board approve the RDCK enter into a Municipal Services Agreement with the Village of Silverton from April 27 2026 to March 31, 2027, to deliver FireSmart programming within the Village of Silverton; AND that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that any costs and revenue associated with the delivery of services will be reflected in A101 Emergency Consolidated Services.

2.0 BACKGROUND/HISTORY

The proposed Silverton FireSmart Municipal Services Agreement establishes a collaborative and unified approach to delivering FireSmart programming within the Village. Through this agreement, the RDCK will deliver and administer FireSmart programming on behalf of the Village, ensuring consistent service levels, alignment with regional strategies, and efficient use of resources and expertise.

Under the agreement, the RDCK will provide the following services within the Village of Silverton:

- Wildfire Mitigation Program Assessments
- Residential Rebates
- Local FireSmart Collective Program (formerly FireSmart Neighbourhood Recognition) Assessments and Plans
- Community engagement and education

The Village of Silverton is a partner in the Regional District of Central Kootenay (RDCK) Emergency Program which includes wildfire mitigation programming. The Municipal Services Agreement formalizes cost recovery for the RDCK's delivery of FireSmart programming within the Village.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

RDCK FireSmart program is well positioned to deliver programming within the Village of Silverton, increasing resilience to wildfire throughout the region.

3.1 Alignment to Board Strategic Plan

Energy Efficiency and Environmental Responsibility:

- Proactively prepare for and mitigate the impacts of natural risks, (fire, floods and slides) including preparedness at the community level.

3.2 Legislative Considerations

None.

3.3 What Are the Risks

None.

4.0 PROPOSED SOLUTION

Enter into a Municipal Services Agreement with the Village of Silverton from April 27 to March 31, 2026, to deliver FireSmart programming within the Village of Silverton.

4.1 Financial Considerations of the Proposed Solution

The Village of Silverton agrees to reimburse the RDCK for the delivery of FireSmart Programming, including any rebates that are issued, within the Village of Silverton to the following maximums:

PROGRAM	SERVICES	FEES	AVAILABLE PER SERVICE BUDGET	AVAILABLE ADMINISTRATION BUDGET
Wildfire Mitigation Program Assessment	Initial assessment	\$380 per Structure	\$11,400	\$1,140
	Follow-up inspection	\$165 per Structure	\$2,475	\$247.50
Wildfire Mitigation Residential Rebate Program	N/A	The Municipality will reimburse the RDCK for all rebates paid by the RDCK to property owners as per section 3(h) of Schedule A.	\$75,000	\$7,500
SUBTOTAL			\$88,875	\$8,887.50
BASIC SERVICE MAXIMUM BILLABLE AMOUNT			\$97,762.50	

Any costs associated with the delivery of services, as per the Municipal Services Agreement, are funded through the approved 2025 Silverton Union of BC Municipalities Resiliency Investment (CRI) FireSmart Community Funding and Supports Allocation based grant.

All funds associated with this program will go through A101 Emergency Services.

4.2 Risks with the Proposed Solution

None. The RDCK FireSmart program is well positioned to deliver programming within the Village of Silverton.

4.3 Resource Allocation and Workplan Impact

There is no change in FireSmart staffing or the department workplan as a result of this agreement.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The FireSmart Suite of programs supports the development of more resilient communities in the face of wildfire.

4.5 Leveraging Technology

Not applicable.

4.6 Measuring Success

Success can be measured quantitatively by number of assessments, residential rebates, and recognized neighbourhoods. Qualitatively, success can be measured by the depth and breadth of community engagement and intergovernmental collaboration.

5.0 ALTERNATIVE SOLUTION(S)

Option 2: Do not enter the Municipal Services Agreement. RDCK FireSmart Programming is delivered in Electoral Areas surrounding Silverton.

5.1 Financial Considerations of the Alternative Solution(s)

Not applicable.

5.2 Risks with the Alternative Solution(s)

None.

5.3 Resource Allocation and Workplan Impact

Not applicable.

5.4 Public Benefit and Stakeholder Engagement of Alternative Solution

Residents will be advised of 2026 FireSmart Programming in Area H through RDCK social media and webpages.

5.5 Measuring Success

Success can be measured quantitatively by number of assessments, residential rebates, and recognized neighbourhoods.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

None.

7.0 OPTIONS SUMMARY

Option 1 (recommended):

That the Board approve the RDCK enter into a Municipal Services Agreement with the Village of Silverton from April 27, 2026 to March 31, 2027, to deliver FireSmart programming within the Village of Silverton; AND that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that any costs and revenue associated with the delivery of services will be reflected in A101 Emergency Consolidated Services.

Option 2: That the Board direct staff not to enter into a Municipal Services Agreement with the Village of Silverton.

8.0 RECOMMENDATION

That the Board approve the RDCK enter into a Municipal Services Agreement with the Village of Silverton from April 27, 2026 to March 31, 2027, to deliver FireSmart programming within the Village of Silverton; AND that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that any costs and revenue associated with the delivery of services will be reflected in A101 Emergency Consolidated Services.

Respectfully submitted,
Jessie Lay – FireSmart Program Coordinator

CONCURRENCE

Stuart Horn - CAO **Approved**

Dan Seguin – Acting GM Fire and Emergency Services **Approved**

Nora Hannon – Acting Emergency Program Manager **Approved**

ATTACHMENTS:

Attachment A – Silverton FireSmart Municipal Services Agreement



Municipal Services Agreement

Contract #: 2026-023-CS_VILLAGE-OF-SILVERTON

Project: Village of Silverton FireSmart Program

GL Code: Add account & work order #

Board Resolution(s): Add Board Resolution(s) # relevant to this contract

THIS AGREEMENT executed and dated for reference the:

___ day of ___, ___
(Day) (Month) (Year)

BETWEEN

REGIONAL DISTRICT OF CENTRAL KOOTENAY

(hereinafter called the "RDCK")

at the following address:

Box 590, 202 Lakeside Drive

Nelson, BC V1L 5R4

AND

VILLAGE OF SILVERTON

(hereinafter called the "Municipality")

at the following address:

421 Lake Avenue,

Silverton, BC, V0G1S0

Agreement Administrator: Nora Hannon

Telephone: 250-352-8177

Email: NHannon@rdck.bc.ca

Agreement Administrator: Catherine Allaway

Telephone: 250-358-2472

Email: cao@silverton.ca

FOR GOOD AND VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS CONFIRMED, THE MUNICIPALITY AND THE RDCK AGREE AS FOLLOWS:

KEY TERMS

- 1 The parties agree that the RDCK shall provide the Services detailed in Schedule A of this Agreement (the "Services").
- 2 Notwithstanding the date of execution of this Agreement the RDCK the Agreement Term shall commence on 27 April 2026 (the "Start Date") and end on 31 March 2027 (the "Term"), unless terminated earlier in accordance with Section 9 or 10 of this Agreement. The Agreement may be renewed for **three (3)** periods of **one (1) year** upon mutual agreement of the parties.
- 3 The Location for delivery of the Services shall be within the Village of Silverton.
- 4 For the provision of Services, the Municipality shall pay the RDCK the amounts and rates described in Schedule B. The RDCK shall invoice the Municipality no later than October 26, 2026 for the Services provided through October 5, 2026 and shall invoice the Municipality at the end of the Service Delivery Period for all other Services provided. The Municipality shall pay the RDCK within 30 days of receipt of each invoice.

DEFINITIONS

- 5 In this Agreement, words and phrases shall have the following meanings:
- (a) **"AGREEMENT"** means this Agreement;
 - (b) **"BASIC SERVICES"** means those Services identified as Basic Services in Schedule A;
 - (c) **"CLAIMS"** referred to in Section 11 and 12 hereof, means collectively: claims, demands, actions, suits, losses, damages, costs (including legal costs), fines, penalties, charges and expenses, including those for bodily injury or death;
 - (d) **"DEFAULT"** has the meaning described in Section 9;
 - (e) **"DEFAULTING PARTY"** has the meaning described in Section 9;
 - (f) **"ENACTMENT"** has the same meaning as defined in section 1 of the British Columbia Interpretation Act;
 - (g) **"ENHANCED SERVICES"** means those Services identified as Enhanced Services in Schedule A;
 - (h) **"FORCE MAJEURE"** has the meaning described in Section 36;
 - (i) **"SERVICES"** means the Basic Services and the Enhanced Services listed in Schedule A provided by the RDCK under this Agreement;
 - (j) **"SERVICE DELIVERY PERIOD"** means the period of time during which the RDCK will complete the Services as defined in section 1 of Schedule A;
 - (k) **"STRUCTURE"** as per definition in Community Resilience Investment FireSmart Community Funding and Supports Guide.
- 6 The following Schedules are attached, incorporated into, and form part of this Agreement:
- Schedule A: Description of Services
 - Schedule B: Payment Terms
 - Schedule C: Enhanced Services Statement of Work

THE RDCK'S OBLIGATIONS

- 7 The RDCK shall:
- (a) undertake all work and supply all materials necessary to perform the Services, unless stipulated otherwise in Schedule A;
 - (b) upon the request of the Municipality fully inform the Municipality of the Services done by the RDCK in connection with the provision of the Services and permit the Municipality at all reasonable times to inspect and review all works, data, specifications, drawings, reports, documents and materials, whether complete or otherwise, that have been produced, received or acquired by the Municipality as a result of this agreement;
 - (c) comply with all applicable municipal, provincial and federal legislation and regulations, including, without limitation, the legislation and regulations governing the protection of information and privacy applicable to the Municipality;
 - (d) exercise a standard of care, skill and diligence that could reasonably be expected of and observed in persons engaged in the performance of work or services similar to Services provided in similar local or provincial governments workplaces in British Columbia;
 - (e) at its own expense, obtain Workers Compensation coverage for itself and all workers and agents employed or engaged in the execution of the Services; and

- (f) at all times, treat as confidential all records, data, information and material supplied to or obtained by the RDCK as a result of this Agreement, including that of the Municipality's elected officials, appointed officers and employees, and the Municipality's ratepayers, businesses and other members of the public, and not permit the publication, release or disclosure of the same without the prior written consent of the Municipality or in accordance with the applicable "enactment" (as defined in the British Columbia Interpretation Act);
- (g) respond to all requests made under section 5 of the Freedom of Information and Protection of Privacy Act in respect of the Municipality's records in the possession of the RDCK by transferring the requests to the Municipality, as the initiator and primary custodian of the records, in accordance with section 11 of that Act;
- (h) not in any manner whatsoever commit or purport to commit the Municipality to the payment of any money except the payment as set out in Schedule B of this Agreement for the Services.

THE MUNICIPALITY OBLIGATIONS

8 The Municipality shall:

- (a) subject to the provisions of this Agreement, pay the RDCK in full for the Services which are provided under this Agreement at the rates and amounts detailed in Schedule B and as otherwise provided under this Agreement;
- (b) make available to the RDCK all available information pertinent to the Services;
- (c) give the RDCK reasonable notice of anything likely to materially affect the provision of the Services;
- (d) examine all studies, reports, sketches, proposals and documents provided by the RDCK under this Agreement, and render decisions pertaining thereto within a reasonable time;
- (e) at all times, treat as confidential all information and material supplied to or obtained by the Municipality as a result of this Agreement and not permit the publication, release or disclosure of the same without the prior written consent of the RDCK or in accordance with the applicable enactment;
- (f) accept instructions from the RDCK in relation to the Services, and that the Municipality shall not be subject to the control of the RDCK in the manner in which such instructions are carried out;
- (g) comply with all applicable municipal, provincial and federal enactments;
- (h) abide by the requirements set out in Schedule C;
- (i) not in any manner whatsoever commit or purport to commit the RDCK to the payment of any money.

TERMINATION OF AGREEMENT

- 9 A failure by a party to perform its obligations under this Agreement constitutes a default (the "Default") and upon a party committing Default (the "Defaulting Party"), the other a party may provide written notice to the Defaulting Party and require the Defaulting Party to rectify the Default within 60 days of the notice, failing which the party providing notice may immediately terminate this Agreement.
- 10 Either party may in its absolute discretion terminate this Agreement on not less than 180 days' written notice to the other party.

INDEMNITIES AND INSURANCE

- 11 The Municipality releases, indemnifies and saves harmless the RDCK and its elected officials, officers, employees and agents from and against all Claims which the RDCK may incur, suffer or be put to arising out of or in connection with this Agreement or the provision of the Services, directly or indirectly, arising from any negligence, act or omission of the Municipality or any breach by the Municipality of any of its obligations, representations, warranties or covenants under this Agreement, unless such Claims arise in

whole or in part by any negligence, act or omission of the RDCK or any breach by the RDCK of any of its obligations, representations, warranties or covenants under this Agreement.

- 12** The RDCK releases, indemnifies and saves harmless the Municipality and its elected officials, officers, employees and agents from and against all Claims which the Municipality may incur, suffer or be put to arising out of or in connection with this Agreement or the provision of the Services, directly or indirectly, arising from any negligence, act or omission of the RDCK or any breach by the RDCK of any of its obligations, representations, warranties or covenants under this Agreement, unless such Claims arise in whole or in part by any negligence, act or omission of the Municipality or any breach by the Municipality of any of its obligations, representations, warranties or covenants under this Agreement.
- 13** The indemnities in Sections 11 and 12 survive the expiration or termination of this Agreement.
- 14** Under no circumstances will the RDCK be liable for any delay, failure, damage, loss, cost or injury caused by or resulting from:
- (a) services supplied to the Municipality by or on behalf of a third party, whether under the direction of the RDCK or otherwise;
 - (b) the Municipality's errors, including incorrect instructions or information from the Municipality or the Municipality's failure to provide relevant information or documentation;
 - (c) the requirements of any civil or governmental authority, or service, communication or utility supplier;
 - (d) Release of personal information as defined in the BC Freedom of Information and Protection of Personal Privacy Act by the Municipality or a third-party;
 - (e) Any fines and penalties levied against the Municipality resulting from a privacy breach resulting from 14(d).
- 15** Each party shall take out and keep in force during the Term comprehensive general liability (including bodily injury, death, property damage, and damage or loss) insurance on an occurrence basis of not less than **\$2,000,000** per occurrence and errors and omissions insurance on a claims made basis of not less than **\$2,000,000** per claim (or such greater reasonable amount as the parties may agree to from time to time). The comprehensive general liability insurance shall include the other party as an additional insured and shall protect the other party in respect of claims as if that party were separately insured.
- 16** The insurance required to be maintained by each party shall be on terms and with insurers to which the other party has no reasonable objection and shall require the insurer to provide to the other party six months prior written notice of cancellation or material alteration of its terms.
- 17** At the time of execution of this Agreement and at other reasonable times requested by a party, the other party shall furnish evidence of insurance to the requesting party, either by means of a certified copy of the policy or policies of insurance with all amendments and endorsements or a certificate from that party's insurer which, in the case of comprehensive general liability and errors and omissions insurance, shall provide such information as the other party reasonably requires.

DISPUTE RESOLUTION

- 18** If a dispute arises between the parties regarding this Agreement or any matter arising hereunder, the parties agree to avail themselves to the following procedures:
- (a) Either party (the "Sender") may give written notice (the "Notice") to the other party that it wishes to resolve the dispute through the procedures set out in this section;
 - (b) The Notice shall set out in reasonable detail the matter the Sender wishes to resolve, and the position of the Sender in respect to the disputed matter;
 - (c) Upon either party receiving a Notice, the Chief Administrative Officer of the Regional District and the

Chief Administrative Officer of the Municipality shall meet and, in good faith, attempt to settle the dispute through negotiation;

- (d) If the dispute cannot be settled by negotiation within thirty (30) days of receipt of the Notice, the parties will attempt to resolve such dispute by mediation with each party paying one-half of the costs of the mediation;
- (e) If the dispute cannot be settled by mediation within a further thirty (30) days, either party may serve an Arbitration Notice upon the other party to submit the dispute to arbitration in accordance with the Arbitration Act (B.C.) by a single arbitrator agreed upon by the parties;
- (f) The decision of an arbitrator appointed pursuant to this Agreement is final and binding on the parties and shall be handed down within sixty (60) days of the arbitrator's appointment and shall contain detailed reasons for the decision;
- (g) Each party shall bear its own costs of any arbitration and pay one-half of the arbitrator's fee and expenses, including the cost of the site of the arbitration, unless otherwise ordered by the arbitrator.

GENERAL TERMS

- 19 The RDCK and the Municipality both acknowledge and agree that the printed, electronic and other records produced and maintained by the RDCK in connection with the Services are, for the purpose of compliance with the Freedom of Information and Protection of Privacy Act (B.C.) ("FIPPA"), under the custody and control of the RDCK. The RDCK agrees that it shall meet its statutory requirements and obligations under FIPPA. It shall process any requests under FIPPA in a timely fashion and copy the Municipality on any such response in relation to requests which affect or involve the Services described in Schedule A of this Agreement.
- 20 Any amounts due and owing under this Agreement and unpaid within 60 days shall bear interest at the prime lending rate of the RDCK's financial institution, calculated and compounded monthly not in advance, from the date due until paid.
- 21 The Municipality certifies that the Services purchased pursuant to this Agreement are for the use of and are being purchased by the Municipality and are therefore subject to the *Excise Tax Act* (Canada). The Municipality is registered for Goods and Services Tax ("GST") purposes and shall be responsible for and account for all GST payable in connection with the Services.
- 22 This Agreement may be amended by mutual agreement of the parties evidenced in writing, duly signed by their authorized signatories.
- 23 This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia.
- 24 Time shall be of the essence of this Agreement.
- 25 The RDCK may provide similar Services to other municipalities or entities during the Term of this Agreement, provided such Services do not reasonably give rise to a conflict of interest with respect to the RDCK's duties under this Agreement or diminish the level of the Services available to the Municipality under this Agreement.
- 26 The Municipality and the RDCK expressly acknowledge that they are independent contractors and no agency, partnership, joint venture or employer-employee relationship is intended or created by this Agreement.
- 27 Any notice required to be given hereunder shall be delivered or mailed by prepaid certified or registered mail to the addresses above (or at such other address as either party may from time to time designated by notice in writing to the other), and any such notice shall be deemed to be received 72 hours after mailing.
- 28 This Agreement shall be binding upon the parties and their respective successors, heirs and permitted

assigns.

- 29 A waiver of any provision or breach by either party of any provision of this Agreement shall be effective only if it is in writing and signed by both parties.
- 30 A waiver under Section 29 shall not be deemed to be a waiver of any subsequent breach of the same or any other provision of this Agreement.
- 31 This Agreement has been duly authorized by the requisite proceedings to enter into and execute this Agreement by each party.
- 32 Except as expressly set out in this Agreement, nothing herein shall prejudice or affect the rights and powers of either party in the exercise of its powers, duties or functions under the *Community Charter* or the *Local Government Act* or any of its bylaws, all of which may be fully and effectively exercised as if this Agreement had not been executed and delivered.
- 33 The parties will execute such further and other documents and so such further and other things as may be necessary to carry out and give effect to the intent of this Agreement.
- 34 There are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Agreement, save as expressly set out in this Agreement and this Agreement constitutes the entire agreement between the parties and may not be modified except by subsequent agreement in writing executed by the parties.
- 35 All sections of this Agreement are severable one from the other. Should a court of competent jurisdiction find that any one or more sections herein are void the validity of the remaining paragraphs hereof will not be affected.
- 36 The RDCK does not warrant that the Services provided by the RDCK pursuant to this Agreement will be free from interruptions caused or required by, strikes, riots, insurrections, labour controversies, accidents or other causes beyond the commercially reasonable control of the RDCK ("**Force Majeure**") and the Municipality releases the RDCK from any loss or expenses rising therefrom.
- 37 If the RDCK is rendered unable, wholly or in part, by Force Majeure to provide the Services then the RDCK shall provide to the Municipality notice of the Force Majeure as soon as reasonably possible, and to the extent that the RDCK's performance is impeded by the Force Majeure it shall not be in breach of its obligations under this Agreement. The parties acknowledge and agree that during an event of Force Majeure, the RDCK's obligations pursuant to this Agreement shall be reduced or suspended as the case may be, but not longer than the continuance of the Force Majeure, except for a reasonable time period after if required by the RDCK to resume its obligations.

(Continued on next page)

38 This Agreement may be executed in counterparts, in which case the counterparts together shall constitute one agreement and communication of execution by fax or electronic transmission shall constitute good delivery.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the day and year first above written.

REGIONAL DISTRICT OF CENTRAL KOOTENAY	VILLAGE OF SILVERTON
(Signature of Authorized Signatory)	(Signature of Authorized Signatory)
(Name and Title of Authorized Signatory)	(Name and Title of Authorized Signatory)
(Signature of Authorized Signatory)	(Signature of Authorized Signatory)
(Name and Title of Authorized Signatory)	(Name and Title of Authorized Signatory)

SCHEDULE A: DESCRIPTION OF SERVICES

- 1 **SERVICE DELIVERY PERIOD** – The RDCK will carry out and complete the Services from April 27th to November 15th (“**Service Delivery Period**”), unless otherwise agreed in writing.

BASIC SERVICES

- 2 **Overview of RDCK Responsibilities** - The RDCK will administer and deliver the Silverton FireSmart Wildfire Mitigation Program and Wildfire Mitigation Residential Rebate Program on behalf of the Municipality (the “**Basic Services**”).
- 3 **Deliverables** - Deliverables for the Basic Services are as follows. The RDCK will:

Program Administration

- (a) **FireSmart Coordinator** - Assign a FireSmart Coordinator to complete the Services in accordance with this Schedule.
- (b) **Administration** - The RDCK will provide the administration, coordination and technical expertise necessary for program delivery, including promoting the programs on its website, responding to program queries, processing applications, scheduling assessments, and processing rebate payments.
- (c) **CRI Reporting** – The RDCK will provide the Municipality with reporting materials for Community Resiliency Investment funding in accordance with provincial funding guidelines.

FireSmart Wildfire Mitigation Program

- (d) **FireSmart Wildfire Mitigation Applications** - The RDCK will process all FireSmart Wildfire Mitigation home assessment applications received from property owners within the boundaries of the Village of Silverton and screen the applications in accordance with the program’s eligibility criteria identified per Community Resilience Investment FireSmart Community Funding and Supports Guide. Up to 30 eligible applicants will be selected for a professional home assessment in alignment with the standards of the BC Wildfire Mitigation Program in the order in which their application was received. Any applications received in excess of this number will be added to a cancellation waitlist.
- (e) **Initial Assessments** - The RDCK will conduct up to 30 wildfire mitigation professional home assessments in alignment with the standards of the BC Wildfire Mitigation Program, and provide property owners with a detailed follow-up report with customized mitigation actions, where applicable, designed to measurably reduce the wildfire risk to their property.

Wildfire Mitigation Residential Rebate Program

- (f) **Wildfire Mitigation Rebate Applications** - The RDCK will process all Wildfire Mitigation Rebate applications received from property owners within the boundaries of the Village of Silverton.
- (g) **Follow-up Inspections** - The RDCK will conduct up to 15 follow-up inspections to confirm eligibility for rebates.
- (h) **Rebates** - The RDCK will pay FireSmart rebates to home and property owners that complete eligible FireSmart activities for up to 50% of the owner’s total cost of the eligible activities within provincial

funding guidelines and maximums. For certainty, rebates will not exceed \$5,000 per property per CRI FCFS program guidelines.

- 4 Municipality Responsibility** - In connection with the provision of the Basic Services, the Municipality is responsible for:
- 5 (a) Printed Materials** – The Municipality will coordinate and cover all costs for printed FireSmart materials for use within the Village of Silverton.
- (b) CRI Reporting** – The Municipality will be responsible for submission of all required reporting for FireSmart activities within the Village of Silverton in accordance with Community Resiliency Investment FireSmart Community Funding Supports program requirements.

ENHANCED SERVICES

- 6 Service Options** - The RDCK may provide the following Enhanced Services, subject to staff availability (the “Enhanced Services”):

Local FireSmart Collective Program (Formerly FireSmart Neighbourhood Recognition Program)

- (a) Local FireSmart Collective Assessments
- (b) Collective Action Plans.

Wildfire Mitigation Specialist Time

- (c) To facilitate community engagement and public education objectives.
- 7 Service Request** - To request Enhanced Services, the Municipality must submit to the RDCK the Enhanced Services Statement of Work enclosed in Schedule C. The RDCK will review the request and respond to the Enhanced Services Statement of Work within 5 business days. The RDCK reserves the right to reject the request depending on available resources.

SCHEDULE B: CONTRACT PAYMENT TERMS

- 1 BASIC SERVICES PAYMENT** - In consideration of the Basic Services outlined in Schedule A, the Municipality shall pay the RDCK on a fee per service basis in accordance with the Basic Services Fee Table below, plus a 10% administration fee. Invoicing shall not exceed the budgeted amount per service without prior written approval from both parties. The maximum billable amount for all Basic Services shall not exceed **\$97,762.50 CAD** (Canadian Dollars), excluding GST.

BASIC SERVICES FEE TABLE

PROGRAM	SERVICES	FEES	AVAILABLE PER SERVICE BUDGET	AVAILABLE ADMINISTRATION BUDGET
Wildfire Mitigation Program Assessment	Initial assessment	\$380 per Structure	\$11,400	\$1,140
	Follow-up inspection	\$165 per Structure	\$2,475	\$247.50
Wildfire Mitigation Residential Rebate Program	N/A	The Municipality will reimburse the RDCK for all rebates paid by the RDCK to property owners as per section 3(h) of Schedule A.	\$75,000	\$7,500
SUBTOTAL			\$88,875	\$8,887.50
BASIC SERVICE MAXIMUM BILLABLE AMOUNT			\$97,762.50	

- 2 ENHANCED SERVICES PAYMENT** – Where Enhanced Services are agreed to by both parties through an executed Enhanced Services Statement of Work, the Municipality shall pay the RDCK on a fee per service and hourly basis in accordance with the Enhanced Services Fee Table below plus a 10% administration fee. Invoicing shall not exceed the budgeted amount identified in the Enhanced Services Statement of Work without prior written approval from both parties.

ENHANCED SERVICES FEE TABLE

PROGRAM	SERVICES	FEES
Local FireSmart Collective Program	Assessments	\$500 per assessment
	Action Plan	\$1,200 per plan
	Wildfire Mitigation Specialist	\$43.45 per hour

- 3** The fees in the Basic Services Fee Table and Enhanced Services Fee Table are based on the Union of BC Municipalities' ("UBCM"), Community Resiliency Investment Program FireSmart Community Funding and Support Program Guide. The RDCK may, at its sole discretion, update the Basic Services Fee Table from

time to time to reflect any revisions to that Guide by providing written notice to the Municipality's Agreement Administrator.

- 4 Fees may be adjusted for any Renewal Term upon agreement from both parties.
- 5 The RDCK will invoice the Municipality upon completion of all Services, following the end of the Service Delivery Period.
- 6 The Municipality will pay the RDCK within thirty (30) days of receiving an invoice from the RDCK.

SCHEDULE C: ENHANCED SERVICES STATEMENT OF WORK

MUNICIPALITY REQUEST	
Municipality Contact:	Name Email Phone #
Enhanced Service Requested	Enhanced Services Name
Service start & end dates	Start Date DD Month YYYY End Date DD Month YYYY
Scope of Work	Detail scope of work, including applicable deliverables and timetable. The timetable may not extend past the end of the contract's Service Delivery Period.
Maximum Budget	\$Maximum Budget Amount
RDCK RESPONSE	
RDCK Response Contact:	Name Email Phone #
Municipality Obligations	Describe the Municipality's obligations (if any) related to the provision of these Enhanced Services. Do not duplicate or contradict information already in the contract.
APPROVALS	
1 The Parties agree that this Enhanced Services Statement of Work SOW ("SOW"). is subject to and forms part of Contract # YYYY-##-DEPT_MUNICIPALITY, dated DD Month YYYY, between the Regional District of Central Kootenay (RDCK) and Municipality Name. 2 IN WITNESS WHEREOF the parties hereto have duly executed this SOW as of the SOW Effective Date first above written.	
REGIONAL DISTRICT OF CENTRAL KOOTENAY	MUNICIPALITY NAME
_____ (Signature of Authorized Signatory)	_____ (Signature of Authorized Signatory)
_____ (Name and Title of Authorized Signatory)	_____ (Name and Title of Authorized Signatory)
_____ (Date)	_____ (Date)



Board Report – For Information

April 16, 2026

Whitewater Ski Resort - Results of Fire Protection Service Case Analysis

Author:	Dan Seguin, General Manager of Fire and Emergency Management Services
File Reference:	14/7750/01
Electoral Area/Municipality:	Electoral Area E
Services Impacted	Fire Protection-Areas E and F (Beasley, Blewett)/S144, Fire Protection – Ymir/S136 & Regional Fire Service/A107

1.0 PURPOSE OF REPORT

The purpose of this report is to inform the Board of the results of a staff analysis regarding the feasibility of providing Regional District of Central Kootenay (RDCK) fire protection services to Whitewater Mountain Resort.

2.0 BACKGROUND AND UPDATE

This work stems from the following Board resolution:

675/23 That the Board direct staff to prepare service case analysis to explore possibilities of providing fire protection/response to Whitewater Ski Resort, including but not limited to expanding the RDCK fire service and options for the resort to establish its own water source and self-protection options.

Whitewater Mountain Resort is located outside of any established RDCK fire protection area. As part of this direction, and in the context of ongoing discussions related to the resort's proposed water utility and associated fire infrastructure, RDCK staff completed a service case analysis to assess whether the resort could be included within an RDCK fire protection service area.

As part of this analysis, staff engaged with neighbouring fire service providers. Feedback from Nelson Fire Rescue indicated that they were not able to provide fire protection service to the resort, limiting potential service options to RDCK departments.

The analysis considered several factors, including:

- Distance to the nearest RDCK fire halls
- Travel times and road conditions, including seasonal variability
- Availability of volunteer firefighters
- Impacts to maintaining adequate service levels within existing fire protection areas
- Operational limitations related to apparatus and staffing

The analysis determined that the nearest RDCK fire department (Ymir) is approximately 27.5 km from the resort, with estimated response times exceeding 30-35 minutes under typical conditions. These response times are subject to variability due to weather, road conditions, and volunteer availability.

Based on these findings, staff have concluded that including Whitewater Mountain Resort within an RDCK fire protection service area is not feasible at this time. The RDCK is unable to guarantee response times, staffing levels, or apparatus availability without negatively impacting service levels within existing fire protection areas.

In addition to evaluating the feasibility of extending RDCK fire protection services, staff also considered the role of on-site measures, including the resort's proposed water system and fire protection infrastructure. While detailed design review falls under the authority of the Province and the engineer of record, staff note that on-site water supply, fire storage, sprinklering, and other self-protection measures are appropriate and necessary given the limited availability of external fire response.

As a result, self-protection and on-site fire resilience measures may represent the primary and most reliable approach to managing fire risk at the resort under current conditions.

3.0 NEXT STEPS AND TIMELINE

Staff have informed the proponent of the results of the analysis.

This report is being brought forward to formally close out the service case analysis and provide the Board with a summary of the findings.

No further action is required at this time. Should circumstances change in the future (e.g., service levels, infrastructure, or regional growth), the Board may choose to revisit the feasibility of providing fire protection service to the area.

Respectfully submitted,
Dan Seguin
General Manager, Fire and Emergency Management Services

CONCURRENCE

Chief Administrative Officer – Stuart Horn **Approved**



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Rick Clark Memorial Society	Date of Application: 03/30/2026
Contact Name: Lawrence Ward	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: A ☐ Municipality:
Mailing Address: 3315 Beam Rd Creston BC V0B 1G1	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 428-5005	Email: warl@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

We support and host a community golf tournament to raise money for 2 Bursaries valued at \$2000 each for a graduating qualifying student from Kootenay River Secondary School enrolled in a Post Secondary Program at a recognized University or College. The funds are used for support towards post secondary bursary for junior golferto further their education.

Grant Application:

Total Grant Requested: \$ 500

Which funding criterial objective does this project meet?



Social



Economic



Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Creston and District Credit Union for \$1000, Assente Capital for \$500, JH Hustcroft for \$1000

Previous Discretionary Grants Received – Year and Amount: 2025 Area B for \$500 Area C \$250

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

 Signed at:
2026-03-30 14:31:43

Monique St Louis for Lawrence Ward

Signature

Print Name

Authorization

Signature of Area Director
Signed by Director

Total Grant Approved \$ \$250

Board Approved Date:

Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Ladies Iron Maiden	Date of Application: 03/10/2026
Contact Name: Kris VanderWeyde	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: B ☐ Municipality:
Mailing Address: 110-33rd Ave N Creston British Columbia V0B 1G1	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 402-8717	Email: kvanderweyde@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

This event was started 17 years ago to show appreciation and to recognize the Women volunteers in our community. This is an open invitation to all of our women volunteers and they rsvp if they are able to attend. This year will be our 18th year and we would like to continue to provide a fun event as a thank you to our volunteers who have contributed to our community's many needs such as the shelter, retirement homes, local food bank, hospice & refugee committees, to name a few.

Grant Application:

Total Grant Requested: \$ 750.00	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Area B, Area C, CBT	
Previous Discretionary Grants Received – Year and Amount: 2025: Area B \$500 Area C \$250	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-03-10 20:10:39	Kris VanderWeyde _____ Print Name
Signature _____	
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ 750
Board Approved Date:	Resolution #



Discretionary Fund Grant Program

Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Erickson Community Association	Date of Application: 03/23/2026
Contact Name: David White	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: B ☐ Municipality:
Mailing Address: PO Box 22 Erickson BC V0B1K0	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 428-4951	Email: erickson.community.assoc@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Over time, we have been replacing "Welcome to Erickson" road signs with new ones. Our old ones were peeling, and in some cases unreadable. We have 2 of the 4 total replaced / paid already, and when we got an estimate for doing the remaining 2 of the 4 signs, we are a bit short on \$. So, these funds would be used to replace #3 and #4 of 4 Welcome to Erickson road signs. Yes, we have discussed this project with our Area B Director, Roger.

Grant Application:

Total Grant Requested: \$ \$1000.00	Which funding criterion objective does this project meet? ☐ Social ☒ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: If RDCK does not help us, the project will not get done. We have no source of funding otherwise.	
Previous Discretionary Grants Received – Year and Amount: 2025 - \$500 / insurance. 2026 - \$2500 / signs.	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
Signed at: 2026-03-23 20:35:49 Signature	David White Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ \$1,000
Board Approved Date:	Resolution #



Discretionary Fund Grant Program

Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Lister Community Cemetery	Date of Application: 03/27/2026
Contact Name: Sheila Meyer	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: B ☐ Municipality:
Mailing Address: 2912 28 St Creston British Columbia V0B 1G2	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 254-2176	Email: listercommunitycemetery@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

To aid in the cost of Lister Water.

Grant Application:

Total Grant Requested: \$ \$1000.00	Which funding criterial objective does this project meet? ☐ Social ☐ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Plot sales	
Previous Discretionary Grants Received – Year and Amount: 0	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-03-27 12:51:22	Sheila Meyer
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$1,000
Board Approved Date:	Resolution #



Discretionary Fund Grant Program

Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Rick Clark Memorial Society	Date of Application: 03/30/2026
Contact Name: Lawrence Ward	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: B ☐ Municipality:
Mailing Address: 3315 Beam Rd Creston BC V0B 1G1	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 428-5005	Email: warl@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

We support and host a community golf tournament to raise money for 2 Bursaries valued at \$2000 each for a graduating qualifying student from Kootenay River Secondary School enrolled in a Post Secondary Program at a recognized University or College. The funds are used for support towards post secondary bursary for junior golferto further their education.

Grant Application:

Total Grant Requested: \$ 500	Which funding criterial objective does this project meet?
	☒ Social ☐ Economic ☐ Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Creston and District Credit Union for \$1000, Assente Capital for \$500, JH Hustcroft for \$1000

Previous Discretionary Grants Received – Year and Amount: 2025 Area B for \$500 Area C \$250

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Monique Signed at:
2026-03-30 14:36:00

Monique St Louis for Lawrence Ward

Signature

Print Name

Authorization

Signature of Area Director Signed by Director

Total Grant Approved \$ 500

Board Approved Date:

Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Ladies Iron Maiden	Date of Application: 03/10/2026
Contact Name: Kris VanderWeyde	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: C ☐ Municipality:
Mailing Address: 110-33rd Ave N Creston British Columbia V0B 1G1	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 402-8717	Email: kvanderweyde@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

This event was started 17 years ago to show appreciation and to recognize the Women volunteers in our community. This is an open invitation to all of our women volunteers and they rsvp if they are able to attend. This year will be our 18th year and we would like to continue to provide a fun event as a thank you to our volunteers who have contributed to our community's many needs such as the shelter, retirement homes, local food bank, hospice & refugee committees, to name a few.

Grant Application:

Total Grant Requested: \$ 750.00	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Area B, Area C, CBT	
Previous Discretionary Grants Received – Year and Amount: 500.00	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
Signed at: 2026-03-10 20:05:40 _____ Signature	Kris VanderWeyde _____ Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ 500
Board Approved Date:	Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Creston Valley Youth Soccer Association - Creston FC	Date of Application: 03/16/2026
Contact Name: Jason Meidl	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: C ☐ Municipality:
Mailing Address: Box 129 Creston BC V0B1G0	Payment Type: ☒ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 581-2120	Email: jason@crestonvalleyfuneralservices.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The appreciation dinner will thank the people who volunteer their time each season to support the kids. The budget is \$2000, which covers food, a simple venue setup, and small tokens of thanks for those who give their time each week. You know the value these volunteers bring to the program: They give hours to practice planning and game days. They support more than 300 young players each season. They help keep soccer accessible in our community by donating their time. Your support would go straight toward recognising that work and keeping our volunteer base strong.

Grant Application:

Total Grant Requested: \$ 250	Which funding criterion objective does this project meet?
	☒ Social ☐ Economic ☐ Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
We are asking each area director and the Town of Creston for \$500 to help cover the costs.

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2026-03-16 09:20:28

Jason Meidl

Signature

Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ \$200
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Board Approved Date:	Resolution #
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Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Rick Clark Memorial Society	Date of Application: 03/30/2026
Contact Name: Lawrence Ward	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: C ☐ Municipality:
Mailing Address: 3315 Beam Rd Creston BC V0B 1G1	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 428-5005	Email: warl@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

We support and host a community golf tournament to raise money for 2 Bursaries valued at \$2000 each for a graduating qualifying student from Kootenay River Secondary School enrolled in a Post Secondary Program at a recognized University or College. The funds are used for support towards post secondary bursary for junior golferto further their education.

Grant Application:

Total Grant Requested: \$ 500	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Creston and District Credit Union for \$1000, Assente Capital for \$500, JH Hustcroft for \$1000	
Previous Discretionary Grants Received – Year and Amount: 2025 Area B for \$500 Area C \$250	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
<i>Me</i> Signed at: 2026-03-30 14:37:36 _____ Signature	Monique St Louis for Lawrence Ward _____ Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ \$250
Board Approved Date:	Resolution #



Discretionary Fund Grant Program

Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Balfour Recreation Commission	Date of Application: 03/24/2026
Contact Name: Julie Poetsch	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: E ☐ Municipality:
Mailing Address: 602 Queens Bay Road Balfour British Columbia V0G 1C0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 229-5655	Email: admin@balfourgr.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The pickleball courts in Balfour are heavily used by the community, with approximately 100 registered players relying on them for regular recreation and social connection. Over time, the court lines have faded significantly, making play more difficult and reducing overall safety and accessibility. Grant funds will be used to purchase highquality paint to refresh the court lines. A team of dedicated pickleball volunteers has committed to completing the repainting work, ensuring the project is both costeffective and community driven.

Grant Application:

Total Grant Requested: \$ 500.00

Which funding criterial objective does this project meet?



Social



Economic



Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 The project has no other financial contributors. Community volunteers will provide the inkind labour required to complete the line ...

Previous Discretionary Grants Received – Year and Amount: 2019 \$10000, 2020 \$3808, 2021 \$1000, 2021 \$1000, 2021 \$4050, ...

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

J.P.

Signed at:
2026-03-25 09:55:10

Julie Poetsch

Signature

Print Name

Authorization

Signature of Area Director Signed by Director

Total Grant Approved \$ 500

Board Approved Date:

Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Balfour Senior Citizens Association Branch # 120	Date of Application: 03/31/2026
Contact Name: Edith Lane	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: E ☐ Municipality:
Mailing Address: 8435 Busk Rd. Balfour BC V0G 1C0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 229-2204	Email: butch.edith@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Balfour seniors recycle garbage left with our recyclables at the Balfour Transfer Station that people do not pay for themselves, especially with the increase in dumping fees.

Grant Application:

Total Grant Requested: \$ 200.00	Which funding criterial objective does this project meet?
	☐ Social ☒ Economic ☐ Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 Previously, the Balfour Seniors absorbed the cost of the garbage....

Previous Discretionary Grants Received – Year and Amount: 2026 - 999.00

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2026-03-31 12:21:54

Edith Lane

Signature

Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ 200
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Board Approved Date:	Resolution #
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Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Blewett Community Society	Date of Application: 04/06/2026
Contact Name: Valerie Evans	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: E ☐ Municipality:
Mailing Address: 2662 granite rd. unit 20 nelson British Columbia V1L 6V3	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 505-7624	Email: blewettsociety@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

This grant is to cover the fees of the transfer station so that we can encourage people to pick up garbage that has been dumped or collect loose garbage along the side of the road. They will send us a photo of the garbage they collected as well as a photo of the receipt and we will e-transfer them a re-imbursement. These funds may also cover the cost of garbage bags for when we do a community clean up day. We did receive a grant for this 2 years ago and it took us 2 years to use it up- this year we plan to promote more clean ups and host a clean up specific day so we anticipate to use it faster

Grant Application:

Total Grant Requested: \$ 400	Which funding criterion objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: there are no other funding sources for this initiative

Previous Discretionary Grants Received – Year and Amount: in 2024 we received a grant for 250\$ from Area E and we took 2 ...

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Valerie Evans
 Signed at:
 2026-04-06 09:32:36

valerie evans

Signature

Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ 400
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Board Approved Date:	Resolution #
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Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Salmo Area Supportive Housing Society dba Salmo Valley Estates	Date of Application: 03/17/2026
Contact Name: Melanie Cox	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: G ☐ Municipality:
Mailing Address: 730 Railway Ave Salmo BC V0G1Z0	Payment Type: ☒ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 357-2629	Email: salmove@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Salmo & Area Supportive Housing Society provides a safe, affordable, supportive environment to seniors and families in Salmo and area to encourage a healthy, engaged lifestyle.

We wish to provide an immersive wellness room including medical equipment and massage chair to encourage a healthy and engaged lifestyle. This grant is for the equipment and massage chair.

Grant Application:

Total Grant Requested: \$4,800	Which funding criterion objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Hospital Auxiliary \$1,500	
Previous Discretionary Grants Received – Year and Amount: none	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-03-17 11:13:29 _____ Signature	Melanie Cox _____ Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$4,800
Board Approved Date:	Resolution #



Discretionary Fund Grant Program

Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Community Harvest Food Bank	Date of Application: 04/02/2026
Contact Name: Valentine Field	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: I ☐ Municipality:
Mailing Address: 614 Christina Place Castlegar BC V1N 2K7	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 608-1642	Email: valentinefield01@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Community Harvest Food Bank is going through a period of transition. Deb McIntosh, founder and long time manager of the food bank has stepped down to focus on managing the homeless shelter. A new Board has been formed, a new registration system has been introduced and new appliances have been purchased. A new website is required and this application is a request to fund this website. We have engaged a local web designer with 10 years of experience to work with us. (invoice attached) Once in place the designer would be available at no charge for technical support and advice.

Grant Application:

Total Grant Requested: \$500

Which funding criterial objective does this project meet?



Social



Economic



Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 We will also be applying to area J for \$1280 and the Community Harvest Food Bank will cover the cost of the GST.

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2026-04-02 18:31:03

Val Field

Signature

Print Name

Authorization

Signature of Area Director Signed by Director

Total Grant Approved \$500

Board Approved Date:

Resolution #



Discretionary Fund Grant Program

Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Community Harvest Food Bank	Date of Application: 04/02/2026
Contact Name: Valentine Field	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: J ☐ Municipality:
Mailing Address: 614 Christina Place Castlegar BC V1N 2K7	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 608-1642	Email: valentinefield01@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Community Harvest Food Bank is going through a period of transition. Deb McIntosh, founder and long time manager of the food bank has stepped down to focus on managing the homeless shelter. A new Board has been formed, a new registration system has been introduced and new appliances have been purchased. A new website is required and this application is a request to fund this website. We have engaged a local web designer with 10 years of experience to work with us. (invoice attached) Once in place the designer would be available at no charge for technical support and advice.

Grant Application:

Total Grant Requested: \$1280

Which funding criterial objective does this project meet?



Social



Economic



Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
 We will be requesting \$500 from Area I. The Community Harvest Food Bank will pay for the GST.

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2026-04-02 18:48:05

Val Field

Signature

Print Name

Authorization

Signature of Area Director Signed by Director

Total Grant Approved \$ 1,280

Board Approved Date:

Resolution #



Discretionary Fund Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Robson recreation society	Date of Application: 03/23/2026
Contact Name: Wesley Greep	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: J ☐ Municipality:
Mailing Address: Box 112 Robson Bc V0G 1x0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 365-1554	Email: wesgreep@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

We would like to have high speed internet installed at the rec hall for a one year trial period to determine if there is enough benefit/need for it from our renters to warrant the increase in rental costs that will come if we keep it long term.

Grant Application:

Total Grant Requested: \$ 1142	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
--------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:
2026-03-23 10:26:50

Wesley Greep

Signature

Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ \$1,142
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Board Approved Date:	Resolution #
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DISCRETIONARY *Osprey*
Community Development Grant
Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Osprey Foundation	Date of Application: Feb. 9, 2026
Contact Name: Michelle Gordon, CAO	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☒ Municipality: SLOCAN
Mailing Address: Village of Slocan PO Box 50 503 Slocan Street Slocan, BC V0G 2C0	Payment Type: (To the Village) ☐ Electronic Fund Transfer of Slocan, Box ☒ Mailed cheque 50)
Phone #: 250-355-2277	Email: cao@villageofslocan.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Osprey Foundation Neighbourhood Grants Program

Grant Application:

Total Grant Requested: \$ 500	Which funding criterion objective does this project meet? ☒ Social ☒ Economic ☒ Environmental
--------------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signature

Michelle Gordon, CAO

Print Name

Authorization Jessica Lunn, MAYOR

Signature of Area Director

Total Grant Approved \$ 500.00

Board Approved Date:

Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Rykerts Irrigation District	Date of Application: 03/24/2026
Contact Name: Glenn Mohr	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:B ☐ Municipality:
Mailing Address: 3340 8th St 8th Street Creston BC V0B 1G2	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 428-3376	Email: mohr.horses@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Badger meters will be purchased and installed this year and will have the capability to be fully remote at a future date when funds are available.

Grant Application:

Total Grant Requested: \$ 5000	Which funding criterial objective does this project meet? ☒ Social ☒ Economic ☒ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Any additional funding required will come from the Rykerts Irrigation account.	
Previous Community Development Grants Received – Year and Amount: 5000 received in March 2026	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
Signed at: 2026-03-24 09:46:31 _____ Signature	Glenn Mohr _____ Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$5,000
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Kaslo Logger Sports	Date of Application: 04/01/2026
Contact Name: Nicole Rhynold	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:D ☐ Municipality:
Mailing Address: PO Box 735 First St Kaslo BC V0G1M0	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 943-9222	Email: sponsorship.kaslologgersports@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Kaslo Logger Sports is in its 52nd year of delivering over 30 different logging events over the two days of competition. Competitors travel to our venue from all over the world to compete in regular events and exclusive CANLOG Canadian Championship events.

Grant Application:

Total Grant Requested: \$ 600	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Private companies, fundraising	
Previous Community Development Grants Received – Year and Amount: 2025 - \$600, 2024- \$500, 2023 - \$500, 2022 - \$500, 2021 - \$500, 2020 - \$500	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
Signed at: 2026-04-01 17:20:12 _____ Signature	Nicole Rhynold _____ Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$600
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Regional District of Central Kootenay Service 184	Date of Application: 03/23/2026
Contact Name: Todd Johnston	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:D ☐ Municipality:
Mailing Address: 202 Lakeside Dr. Nelson BC V1L 5R4	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 354-9781	Email: tjohnston@rdck.bc.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

A 2026 grant of 20K was approved in Feb 2026. This application is for the 2024 year, missed previously, to update the committed funds. Morrow Bioscience Ltd. (MBL) is in a 5-year contract to provide a Mosquito Control Program (MCP) to the Meadow Creek and Pine Ridge areas. The MCP reduces floodwater and snowmelt mosquito abundance through applications of a pesticide (Bti) by hand and aerial applications. During seasons with increased flooded areas, due to high precipitation events or high-volume dam releases, more aerals are required which increases the cost of the program.

Grant Application:

Total Grant Requested: \$ 20,000	Which funding criterial objective does this project meet? ☒ Social ☒ Economic ☒ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: NA	
Previous Community Development Grants Received – Year and Amount: 2026: \$20K, 2025: \$14K, 2023 - \$40K, 2022 - \$22K; 2021 - \$37.5K; 2020 - \$20K	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-03-23 15:41:52	Todd Johnston
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$20,000
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Balfour Recreation Commission	Date of Application: 03/25/2026
Contact Name: Julie Poetsch	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:E ☐ Municipality:
Mailing Address: 602 Queens Bay Road Balfour British Columbia V0G 1C0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 229-5655	Email: admin@balfourgr.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Children's Imagination Station at Balfour Daze is one of the event's most popular attractions, consistently drawing families from across the region. It provides a vibrant, welcoming space where children can explore, play, and create. Each year, the area is bustling with activity as kids enjoy a wide range of free, familyfriendly offerings, including a bouncy castle, face painting, a fish pond, handson crafts, a book giveaway, and healthy snacks. We also set out sports equipment to encourage active play and inclusive participation for children of all ages.

Grant Application:

Total Grant Requested: \$ 1000	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
--------------------------------	---

Other Funding Sources: Balfour Recreation Commission has received \$5000 in funding from the Regional District of Central Kootenay. Both funds requested and received. We have also applied to the Canada Arts Council and the West Kootenay Arts Council.

Previous Community Development Grants Received – Year and Amount:
2021 \$8000, 2024 \$1000

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

JP Signed at:
2026-03-25 11:51:18

Julie Poetsch

Signature

Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ \$1,000
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Balfour Recreation Commission	Date of Application: 03/29/2026
Contact Name: Julie Poetsch	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:E ☐ Municipality:
Mailing Address: 602 Queens Bay Road Balfour British Columbia V0G1C0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 229-5655	Email: admin@balfourgr.com

Project/Service Description

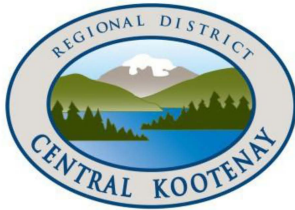
Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Our Junior Golf Program continues to grow and remains a popular activity for youth in our community. This year we are introducing four complimentary group lessons for each junior who registers. These sessions will introduce the fundamentals of golf and give kids the opportunity to develop their skills, build confidence, and stay active.

Grant funding would go toward the cost of hiring a certified golf instructor to lead these lessons. Having a qualified instructor ensures the program is run safely and that participants receive proper guidance suited to their age and ability.

Grant Application:

Total Grant Requested: \$ 1000	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural		
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Fundraising is the only other source of funding for this project.			
Previous Community Development Grants Received – Year and Amount: 2021 \$8000, 2024 \$1000			
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.			
 Signed at: 2026-04-01 06:14:37		Julie Poetsch _____ Print Name	
Signature		Print Name	
Authorization			
Signature of Area Director Signed by Director		Total Grant Approved \$ \$1,000	
Board Approved Date:		Resolution #	



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Balfour Senior Citizens Association Branch # 120	Date of Application: 03/31/2026
Contact Name: Edith Lane	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:E ☐ Municipality:
Mailing Address: 8435 Busk Rd. Balfour BC V0G 1C0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 229-2204	Email: butch.edith@telus.net

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Balfour Seniors, many of whom have no family in the area to spend Christmas with come together for a full catered Christmas dinner.

Not only is this a social time with friends, but with increasing grocery costs it is a meal they would likely not purchase for one.

Grant Application:

Total Grant Requested: \$ 1,500.00

Which funding criterial objective does this project meet?



Social



Economic



Cultural

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:
The Balfour Seniors pay any difference in catering costs for food and the gratuity for our caterer.

Previous Community Development Grants Received – Year and Amount:
2025 - 1500.00

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

 Signed at:
2026-03-31 11:27:46

Edith Lane

Signature

Print Name

Authorization

Signature of Area Director signed by Director

Total Grant Approved \$ \$1,500

Board Approved Date:

Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Blewett Community Society	Date of Application: 04/05/2026
Contact Name: valerie Evans	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:E ☐ Municipality:
Mailing Address: 2662 granite rd. unit 20 nelson British Columbia (BC) V1L 6V3	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 505-7624	Email: blewettsociety@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

This grant application is to cover the cost of 50% of all Rink, event costs & coordinator time for an entire year. This includes: Rink maintenance as well as a paid coordinator & a free family friendly bbq for volunteer rink set up day. In addition we will offer 10 events throughout the year, of which we are confident that CBT will fund supplies for 4 of them. The 10 events are: Garden tour, Earth Day sign making and garbage clean up, Family friendly beach party, 2 guided play community days, Taghum Hall Halloween party, dinner with neighbours, Family day bbq at the rink and AGMs & maybe more.

Grant Application:

Total Grant Requested: \$ 9175	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Yes. We are requesting 50% of the total cost with Area E funding and 2600\$ with CBT. The request we combined the rink, coordinator and events grants into one. Usually we submit the grants separately.	
Previous Community Development Grants Received – Year and Amount: Yes. In 2025 we received a grant from Area E for 4500 from for community events and coordinator time as well as a grant for 4300 for ...	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-04-06 09:06:36	Valerie Evans
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ 9,175
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Harrop School House Society	Date of Application: 04/07/2026
Contact Name: Tim Davis	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:E ☐ Municipality:
Mailing Address: 250 Alexander Road Procter BC V1L0B5	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 819-9421	Email: harropschoolhousesociety@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

This project aims to create an 8-space childcare facility in the community of Harrop-Procter by upgrading the existing Harrop Schoolhouse building to provincial childcare licencing standards. Funding through this RDCK grant will address building upgrades identified in 2025 architecture feasibility report, including the refurbishment of the building porch and balustrade and reconstruction of building access structures (ramp and stairs).
The Harrop School House Society (HSHS) is requesting a total of \$10,000 from the RDCK to complete the proposed works listed above.

Grant Application:

Total Grant Requested: \$ 10000	Which funding criterial objective does this project meet? ☒ Social ☒ Economic ☐ Cultural
Other Funding Sources: Identify all sources of project funding and amounts. Both funds requested and received. RDCK will be used to address labour costs (approx. \$9166.50) while the remaining amount for materials (\$5,815.90) will be requested from the Harrop Procter Community Co-Operative (HPCC)....	
Previous Community Development Grants Received – Year and Amount: \$12,200 received in 2024	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
TD Signed at: 2026-04-07 13:47:17 _____ Signature	Tim Davis _____ Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$10,000
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Blewett Community Society	Date of Application: 04/06/2026
Contact Name: Valerie Evans	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:F ☐ Municipality:
Mailing Address: 2662 granite rd. unit 20 nelson British Columbia (BC) V1L 6V3	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 505-7624	Email: blewettsociety@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) **Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.**

This grant application is to cover the cost of 50% of all Rink, event costs & coordinator time for an entire year. This includes: Rink maintenance as well as a paid coordinator & a free family friendly bbq for volunteer rink set up day. In addition we will offer 10 events throughout the year, of which we are confident that CBT will fund supplies for 4 of them. The 10 events are: Garden tour, Earth Day sign making and garbage clean up, Family friendly beach party, 2 guided play community days, Taghum Hall Halloween party, dinner with neighbours, Family day bbq at the rink and AGMs & maybe more.

Grant Application:

Total Grant Requested: \$ 9175	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Yes. We are requesting 50% of the total cost with Area E funding and 2600\$ with CBT. We have combined the rink, coordinator and events grants into one. Usually we submit the grants separately.	
Previous Community Development Grants Received – Year and Amount: Yes. In 2025 we received a grant from Area E for 4500 from for community events and coordinator time as well as a grant for 4300 for ...	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-04-06 09:39:36	Valerie Evans
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$9,175
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nelson Public Library	Date of Application: 03/30/2026
Contact Name: Laura Harris	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:F ☐ Municipality:
Mailing Address: 602 Stanley Street Nelson British Columbia V1L 1N4	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 352-8219	Email: lharris@nelson.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The book return bin at Taghum Shell promotes the use of library by making it convenient to access the over 45K materials available at the library. It reduces barriers such as distance, parking and public transportation limitations. Library resources and trusted information, whether it is for recreation, employment, or personal use, can have a major impact on the economic resilience of community members. This funding will support the regular pick up and transport of books, staff time for handling, sorting and processing returned materials as well as supplies and maintenance for the bin itself.

Grant Application:

Total Grant Requested: \$ \$4000	Which funding critical objective does this project meet? ☒ Social ☒ Economic ☐ Cultural
Other Funding Sources: <i>Other funding sources include private sources of project funding and amounts. Both funds requested and received:</i> - Cost of one community return bin: \$7,750 - Delivery cost for all three bins: \$3,360 (one-third allocated to Taghum = \$1,120)...	
Previous Community Development Grants Received – Year and Amount: 2024 - \$4000/ 2023 - \$2829/ 2022 - \$1,800	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-03-30 12:31:40	Laura Harris
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$4,000
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Kootenay Mountain Biking Ltd	Date of Application: 02/18/2026
Contact Name: Peter Burkitt	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:G ☐ Municipality:
Mailing Address: PO Box 1027 Rossland British Columbia V0G 1Y0	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 231-9499	Email: info@kootenaymountainbiking.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

In collaboration with HUB Cycling and the RDCK Rural Mobility Working Group, Kootenay Mountain Biking will deliver the Everyone Rides Grade 4–5 bike education program to rural schools in 2026. Our goal is to reach all 24 regional public schools over two years. The program teaches bike safety using our fleet of bikes and 1–2 days of instruction. While provincially funded, rural support is limited. This program aims to demonstrate the need for long-term, equitable funding for small communities.

Grant Application:

Total Grant Requested: \$ 1500	Which funding criterial objective does this project meet? ☒ Social ☒ Economic ☒ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Village of Salmo - \$1500 requested to support delivery of this program	
Previous Community Development Grants Received – Year and Amount: 2025 - Area B, C, H, K, Creston \$15,000 total	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-02-18 12:21:41 _____ Signature	Peter Burkitt _____ Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ \$1,500
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Nelson Waldorf School Association	Date of Application: 02/17/2026
Contact Name: Shaun Sarton	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area:G ☐ Municipality:
Mailing Address: 3648 Silverking Ski Hill Road Nelson B.C. V1L6N2	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 352-6919	Email: shaun.sarton@nelsonwaldorf.org

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The current playground at Nelson Waldorf is in desperate need of repair and renovation. We are planning to build a nature-inspired play space for our cohort of 122 students (ages 3-14) and the broader community at large. We've polled the entire school community, and the primary needs are climbing structures, monkey bars, swings, slides, and tunnels. We plan to collaborate with local builders to develop the space, and we intend to use natural materials wherever possible to lessen the environmental impact while creating functional structures that nurture the development of children.

Grant Application:

Total Grant Requested: \$ 1000.00	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: NWS School Budget - \$10000 PAC Fundraising - \$10000...	
Previous Community Development Grants Received – Year and Amount: N/A	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
Signed at: 2026-02-17 11:10:54 Signature	Shaun Sarton Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$1,000
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Destination Castlegar	Date of Application: 03/10/2026
Contact Name: Andrea Miller	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☐ Municipality:
Mailing Address: 1995 6 Ave Castlegar BC V1N 2W6	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 608-1579	Email: destination@castlegar.com

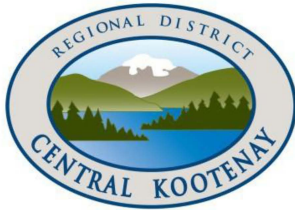
Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

This annual event has proven to be both impactful and well-received. I'd be happy to provide detailed statistics and financial summaries from the past four years, along with outcomes that highlight the positive environmental and community impacts. This fall Castlegar will host the Invasive Species Fishout Derby on the Columbia River. The intent is to catch as many walleye (Regional Guidelines) and northern pike as possible because both species were introduced to the waters here and are detrimental to the native species of trout, Kokanee, and others. Hosted in conjunction with Fishing BC.

Grant Application:

Total Grant Requested: \$ \$1,875.00	Which funding criterial objective does this project meet? ☒ Social ☒ Economic ☒ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: RDCK Area J \$1,500 Okanagan Nation \$1,000...	
Previous Community Development Grants Received – Year and Amount:	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-03-10 10:46:29	Andrea Miller
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$1,875
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Diverse Family Roots	Date of Application: 04/07/2026
Contact Name: Ben Postmus	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☐ Municipality:
Mailing Address: 107 Mill Rd. PO Box 461 Fruitvale BC V0G-1L0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 231-7712	Email: diversefamilyroots@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Celebrating INCLUSION and DIVERSE COMMUNITY. Vendors from the disability world will be attending. the Band , ROCK SQUAD is known for attending ROCK4AUTISM event each year. Community is invited to join in . Service providers are invited .CLBC and MCFD families are invited. All age event.

Grant Application:

Total Grant Requested: \$ 500.00	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
RDCK Funding Source- \$1000.00 (TREAS of Kootenay Regional District) \$500.00 (500.00 for each receive): RDCK Director Henny- \$500.00	
Previous Community Development Grants Received – Year and Amount: none	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-04-07 09:36:56	Ben Postmus
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$500
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Shoreacres Hall Society (Cooking & Events Committee)	Date of Application: 03/16/2026
Contact Name: Dasha Stoochnoff	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☐ Municipality:
Mailing Address: 2625 Shoreacres Road Castlegar BC V1N 4P8	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 608-9985	Email: shoreacreshallsociety@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Shoreacres Hall Society seeks to strengthen connections within our community and with our neighbours. This Pie BINGO, the first in nine years in Shoreacres, was organised solely by volunteers in the Cooking and Events Committee and was held February 28th. It was extremely well-attended in our community hall basement, with a full house!

The funds will help to offset some of the costs the Shoreacres Hall Society incurred investing in BINGO equipment (cards, caller's cage, balls, and rack) that could be used for many years to come.

Grant Application:

Total Grant Requested: \$500	Which funding criterion objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
Other Funding Sources: Identify all sources of project funding and amounts. Both funds requested and received. The Shoreacres Hall Society funded the event including the purchase of all ingredients for the concession as well as a variety of homemade treats for the concession as well. The Shoreacres Hall Society made a \$939.43 investment in BINGO equipment.	
Previous Community Development Grants Received – Year and Amount: n/a	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
Signed at: 2026-03-16 11:55:23	Dasha Stoochnoff
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$500
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4
Phone 250-352-6665 Fax 250-352-9300
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: BC Old Rime Fiddlers, Kootenay #9	Date of Application: 03/22/2026
Contact Name: Denise Chernoff	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☐ Municipality:
Mailing Address: 1057 Bridgeview Crescent Castlegar B.C. V1N 4L1	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 365-3209	Email: denisechernoff@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

It is the mandate of the BC Old Time Fiddlers to keep our Canadian historical Old time music alive. It is through these camps that we are able to offer musicians the opportunity to study and learn music under the tutelage of well known instructors from across Canada. It is our goal to keep the camp fee reasonable enough so that musicians of all ages and abilities can afford to participate. The support provided will help offset the price of instructors, their travel and accommodation and facility expenses.

Grant Application:

Total Grant Requested: \$ \$600.00	Which funding criterial objective does this project meet? ☒ Social ☒ Economic ☒ Cultural
We have previously received any funding for this years funding yet but we will be submitting funding applications to Tech, Rossland Credit Union and Stellar Vista Credit Union.	
Previous Community Development Grants Received – Year and Amount: 2023: \$500; 2024: \$600; 2025, \$600	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
Signed at: 2026-03-22 09:00:31	Denise Chernoff
Signature	Print Name

Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$600
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Deer Park Recreation Society	Date of Application: 03/04/2026
Contact Name: Anna Krista	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☐ Municipality:
Mailing Address: 7630 Broadwater Road Castlegar BC V1N 4V8	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 999-3182	Email: DeerParkTreasure@protonmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

These funds will pay for operating the fire hall, the trucks and associated equipment. This includes anticipated repair and maintenance of the trucks, the equipment and the building, as well as the truck motor vehicle inspections. It will pay for propane heating, office administration, year end accounting and replacing the pads on our defibrillators. Insurances for the trucks, for the building and the directors are included. We will replace the sliding door and purchase a projector and screen for training presentations.

Grant Application:

Total Grant Requested: \$ 22,000	Which funding criterial objective does this project meet? ☒ Social ☒ Economic ☒ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:	
Previous Community Development Grants Received – Year and Amount: 20,000 October 2024	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-03-04 15:27:32	Anna Michael Krista
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$22,000
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Diverse Family Roots	Date of Application: 04/07/2026
Contact Name: Ben Postmus	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☐ Municipality:
Mailing Address: 107 Mill Rd. PO Box 461 Fruitvale BC V0G-1L0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 231-7712	Email: diversefamilyroots@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Celebrating INCLUSION and DIVERSE COMMUNITY. Vendors from the disability world will be attending. the Band , ROCK SQUAD is known for attending ROCK4AUTISM event each year. Community is invited to join in . Service providers are invited .CLBC and MCFD families are invited. All age event.

Grant Application:

Total Grant Requested: \$ 500.00	Which funding criterial objective does this project meet? ☒ Social ☐ Economic ☐ Cultural
RDCK Funding Source- \$1000.00 (TREAS of Kootenay Regional District) \$500.00 (500.00 for each receive): RDCK director Andy- \$500.00 (castlegar)	
Previous Community Development Grants Received – Year and Amount: none	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-04-07 10:00:42	Ben Postmus
Signature	Print Name
Authorization	
Signature of Area Director Signed by Director	Total Grant Approved \$ \$500
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Kootenay Mountain Biking Ltd	Date of Application: 02/18/2026
Contact Name: Peter Burkitt	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☐ Municipality: Kaslo
Mailing Address: PO Box 1027 Rossland British Columbia V0G 1Y0	Payment Type: ☐ Electronic Fund Transfer ☒ Mailed cheque
Phone #: (250) 231-9499	Email: info@kootenaymountainbiking.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

In collaboration with HUB Cycling and the RDCK Rural Mobility Working Group, Kootenay Mountain Biking will deliver the Everyone Rides Grade 4–5 bike education program to rural schools in 2026. Our goal is to reach all 24 regional public schools over two years. The program teaches bike safety using our fleet of bikes and 1–2 days of instruction. While provincially funded, rural support is limited. This program aims to demonstrate the need for long-term, equitable funding for small communities.

Grant Application:

Total Grant Requested: \$ 1500	Which funding criterial objective does this project meet? ☒ Social ☒ Economic ☒ Cultural
Other Funding Sources: Identify all sources of project funding Area D for \$1,500 to help cover the total program cost.	
Previous Community Development Grants Received – Year and Amount: 2025 - Area B, C, H, K, Creston \$15,000 total	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-02-18 14:04:33 _____ Signature	Peter Burkitt _____ Print Name

Authorization

Signature of Area Director Signed by Director	Total Grant Approved \$ \$1,500
Board Approved Date:	Resolution #



Community Development Grant Program Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Village of Salmo	Date of Application: 03/17/2026
Contact Name: Derek Kwiatkowski	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☐ Municipality: Salmo
Mailing Address: 423 Davies Avenue Salmo BC V0G 1Z0	Payment Type: ☐ Electronic Fund Transfer ☐ Mailed cheque
Phone #: (250) 357-9433	Email: cao@salmo.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Village completed an annual inspection of the Village Sweeper that revealed some repairs along with the annual maintenance. The funds would be used for these charges.

Grant Application:

Total Grant Requested: \$ \$3,700	Which funding criterial objective does this project meet? ☐ Social ☒ Economic ☐ Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:	
Previous Community Development Grants Received – Year and Amount: 2025- \$15043.06	
By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.	
 Signed at: 2026-03-17 15:54:25	Derek Kwiatkowski
Signature	Print Name
Authorization	
Signature of Area Director Singed by Director	Total Grant Approved \$ \$3,700
Board Approved Date:	Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: VOS - ONA Fish in Schools	Date of Application: Feb. 9, 2026
Contact Name: Michelle Gordon, CAO	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☒ Municipality: SLOCAN
Mailing Address: Village of Slocan PO Box 50 503 Slocan Street Slocan, BC V0G 2C0	Payment Type: (To the Village) ☐ Electronic Fund Transfer of Slocan, Box ☒ Mailed cheque 50)
Phone #: 250-355-2277	Email: cao@villageofslocan.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Okanagan Nation Alliance - "Fish in Schools" Program contribution.

Grant Application:

Total Grant Requested: \$ 1,000	Which funding criterion objective does this project meet? ☒ Social ☒ Economic ☒ Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signature

Michelle Gordon, CAO

Print Name

Authorization Jessica Lunn, MAYOR

Signature of Area Director

Total Grant Approved \$ 1,000.00

Board Approved Date:

Resolution #



Egg Hunt

Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Village of Slocan-Egg Hunt	Date of Application: Feb. 9, 2026
Contact Name: Michelle Gordon, CAO	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☒ Municipality: SLOCAN
Mailing Address: Village of Slocan PO Box 50 503 Slocan Street Slocan, BC V0G 2C0	Payment Type: (To the Village) ☐ Electronic Fund Transfer of Slocan, Box ☒ Mailed cheque 50)
Phone #: 250-355-2277	Email: cao@villageofslocan.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Hosting a Children's Easter Egg Hunt for Village & Area H Residents

Grant Application:

Total Grant Requested: \$ 200	Which funding criterion objective does this project meet? ☒ Social ☒ Economic ☒ Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

2018 - 2025

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signature

Michelle Gordon, CAO

Print Name

Authorization Jessica Lunn, MAYOR

Signature of Area Director

Total Grant Approved \$ 200.00

Board Approved Date:

Resolution #



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

VETERANS

FILE NO. 1865-20-__

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: Veterans Crosswalk Project	Date of Application: Feb. 9, 2026
Contact Name: Michelle Gordon, CAO	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☒ Municipality: SLOCAN
Mailing Address: Village of Slocan PO Box 50 503 Slocan Street Slocan, BC V0G 2C0	Payment Type: (To the Village) ☐ Electronic Fund Transfer of Slocan, Box ☒ Mailed cheque 50)
Phone #: 250-355-2277	Email: cao@villageofslocan.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Veteran's Crosswalk Project in the Villages of Slocan, Silverton and New Denver, and restoration of New Denver's Cenotaph.

Grant Application:

Total Grant Requested: \$ 500	Which funding criterion objective does this project meet? ☒ Social ☒ Economic ☒ Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signature

Michelle Gordon, CAO

Print Name

Authorization Jessica Lunn, MAYOR

Signature of Area Director

Total Grant Approved \$ 500.00

Board Approved Date:

Resolution #



Community Development Grant

Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: WEG Bamfield Trip	Date of Application: Feb. 9, 2026
Contact Name: Michelle Gordon, CAO	RDCK Electoral Area/Member Municipality: ☐ RDCK Electoral Area: ☒ Municipality: SLOCAN
Mailing Address: Village of Slocan PO Box 50 503 Slocan Street Slocan, BC V0G 2C0	Payment Type: (To the Village ☐ Electronic Fund Transfer of Slocan, Box ☒ Mailed cheque 50)
Phone #: 250-355-2277	Email: cao@villageofslocan.ca

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

WE Graham Grade 7/8 Class - School trip to Bamfield Marine Sciences Center.

Grant Application:

Total Grant Requested: \$ 3,000	Which funding criterion objective does this project meet? ☒ Social ☒ Economic ☒ Environmental
---------------------------------	--

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signature

Michelle Gordon, CAO

Print Name

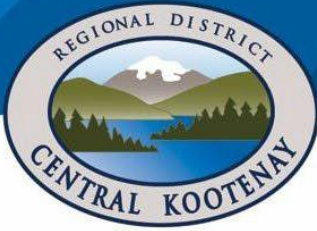
Authorization Jessica Lunn, MAYOR

Signature of Area Director

Total Grant Approved \$ 3,000.00

Board Approved Date:

Resolution #



Roger Tierney
Director of Electoral Area B

March 25, 2026

Subject: Letter of Support for Creston Valley Youth Soccer Association

To Whom It May Concern,

I am writing to express strong support for the Creston Valley Youth Soccer Association and its application for funding through the Gaming Grants program and other potential funding opportunities.

The Creston Valley Youth Soccer Association is a vital and valued organization within our community, providing meaningful opportunities for children and youth to engage in physical activity, develop skills, and build lasting social connections. With approximately 250 youth registered in the past year alone, the association clearly demonstrates both its reach and its importance to families throughout the Creston Valley.

Beyond participation numbers, what truly stands out is the organization's commitment to fostering an inclusive, supportive, and active environment for all youth. The association works diligently to remove barriers to participation, encouraging involvement regardless of background or financial circumstance. Their efforts contribute not only to physical health but also to personal development, teamwork, confidence, and overall well-being.

The Creston Valley Youth Soccer Association has shown strong leadership and initiative in developing the sport locally. Their volunteers and organizers are engaged, dedicated, and continually seeking ways to expand access and increase participation across the community. This proactive approach reflects a deep commitment to ensuring that all young people have the opportunity to benefit from organized sport.

Funding support will play a critical role in helping the association achieve its goals—particularly in reducing registration fees and making soccer more accessible to families who may otherwise face financial barriers. By easing these costs, the organization can continue to broaden participation and ensure that no child is excluded due to economic constraints.

Investing in the Creston Valley Youth Soccer Association is an investment in the health, development, and connectedness of our community's youth. The positive impacts of their work extend well beyond the field, strengthening community ties and fostering a more active and inclusive Creston Valley.

I fully support their application and strongly encourage you to consider providing the funding necessary to sustain and expand their important work.

Thank you for your consideration.

Sincerely,

Originally signed by

Roger Tierney

Director of Electoral Area B

4690 Samuelson Road Canyon, BC V0B 1C1

Phone: 250.215.0666 | Email: rtierney@rdck.ca | Fax: 250.352.9300



Aimee Watson
RDCK Director of Electoral Area D

April 2, 2026

Subject: Letter of Support – Kaslo and Area D Promotional Strategy

Dear ETSI-BC,

As the Director for Area D, North Kootenay Lake, I represent 24 unincorporated communities from Ainsworth to Gerrard. Area D covers a vast geography with so much to explore and surrounds the quaint but active Village of Kaslo.

I am grateful for the work of our local Chamber to be constantly working to support and promote our fine region. This letter is to support their most recent endeavor, the application to the Building Economic Development Capacity Program (ETSI-BC) for the development of a comprehensive promotional strategy for Kaslo and Area D.

This project will create high-quality marketing assets and deliver a coordinated approach to promoting Kaslo and Area D as a year-round destination.

We have several cat and heli skiing operations with an incredible playground, trails that seem endless for all activities, hiking, mountain biking, dirt and ATV enthusiasts. The lake offers kayaking, paddle boarding, several annual fishing derbies' and best of all, some fine sailing opportunities. Through professional video production, targeted advertising, and strengthened communications capacity, the initiative is designed to increase awareness of Kaslo and Area D that will support local economic activity.

In our dynamic economy, it has never been more evident to me the importance of attracting visitors, supporting local businesses, and encouraging travel beyond peak periods. This project aligns with Area D's interest in fostering a vibrant, resilient local economy and highlighting the unique character of our communities.

I am excited to support this application and look forward to the positive outcomes this project may bring to the North Kootenay Lake region

Sincerely,

Originally signed by

Aimee Watson; Area D Director



Director's Report

Aidan McLaren-Caux – Village of Nakusp

Report Date: April 16th, 2026

Reporting from March 9th to April 7th, 2026.

Director's Activities

Village Council

- March 9th, attended online meeting with **Selkirk College** regarding a new program for economic development credentials
- March 9th, attended regular **Council Meeting**
- March 18th, attended **Nakusp & Area Food Alliance Meeting**
 - Hosted by Nakusp & Area Development Board (NADB)
 - Exploring the Future of the Nakusp Food System
 - Well attended, approximately 24 people



- Brief History of Grow Arrow Lakes
 - Hired new Agriculture Coordinator, Hailey Bekker
- Session facilitated by Kootenay Food Council, Damon Chouinard, Executive Director

Agenda

- Kootenay Food Council
 - <https://ckfoodpolicy.ca/>
 - Why We're Here
 - Context
 - Global
 - Regional
 - Moving Beyond Fragmentation
 - Scale and Opportunity
 - The Missing Middle
 - Local Coordination Matters
 - Mapping Regional Food Systems
- Food Mapping Exercise
 - Identifying connections between local organizations
 - More room for collaboration across the community
 - Lack of administrative capacity identified as a barrier
 - Need for proper equipment for safe production and storage of processed foods
 - Possibility of coordinating transport throughout the region
 - Revelstoke is an untapped market
 - Interactive Visioning Exercise, breakout groups discussing:
- March 23rd, attended regular ***Council Meeting***
- March 30th, attended in-person ***Council Workshop – Adjudicating Non-profit Proposals for Village Assets***
 - Review of Current Non-market policy
 - Leases will be triple-net
 - Focus on community benefit
 - Importance of broad benefit across the community
 - Need to legitimize the information given
 - Need for sustainability, partnerships, AND that it meets a need in the community
 - Clearly delineate the metrics that will inform the proposal decisions
 - Proponents can ask third-party surveys to help inform their proposal
 - Reference checks can be done for proponents
 - Contribution to Reserves
 - Important part of any application

- Current affordability crisis inform the decision-making process affecting all taxpayers
 - Proponents need to have “skin in the game”
 - A good example of an organization providing a community benefit include:
 - A library
 - Performing arts venues
 - Non-competition with existing business
 - Lease agreements need to include protections against activities that contravene
 - Need for services to benefit primarily residents of Nakusp
 - Council should tour the facilities related to the proposals
- April 1st, attended online webinar ***Optimizing Industrial Land in British Columbia***
- April 2nd, attended online UBCM Webinar on the ***Heritage Conservation Act***
 - Summary of history
 - Targeting introduction of legislation for Fall of 2026
 - See Technical Policy Paper for details:
 - <https://engage.gov.bc.ca/app/uploads/sites/987/2026/03/HCATP-Technical-Policy-Paper-FINAL.pdf>
 - Policy Outcomes
 - Make permitting faster and easier
 - Helping communities rebuild more quickly
 - Strengthening role of First Nations in management of their cultural heritage
 - Protecting heritage more effectively
 - What the Province heard from Local Governments
 - <https://www.ubcm.ca/about-ubcm/latest-news/province-shares-new-plans-heritage-conservation-act-amendments>
 - Includes: concerns about up-to-date mapping, availability of archaeologists, resourcing, especially for small communities
 - Upcoming engagement with UBCM and other stakeholders regarding the Regulations that will accompany the legislation
 - ******Upcoming deadline for feedback: April 23rd***
 - Submit here: engagehca@gov.bc.ca

Regional District of Central Kootenay (RDCK) as municipal director

- March 18th, attended online ***Rural Affairs Committee Meeting***
- March 18th, ***Joint Resource Recovery Committee Meeting***
 - Cancelled due to lack of agenda items.
- March 19th, chaired in-person ***Board Meeting*** in Nelson
 - Agenda for the meeting can be found here: <https://www.rdck.ca/EN/main/government/meetings-agendas-minutes.html>

- March 25th, attended in-person **West Kootenay Boundary Regional Hospital District Meeting** in Castlegar
- March 30th, attended in-person **ReDi Grant Committee Meeting** in Nakusp
- April 1st, attended online **All Recreation Committee Meeting**

Association of Kootenay & Boundary Local Governments (AKBLG)



- March 20th, attended in-person **Board Meeting** in Nelson
 - Draft 2026 Budget
 - Invitations to attend other area association conventions
 - I will be attending the Association of Vancouver Island and Coastal Communities (AVICC) and the Southern Interior Local Governments Association (SILGA)
 - Future Conventions discussion, Location and Format
 - Advocacy Update, from me as chair
 - Reviewing some fundamentals, including Terms of Reference, budget for advocacy mission to Victoria this year, relationship to the larger board
 - Pre-convention Education Session
 - Good enrolment and excitement about the speaker, Mike Bushore
 - 2026 Convention Update
 - Fast-approaching, everything should be ready to go for the last convention of the electoral term

Union of BC Municipalities (UBCM)

For detailed and regular updates from UBCM, sign up to their newsletter, The Compass here:

<https://www.ubcm.ca/thecompass>

- March 10-12th, attended **Local Government Leadership Academy, 2026 Leadership Forum**
 - *Finish Strong. Leave a Legacy. Lead Forward.*
 - Details from the agenda and presentations can be found here: <https://lgla.ca/lgla-forum/>



Day 1

Opening Ceremony

- Welcome from **Chief Wayne Sparrow**, Musqueam Indian Band
 - Mentioned the recent agreement with Canada, how we can all work together, upcoming joint statement
- Welcome from LGLA President, **Councillor Laurey-Anne Roodenburg**
- Welcome from UBCM President, **Councillor Cori Ramsay**

Lead with a Story (Part 1): Turning Your Journey into Impact

Presenter: **Bill Baker**, Founder & Principal, BB&Co Strategic Storytelling

Leadership through Storytelling

Presentation by Destination BC

- Newly released Tourism Sector Development Plan
- <https://www2.gov.bc.ca/gov/content/employment-business/look-west-strategy/diversifying-markets-and-growing-targeted-sectors/tourism-action-plan>

Networking Reception sponsored by Destination BC

Day 2

Stewarding the Finish Line: Legacy, Leadership, and Lasting Value

Presenters:

- **Councillor Melanie McCollum**, City of Courtenay
- **Mayor Dean Murdock**, District of Saanich
- **Jacqueline Weston**, Asset Management Program Manager, District of Saanich

Saanich's Asset Management Journey

- ~117k people
- Budget 2025 ~ \$567million
- Won the 2025 UBCM Community Excellence Award for their Asset Management Strategy and Implementation Plan
- Importance of political support and long-term dedication to the process
- Built asset portfolio of almost \$6billion
 - Also, ~\$5billion of natural assets
- Four Key Pillars of AM
 - Continuous Improvement
 - Information
 - Finances
 - People
- Developed Infrastructure Replacement Funding Strategy
- See FCM's Asset Management Readiness Scale
 - <https://fcm.ca/sites/default/files/documents/resources/tool/asset-management-readiness-scale-mamp.pdf>
- Lessons Learned
 - Strong Council and leadership support
 - Integrated, enterprise-wide governance
 - Service delivery focus
 - Supportive community of practice
 - Risk-based prioritization
 - Resources are available
 - UBCM funding
 - AMBC framework

Finding Sustainable Service Delivery - City of Courtenay

- Population 30,000
- \$1billion in assets
- Major asset renewal funded with debt
- Developed a Sustainable Infrastructure Investment Plan to make up the annual shortfall, with a 10-year horizon to close to gap
- Climate adaption is a significant added cost pressure
- Sustainable service delivery is not just financially responsible, it is necessary leadership for the longevity of community

Challenge of maintaining public interest in largely invisible assets when success means nothing bad happens.

Need to continuously inform the community of the need for maintenance and replacement costs for assets.

Important for staff to see Asset Management included in Council's Strategic Plan AND the Official Community Plan.

After the Storm: The Enduring Legacy of Local Leadership in Disasters

Presenters:

- **Director Jason Lum**, Fraser Valley Regional District
- **Chair John Jack**, Alberni-Clayoquot Regional District
- **Chair Natalya Melnychuk**, Columbia Shuswap Regional District

Excellent and moving panel discussion about the impacts of emergencies on communities, local government staff, and elected officials.

- Relationships need to be built PRIOR to disasters, not during.
- Disciplined communications, especially during and emergency, is one of the most important leadership skills.
- Importance of capturing processes and enshrining them in policy and learnings instead of losing them after an emergency.

LGLA Curriculum Preview Session

Presenters:

- **Todd Pugh**, Chair, LGLA Curriculum Development Working Group
- **Megan Chorlton**, Chair, LGLA Events Organization Committee
 - Working towards alignment between training for staff and elected officials.
 - Creating self-paced, modular, online courses.
 - Interactive session to get feedback from the audience.

Finishing Strong: Governing Effectively in Year Four

Presenters:

- **Mayor Richard Stewart**, City of Coquitlam
- **Chair Grace McGregor**, Regional District of Kootenay-Boundary

- **Councillor Kevin McIsaac**, City of Fernie
- **Councillor Jen Ford**, Resort Municipality of Whistler
- Reflections on career in local government and the decision to leave/not run again
 - Changes in political life, social media has made it a bit of a game
 - Impact on mental health of elected officials is increasingly detrimental, keeping good people from running
 - The fishbowl we leave in is getting harder and harder to survive
 - Having a “thick skin” also means you are not sensitive to your community’s needs
- How to manage teamwork while you are winding down your time in elected office
 - Visioning sessions with all the community non-profits for the next 20 years, NOT the next 5
 - Importance of succession planning, mentoring others to be in leadership positions
 - Knowing you are leaving allows you the freedom to think more long-term
 - Support the continuing elected officials with unpopular decisions that are still the right thing to do
 - You have to give others a chance to do the job
- What do you do with the projects that you didn’t accomplish?
 - Council will continue beyond your time, and the best thing to do is to encourage good people in the community to carry on the work
 - Build things into budgets, not just granting, which gives them longevity
 - Put into forward-thinking policy what you think is important for the next term and the future of the community
- What is going to get your attention between now and the end of your term?
 - Putting out information about what it realistically means to do this work, community outreach
 - Promoting the other aspects of involvement in local government, i.e., area associations, UBCM, FCM, etc.
 - Encouraging gender parity, recruiting good people
 - Being honest about the depth of the role and the impact on your day to day life
- The silent majority often won’t speak up out of fear of bullying or being picked on, and our job is to hear from EVERYONE, not just the loudest ones

Truth & Reconciliation in Practice: Working in a Good Way

Presenters:

- **Chair Jen Ford**, Squamish-Lillooet Regional District
- **Heather Paul**, CAO, Squamish-Lillooet Regional District
- **Gwen Bridge**, Founder, Gwen Bridge Consulting
 - See detailed guide from SLRD:
 - <https://www.slrd.bc.ca/media/file/truth-reconciliation-practice-guide-working-good-way-0>
 - Importance of establishing a collaborative governance structure with regional First Nations

- Need to educate and onboard current and particularly new elected officials, keep it a living document to evolve with the times and new perspectives

Day 3

Lead with a Story (Part 2): Building Your Library

Facilitator: **Councillor Laurey-Anne Roodenburg**, LGLA President

- Handout materials helped develop useful stories for different situations.

It Seemed Like a Good Idea at the Time...

Presenters:

- **Director Jerrilyn Kirk**, Regional District of Fraser-Fort George
- **Councillor Tasha Henderson**, City of New Westminster
- **Councillor Aidan McLaren-Caux**, Village of Nakusp
- **Mayor Jack Crompton**, Resort Municipality of Whistler
- **Chair John Jack**, Alberni-Clayoquot Regional District



RDCK External Appointments

- **Kootenay Food Council (FPC)**
 - <https://ckfoodpolicy.ca/>
- **Columbia River Treaty Local Governments Committee (CRTLGC)**
 - <https://www.crtlgc.ca/>
 - *Reminder that committee topics are confidential, as they pertain to international treaty negotiations. The Province of BC and the Government of Canada periodically release statements regarding the progress of the discussions between Canada and the United States.*
 - March 16th, attended online task force meeting.
 - March 23rd, attended online committee meeting.
 - April 1st, attended online Columbia Basin Regional Advisory Committee (CBRAC) meeting.
- **Regional Innovation Chair in Regional Economic Development Regional Advisory Committee (RIC-RED-RAC)**
- **Economic Trust of the Southern Interior (ETSI-BC) – Regional Advisory Committee (RAC) (as alternate)**





Director's Report

Suzan Hewat – Village of Kaslo

Report Date: April 7, 2026

COLUMBIA BASIN TRUST

Chat DPQ Webinar.

I participated in this webinar to get a sense of the capabilities of the AI features built into the meeting platform that the Trust uses.

Board Meeting in Trail.

I participated in the tour of the Waneta Expansion Facility. This was followed by lunch with some of the Power Operations staff.

Please see the attached report for details: [Trust Board Highlights_Mar2026](#).

The following is the link where copies of minutes and Trust Board Highlights from previous meetings can be accessed.

<https://ourtrust.org/newsroom/publications/>

FEDERATION OF CANADIAN MUNICIPALITIES

Board meeting in St John's, NL.

This was the most daunting trip to FCM meetings since being part of the organization. Silverton Councillor Leah Main travelled with me and after two 14-hour travel days we arrived in St John's at 2:00am local time. Unfortunately, it was too cold to take in the sights on foot, but a former FCM Director who lives outside St John's came in after dinner and took us on a driving tour of St. Johns and her community of Torbay.

Tour of Government House

On Tuesday morning, BC Caucus members were treated to a tour which was arranged by UBCM President Cori Ramsay. This was followed by lunch at a local restaurant where we met members of the Canadian Men's Olympic Curling gold medal winning team, which was very exciting.

I participated in all meetings and networking events.

Please see the attached report for details: [FCM-Report-to-Council-March-2026](#).

OTHER EVENTS/MEETINGS

Local Government Leadership Academy.

I participated in all the sessions and networking events that were offered.

All the sessions were very engaging and informative. I am very appreciative for the opportunity to attend.

Here is the link to the program for the Forum.

For more information

info@rdck.bc.ca | 250.352.6665 | 1.800.268.7325 (BC) | or visit rdck.ca

<https://lgla.ca/lgla-forum/>

The following is the link to the Post Forum Materials that were provided by a couple of the presenters including Bill Baker.

<https://lgla.ca/lgla-forum/lgla-forum-materials/>

Imagine Kootenay Steering Committee.

Both of the following individuals were guests at the March meeting.

Jen Comer - Regional Economic Operations Branch – Regional Manager Central Kootenay Revelstoke Ministry of Jobs and Economic Growth.

Sarah Breen - Regional Innovation Chair (RIC) in Rural Economic Development at *Selkirk* Innovates. We received updates from coordinator Riley Wilcox.

Please see her report attached: [Imagine Kootenay Coordinator report.](#)

New steering committee member Rebecca Richards from Community Futures Boundary was welcomed.

An operational update was provided by Chair Tom Thomson and Riley Wilcox Imagine Kootenay Coordinator.

Coordinator Riley Wilcox will have a booth during the tradeshow held in conjunction with AKBLG in Trail.

There have been requests made to the Regional Districts of: Central Kootenay, East Kootenay, Kootenay Boundary and Columbia Shuswap.

UPCOMING COMMITTEE MEETINGS

Meeting with Lannon DeBest, Executive Director - Clinical Operations, Kootenay Boundary.

As I reported verbally at the last meeting, I spoke to Lannon about the work that Tyler Dobie is undertaking regarding expansion of long-term care at the Victorian Community Health Centre (VCHC) in Kaslo.

I was also able to connect him with a constituent who had questions regarding service levels at VCHC.

Kaslo & District Community Forest Society Board Meeting.

I attended the March board meeting since I knew that I would be out of town for the Annual General Meeting (AGM).

Woodlands Manager Jeff Reyden provided an operational report, outlining recent and proposed harvesting activities.

There was a discussion regarding the success of the annual Winter in the Forest Festival.

An update was provided regarding the upcoming AGM. It was reported that there have been no candidates step forward and no resolutions were received prior to the deadline.

Meeting with MLA Brittny Anderson.

All council members were available to meet with MLA Anderson. The primary topic of conversation were the initiatives that the Village is trying to advance to meet the Federal and Provincial housing

targets. MLA Anderson offered to provide a letter of support for any grant applications that we might want to pursue. This information was passed on the staff, and they have been in touch with her staff.

ReDi Grant Local Selection Committee meeting.

Members of the Local Selection Committee reviewed the ReDi grant applications received for this year. We then met to discuss the applications and arrive at a recommendation to be presented at the public meeting, which is scheduled for Monday, April 13th at 6:30pm.

For 2026, there were a total of \$183,937.45 in applications with only \$58,282.00 available for disbursement.

UPCOMING MEETINGS/EVENTS.

Times have been included for meetings that are open for public participation.

- | | | |
|-------|-------|---|
| April | 13 | Resident Directed (ReDi) Grant Public Meeting at Heritage Hall @ 6:30pm. |
| | 15 | RDCK Resource Recovery @ 1:00pm. |
| | 16 | RDCK Board meeting @ 9:00am. |
| | 16 | Association of Kootenay Boundary Local Governments Pre Conference Session in Trail. |
| | 17-19 | Association of Kootenay Boundary Local Governments in Trail. |
| | 20 | Columbia Basin Trust Housing Task Force meeting.
Accessibility Committee @ 4:15pm. |
| | 21-24 | Municipal Finance Authority AGM. |
| | 25 | Aging Together Workshop @ 10:00am. |
| | 28 | RDCK Workshop – Cultivating Safe Spaces.
Regular Council meeting @ 6:00pm. |
| | 30 | West Kootenay Building Attainable Housing Symposium. |

Respectfully submitted,
Suzan Hewat
Director, Village of Kaslo

These highlights provide a general summary of key discussion items and decisions from the Board of Directors' meetings held **March 27/28, 2026** in Trail, BC. Confidential matters, such as business negotiations, personnel matters and legal issues, are not included.

- **Welcome of New Director**

The Board welcomed Jared Basil from the Yaqan Nu?kiy (Lower Kootenay Band) of the Ktunaxa Nation as a new Director, effective February 24, 2026.

- **September Board Meeting**

The Board approved holding the Annual General Meeting on September 10, 2026, and Board Meeting on September 11/12, 2026 in Rossland.

- **Governance Policies Review**

The Board completed its regular review and approval of the Board Governance Policies and Guidelines, which set out the principles and processes used to direct and govern the Trust.

Learn more: ourtrust.org/board.

- **Board Professional Development**

The Board participated in a professional development session, Understanding Artificial Intelligence, led by Francis Syms, AI Strategic Consultant. The session explored the evolution of AI to the present day, along with potential opportunities, risks and considerations relevant to Basin communities and the Trust's work.

Directors also toured the Waneta Expansion Generating Station with senior staff from the Trust's Power Operations department. The tour was followed by a comprehensive professional development session focused on the four power assets jointly owned by Columbia Power and the Trust.

- **Board Meeting Schedule**

2026 meeting dates:

- May 22/23 Revelstoke
- July 24/25 Crawford Bay
- September 10-12 Rossland (AGM)
- November 27/28 Fernie

Board meeting minutes are posted once approved at the subsequent meeting. View minutes at ourtrust.org/publications.

Please note:

*This Report to Council has been **specially designed for FCM committee and board members**, facilitating you in delivering a quick, informative presentation to your local and regional councils covering important FCM updates and advocacy progress.*



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FCM March 2026 Board of Directors Meeting

Report to Council

Scan the QR code to book your accommodation for FCM's Annual Conference and Trade Show now.



Context

- ▶ FCM meetings held in person in St. John's, Newfoundland and Labrador, from **March 3-5**. Committee meetings held virtually two weeks prior.
- ▶ The official board meeting took place on **March 5**, prior to the expected Spring Economic Statement in April 2026, helping to sharpen and focus FCM's advocacy efforts with the federal government ahead of that.
- ▶ FCM's collective efforts was strengthened by a meeting of the **Rural Forum** on **March 3**.
- ▶ This is the final in-person board gathering before **FCM's AGM and Annual Conference and Trade Show**, set to take place in Edmonton, AB from **June 4-7**.

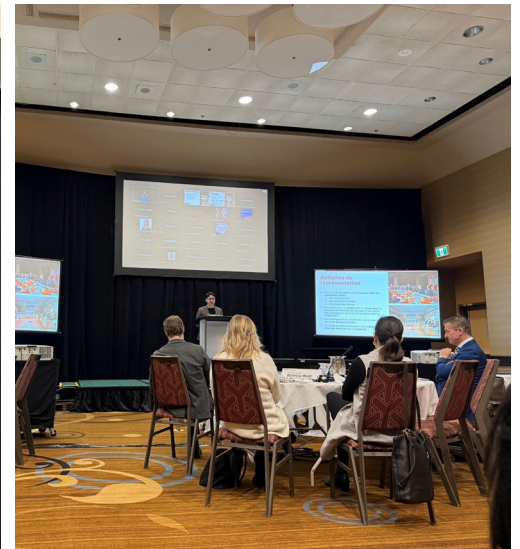


Advocacy discussion – spring 2026

- ▶ At this board meeting, FCM's President and CEO focused on **meeting the current moment**: the vital role municipalities are playing in Canada's new economic landscape.
- ▶ This included the vital importance of municipal infrastructure as the **economic backbone** of the country, and the huge contributions being made on the municipal level to Canada's **international trade and defense**. Municipal priorities remained firmly focused on **housing, infrastructure, public safety and climate resilience**.
- ▶ Municipalities' capacity to help build a stronger Canada is clear. Supporting local infrastructure means **strengthening our economy for the long-term**.

Presentations and sessions

- ▶ The Committee of the Whole meeting began on Wednesday, March 4, and included two special sessions for attendees:
 - ▶ A detailed **Advocacy Strategy session**, presented by FCM Executive Director of Policy and Public Affairs Matt Gemmel, and Advocacy Director Leslie Muñoz. **Delivered:** A comprehensive outline of FCM's advocacy planning and strategy on the road to Budget 2026.
 - ▶ This was followed by a **Trade & Defense** session, also led by Matt Gemmel, with contributions by a variety of board members from across Canada. **Delivered:** A practical, municipal perspective on the latest developments in Canada-US relations, international trade, Buy Canadian procurement, and opportunities for dual-use “municipal/defense” infrastructure investments.



Sessions continued

Further sessions included:

- ▶ **Local Responses to Homelessness:** Practices, solutions and results as provided by End Homelessness St. John's & Choices for Youth

Board and Committee Engagement Session

- ▶ **FCM's Annual Conference and Trade Show 2026 – 'Building the Future Together'** – A comprehensive look to the future of this landmark municipal event.
- ▶ **'Pulse Check: Empowering Social Media & Media Engagement'** – Practical and applicable insights on how board and committee members can best leverage traditional and social media in 2026.
- ▶ **Canadian Infrastructure Report Card** – An update on this highly significant infrastructure report and how FCM is facilitating its latest edition.



Board meeting

Decisions taken
and resolutions
adopted



Decisions taken

1. FCM budget for 2026-2027 approved

Resolutions adopted

1. Mitigating Fire Risks with Strong Lithium-Ion Battery Regulation



Review all resolutions
in our database:

<https://fcmresolutions.powersportsportals.com/en-US/Resolutions>



Resolutions adopted

2. Leaves of Absence Provisions for Elected Officials

3. Affordability of Goods

4. Advancing the Missing and Murdered Indigenous Women and Girls National Inquiry Calls to Justice



Review all resolutions
in our database:

<https://fcmresolutions.powersappsportals.com/en-US/Resolutions/>



Resolutions adopted

5. Canada Summer Jobs Program

6. Support for the Agriculture Sector
(canola-related, Rural forum-sponsored)



Review all resolutions in our database:
<https://fcmresolutions.powerappsportals.com/en-US/Resolutions/>



Resolutions referred to FCM's Annual Conference

8. Pan-Canadian Strategy on Mental Health, Addictions and Homelessness

9. Improving Public Safety by Looking at Headlight Glare

10. Support for the Forestry Sector



Review all resolutions
in our database:

<https://fcmresolutions.powersports.com/en-US/Resolutions/?keyword=>



Additional highlights

- ▶ These meetings began with a reflection on the tragic events that have impacted the Tumbler Ridge community, followed by a smudging ceremony by Elder Marjorie Muise.
- ▶ The **board nominations process** was launched on March 5 – online applications are now open – **See QR code.**
- ▶ Introduction of modified board cycle for 2026 and beyond.
- ▶ For International Women's Day (March 8), the massive contribution of the female members of FCM's board and committees, as well as female municipal leaders across Canada was recognized.
- ▶ Study tours and reception graciously hosted and organized by the City of St. John's.



Link to news release

- ▶ **Please access, download and share FCM's official news release**, covering the intent, delivery and success of FCM's March 2026 board meetings in St. John's, Newfoundland and Labrador. **Access this via QR code (see right).**
- ▶ Below are examples of the high-profile media articles that have highlighted the work done during these board meetings:

[The Federation of Canadian Municipalities meets this week in St. John's – CBC](#)

[Guerre tarifaire : les municipalités canadiennes ont besoin d'aide, dit la FCM – Radio Canada](#)

[Municipal government looks for certainty in upcoming CUSMA renewal - iPolitics](#)



Next FCM events

- ▶ **June 1, 2026:**
Board of Directors meeting (virtual)
- ▶ **June 4 - 7, 2026: Edmonton, AB**
Annual Conference and Trade Show
(including AGM on June 7)
- ▶ **September 2026 (Date TBC)**
Board of Directors Meeting (virtual)
- ▶ **November 30 (week of), 2026**
Board of Directors meeting
and committee meetings





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THANK YOU!



Scan the QR code to book your accommodation now for FCM's AGM/Annual Conference and Trade Show

Imagine Kootenay Coordinator Update March 2026

Community Profile Update

All existing community profiles were revamped using a standardized survey form that utilizes direct input from communities: https://form.jotform.com/KES_Marketing/IK-Community-Information

Completed Community Profiles:

Boundary Country, Cranbrook, Columbia Valley, Creston, Elkford, Fernie, Fruitvale, Montrose, Nelson, Rossland, Trail, Warfield

In Progress Community Profiles:

Castlegar, Golden, Grand Forks, Kaslo, Kimberley, Revelstoke, Sparwood.

Outreach progress to new communities

Meetings held with City of Fernie: Director of Planning Jeremy Johnston, Elkford Chamber of Commerce, City of Kimberley: Don McCormick, Councillor Sue Cairns, City of Cranbrook Economic Development: Darren Brewer.

Meetings booked with: Castlegar Chamber of Commerce: Tammy Verigin Burke, Fernie Chamber of Commerce: Wendy McDougall

Community Engagement Activities

ConvergX participation March 11, 2026:

IK coordinator represented Imagine Kootenay by participating in an exclusive roundtable event at ConvergX Cranbrook: an economic development initiative hosted by the City of Cranbrook and facilitated by ConvergX. The focus of this roundtable is to develop an industry alliance throughout the Kootenay region with stakeholders from local governments, business, aerospace industry leaders, non-profit leadership and post secondary institutions.

About ConvergX:

ConvergX hosts an annual Cross-Sector Industrial Technology Event. Their focus is to bring together decision-makers in Energy, Military, Tech, Agriculture, Mining, Construction, Aerospace, Defence & Security, and Financial Services industries.

Upcoming Stakeholder Engagement

AKBLG Tradeshow Booth April 17/18, 2026 Trail, BC

- Imagine Kootenay hosting a tradeshow booth during AKBLG. Pop-Up Banner, Hats, Notepads, Tote Bags, Postcards to be distributed.

Vancouver Web Summit May 13, 2026

- IK Invited to Present to investors and stakeholder at Regional Showcase Investment Matchmaking Session at the Vancouver Club. This is an opportunity to engage directly with leading Economic Development Organizations from across the country, foreign direct investment in one venue to uncover Canada's most promising tech clusters, and key government programs that make Canada the preferred location for investment expansion.

IK Coordinator will pitch the Kootenay region to potential investors in a collaborative presentation with Priya Biswas from KAST and Darren Brewer City of Cranbrook Economic Development.

YXC Terminal Backlit Sign

- Procurement process initiated with YXC





Spring 2026 | Issue 7

MFA's Quarterly Member Newsletter

Please note: You are receiving this email because you are an Appointed Member Representative to the MFA Board for your Regional District, an Appointed Alternate Member Representative, or a Regional District Chief Administrative Officer. Should you not wish to receive this newsletter in future, please click "unsubscribe" below.

MFA News

2026 Annual General Meeting and Financial Forum in April

MFA will be holding its Financial Forum and AGM at the Delta Victoria Ocean Pointe Resort April 22-23. Our appointed Members will elect the 2026-2027 Trustees, approve the spring round of borrowing and related debenture issuance, and review our organization's 2025 financial statements and operational results. Our Financial Forum highlights three outstanding speakers, who will be discussing current financial matters that drive the global and BC economy:

[Angelo Katsoras](#), Geopolitical Analyst, National Bank of Canada

[Avery Shenfeld](#), Chief Economist, CIBC Global Markets

[Karen Kerr](#), Portfolio Manager, PH&N

Registration is free. Appointed Members should [register now](#) through CivicInfo.

The AGM will be held at a new venue this year, the Delta Victoria Ocean Pointe Resort, 100 Harbour Road, Victoria. Our room block is available until Friday, March 20th. [Register on line](#), or call 250-360-2999, and ask for the special MFABC AGM Rate.

For questions and assistance, please Email mfa@mfa.bc.ca



McMaster University Policy Brief Cites MFA as a Model for Municipal Development Bank in Canada

MFA's senior staff and board members were interviewed for this McMaster University Public Banking Project Policy Brief, just released. The brief explores the idea for a new public Municipal Development Bank, which is very similar to the MFA model.

The full policy paper is entitled ["Local, Efficient, Public: A New Municipal Development Bank for Canada?"](#)

Sponsorship & Collaboration

Local Government Area Associations

MFA is pleased to once again attend and sponsor the annual conferences presented by area associations:

- **AKBLG, Trail, April 17-19**
- **AVICC, Victoria, April 24-26**
- **LMLGA, Whistler, April 29-May 1**
- **SILGA, Revelstoke, April 29-May 2**
- **NCLGA, Prince George, May 20-22**

Each year, MFA supports these professional development events for elected officials. We look forward to seeing you at these spring events!

LGLA Forum “Finishing Strong: Legacy, Leadership and What Comes Next”

The Local Government Leadership Academy is will be hosting the Annual Leadership Forum from March 11-13 at the Radisson Vancouver Airport Hotel in Richmond, following on the heels of UBCM's Electoral Area Directors Forum at the same venue from March 10-11. The Leadership Forum brings together elected officials and senior staff from local

governments and First Nations to support leadership practices that contribute to building healthy, resilient communities. The Municipal Finance Authority is a founding member of the Local Government Leadership Academy and continues to provide annual funding to support educational programs such as the Forum. Several MFA Trustees and MFA CEO Peter Urbanc look forward to seeing you at the Leadership Forum this year. Full program details are available on the [LGLA website](#).

mfa.bc.ca
Follow us on LinkedIn

217-3680 Uptown Blvd
Victoria, British Columbia V8Z 0B9, Canada

[Unsubscribe](#) or [Manage Preferences](#)

Proposed Resolution for consideration by the RDCK Board of Directors at their upcoming meeting on March 19th, 2026.

Whereas:

The Watersheds of Rosebud Creek and Lomond Creek near Nelway, support Wildlife, Forests, and Local residents and farms with life sustaining water, (for domestic and agricultural purposes), and as they provide recreational opportunities for Communities throughout our Region by supplying critical source water for both Rosebud Lake Regional Wildlife Park and Lomond Lake.

And Whereas:

This is an opportunity to protect critically important wildlife habitat and these sustainable water sources for future generations by converting our Environmental Reserve (from our OCP) to an “Ecological Reserve” and by asking the Province to designate these Watersheds as a “Protected Area”.

636

Therefore be it resolved:

That the Regional District of Central Kootenay support the Community by recommending to the Province that they designate these watersheds as an Ecological Reserve and Protected Area... for future generations to enjoy and to protect the ecological diversity in these critical watersheds.

Submitted by the Rosebud Community Watershed Protection Group

Dave Lang
Spokesperson
250-357-2129

Note: Detailed Data Maps of this area are available upon request.
Email: 249.rosebud@gmail.com



REGIONAL DISTRICT OF CENTRAL KOOTENAY

RECREATION COMMISSION NO. 6

OPEN MEETING MINUTES

7:00p.m.
March 3, 2026

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://rdck-bc-ca.zoom.us/j/99578083142?pwd=ftGgPdEXh6rr1DVhE4o8YQSvMf4lnF.1>

Join by Phone:

1 833 958 1164

Meeting ID (access code): 995 7808 3142

Meeting Passcode: 543775

Virtual Meeting

COMMISSION MEMBERS

Alt. Director J. Fyke	New Denver
Director T. Gordon	Silverton
Director W. Popoff	Area H
Commissioner E. McKeil	Area H
Commissioner R. Johnson	Area H
Commissioner H. Robertson y	New Denver
Commissioner K. Sumrall	Silverton
Commissioner M. Hemphill	School District 10, Lucerne School
Commissioner D. Hammond	New Denver

MEMBERS ABSENT

Commissioner C. Denbok	Silverton
------------------------	-----------

STAFF

Trisha Davison	General Manager of Community Services
Alana Jenkins	Meeting Coordinator

9 out of 10 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Trisha Davison, General Manager of Community Services called the meeting to order at 7:00 p.m.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 TIMES)

Director Popoff nominated Commissioner Hammond.

DECLARATION OF ELECTED FOR ACCLAIMED CHAIR

Trisha Davison, General Manager of Community Services ratifies the appointed Commissioner Hammond as Chair of the Recreation Commission No. 6 for 2026.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the March 3, 2026, Recreation Commission No. 6 meeting, be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The November 4, 2025, Recreation Commission No. 6 minutes, have been received.

6. DELEGATES

6.1 There are no Delegates scheduled for this Commission meeting.

7. NEW BUSINESS

7.1 2026 Grant Intake Schedule

The Commission to determine the 2026 Grant intake schedule and deadlines for Service S229 Recreation Commission No.6-New Denver, Silverton and Area H.

Trisha Davison, General Manager of Community Services reviewed the timeline used in previous years and the draft budget for 2026.

MOVED and seconded,
AND Resolved:

The Commission Direct Staff to open the 2026 Grant intake for Service S229 Recreation Commission No.6-New Denver, Silverton and Area H. on March 27, 2026, and close the intake on April 22, 2026.

AND FURTHER, that staff submit an advertisement in the Valley Voice by March 20, 2026.

Carried

8. PUBLIC TIME

The Chair called for questions from the public at 7:14 p.m.

9. NEXT MEETING

The next Recreation Commission No. 6 meeting is scheduled for May 7, 2026, at 7:00p.m.

10. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Recreation Commission No. 6 meeting be adjourned at 7:15 p.m.

Carried

Digitally Approved

D. Hammond, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1.

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

Future Recreation Commission No. 6 Meetings

- 1. The Commission Direct Staff to open the 2026 Grant intake for Service S229 Recreation Commission No.6-New Denver, Silverton and Area H. on March 27, 2026, and close the intake on April 22, 2026.
AND FURTHER, that staff submit an advertisement in the Valley Voice by March 20, 2026.*



REGIONAL DISTRICT OF CENTRAL KOOTENAY

RIONDEL COMMISSION OPEN MEETING MINUTES

**7:00 p.m.
March 10, 2026**

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

Join Zoom Meeting

<https://rdck-bc-ca.zoom.us/j/99365439474?pwd=dt01B7UQVRpVgzCgb2t1woavUKcZ0w.1>

Meeting ID: 993 6543 9474

Passcode: 528084

Dial by your location

- +1 778 907 2071 Canada
- 833 955 1088 Canada Toll-free

In-Person Location: Riondel Community Centre, Commission Office, Room #6
1511 Eastman Avenue, Riondel, BC

COMMISSION MEMBERS

Commissioner G. Panio	Riondel	In-person
Commissioner J. Donald	Riondel	In-person
Commissioner M. Stevely	Riondel	In-person
Commissioner S. Horwood	Riondel	In-person

COMMISSION MEMBERS ABSENT

Commissioner N. Anderson	Riondel
Commissioner S. Downing	Riondel
G. Jackman	Director – Electoral Area A

STAFF

Jenna Chapman	Meeting Coordinator
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1. CALL TO ORDER

Chair Panio called the meeting to order at 7:00 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the March 10, 2026 Riondel Commission meeting, be adopted as circulated with the inclusion of the following Agenda topics:

- 8.5 Community Centre Calendar
- 8.6 Society Farewell
- 8.7 Communications with RDCK
- 8.8 Official Community Plan

Carried

4. RECEIPT OF MINUTES

The February 3, 2026 Riondel Commission minutes, have been received.

5. DELEGATE

There is not a Delegation scheduled for this Commission meeting.

6. PUBLIC TIME

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

- Members of the public were in attendance and asked the Commission members a variety of questions.

7. OLD BUSINESS

7.1 Riondel Community Centre Renovations

Chair Panio provided an update to the Commission regarding ongoing renovations and improvements at the Riondel Community Centre, including the fire alarm system installation, accessible washroom planning, maintenance office repairs, community kitchen upgrades, hallway improvements, basement clean-up, and the installation of an emergency generator.

- **Fire Alarm System:** Installation of the new fire alarm system is scheduled to be completed by the 18th. Following installation, the system will require certification, which will take place on the 19th.
- **2026 Budget Considerations:** A request has been made for funding to be included in the 2026 budget to support exterior stucco repairs, installation of an accessible main entry door, the development of an accessible washroom, and additional upgrades to the Community Centre.
 - It was noted that the grant funding being received from the CBT should be reflected as a specific line item in the budget.
 - Even though the funding originates from CBT, it should still be clearly presented as a line item within the overall budget.
- **Maintenance Office:**
 - The ceiling repair has been completed.
 - Flooring will be installed by East Shore Shed.
 - Painting of the space will be completed by a local contractor.
- **Kitchen**
There is currently no update on the Kitchen.
- **Hallway:**
Conduits remain installed along the hallway and will be addressed as part of the ongoing renovation work.
- **Basement Clean-Up:**
 - Basement organization is nearing completion, with only one remaining cabinet left to review and sort.
 - Emergency procedures documentation has now been organized and relocated upstairs for improved accessibility.
- **Emergency Generator:**
 - Budget considerations are being explored to investigate the feasibility and potential costs associated with installing an emergency generator for the facility.
- **Drainage Issues**
 - The Commission received an update regarding ongoing drainage concerns affecting several properties.
 - To date, property owners have received no communications regarding actions to be taken.
 - It was noted that there does not appear to be a sense of urgency in addressing the matter.
 - While several factors may be contributing to the drainage problem, it was noted that the issue does not appear to be the fault of the property owners.

7.2 Administrative Assistant Position

Chair Panio provided an update to the Commission on Administrative Assistant position.

- Would like our new Administrative Support Personnel to work on the Riondel.ca website

8. NEW BUSINESS**8.1 Report on RDCK Budget Presentation & 2026-2030 Draft Financial Plan**

Commission Discussed the RDCK Budget Presentation & 2026 – 2030 Draft Financial Plan.

- The Commission noted significant concern that no funding appears to have been allocated for capital projects, particularly given the potential need to address this matter through capital investment.
- It was further noted that there is an unexplained reduction in annual reserve contributions from the current level of close to \$100,000 to projected levels of close to \$30,000. which raised concerns among Commission members regarding the status and availability of these reserves.
- The Commission expressed a desire to receive clarification and additional information regarding the apparent drastic reduction of reserve funding and the allocation of funds for capital expenditures.
- The Chair expressed concern regarding the current accounting approach, noting that expenditures that should be attributed to capital reserves appear to be reflected within the operating budget, which may not accurately represent the intended use of funds.

8.2 Proposed Second Handicapped Parking Space

- Commissioners confirmed that a second handicapped parking space will be assigned near the main entrance to the Community Centre

8.3 Community Centre Rentals for 2026

- Auditorium and the Media LAB will be rented by the Riondel Community Association (RCA) and they will now increase their rental amount to \$5000. This helps with the revenue lost from user fees for activities. and will allow regular RCA-sponsored activities in these areas to be covered by RCA insurance.

8.4 Report on Water Line Repairs & Small Water System Certification

- Keith's job is very demanding, he had to deal with two water emergencies. A household needed an emergency water shut off and a standpipe was damaged near the Tennis Court.
- Keith received his Level 1 Small Water Treatment Plant certification.

8.5 Riondel Calendar

- On the Riondel Commission website (commission.riondel.ca), there is an Events Calendar listing the times of all current activities & programs at the Community Centre.

8.6 Society Farewell

- The question was asked if we or the RCA wanted to do a thank you for the Cable Society for all of the volunteer work they have done over the years, but this is not what the Society wants. We could send them personal thank you for all their many years of service.

8.7 Communications RDCK

Commissioner Panio provided the Commission with a brief overview of the Communication with RDCK including his time spent at former General Manager of Community Services retirement party and how the RDCK has promised to connect pertaining to communication. The Commission and Riondel Community Association representatives would like to sit down with the following RDCK Staff members: Craig Stanley, Stuart Durning and Trisha Davison

8.8 Official Community Plan

- Difficulties for creating rules in Riondel given lack of by-laws & enforcement
- Concerns with lowering of property values
- Review needed of existing Official Community Plan
- Residents need to ensure that formal complaints are made in cases where by-laws exist (e.g. dangerous animals, unsightly properties)

9. AREA DIRECTOR'S REPORT

Director Jackman to provide the Commission with a verbal update.

- Director Jackman is not in attendance at this Commission meeting.

10. PUBLIC TIME

The Chair will call for questions from the public at 7:40 p.m.

- If the Riondel Community Association can move ahead with the Electrical work in the Community Centre kitchen– To Craig Stanley

11. NEXT MEETING

The next Riondel Commission meeting is scheduled for April 7, 2026 at 7:00 p.m.

12. ADJOURNMENT

MOVED and seconded,
AND Resolved

The Riondel Commission meeting be adjourned at 7:48 p.m.

Carried

Digitally Approved

G. Panio, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. N/A

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

Future Riondel Commission Meetings

1. N/A



REGIONAL DISTRICT OF CENTRAL KOOTENAY

SUNSHINE BAY REGIONAL PARK OPEN MEETING AGENDA

6:00 P.M.
March 12, 2026

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://rdck-bc-ca.zoom.us/j/98334912210?pwd=JvwXQJaK7zfXkTOdoSY5HvmgsAUQbl.1>

Join by Phone:

833 955 1088

Meeting ID: 983 3491 2210

Meeting Passcode: 413392

Virtual Meeting

COMMISSION MEMBERS

Commissioner Dosenbeger	Area E
Commissioner Beaulac	Area E
Commissioner Dehnel	Area E
Commissioner Newton	Area E
Director Graham	Area E

MEMBERS ABSENT

Commissioner Prosser	Area E
Commissioner Foot	Area E
Commissioner McCulloch	Area E

STAFF

Jeff Phillips	Regional Parks and Trails Operations Supervisor
Cary Gaynor	Regional Parks and Trails Manager

5 out of 8 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Cary Gaynor, Regional Parks and Trails Manager called the meeting to order at 6:16 p.m.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

Member Newton nominated Member Dosenberger.

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

Cary Gaynor, Regional Parks and Trails Manager ratifies the appointed Member Dosenberger as Chair of the Sunshine Bay Regional Park Commission for 2026.

DESTROY BALLOTS

Moved and Seconded,
And Resolved

That the ballots used in the election of the Sunshine Bay Regional Park Commission be destroyed.

Carried

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the March 12, 2026 Sunshine Bay Regional Park Commission meeting, be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The November 13, 2025 Sunshine Bay Regional Park Commission minutes, have been received.

6. DELEGATE

6.1 There are no Delegates scheduled for this Commission meeting.

7. STAFF REPORTS

7.1 Bike Park Discussion

A discussion was held between Staff and Commissioners regard the state of the bike park. Some hazards have become present recently that will be getting removed. The ground is sandy and silty and maybe not ideal conditions. Questions around how much the bike park is being used and whether the public knows it is there were asked. Also, a future plan that would fit all skill levels of bike riders.

MOVED and seconded,
AND Resolved:

That the Commission direct Staff to investigate options and bring forward recommendations to the June 11, 2026 Sunshine Bay Parks Commission meeting.

Carried

7.2 Sunshine Bay Regional Park Operation Update

Jeff Phillips, Regional Park and Trails Operations Supervisor provided the Commission with a verbal update and overview of the Sunshine Bay Regional Park Operations.

7.3 Sunshine Bay Park Bookings

Cary Gaynor, Regional Parks and Trails Manager provided an update that the bookings will go through the RDCK and at some point this should move to an on-line platform. There is a QR code posted on a sign in the Park. If any Commissioners are contacted for Park bookings, they should be directed to parks@rdck.bc.ca, this email address is for everything, including bookings, complaints and suggestions.

7.4 Swimming Platform

Cary Gaynor, Regional Parks and Trails Manager, provided an update that the RDCK has not assessed risks and liability with having swimming platforms at RDCK parks. The Commission reminded him that kids are currently swimming off the boat launch dock which is not the intended use of that facility.

8. NEW BUSINESS

7.1 Sunshine Bay Regional Park Commission Proposed Meeting Dates

The Commission discussed and approved the 2026 Sunshine Bay Regional Park Commission meeting dates as set out below.

- Thursday, June 11, 2026
- Thursday, September 17, 2026
- Thursday, November 12, 2026

9. PUBLIC TIME

The Chair will call for questions from the public at 7:08 p.m.

10. NEXT MEETING

The next Sunshine Bay Regional Park Commission meeting is scheduled for June 11, 2026, at 6:00p.m. PST.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Sunshine Bay Regional Park Commission meeting be adjourned at 7:10p.m.

Carried

Digitally Approved

Dosenberger, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. N/A

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

Future Sunshine Bay Regional Parks Commission Meetings

1. That the Commission direct Staff to investigate options and bring forward recommendations to the June 11, 2026, Sunshine Bay Parks Commission meeting.
2. The Commission discussed and approved the 2026 Sunshine Bay Regional Park Commission meeting dates as set out below.
 - Thursday, June 11, 2026
 - Thursday, September 10, 2026
 - Thursday, November 12, 2026

3.



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**CRESTON VALLEY AGRICULTURAL ADVISORY
COMMISSION
OPEN MEETING MINUTES**

3:00 p.m. PT

Friday, March 20, 2026

Hybrid Meeting

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote.

Join by Video:

<https://rdck-bc-ca.zoom.us/j/97534145331?pwd=DuyTclwGKeM2lqFR7Zr267aYqtnTSI.1>

Join by Phone:

• 833 955 1088 Canada Toll-free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 975 3414 5331

Meeting Password: 846516

In-Person Location: Creston & District Community Complex – Erickson Room
312 19 Avenue North, Creston

COMMISSIONERS

Commissioner Randy Meyer
Commissioner David Mutch
Commissioner Owen Edwards
Commissioner Larry Rast
Commissioner Dean Eastman
Commissioner Dale McNamar

Electoral Area B, Chair
Electoral Area B
Electoral Area B
Electoral Area C
Electoral Area C
Electoral Area C

DIRECTORS

Roger Tierney

Electoral Area B, Director

STAFF

Zachari Giacomazzo

Planning Technician

Robin Baril

Meeting Coordinator

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

1. CALL TO ORDER

Chair Meyer called the meeting to order at 3:00 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the March 20, 2026 Creston Valley Agricultural Advisory Commission meeting, be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The January 15, 2026 Creston Valley Agricultural Advisory Commission minutes, have been received.

5. STAFF REPORTS

5.1 Development Variance Permit Application – Goertzen

The Commission noted that it makes the most sense to maintain new house in the same location as the original house location due to the existing septic and established trees.

The Commission would like to note that any new house planning should be within the maximum gross floor area of 300.0 square meters.

MOVED and seconded,
AND Resolved:

That the Creston Valley Agricultural Advisory Commission SUPPORT the Development Variance Permit Application to Roderick and Lorena Goertzen for the property located at 301 36 Avenue South, Erickson and legally described as LOT 1 DISTRICT LOT 812 KOOTENAY DISTRICT PLAN 10845 (PID: 012-856-088).

Carried

6. PUBLIC TIME

Chair Meyer called for questions from public at 3:24 p.m.

There were no questions or comments from the public online.

7. NEXT MEETING

The next Creston Valley Agricultural Advisory Commission Meeting has not been scheduled.

8. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Creston Valley Agricultural Advisory Commission meeting be adjourned at 3:25 p.m.

Carried

Digitally approved by

Randy Meyer, Chair



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**AREA B ADVISORY PLANNING AND HERITAGE
COMMISSION
OPEN MEETING MINUTES**

7:00 p.m. PT
Tuesday, March 24, 2026
Hybrid Meeting

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote.

Join by Video:

<https://rdck-bc-ca.zoom.us/j/94587073424?pwd=4jkdnpZZM89MQZGZz3fj0dPx9wr8y.1>

Join by Phone:

+1 778 907 2071 Canada Toll-free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 945 8707 3424

Meeting Password: 147647

In-Person Location: Creston Valley Public Library – 531 16 Avenue South

COMMISSIONERS

Commissioner Wade Brunham
Commissioner Daryl Bjarnason
Commissioner Brock Lillico
Commissioner Petra Flaa
Commissioner Jerry Bauer
Commissioner Lon Main
Commissioner Adam Mjolsness
Commissioner Jon Delcaro
Commissioner Karen Kraan

Electoral Area B, Chair
Electoral Area B
Electoral Area B
Electoral Area B
Electoral Area B
Electoral Area B
Electoral Area B
Electoral Area B
Electoral Area B

COMMISSIONERS ABSENT

Commissioner Randy Meyer
Commissioner Jeff Karbonik

Electoral Area B
Electoral Area B

DIRECTORS

Roger Tierney

Electoral Area B, Director

STAFF

Zachari Giacomazzo
Robin Baril

Planning Technician
Meeting Coordinator

PUBLIC

9 out of 11 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Director Tierney called the meeting to order at 7:02 p.m.

2. ELECTION OF THE AREA B ADVISORY PLANNING AND HERITAGE COMMISSION (APHC) CHAIR

Director Tierney called for nominations.

The Commission nominated Commissioner Brunham

Director Tierney called for nominations a second and third time.

Commissioner Brunham was declared Chair for Area B Advisory Planning and Heritage Commission for 2026 by acclamation.

3. CHAIR'S ADDRESS

Chair Brunham inquired if Commissioner Main would be Vice-Chair again, which was accepted.

4. COMMENCEMENT OF THE AREA B ADVISORY PLANNING AND HERITAGE COMMISSION MEETING

5. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We would like to acknowledge that this meeting is being held on the unceded traditional territory of the Ktunaxa Nation and the Yaqan Nuʔkiy People.

6. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the March 24, 2026 Electoral Area B Advisory Planning and Heritage Commission meeting, be adopted as circulated.

Carried

7. RECEIPT OF MINUTES

The October 29, 2025 Electoral Area B Advisory Planning and Heritage Commission minutes, have been received.

8. STAFF REPORTS

8.1 Development Variance Permit Application - Goertzen

The Referral Package dated March 5, 2026 from Planner Zachari Giacomazzo, has been received.

- The new house location is more than 60 meters from the front lot line
- Homeowners have confirmed new build will confirm with the 300-meter size
- Septic, utilities exist where the original house was located, which is the proposed build site
- Driveway to the property is shared with the property to the south
- Front of property is already developed as prime arable land

MOVED and seconded,
AND Resolved:

That the Area B Advisory Planning Commission SUPPORT the Development Variance Permit Application to Roderick & Lorena Goertzen for the property located 301 36 Avenue South, Erickson and legally described as LOT 1 DISTRICT LOT 812 KOOTENAY DISTRICT PLAN 10845 (PID: 012-856-088).

Carried

8.2 Land Use Bylaw Amendment Application – Katie Kendall, Columbia Basin Trust on behalf of Friends of Kitchener Society

The Referral Package dated March 4, 2026 from Planner Zachari Giacomazzo, has been received.

- Correct zoning needs to be adjusted to accommodate the improvements to conform zoning to the proposed site use.
- Columbia Basin Trust is taking the lead on the project, and have put a lot of planning into the project and invested in the plan for the development of the park
- The community engagement identified that the park was important to focus on further development versus the Kitchener hall

MOVED and seconded,
AND Resolved:

That the Area B Advisory Planning Commission SUPPORT the Land Use Amendment Application to Columbia Basin Trust on behalf of the Friends of Kitchener Society for the property located 301 36 Avenue South, Erickson and legally described as LOT 1 DISTRICT LOT 812 KOOTENAY DISTRICT PLAN 10845 (PID: 012-856-088).

Carried

9. SANCA CREEK PROJECT

Commissioner Bauer presented the power point presentation on the Sanca Creek project. 2026 project is the Boardwalk at Balancing Rock Trail. Funding is in place and set to begin mid-April.

10. PUBLIC TIME

Chair Brunham called for questions from the public at 7:59 p.m.

No questions from the media or public.

11. NEXT MEETING

The next Electoral Area B Advisory Planning and Heritage Commission Meeting is scheduled for April 28, 2026 at 7:00 p.m.

ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Electoral Area B Advisory Planning and Heritage Commission meeting be adjourned at 8:00 p.m.

Carried

Digitally approved by

Chair Wade Brunham



Regional District of Central Kootenay

CRESTON VALLEY SERVICES COMMITTEE

Open Meeting Minutes

Thursday, April 2, 2026

9:00 am PT

Creston and District Complex – Erickson Room

312 19 Avenue North, Creston, BC

COMMITTEE MEMBERS' PRESENT

Director A. DeBoon	Town of Creston
Director G. Jackman	Electoral Area A
Director R. Tierney	Electoral Area B
Director K. Vandenberghe	Electoral Area C

STAFF PRESENT

S. Horn	Chief Administrative Officer
T. Davison	General Manager of Community Services
C. Stanley	Regional Manager – Operations & Asset Management
C. LeBlanc	Community Resilience Coordinator
R. Baril	Meeting Coordinator

GUESTS

Director A. Watson	RDCK Board Chair/Electoral Area D
D. Dumas	Creston Town Counselor

1. ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

9:00 a.m. PT

Join by Video:

<https://rdck-bc-ca.zoom.us/j/92632670829?pwd=VkcPYOvOWnMTDNowScaJt12nFYz8zN.1>

Join by Phone:

+1 778 907 2071 Canada Toll Free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 926 3267 0829

Meeting Password: 430277

In-Person Location: 312 19 Avenue South Creston, BC

2. CALL TO ORDER

Chair DeBoon called the meeting to order at 9:04 a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

4. ADOPTION OF AGENDA

Moved and seconded,

And resolved:

The agenda for the April 2, 2026 Creston Valley Services Committee meeting be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The March 5, 2026 Creston Valley Services Committee minutes, have been received.

6. DELEGATE

6.1 DELEGATION: 2026 TASTE OF CRESTON

Tanya Wall, Executive Director of Fields Forward Society and Creston Valley Food Action Coalition presented for the Committee the planning for the 2026 Taste of Creston event. The event will take place July 1, 2026 from 4:00 p.m. to 8:00 p.m.

Planning for the event has been well underway, after the overwhelming success of the 2025 event. Taste of Creston for this year will be held at Millenium Park, with an increase in food options available. Pre-ticket sales will be available in June, offering an opportunity for food vendors to prepare in advance of the event.

FREEDOM OF THE FLOOR

Moved and seconded,
And resolved:

That Freedom of the Floor be granted to Councilor Dumas and Director Watson.

Yaqan Nukiy has been invited to participate in the event, providing an opportunity to bridge the trauma of the traditional event celebration and come together over food to celebrate our diverse population and ethnicities.

7. OLD BUSINESS

7.1 GOAT RIVER WATERSHED WATER SUSTAINABILITY PLAN

Staff gave an overview of successes and areas for improvement in relation to connection points with producers over the last month.

Community to Community Process meetings with Yaqan Nukiy council and staff, RDCK Board and staff are being planned for May.

7.2 ACTION ITEM LIST

Item 5 – Staff asked for clarification on what was meant by “beneficiaries”

- The Committee would like a list of all contributions that Service S108 Economic Development – Creston and Areas B and C supports.

8. PUBLIC TIME

The Chair called for questions from the public and members of the media at 9:59 a.m.

A member of the public asked when the community will hear more about the Economic Action Plan “Expression of Interest”.

- Staff responded that they are working on getting this shared with public very soon.

9. CLOSED

9.1 Meeting Closed to the Public

Moved and seconded,
And resolved:

In the opinion of the Committee - and, in accordance with Section 90 of the Community Charter – the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting;

AND FURTHER, in accordance with Section 90 of the Community Charter, the meeting is to be closed on the basis(es) identified in the following Subsections:

90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

Carried

9.2 Recess of Open Meeting

Moved and seconded,
And resolved:

The Open meeting be recessed at 10:00 a.m. in order to conduct the Closed meeting.

Carried

10. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for May 7, 2026 at 9:00 a.m.

11. ADJOURNMENT

Moved and seconded,
And resolved:

The Creston Valley Services Committee meeting be adjourned at 11:07 a.m.

Carried

Digitally approved by

Arnold DeBoon, Chair



March 18, 2026

Regional District of Central Kootenay

Box 590

202 Lakeside Drive

Nelson, BC V1L 5R4

Re: City of Nelson Council Decision Regarding RDCK Bylaw No. 3036, 2025

Please be advised that at its meeting held on March 17th, 2026, Nelson City Council considered "Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2025."

Council resolved that **it does not** provide consent to the Regional District of Central Kootenay adopting "Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2025," for the purpose of changing the method of apportionment for the Kootenay Lake West Transit Service.

This letter is being provided further to Council's direction that RDCK staff be advised of its decision.

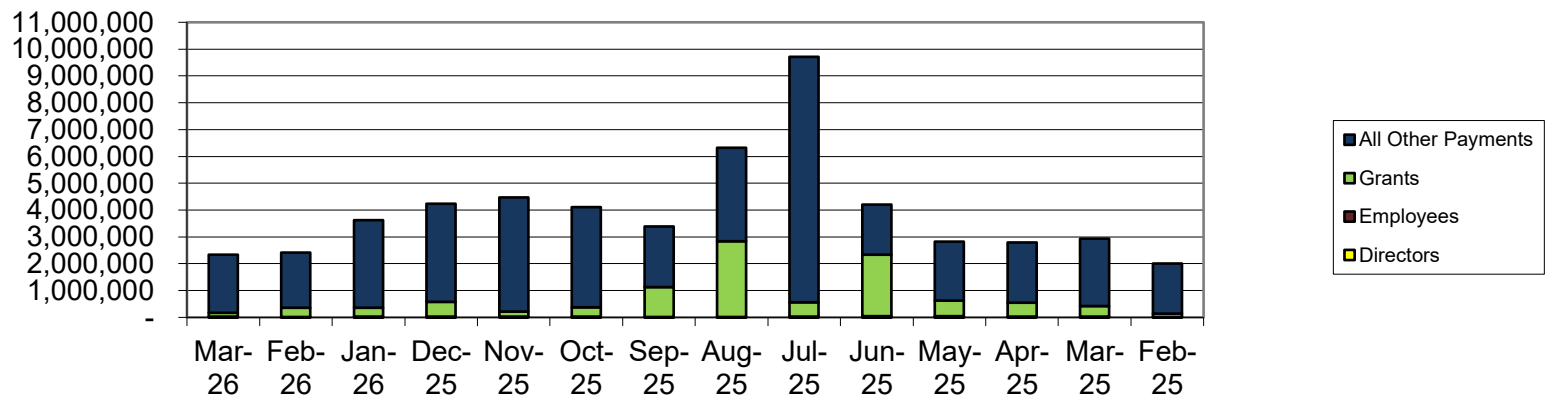
Sincerely,

Kevin Cormack,

City Manager, City of Nelson

Financial Expenditure Report for March 2026

ACCOUNTS PAYABLE 2025-2026

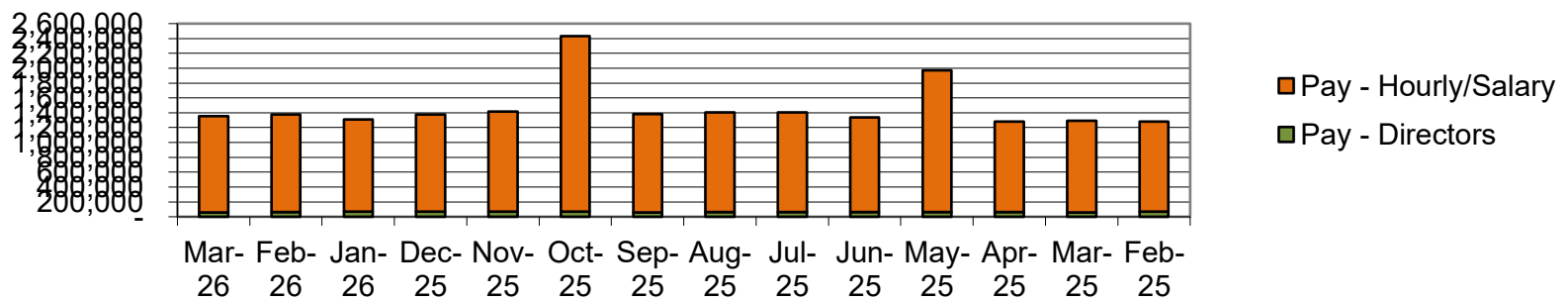


	Number of Payments	Value	% of Total
	1,054	\$2,333,950	
Top 80% of payments by value	227	1,868,642	80%
Remaining 20% of payments by value	827	465,308	20%
	Total	\$2,333,950	100%

	Number of Payments	Value	% of Total
	1,054	\$2,333,950	
Payments to Directors	25	4,354	0.2%
Payments to Employees	94	25,541	1.1%
	Subtotal	29,895	1.3%
Discretionary and Community Development Grants	20	149,050	6.4%
Other Vendors	915	2,155,006	92.3%
	Subtotal	2,304,055	98.7%
	Total	\$2,333,950	100%

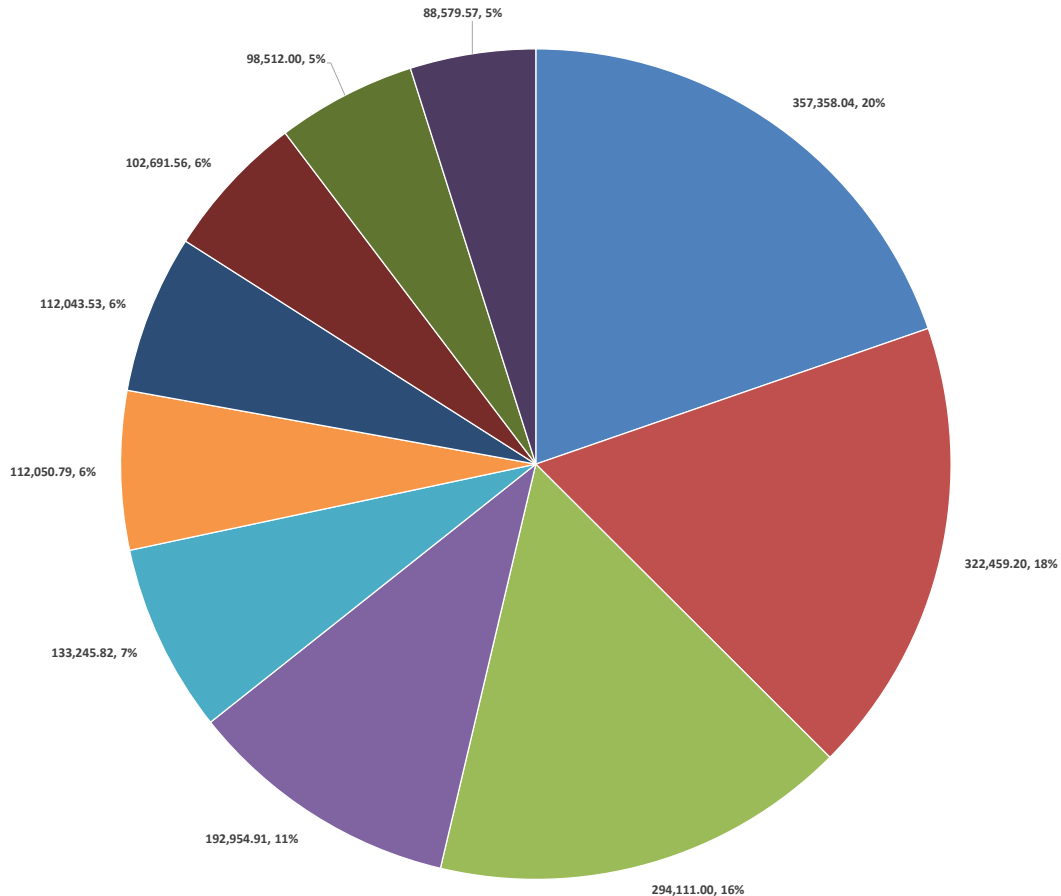
Payment Method	Direct Deposit	% of Total	Cheques	% of Total
	964	91%	90	9%

PAYROLL 2025-2026



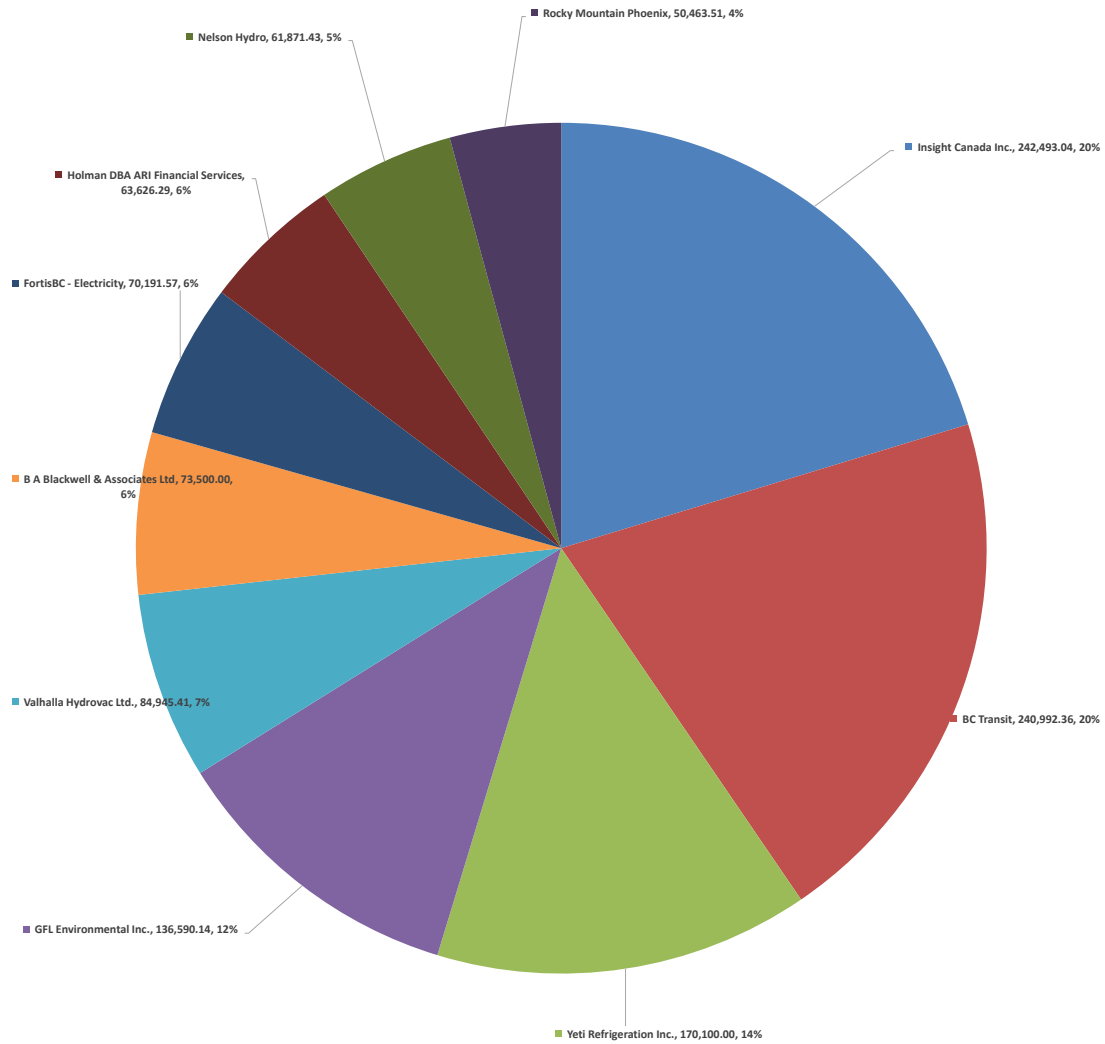
	Number of Payments	Value	% of Total
		\$1,352,313	100%
Directors		58,433	4.3%
Hourly/Salary		1,293,879.72	95.7%

Top 10 Services by Amount Spent



- Recreation Facility-Creston and Areas B, C and Area A
- General Administration
- Fire Protection-Area E (Nelson Contract)
- Recreation Facility-Nelson and Areas F and Defined E
- Emergency Consolidated Services
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slocan and Area H, I, J, and K
- Transit-Kootenay Lake West
- Economic Development-Areas I and J
- Water Utility-Area B (Erickson)

Top 10 Vendors by Value



Insight Canada Inc.

BC Transit

Yeti Refrigeration Inc.

GFL Environmental Inc.

Valhalla Hydrovac Ltd.

B A Blackwell & Associates Ltd

FortisBC - Electricity

Holman DBA ARI Financial Services

Nelson Hydro

Rocky Mountain Phoenix

Accounts Payable Top 80% of Payments for March 2026

Top 80% of payments by value	Number of Payments		Value
	227	\$	1,868,642
1556143 BC Ltd DBA BG Power Clean & DBA Koots Kons	9	\$	11,691.75
Arrow Lakes Aggregates	1	\$	12,075.00
B A Blackwell & Associates Ltd	1	\$	73,500.00
BC Transit	5	\$	240,992.36
BGC Engineering Inc.	2	\$	35,086.54
Burton Community Association	1	\$	36,000.00
Central Kootenay Invasive Species Society	1	\$	11,699.20
CJ Industries Inc.	1	\$	12,132.72
Cleartech Industries Inc	2	\$	11,104.82
Community Futures of Central Kootenay	1	\$	48,512.00
Creston, Town Of	3	\$	10,226.20
Dave's Plumbing Ltd	3	\$	8,989.77
DB Perks & Associates Ltd	8	\$	16,125.76
Elk Root Conservation Farm Society (BC#A0072993)	1	\$	14,714.40
Environmental 360 Solutions BC Ltd.	1	\$	11,051.04
Evoke Buildings Engineering Inc.	2	\$	8,998.89
FortisBC - Electricity	42	\$	70,191.57
Fortisbc - Natural Gas	4	\$	27,430.28
Frozen Solutions Inc. dba Frozen Refrigeration	2	\$	8,404.21
Fusion Consulting Ltd.	1	\$	11,497.50
GFL Environmental Inc.	14	\$	136,590.14
Gravity Union	2	\$	15,106.88
Highland Consulting Ltd	2	\$	14,377.23
Holman DBA ARI Financial Services	2	\$	63,626.29
I.T. Blueprint Solutions Consulting Inc.	1	\$	8,303.13
Insight Canada Inc.	5	\$	242,493.04
Keefer Ecological Services Ltd.	1	\$	15,304.62
Komline Pure Water Inc. dba BI Purewater Canada	4	\$	16,339.87
Lardeau Valley Opportunity Links Society	1	\$	12,000.00
Licker Geospatial Consulting Ltd.	1	\$	12,242.90
Micah's Plumbing & Heating Ltd.	2	\$	34,929.83
Micro Com Systems Ltd	1	\$	9,344.44
Mountain Land Management	1	\$	9,000.00
Nakusp, Village of	1	\$	18,000.00
Nelson Hydro	19	\$	61,871.43
Nelson, City Of	4	\$	19,307.70
Receiver General	5	\$	38,321.25
Rocky Mountain Agencies	2	\$	8,356.21
Rocky Mountain Phoenix	17	\$	50,463.51
SAMSON & ASSOCIATES CPA/CONSULTING INC.	2	\$	15,740.55
Sk Electronics Ltd	15	\$	17,810.87
SLR Consulting (Canada) Ltd.	1	\$	20,726.61
Sperling Hansen Associates Inc	2	\$	9,082.36
Stanley Humphries Secondary School	1	\$	8,550.00
Telus Mobility	2	\$	9,410.74
Union Of BC Municipalities	1	\$	16,058.87
Valhalla Hydrovac Ltd.	3	\$	84,945.41
Waste Management	12	\$	19,706.79
WFR Wholesale Fire & Rescue Ltd	10	\$	10,143.11
Wildlife Conservation Society of Canada	1	\$	19,964.00
Yeti Refrigeration Inc.	1	\$	170,100.00

Accounts Payable Bottom 20% of Payments for March 2026

Remaining 20% of payments by value	Number of Payments		Value
	827	\$	465,308
0731689 BC LTD dba Interior Signs	1	\$	716.00
1022117 Alberta Ltd.	3	\$	6,294.75
1426051 BC Ltd DBA: Simon's Garage Door Services	2	\$	1,089.90
1445357 BC Ltd DBA: Rook Design Media	2	\$	4,262.48
1494359 BC Ltd.	1	\$	2,600.00
360° Contracting	1	\$	3,675.00
Abney, Rita	1	\$	734.70
ACE Courier Services	5	\$	194.68
Acklands-Grainger Inc	2	\$	498.63
Activity Base	2	\$	157.92
Agilyx Solutions Limited	1	\$	3,449.26
Air Liquide Canada Inc	7	\$	1,263.34
Allstate Canada	1	\$	1,045.40
Anderson, Georgina Lynn	1	\$	42.78
Andex Equipment Rentals	2	\$	3,947.35
Andrew Sheret Ltd	10	\$	4,334.07
Arcright Plumbing & Heating	1	\$	624.41
Argenta Community Association	1	\$	100.00
Arrow Mountain Carwash & Mini Storage Ltd	1	\$	3,675.00
Arrow Professional Landscaping	1	\$	3,465.00
Arrow Slocan Lakes Community Service	1	\$	487.68
Associated Fire Safety Equipment	4	\$	4,430.79
Authorized Security Ltd.	1	\$	252.00
Avramzon, Naama	1	\$	94.90
B&L Security Patrol (1981) Ltd	1	\$	1,766.10
BC Air Filter Ltd	1	\$	113.58
Bc Fire Training Officers Association	2	\$	315.00
BC Hydro & Power Authority	2	\$	2,171.83
Beauvais, Jesse	1	\$	157.00
Benko, Kelly	1	\$	132.03
Bergeron, Genevieve	2	\$	3,092.73
Big Cranium Design	2	\$	846.23
Bilkowski, Marilyn	1	\$	123.19
Bill's Heavy Duty Enterprises (2004) Ltd.	3	\$	1,076.64
Black Press Group Ltd	5	\$	4,167.08
Blair Sportswear	1	\$	258.61
Blewett Volunteer Fire Department Social Club	1	\$	5,000.00
Bluebell Publishing	3	\$	136.50
Brenton Industries Ltd	3	\$	6,830.25
Brogan Fire & Safety	3	\$	956.60
Bumstead, Brian	2	\$	140.16
C.A. Fischer Lumber Co. Ltd.	10	\$	835.04
Canadian Centre for Occupational Health and Safety	2	\$	39.90
Canadian Fitness Education Services Ltd	1	\$	77.18
Canadian Linen & Uniform	4	\$	524.98
Canadian Red Cross	1	\$	90.00
Canadian Restaurant Supply Ltd.	2	\$	3,444.75
CanCADD Imaging Solutions Ltd.	1	\$	335.47
Canco Petroleum Ltd.	2	\$	723.84
CanGas Propane Inc.	5	\$	3,808.76
Canoe - EECOL Electric Cranbrook	1	\$	139.91
Canoe - EECOL Electric Nelson	2	\$	1,085.56
Canoe - EMCO (Cranbrook)	1	\$	517.03
Canoe - EMCO (Edmonton)	1	\$	864.26
Canoe - Kal Tire Nelson	2	\$	221.96
Carvello Law Corporation	1	\$	2,607.36
Castlegar Home Hardware	1	\$	34.71
Castlegar, City Of	1	\$	280.51
CDW Canada Corp	3	\$	2,915.58
Christian, Peg	1	\$	420.00
Cintas Canada Ltd Location 889	1	\$	249.41
CivicInfo BC	1	\$	1,785.00
Clarke, Ryan	6	\$	2,177.17

Remaining 20% of payments by value	Number of Payments		Value
	827	\$	465,308
Columbia Basin Broadband Corporation	1	\$	4,508.00
Columbia Wireless Inc	5	\$	421.40
Comfort Welding Ltd	12	\$	1,937.75
Commercial Truck Equipment Co.	1	\$	89.80
Concept Controls	1	\$	345.41
Connect Hearing	1	\$	642.60
Cooper, Branden WS	1	\$	119.53
Cowan's Office Supplies	23	\$	2,384.18
Cowen, Kye	1	\$	150.00
Cranbrook Water Conditioning Ltd.	4	\$	161.18
Crawford Bay Store	2	\$	59.61
Crawford Truck & Equipment	2	\$	1,849.01
Crescent Valley Community Hall Society	1	\$	155.00
Creston Card & Stationery	4	\$	429.46
Creston Valley Tourism Society	1	\$	693.00
Creston Valley Youth Soccer Association	1	\$	500.00
Cunningham, Hans	2	\$	94.90
Cupe Local 2262	2	\$	7,428.71
Cupe Local 748	1	\$	812.10
Deer Park Recreation Society	1	\$	2,000.00
DHC Communications Inc	6	\$	3,383.67
Drew, Brennan	1	\$	350.40
Dumas, Denise	1	\$	184.72
Dye, Shane	1	\$	443.41
East Shore Express Courier	1	\$	63.00
East Shore Internet Society	2	\$	129.92
Expresslane Deliveries	1	\$	368.55
Federated Co-Operatives Ltd	6	\$	2,223.44
Federation of Canadian Municipalities	1	\$	7,910.53
Feeney, Carly	1	\$	38.85
Fehr, Carol	5	\$	2,823.49
Fergie, Barbara	1	\$	35.77
Fluent Information Management Systems Inc	1	\$	420.00
Foster, Noah	1	\$	117.33
Fouquette, Sage	1	\$	244.09
Fraser Valley Building Supplies Inc.	7	\$	674.21
French, Gordon	1	\$	1,067.67
Friesen, Matthew	1	\$	1,020.80
G and W Lawncare	1	\$	110.00
Garrigan, Patrick	1	\$	157.49
Gekkelman Plumbing and Heating	2	\$	551.25
Geo H Hewitt Co Ltd	1	\$	36.63
Gigliotti, Cory	1	\$	138.00
Gilbert Parts Depot	9	\$	3,396.56
Girouard, Lou-Anne	1	\$	460.04
Global Roadway Maintenance Inc.	12	\$	6,442.80
Gray's Contracting	2	\$	3,702.63
Green Shield Health Inc.	2	\$	2,309.58
Groenhuysen, Rene	1	\$	146.36
GRS Contracting Ltd	1	\$	2,415.00
Guest Automation Inc.	1	\$	5,029.50
Guille, Pam	1	\$	1,365.00
Guillevin International Inc	6	\$	3,448.18
Gunn, Geoffrey	1	\$	125.00
Habljak, Julia	1	\$	71.54
Hadiken, Sam	1	\$	650.00
Hafele Canada Inc	1	\$	984.62
Hall Printing	3	\$	1,181.99
Hall, Hailey	1	\$	13.87
Hansum, Donna	1	\$	50.97
Harrop-Procter Community Forest	1	\$	374.53
HCMA Architecture and Design	1	\$	4,352.64
Heetebrij, Courtenay	1	\$	239.56
Hewat, Suzan	5	\$	2,315.90
Heyboer, Amber	1	\$	57.49
High Terrain Helicopters Ltd.	1	\$	1,806.84
Hipperson Hardware	1	\$	33.59
Hoodicoff, Eric	1	\$	41.71

Remaining 20% of payments by value	Number of Payments		Value
	827	\$	465,308
Hufty's Leasing Ltd	1	\$	547.66
Hume Hotel	1	\$	322.00
Huscroft HVAC	3	\$	787.50
Hywood Truck & Equipment Ltd	4	\$	5,713.80
Industrial Alliance Insurance and Financial Services Inc.	1	\$	1,130.50
Inland Allcare	16	\$	6,791.47
Inland Kenworth (Castlegar)	4	\$	4,409.69
Insurance Corporation of BC	1	\$	66.00
Interior Health Authority - Environmental Health	1	\$	147.00
Interior Seed & Fertilizer Ltd	1	\$	3,622.48
Iron Mountain	1	\$	85.70
J Star Excavations	1	\$	364.50
Jackman, Garry	1	\$	105.56
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	18	\$	1,971.46
Jennifer Wickwire	1	\$	420.00
Jewitt, Marcus	1	\$	125.00
JK Excavation Ltd.	5	\$	3,139.50
Johnny's Grocery & Gas Sales	1	\$	208.51
Justice Institute Of Bc	3	\$	974.88
Kaslo Building Maintenance	1	\$	651.00
Kaslo Home Hardware	4	\$	146.97
Kaslo Infonet Society	4	\$	455.00
Kaslo, Village Of	1	\$	52.63
Kemlee Equipment Ltd	1	\$	187.75
Kennlyn Enterprises	5	\$	3,641.69
Kilburn, Jackie	1	\$	1,960.00
Killen, Isabel	1	\$	18.25
Klines Motors Ltd.	1	\$	4,315.50
KM Kootenay Motors a Division of Bills Motors-In Ltd.	2	\$	1,071.34
Kokanee Chalets	1	\$	950.00
Kokanee Electric LTD	1	\$	588.07
Kokanee Fire & Safety Ltd.	2	\$	1,272.46
Kokanee Ford Sales Ltd.	1	\$	475.70
Kolesnikoff, Tony	1	\$	102.20
Kone Inc	1	\$	1,768.66
Kootenay Carshare Cooperative	2	\$	78.40
Kootenay Gallery of Art, History and Science	3	\$	6,447.15
Kootenay Glass & Mirror Ltd	1	\$	1,407.26
Kootenay Industrial Supply Ltd	17	\$	2,406.29
Kootenay Valley Water & Spas	4	\$	99.50
Kootnikoff, Amy (Aimee)	1	\$	240.00
Koots Konstruktion	7	\$	3,811.50
KS Perry Publishing Ltd dba Pennywise	1	\$	441.00
Kuntz, Tammy	1	\$	240.00
Lambert, Paul	1	\$	25.00
Landers, Sean	1	\$	371.29
Lavoie, Denis	1	\$	822.00
Lay, Jessie	1	\$	233.60
Lectric Ave Electronics	1	\$	39.19
Lesperance Mendes	1	\$	57.12
Lidstone & Company	3	\$	2,696.58
Life Essentials First Aid	2	\$	567.00
Lifesaving Society (Burnaby)	5	\$	2,501.82
Lindsay, Devin F	1	\$	142.35
Little h Design Works	1	\$	141.75
LIVunLtd	2	\$	596.10
Lockwood, Diana LD	2	\$	122.26
Lo-Cost Propane	2	\$	1,840.35
Lordco Parts Ltd	4	\$	597.79
Lunn, Jessica	1	\$	109.50
Lynx Off Grid Technology	1	\$	1,679.86
MacKay, Sarah	1	\$	878.86
Magaw, Donna	1	\$	58.40
Maher, Phill	1	\$	125.00
Main Jet Motorsports Inc	1	\$	1,814.37
Main, Leah	1	\$	395.00
Marchant's School Sport Limited	1	\$	1,934.86
Marks, Richard S	1	\$	547.50

Remaining 20% of payments by value	Number of Payments		Value
	827	\$	465,308
Marshall, Christopher L	1	\$	100.00
Martech Motor Winding Ltd	4	\$	1,883.30
Matthews, Audrey	1	\$	200.00
Mayday Electric Ltd	5	\$	3,065.39
McClelland, Annette	1	\$	16.06
McFaddin, Maria June	2	\$	143.28
McGovern, Zoe R	1	\$	267.62
McKellar, Payton J	1	\$	61.55
McLaren-Caux, Aiden(Kenneth)	1	\$	213.89
Mega Technical Holdings Ltd	1	\$	102.79
Mid Town Motors	1	\$	143.25
Mills Bros Construction Ltd	3	\$	1,960.88
Mills Office Productivity	2	\$	169.75
Minister of Finance	2	\$	7,940.68
Minister Of Finance - Product Distribution Centre	6	\$	1,943.31
Ministry of Finance	1	\$	293.00
Mitchell Supply Ltd	5	\$	830.29
Moe Nadeau Consulting	1	\$	2,146.20
Moreira, Maxine	1	\$	460.00
Morris, Ella	1	\$	100.00
Nakusp Home Hardware	2	\$	108.59
Nakusp, Village Of	1	\$	380.60
Nanaimo, City of	17	\$	4,276.13
Napa Auto Parts (Nelson)	1	\$	350.68
Navigata Communications Ltd. dba ThinkTel	1	\$	21.17
Nelson Building Centre Ltd	23	\$	3,214.36
Nelson Farmers Supply Ltd	6	\$	295.58
Nelson Leafs Hockey Society	1	\$	6,231.75
Nelson Nordic Ski Club	1	\$	628.80
Nelson Toyota	3	\$	2,942.03
Network Innovations Inc.	1	\$	224.00
New Denver, Village Of	1	\$	115.50
Newcomen, Jennifer	2	\$	225.00
Newell, Thomas	3	\$	61.50
Nickerson, Britany	1	\$	500.00
Northtown Rental & Sales	1	\$	183.68
Ok Tire & Auto Service (Nelson)	2	\$	1,846.43
Okanagan Office Systems	2	\$	943.41
Olympic International Agencies Ltd	1	\$	1,010.88
Ootischenia Improvement District	1	\$	547.24
Orkin Canada Corporation	2	\$	370.10
Oso Negro	3	\$	522.40
Overland West Freight Lines Ltd	3	\$	3,270.93
P.R.C. Cab Co. Ltd. DBA: Glacier Cab Company	1	\$	47.70
Pace Electric	1	\$	168.00
Paper Crane Media Ltd.	1	\$	441.00
Passmore Laboratory Ltd	5	\$	1,045.00
Pereversoff Automotive Repair	1	\$	163.52
Phoenix Designs & Apparel	1	\$	883.41
Pipeology Home Solutions	3	\$	2,502.51
Pitney Bowes	3	\$	1,451.22
Plaza Laundromat	1	\$	278.30
Popoff, Walter A	2	\$	90.52
Popoff, Wayne	1	\$	750.00
Prestige Lakeside Resort	4	\$	1,594.70
Purolator Inc	1	\$	112.10
Pyramid Building Supplies	3	\$	216.05
Quickscribe Services Ltd	1	\$	1,696.80
Raugust, Shelley	1	\$	35.04
Renwick, Brian	1	\$	684.00
Ricalton, Ryan	1	\$	150.00
Right Touch Auto Detailing, The	1	\$	492.80
Riondel Cable Society	1	\$	40.00
Riteway Holdings Ltd. dba Tremlock Properties Ltd	4	\$	2,349.16
Riverside Farm	6	\$	6,591.47
Roadpost Inc. T46274	1	\$	102.54
Roenspiess, Ethan (Kai)	1	\$	13.14
Rose, Cameron	1	\$	143.08

Remaining 20% of payments by value	Number of Payments		Value
	827	\$	465,308
Sabir, Chris	1	\$	186.15
Salmo Valley Youth & Community Centre	1	\$	866.67
Schmidt, Julie	5	\$	1,201.58
Schmidt, Rhonda	1	\$	472.50
School District#8 (Kootenay Lake)	1	\$	926.18
Selkirk Security Services Ltd	1	\$	39.38
SFJ Inc.	1	\$	2,135.02
Shaw Buisness A division of Shaw Telecom G.P.	1	\$	1,126.76
Shaw Cable	19	\$	3,544.61
Sheffield, Leonard	2	\$	50.00
Shoreacres Hall Society	1	\$	720.00
Simply Clean Kootenay	2	\$	2,677.50
Skuce, Michael	1	\$	1,587.80
Skyway Hardware	3	\$	260.88
Slocan Park Community Hall Society	2	\$	880.80
Slocan Valley Home Hardware	1	\$	279.99
SMC Monitoring Corporation	1	\$	157.50
Smienk, Johannes	1	\$	39.95
Smokey Creek Salvage	1	\$	551.25
Solarik, Thea M A	1	\$	114.91
South Kootenay Lake Community Service Society	1	\$	4,725.00
Southern Interior Public Works Ltd.	2	\$	3,504.38
Speedpro Signs	6	\$	5,018.29
Stafford Welding	4	\$	2,688.00
Stanfield's LTD.	1	\$	514.29
Sterling Backcheck Canada Corp.	1	\$	124.24
Storey, Clarissa	1	\$	75.00
Sundry Vendor	23	\$	6,384.59
Taghum Shell (1997)	6	\$	426.29
Team Aquatic Supplies	1	\$	1,220.94
Telus Communications Inc	5	\$	6,933.74
Telus Communications Inc. Mascon by Telus	3	\$	235.20
Tenaquip Industrial Distribution	1	\$	430.26
ThinkTel	1	\$	351.70
Tierney, Roger Bruce	1	\$	196.52
Tip-it Waste Solutions Kootenay	4	\$	3,160.60
Traczyk, Lynn M	1	\$	100.00
Tratech Mechanical Ltd	1	\$	131.25
Trowalex Equipment Rentals And Sales	1	\$	224.00
Troy Life & Fire Safety Ltd	1	\$	1,573.53
Tsunami Solutions Ltd. dba: SafetyLine	1	\$	1,276.97
Tu-Dor Lock & Safe Ltd	5	\$	1,997.55
Turlock Electrical Contracting Ltd	1	\$	6,720.00
Uline Canada Corporation	6	\$	3,986.15
Ultra XPress Printing	1	\$	3,052.00
Urban Systems Ltd.	1	\$	7,503.96
Valkyr Machinery Services	1	\$	328.32
Vallen Canada Inc	1	\$	765.27
Valley Voice Ltd	4	\$	2,031.37
Van Houtte Coffee Services ULC	3	\$	747.24
Vandenberghe, Kelly	1	\$	186.37
VDZ + A Consulting Inc.	1	\$	1,614.94
VH Sport Canada	1	\$	106.40
Vissers Sales Corp	1	\$	610.40
VMS Comfort Plus Inc.	1	\$	2,454.90
Walsh, Sarah	1	\$	100.00
Weatherhead, Teresa A	1	\$	216.81
Webber, Christopher	1	\$	511.00
Webster, Heather	5	\$	311.86
Wells Fargo Equipment	3	\$	2,700.66
Wesco Distribution-Canada Inc	2	\$	81.38
West Kootenay Brain Injury Association (WKBIA)	2	\$	1,613.46
Western Auto Wreckers (1974) Ltd	1	\$	163.80
WEX Canada Ltd.	1	\$	1,641.23
Wheeler, Tracy	1	\$	64.24
Whittington, Andrew	1	\$	214.62
Wild West Drilling Inc	1	\$	5,600.69
Wilson, Amy	1	\$	32.33

Remaining 20% of payments by value	Number of Payments		Value
	827	\$	465,308
Winegarden, Joel	2	\$	45.04
Winlaw Elementary School	1	\$	315.00
Wolseley Waterworks Branch	2	\$	3,288.83
Wood Wyant Inc	6	\$	6,706.03
Woodcox, Nathaniel	1	\$	424.54
Workers Compensation Board - Alberta	1	\$	259.06
Wraith, Xxavier	1	\$	100.00
Wyatt, Megan	1	\$	130.82
Xplore Inc.	2	\$	258.72
Yahk-Kingsgate Recreation Society	1	\$	1,300.00
Yellow Pages Group	1	\$	3.15
Ymir Community Association	1	\$	2,000.00
Your Wayfinders Management Solutions Ltd.	1	\$	6,037.50
Zol, Darryl	1	\$	32.24
ZOLL Medical Canada Inc.	1	\$	526.71
Zone West Enterprises Ltd	2	\$	807.52

Employees and Directors March 2026			
Directors	Number of Payments 25	Value	4,354
Cunningham, Hans	2	\$	94.90
Hewat, Suzan	5	\$	2,315.90
Jackman, Garry	1	\$	105.56
Lockwood, Diana LD	2	\$	122.26
Lunn, Jessica	1	\$	109.50
Main, Leah	1	\$	395.00
McFaddin, Maria June	2	\$	143.28
McKellar, Payton J	1	\$	61.55
McLaren-Caux, Aiden(Kenneth)	1	\$	213.89
Newell, Thomas	3	\$	61.50
Popoff, Walter A	2	\$	90.52
Smienk, Johannes	1	\$	39.95
Tierney, Roger Bruce	1	\$	196.52
Vandenbergh, Kelly	1	\$	186.37
Weatherhead, Teresa A	1	\$	216.81
Employees	Number of Payments 94	Value	25,541
Abney, Rita	1	\$	734.70
Anderson, Georgina Lynn	1	\$	42.78
Avramzon, Naama	1	\$	94.90
Beauvais, Jesse	1	\$	157.00
Benko, Kelly	1	\$	132.03
Bergeron, Genevieve	2	\$	3,092.73
Bilkowski, Marilyn	1	\$	123.19
Bumstead, Brian	2	\$	140.16
Clarke, Ryan	6	\$	2,177.17
Cooper, Branden WS	1	\$	119.53
Cowen, Kye	1	\$	150.00
Drew, Brennan	1	\$	350.40
Dumas, Denise	1	\$	184.72
Dye, Shane	1	\$	443.41
Feeney, Carly	1	\$	38.85
Fehr, Carol	5	\$	2,823.49
Fergie, Barbara	1	\$	35.77
Foster, Noah	1	\$	117.33
Fouquette, Sage	1	\$	244.09
French, Gordon	1	\$	1,067.67
Friesen, Matthew	1	\$	1,020.80
Garrigan, Patrick	1	\$	157.49
Girouard, Lou-Anne	1	\$	460.04
Groenhuysen, Rene	1	\$	146.36
Gunn, Geoffrey	1	\$	125.00
Habljak, Julia	1	\$	71.54
Hadiken, Sam	1	\$	650.00
Hall, Hailey	1	\$	13.87
Hansum, Donna	1	\$	50.97
Heetebrij, Courtenay	1	\$	239.56
Heyboer, Amber	1	\$	57.49
Hoodicoff, Eric	1	\$	41.71
Jewitt, Marcus	1	\$	125.00
Killen, Isabel	1	\$	18.25
Kolesnikoff, Tony	1	\$	102.20
Kootnikoff, Amy (Aimee)	1	\$	240.00
Kuntz, Tammy	1	\$	240.00
Lambert, Paul	1	\$	25.00
Landers, Sean	1	\$	371.29
Lavoie, Denis	1	\$	822.00
Lay, Jessie	1	\$	233.60
Lindsay, Devin F	1	\$	142.35
MacKay, Sarah	1	\$	878.86
Magaw, Donna	1	\$	58.40
Maher, Phill	1	\$	125.00
Marks, Richard S	1	\$	547.50
Marshall, Christopher L	1	\$	100.00
Matthews, Audrey	1	\$	200.00
McClelland, Annette	1	\$	16.06
McGovern, Zoe R	1	\$	267.62
Morris, Ella	1	\$	100.00
Raugust, Shelley	1	\$	35.04
Ricalton, Ryan	1	\$	150.00

Accounts Payable for March 2026 Breakdown by Type of Payment

All Other Vendors	Number of Payments		Value
	915	\$	2,155,006
0731689 BC LTD dba Interior Signs	1	\$	716.00
1022117 Alberta Ltd.	3	\$	6,294.75
1426051 BC Ltd DBA: Simon's Garage Door Services	2	\$	1,089.90
1445357 BC Ltd DBA: Rook Design Media	2	\$	4,262.48
1494359 BC Ltd.	1	\$	2,600.00
1556143 BC Ltd DBA BG Power Clean & DBA Koots Kons	9	\$	11,691.75
360° Contracting	1	\$	3,675.00
ACE Courier Services	5	\$	194.68
Acklands-Grainger Inc	2	\$	498.63
Activity Base	2	\$	157.92
Agilyx Solutions Limited	1	\$	3,449.26
Air Liquide Canada Inc	7	\$	1,263.34
Allstate Canada	1	\$	1,045.40
Andex Equipment Rentals	2	\$	3,947.35
Andrew Sheret Ltd	10	\$	4,334.07
Arcright Plumbing & Heating	1	\$	624.41
Argenta Community Association	1	\$	100.00
Arrow Lakes Aggregates	1	\$	12,075.00
Arrow Mountain Carwash & Mini Storage Ltd	1	\$	3,675.00
Arrow Professional Landscaping	1	\$	3,465.00
Associated Fire Safety Equipment	4	\$	4,430.79
Authorized Security Ltd.	1	\$	252.00
B A Blackwell & Associates Ltd	1	\$	73,500.00
B&L Security Patrol (1981) Ltd	1	\$	1,766.10
BC Air Filter Ltd	1	\$	113.58
Bc Fire Training Officers Association	2	\$	315.00
BC Hydro & Power Authority	2	\$	2,171.83
BC Transit	5	\$	240,992.36
BGC Engineering Inc.	2	\$	35,086.54
Big Cranium Design	2	\$	846.23
Bill's Heavy Duty Enterprises (2004) Ltd.	3	\$	1,076.64
Black Press Group Ltd	5	\$	4,167.08
Blair Sportswear	1	\$	258.61
Blewett Volunteer Fire Department Social Club	1	\$	5,000.00
Bluebell Publishing	3	\$	136.50
Brenton Industries Ltd	3	\$	6,830.25
Brogan Fire & Safety	3	\$	956.60
C.A. Fischer Lumber Co. Ltd.	10	\$	835.04
Canadian Centre for Occupational Health and Safety	2	\$	39.90
Canadian Fitness Education Services Ltd	1	\$	77.18
Canadian Linen & Uniform	4	\$	524.98
Canadian Red Cross	1	\$	90.00
Canadian Restaurant Supply Ltd.	2	\$	3,444.75
CanCADD Imaging Solutions Ltd.	1	\$	335.47
Canco Petroleum Ltd.	2	\$	723.84
CanGas Propane Inc.	5	\$	3,808.76
Canoe - EECOL Electric Cranbrook	1	\$	139.91
Canoe - EECOL Electric Nelson	2	\$	1,085.56
Canoe - EMCO (Cranbrook)	1	\$	517.03
Canoe - EMCO (Edmonton)	1	\$	864.26
Canoe - Kal Tire Nelson	2	\$	221.96
Carvello Law Corporation	1	\$	2,607.36
Castlegar Home Hardware	1	\$	34.71
Castlegar, City Of	1	\$	280.51
CDW Canada Corp	3	\$	2,915.58
Christian, Peg	1	\$	420.00
Cintas Canada Ltd Location 889	1	\$	249.41
CivicInfo BC	1	\$	1,785.00
CJ Industries Inc.	1	\$	12,132.72
Cleartech Industries Inc	2	\$	11,104.82
Columbia Basin Broadband Corporation	1	\$	4,508.00
Columbia Wireless Inc	5	\$	421.40
Comfort Welding Ltd	12	\$	1,937.75
Commercial Truck Equipment Co.	1	\$	89.80
Community Futures of Central Kootenay	1	\$	48,512.00
Concept Controls	1	\$	345.41
Connect Hearing	1	\$	642.60
Cowan's Office Supplies	23	\$	2,384.18
Cranbrook Water Conditioning Ltd.	4	\$	161.18
Crawford Bay Store	2	\$	59.61
Crawford Truck & Equipment	2	\$	1,849.01
Crescent Valley Community Hall Society	1	\$	155.00
Creston Card & Stationery	4	\$	429.46
Creston Valley Tourism Society	1	\$	693.00
Creston, Town Of	3	\$	10,226.20
Cupe Local 2262	2	\$	7,428.71
Cupe Local 748	1	\$	812.10
Dave's Plumbing Ltd	3	\$	8,989.77
DB Perks & Associates Ltd	8	\$	16,125.76
DHC Communications Inc	6	\$	3,383.67
East Shore Express Courier	1	\$	63.00
East Shore Internet Society	2	\$	129.92
Environmental 360 Solutions BC Ltd.	1	\$	11,051.04
Evoke Buildings Engineering Inc.	2	\$	8,998.89
Expresslane Deliveries	1	\$	368.55
Federated Co-Operatives Ltd	6	\$	2,223.44
Federation of Canadian Municipalities	1	\$	7,910.53
Fluent Information Management Systems Inc	1	\$	420.00
FortisBC - Electricity	42	\$	70,191.57

All Other Vendors	Number of Payments		Value
	915	\$	2,155,006
Fortisbc - Natural Gas	4	\$	27,430.28
Fraser Valley Building Supplies Inc.	7	\$	674.21
Frozen Solutions Inc. dba Frozen Refrigeration	2	\$	8,404.21
Fusion Consulting Ltd.	1	\$	11,497.50
G and W Lawncare	1	\$	110.00
Gekkelman Plumbing and Heating	2	\$	551.25
Geo H Hewitt Co Ltd	1	\$	36.63
GFL Environmental Inc.	14	\$	136,590.14
Gigliotti, Cory	1	\$	138.00
Gilbert Parts Depot	9	\$	3,396.56
Global Roadway Maintenance Inc.	12	\$	6,442.80
Gravity Union	2	\$	15,106.88
Gray's Contracting	2	\$	3,702.63
Green Shield Health Inc.	2	\$	2,309.58
GRS Contracting Ltd	1	\$	2,415.00
Guest Automation Inc.	1	\$	5,029.50
Guille, Pam	1	\$	1,365.00
Guillevin International Inc	6	\$	3,448.18
Hafele Canada Inc	1	\$	984.62
Hall Printing	3	\$	1,181.99
Harrop-Procter Community Forest	1	\$	374.53
HCMA Architecture and Design	1	\$	4,352.64
High Terrain Helicopters Ltd.	1	\$	1,806.84
Highland Consulting Ltd	2	\$	14,377.23
Hipperson Hardware	1	\$	33.59
Holman DBA ARI Financial Services	2	\$	63,626.29
Hufy's Leasing Ltd	1	\$	547.66
Hume Hotel	1	\$	322.00
Huscroft HVAC	3	\$	787.50
Hywood Truck & Equipment Ltd	4	\$	5,713.80
I.T. Blueprint Solutions Consulting Inc.	1	\$	8,303.13
Industrial Alliance Insurance and Financial Services Inc.	1	\$	1,130.50
Inland Allcare	16	\$	6,791.47
Inland Kenworth (Castlegar)	4	\$	4,409.69
Insight Canada Inc.	5	\$	242,493.04
Insurance Corporation of BC	1	\$	66.00
Interior Health Authority - Environmental Health	1	\$	147.00
Interior Seed & Fertilizer Ltd	1	\$	3,622.48
Iron Mountain	1	\$	85.70
J Star Excavations	1	\$	364.50
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	18	\$	1,971.46
Jennifer Wickwire	1	\$	420.00
JK Excavation Ltd.	5	\$	3,139.50
Johnny's Grocery & Gas Sales	1	\$	208.51
Justice Institute Of Bc	3	\$	974.88
Kaslo Building Maintenance	1	\$	651.00
Kaslo Home Hardware	4	\$	146.97
Kaslo Infonet Society	4	\$	455.00
Kaslo, Village Of	1	\$	52.63
Keefer Ecological Services Ltd.	1	\$	15,304.62
Kemlee Equipment Ltd	1	\$	187.75
Kennlyn Enterprises	5	\$	3,641.69
Kilburn, Jackie	1	\$	1,960.00
Klines Motors Ltd.	1	\$	4,315.50
KM Kootenay Motors a Division of Bills Motors-In Ltd.	2	\$	1,071.34
Kokanee Chalets	1	\$	950.00
Kokanee Electric LTD	1	\$	588.07
Kokanee Fire & Safety Ltd.	2	\$	1,272.46
Kokanee Ford Sales Ltd.	1	\$	475.70
Komline Pure Water Inc. dba BI Purewater Canada	4	\$	16,339.87
Kone Inc	1	\$	1,768.66
Kootenay Carshare Cooperative	2	\$	78.40
Kootenay Glass & Mirror Ltd	1	\$	1,407.26
Kootenay Industrial Supply Ltd	17	\$	2,406.29
Kootenay Valley Water & Spas	4	\$	99.50
Koots Konstruktion	7	\$	3,811.50
KS Perry Publishing Ltd dba Pennywise	1	\$	441.00
Lectric Ave Electronics	1	\$	39.19
Lesperance Mendes	1	\$	57.12
Licker Geospatial Consulting Ltd.	1	\$	12,242.90
Lidstone & Company	3	\$	2,696.58
Life Essentials First Aid	2	\$	567.00
Lifesaving Society (Burnaby)	5	\$	2,501.82
Little h Design Works	1	\$	141.75
LIVunLtd	2	\$	596.10
Lo-Cost Propane	2	\$	1,840.35
Lordco Parts Ltd	4	\$	597.79
Lynx Off Grid Technology	1	\$	1,679.86
Main Jet Motorsports Inc	1	\$	1,814.37
Marchant's School Sport Limited	1	\$	1,934.86
Martech Motor Winding Ltd	4	\$	1,883.30
Mayday Electric Ltd	5	\$	3,065.39
Mega Technical Holdings Ltd	1	\$	102.79
Micah's Plumbing & Heating Ltd.	2	\$	34,929.83
Micro Com Systems Ltd	1	\$	9,344.44
Mid Town Motors	1	\$	143.25
Mills Bros Construction Ltd	3	\$	1,960.88
Mills Office Productivity	2	\$	169.75
Minister of Finance	2	\$	7,940.68
Minister Of Finance - Product Distribution Centre	6	\$	1,943.31
Ministry of Finance	1	\$	293.00
Mitchell Supply Ltd	5	\$	830.29
Moe Nadeau Consulting	1	\$	2,146.20
Moreira, Maxine	1	\$	460.00

All Other Vendors	Number of Payments		Value
	915	\$	2,155,006
Nakusp Home Hardware	2	\$	108.59
Nakusp, Village Of	1	\$	380.60
Nanaimo, City of	17	\$	4,276.13
Napa Auto Parts (Nelson)	1	\$	350.68
Navigata Communications Ltd. dba ThinkTel	1	\$	21.17
Nelson Building Centre Ltd	23	\$	3,214.36
Nelson Farmers Supply Ltd	6	\$	295.58
Nelson Hydro	19	\$	61,871.43
Nelson Leafs Hockey Society	1	\$	6,231.75
Nelson Toyota	3	\$	2,942.03
Nelson, City Of	4	\$	19,307.70
Network Innovations Inc.	1	\$	224.00
New Denver, Village Of	1	\$	115.50
Newcomen, Jennifer	2	\$	225.00
Nickerson, Britany	1	\$	500.00
Northtown Rental & Sales	1	\$	183.68
Ok Tire & Auto Service (Nelson)	2	\$	1,846.43
Okanagan Office Systems	2	\$	943.41
Olympic International Agencies Ltd	1	\$	1,010.88
Ootischenia Improvement District	1	\$	547.24
Orkin Canada Corporation	2	\$	370.10
Oso Negro	3	\$	522.40
Overland West Freight Lines Ltd	3	\$	3,270.93
P.R.C. Cab Co. Ltd. DBA: Glacier Cab Company	1	\$	47.70
Pace Electric	1	\$	168.00
Paper Crane Media Ltd.	1	\$	441.00
Passmore Laboratory Ltd	5	\$	1,045.00
Pereversoff Automotive Repair	1	\$	163.52
Phoenix Designs & Apparel	1	\$	883.41
Pipeology Home Solutions	3	\$	2,502.51
Pitney Bowes	3	\$	1,451.22
Plaza Laundromat	1	\$	278.30
Popoff, Wayne	1	\$	750.00
Prestige Lakeside Resort	4	\$	1,594.70
Purolator Inc	1	\$	112.10
Pyramid Building Supplies	3	\$	216.05
Quickscribe Services Ltd	1	\$	1,696.80
Receiver General	5	\$	38,321.25
Renwick, Brian	1	\$	684.00
Right Touch Auto Detailing, The	1	\$	492.80
Riondel Cable Society	1	\$	40.00
Riteway Holdings Ltd. dba Tremlock Properties Ltd	4	\$	2,349.16
Riverside Farm	6	\$	6,591.47
Roadpost Inc. T46274	1	\$	102.54
Rocky Mountain Agencies	2	\$	8,356.21
Rocky Mountain Phoenix	17	\$	50,463.51
Salmo Valley Youth & Community Centre	1	\$	866.67
SAMSON & ASSOCIATES CPA/CONSULTING INC.	2	\$	15,740.55
Schmidt, Rhonda	1	\$	472.50
School District#8 (Kootenay Lake)	1	\$	926.18
Selkirk Security Services Ltd	1	\$	39.38
SFJ Inc.	1	\$	2,135.02
Shaw Buisness A division of Shaw Telecom G.P.	1	\$	1,126.76
Shaw Cable	19	\$	3,544.61
Simply Clean Kootenay	2	\$	2,677.50
Sk Electronics Ltd	15	\$	17,810.87
Skyway Hardware	3	\$	260.88
Slocan Park Community Hall Society	2	\$	880.80
Slocan Valley Home Hardware	1	\$	279.99
SLR Consulting (Canada) Ltd.	1	\$	20,726.61
SMC Monitoring Corporation	1	\$	157.50
Smokey Creek Salvage	1	\$	551.25
Southern Interior Public Works Ltd.	2	\$	3,504.38
Speedpro Signs	6	\$	5,018.29
Sperling Hansen Associates Inc	2	\$	9,082.36
Stafford Welding	4	\$	2,688.00
Stanfield's LTD.	1	\$	514.29
Sterling Backcheck Canada Corp.	1	\$	124.24
Sundry Vendor	23	\$	6,384.59
Taghum Shell (1997)	6	\$	426.29
Team Aquatic Supplies	1	\$	1,220.94
Telus Communications Inc	5	\$	6,933.74
Telus Communications Inc. Mascon by Telus	3	\$	235.20
Telus Mobility	2	\$	9,410.74
Tenaquip Industrial Distribution	1	\$	430.26
ThinkTel	1	\$	351.70
Tip-it Waste Solutions Kootenay	4	\$	3,160.60
Tratech Mechanical Ltd	1	\$	131.25
Trowelex Equipment Rentals And Sales	1	\$	224.00
Troy Life & Fire Safety Ltd	1	\$	1,573.53
Tsunami Solutions Ltd. dba: SafetyLine	1	\$	1,276.97
Tu-Dor Lock & Safe Ltd	5	\$	1,997.55
Turlock Electrical Contracting Ltd	1	\$	6,720.00
Uline Canada Corporation	6	\$	3,986.15
Ultra XPress Printing	1	\$	3,052.00
Union Of BC Municipalities	1	\$	16,058.87
Urban Systems Ltd.	1	\$	7,503.96
Valhalla Hydrovac Ltd.	3	\$	84,945.41
Valkyr Machinery Services	1	\$	328.32
Vallen Canada Inc	1	\$	765.27
Valley Voice Ltd	4	\$	2,031.37
Van Houtte Coffee Services ULC	3	\$	747.24
VDZ + A Consulting Inc.	1	\$	1,614.94
VH Sport Canada	1	\$	106.40

All Other Vendors	Number of Payments		Value
	915	\$	2,155,006
Vissers Sales Corp	1	\$	610.40
VMS Comfort Plus Inc.	1	\$	2,454.90
Waste Management	12	\$	19,706.79
Wells Fargo Equipment	3	\$	2,700.66
Wesco Distribution-Canada Inc	2	\$	81.38
Western Auto Wreckers (1974) Ltd	1	\$	163.80
WEX Canada Ltd.	1	\$	1,641.23
WFR Wholesale Fire & Rescue Ltd	10	\$	10,143.11
Wild West Drilling Inc	1	\$	5,600.69
Winlaw Elementary School	1	\$	315.00
Wolseley Waterworks Branch	2	\$	3,288.83
Wood Wyant Inc	6	\$	6,706.03
Workers Compensation Board - Alberta	1	\$	259.06
Xplore Inc.	2	\$	258.72
Yahk-Kingsgate Recreation Society	1	\$	1,300.00
Yellow Pages Group	1	\$	3.15
Yeti Refrigeration Inc.	1	\$	170,100.00
Your Wayfinders Management Solutions Ltd.	1	\$	6,037.50
ZOLL Medical Canada Inc.	1	\$	526.71
Zone West Enterprises Ltd	2	\$	807.52

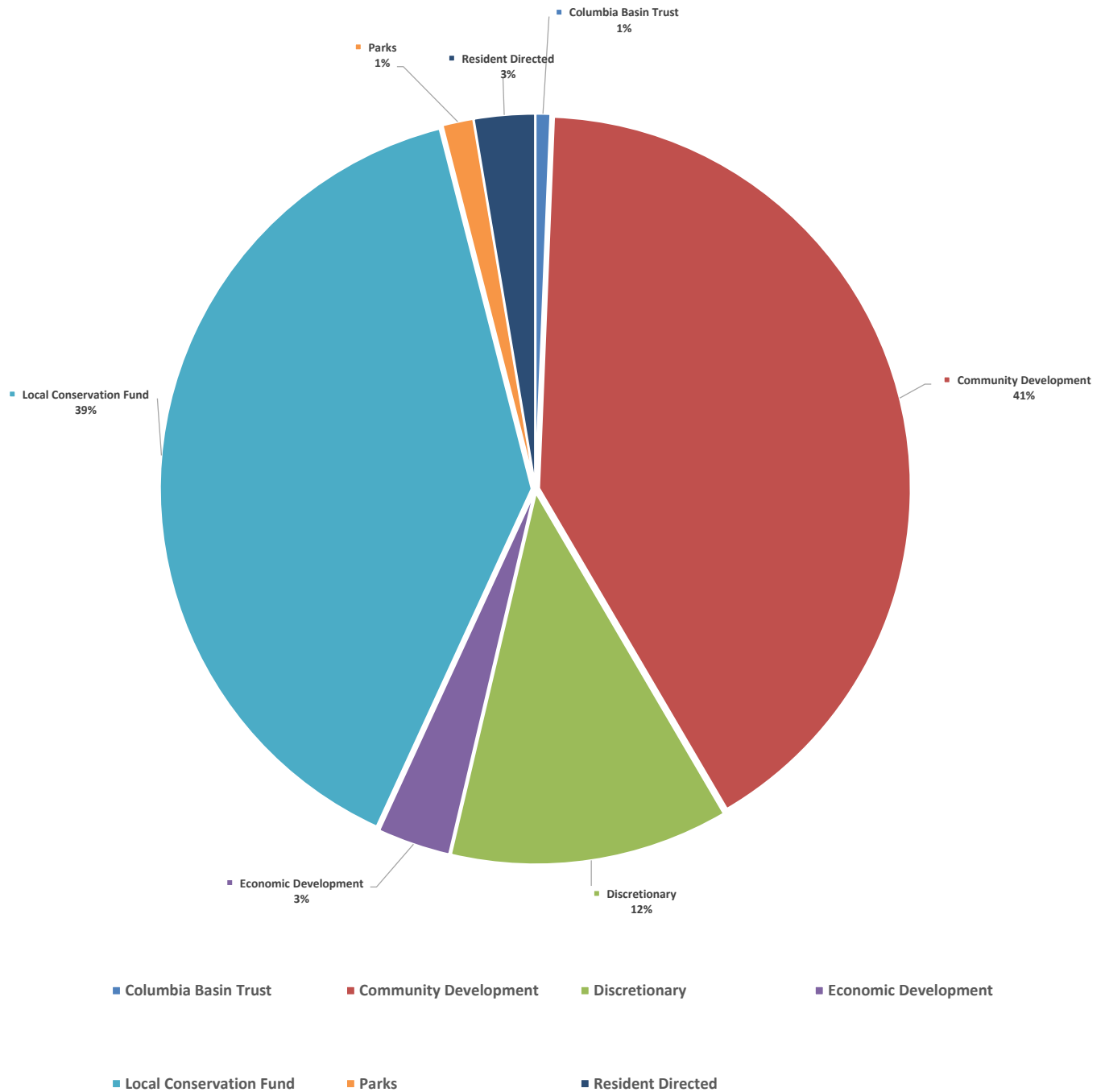
Sundry Payments for March 2026 Breakdown by Description of Payment

Sundry	Description of Payment	\$	Value
			6,385
Sundry Vendor	RDCK-Reimburse Plan Check Fee for BP029049	\$	100.00
Sundry Vendor	CDRD-Rec Refund Request	\$	584.85
Sundry Vendor	NDCC-Rec Refund Request	\$	194.67
Sundry Vendor	NDCC-Rec Refund Request	\$	10.15
Sundry Vendor	CDCC-Consulting Services	\$	1,500.00
Sundry Vendor	NDCC-Rec Refund Request	\$	164.36
Sundry Vendor	RDCK-Reimburse DVP Application Fee-DVP000277	\$	500.00
Sundry Vendor	ESS-Mileage 2025	\$	67.89
Sundry Vendor	RDCK-Reimburse Duplicate Payment for BP#29252	\$	100.00
Sundry Vendor	RDCK-Reimburse Overpayment on Acct#54457	\$	172.38
Sundry Vendor	NDCC-Rec Refund Request	\$	86.08
Sundry Vendor	CDCC-Rec Refund Request	\$	267.34
Sundry Vendor	TAR F-Appreciation Dinner Service Fee-2025	\$	187.00
Sundry Vendor	FIR-Medical Letter re Trevis	\$	75.00
Sundry Vendor	NDCC-Rec Refund Request	\$	54.53
Sundry Vendor	CDCC-Rec Refund Request	\$	53.45
Sundry Vendor	CDCC-Rec Refund Request	\$	122.92
Sundry Vendor	RDCK-Reimburse Overcharge at Balfour Transfer Statio	\$	128.33
Sundry Vendor	NDCC-Rec Refund Request	\$	48.76
Sundry Vendor	CDCC-Rec Refund Request	\$	1,279.99
Sundry Vendor	RC7-Rec Refund Request	\$	57.27
Sundry Vendor	CDCC-Rec Refund Request	\$	428.02
Sundry Vendor	PAS F-Repair Seats	\$	201.60

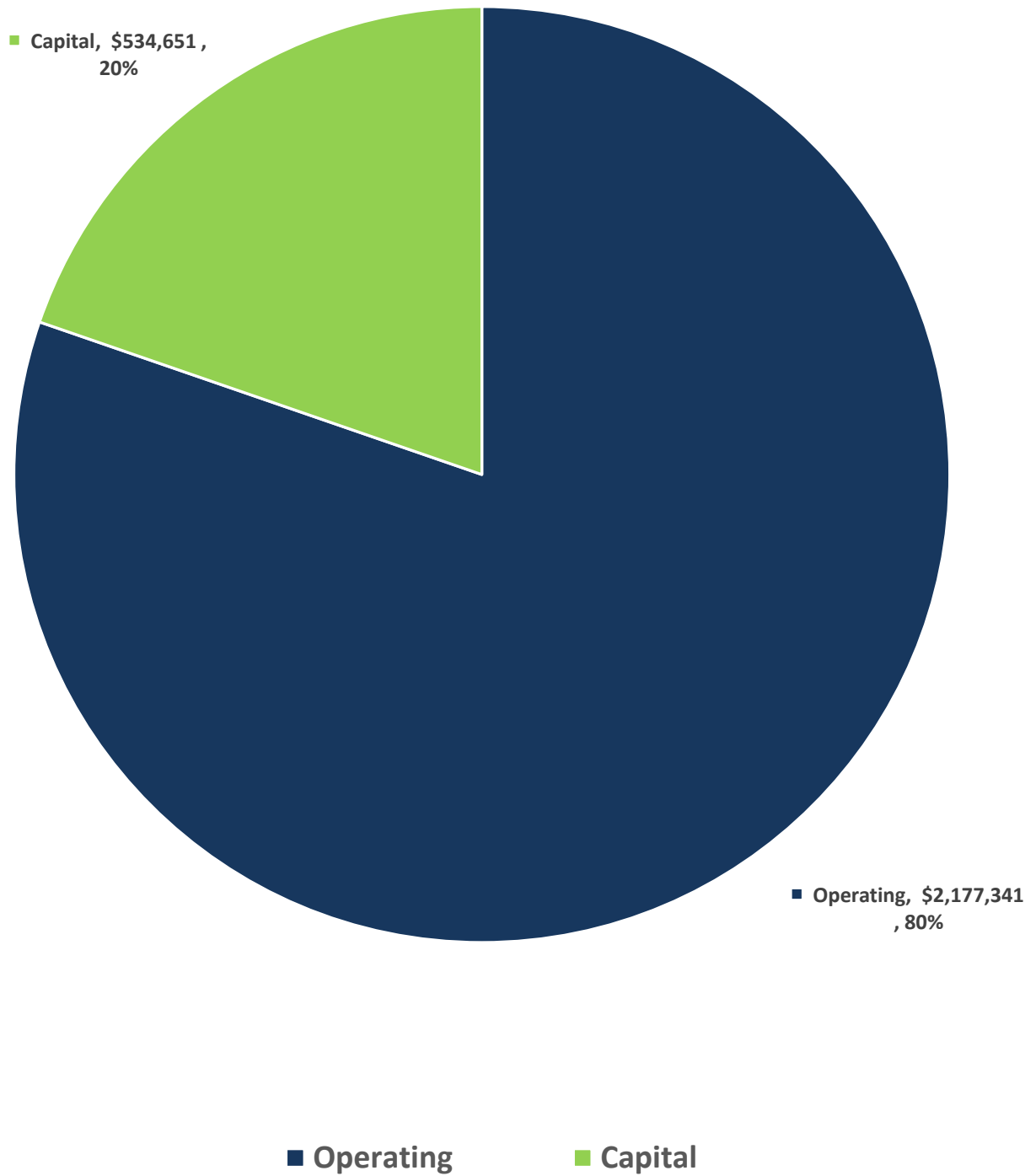
Accounts Payable for March 2026 Breakdown by Type of Payment

Discretionary, Community Development, and Other Grants	Number of Payments		
	20	\$	149,050
Arrow Slocan Lakes Community Service	1	\$	487.68
Burton Community Association	1	\$	36,000.00
Central Kootenay Invasive Species Society	1	\$	11,699.20
Creston Valley Youth Soccer Association	1	\$	500.00
Deer Park Recreation Society	1	\$	2,000.00
Elk Root Conservation Farm Society (BC#A0072993)	1	\$	14,714.40
Kootenay Gallery of Art, History and Science	3	\$	6,447.15
Lardeau Valley Opportunity Links Society	1	\$	12,000.00
Mountain Land Management	1	\$	9,000.00
Nakusp, Village of	1	\$	18,000.00
Nelson Nordic Ski Club	1	\$	628.80
Shoreacres Hall Society	1	\$	720.00
South Kootenay Lake Community Service Society	1	\$	4,725.00
Stanley Humphries Secondary School	1	\$	8,550.00
West Kootenay Brain Injury Association (WKBIA)	2	\$	1,613.46
Wildlife Conservation Society of Canada	1	\$	19,964.00
Ymir Community Association	1	\$	2,000.00

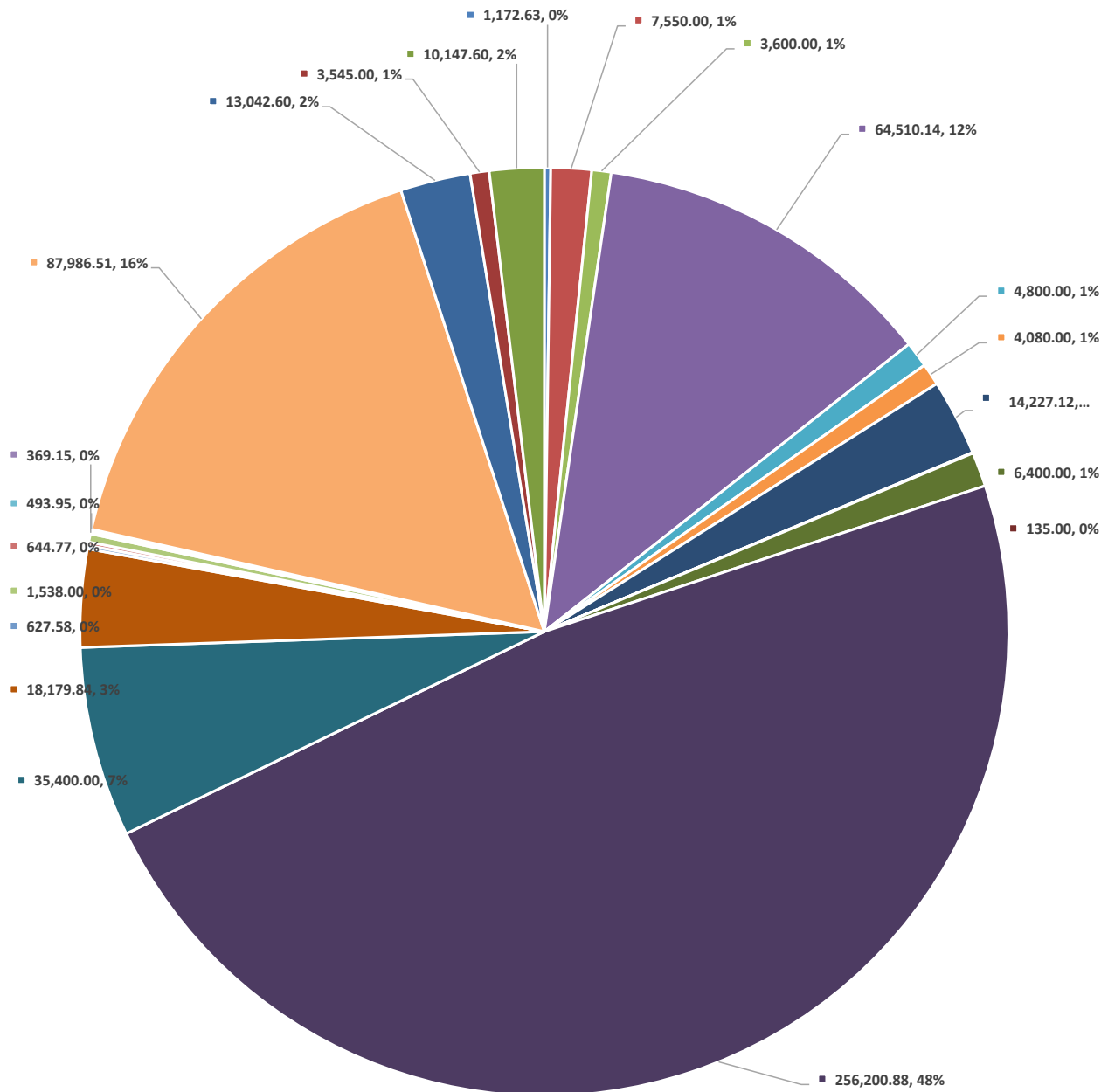
Grants by Type



March 2026 Capital VS Operating Expenditures



March 2026 Capital by Service



- Aquatic Centre-Castlegar and Areas J and I
- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Fire Protection-Area B (Canyon Lister)
- Fire Protection-Area B (Yahk, Kingsgate)
- Fire Protection-Area G (Ymir)
- Fire Protection-Area J (Ootischenia)
- Fire Protection-Area J (Robson, Raspberry)
- General Administration
- Recreation Facility-Area A (Riondel)
- Recreation Facility-Creston and Areas B, C and Area A
- Recreation Facility-Nelson and Areas F and Defined E
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Refuse Disposal (East Subregion)-Creston and Areas A, B and C
- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slocan and Area H, I, J, and K
- Regional Parks-Nelson, Salmo and Areas E, F and G
- Utility Services
- Water Utility-Area A (Riondel)
- Water Utility-Area B (Erickson)
- Water Utility-Area J (West Robson)
- Water Utility-Area K (Burton)
- Water Utility-Area K (Fauquier)

Regional District of Central Kootenay
Financial Statements
For the year ended December 31, 2025

Regional District of Central Kootenay
Financial Statements
For the year ended December 31, 2025

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Management's Responsibility for Financial Reporting

The accompanying financial statements of the Regional District of Central Kootenay (the "Regional District") are the responsibility of management and have been approved by the Board of Directors of the Regional District.

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the financial statements are presented fairly, in all material respects.

The Regional District of Central Kootenay maintains systems of internal accounting and administrative controls of reasonable quality, consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the Regional District's assets are appropriately accounted for and adequately safeguarded.

The Regional District of Central Kootenay is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements.

The Board of Directors review the Regional District's financial statements and recommend their approval. The Board of Directors meet periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the annual report, the financial statements and the external auditor's report. The Board of Directors take this information into consideration when approving the financial statements for issuance to the taxpayers. The Board of Directors also appoint the engagement of the external auditors.

The financial statements have been audited by BDO Canada LLP in accordance with Canadian generally accepted auditing standards on behalf of the taxpayers. BDO Canada LLP has full access to the Board and management.

Chief Financial Officer

Independent Auditor's Report

To the Members of the Board of Director of the Regional District of Central Kootenay

Opinion

We have audited the financial statements of the Regional District of Central Kootenay (the "Regional District"), which comprise the statement of financial position as at December 31, 2025, and the statement of change in net debt, statement of operations, and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Regional District as at December 31, 2025, and its results of its changes in net debt, operations, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Regional District in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matters

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of Schedules 1 and 2 on pages 32 and 33 of these financial statements.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Regional District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Regional District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Regional District's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Regional District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Regional District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Regional District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Kamloops, British Columbia
TBD

Regional District of Central Kootenay

Statement of Financial Position

As at December 31	2025	2024
Financial assets		
Cash (Note 2)	\$50,272,427	\$ 43,334,630
Temporary investments (Note 2)	24,152,229	23,397,749
Accounts receivable	3,627,536	5,627,140
Due from member municipalities (Note 4)	21,428,107	16,619,355
Due from member municipalities - accrued interest	182,102	194,018
	<u>99,662,401</u>	<u>89,172,892</u>
Liabilities		
Accounts payable and accrued liabilities	6,378,551	7,542,051
MFA short term financing (Note 6)	2,619,116	4,125,700
Asset retirement obligation liability (Note 5)	31,820,528	30,451,420
HB Mines - contaminated site liability (Note 14)	3,659,627	3,659,627
Nelson transfer station-contaminated site liability (Note 15)	740,000	740,000
Debenture debt MFA (Note 6)	52,792,314	46,806,795
Equipment financing loans (Note 7)	1,373,668	2,180,252
Deferred revenue (Note 8)	6,362,201	3,620,333
	<u>105,746,005</u>	<u>99,126,178</u>
Net debt	<u>(6,083,604)</u>	<u>(9,953,286)</u>
Non-financial assets		
Tangible capital assets (Note 9)	128,553,176	125,333,290
Prepaid expenses	609,145	568,284
	<u>129,162,321</u>	<u>125,901,574</u>
Accumulated surplus (Note 12)	<u>\$123,078,717</u>	<u>\$115,948,288</u>

Chief
Financial
Officer

Chair
of the
Board

Regional District of Central Kootenay

Statement of Operations

For the year ended December 31	Financial Plan (Note 17)	2025	2024
Revenue			
Taxation - net	\$46,204,014	\$46,193,373	\$ 42,953,626
User fees, sales and rentals	15,184,848	15,493,414	14,718,197
Government grants and transfers	5,548,219	6,932,327	6,761,456
Gas tax grant - Community Works	665,385	1,522,134	1,550,730
Committed funding - Columbia Basin Trust	70,000	1,569,204	1,511,271
Interest income	558,250	622,807	1,445,927
Actuarial earnings	-	945,983	901,019
Interest earnings - reserve funds	-	1,335,178	922,680
Rental revenue	1,218,177	1,291,666	1,235,245
Permit fees	903,000	774,648	1,614
Cost recoveries and contract revenue	2,437,384	3,032,206	4,518,767
Sale of materials	54,400	71,475	62,184
Gain on disposal of equipment	245,000	39,118	26,628
	<u>73,088,677</u>	<u>79,823,533</u>	<u>76,609,344</u>
Expenses			
General government	13,132,067	12,822,644	12,623,230
Protective services	9,652,641	9,682,589	10,471,885
Transportation services	3,146,208	2,970,371	3,216,158
Recreation, parks, and culture	21,887,196	22,864,634	20,893,773
Waste disposal and resource recovery	11,411,014	13,790,904	11,653,946
Water, utilities, and lighting	2,959,618	4,007,067	3,921,885
Planning, development, and sustainability	2,598,172	2,100,985	2,068,211
Grants	496,968	3,591,802	3,397,386
Economic development	806,031	862,108	767,219
	<u>66,089,915</u>	<u>72,693,104</u>	<u>69,013,693</u>
Annual surplus	6,998,762	7,130,429	7,595,651
Accumulated surplus, beginning of year	115,948,288	115,948,288	108,352,637
Accumulated surplus, end of year	<u>\$122,947,050</u>	<u>\$123,078,717</u>	<u>\$115,948,288</u>

Regional District of Central Kootenay
Statement of Change in Net Debt

For the year ended December 31	Financial Plan (Note 17)	2025	2024
Annual surplus	\$ 6,998,762	\$ 7,130,429	\$ 7,595,651
Acquisition of tangible capital assets including works-in-progress	(22,929,564)	(10,244,744)	(8,971,540)
Amortization of tangible capital assets including leases	-	7,024,858	7,054,205
	(15,930,802)	3,910,543	5,678,316
Increase (decrease) in prepaid expense	-	(40,861)	(339,000)
Net change in net debt	(15,930,802)	3,869,682	5,339,316
Net debt, beginning of year	(9,953,286)	(9,953,286)	(15,292,602)
Net debt, end of year	\$(25,884,088)	\$(6,083,604)	\$ (9,953,286)

Regional District of Central Kootenay

Statement of Cash Flows

For the year ended December 31	2025	2024
Operating transactions		
Annual surplus	\$ 7,130,429	\$ 7,595,651
Items not involving cash		
Amortization	7,024,858	7,054,205
Accretion	1,369,108	1,311,238
Actuarial adjustment on debt	(934,066)	(887,436)
Changes in non-cash operating balances		
Accounts receivable	1,996,856	(2,392,632)
Accounts payable and accrued liabilities	(1,163,500)	2,324,732
Contaminated site liability	-	(704,391)
Deferred revenue	2,741,868	1,026,517
Prepaid expenses and deposits	(40,861)	(339,000)
	<u>18,124,692</u>	<u>14,988,884</u>
Capital transactions		
Acquisition of tangible capital assets	<u>(10,244,744)</u>	<u>(8,971,542)</u>
Investing transaction		
Purchase of short-term investments	<u>(754,480)</u>	<u>(839,059)</u>
Financing transactions		
Temporary borrowing proceeds	3,756,117	3,007,676
Equipment finance loan proceeds	69,000	520,000
Repayment of principal on temporary borrowing	(1,536,937)	(976,381)
Repayment of principal debt on equipment financing loans	(875,584)	(555,703)
Repayment of long-term debt	<u>(1,600,267)</u>	<u>(1,482,571)</u>
	<u>(187,671)</u>	<u>513,021</u>
Net increase in cash	6,937,797	5,691,304
Cash, beginning of year	<u>43,334,630</u>	<u>37,643,326</u>
Cash, end of year	<u>\$50,272,427</u>	<u>\$ 43,334,630</u>

The accompanying notes are an integral part of these financial statements.

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

1. Significant Accounting Policies

Basis of Presentation The financial statements reflect all revenues, expenditures, assets and liabilities of the Regional District. The statements have been prepared in accordance with Canadian public sector accounting standards (PSAS), as established by the Public Sector Accounting Board (PSAB).

These statements include accounts of all the funds of the Regional District of Central Kootenay. Inter-fund transactions and balances have been eliminated. Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues. Expenditures are accounted for in the period the goods and services are acquired and a liability is incurred or transfers are due.

Revenue Recognition Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions, such as reassessments due to audits, appeals and court decisions, could result in a change in the amount of tax revenue recognized. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts.

Revenues from transactions with performance obligations are recognized when (at a point in time) or as (over a period of time) the Regional District satisfies the performance obligations, which occurs when control of the benefits associated with the promised goods or services has passed to the payor.

The Regional District recognizes revenue from users of the water, sewer, solid waste disposal, and rentals of Regional District property services on a straight-line basis over the period of time that the relevant performance obligations are satisfied by the Regional District. The Regional District recognizes revenue from administrative services, building permits, development permits, sales of goods and other licenses and permits at the point in time that the Regional District has performed the related performance obligations and control of the related benefits has passed to the payors.

Revenue from transactions without performance obligation is recognized at realizable value when the Regional District has the authority to claim or retain an inflow of economic resources received or receivable and there is a past transaction or event that gives rise to the economic resources.

The Regional District recognizes revenue from tax penalties and interest, parking ticket fines, and other revenue without associated performance obligations at the realizable value at the point in time when the Regional District is authorized to collect these revenues.

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

1. Significant Accounting Policies (Continued)

Government Transfers	Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.
Deferred Revenue	Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the statement of financial position. The revenue is recognized in the statement of operations in the year in which it is used for the specified purpose.
Contaminated sites	Governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standard, the government has responsibility for remediation, future economic benefits will be given up, and a reasonable estimate can be made.
Use of Estimates	The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Significant areas requiring estimates include the useful life of tangible capital assets for amortization, asset retirement obligations, contaminated site costs, and the provision for any contingencies. Actual results could differ from management's best estimates as additional information becomes available in the future.

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

1. Significant Accounting Policies (continued)

Tangible Capital Assets

Tangible capital assets, comprised of capital assets and capital works in progress, are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes all costs directly attributed to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees, and site and preparation costs. Amortization is recorded on a straight line basis over the estimated useful life of the asset. Donated tangible assets are reported at fair value at the time of donation. Estimated useful lives are as follows:

Building and building components	20 to 40 years
Engineering structures (including land improvements)	5 to 60 years
Paving	15 to 40 years
Operating and office equipment	5 to 20 years
Leasehold improvements	term of the lease

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Regional District's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Contributed tangible capital assets are recorded at their fair value on the date of contribution, except in unusual circumstances where fair value cannot be reasonably determined, in which case they are recognized at nominal value.

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

1. Significant Accounting Policies (continued)

Financial Instruments

Cash and equity instruments quoted in an active market are measured at fair value (hierarchy level one – quoted market prices). All other financial instruments, are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

When investment income and realized and unrealized gains and losses from changes in the fair value of financial instruments are externally restricted, the investment income and fair value changes are recognized as revenue in the period in which the resources are used for the purpose specified.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

For portfolio measurements measured at cost, the cost method records the initial investment at cost and earnings from such investments are recognized only to the extent received or receivable. When an investment is written down to recognize an impairment loss, the new carrying value is deemed to be the new cost basis for subsequent accounting purposes.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost. Transaction costs are expensed for financial instruments measured at fair value.

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

1. Significant Accounting Policies (continued)

Retirement Benefits
and Other Employee
Benefit Plans

The Regional District's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred. The costs of other pensions and other retirement benefits that accumulate over the period of service provided by employees are actuarially determined using the projected benefit method prorated on services based on management's best estimate of retirement age, inflation rates, investment returns, wage and salary escalation, insurance and health care costs trends, employee turnover and discount rates. Actuarial gains and losses are amortized on a straight-line basis over the expected average remaining service life of the employee group.

Asset Retirement
Obligation

A liability for an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; the past transaction or event giving rise to the liability has occurred; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability is recorded at an amount that is the best estimate of the expenditure required to retire a tangible capital asset at the financial statement date. This liability is subsequently reviewed at each financial reporting date and adjusted for the passage of time and for any revisions to the timing, amount required to settle the obligation or the discount rate. Upon the initial measurement of an asset retirement obligation, a corresponding asset retirement cost is added to the carrying value of the related tangible capital asset if it is still in productive use. This cost is amortized over the useful life of the tangible capital asset. If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

Reserve Funds

Reserves represent amounts set aside for specific or future expenditures. Statutory reserves require the passing of a by-law to be established.

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

2. Cash and Temporary Investments

	2025	2024
Reserve funds and temporary investments (Note 13)	\$51,836,300	\$ 46,606,279
Deferred funds (Note 8)	6,362,201	3,620,333
Funded landfill closure & post closure liability	4,199,830	4,199,830
Unrestricted cash and temporary investments	12,026,325	12,305,936
	<u>\$74,424,656</u>	<u>\$ 66,732,378</u>

Cash and temporary investments are comprised as follows:

	2025	2024
Cash	\$50,272,427	\$ 43,334,630
Guaranteed Investment Certificates	12,360,159	12,211,156
MFA Money Market Funds	4,767,952	4,634,739
Pooled Investment Funds	7,024,118	6,551,853
	<u>\$74,424,656</u>	<u>\$ 66,732,378</u>

The market value of the Municipal Finance Authority ("MFA") money market fund is \$4,767,952 (2024 - \$4,634,739), and the market value of pooled investment funds is \$6,899,401 (2024 - \$6,399,145).

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

2. Cash and Temporary Investments (continued)

	2025	2024
Manulife bank GIC bearing interest of 2.15% and matures on December 9, 2026	\$ 1,000,000	\$ 1,000,000
CIBC bank GIC bearing interest of 3.0% and matures on September 22, 2028	1,008,131	1,000,000
CIBC bank GIC bearing interest of 1.4% and matures on June 16, 2026	1,000,000	1,000,000
CIBC bank GIC bearing interest of 4.3% and matures on January 2, 2029	1,000,000	1,000,000
CIBC trust GIC bearing interest of 4.4% and matures on June 17, 2027	1,000,000	1,000,000
CIBC bank GIC bearing interest of 4.1% and matures on February 10, 2028	1,000,000	1,000,000
CIBC trust GIC bearing interest of 4.2% and matures on June 25, 2029	1,000,000	1,000,000
CIBC bank GIC bearing interest of 3.4% and matures on June 20, 2030	1,000,000	1,000,000
CIBC bank GIC bearing interest of 1.75% and matures on March 27, 2026	4,352,028	4,211,156
	<u>\$ 12,360,159</u>	<u>\$ 12,211,156</u>

3. Credit Facility

The Regional District has a credit facility agreement with a financial institution which provides for a total commitment of \$5,000,000. At December 31, 2025, the Regional District had drawn an amount of \$Nil (2024 - \$Nil) on this agreement.

4. Due From Member Municipalities

The Regional District of Central Kootenay borrows funds from the Municipal Finance Authority on behalf of its member municipalities. The amounts due from the municipalities is their portion of the debenture debt outstanding.

Regional District of Central Kootenay
Notes to Financial Statements

December 31, 2025

5. Asset Retirement Obligation

The Regional District's asset retirement obligation consists of the following obligations:

a) Asbestos abatement obligation

The Regional District owns buildings that contain asbestos, which various regulations require specific considerations upon removal and disposal. The Regional District recognized an obligation relating to the removal and disposal of the asbestos in these buildings. The buildings have estimated useful lives of 35-80 years from the date of completion of construction, of which various numbers of years remain. Estimated costs of \$642,000 (2024 - \$642,000) have been discounted to the present value using a discount rate of 4.50% per annum (2024 - 4.50%).

b) Landfill closure and post-closure costs

The Regional District records a liability for Landfill Closure and Post Closure costs based on the presently known obligations that will be incurred over multiple closure dates and monitoring periods as various phases of the landfill are completed. The closure of the landfills is expected to occur in various years with the latest closure currently expected to be in 2085. Monitoring of the landfill will be required for 25 years after final closure. Estimated costs of \$55,272,487 (2024 - \$55,272,487) have been discounted to the present value using a discount rate of 4.50% per annum (2024 - 4.50%).

c) Well decommissioning obligation

The Regional District has water wells which require decommissioning at the end of their useful lives under the Water Sustainability Act. The Regional District recognized an obligation relating to the decommissioning of the wells. The wells have an estimated useful life of 60 years, of which various numbers of years remain ranging from 3 to 60. Estimated costs of \$135,000 (2024 - \$135,000) have been discounted to the present value using a discount rate of 4.50% per annum (2024 - 4.50%).

Regional District of Central Kootenay
Notes to Financial Statements

December 31, 2025

5. Asset Retirement Obligation (continued)

Changes in the asset retirement obligation in the year are as follows:

Asset Retirement Obligation	Asbestos remediation	Landfill closure and monitoring	Well decommissioning	2025
Opening balance	\$ 399,994	\$ 29,983,903	\$ 67,523	\$ 30,451,420
Accretion	18,000	1,348,066	3,042	1,369,108
Closing balance	\$ 417,994	\$ 31,331,969	\$ 70,565	\$ 31,820,528

Asset Retirement Obligation	Asbestos remediation	Landfill closure and monitoring	Well decommissioning	2024
Opening balance	\$ 382,769	\$ 28,692,730	\$ 64,683	\$ 29,140,182
Accretion	17,225	1,291,173	2,840	1,311,238
Closing balance	\$ 399,994	\$ 29,983,903	\$ 67,523	\$ 30,451,420

The asset retirement liability has been estimated using a net present value technique using the assumptions as described above. The related asset retirement costs are being amortized on a straight-line basis over the remaining useful lives of the assets.

Significant estimates and assumptions are made in determining the asset retirement costs as there are numerous factors that will affect the amount ultimately payable. Those uncertainties may result in future actual expenditures that are different than the amounts currently recorded. At each reporting date, as more information and experience is obtained as it relates to these asset retirement obligations, the estimates of the timing, the undiscounted cash flows and the discount rates may change. Adjustments to these factors are accounted for as an adjustment to the asset retirement obligation and the related tangible capital asset in the current period on a prospective basis.

Regional District of Central Kootenay

Notes to Financial Statements

December 31, 2025

6. Municipal Finance Authority Financing

MFA Debenture Debt principal is reported net of sinking fund balances, and interest expense is reported net of sinking fund earnings. Included in the debenture debt is debt that the District has incurred on behalf of its member municipalities.

	2025	2024
Amounts due from member municipalities (Note 5)	\$ 21,428,107	\$ 16,619,355
Amounts owing by the Regional District, maturing between 2026 and 2050, with interest rates between 3.03% and 4.13%	31,364,207	30,187,440
Debenture debt outstanding in Canadian funds	<u>\$ 52,792,314</u>	<u>\$ 46,806,795</u>

The debenture debt and short term financing bears various interest rates set at the time of borrowing and adjusted on the 10th anniversary if applicable; debt has varying maturity dates. The Regional District's short term financing amount is \$2,619,116 (2024 - \$4,125,700) with interest rates between 2.80% and 4.25%.

The estimated principal payments required until maturity, on the Regional District's portion of debenture debt, are as follows:

2026	\$ 1,086,358
2027	1,025,883
2028	1,025,883
2029	1,020,255
2030	1,020,255
Thereafter and actuarial earnings	<u>47,613,680</u>
	<u>\$ 52,792,314</u>

7. Equipment Financing Loans - Municipal Finance Authority

Equipment financing is repayable to Municipal Finance Authority and bears interest at 3.31% per annum and mature in periods 2026 to 2030.

The Regional District's cash payments for interest in 2025 were \$62,203 (2024 - \$104,055).

The estimated principal payments required until maturity, on the equipment financing debt, are as follows:

2026	\$ 656,802
2027	355,429
2028	265,328
2029	<u>96,109</u>
	<u>\$ 1,373,668</u>

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

8. Deferred Revenue

Included in deferred revenue are amounts relating to grant funding for the coming year:

	2024	Collected	Recognized	2025
Recreation Centres	\$ 1,125,184	\$ 2,755,709	\$ (2,734,160)	\$ 1,146,733
Columbia Basin Trust	229,742	1,548,132	(1,601,396)	176,478
CBT - Organics Curbside	181,920	-	-	181,920
West Creston Fire Protection Society	90,000	-	(90,000)	-
Cottonwood - Trans Canada	28,800	-	-	28,800
Risk Tolerance Policy - CEPF	65,000	-	(44,277)	20,723
Age-friendly Communities Grant	19,813	-	(19,813)	-
Indigenous Engagement	40,000	-	-	40,000
CBT - Wildfire preparedness	184,937	-	(184,937)	-
UBCM Complete Communities	98,857	-	(98,857)	-
Watershed Security Fund	142,285	-	(142,285)	-
2024				
Creston Valley Flood Management Partnership	102,812	-	(15,843)	86,969
IAFBC - Agricultural	211,034	-	(211,034)	-
WM0002 Erickson Universal Meterings	-	3,198,363	-	3,198,363
Recreational Enhancements in Accessibility for Children - Crescent Valley	-	21,000	-	21,000
Other	15,836	-	-	15,836
	<u>\$ 2,536,220</u>	<u>\$ 7,523,204</u>	<u>\$ (5,142,602)</u>	<u>\$ 4,916,822</u>

The Regional District has performance obligations related to the transactions entered into, which have not been satisfied as at December 31, 2025. The amount of revenue that will be recognized in future periods once performance obligations are satisfied are as follows:

	2024	Collected	Recognized	2025
Building Permits	\$ 648,761	\$ 996,564	\$ (769,225)	\$ 876,100
Development Services	357,059	309,447	(182,745)	483,761
Deposit				
Other	78,294	29,262	(22,038)	85,518
	<u>\$ 1,084,113</u>	<u>\$ 1,335,273</u>	<u>\$ (974,008)</u>	<u>\$ 1,445,379</u>

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

9. Tangible Capital Assets

	Land	Building & building components	Vehicles	Engineering Structures (including land improvements)	Paving	Operating & office equipment	Bus Shelters	Work in progress	2025 Total	2024 Total
Cost, beginning of year	\$ 15,828,418	\$ 88,697,895	\$ 18,084,966	\$ 69,170,253	\$ 2,855,862	\$ 19,714,684	\$ 817,554	\$ 10,243,735	\$225,413,367	\$ 216,970,144
Additions	515,000	197,051	877,432	7,200,457	-	1,668,076	-	5,935,830	16,393,846	8,971,540
Disposals	-	-	-	-	-	-	-	-	-	(528,320)
Transfers	-	-	-	-	-	-	-	(6,149,102)	(6,149,102)	-
Cost, end of year	16,343,418	88,894,946	18,962,398	76,370,710	2,855,862	21,382,760	817,554	10,030,463	235,658,111	225,413,364
Accumulated amortization, beginning of year	-	51,283,845	11,406,531	24,605,503	861,940	11,545,580	376,677	-	100,080,076	93,554,189
Amortization	-	2,918,621	894,539	1,932,765	79,047	1,159,008	40,879	-	7,024,859	7,054,205
Disposals	-	-	-	-	-	-	-	-	-	(528,320)
Accumulated amortization, end of year	-	54,202,466	12,301,070	26,538,268	940,987	12,704,588	417,556	-	107,104,935	100,080,074
Net carrying amount, end of year	\$ 16,343,418	\$ 34,692,480	\$ 6,661,328	\$ 49,832,442	\$ 1,914,875	\$ 8,678,172	\$ 399,998	\$ 10,030,463	\$128,553,176	\$ 125,333,290

Included in tangible capital assets are \$10,030,463 in work in progress (2024 - \$10,243,735) that is not being amortized as the related assets are not ready for use.

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

10. Debt Reserve Funds - Municipal Finance Authority

The District and its member municipalities issues its debt instruments through the Municipal Finance Authority. As a condition of these borrowings a portion of the debenture borrowings is withheld by the Municipal Finance Authority as a debt reserve fund. The District also executes demand notes in connection with each debenture whereby the District may be required to loan certain amounts to the Municipal Finance Authority. These demand notes are contingent in nature. Upon maturity of a debt issue, the unused portion of the Debt Reserve Fund established for that issue will be discharged to the Regional District or the Municipality. The proceeds from these discharges will be credited to income in the year they are received. These amounts are not included in the Regional District's financial statements. The details of the cash deposits and demand note requirements at year end are as follows:

	Cash Deposits	Demand Note Requirement	2025	2024
Balance, beginning of year	\$ 1,300,592	\$ 2,092,582	\$ 3,393,174	\$ 3,260,278
Add: Interest earnings	139,069	5,636	144,705	132,896
Deduct: Payouts on debt retirement	(149,933)	-	(149,933)	-
Balance, end of year	1,289,728	2,098,218	3,387,946	3,393,174
Member municipalities portion	415,364	706,599	1,121,963	1,277,840
Regional District's portion	874,364	1,391,619	2,265,983	2,115,334
	<u>\$ 1,289,728</u>	<u>\$ 2,098,218</u>	<u>\$ 3,387,946</u>	<u>\$ 3,393,174</u>

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

11. Municipal Pension Plan

The Regional District of Central Kootenay and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2024, indicated a \$2,675 million funding surplus for basic pension benefits on a going concern basis.

The Regional District of Central Kootenay paid \$1,567,849 (2024 - \$1,383,864) for employer contributions to the plan in fiscal year 2025.

The next valuation will be as at December 31, 2027.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets, and cost to the individual employers participating in the plan.

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

12. Accumulated Surplus

The Regional District segregates its accumulated surplus in the following categories:

	2025	2024
Unrestricted	\$ 9,866,761	\$ 10,953,531
Restricted (Note 13)	51,836,300	46,606,279
Equity in tangible capital assets	61,375,658	58,388,478
	<u>\$ 123,078,719</u>	<u>\$ 115,948,288</u>

The investment in tangible capital assets represents amounts already spent and invested in infrastructure and other non-financial assets.

Reserve funds represent funds set aside by bylaw or Board resolution for specific purposes.

13. Restricted Reserve Funds

The District has several reserve funds held for specific purposes. The changes in these funds were as follows:

	2025	2024
Fund Balance, beginning of year	\$ 46,606,279	\$ 43,779,341
Add: Interest Earnings	1,335,178	1,613,224
Contributions to reserves	12,471,911	9,918,839
Transfers out of reserves	<u>(8,577,068)</u>	<u>(8,705,125)</u>
Fund balance, end of year	<u>\$ 51,836,300</u>	<u>\$ 46,606,279</u>

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

14. Liability for Contaminated Site - HB Mines

The Regional District, as the current property owner, has responsibility for the remediation and post-remediation monitoring and maintenance costs of a contaminated site (HB mine tailings dam) in accordance with the BC Environmental Management Act. The property is a contaminated site on the provincial contaminated site registry. Contaminated sites are a result of contamination being introduced to air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds the maximum acceptable concentrations under an environmental standard. The accrual as at December 31, 2025 represents management's best estimate at the financial statement date and has been quantified by an environmental consultant. The District concluded the remediation project in 2022 and thus the remaining accrual is for post-remediation monitoring and maintenance costs.

Remediation and post-remediation monitoring period in years	100
Projected year of final post remediation monitoring costs	2124
Discount rate	3.0%
Total undiscounted remediation and post-remediation costs	9,204,360

	2025	2024
Post remediation liability	\$ 3,659,627	\$ 3,659,627

15. Liability for Nelson Transfer Station Closure

The Regional District is responsible for the closure of the Nelson transfer station to industrial land standards in accordance with the landfill legislation with the Ministry of Environment. The property is a contaminated site on the provincial contaminated site registry. The accrual as at December 31, 2025 represents managements best estimate at the financial statement date. The amount has been estimated by a environmental scientist. A more detailed analysis of costs was performed in 2025. The Regional District plans to commence the project in 2027. The total remediation liability in 2025 was \$740,000 (2024 - 740,000).

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

16. Commitments

In the normal course of business, the Regional District enters into commitments for both capital and operational expenses, for periods ranging from one to five years. These commitments have been budgeted for within the appropriate annual budgets approved by the Board of Directors.

The total minimum future payments are as follows:

2026	\$	214,929
2027		202,016
2028		136,847
	\$	<u>553,792</u>

17. Financial Plan

The budgeted figures are based on the adopted Five-Year Financial Plan for the year 2025 approved under bylaw 3023 on March 20, 2025.

The Financial Plan Bylaw anticipated use of surpluses accumulated in previous years to balance against current year expenditures in excess of current year revenues. The Financial Plan was not budgeted in a manner consistent with PSAS, but has been adjusted in the financial statements to conform with PSAS requirements.

	<u>2025</u>
Financial Plan (Budget) Bylaw surplus for the year	\$ -
Add:	
Capital expenditures	22,929,564
Long-term debt principal payments	1,622,448
Equipment financing principal repayments	966,064
Short-Term debt principal repayments	1,602,064
Less:	
Borrowing	(6,032,817)
Proceeds from asset disposal	(245,000)
Transfers to/from reserves and own funds	<u>(13,843,561)</u>
Financial Plan Bylaw surplus per statement of operations	<u>\$ 6,998,762</u>

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

18. Contingent Liabilities

The Regional District is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible the Regional District, along with other participants, would be required to contribute towards the deficit.

From time to time the Regional District is brought forth as a defendant in various lawsuits. The Regional District reviews its exposure to any potential litigation for which it would not be covered by insurance and assesses whether a successful claim against the District would materially affect the financial statements of the District. The Regional District reserves a portion of its operating surplus for future payment of insurance deductibles and payment of claims for which it would not be covered by insurance. The Regional District is currently not aware of any claims brought against it that if not defended successfully would result in a material change to the financial statements of the District.

19. Financial instruments

Financial Instrument Risk Management

The Regional District is exposed to credit risk, liquidity risk, and interest rate risk from its financial instruments. This note describes the Regional District's objectives, policies, and processes for managing those risks and the methods used to measure them. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

There have not been any changes from the prior year in the Regional District's exposure to above risks or the policies, procedures and methods it uses to manage and measure the risks.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Regional District is exposed to credit risk through its cash, accounts receivable, and portfolio investments. The risk exposure is limited to their carrying amounts at the date of the consolidated statement of financial position.

The Regional District manages its credit risk by the use of credit applications, monitoring accounts receivable aging and balances, holding cash with Schedule 1 Chartered Banks with AA credit Rating or fully insured Credit Union accounts, diversifying investment holdings by maturity and issuer and making investments in accordance with section 183 of the Community Charter and processing borrowing from Member Municipalities by the policies put in place by the Municipal Finance Authority of BC. The maximum exposure to credit risk at the financial statement date is the carrying value of its cash, accounts receivable and investments as outlined in Notes 2, 4 & 10. Accounts receivable arise primarily as a result of resource recovery fees, water utility fees and government receivable. Based on this knowledge, credit risk of cash, accounts receivable and investments are assessed as low.

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

19. Financial instruments (continued)

Liquidity risk

Liquidity risk is the risk that the Regional District will encounter difficulty in meeting obligations associated with financial liabilities. The Regional District is exposed to liquidity risk through its accounts payable, long-term debt, and investments.

The Regional District manages this risk by maintaining an adequate balance of highly liquid investments, closely monitoring cash flows, having access to temporary borrowing through an annual bylaw and staggering the maturity dates of investments. Also to help manage and measure this risk, the Regional District has in place a planning, budgeting and forecasting process to help determine the funds required to support normal operating activities, capital expenditures, reserve contributions and debt servicing requirements. The Regional District's five-year financial plan is approved by the Board of Directors.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Regional District is exposed to interest rate risk through the value of long-term debt and portfolio investments.

It is management's opinion that the Regional District is not exposed to significant interest rate risk as it manages interest rate risk on its long-term debt by holding all debt through MFA at a fixed rate, with refinancing typically being completed at the ten- or fifteen-year mark. Therefore, fluctuations in market interest rates would not impact future cash flows and operations relating to long-term debt. See Note 6 & 7 for interest rates and maturity dates for long term debt.

Investments that are subject to interest rate risk are MFA pooled investment funds and GIC's (see note 2). The risk is caused by changes in interest rates. As interest rates rise, the fair value of the MFA pooled investment funds notes decrease and, as interest rates fall, the fair value of these investments increase.

As a result of diversification by security type, only a portion of the overall investment portfolio is exposed to interest rate risk per note 2. To mitigate interest rate risk and market risk on its portfolio investments, the Regional District holds its MFA long term pooled investment funds for 10 years or longer.

20. Comparative Figures

Certain of the comparative figures have been restated to conform with the current year financial statement presentation.

Regional District of Central Kootenay

Notes to the Financial Statements

December 31, 2025

21. Segmented Information

The Regional District of Central Kootenay is a diversified regional district government institution that provides a wide range of over 180 operational and administrative services for its citizens. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General government

General government operations include the functions of governance, general and corporate administration, finance, human resources, information technology, legislative services, and building services.

Protective services

Protective services includes fire protection, fire rescue, 911 services, emergency program management, emergency operations centre management and bylaw enforcement. The mandate of emergency program management is to protect public safety through mitigation, emergency preparedness, emergency response and recovery.

Transportation services

Transportation services includes the rural transit and paratransit services as well as custom transit that carry persons who are unable to access the conventional transit system. This segment also includes funding for airport operations.

Recreation, parks, and culture

Recreation, parks, and culture includes the delivery of recreation programs and services, management of recreation facilities, development & management of parks and the funding of various community organizations including museums, libraries and community centres.

Grants

A multitude of grant programs are managed through the application, board approval, payment, tracking and reporting process. These include discretionary, community development, Community Works and Columbia Basin Trust Resident Directed grant programs.

Waste disposal and resource recovery

Waste disposal and resource recovery services include waste handling facilities (transfer stations and landfills), composting facilities, community recycling depots, materials recovery, transportation of materials and environmental education.

Planning, development, and sustainability

Planning and development includes the administration of zoning, land use and development applications. The department is also involved in the development of long-term community plans which focus on the future vision and objectives of communities within the rural electoral areas of the Regional District. Sustainability includes initiatives to reduce greenhouse gases, increase renewable energy, increase local food production, support water conservation and source water protection, increase active transportation and increase affordable housing.

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

21. Segmented Information (continued)

Economic development

This segment includes projects and initiatives with multiple stakeholders to pursue opportunities for economic development, enhance capacity-building for sustainable economic growth and diversification, and create more resilient, prosperous communities across the region.

Water, utilities and lighting

This segment includes the treatment and distribution of potable water as well as providing street lighting for various communities and locations in the region.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

The segmented amounts do not include inter-service transfers, debt proceeds and repayments, capital expenditures and reserve transfers and contributions. Amortization has been added to the segmented amounts.

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

21. Segmented Information (continued)

2025

	General Government	Protective Services	Transportation Services	Recreation, Parks & Culture	Waste Disposal & Resource Recovery	Water, Utilities & Lighting	Planning, Development & Sustainability	Grants	Economic Development	Total
Revenue										
Taxation	\$ 5,281,167	\$ 10,743,181	\$ 2,470,780	\$ 18,534,998	\$ 6,212,001	\$ 642,294	\$ 1,464,319	\$ 169,488	\$ 675,146	\$ 46,193,374
User Fee	8,414	87,040	93,259	2,652,024	8,263,562	4,327,534	61,581	-	-	15,493,414
Government grants and transfers	1,048,698	1,572,641	309,653	1,086,419	218,980	546,187	554,004	1,416,543	179,202	6,932,327
Gas Tax grant - Community Works	-	-	-	-	-	-	-	1,522,134	-	1,522,134
Committed funding - Columbia Basin Trust	-	-	-	-	-	-	-	1,569,204	-	1,569,204
Interest earnings	644,800	229,110	21,271	184,755	353,253	261,934	742	258,318	3,801	1,957,984
Actuarial earnings	945,983	-	-	-	-	-	-	-	-	945,983
Rental revenue	1,200	21,640	-	1,262,747	-	6,079	-	-	-	1,291,666
Permit Fees	774,648	-	-	-	-	-	-	-	-	774,648
Cost recoveries and contract revenue	240,591	583,571	2,565	978,891	305,906	630,809	182,430	78,207	29,236	3,032,206
Sale of materials	-	-	-	71,475	-	-	-	-	-	71,475
Gain on disposal of equipment	-	19,075	-	3,843	11,200	5,000	-	-	-	39,118
	8,945,501	13,256,258	2,897,528	24,775,152	15,364,902	6,419,837	2,263,076	5,013,894	887,385	79,823,533
Expenditures										
Legislative - directors' expenses	1,031,891	98	22,191	19,557	90,063	15,392	20,343	-	-	1,199,535
Administration services	1,069,830	396,290	1,703	633,606	214,659	136,322	41,067	9,949	3,874	2,507,300
Wages and employees benefits	8,944,071	3,546,006	1,292	10,609,006	4,798,432	1,335,347	1,279,421	-	155,396	30,668,971
Utilities	40,082	127,227	-	1,121,871	34,862	205,935	7,173	-	-	1,537,150
General - operations and maintenance	165,620	314,356	9,647	1,370,758	2,016,119	289,462	15,376	1,078	30,600	4,213,016
Vehicles - operations and maintenance	77,539	298,778	262	101,942	185,601	44,250	3,703	-	-	712,075
Equipment - operation and maintenance	402,956	318,598	-	223,403	19,080	12,180	32	-	1,570	977,819
Grants	56,000	302,382	216,175	3,735,131	1,103,913	-	121,549	3,580,775	461,024	9,576,949
Services contracted out	587,242	2,955,192	2,670,580	801,040	3,794,952	398,891	612,321	-	209,644	12,029,862
Debt services charges - interest	12,988	234,942	-	1,221,232	644,252	132,154	-	-	-	2,245,568
Amortization	434,425	1,188,720	48,521	3,027,088	888,971	1,437,134	-	-	-	7,024,859
	12,822,644	9,682,589	2,970,371	22,864,634	13,790,904	4,007,067	2,100,985	3,591,802	862,108	72,693,104
Surplus (deficit)	\$ (3,877,143)	\$ 3,573,669	\$ (72,843)	\$ 1,910,518	\$ 1,573,998	\$ 2,412,770	\$ 162,091	\$ 1,422,092	\$ 25,277	\$ 7,130,429

Regional District of Central Kootenay
Notes to the Financial Statements

December 31, 2025

21. Segmented Information (continued)

2024

	General Government	Protective Services	Transportation Services	Recreation, Parks & Culture	Waste Disposal & Resource Recovery	Water, Utilities & Lighting	Planning, Development & Sustainability	Grants	Economic Development	Total
Revenue										
Taxation	\$ 4,619,216	\$ 9,892,666	\$ 2,106,925	\$ 17,656,689	\$ 5,910,061	\$ 611,653	\$ 1,334,070	\$ 165,489	\$ 656,857	\$42,953,626
User Fee	10,230	106,753	92,245	2,520,321	7,557,566	4,101,269	79,813	-	-	14,468,197
Government grants and transfers	1,639,888	816,331	324,378	307,031	885,877	321,916	1,088,575	1,309,569	317,891	7,011,456
Gas Tax Grant - Community Works	-	-	-	-	-	-	-	1,550,730	-	1,550,730
Committed funding - Columbia Basin Trust	-	-	-	-	-	-	-	1,511,271	-	1,511,271
Interest earnings	775,385	222,803	36,096	250,938	371,542	330,709	953	375,008	5,173	2,368,607
Actuarial earnings	901,019	-	-	-	-	-	-	-	-	901,019
Rental revenue	1,200	36,440	-	1,191,870	-	5,735	-	-	-	1,235,245
Permit fees	1,614	-	-	-	-	-	-	-	-	1,614
Cost recoveries and contract revenue	1,005,177	1,580,262	1,905	963,824	129,701	620,888	128,787	66,142	22,031	4,518,717
Sale of materials	-	-	-	62,184	50	-	-	-	-	62,234
Gain on disposal of equipment	9,500	17,128	-	-	-	-	-	-	-	26,628
	8,963,229	12,672,383	2,561,549	22,952,857	14,854,797	5,992,170	2,632,198	4,978,209	1,001,952	76,609,344
Expenditures										
Legislative - directors expenses	1,003,389	704	4,158	11,162	78,868	14,161	17,349	-	202	1,129,993
Administration services	970,927	436,913	2,071	697,217	226,385	122,182	36,036	17,997	3,441	2,513,169
Wages and employees benefits	9,001,548	3,673,054	207	9,468,862	4,496,909	1,264,893	1,310,810	66	135,830	29,352,179
Utilities	36,938	113,996	-	1,195,062	37,872	226,075	8,922	-	5,944	1,624,809
General - operations and maintenance	153,546	267,140	6,008	952,947	1,188,147	238,122	14,571	2,426	25,624	2,848,531
Vehicles - operations and maintenance	85,066	279,488	-	79,261	182,275	47,937	3,776	-	152	677,955
Equipment - operation and maintenance	357,241	250,847	-	140,220	13,251	17,246	-	-	-	778,805
Grants	42,000	190,029	218,635	3,440,116	-	-	123,457	3,376,013	417,308	7,807,558
Services contracted out	525,522	3,753,338	2,936,558	955,489	3,989,599	327,155	553,290	884	178,718	13,220,553
Debt services charges - interest	12,857	281,807	-	968,657	610,683	131,932	-	-	-	2,005,936
Amortization	434,196	1,224,569	48,521	2,984,780	829,957	1,532,182	-	-	-	7,054,205
	12,623,230	10,471,885	3,216,158	20,893,773	11,653,946	3,921,885	2,068,211	3,397,386	767,219	69,013,693
Surplus (deficit)	\$ (3,660,001)	\$ 2,200,498	\$ (654,609)	\$ 2,059,084	\$ 3,200,851	\$ 2,070,285	\$ 563,987	\$ 1,580,823	\$ 234,733	\$ 7,595,651

Regional District of Central Kootenay
Schedule 1: COVID-19 Safe Restart Grant
(Unaudited)

For the year ended December 31	2025
Balance, beginning of year	\$ 33,482
Expenses	<u>(33,482)</u>
Balance, end of year	<u>\$ -</u>

Regional District of Central Kootenay
Schedule 2: Growing Communities Fund
(Unaudited)

For the year ended December 31 2025

Balance, beginning of year	\$ 1,679,804
Interest earned	<u>36,008</u>
	<u>1,715,812</u>
Expenses	
Capital expenditures	<u>(534,745)</u>
Balance, end of year	<u>\$ 1,181,067</u>

The Growing Communities Fund (GCF) provided a one time grant to the Regional District to support local government to deliver infrastructure projects necessary to enable community growth and address infrastructure and amenities demands. Local governments are required to annually report about how GCF grants were spent to ensure transparency regarding the use of those funds. The grant is being carried forward to 2025 to be used for eligible infrastructure projects.

Regional District of Central Kootenay

Schedule 3: Reserves

(unaudited)

	2025	2024
RSRV Climate Action - Service 100	480,882	553,711
Office Equipment Reserve - Service 100	2,453	2,387
Administrative Office Capital		
Projects and Equipment - Service 100	341,067	414,660
Vehicle Replacement - Service 100	187,889	204,934
Contingency, legal, project fund - Service 100	377	367
Records conversion Reserve - Service 100	28,172	27,417
Liability Insurance Reserve - Service 100	5,727	5,574
Property Insurance Reserve - Service 100	31,042	30,210
Vehicle Deductible Reserve - Service 100	1,617	1,574
Other projects - Service 100	1,221	1,188
Information Technology Equipment Reserve - Service 100	181,086	194,203
COVID Restart Funds - Service 100	461	33,482
General Administration Stabilization - Service 100	3,471	252,282
General Administration Kootenay Boundary Farm Advisor Program Reserve - Service 100	62,593	60,915
Election Cost Reserve - Service 101	49,872	33,438
Rural Admin Structure Protection Unit (SPU) Reserve - Service 101	186,470	4,658
Vehicle Replacement Reserve - Bylaw - Service 101	23,158	22,843
GIS Reserve - Service 102	133,449	129,870
Building Rehab Reserve - Service 103	106,875	104,008
Building Legal Reserve - Service 103	55,292	53,809
Vehicle Replacement Reserve - Service 103	171,254	133,426
Planning & Land Use - Service 104	27,668	26,926
Feasibility Studies Reserve - Service 106	74,255	125,149
Vehicle Replacement Reserve - Regional Fire - Service A107	162,737	133,525
Kaslo Fire Reserve - Service 280	198,017	276,566
Riondel Fire - Service 128	212,155	159,621
Wynndel Fire - Service 129	553,363	460,194
Canyon Lister Fire Reserve - Service 130	843,778	632,130
Creston Fire Contract - Service 131	54,159	52,706
Blewett Fire Contract Reserve - Service 133	10,990	10,695
North Shore Fire Reserve - Service 134	1,148,151	1,102,419
Ymir Fire Reserve - Service 136	589,360	413,401
Tarrys Fire - Service 137	882,607	856,314
Pass Creek Fire - Service 137	53,961	17,984
Robson Fire Reserve - Service 138	49,606	70,329
New Denver Fire - Service 140	1,097	1,067
Balfour Fire Reserve - Service 141	777,974	575,679
Winlaw Fire Building & Major Equipment - Service 142	894,185	798,250
Subtotal	8,588,490	7,977,910

Regional District of Central Kootenay

Schedule 3: Reserves

(unaudited)

	2025	2024
Carried forward	8,588,490	7,977,910
Passmore Fire Building & Major Equipment - Service 142	158,024	130,569
Slocan Fire Building & Major Equipment - Service 142	192,706	135,654
Crescent Valley Fire Building & Major Equipment - Service 142	202,491	105,249
Beasley Fire - Service 144	470,738	397,907
Blewett Fire - Service 144	258,946	177,881
Ootischenia Fire Reserve - Service 145	242,657	196,685
Yahk-Kingsgate fire Reserve - Service 148	292,249	231,714
Area I and J Jaws Fund - Service 149	79,462	41,000
Jaws of Life - Kaslo - Service 150	755	735
Emergency 911 Capital Reserve Fund - Service 156	131,968	128,429
Emergency Planning - Creston and Areas A, B and C - Service 157	2,391	2,327
Emergency Planning - Salmo and Area G - Service 158	2,391	2,327
Emergency Planning - Nakusp and Area K - Service 159	2,391	2,327
Emergency Planning - Silverton, Slocan, New Denver and Area H - Service 161	2,391	2,327
Emergency Planning - Kaslo and Area D - Service 162	2,391	2,327
Emergency Planning - Areas I and J - Service 163	2,391	2,327
Consolidated Emergency Services - Service A101	58,690	22,525
Riondel Drainage Reserve - Service 165	8,546	51,463
Riondel Street Light Reserve - Service 166	6,731	5,973
Ymir Street Light Reserve - Service 167	19,882	21,188
South Slocan Street Light Reserve - Service 168	11,393	10,988
Brilliant Street Light Reserve - Service 169	26,239	25,473
Robson Street Light Reserve - Service 170	11,231	10,320
Edgewood Street Light Reserve - Service 171	2,329	2,168
Area I (Voykin Subdivision) Street Light Reserve - Service 172	3,436	2,381
Area H (Mt. Sentinel) Street Light Reserve - Service 173	3,364	2,423
Mosquito Control Area D Reserve - Service 184	14,491	14,103
East Waste Reserve - Service 186	447,623	342,479
Refuse East - Stabilization - Service 186	545,850	1,263,478
East Refuse Landfill Liability Reserve - Service 186	1,744,471	1,081,890
East Septage Reserve - Service 186	20,276	-
Central Waste Reserve - Service 187	785,858	863,150
Central Septage Reserve - Service 187	31,080	54,368
Refuse Central - Stabilization - Service 187	4,115	4,005
Refuse West - Stabilization - Service 188	3,480,261	2,480,754
West Refuse Landfill Closure Reserve - Service 188	2,231,438	-
West Waste Reserve - Service 188	3,804,745	3,889,162
Subtotal	23,894,882	19,685,988

Regional District of Central Kootenay

Schedule 3: Reserves

(unaudited)

	2025	2024
Carried forward	23,894,882	19,685,988
West Rural Septage Reserve - Service 190	1,353,894	901,030
Creston Library - Service 193	600,123	554,430
Library - Kaslo & Defined Area D - Service 194	2,737	2,663
Library - Area J - Service 197	2,352	2,289
Library - Area I - Service 198	1,936	1,884
Vehicle Replacement Reserve - Parks - Service A104	42,099	63,527
Parkland Dedication Area B Reserve - Service 201	1,205	24,277
Parkland Dedication Area C Reserve - Service 201	25,944	25,248
Parkland Dedication Area E Reserve - Service 202	51,114	49,743
Parkland - Area G - Service 202	69,096	67,243
Parkland Dedication Area A Reserve - Service 205	291	283
Riondel Recreation Facility - Service 209	419,521	311,132
North Shore Hall - Service 211	34,934	30,880
South Slocan School House - Service 214	51,747	64,732
Salmo Valley Youth & Community Services Reserve - Service 218	31,431	20,722
Castlegar Complex - Service 222	124,399	121,063
Union Employee's Unused		
Sick Leave - Service 222	84,876	82,599
Parkland Dedication Area J Reserve - Service 222	795	774
Creston Recreation Complex - Service 224	1,909,438	1,825,670
Nelson & District Facility - Master Plan - Service 226	26,892	26,171
Nelson Facility Reserve - Service 226	855,587	832,640
Castlegar Aquatic Reserve - Service 227	252,793	1,339,589
Krestova Park - Donations Reserve - Service S231	8,416	8,190
Transit Castlegar - Service 237	525,559	511,464
Transit Creston - Service 234	56,834	77,018
Transit Slocan Valley - Service 238	4,619	27,757
Transit North Shore - Service 238	1,356	1,319
Transit Kootwest - Service 239	126,565	232,459
Riondel Water Reserve - Service 241	250,761	247,510
Sanca Park Water Capital Utility - Service 242	135,394	112,662
Lister Water Capital Utility - Service 243	159,024	120,445
Ymir Water Utility - Service 244	148,241	129,631
South Slocan Water Capital Utility - Service 245	117,299	98,671
Macdonald Creek Water Capital Utility - Service 246	310,509	288,477
Lucas Road Water Capital Utility - Service 247	56,748	51,088
Duhamel Creek Water Capital Utility - Service 248	13,899	8,381
Subtotal	31,753,310	27,949,648

Regional District of Central Kootenay

Schedule 3: Reserves

(unaudited)

	2025	2024
Carried forward	31,753,310	27,949,648
Erickson Water Capital Utility - Service 250	2,029,761	2,059,845
Arrow Creek Membrane - Service 251	1,703,117	1,382,032
Arrow Creek Water Capital Utility - Service 251	692,786	1,065,900
Burton Water Utility BC Hyrdro Reserve - Service 252	57,659	416,408
Edgewood Water Utility BC Hydro Reserve - Service 253	266,374	252,112
Fauquier Water Utility BC Hydro Reserve - Service 254	260,792	179,251
Balfour Water Utility - Service 255	90,943	169,652
West Robson Utility BC Hydro Reserve - Service 256	1,365,684	1,417,112
Def F - Woodland Heights - Service 257	73,907	59,179
Def E - Grandview - Service 258	86,440	81,327
Def D - Woodbury - Service 259	129,740	163,309
Def H - Rosebery - Service 260	109,628	101,773
Regional Parks Fund - Various Services	1,166,750	966,816
Vehicle Replacement Reserve - Utilities - Service A103	72,589	99,602
Vehicle Replacement Reserve - Project Management - Service A112	5,069	-
Recycling Reserve – East Subregion - Service A116	13,304	9,001
Recycling Reserve – Central Subregion - Service A117	22,294	16,763
Nelson Recycling Depot Funds - Service A117	2,007,283	-
Recycling Reserve – West Subregion - Service A118	18,181	12,760
Organics Reserve – East Subregion - Service A119	20,890	15,397
Organics Reserve – Central & West Subregions - Service A120	15,481	10,133
Utilities Construction Crew Reserve - Service A113	75,506	73,481
GCF Reserve - Asset Management - Service 100	91,631	89,174
GCF Reserve - Groman Depot Expansion - Service A117	90,487	129,932
GCF Reserve - Fire Apparatus x 1 - Service 129	102,714	99,959
GCF Reserve - Fire Apparatus x 1 - Service 130	117,837	114,676
GCF Reserve - Fire Apparatus x 1 - Service 134	161,807	157,467
GCF Reserve - Fire Apparatus x 1 - Service 137	141,454	137,660
GCF Reserve - Fire Hall addition - Service 145	1,106	80,247
GCF Reserve - Septage Receiving Facility - Service 186	1,453	105,459
GCF Reserve - Fleet Hauling Buidling - Service 187	91,509	92,158
GCF Reserve - NAK/ROS TS Upgrades - Service 188	314	22,827
GCF Reserve - Accessibility Project - Service 202	39,324	38,270
GCF Reserve - Crawford Bay Park Upgrades - Service 205	1,378	27,754
GCF Reserve - Glacier Creek Park Upgrades - Service 221	80,263	102,324
GCF Reserve - Arena Roof Replacement - Service 222	14,138	13,759
GCF Reserve - Aquatic Center Roof Replacement - Service 224	16,831	16,380
Subtotal	42,989,737	37,729,549

Regional District of Central Kootenay

Schedule 3: Reserves

(unaudited)

	2025	2024
Carried forward	42,989,737	37,729,549
GCF Reserve - Boiler Replacement - Service 226	16,832	16,381
GCF Reserve - Slocan Schoolhouse Demo / Site Prep - Service 231	-	16,678
GCF Reserve - Water Line Replacement - Service 252	-	78,977
GCF Reserve - Distribution Upgrades - Service 254	44,579	60,747
GCF Reserve - Water Line Replacement - Service 256	-	90,840
GCF Reserve - Water Quality Upgrades - Service 259	-	25,216
GCF Reserve - Fire Hall Construction - Service 291	167,408	162,918
Community Works Reserve - Service X102	8,617,744	8,424,973
	<u>\$ 51,836,300</u>	<u>\$ 46,606,279</u>

Regional District of Central Kootenay

Financial Statement Highlights
For the year ended December 31, 2025





Audit Opinion

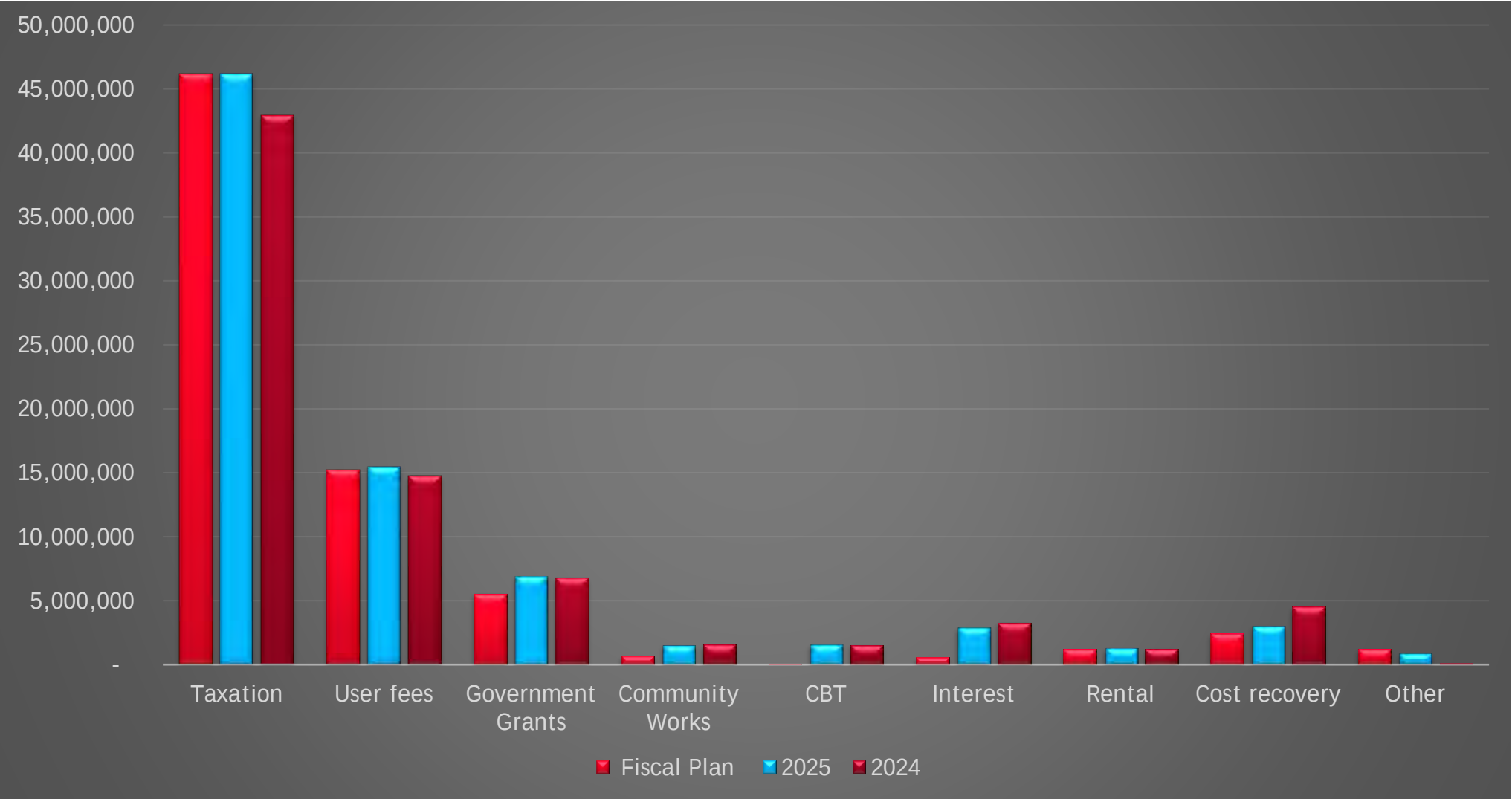
We have audited the financial statements of Regional District Central Kootenay (the "Regional District"), which comprise the statement of financial position as at December 31, 2025, and the statement of change in net financial assets, statement of operations, and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Regional District as at December 31, 2025, and its results of operations, its changes in its net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

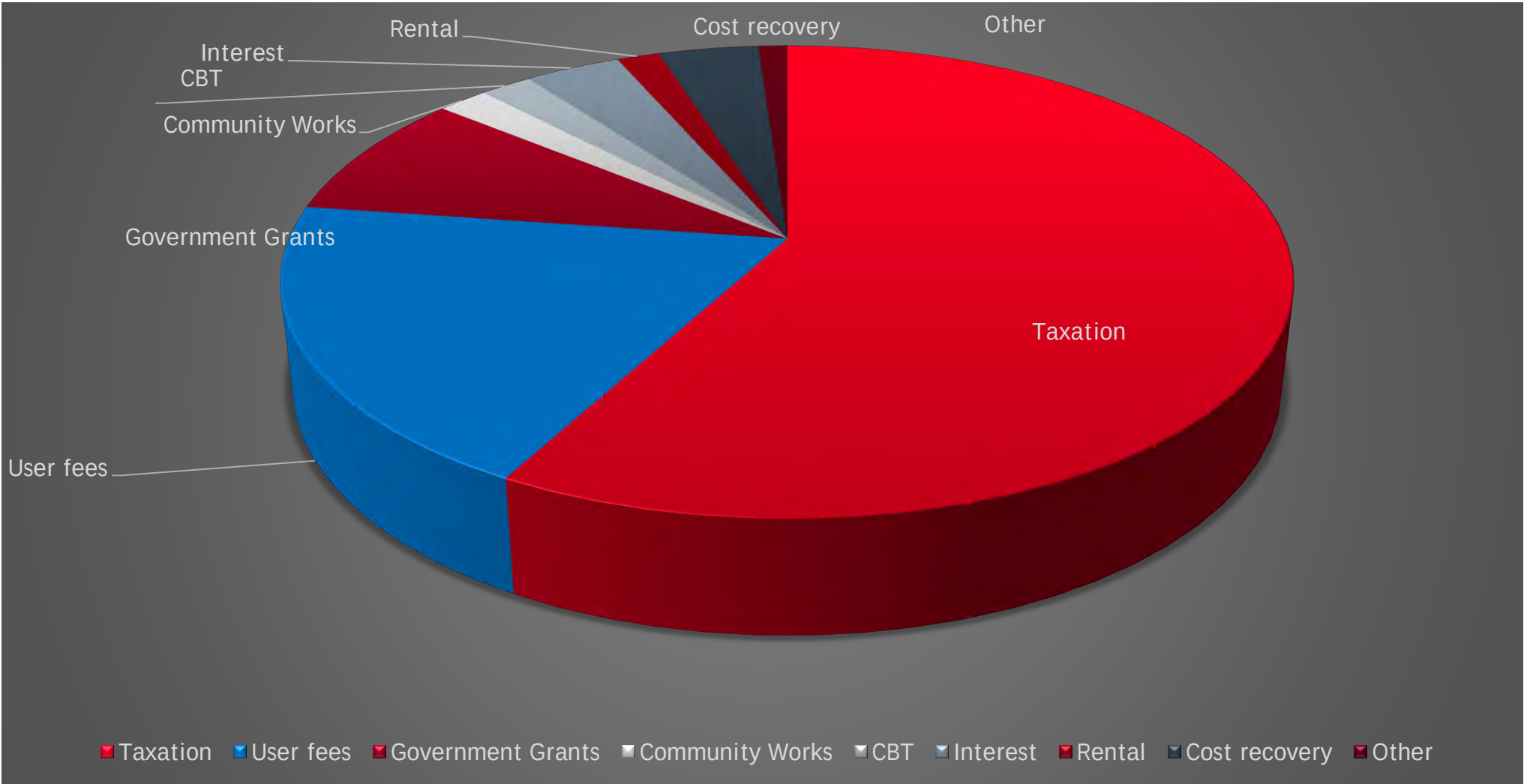
Financial Position

	2025	2024
Financial assets (excluding member municipality)	\$ 78,052,192	\$ 72,359,519
Liabilities (excluding MFA Debt and AROs)	(17,140,379)	(15,562,011)
Net financial assets excluding MFA & ARO	60,911,813	56,797,508
Due from member municipalities	21,610,209	16,813,373
Municipal Finance Authority (MFA) Debt	(56,785,098)	(53,112,747)
Asset Retirement Obligations	(31,820,528)	(30,451,420)
Net debt	(6,083,604)	(9,953,286)
Tangible capital assets	\$128,553,176	\$125,333,290

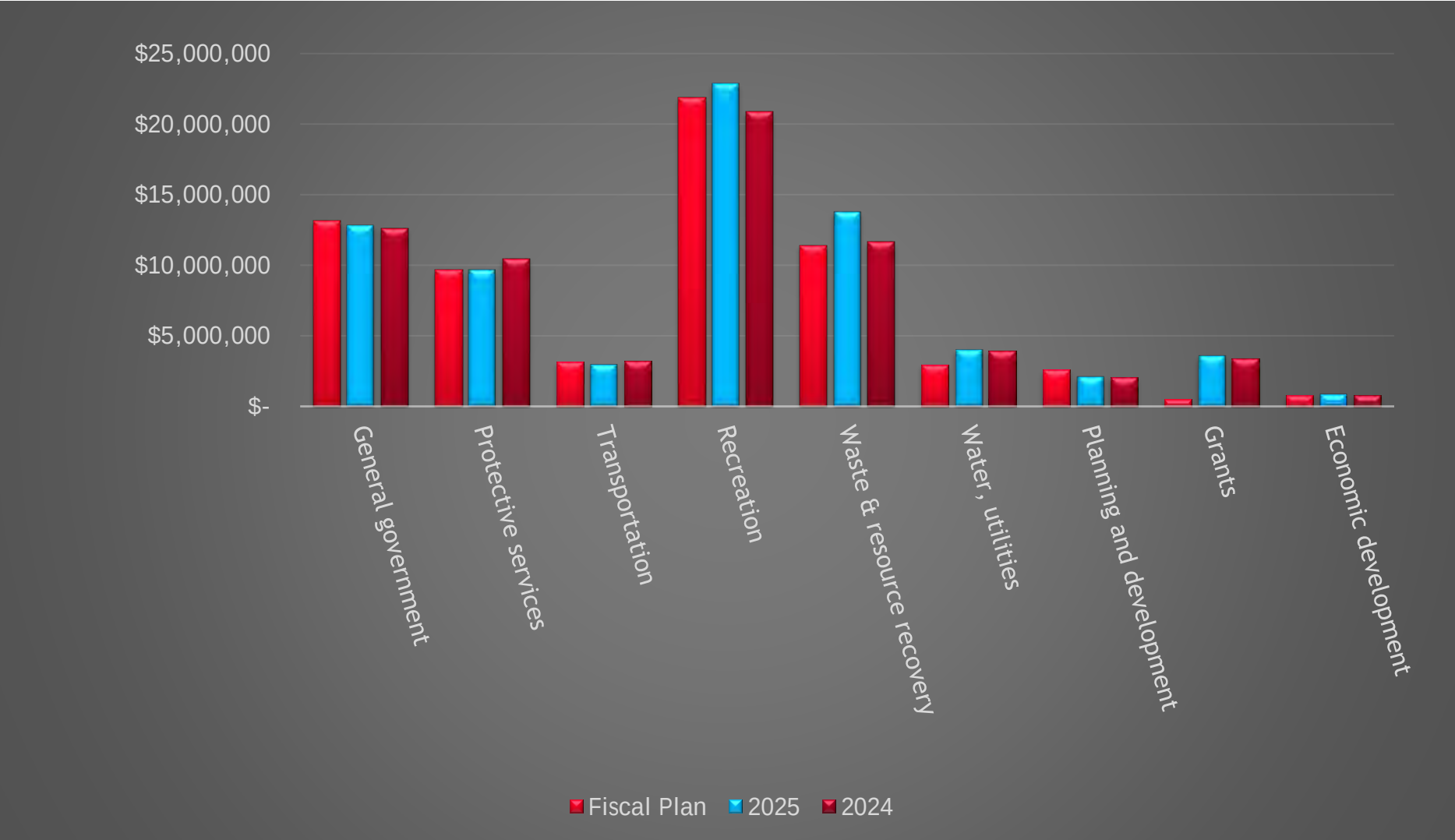
Revenues - Comparison of Budget to Actuals



Revenues - Breakdown by Source



Expenses - Comparison of Budget to Actuals



Surplus for the Year

	Financial Plan	2025	2024 \$
Annual Surplus	6,998,762	7,130,429	7,595,651
Acquisition of capital assets	(22,929,564)	(10,244,744)	(8,971,540)
Amortization	-	7,024,858	7,054,205
Surplus (deficit) before transfers	(15,930,802)	3,910,543	5,678,316
Debt repayment	(4,190,576)	(4,012,788)	(3,014,655)
Proceeds from borrowing	6,032,817	2,825,117	3,527,676
Transfer to/from reserves	14,088,561	(4,769,979)	(2,396,424)
	-	(2,047,107)	3,794,913

Accumulated Surplus

The Regional District segregates its accumulated surplus in the following categories:

	2025	2024
Unrestricted	\$ 9,866,761	\$ 10,953,531
Restricted (Note 13)	51,836,300	46,606,279
Equity in tangible capital assets	61,375,658	58,388,478
	<u>\$ 123,078,719</u>	<u>\$ 115,948,288</u>

The District has several reserve funds held for specific purposes. The changes in these funds were as follows:

	2025	2024
Fund Balance, beginning of year	\$ 46,606,279	\$ 43,779,341
Add: Interest Earnings	1,335,178	1,613,224
Contributions to reserves	12,471,911	9,918,839
Transfers out of reserves	(8,577,068)	(8,705,125)
Fund balance, end of year	<u>\$ 51,836,300</u>	<u>\$ 46,606,279</u>



Audit Results - in summary

- Audit completed in line with expectations
- No deviations required from planned approach
- No significant internal control matters
- Testing of management and Board performed without issue

Questions?

