Regional District of Central Kootenay

RURAL AFFAIRS COMMITTEE

Open Meeting Agenda

Date: Wednesday, August 19, 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 a.m. PST

   Join by Video:

   https://rdck-bc-ca.zoom.us/j/97918675110?pwd=GmVSuFaa2RntNTq5nTyh8CpcKj5tAL.1

   Join by Phone:

   • 833 955 1088 Canada Toll-free

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

   Meeting ID: 979 1867 5110
   Meeting Password: 527524

   In-Person Location:

   RDCK Board Room
   202 Lakeside Dr. Nelson

2. **CALL TO ORDER**

Chair Jackman called the meeting to order at ____ 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 THE AGENDA

RECOMMENDATION:
The agenda for the August 19, 2026 Rural Affairs Committee meeting be adopted as circulated.

5. RECEIPT OF MINUTES

11 - 26

The July 15, 2026 Rural Affairs Committee meeting minutes, have been received.

6. DELEGATIONS

No delegations.

7. PLANNING & BUILDING

7.1 BUILDING BYLAW CONTRAVENTION – KENNY & COOK

27 - 31

File No.:3135-20- B-786.04864.020
1254 Lakeview-Arrow Creek Road
(Timothy Kenny, Jagan Kenny & Stephen Cook)
Electoral Area B

The letter dated July 14, 2026 from Mike Morrison, Corporate Officer, re: Building Bylaw Contravention – Kenny & Cook, has been received.

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

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 1254 Lakeview- Arrow Creek Road, Electoral Area B, and legally described as LOT B, PLAN NEP74758, 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.

7.2 BUILDING BYLAW CONTRAVENTION – SMAGH

32 - 36

File No.: 3135-20-B-786.02568.400-BP022662
3108 Highway 3
(Roop Smagh & Kulwant Smagh)

Electoral Area B

The letter dated July 15, 2026 from Mike Morrison, Corporate Officer, re: Building Bylaw Contravention – Smagh, has been received.

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

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 3108 Highway 3, Electoral Area B, and legally described as LOT 4, PLAN EPP36005, DISTRICT LOT 812, KOOTENAY LAND DISTRICT, PID 029-789-826; 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.

7.3 DEVELOPMENT VARIANCE PERMIT - BAGNOLI 37 - 51
File No.: V2612A - BAGNOLI
10862 Sanca Park Road
(Irene & Antonio Bagnoli)
Electoral Area A

The Committee Report dated August 05, 2026 from Sadie Chezenko, Planner , re: Development Variance Permit - Bagnoli, has been received.

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

That the Board APPROVE the issuance of Development Variance Permit V2612A to Irene and Antonio Bagnoli for the property located at 10862 Sanca Park Road, Electoral Area A and legally described as LOT 7, DISTRICT LOT 913, KOOTENAY DISTRICT PLAN 8037 (PID: 012-078-255) to vary Section 18.17 of *Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013* in order to permit a 0.0 metre setback from the front lot line and a 2.17 metre setback from the side lot line whereas the bylaw requires a 7.5 metre setback from the front lot line and a 2.5 metre setback from the side lot line.

7.4 LAND USE BYLAW AMENDMENT - HANGO 52 - 72
File No.: Z2603F - HANGO
Parcel 1: 442 Johnston Road; Parcel 2: No Address
(Applicant: Joshua Hango; Property Owners: Parcel 1: Janis & Robert Lindsay - Parcel 2: Lisa Pozin)
Electoral Area F

The Committee Report dated August 04, 2026 from Sadie Chezenko,

Planner, re: Land Use Bylaw Amendment - Hango, has been received.

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

That R*egional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026* being a bylaw to amend the *Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004* is hereby given FIRST, SECOND and THIRD reading by content;

And that the consideration of adoption BE WITHHELD for *Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026* until the following items have been obtained:

- Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access);
- Registration of a Section 219 Restrictive Covenant for riparian protection prepared to the satisfaction of the General Manager of Development and Community Sustainability or the registration of a Section 219 Restrictive Covenant to prohibit disturbance within 15m of the stream boundary of Kootenay Lake prepared to the satisfaction of the General Manager of Development and Community Sustainability.

7.5 NON FARM USE IN THE AGRICULTURAL LAND RESERVE - RDCK (CRESTON DYKING DISTIRCT) 73 - 111
File No.: A2607C
2012 Kootenay River Road
(Applicant: RDCK c/o Mark Crowe; Property Owners: Creston Dyking District)
Electoral Area C

The Committee Report dated August 4, 2026 from Zachari Giacomazzo, Planner, re: Non-Farm Use in the Agricultural Land Reserve - RDCK (Creston Dyking District), has been received.

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

That the Board SUPPORT application A2607C for the purposes of a Non-Farm Use in the ALR proposed by Mark Crowe on behalf of the RDCK Parks Department for the property located at 2012 Kootenay River Road, Electoral Area C and legally described as THAT PART OF DISTRICT LOT 13567 BEING THE DRAINAGE CHANNEL RESERVES AND DYKES SHOWN ON PLAN 1859 AND THOSE PARTS OF THE SAID LOT LYING BETWEEN THE DYKES AND THE BOUNDARIES OF THE SAID LOT (PID: 016-494-440);

AND FURTHER; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

7.6 INCLUSION IN THE AGRICULTURAL LAND RESERVE - COMER 112 - 135

File No.: A2605B - COMER
1993 Airport Road
(Applicant: Joel Comer - Town of Creston; Property Owners: Town of Creston)
Electoral Area B

The Committee Report dated July 24, 2026 from Zachari Giacomazzo, Planner, re: Inclusion In The Agricultural Land Reserve - Comer, has been received.

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

That the Board SUPPORT application A2605B for the purposes of an ALR Inclusion application proposed by The Town of Creston for the property located at 1993 Airport Road, Electoral Area B and legally described as BLOCK A, SECTION 13, TOWNSHIP 7, KOOTENAY DISTRICT (PID: 009-724-991);

AND FURTHER; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

7.7 AGRICULTURAL LAND COMMISSION REFERRAL - ALLOWAY 136 - 152

File No.: A2608C - ALLOWAY
1348 West Creston Road
(Applicant: Pam Alloway - West Creston Community Hall Society; Property Owner: The Regional District of Central Kootenay)
Electoral Area C

The Committee Report dated August 5, 2026 from Sadie Chezenko, Planner, re: Agricultural Land Commission Referral - Alloway, has been received.

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

That the Board SUPPORT application A2608C for the proposed non-farm use in the Agricultural Land Reserve proposed by Pam Alloway for the property located on 1348 West Creston Road, Electoral Area C and legally described as LOT 818, KOOTENAY DISTRICT (PID: 012-864-803);

and that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

7.8 LAND USE AMENDMENT BYLAW: ENVIRONMENTAL DEVELOPMENT PERMIT AREA (DPA) ENFORCEMENT 153 - 155

File No.: 10\5110\20\COMPLIANCE AND ENFORCEMENT\DEVELOPMENT PERMIT ENFORCEMENT
Electoral Area G

The Committee Report dated August 19, 2026 from Corey Scott RPP, MCIP, Planner, re: Environmental Development Permit Area (DPA) Enforcement, has been received.

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

That *Regional District of Central Kootenay Electoral Area 'G' Land Use Amendment Bylaw No. 3025, 2026* being a bylaw to amend the *Regional District of Central Kootenay Electoral Area 'G' Land Use Bylaw No. 2452, 2018* is considered consistent with the RDCK "2026-2030 Financial Plan" and RDCK "Resource Recovery Plan", pursuant to Section 477(3)(a) of the *Local Government Act*.

7.9 FOR INFORMATION: OFFICIAL COMMUNITY PLAN UPDATES - 2026 156 - 205

File No.: 10\5110\20\Provincial Housing Changes\OCP Policy Alignment
Electoral Areas A, B, C, D, F, G, J, & K

The Committee Report dated March 23, 2026 from Rishab Gaba, Planner, re: For Information: Official Community Plan Updates - 2026, has been received.

8. ENVIRONMENTAL SERVICES

No items.

9. RURAL ADMINISTRATION

9.1 COMMUNITY WORKS FUND APPLICATION – RDCK – GOAT CANYON PARK DEVELOPMENT

File No.: 1850-20-CW-Goat Canyon Park Development
Electoral Area B

The Community Works Fund Application - RDCK-Goat Canyon Park Development Committee Report will be received in the addenda package.

9.2 COMMUNITY WORKS FUND APPLICATION – RDCK – YAHK FIREHALL LIGHTING REPLACEMENT 206 - 215

File No.: 1850-20-CW-Yak Firehall Lighting Replacement
Electoral Area B

The Committee Report dated August 4, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Yahk Firehall Lighting Replacement, has been received.

RECOMMENDATION:

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

1. That the Community Works Fund application submitted by the RDCK for the RDCK-Yahk Firehall Lighting Replacement in the total amount of $15,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area B as an internal transfer to Service S148 Fire Protection-Area B (Yahk, Kingsgate).

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

2. That the Board approve an amendment to the 2026 Financial Plan for Service S148 Fire Protection Area B (Yahk, Kingsgate) to INCREASE Transfer from Community Works by $15,000 and INCREASE Capital Expenditures by $15,000.

9.3 COMMUNITY WORKS FUND APPLICATION – RDCK – RESOURCE RECOVERY UPGRADES 216 - 320
File No.: 1850-20-CW-Resource Recovery Upgrades
Electoral Areas D, E & F

The Committee Report dated August 4, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Resource Recovery Upgrades, has been received.

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

That the Community Works Fund application submitted by the RDCK for the RDCK-Resource Recovery Upgrades in the total amount of $300,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area D, E & F as an internal transfer to Service S187 Refuse Disposal (Central Subregion).

9.4 COMMUNITY WORKS FUND APPLICATION – RDCK – FIREHALL STRUCTURAL UPGRADES ADDITIONAL FUNDS 321 - 330
File No.: 318C-CW
Electoral Area G

The Committee Report dated August 5, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Firehall Structural Upgrades Additional Funds, has been received.

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

1. That the Community Works Fund application submitted by the RDCK for

the RDCK- Firehall Structural Upgrades Additional Funds in the total amount of $100,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area G as an internal transfer to Service S136 Fire Protection - Area G (Ymir).

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

2. That the Board approve an amendment to the 2026 Financial Plan for Service S136 Fire Protection Area G – (Ymir) to INCREASE Transfer from Community Works by $100,000 and INCREASE Capital Expenditures by $100,000.

9.5 COMMUNITY WORKS FUND APPLICATION – RDCK – SLOCAN VALLEY FIREHALL INFRASTRUCTURE UPGRADES ADDITIONAL FUNDS 331 - 340
File No.: 26-0521-CWF b)
Electoral Area H

The Committee Report dated August 4, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Slocan Valley Firehall Infrastructure Upgrades Additional Funds, has been received.

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

1. That the Community Works Fund application submitted by the RDCK for the RDCK- Slocan Valley Firehall Infrastructure Upgrades Additional Funds in the total amount of $350,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area H as an internal transfer to Service S142 Fire Protection Area – Area H (Slocan Valley).

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

2. That the Board approve an amendment to the 2026 Financial Plan for Service S142 Fire Protection Area – Area H (Slocan Valley) to INCREASE Transfer from Community Works by $350,000 and INCREASE Capital Expenditures by $350,000.

9.6 COMMUNITY WORKS FUND APPLICATION – RDCK – TARRYS FIREHALL BAY EXPANSION 341 - 350
File No.: 1850-20-CW-Tarrys Firehall Bay Expansion
Electoral Area I

The Committee Report dated August 4, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Tarrys

Firehall Bay Expansion, has been received.

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

1. That the Community Works Fund application submitted by the RDCK for the RDCK-Tarrys Firehall Bay Expansion in the total amount of $50,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area I as an internal transfer to Service S137 Fire Protection Area I – (Tarrys, Pass Creek).

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

2. That the Board approve an amendment to the 2026 Financial Plan for Service S137 Fire Protection Area I – (Tarrys, Pass Creek) to INCREASE Transfer from Community Works by $50,000 and INCREASE Capital Expenditures by $50,000.

9.7 COMMUNITY WORKS FUND APPLICATION – RDCK – ROBSON FIREHALL FENCING & DOORS ADDITIONAL FUNDING 351 - 360
File No.: CW-301b
Electoral Area J

The Committee Report dated August 5, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Robson Firehall Fencing & Doors Additional Funding, has been received.

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

1. That the Community Works Fund application submitted by the RDCK for the RDCK- Robson Firehall Fencing & Doors Additional Funding in the total amount of $17,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area J as an internal transfer to S138 Fire Protection Area J-(Robson, Raspberry).

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

2. That the Board approve an amendment to the 2026 Financial Plan for Service S138 Fire Protection Area J – (Robson, Raspberry) to INCREASE Transfer from Community Works by $17,000 and INCREASE Capital Expenditures by $17,000.

9.8 COMMUNITY WORKS FUND APPLICATION – RDCK – BURTON WATERLINE REPLACEMENT 361 - 374

File No.: 1850-20-CW-Burton Waterline Replacement
Electoral Area K

The Committee Report dated August 4, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Burton Waterline Replacement, has been received.

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

That the Community Works Fund application submitted by the RDCK for the RDCK-Burton Waterline Replacement in the total amount of $200,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area K as an internal transfer to Service S252 Water Utility – Area K (Burton).

9.9 COMMUNITY WORKS FUND APPLICATION – RDCK – FAUQUIER WATERLINE REPLACEMENT

375 - 388

File No.: 1850-20-CW-Fauquier Waterline Replacement
Electoral Area K

The Committee Report dated August 4, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Fauquier Waterline Replacement, has been received.

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

That the Community Works Fund application submitted by the RDCK for the RDCK-Fauquier Waterline Replacement in the total amount of $200,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area K as an internal transfer to Service S254 Water Utility – Area K (Fauquier).

10. PUBLIC TIME

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

11. ADJOURNMENT

RECOMMENDATION:
The meeting be adjourned at _____

Regional District of Central Kootenay

RURAL AFFAIRS COMMITTEE MEETING

Open Meeting Minutes

Wednesday, July 15, 2026
9:00 a.m.
Hybrid Model - In-person and Remote

COMMITTEE MEMBERS PRESENT	Director G. Jackman	Electoral Area A – In Person
	Director R. Tierney	Electoral Area B – In Person
	Director K. Vandenberghe	Electoral Area C – In Person
	Director A. Watson	Electoral Area D – In Person
	Director C. Graham	Electoral Area E
	Director T. Newell	Electoral Area F
	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

STAFF PRESENT

S. Horn	Chief Administrative Officer
A. Wilson	Acting General Manager of Development and Community Sustainability Initiatives
U. Wolf	General Manager of Environmental Services
E. Stout	Manager of Building and Bylaw
N. Wight	Planning Manager
Z. Giacomazzo	Planner
C. Scott	Planner
S. Chezenko	Planner
P. Marshall Smith	Sustainability & Resilience Supervisor
C. Hopkyns	Corporate Administrative Coordinator – Meeting 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 a.m. PST

Join by Video:
https://rdck-bc-ca.zoom.us/j/97918675110?pwd=GmVSuFaa2RntNTq5nTyh8CpcKj5tAL.1

Join by Phone:
833 955 1088 Canada Toll-free

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

Meeting ID: 979 1867 5110
Meeting Password: 527524

In-Person Location:
RDCK Board Room
202 Lakeside Dr. Nelson

2. CALL TO ORDER

Chair Jackman called the meeting to order at 9:02 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 THE AGENDA

Moved and seconded,
And resolved:

The agenda for the July 15, 2026 Rural Affairs Committee meeting be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The June 17, 2026 Rural Affairs Committee meeting minutes, have been received.

6. DELEGATIONS

Item 7.3 – Jenna Traxel

Item 7.5 - Allie Batchelor
Item 7.6 - Brandon & Staci Lukianoff
Item 7.7 - Rebecca Huscroft

7. PLANNING & BUILDING

7.1 BUILDING BYLAW CONTRAVENTION – JOHNSON
File No.: 3135-20-B-786.05279.000
Railway Avenue
(Lorne Johnson & Barbara Johnson)
Electoral Area B

The Memorandum dated June 12, 2026 from Erik Stout, Manager Building and Bylaw, re: Building Bylaw Contravention – Johnson, has been received.

- Erik Stout provided background to the Committee regarding the file and answered the Committee's questions.
- Property owner was not present.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

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

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 Railway Ave, Electoral Area B, and legally described as LOT 1, BLOCK 3, PLAN NEP1407, DISTRICT LOT 4683, KOOTENAY LAND DISTRICT & LOT 2, BLOCK 3, PLAN NEP1407, DISTRICT LOT 4683 KOOTENAY LAND DISTRICT PID 012-042-927 & 012-042-935; 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

7.2 BUILDING BYLAW CONTRAVENTION – LAWRENCE
File No.: 3135-20-786.06219.300-25150 & 26072
1715 West Creston Road
(Philip Lawrence)
Electoral Area C

The Memorandum dated June 16, 2026 from Erik Stout, Manager Building and Bylaw, re: Building Bylaw Contravention – Lawrence, has been received.

- Erik Stout provided background to the Committee regarding the file and answered the Committee's questions.
- Property owner was not present.
- Chair Jackman thanked staff and referred the recommendation to Committee for consideration.

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

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 1715 West Creston Road, Electoral Area C, and legally described as LOT C, PLAN NEP13800, DISTRICT LOT 9558, KOOTENAY LAND DISTRICT MANUFACTURED HOME REG. # 6691 PID 005-695-961; 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

7.3 DEVELOPMENT VARIANCE PERMIT - TRAXEL & GIBSON
File No.: V2608B – TRAXEL AND GIBSON
7745 Highway 3
(Jenna Traxel & Jeshua Gibson)
Electoral Area B

The Committee Report dated June 15, 2026 from Sadie Chezenko, Planner, re: Development Variance Permit - Traxel & Gibson, has been received.

Sadie Chezenko, Planner, provided an overview to the Committee regarding the Development Variance Permit application proposing to permit an accessory building.

Property owner, Jenna Traxel, was available to answer questions.

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

That the Board APPROVE the issuance of Development Variance Permit V2608B to Jenna Traxel and Jeshua Gibson for the property located at 7745 Highway 3, Electoral Area B and legally described as DISTRICT LOT 12974, KOOTENAY DISTRICT, EXCEPT THE MOST

SOUTHERLY 40 CHAINS (PID: 013-872-664) to vary Section 20.10 of Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013 in order to permit an accessory building with a footprint of 297 square metres whereas the bylaw requires a maximum footprint of any accessory building or structure shall not exceed 250 square metres.

Carried

7.4 DEVELOPMENT VARIANCE PERMIT - STANLEY
File No.: V2610F - STANLEY
3305 Hamilton Road
(Property Owner: Leslie and Steven Jardin; Applicant: Matthew Stanley)
Electoral Area F

The Committee Report dated June 23, 2026 from Sadie Chezenko, Planner, re: Development Variance Permit - Stanley, has been received.

Sadie Chezenko, Planner, provided an overview to the Committee regarding the Development Variance Permit application proposing to vary the allowable projection into a setback to accommodate the eaves of a residence.

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

That the Board APPROVE the issuance of Development Variance Permit V2610F to Matthew Stanley for the property located at 3305 Hamilton Road, Electoral Area F and legally described as LOT A, DISTRICT LOT 4397, KOOTENAY DISTRICT PLAN EPP143219 (PID: 032-440-791) to vary Section 604.4 of RDCK Zoning Bylaw No. 1675, 2004 in order to vary the allowable projection into a setback from 0.6 m to 1.0 m to accommodate the eaves of a residence.

Carried

7.5 DEVELOPMENT VARIANCE PERMIT – BATCHELOR
File No.: V2609I – Batchelor
1993 Highway 3A
(Allie Batchelor & Jarred Batchelor)
Electoral Area I

The Committee Report dated June 18, 2026 from Zachari Giacomazzo, Planner, re: Development Variance Permit - Batchelor, has been received.

Zachari Giacomazzo, Planner, provided an overview to the Committee regarding the Development Variance Permit application seeking to authorize an accessory dwelling

unit to be constructed in a new Farm Residential Footprint (FRF) at the west side of the property. Staff recommend that the Board not approve the requested variances.

The property owners, Allie Batchelor provided the Committee with background and shared challenges of the property. Ms. Batchelor answered the Committee's questions.

Staff answered the Committee's questions.

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

That the Board APPROVE the issuance of the Development Variance Permit to Allie Batchelor and Jarred Batchelor for the property located at 1993 Highway 3A, Electoral Area I and legally described as LOT 2, DISTRICT LOT 1239, KOOTENAY DISTRICT PLAN 857, EXCEPT PART OUTLINED RED ON EXPLANATORY PLAN 35476I (PID: 016-022-181) to vary Section 2701.3 and 2701.4 of RDCK Zoning Bylaw No. 1675, 2004 in order to authorize the maximum size of the Farm Residential Footprint to be 6,000 m2 and the maximum depth of the Farm Residential Footprint to be 150 metres from the Front Lot Line.

Carried

7.6 DEVELOPMENT VARIANCE PERMIT – LOUKIANOFF
File No.: V2606I – LOUKIANOFF
2295 Highway 3A
(Property Owners: Valentina & Leonard Loukianoff; Applicant: Brandon Loukianoff)
Electoral Area I

The Committee Report dated June 30, 2026 from Sadie Chezenko, Planner, re: Development Variance Permit - Loukianoff, has been received.

Sadie Chezenko, Planner, provided an overview to the Committee regarding the Development Variance Permit application proposing an oversized accessory dwelling unit (ADU) and to construct a new principal residence at the rear of the property. Staff support the requested ADU size variance but do not support the requested Farm Residential Footprint (FRF) area and depth variance.

The applicant, Brandon and Staci Loukianoff, provided the Committee with background regarding the property and answered questions.

Staff answered the Committee's questions.

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

That the Board APPROVE the issuance of Development Variance Permit V2606I to Brandon Loukianoff for the property located at 2295 Highway 3A, RDCK Region and legally described as PARCEL A (SEE 7559I) BLOCK 8 DISTRICT LOT 302A KOOTENAY DISTRICT PLAN 781 EXCEPT THAT PART OUTLINED IN RED ON REFERENCE PLAN 69327I AND PLAN 6580 (PID: 011-939-893) to vary Section 623.4 of *RDCK Zoning Bylaw No. 1675, 2004* in order to permit a 155 m2 ADU whereas the bylaw permits only a 90 m2 ADU and to vary Section 2701.3 of *RDCK Zoning Bylaw No. 1675, 2004* in order to allow a 12,000 m2 farm residential footprint area whereas the bylaw only allows a 2500 m2 farm residential footprint area and to vary Section 2701.4 of *RDCK Zoning Bylaw No. 1675, 2004* in order to allow a 646 m farm residential footprint depth whereas the bylaw only allows a 60 m farm residential footprint depth.

Carried

7.7 NON FARM USE IN THE AGRICULTURAL LAND RESERVE – HUSCROFT
File No.: A2602B
924 25 Avenue South
(Property Owners: Cory Huscroft and Rebecca Huscroft; Applicant: Cory Huscroft and Rebecca Huscroft)
Electoral Area B

The Committee Report dated June 18, 2025 from Zachari Giacomazzo, Planner, re: Non Farm Use In The Agricultural Land Reserve - Huscroft, has been received.

Zachari Giacomazzo, Planner, provided an overview to the Committee regarding the Agricultural Land Commission application for a Non Farm Use within the Agricultural Land Reserve (ALR) to authorize a butcher shop in an existing accessory building that will process animals that are not raised on the property.

The applicants, Rebecca Huscroft, was available to answer the Committee's question.

Staff answered the Committee's questions.

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

That the Board SUPPORT application A2602B for the purposes of a Non-Farm Use in the ALR proposed by Cory Huscroft and Rebecca Huscroft for the property located at 924 25 Avenue South, Electoral Area B and legally described as LOT 26, DISTRICT LOT 891, KOOTENAY DISTRICT PLAN 698, EXCEPT (1) PARCEL A (SEE DD 18512) AND (2) PART INCLUDED IN PLAN 3031 (PID: 015-493-211); AND FURTHER; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Carried

7.8 AGRICULTURAL LAND COMMISSION REFERRAL – COMER
File No.: A2604B – COMER
905 32nd Avenue South
(Property Owner: Parcel 1 - Gwendolyn Telling, Parcel 2 - Town of Creston; Applicant: Joel Comer)
Electoral Area B

The Committee Report dated June 23, 2026 from Sadie Chezenko, Planner, re: Agricultural Land Commission Referral - Comer, has been received.

Sadie Chezenko, Planner, provided an overview to the Committee regarding the application for subdivision within the Agricultural Land Reserve proposing a boundary adjustment between two existing parcels. The boundary adjustment would enable the Town of Creston to acquire a portion of the adjacent property to formalize and secure legal access to the remainder of its lands.

The Committee had a discussion regarding the application and staff answered questions.

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

That the Board SUPPORT application A2604B for the proposed Subdivision in the Agricultural Land Reserve proposed by Joel Comer for the properties located on 905 32nd Ave South, Electoral Area B and 1023 32nd Ave South, Electoral Area B and legally described as LOT 16, DISTRICT LOTS 812 AND 3864 KOOTENAY DISTRICT PLAN 1455, EXCEPT PARCEL A (SEE 166370I) (PID: 015-696-235) and LOT 3, DISTRICT LOTS 812 AND 3864 KOOTENAY DISTRICT PLAN 17744 (PID: 009-611-037); and that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Carried

Director Vandenberghe recorded opposed.

DIRECTION TO STAFF: That staff provide additional comment to the Agricultural Land Commission on the application that public feedback has been received and request adequate public engagement be done.

RECESS/ RECONVENE The meeting recessed at 10:24 a.m. for a break and reconvened at 10:40 a.m.

7.9 SITE SPECIFIC FLOODPLAIN EXEMPTION – MYRAM
File No.: F2601F – Myram

2168 Annabelle Road
(Lindsey and Kurt Myram)
Electoral Area F

The Committee Report dated July 10, 2026 from Sadie Chezenko, Planner, re: Site Specific Floodplain Exemption - Myram, has been received.

Sadie Chezenko, Planner, provided an overview to the Committee regarding the site-specific floodplain exemption application requesting a relaxation to the floodplain setback from for the construction of an accessory building.

Staff answered the Committee's questions.

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

That the Board APPROVE a Site Specific Exemption to reduce the required setback to Crystal Creek from 15 metres from the natural boundary to 7 metres from the natural boundary in accordance with the Engineering Report prepared by SNT Geotechnical Ltd. for property located at 2168 Annable Road, Electoral Area F and legally described as LOT 3, DISTRICT LOT 4780, KOOTENAY DISTRICT PLAN 5416 (PID 014-442-698) SUBJECT to preparation by Lindsey and Kurt Myram of a restrictive covenant under Section 219 of the Land Title Act and Section 56 of the Community Charter in favour of the Regional District of Central Kootenay.

Carried

7.10 LAND USE AMENDMENT BYLAW: ENVIRONMENTAL DEVELOPMENT PERMIT AREA (DPA) ENFORCEMENT
File No.: 10\5110\20\COMPLIANCE AND ENFORCEMENT\DEVELOPMENT PERMIT ENFORCEMENT
Electoral Area G

The Committee Report dated July 15, 2026 from Corey Scott RPP, MCIP, Planner, re: Environmental Development Permit Area (DPA) Enforcement, has been received.

Corey Scott, Planner, provided an overview to the Committee regarding the amendment bylaw would amend the Electoral Area 'G' Official Community Plan (OCP) and Zoning Bylaw to enable the use of bylaw offence notices for contraventions to the Watercourse Development Permit Area (DPA) requirements.

Staff answered the Committee's questions.

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

That Regional District of Central Kootenay Electoral Area 'G' Land Use Amendment Bylaw No. 3025, 2026 being a bylaw to amend the Regional District of Central Kootenay Electoral Area 'G' Land Use Bylaw No. 2452, 2018 is hereby given FIRST and SECOND reading by content and referred to a PUBLIC HEARING.

Carried

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

That in accordance with Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015, Electoral Area G Director Hans Cunningham is hereby delegated the authority to chair the Public Hearing on behalf of the Regional District Board.

Carried

7.11 LAND USE AMENDMENT BYLAW: ZONING BYLAW TEXT AMENDMENTS
File No.: \\FILES\RDCK\10\5110\20\PROVINCIAL HOUSING CHANGES\2025 ZONINGAMENDMENTS
Electoral Areas A, B, C, D, I
The Committee Report dated July 02, 2026, re: Zoning Bylaw Text Amendments, has been received.

The Chair provided an overview to the Committee regarding that the Committee requested staff to prepared amendments to change the way residential density is calculated in most residential zones in Electoral Areas A, B, C, D and one zone in Area I.

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

That Electoral Area 'A' Comprehensive Land Use Amendment Bylaw No. 3049, 2026 being a bylaw to amend the Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013 is hereby given FIRST and SECOND and THIRD READING by content;

- And that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 3049, 2026 until the following item has been obtained:
    - Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).

Carried

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

That Electoral Area 'B' Comprehensive Land Use Amendment Bylaw No. 3050, 2026 being a bylaw to amend the Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013 is hereby given FIRST and SECOND and THIRD READING by content;

- And that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 3050, 2026 until the following item has been obtained:
  - Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).

Carried

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

That Electoral Area 'C' Comprehensive Land Use Amendment Bylaw No. 3051, 2026 being a bylaw to amend the Electoral Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013 is hereby given FIRST and SECOND and THIRD READING by content;

- And that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 3051, 2026 until the following item has been obtained:
  - Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).

Carried

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

That Electoral Area 'D' Comprehensive Land Use Amendment Bylaw No. 3052, 2026 being a bylaw to amend the Electoral Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016 is hereby given FIRST and SECOND and THIRD READING by content;

- And that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 3052, 2026 until the following item has been obtained:
  - Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).

Carried

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

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 3076, 2026 being a bylaw to amend the District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given FIRST and SECOND and THIRD READING by content;

- And that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 3076, 2026 until the following item has been obtained:
  - Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).

Carried

7.12 FOR INFORMATION: PLANNING SERVICES QUARTERLY REPORT - Q2
New Applications and Referrals
(April to June 2026)
All Electoral Areas

The Report dated April to June 2026 from the Planning Services Department, re: Planning Services Quarterly Report - Q2, has been received.

Staff answered the Committee's questions.

8. RURAL ADMINISTRATION

8.1 COMMUNITY WORKS FUND APPLICATION – RDCK – NORTH SHORE FIRE STATION UPGRADES
File No.: 26-0522-CWF
Electoral Area F

The Committee Report dated June 24, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-North Shore Fire Station Upgrades, has been received.

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

That the Community Works Fund application submitted by the RDCK for the RDCK North Shore Fire Station Upgrades in the total amount of $45,787.20 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area F as an internal transfer to Service S134 Northshore Fire Protection – Area F.

Carried

8.2 COMMUNITY WORKS FUND APPLICATION – RDCK – PASS CREEK FIREHALL UPGRADES
File No.: 26-0528-CWF
Electoral Area I

The Committee Report dated July 2, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Pass Creek Firehall Upgrades, has been received.

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

That the Community Works Fund application submitted by the RDCK for the RDCK-Pass Creek Firehall Upgrades in the total amount of $75,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area I as an internal transfer to Service S137 Pass Creek Fire Protection – Area I.

Carried

8.3 COMMUNITY WORKS FUND APPLICATION – RDCK – PASS CREEK WILDLAND APPARATUS
File No.: 26-0529-CWF
Electoral Area I

The Committee Report dated July 2, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Pass Creek Wildland Apparatus, has been received.

The Committee had a discussion regarding the application.

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

That the Community Works Fund application submitted by the RDCK for the RDCK-Pass Creek Wildland Apparatus in the total amount of $250,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area I as an internal transfer to Service S137 Pass Creek Fire Protection – Area I.

Carried

8.4 COMMUNITY WORKS FUND APPLICATION – RDCK – SLOCAN RIVER FORESHORE INVENTORY MAPPING AND GUIDANCE

File No.: 26-0508-CWF
Electoral Area H

The Committee Report dated June 24, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Slocan River Foreshore Inventory Mapping and Guidance, has been received.

The Committee had a discussion regarding the application and staff answered questions.

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

That the Community Works Fund application submitted by the RDCK for the RDCK Slocan River Foreshore Inventory Mapping and Guidance in the total amount of $100,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area H.

Carried

8.5 COMMUNITY WORKS FUND APPLICATION – RDCK – SLOCAN VALLEY FIREHALL INFRASTRUCTURE UPGRADES
File No.: 26-0521-CWF
Electoral Area H

The Committee Report dated June 24, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-Slocan Valley Firehall Infrastructure Upgrades, has been received.

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

That the Community Works Fund application submitted by the RDCK for the RDCK Slocan Valley Firehall Infrastructure Upgrades in the total amount of $190,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area H as an internal transfer to Service S142 Slocan Valley Fire Protection Area H.

Carried

8.6 COMMUNITY WORKS FUND APPLICATION – RDCK – SOUTH SLOCAN WATER DISTRIBUTION SYSTEM UPGRADES
File No.: 26-0508-CWF
Electoral Area H

The Committee Report dated June 24, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - RDCK-South Slocan Water Distribution System Upgrades, has been received.
Moved and seconded,
And resolved that it be recommended to the Board:

That the Community Works Fund application submitted by the RDCK for the RDCK South Slocan Water Distribution System Upgrades in the total amount of $60,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area H as an internal transfer to Service S245 Water Utility – Area H (South Slocan).

Carried

8.7 COMMUNITY WORKS FUND APPLICATION - CASTLEGAR & DISTRICT ARENA AND WALKING TRACK PROJECT

The Committee Report dated July 14, 2026 from Monique St Louis, Grants Coordinator, re: Community Works Fund Application - Castlegar & District Arena and Walking Track Project, has been received.

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

That the Community Works Fund application submitted by the RDCK for the Castlegar & District Arena and Walking Track Project in the total amount of $60,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area J as an internal transfer to Service S222 – Area J.

Carried

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

That the Board approve an amendment to the 2026 Financial Plan for Arena – Castlegar and Area I & J Service S222 to INCREASE Transfer from Community Works by $60,000 and INCREASE Capital Expenditures by $60,000.

Carried

9. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:25 a.m.

No media or public had questions.

10. ADJOURNMENT

Moved and seconded,
And resolved:

The meeting be adjourned at 11:26 a.m.

Carried

Digitally approved

_____

Garry Jackman, Chair

File No: 3135-20- B-786.04864.020

July 14, 2026

KENNY, TIMOTHY M
KENNY, JAGAN P
COOK, STEPHEN W
1254 LAKEVIEW- ARROW CREEK RD
ARROW CREEK BC V0B 1G9

SUBJECT: Notice on Title **CIVIC ADDRESS:** 1254 LAKEVIEW-ARROW CREEK RD

Please be advised that RDCK staff, in accordance with Section 57 of the Community Charter (SBC 2003) are recommending that the RDCK Board place a notice against the land title of your property located at LOT B PLAN NEP74758 DISTRICT LOT 4595 KOOTENAY LAND DISTRICT PID 025-826-816. The staff memo containing the background information on this matter is enclosed for your reference. Section 57 requires that property owners be given the opportunity to be heard on this matter prior to a decision to place the notice.

This letter serves as notification that the RDCK Rural Affairs Committee will consider this matter at the date and time noted below. Alternatively, you may participate in this meeting online. If you choose to attend, you will be provided with the opportunity to address the Committee regarding this matter.

Date:	August 19, 2026
Time:	Delegations will be received beginning at **9:00 am.** Please follow the instructions provided by the Administration Department and wait until your item is called to be dealt with by the Committee. **(Maximum 15 minutes for each delegation 10 minutes presentation, 5 minutes question)**
Location:	In-person: RDCK Head Office - Board Room, 202 Lakeside Dr, Nelson BC Hybrid meeting: Please refer to our website **rdck.ca**

At this meeting committee members will consider making a recommendation to the Regional District Board to direct the Corporate Officer to file a Notice, in the Land Title Office under Section 57 of the *Community Charter,* against the above noted property.

Please advise us in advance if you will be present at the Rural Affairs Committee meeting by contacting the Administration Department at (250) 352-1575 or by email chopkyns@rdck.bc.ca no less than 3 business days prior to the meeting.

If you wish to avoid the possibility of having a Notice on Title placed on your property, you must contact the building department **no later than 2 business days prior** to the meeting. For specific building inspection inquiries respecting the above, you may contact the RDCK Building department at 1-800-268-7325 or (250) 352-1500

Yours truly,
Mike Morrison, Corporate Officer

MEMORANDUM

File No: 3135-20-B-786.04864.020

July 14, 2026

TO: Rural Affairs Committee

FROM: Erik Stout, Manager Building and Bylaw

SUBJECT: Filing of Section 57-Notice on Title-KENNY, TIMOTHY M, KENNY, JAGAN P, COOK, STEPHEN W -1254 LAKEVIEW-ARROW CREEK RD

The purpose of this report is for the RDCK Board to consider placing a Notice on Title on the above noted property described as LOT B PLAN NEP74758 DISTRICT LOT 4595 KOOTENAY LAND DISTRICT PID 025-826-816 because of a building bylaw contravention-Commencing construction without a valid building permit.

EXECUTIVE SUMMARY CHOICES:
Commencing construction without a valid building permit.

NOTICE ON TITLE – RURAL AFFAIRS COMMITTEE REPORT – BUILDING BYLAW INFRACTIONS:
4.1 No person shall undertake work regulated by this Bylaw without a permit

6.1 No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building, structure or plumbing system or other work related to construction unless a building official has issued a valid and subsisting permit for the work.

February 15, 2026 – Received inquiry, asking if there is currently an active building permit issued at the subject property. Building Department let them know there are no active building permits and that unpermitted construction can be reported through our online form.

March 27, 2026 – Building Department receives complaint, stating that unpermitted digging/building is happening on the subject property with accompanying photo. Building official attended site to monitor progress. No foundation work had started, only excavation.

April 21, 2026 – Building Department receives a second complaint from the same complainant with a photo of ICF forms. Building Official attended site on the same day and placed a SWO on ICF Foundation wall prior to placement of concrete.

June 4, 2026 – Building Official reposted Stop Work Order on newly framed wall – foundation wall now poured with concrete. Building Official issued two Bylaw Offence Notice tickets for two separate contraventions of the building bylaw. Both tickets paid by owner.

July 8, 2026 – Building Official conducts follow up at the property – work continuing more framed walls erected. Building Official issues two Bylaw Offence Notice tickets for two separate contraventions of the building bylaw.

As of date of this report no building permit application has been received.

April 21, 2026

June 4, 2026

July 8, 2026

RECOMMENDATION

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 1254 LAKEVIEW-ARROW CREEK RD, CRESTON, BC, Electoral Area B, legally described as LOT B PLAN NEP74758 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.

ALTERNATE RECOMMENDATION

That the Rural Affairs Committee REFER the consideration of a Notice with the Land Title and Survey Authority of British Columbia for land at 1254 LAKEVIEW-ARROW CREEK RD, CRESTON, BC, Electoral Area B, legally described as LOT B PLAN NEP74758 DISTRICT LOT 4595 KOOTENAY LAND DISTRICT to the September 2026 Open Rural Affairs Committee meeting.

Erik Stout, Manager Building and Bylaw Approved
Amy Wilson, Acting General Manager of Development and Community Sustainability Services Approved
Uli Wolf, Acting Chief Administrative Officer Approved

File No: 3135-20-B-786.02568.400-BP022662

July 15, 2026

SMAGH, ROOP S
SMAGH, KULWANT K
916 27 AVE S
CRESTON, BC V0B 1G1

SUBJECT: Notice on Title **CIVIC ADDRESS:** 3108 HIGHWAY 3

Please be advised that RDCK staff, in accordance with Section 57 of the Community Charter (SBC 2003) are recommending that the RDCK Board place a notice against the land title of your property located at LOT 4 PLAN EPP36005 DISTRICT LOT 812 KOOTENAY LAND DISTRICT PID 029-789-826. The staff memo containing the background information on this matter is enclosed for your reference. Section 57 requires that property owners be given the opportunity to be heard on this matter prior to a decision to place the notice.

This letter serves as notification that the RDCK Rural Affairs Committee will consider this matter at the date and time noted below. Alternatively, you may participate in this meeting online. If you choose to attend, you will be provided with the opportunity to address the Committee regarding this matter.

Date:	August 19, 2026
Time:	Delegations will be received beginning at **9:00 am.** Please follow the instructions provided by the Administration Department and wait until your item is called to be dealt with by the Committee. **(Maximum 15 minutes for each delegation 10 minutes presentation, 5 minutes question)**
Location:	In-person: RDCK Head Office - Board Room, 202 Lakeside Dr, Nelson BC Hybrid meeting: Please refer to our website **rdck.ca**

At this meeting committee members will consider making a recommendation to the Regional District Board to direct the Corporate Officer to file a Notice, in the Land Title Office under Section 57 of the *Community Charter,* against the above noted property.

Please advise us in advance if you will be present at the Rural Affairs Committee meeting by contacting the Administration Department at (250) 352-1575 or by email chopkyns@rdck.bc.ca no less than 3 business days prior to the meeting.

If you wish to avoid the possibility of having a Notice on Title placed on your property, you must contact the building department **no later than 2 business days prior** to the meeting. For specific building inspection inquiries respecting the above, you may contact the RDCK Building department at 1-800-268-7325 or (250) 352-1500

Yours truly,
Mike Morrison, Corporate Officer

MEMORANDUM

File No: 3135-20-B-786.02568.400-BP022662

July 14, 2026

TO: Rural Affairs Committee

FROM: Erik Stout, Manager Building and Bylaw

SUBJECT: Filing of Section 57-Notice on Title-SMAGH, ROOP S, SMAGH, KULWANT K-3108 HIGHWAY 3

The purpose of this report is for the RDCK Board to consider placing a Notice on Title on the above noted property described as LOT 4 PLAN EPP36005 DISTRICT LOT 812 KOOTENAY LAND DISTRICT PID 029-789-826 because of a building bylaw contravention-Expired permit.

EXECUTIVE SUMMARY CHOICES:
Expired permit.

NOTICE ON TITLE – RURAL AFFAIRS COMMITTEE REPORT – BUILDING BYLAW INFRACTIONS:

13.3.2 the work, once commenced, shall not be discontinued for a continuous period of more than twelve months, or in any event 12 months from the last inspection; and

13.3 the permit shall expire and the rights of the owner shall terminate in the event and at the time that either of the above conditions is not met or in any event thirty-six months after the date the permit was issued

---

Nov 18, 2015: Building permit BP022662 issued to renovate Starlite Motel units 1-6.

Apr 4, 2018: Rough-in Plumbing and Framing inspections completed (passed). Partial Insulation & Vapour Barrier inspection completed with note “Units 3, 4, 5 and 6 complete.” Partial Occupancy inspection completed with note “Okay to occupy units 3, 4, 5 and 6.”

Units 1 and 2 did not pass Insulation & Vapour Barrier and Occupancy inspections.

Nov 19, 2018: Building permit BP022662 expired.

April 30, 2019: Expiry Notice mailed to owner to advise that the permit has expired.

Jan 9, 2020: Final Expiry Notice mailed to owner.

Nov 15, 2022: Second Final Notice mailed to owner.

Dec 15, 2022: No response from owner. Permit file archive location updated to Referred to NOT.

Jan 6, 2026: Senior Building Official reviewed this expired permit. Referred to NOT letter mailed to new owners, requesting their contact to resolve the expired permit and advising that if no contact was received in 30 days the Building Inspection office would begin the process of filing a Notice on Title.

Jan 30, 2026: New property owner spoke to Building Official about next steps, was advised that an application for a replacement permit was required to complete the work started under permit BP022662 and complete Final inspection of Units 1 & 2. Follow-up email sent by building official to owner with guidance regarding the replacement permit application with an attached application.

Feb 27, 2026: No response to previous email, no building permit application received. Follow up email was sent specifying that we may proceed with a recommendation to the board to place a notice on title, Notice on Title handout was provided in email.

June 11, 2026: No further contact from property owner since phone call in January.

Photos of Unit 1 and Unit 2

RECOMMENDATION

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 3108 HIGHWAY 3, ERICKSON, BC, Electoral Area B, legally described as LOT 4 PLAN EPP36005 DISTRICT LOT 812 KOOTENAY LAND DISTRICT, PID 029-789-826; 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.

ALTERNATE RECOMMENDATION

That the Rural Affairs Committee REFER the consideration of a Notice with the Land Title and Survey Authority of British Columbia for land at 3108 HIGHWAY 3, ERICKSON, BC, Electoral Area B, legally described as LOT 4 PLAN EPP36005 DISTRICT LOT 812 KOOTENAY LAND DISTRICT PID 029-789-826 to the September, 2026, open Rural Affairs Committee meeting.

Erik Stout, Manager Building and Bylaw Approved
Amy Wilson, Acting General Manager of Development and Community Sustainability Services Approved
Uli Wolf, Acting Chief Administrative Officer Approved

Committee Report

Date of Report: August 05, 2026
Date & Type of Meeting: August 19, 2026 – Rural Affairs Committee
Author: Sadie Chezenko, Planner 1
Subject: DEVELOPMENT VARIANCE PERMIT
File: V2612A - BAGNOLI
Electoral Area/Municipality A

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Regional Board to consider a Development Variance Permit for the property located at 10862 Sanca Park Road in Electoral Area 'A.'

The proposal is to reduce the front setback from 7.5 m to 0.0 m and the side setback from 2.5 m to 2.17 m to facilitate the construction of an accessory building. The requested setback reductions are not anticipated to create negative impacts and have not raised concerns from neighbors, agencies, or other RDCK departments. Given this, Staff are recommending that the DVP be approved.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION
Property Owner: Irene and Antonio Bagnoli
Property Location: 10862 Sanca Park Road, Sanca, Electoral Area 'A' LOT 7 DISTRICT LOT 913 KOOTENAY DISTRICT PLAN 8037 (PID: 012-078-255)
Property Size: 0.34 ha

Site Context

The subject property is in Sanca in Electoral Area 'A'. It is designated for Suburban Residential (RS) use and similarly zoned Suburban Residential (R1) in Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013. The area surrounding the property is designated Suburban Residential (RS) and most properties are used for residential purposes or are vacant. The subject property has been improved with a single detached house and two sheds.

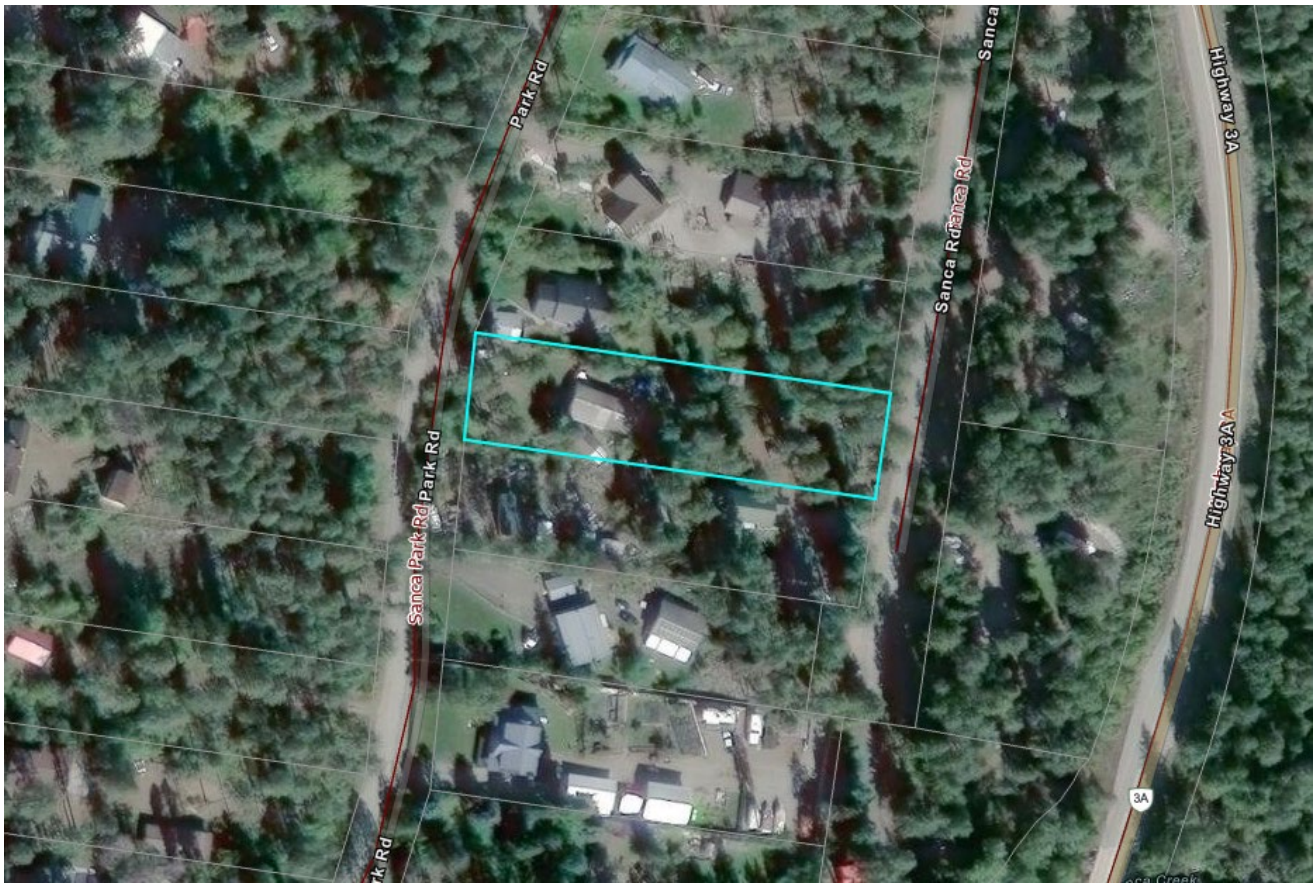


Figure 1: Overview Map

Proposal

In April 2026, the property owners were issued a building permit to construct an accessory building (garage) on their property. After the initial siting inspection and review by a surveyor, it was determined that the property line was not in the location that the property owners had initially thought due to the improper location of a property pin. As a result, instead of being 7.6m from the front lot line, the forms were placed partially on the subject property and partially on the road right-of-way. The siting also encroaches into the side lot line setback.

The purpose of the application is to consider allowing the 55 m^2 accessory building to be constructed in the current location where the forms have been placed within the front and side lot line setbacks. Thus, the owners are requesting to vary the required minimum setbacks as follows:

- front lot line setback from 7.5 m to 0.0 m -- a reduction of 7.5 m
- side lot line setback from 2.5 m to 2.17 m -- a reduction of 0.33 m

The accessory building, if completed, will encroach 1.6 m into the road right-of-way. The Ministry of Transportation and Transit (MOTT) has issued the property owners a permit for the structure to be constructed in this location.

The owners also noted that moving the accessory building to another location may not be possible due to the location of the septic system, power easement and waterline but were not able to provide an updated site plan showing the exact locations of these items for confirmation.

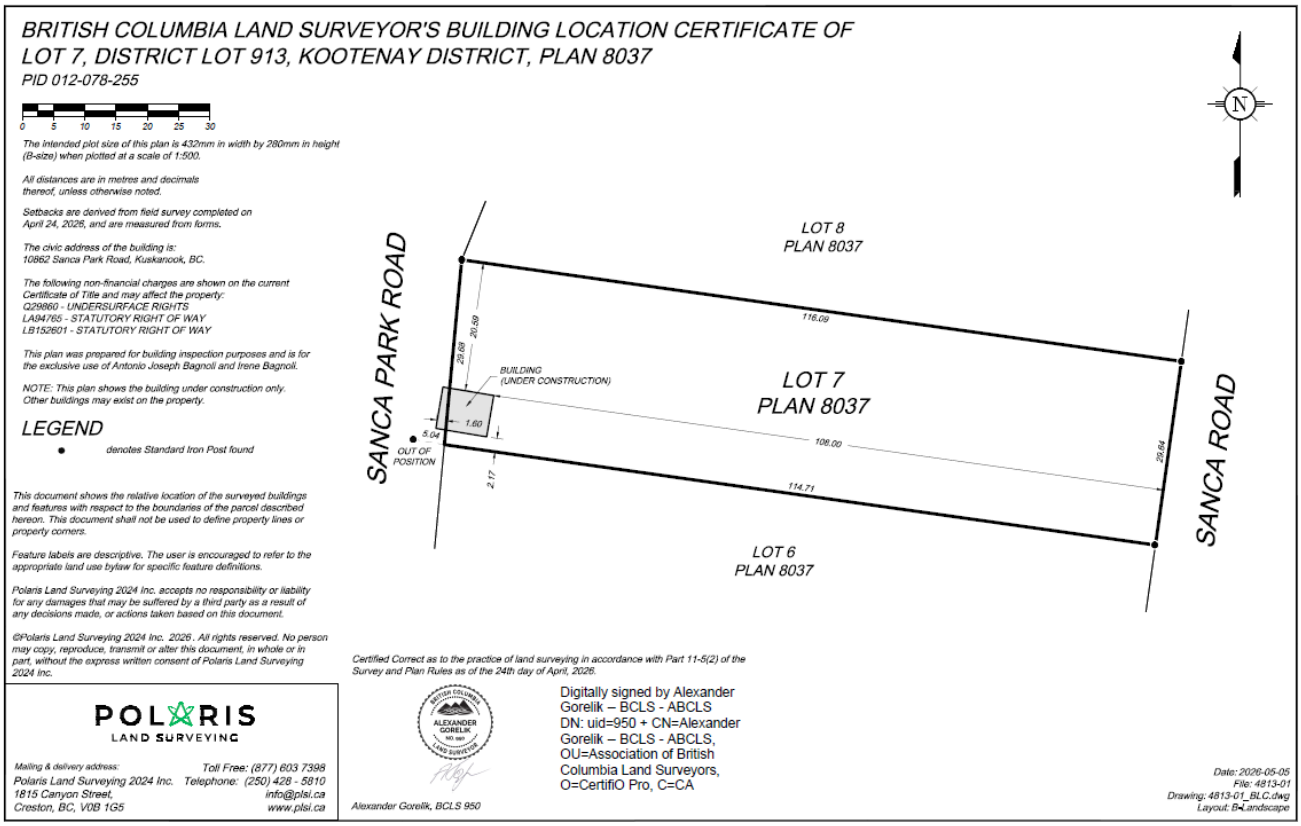


Figure 2: Site Plan

Figure 3: Site Photo

Land Use Considerations

Suburban Residential development generally includes single detached housing and duplexes and directs that these properties should be serviced by a community water system. The proposal is consistent with the objectives for suburban residential land uses.

Zoning Considerations

RDCK setback regulations are established to accommodate infrastructure, utilities, road widening, spatial separation, form and character preferences and privacy objectives.

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):

Section 498 of the Local Government Act gives authority to vary provisions of a zoning bylaw provided that they do not affect use and density.

3.3 Environmental Considerations

None anticipated.

3.4 Social Considerations:

None anticipated.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

Agency Referral Responses

In accordance with Schedule 'E' of the *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015*, planning staff referred the application to all applicable Regional District departments and government ministries and agencies for a period of thirty (30) days. Responses received are included in Attachment B.

Public and Neighbour Responses

In accordance with Schedule 'E' of the *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015*, a 'Notice of Development' sign was placed on the subject property. Notice of this proposal was sent via mail to owners and tenants of all parcels within 100 meters of the subject property. The proposal and relevant information was also posted to the RDCK Active Applications page where all current planning applications are made available to the public.

The property owner adjacent to the proposed side lot line setback reduction expressed that he had no concerns with the proposal. One other member of the public noted concerns with the structure being placed partially beyond the property line. These responses are included in Attachment B.

3.7 Staffing/Departmental Workplace Considerations:

Staff reviewed the application in accordance with the Development Variance Permit Procedure within Schedule 'E' of the Planning Procedures and Fees Bylaw No. 2547, 2015.

Should the Board approve the requested variance, staff would issue the Permit and register a Notice of Permit on the property's Title. At that time, the property owner could proceed with their building permit application.

3.8 Board Strategic Plan/Priorities Considerations:

Not applicable.

SECTION 4: SUMMARY

Planning Discussion

The applicant has applied for a DVP to authorize the construction of an accessory building at 0.0 m from the front lot line and 2.17 m from the side lot line. A portion of the building is also proposed to extend beyond the front lot line and encroach into the road right-of-way.

Setbacks help to maintain adequate spatial separation between neighbouring buildings and properties and protect road safety by keeping structures away from roads. The proposed setback reductions are supported by the adjacent property owner and are not anticipated to create adverse impacts.

While not specifically within the scope of this variance request, the RDCK Building Department did have concerns with the building encroaching into the road right-of-way. Despite this, MOTT as the authority responsible for the road right-of-way has authorized the building to be constructed in this location. While siting the building entirely within the property boundaries would be the preferred outcome from the RDCK perspective, compelling that result is beyond the scope of this variance request as this DVP only deals with the setback reductions on private property.

Given the above noted information, staff recommend that the Board approve the issuance of the DVP.

Options

Option 1 – Approve

That the Board APPROVE the issuance of Development Variance Permit V2612A to Irene and Antonio Bagnoli for the property located at 10862 Sanca Park Road, Sanca and legally described as LOT 7 DISTRICT LOT 913 KOOTENAY DISTRICT PLAN 8037 (PID: 012-078-255) to vary Section 18.17 of Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013 in order to permit a 0.0 metre setback from the front lot line and a 2.17 metre setback from the side lot line whereas the bylaw requires a 7.5 metre setback from the front lot line and a 2.5 metre setback from the side lot line.

Option 2 – Not Approve

That the Board NOT APPROVE the issuance of Development Variance Permit V2612A to Irene and Antonio Bagnoli for the property located at 10862 Sanca Park Road, Sanca and legally described as LOT 7 DISTRICT LOT 913 KOOTENAY DISTRICT PLAN 8037 (PID: 012-078-255) to vary Section 18.17 of Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013 in order to permit a 0.0 metre setback from the front lot line and a 2.17 metre setback from the side lot line whereas the bylaw requires a 7.5 metre setback from the front lot line and a 2.5 metre setback from the side lot line.

SECTION 5: RECOMMENDATIONS

That the Board APPROVE the issuance of Development Variance Permit V2612A to Irene and Antonio Bagnoli for the property located at 10862 Sanca Park Road, Sanca and legally described as LOT 7 DISTRICT LOT 913 KOOTENAY DISTRICT PLAN 8037 (PID: 012-078-255) to vary Section 18.17 of Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013 in order to permit a 0.0 metre setback from the front lot line and a 2.17 metre setback from the side lot line whereas the bylaw requires a 7.5 metre setback from the front lot line and a 2.5 metre setback from the side lot line.

Respectfully submitted,

Sadie Chezenko, Planner 1

CONCURRENCE

Nelson Wight – Planning Manager Approved
Amy Wilson – Acting General Manager of Development and Community Sustainability Approved
Stuart Horn – Chief Administrative Officer Approved

ATTACHMENTS:
Attachment A – Development Variance Permit
Attachment B – Referral Responses

Development Variance Permit

V2612A (Bagnoli)

Date: August 19, 2026

Issued pursuant to Section 498 of the *Local Government Act*

TO: Irene and Antonio Bagnoli

ADMINISTRATION

1. This Development Variance Permit (DVP) is issued subject to compliance with all of the bylaws of the Regional District of Central Kootenay (RDCK) applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this DVP, and any plans and specifications attached to this Permit that shall form a part thereof.
3. This DVP is not a Building Permit.

APPLICABILITY

4. This DVP 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: 10862 Sanca Park Road, Sanca, Electoral Area 'A'
   Legal: LOT 7 DISTRICT LOT 913 KOOTENAY DISTRICT PLAN 8037
   PID: 012-078-255

CONDITIONS

5. Development Variance

   Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013, Section 18.17 is varied as follows:

   From:

   Unless otherwise stated, no principal or accessory building or structure except a fence may be located within 7.5 metres of a front or exterior side lot line or within 2.5 metres of any other lot line.

   To:

Unless otherwise stated, no principal or accessory building or structure except a fence may be located within 0.0 metres of a front or exterior side lot line or within 2.17 metres of any other lot line.

As shown on Schedule ‘1’, and ‘2’.

6. Schedule

If the holder of the DVP does not substantially start any construction or does not register the subdivision with respect to which the permit was issued within two years after the date it is issued, the permit lapses.

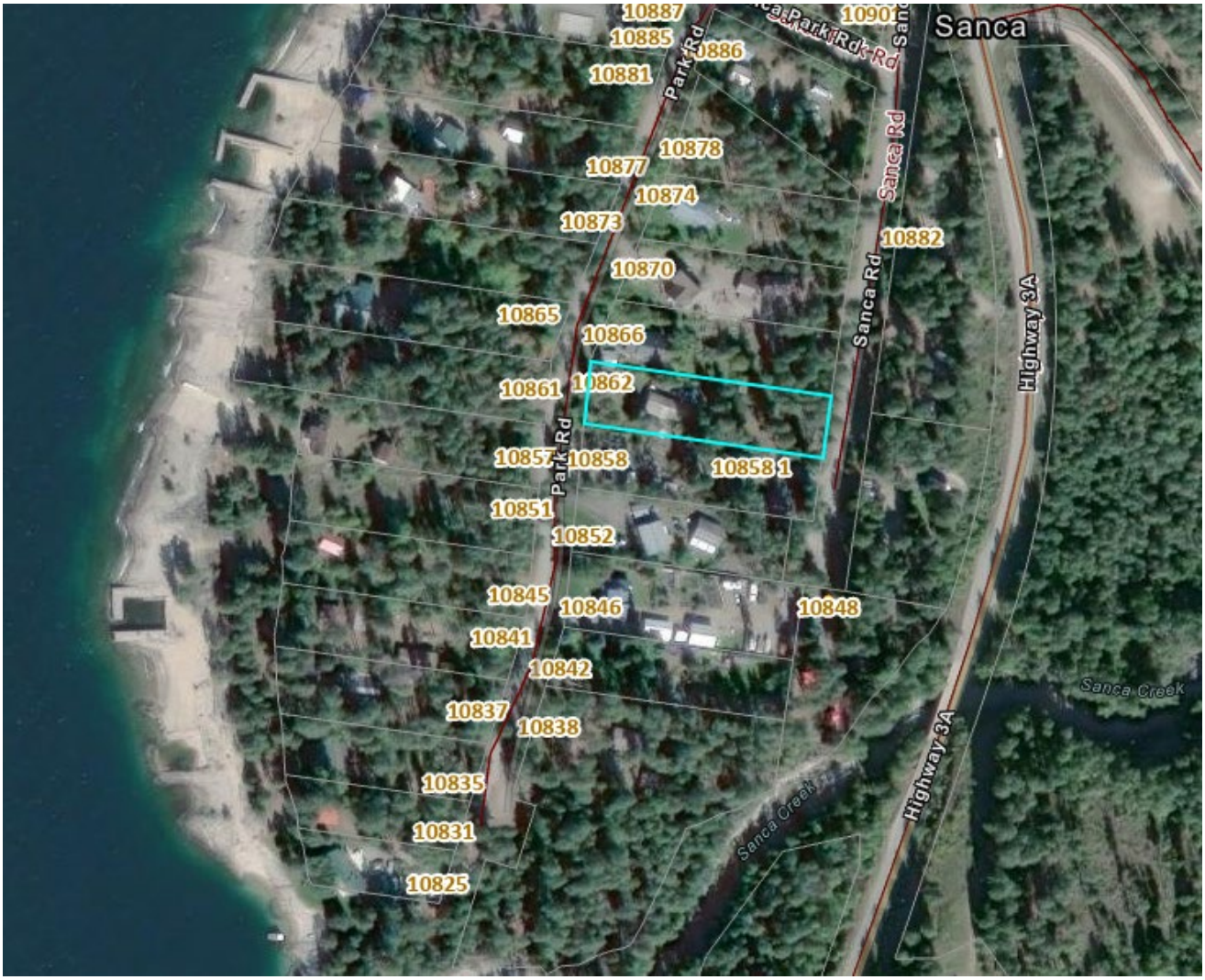
7. Other

Authorized resolution _____ passed by the RDCK Board on the 20th day of August, 2026.

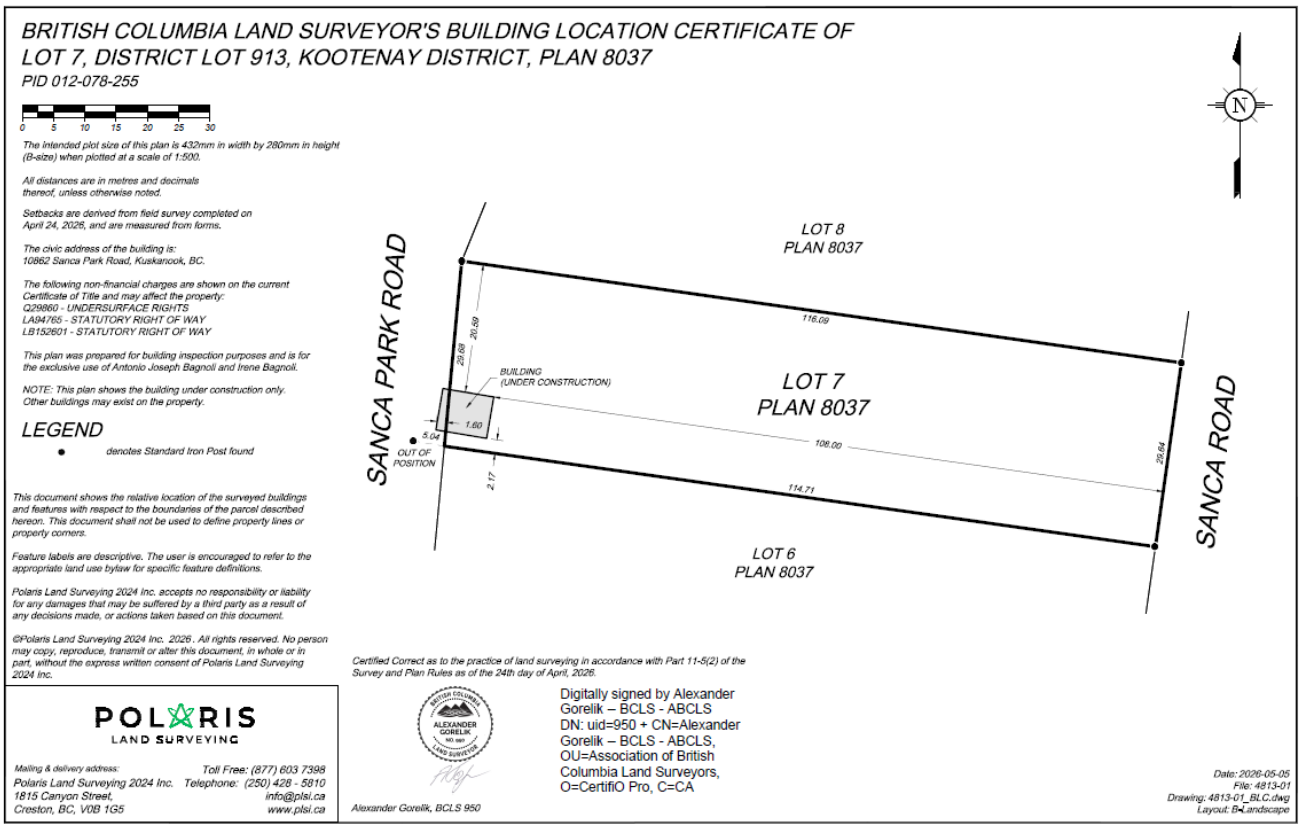
The Corporate Seal of
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY
was hereunto affixed in the presence of:

Aimee Watson, Board Chair	Mike Morrison, Corporate Officer

Schedule 1: Subject Property



Schedule 2: Site Plan



Referral Responses- V2612A

Agency/Department	Response
Crown Land Authorizations	On behalf of Kootenay Boundary Crown Land Authorizations, there are no concerns with this development variance permit.
Ecosystems Section Head - Kootenay-Boundary Region Ministry of Water, Land & Resource Stewardship	See attached letter.
Fortis BC	Land Rights Comments • There are no immediate concerns or requests for additional land rights based on the proposed variance and plans provided. Operational & Design Comments • There are FortisBC Electric ("FBC(E)")) primary distribution facilities along Sanca Road along the west property line. The existing FBC(E) facilities do not appear to be affected by the proposed variance. • For any changes to the existing service, the applicant must contact an FBC(E) designer at 1-866-4FORTIS (1-866-436-7847) for more details regarding design, servicing solutions, and land right requirements.
Ministry of Transportation and Transit (MOTT)	Thank you for the opportunity to comment on the above noted referral. The owner of the property applied to the Ministry of Transportation and Transit for a structure encroachment permit on May 7, 2026. I have since reviewed the proposal, conducted a site visit, discussed the proposal with the maintenance contractor and issued a permit to allow for construction of the structure as proposed under MoTT file 2026-02308. Given this, the ministry has no concerns with the proposed Development Variance Permit.
RDCK Building Department	No concerns with the reduced setback considering the front soffit overhang stays within the reduced setback. A building encroachment prior to pouring concrete is bad practice, the building department recommends that the building stay within the building owner's legal property boundaries.
RDCK Emergency Management	The EM Dept comments is that the areas in question are affected by: NDMP 1 – Steep Creek Hazard area with an Impact Likelihood Rating of Low and a Hazard Rating of Low.
RDCK Fire Services	This address is outside of any RDCK Fire Protection Area. Other than standard building code requirements that may apply there are no further comments from Fire Services.

Public	Response
Pat Kelly	I just wanted to leave you a message regarding V2612A – I am the property right next door and I have absolutely no problem with their application.
Branca Lewandowski	I was at the Commission meeting in Gray Creek yesterday afternoon where we were unable to proceed because we didn't have quorum. I would like to comment that I feel the situation in Sanca should be recommended to nudge the structure back to within the property line by turning the structure by 90degrees. Otherwise I see that a precedent could be set for future preferences by any of the other residents in that community. Who knows what kinds of future issues or circumstances could be compromised as a result of allowing this structure to go beyond property lines. Particularly, floodplain concerns, road maintenance, infrastructures, & erosion of built up banks right at the road.

July 5, 2023

Greetings,

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

Ministry of Water, Land and Resource Stewardship
Land Use Policy, Planning and Ecosystems
PO BOX 9367 Stn Prov Govt
Victoria, BC
V8W 9M3
www.gov.bc.ca/WLRS

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
Raptors (eagles, hawks, falcons, & owls)	Aug 15 – Jan 30
Herons	Aug 15 – Jan 30
Other Birds	Aug 1 – March 31

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 weeds 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.

Kind Regards,

Shannon White, RPBio
Ecosystems Section Head - Kootenay-Boundary Region
Ministry of Water, Land & Resource Stewardship
778-520-2683 / Shannon.white@gov.bc.ca

Committee Report

Date of Report: August 04, 2026
Date & Type of Meeting: August 19, 2026, Rural Affairs Committee
Author: Sadie Chezenko, Planner 1
Subject: LAND USE BYLAW AMENDMENT
File: Z2603F - HANGO
Electoral Area/Municipality F

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is for the Regional Board to consider an application for a land use bylaw amendment in Electoral Area 'F' to rezone a property from Country Residential (R2) to Country Residential (R2) Site Specific. The application is proposed to facilitate a boundary adjustment subdivision.

Given the existing nature of the undersized lots, the limited scope of the proposed amendment, and the absence of concerns raised by neighbouring property owners or referral agencies, Staff recommend that Amending Bylaw No. 3087, 2026 being a bylaw to amend Zoning Bylaw No. 1675, 2004 be given FIRST and SECOND and THIRD reading by content and that final adoption be withheld pending approval by Ministry of Transportation and Transit (MOTT) and the registration of a Section 219 Restrictive Covenant for riparian protection or the registration of a Section 219 Restrictive Covenant to prohibit disturbance within 15m of the stream boundary of Kootenay Lake.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION
Applicant: Joshua Hango
Property Owners: - Parcel 1: Janis and Robert Lindsay - Parcel 2: Lisa Pozin
Property Location: - Parcel 1: 442 Johnston Road, Electoral Area 'F' - Parcel 2: No Address, Electoral Area 'F'
Legal Description: - Parcel 1: BLOCK 12 DISTRICT LOT 370 KOOTENAY DISTRICT PLAN 2091 (PID: 005-641-993) - Parcel 2: LOT 13 DISTRICT LOT 370 KOOTENAY DISTRICT PLAN 2091 EXCEPT PARCEL 1 (REFERENCE PLAN 108355I) (PID: 014-086-522)
Property Sizes: - Parcel 1: 0.381 ha - Parcel 2: 0.224 ha
Current Zoning: - Parcel 1: Country Residential (R2) - Parcel 2: Country Residential (R2)

Current Official Community Plan Designation:

- Parcel 1: Country Residential (CR)
- Parcel 2: Country Residential (CR)

Site Context

The subject properties are on the Northshore in Electoral Area 'F' just across from the City of Nelson. They are designated for Country Residential (CR) use and are similarly zoned Country Residential (R2) in RDCK Zoning Bylaw no. 1675, 2004. The area surrounding the properties is designated Country Residential (CR) and most properties are used for residential purposes.

Parcel 2 is vacant, and Parcel 1 has been improved with a single detached home. The properties slope downward from northwest to southeast towards Kootenay Lake and are accessed off Johnstone Road via easements.

Figure 1: Overview Map

Development Proposal

The property owners are proposing to rezone the subject lands from Country Residential (R2) to Country Residential (R2) Site-Specific to facilitate a boundary adjustment subdivision that will result in two undersized lots. The proposed boundary adjustment is being pursued to provide Parcel 2 with legal road frontage, as required by Nelson Hydro to provide electrical service to the property.

Both existing parcels are already below the minimum lot size required by the zoning bylaw, and the proposed boundary adjustment will not reduce their overall areas. However, because the adjusted parcel boundaries will create lots that do not meet the minimum lot size requirements of the bylaw, a site-specific rezoning is required.

Parcel 1 has an area of 0.381 ha and Parcel 2 has an area of 0.224 ha. The proposed boundary adjustment would provide Parcel 2 (Proposed Parcel B) with frontage on Johnstone Road through the creation of a narrow panhandle, as shown in Figure 2. Excluding the panhandle, the developable portion of proposed Parcel B is 0.184 ha. This distinction is relevant because the RDCK Subdivision Bylaw does not permit the panhandle portion of a lot to be included when calculating the required minimum lot size.

To facilitate the boundary adjustment, the applicant is requesting the following site-specific amendments to RDCK Zoning Bylaw No. 1675:

> **From:** Section 603(3): *The minimum lot size for a lot created under Sections 603(1) and 603(2) shall be **0.2** hectares where serviced by a community water system and **0.4** hectares where not serviced by a community water system.*
>
> **To:** Section 603(3): *For proposed Parcel A, the minimum lot size for a lot created under Sections 603(1) and 603(2) shall be **0.2** hectares where serviced by a community water system and **0.381** hectares where not serviced by a community water system and for proposed Parcel B, the minimum lot size for a lot created under Sections 603(1) and 603(2) shall be **0.184** hectares where serviced by a community water system and **0.184** hectares where not serviced by a community water system.*

This amendment would apply only to the subject parcels and would not affect the minimum lot size requirements elsewhere in the R2 Zone.

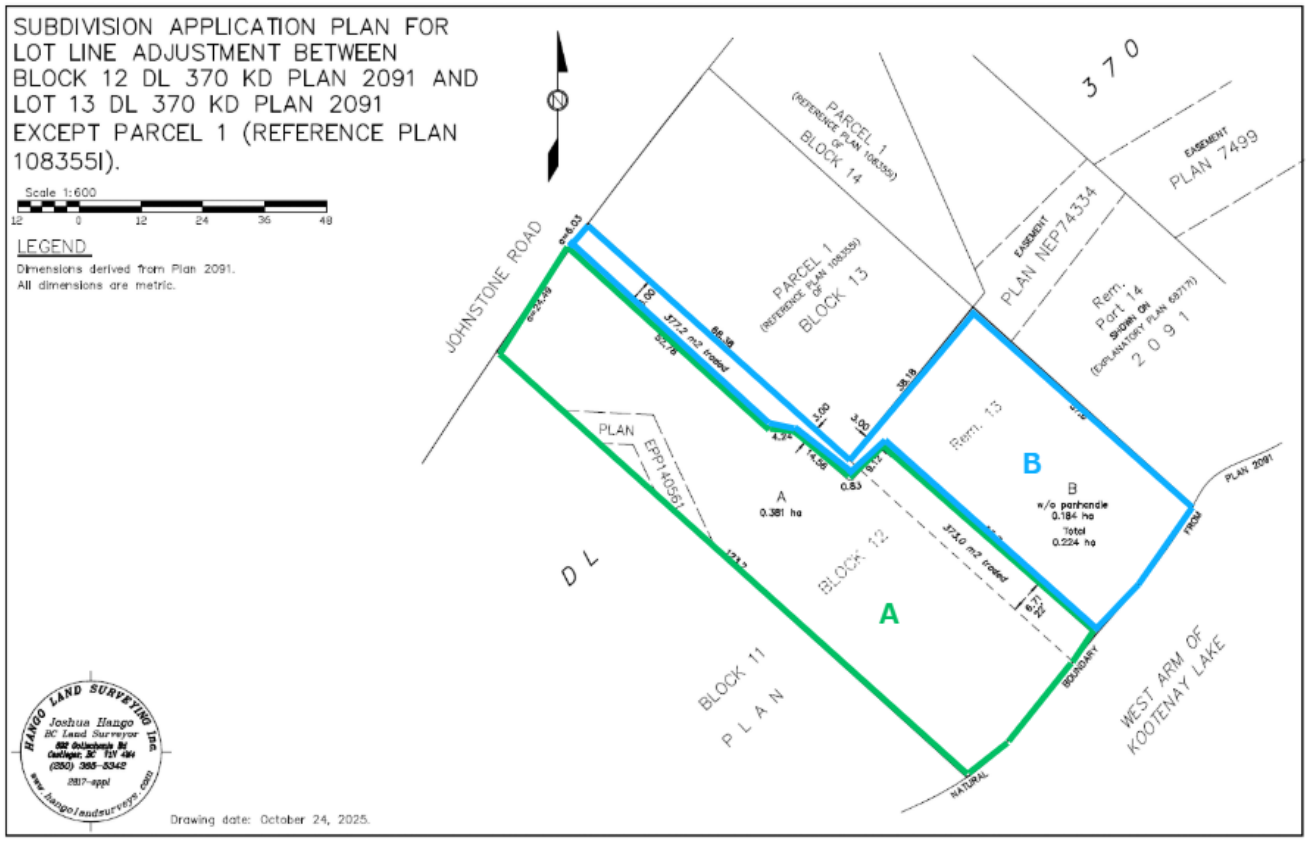


Figure 2: Site Plan

Land Use Considerations

Official Community Plan (OCP)

The OCP land use designation for this property is Country Residential (CR). The OCP states that Country Residential development generally includes single detached housing, manufactured homes, duplexes, and other buildings and uses that fit with the low-density character of the designation. The proposal is consistent with the OCP.

Zoning Bylaw

The subject properties are zoned Country Residential (R2) in RDCK Zoning Bylaw No. 1675, 2004. The only proposed change to the zoning is to allow the reduction of the minimum lot sizes as outlined in the development proposal.

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 was paid in full pursuant to *Planning Procedures and Fees Bylaw No. 2457, 2015*.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

The application was processed in accordance with Planning Fees and Procedures Bylaw No. 2457, 2015.

3.3 Environmental Considerations

The properties include riparian areas adjacent to Kootenay Lake. Riparian areas make critical contributions to a healthy aquatic environment. They stabilize slopes, absorb storm water runoff, provide fish and wildlife habitat,

and increase landscape connectivity and biodiversity. They are also important natural assets because of their role in buffering adjacent areas and watercourses from pollution, sedimentation, erosion and the impacts of temperature and weather changes, which may continue to have increasing impacts with climate change.

From an environmental perspective, it is generally ideal to leave riparian areas undisturbed and when avoidance is impossible, to minimize impacts and offset impacts in ways recommended by a Qualified Environmental Professional. Proposed Parcel B is currently undeveloped and there is no riparian protection development permit area (DPA) in this part of the RDCK. If development is planned in the future, the owners are encouraged to hire a Qualified Environmental Professional to guide the development in a manner that minimizes the impact to the riparian habitat and seeks opportunities to offset proposed impacts.

In addition, any proposed development on the properties will need to comply with the RDCK Floodplain Management Bylaw which specifies floodplain setbacks and flood construction levels near watercourses.

3.4 Social Considerations:

None anticipated.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

Public and Neighbour Notice

In accordance with Schedule 'C' of the *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015*, a 'Notice of Development' sign was placed on the subject property. Notice of this proposal was sent via mail to owners and tenants of all parcels within 100 meters of the subject property. The proposal and relevant information was also posted to the RDCK Active Applications page where all current planning applications are made available to the public. To date, no responses to these notices have been received.

Agency Referral Responses

In accordance with Schedule 'C' of the *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015*, planning staff referred the application to all applicable Regional District departments, First Nations, government ministries and agencies for a period of thirty (30) days. Responses are attached to this report as Attachment B.

3.7 Staffing/Departmental Workplace Considerations:

Staff reviewed the application in accordance with the Land Use Amendments Procedures within Schedule 'D' of the *Planning Procedures and Fees Bylaw No. 2547, 2015.*

3.8 Board Strategic Plan/Priorities Considerations:

Not applicable.

SECTION 4: SUMMARY

Planning Discussion

The creation of undersized lots is generally discouraged because they may not provide sufficient area to accommodate servicing, safe building sites, parking, and access, and can contribute to overdevelopment. For waterfront properties, the creation of undersized lots can also contribute to the degradation of riparian areas.

In this case, the undersized lots are an existing condition, and the proposed boundary adjustment will not further reduce their size. Rather, the site-specific rezoning would facilitate a boundary adjustment that provides proposed Parcel B with the road frontage required for Nelson Hydro to provide electrical service. To mitigate against development impacts to riparian areas, staff are recommending that the owner of Parcel 2 enter into either:

- a restrictive covenant with the RDCK that ensures that a QEP is hired to conduct a riparian assessment in accordance with the RDCK Terms of Reference that would identify how Proposed Lot B (the undeveloped lot) can be developed with as little impact on the riparian area as possible or;
- a restrictive covenant with the RDCK that prohibits disturbance within 15m of the stream boundary of Kootenay Lake.

Given the existing nature of the undersized lots, the limited scope of the proposed amendment, and the absence of concerns raised by neighbouring property owners or referral agencies, staff recommend that the Board grant first, second, and third readings to the amendment bylaw and withhold adoption until approval is received from the Ministry of Transportation and Transit (MOTT) and one of the two restrictive covenants is registered.

Options

Option 1: Grant First, Second and Third Reading and withhold consideration of Adoption until MOTT approval and the registration of Section 219 Restrictive Covenant for Riparian Protection
That Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given FIRST, SECOND and THIRD reading by content.

And that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026 until the following items have been obtained:

- Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).
- Registration of a Section 219 Restrictive Covenant for riparian protection prepared to the satisfaction of the General Manager of Development and Community Sustainability or the registration of a Section 219 Restrictive Covenant to prohibit disturbance within 15m of the stream boundary of Kootenay Lake prepared to the satisfaction of the General Manager of Development and Community Sustainability

Option 2: Grant First, Second and Third Reading and withhold consideration of Adoption until MOTT approval
That Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given FIRST, SECOND and THIRD reading by content.

And that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026 until the following item has been obtained:

- Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).

Option 3: Deny the application
That the Board take no further action in regard to Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026.

SECTION 5: RECOMMENDATIONS

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given FIRST, SECOND and THIRD reading by content.

And that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026 until the following items have been obtained:

- Approval from the Ministry of Transportation and Transit pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).
- Registration of a Section 219 Restrictive Covenant for riparian protection prepared to the satisfaction of the General Manager of Development and Community Sustainability or the registration of a Section 219 Restrictive Covenant to prohibit disturbance within 15m of the stream boundary of Kootenay Lake prepared to the satisfaction of the General Manager of Development and Community Sustainability

Respectfully submitted,

Sadie Chezenko, Planner 1

CONCURRENCE

Planning Manager – Nelson Wight Approved
Acting Manager of Development and Community Sustainability – Amy Wilson Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – Amendment Bylaw No. 3087
Attachment B – Referral Responses

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3087

A Bylaw to amend Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004

WHEREAS it is deemed expedient to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004, and amendments thereto.

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

APPLICATION

That Schedule 'A' of Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004, be amended by changing the Zoning Designation of BLOCK 12 DISTRICT LOT 370 KOOTENAY DISTRICT PLAN 2091 (PID 005-641-993) and LOT 13 DISTRICT LOT 370 KOOTENAY DISTRICT PLAN 2091 EXCEPT PARCEL 1 (REFERENCE PLAN 108355I) (PID 014-086-522) from Country Residential (R2) to Country Residential (R2) Site-Specific to allow two undersized lots, specifically that despite section 603(3), the minimum lot size for a lot created under Sections 603(1) and 603(2) shall be 0.184 hectares where serviced by a community water system and 0.184 hectares where not serviced by a community water system for the area shown on the attached map outlined in blue and that despite section 603(3), that the minimum lot size for a lot created under Sections 603(1) and 603(2) shall be 0.2 hectares where serviced by a community water system and 0.381 hectares where not serviced by a community water system for the area shown outlined in green on the attached Map.

1 This Bylaw shall come into force and effect upon its adoption.

CITATION

2 This Bylaw may be cited as **"Regional District of Central Kootenay Zoning Amendment Bylaw No. 3087, 2026."**

READ A FIRST TIME this	20	day of	August , 2026.
READ A SECOND TIME this	20	day of	August ,2026.
READ A THIRD TIME this	20	day of	August , 2026.

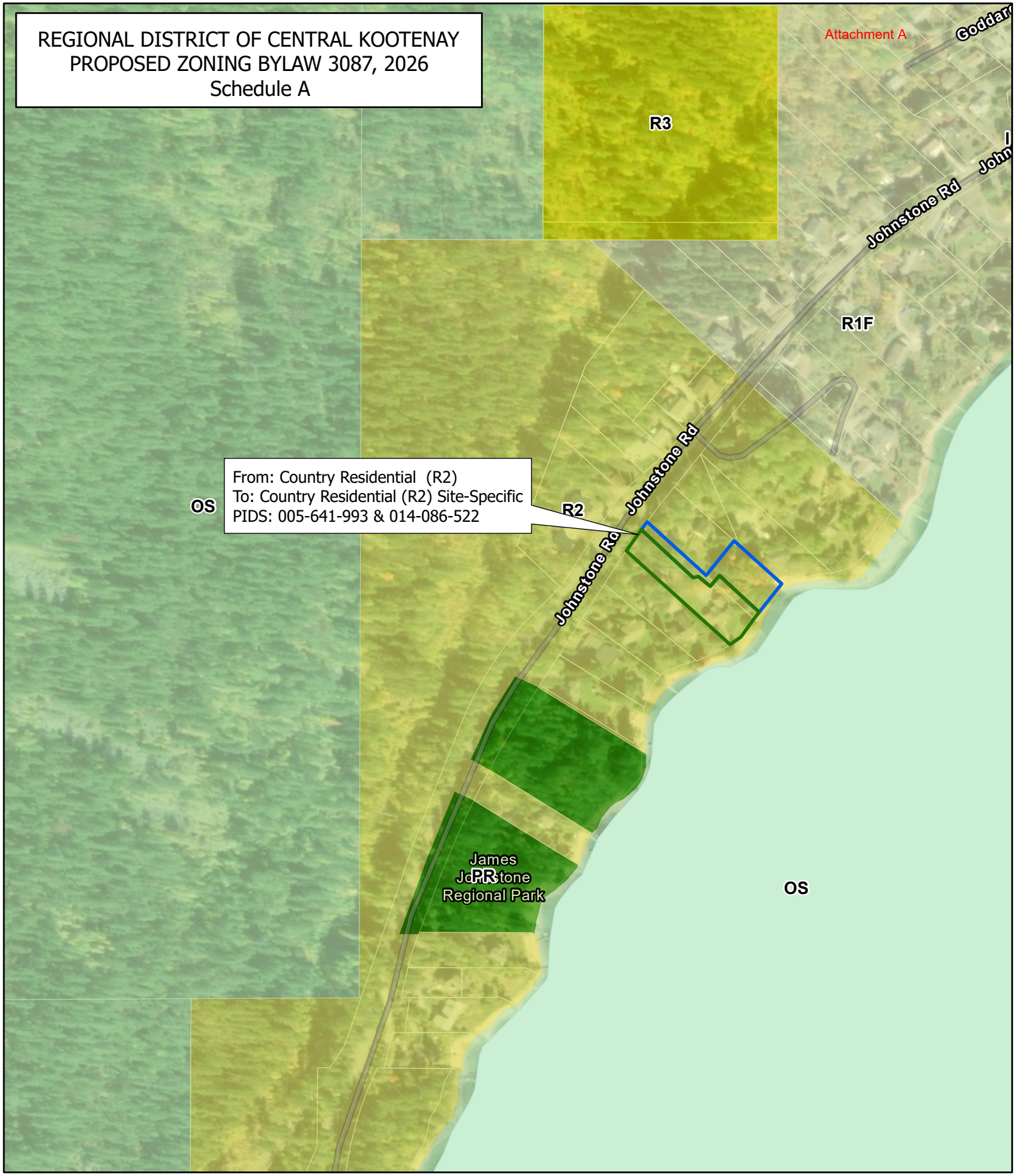
[Controlled Highway or Exceeds 4500 sq.m] APPROVED under **Section 52 (3)(a) of the Transportation**

Act this [Date] day of [Month] , 20XX.

_____
Approval Authority,
Ministry of Transportation and Transit

ADOPTED this [Date] day of [Month] , 20XX.

_____ _____
[Name of Board Chair], Board Chair [Name of CO], Corporate Officer



SCHEDULE A - BYLAW 3087

REGIONAL DISTRICT OF CENTRAL KOOTENAY

- Proposed Lot A
- Proposed Lot B
- Roads
- Cadastre
- Commercial
- Industrial
- Open Space
- Parks and Recreation
- Reserve Zone
- Residential 1
- Residential 2
- Residential 3
- Residential 4
- Residential 5
- Resource Area

Date: 2026-07-30

The mapping information shown are approximate representations and should only be used for reference purposes.

Referral Responses- Z2603F

Agency/Department/First Nation	Response
Crown Land Authorizations	That you for the opportunity to review. On behalf of Crown Lands, I have no concerns with the proposed Bylaw Amendment.
Ecosystems Section Head - Kootenay-Boundary Region Ministry of Water, Land & Resource Stewardship	See attached letter.
Fortis BC	Please be advised FortisBC Inc. (Electric) has no concerns as it appears from our internal mapping we have no electric asset in the area.
Ministry of Transportation and Transit (MOTT)	Thank you for the opportunity to comment on the above noted referral. The ministry has received an application for a two-lot boundary adjustment in alignment with the plans provided in the referral package. A thorough review has been completed, and a Preliminary Layout Review (PLR) letter has been issued outlining the necessary conditions to be met in order to facilitate the boundary adjustment. As such, the ministry has no concerns with the proposed bylaw amendment.
Nelson Hydro	Nelson Hydro has no objections to the proposed rezoning or boundary adjustments.
Okanagan Indian Band	The Territorial Stewardship Division would like to acknowledge receipt of the above referral. The Okanagan Indian Band (“OKIB”) has conducted a desktop review of the project. The location of the project to which the referral relates is within Syilx (Okanagan Nation) territory, and may have impacts on Syilx Aboriginal Title and Rights, which OKIB holds as part of the Syilx. However, the project is located outside the OKIB’s Area of Responsibility as a member of the Syilx. At this time, we defer to the Lower Similkameen Indian Band and Penticton Indian Band for a more in depth review. Please keep us informed of any updates or changes to the project as this may change our assessment and our view on the need for further consultation with OKIB. liml?mt | Thank You
Penticton Indian Band	See attached letters.
Shuswap Indian Band	See attached letter.

Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8
Referrals@pib.ca | www.pib.ca
Telephone: 250-492-0411
Fax: 250-493-2882

Consulting ID:
PIB-2026-2025

Project Name
PIB-2026-2025-Bylaw Amendment Application .

Consulting Organization:
Regional District of Central Kootenay

17-Jun-2026 15:14 PDT

Attention: Sadie Chezenko

We are in receipt of the above referral. This proposed activity is within the snpink'tn (PIB) Area of Interest within the Okanagan Nation's Territory, and the lands and resources are subject to our unextinguished Aboriginal Title and Rights.

The Supreme Court of Canada in the *Tsilhqot'in* case has confirmed that the province and Canada have been applying an incorrect and impoverished view of Aboriginal Title, and that Aboriginal Title includes the exclusive right of Indigenous People to manage the land and resources as well as the right to benefit economically from the land and resources. The Court therefore concluded that when the Crown allocates resources on Aboriginal title lands without the Indigenous peoples' consent, it commits a serious infringement of constitutionally protected rights that will be difficult to justify.

snpink'tn (PIB) has specific referral processing requirements for both government and proponents which are integral to the exercise of our management right and to ensuring that the Crown can meet its duty to consult and accommodate our rights, including our Aboriginal title and management rights. According to this process, proponents are required to pay a $500 processing fee for each referral. This fee must be paid within 30 days. Proper consultation and consideration of potential impacts cannot occur without the appropriate resources therefore it is only with payment that proper consultation can begin and the proposed activity/development can be reviewed.

Attachment B

Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8
Referrals@pib.ca | www.pib.ca
Telephone: 250-492-0411
Fax: 250-493-2882

Invoice Number: PIB-2026-2025
Referrals Processing Fee
Sub Total $ 500.00
Tax $ 0.00
Total $ $500.00

INVOICE AMOUNT FOR PRELIMINARY OFFICE REVIEW $500.00

We accept cash and cheque via mailing as well as EMT. Our mailing address is 841 Westhills Drive Penticton BC, V2A OE8. Our EMT is PIBPayments@pib.ca.
Please have 'ATTN: Natural Resources File # PIB-2026-2025 PC:132 ' in the notes if you are using EMT or if you are using another method, please supply the referral number with it .

Upon receipt of the processing fee, we will commence our review. You may then expect to receive a letter from us notifying you of the results of our review of potential impacts of the project within 30 to 90 days.

If the proposed activity requires a more in-depth review, snpink'tn (PIB) will notify the proponent and all parties will negotiate a memorandum of agreement regarding a process for review of the proposed activity.

Please note that our participation in the referral and consultation process does not define or amend snpink'tn (PIB) Aboriginal Rights and Title, or limit any priorities afforded to Aboriginal Rights and Title, nor does it limit the positions that we may take in future negotiations or court actions.

If you require further information or clarification, please do not hesitate to contact me.

limləmt,

Caroline Stewart
Office Administrator

Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8
Referrals@pib.ca | www.pib.ca
Telephone: 250-492-0411
Fax: 250-493-2882

snpink'tn (Penticton) Indian Band səxʷtəxt'am' department
Natural Resources
email: cstewart@pib.ca
office: 250-492-0411 Ext: 241
address: 841 Westhills

Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8
Referrals@pib.ca | www.pib.ca
Telephone: 250-492-0411
Fax: 250-493-2882

Consulting ID:
PIB-2026-2025

Project Name
PIB-2026-2025-Bylaw Amendment Application .

Consulting Organization:
Regional District of Central Kootenay

17-Jun-2026 15:16 PDT

Attention: Sadie Chezenko - Laura Christie

RE: 40 (forty) day extension

Thank you for the above application that was received on 16-Jun-2026.

This letter is to inform you that due to current levels of internal capacity, we are unable to review your referral in your proposed timeline. With additional time, the snpink'tn (Penticton) Indian Band səxʷtəxt'am' department will be able to ensure that an informed review process will occur. We are setting the new timeline to be 40 days from the existing timeline.

syilx (Okanagan Nation) Title includes snpink'tn right to proactively use and manage our resources. In Tsilhqot'in, the Supreme Court of Canada emphasizes the need to seek the consent of the title-holding Aboriginal group, and warns, without consent for a project, the proponent risks having the project cancelled. The obligation to seek free, prior and informed consent is further required by the United Nations Declaration on the Rights of Indigenous People (UNDRIP). UNDRIP requires that Indigenous peoples shall be consulted and cooperated with in good faith in order to obtain their free and informed consent prior to the approval of any project affecting their lands or territories and other resources, particularly in connection with the development, utilization or exploitation of mineral, water or other resources.

Please note that not receiving a response regarding a referral from snpink'tn in the pre-application, current or post-application stage does not imply our support for the project.

Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8
Referrals@pib.ca | www.pib.ca
Telephone: 250-492-0411
Fax: 250-493-2882

I appreciate your co-operation.

limləmt,

Caroline Stewart
Office Administrator
snpink'tn (Penticton) Indian Band səxʷtəxt'am' department
Natural Resources
email: cstewart@pib.ca
office: 250-492-0411 Ext: 241
address: 841 Westhills Drive
Penticton, British Columbia
Canada V2A 0E8

3A – 492 Arrow Road
Invermere, BC V0A 1K2

T: 250-341-3678
F: 250-341-3683

www.shuswapband.net

29-Jun-2026 15:31 MDT

Weyt-k (Hello),

Shuswap Band is in receipt of the project information for: -Bylaw Amendment Application .

The proposed project is located within Shuswap Band's Caretaker Area, within the greater *Secwépemcúlecw* (Secwepemc Traditional Territory). As land users and stewards, Shuswap Band members continue to exercise their Section 35 Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering, and fishing, along with rights associated with spiritual and cultural traditions that are practiced in accordance with Secwepemc customs, laws, and governance structures. Secwepemc share an obligation of caretaker responsibility (stewardship) which is to act mindfully, learning from and caring for surrounding ecosystems for the health and survival of future generations, as is their Indigenous right (UNDRIP, Bill 41, Bill C15) Secwepemc culture hinges on the belief that the land responds positively to care and respect, and that *tmicw* (the air, lands, and resources) is interconnected at a watershed level. It is therefore critical for Shuswap Band to be actively engaged and consulted on all developments occurring within their Caretaker Area.

Based on our initial review, the nature of the proposed activity, its location, and the current information available to our office at this time, we do not see any apparent significant impacts to our asserted Indigenous rights at this time. However, we may at future date want to revisit consultation on this matter should new information become available.

The province is responsible for ensuring adequate consultation and where appropriate, accommodation to address potential impacts of proposed developments on Shuswap Band's Caretaker Territory of asserted Aboriginal Rights and Title. It is Shuswap Band's expectation that continued consultation on projects and on matters shall continue to be carried out, particularly those that may affect our long-term traditional land use, occupancy and access, including potential cumulative impacts between proposed activity and other previous or future

3A – 492 Arrow Road
Invermere, BC V0A 1K2

T: 250-341-3678
F: 250-341-3683

www.shuswapband.net

developments within the project footprint and in adjacent areas (watershed, habitat type, aquifer, viewscape, etc.).

Kukwstsétsemc (Thank you).

Referrals Coordinator
"Our people are our strength. Our children are our future."

Cc: Barb Cote - Chief, Shuswap Band
Mark Thomas - Councillor, Shuswap Band
Richard Martin - Councillor, Shuswap Band
Braydi Rice – Director, Territorial Stewardship, Shuswap Band
Joshua Martin – Director, Culture and Heritage, Shuswap Band

July 5, 2023

Greetings,

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

Ministry of Water, Land and Resource Stewardship
Land Use Policy, Planning and Ecosystems
PO BOX 9367 Stn Prov Govt
Victoria, BC
V8W 9M3
www.gov.bc.ca/WLRS

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
Raptors (eagles, hawks, falcons, & owls)	Aug 15 – Jan 30
Herons	Aug 15 – Jan 30
Other Birds	Aug 1 – March 31

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 weeds 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.

Kind Regards,

Shannon White, RPBio
Ecosystems Section Head - Kootenay-Boundary Region
Ministry of Water, Land & Resource Stewardship
778-520-2683 / Shannon.white@gov.bc.ca

Committee Report

Date of Report: August 4, 2026
Date & Type of Meeting: August 19, 2026 – Rural Affairs Committee
Author: Zachari Giacomazzo, Planner 1
Subject: NON FARM USE IN THE AGRICULTURAL LAND RESERVE
File: A2607C
Electoral Area/Municipality C

SECTION 1: EXECUTIVE SUMMARY

This report seeks the Board's consideration of an Agricultural Land Commission (ALC) application for a Non-Farm Use within the Agricultural Land Reserve (ALR) for the property located at 2012 Kootenay River Road, West Creston in Electoral Area 'C'.

The purpose of this Non-Farm Use application with the ALC is to authorize the RDCK to establish a regional park on the subject property.

Given that this proposal will formalize the existing informal "park" use of the property and allow the RDCK to better regulate how the site is used, Staff recommend the Board support this application.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION
Applicant: RDCK c/o Mark Crowe
Property Owners: Creston Dyking District
Property Location: 2012 Kootenay River Road, West Creston in Electoral Area 'C' THAT PART OF DISTRICT LOT 13567 BEING THE DRAINAGE CHANNEL RESERVES AND DYKES SHOWN ON PLAN 1859 AND THOSE PARTS OF THE SAID LOT LYING BETWEEN THE DYKES AND THE BOUNDARIES OF THE SAID LOT (PID: 016-494-440)
Property Size: 6.45 hectares (15.94 acres)
Area of Property Affected: 1.2 hectares (approximately 3 acres)
Current Zoning: Agriculture 3 (AG3)
Current Official Community Plan Designation: Agriculture (AG)

Site Context

The subject property is in West Creston, at the southern terminus of Kootenay River Road. The property is entirely within the ALR and is located in an agricultural area characterized by large farms. The 6.45 hectare lot is a relatively flat and bordered by the Kootenay River to the south and private agricultural land to the north. There are presently no agricultural uses on the property because it is the location of a dike maintained by Creston Dyking District that runs along the Kootenay River. The location of the proposed regional park is the former site of the West Creston Ferry Landing, where a cable ferry previously connected the southern part of West Creston

with the Town of Creston and rest of the Creston Valley prior to Highway 3 being constructed over the Creston flats, 3.5 km to the north of the subject site.

The existing unmanaged gathering space is currently a lightly developed, low-use site with a mix of informal recreation and remnants of past infrastructure. Current infrastructure includes a gravel parking area and minimal public use amenities, including: a few picnic tables, a 2m x 2m fire pit, and concrete barriers left from an incomplete park development project. There is a gravel approach to the river (former ferry landing) that is regularly used by locals as a boat launch. The park is used informally for boating, fishing, swimming and picnicking. The area sees low to moderate visitation primarily by local residents.

Proposed Development

This Non-Farm Use application has been submitted to the ALC in order to authorize a 1.2 hectare portion of the subject property to be leased and used as a Regional Park. The RDCK intends to lease an area solely for the purpose of providing a publicly accessible regional park. This includes the development, enhancement, and maintenance of existing and new park amenities, parking areas, and the boat launch. The overall purpose of establishing the site as a regional park is to better manage the area by operating the site in accordance with the RDCK's standards for parks and recreation facilities:

- The Lease Area will be operated by the RDCK like other public park spaces.
- The RDCK will operate and maintain the park space.
- Park hours will be dawn to dusk.
- The public can use the park space on a first come, first serve basis.
- Public use will be permitted per the RDCK's park policies and practices.
- The RDCK will be responsible for all park rules, operational policies, and enforcement measures governing visitor conduct within the park.

SURROUNDING LAND USES
North: Agriculture 3 (AG3) zoned properties within the ALR
East: Agriculture 3 (AG3) and Environmental Reserve (ER) zoned property within the ALR
South: Agriculture 3 (AG3) and Environmental Reserve (ER) zoned property within the ALR
West: Agriculture 3 (AG3) and Environmental Reserve (ER) zoned property within the ALR

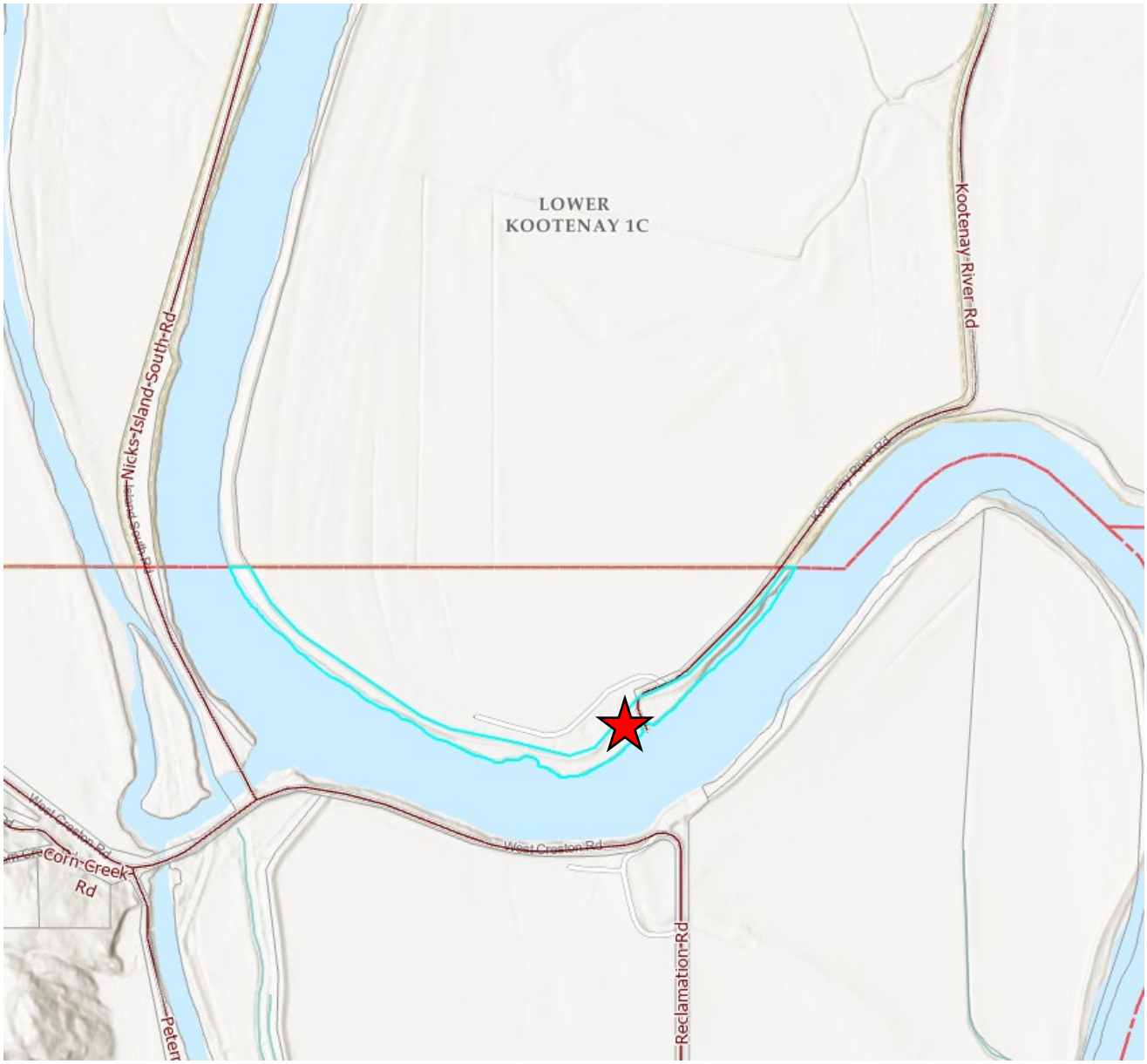


Figure 1 - Location Map with the subject property outlined light blue, and the location of the proposed Regional Park identified with a red star.

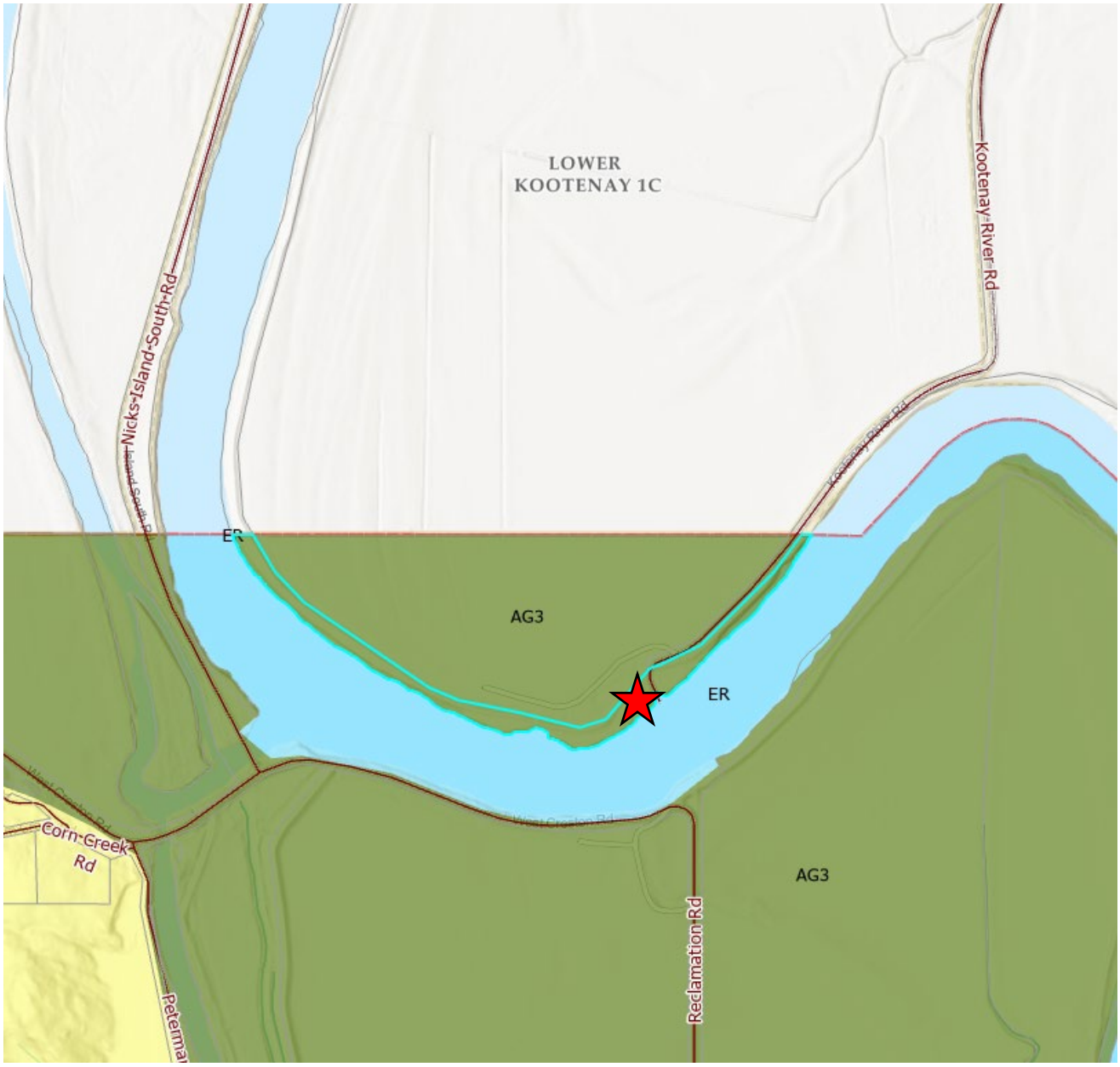


Figure 2 - Zoning Map

Figure 3 - ALR Boundary Map

Figure 4 – Detail aerial imagery of the site showing the existing conditions/facilities (parking area, fire pit, picnic tables, boat launch)

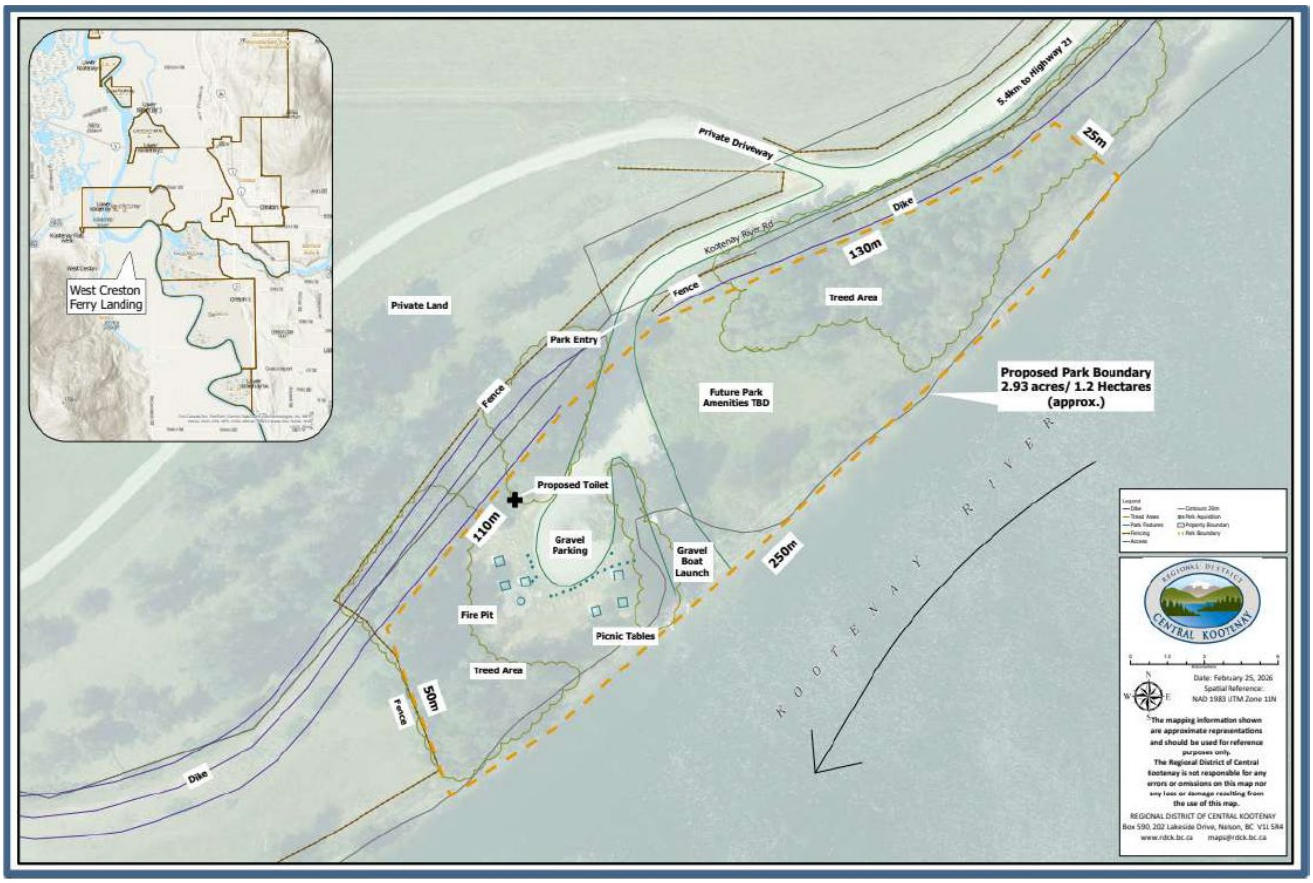


Figure 5 – Site plan showing proposed park boundary and conceptual location for a proposed toilet.

Land Use Considerations

Official Community Plan (OCP)

The OCP land use designation for this property is Agriculture (AG). The OCP states that Electoral Area C is one of the richest agricultural areas of the Province, with lands being used for large commercial agricultural production of grains, hay, produce, dairy and livestock in addition to other associated agricultural activities. It also states that agriculture is a basis for tourism and industry in the area. The OCP identifies the following relevant objectives and policies for agricultural parcels:

Agriculture Objectives

1. To preserve and promote the use of agricultural land for current and future agricultural production, and to protect this land from uses which are inconsistent with agricultural use or are incompatible with existing agricultural uses in the area.
2. To encourage the agricultural sector's viability by pursuing supportive land use policies within and adjacent to farming areas and to ensure adequate water and land resources for agricultural purposes with recognition of the importance of local food production.
3. To support agricultural land use practices that do not adversely affect the surrounding environment nor compromise the capability of the land for future food production.
4. To support agricultural land use practices within and adjacent to farming areas that seek to minimize conflicts between agriculture and other land uses.

5. To support a strategy for diversifying and enhancing farm income by creating opportunities for uses secondary to and related to agricultural use.
6. To encourage senior levels of government to enable and facilitate agricultural activity and industry.
7. To recognize distinct agricultural areas reflecting unique historical development trends, soils and climate.
8. To examine any ALR boundary changes in association with affected landowners

Agricultural Policies

The Regional Board:

12. May require that new development adjacent to agricultural areas provide sufficient buffering in the form of setbacks, fencing or landscaping.
14. Supports directing intensive agricultural operations to larger lots or increasing building setbacks and other possible mitigation measures to prevent potential conflicts with adjacent land uses.

Parks and Recreation, Culture and Heritage

Although the subject site is not designated "Parks and Recreation (PR)" and a change to the Comprehensive Land Use Bylaw is not required to authorize the park use, the OCP provides policy direction that supports the preservation of existing "informal" parks and amenities and supports on-going maintenance and public access to the Creston Valley Dike system.

The Plan area contains a number of large internationally significant (Creston Valley Wildlife Area, portions of Stagleap Provincial Park) as well as smaller local facilities Summit Creek Park and Campground, Goat River Community Park, the Dewdney Trail and trail systems throughout the Diking system. Public recreational trails and public spaces of all types exist informally or are managed by local interest groups on Crown lands or public lands throughout the Plan area. Coordination and partnership with the RDCK and other government agencies ensures that land development does not inhibit the potential of establishing and maintaining an integrated trail network.

Parks and Recreation, Culture and Heritage Objectives

1. To provide local recreational opportunities for local residents and visitors that does not stress existing facilities, services, and resources; or generate undue cost to local taxpayers.
2. To work toward the development of a comprehensive trail system that is consistent and complementary with other trails in the RDCK.
3. To support cultural activities and facilities throughout the Plan area.

Parks and Recreation, Culture and Heritage Policies

The Regional Board:

4. Recognizes the Town of Creston as a cultural and social centre for the Plan area.
5. Supports the existing network of public recreation sites and trails, as well as the creation and extension of a connected network of trails and public corridors to access community parks, recreation areas, public open space and amenities, where feasible.
6. Proposes the establishment of a recreation system in the Plan area based on the following categories:
    a. community parks or open space greenbelts that provide for watershed protection, access to lake and creek shorelines, and dispersed low environmental impact recreational facilities, such as walking and cycling trails;
    b. community parks should be centrally located, and if possible located in association with community halls, playgrounds, ball fields, tennis courts and/or other recreation activities; and

c. recreation facilities within the Town of Creston.

7. Recognizes the importance and significance of the Creston Valley Wildlife Management Area.
8. Recognizes the importance and significance of the Creston Valley Dike system for recreational purposes and flood control, and supports on-going maintenance and public access to the system for these purposes.
9. Recognizes and supports the RDCK Regional Parks Strategy.

Zoning Bylaw and ALR Use Regulation

The subject property is zoned Agriculture (AG3) in the Electoral Area 'C' Comprehensive Land Use Bylaw No. 2317. Although "Park" is not listed as a permitted use in the AG3 zone, Section 17.53.c of the Zoning Bylaw, titled "Uses Permitted in All Zones" identifies that Parks established by the RDCK are permitted in any zone.

This Non-Farm Use with the ALC is required because the proposed Regional Park does not meet the specified exemption criteria for certain types of parks as described in Section 16 of the ALR Use Regulation 30/2019. Further, Section 22 of the ALR Use Regulation indicates that certain types of parks established by a Local Government are permitted, however this proposed Regional Park was determined to not meet those requirements.

Agricultural Area Plan

In 2011, the RDCK developed an Agricultural Plan with the overall goal of increasing the quantity and quality of agricultural production in the Region.

The purpose of the Agriculture Area Plan is to ensure that the agricultural capability of the area is realized and protected as part of a secure food supply for the region. Agriculture in the Region is characterized by its diversity, with larger operations predominantly in the Creston Valley and many small-lot farms spread across the RDCK. The Plan's recommendations address all sizes and forms of farm operations. Some of the issues facing farmers and food producers in the region were identified through public consultation when the Agriculture Plan was developed. The report goes on to make several recommendations which address agricultural viability, capability and secure food supply recommendations. Relevant recommendations are included below:

CAPABILITY RECOMMENDATION #3 It is recommended that the RDCK encourage the protection of agricultural land where appropriate, through the Official Community Plan process and other land use planning tools.

CAPABILITY RECOMMENDATION #13 It is recommended that the RDCK, in partnership with the Creston Valley Dyking Districts and the Columbia Basin Trust, submit information to the Columbia River Treaty negotiation process to secure compensation for the dike damage and maintenance costs resulting from the Libby Dam water level management practices.

Agricultural Capability Rating

In BC agricultural capability ratings and limitations are assessed through a classification system known as the "Land Capability Classification for Agriculture in British Columbia." The classification system describes seven land capability classes for agriculture (Classes 1 to 7). The best agricultural lands are rated Class 1 because they have the ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.

Unimproved Capability Rating	Improved Capability Rating
6:1~4:2T	6:1~4:2T

60% of this area is class 1 lands with no limitation subclass. 40% of this area is class 2 lands with the limitation subclass being topography.	60% of this area is class 1 lands with no limitation subclass. 40% of this area is class 2 lands with the limitation subclass being topography.

The subject property is in area with an improved and unimproved agricultural capability rating of Class 1 and 2 with 60% being Class 1 and 40% being Class 2 with the limitation of topography.

Class 1 lands either have no or only very slight limitations that restrict its use for the production of common agricultural crops. Class 2 lands have minor limitations that require good ongoing management practises or slightly restrict the range of crops, or both. The best agricultural lands are rated Class 1 because they have the ideal climate and soil to allow a farmer to grow the widest range of crops.

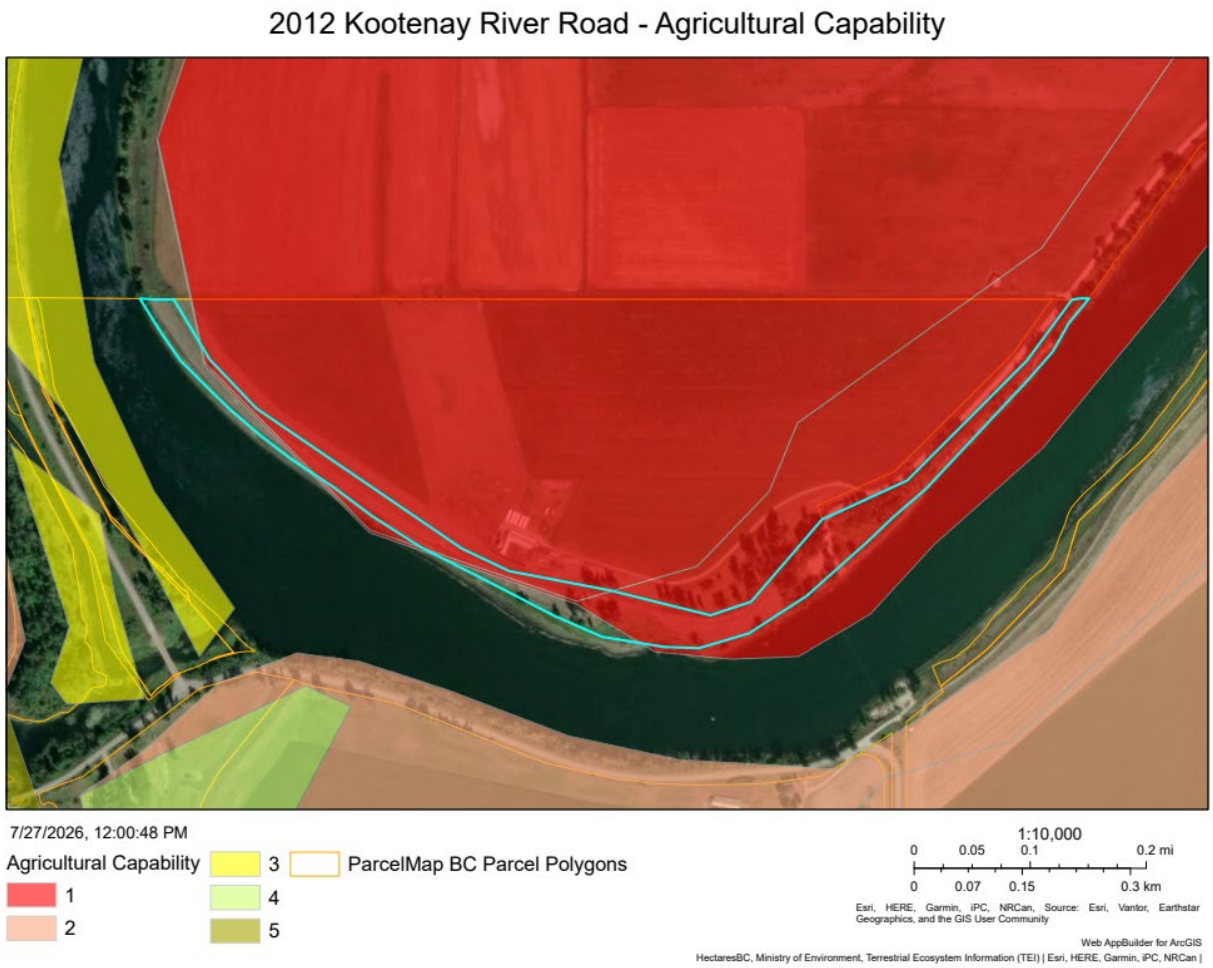


Figure 6 - Agricultural capability mapping showing the subject property outlined in light blue. Portions of the property that are not within the area identified with a rating of '1' (red area) are likely considered part of the historic river channel.

Soil Type
The Soil Resources of the Nelson Area published by the BC Ministry of Environment categorizes soils having similar agriculturally important characteristics into 'soil association descriptions'. The subject property is comprised entirely of soils from the Kuskanook Soil Association. Kuskanook soils have a high capability for agriculture. They represent some of the finest agricultural land in the West Kootenay region. Their main limitations are high water tables and danger of flooding. These, however, are now relatively effectively controlled by diking and artificial drainage structures such as ditches and pumps.

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 applicant has paid the $750 RDCK Referral Fee pursuant to the Planning Fees and Procedures Bylaw No. 2457, 2015. If the application advances to the ALC, the applicant is required to pay an additional $750 to the ALC for their review.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Planning Procedures and Fees Bylaw No. 2456, 2015
The bylaw states that for areas with a zoning bylaw "the Board will consider RAC's recommendation and will pass a resolution to deny or advance the proposal to the ALC. The local government resolution may include additional comments for the ALC to consider."

Agricultural Land Commission Act (ALCA)
As per Section 25(1) of the Act, when making a decision on an application for a non-farm use in the ALR the Agricultural Land Commission may do one of the following:

(a) refuse permission;
(b) grant permission;
(c) grant permission for an alternative use.

When applications are forwarded to the ALC, Section 34.1(2) of the ALCA states that a local government may include comments and recommendations regarding the application.

3.3 Environmental Considerations

None anticipated.

3.4 Social Considerations:

This proposal would formalize an existing unmanaged recreation site as an RDCK Park and could have the effect of increasing traffic to the site. Establishing it as an RDCK Park would also provide more oversight on how the facility is used and allow the RDCK to provide clear usage guidelines and rules to people who frequent the site.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

The ALC does not require public notification for applications to conduct a non-farm use within the ALR. In accordance with the Planning Procedures and Fees Bylaw No. 2457, 2015 the application has been referred to specified referral agencies for comments. Below is a summary of the responses received to date:

Agency/Department	Referral Response
Ministry of Agriculture and Food	Thank you for providing the opportunity for Ministry of Agriculture and Food (Ministry) staff to comment on an Agricultural Land Commission non-farm use (NFU) application that proposes to establish a regional park to be managed by the RDCK on the Subject Property. From an agricultural planning perspective, Ministry staff offer the following comments: • Ministry staff understand the public benefits and agree with RDCK's rationale for wanting to convert the informal park into one that is established and maintained by the RDCK's parks department. • Ministry staff are pleased to see that the existing buffers (i.e. treed area, fencing, etc.) that separate the Subject Property from the property to the north that is actively being farmed will be retained and that additional measures, such as added fencing and signage, are proposed to be installed. If the application is approved, Regional District staff are encouraged to install a sign(s) that specifically references the adjacent agricultural operation. An example of such a sign is found in section 3.9b – Signage, on page 28 of the Ministry's Guide to Edge Planning. • Access to the park is via Kootenay River Road which cuts through a productive and agriculturally significant area within the greater Creston region. It is unclear if the current level of traffic along Kootenay River Road is a nuisance to the adjacent agricultural operations. Ministry staff are concerned that once the park is legitimized, it will result in increased usage and in turn, increased traffic. Higher levels of traffic in farming areas can negatively impact agricultural producers as it may make it more challenging/dangerous for farmers who need to more slow moving farming equipment along public roads, can result in more dust being kicked up and deposited on nearby fields and could increase trespass/vandalism of planted crops/farm infrastructure. • Given this potential disturbance to nearby farms, Ministry staff encourage the RDCK to directly engage with agricultural producers along Kootenay River Road who may be impacted by increased traffic. Understanding, and if necessary, addressing the concerns of potentially impacted farmers could reduce potential conflict between park users and agricultural operators. • Ultimately, Ministry staff agree with the rationale for RDCK wanting to formalize the park but also encourage RDCK to actively engage agricultural producers along Kootenay River Road. Please contact Ministry staff if you have any questions regarding the above comments. Thank you for the opportunity to provide comments from an agricultural perspective with respect to this file.

Ministry of Forests – Authorizations Specialist	Due to the proposed development being on Provincial Crown Land, if any cutting of trees is required, an application for a forestry tenure from the Selkirk Forest District will be required. Please contact Resources.Nelson@gov.bc.ca with any questions.
Ministry of Water, Land and Resource Stewardship – Crown Land Authorizations	On behalf of Crown Lands, we have no concerns.
Ministry of Transportation and Transit – District Technician	Thank you for the opportunity to provide comments regarding the application. The application is supported by the ministry as it will provide the opportunity for a park and public access to the water. MOTT road is established and all improvements, if required, will not be impacted by the ALR designation on the adjacent lands.
Creston Valley Agriculture Advisory Commission (CVAAC)	At the time of writing this report the CVAAC had not met to provide comment on this application. In the interest of time, the applicant requested that the application proceed to the Board.
Interior Health Authority	No comments provided.
RDCK Building Department	No comments provided.
Ktunaxa Nation Council	The Ktunaxa Nation Council has no concerns with this file.
Shuswap Band	See attachment 'B' for response

3.7 Staffing/Departmental Workplace Considerations:

The proposal is considered under the operational requirements of Planning Services.

3.8 Board Strategic Plan/Priorities Considerations:

The Board Strategic Plan has as an area of focus: "Work with societies and organizations to support recreational assets"

SECTION 4: SUMMARY & OPTIONS

Planning Discussion

This Non-Farm Use application with the ALC proposes to formalize and regulate an existing unmanaged recreation site by establishing it as a Regional Park. Given that the area that is proposed to be established as a Regional Park is already utilized as an informal recreation site, the proposed Non-Farm Use appears to have little impact on existing Agricultural uses in the area. The subject site does not occupy agricultural land as it is located on a dike that is managed by the Creston Dyking District. The 1.2 hectare area that is proposed to be leased by the RDCK as a Regional Park is presently not being farmed, and is comprised of forest, a parking area, boat launch ramp and a picnicking area that contains a fire pit and picnic tables.

Given that the proposed Non-Farm Use application does not appear to directly impact any agricultural uses and will allow the RDCK to better regulate how the site is used, Staff recommend the Board support this application.

Options:

Option 1:
That the Board SUPPORT application A2607C for the purposes of a Non-Farm Use in the ALR proposed by Mark Crowe on behalf of the RDCK Parks Department for the property located at 2012 Kootenay River Road, Electoral Area 'C' and legally described as THAT PART OF DISTRICT LOT 13567 BEING THE DRAINAGE CHANNEL RESERVES AND DYKES SHOWN ON PLAN 1859 AND THOSE PARTS OF THE SAID LOT LYING BETWEEN THE DYKES AND THE BOUNDARIES OF THE SAID LOT (PID: 016-494-440).

And further; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Option 2:
That the Board PROVIDE NO COMMENT on application A2607C for the purposes of a Non-Farm Use in the ALR proposed by Mark Crowe on behalf of the RDCK Parks Department for the property located at 2012 Kootenay River Road, Electoral Area 'C' and legally described as THAT PART OF DISTRICT LOT 13567 BEING THE DRAINAGE CHANNEL RESERVES AND DYKES SHOWN ON PLAN 1859 AND THOSE PARTS OF THE SAID LOT LYING BETWEEN THE DYKES AND THE BOUNDARIES OF THE SAID LOT (PID: 016-494-440).

And further; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Option 3:
That the Board NOT SUPPORT application A2607C for the purposes of a Non-Farm Use in the ALR proposed by Mark Crowe on behalf of the RDCK Parks Department for the property located at 2012 Kootenay River Road, Electoral Area 'C' and legally described as THAT PART OF DISTRICT LOT 13567 BEING THE DRAINAGE CHANNEL RESERVES AND DYKES SHOWN ON PLAN 1859 AND THOSE PARTS OF THE SAID LOT LYING BETWEEN THE DYKES AND THE BOUNDARIES OF THE SAID LOT (PID: 016-494-440).

And further; that the Board directs Staff to NOT ADVANCE the subject application to the Agricultural Land Commission for consideration.

SECTION 5: RECOMMENDATIONS

That the Board SUPPORT application A2607C for the purposes of a Non-Farm Use in the ALR proposed by Mark Crowe on behalf of the RDCK Parks Department for the property located at 2012 Kootenay River Road, Electoral Area 'C' and legally described as THAT PART OF DISTRICT LOT 13567 BEING THE DRAINAGE CHANNEL RESERVES AND DYKES SHOWN ON PLAN 1859 AND THOSE PARTS OF THE SAID LOT LYING BETWEEN THE DYKES AND THE BOUNDARIES OF THE SAID LOT (PID: 016-494-440).

And further; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Zachari Giacomazzo, Planner 1 Approved

CONCURRENCE

Planning Manager – Nelson Wight

General Manager Development & Sustainability – Amy Wilson Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – ALC Application
Attachment B – Additional Referral Responses
Attachment C – Initial Regional Park Management Approach

Provincial Agricultural Land Commission - Applicant Submission

Application ID:	106643
Application Type:	Non-Farm Uses within the ALR
Status:	Under Review by L/FNG
Name:	Creston Diking District
Local/First Nation Government:	Regional District of Central Kootenay

1. Parcel(s) Under Application

Parcel #1

Parcel Type	Fee Simple
Legal Description	THAT PART OF DISTRICT LOT 13567 BEING THE DRAINAGE CHANNEL RESERVES AND DYKES SHOWN ON PLAN 1859 AND THOSE PARTS OF THE SAID LOT LYING BETWEEN THE DYKES AND THE BOUNDARIES OF THE SAID LOT
Approx. Map Area	6.45 ha
PID	016-494-440
Purchase Date	Jan 15, 1990
Farm Classification	No
Civic Address	2012 Kootenay River Road
Certificate Of Title	TITLE-XD33195-PID-016-494-440.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Creston Diking District Creston Diking District	Creston Diking District	[redacted]	[redacted]	TRUSTEE LIST FORM.pdf

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process?	No

3. Primary Contact

Type	Local or First Nation Government Staff
First Name	Mark
Last Name	Crowe
Organization (If Applicable)	Community Services - Regional Parks
Phone	[redacted]
Email	[redacted]

4. Government

Local or First Nation Government:	Regional District of Central Kootenay

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).	The park is bordered by agricultural land which influences current use patterns and limits where recreation currently occurs. The proposed regional park will be approximately 1.2 ha of leased land. This allows for Creston Dyking District to continue to operate the dike (approximately 4 ha) which runs along the north boundary of the property. To the west of the leased area there is 1.0 ha of grazing pasture that appears to be utilized by the adjacent property owner.
Describe all agricultural improvements made to the parcel(s).	There is a grazing pasture area and dike that are fenced off from the proposed park. The dike structure (early 1900s) runs through the property, restricting natural floodplain function and buffering the site from nearby farming areas. Historically, the proposed regional park site can be

considered to have played a role in the development of agriculture in the Creston Valley. From 1910 to 1973, the West Creston Ferry Landing was the critical transport link for local agriculture, moving farm products, equipment, and supplies in and out of the isolated West Creston flats. It served as the essential gateway that kept the farming community connected to agricultural markets and the region.

There are suitable buffers currently in place between the park use, dike and agricultural activities:
1. Physical/Visual: Existing treed areas will remain to provide a visual or physical barrier between park users and adjacent farming activities.
2. Fencing: Existing fencing will remain and fencing added for privacy and security.
3. Water Feature: Kootenay River provides physical separation.
4. Elevation: Abrupt elevation change of the dike discourages trespass onto adjoining farmland.
5. Signage: Park Information, Usage, Rules and Interpretation will be added.

Describe all other uses that currently take place on the parcel(s).

The West Creston Ferry Landing is currently a lightly developed, low-use site with a mix of informal recreation and remnants of past infrastructure. Its existing use is shaped by three main factors: basic recreational access, ecological significance, and historic cultural importance. Current infrastructure includes a gravel parking area and minimal public use amenities, including: a few picnic tables, a fire pit, and concrete barriers left from an incomplete park development project. There is a gravel approach to the river (former ferry landing) that is utilized as a boat launch. The park is used informally for boating, fishing, swimming and picnicking. The area sees low to moderate visitation primarily by local residents.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	Grain & Forage
East	Other	Lower Kootenay Band IR 1C - Lower Kootenay Band Dike
South	Other	Kootenay River

West	Other	Kootenay River

6. Proposal

How many hectares are proposed for non-farm use?

1.2 ha

What is the purpose of the proposal?

The Regional District intends to lease an area solely for the purpose of providing a publicly accessible regional park. This includes the development, enhancement, and maintenance of existing and new park amenities, parking areas, and the boat launch.

Purpose:
- The Lease Area will be operated by the District like other public park spaces.
- The District will operate and maintain the park space.
- Park hours will be dawn to dusk.
- The public can use the park space on a first come, first serve basis.
- Public use will be permitted per the District's park policies and practices.
- The District will be responsible for all park rules, operational policies, and enforcement measures governing visitor conduct within the park.

Current and Proposed Physical Features & Infrastructure: Park staff will maintain the existing gravel parking area and boat launch to continue basic public access. Staff will improve, replace, enhance the minimal amenities, including a few picnic tables, a fire pit, concrete barriers left from an incomplete development project. Regulatory/interpretive signage and a pit toilet will be added in accordance with District precedents.

Existing Recreational Use: The park is used informally for recreational boating (launching from the former ferry landing), fishing, swimming, and picnicking. The area sees low to moderate visitation, primarily local residents.

Ecological Use & Conditions: The site encompasses floodplain, riparian, and meadow ecosystems, though currently fragmented by the dike. It supports or is adjacent to critical habitat for endangered species, including: Northern Leopard Frog, Grizzly Bear movement corridors. Areas near the picnic site contain invasive plant species, indicating limited ecological management to date.

	Cultural and Historical Use: Historically, the site served as a Ktunaxa canoe crossing and food-gathering area. Although culturally significant, no formal interpretive or cultural features exist on the site today. Land Use Context & Constraints: The park is bordered by agricultural land, which influences current use patterns and limits where recreation currently occurs. Flood management infrastructure (dike and regulated zones) constrains formal development.
Could this proposal be accommodated on lands outside of the ALR?	The proposal provides public access to the Kootenay River. Between the Canada/US Border and Kootenay Lake the entirety of the Kootenay River is located in the ALR. In most locations dikes or private land limits access to the river.
Does the proposal support agriculture in the short or long term?	The proposal would allow the Regional District to assume responsibility for the park, relieving the Creston Dyking District who owns the site. The lack of active management has led to ongoing problems, including unmanaged public use, habitat disturbance, invasive species spread, and deteriorating site conditions.
Proposal Map / Site Plan	2026-05-26_ALC Proposal Final.pdf
Do you need to import any fill to construct or conduct the proposed Non-farm use?	Yes

Soil and Fill Components

Describe the type and amount of fill proposed to be placed.	As the site is in the active floodplain development will be minimal. It is excepted that import of gravel will be required for the access road and maneuvering areas but this will not exceed 1000 square meters.

	Fill to be Placed
Area	1000 ha
Maximum Depth	0.15 m
Average Depth	0.1 m

7. Optional Documents

Type	Description	File Name
No Data		

3A – 492 Arrow Road
Invermere, BC V0A 1K2

T: 250-341-3678
F: 250-341-3683

www.shuswapband.net

29-Jun-2026 15:44 MDT

Weyt-k (Hello),

Shuswap Band (SB) is in receipt of the referral for: -Agricultural Land Reserve Referral - RDCK Parks Department.

The proposed project is located within Shuswap Band's Caretaker Area, within the greater *Secwépemcúlecw* (Secwepemc Traditional Territory). As land users and stewards, Shuswap Band members continue to exercise their Section 35 Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering, and fishing, along with rights associated with spiritual and cultural traditions that are practiced in accordance with Secwepemc customs, laws, and governance structures. Secwepemc share an obligation of caretaker responsibility (stewardship) which is to act mindfully, learning from and caring for surrounding ecosystems for the health and survival of future generations, as is their Indigenous right (UNDRIP, Bill 41, Bill C15) Secwepemc culture hinges on the belief that the land responds positively to care and respect, and that *tmicw* (the air, lands, and resources) is interconnected at a watershed level. It is therefore critical for Shuswap Band to be actively engaged and consulted on all developments occurring within their Caretaker Area.

While Shuswap Band defers to Yaqan Nukiy Band, b*ased on our initial review, the nature of the proposed activity, its location, and the current information available to our office at this time, we do not see any apparent significant impacts to our asserted Indigenous rights at this time. However, we may at future date want to revisit consultation on this matter should new information become available.*

Wherever possible, Shuswap Band recommends the reuse of existing infrastructure so as to avoid unnecessary ground disturbance and additional cumulative impacts to the region. It is Shuswap Band's expectation that all disturbed areas be reclaimed as soon as possible with the areas being monitored and treated for invasive plants to aid the ecosystem in its healing.

3A – 492 Arrow Road
Invermere, BC V0A 1K2

T: 250-341-3678
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www.shuswapband.net

The province is responsible for ensuring adequate consultation and where appropriate, accommodation to address potential impacts of proposed developments on Shuswap Band's Caretaker Territory of asserted Aboriginal Rights and Title. It is Shuswap Band's expectation that continued consultation on projects and on matters shall continue to be carried out, particularly those that may affect our long-term traditional land use, occupancy and access, including potential cumulative impacts between proposed activity and other previous or future developments within the project footprint and in adjacent areas (watershed, habitat type, aquifer, viewscape, etc.).

Kukwstsétsemc (Thank you).

Referrals Coordinator
"Our people are our strength. Our children are our future."

Cc: Barb Cote - Chief, Shuswap Band
Mark Thomas - Councillor, Shuswap Band
Richard Martin - Councillor, Shuswap Band
Braydi Rice – Director, Territorial Stewardship, Shuswap Band
Joshua Martin – Director, Culture and Heritage, Shuswap Band

July 5, 2023

Greetings,

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

Ministry of Water, Land and Resource Stewardship
Land Use Policy, Planning and Ecosystems
PO BOX 9367 Stn Prov Govt
Victoria, BC
V8W 9M3
www.gov.bc.ca/WLRS

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
Raptors (eagles, hawks, falcons, & owls)	Aug 15 – Jan 30
Herons	Aug 15 – Jan 30
Other Birds	Aug 1 – March 31

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 weeds 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.

Kind Regards,

Shannon White, RPBio
Ecosystems Section Head - Kootenay-Boundary Region
Ministry of Water, Land & Resource Stewardship
778-520-2683 / Shannon.white@gov.bc.ca

West Creston Ferry Landing

Initial Regional Park Management Approach

Prepared by: Mark Crowe

Date: April 29, 2026

Site Characteristics

The West Creston Ferry Landing is currently a lightly developed, low-use site with a mix of informal recreation and remnants of past infrastructure. Current infrastructure includes a gravel parking area and minimal public use amenities, including: a few picnic tables, a 2m x 2m fire pit, and concrete barriers left from an incomplete park development project. There is a gravel approach to the river (former ferry landing) that is utilized as a boat launch. The park is used informally for boating, fishing, swimming and picnicking. The area sees low to moderate visitation primarily by local residents.

What is the purpose of the Initial Management Approach?

Subject to Agricultural Land Commission approval, the Regional District intends to enter into an immediate lease of a 1.2 hectare area solely for the purpose of providing a publicly accessible regional park. The lease would enable the development, enhancement, and ongoing maintenance of existing and new park amenities, including parking areas and the boat launch. Regional Parks staff will continue to maintain the existing gravel parking area and boat launch to support basic public access. In addition, staff will install regulatory and interpretive signage, provide a portable toilet and replace the oversize fire pit in accordance with District precedents.

Operations & Management Overview

- The 1.2-hectare lease area will be operated by the District as a Regional Park.
- The District will be responsible for the operation and ongoing maintenance of the park.
- Park use will be permitted from dawn to dusk.
- The park will be open and accessible to the public.
- Public use will be subject to the District's established park policies and practices.
- The District will be responsible for all park rules, operational policies, and enforcement related to visitor conduct within the park.

Location Map

Existing Site Photos

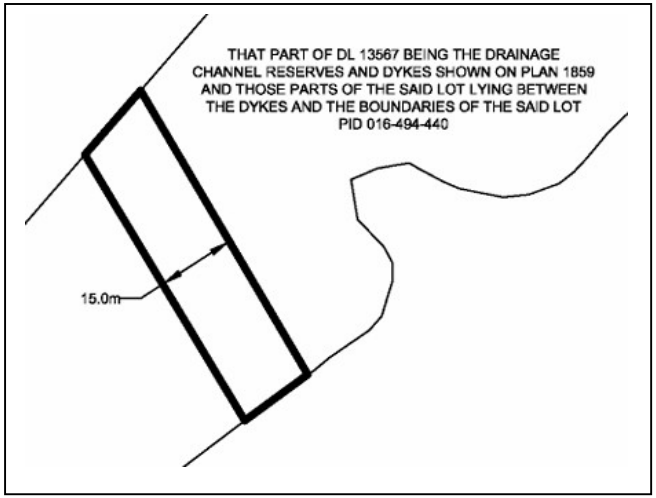
Existing Site Conditions – April 9, 2026

Picnic Area Existing Site Conditions

Replacement of an overhead power line has resulted in significant impacts to the existing picnic area that is in the 16 m wide Fortis BC Statutory Right of Way (see drone image). At a result, relocation of the day-use area to the east of the boat launch may need to be considered in the future park management planning (5-10 years). The site has a long history of unauthorized partying and bonfires, which have the potential to affect adjacent landowners and nearby agricultural activities.

The current condition of the site is well below Regional Park Standards.

Rapid Condition Assessment of West Creston Ferry Landing	Current Status (below, meeting, exceeding)
Location and Access	Meeting
Accessibility/ Inclusivity	Below
Naturalness	Below
Low Impact Design	Below
Supply/ Condition of Amenities	Below
Design and Ambience	Below
Park Capacity	Meeting
Quantity/ Supply of Trails	n/a
Consistent Branded Signage	Below
Naturalizing Site	Below



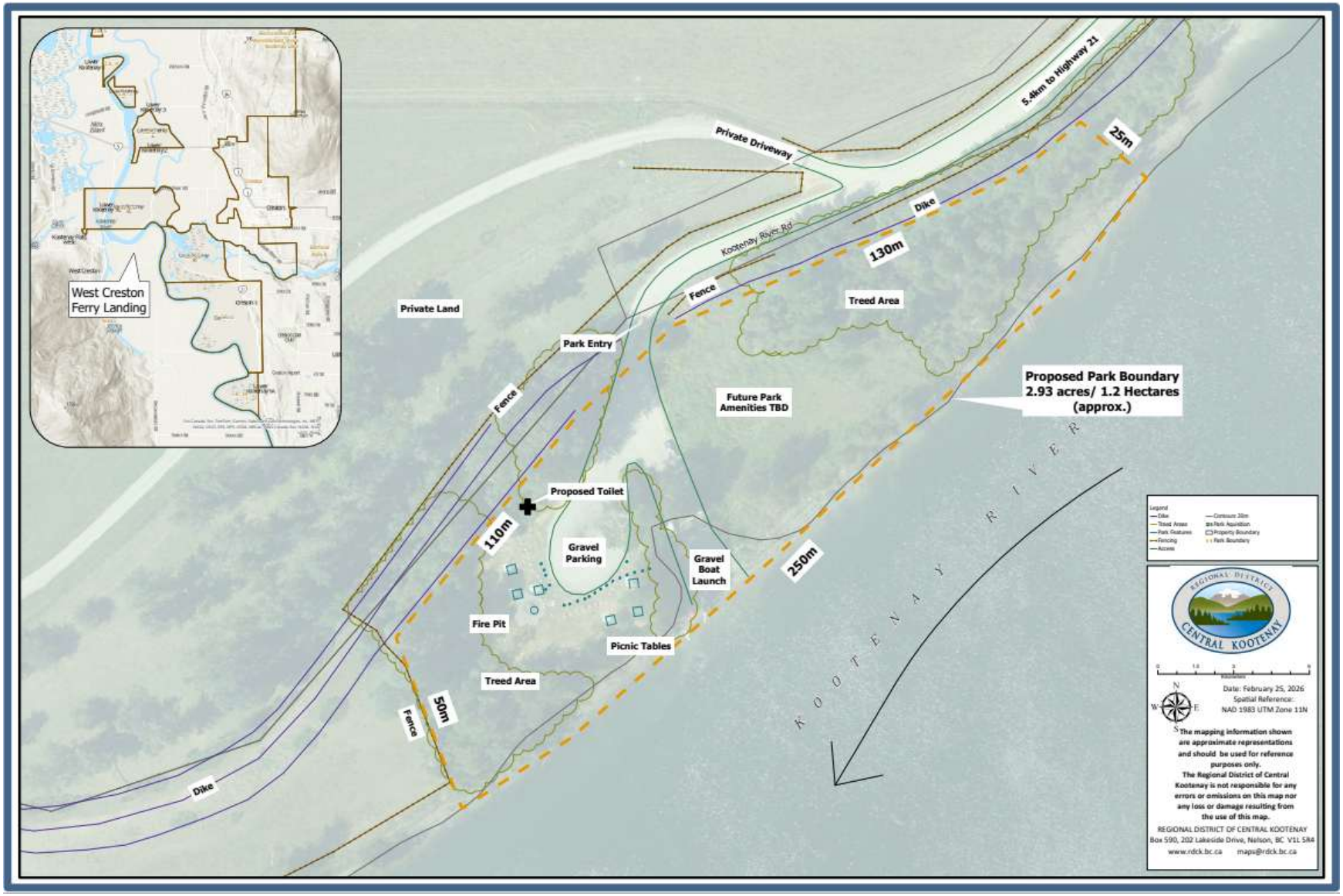
Fortis SRW from Doc # CA7055179

Boat Ramp Existing Site Conditions

The existing gravel boat launch appears adequate for small boat use. The launch is approximately 8.5 m wide, with an existing slope ranging from 9.5% to 10.8%. Launch ramps with slopes less than 12% may result in partial immersion of the tow vehicle and operator during launch and retrieval. A ramp grade of approximately 14% is generally considered the standard for boat launch design. The existing gentler slope may also have the effect of discouraging use by larger boats and heavy tow vehicles.

Initial Management Approach – Site Plan showing proposed park boundary and temporary toilet location.

Attachment C



Initial Management Approach – Intervention, Monitoring, Assessment (One Full Operating Season)

Attachment C

Phase 1 - Minimal Intervention	
Install a single portable toilet	• Place in a visible location to encourage legitimate use and oversight (See Location Plan). • Secure to prevent tipping or removal, without additional structures.
Replace fire pit	• Fully dismantle and remove oversized fire pit. • Install Category 1 fire pit(s), regrade area to eliminate visual cues encouraging continued fire use.
Install basic regulatory signage	• Limit signage to essential regulations only (e.g., Park Portal, Park Regulation) • Use standard park signage with no decorative or high-value materials.
Phase 2 – Monitoring Period	
Conduct regular site inspections	• Focus on weekends and peak use periods. • Observe behavior, garbage levels, unauthorized fires, and vandalism.
Document site conditions	• Maintain consistent photo records and field notes. • Log incidents involving damage, fire activity, or misuse of facilities
Phase 3 – Assessment	
Evaluate trends over time	• Assess whether removal of the oversized fire pit and Category 1 fire pit(s) are successful. • Review condition of signage and portable toilet. • Determine whether user behavior stabilizes with minimal infrastructure.
Phase 4 – Future Decisions	
Determine readiness for further improvements	• If vandalism persists, extend period to maintain minimal infrastructure or withdraw for park development. • If site conditions improve, consider Public Engagement and Park Management upgrades (in 5-10 years)

Initial Site - Improvement Costs

Attachment C

Item	Description	Quantity	Unit	Unit Rate	Total	Notes
Signage	Entrance Banner c/w frame	1	ea	$1,800	$1,800	
	Portal w/ kiosk	1	Ea	$1,500	$1,500	
	Misc signage w/ post	5	ea	$250	$1,250	Parking, regulatory
	Directional signage @ highway	1	ea	$2,500	$2,500	
Roadway and Parking	Roadway improvements	1	ls	$10,000	$10,000	
Amenities	Fire pit installation	3	ls	$1,500	$4,500	Category 1 fire pit (0.5m x 0.5m)
	Garbage can (bear proof)	1		$3,000	$3,000	Double bear proof can
Misc	Fire pit removal	1	ls	$2,000	$2,000	Existing fire pit is category 2 (2m x 2m)
	Danger tree mitigation	1	ls	$15,000	$15,000	Arborists
	Fencing (phase 1 & 2)	1	ls	$15,000	$15,000	Provisional - more detail required
					$56,550	Total
					$14,138	Contingency (25%)
					$70,688	**TOTAL (Basic Site Establishment)**

Initial Site - Annual Operational Costs

Item	Description	Quantity	Unit	Unit Rate	Total	Notes
Yearly Operational	Roadway maintenance	1	ls	$3,500	$3,500	
	Outhouse rental (and servicing)	12	mths	$750	$9,000	Need to verify
	Ground maintenance and garbage, cleaning.	1	ls	$10,000	$10,000	Yearly will increase with permanent washroom installation

	Dust control	1	ea	$1,000	$1,000	Once per year
	Snow plowing	5	ea	$250	$1,250	Per visit
	Tree maintenance	1	ls	$5,000	$5,000	Provisional sum
	RDCK inspection	160	hrs	$35	$5,600	Danger tree,
	Nuisance vandalism and damage	1	ls	$5,000	$5,000	Yearly decreasing over time
	Security (after hour response)	1	ls	$15,000	$15,000	Unsure of delivery of this service in Creston
					$55,350	**TOTAL (Annual Operating Costs)**

Initial Site – Operation & Maintenance Plan

Task	Scheduled Frequency	Notes
Janitorial and garbage removal	3x week(?)	Contractor TBD. Duties include: outhouse upkeep, garbage removal, fire pit maintenance, amenity cleaning
Routine inspection, grounds keeping and site clean-up	Bi-weekly	Conducted by Creston staff (?); More frequent in summer, pre/post long weekends, and scheduled events; Groundskeeping frequency dependant on vegetation type/growth/season
Danger tree/ tree maintenance	Twice yearly	Additional inspections/maintenance after major wind event
Portable toilet pumping	As needed	Portable toilet service provider
Road	Yearly - spring	Grading, dust control
Amenity	Yearly - spring/summer	Painting, staining, pathway. Responding to vandalism issues as needed
Bylaw/Regulatory	As needed	Responding to complaints
Boat launch	As needed	Maintenance maybe limited by permit and licenses required
Snow removal	As needed	Contractor plowing
After hours response	As needed	Contracted security firm, responding to complaints after hours

Initial Site - Portable Toilet Location Plan

Facility Type

- Portable toilet (seasonal)

Anticipated Use

- Off-season: approximately 10–20 visitors per day
- Peak season: approximately 20–40 visitors per day

Siting & Setbacks

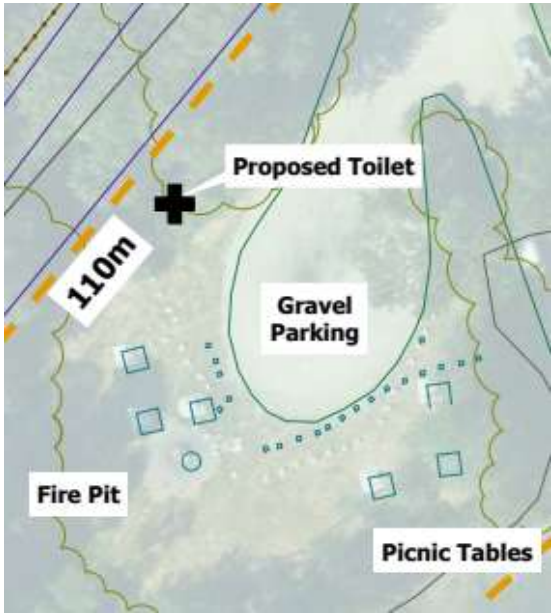
- Minimum setback of 30 m from natural boundaries
- Elevation to be confirmed to prevent flood overtopping

Location Criteria

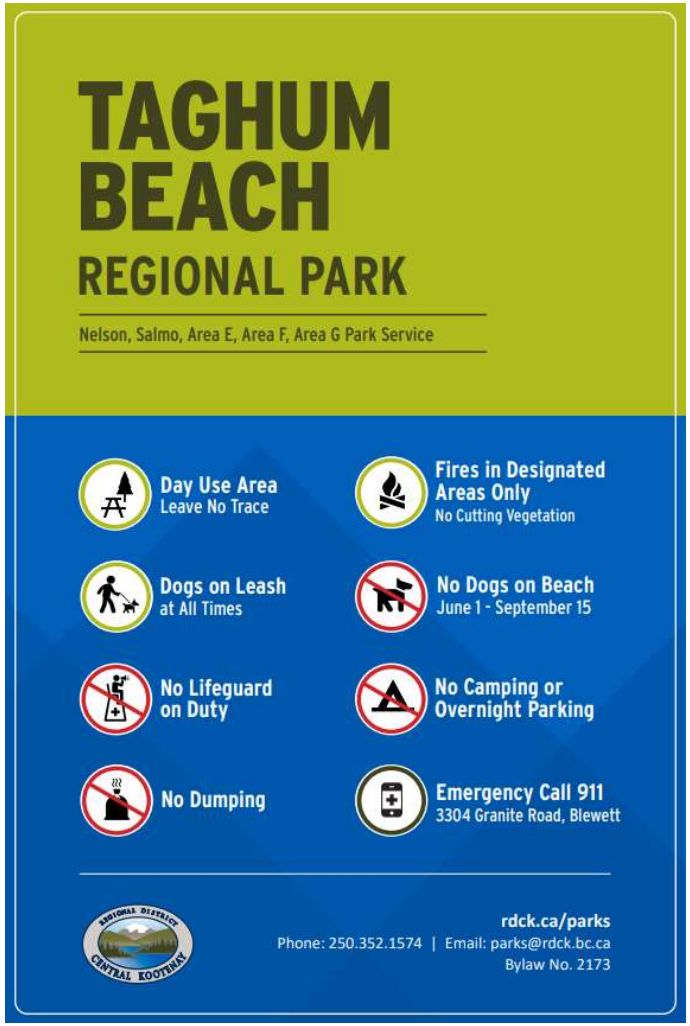
- Located near picnic table area and boat ramp
- Adjacent to vegetated areas with tall shrubs and trees for screening and shade
- Positioned to provide visual screening and solar protection
- Avoid placement beneath large cottonwood trees
- Accessible for installation, servicing, and ongoing maintenance

Vegetation

- Retain existing shrubby vegetation and small trees where possible



Regional Park Signage Precedents



Signage precedents from other parks are shown for reference. A site-specific signage package will be developed for this site, informed by Regional Park standards and precedents

Regional Park Precedents (Phase 4 – Future Decisions)

Attachment C

While some of these precedents are outside the current project scope, they may help inform future discussions. Additional Regional Park amenities or site redesign could be explored later through public engagement or management planning (5-10 years out).

Committee Report

Date of Report: July 24, 2026
Date & Type of Meeting: August 19, 2026 – Rural Affairs Committee
Author: Zachari Giacomazzo, Planner 1
Subject: INCLUSION IN THE AGRICULTURAL LAND RESERVE
File: A2605B - COMER
Electoral Area/Municipality B

SECTION 1: EXECUTIVE SUMMARY

This report seeks the Board's consideration of an Agricultural Land Commission (ALC) application to include lands within the Agricultural Land Reserve (ALR).

The subject property is the site of the Creston Valley Regional Airport located at 1993 Airport Road in Lister. The purpose of the application is to compensate for lands that are proposed to be excluded from the ALR within the Town of Creston.

Given that this proposal will include lands within the ALR, Staff recommend the Board support this application.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION
Applicant: Joel Comer, Town of Creston
Property Owners: Town of Creston
Property Location: 1993 Airport Road, Lister, Electoral Area 'B' BLOCK A SECTION 13 TOWNSHIP 7 KOOTENAY DISTRICT (PID: 009-724-991)
Property Size: 96.6 hectares (240 acres) **Area of property to be included in ALR:** 17.6 hectares (43.5 acres)
Current Zoning: Mixed Use Industrial (Airport) (M4)
Current Official Community Plan Designation: Industrial (M)

SURROUNDING LAND USES
North: Agriculture (AG) and Parks and Recreation (PR) (Golf Course) properties within the ALR
East: Agriculture (AG) properties within the ALR
South: Country Residential (RC) properties not within the ALR
West: Resource Area (RA) (Crown Land) partially within the ALR and a portion of the Creston Landfill – Industrial (M)

Site Context and Proposal Summary

The subject property is in Lister, approximately 6 kilometers south of the Town of Creston and is the site of the Creston Valley Regional Airport. The property is not presently within the ALR and is located in an area with a mix

of land uses such as farms, rural residential properties, the Creston Landfill and a golf course. Figures 2 and 3 on the following pages show the RDCK and ALR zoning context.

The Town of Creston have submitted this ALC Inclusion application to authorize a 17.6 hectare portion of the subject property to be included in the ALR. The purpose of this Inclusion application is to compensate for a related Exclusion application that is located entirely within the Town of Creston. In the related Exclusion application 8.8 hectares of land presently within the ALR is proposed to be excluded in order to accommodate future commercial/industrial growth within the Town of Creston. Although the Exclusion application is related to this Inclusion application (e.g. ALR Land Swap) the Exclusion was only considered by the RDCK in the form of a Municipal Referral for which a response was provided by Planning Staff on February 24, 2026 (Attachment D).

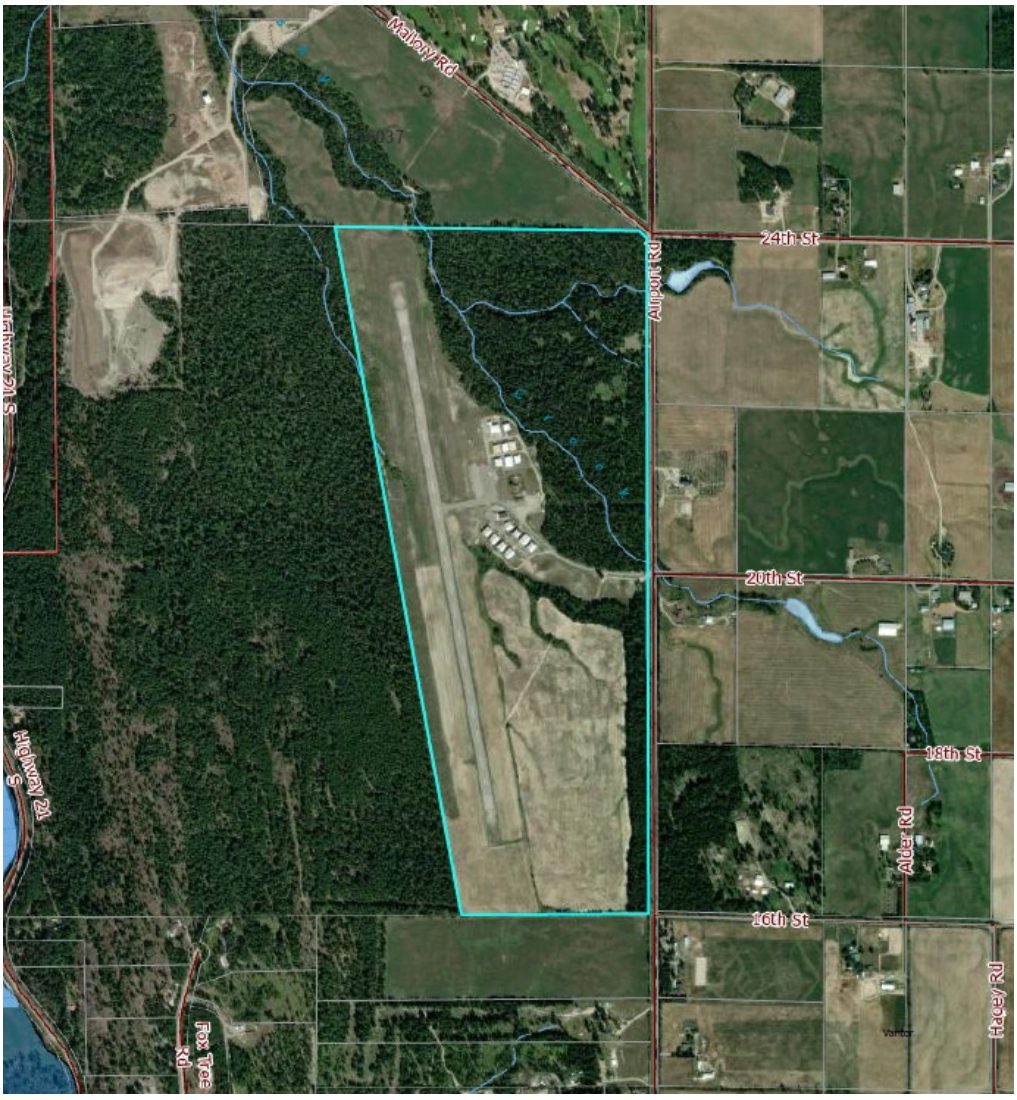


Figure 1 - Location Map

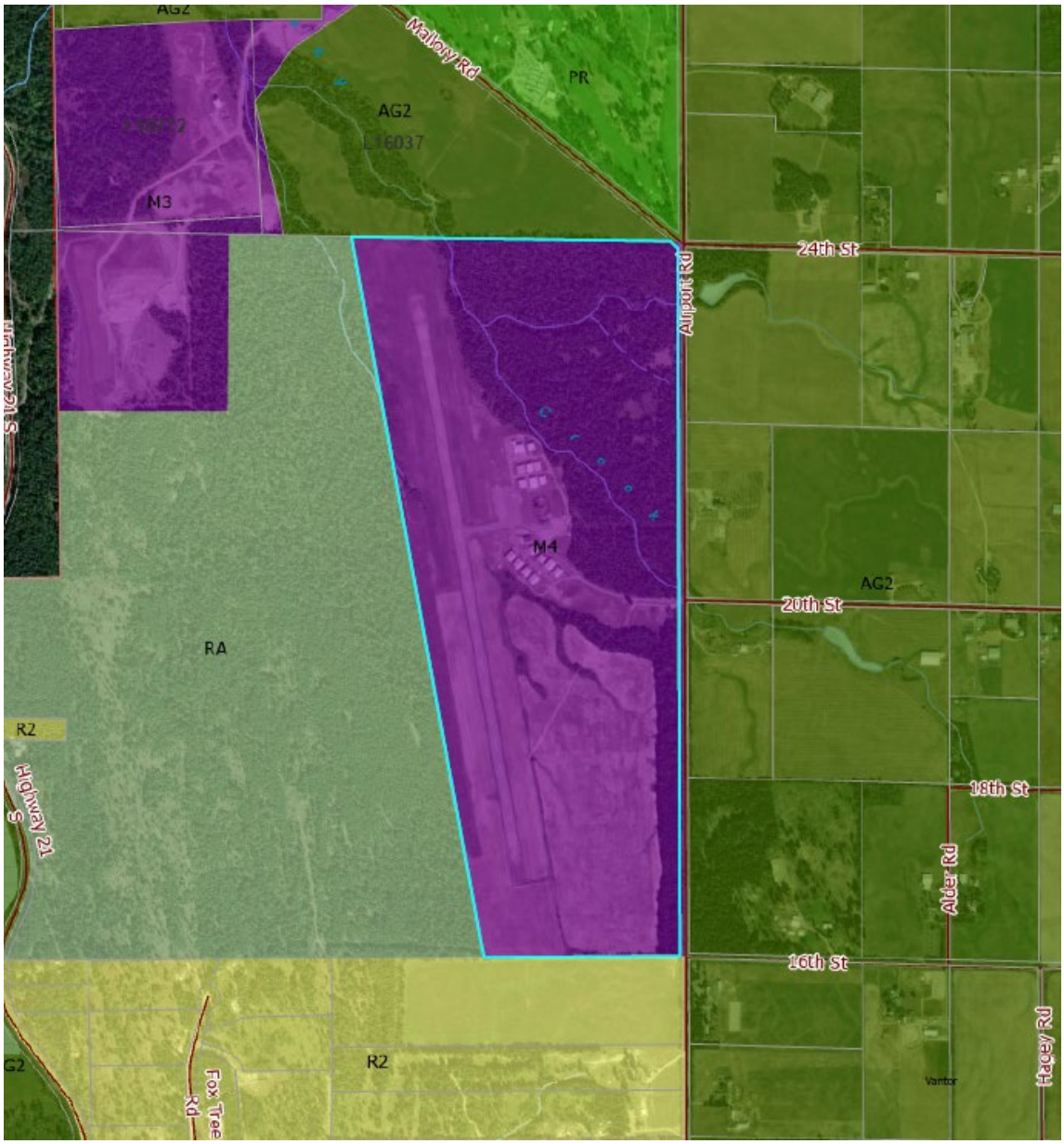


Figure 2 - Zoning Map

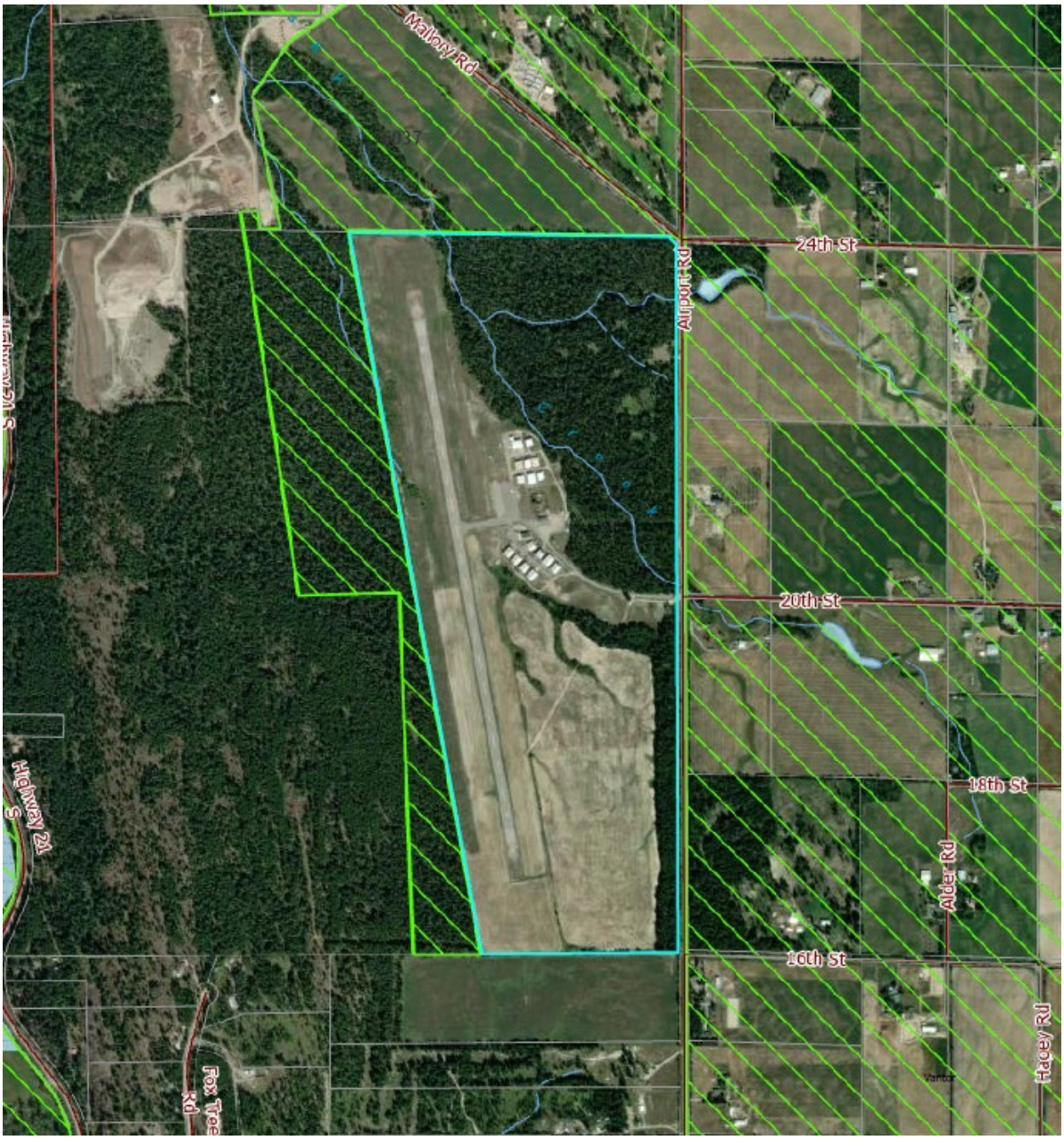


Figure 3 - ALR Boundary Map

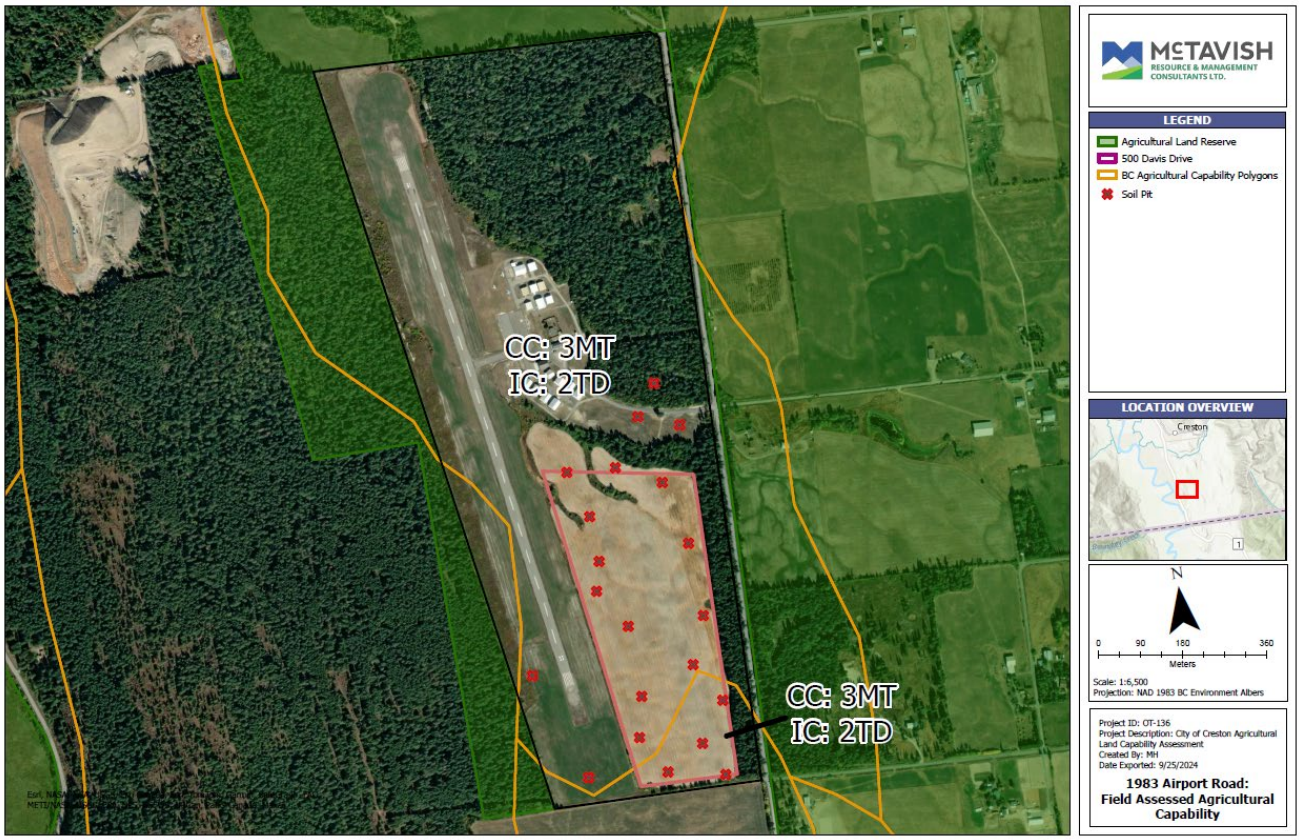


Figure 4 – Plan showing the area that is proposed to be included in the ALR (red polygon). A full-size version of this plan is included as Attachment 'B'.

Land Use Considerations

Official Community Plan (OCP)

The present land use designation in the Area 'B' OCP for this property is Industrial (M). If the ALC authorizes the proposed ALR inclusion, the RDCK anticipates that the Town of Creston would apply for a land use bylaw amendment in order to align the local land use regulations with the Provincial ALR designation. This is discussed in more detail in the Zoning section, below and in the Planning Discussion at the end of this report.

The OCP states that Electoral Area B is one of the richest agricultural areas of the Province, with lands being used for agricultural activities such as fruit production, as is conducted on the subject property. It also states that agriculture is a basis for tourism and industry in the area. The OCP identifies the following relevant objectives and policies for agricultural parcels:

1. To preserve and promote the use of agricultural land for current and future agricultural production, and to protect this land from uses which are inconsistent with agricultural use or are incompatible with existing agricultural uses in the area.
3. To support agricultural land use practices that do not adversely affect the surrounding environment nor compromise the capability of the land for future food production.
6. To encourage senior levels of government to enable and facilitate agricultural activity and industry.
7. To recognize distinct agricultural areas reflecting unique historical development trends, soils and climate

8. To examine any ALR boundary changes initiated by the RDCK, First Nation Governments or the Province, which review agricultural suitability in the Plan area, provided affected landowners are notified and have opportunity for input.
9. To work with the Town of Creston on a co-operative approach to agricultural lands within the urban / rural interface that will mitigate the loss of agricultural land to future growth.

Industrial Objectives

10. To recognize and retain traditional resource-based livelihoods such as recreation, agriculture, and forestry while using sustainable management practices to maintain and protect the land base.
11. To ensure there is opportunity for industrial uses that support the local economy.
12. To accommodate industrial uses compatible with rural character that does not adversely affect the natural environment.
13. To support and enhance industrial uses within the Plan area while minimizing incompatibility with surrounding land uses through requirements for screening or landscaping.
14. To ensure that new proposed industrial operations have significant public input prior to development so that where possible, issues can be resolved to the satisfaction of the public and operator.
15. To encourage value added resource manufacturing and production to enhance or maximize the value of raw materials within the local community.
16. To ensure good arterial road access for existing and new industrial developments.
17. To encourage noise abatement techniques wherever possible.

Industrial (M) Policies

The Regional Board:

30. Directs that existing industrial uses shall be recognized and designated as such.
31. Recognizes the importance of industry to the local economy, and supports new light industry and value added manufacturing so that a broader employment base can be achieved and economic benefits be retained in the local community.
35. Discourages industrial activities that are considered noxious, emit pollutants, degrade air quality with smoke or particulates that are harmful to human health, create public safety hazards, extreme noise and/or otherwise detrimental to the environment and neighboring properties and the community as a whole.

Community Specific Policies: Lister, Rykert, Riverview and Huscroft

22. Recognizes the potential mixed use potential of the Airport lands owned by the Town of Creston and will encourage expansion of light industry, commercial and mixed use of lands on portions of the property where such uses do not conflict with federal aviation regulations.

Zoning Bylaw and ALR Use Regulation

The subject property is zoned Mixed Use Industrial (Airport) (M4). The M4 zone does not list agriculture as a permitted use. If the desire is to use these lands for agricultural purposes, then amendments to Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013 are required to change the Official Community Plan land use designation from 'Industrial (M)' to 'Agriculture (AG)' and the zoning from 'Mixed Use Industrial (M4)' to a suitable Agricultural zone.

Through the Municipal Referral (R2603CRE) for the related exclusion application, RDCK Staff notified Town of Creston Staff that "The proposal is considered supportable by the RDCK under the condition that, should the lands

proposed for inclusion in the ALR be accepted, they are appropriately re-designated and rezoned to enable use of the lands for agricultural purposes and to avoid any potential bylaw contraventions."

Agricultural Area Plan

In 2011, the RDCK developed an Agricultural Plan with the overall goal of increasing the quantity and quality of agricultural production in the Region.

The purpose of the Agriculture Area Plan is to ensure that the agricultural capability of the area is realized and protected as part of a secure food supply for the region. Agriculture in the Region is characterized by its diversity, with larger operations predominantly in the Creston Valley and many small-lot farms spread across the RDCK. The Plan's recommendations address all sizes and forms of farm operations. Some of the issues facing farmers and food producers in the region were identified through public consultation when the Agriculture Plan was developed. The report goes on to make several recommendations which address agricultural viability, capability and secure food supply recommendations, namely:

Capability Recommendation #2: It is recommended that the RDCK work with member municipalities to investigate a co-operative approach to agricultural lands within the urban/rural interface that will mitigate the loss of agricultural land to urban boundary expansion. ("build up, not out").

Agricultural Capability Rating

In BC agricultural capability ratings and limitations are assessed through a classification system known as the "Land Capability Classification for Agriculture in British Columbia." The classification system describes seven land capability classes for agriculture (Classes 1 to 7). The best agricultural lands are rated Class 1 because they have the ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.

The northern portion of the area that is proposed to be included in the ALR has portions of class 3-4 and the southern portion of the area to be included is identified has a capability rating of 5. The class 3-4 area has an improved agricultural capability rating of Class 4 and 3 with 70% being Class 4 with the limitation of topography and 30% being Class 3 with the limitation of climate (excluding precipitation). Class 4 lands have limitations that require special management practises or severely restrict the range of crops, or both. Class 3 lands have limitations that require moderately intensive management practices or moderately restrict the range of crops, or both. The southern portion of the area to be included is in an area with an improved agricultural capability rating of Class 5 with the limitation of topography.

Unimproved Capability Rating	**Improved Capability Rating**
7:4T~3:3C 70% of this area is class 4 land with the limitation subclass being topography. 30% of this area is class 3 land with the limitation subclass being adverse climate (excluding precipitation).	7:4T~3:3C 70% of this area is class 4 land with the limitation subclass being topography. 30% of this area is class 3 land with the limitation subclass being adverse climate (excluding precipitation).
5T 100% of this area is class 5 land with the limitation subclass being topography.	5T 100% of this area is class 5 land with the limitation subclass being topography.

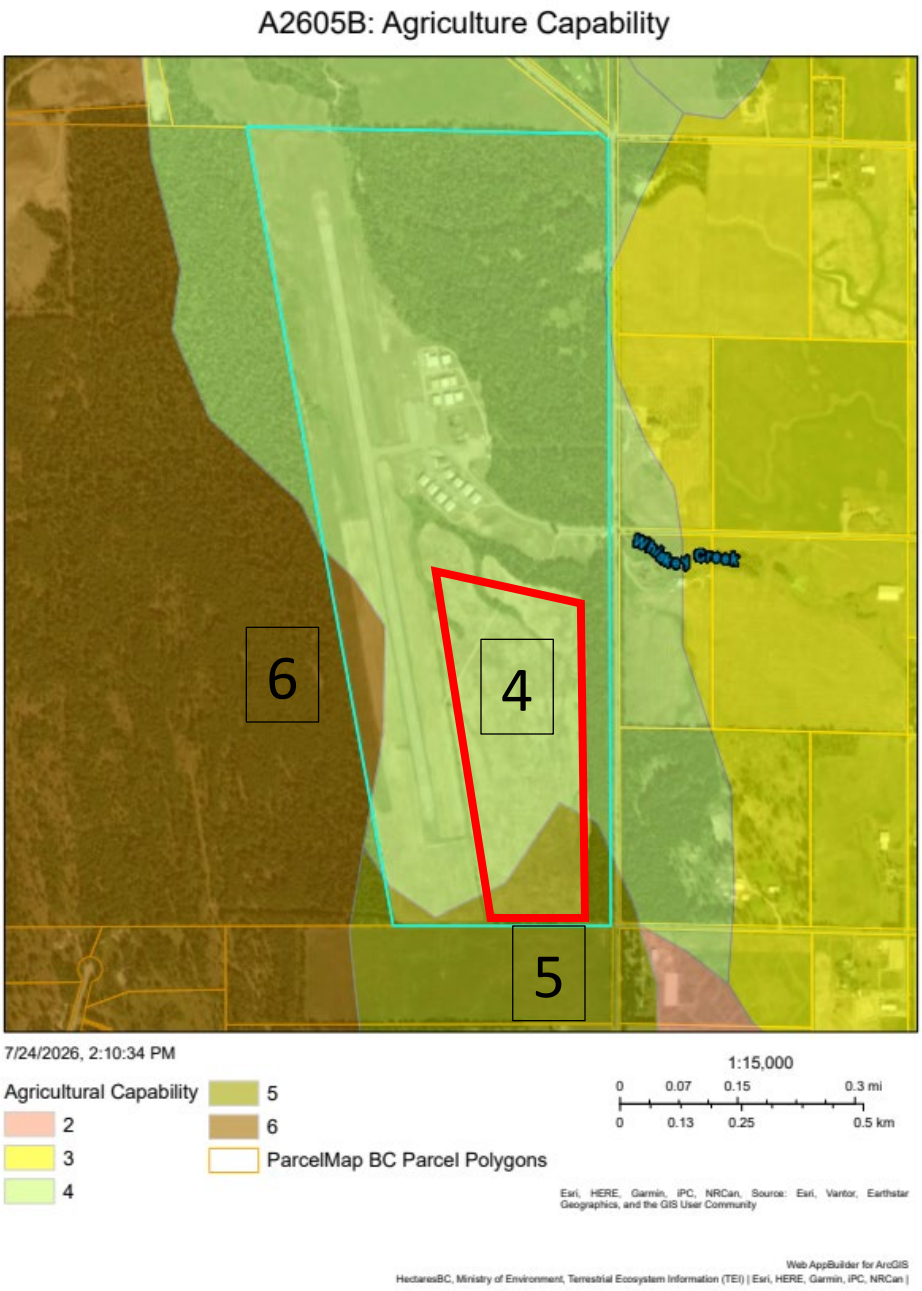


Figure 5 – Approximate area proposed to be included in the ALR shown in red with the respective agricultural capability ratings identified.

Soil Type

The Soil Resources of the Nelson Area published by the BC Ministry of Environment categorizes soils having similar agriculturally important characteristics into 'soil association descriptions'. The land area that is proposed to be included in the ALR is comprised entirely of soils from the Lister Soil Association. Lister soils are mostly arable and are good "dry-farming" soils. Their high soil water holding capacities diminish the need of irrigation for most crops. The main limitations are adverse topography and poor soil structure.

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 applicant has paid the $750 RDCK Referral Fee pursuant to the Planning Fees and Procedures Bylaw No. 2457, 2015. If the application advances to the ALC, the applicant is required to pay an additional $750 to the ALC for their review.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Planning Procedures and Fees Bylaw No. 2456, 2015

The bylaw states that for areas with a zoning bylaw "the Board will consider RAC's recommendation and will pass a resolution to deny or advance the proposal to the ALC. The local government resolution may include additional comments for the ALC to consider."

Agricultural Land Commission Act (ALCA)

As per Section 17(3) of the Act, when making a decision on an inclusion application, the commission may designate all or part of the land described in the application as land within the agricultural land reserve if the commission considers that the designation carries out the intent of this Act.

When applications are forwarded to the ALC, Section 34.1(2) of the ALCA states that a local government may include comments and recommendations regarding the application.

3.3 Environmental Considerations

None anticipated.

3.4 Social Considerations:

None anticipated.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

The ALC does not require public notification for Inclusion applications. In accordance with the Planning Procedures and Fees Bylaw No. 2457, 2015 the application has been referred to specified referral agencies for comments. Below is a summary of the responses received to date:

Agency/Department	Referral Response
Ministry of Agriculture and Food	**Original Comments:** Thank you for providing the opportunity for Ministry of Agriculture and Food (Ministry) staff to comment on an Agricultural Land Commission inclusion application that proposes to include a 17.6 ha portion of the 96.6 ha Subject Property into the Agricultural Land Reserve (ALR). From an agricultural planning perspective, Ministry staff offer the following comments: • Ministry staff understand that the inclusion application is being submitted in concert with an ALR exclusion application that proposes to exclude an

	8.8 ha parcel (the 'Exclusion Parcel') located within the municipal boundary of the Town of Creston. • Ministry staff note that both the Subject Property and the Exclusion Parcel are both capable and suitable of agricultural production and are either currently or have historically, been used for agricultural purposes. • Overall, the Subject Property appears more suitable for agricultural uses given that it is located in an extensive farming area, adjacent to many existing agricultural operations whereas the Exclusion Parcel borders non-ALR land to the west, is generally located in an area with multiple industrial uses and is located in close proximity to residential areas within the Town of Creston. • It is unclear why only 17.6 ha of the Subject Property is proposed for inclusion given that the area under cultivation appears to be approximately 19.0 ha. Notably, the northwest corner of the cultivated area is not proposed for inclusion. Ministry staff recommend that the entire ~19.0 ha area is proposed for inclusion. • Individually, Ministry staff support including the Subject Property into the ALR and do not support excluding the Exclusion Parcel from the ALR. • Ultimately however, while Ministry staff do not support excluding the Exclusion Parcel from the ALR, on balance, the proposed inclusion-exclusion applications appear to provide a net benefit to agriculture given both the significant size difference and agricultural suitability between the Subject Property and the Exclusion Parcel. **Supplemental Comments:** I understand that you have been in touch with ALC staff today regarding the above noted referral. I too have communicated with ALC staff and am now of the understanding that all airports are under federal jurisdiction and as such, provincial acts and regulations, such as the Agricultural Land Commission Act, do not apply/have no force and effect. Given this, including the subject lands within the airport property into the ALR will not protect the land for agriculture use as intended; future changes to the ALR portion (i.e. airport infrastructure expansion) could occur without application to the ALC. I was previously under the impression that certain smaller, regional airports (like the one in Greater Creston that is owned by the Town of Creston) were not under federal jurisdiction and as such, the ALR would apply. I now know that this is erroneous. Given the above, Ministry staff do not support the proposed inclusion-exclusion applications. Please include this additional information into any application report that may be provided to the RDCK board.
Electoral Area 'B' Advisory Planning and Heritage Commission (APHC)	***From the approved minutes of the May 26, 2026 meeting:*** The Referral Package dated May 14, 2026 from Planner Zachari Giacomazzo, has been received.

	• Town of Creston has proposed a land swap where a large parcel of land on airport lands be included for a smaller parcel of land be excluded from the Agricultural Land Reserve. • The Commission was curious why the exclusion referral did not come to them for discussion. Staff explained that the exclusion did not have to come for referral according to the bylaws. **MOVED** and seconded, AND Resolved: That the Area B Advisory Planning Commission SUPPORT the Agricultural Land Reserve Referral for Town of Creston c/o Joel Comer for the property located at 1993 Airport Roads, Lister, Electoral Area B. BLOCK A SECTION 13 TOWNSHIP 7 KOOTENAY DISTRICT (PID: 009-724-991). **Carried**
Creston Valley Agriculture Advisory Commission (CVAAC)	That the following motion BE REFERRED from May 27, 2026 Creston Valley Agricultural Advisory Commission meeting to the June 8, 2026 Creston Valley Agricultural Advisory Commission meeting: • M4 zoning currently, re-zoning application is expected if the land would be approved for the Agricultural Land Reserve (ALR) inclusion. This would be considered the next step in the process, and staff would follow up with the Town of Creston staff for the re-zoning application. • The Commission discussed the parcel being added to the ALR application and what the long-term plan would be for this parcel. • Discussed the land swap procedure, however through the municipal referral makes it so that the Town of Creston does not have to go through Creston Valley Agricultural Advisory Commission for the exclusion referral. • If the land is already being farmed, the Commission is confused why this move is necessary. • The Town of Creston has a need for additional land to develop for industrial use. **Moved** and seconded, AND Resolved: The Referral Package dated May 14, 2026 from Planner Zachari Giacomazzo, has been received. That the Creston Valley Agricultural Advisory Commission NOT SUPPORT the Agricultural Land Reserve Referral to Town of Creston c/o Joel Comer for the property located at 1993 Airport Road, Lister, Electoral Area B. BLOCK A SECTION 13 TOWNSHIP 7 KOOTENAY DISTRICT (PID: 009-724-991). **Carried**
Ktunaxa Nation Council	This is not Agriculture Land and should not be added to ALR.

3.7 Staffing/Departmental Workplace Considerations:

The proposal is considered under the operational requirements of Planning Services.

3.8 Board Strategic Plan/Priorities Considerations:

The Board Strategic Plan has as an area of focus: "supporting our local agriculture and food security."

SECTION 4: SUMMARY & OPTIONS

Planning Discussion

While the proposed inclusion of the subject lands into the Agricultural Land Reserve (ALR) is generally consistent with the objective of preserving and promoting the use of agricultural land for current and future agricultural production, the circumstances of this application are unique. The lands proposed for inclusion form part of an airport property and all airports are under federal jurisdiction. As such, inclusion in the ALR does not provide the same long-term certainty for agricultural use as it would for lands subject solely to provincial and local government land use regulation. Should the Town of Creston determine that the lands are required for future airport-related purposes or expansion, those interests may supersede provincial ALR protections.

In addition, the subject lands are currently designated Industrial (M) and zoned Mixed Use Airport Industrial in Comprehensive Land Use Bylaw No. 2316. These existing land use designations do not reflect the proposed agricultural use of the lands. The Regional District cannot compel the land owner to submit a land use bylaw amendment application as part of this ALR inclusion proposal. However, staff encourage the applicant to pursue the necessary land use bylaw amendments to designate and zone the portion of the property proposed for inclusion in a manner that is consistent with its intended agricultural use, should the ALC approve this application. Aligning the local government planning framework with the proposed ALR boundary would provide greater policy consistency and better support the long-term agricultural use of the lands, recognizing that federal jurisdiction over airport lands would continue to apply.

Staff recommend that the Board support the proposed ALR inclusion application and that it be forwarded to the ALC for a decision.

Options:

Option 1:

That the Board SUPPORT application A2605B for the purposes of an ALR Inclusion application proposed by The Town of Creston for the property located at 1993 Airport Road, Lister, Electoral Area 'B' and legally described as BLOCK A SECTION 13 TOWNSHIP 7 KOOTENAY DISTRICT (PID: 009-724-991).

And further; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Option 2

That the Board NOT SUPPORT application A2605B for the purposes of an ALR Inclusion application proposed by The Town of Creston for the property located at 1993 Airport Road, Lister, Electoral Area 'B' and legally described as BLOCK A SECTION 13 TOWNSHIP 7 KOOTENAY DISTRICT (PID: 009-724-991).

And further; that the Board directs Staff to NOT ADVANCE the subject application to the Agricultural Land Commission for consideration.

Option 3
That the Board PROVIDE NO COMMENT on application A2605B for the purposes of an ALR Inclusion application proposed by The Town of Creston for the property located at 1993 Airport Road, Lister, Electoral Area 'B' and legally described as BLOCK A SECTION 13 TOWNSHIP 7 KOOTENAY DISTRICT (PID: 009-724-991).

And further; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

SECTION 5: RECOMMENDATIONS

That the Board SUPPORT application A2605B for the purposes of an ALR Inclusion application proposed by The Town of Creston for the property located at 1993 Airport Road, Lister, Electoral Area 'B' and legally described as BLOCK A SECTION 13 TOWNSHIP 7 KOOTENAY DISTRICT (PID: 009-724-991).

And further; that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Zachari Giacomazzo, Planner 1

CONCURRENCE

Planning Manager – Nelson Wight Approved
Acting General Manager Development & Sustainability – Amy Wilson Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – ALC Application
Attachment B – Plan prepared by McTavish Resource & Management Consultants Ltd. showing lands to be included
Attachment C – Comments from Provincial Habitat Biologist
Attachment D – RDCK response to the municipal referral for the "ALR Land Swap" (exclusion and inclusion applications)

Provincial Agricultural Land Commission - Applicant Submission

Application ID:	103200
Application Type:	Include Land into the ALR
Status:	Submitted to L/FNG
Name:	Town of Creston
Local/First Nation Government:	Regional District of Central Kootenay

1. Parcel(s) Under Application

Parcel #1

Parcel Type	Fee Simple
Legal Description	BLOCK A SECTION 13 TOWNSHIP 7 KOOTENAY DISTRICT
Approx. Map Area	96.59 ha
PID	009-724-991
Purchase Date	Jul 24, 1981
Farm Classification	No
Civic Address	1993 Airport Road, Lister
Certificate Of Title	TITLE-XB2612-PID-009-724-991.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Kirsten Dunbar	Town of Creston	[redacted]	[redacted]	Signing Authority.pdf

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process?	Yes
Describe the other parcels including their location, who owns or leases them, and their use.	PID 009-942-114 in Town of Creston, owned by Town of Creston, 8.8ha. Primarily a fallow field (5.9ha) occasionally hayed, with wastewater treatment facilities, brush, a cell tower, and gravel turn-around areas. The Town of Creston is requesting that the ALC exclude this property from the ALR in exchange for inclusion of the southeast portion of 1993 Airport Road. See complementary Exclusion Application ID:103193 and attachments.

3. Primary Contact

Type	Local or First Nation Government Staff
First Name	Joel
Last Name	Comer
Organization (If Applicable)	Community Services
Phone	[redacted]
Email	[redacted]

4. Government

Local or First Nation Government:	Regional District of Central Kootenay

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).	The entire parcel is part of the Creston regional airport. Where there are not airport facilities, it is either wildland or farmed for alfalfa, oats or other forage grasses. The field that is proposed for inclusion consists of a mixture of oats and hay and is in active production.
Describe all agricultural	The parcel has been cleared of vegetation and an access road built from the

improvements made to the parcel(s).	main road. The Town applies biosolids to the field based on crop needs.
Describe all other uses that currently take place on the parcel(s).	The field proposed for exclusion does not have any other uses aside from agriculture.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	Forage crop
East	Agricultural / Farm	Forage
South	Agricultural / Farm	Forage
West	Unused	Wildland / natural vegetation

6. Proposal

How many hectares are you proposing to include?	17.6 ha
What is the purpose of the proposal?	The purpose of the proposal is to include 17.6 ha of productive agricultural land into the ALR in exchange for the exclusion of 8.8 ha of land required for the Town to expand their industrial land use. The inclusion is twice the size of the exclusion area, which is to act as an offset for exclusion.
Does the proposal support agriculture in the short or long term?	Yes. By adding land to the ALR in accordance with Section 6 of the ALC Act. The inclusion area is surrounded by ALR land and active farming operations, and is currently leased by a nearby farmer.
Describe any improvements that have been made to, or are planned for the parcel proposed for inclusion.	A renewable lease has been set up with a local producer to farm the land. Additionally, the Town has been applying biosolids to the land. The application and hauling cost of the biosolids is at no-cost to the farmer and will be an ongoing program, so as the farmer leasing the land wants to continue the program.
Proposal Map / Site Plan	Proposal Map Site Plan.pdf
Is the Regional District of Central	Yes

Kootenay the registered land owner of all parcels under this inclusion application?	

7. Optional Documents

Type	Description	File Name
Other files that are related	Council Report	20260324 - RFD - 500 Davis Road - ALR Inclusion and Exclusion Applications.pdf
Professional Report	Agricultural Capability Report	MRMC_OT-136_Ag Capability Report_C.1_optimized.pdf

Attachment B

McTAVISH
RESOURCE & MANAGEMENT CONSULTANTS LTD.

LEGEND

- Agricultural Land Reserve
- 500 Davis Drive
- 1983 Airport Road
- Inclusion Area

LOCATION OVERVIEW

N

0 395 790 1,580
Meters

Scale: 1:28,000
Projection: NAD 1983 BC Environment Albers

Project ID: OT-136
Project Description: City of Creston Agricultural Land Capability Assessment
Created By: MH
Date Exported: 9/24/2024

City of Creston Agricultural Capability Assessment: Area Overview Map

1983 Airport Road Detailed View

Scale: 1:9,000

Attachment B

McTAVISH
RESOURCE & MANAGEMENT CONSULTANTS LTD.

CC: 3MT
IC: 2TD

CC: 3MT
IC: 2TD

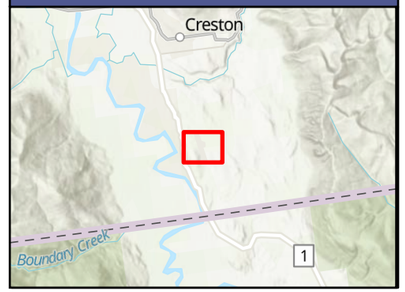
130

Esri, NASA, NGA, USGS, Esri Canada, Esri, TomTom, Garmin, SafeGraph, FAO, METI/NASA, USGS, EPA, NPS, USFWS, NRCan, Parks Canada, Maxar

LEGEND

- Agricultural Land Reserve
- 500 Davis Drive
- BC Agricultural Capability Polygons
- Soil Pit

LOCATION OVERVIEW



N

0 90 180 360
Meters

Scale: 1:6,500
Projection: NAD 1983 BC Environment Albers

Project ID: OT-136
Project Description: City of Creston Agricultural Land Capability Assessment
Created By: MH
Date Exported: 9/25/2024

1983 Airport Road: Field Assessed Agricultural Capability

July 5, 2023

Greetings,

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

Ministry of Water, Land and Resource Stewardship
Land Use Policy, Planning and Ecosystems
PO BOX 9367 Stn Prov Govt
Victoria, BC
V8W 9M3
www.gov.bc.ca/WLRS

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
Raptors (eagles, hawks, falcons, & owls)	Aug 15 – Jan 30
Herons	Aug 15 – Jan 30
Other Birds	Aug 1 – March 31

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 weeds 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.

Kind Regards,

Shannon White, RPBio
Ecosystems Section Head - Kootenay-Boundary Region
Ministry of Water, Land & Resource Stewardship
778-520-2683 / Shannon.white@gov.bc.ca

File No. R2603CRE

February 24, 2026

TOWN OF CRESTON
238 – 10th Avenue N, Box 1339
Creston, BC V0B 1G0

Dear Natasha Ewashen, Municipal Services Coordinator and Planner:

RE: ALC Application 103193 – ALR Land Swap

Thank you for the opportunity to provide comments on this application.

The RDCK does not have any concerns regarding the exclusion of 500 Davis Drive from the ALR.

Below is a list of considerations related to the Creston Valley Regional Airport (PID: 009-724-991) lands proposed for inclusion:

- The airport parcel is subject to *Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013*. The Bylaw designates this property for Industrial land use and it is similarly zoned Mixed Use Industrial (M4).
- The Industrial land use objectives and policies do not contemplate the use of Industrially-designated lands for agricultural purposes; nor do they provide direction related to ALR inclusions. However, the Lister community-specific policies state that the Board: "recognizes the potential mixed use potential of the Airport lands owned by the Town of Creston and will encourage expansion of light industry, commercial and mixed use of lands on portions of the property where such uses do not conflict with federal aviation regulations." The contemplation of 'mixed use' by this policy suggests that agriculture, while not being specifically encouraged, is not discouraged on the property.
- The M4 zone does not list agriculture as a permitted use.
- If the desire is to use these lands for agricultural purposes, then amendments to Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013 are required to change the Official Community Plan land use designation from 'Industrial' to 'Agriculture' and the zoning from 'Mixed Use Industrial (M4)' to a suitable Agricultural zone.
- The RDCK Agriculture Plan (2011) does not directly contemplate ALR land swaps. However, the following recommendation from that Plan is relevant to the proposal: (Capability Recommendation #2) It is recommended that the RDCK work with member municipalities to investigate a co-operative approach to agricultural lands within the urban / rural interface that will mitigate the loss of agricultural land to urban boundary expansions. ("build up, not out").
    - The proposal would result in more land being added to the ALR, which could be beneficial if that land is suitable for agricultural purposes and capable of being productive over the long term.

<u>RDCK Utility Services Comments</u>

The property located at 500 Davis Drive is located proximate (though not directly adjacent) to a proposed utility corridor for agricultural water as identified by the Creston Valley Alternative Water Supply Feasibility Study.

The presence of more industrial land in this area may help provide a location for the siting of future water purveyance infrastructure.

The property located adjacent to the airport identified by PID 009-724-991 is located directly adjacent to a second proposed utility corridor identified in the Creston Valley Alternative Water Supply Feasibility Study. However, the location of the proposed ALR inclusion area is further south and would not affect the utility corridor. This property sits just outside the Lister Water System service area boundary. The proposed ALR inclusion area would not be serviced by Lister water. The currently limited supply of water provided by the Lister water system would therefore not be affected by additional connections.

For these reasons, the Utility Services department is supportive of this Agricultural Land Reserve 'land swap'.

The proposal is considered supportable by the RDCK under the condition that, should the lands proposed for inclusion in the ALR be accepted, they are appropriately re-designated and rezoned to enable use of the lands for agricultural purposes and to avoid any potential bylaw contraventions.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

Corey Scott
Planner 2

Committee Report

Date of Report: August 05, 2026
Date & Type of Meeting: August 19, 2026 – Rural Affairs Committee
Author: Sadie Chezenko, Planner 1
Subject: AGRICULTURAL LAND COMMISSION REFERRAL
File: A2608C - ALLOWAY
Electoral Area/Municipality C

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to consider an application for non-farm use within the Agricultural Land Reserve (ALR) in Electoral Area 'C'. The application proposes the continued development of a fire hall on the subject property, the construction of which had commenced previously without seeking the necessary land use and building approvals.

Staff are recommending support for the proposal due to the limited impact to agriculture and the potential public benefit associated with the proposal.

SECTION 2: BACKGROUND/ANALYSIS

GENERAL INFORMATION
Applicant: Pam Alloway (West Creston Community Hall Society)
Property Owner: The Regional District of Central Kootenay
Property Location: 1348 West Creston Road, West Creston, Electoral Area 'C' DISTRICT LOT 818 KOOTENAY DISTRICT (PID: 012-864-803)
Property Size: 1.04 ha

Site Context

The subject property is in West Creston in Electoral Area 'C' and is entirely within the Agricultural Land Reserve (ALR). The property is designated for Community Services (CS) use and is similarly zoned Community Services (CS) in Comprehensive Land Use Bylaw no. 2317, 2013. The area surrounding the property is also within the ALR and is designated for Community Services (CS), Environmental Reserve (ER), Agriculture (AG) and Quarry (Q) uses. The West Creston Hall is located on the neighboring property which is accessed through the subject property. Corn Creek (sometimes referred to as Buckworth Creek) runs adjacent to the subject property.

The subject property has been developed with a playground, outdoor bathrooms, park, parking area and a residence of the former caretaker of the subject property and neighbouring parcel.

Figure 1: Overview Map

Proposal

The application seeks approval from the Agricultural Land Commission (ALC) for a non-farm use to permit the establishment of a fire hall on the subject property, which is located within the Agricultural Land Reserve (ALR). No agricultural activities currently occur on the property, and none are proposed.

The applicant stated that this parcel was selected for this use because it provides a cost-effective location with suitable access and a level building site. There was no information provided regarding whether alternative sites outside of the ALR were considered. The applicant advised that construction of the fire hall commenced more than 10 years ago and several site improvements have been completed, including the installation of footings, water and electrical services, and drainage rock. The applicant is now seeking non-farm use approval to continue the development of the site for use as a fire hall.

The applicant indicated that the new fire hall is proposed to "give the volunteer fire personnel a safe and secure base of operations to service approximately 300 homes in West Creston as well as assisting other fire crews throughout the Creston Valley."

Figure 2: Site Plan

Planning Policy

Official Community Plan (OCP)

The Community Services (CS) land use designation generally refers to public, non-profit uses such as fire halls. The OCP notes that fire service is provided to portions of Electoral Area 'C' through the Town of Creston and the Wynndel/Lakeview Volunteer Fire Department and that fire service is not available to other portions of the area. The OCP supports the development of fire halls and the expansion of fire protection services to the entire plan area.

Zoning Bylaw

The subject properties are zoned Community Services (CS). The zoning allows various institutional and community uses and permits one caretaker suite as an accessory use. The zoning bylaw specifies that fire halls are a permitted use in all zones.

Agricultural Area Plan

The RDCK's 2011 Agricultural Area Plan aims to increase agricultural production and protect the region's agricultural land base as part of a secure food supply. The plan identifies the need to protect farmland from non-farm development and recommends that non-farm use applications generally not be supported unless they result in no net loss of agricultural capability or provide a demonstrated benefit to agriculture.

Agricultural Land Use Inventory

The RDCK's 2016 Agricultural Land Use Inventory quantifies agricultural potential by classifying ALR parcels into three categories depending on whether they are used for farming, available for farming, or unavailable for farming. A parcel is considered unavailable for faming when a land use makes agricultural development unlikely,

for example, when there is a non-farm use established on the property. This proposal would contribute to additional lands in the ALR which are unavailable for farming.

Agricultural Capability Rating

Agricultural capability in BC is ranked from Class 1 to Class 7. Class 1 land has the fewest limitations and can support the widest range of crops, while Class 7 land has no capability for soil-bound agriculture. The parcel is entirely classified as Class 5 lands with "inundation" and "excess water" noted as limiting factors.

Figure 3: Agricultural Capability

Unimproved Capability Class	Limiting Subclass	Improved Capability Class
5WI (100% Class 5WI)	I – Inundation W – Excess Water	5WI (100% Class 5WI)

Soil Type

The subject property is comprised of soils from the Fletcher Soil Association as shown in Figure 4. Fletcher soils are primarily non-arable but have some grazing potential. The main limitations are excessive stoniness and low soil moisture holding capacity.

Figure 4: Soil Associations

Creston Valley Fire Service Fire Master Plan

The 2025 Creston Valley Fire Service Fire Master Plan (FMP) provides a comprehensive review of the Creston Valley Fire Service (CVFS).

The FMP identifies that there is a building in West Creston currently operating as a fire hall, but that it is not fit for its purpose. The current "fire hall" is a converted agricultural building that lacks basic infrastructure such as running water, heat, ventilation, washrooms, decontamination facilities, and exhaust extraction, and does not meet BC Building Code or WorkSafeBC standards. The report states that continuing to operate from the facility poses health and safety risks to firefighters, creates a misleading impression that the community is adequately protected, and undermines volunteer recruitment and public confidence.

The FMP notes that the 2015 Fire Protection Services Agreement anticipated construction of a permanent fire hall within 18 months, but that never occurred. Following the defeat of the 2024 referendum to fund a new fire hall and apparatus, the FMP identified three options: (1) Find a new location for the fire hall, (2) Conduct a cost-benefit analysis to determine the long-term viability of maintaining a fire hall in West Creston, or (3) Close the West Creston fire hall. The report stresses that delaying a decision prolongs unacceptable operational, legal, and reputational risks and calls for timely, transparent planning to determine the fire hall's future.

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 applicant has paid the $750 RDCK Referral Fee pursuant to the Planning Fees and Procedures Bylaw No. 2457, 2015. When the application advances to the ALC, the applicant is required to pay an additional $750 to the ALC for their review.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Agricultural Land Commission Act (ALCA)

As per Section 25(1) of the Act, when making a decision on an application for a subdivision in the ALR the ALC may do one of the following:

(a) refuse permission;
(b) grant permission;
(c) grant permission for an alternative subdivision.

Planning Procedures and Fees Bylaw No. 2456, 2015

The bylaw states "For areas subject to an official community plan or zoning bylaw, the Board will consider RAC's recommendation and will pass a resolution to deny or advance the proposal to the ALC. The local government resolution may include additional comments for the ALC to consider.

3.3 Environmental Considerations

There are floodplain considerations for this property due to its proximity to Corn Creek and compliance with the Floodplain Management Bylaw is required. The entire property is in the E-Rated Corn Creek Non-Standard Flood and Erosion Area (NSFEA). That rating means that for any development on this site a Full Engineer/Geoscientist Report is required including a complete hazard assessment, siting of proposed buildings and site specific recommendations.

In addition, it appears that "Corn Creek Dike" is located on the subject property. In a letter addressed to the RDCK Board in 2015, the Deputy Inspector of Dikes at the Ministry of Forests, Lands and Natural Resources Operations provides information regarding this flood control structure. The contents of that letter are summarized as follows:

- The 150m long Corn Creek Dike was originally constructed by the West Creston Hall Association and the Recreation Commission in 1975 to protect the Community Hall, park and the caretaker's mobile home.
- The Commission applied for and received funding assistance from the Province to construct the dike and one of the conditions of receiving the grant money was the commitment from the Commission to maintain the dike.
- Following site inspections in 1991, 1993 and 1996, the Ministry Inspector of Dikes advised the Commission that the dike was at risk of failing and recommended that repair and tree removal occur.
- The Deputy Inspector of Dikes inspected the dike in 2014 and noted that the recommendations were not completed and that a segment of the downstream end of the dike was gone.
- The Deputy Inspect of Dikes noted that the dike will continue to degrade without the recommended maintenance and repairs and that the flood protection provided by the dike will continue to diminish.

It is not clear if the dike has been maintained or repaired or if other flood protection measures have been undertaken since this letter was received.

3.4 Social Considerations:

Fire halls provide a public service by protecting lives, property, farms, and critical infrastructure through emergency response, fire suppression and medical assistance. In rural communities, it also strengthens community resilience by improving emergency response times and serving as a hub for public safety and emergency coordination.

3.5 Economic Considerations:

The 2025 Creston Valley Fire Service Fire Master Plan (FMP) identified that maintaining a compliant fire hall with an approved frontline pumper would help preserve favourable fire insurance classifications for nearby properties, while closure or loss of compliant service could result in higher insurance premiums for many residents. The plan identified that for a new fire hall to be built and a pumper purchased; another referendum

would need to be held as the 2024 referendum on the West Creston Fire Protection Area Service Establishment Amendment Bylaw and Loan Authorization Bylaw in Electoral Area C did not receive voter assent. The report notes that $750,000 has already been invested into the foundation for the proposed fire hall on the subject property.

3.6 Communication Considerations:

Agency Referral Responses

In accordance with Schedule 'P' of the *Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015*, planning staff referred the application to all applicable Regional District departments and government ministries and agencies for a period of thirty (30) days. Responses received are included in Attachment B.

3.7 Staffing/Departmental Workplace Considerations:

The proposal is considered under the operational requirements of Planning Services.

3.8 Board Strategic Plan/Priorities Considerations:

The RDCK Strategic Plan identifies the following areas of focus:

- Proactively prepare for and mitigate the impacts of natural risks, (fire, floods, and slides) including preparedness at the community level.
- Support community resiliency with resident safety as our top priority.
- Supporting our local agriculture and food security.

SECTION 4: SUMMARY

Planning Discussion

Agricultural land is a valuable and limited resource, and RDCK agricultural policy typically discourages the establishment of non-farm uses in the ALR unless they benefit agriculture.

At the same time, the proposal aligns with broader Regional District objectives. The OCP supports the establishment of fire halls and the expansion of fire protection services within this community. The RDCK Board's Strategic Plan identifies community resilience and public safety as key priorities. In addition, the FMP recognizes the poor condition of the existing "fire hall" and identifies the need to secure a new location if fire protection services are to be maintained.

Despite these policies and plans, the proposed West Creston Fire Protection Area Service Establishment Amendment Bylaw and Loan Authorization Bylaw in Electoral Area C did not receive voter assent when a referendum was held in 2024. Thus, the community's priorities may have shifted and the future financial viability of building and operating the fire hall is uncertain.

In addition, the fire hall is proposed in an E-Rated NSFEA area and potential issues related to the maintenance of Corn Creek Dike could impact the proposed development. Compliance with floodplain regulations will be required prior to the issuance of a building permit.

This proposal represents trade-offs between prioritizing the establishment of a new fire hall and protecting agricultural lands, where the potential greater public benefit would result from approving the non-farm use of these lands. In this case, the portion of the subject property to be used for the fire hall is small and the agricultural potential of the parcel is limited due to the soils, location and current use. In addition, there exists potential benefit to the community for emergency response, fire suppression and medical assistance, provided there is public support to fund those services. The Creston Valley Agricultural Advisory Commission (CVAAC) expressed their support for this proposal and the Ministry of Agriculture and Food had no objection to the RDCK forwarding this application to the ALC for decision.

Given the limited agricultural potential of the site, the relatively small area proposed for the non-farm use, and the potential public benefit associated with the proposed fire hall, staff are recommending support for the non-farm use application. Staff also acknowledge that uncertainty remains regarding the Corn Creek Dike as well as the future funding, governance, and implementation of the proposed fire hall, particularly in light of the 2024 referendum results. While these factors may affect whether the project ultimately proceeds, they do not alter staff's assessment that the proposed non-farm use represents an acceptable balance between protecting agricultural land and supporting a potentially significant community service.

Options:

Option 1 – Support
That the Board SUPPORT application A2608C for the proposed non-farm use in the Agricultural Land Reserve proposed by Pam Alloway for the property located on 1348 West Creston Road, West Creston, Electoral Area 'C' and legally described as LOT 818 KOOTENAY DISTRICT (PID: 012-864-803)

and that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Option 2 – Not Support
That the Board NOT SUPPORT application A2608C for the proposed non-farm use in the Agricultural Land Reserve proposed by Pam Alloway for the property located on 1348 West Creston Road, West Creston, Electoral Area 'C' and legally described as LOT 818 KOOTENAY DISTRICT (PID: 012-864-803)

and that the Board directs Staff to NOT ADVANCE the subject application to the Agricultural Land Commission for consideration.

SECTION 5: RECOMMENDATIONS

That the Board SUPPORT application A2608C for the proposed non-farm use in the Agricultural Land Reserve proposed by Pam Alloway for the property located on 1348 West Creston Road, West Creston, Electoral Area 'C' and legally described as LOT 818 KOOTENAY DISTRICT (PID: 012-864-803)

and that the Board directs Staff to ADVANCE the subject application to the Agricultural Land Commission for consideration.

Respectfully submitted,

Sadie Chezenko, Planner

CONCURRENCE

Planning Manager – Nelson Wight
Acting General Manager Development & Sustainability – Amy Wilson
Chief Administrative Officer – Stuart Horn

ATTACHMENTS:
Attachment A – ALC Application
Attachment B – Referral Responses

Provincial Agricultural Land Commission - Applicant Submission

Application ID:	107988
Application Type:	Non-Farm Uses within the ALR
Status:	Submitted to L/FNG
Name:	RDCK
Local/First Nation Government:	Regional District of Central Kootenay

1. Parcel(s) Under Application

Parcel #1

Parcel Type	Crown
Legal Description	DISTRICT LOT 818 KOOTENAY DISTRICT
Approx. Map Area	1.01 ha
PID (optional)	012-864-803
PIN (optional)	9465780
Farm Classification	No
Civic Address	1348 West Creston Road, Creston, BC V0B1G7
Certificate Of Title	title-2618275.pdf

Government Parcel Contact

First Name	Stuart
Last Name	Horn

Ministry or Department	RDCK provincial
Phone	
Email	
Crown Type	

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process?	No

3. Primary Contact

Type	Third-Party Agent
First Name	Pam
Last Name	Alloway
Organization (If Applicable)	WEST CRESTON COMMUNITY HALL SOCIETY
Phone	
Email	

4. Government

Local or First Nation Government:	Regional District of Central Kootenay

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).	No agriculture currently takes place on this parcel
Describe all agricultural improvements made to the parcel(s).	No agricultural improvements.

Describe all other uses that currently take place on the parcel(s).	Park and Community Services. Parcel 012-864-803 contains a playground, fully plumbed outdoor bathrooms, park / overflow parking for community activities, and residential home of former caretaker of the parcel. The former caretaker looked after maintenance of parcels 012-864-803 and 016-475-011. Parcel 016-475-011 has the West Creston Community Hall situated on it along with parkland and parking area. The former caretaker continues to reside on the property but does not provide caretaker services.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Other	Creston Wildlife Park
East	Other	Creston Wildlife Park
South	Other	YRB Gravel Pit
West	Other	Creston Wildlife Park

6. Proposal

How many hectares are proposed for non-farm use?	1.1 ha
What is the purpose of the proposal?	RDCK commenced building the West Creston Fire Hall more than 10 years ago. Footings, roughed-in water and electrical services, and drainage rock were completed. The cost of this work exceeded the referendum approved taxation amount. Further construction was put on hold. Currently, RDCK, in conjunction with the West Creston Community Hall Society, wishes to complete the construction of the Fire Hall. The Fire Hall will be the base for volunteer fire personnel and equipment. This unit is currently housed in a rented building that is unsuited to continuing operations. The volunteer fire personnel are managed under contract by the Town of Creston, Fire Chief. The new Fire Hall will give the volunteer fire personnel a safe and secure base of operations to service some 300 homes in West Creston as well as assisting other fire crews through out the Creston Valley.
Could this proposal be accommodated on lands outside of the ALR?	Most of West Creston is bordered by ALR or Creston Wildlife Centre, and private properties extend up steep hills on sides of mountains. As such most private land does not offer sufficient level area or access to major travel routes and is prohibitively expensive. RDCK has offered this land as it

	met all 3 conditions.
Does the proposal support agriculture in the short or long term?	No agriculture is proposed for this parcel. This parcel, along with the West Creston Community Hall, provides events and services to this Community.
Proposal Map / Site Plan	2 Land Use Sketch.pdf
Do you need to import any fill to construct or conduct the proposed Non-farm use?	Yes

Soil and Fill Components

Describe the type and amount of fill proposed to be placed.	Gravel to support the driveway and parking area.

	Fill to be Placed
Area	400 ha
Maximum Depth	1 m
Average Depth	0.5 m

7. Optional Documents

Type	**Description**	**File Name**
Other files that are related	architect drawings of fire hall, drivelane, parking area	3 West Creston Fire Hall Drawings.pdf
Other files that are related	Map of parcels described in application	1 Parcel Map.pdf

Referral Responses- A2608C

Agency/Department/First Nation	Response
Creston Valley Agricultural Advisory Commission (CVAAC)	That the Creston Valley Agricultural Advisory Commission SUPPORT the Agricultural Land Reserve Application for West Creston Community Hall Society for non-farm use at the property located at 1348 West Creston Road, West Creston, Electoral Area 'C' otherwise described as LOT 818 KOOTENAY DISTRICT (PID: 012-864-803).
Ministry of Agriculture and Food	Thank you for sending the below noted referral to Ministry of Agriculture and Food (Ministry) staff for review. Given the size, current use and relative location of the Subject Property, it is unlikely to be used for future agricultural production. As such, Ministry staff have no objection to RDCK forwarding the non-farm use application to the ALC for decision.
Shuswap Band	See attached letter.

3A – 492 Arrow Road
Invermere, BC V0A 1K2

T: 250-341-3678
F: 250-341-3683

www.shuswapband.net

30-Jun-2026 11:37 MDT

Weyt-k (Hello),

Shuswap Band (SB) is in receipt of the referral for: -Agricultural Land Reserve Referral .

The proposed project is located within Shuswap Band's Caretaker Area, within the greater *Secwépemcúlecw* (Secwepemc Traditional Territory). As land users and stewards, Shuswap Band members continue to exercise their Section 35 Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering, and fishing, along with rights associated with spiritual and cultural traditions that are practiced in accordance with Secwepemc customs, laws, and governance structures. Secwepemc share an obligation of caretaker responsibility (stewardship) which is to act mindfully, learning from and caring for surrounding ecosystems for the health and survival of future generations, as is their Indigenous right (UNDRIP, Bill 41, Bill C15) Secwepemc culture hinges on the belief that the land responds positively to care and respect, and that *tmicw* (the air, lands, and resources) is interconnected at a watershed level. It is therefore critical for Shuswap Band to be actively engaged and consulted on all developments occurring within their Caretaker Area.

Shuswap Band emphasizes that archaeology work must be completed to industry standards by a professional archaeologist prior to development. Refer to Shuswap Band's Chance Find Procedure for guidance of expectations of archaeology standards.

Due to Shuswap Band's ancestral heritage interests throughout its Caretaker Area, Shuswap Band requests Guardian participation in all related archaeological work related to this project, including monitor participation. ***Please reach out to our Director of Culture and Heritage, Josh Martin, via email (guardianadmin@Shuswapband.ca) or by cell phone at (250) 421-1454 for further discussion and coordination.*** *Shuswap Band's response to this referral is based on the information currently available; Shuswap Band reserves its Aboriginal right to update its response if additional information becomes available.*

3A – 492 Arrow Road
Invermere, BC V0A 1K2

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www.shuswapband.net

Further, the watersheds in this area are significant to Shuswap Band's cultural heritage, as an area of ancestral land use, and presently significant as areas needing restoration and protection. While the area and its vitality have been impacted by the cumulative impacts of industry developments, Shuswap Band is actively involved in research and other initiatives which aim to restore the ecological health of its Caretaker Area.

Wherever possible, Shuswap Band recommends the reuse of existing infrastructure so as to avoid unnecessary ground disturbance and additional cumulative impacts to the region. It is Shuswap Band's expectation that all disturbed areas be reclaimed as soon as possible with the areas being monitored and treated for invasive plants to aid the ecosystem in its healing.

The province is responsible for ensuring adequate consultation and where appropriate, accommodation to address potential impacts of proposed developments on Shuswap Band's Caretaker Territory of asserted Aboriginal Rights and Title. It is Shuswap Band's expectation that continued consultation on projects and on matters shall continue to be carried out, particularly those that may affect our long-term traditional land use, occupancy and access, including potential cumulative impacts between proposed activity and other previous or future developments within the project footprint and in adjacent areas (watershed, habitat type, aquifer, viewscape, etc.).

Kukwstsétsemc (Thank you).

Referrals Coordinator
"Our people are our strength. Our children are our future."

Cc: Barb Cote - Chief, Shuswap Band

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Mark Thomas - Councillor, Shuswap Band
Richard Martin - Councillor, Shuswap Band
Braydi Rice – Director, Territorial Stewardship, Shuswap Band
Joshua Martin – Director, Culture and Heritage, Shuswap Band

Committee Report

August 19, 2026

Environmental Development Permit Area (DPA) Enforcement

Author:	Corey Scott RPP, MCIP, Planner
File Reference:	10\5110\20\COMPLIANCE AND ENFORCEMENT\DEVELOPMENT PERMIT ENFORCEMENT
Electoral Area/Municipality:	ELECTORAL AREAS 'G'
Services Impacted	Planning S104; Bylaw Enforcement (Rural Administration) S101

1.0 STAFF RECOMMENDATION

That Regional District of Central Kootenay Electoral Area 'G' Land Use Amendment Bylaw No. 3025, 2026 being a bylaw to amend the Regional District of Central Kootenay Electoral Area 'G' Land Use Bylaw No. 2452, 2018 is considered consistent with the RDCK "2026-2030 Financial Plan" and RDCK "Resource Recovery Plan", pursuant to Section 477(3)(a) of the *Local Government Act*.

2.0 BACKGROUND/HISTORY

On July 16, 2026 Regional District of Central Kootenay Electoral Area 'G' Land Use Amendment Bylaw No. 3025, 2026 was given first and second reading and referred to a public hearing under Board Resolution #358/26.

As the bylaw seeks to amend the Electoral Area 'G' Official Community Plan, the RDCK must consider the proposed bylaw in conjunction with the RDCK 2026-2030 Financial Plan and the Resource Recovery Plan, pursuant to Section 477(3) of the *Local Government Act (LGA)*.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

N/A.

3.1 Alignment to Board Strategic Plan

N/A.

3.2 Legislative Considerations

Local Government Act (LGA)

Section 477(3) of the *LGA* requires that:

(3)After first reading of a bylaw under subsection (1), the local government must do the following in the indicated order:

(a) first, consider the proposed official community plan in conjunction with

(i) its financial plan, and

(ii) any waste management plan under Part 3 [Municipal Waste Management] of the *Environmental Management Act* that is applicable in the municipality or regional district;

(b) next, if the proposed official community plan applies to agricultural land, refer the plan to the Provincial Agricultural Land Commission for comment;

(c) next, hold a public hearing on the proposed official community plan in accordance with Division 3 [*Public Hearings on Planning and Land Use Bylaws*] of this Part.

Before proceeding to a public hearing the RDCK must consider Bylaw No. 3025 in conjunction with the RDCK 2026-2030 Financial Plan and the Resource Recovery Plan.

This item proposed to do that through Board resolution.

Once *LGA* S.477(3)(a) has been satisfied, staff will proceed by referring the application to the ALC and completing the public hearing, as directed by Board Resolution #358/26.

3.3 What Are the Risks

N/A.

4.0 PROPOSED SOLUTION

N/A.

4.1 Financial Considerations of the Proposed Solution

This work has been funded through the Planning and Land Use S104 Service.

As this work is concerned with better operationalization of existing RDCK policy (the Electoral Area 'G' Watercourse Development Permit (WDP) Area), the work to complete and adopt Amendment Bylaw No. 3025 is considered to be a part of the Planning Department's core work.

4.2 Risks with the Proposed Solution

N/A.

4.3 Resource Allocation and Workplan Impact

The resource allocation for the duration of the project is 0.2FTE with a Planner 2 managing the project. This work has already been directed by the Board. Other projects will not be delayed because of this work.

Over the long term, implementation of this enforcement mechanism is anticipated to reduce staff time dealing with WDP Area compliance issues.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

N/A.

4.5 Leveraging Technology

N/A.

4.5 Measuring Success

N/A.

5.0 OPTIONS SUMMARY

Discussion:

This work is a part of the Planning Service's core work. As such, it does not require amendment to the RDCK 2026-2030 Financial Plan.

Additionally, as Bylaw No. 3025 would enable better operationalization of already-existing RDCK policy (the Electoral Area 'G' WDP Area), it is considered to be consistent with the RDCK Resource Recovery Plan.

Option 1: Recommended Solution

That the RDCK considers the proposed official community plan amendment in conjunction with its financial plan and resource recovery plan.

Recommendation:

That Regional District of Central Kootenay Electoral Area 'G' Land Use Amendment Bylaw No. 3025, 2026 being a bylaw to amend the Regional District of Central Kootenay Electoral Area 'G' Land Use Bylaw No. 2452, 2018 is considered consistent with the RDCK "2026-2030 Financial Plan" and RDCK "Resource Recovery Plan", pursuant to Section 477(3)(a) of the *Local Government Act*.

6.0 RECOMMENDATION

That Regional District of Central Kootenay Electoral Area 'G' Land Use Amendment Bylaw No. 3025, 2026 being a bylaw to amend the Regional District of Central Kootenay Electoral Area 'G' Land Use Bylaw No. 2452, 2018 is considered consistent with the RDCK "2026-2030 Financial Plan" and RDCK "Resource Recovery Plan", pursuant to Section 477(3)(a) of the *Local Government Act*.

Respectfully submitted,

Corey Scott RPP, MCIP, Planner

CONCURRENCE

Planning Manager – Nelson Wight Approved
General Manager of Development Services and Community Sustainability – Amy Wilson Approved
Chief Administrative Officer – Stuart Horn Approved

Committee Report – For Information

August 19, 2026

Official Community Plan Updates - 2026

Date of Report	March 23, 2026
Author:	Rishab Gaba, Planner 2
File Reference:	10\5110\20\Provincial Housing Changes\OCP Policy Alignment
Electoral Area/Municipality:	A, B, C, D, F, G, J, & K
Services Impacted	Planning and Land Use S104

1.0 PURPOSE OF REPORT

The purpose of this report is to introduce amendments to the Official Community Plans (OCPs) and Schedule A of land use bylaws. The amendments update residential terminology and policies for example, supporting accessory dwelling units and replacing "multi-family" with "multi-unit" housing. They also remove regulatory details, such as density and minimum lot size provisions, that are better addressed through zoning, while aligning the OCPs with zoning changes adopted in 2024 and recent changes made in 2026. The bylaws to be amended are:

- Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013
- Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013
- Electoral Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013
- Electoral Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016
- Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011
- Electoral Area 'G' Land Use Bylaw No. 2452, 2018
- Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996
- Electoral Area 'K' - The Arrow Lakes Official Community Plan Bylaw No. 2022, 2009

These updates are part of a broader initiative to align RDCK planning documents with provincial housing legislation, including the *Housing Statutes (Residential Development) Amendment Act, 2023* (Bill 44)[1]. The amendments primarily address terminology updates and policy clarifications to reflect zoning changes adopted in 2024 and to support clear and effective implementation of residential land use policies across the region.

The amendments include the removal of regulatory provisions from residential policy sections to reinforce the OCP's role as a policy document, with land use regulations appropriately implemented through zoning bylaws. This approach is intended to improve consistency between the OCP and zoning, support more efficient development review processes, and maintain flexibility to respond to evolving provincial legislative requirements. The proposed OCP bylaw amendments are provided in Attachment A, and concurrence tables highlighting the changes are provided in Attachment B.

[1] Planning and Land Use Management Branch. Small-scale, multi-unit housing. Retrieved from https://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments-and-housing/housing-initiatives/smale-scale-multi-unit-housing

2.0 BACKGROUND AND UDPATE

The proposed OCP amendments are required to align with the zoning bylaw amendments adopted to comply with the provisions of the Provincial Bill 44 - *Housing Statutes (Residential Development) Amendment Act*. Bill 44, mandates that all local governments in British Columbia permit Small-Scale Multi-Unit Housing (SSMUH), in residential zones that were previously limited to single detached or duplex housing forms. These changes form part of the Province's "Homes for People" action plan (Spring 2023), which aims to address the province-wide housing supply and affordability challenges.

Pursuant to the SSMUH legislation, The RDCK Board adopted the following zoning amendments through resolutions during June and July 2024:

Resolution 339/24 – Adoption of Electoral Area A Land Use Amendment Bylaw No. 2953, 2024;
Resolution 340/24 – Adoption of Electoral Area B Land Use Amendment Bylaw No. 2954, 2024;
Resolution 343/24 – Adoption of Electoral Area G Land Use Amendment Bylaw No. 2957, 2024;
Resolution 411/24 – Adoption of Electoral Area C Land Use Amendment Bylaw No. 2955, 2024;
Resolution 413/24 – Adoption of Electoral Area D Land Use Amendment Bylaw No. 2956, 2024; and
Resolution 415/24 – Adoption of Regional District of Central Kootenay Zoning Amendment Bylaw No. 2958, 2024.

Official Community Plan Amendments

While zoning bylaws were amended in 2024 to update residential permissions, the *Local Government Act* requires that zoning bylaws be consistent with the applicable Official Community Plans. Recent provincial housing legislation, including the *Housing Statutes (Residential Development) Amendment Act, 2023* (Bill 44) reinforce the importance of alignment between zoning regulations and OCP policy direction.

Accordingly, the proposed OCP amendments are intended to ensure consistency with the adopted zoning bylaws, update terminology, and clarify residential land use policies, while maintaining flexibility to respond to future legislative or regulatory changes. As part of the consistency review, certain density references and minimum lot size provisions have been removed from OCP policies where these matters are more appropriately addressed through zoning regulations. This approach helps maintain the OCP's role as a high-level policy document while ensuring detailed development standards are implemented through zoning bylaws.

Previous Consideration by the Board

This matter is not new to the Board, as the zoning amendments required for Bill 44 compliance were previously considered and adopted in 2024. The upcoming OCP bylaw amendments are a continuation of this work, ensuring full policy alignment with the Provincial legislative framework and previously approved zoning regulations.

An information report outlining the proposed approach was presented to the Board in August 2025, along with a Consultation Plan for the Official Community Plan updates, which set out the engagement process for the current amendments.

3.0 NEXT STEPS AND TIMELINE

Staff will undertake the required engagement activities in accordance with the *Local Government Act* and the approved consultation plan for the applicable OCPs and Schedule A of the land use bylaws.

Following completion of the engagement activities, staff will report back to the Rural Affairs Committee (RAC) with a summary of feedback received and a status update. At that time, staff will also present the proposed bylaw

amendments to Committee for consideration and, if supported, for initiation of the public hearing process.

Respectfully submitted,
Rishab Gaba, Planner 2

CONCURRENCE

Planning Manager – Nelson Wight Approved
General Manager of Development Services and Community Sustainability – Amy Wilson Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – OCP Bylaw Amendments
Attachment B – Concurrence Tables

The following table is provided to assist in locating proposed amendments and corresponding concurrence tables by Electoral Area.

Table 1 Page Reference Table

Electoral Area	Attachment A – OCP Bylaw Amendments (Page No.)	Attachment B – Concurrence Tables (Page No.)
Electoral Area 'A'	1 - 3	22 - 26
Electoral Area 'B'	4 - 5	27 - 28
Electoral Area 'C'	6 - 8	29 - 31
Electoral Area 'D'	9 - 11	32 - 36
Electoral Area 'F'	12 - 13	37 - 38
Electoral Area 'G'	14 - 15	39 - 40
Electoral Area 'J'	16 - 19	41 - 46
Electoral Area 'K'	20 - 21	47

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3041

A Bylaw to amend Electoral Area 'A' Comprehensive
Land Use Bylaw No. 2315, 2013

WHEREAS it is deemed expedient to amend the Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013, and amendments thereto.

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

APPLICATION

1 That Multi-Family Residential in Table 1: Land Use Consistency Table be amended to: Multi-Unit Residential

2 That Schedule 'A' Official Community Plan of *Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013* be amended as follows:

A. That the Background subsection of section 5.0 Residential be amended as follows:

This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential, Multi-Unit and Mixed Use Residential designations in the Plan Area.

B. That the Suburban Residential (RS) Policies subsection of section 5.0 Residential be amended as follows:

20. Directs that the principal use shall be single detached or duplex housing.

21. Supports residential development where the lot size for subdivision is determined by the level of available or proposed servicing.

22. Supports an accessory dwelling unit as an accessory use.

C. That the Country Residential (RC) Policies subsection of section 5.0 Residential be amended as follows:

25. Directs that the principal use shall be single detached or duplex housing.

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26. Supports an accessory dwelling unit as an accessory use.

28. Encourages the clustering of strata lots, subject to density requirements and the protection of green-space through issuance of a Development Permit.

D. That the Rural Residential (RR) Policies subsection of section 5.0 Residential be amended as follows:

29. directs that the principal use shall be single detached or duplex housing.

32. Supports an accessory dwelling unit as an accessory use.

35. Supports that the clustering of development of single detached housing subject to the maintenance of buffers will be considered and encouraged upon application to the Regional Board and subject to density requirements.

E. That the Multi-Family Residential (RM) Policies subsection of section 5.0 Residential be amended as follows:

Multi-Unit Residential (RM) Policies

36. Directs that the principal use be single detached, duplex or multi-unit housing.

37. Supports that Multi-Unit Residential includes developments consisting of more than five (5) units per hectare in seniors housing developments, co-operative housing, apartments, fractional, strata and row housing developments; and that the density provisions for manufactured home parks coincide with the applicable RDCK Manufactured Home Park Bylaw for developments consisting of more than three (3) units.

38. Directs that all Multi-Unit Residential developments shall be serviced by a community water system and community sewer system.

39. Supports that Multi-Unit Residential may include fractional interest and strata developments that may also include an accessory or incidental commercial use.

40. Will require that applications for new Multi-Unit Residential developments shall require the establishment of an appropriate Development Permit area for the form and character of Multi-Unit residential development.

F. That the Natural Environment Policies subsection of Section 10.0 Natural Environment be amended as follows:

18 b. development acceptable on private land designated 'Environmental Reserve' shall include: trails, interpretive signs, benches and similar types of development. Caretaker

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suite may be considered subject to compliance where necessary with Section 56 of the Community Charter;

G. That the Development Permit Area #2: Residential Cluster Development Permit (RCDP) Area subsection of Section 16.0 Development Permit Areas be amended as follows:

Area
The RCDP Area is comprised of all privately owned or leased lands designated as Suburban Residential (RS), Country Residential (RC), Multi-Unit Residential (RM), and Mixed Use Residential (RMU) on Schedule 'A.1'.

3 This Bylaw shall come into force and effect upon its adoption.

CITATION

4 This Bylaw may be cited as **"Electoral Area 'A' Comprehensive Land Use Amendment Bylaw No. 3041, 2025."**

READ A FIRST TIME this [Date] day of [Month] , 20XX.

READ A SECOND TIME this [Date] day of [Month] , 20XX.

WHEREAS A PUBLIC HEARING was held this [Date] day of [Month] ,20XX.

READ A THIRD TIME this [Date] day of [Month] , 20XX.

ADOPTED this [Date] day of [Month] , 20XX.

_____
[Name of Board Chair], Board Chair

_____
[Name of CO], Corporate Officer

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REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3042

A Bylaw to amend Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

WHEREAS it is deemed expedient to amend the Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013, and amendments thereto.

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

APPLICATION

1 That Schedule 'A' Official Community Plan of *Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013* be amended as follows:

A. That the Suburban Residential (RS) Policies subsection of section 4.0 Residential be amended as follows:

14. Directs that the principal use shall be single detached or duplex housing.

B. That the Country Residential (RC) Policies subsection of section 4.0 Residential be amended as follows:

18. Directs that the principal use shall be single detached or duplex housing.

C. That the Rural Residential (RR) Policies subsection of section 4.0 Residential be amended as follows:

21. Directs that the principal use shall be single detached or duplex housing.

D. That the Multi-Unit Residential (RH) Policies subsection of section 4.0 Residential be amended as follows:

24. Directs that the principal use be single detached, duplex or multi-unit housing.

E. That the Erickson subsection of section 14.0 Community Specific Policies be amended as follows:

6. Supports the provision of alternative housing in the form of accessory dwelling unit, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.

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F. That the Canyon subsection of section 14.0 Community Specific Policies be amended as follows:

15. Supports the provision of alternative housing in the form of accessory dwelling unit, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.

G. That the Lister, Rykert, Riverview and Huscroft subsection of section 14.0 Community Specific Policies be amended as follows:

24. Supports the provision of alternative housing in the form of accessory dwelling unit, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.

2 This Bylaw shall come into force and effect upon its adoption.

CITATION

3 This Bylaw may be cited as **"Electoral Area 'B' Comprehensive Land Use Amendment Bylaw No. 3042, 2025**

READ A FIRST TIME this [Date] day of [Month] , 20XX.

READ A SECOND TIME this [Date] day of [Month] , 20XX.

WHEREAS A PUBLIC HEARING was held this [Date] day of [Month] ,20XX.

READ A THIRD TIME this [Date] day of [Month] , 20XX.

ADOPTED this [Date] day of [Month] , 20XX.

[Name of Board Chair], Board Chair

[Name of CO], Corporate Officer

DRAFT

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3043

A Bylaw to amend Electoral Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

WHEREAS it is deemed expedient to amend the Electoral Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013, and amendments thereto.

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

APPLICATION

1 That Multi-Family Residential in Table 1: Land Use Consistency Table be amended to: Multi-Unit Residential

2 That Schedule 'A' Official Community Plan of *Electoral Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013* be amended as follows:

A. That the Background subsection of section 4.0 Residential be amended as follows:

This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential and Multi-Unit Residential designations in the Plan area.

Zoning types applicable to this section include Suburban Residential (R1), Country Residential (R2), Rural Residential (R3), Rural Resource (R4), Manufactured Home Park (R5) and Multi-Unit Residential (R6).

B. That the Suburban Residential (RS) Policies subsection of section 4.0 Residential be amended as follows:

10. Directs that the principal use shall be single detached or duplex housing.

C. That the Country Residential (RC) Policies subsection of section 4.0 Residential be amended as follows:

13. Directs that the principal use shall be single detached or duplex housing.

14. Supports an accessory dwelling unit as an accessory use.

D. That the Rural Residential (RR) Policies subsection of section 4.0 Residential be amended as follows:

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17. directs that the principal use shall be single detached or duplex housing.

E. That the Multi-Unit Residential (RH) Policies subsection of section 4.0 Residential be amended as follows:

20. Directs that the principal use be single detached, duplex or multi-unit housing.

21. Supports that multi-unit residential includes developments consisting of more than five (5) units per hectare (2.47 acres) in manufactured home parks, seniors housing developments, co-operative housing, apartments, fractional, strata and row housing developments.

22. Directs that multi-unit residential developments be restricted to a maximum of two-stories and be subject to the provision of community water and/or waste water disposal.

23. Encourages that multi-unit residential developments may include accessory or incidental commercial use.

24. recognizes that multi-unit residential policies will be applicable to both manufactured home Park Zoning (R5) and Multi-Unit Residential Zoning (R6).

F. That the Natural Environment Policies subsection of Section 9.0 Natural Environment be amended as follows:

19 b. development acceptable on private land designated 'Environmental Reserve' shall include: trails, interpretive signs, benches and similar types of development. Caretaker suite may be considered subject to compliance where necessary with the Local Government Act.

3 This Bylaw shall come into force and effect upon its adoption.

CITATION

4 This Bylaw may be cited as **"Electoral Area 'C' Comprehensive Land Use Amendment Bylaw No. 3043, 2025."**

READ A FIRST TIME this [Date] day of [Month] , 20XX.

READ A SECOND TIME this [Date] day of [Month] , 20XX.

WHEREAS A PUBLIC HEARING was held this [Date] day of [Month] ,20XX.

READ A THIRD TIME this [Date] day of [Month] , 20XX.

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ADOPTED this [Date] day of [Month] , 20XX.

[Name of Board Chair], Board Chair

[Name of CO], Corporate Officer

DRAFT

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3044

A Bylaw to amend Electoral Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016

WHEREAS it is deemed expedient to amend Electoral Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016, and amendments thereto.

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

APPLICATION

1 That Multi-Family Residential in Table 1: Land Use Consistency Table be amended to: Multi-Unit Residential

2 That Schedule 'A' Official Community Plan of *Electoral Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016* be amended as follows:

A. That the Background subsection of section 7.0 Residential be amended as follows:

This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential, Remote Residential and Multi-Unit Residential designations in the Plan area.

B. That the Suburban Residential (RS) Policies subsection of section 7.0 Residential be amended as follows:

15. Directs that the principal use shall be single detached or duplex housing.

C. That the Country Residential (RC) Policies subsection of section 7.0 Residential be amended as follows:

17. Directs that the principal use shall be single detached or duplex housing.

D. That the Rural Residential (RR) Policies subsection of section 5.0 Residential be amended as follows:

21. Directs that the principal use shall be agricultural, single detached or duplex housing.

E. That the Multi-Family Residential (RM) Policies subsection of section 7.0 Residential be amended as follows:

Multi-Unit Residential (RM) Policies

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23. Directs that the principal use be single detached, duplex or multi-unit housing.

24. Supports that multi-unit residential includes developments consisting of more than five (5) units per hectare in manufactured home parks, seniors housing developments, co-operative housing, apartments, fractional, strata and row housing developments.

25. Directs that multi-unit developments be restricted to two-stories and be subject to the provision of community water and/or sewage.

26. Encourages that multi-unit developments may include accessory or incidental commercial use.

F. That the Ainsworth subsection of Section 18.0 Community Specific Policies be amended as follows:

4. Recognizes that single detached residential land use will remain the dominant form of land use within the town-site, with the exception of designated commercial and resort commercial areas.

G. That the Woodbury subsection of Section 18.0 Community Specific Policies be amended as follows:

17. Recognizes that Woodbury will remain primarily single detached residential with opportunity for appropriate home-based business and commercial use.

H. That the Fletcher Creek subsection of Section 18.0 Community Specific Policies be amended as follows:

23. Recognizes that Fletcher Creek will remain primarily single detached residential with opportunity for home-based businesses within residential areas and designated areas for light industry.

I. That the Mirror Lake subsection of Section 18.0 Community Specific Policies be amended as follows:

28. Recognizes that Mirror Lake will remain primarily a single detached residential and rural community.

32. Requires that home-based businesses, including tourist accommodation be restricted as accessory to single detached residential use.

J. That the Pineridge and 0 Avenue subsection of Section 18.0 Community Specific Policies be amended as follows:

38. Recognizes that Pineridge and 0 Avenue will remain primarily single detached residential, with water availability being considered at the time of zoning.

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K. That the Allen Division subsection of Section 18.0 Community Specific Policies be amended as follows:

60. Recognized that Allen Division will remain primarily suburban residential with a mix of housing types, primarily oriented toward single detached and duplex housing.

L. That the Schroeder Creek subsection of Section 18.0 Community Specific Policies be amended as follows:

86. Recognizes that Schroeder Creek will remain primarily single detached residential.

87. Supports that home-based businesses and accessory tourist accommodation be restricted as an accessory to single detached residential use, and that decisions regarding land use amendments or development applications be considered based on the existing history, peaceful and private character, and social characteristics of the community.

3 This Bylaw shall come into force and effect upon its adoption.

CITATION

4 This Bylaw may be cited as **"Electoral Area 'D' Comprehensive Land Use Amendment Bylaw No. 3044, 2025**

READ A FIRST TIME this [Date] day of [Month] , 20XX.

READ A SECOND TIME this [Date] day of [Month] , 20XX.

WHEREAS A PUBLIC HEARING was held this [Date] day of [Month] ,20XX.

READ A THIRD TIME this [Date] day of [Month] , 20XX.

ADOPTED this [Date] day of [Month] , 20XX.

[Name of Board Chair], Board Chair

[Name of CO], Corporate Officer

DRAFT

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3045

A Bylaw to amend Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011

WHEREAS it is deemed expedient to amend the Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011, and amendments thereto.

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

APPLICATION

1 That Schedule 'A' of *Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011* be amended as follows:

A. That the section 11.5 High Density Residential be amended as follows:

.1 h. encourages entry level and affordable housing choices through various mechanisms including secondary suite, duplexes in appropriate locations, and small house/small lot options;

.7 Directs that High Density Residential designations provide for multi-unit housing such as triplexes, fourplexes, townhouses, condominiums, and apartments.

B. That the section 20.1 Background be amended as follows:

6. establishment of objectives for the form and character of commercial, industrial or multi-unit residential development

C. That the Designation subsection of the section 20.3 Commercial, Industrial, and High Density Residential Development Permit (CIHDRDP) Area be amended as follows:

The CIHDRDP Area is designated under Section 488(1) (f), (h) and (e) of the Local Government Act to establish objectives for the form and character of commercial, industrial and multi-unit residential development, and the promotion of energy and water conservation.

2 This Bylaw shall come into force and effect upon its adoption.

CITATION

DRAFT

3 This Bylaw may be cited as **"Electoral Area 'F' Official Community Plan Amendment Bylaw No. 3045, 2025"**

READ A FIRST TIME this [Date] day of [Month] , 20XX.

READ A SECOND TIME this [Date] day of [Month] , 20XX.

WHEREAS A PUBLIC HEARING was held this [Date] day of [Month] ,20XX.

READ A THIRD TIME this [Date] day of [Month] , 20XX.

ADOPTED this [Date] day of [Month] , 20XX.

[Name of Board Chair], Board Chair

[Name of CO], Corporate Officer

DRAFT

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3046

A Bylaw to amend Electoral Area 'G' Land Use Bylaw No. 2452, 2018

WHEREAS it is deemed expedient to amend the Electoral Area 'G' Land Use Bylaw No. 2452, 2018, and amendments thereto.

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

APPLICATION

1 That Schedule 'A' Official Community Plan of *Electoral Area 'G' Land Use Bylaw No. 2452, 2018* be amended as follows:

A. That the General Residential Policies subsection of section 3.0 Residential be amended as follows:

10. Will increase housing diversity and choice in the community through allowing for accessory dwelling unit to increase the number of dwellings available for rental occupancy and to single occupancy households.

B. That the Town-site Residential (RS) Policies subsection of section 3.0 Residential be amended as follows:

17. Directs that the principal use be single detached, duplex or multi-unit housing.

18. Will allow for accessory buildings and structures, accessory dwelling unit, accessory tourist accommodation, home-based business, horticulture and the keeping of farm animals as accessory uses.

C. That the Country Residential (RC) Policies subsection of section 3.0 Residential be amended as follows:

22. Directs that the principal use shall be single detached or duplex housing.

23. Will allow for accessory buildings and structures, accessory dwelling unit, accessory tourist accommodation, home-based business, horticulture and the keeping of farm animals as accessory uses.

D. That the Rural Residential (RR) Policies subsection of section 3.0 Residential be amended as follows:

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25. Directs that the principal use shall be single detached or duplex housing, horticulture or portable sawmills.

26. Will allow for accessory buildings and structures, accessory dwelling unit, accessory tourist accommodation, home-based business, horticulture, keeping of farm animals, kennels and small scale wood product manufacturing as accessory uses.

E. That the Multi-Unit Residential (RH) Policies subsection of section 5.0 Residential be amended as follows:

29. Directs that the principal use shall be multi-unit housing or manufactured home parks.

2 This Bylaw shall come into force and effect upon its adoption.

CITATION

3 This Bylaw may be cited as **"Electoral Area 'G' Land Use Amendment Bylaw No. 3046, 2025**

READ A FIRST TIME this [Date] day of [Month] , 20XX.

READ A SECOND TIME this [Date] day of [Month] , 20XX.

WHEREAS A PUBLIC HEARING was held this [Date] day of [Month] ,20XX.

READ A THIRD TIME this [Date] day of [Month] , 20XX.

ADOPTED this [Date] day of [Month] , 20XX.

[Name of Board Chair], Board Chair

[Name of CO], Corporate Officer

DRAFT

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3047

A Bylaw to amend Kootenay - Columbia Rivers
Official Community Plan Bylaw No. 1157, 1996

WHEREAS it is deemed expedient to amend the Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996, and amendments thereto.

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

APPLICATION

1 That Schedule 'A' of *Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996* be amended as follows:

A. That the 3.2.2 Suburban Residential Policies subsection of section 3.2 General Residential Policies be amended as follows:

3.2.2.2 Supports residential development where the lot size for subdivision is determined by the level of available or proposed servicing.

3.2.2.3 Supports an accessory dwelling unit as an accessory use.

One dwelling unit and one secondary suite shall be permitted on Lot 2 District Lot 4598 Kootenay Land District EPP75763 (PID 030-260-191).

3.2.2.5 In areas where individual septic systems are adversely affecting the environment or the quality of water, a sewer system may be required.

B. That the 3.2.3 Country Residential 1 Policies subsection of section 3.2 General Residential Policies be amended as follows:

3.2.3.2 Supports an accessory dwelling unit as an accessory use.

3.2.3.4 The clustering of development in either single detached or multi-unit housing subject to the maintenance of buffers on non agricultural lands will be considered and encouraged by the Board of the Regional District.

C. That the 3.2.4 Country Residential 2 Policies subsection of section 3.2 General Residential Policies be amended as follows:

3.2.4.2 one single detached or duplex housing shall be permitted per lot. In addition, if a lot is developed with a single detached housing, a manufactured home may be placed on the lot to provide temporary accommodation for a relative of the occupant of the principal dwelling. Lands within the Agricultural Land Reserve shall comply with the Agricultural Land Commission Act, Regulations and Orders.

D. That the 3.2.5 Rural Residential Policies subsection of section 3.2 General Residential Policies be amended as follows:

3.2.5.2 Supports an accessory dwelling unit as an accessory use.

3.2.5.5 The clustering of development in either single detached or multi-unit housing subject to the maintenance of buffers on non agricultural lands will be considered and encouraged by the Board of the Regional District.

E. That the 3.2.6 Remote Residential Policies subsection of section 3.2 General Residential Policies be amended as follows:

3.2.6.3 Lands designated Remote Residential shall have a minimum lot size of two (2) hectares.

3.2.6.5 The clustering of development in either single detached or multi-unit housing subject to the maintenance of buffers on non agricultural lands will be considered and encouraged by the Board of the Regional District.

F. That the section 3.4 Agricultural Policies be amended as follows:

3.4.14 The clustering of development in either single detached or multi-unit housing subject to the maintenance of buffers on agricultural lands will be considered and supported by the Board of the Regional District through zoning regulation.

G. That the 3.7 Parks and Recreation be amended as follows:

3.7.3.3 Private development acceptable on land designated Environmental Reserve include trails, interpretive signs, benches and similar types of development. Caretaker suite may be considered subject to compliance with Section 734 of the Municipal Act.

H. That the 3.10.10 Deer Park and Little Cayuse Creek subsection of section 3.10 Specific Community Policies be amended as follows:

3.10.10.10 For land designated CR2SA - Country Residential (South Arrow) and RRSA - Rural Residential (South Arrow), an accessory dwelling unit is supported as an accessory use. In addition, subject to the requirements of the zoning bylaw, one guest cabin with a maximum gross floor area of 75 m2 (807 sq. ft.) per cabin shall be allowed. In this context a ‘guest’ includes a family member or others occupying a cabin at the invitation of the owner. A guest cabin shall not be used as rental accommodation.

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I. That the 3.10.11 Renata, Brooklyn and Coykendahl subsection of section 3.10 Specific Community Policies be amended as follows:

3.10.11.6 For land designated RRSA - Rural Residential (South Arrow) an accessory dwelling unit is supported as an accessory use. In addition, subject to the requirements of the zoning bylaw, one guest cabin with a maximum gross floor area of 75 m2 (807 sq. ft.) per cabin shall be allowed. In this context a 'guest' includes a family member or others occupying a cabin at the invitation of the owner. A guest cabin shall not be used as rental accommodation.

J. That the 4.1.1 Designation Category subsection of section 4.1 Development Permit Area #1 be amended as follows:

All lands designated Commercial, Comprehensive Development, Gravel Extraction, High Density Residential and Industrial as shown of Schedule B, Maps 1 of 3, 2 of 3 and 3 of 3 of Bylaw No. 1157, are designated as a Development Permit Areas pursuant to Sections 879(1)(a) & 879(1)(e) of the Municipal Act, for the purpose of providing guidelines for the protection of the natural environment, and for the form and character of commercial, industrial and multi-unit housing uses.

K. That the 4.1.2 Justification subsection of section 4.1 Development Permit Area #1 be amended as follows:

The OCP recognizes the distinct residential character of these communities and also recognizes that there is the opportunity for commercial, industrial and multi-unit housing development provided that such development is compatible with existing uses.

The overall objective of this designation then is to ensure that new commercial, industrial or multi-unit housing development is compatible with its surrounding residential and rural character, that it be aesthetically pleasing and environmentally sensitive.

L. That the 4.1.4 Exemptions subsection of section 4.1 Development Permit Area #1 be amended as follows:

4.1.4.2 single detached and duplex housing and accessory buildings and structures;

2 This Bylaw shall come into force and effect upon its adoption.

CITATION

3 This Bylaw may be cited as **"Kootenay - Columbia Rivers Official Community Plan Amendment Bylaw No. 3047, 2025**

READ A FIRST TIME this [Date] day of [Month] , 20XX.

READ A SECOND TIME this [Date] day of [Month] , 20XX.

DRAFT

WHEREAS A PUBLIC HEARING was held this [Date] day of [Month] ,20XX.

READ A THIRD TIME this [Date] day of [Month] , 20XX.

ADOPTED this [Date] day of [Month] , 20XX.

[Name of Board Chair], Board Chair

[Name of CO], Corporate Officer

DRAFT

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3048

A Bylaw to amend Electoral Area 'K' - The Arrow Lakes
Official Community Plan Bylaw No. 2022, 2009

WHEREAS it is deemed expedient to amend the Electoral Area 'K' - The Arrow Lakes Official Community Plan Bylaw No. 2022, 2009, and amendments thereto.

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

APPLICATION

1 That Schedule 'A' of *Electoral Area 'K' - The Arrow Lakes Official Community Plan Bylaw No. 2022, 2009* be amended as follows:

A. That the Country Residential (R2) Policies subsection of section 7.0 Residential be amended as follows:

1. Directs that the principal use shall be single detached or duplex housing.

B. That the Rural Residential (R3) Policies subsection of section 7.0 Residential be amended as follows:

1. Directs that the principal use shall be single detached or duplex housing.

C. That the Burton subsection of section 18.0 Community Specific Policies be amended as follows:

Discourages industrial development in the community aside from home based business and cottage industries in association with the principal use of single detached residential

D. That the Category subsection of section Development Permit Area #3 –Resort Commercial Development Permit (RCDP) Area be amended as follows:

All lands designated Tourist Commercial (C2) as shown in Schedule B, are designated as a Development Permit Areas pursuant to Section 488(1)(f) of the Local Government Act, for the purpose of providing guidelines for the form and character of commercial and multi-unit housing uses.

2 This Bylaw shall come into force and effect upon its adoption.

DRAFT

CITATION

3 This Bylaw may be cited as **"Electoral Area 'K' - The Arrow Lakes Official Community Plan Amendment Bylaw No. 3048, 2025"**

READ A FIRST TIME this [Date] day of [Month] , 20XX.

READ A SECOND TIME this [Date] day of [Month] , 20XX.

WHEREAS A PUBLIC HEARING was held this [Date] day of [Month] ,20XX.

READ A THIRD TIME this [Date] day of [Month] , 20XX.

ADOPTED this [Date] day of [Month] , 20XX.

[Name of Board Chair], Board Chair

[Name of CO], Corporate Officer

DRAFT

Concurrence Table

Amendments to Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013

Section Number	Existing Item / Wording	Change	Rationale
TABLE 1: LAND USE CONSISTENCY TABLE Residential Designations:	Multi-Family Residential	**AMEND** Multi-Unit Residential	Clarify and modernize.

Amendments to Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013 Schedule 'A' Official Community Plan

Section	Existing Item / Wording	Change	Rationale
5.0 RESIDENTIAL Background	This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential, Multi-family and Mixed Use Residential designations in the Plan Area.	**AMEND** This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential, Multi-Unit and Mixed Use Residential designations in the Plan Area.	Clarify and modernize.
5.0 RESIDENTIAL Suburban Residential (RS) Policies	20. Directs that the principal use shall be one-family or two-family dwellings.	**AMEND** Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
5.0 RESIDENTIAL Suburban Residential (RS) Policies	21. Directs that the recommended minimum lot size should be 2000 square metres of site area where serviced by a community water system, unless a lot is serviced by a	**AMEND** 21. Supports residential development where the lot size for subdivision is determined by the level of available or proposed servicing.	In accordance with Zoning Regulations

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Concurrence Table

	community sewer system whereby the minimum lot size should be 700 square metres.		
5.0 RESIDENTIAL Suburban Residential (RS) Policies	22. Directs that one-family or two-family dwelling units should be permitted per 2000 square metres of site area where serviced by community water supply. In areas where there is no associated zoning, this minimum lot size may vary if the area needed for an on-site septic system is less.	**AMEND** 22. Supports an accessory dwelling unit as an accessory use	In accordance with Zoning Regulations.
5.0 RESIDENTIAL Country Residential (RC) Policies	25. Directs that the principal use shall be one-family or two-family dwellings.	**AMEND** 25. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
5.0 RESIDENTIAL Country Residential (RC) Policies	26. Directs that a one-family or two-family dwelling should be permitted per lot and one additional dwelling shall be permitted for every one (1) hectare of lot area over one (1) hectare.	**AMEND** 26. Supports an accessory dwelling unit as an accessory use	In accordance with Zoning Regulations.
5.0 RESIDENTIAL Country Residential (RC) Policies	28. Encourages the clustering of strata lots subject to density that should not exceed one unit per hectare of total lot area and subject to the protection of green-space through issuance of a Development Permit.	**AMEND** 28. Encourages the clustering of strata lots, subject to density requirements and the protection of green-space through issuance of a Development Permit.	In accordance with Zoning Regulations.

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Concurrence Table

5.0 RESIDENTIAL Rural Residential (RR) Policies	29. Directs that the principal use shall be one-family or two-family dwellings.	**AMEND** 29. directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
5.0 RESIDENTIAL Rural Residential (RR) Policies	32. Directs that one-family or two-family dwelling unit should be permitted per lot and one additional dwelling should be permitted for every two (2) hectares of lot area over two (2) hectares.	**AMEND** 32. Supports an accessory dwelling unit as an accessory use	In accordance with Zoning Regulations.
5.0 RESIDENTIAL Rural Residential (RR) Policies	35. Supports that the clustering of development of single detached dwellings subject to the maintenance of buffers will be considered and encouraged upon application to the Regional Board and subject to density requirements.	**AMEND** 35. Supports that the clustering of development of single detached housing subject to the maintenance of buffers will be considered and encouraged upon application to the Regional Board and subject to density requirements.	Clarify and modernize.
5.0 RESIDENTIAL	Multi-Family Residential (RM) Policies	**AMEND** Multi-Unit Residential (RM) Policies	Clarify and modernize.
5.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	36. Directs that the principal use be single family, two-family or multi-family residential.	**AMEND** 36. Directs that the principal use be single detached, duplex or multi-unit housing.	Clarify and modernize.
5.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	37. Supports that Multi-family Residential includes developments consisting of more than five (5) units per hectare in seniors housing developments, co-operative housing, apartments, fractional, strata and row	**AMEND** 37. Supports that Multi-Unit Residential includes developments consisting of more than five (5) units per hectare in seniors housing developments, co-operative housing, apartments, fractional, strata and row	Clarify and modernize.

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Concurrence Table

	housing developments; and that the density provisions for manufactured home parks coincide with the applicable RDCK Manufactured Home Park Bylaw for developments consisting of more than three (3) units.	housing developments; and that the density provisions for manufactured home parks coincide with the applicable RDCK Manufactured Home Park Bylaw for developments consisting of more than three (3) units.	
5.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	38. Directs that all Multi-family Residential developments shall be serviced by a community water system and community sewer system.	**AMEND** 38. Directs that all Multi-Unit Residential developments shall be serviced by a community water system and community sewer system.	Clarify and modernize.
5.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	39. Supports that Multi-family Residential may include fractional interest and strata developments that may also include an accessory or incidental commercial use.	**AMEND** 39. Supports that Multi-Unit Residential may include fractional interest and strata developments that may also include an accessory or incidental commercial use.	Clarify and modernize.
5.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	40. Will require that applications for new Multi-family Residential developments shall require the establishment of an appropriate Development Permit area for the form and character of multi-family residential development.	**AMEND** 40. Will require that applications for new Multi-Unit Residential developments shall require the establishment of an appropriate Development Permit area for the form and character of Multi-Unit residential development.	Clarify and modernize.
10.0 NATURAL ENVIRONMENT Natural Environment Policies	18 b. development acceptable on private land designated 'Environmental Reserve' shall include: trails, interpretive signs, benches and similar types of development. One single detached dwelling may be	**AMEND** 18 b. development acceptable on private land designated 'Environmental Reserve' shall include: trails, interpretive signs, benches and similar types of development. Caretaker suite may be considered subject to	Clarify and modernize.

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Concurrence Table

	considered subject to compliance where necessary with Section 56 of the Community Charter;	compliance where necessary with Section 56 of the Community Charter;	
16.0 DEVELOPMENT PERMIT AREAS Development Permit Area #2: Residential Cluster Development Permit (RCDP) Area Area	The RCDP Area is comprised of all privately owned or leased lands designated as Suburban Residential (RS), Country Residential (RC), Multi-Family Residential (RM), and Mixed Use Residential (RMU) on Schedule 'A.1'.	**AMEND** The RCDP Area is comprised of all privately owned or leased lands designated as Suburban Residential (RS), Country Residential (RC), Multi-Unit Residential (RM), and Mixed Use Residential (RMU) on Schedule 'A.1'.	Clarify and modernize.

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Concurrence Table

Amendments to Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013

Amendments to Electoral Area 'B' Comprehensive Land Use Bylaw No. 2316, 2013 Schedule 'A' Official Community Plan

Section	Existing Item / Wording	Change	Rationale
4.0 RESIDENTIAL Suburban Residential (RS) Policies	14. Directs that the principal use shall be single-family or two-family dwellings.	**AMEND** 14. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
4.0 RESIDENTIAL Country Residential (RC) Policies	18. Directs that the principal use shall be single-family or two-family dwellings.	**AMEND** 18. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
4.0 RESIDENTIAL Rural Residential (RR) Policies	21. Directs that the principal use shall be single-family or two-family dwellings	**AMEND** 21. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
4.0 RESIDENTIAL Multi-Unit Residential (RH) Policies	24. Directs that the principal use be single-family, two-family or multi-unit residential	**AMEND** 24. Directs that the principal use be single detached, duplex or multi-unit housing.	Clarify and modernize.
14.0 COMMUNITY SPECIFIC POLICIES Erickson	6. Supports the provision of alternative housing in the form of accessory dwellings, such a garage suites and carriage housing, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.	**AMEND** 6. Supports the provision of alternative housing in the form of accessory dwelling unit, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.	Update term.

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Concurrence Table

14.0 COMMUNITY SPECIFIC POLICIES Canyon	15. Supports the provision of alternative housing in the form of accessory dwellings, such a garage suites and carriage housing, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.	**AMEND** 15. Supports the provision of alternative housing in the form of accessory dwelling unit, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.	Update term.
14.0 COMMUNITY SPECIFIC POLICIES Lister, Rykert, Riverview and Huscroft	24. Supports the provision of alternative housing in the form of accessory dwellings, such as garage suites and carriage housing, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.	**AMEND** 24. Supports the provision of alternative housing in the form of accessory dwelling unit, to allow for greater flexibility and affordability of housing choice, subject to approval by the Agricultural Land Commission, where required.	Update term.

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Concurrence Table

Amendments to Electoral Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013

Section Number	Existing Item / Wording	Change	Rationale
TABLE 1: LAND USE CONSISTENCY TABLE Residential Designations:	Multi-Family Residential	**AMEND** Multi-Unit Residential	Clarify and modernize.

Amendments to Electoral Area 'C' Comprehensive Land Use Bylaw No. 2317, 2013 Schedule 'A' Official Community Plan

Section	Existing Item / Wording	Change	Rationale
4.0 RESIDENTIAL Background	This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential and Multi-Family Residential designations in the Plan area.	**AMEND** This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential and Multi-Unit Residential designations in the Plan area.	Clarify and modernize.
4.0 RESIDENTIAL Background	Zoning types applicable to this section include Suburban Residential (R1), Country Residential (R2), Rural Residential (R3), Rural Resource (R4), Manufactured Home Park (R5) and Multi-Family Residential (R6).	**AMEND** Zoning types applicable to this section include Suburban Residential (R1), Country Residential (R2), Rural Residential (R3), Rural Resource (R4), Manufactured Home Park (R5) and Multi-Unit Residential (R6).	Clarify and modernize.
4.0 RESIDENTIAL Suburban Residential (RS) Policies	10. Directs that the principal use shall be one-family or two-family dwellings.	**AMEND** 10. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.

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Concurrence Table

4.0 RESIDENTIAL Country Residential (RC) Policies	13. Directs that the principal use shall be one-family or two-family dwellings.	**AMEND** 13. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
4.0 RESIDENTIAL Country Residential (RC) Policies	14. Will allow for one dwelling unit per parcel and one additional dwelling shall be permitted for every one (1) hectare of lot area over one (1) hectare.	**AMEND** 14. Supports an accessory dwelling unit as an accessory use	In accordance with Zoning Regulations.
4.0 RESIDENTIAL Rural Residential (RR) Policies	17. Directs that the principal use shall be one-family or two-family dwelling.	**AMEND** 17. directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
4.0 RESIDENTIAL Multi-Unit Residential (RH) Policies	20. Directs that the principal use be one-family, two-family or multi-family residential.	**AMEND** 20. Directs that the principal use be single detached, duplex or multi-unit housing.	Clarify and modernize.
4.0 RESIDENTIAL Multi-Unit Residential (RH) Policies	21. Supports that multi-family residential includes developments consisting of more than five (5) units per hectare (2.47 acres) in manufactured home parks, seniors housing developments, co-operative housing, apartments, fractional, strata and row housing developments.	**AMEND** 21. Supports that multi-unit residential includes developments consisting of more than five (5) units per hectare (2.47 acres) in manufactured home parks, seniors housing developments, co-operative housing, apartments, fractional, strata and row housing developments.	Clarify and modernize.
4.0 RESIDENTIAL	22. Directs that multi-family residential developments be restricted to a maximum of two-	**AMEND** 22. Directs that multi-unit residential developments be restricted to a maximum of two-stories and be subject	Clarify and modernize.

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Concurrence Table

Multi-Unit Residential (RH) Policies	stories and be subject to the provision of community water and/or waste water disposal.	to the provision of community water and/or waste water disposal.	
4.0 RESIDENTIAL Multi-Unit Residential (RH) Policies	23. Encourages that multi-family residential developments may include accessory or incidental commercial use.	**AMEND** 23. Encourages that multi-unit residential developments may include accessory or incidental commercial use.	Clarify and modernize.
4.0 RESIDENTIAL Multi-Unit Residential (RH) Policies	24. Recognizes that multi-family residential policies will be applicable to both Manufactured Home Park Zoning (R5) and Multi-Unit Residential Zoning (R6).	**AMEND** 24. recognizes that multi-unit residential policies will be applicable to both manufactured home Park Zoning (R5) and Multi-Unit Residential Zoning (R6).	Clarify and modernize.
9.0 NATURAL ENVIRONMENT Natural Environment Policies	19 b. development acceptable on private land designated 'Environmental Reserve' shall include: trails, interpretive signs, benches and similar types of development. One single detached dwelling may be considered subject to compliance where necessary with the Local Government Act.	**AMEND** 19 b. development acceptable on private land designated 'Environmental Reserve' shall include: trails, interpretive signs, benches and similar types of development. Caretaker suite may be considered subject to compliance where necessary with the Local Government Act.	Clarify and modernize.

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Concurrence Table

Amendments to Electoral Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016

Section Number	Existing Item / Wording	Change	Rationale
TABLE 1: LAND USE CONSISTENCY TABLE Residential Designations:	Multi-Family Residential	**AMEND** Multi-Unit Residential	Clarify and modernize.

Amendments to Electoral Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016 Schedule 'A' Official Community Plan

Section	Existing Item / Wording	Change	Rationale
7.0 RESIDENTIAL Background	This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential, Remote Residential and Multi-Family Residential designations in the Plan area.	**AMEND** This section outlines the objectives and policies for Suburban Residential, Country Residential, Rural Residential, Remote Residential and Multi-Unit Residential designations in the Plan area.	Clarify and modernize.
7.0 RESIDENTIAL Suburban Residential (RS) Policies	15. Directs that the principal use shall be single detached or duplex dwellings.	**AMEND** 15. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
7.0 RESIDENTIAL Country Residential (RC) Policies	17. Directs that the principal use shall be single detached or duplex dwellings	**AMEND** 17. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.

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Concurrence Table

7.0 RESIDENTIAL Rural Residential (RR) Policies	19. Directs that the principal use shall be single detached or duplex dwellings.	**AMEND** 19. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
7.0 RESIDENTIAL Remote Residential (RR) Policies	21. Directs that the principal use shall be agricultural, single detached or duplex dwellings.	**AMEND** 21. Directs that the principal use shall be agricultural, single detached or duplex housing.	Clarify and modernize.
7.0 RESIDENTIAL	Multi-Family Residential (RM) Policies	**AMEND** Multi-Unit Residential (RM) Policies	Clarify and modernize.
7.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	23. Directs that the principal use be single family, duplex or multi-family residential.	**AMEND** 23. Directs that the principal use be single detached, duplex or multi-unit housing.	Clarify and modernize.
7.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	24. Supports that multi-family residential includes developments consisting of more than five (5) units per hectare in manufactured home parks, seniors housing developments, co-operative housing, apartments, fractional, strata and row housing developments.	**AMEND** 24. Supports that multi-unit residential includes developments consisting of more than five (5) units per hectare in manufactured home parks, seniors housing developments, co-operative housing, apartments, fractional, strata and row housing developments.	Clarify and modernize.
7.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	25. Directs that multi-family developments be restricted to two-stories and be subject to the provision of community water and/or sewage.	**AMEND** 25. Directs that multi-unit developments be restricted to two-stories and be subject to the provision of community water and/or sewage.	Clarify and modernize.

DRAFT

Concurrence Table

7.0 RESIDENTIAL ~~Multi-Family~~ Multi-Unit Residential (RM) Policies	26. Encourages that multi-family developments may include accessory or incidental commercial use.	**AMEND** 26. Encourages that multi-unit developments may include accessory or incidental commercial use.	Clarify and modernize.
18.0 COMMUNITY SPECIFIC POLICIES Ainsworth	4. Recognizes that single family residential land use will remain the dominant form of land use within the town-site, with the exception of designated commercial and resort commercial areas.	**AMEND** 4. Recognizes that single detached residential land use will remain the dominant form of land use within the town-site, with the exception of designated commercial and resort commercial areas.	Clarify and modernize.
18.0 COMMUNITY SPECIFIC POLICIES Woodbury	17. Recognizes that Woodbury will remain primarily single family residential with opportunity for appropriate home-based business and commercial use.	**AMEND** 17. Recognizes that Woodbury will remain primarily single detached residential with opportunity for appropriate home-based business and commercial use.	Clarify and modernize.
18.0 COMMUNITY SPECIFIC POLICIES Fletcher Creek	23. Recognizes that Fletcher Creek will remain primarily single family residential with opportunity for home-based businesses within residential areas and designated areas for light industry.	**AMEND** 23. Recognizes that Fletcher Creek will remain primarily single detached residential with opportunity for home-based businesses within residential areas and designated areas for light industry.	Clarify and modernize.
18.0 COMMUNITY SPECIFIC POLICIES Mirror Lake	28. Recognizes that Mirror Lake will remain primarily a single family residential and rural community.	**AMEND** 28. Recognizes that Mirror Lake will remain primarily a single detached residential and rural community.	Clarify and modernize.

DRAFT

Concurrence Table

18.0 COMMUNITY SPECIFIC POLICIES Mirror Lake	32. Requires that home-based businesses, including tourist accommodation be restricted as accessory to single family residential use.	**AMEND** 32. Requires that home-based businesses, including tourist accommodation be restricted as accessory to single detached residential use.	Clarify and modernize.
18.0 COMMUNITY SPECIFIC POLICIES Pineridge and 0 Avenue	38. Recognizes that Pineridge and 0 Avenue will remain primarily single family residential, with water availability being considered at the time of zoning.	**AMEND** 38. Recognizes that Pineridge and 0 Avenue will remain primarily single detached residential, with water availability being considered at the time of zoning.	Clarify and modernize.
18.0 COMMUNITY SPECIFIC POLICIES Allen Division	60. Recognized that Allen Division will remain primarily suburban residential with a mix of housing types, primarily oriented toward single family residential and duplex dwellings.	**AMEND** 60. Recognized that Allen Division will remain primarily suburban residential with a mix of housing types, primarily oriented toward single detached and duplex housing.	Clarify and modernize.
18.0 COMMUNITY SPECIFIC POLICIES Schroeder Creek	86. Recognizes that Schroeder Creek will remain primarily single family residential.	**AMEND** 86. Recognizes that Schroeder Creek will remain primarily single detached residential.	Clarify and modernize.

DRAFT

Concurrence Table

18.0 COMMUNITY SPECIFIC POLICIES Schroeder Creek	87. Supports that home-based businesses and accessory tourist accommodation be restricted as an accessory to single family residential use, and that decisions regarding land use amendments or development applications be considered based on the existing history, peaceful and private character, and social characteristics of the community.	**AMEND** 87. Supports that home-based businesses and accessory tourist accommodation be restricted as an accessory to single detached residential use, and that decisions regarding land use amendments or development applications be considered based on the existing history, peaceful and private character, and social characteristics of the community.	Clarify and modernize.

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Concurrence Table

Amendments to Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011

Amendments to Electoral Area 'F' Official Community Plan Bylaw No. 2214, 2011 Schedule 'A'

Section	Existing Item / Wording	Change	Rationale
11.5 High Density Residential	.1 h. encourages entry level and affordable housing choices through various mechanisms including carriage houses (accessory dwelling, typically above garages), duplexes in appropriate locations, and small house/small lot options;	**AMEND** .1 h. encourages entry level and affordable housing choices through various mechanisms including secondary suite, duplexes in appropriate locations, and small house/small lot options;	Update term.
11.5 High Density Residential	.7 Directs that High Density Residential designations provide for multi-family residential dwellings such as triplexes, fourplexes, townhouses, condominiums, and apartments.	**AMEND** .7 Directs that High Density Residential designations provide for multi-unit housing such as triplexes, fourplexes, townhouses, condominiums, and apartments.	Clarify and modernize.
20.1 Background	6. establishment of objectives for the form and character of commercial, industrial or multi-family residential development	**AMEND** 6. establishment of objectives for the form and character of commercial, industrial or multi-unit residential development	Clarify and modernize.
20.3 Commercial, Industrial, and High Density Residential Development	The CIHDRDP Area is designated under Section 488(1) (f), (h) and (e) of the Local Government Act to establish objectives for the form and character of commercial, industrial and multi-	**AMEND** The CIHDRDP Area is designated under Section 488(1) (f), (h) and (e) of the Local Government Act to establish objectives for the form and character of commercial, industrial and multi-unit	Clarify and modernize.

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Concurrence Table

Permit (CIHDRDP) Area Designation:	family residential development, and the promotion of energy and water conservation.	residential development, and the promotion of energy and water conservation.	

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Concurrence Table

Amendments to Electoral Area 'G' Land Use Bylaw No. 2452, 2018

Amendments to Electoral Area 'G' Land Use Bylaw No. 2452, 2018 Schedule 'A' Official Community Plan

Section	Existing Item / Wording	Change	Rationale
3.0 RESIDENTIAL General Residential Policies	10. Will increase housing diversity and choice in the community through allowing for accessory dwellings such as: secondary suites, cottages, carriage houses and garage suites to increase the number of dwellings available for rental occupancy and to single occupancy households.	**AMEND** 10. Will increase housing diversity and choice in the community through allowing for accessory dwelling unit to increase the number of dwellings available for rental occupancy and to single occupancy households.	Update term.
3.0 RESIDENTIAL Town-site Residential (RS) Policies	17. Directs that the principal use shall be one-family, two-family or multi-family dwellings.	**AMEND** 17. Directs that the principal use be single detached, duplex or multi-unit housing.	Clarify and modernize.
3.0 RESIDENTIAL Town-site Residential (RS) Policies	18. Will allow for accessory buildings and structures, accessory dwellings, accessory tourist accommodation, home-based business, horticulture and the keeping of farm animals as accessory uses.	**AMEND** 18. Will allow for accessory buildings and structures, accessory dwelling unit, accessory tourist accommodation, home-based business, horticulture and the keeping of farm animals as accessory uses.	Update term.
3.0 RESIDENTIAL Country Residential (RC) Policies	22. Directs that the principal use shall be one-family or two-family dwellings.	**AMEND** 22. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.

DRAFT

Concurrence Table

3.0 RESIDENTIAL Country Residential (RC) Policies	23. Will allow for accessory buildings and structures, accessory dwellings, accessory tourist accommodation, home-based business, horticulture and the keeping of farm animals as accessory uses.	**AMEND** 23. Will allow for accessory buildings and structures, accessory dwelling unit, accessory tourist accommodation, home-based business, horticulture and the keeping of farm animals as accessory uses.	Update term.
3.0 RESIDENTIAL Rural Residential (RR) Policies	25. Directs that the principal use shall be one-family or two-family dwellings, horticulture or portable sawmills.	**AMEND** 25. Directs that the principal use shall be single detached or duplex housing, horticulture or portable sawmills.	Clarify and modernize.
3.0 RESIDENTIAL Rural Residential (RR) Policies	26. Will allow for accessory buildings and structures, accessory dwellings, accessory tourist accommodation, home-based business, horticulture, keeping of farm animals, kennels and small scale wood product manufacturing as accessory uses.	**AMEND** 26. Will allow for accessory buildings and structures, accessory dwelling unit, accessory tourist accommodation, home-based business, horticulture, keeping of farm animals, kennels and small scale wood product manufacturing as accessory uses.	Update term.
3.0 RESIDENTIAL Multi-Unit Residential (RH) Policies	29. Directs that the principal use shall be multi-family dwellings or manufactured home parks.	**AMEND** 29. Directs that the principal use shall be multi-unit housing or manufactured home parks.	Clarify and modernize.

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Concurrence Table

Amendments to Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996

Amendments to Kootenay - Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 Schedule 'A'

Section	Existing Item / Wording	Change	Rationale
3.2 General Residential Policies 3.2.2 Suburban Residential Policies	3.2.2.2 The minimum lot size shall be 2000 square metres.	**AMEND** 3.2.2.2 Supports residential development where the lot size for subdivision is determined by the level of available or proposed servicing.	In accordance with Zoning Regulations
3.2 General Residential Policies 3.2.2 Suburban Residential Policies	3.2.2.3 One dwelling unit shall be permitted per 2000 square metres of site area except one dwelling unit and one secondary suite shall be permitted on Lot 2 District Lot 4598 Kootenay Land District EPP75763 (PID 030-260-191).	**AMEND** 3.2.2.3 Supports an accessory dwelling unit as an accessory use. One dwelling unit and one secondary suite shall be permitted on Lot 2 District Lot 4598 Kootenay Land District EPP75763 (PID 030-260-191).	In accordance with Zoning Regulations.
3.2 General Residential Policies 3.2.2 Suburban Residential Policies	3.2.2.5 In areas where individual septic systems are adversely affecting the environment or the quality of water, a sewer system may be required where the minimum lot size for a single detached dwelling shall be 700 square metres.	**AMEND** 3.2.2.5 In areas where individual septic systems are adversely affecting the environment or the quality of water, a sewer system may be required.	Clarify and modernize.

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Concurrence Table

3.2 General Residential Policies 3.2.3 Country Residential 1 Policies	3.2.3.2 One dwelling unit shall be permitted per lot and one additional dwelling shall be permitted for every one (1) hectare of lot area over one (1) hectare.	**AMEND** 3.2.3.2 Supports an accessory dwelling unit as an accessory use.	In accordance with Zoning Regulations.
3.2 General Residential Policies 3.2.3 Country Residential 1 Policies	3.2.3.4 The clustering of development in either single detached or multiresidential dwellings subject to the maintenance of buffers on nonagricultural lands will be considered and encouraged by the Board of the Regional District.	**AMEND** 3.2.3.4 The clustering of development in either single detached or multi-unit housing subject to the maintenance of buffers on non agricultural lands will be considered and encouraged by the Board of the Regional District.	Clarify and modernize.
3.2 General Residential Policies 3.2.4 Country Residential 2 Policies	3.2.4.2 One single detached dwelling or duplex shall be permitted per lot. In addition, if a lot is developed with a single detached dwelling, a manufactured home may be placed on the lot to provide temporary accommodation for a relative of the occupant of the principal dwelling. Lands within the Agricultural Land Reserve shall comply with the Agricultural Land Commission Act, Regulations and Orders.	**AMEND** 3.2.4.2 one single detached or duplex housing shall be permitted per lot. In addition, if a lot is developed with a single detached housing, a manufactured home may be placed on the lot to provide temporary accommodation for a relative of the occupant of the principal dwelling. Lands within the Agricultural Land Reserve shall comply with the Agricultural Land Commission Act, Regulations and Orders.	Clarify and modernize.

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Concurrence Table

3.2 General Residential Policies 3.2.5 Rural Residential Policies	3.2.5.2 One dwelling unit shall be permitted per lot and one additional dwelling shall be permitted for every two (2) hectares of lot area over two (2) hectares.	**AMEND** 3.2.5.2 Supports an accessory dwelling unit as an accessory use.	In accordance with Zoning Regulations.
3.2 General Residential Policies	3.2.5.5 The clustering of development in either single detached or multi-residential dwellings subject to the maintenance of buffers on non-agricultural lands will be considered and encouraged by the Board of the Regional District.	**AMEND** 3.2.5.5 The clustering of development in either single detached or multi-unit housing subject to the maintenance of buffers on non agricultural lands will be considered and encouraged by the Board of the Regional District.	Clarify and modernize.
3.2 General Residential Policies 3.2.6 Remote Residential Policies	3.2.6.3 Lands designated Remote Residential shall have a minimum lot size of two (2) hectares. One single detached dwelling or duplex is permitted and one additional single detached dwelling or duplex shall be permitted per every additional four (4) hectares of lot area.	**AMEND** 3.2.6.3 Lands designated Remote Residential shall have a minimum lot size of two (2) hectares.	Clarify and modernize.
3.2 General Residential Policies 3.2.6 Remote Residential Policies	3.2.6.5 The clustering of development in either single detached or multiresidential dwellings subject to the maintenance of buffers on nonagricultural lands will be considered and encouraged by the Board of the Regional District.	**AMEND** 3.2.6.5 The clustering of development in either single detached or multi-unit housing subject to the maintenance of buffers on non agricultural lands will be considered and encouraged by the Board of the Regional District.	Clarify and modernize.

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Concurrence Table

3.4 Agricultural Policies	3.4.14 The clustering of development in either single detached or multi-residential dwellings subject to the maintenance of buffers on agricultural lands will be considered and supported by the Board of the Regional District through zoning regulation.	**AMEND** 3.4.14 The clustering of development in either single detached or multi-unit housing subject to the maintenance of buffers on agricultural lands will be considered and supported by the Board of the Regional District through zoning regulation.	Clarify and modernize.
3.7 Parks and Recreation	3.7.3.3 Private development acceptable on land designated Environmental Reserve include trails, interpretive signs, benches and similar types of development. One single detached dwelling may be considered subject to compliance with Section 734 of the Municipal Act.	**AMEND** 3.7.3.3Private development acceptable on land designated Environmental Reserve include trails, interpretive signs, benches and similar types of development. Caretaker suite may be considered subject to compliance with Section 734 of the Municipal Act.	Clarify and modernize.
3.10 Specific Community Policies 3.10.10 Deer Park and Little Cayuse Creek	3.10.10.10 For land designated CR2SA - Country Residential (South Arrow) and RRSA - Rural Residential (South Arrow) the maximum number of dwellings per minimum site area shall be one single detached or one duplex dwelling. In addition, subject to the requirements of the zoning bylaw, one guest cabin with a maximum gross floor area of 75 m2 (807 sq. ft.) per cabin shall be allowed. In this context a 'guest' includes a family member or others occupying a cabin at the invitation of the owner. A guest cabin shall not be used as rental accommodation.	**AMEND** 3.10.10.10 For land designated CR2SA - Country Residential (South Arrow) and RRSA - Rural Residential (South Arrow), an accessory dwelling unit is supported as an accessory use. In addition, subject to the requirements of the zoning bylaw, one guest cabin with a maximum gross floor area of 75 m2 (807 sq. ft.) per cabin shall be allowed. In this context a 'guest' includes a family member or others occupying a cabin at the invitation of the owner. A guest cabin shall not be used as rental accommodation.	In accordance with Zoning Regulations.

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Concurrence Table

3.10 Specific Community Policies 3.10.11 Renata, Brooklyn and Coykendahl	3.10.11.6 For land designated RRSA - Rural Residential (South Arrow) the maximum number of dwellings per minimum site area shall be one single detached or one duplex dwelling. In addition, subject to the requirements of the zoning bylaw, one guest cabin with a maximum gross floor area of 75 m2 (807 sq. ft.) per cabin shall be allowed. In this context a 'guest' includes a family member or others occupying a cabin at the invitation of the owner. A guest cabin shall not be used as rental accommodation.	**AMEND** 3.10.11.6 For land designated RRSA - Rural Residential (South Arrow) an accessory dwelling unit is supported as an accessory use. In addition, subject to the requirements of the zoning bylaw, one guest cabin with a maximum gross floor area of 75 m2 (807 sq. ft.) per cabin shall be allowed. In this context a 'guest' includes a family member or others occupying a cabin at the invitation of the owner. A guest cabin shall not be used as rental accommodation.	In accordance with Zoning Regulations.
4.1 Development Permit Area #1 4.1.1 Designation Category	All lands designated Commercial, Comprehensive Development, Gravel Extraction, High Density Residential and Industrial as shown of Schedule B, Maps 1 of 3, 2 of 3 and 3 of 3 of Bylaw No. 1157, are designated as a Development Permit Areas pursuant to Sections 879(1)(a) & 879(1)(e) of the Municipal Act, for the purpose of providing guidelines for the protection of the natural environment, and for the form and character of commercial, industrial and multi-family uses.	**AMEND** All lands designated Commercial, Comprehensive Development, Gravel Extraction, High Density Residential and Industrial as shown of Schedule B, Maps 1 of 3, 2 of 3 and 3 of 3 of Bylaw No. 1157, are designated as a Development Permit Areas pursuant to Sections 879(1)(a) & 879(1)(e) of the Municipal Act, for the purpose of providing guidelines for the protection of the natural environment, and for the form and character of commercial, industrial and multi-unit housing uses.	Clarify and modernize.

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Concurrence Table

4.1 Development Permit Area #1 4.1.2 Justification	The OCP recognizes the distinct residential character of these communities and also recognizes that there is the opportunity for commercial, industrial and multifamily development provided that such development is compatible with existing uses. The overall objective of this designation then is to ensure that new commercial, industrial or multi-family development is compatible with its surrounding residential and rural character, that it be aesthetically pleasing and environmentally sensitive.	**AMEND** The OCP recognizes the distinct residential character of these communities and also recognizes that there is the opportunity for commercial, industrial and multi-unit housing development provided that such development is compatible with existing uses. The overall objective of this designation then is to ensure that new commercial, industrial or multi-unit housing development is compatible with its surrounding residential and rural character, that it be aesthetically pleasing and environmentally sensitive.	Clarify and modernize.
4.1 Development Permit Area #1 4.1.4 Exemptions	4.1.4.2 single family and two family dwellings and accessory buildings and structures;	**AMEND** 4.1.4.2 single detached and duplex housing and accessory buildings and structures;	Clarify and modernize.

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Concurrence Table

Amendments to Electoral Area 'K' - The Arrow Lakes Official Community Plan Bylaw No. 2022, 2009

Amendments to Electoral Area 'K' - The Arrow Lakes Official Community Plan Bylaw No. 2022, 2009 Schedule 'A'

Section	Existing Item / Wording	Change	Rationale
7.0 RESIDENTIAL Country Residential (R2) Policies	1. Directs that the principal use shall be single detached or duplex dwellings.	**AMEND** 1. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
7.0 RESIDENTIAL Rural Residential (R3) Policies	1. Directs that the principal use shall be single detached or duplex dwellings.	**AMEND** 1. Directs that the principal use shall be single detached or duplex housing.	Clarify and modernize.
18.0 COMMUNITY SPECIFIC POLICIES Burton	Discourages industrial development in the community aside from home based business and cottage industries in association with the principal use of single family residential	**AMEND** • Discourages industrial development in the community aside from home based business and cottage industries in association with the principal use of single detached residential	Clarify and modernize.
Development Permit Area #3 – Resort Commercial Development Permit (RCDP) Area Category	All lands designated Tourist Commercial (C2) as shown in Schedule B, are designated as a Development Permit Areas pursuant to Section 488(1)(f) of the Local Government Act, for the purpose of providing guidelines for the form and character of commercial and multifamily uses.	**AMEND** All lands designated Tourist Commercial (C2) as shown in Schedule B, are designated as a Development Permit Areas pursuant to Section 488(1)(f) of the Local Government Act, for the purpose of providing guidelines for the form and character of commercial and multi-unit housing uses.	Clarify and modernize.

DRAFT

Committee Report

Date of Report:	August 4, 2026
Date & Type of Meeting:	August 19, 2026 Rural Affairs Committee
Author:	Monique St Louis, Grants Coordinator
Subject:	COMMUNITY WORKS FUND APPLICATION – RDCK – YAHK FIREHALL LIGHTING REPLACEMENT
File:	1850-20-CW-Yak Firehall Lighting Replacement
Electoral Area/Municipality	B

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Yahk Firehall Lighting Replacement" in the total amount of $15,000.00.

SECTION 2: BACKGROUND/ANALYSIS

Please see Attachment A for more information

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

This application is the responsibility of Area B and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area B will have **$224,565** in Community Works funds remaining.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Fire Halls & Fire Trucks".

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK-Yahk Firehall Lighting Replacement in the total amount of $15,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area B as an internal transfer to **Service S148 Fire Protection-Area B (Yahk, Kingsgate).**

Financial Plan Amendment:
That the Board approve an amendment to the 2026 Financial Plan for **Service S148 Fire Protection Area B (Yahk, Kingsgate)** to INCREASE Transfer from Community Works by $15,000 and INCREASE Capital Expenditures by $15,000.

Respectfully submitted,
Monique St Louis, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – CW Application – RDCK-Yahk Firehall Lighting Replacement

Regional District of Central Kootenay

Attachment A

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"	Yahk Firehall Lighting Replacement		
Date of Application	July 29 2026		
Applicant Information			
Name of Organization	Regional District of Central Kootenay		
Address	Box 590 - 202 Lakeside Drive		
City, Prov. Postal	Nelson, BC V1L 5R4		
Phone No.	250 352 6665	Fax No.	
Organization's Email	info@rdck.bc.ca		
Name of Contact	Grant Hume	Contact's Email	ghume@rdck.bc.ca

Director in Support of Project		
Name of Director(s)	Area(s)/Municipality	Amount Requested
Roger Tierney	B	15000

Project Time Line	
Project Commencement Date (yyyy/mm/dd)	Project Completion Date (yyyy\mm\dd)
2026/09/01	2027/10/31

Land Ownership Ownership and legal description information is required for all parcels of land on which the proposed work will occur.	
Legal Description of land(s)	LOT 5 PLAN NEP1215 DISTRICT LOT 10093 KOOTENAY LAND DISTRICT
Registered Owners of Land(s)	Regional District of Central Kootenay
Crown Land Tenure/License No./Permit No.(s)	n/a

Compliance With Regulations The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.	
Have you consulted with a building official?	☐ Yes ☑ No
Have you applied and received a building permit?	☐ Yes, Permit No. _____ ☑ No
If No, please explain: Building Permit will be obtained prior to commencement of work, if required.	

Application Content

Must include all of the following:

1.0 - Description of the Project including management framework

1.1 - Project timeline and supporting documents

2.0 - Project budget

3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

Fire Services, a service within the Regional District of Central Kootenay (RDCK), coordinates fire protection with 18 separate service areas. This project is part of the RDCK's plan to upgrade all fire hall infrastructure across the region.

Yahk Fire Hall was estimated to have been built in the 2000's with renovations and repairs taking place as needed. As such, some building components are at end of life and require replacement. Annual operations and management budgets allow for some building component repairs and/or replacement, however it is always difficult for larger replacement needs or capital upgrades given the tight budgets for outlaying fire services.

This project will include the replacement of the firehall's existing, aging lighting system with LED lights.

The RDCK Fire Services plans to outlay this project by utilizing internal RDCK Project Management services and external suppliers/contractors through a competitive procurement process.

(If needed, please provide additional information on separate page)

1.1 Project Costs including Timeline and Supporting Documents

The project will be funded through Community Works Funds, with project administration costs funded through the respective fire service operating budget.

The total estimated project costs is $15,100. A detailed breakdown of eligible project costs is provided in Section 2 – Project Budget. Each scope item includes funding for construction, any necessary consulting and permits, contingency (20%) and project management (15%).

The project is anticipated to commence immediately following approval and will be completed at the end of October 2027.

(If needed, please provide additional information on separate page)

Attachment A

1.2 Project Impact

This project overall will allow fire services to continue in Area B in a safe and sustainable manner. Energy usage at the firehall shall be improved through the installation of more efficient lighting.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

Outcomes include:

- End-of-life building components will be replaced.
- Energy efficiency of the firehall will be improved.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team includes:

- Grant Hume, Regional Deputy Fire Chief , RDCK
- Dan Zayac, Regional Deputy Fire Chief , RDCK
- RDCK Project Manager

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value ($)
Refer to next page		$
		$
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	$ 0

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value ($)
Refer to next page		$
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	$ 0

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value ($)
Yahk Firehall	Community Work Fund	$ 15000
CWF administration	S148 Fire Protection – Area B (Yahk, Kingsgate)	$ 100
		$
		$
		$
		$
		$
		$
		$
	Total Project Revenue	$ 15100

Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value ($)
Lighting REPLACEMENT	Construction costs	$ 10000
Misc. finishing (drywall repairs, painting	Construction costs	$ 1500
Contingency	20% of construction costs due to early phase budgettin	$ 2000
Project Management	15% of construction costs to offset to low capital cost	$ 1500
CWF Administration	CWF application	$ 100
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Expenses	$ 15100

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

a) 75% upon signing of the Contract Agreement

b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date
Dan Zayac	Dan Zayac	July 30 2027

Committee Report

Date of Report:	August 4, 2026
Date & Type of Meeting:	August 19, 2026 Rural Affairs Committee
Author:	Monique St Louis, Grants Coordinator
Subject:	COMMUNITY WORKS FUND APPLICATION – RDCK – RESOURCE RECOVERY UPGRADES
File:	1850-20-CW-Resource Recovery Upgrades
Electoral Area/Municipality	D, E, F

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Resource Recovery Upgrades" in the total amount of $300,000 and that funds be disbursed from:

Electoral Area D in the amount of $100,000
Electoral Area E in the amount of $100,000
Electoral Area F in the amount of $100,000

SECTION 2: BACKGROUND/ANALYSIS

Please see Attachment A for more information

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

This application is the responsibility of Areas D, E and F and no other areas are being asked to contribute to the project. The Directors are supportive of the application. Should this project be funded, Areas will have the following Community Works funds remaining:

Area D: $255,417
Area E: $348,570
Area F: $342,411

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Solid Waste".

3.3 Environmental Considerations

The existing fleet is restricted from some MOTI roads during seasonal load restrictions. To improve operational efficiency and ensure reliable service, Central Waste Service is replacing the aging fleet with new tri-axle compaction trailers through phased purchases in 2025 and 2026

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

The Strong automated kiosk (installed at the Central-Salmo Transfer station scale) is connected to the RDCK's "Strong" software - a cloud based program used for all Resource Recovery transactions and data analysis. Approved account holder customers have specific license plates that are registered within the Strong system. When the site is closed to the general public, those customers can self-process.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK-Resource Recovery Upgrades in the total amount of $300,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area D, E & F as an internal transfer to **Service S187 Refuse Disposal (Central Subregion).**

Respectfully submitted,
Monique St Louis, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – CW Application – RDCK-Resource Recovery Upgrades

Regional District of Central Kootenay

Attachment A

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A)
Gas Tax Program Services – CWF Funding (UBCM)

"The Project"	Central Rural RR - compacting trailer, kiosk, septage upgrades
Date of Application	2026/07/06

Applicant Information

Name of Organization	Regional District of Central Kootenay		
Address	202 Lakeside Drive		
City, Prov. Postal	Nelson, BC, V0G2G3		
Phone No.	2503526665	Fax No.	2503529300
Organization's Email	info@rdck.bc.ca		
Name of Contact	Uli Wolf	Contact's Email	uwolf@rdck.bc.ca

Director in Support of Project

Name of Director(s)	Area(s)/Municipality	Amount Requested
Aimee Watson, Cheryl Graham, Tom Newell	D, E, F	$ 300,000.00

Project Time Line

Project Commencement Date (yyyy/mm/dd)	Project Completion Date (yyyy\mm\dd)
2025/08/01	2026/10/30

Land Ownership

Ownership and legal description information is required for all parcels of land on which the proposed work will occur.

Legal Description of land(s)	Central TS
Registered Owners of Land(s)	RDCK
Crown Land Tenure/License No./Permit No.(s)	

Compliance With Regulations

The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.

Have you consulted with a building official?	☐ Yes ☑ No
Have you applied and received a building permit?	☐ Yes, Permit No. _____ ☑ No
If No, please explain:	No structures requiring a building permit were part of any of the projects.

Application Content

1.0 Description of the Project including management framework

Compacting Trailer
Central Waste Service owns and operates three compaction push-out trailers that support the transfer of waste from the Grohman, Balfour and Kaslo Transfer Stations to the Ooischenia Landfill. The existing trailers have reached the end of their service life, resulting in increased maintenance costs, reduced reliablity, and seasonal road restrictions due to their tandem-axle configuration The existing fleet is restricted from some MOTI roads during seasonal load restrictions. To improve operational efficiency and ensure reliable service, Central Waste Service is replacing the aging fleet with new tri-axle compaction trailers through phased purchases in 2025 and 2026. The funding is associated with the purchase of the first of 2 trailers.

Automatic Kiosk at Central Transfer Station
The Strong automated kiosk (installed at the Central-Salmo Transfer station scale) is connected to the RDCK's "Strong" software - a cloud based program used for all Resource Recovery transactions and data analysis. Approved account holder customers have specific license plates that are registered within the Strong system. When the site is closed to the general public, those customers can self-process (weigh-in, select the product, weigh out) loads of waste brought to the site for disposal by scanning registered license plates at the Kiosk via a QR code reader.

Kiosk Electrical Installation
This project includes the installation of all electrical and communication infrastructure required to support the kiosk system, including an RFID reader, strut mounting, ridgid PVC conduit, Cat 6 communication cabling with RJ45 terminations, #12 RW90 electrical conductors, weatherproof electrical components, breaker protection and all associated hardware necessary for a complete and operational installation.

Upgrades to the Marblehead Waste Transfer Station.
Replacement of the concrete bin wall including associated earthworks, road construction, railing replacement and utilities work.

(If needed, please provide additional information on separate page)

Attachment A

1.1 Project Costs including Timeline and Supporting Documents - Attached any quotes, budget info or other

Compacting Trailer - $267,844
The Board approved the purchase in February 2025, folowing the JRRC recommendation presented on February 19th, 2025. The trailer was delivered in late 2025 and, following inspection, licensing, and insurance, was commissioned for service in 2026.

Automatic Kiosk at Central Transfer Station- $20,266.45

Marblehead Transfer Station upgrades - (construction cost only) - $172,508.84
- Construction Administration -Engineer) - $16,638

Internal staff component in total on all projects for
procurement and project administration/management -$4,000

(If needed, please provide additional information on separate page)

1.2 Project Measurement - How you would measure your progress.

Compacting Trailer:
- Increased service reliability - periods of 2 trailers being out of service at the same time should be eliminated for the coming 5-8 years until trailer replacement is required again.
- Increased hauling efficiency through increased load weights specifically during road restriction periods - load weight statistics will be analyzed.

Automatic Kiosk:
- Ability for "self-weighing" reducing staffing needs and drastically increasing access to facility for commercial haulers. Number of after hours loads will be assessed and compared to situation prior to installation

Marblehead Transfer Station: Service for waste disposal and diversion services secured for the coming 25 - 30 years. Safety of the facility is re-established.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes - How you would impact your community with this project. Eg: Increase to service, continuation of existing service, additional service. Please use a measurable impact such as annual #, m2, km etc.

Compacting Trailer:
Maintain a waste hauling system that provides more efficient hauling of compacted waste reducing greenhouse gas emissions associated with waste hauling.

Automatic Kiosk at Central Transfer Station:
Allows automated transactions for septage and organic waste haulers to expand hours of acceptance and reduce staffing needs for processing customers at the scale.

Marblehead Transfer Station:
Continued and improved waste disposal and waste diversion services for the RDCK region North of Kaslo.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

Compacting Trailer
Larry Brown, Mark Braithwaite

Automatic Kiosk at Central Transfer Station
Todd Johnson, AJ Evenson

Marblehead Transfer Station
Jeannine Bradley, SHA Engineering -Various staff members

Overall coordination: Amy Wilson, Uli Wolf and Alayne Hamilton

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value ($)
1/3 split of various projects for S187	Area D Community Works grant	$ 100,000.00
1/3 split of various projects for S187	Area E Community Works grant	$ 100,000.00
1/3 split of various projects for S187	Area F Community Works grant	$ 100,000.00
Refuse Disposal Service S187 - Nelson	Service Budget supported by Taxation and Waste	$ 181,257.29
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	$ 481,257.29

Project Expenses
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value ($)
Compacting trailer	Purchase of one trailer delivered end of 2025	$ 267,844.00
Automatic Kiosk	Equipment and install - 1/2 cost shared with A120	$ 20,266.45
Marblehead Transfer Station	Transfer Station Upgrades	$ 193,146.84
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	$ 481,257.29

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value ($)
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Revenue	$ 481,257.29

Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value ($)
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Expenses	$ 481,257.29

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

a) Upon receipt, review and approval of a submitted progress report, funds to be paid out will be determined by the total documented current spend reported.
b) Funds will be released to the proponent within 15 business days of the accepted progress report.
c) Final payout will be initiated with an accepted and approved final financial report submitted by the proponent.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date

APPLICATION

There is no application process for the Community Works Fund program. Local governments make local decisions about what projects to fund on an annual basis.

For advice on eligibility and reporting, contact the RDCK grants coordinator: grants@rdck.bc.ca or 250-352-8190

STACKING

The current CWF program is considered federal funds for the purpose of federal stacking rules. Although there are no specific rules in the CWF program for stacking with other grants, UBCM recommends the applicant consult with other grant officers to determine eligibility of s tacking.

ELIGIBLE EXPENDITURES

Eligible Expenditures of Ultimate Recipients are limited to the following activities, within the 23 eligible infrastructure and capacity building project categories:

a) expenditures associated with acquiring, planning, designing, constructing or renewal and rehabilitation of a tangible capital asset, or natural asset, and any related debt financing charges specifically identified with that asset;

b) for the capacity building categories only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, and/or asset management plans. The expenditures could include developing and implementing:

i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
ii. studies, strategies, or systems related to housing or land use, including Housing Needs Assessments;
iii. training directly related to asset management planning; and
iv. long-term infrastructure plans.

c) the expenditures directly associated with joint federal communication activities and with federal project signage.

INELIGIBLE EXPENDITURES

Ineligible Infrastructure / Services

1. Education / Daycare / Child care Centers
2. Social Housing / Social Services – except in Brownfield Remediation
3. City Halls, public works buildings and other administrative buildings
4. Seniors care facilities and housing
5. Health infrastructure (hospitals, convalescent and senior centres) are not eligible.

Ineligible Investments

1. Small equipment purchases
2. Art and exhibit manufacturing
3. Non-fixed assets

Ineligible Costs

1. Leasing costs
2. Overhead costs, including salaries and other employment benefits of any employees of the Ultimate Recipient
3. Direct or indirect operating or administrative costs
4. Costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by staff
5. Purchase of land or any interest therein, and related costs
6. Legal fees
7. Routine repair and maintenance costs

Own-force Labour

Employee and equipment costs are generally not eligible. However, local governments can seek approval for incremental own force labour if:

1. The Ultimate Recipient demonstrates that it is not economically feasible to tender a contract;
2. The employee or equipment is directly engaged in the work under the parameters of a contract, and;
3. The arrangement has received prior approval in writing by UBCM.

If the use of own force employee or equipment costs is being considered, please contact the CWF Program Officer or Administrator for approval prior to proceeding.

Marblehead Transfer Station Upgrades

PRJ26008

MASTER MUNICIPAL CONSTRUCTION DOCUMENTS
UNIT PRICE CONTRACT
NO. 2026-153-ENV

(FOR USE WHEN UNIT PRICES FORM THE BASIS OF PAYMENT TO BE USED ONLY WITH THE GENERAL CONDITIONS AND OTHER STANDARD DOCUMENTS OF THE UNIT PRICE MASTER MUNICIPAL CONSTRUCTION DOCUMENTS.)

BETWEEN *OWNER* AND *CONTRACTOR*

This agreement made in duplicate this

_____ day of _____, 2026.

Contract: **PRJ26008: Marblehead Transfer Station Upgrades**
(TITLE OF CONTRACT)

Reference No. 2026-153-ENV
(OWNER'S CONTRACT REFERENCE NO.)

BETWEEN:

The **REGIONAL DISTRICT OF CENTRAL KOOTENAY**
(NAME OF OWNER)

(the "*Owner*")

AND:

BRENTON INDUSTRIES LTD.
8569 Highway 31
Kaslo, BC V0G 1M0
(NAME AND OFFICE ADDRESS OF CONTRACTOR)

(the "*Contractor*")

The *Owner* and the *Contractor* agree as follows:

Article 1 The Work Start / Completion Dates

1.1 The *Contractor* will perform all *Work* and provide all labour, equipment and material and do all things strictly as required by the *Contract Documents*.

1.2 The *Contractor* will commence the *Work* in accordance with the *Notice to Proceed*. The *Contractor* will proceed with the *Work* diligently, will perform the *Work* generally in accordance with the construction schedules as required by the *Contract Documents* and will achieve *Substantial Performance* of the *Work* on or before **September 4, 2026** subject to
(WORK DURATION FOLLOWING NOTICE TO PROCEED OR DATE)
the provisions of the *Contract Documents* for adjustments to the *Contract Time*.

1.3 Time shall be of the essence of the *Contract.*

Article 2 Contract Documents

2.1 The "*Contract Documents*" consist of the documents listed or referred to in Schedule 1, entitled "Schedule of Contract Documents", which is attached and forms a part of this Agreement, and includes any and all additional and amending documents issued in accordance with the provisions of the *Contract Documents*. All of the *Contract Documents* shall constitute the entire *Contract* between the *Owner* and the *Contractor*.

2.2 The *Contract* supersedes all prior negotiations, representations or agreements, whether written or oral, and the *Contract* may be amended only in strict accordance with the provisions of the *Contract Documents*.

Article 3 Contract Price

3.1 The price for the *Work* ("*Contract Price*") shall be the sum in Canadian dollars of the following

3.1.1 the product of the actual quantities of the items of *Work* listed in the *Schedule of Quantities and Prices* which are incorporated into or made necessary by the *Work* and the unit prices listed in the *Schedule of Quantities and Prices*; plus

3.1.2 all lump sums, if any, as listed in the *Schedule of Quantities and Prices*, for items relating to or incorporated into the *Work*; plus

3.1.3 any adjustments, including any payments owing on account of *Changes* and agreed to *Extra Work*, approved in accordance with the provisions of the *Contract Documents*.

3.2 The *Contract Price* shall be the entire compensation owing to the *Contractor* for the *Work* and this compensation shall cover and include all profit and all costs of supervision, labour, material, equipment, overhead, financing, and all other costs and expenses whatsoever incurred in performing the *Work*.

Article 4 Payment

4.1 Subject to applicable legislation and the provisions of the *Contract Documents*, the *Owner* shall make payments to the *Contractor*.

4.2 If the *Owner* fails to make payments to the *Contractor* as they become due in accordance with the terms of the *Contract Documents* then interest calculated at 2% per annum over the prime commercial lending rate of the Royal Bank of Canada on such unpaid amounts shall also become due and payable until payment. Such interest shall be calculated and added to any unpaid amounts monthly.

Article 5 Rights and Remedies

5.1 The duties and obligations imposed by the *Contract Documents* and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.

5.2 Except as specifically set out in the *Contract Documents*, no action or failure to act by the *Owner*, *Contract Administrator* or *Contractor*

shall constitute a waiver of any of the parties' rights or duties afforded under the *Contract*, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach under the *Contract*.

Article 6 Notices

6.1 Communications among the *Owner*, the *Contract Administrator* and the *Contractor*, including all written notices required by the *Contract Documents*, may be delivered by hand, email, or pre-paid registered mail to the addresses as set out below:

The *Owner*:

Regional District of Central Kootenay	
Box 590, 202 Lakeside Drive	
Nelson, BC V1L 5R4	
Email:	JBradley@rdck.bc.ca
Attention:	Jeannine Bradley

The *Contractor*:

Brenton Industries Ltd.	
8569 Highway 31 / PO Box 1291	
Kaslo, BC V0G 1M0	
Email:	sean@brentonindustries.ca
Attention:	Sean Brenton

The *Contract Administrator*:

Sperling Hansen Associates	
1332 McGill Rd	
Kamloops, BC V2C 6N6	
Email:	sgarthwaite@sperlinghansen.com
Attention:	Mr. Scott Garthwaite

6.2 A communication or notice that is addressed as above shall be considered to have been received

6.2.1 immediately upon delivery, if delivered by hand; or

6.2.3 immediately upon confirmation by the recipient that the email has been received, if sent by email (and a "Delivery Receipt" or a "Read Receipt" shall constitute sufficient confirmation of receipt); or

6.2.4 after 5 *Days* from date of posting if sent by registered mail.

6.3 The *Owner* or the *Contractor* may, at any time, change its address for notice by giving written notice to the other at the address then applicable. Similarly if the *Contract Administrator* changes its address for notice then the *Owner* will give or cause to be given written notice to the *Contractor.*

6.4 The sender of a notice by email assumes all risk that the email is received.

Article 7 General

7.1 This *Contract* shall be construed according to the laws of British Columbia.

7.2 The *Contractor* shall not, without the express written consent of the *Owner*, assign this *Contract*, or any portion of this *Contract*.

7.3 The headings included in the *Contract Documents* are for convenience only and do not form part of this *Contract* and will not be used to interpret, define or limit the scope or intent of this *Contract* or any of the provisions of the *Contract Documents*.

7.4 A word in the *Contract Documents* in the singular includes the plural and, in each case, vice versa.

7.5 This agreement shall enure to the benefit of and be binding upon the parties and their successors, executors, administrators and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first written above.

Contractor:

BRENTON INDUSTRIES LTD.

(FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL)

(AUTHORIZED SIGNATORY)

(AUTHORIZED SIGNATORY)

Owner:

REGIONAL DISTRICT OF CENTRAL KOOTENAY

(FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL)

(AUTHORIZED SIGNATORY)

(AUTHORIZED SIGNATORY)

(INCLUDE IN LIST ALL DOCUMENTS INCLUDING, IF ANY, SUPPLEMENTARY GENERAL CONDITIONS, SUPPLEMENTARY SPECIFICATIONS, SUPPLEMENTARY STANDARD DETAIL DRAWINGS.)

Schedule 1 Schedule of Contract Documents

The following is an exact and complete list of the *Contract Documents*, as referred to in Article 2.1 of the Agreement.

***NOTE*:** The documents noted with "*" are contained in the "Master Municipal Construction Documents - General Conditions, Specifications and Standard Detail Drawings", 2019 Edition, including any MMCD Supplemental Updates (document corrections to the General Conditions, Specifications, and Standard Detail Drawings for the 2019 Edition as prepared by the MMCDA and located at their website, mmcd.net).

All sections of this publication are included in the *Contract Documents.*

8.1 Agreement, including Schedules 1-3, in addition to those noted below:

Schedule of Contract Documents (see Schedule 1)

List of Contract Documents (see Schedule 2)

Maintenance Period Requirements (see Schedule 3)

8.2 Supplementary General Conditions (see Schedule 4);

8.3 General Conditions*;

8.4 Supplementary Specifications (see Schedule 5);

8.5 Specifications*;

8.6 Supplementary Standard Detail Drawings (N/A);

8.7 Standard Detail Drawings*

8.8 Executed Form of Tender, including all Appendices;

8.9 *Contract Drawings* listed in Schedule 2 to the Agreement – "List of *Contract Drawings*";;

8.10 Instructions To Tenderers - Part I;

8.11 Instructions to Tenderers - Part II*;

8.12 The following Addenda:

Addendum No. 1 issued May 14, 2026

Addendum No. 2 issued May 27, 2026

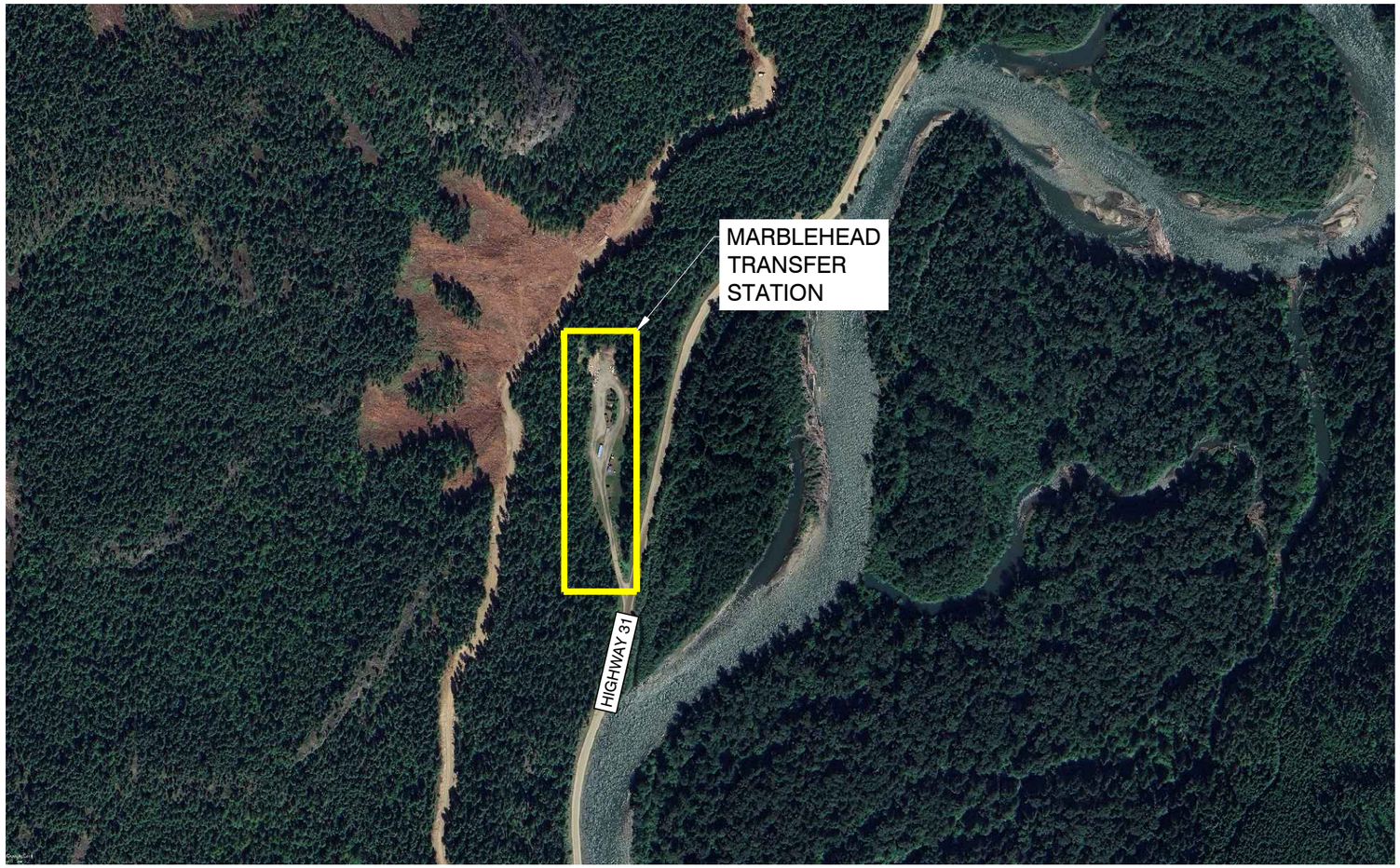
(ADDENDA, IF ANY)

(COMPLETE LISTING OF ALL DRAWINGS, PLANS AND SKETCHES WHICH ARE TO FORM A PART OF THE CONTRACT, OTHER THAN STANDARD DETAIL DRAWINGS AND SUPPLEMENTARY STANDARD DETAIL DRAWINGS.)

Schedule 2 List of Contract Drawings

TITLE	DRAWING NO.	DATE	REVISION NO.
COVER SHEET AND LIST OF DRAWINGS	26022-000	5/01/2026	C
EXISTING TOPOGRAPHY JAN 15, 2026 & SITE FEATURES	26022-001	5/01/2026	C
TRANSFER STATION EXCAVATION SUBGRADE	26022-100	5/01/2026	C
TRANSFER STATION EXCAVATION SUBGRADE EARTHWORKS	26022-101	5/01/2026	C
TRANSFER STATION STRUCTURAL BACKFILL EARTHWORKS	26022-102	5/01/2026	C
SECTION A-A', B-B' & DETAILS	26022-103	5/01/2026	C
LOCK BLOCK WALL PLAN VIEW AND SPECIFICATION	26022-104	5/01/2026	C
RAILINGS AND BI-FOLD GATE DETAIL	26022-105	5/01/2026	C
TRANSFER STATION DESIGN FINAL GRADE	26022-106	5/01/2026	C

MARBLEHEAD TRANSFER STATION DESIGN



DRAWING LIST

SHEET No.	DWG. No.	REV.	TITLE
000	26022-000	C	COVER SHEET AND LIST OF DRAWINGS
001	26022-001	C	EXISTING TOPOGRAPHY JAN 15, 2026 & SITE FEATURES
100	26022-100	C	TRANSFER STATION EXCAVATION SUBGRADE
101	26022-101	C	TRANSFER STATION EXCAVATION SUBGRADE EARTHWORKS
102	26022-102	C	TRANSFER STATION STRUCTURAL BACKFILL EARTHWORKS
103	26022-103	C	SECTION A-A', B-B' & DETAILS
104	26022-104	C	LOCK BLOCK WALL PLAN VIEW AND SPECIFICATION
105	26022-105	C	RAILING AND BI-FOLD GATE DETAILS
106	26022-106	C	TRANSFER STATION DESIGN FINAL GRADE

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SPERLING HANSEN ASSOCIATES

- Landfill Siting
- Design & Operations Plans
- Landfill Closure
- Environmental Monitoring

#8 - 1225 Keith Road East
North Vancouver, B.C. V7J 1J3
Phone: (604) 986-7723

SEAL

No.	DATE yr/m/day	REVISIONS	DRAWN	CHK'D	APP'D
C	2026/05/01	ISSUED FOR TENDER	AT	SG	MC
B	2026/04/25	ISSUED FOR 90% REVIEW - REV 1	AT	SG	--
A	2026/04/09	ISSUED FOR 90% REVIEW	AT	SG	--

REUSE OF DOCUMENTS

This drawing is of a confidential nature and shall not be reproduced in any manner nor used for any purpose whatsoever except by written permission of Sperling Hansen Associates.

This drawing is not approved for construction unless it bears a signed and dated engineer's stamp, affixed on or after the date of the last revision.

CLIENT: REGIONAL DISTRICT CENTRAL KOOTENAY

DESIGN BY:	SG	SHA PROJECT #	PRJ26022
DRAWN BY:	AT	DATE CREATED:	2026/05/01
CHECKED BY:	SG	HORIZONTAL SCALE:	NA
APPROVED BY:	MC	VERTICAL SCALE:	NA

ADJUST SCALE 50% FOR 34"x22" SHEET

MARBLEHEAD TRANSFER STATION DESIGN

COVER SHEET AND LIST OF DRAWINGS

DRAWING NO:	REV	SHEET
26022-000	C	000

N 5,568,960 N 5,568,940 N 5,568,920 N 5,568,900 N 5,568,880

E 502,180 E 502,160 E 502,140

EX. 300mmØ CSP CULVERT
INLET INV: 569.37m
OUT INV: 567.91m

EXISTING Z-WALL

EXISTING SEACAN

EXISTING LOCK BLOCK WALL

EX. SURFACE WATER DITCH

RECYCLING DROP-OFF

ATTENDANT SHACK

TIRE PILE

TIRE PILE

PAINT

LEGEND:

- (1m) EG MIN. CONT. - JAN 15, 2026 (FROM RDCK)
- (5m) EG MAJ. CONT. - JAN 15, 2026 (FROM RDCK)
- EXISTING ROAD
- EXISTING SURFACE WATER DITCH
- EXISTING SURFACE WATER CULVERT

NOTES:

1. EXISTING GROUND CONTOURS FROM RDCK 2026 DRONE SURVEY
2. ORTHO-IMAGES ARE A COMBINATION OF 2024 DRONE IMAGE FROM RDCK AND SATELLITE IMAGERY FROM BING MAPS

10 0 10m
SCALE = 1:250

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SEAL

No.	DATE y/m/day	REVISIONS	DRAWN	CHK'D	APP'D
C	2026/05/01	ISSUED FOR TENDER	AT	SG	MC
B	2026/04/25	ISSUED FOR 90% REVIEW - REV 1	AT	SG	--
A	2026/04/09	ISSUED FOR 90% REVIEW	AT	SG	--

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CLIENT: REGIONAL DISTRICT CENTRAL KOOTENAY

DESIGN BY:	SG	SHA PROJECT #	PRJ26022
DRAWN BY:	AT	DATE CREATED:	2026/05/01
CHECKED BY:	SG	HORIZONTAL SCALE:	1:250
APPROVED BY:	MC	VERTICAL SCALE:	1:250

ADJUST SCALE 50% FOR 34"x22" SHEET

MARBLEHEAD TRANSFER STATION DESIGN

EXISTING TOPOGRAPHY JAN 15, 2026 & SITE FEATURES

DRAWING NO:	REV	SHEET
26022-001	C	001

Attachment A

N 5,568,960 | N 5,568,940 | N 5,568,920 | N 5,568,900

E 502,160 | E 502,140

EX. 300mmØ CSP CULVERT
INLET INV: 569.37m
OUT INV: 567.91m

K/104 PRP. CLEANOUT

H/104

A/103

I/104

B/103

J/104

PRP. 100mmØ SCH80 PVC SOLID PIPE
INLET INV: 567.18m
OUT INV: 567.01m

G/104 7930mm (L) X 3050mm (W) REINFORCED CONCRETE PAD

100mmØ PVC SCH80 PERF. DRAIN PIPE

7930mm

3050mm

1.5:1

50 CUBIC YARD BIN

2000mm

8540mm

1.5:1

PRP. CLEANOUT K/104

G/104 8540mm (L) X 2000mm (W) REINFORCED CONCRETE PAD

PROPOSED LOCK BLOCK Z-WALL

EXISTING SEACAN

EXISTING LOCK BLOCK WALL

RECYCLING DROP-OFF

ATTENDANT SHACK

TIRE PILE

PAINT

TIRE PILE

PROPOSED SURFACE WATER DITCH

E/103

E/103 EX. SURFACE WATER DITCH TO BE CLEARED

LEGEND:

- (1m) EG MIN. CONT. - JAN 15, 2026 (FROM RDCK)
- (5m) EG MAJ. CONT. - JAN 15, 2026 (FROM RDCK)
- (1m) DES. MIN. CONT. - TRANSFER STATION EXCAVATION
- (5m) DES. MAJ. CONT. - TRANSFER STATION EXCAVATION
- EXCAVATION BOUNDARY
- EXISTING ROAD
- EXISTING SURFACE WATER DITCH
- EXISTING SURFACE WATER CULVERT
- PROPOSED SURFACE WATER DITCH
- PROPOSED PERF. DRAIN PIPE
- PROPOSED SOLID DRAIN PIPE

NOTES:

1. EXISTING GROUND CONTOURS ARE 2026 DRONE SURVEY FROM RDCK
2. ORTHOIMAGE ARE COMBINATION OF 2024 DRONE IMAGE FROM RDCK AND SATALLITE IMAGERY FROM BING MAPS

10 0 10m

SCALE = 1:200

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APPROVED BY:	MC	VERTICAL SCALE:	1:200

ADJUST SCALE 50% FOR 34"x22" SHEET

MARBLEHEAD TRANSFER STATION DESIGN

TRANSFER STATION EXCAVATION SUBGRADE

DRAWING NO:	REV	SHEET
26022-100	C	100

Attachment A

Elevations Table

No	Min. Elevation	Max. Elevation	Color
1	-4.1m	-3.0m	
2	-3.0m	-2.0m	
3	-2.0m	-1.0m	
4	-1.0m	-0.5m	
5	-0.5m	0.0m	

VOLUMETRIC ANALYSIS
CUT&FILL

BASE: MARBLEHEAD TRANSFER STATION 2026 EG
COMPARISON: MARBLEHEAD TRANSFER STATION EXCAVATION DESIGN SUBGRADE

CUT:	440 m³
FILL:	0 m³
NET:	440 m³

N 5,568,960 N 5,568,940 N 5,568,920 N 5,568,900

E 502,160 E 502,140

TIRE PILE
PAINT
TIRE PILE
EXISTING SEACAN
EXISTING LOCK BLOCK WALL

LEGEND:

- (1m) EG MIN. CONT. - JAN 15, 2026 (FROM RDCK)
- (5m) EG MAJ. CONT. - JAN 15, 2026 (FROM RDCK)
- (1m) DES. MIN. CONT. - TRANSFER STATION EXCAVATION
- (5m) EG MAJ. CONT. - TRANSFER STATION EXCAVATION
- EXCAVATION BOUNDARY
- EXISTING ROAD

NOTES:

1. EXISTING GROUND CONTOURS ARE 2026 DRONE SURVEY FROM RDCK
2. ORTHOIMAGE ARE COMBINATION OF 2024 DRONE IMAGE FROM RDCK AND SATALLITE IMAGERY FROM BING MAPS

10 0 10m
SCALE = 1:200

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ADJUST SCALE 50% FOR 34"x22" SHEET

MARBLEHEAD TRANSFER STATION DESIGN

TRANSFER STATION EXCAVATION SUBGRADE EARTHWORKS

DRAWING NO:	REV	SHEET
26022-101	C	101

Attachment A

Elevations Table

No	Min. Elevation	Max. Elevation	Color
1	-0.4m	0.0m	
2	0.0m	0.5m	
3	0.5m	1.0m	
4	1.0m	3.0m	
5	3.0m	4.3m	

VOLUMETRIC ANALYSIS
CUT&FILL

BASE: MARBLEHEAD TRANSFER STATION 2026 EG + EXCAVATION SUBGRADE
COMPARISON: MARBLEHEAD TRANSFER STATION BACKFILL SUBGRADE

CUT:	0 m³
FILL:	300 m³
NET:	300 m³

N 5,568,960
N 5,568,940
N 5,568,920
N 5,568,900
E 502,160
E 502,140

TIRE PILE
PAINT
TIRE PILE
EXISTING SEACAN
EXISTING LOCK BLOCK WALL

LEGEND:

- (1m) MIN. CONT. - 2026 EG + SUBGRADE DES.
- (5m) MAJ. CONT. - 2026 EG + SUBGRADE DES.
- (1m) DES. MIN. CONT. - TRANSFER STATION BACKFILL
- (5m) EG MAJ. CONT. - TRANSFER STATION BACKFILL
- STRUCTURAL BACKFILL BOUNDARY
- EXISTING ROAD

NOTES:

1. EXISTING GROUND CONTOURS ARE 2026 DRONE SURVEY FROM RDCK
2. ORTHOIMAGE ARE COMBINATION OF 2024 DRONE IMAGE FROM RDCK AND SATALLITE IMAGERY FROM BING MAPS

10 0 10m
SCALE = 1:200

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CHECKED BY:	SG	HORIZONTAL SCALE:	1:200
APPROVED BY:	MC	VERTICAL SCALE:	1:200

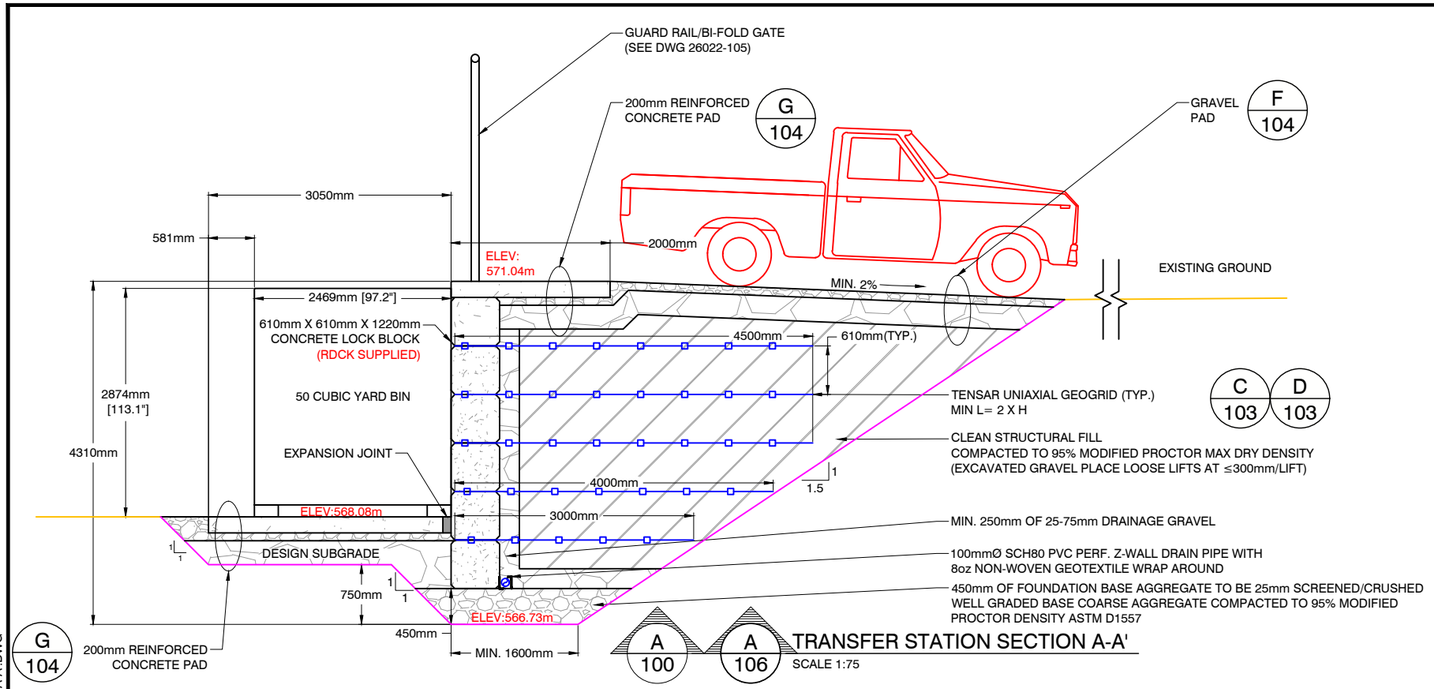
ADJUST SCALE 50% FOR 34"x22" SHEET

MARBLEHEAD TRANSFER STATION DESIGN

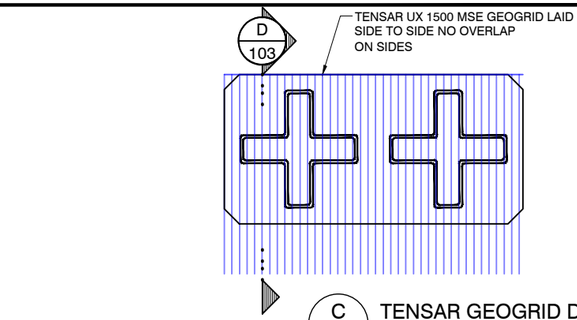
TRANSFER STATION STRUCTRUAL BACKFILL EARTHWORKS

DRAWING NO:	REV	SHEET
26022-102	C	102

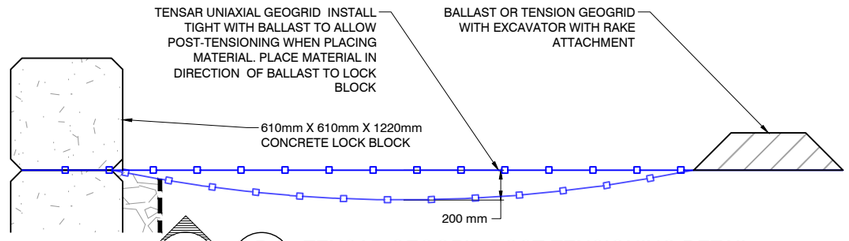
Attachment A



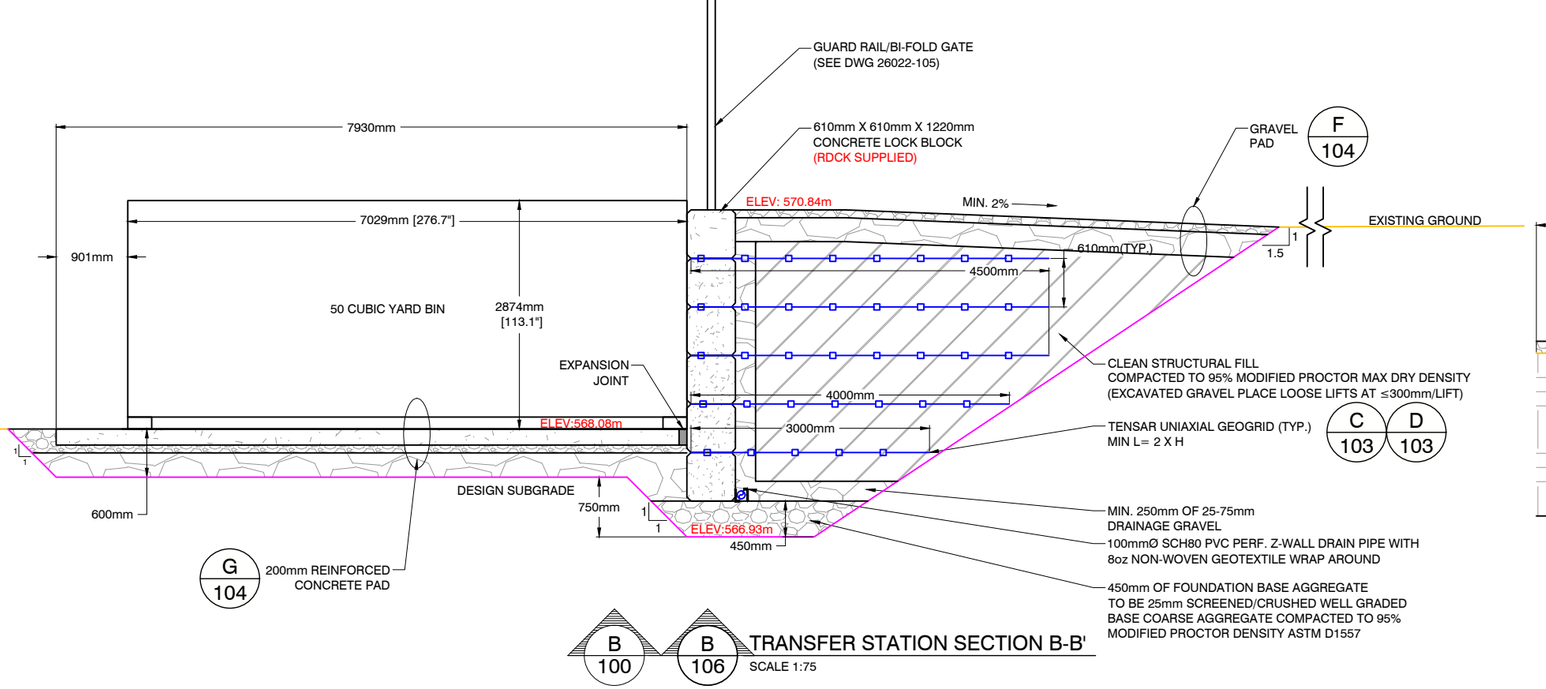
A 100 / A 106 TRANSFER STATION SECTION A-A'
SCALE 1:75



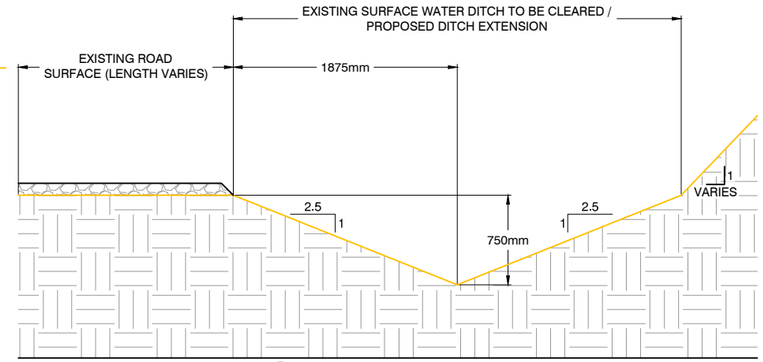
C 103 TENSAR GEOGRID DETAIL
SCALE 1:30



D 103 / D 103 TENSAR GEOGRID POST-TENSIONING DETAIL
SCALE 1:40



B 100 / B 106 TRANSFER STATION SECTION B-B'
SCALE 1:75



E 100 SURFACE WATER DITCH DETAIL
SCALE 1:50

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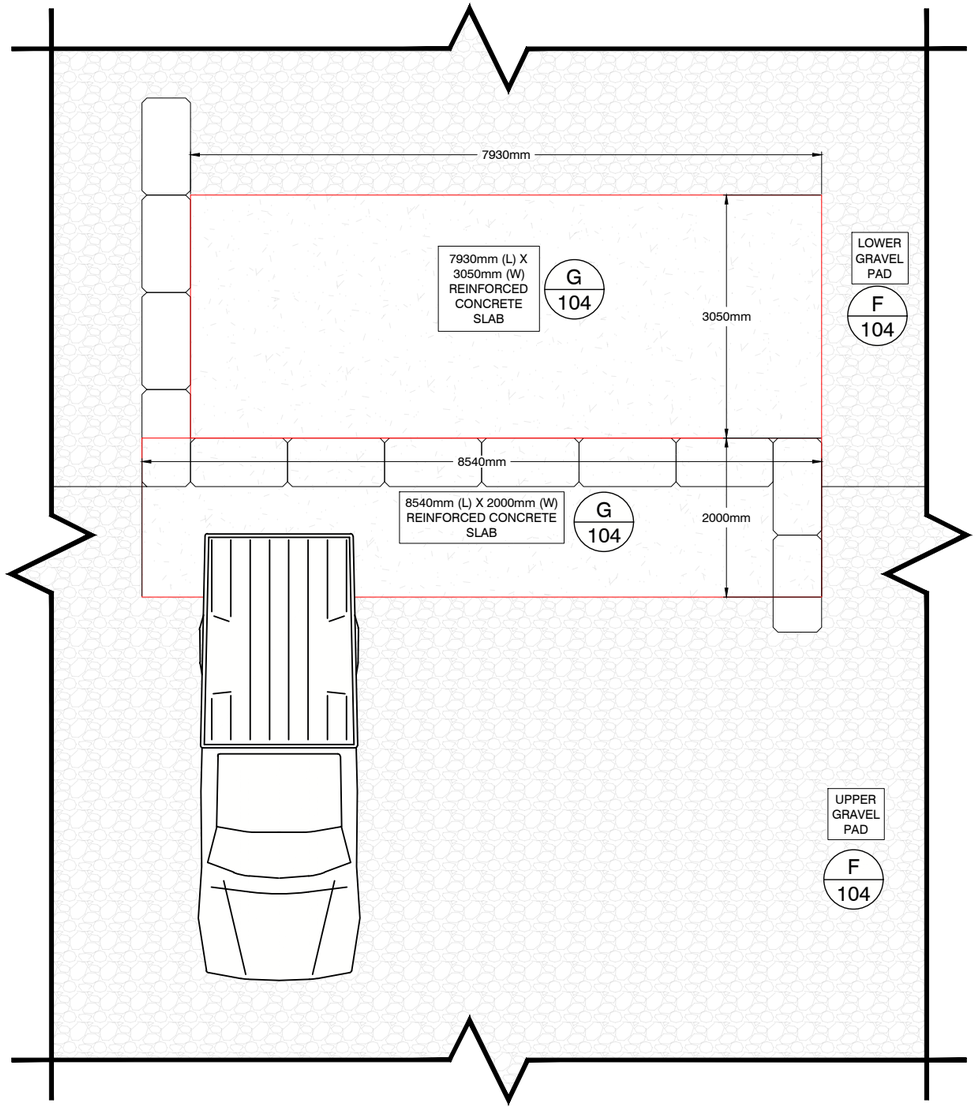
CHECKED BY:	SG	HORIZONTAL SCALE:	AS SHOWN
APPROVED BY:	MC	VERTICAL SCALE:	AS SHOWN

ADJUST SCALE 50% FOR 34"x22" SHEET

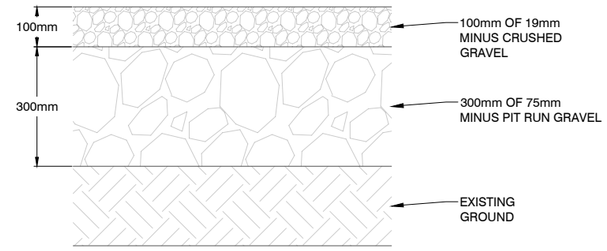
MARBLEHEAD TRANSFER STATION DESIGN

SECTION A-A', B-B' & DETAILS

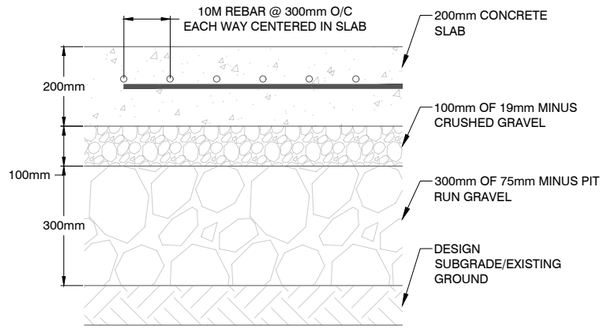
DRAWING NO:	REV	SHEET
26022-103	C	103



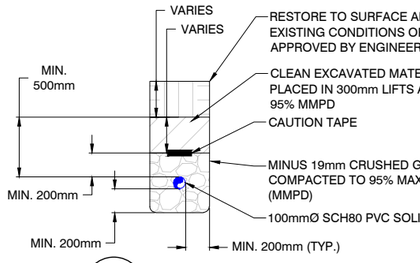
PLAN VIEW
SCALE 1:75



F 103 / F 104 GRAVEL PAD DETAIL
SCALE 1:15

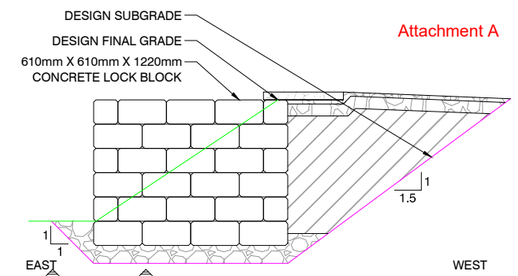


G 100 / G 103 / G 104 REINFORCED CONCRETE PAD DETAIL
SCALE 1:15

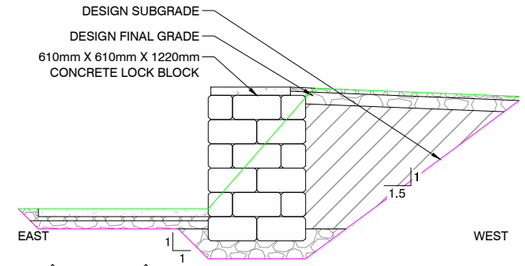


J 100 100mmØ SCH80 PVC PIPE TRENCHING DETAIL
SCALE NTS

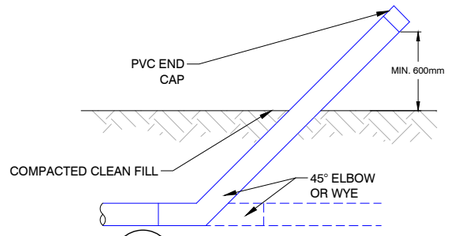
Attachment A



H 100 / H 106 LOCK BLOCK WALL SECTION H-H'
SCALE 1:150



I 100 / I 106 LOCK BLOCK WALL SECTION I-I'
SCALE 1:150



K 100 CLEANOUT DETAIL
SCALE NTS

SPECIFICATIONS

1. ALL WORKS SHALL BE IN ACCORDANCE WITH MMCD AND THE NATIONAL BUILDING CODE OF CANADA.
2. FOUNDATION GROUND SHALL BE CAREFULLY EXCAVATED SO AS TO NOT DISTURB THE EXISTING AREA IN EXCESS OF 100mm BELOW GRANULAR BASE UNDER SLABS OR LOCK-BLOCK WALLS. FOUNDATION SUBGRADE TO BE COMPACTED TO AT LEAST 95% MODIFIED PROCTOR DENSITY.
3. SUB BASE AND BASE COURSE TO BE COMPACTED TO 95% MODIFIED PROCTOR DENSITY.
4. BACKFILL SHALL BE IMPORTED GRANULAR MATERIALS. DO NOT USE VIBRATORY COMPACTION WITHIN 500mm OF WALL.
5. CONCRETE SLABS SHALL BE IN ACCORDANCE WITH C.S.A. CAN 3 A 23.1. CONCRETE SHALL BE AT LEAST 30MPa AT 28 DAYS. THE STRUCTURE SHALL NOT BE OPENED TO TRAFFIC UNTIL THE CONCRETE HAS ATTAINED A MINIMUM COMPRESSION STRENGTH OF 100% OF THE DESIGN STRENGTH.
6. PLACING - DO NOT PLACE CONCRETE DURING RAIN OR ON PONDED WATER OR FROZEN BASE. DO NOT PLACE CONCRETE WHEN AIR TEMPERATURE APPEARS LIKELY TO FALL BELOW 5deg. C WITHIN 24H, UNLESS SPECIFIED PRECAUTIONS ARE TAKEN AND APPROVED BY CONTRACT ADMINISTRATOR. DISCONTINUE PLACEMENT AT EXPANSION, CONSTRUCTION OR ISOLATION JOINTS ONLY. CONCRETE SHALL BE THOROUGHLY AND UNIFORMLY COMPACTED BY MEANS OF INTERNAL MECHANICAL VIBRATION WITH INTERNAL VIBRATORS. FRESHLY PLACED CONCRETE SHALL BE PROTECTED FROM DRYING FOR A PERIOD OF AT LEAST 3 DAYS BY THE USE OF ABSORBENT MATS WHICH SHALL BE WETTED DOWN AS REQUIRED.
7. FINISHING - FINISH EXPOSED EDGES WITH 19MM CHAMFER OR 10mm EDGER. FINISH SURFACE OF CONCRETE WITH MAGNESIUM OR WOOD FLOAT AND BRUSH OR BROOM TO PROVIDE UNIFORM NON-SKID SURFACE. AFTER FINISHING, THE CONTRACTOR SHALL TEST THE SMOOTHNESS OF THE PAVEMENT SURFACE WITH A 3m METAL STRAIGHTEDGE. NOTICEABLE DEVIATIONS SHALL BE CORRECTED AT THIS TIME.
8. EXPANSION JOINTS - SAW EXPANSION JOINTS AT A MAXIMUM SPACING OF 4m. JOINTS BE SAWN SHALL AS SOON AS THE CONCRETE SURFACE HAS HARDENED SUFFICIENTLY TO RESIST RAVELLING AS THE CUT IS MADE; NO LATER THAN 12H AFTER CONCRETE PLACEMENT. EXTEND THROUGH FULL DEPTH OF CONCRETE. FILL WITH EXPANSION JOINT MATERIAL.
9. JOINT SEALANT - THE CONTRACTOR CAN USE PRE-MOULDED NEOPRENE SEALANT, IMPREGNATED EXPANDING FOAM INSERT OR EQUIVALENT APPROVED BY ENGINEER. ALTERNATIVELY THE CONTRACTOR CAN USE PERMANENT FLEXIBLE POLYURETHANE BASE ELASTOMERIC SEALANT. THE SEALANT SHALL EXTEND THE FULL WIDTH OF THE CONCRETE AND SHALL RETAIN ELASTICITY AND DURABILITY OVER A TEMPERATURE RANGE OF - 40deg. C TO +65deg. C. DO NOT APPLY SEALANT UNTIL CONCRETE HAS AGED FOR MIN 7 DAYS. FLEXIBLE JOINT SEALANT SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS
10. TESTING
    A. COMPRESSIVE STRENGTH TESTING - THE TEST CYLINDERS SHALL BE CAST BY THE CONTRACTOR IN STANDARD CSA APPROVED MOULDS MADE OF REPRESENTATIVE CONCRETE AS IT IS BEING INTRODUCED INTO THE FORMS. THE CONTRACTOR SHALL ENSURE THAT THE SPECIMENS ARE NOT DISTURBED DURING THE CURING PERIOD. CONTRACTOR TO PREPARE 4 SAMPLES FOR EVERY 100cu.m. OF CONCRETE AND/OR FOR EACH DAY THE CONCRETE IS CAST-IN-PLACE. THE CONTRACTOR SHALL ALLOW THE ENGINEER TO INSPECT THE SAMPLES AND SHALL DELIVER THE TEST CYLINDERS TO AN INDEPENDENT CSA CERTIFIED TESTING LABORATORY. COMPRESSIVE STRENGTH TESTS TO BE CARRIED ON MINIMUM TWO SPECIMENS AT 7 AND 28 DAYS RESPECTIVELY. HANDLING AND TRANSPORTING OF THE CYLINDERS SHALL BE IN ACCORDANCE WITH CSA 23.2-3C.
    B. COMPACTION TESTING - STANDARD TEST METHOD FOR RAPID DETERMINATION OF PERCENT COMPACTION, ASTM D5080, AT LEAST 1 TEST PER 300 m^3 OF COMPACTED FILL
12. STEEL REINFORCING - ALL REINFORCING STEEL SHALL BE SECURED IN SUCH A MANNER SO THAT IT DOES NOT MOVE DURING CONCRETE PLACEMENT OPERATIONS. SPACERS SHALL BE INSTALLED AT NO MORE THAN 1m CENTERS. ALL STEEL REINFORCEMENT WILL BE INSPECTED BY ENGINEER PRIOR TO CONCRETE PLACEMENT.
13. LOCK-BLOCKS SHALL BE 610x610x1220mm OR 610x610x610mm CONCRETE BLOCKS CAST FROM THE SAME FORM. BLOCKS SHALL HAVE A UNIFORM APPEARANCE AND ALL BLOCKS SHALL BE CAST IN A SINGLE POUR WITH NO COLD JOINTS IN THEM. BLOCKS SHALL BE LAID ON A PROPERLY PREPARED BASE, SCREENED LEVEL, SO AS TO ENSURE UNIFORM EVEN BEARING AND STABLE CONSTRUCTION.
14. MINIMAL BURIAL DEPTH OF BOTTOM LOCK BLOCK TO BE 500mm

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APPROVED BY:	MC	VERTICAL SCALE:	AS SHOWN

ADJUST SCALE 50% FOR 34"x22" SHEET

MARBLEHEAD TRANSFER STATION DESIGN

LOCK BLOCK WALL PLAN VIEW AND SPECFICIATION

DRAWING NO:	REV	SHEET
26022-104	C	104

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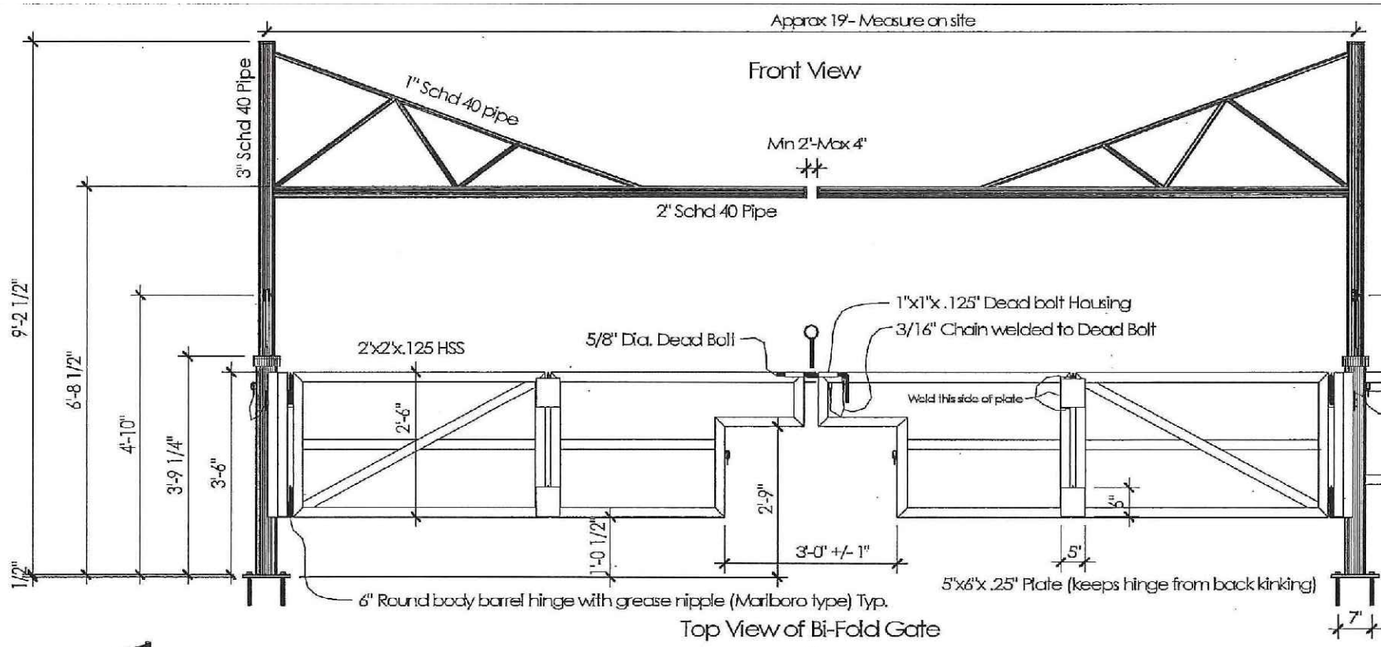
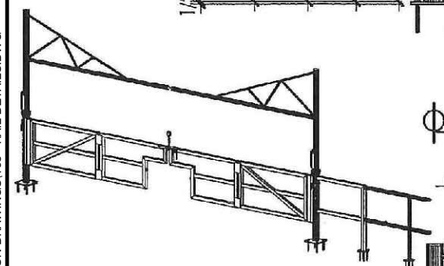
Attachment A

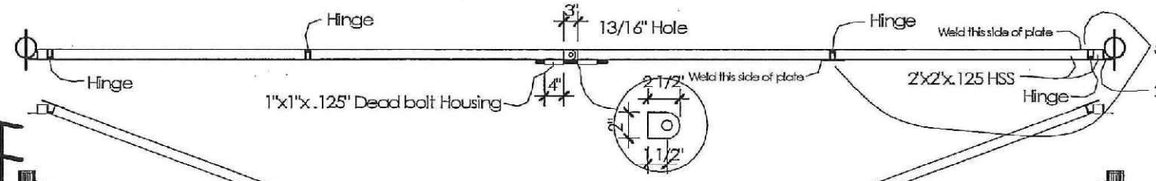
NOTE: All welding must conform to CSA STD W47.1
All Site Welding Requires Div. 2 Certification

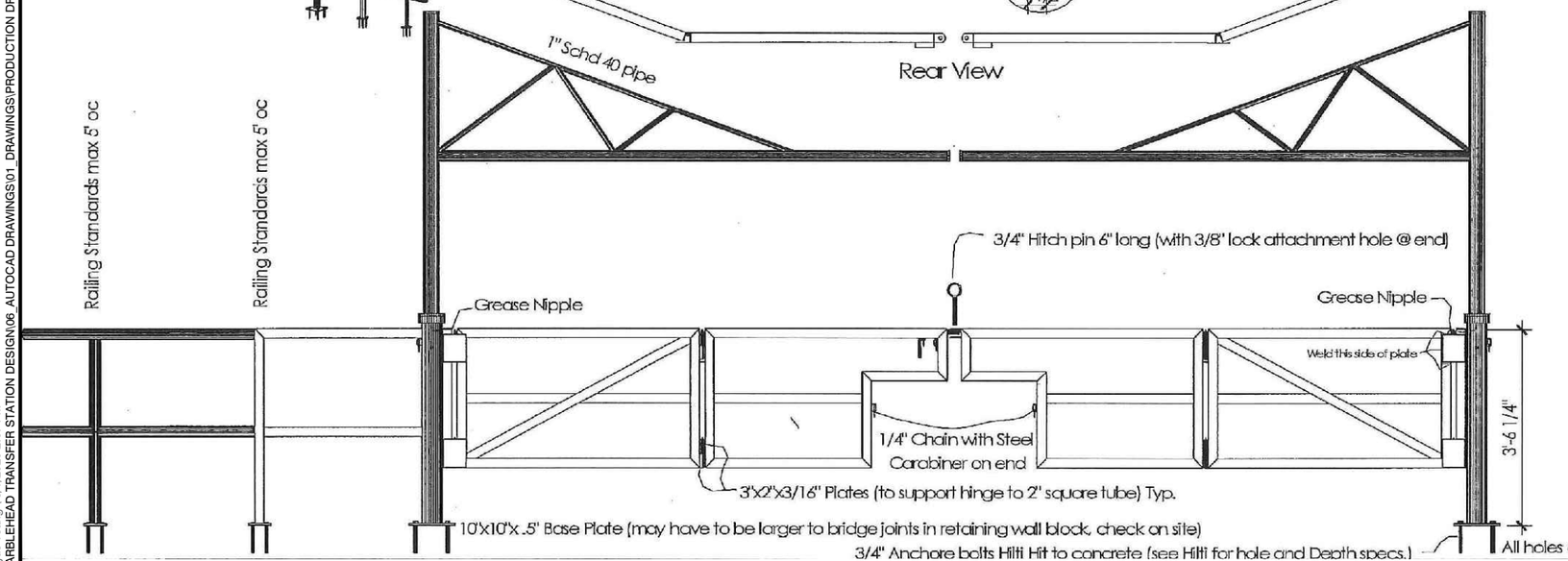
All pipe and tube ends rear. welded end caps
All Parts Full Weld (seal welded)

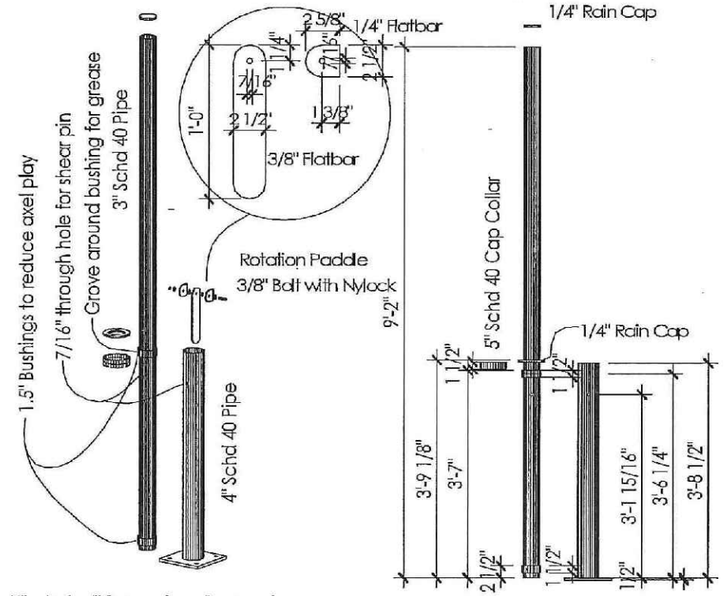


1/2" Anchore bolts Hilti Hit to concrete (see Hilti for hole and Depth specs.)
All holes drilled min 4" from edge of concrete









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SPERLING HANSEN ASSOCIATES

- Landfill Siting
- Design & Operations Plans
- Landfill Closure
- Environmental Monitoring

#8 - 1225 Keith Road East
North Vancouver, B.C. V7J 1J3
Phone: (604) 986-7723

SEAL

No.	DATE yr/m/day	REVISIONS	DRAWN	CHK'D	APP'D
C	2026/05/01	ISSUED FOR TENDER	AT	SG	MC
B	2026/04/25	ISSUED FOR 90% REVIEW - REV 1	AT	SG	--

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This drawing is not approved for construction unless it bears a signed and dated engineer's stamp, affixed on or after the date of the last revision.

CLIENT: REGIONAL DISTRICT CENTRAL KOOTENAY

DESIGN BY:	SG	SHA PROJECT #	PRJ26022
DRAWN BY:	AT	DATE CREATED:	2026/05/01
CHECKED BY:	SG	HORIZONTAL SCALE:	NA
APPROVED BY:	MC	VERTICAL SCALE:	NA

ADJUST SCALE 50% FOR 34"x22" SHEET

MARBLEHEAD TRANSFER STATION DESIGN

RAILING AND BI-FOLD GATE DETAIL

DRAWING NO:	REV	SHEET
26022-105	C	105

Attachment A

N 5,568,960 | N 5,568,940 | N 5,568,920 | N 5,568,900

E 502,160 | E 502,140

EX. 300mmØ CSP CULVERT
INLET INV: 569.37m
OUT INV: 567.91m

PROPOSED GRAVEL PAD AREA

PRP. 100mmØ SCH80 PVC SOLID PIPE
INLET INV: 567.48m
OUT INV: 567.01m

H 104 | A 103 | I 104 | F 104 | B 103

EL:568.03
EL:568.04
EL:568.00
EL:568.08
EL:568.08
EL:568.08
EL:568.00
EL:571.04
EL:571.04
EL:571.04
EL:570.89
EL:571.04
EL:570.77
EL:570.66
EL:570.64
EL:570.64
EL:570.55
EL:570.54

1.3% | 0.5% | 2.1% | 1.5% | 2.8% | 4.0% | 2.0% | 13.2%

50 CUBIC YARD BIN

TIRE PILE | PAINT | TIRE PILE

RECYCLING DROP-OFF | ATTENDANT SHACK

EXISTING SEACAN | EXISTING LOCK BLOCK WALL | APPROX.1m

PROPOSED GRAVEL PAD AREA

610mm X 610mm X 1220mm LOCK BLOCKS TO BE PLACED AS PER ENGINEER REQUIREMENT (FIELD FIT)

LEGEND:

- (1m) MIN. CONT. - 2026 EG + DES. SUBGRADE
- (5m) MAJ. CONT. - 2026 EG + DES. SUBGRADE
- (1m) DES. MIN. CONT. - TRANSFER STATION FINAL GRADE
- (5m) DES. MAJ. CONT. - TRANSFER STATION FINAL GRADE
- PROPOSED GRAVEL PAD AREA BOUNDARY
- EXISTING ROAD
- EXISTING SURFACE WATER DITCH
- EXISTING SURFACE WATER CULVERT
- PROPOSED SURFACE WATER DITCH
- PROPOSED PERF. DRAIN PIPE
- PROPOSED SOLID DRAIN PIPE

NOTES:

1. EXISTING GROUND CONTOURS ARE 2026 DRONE SURVEY FROM RDCK
2. ORTHOIMAGE ARE COMBINATION OF 2024 DRONE IMAGE FROM RDCK AND SATALLITE IMAGERY FROM BING MAPS

10 0 10m
SCALE = 1:200

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C	2026/05/01	ISSUED FOR TENDER	AT	SG	MC
B	2026/04/25	ISSUED FOR 90% REVIEW - REV 1	AT	SG	--
A	2026/04/09	ISSUED FOR 90% REVIEW	AT	SG	--

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CLIENT: REGIONAL DISTRICT CENTRAL KOOTENAY

DESIGN BY:	SG	SHA PROJECT #	PRJ26022
DRAWN BY:	AT	DATE CREATED:	2026/05/01
CHECKED BY:	SG	HORIZONTAL SCALE:	1:200
APPROVED BY:	MC	VERTICAL SCALE:	1:200

ADJUST SCALE 50% FOR 34"x22" SHEET

MARBLEHEAD TRANSFER STATION DESIGN

TRANSFER STATION DESIGN FINAL GRADE

DRAWING NO:	REV	SHEET
26022-106	C	106

Schedule 3 Maintenance Period Requirements

1. The *Contractor* shall not be responsible for the repair of any third-party damage to the works provided the *Contractor* has complied with all terms and conditions of the contract that may have prevented the subject damage.
2. The *Contractor* must, within 10 working days after the date of written notification, repair any defects or deficiencies that appear prior to the expiration of the *Maintenance Period*.
3. The *Contractor* shall employ only bondable *Contractors* to carry out and complete work within statutory rights of way.
4. The *Contract Administrator* shall schedule with the *Contractor* a site visit prior to the expiry date of the *Maintenance Period* to inspect the works and determine what defects and deficiencies, if any, exist. Upon completion of the site visit the *Contract Administrator* will notify the *Contractor*, in writing, prior to the expiry date of the *Maintenance Period* what defects and deficiencies, if any, exist.
5. The *Contractor* shall repair all defects and deficiencies identified during the site visit no later than seven days prior to the expiry date of the *Maintenance Period*.
6. Any costs incurred by the *Owner* to complete the repairs, including administration costs, or any penalties in accordance with the Contract Documents, shall be deducted from the security held by the *Owner*. The balance of the security will be returned to the *Contractor* within 10 days of the date of expiration of the *Maintenance Period*. If there is insufficient money on deposit with the *Owner* by reason of the security deposit, then the *Contractor* will pay such *deficiency to the Owner immediately upon receipt of an invoice from the Owner*.

Schedule 4 Supplementary General Conditions

The General Conditions for this project are contained in the Master Municipal Construction Documents (MMCD) 2019 Edition, except as specified in the following Supplementary General Conditions and MMCD Supplemental Updates (as specified in Schedule 1 of the Form of Agreement). These Supplementary Conditions take precedence over the applicable MMCD General Conditions.

Owner: 1.0 Regional District of Central Kootenay

Contract: 2.0 Marblehead Transfer Station Upgrades

Reference No.: 3.0 PRJ#26008

SCG 27. DEFINITIONS

SCG 27.1 Variance Threshold Percentage

1) GC 1.76.1 is revised to read as follows:
Variance Threshold Percentage means a **variance of 25%** between the quantity of a unit price item actually constructed or provided by the time of Total Performance and the quantity shown on the tendered Schedule of Quantities and Prices for that item.

SCG 28. BONDING AND INSURANCE REQUIREMENTS

SGC 28.1 Bonding

1) The Contractor may provide, in lieu of the specified Performance and Labour and Materials Bonds, security for performance of the Contract in the form of a certified cheque or bank draft for 10% of the Contract Price and:
    a) The certified cheque or bank draft shall be in favour of the Regional District of Central Kootenay;
    b) The certified cheque or bank draft will be deposited and the monies will not be returned to the Contractor, in whole or in part, until satisfactory performance of all of the Contractor's obligations under the Contract; and
    c) Provided the Contractor has satisfactorily fulfilled all of its obligations under the Contract, the Owner will return to the Contractor 75% of the monies provided as Contract Security without interest, no later than 30 days after Substantial Performance of the Work. The remaining 25% will be returned to the Contractor one year after Substantial Performance of the Work subject to no deficiencies being identified at the One Year Warranty Inspection.
2) OR The Contractor may provide, in lieu of the specified Bonds or the specified certified cheque or bank draft, security for the performance of the Contract in the form of an irrevocable bank letter of credit for 10% of the Contract Price; and:
    a) The letter of credit shall be in favour of the Regional District of Central Kootenay;
    b) The letter of credit shall have an expiry date no earlier than 24 months from the date of the tender close;
    c) The letter of credit will not be returned to the Contractor until satisfactory performance of all of the Contractor's obligations under the Contract; and

d) Provided the Contractor has satisfactorily fulfilled all of its obligations under the Contract, the Owner will return the letter of credit to the Contractor one year after Substantial Performance of the Work subject to no deficiencies being identified at the One Year Warranty Inspection.

SGC 28.2 Required Insurance

Remove GC 24.1 INSURANCE and replace entirely with sections SGC 28.2 and SGC 28.3:

1) Without restricting the generality of the indemnification provisions of this Agreement, insurance and coverage will be arranged and paid for as under-noted:
2) The Contractor must take out and maintain the insurance coverages detailed in sections SGC 28.2 and SGC 28.3 and shall provide the Owner evidence of coverage upon execution of this Agreement in the following format:
    a) an ICBC form APV 47; and
    b) the Owner's Standard Certificate of Insurance form completed by the Contractor's broker.

COVERAGE TYPE	MINIMUM AMOUNT	MINIMUM AGGREGATE	DEDUCTIBLE MAXIMUM
Automobile Liability (third party) Insurance for vehicles used to complete the Services.	$5,000,000 per occurrence	N/A	N/A
Commercial General Liability	$5,000,000 per occurrence	N/A	$5,000
Course of Construction/Builder's Risk	Not less than the sum of 1.1 times the Maximum Contract Price	N/A	N/A
Contractor's Equipment Coverage	Equivalent to the replacement cost of all owned, rented and/or leased equipment of the contractor.	N/A	N/A

3) The Contractor shall maintain **Commercial General Liability** coverage for the Term of this Agreement and a minimum of one (1) year after the completion of the Services with Products and Completed Operations coverage extended for an additional year (2 years in total). To achieve the desired limit, umbrella or excess liability insurance may be used. Such insurance will include but is not limited to the following:
    a) Broad Form bodily injury, death, property damage, and personal injury coverage, on an occurrence basis;
    b) Non-Owned Automobile Liability with a limit not less than $2,000,000 per occurrence (including contractual non-owned automobile liability endorsement SEF 96);
    c) Blanket Contractual Liability;
    d) Cross Liability and/or Severability of Interests;

e) A Waiver of Subrogation in favour of the Regional District of Central Kootenay;
f) Name "Regional District of Central Kootenay, its elected officials, officers, employees, servants, and agents", as an Additional Insureds;
g) Name the RDCK's Consultant, "Sperling Hansen Associates, its officers, employees, servants, and agents", as an Additional Insureds;
h) Require the insurer to provide the Owner with 30 days written notice of any material change or cancellation;
i) Premises and Operations;
j) Products and Completed Operations;
k) Attached Machinery, where, and only to the extent that, the performance of the Work involves the use or operation of equipment or machinery that is attached to, mounted on, or forms part of a licensed motor vehicle insured under the Insurance Corporation of British Columbia ("ICBC") automobile insurance program
l) Coverage that is Primary and Non-Contributory to any other sources of insurance available to the Contractor or the Owner.

4) The Contractor shall maintain Course of Construction coverage from the date of commencement of the Services until 60 days after the RDCK has certified or verified the Substantial Completion.
5) The Contractor shall maintain Contractor's Equipment coverage for the Term of this Agreement, which shall cover, on a replacement cost basis, all property, of every description, to be used in the construction of the Work, against "All Risks" of physical loss or damage, including earthquake and flood, while such property is being transported to the site, and thereafter throughout erection, installation and testing.

SGC 28.3 Additional Insurance Terms and Conditions

1) Subject to satisfactory proof of financial capability by the Contractor, the Owner may agree to increase the deductible amounts.
2) The Contractor is solely responsible for determining what additional insurance coverage, if any, is necessary or advisable for the protection of the Contractor or that is required by the Contractor to fulfill its obligations under this Agreement, with such additional insurance maintained and provided at the sole expense of the Contractor and with the Contractor being responsible for obtaining whatever additional insurance it deems necessary.
3) The Contractor shall pay the deductible amounts in the event of a claim which the above policies are required to pay.
4) The Contractor shall ensure that all insurance required to be maintained by the Contractor under this Agreement is underwritten by a responsible insurance company or companies licensed to do business in the province of British Columbia.
5) As may be applicable, the Contractor must cause all subcontractors to comply with the insurance requirements outlined in section SGC 28.2 and SGC 28.3 of this Agreement.
6) The Owner may, at its discretion, notify the Contractor that the terms, amounts and types of insurance required to be obtained by the Contractor hereunder be changed. The Contractor shall, upon request, obtain a written quote from its insurer for the incremental cost of such additional or amended coverage and submit that quote to the Owner for review. The Owner may, in its sole discretion, approve or decline the proposed increase. Where the Owner approves the increase in writing, the

Owner will pay the approved incremental cost increase, and the parties shall record the change and payment terms in an Agreement Amendment. The Contractor shall not bind or purchase the increased or amended coverage until Owner's written approval is provided.

7) If the Contractor's insurance policies expire prior to the coverage periods identified in section SGC 28.2 of this Agreement, the Contractor shall renew its insurance policies prior to the expiry date and provide the Owner with an updated evidence of insurance in the format identified in section SGC 28.2, confirming such renewal to the Owner within 14 days of its current policy's expiry.
8) In the event the Contractor shall fail to take out and maintain such insurance at all times during the coverage periods identified in section SGC 28.2 the Owner shall be entitled to take out and maintain equivalent insurance at the cost of the Contractor and the Contractor will pay to the Owner, on demand, the Owner's cost of so doing, or at the option of the Owner, the Owner shall be entitled to terminate this Agreement.

SCG 29. DOCUMENTS

SGC 29.1 Copies of Contract Documents

1) Delete GC 2.4.1 and replace with the following:
   The Owner shall provide the Contractor without charge with three (3) copies of the Contract Documents and electronic copies of the Contract Drawings in PDF format, except that the Contractor shall at the Contractor's cost obtain the "Master Municipal Construction Documents – General Conditions, Specifications and Standard Detail Drawings" containing the General Conditions, Specifications and Standard Detail Drawings.

SCG 30. CONTRACTOR

SGC 30.1 General Safety Provisions

1) The Contractor shall exercise caution during all work below the ground surface. In particular, asbestos, landfill gas, and large-sized waste may be encountered in some excavation areas and must be dealt with safely by the Contractor. Large-sized waste must be excavated carefully by the Contractor so that nearby utilities are not disturbed. The Contractor shall be responsible for damage caused to utilities during the excavation process.
2) The Contractor shall be solely and completely responsible for conditions of the jobsite, including safety of all persons (including employees) and property during the performance of the Work. This requirement shall apply continuously and not be limited to normal working hours. Safety provisions shall conform to Provincial Standards, and all other applicable federal, provincial, and local laws, ordinances, codes, and regulations. Where any of these are in conflict, the more stringent shall be followed. The Contractor's failure to thoroughly familiarize himself/herself with the aforementioned safety provisions shall not relieve him/her from compliance with the obligations and penalties set forth therein.
3) The Contractor shall develop and maintain for the duration of this Contract, a safety program that will effectively incorporate and implement all required safety provisions. The Contractor shall appoint an employee who is qualified and authorized to supervise and enforce compliance with the safety program.
4) The duty of the Owner does not include review or approval of the adequacy of the Contractor's safety program, safety supervisor, or any safety measures taken in, on, or near the Project site.

5) The Contractor, as part of his safety program, shall maintain at his office or other well-known place at the Project site, safety equipment and instruments applicable to the work as prescribed by the aforementioned authorities, all articles necessary for giving first aid to the injured, and shall establish the procedure for the immediate removal to a hospital or a doctor's care of persons (including employees) who may be injured on the Project site.
6) If death or serious injuries or serious damages are caused, the accident shall be reported immediately by telephone or messenger to both the Contract Administrator and the Owner. In addition, the Contractor must promptly report in writing to the Owner all accidents whatsoever arising out of, or in connection with, the performance of the Work whether on, or adjacent to, the Project site, giving full details and statements of witnesses.
7) If a claim is made by anyone against the Contractor or any subcontractor on account of any accident, the Contractor shall promptly report the facts in writing to the Contract Administrator and the Owner, giving full details of such claim.
8) The Contractor shall make provisions for other contractors to safely transit through the designated work area for this contract on an as needed basis. The Contractor for this contract will be designated prime contractor on site.

SGC 30.2 Site-Specific Health and Safety Plan

1) The Contractor shall develop and maintain for the duration of this Contract, a Site-Specific Health and Safety Plan that will effectively incorporate and implement all required Municipal, Provincial (Workers' Compensation Board Occupational Health and Safety Regulation), and Federal safety provisions. The Contractor shall provide a written Site-Specific Health and Safety Plan for the construction within 7 days of Notice to Proceed and maintain at least one copy at the work site at all times.
2) Preparation of the Site-Specific Health and Safety Plan is solely the Contractor's responsibility and no statement made in these provisions shall relieve Contractor of sole responsibility for information included and implementation of the Site-Specific Health and Safety Plan.
3) Submission of the Site-Specific Health and Safety Plan is solely for evidence of compliance with the Contract Documents, and for reference and general information. Submission and subsequent review by Contract Administrator or Owner shall not relieve Contractor from sole responsibility as to the adequacy of its Site-Specific Health and Safety Plan.
4) The Contract Administrator's or Owner's review of the Contractor's performance is not intended to include a review or approval of the adequacy of the Contractor's safety supervisor, safety program or any safety measures taken in, on, or near the Site.
5) The Contractor's Site-Specific Health and Safety Plan should include, but not be limited to, the following:
    a) A list of chemical and physical hazards (such as exposure to methane (and landfill gas) and/or, asbestos contaminated material, electrical shock, etc.), allowable exposure levels, threshold limit values, other regulatory exposure levels, fall hazard, and the management/emergency response should an exposure or injury occur.
    b) A procedure to deal on-site with medical emergencies requiring first aid initially, including: identifying Contractor personnel with formal first aid training and certification,

Owner operational personnel with similar training, on-Site facilities and the availability of supplies and equipment, if needed.

c) An emergency evacuation plan for immediate removal to a hospital or a doctor's care any person who may be injured on the job site including an evacuation plan route to medical treatment, and emergency telephone numbers including hospital, ambulance, fire, sheriff and/or police, poison control, the Owner, and others as deemed necessary.

d) Procedures to ensure substance abuse is not an issue by preventing the use of substances that impair a worker's judgement (e.g. alcohol, medical drugs, marijuana, etc.) in moving around the Site carrying out their responsibilities and especially when operating heavy equipment.

e) Communication protocols for reporting to the Contract Administrator and WorkSafe BC Site safety issues or concerns, first aid incidents, emergencies, damage claims, and the like.

f) Identification of each subcontractor's safety officer.

g) A system or process to ensure effective Site orientation and hazards communication with all persons entering the Site. The Contractor shall maintain at the Site office a list of personnel on-Site at the start of each working day and a contact person in the event of a Site evacuation.

h) A list of safety equipment and monitoring instruments at the job site and locations where equipment and instruments are stored or expected to be maintained, as applicable.

i) Monitoring instrument action levels, frequency of testing, and recommended responses, as applicable.

j) A procedure to carry out inspections, pre-job and Site safety meetings, the assembly of a toolbox safety committee, incident review, and other related meetings.

k) Documentation of the initial Site safety meeting, safety committee meetings, reviews of subcontractors' safety systems, inspection and incident investigations, first aid records, orientation and training.

l) Communication protocols for reporting to the Contract Administrator documentation of monthly first aid, medical aid, and lost time statistics, Site formal inspections, incident reports, safety meeting minutes, confined space entry permits, and hot work permits.

m) Procedures for entering confined spaces.

6) The Contractor shall inform all workers and the public visiting the site of the potential for the presence of methane and other landfill gases emanating from the natural decomposition of refuse buried at or near the job site, and the importance of safety precautions to ensure the safety of all workers and the public. The Contractor shall also instruct all workers and maintain strict control of construction activity to protect and maintain the integrity of the landfill. The Contractor, as a part of his/her safety program, shall maintain at the job site, safety equipment applicable to the work as prescribed by the governing safety authorities and all articles necessary for giving first aid to the injured.

7) The Contractor shall inform all workers and the public visiting the area of work of the potential for exposure to asbestos contaminated material from drill cuttings, excavations, and trenches and the importance of safety precautions to ensure the safety of all workers and the public.

8) The Contractor shall submit one (1) digital copy of the Site-Specific Health and Safety Plan to the Owner. Failure on the part of the Contractor to follow the plan or to continue any work in an unsafe manner may result in suspension of the work by the Owner. The Contractor shall not be entitled to extra compensation for health and safety related suspensions, nor shall the contract completion date be extended.
    a) The Contractor shall perform whatever work is necessary for safety and be solely and completely responsible for conditions of the Site, including safety of all persons (including employees of the District, Contract Administrator, any Site visitors, and Contractor) and property during the Contract period. This requirement applies continuously and is not limited to normal working hours.
    b) No Work can commence on Site until the Contractor has submitted their Site-Specific Health and Safety Plan to the Contract Administrator and the Owner and received written confirmation of receipt.

SGC 30.3 Site Health and Safety Officer

1) The Contractor shall assign an individual serving as a Site Health and Safety Officer at the job site at all times during work. The Site Health and Safety Officer shall be responsible and authorized to supervise and enforce compliance with the Site-Specific Health and Safety Plan.
2) The Site Safety and Health Officer will act as the Qualified Coordinator as defined by Workers' Compensation Board.
3) The Site Health and Safety Officer shall be thoroughly trained in rescue procedures, and the use of safety equipment and monitoring instruments. This person shall be present at all times during working hours and shall implement the safety plan and shall conduct monitoring.
4) The Site Health and Safety Officer shall have the delegated authority to order any person or worker on the project site to follow the safety plan. Failure to observe the safety plan shall be sufficient cause for removal of the person or worker(s) from this Project or from the project site.
5) The Site Health and Safety Officer shall be responsible for determining the extent to which any safety equipment and instruments must be utilized, depending upon conditions encountered at the Site.

SGC 30.4 Safety Provisions Related to Operations at Waste Facilities

1) The Contractor shall be responsible for informing their employees and subcontractors and their employees of the potential danger in working on and near landfills and other waste facilities.
2) It is recommended the Contractor is familiar with the following document: "**A Compilation of Landfill Gas Field Practices and Procedures, Health and Safety Section**" prepared by the SWANA Landfill Gas Division Health and Safety Task Force August 1991 (revised August 2010). Copies may be obtained from SWANA at 1100 Wayne Avenue – Suite 700, Silver Springs, Maryland 20910, telephone number (301) 589 7068.
3) The Contractor is advised that some areas of construction for this project are potentially being performed in and adjacent to buried wastes and refuse. During construction activity, the potential exists to puncture containers that could become explosive, release pockets of landfill gas under pressure, release fluids that could be contaminated, create surface subsidence by shifting refuse, and other types of hazards. Exposure to decaying wastes is possible during this work. Exposure may also

include possible contact with leachate, asbestos, inhalation of landfill gas, explosion, pathogenic bacteria, and others.

4) As buried materials decompose, they will generate gas, which typically consists of carbon dioxide, methane, and trace amounts of other gases, including but not limited to, hydrogen sulfide, dependent upon the composition of the buried materials. These gases normally vent to the atmosphere through the cover soils but can migrate laterally to adjacent areas depending on site and weather conditions.
5) Landfill gases have the potential to create hazardous conditions if not controlled or recognized. Some of the hazards include:
    a) Fires which may start spontaneously from exposed and/or decomposing refuse.
    b) Fires and explosions which may occur from the presence of methane gas.
    c) Landfill gases which may cause an oxygen deficiency in underground trenches, manholes/catch basins, and other structures.
    d) Hydrogen sulfide, a highly toxic and flammable gas, which may be present.
    e) Possible caving of trenches and excavations when working over or in refuse fills.
    f) Possible exposure to asbestos contaminated material brought to the surface of the landfill as a result of drilling for landfill gas extraction wells and similar processes.
6) At the end of each workday, any exposed waste shall be covered with a minimum of 150 mm of inert fill and in no case shall waste be left uncovered overnight.

SGC 30.5 Contractor Safety Equipment and Monitoring Instruments If Waste Encountered

1) If waste is encountered during the Works, the Contractor shall provide and maintain safety equipment and monitoring instruments at the site. Safety equipment shall be applicable to the work as prescribed by the governing safety authorities and all articles necessary for giving first aid to the injured. Monitoring instruments should include, but not be limited to, the following:
    a) Oxygen meter
    b) Combustible gas meter
    c) Hydrogen sulfide meter
2) Monitoring instruments may also include, but do not require, either a HNu or similar photo ionizing detector or an Organic Vapor Analyzer for monitoring volatile organic constituents in the air.
3) All personnel shall be trained in the use of appropriate safety equipment and monitoring instruments that would be utilized during the course of the work. It is the responsibility of the Site Health and Safety Officer, or person(s) in authority, to ascertain that all safety equipment is being used when appropriate.

SGC 30.6 Additional Safety Requirements

1) In addition to conforming to the safety rules and regulations of Governmental authorities having jurisdiction, the Contractor shall conform to the following precautionary measures:
    a) Smoking is not permitted at the site. The Contractor is responsible to ensure that the Contractor's workers and subcontractor's workers do not smoke at the site.
    b) Any refuse exposed during the construction shall be covered as soon as possible after exposure with at least a 300 mm layer of earth. In no event shall refuse remain exposed overnight.

c) No arc or gas welding shall be permitted in trenches, enclosed areas, or over refuse unless performed in specially ventilated and secured areas of the site tested and approved by the Site Health and Safety Officer.
d) Construction equipment used in excavating activities and/or refuse removal operations shall be equipped with vertical exhaust and spark arrestors.
e) Electric motors utilized in excavation areas and below ground shall be explosion proof.
f) Worksafe BC Regulations shall be strictly followed including guidance of meeting and fall protection.

SGC 30.7 Protection of Work, Property and the Public

1) Add the following paragraph to GC 4.3:
Expose all connection points and crossing locations for proposed utilities at least one week prior to construction at each site and notify the Contract Administrator of the exact location and elevation of the connection points and crossing utilities for design confirmation. If this confirmation is not completed as specified, then the Contractor will not be eligible for any delay claims or extra costs incurred by conflicts or changes necessary to complete the related operations. Payment for pre-exposing of utilities will be incidental to payment for utility work unless shown otherwise in the Schedule of Quantities and Prices.

SGC 30.8 Site Access and Delineation of Work Areas

1) During operational hours (10:00 a.m. to 2:00 p.m. on Wednesdays and Saturdays), the Contractor shall maintain safe public access to the Site and provide traffic control as required to ensure continued use of the Owner's facilities with minimum disruption.
2) The Contractor shall delineate all construction areas by erecting signage, fencing, and/or visible cones, maintaining a minimum buffer distance of 10 meters from active work zones and adjacent operational areas. Delineation shall clearly indicate the limits of the Work and prevent unauthorized entry by the public or other site users.

SGC 30.9 Superintendent

1) Revise GC 4.7.3 as follows:
If the competence or performance of the Superintendent is not satisfactory to the Contract Administrator, then on written request from the Owner, the Contractor shall provide a satisfactory replacement. **The Contractor shall not change the Superintendent without the consent of the Contract Administrator.**

SGC 30.10 As-Constructed Drawings

1) The Contractor shall provide to the Owner, at the lump sum bid, all information in electronic format complete with Red Line mark-up drawings that is necessary for the Contract Administrator to produce as-constructed drawings. This information shall be provided within 30 days after construction is complete. It is the Contractor's responsibility to contact the Contract Administrator to determine which electronic format shall be used when submitting such information. This information shall include, but is not limited to:

a) location of all system components, such as maintenance hatches, cleanouts, PVC bends, inspection chambers and valves;
b) inverts of pipes at PVC bends, manholes, cleanouts and tie ins;
c) depth of inspection chambers; and
d) rim elevations for manholes, cleanouts, catch basins, curb stops and valves.

SGC 30.11 Materials Testing

1) Add the following to GC 4.12.6:
In all cases, the Contractor is responsible to facilitate and provide access to all Works for the purpose of inspection and testing.
2) The Contractor shall hire a third-party materials tester at their own cost to perform all materials testing, inspections, and approvals of the Work necessary for Quality Assurance and Quality Control to ensure materials, products, and workmanship are in strict conformance with the Contract Documents. The Contractor shall provide the results of such tests, inspections, and approvals to the Contract Administrator upon request.

SCG 31. OTHER CONTRACTORS

SGC 31.1 Shallow Utility Work By Others

1) Utility removal, relocation, adjustment or upgrading work may be required to be completed by others within the work area during the project. The Owner reserves the right to make changes in the design and scope of work as a result of conflicting utilities if required. Standard Contract clauses for Changes will apply.
2) The Contractor shall coordinate work with Electrical Companies as required for any conflicts, adjustments or protective measures. The Contractor shall permit and accommodate other contractors or companies working within the site on shallow utility work or other utility improvements. The Contractor shall remain the Prime Contractor.

SCG 32. DELAYS

SGC 32.1 Liquidated Damages for Late Completion

1) Revise GC 13.9.1 as follows: Delete the words “an amount of $500.00 per day” and replace with the words “an amount of $1,000.00 per day”.

SCG 33. PAYMENT

SGC 33.1 Supporting Documentation

1) The Contractor shall be responsible to accurately record, and prove, by use of accepted survey records and measurements, that all claimed quantities have been complete, and conform with all contractual requirements.
2) With every monthly application for payment, the Contractor shall submit all relevant survey records for the current Progress Claim and a master survey record summary for all completed Work, in a form acceptable to the Contract Administrator. Failing to provide such records could invalidate the Progress Claim and payment may not be considered.

SGC 33.2 Holdbacks

1) Add the following paragraph to GC 18.4.2:
The Contractor will repair any defects or deficiencies within 10 working days after the date of written notification by the Contract Administrator. If the defects or deficiencies, or any part thereof, are not repaired within 10 working days of written notification from the Owner, the Owner may draw funds from the deficiency holdback and the Owner may complete the work at the expense of the Contractor. All costs pertaining to the repair, including the Owner's administration costs, shall be deducted from the deficiency holdback. It is understood and agreed that the Owner may do such work either by itself, or by contractors employed by the Owner.

SGC 33.3 Payment

1) Revise GC 18.5.1 as follows: The net amount for payment on a *Payment Certificate* shall be due and payable to the Contractor on or before the **30th Day** after the issuance of the Payment Certificate."

SGC 33.4 Substantial Performance

1) Add the following to GC 18.5.1:
The Contract Administrator shall prepare a Payment Certificate for release of the lien holdback and the amount shall be due and payable in accordance with GC 18.5.1.
2) Revise GC 18.6.1 as follows: Delete the words "written application" and replace with the words "written application, in accordance with the provision of GC 18.6.3,"
3) Delete GC 18.6.4 and replace with the following:
The Contract Administrator shall include the date of Substantial Performance in the Certificate of Substantial Performance. The date for Total Performance shall be **10 calendar days** after the date of Substantial Performance unless otherwise agreed by the Contract Administrator.

SGC 33.5 Total Performance

1) GC 18.7.4 – add the following paragraph:
If Total Performance is not achieved on the date as outlined in SGC 18.6.4, upon written notification, the Owner may complete or cause to be complete any and all outstanding deficiencies. All resulting costs incurred by the Owner in completing the Work, including administration and inspection costs, will be deducted from the amounts owing by the Owner to the Contractor.

SGC 33.6 Quantity Variations

1) The unit rates set out in the Schedule of Quantities and Prices shall be considered fixed unless the "Variance Threshold Percentage" is exceeded.

SCG 34. WORKERS COMPENSATION REGULATIONS

SGC 34.1 Contractor is "Prime Contractor"

1) GC 21.2.1 - Delete "the effective date of the Notice to Proceed" and replace with "date of execution of the Contract as specified in the Contract".

SCG 35. BUDGET CONSTRAINTS

1) The Owner has a capital budget for this project and intends to remain within the budget. As such, the Owner reserves the right to reduce or extend the scope of work as required at the unit rates tendered and without penalty. The Owner in its sole discretion will decide on additions or deletions to the Scope of Work.

SCG 36. MAINTENANCE PERIOD

SGC 36.1 Correction of Defects

1) Delete GC 25.1.1 and replace with the following:
   The Contractor shall, at the Contractor's own expense, promptly correct defects or deficiencies in the Work that appear prior to and during the period of eighteen (18) months from the date of Substantial Performance, or such longer periods as may be specified in the Contract Documents for certain products or Work (the "Maintenance Period").
2) The Contractor shall schedule with the Contractor Administrator a final maintenance inspection prior to the expiry date of the Maintenance Period to inspect the works and determine what defects and deficiencies exist.
3) The Contractor agrees that if the required repairs, or any part thereof, are not completed in accordance with the provisions of the Contract Documents, the Owner may complete the repairs at the expense of the Contractor. It is understood and agreed that the Owner may do such work either by itself, or by other contractors engaged by the Owner.
4) Notwithstanding the above, the Owner reserves the right to not complete the repairs and may, after 20 working days of written notification impose liquidated damages of up to $1,000.00 per day until such time as the repairs have been completed.
5) Any costs incurred by the Owner to complete the repairs, including administration costs, or any damages in accordance with the Contract Documents, shall be deducted from the security held by the Owner. The balance of the security will be returned to the Contractor within 10 days of the date of expiration of the Maintenance Period. If there is insufficient money in the security to cover the costs incurred by the Owner, then the Contractor will pay such deficiency to the Owner immediately upon receipt of an invoice from the Owner.

SCG 37. EARLY USE OF THE WORK

SGC 37.1 Effect on Maintenance Period

1) Delete GC 26.3.1 and replace with the following:
   There will be no effect on the Maintenance Period if the Owner takes over and begins to use a portion of the Work before Substantial Performance is achieved. The Maintenance Period for all Work shall commence from the date of Substantial Performance of the Contract.

Schedule 5 Supplementary Specifications

1.1 DISPOSAL SITES

.1 Contractors shall locate their own site for disposal of all soil, rock or other unsuitable or excess material that results from the performance of the contract as per General Conditions, Clause 20.

1.2 MEASUREMENT AND PAYMENT

.1 This section includes all measured quantities and conditions of the related payments for the elements of Work as listed in the Schedule of Quantities and Prices.

.2 Measurement for payment will be performed by the Contractor according to standard measurement procedures and based on actual units of work performed or installed. The method of measurement is described under each bid item.

.3 The Contractor shall make all interim measurements including all preparation work required for measurement purposes and determine all interim quantities and amounts of complete Work done under the Contract. At the time measurements are made for quantity determinations the Contract Administrator or their representative will be present to verify such measurements.

.4 The Contractor shall provide a minimum of 48 hours advance notice from the date and time of measurements and allow the Contract Administrator the opportunity to observe measurements and/or conduct independent measurements for establishing quantities for progress payments.

.5 Description of Methods for Measurement of Quantities

a. For items specified to be measured by a length unit (e.g., lineal or vertical metre), pay length will be measured along the center line of the item involved as actually placed and accepted.

b. When items are specified to be measured by an area unit (e.g., square metre, hectare, etc.), the Contract Administrator will use one of the following methods for measurement:

i. For those items to be measured by the in-place area, measurement shall be determined by verified and accepted topographic survey methods or by the most practical means as otherwise determined by the Contract Administrator.

ii. For those items measured by the in-place area with a neat line measurement for width, the area will be determined by the in-place horizontal measure for length multiplied by the fixed plan dimension for width as shown on the Contract Documents. (i.e., Roads).

c. For items specified to be measured by a volume unit (e.g., cubic metres), the Contract Administrator will use one of the following methods for measurement:

i. For those items to be measured by the in-place volume, measurement shall be determined by verified and accepted topographic survey methods. The quantity for payment shall be calculated as a difference between the original ground surface (prior to construction) and the final ground surface (after construction is completed). The volume shall be calculated by a cut and fill analysis using AutoCAD Civil 3D software. For volumes of excavation or embankment which are small or otherwise, impractical to measure quantities by a cut and fill analysis, an average-end-area method shall be used as specified by the Contract Administrator.

ii. For those items measured by the in-place area with a neat line measurement for depth, the volume will be determined by the in-place horizontal measure for area multiplied by the fixed plan dimension for depth as shown on the Contract Documents.

iii. For supply only items, the volume will be determined as the minimum quantity needed to complete the corresponding installation item (where applicable). No additional allowances or payments will be made for installation, transportation, stockpiling, or any loss.

iv. For those items measured by load counts of the hauling vehicle, the volume will be determined by the dimensions of each hauling vehicle. Each hauling vehicle will be measured by the Contractor to the Contract Administrator's satisfaction to establish the number of cubic metres carried by that vehicle when full. All hauling vehicles shall be numbered or otherwise uniquely marked for identification purposes.

v. For each load delivered to the Site, the Contractor shall provide to the Contract Administrator at the time of delivery, a ticket indicating the vehicle number or other identification, material type, date, time of delivery, reference to source location, and intended use of material such as subgrade, embankment, backfill, top soil, select fill, cover soil, drainage aggregate, drain rock, and embedment.

vi. In addition to vehicle tickets, the Contractor shall provide the Contract Administrator daily with a summary of vehicle loads delivered that day listing the number of loads, type of material carried by each vehicle, source of material, and intended use of each type of material.

vii. Subsequent loads can be randomly checked as instructed by the Contract Administrator, and adjustments will be made for partial loads. Where a discrepancy in the initial vehicle capacity is encountered, the Contract Administrator may elect to adjust all previous load records received to date.

d. For items specified to be measured by weight, the Contract Administrator will use the following methods for measurement:

i. Weight will be determined using commercially available truck scales or as otherwise, approved by the Contract Administrator.

ii. Scales must meet the requirements of the Weights and Measures Act.

e. Where lump sum is the specified pay unit, the payment will be made without further measurement for complete and accepted Work as described in the Contract Documents.

.6 Formal Payment Approval

a. No payment unless formally approved by the Contract Administrator will be made for:

i. Work performed or materials placed outside of limits indicated in the Drawings or established by the Contract Administrator. Includes all overlapping materials that should have been complementary to each other such as topsoil and road materials; and 8oz geotextile and ditch riprap.

ii. Materials wasted, used, or disposed of in a manner not called for under the Contract.

iii. Rejected materials, including material rejected after it has been placed, if the rejection is due to the Contractor's failure to comply with the provisions of the Contract. When defects or non-compliance are discovered, the work shall be rejected regardless of any

prior approval or payment. The Contractor shall be fully responsible for all repairs and remediations needed to complete the work as originally intended or to the satisfaction of the Contract Administrator.

iv. Hauling and placement of materials from, or to, interim stockpiles. Stockpiles are to be located in designated locations as approved by the Owner as best suited to the Owner's needs, and the Contractor will not be entitled to any additional compensation regardless of the stockpile locations or changes to such locations during the contract.

v. Hauling and disposing of rejected materials. Unless otherwise specified, the Contractor shall include such costs into the most appropriate pay item.

vi. Material on hand after completion of Work.

vii. Any other Work or material when payment is contrary to any provision of the Contract.

viii. Work that has been buried and/or concealed without inspection and approval immediately prior to, and during burying and/or concealment from the Contract Administrator.

ix. Work that has not received the required documentation and approval required through the submittal process.

x. Work that has only been done partially, is not functioning as intended, and without being surveyed, inspected, tested, commissioned, or documented for as-built records.

xi. All schedule delays, costs and all other impacts related to repairs and replacements requested by the Contract Administrator, due to damage to the existing infrastructure caused by the Contractor. The Contract Administrator is emphasizing to the Contractor that caution must be taken to avoid damaging all anticipated infrastructure, regardless of the actual location, which may vary due in part to the nature of settlement within the landfill, the questionable accuracy of the as-built drawings, and the imprecise instructions of the Contract Administrator or Owners Representative. It is required that a non-mechanized form of excavation be used when working within 1.0 metre of existing infrastructure.

.7 Instructions Regarding Schedule of Quantities and Prices

a. Work completed under this Contract will be paid for at the unit prices set out in the Schedule of Quantities and Prices.
b. Include all costs associated with finding, procuring, and supplying all materials, and performing all Work specified in the prices set out in the Schedule of Quantities and Prices, and allowing for Contractor's overhead and profit except for Optional Items which shall be priced according to the Contract Documents.
c. Any claim by the Contractor for extra payment on the grounds that Work performed or materials supplied in accordance with the Drawings and/or Specifications could not be properly charged to items listed in the Schedule of Quantities and Prices will not be considered by the Contract Administrator.
d. If the Schedule of Quantities and Prices does not include an item that is referenced in the Drawings and/or Specifications by either direct mention and/or implication, the Contractor shall include all costs associated with such item in the most appropriate pay item.
e. Prorate costs of a general nature that do not pertain to any one item among all items except for Optional or Provisional Items.
f. Payment will only be made for actual quantities supplied and installed during the Contract.

.8 Progress Payments

a. The Contractor shall apply for payment monthly in accordance with the General Conditions of the Contract and in a format acceptable to the Contract Administrator.

.9 Force Account Work

a. Force Account Work may be required, which is not Work covered by the Contract.
b. All Force Account Work shall be carried out in accordance with the General Conditions of the Contract.

.10 Description of Payment Items

Division 01 – General Requirements

Item 1.01 — Mobilization & Demobilization

Measurement:	Lump Sum
Payment:	Mobilization / demobilization is limited to 5% of the project cost and will be paid by lump sum for all equipment and personnel necessary to complete the work, as follows: • 50% of the lump sum price shall be paid with the first Progress Payment; • 25% of the lump sum price shall be paid upon Substantial Performance; and • 25% of the lump sum price shall be upon Total Performance.
Includes:	The pay item includes all activities and associated costs for transportation of the Contractor's personnel, equipment and operating supplies to and from the Site, establishing and maintaining of offices, buildings, and other necessary general facilities for the Contractor's operations at the Site.

Item 1.02 — Performance, Labour and Material Bonds

Measurement:	Lump Sum
Payment:	Based on actual cost to the contractor. Payment will be made at the lump sum value quoted in the Schedule of Quantities and Prices, prorated for the duration of the Contract as per the Contract Administrator's estimate. Contract Administrator may require documentation for proof of payment to bonding company.
Includes:	Cost to obtain all required bonding for Work associated with this Contract. The Bonding shall cover the entire duration of the Contract.

Item 1.03 — Insurance

Measurement:	Lump Sum
Payment:	Based on actual cost to the contractor. Payment will be made at the lump sum value quoted in the Schedule of Quantities and Prices, prorated for the duration of the

Contract as per the Contract Administrator's estimate. Contract Administrator may require documentation for proof of payment to insurance company.

Includes: Cost to obtain all required insurance for Work associated with this Contract. The Insurance shall cover the entire duration of the Contract.

Item 1.04 — Health and Safety

Measurement: Lump Sum

Payment: Will be made at the lump sum price quoted in the Schedule of Quantities and Prices, prorated for the duration of the Contract as per the Contract Administrator's estimate.

Includes: Costs for labour, equipment and materials to prepare and implement the health and safety requirements including the on-site safety officer and safety equipment for the duration of the Work for all areas that it applies to. The pay item also includes the costs associated with the Prime Contractor responsibilities for the Work Site area, which involves coordination of safety issues with all applicable parties conducting on-Site Works per WorkSafeBC requirements.

Item 1.05 — Permitting, Survey, Materials Testing, Submittals and Record Drawings

Measurement: Lump Sum

Payment: Payment will be made as a lump sum value. Seventy percent (70%) will be prorated for the duration of the Contract as per the Contract Administrator's estimate. Thirty percent (30%) balance of the value will be paid at the completion of the Contract after all records and as-built information has been received and accepted by the Contract Administrator.

Includes: All surveys, measurements, and computations required by the Contract. Verification of survey control points prior to starting Work is required. Provide field engineering services and close out procedures. Establish locations, elevations, lines, grades and levels necessary for construction of structures and systems, including up to three (3) different layouts and revisions for each construction item as deemed necessary by the Contract Administrator. Locate and mark (stake) in the field all existing utilities. Periodically verify layouts. All deep utilities must be recorded in three (3) dimensions as work progresses for Record Drawing purposes and data submitted to Contract Administrator on a monthly basis. The construction survey records shall be available at all times during the progress of the Work for examination and use by the Contract Administrator. Complete survey records and supporting data for progress payments shall be submitted to the Contract Administrator with each

Payment Certificate. This item shall also include preparation and submission of record drawings as per the Contract Documents.

Division 03 – Concrete

Item 3.01 — Construct Lower Reinforced Concrete Slab c/w Granular Bases, Reinforcement and Expansion Joints

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Square Metre (m^2)
Includes:	All labour, equipment, materials, and incidental work required to construct the lower reinforced concrete pad as per the Contract. Includes supply and installation of the granular base and sub-base, rebar reinforcements, and concrete slab.

Item 3.02 — Construct Upper Reinforced Concrete Slab c/w Granular Bases, Reinforcement and Expansion Joints

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Square Metre (m^2)
Includes:	All labour, equipment, materials, and incidental work required to construct the upper reinforced concrete pad as per the Contract. Includes supply and installation of the granular base and sub-base, rebar reinforcements, and concrete slab.

Item 3.03 — Relocate Owner-Supplied Lock Blocks from Slocan Transfer Station to Project Site

Measurement:	Per Unit
Payment:	Per Each Unit Relocated
Includes:	All labour, equipment, materials, and incidental work required to complete loading, hauling, unloading, and placement of the lock blocks at the designated location within the Project Site. Lock blocks to be imported shall be hauled from the Slocan Transfer Station at 8875 Slocan South Road to the project site. The Contractor shall inspect all lock blocks prior to relocation and report any damage or defects to the Contract Administrator. The number of lock blocks to be relocated has been estimated based on the assumed quantity of reusable existing lock blocks at the Project Site. The actual quantity of lock blocks to be imported may therefore be less.

Item 3.04 — Place Owner Supplied Lock Blocks for Transfer Station Z-Wall c/w 450 mm Thick Granular Foundation

a) **1.22m x 0.61m x 0.61m**
b) **0.61m x 0.61m x 0.61m**

Measurement:	Per Count of Installation
Payment:	Per Each Unit Installed
Includes:	All labour, equipment, materials, and incidental work required to install the Owner-supplied lock blocks and construct the transfer station Z-wall as per the Contract. Includes supply and installation of the foundation base aggregate. Owner Supplied Lock Blocks will be stockpiled onsite prior to construction commencement.

Division 05 – Metals

Item 5.01 — Supply and Install Railings and Gates (Stainless Steel or Hot-Dip Galvanized)

Measurement:	Lump Sum
Payment:	Will be made at the lump sum price quoted in the Schedule of Quantities and Prices.
Includes:	All labour, equipment, materials, and incidental work required to supply and install safety railing system on top of the concrete / lock block Z-wall, as included in the Contract Documents. Includes one (1) Bi-Fold Gate and railing system on the remainder of the Z-wall.

Division 31 – Earthworks

Item 31.01 — General Site Clean Up - Includes Removal of Existing Lock Blocks and Stockpiling Onsite for Re-Use

Measurement:	Lump Sum
Payment:	Will be made at the lump sum price quoted in the Schedule of Quantities and Prices.
Includes:	All labour, equipment, materials, and incidental work required to complete general site cleanup in preparation for the Works, including removal of debris, vegetation and other obstructions. Existing lock blocks to be removed and stockpiled onsite for potential reuse in the Z-wall construction. The Contractor shall inspect existing lock blocks for damage, chipping, or other defects. Lock blocks suitable for reuse (none to minimal damage) shall be set aside and inspected by the Contract Administrator for approval prior to incorporation into the Works. The Contractor shall ensure that interlock points are intact and

free of debris to permit proper fit and alignment during reuse.

Item 31.02 — Surface Water Ditch

a) Clear and re-establish existing surface water ditch
b) Construct new surface water ditch

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Linear Metre (LM)
Includes:	All labour, equipment, materials, and incidental work required to construct the new surface water and clearing and re-establishment of the existing ditch, as per Contract Documents.

Item 31.03 — Supply and Install Minimum 250mm Thick 25-75 mm Drain Rock Behind Z-Wall for Pore Pressure Relief - Includes 100 mm Perforated SCH80 PVC Z-Wall Drainpipe c/w Cleanouts

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Linear Metre (LM)
Includes:	All labour, equipment, materials, and incidental work required to supply and install the 100 mm dia. SCH80 PVC perforated pipe, 25-75 mm drainage gravel, and cleanouts (2) for the pore pressure relief system as per the Contract Documents.

Item 31.04 — Common Excavation to Subgrade - Stockpile Onsite for Re-Use Prepare and Compact Subgrade

a) Transfer Station Z-Wall

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Cubic Metre (m^3)
Includes:	All labour, equipment, materials, and incidental work required to excavate to design subgrade and stockpile clean fill material onsite at designated stockpiling area(s). Subgrade shall be compacted per the Contract Drawings. In the event historic landfilled waste is encountered, Contract must over-excavate by 300mm (beyond subgrade surface), and replace with 300mm of suitable material. Any material excavated or placed beyond the design lines

or stockpile area is considered Unauthorized Work and the Contractor will not be entitled to any additional compensation. At the end of each day, any exposed waste must be covered with a minimum of 150 mm of inert fill and in no case shall waste be left uncovered overnight.

Item 31.05 — Supply, Place, and Compact Clean Structural Fill

a) Transfer Station Z-Wall

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Cubic Metre (m^3)
Includes:	All labour, equipment, materials, and incidental work required to supply, place, and compact clean structural fill shall be provided by the Contractor in accordance with the Contract. Clean fill stockpiled onsite from excavation works may be used as backfill, subject to approval by the Contract Administrator. The Contractor is responsible for supplying any additional fill volumes required to complete the Works.

Item 31.06 — Supply and Install Uniaxial Geogrid for Z-Wall - Geogrid to be Post-Tensioned as per Contract Drawings

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Square Metre (m^2)
Includes:	All labour, equipment, materials, and incidental work required to supply and install the Z-wall uniaxial geogrid shall be provided by the Contractor. The Contractor shall ensure the geogrid is post-tensioned as specified in the Contract Drawings. Post-tensioning shall be performed using approved methods and equipment, with tensioning levels verified to meet the project's design requirements.

Division 32 – Roads and Site Improvements

Item 32.01 — Granular Sub-Base - 75 mm Minus Pit Run Gravel, 300 mm Average Thickness

a) Transfer Station Access System

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Cubic Metre (m^3)
Includes:	All labour, equipment, materials, and incidental work required to supply and install an average of 300 mm of 75

mm Minus Pit Run Gravel for the construction of gravel sub-base for the transfer station access system, as detailed in the Contract Drawings.

Item 32.01 — Granular Base - 19 mm Minus Crush Gravel, 100 mm Thickness

a) Transfer Station Access System

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Square Metre (m^2)
Includes:	All labour, equipment, materials, and incidental work required to supply and install 100 mm of 19 mm Minus Crush Gravel for the construction of gravel base for the transfer station access system, as detailed in the Contract Drawings.

Division 33 – Utilities

Item 33.01 — Supply and Install 100mm Solid SCH80 PVC Drainpipe

Measurement:	Calculated quantities based on topographic survey of the limits of the completed work, conducted by the Contractor and verified by the Contract Administrator.
Payment:	Per Linear Metre (LM)
Includes:	All labour, equipment, materials, and incidental work required to supply and install a 100mm solid PVC SCH80 Drainpipe, as detailed in the Contract Drawings.

1.3 EXCAVATING, TRENCHING AND BACKFILLING

Section 31 23 01

1. Section 3.3 Excavation - Subsection 3.3.9 add the following paragraph:

   "The Contractor must identify all disposal sites to the Contract Administrator prior to disposal of surplus excavated soil to the identified disposal sites".

2. Section 3.5 Backfill and Compaction – Subsection 3.5.4 delete the words "place backfill" and replace with the words "place backfill, or approved native backfill".
3. Add the following to Cl. 3.5.4 – Backfill and Compaction:

   It is intended to use native materials for backfill wherever suitable. Only materials deemed unsuitable in the opinion of the C.A. will be approved for disposal off-site and replaced with imported granulars. Native material approved for reuse must be handled, stockpiled and suitably compacted and all costs incidental thereto are deemed to be included in the unit rates tendered."

1.4 RAILING AND GATE METAL FABRICATIONS

.1 Submit the following shop drawings for review: shop drawings showing dimensions, details, and necessary accessory items. Detailing work shall conform to CISC Detailing for Steel Construction.

.2 Fabricated metal shall be delivered on long-bed trucks or trailers adequately supported to prevent bending and other damage. Adequate preparations shall be made for unloading and handling prior to delivery of materials. Materials shall be unloaded by hand, by appropriate slings, or other means that will prevent damage. Materials shall be stored above ground in such a manner as to prevent rusting and bending, and shall be protected with waterproof covers and allow for inspection.

.3 Materials for miscellaneous metalwork shall be as follows:

4.0 Material	5.0 Specification
Steel shapes, plates, bars, clips and similar items	ASTM A 36
Steel pipe	ASTM A 53, Type S, Grade B
Steel tubing	ASTM A 500, Grade B
Stainless steel	ASTM A 320, Type 304
Aluminum	ASTM B 241, Alloy 6061-T6

.4 Hot-Dip Galvanized After Fabrication: Channels Hot-Dipped Galvanized After Fabrication shall be made from steel meeting the minimum requirements of ASTM A570, Grade 33. Eighteen gauge (1.2-mm) and lighter channel shall be ASTM A611, Grade C steel. Channels shall be Hot-Dip Galvanized After Fabrication in accordance with ASTM A123. All ¼ (6.3) fittings shall be formed from ASTM A635 steel and Hot-Dip Galvanized After Fabrication in accordance with ASTM A123.

Stainless Steel: Stainless Steel Channel and accessories shall be of AISI Type 304 or Type 316 Stainless Steel.

Dimensions: Metal Framing Channel shall be cold formed 12 Ga. (2.6), 14 Ga. (1.9), or 16 Ga. (1.5) steel. All channels shall have a nominal overall width of 1 5/8 inch (41.3) and have a 7/8 inch (22.2) slot face opening. All testing and tolerances shall be in accordance with the latest MFMA-1 Standard.

.5 Field Repair of Galvanizing: Field repair of galvanizing shall be done using Z.R.C. Cold Galvanizing Compound.

.6 Bolts shall physically conform to ASTM A 193, Grade B8M. Bolt and nut dimensions shall conform to ANSI B18.2. Washer dimension shall conform to ANSI B27.2.

Above ground nuts and bolts shall conform to ASTM A 307 unless noted as stainless steel. Carbon steel bolts, nuts and washers shall be hot-dip galvanized after fabrication.

All below ground bolts shall be stainless steel. Stainless steel bolts and accessories shall be Type 304 material.

.7 Expansion bolts shall be wedge-type bolts, and shall be Molly Parabolt Concrete Anchors. Expansion bolts shall be stainless steel. Components of stainless steel expansion bolts, including nuts, washers and wedges, shall be stainless steel. Minimum embedment lengths and edge distances shall be as recommended by the manufacturer, unless otherwise shown on the Drawings.

.8 Measurements shall be verified at the Project site. Holes shall be punched 1.6mm (1/16-inch) larger than the nominal size of the bolt, unless otherwise specified. No drifting of bolts or enlargement of holes will be allowed to correct misalignment.

Dissimilar metals shall be protected from galvanic corrosion by means of pressure tapes, coatings or

isolators.

Metalwork to be embedded in concrete shall be placed accurately and held in position while the concrete is placed.

Structural steel that is completely encased in concrete shall not be galvanized or painted and shall have a clean surface for bonding to concrete.

.9 Fabrication and workmanship shall be performed in accordance with the CISC. Fabrication, including cutting, drilling, punching, threading, and tapping required for miscellaneous metal or adjacent work shall be performed prior to hot-dip galvanizing.

.10 Welded Connections: Welding shall be done by operators who have been qualified by tests as prescribed by the Canadian Welding Bureau (CWB) in Standard Procedure to perform the type of work required. The quality of welding shall conform to CWB Structural Welding Code.

Bolted Connections: Bolts for structural and miscellaneous steel connections shall extend no further than twice the bolt diameter past the nut. Washers shall be installed at the nut on bolt assemblies. Stacking of nuts or washers on bolts will not be permitted. Bolted connection shall conform to CISC and shall be as shown on the Drawings.

.11 Damaged areas of galvanizing shall be cleaned with mineral spirits followed by wire brushing. After wire brushing, areas shall be cleaned with Z.R.C. metal conditioner and coated with Z.R.C. Cold Galvanizing Compound in accordance with the manufacturer's printed instructions and recommendations.

1.5 CONTRACTOR-SUPPLIED AGGREGATES

.1 All aggregates specified within the Contract shall be provided by the Contractor.

.2 Contractor-supplied aggregates shall include the following:

a. 25-75 mm Drainage Gravel
b. 19 mm Minus Crushed Gravel
c. 75 mm Minus Pit Run Gravel

.3 For all Contractor-Supplied Aggregates, the Contractor shall submit the following to the Contract Administrator within five (5) days of commencing the Work. The information provided shall demonstrate that the product meets the required specifications as defined in the Supplementary and MMCD Specifications.

a. A grain size curve with the appropriate sieve sizes as shown.
b. A 20 L sample of the material.

.4 Handling and Stockpiling

a. Handle and transport material to avoid segregation, contamination, and degradation.
b. Stockpile material on Site in locations identified by the Contract Administrator.
c. Stockpile material in sufficient quantities to meet project schedules.
d. Stockpiling Areas to be level, well drained, and of adequate bearing capacity and stability to support stockpiled materials and handling equipment.
e. Except where stockpiled on acceptably stabilized areas, provide compacted sand base not less than 300 mm in depth to prevent contamination of material. Alternatively, the Contractor can stockpile material on ground but do not incorporate bottom 300 mm of pile into Work.
f. Separate different materials by strong, full depth bulkheads, or stockpile far enough apart to prevent intermixing.

g. Do not use intermixed or contaminated materials. Remove and dispose of rejected materials as directed by Contract Administrator within 48 hours of rejection.

1.6 25-75 MM DRAINAGE GRAVEL OR APPROVED ALTERNATE

.1 The aggregates shall be composed of inert, clean, tough and durable particles capable of withstanding the deleterious effects of exposure to water, freeze-thaw, handling and spreading.

.2 Ninety percent (90%) of the material passing each sieve must have more than one fractured face.

.3 The aggregate particles shall be uniform in quality and free from excess of flat and elongated particles. The particles shall have a gradation falling within the limits specified below.

25 to 75 mm Drainage Gravel

Sieve Size Opening (mm)	Percent Passing (by weight)
100	100
75	80–100
50	40–80
40	20–50
25	0–20
20	0

1.7 GRANULAR SUBBASE OR APPROVED ALTERNATE

Section 32 11 16.1

.1 Section 2.1 Specified Materials – Delete contents of 2.1.1 and replace with:

"Materials for road subbase to be:

.1 75 mm granular subbase"

1.8 GRANULAR BASE OR APPROVED ALTERNATE

Section 32 11 23

.1 Section 2.1 Granular Base – Delete contents of 2.1.1 and replace with:

"Materials for road base to be:

.1 19 mm crushed granular base"

Marblehead Transfer Station Upgrades

PRJ26008

FORM OF TENDER

FOR USE WHEN UNIT PRICES FORM THE BASIS OF PAYMENT - TO BE USED ONLY WITH THE GENERAL CONDITIONS AND OTHER STANDARD DOCUMENTS OF THE UNIT PRICE MASTER MUNICIPAL CONSTRUCTION DOCUMENTS.

Owner: *Regional District of Central Kootenay*

Contract: *Marblehead Transfer Station Upgrades*

Reference No. *PRJ#26008*

To *Owner*:

WE, THE UNDERSIGNED:

1.1 have received and carefully reviewed all of the *Contract Documents*, including the Instructions to Tenderers, the specified edition of the "Master Municipal Construction Documents - General Conditions, Specifications and Standard Detail Drawings" and the following Addenda:

Addendum # 1-2

(ADDENDA, IF ANY)

1.2 have full knowledge of the *Place of the Work*, and the *Work* required; and

1.3 have complied with the Instructions to Tenderers; and

ACCORDINGLY WE HEREBY OFFER

2.1 to perform and complete all of the *Work* and to provide all the labour, equipment and material all as set out in the *Contract Documents*, in strict compliance with the *Contract Documents*; and

2.2 to achieve Substantial Performance of the Work on or before September 4, 2026; and

2.3 to do the *Work* for the price, which is the sum of the products of the actual quantities incorporated into the *Work* and the appropriate unit prices set out in Appendix 1, the "*Schedule of Quantities and Prices*", plus any lump sums or specific prices and adjustment amounts as provided by the *Contract Documents*. For the purposes of tender comparison, our offer is to complete the *Work* for the "*Tender Price*" as set out on Appendix 1 of this Form of Tender. Our *Tender Price* is based on the estimated quantities listed in the *Schedule of Quantities and Prices*, and excludes *GST*.

WE CONFIRM:

3.1 that we understand and agree that the quantities, as listed in the *Schedule of Quantities and Prices* are estimated, and that the actual quantities will vary.

WE CONFIRM:

4.1 that the following appendices are attached to and form a part of this tender:

4.1.1 the appendices as required by paragraph 5.3 of the Instructions to Tenderers – Part II; and

4.1.2 the *Bid Security* as required by paragraph 5.2 of the Instructions to Tenderers – Part II.

WE AGREE:

5.1 that this tender will be irrevocable and open for acceptance by the *Owner* for a period of 45 calendar days from the day following the *Tender Closing Date and Time*, even if the tender of another tenderer is accepted by the *Owner*. If within this period the *Owner* delivers a written notice ("*Notice of Award*") by which the *Owner* accepts our tender we will:

5.1.1 within 15 *Days* of receipt of the written *Notice of Award* deliver to the *Owner*:

.1 a Performance Bond and a Labour and Material Payment Bond, each in the amount of 50% of the Contract Price, covering the performance of the Work including the Contractor's obligations during the Maintenance Period, issued by a surety licensed to carry on the business of suretyship in the province of British Columbia, and in a form acceptable to the Owner;

.2 a Baseline Construction Schedule, as provided by GC 4.6.1;

.3 a "clearance letter" indicating that the tenderer is in Worksafe BC compliance; and

.4 a copy of the insurance policies as specified in GC 24 indicating that all such insurance coverage is in place and;

5.1.2 within 2 *Days* of receipt of written "*Notice to Proceed*", or such longer time as may be otherwise specified in the *Notice to Proceed*, commence the *Work*; and

5.1.3 sign the Contract Documents as required by GC 2.1.2.

WE AGREE:

6.1 that, if we receive written *Notice of Award* of this *Contract* and, contrary to paragraph 5 of this Form of Tender, we:

6.1.1 fail or refuse to deliver the documents as specified by paragraph 5.1.1 of this Form of Tender; or

6.1.2 fail or refuse to commence the *Work* as required by the *Notice to Proceed*,

then such failure or refusal will be deemed to be a refusal by us to enter into the *Contract* and the *Owner* may, on written notice to us, award the *Contract* to another party. We further agree that, as full compensation on account of damages suffered by the *Owner* because of such failure or refusal, the *Bid Security* shall be forfeited to the *Owner*, in an amount equal to the lesser of:

6.1.3 the face value of the *Bid Security*; and

6.1.4 the amount by which our *Tender Price* is less than the amount for which the *Owner* contracts with another party to perform the *Work*.

OUR ADDRESS IS AS FOLLOWS:

8569 Highway 31 / Box 1291
Kaslo BC
V0G 1M0

Phone: 250-353-3029
Fax:
Attention:

This Tender is executed this 27 day of May, 2026.

Contractor:

Bretton Industries Ltd
(FULL LEGAL NAME OF CORPORATION, PARTNERSHIP OR INDIVIDUAL)

(AUTHORIZED SIGNATORY)

(AUTHORIZED SIGNATORY)

APPENDIX 1
REGIONAL DISTRICT OF CENTRAL KOOTENAY - MARBLEHEAD TRANSFER STATION UPGRADES

SCHEDULE OF QUANTITIES AND UNIT PRICES REVISION 1
(See paragraph 5.3.1 of the Instructions to Tender - Part II)
(All prices and Quotations including the contract Price shall include all Taxes, except GST)

Summary Sheet

Division	Title	Amount
01	General Requirements	$ 30,026.00
03	Concrete	$ 38,379.84
05	Metals	$ 21,338.00
31	Earthworks	$ 55,388.00
32	Roads and Site Improvements	$ 23,280.00
33	Utilities	$ 4,097.00
	Total, excluding GST	$ 172,508.84
	GST 5%	$ 8,625.44
	Total including GST	$ 181,134.29

APPENDIX 1
REGIONAL DISTRICT OF CENTRAL KOOTENAY - MARBLEHEAD TRANSFER STATION UPGRADES

SCHEDULE OF QUANTITIES AND UNIT PRICES REVISION 1
(See paragraph 5.3.1 of the Instructions to Tender - Part II)
(All prices and Quotations including the contract Price shall include all Taxes, except GST)

Item #	Payment Section Paragraph		Item Description	Unit	Quantity	Unit Price $	Amount $
	Division 01 - General Requirements						
01.01	01 53 01	SSpec	Mobilization / Demobilization	LS	1	$ 16,686.00	$ 16,686.00
01.02	01 53 01	SSpec	Performance, Labour and Material Bonds	LS	1	$ 2,190.00	$ 2,190.00
01.03	01 53 01	SSpec	Insurance	LS	1	$ 1,650.00	$ 1,650.00
01.04	01 57 01S	SSpec	Health and Safety	LS	1	$ 1,000.00	$ 1,000.00
01.05	01 33 01	SSpec	Permitting, Survey, Materials Testing, Submittals and Record Drawings	LS	1	$ 8,500.00	$ 8,500.00
						Sub-Total Division 01	**$ 30,026.00**
	Division 03 - Concrete						
03.01	03 30 20	1.4.1, 1.4.5	Construct Lower Reinforced Concrete Slab c/w Granular Bases, Reinforcement and Expansion Joints	m^2	24	$ 536.00	$ 12,963.96
03.02	03 30 20	1.4.1, 1.4.5	Construct Upper Reinforced Concrete Slab c/w Granular Bases, Reinforcement and Expansion Joints	m^2	17	$ 536.00	$ 9,154.88
03.03	03 40 01S	1.4.3	Relocate Owner-Supplied Lock Blocks from Slocan Transfer Station to Project Site				
			a) 1.22m x 0.61m x 0.61m	each	47	$ 110.00	$ 5,170.00
			b) 0.61m x 0.61m x 0.61m	each	4	$ 75.00	$ 300.00
3.04	03 40 01S	1.4.3	Place Owner Supplied Lock Blocks for Transfer Station Z-Wall c/w 450 mm Thick Granular Foundation				
			a) 1.22m x 0.61m x 0.61m	each	69	$ 149.00	$ 10,281.00
			b) 0.61m x 0.61m x 0.61m	each	6	$ 85.00	$ 510.00
						Sub-Total Division 03	**$ 38,379.84**
	Division 05 - Metals						
05.01	05 50 00	SSpec	Supply and Install Railings and Gates (Stainless Steel or Hot-Dip Galvanized)	LS	1	$ 21,338.00	$ 21,338.00
						Sub-Total Division 05	**$ 21,338.00**

APPENDIX 1
REGIONAL DISTRICT OF CENTRAL KOOTENAY - MARBLEHEAD TRANSFER STATION UPGRADES

SCHEDULE OF QUANTITIES AND UNIT PRICES REVISION 1
(See paragraph 5.3.1 of the Instructions to Tender - Part II)
(All prices and Quotations including the contract Price shall include all Taxes, except GST)

Item #	Payment Section Paragraph		Item Description	Unit	Quantity	Unit Price $	Amount $
	Division 31 - Earthworks						
31.01	31 11 01	SSpec	General Site Clean Up - Includes Removal of Existing Lock Blocks and Stockpiling Onsite for Re-Use	LS	1	$ 5,135.00	$ 5,135.00
31.02	31 23 01	1.10.8	Surface Water Ditch				
			a) Clear and re-establish existing surface water ditch	m	50	$ 75.00	$ 3,750.00
			b) Install new surface water ditch	m	40	$ 75.00	$ 3,000.00
31.03	31 23 02	SSpec	Supply and Install Minimum 250mm Thick 25-75 mm Drain Rock Behind Z-Wall for Pore Pressure Relief - Includes 100 mm Perforated SCH80 PVC Z-Wall Drainpipe c/w Cleanouts	m	17	$ 439.00	$ 7,463.00
31.04	31 24 13	1.8.6s	Common Excavation to Subgrade - Stockpile Onsite for Re-Use and Prepare and Compact Subgrade				
			a) Transfer Station Z-Wall	m^3	440	$ 19.00	$ 8,360.00
31.05	31 24 13	1.8.7s	Supply, Place, and Compact Clean Structural Fill				
			a) Transfer Station Z-Wall	m^3	300	$ 68.00	$ 20,400.00
31.06	31 32 19	1.6.1	Supply and Install Uniaxial Geogrid for Z-Wall - Geogrid to be Post-Tensioned as per Contract Drawings	m^2	260	$ 28.00	$ 7,280.00
						Sub-Total Division 31	**$ 55,388.00**
	Division 32 - Roads and Site Improvements						
32.02	32 11 16.1	1.4.3	Granular Sub-Base - 75 mm Minus Pit Run Gravel, 300 mm Average Thickness				
			a) Transfer Station Access System	m^3	80	$ 159.00	$ 12,720.00
32.03	32 11 23	1.4.2	Granular Base - 19 mm Minus Crush Gravel, 100 mm Thickness				
			a) Transfer Station Access System	m^2	480	$ 22.00	$ 10,560.00
						Sub-Total Division 32	**$ 23,280.00**
	Division 33 - Utilities						
33.01	33 42 13	1.5.1, 1.5.2	Supply and Install 100mm Solid SCH80 PVC Drain Pipe	m	17	$ 241.00	$ 4,097.00
						Sub-Total Division 33	**$ 4,097.00**
						Grand Total	**$ 172,508.84**
	Division 00 - Provisional Tasks (If Waste Encountered)						
00.01	-	SSpec	Excavate, Manage, and Dispose of Waste Encountered	tonnes	TBD	$ 460.00	

Marblehead Transfer Station Upgrades

(TITLE OF CONTRACT)

See paragraph 5.3.2 of the Instructions to Tenderers – Part II.
Indicate Schedule with bar chart with major item descriptions and time.

MILESTONE DATES:

Notice of Award:	June 22, 2026
Notice to Proceed:	July 10, 2026
Construction Commencement:	July 13, 2026
Substantial Completion:	September 4, 2026
Total Completion:	September 18, 2026

ACTIVITY	2026 CONSTRUCTION PROGRESS SCHEDULE						
	Jun	Jul	Aug	Sep	Oct	Nov	Dec
July 13th MOB		X					
Clean up site		X					
Excavate		X					
Get Blocks from Slocan		X					
Construct wall		X					
Concrete Slabs		X	X				
Metal work			X				
Gravel surfacing			X				
Demobilize			X				

Tenderer's Initials _____

BRENTON
INDUSTRIES LTD.

Attachment A

Experience Of Superintendent

Brenton Industries Superintendent: Sean Brenton
Years Of Experience: ___10 years_____

PREPARED FOR:

Name: **Regional District of Central Kootenay**

Project: **Marblehead Transfer Station Upgrades - Reference: PRJ#26008**

Date: 2016-2017
Project Name: *Silverton Watermain Upgrades*
Scope: Replace 400 lm of AC Watermain with 150mm C900
References: Leonard Casley **Ph#** 250-551-4003
Greg Henderson 250-551-3531

Date: 2017
Project Name: *Nakusp Watermain Upgrades*
Scope: Replace 1030 lm of galvanized watermain with 150mm C900
References: Greg Henderson **Ph#** 250-551-3531

Date: 2022
Project Name: Village of Kaslo - A Ave Watermain Works
Scope: Install 317 lm of 250mm DR9 Fused HDPE
Contact: Don Nash **Ph#** 250-777-3800

Date: 2024
Project Name: *Village of New Denver - Well #3 & #4 Pump Station*
Scope: Underground SS Spools / Build precast concrete pump house / Electrical / Controls / SS spool installation
Contact: Scott Wallace **Ph#** 250-231-8707

BRENTON
INDUSTRIES LTD.

Regional District of Central Kootenay

Marblehead Transfer Station Upgrades

Reference: PRJ#26008

WORK HISTORY:

PROJECT	OWNER / CONTACT	WORK DESCRIPTION	VALUE
2016 - Watermain	Village Of Silverton	Highway Crossings	$ 35,000
2016 - Nakusp	Village Of Nakusp	Replace 1 Block of 150mm	$ 40,000
2017 - Watermain	Village Of Silverton	Replace 400m of 150mm AC	$190,000
2017 - Watermain	Village Of Nakusp	Replace 1030m of 150mm	$220,000
2019 - Kaslo Sewer	Village Of Kaslo	660m of DR35 Sewer	$700,000
2022 - Watermain	Village Of Kaslo	317m of DR9 HDPE	$700,000
2023 - Watermain	Village Of New Denver	74m of 200mm C900	$158,000
2024 - Pump House	Village Of New Denver	Well #3 & #4 Pump House	$480,000
2024 - Water Tank	Loki Lots – Kaslo	Install 20,000gal Water Tank	$200,000
2025 - Watermain	RDCK - Water Main	Replace 275m of C900	$280,000

Marblehead Transfer Station Upgrades

(TITLE OF CONTRACT)

See paragraph 5.3.5 of the Instructions to Tenderers – Part II.

TENDER ITEM	TRADE	SUBCONTRACTOR NAME	PHONE NUMBER
~~Concrete~~	Concrete	Rokfam	250-354-7442
	Metal	Arcright	250-354-2965
	Survey	harrier	250-353-3300

Tenderer's Initials

Marblehead Transfer Station Upgrades

PRJ26008

INSTRUCTIONS TO TENDERERS PART I

1.0 Introduction ……IT - 1

2.0 Tender Documents .....IT - 1

3.0 Submission of Tenders ……IT - 2

4.0 Additional Instructions to Tenderers……IT - 3

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(FOR USE WHEN UNIT PRICES FORM THE BASIS OF PAYMENT TO BE USED ONLY WITH THE GENERAL CONDITIONS AND OTHER STANDARD DOCUMENTS OF THE UNIT PRICE MASTER MUNICIPAL CONSTRUCTION DOCUMENTS.)

**(TO BE READ WITH "INSTRUCTIONS TO TENDERERS - PART II"
CONTAINED IN THE EDITION OF THE PUBLICATION
"MASTER MUNICIPAL CONSTRUCTION DOCUMENTS" SPECIFIED IN ARTICLE 2.2 BELOW)**

Owner: *Regional District of Central Kootenay*

Contract: *Marblehead Transfer Station Upgrades*

Reference No. PRJ#26008

1.0 Introduction

1.1 These Instructions apply to and govern the preparation of tenders for this *Contract*. The *Contract* is generally for the following work:

Construction of transfer station upgrades at the Marblehead Transfer Station facility, including:

- Remove existing lock block wall and salvage reusable blocks.
- Relocate owner-supplied lock blocks from Slocan Transfer Station.
- Clear and re-establish existing surface water ditch.
- Install new surface water ditching.
- Excavate, prepare, and compact subgrade and foundation ground.
- Supply and install 75 mm minus pit run gravel.
- Supply and install geotextile and pipe (perforated and solid) for drainage system.
- Supply, install, and compact 19 mm crushed gravel.
- Supply and install 25-75 mm drainage gravel.
- Supply and install 8oz non-woven geotextile.
- Install owner-supplied lock blocks for Z-wall.
- Supply, install, and tension uniaxial geogrid for Z-wall.
- Supply and install safety rails and gate system for Z-wall.
- Supply, place, and compact structural fill.
- Construct reinforced concrete pads, including base gravels
- Construct gravel pads.
- Finish exposed edges by means of chamfering.

1.2 Direct all inquiries regarding the *Contract* in writing to:

Sperling Hansen Associates:	Scott Garthwaite sgarthwaite@sperlinghansen.com 604-803-7120
Regional District of Central Kootenay:	Jeannine Bradley jbradley@rdck.bc.ca 250-551-7367

2.0 Tender Documents

2.1 The tender documents which a tenderer should review to prepare a tender consist of all of the *Contract Documents* listed in Schedule 1 entitled "Schedule of Contract Documents". Schedule 1 is attached to the Agreement which is included as part of the tender package. The *Contract Documents* include the drawings listed in Schedule 2 to the Agreement, entitled "List of *Contract Drawings*".

2.2 A portion of the *Contract Documents* are included by reference. Copies of these documents have not been included with the tender package. These documents are the Instructions to Tenderers - Part II, General Conditions, Specifications and Standard Detail Drawings. They are those contained in the publication entitled "Master Municipal Construction Documents - General Conditions, Specifications and Standard Detail Drawings". Refer to Schedule 1 to the Agreement or, if not specified in Schedule 1, then the applicable edition shall be the most recent edition as of the date of the *Tender Closing Date.* All sections of this publication are by reference included in the *Contract Documents*.

2.3 Any additional information made available to tenderers prior to the *Tender Closing Time* by the *Owner* or representative of the *Owner,* such as geotechnical reports or as-built plans, which is not expressly included in Schedule 1 or Schedule 2 to the Agreement, is not included in the *Contract Documents*. Such additional information is made available only for the assistance of tenderers who must make their own judgment about its reliability, accuracy, completeness and relevance to the *Contract*, and neither the *Owner* nor any representative of the *Owner* gives any guarantee or representation that the additional information is reliable, accurate, complete or relevant.

3.0 Submission of Tenders

3.1 Tenders must be submitted through the BC Bid submission portal or by email to tenders@rdck.bc.ca, and must be received by:

Regional District of Central Kootenay

on or before:

Tender Closing Time: 2:00 pm local time (PT)

Tender Closing Date: May 29, 2026

3.2 Late tenders will not be accepted or considered, and will not be opened.

3.3 Tenders will be opened privately at 2:01 pm. Unofficial tender results will be made available on the RDCK website within 3 business days after opening.

3.4 Failure by the tenderer to acknowledge all addenda may be cause for their tender to be rejected.

3.5 Questions will not be accepted or answered 48 prior to the closing date and time.

4.0 Additional Instructions to Tenderers

4.1 IT 15.5 from the MMCD Supplemental Update 2022-04-07 is considered in full force and effect for this tender as follows:

IT 15.5 Adjustment When All Tenders Over Budget

Subject to any express provision of these Instructions to Tenderers, if the *Tender Prices* for all *Tenders* exceed the amount that the *Owner* has budgeted for the *Work*, then the *Owner* may, at its election and in its sole and absolute discretion:
(1) Seek approval for an increase in the budget; or
Terminate the process under this *Tender,* and enter into negotiations with the *Tenderer* that, but for its over-budget *Tender Price,* would have been recommended as the successful *Tenderer* under these Instructions to Tenderers for the purpose of identifying scope or other amendments to the Contract to achieve the budget.

4.2

Non-Mandatory Pre-Tender Meeting
A non-mandatory pre-tender site meeting will be held at 13825 Highway 31, Marblehead, V0G 1N0 on May 11th, 2026 at 10:30 AM (PT). Interested parties are asked to RSVP via email to jbradley@rdck.bc.ca. Attendees must wear appropriate personal protective equipment (PPE) including steel toe footwear and high visibility clothing.

4.3 **Construction Schedule**
Milestone Dates for the project are listed in the Form of Tender Appendix 2 - Preliminary Construction Schedule.

MILESTONE DATES:

Construction Commencement:	July 13, 2026
Substantial Performance:	September 4, 2026
Total Performance:	September 18, 2026

The Site is open to the public on Wednesdays and Saturdays from 10:00 a.m. to 2:00 p.m. The Contractor shall maintain safe public access during these hours and coordinate operations to minimize disruption.

Construction activities may occur on any day of the week and shall be between 07:00 and 19:00, including public hours. No Work shall be performed on statutory holidays unless prior written approval is obtained from the Contract Administrator.

4.4 **Construction Site Surface Features**
The existence and location of all surface features which may be encountered during construction are not guaranteed to be shown on the Drawings. Notwithstanding any other provisions of this Contract,

the *Contractor* shall be solely responsible for confirming the existence, extent and location of surface features either shown on the Drawings or not, and the effect they may have on the *Work*. Surface features to be confirmed shall include but not limited to retaining walls, trees, shrubbery, ornamental features, signs, fences, irrigation items and utility boxes. Unless specifically noted otherwise, no additional compensation will be made for protection, restoration or removal of surface features affected by the *Work*, or for the effect they may have upon the *Work* itself.

4.5 **Survey Layout and Digital Base Drawing**

Survey layout for all Work shall be the Contractor's responsibility. The Contract Administrator will provide a digital base plan in AutoCAD format, including survey control points and bench marks. The Contractor's surveyor shall locate, confirm and protect control points and preserve permanent reference points during construction, including property pins and survey monuments.

4.6 **Tender Process**

Addendums (if any) will be posted on BC Bid and the RDCK website. It is the tenderer's (Plan Taker's) sole responsibility to acknowledge all addenda.

No questions will be accepted or answered within 48 hours of tender closing date and time.

Prospective Tenderers will be provided with the Schedule of Quantities in Excel format with no formulae present. It will be the proponent's responsibility to insert formulae and ensure spreadsheet is complete and accurate.

4.7 **Freedom of Information and Protection of Privacy Act**

Contractor acknowledges that the Owner is subject to the Freedom of Information and Protection of Privacy Act (British Columbia) and that this contract (including its schedules) and any records provided to the Owner may be subject to public disclosure under that Act.

4.8 **Limited Liability**

The Owner's total liability to any Tenderer for any and all breaches by the Owner as a result of the Contract 'A' formed between the Owner and the Tenderer, upon the submission of a tender, shall be limited to the lesser of $1,000.00 and the Tenderer's reasonable costs of preparing the tender and, without limiting the foregoing, the Owner shall have no liability whatsoever to compensate the Tenderer for any profits it might have earned had the Owner not breached the contract. This clause forms a term of every such Contract 'A'.

Marblehead Transfer Station Upgrades

PRJ26008

ADDENDA

Invitation to Tender

Marblehead Transfer Station Upgrades
PRJ26008

ADDENDUM NO. 1

Issued: May 14, 2026

Closing Date: 2:00 pm (PT), May 29, 2026

This Addendum shall be read in conjunction with and considered as an integral part of the Contract Documents; revisions supersede the information contained in the original specifications or previously issued Addendum. Price submitted shall include all items of this Addendum.

By this **Addendum No. 1**, dated May 14, 2026, the Invitation to Tender documents for PRJ26008: Marblehead Transfer Station Upgrades shall be amended as specified below.

AMENDMENTS:

Please be advised of the following Amendments:

1. An updated Schedule of Quantities (SOQ) has been issued to incorporate provisional items related to potential waste encounters during the Work. Responders shall use the revised SOQ included in **Attachment 1** of this Addendum when preparing their submission.

2. Supplementary Specification 1.1.1 – Amend as follows:

   Contractors shall locate their own site for disposal of all soil, rock or other unsuitable or excess material that results from the performance of the contract as per General Conditions, Clause 20. This shall include any waste encountered during the Works.

3. Supplementary Specifications 1.2.10 – Add the following:

   Division 00 – Provisional Tasks

   Item 00.01 — Excavate, Manage, and Dispose of Waste Encountered

Measurement:	Calculated quantities based on weighed tonnage recorded at the authorized waste disposal facility.
Payment:	Per Tonne

Includes:	All labour, equipment, materials, and incidental work required to excavate, handle, stockpile, cover, and manage waste encountered during the excavation works. Tipping fees shall by waived where waste materials are disposed of at an appropriate RDCK facility. In the event that historic landfilled waste is encountered, the Contractor shall over-excavate the affected area by 300 mm below the design subgrade and replace the removed material with 300 mm of suitable fill. Excavated waste may be stockpiled within the Project Site until sufficient volume is accumulated for disposal. The Contractor is responsible for loading, hauling, and disposing of the waste at an authorized waste disposal facility. At the end of each day, any exposed waste must be covered with a minimum of 150 mm of inert fill and in no case shall waste be left uncovered overnight. Any material excavated or placed beyond the design lines or stockpile area is considered Unauthorized Work and the Contractor will not be entitled to any additional compensation.

QUESTIONS & ANSWERS:

Please be advised of the following Questions & Answers:

Q1. Drawing 104, Specification 6 states: “Freshly placed concrete shall be protected from drying for a period of at least 3 days by the use of absorbent mats which shall be wetted down as required.” While not a significant cost item, I believe there could be some savings if a cure-and-seal product were approved in lieu of wet curing. Please advise if this method would be acceptable.

A1. Concrete curing shall adhere to the Specifications prescribed in the Contract Documents without substitution.

Q2. Site Services – Bathrooms: There was one onsite, and it was noted that it would remain available provided it was treated with respect. Please confirm it is acceptable to exclude additional washroom facilities from our scope.

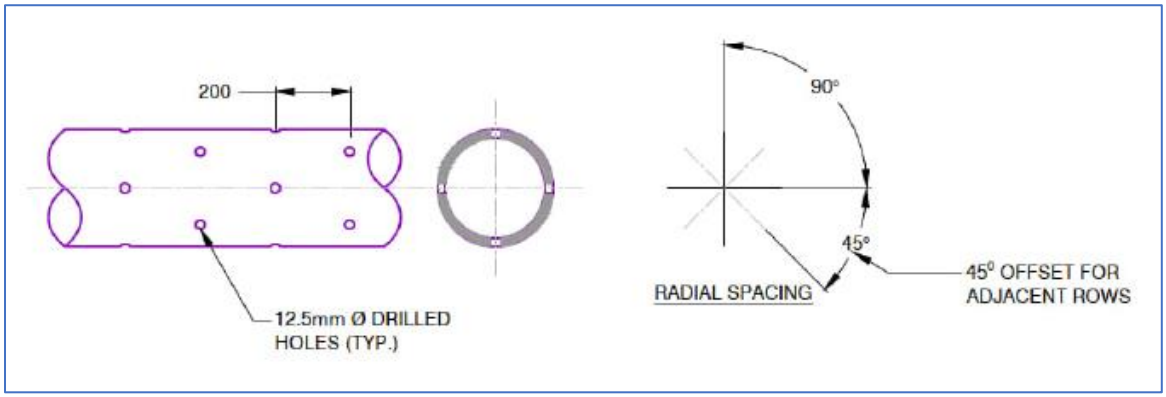
A2. The Contractor may use the on-site washroom facility and is not required to provide a separate facility.

Q3. [We] are concerned about the SCH80 PVC drainpipe and fittings. These are very expensive items and…do not come pre-perforated. A third party will have to be contracted to do the perforations. Can we use BDS pipe instead – much for more cost-efficient and used in most retaining walls.

A3. Answer: SCH80 PVC drainpipe and fittings shall adhere to the Specifications prescribed in the Contract Documents without substitution.

Q4. Question: For the 100 mm SCH80 perforated pipe, please confirm the perforation spacing requirements, as I do not see a specification for this.

A4. Please see the detail below.



Q5. What is the railing length?

A5. Answer:

- **Gate width: 5.8m**
- **Railing length: 8.9m**

Q6. We have assumed that all spoil materials, including clearing, grubbing, and stripping materials, can remain onsite. Please confirm.

A6. ***Clearing, grubbing and stripping materials can remain onsite, and are to be placed in the appropriate material stockpiles at the Transfer Station. Any land clearing debris (i.e. stumps) must be disposed of off-site.***

Q7. Will the existing railings on site be re-used?

A7. No, existing railings on site will not be re-used. The Contractor shall place these railings in the metal pile located at the transfer station as part of SOQ Item 31.01 - General Site Cleanup.

Q8. What are the traffic flow requirements?

A8. The Contractor shall ensure that safe public access is maintained during operational hours. Traffic patterns and access routes may be adjusted to suit the sequencing of the Work, provided that uninterrupted public access to the facility is maintained. Relocation of the publicly-accessed bins may be discussed with the successful proponent, however waste piled (e.g. tires, paint, appliances etc.) must remain accessible in their current locations.

Q9. What are the testing requirements for aggregates, structural fill, and concrete?

A9. The Contractor shall provide the following test results and inspection records to demonstrate that proposed materials (or proposed alternatives) satisfy the Specifications outlined in the Contract Documents:

- **Aggregates: Dry sieve analysis (See Supplementary Specifications Section 1.5)**
- **Structural Fill: Compaction Testing (See DWG 26022-104, Specification 10B)**
- **Concrete: Compressive Strength Testing (See DWG 26022-104, Specification 10A)**

Q10. Will on-site flat-top lock blocks be re-used?

A10. No. Only lock blocks with interlocking keys will be utilized, including for the topmost row of the z-wall. The upper concrete pad is to be cast directly over top of the lock block wall.

Q11. Does the relocation of Owner-Supplied lock blocks include loading?

A11. Yes. Item 3.03 of the SOQ includes loading the lock blocks from the Slocan Transfer Station and hauling to the Project Site.

Q12. Can access through the site gate be provided?

A12. The successful proponent may provide a secondary lock to double-lock the gate, allowing site access to be maintained by both the RDCK and the Contractor.

Q13. What are the specifications for the railing fasteners?

A13. Please see below.

12.7mm Ø x 158mm STANDARD HAS-E ROD (F_y = 400MPa) GALVANIZED OR SST CONCRETE ANCHORS, INSTALL IN DRILLED HOLES 15mm Ø MIN 114mm EMBEDMENT, BOND USING HIT HY-150 MAX ADHESIVE SYSTEM OR APPROVED EQUIVALENT

Q14. Would you be able to share a contact for [the metal fabrication] scope?

A14. The following subcontractor has previously completed work for the Nakusp and Slocan sites: Arcright Plumbing/Heating/Welding: arcright@netidea.com

Except as modified by Addendum No. 1 issued May 14, 2026, the Invitation to Tender documents for PRJ26008: Marblehead Transfer Station Upgrades shall remain unchanged.

Jeannine Bradley
Project Manager

Attachments: Schedule of Quantities Rev1

- END OF DOCUMENT -

Invitation to Tender

Marblehead Transfer Station Upgrades
PRJ26008

ADDENDUM NO. 2

Issued: May 27, 2026

Closing Date: 2:00 pm (PT), May 29, 2026

This Addendum shall be read in conjunction with and considered as an integral part of the Contract Documents; revisions supersede the information contained in the original specifications or previously issued Addendum. Price submitted shall include all items of this Addendum.

By this **Addendum No. 2**, dated May 27, 2026, the Invitation to Tender documents for PRJ26008: Marblehead Transfer Station Upgrades shall be amended as specified below.

QUESTIONS & ANSWERS:

Please be advised of the following Questions & Answers:

Q1. It was noted that there is no onsite water supply available…Could you please confirm [if water can be sourced from the Lardeau River], or if we should instead assume that water will need to be imported to site?

A1. Water will need to be imported to the project site.

Q2. Is surveying required?

A2. Yes. The Contractor is responsible for performing the survey layout for all Work, as specified in Section 4.5 of the Instructions to Tenderers Part I. Note that there are SOQ items to be measured based on the topographic survey—see Section 1.2.10 for details.

Except as modified by this Addendum and Addendum No. 1 issued May 14, 2026, the Invitation to Tender documents for PRJ26008: Marblehead Transfer Station Upgrades shall remain unchanged.

Jeannine Bradley
Project Manager

- END OF DOCUMENT -

Marblehead Transfer Station Upgrades

PRJ26008

INSURANCE REQUIREMENTS & CERTIFICATE OF INSURANCE
and
WORKSAFE BC CLEARANCE LETTER

Contract No. **2026-153-ENV**

June 23, 2026

Dear Insurance Broker:

RE: STANDARD CERTIFICATE OF INSURANCE FORM

Your client, **BRENTON INDUSTRIES LTD.**, is preparing to enter into a contractual agreement with the Regional District of Central Kootenay for the construction of transfer station upgrades at the following location(s): Marblehead Transfer Station, 13825 Highway 31.

As per our insurer's recommendation, a separate Standard Certificate of Insurance Form is needed for each contract, therefore it is possible that if your client has more than one contract with the RDCK, you may be asked to complete this form more than once.

As proof that their insurance coverage meets their contractual requirements, we require their broker complete the attached Standard Certificate of Insurance Form. Their contract insurance terms are copied below.

Remove GC 24.1 INSURANCE and replace entirely with sections SGC 28.2 and SGC 28.3:

1) Without restricting the generality of the indemnification provisions of this Agreement, insurance and coverage will be arranged and paid for as under-noted:

2) The Contractor must take out and maintain the insurance coverages detailed in sections SGC 28.2 and SGC 28.3 and shall provide the Owner evidence of coverage upon execution of this Agreement in the following format:

    a) an ICBC form APV 47; and
    b) the Owner's Standard Certificate of Insurance form completed by the Contractor's broker.

COVERAGE TYPE	MINIMUM AMOUNT	MINIMUM AGGREGATE	DEDUCTIBLE MAXIMUM
Automobile Liability (third party) Insurance for vehicles used to complete the Services.	**$5,000,000** per occurrence	N/A	N/A
Commercial General Liability	**$5,000,000** per occurrence	N/A	$5,000
Course of Construction/Builder's Risk	Not less than the sum of 1.1 times the Maximum Contract Price	N/A	N/A
Contractor's Equipment Coverage	Equivalent to the replacement cost of all owned, rented and/or leased equipment of the contractor.	N/A	N/A

3) The Contractor shall maintain **Commercial General Liability** coverage for the Term of this Agreement and a minimum of one (1) year after the completion of the Services with Products and Completed Operations coverage extended for an additional year (2 years in total). To achieve the desired limit, umbrella or excess liability insurance may be used. Such insurance will include but is not limited to the following:

   a) Broad Form bodily injury, death, property damage, and personal injury coverage, on an occurrence basis;

   b) Non-Owned Automobile Liability with a limit not less than $2,000,000 per occurrence (including contractual non-owned automobile liability endorsement SEF 96);

   c) Blanket Contractual Liability;

   d) Cross Liability and/or Severability of Interests;

   e) A Waiver of Subrogation in favour of the Regional District of Central Kootenay;

   f) Name "Regional District of Central Kootenay, its elected officials, officers, employees, servants, and agents", as an Additional Insureds;

   g) Name the RDCK's Consultant, "Sperling Hansen Associates, its officers, employees, servants, and agents", as an Additional Insureds;

   h) Require the insurer to provide the Owner with 30 days written notice of any material change or cancellation;

   i) Premises and Operations;

   j) Products and Completed Operations;

   k) Attached Machinery, where, and only to the extent that, the performance of the Work involves the use or operation of equipment or machinery that is attached to, mounted on, or forms part of a licensed motor vehicle insured under the Insurance Corporation of British Columbia ("ICBC") automobile insurance program

   l) Coverage that is Primary and Non-Contributory to any other sources of insurance available to the Contractor or the Owner.

4) The Contractor shall maintain Course of Construction coverage from the date of commencement of the Services until 60 days after the RDCK has certified or verified the Substantial Completion.

5) The Contractor shall maintain Contractor's Equipment coverage for the Term of this Agreement, which shall cover, on a replacement cost basis, all property, of every description, to be used in the construction of the Work, against "All Risks" of physical loss or damage, including earthquake and flood, while such property is being transported to the site, and thereafter throughout erection, installation and testing.

If your client's insurance coverage meets the above requirements, please complete the attached Standard Certificate of Insurance Form and return the completed form to them. If your client's insurance coverage does not meet these requirements, please contact your client directly to discuss any coverage adjustments needed prior to completing this form. Note that the Insured name on the Standard Certificate of Insurance Form must match the client name as it appears in this letter.

Sincerely,

RDCK

Certificate of Insurance Form

Construction, Trades and Operations

This certifies that policies of insurance as described below have been issued to the Insured named below and are in full force and effect at this time.

NOTE: PROOF OF INSURANCE WILL BE ACCEPTED ON THIS FORM ONLY. INSURANCE COMPANIES MUST BE LICENSED TO OPERATE IN CANADA AND HAVE A MINIMUM AM BEST RATING OF A- OR HIGHER.

This Certificate is issued to the Regional District of Central Kootenay.

Named Insured Name: _____

Address: _____

Broker Name:_____ Agent's Name:_____

Address: _____

Phone:_____ Email: _____

Contract number and title this Certificate applies to:

Agreement No. 2026-153-ENV for PRJ26008: Marblehead Transfer Station Upgrades.

Type of Insurance	Insurer Name and Policy Number	Policy Term dd-mmm-yyyy	Limits of Liability/Amounts
Section 1 Automobile Liability (third party, owned and leased vehicles) *If insured by ICBC, attach a copy of the **ICBC form APV-47**		From: To:	$ _____ Limit
Section 2 Commercial General Liability		From: To:	$ _____ Per Occurrence Limit $ _____ Aggregate $ _____ Deductible

Section 3 ☐ Umbrella Liability ☐ Excess Liability		From: To:	$ _____ Umbrella Limit $ _____ Excess Gen. Limit
Section 4 Wrap-Up Liability ☐ Per Occurrence ☐ Per Claim		From: To:	$ _____ Limit $ _____ Aggregate $ _____ Deductible
Section 5 Pollution/Environmental Impairment Liability ☐ Per Occurrence ☐ Per Claim		From: To:	$ _____ Limit $ _____ Aggregate $ _____ Deductible
Section 6 Course of Construction (Builders Risk)		From: To:	$ _____ Limit $ _____ Aggregate $ _____ Deductible
Section 7 Equipment Breakdown (Boiler and Machinery)		From: To:	$ _____ Limit $ _____ Aggregate $ _____ Deductible
Section 8 All Risk Property		From: To:	$ _____ Limit $ _____ Aggregate $ _____ Deductible

Section 9 Contractor's Equipment		From: To:	$ _____ Limit $ _____ Aggregate $ _____ Deductible
Section 10 Professional Liability (Errors and Omissions)		From: To:	$ _____ Per Claim Limit $ _____ Aggregate $ _____ Deductible
Section 11 Other (Specify) ☐ Per Occurrence ☐ Per Claim		From: To:	$ _____ Limit $ _____ Aggregate $ _____ Deductible

Details of Coverage of Comprehensive Commercial General Liability and, if included in the table above, Umbrella and Excess Liability (Sections 2 & 3): ☒ indicates that the coverage is included.

☐ **Broad Form bodily injury, death, property damage and personal injury** coverage, on an occurrence basis

☐ **Non-Owned Automobile** (including SEF 96)

$_____Limit

☐ **Blanket Contractual** Liability

☐ **Contractual** Liability

☐ **Cross Liability** and/or **Severability of Interests**

☐ **Waiver of Subrogation** in favor of the Regional District of Central Kootenay

☐ **Regional District of Central Kootenay, its elected officials, officers, employees, servants and agents** as **Additional Insured**

☐ **Sperling Hansen Associates, its officers, employees, servants, and agents** as **Additional Insured**

☐ **30 days notice of cancellation**

☐ **Premises and Operations**

☐ **Products and Completed Operations**

☐ **Personal and Advertising Injury**

☑ **Attached Machinery**

☐ **Firefighting** Expenses

{CGL Continued on page 4)

☐ **Hot Work Warranty/ Protocol**

☐ **Elevator and Hoist Liability**

☐ **Coverage is Primary and not Contributory**

☐ **Sudden & Accidental Pollution** Liability

☐ **Contingent Employers Liability**

Details of Wrap-Up Liability (Section 4) ☒ indicates that the coverage is included.

☐ **Broad Form bodily injury, death, property damage and personal injury** coverage, on an occurrence basis

☐ **Non-Owned Automobile** (including SEF 96)

$_____Limit

☐ **Blanket Contractual** Liability

☐ **Contractual** Liability

☐ **Cross Liability** and/or **Severability of Interests**

☐ **Waiver of Subrogation** in favor of the Regional District of Central Kootenay

☐ **Regional District of Central Kootenay, its elected officials, officers, employees, servants and agents as Additional Insured**

☐ **His Majesty the King in Right of the Province of British Columbia and Ministry of Transportation and Transit** as **Additional Insured**

☐ **30 days notice of cancellation**

☐ **Products and Completed Operations**

☐ Coverage is **Primary and not Contributory**

☐ **Contingent Employers** Liability

☐ **Sudden & Accidental Pollution** Liability

☐ **Attached Machinery**

Details of Pollution/Environmental Impairment Liability (Section 5) ☒ indicates that the coverage is included

- ☐ **Broad Form bodily injury, death, property damage**
- ☐ **Clean-up, Monitoring** and **Remediation**
- ☐ **Sudden and Accidental, and Gradual Pollution Events** for **Third Party Liability**
- ☐ **Ongoing and Completed Operations**
- ☐ **Blanket Contractual** Liability
- ☐ **Contractual** Liability
- ☐ **Cross Liability** and/or **Severability of Interests**
- ☐ **Waiver of Subrogation** in favor of the Regional District of Central Kootenay
- ☐ **Regional District of Central Kootenay, its elected officials, officers, employees, servants and agents** as **Additional Insured**
- ☐ **His Majesty the King in Right of the Province of British Columbia and Ministry of Transportation and Transit as Additional Insured**
- ☐ **30 days notice of cancellation**
- ☐ Coverage is **Primary and not Contributory**
- ☐
- ☐
- ☐

Details of All Risk Course of Construction (Builder's Risk) (Section 6) ☒ indicates that the coverage is included.

- ☐ **Waiver of Subrogation** in favor of the Regional District of Central Kootenay
- ☐ **Regional District of Central Kootenay, its elected officials, officers, employees, servants and agents** as **Additional Insured**
- ☐
- ☐ **His Majesty the King in Right of the Province of British Columbia and Ministry of Transportation and Transit** as **Additional Insured**
- ☐ **Cross Liability and/or Severability of Interests**
- ☐
- ☐ **Equipment Breakdown**
- ☐ **Testing & Commissioning**
- ☐
- ☐

Details of Equipment Breakdown (Boiler and Machinery) (Section 7) ☒ indicates that the coverage is included.

☐ **Waiver of Subrogation** in favor of the Regional District of Central Kootenay

☐ **Regional District of Central Kootenay, its elected officials, officers, employees, servants and agents** as **Additional Insured**

☐ **His Majesty the King in Right of the Province of British Columbia and Ministry of Transportation and Transit** as **Additional Insured**

☐ **Cross Liability** and/or **Severability of Interests**

☐

Details of All Risk Property coverage (Section 8) ☒ indicates that the coverage is included.

☐ **Installation Floater**

☐ **Waiver of Subrogation in favor of the Regional District of Central Kootenay**

☐

Details of Contractor's Equipment coverage (Section 9) ☒ indicates that the coverage is included.

☐ **Waiver of Subrogation** in favor of the Regional District of Central Kootenay

☐

☐

These policies comply with the insurance requirements of the governing contract of the Regional District of Central Kootenay. It is understood and agreed any deductible or reimbursement clause contained in the policy shall be the sole responsibility of the Named Insured.

Signature and Broker's Stamp Authorized to Sign on Behalf of Insurers	Title	Date Signed

Broker Comments

Marblehead Transfer Station Upgrades

PRJ26008

CONTRACT SECURITY

Attachment A

Creston Electric Inc.

1207 Hillside St PO Box 722
Creston BC V0B1G0
2503531124
bwalkerelectric@gmail.com
GST/HST Registration No.: 787822931RT0001

INVOICE

BILL TO
RDCK Salmo RFID transfer station/landfill

INVOICE	1431
DATE	07/11/2025
TERMS	Due on receipt
DUE DATE	07/11/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	TAX	AMOUNT
30/09/2025	parts	Materials to install the RFID reader, strut, two runs of EMT or Ridgid PVC conduit, separated by 30cm for power and communication, Cat 6e, complete with RG45 connections, #12RW90 conductors for power, bonding, rain-tight connections, breaker, misc parts to make a complete system	1	296.62	GST	296.62
30/09/2025	Labour	Labour 6.5 hours for two workers	13	100.00	GST	1,300.00
30/09/2025	Permit	Technical Safety BC permit #	1	110.00	Exempt	110.00

SUBTOTAL	1,706.62
GST @ 5%	79.83
TOTAL	1,786.45
BALANCE DUE	**$1,786.45**

TAX SUMMARY

RATE	TAX	NET
GST @ 5%	79.83	1,596.62

E-transfer can be sent to bwalkerelectric@gmail.com or cheque to Creston Electric Box 722 Creston BC V0B1G0

INVOICE

Attachment A

STRONG
DATA AUTOMATION

Strong Data Inc.
P.O. Box 404
Gander, NL, A1V 1W8
Phone 1-877-671-6226
info@strongdata.ca

INVOICE TO
Regional District of Central Kootenay
Box 590
202 Lakeside Drive
Nelson BC V1L 5R4

HST/GST # 129238184RT0001

Thank you for your business!

Any questions contact your sales representative.

INVOICE NO.	2013
TERMS	Due on receipt
DATE	06/06/2025
DUE DATE	06/06/2025

DESCRIPTION	QTY	RATE	TAX	AMOUNT
Enter Kiosk Enter Kiosk: - Computer - QR Reader - 14" Daylight readable touch monitors - Receipt printer - Climate controlled stands including heater - Minimum 1 year warranty on parts - Shipping Included	1	16,500.00		16,500.00

SUBTOTAL	16,500.00
DISCOUNT	
TAX	1,980.00
SHIPPING	
TOTAL	18,480.00
DEPOSIT	
TOTAL OF NEW CHARGES	
BALANCE DUE	**CAD 18,480.00**

Tax Summary

TAX RATE	TAX AMOUNT	NET AMOUNT
GST @ 5%	825.00	16,500.00
PST (BC) @ 7%	1,155.00	16,500.00

ETF Details:
Account Holder:Strong Data Inc
Account Number:1004613
Branch Transit Number:9153
Bank Institution Number:003
Bank Name/ Address:Royal Bank of Canada
PO Box 6011 Station A, Montreal, QC H3C 3B8
Reference: Please use your invoice number

Goods and Services
Agreement

Contract #: 2022-192-ENV
Project: RR Transactional Software Upgrade
GL Code: 54030 / OVR152; OVR153; OVR154

THIS AGREEMENT executed and dated for reference the:

8 day of Oct, 2022
(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

Agreement Administrator: Todd Johnston
Telephone #: 250.352.1523
Email: tjohnston@rdck.bc.ca

AND

STRONG DATA INC.
(hereinafter called the "Contractor")
at the following address:
PO Box 404
Gander, NL A1V 1W8

Agreement Administrator: Rocky Strong
Telephone: 1.709.571.9776
Email: rocky@strongdata.ca

FOR GOOD AND VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS CONFIRMED, THE RDCK AND THE CONTRACTOR AGREE AS FOLLOWS:

(a) **SERVICES**: The Contractor shall provide the services detailed in Schedule "A" of this Agreement (the "**Services**").

(b) **TERM:** Notwithstanding the date of execution of this Agreement the Contractor shall provide the Services described in Schedule A hereof commencing on **September 09, 2022** and ending on **September 08, 2025** (the "**Term**"). Agreement may be extended for two (2) x one (1) year terms upon mutual agreement by both parties hereto.

(c) **LOCATION:** The location for delivery of the Services shall be the twelve sites detailed in Appendix A, Section 2.3, and the RDCK Lakeside Office located at 202 Lakeside Drive, Nelson, BC.

(d) **CONTRACT PRICE/RATE:** On the terms as set out in Schedules A and B hereto.

(e) **BILLING DATE:** Annually.

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(f) The following documents are hereby incorporated into and form part of this Agreement:

- Schedule A: Services
  - Part 2 of the Request for Proposal document of the RDCK dated April 12, 2022: modified to include "optional" sites as included with the service
  - Services Detailed Cost Summary by Site
  - Implementation Workplan Schedule
- Schedule B: Contract Payment Terms
- Appendix A: Contractor's Quote Form dated April 29, 2022, provided in response to the RDCK's Request for Quote (excluding the sample contract attached to that Form)
- Appendix B: Additional Provisions on Software Licensing and Support

(g) In the event of a conflict with the Contract Documents, the order of priority of documents, from highest to lowest, shall be:

- Terms and conditions contained within the body of this Goods and Services Agreement No. 2022-192-ENV; then
- Schedule A then
- Schedule B; then
- Appendix A; then
- Appendix B

The following terms and conditions are incorporated into, and form part of this Agreement:

THE CONTRACTOR'S OBLIGATIONS

1 The Contractor shall:

(a) Undertake all work and supply all materials necessary to perform the Services, as specified in Schedule A;

(b) Upon the request of the Regional District of Central Kootenay (herein after called the "**RDCK**") fully inform the RDCK of the work done by the Contractor in connection with the provision of the Services and permit the RDCK at all reasonable times to inspect, review and copy all works, productions, buildings, accounting records, findings, data, specifications, drawings, working papers, reports, documents and materials, whether complete or otherwise, that have been produced, received or acquired by the Contractor as a result of this agreement;

(c) Comply with all applicable municipal, provincial and federal legislation and regulations;

(d) At its own expense, obtain all permits and licenses necessary for the performance of the Services, and on request provide the RDCK with proof of having obtained such licenses or permits;

(e) Promptly pay all persons employed by it;

(f) Not assign this Agreement, and not subcontract any of its obligations under this Agreement, to any person, firm or corporation without the prior written consent of the RDCK;

(g) At all times, exercise the standard of care, skill and diligence normally exercised and observed by persons engaged in the performance of services similar to the Services;

(h) At all times, treat as confidential all information and material supplied to or obtained by the

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Contractor or subcontractor 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;

(i) Not perform any service for any other person, firm or corporation which, in the reasonable opinion of the RDCK, may give rise to a conflict of interest;

(j) Be an independent Contractor and not the servant, employee or agent of the RDCK;

(k) Ensure all persons employed by it to perform the Services are competent to perform them, adequately trained, fully instructed and supervised;

(l) Accept instructions from the RDCK, provided that the Contractor shall not be subject to the control of the RDCK in respect of the manner in which such instructions are carried out;

(m) At its own expense, obtain Workers Compensation Board coverage for itself, all workers and any shareholders, directors, partners or other individuals employed or engaged in the execution of the Work. Upon request, the Contractor shall provide the RDCK with proof of such compliance;

(n) Be responsible for all fines, levies, penalties and assessments made or imposed under the *Worker's Compensation Act* and regulations relating in any way to the Services, and indemnify and save harmless fines, levies, penalties and assessments;

(o) Ensure that all personnel hired by the Contractor to perform the Services will be the employees of the Contractor and not to the RDCK with the Contractor being solely responsible for the arrangement of reliefs and substitutions pay supervision, discipline, employment insurance, workers compensation, leave and all other matters arising out of the relationship of employer and employee;

(p) Not in any manner whatsoever commit or purport to commit the RDCK to the payment of any money;

(q) Establish and maintain time records and books of account, invoices, receipts, and vouchers of all expenses incurred;

(r) Notwithstanding the provision of any insurance coverage by the RDCK, indemnify and save harmless the RDCK, its successor(s), assign(s) and authorized representative(s) and each of them, up to a maximum of forty eight thousand eight hundred and forty ($48,840) dollars, from and against losses, claims, damages, actions, and causes of action (collectively referred to as "**Claims**"), that the RDCK may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this Agreement, that arise out of errors, omissions or negligent acts of the Contractor or its subcontractor(s), servant(s), agent(s) or employee(s) under this Agreement, excepting always that this indemnity does not apply to the extent, if any, to which the Claims are caused by errors, omissions or the negligent acts of the RDCK its other contractor(s), assign(s) or authorized representative(s);

(s) Use due care that no person or property is injured and no rights infringed in the performance of the Services, and shall be solely responsible for all losses, damages, costs and expenses in respect to any damage or injury, including death, to persons or property incurred in providing the Services or in any other respect whatsoever;

(t) During the Term of this Agreement, take out and maintain commercial general liability insurance, ~~and if applicable professional liability insurance or environmental impairment liability insurance, against claims for bodily injury, death or property damage arising out of this Agreement or the provision of the Services~~ in a form acceptable to the Chief Financial Officer of the RDCK, in the amount of **$2,000,000** per occurrence, naming the RDCK as an additional insured and shall provide the RDCK with a certificate of insurance upon execution of this Agreement, with such insurance extended to include

CW

RS/8/10/22

the Contractor's Blanket Contractual Liability and include a cross liability clause and requiring the insurer not to cancel or materially change the insurance without first giving the RDCK thirty days' prior written notice; provided that if the Contractor does not provide or maintain in force the insurance required by this Agreement, the Contractor agrees that the RDCK may take out the necessary insurance and the Contractor shall pay to the RDCK the amount of the premium immediately on demand;

The insurance policy (policies) carried by the Contractor will be primary in respect to the operation of the named insured pursuant to the contract with the local government. Any insurance or self-insurance maintained by the local government will be in excess of such insurance policy (policies) and will not contribute to it;

If the nature of the services or goods provided requires the use of vehicles, the Contractor shall take out and maintain Automobile Liability (third party) insurance with a minimum limit of $5,000,000.

(u) Inspect the site where the Services are to be performed (the "Site") and become familiar with all conditions pertaining thereto prior to commencement of the Services;

(v) Where materials and supplies are to be provided by the Contractor, use only the best quality available;

(w) Where samples of materials or supplies are requested by the RDCK, submit them to the RDCK for the RDCK's approval prior to their use;

(x) Not cover up any works without the prior approval or consent of the RDCK and, if so required by the RDCK, uncover such works at the Contractor's expense; and

(y) Keep the Site free of accumulated waste material and rubbish caused by it or the Services and, on the completion of the Services, leave the Site in a safe, clean and sanitary condition.

(z) Comply with the requirements of the Freedom of Information and Protection of Privacy Act (British Columbia) ("FIPPA") ,applicable to it as a service provider of the RDCK, in relation to any Personal Information it has access to as a result of this Agreement.

(aa) Acknowledge that it is familiar with the requirements of FIPPA governing Personal Information that are applicable to the Contractor as a service provider.

(bb) For the purposes of Sections 1(z) and 1(aa), "Personal Information" has the meaning assigned in FIPPA.

THE REGIONAL DISTRICT OF CENTRAL KOOTENAY'S OBLIGATIONS

2 The RDCK shall:

(a) Subject to the provisions of this Agreement, pay the Contractor, in full payment for the Services which in the opinion of the RDCK at the times set out is Schedule B of this Agreement (herein called "**Contract Price**"), and the Contractor shall accept such payment as full payment for the Services;

~~(b) Notwithstanding Subsection 2(a), not be under any obligation to advance to the Contractor more than 90% of the Contract Price for Services rendered in accordance with Schedule A to the satisfaction of the RDCK. The 10% holdback shall be retained and paid back in accordance with the *Builder Lien Act*;~~ CW

~~(c) Providing that it is not in breach of any of its obligations under this Agreement, holdback from the Contract Price in addition to the 10% holdback contemplated in Subsection 2(b), sufficient monies to~~ CW

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~~indemnify the RDCK completely against any lien or claim of lien arising in connection with the provision of the Services;~~

(d) Make available to the Contractor all available information considered by the RDCK to be pertinent to the Services;

(e) Give the Contractor reasonable notice of anything the RDCK considers likely to materially affect the provision of the Services; and

(f) Examine all studies, reports, sketches, proposals and documents provided by the Contractor under this Agreement, and render decisions pertaining thereto within a reasonable time.

(g) Notwithstanding Subsection 2(a), not be under any obligation to advance to the Contractor the payment for Services rendered in accordance with Schedule, until such time as the RDCK determines the task is complete.

(h) Notwithstanding Subsection 2(g), the RDCK reserves the right to test the software for a period of two weeks following the finish date to determine the task as complete.

TERMINATION OF AGREEMENT

3 This Agreement may be terminated by the RDCK at its option before the expiry of the Term, anything to the contrary herein notwithstanding, at any time after the happening of an Event of Default.

4 Events of Default. For the purposes hereof, an "Event of Default" will be deemed to occur if:

a. the Contractor is in breach of any covenant, obligation or representation hereunder and
   i. such breach persists un-remedied for a period of five (5) Business Days after the RDCK has provided the Contractor with written notice of and particulars of the breach or alleged breach; or

   ii. where the breach cannot within the sole opinion of the RDCK be remedied within a period of five (5) Business Days, the Contractor has not, in the sole opinion of the RDCK, diligently taken steps to remedy the breach

provided that the RDCK may terminate without providing a cure period with respect to actions of the Contractor that are part of a continuing course of conduct in respect of which prior written notice has been given;

b. the Contractor is not able to supply the Services according to the schedule outlined in Schedule A;
c. There occurs or, in the reasonable opinion of the RDCK there exists a threat of, a strike lockout, work slow down, labour disturbance, or refusal to work by the employees or Subcontractors of the Contractor;
d. the Contractor is adjudged bankrupt, becomes insolvent or is unable to discharge its liabilities as they become due, makes an assignment for the benefit of its creditors, is subject to the appointment of a Receiver or a Petition of Bankruptcy is made against it; or

5 If an Event of Default occurs, the RDCK may terminate the Agreement on fourteen (14) days' written notice.

6 The RDCK may, at its sole discretion, terminate this Agreement on ten (10) days' notice, and the payment of funds required to be made pursuant to Section 7 shall discharge the RDCK of all of its liability to the Contractor under this Agreement.

7 Where this Agreement expires or is terminated before 100% completion of the Services, the RDCK shall pay to the Contractor that portion of the Contract Price which is equal to the portion of the Services completed

AS 8/10/22

to the satisfaction of the RDCK prior to expiration or termination.

GENERAL TERMS

~~8 The RDCK shall be sole judge of the work, material and the standards of workmanship in respect of both quality and quantity of the Services, and its decision on all questions in dispute with regard thereto, or as to the meaning and intentions of this contract, and as to the meaning or interpretation of the plans, drawings and specifications, shall be final, and no Services shall be deemed to have been performed as to entitle the Contractor to payment therefrom, until the RDCK is satisfied therewith.~~

9 The RDCK certifies that the Service purchased pursuant to this Agreement are for the use of and are being purchased by the RDCK and are therefore subject to the *Excise Tax Act* (Canada).

10 This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia.

11 Time shall be of the essence of this Agreement.

12 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.

13 This Agreement shall be binding upon the parties and their respective successors, heirs and permitted assigns.

14 A waiver of any provision or breach by the Contractor of any provision of this Agreement shall be effective only if it is in writing and signed by the RDCK.

15 A waiver under Section 14 shall not be deemed to be a waiver of any subsequent breach of the same or any other provision of this Agreement.

~~16 Everything produced, received or acquired (the "**Material**") by the Contractor or subcontractor as a result of this Agreement, including any property provided by the RDCK to the Contractor or subcontractor, shall:~~

~~(a) be the exclusive property of the RDCK; and~~

~~(b) be delivered by the Contractor to the RDCK immediately upon the RDCK giving notice of such request to the Contractor.~~

~~17 The copyright in the Material belongs to the RDCK.~~

18 The RDCK may, at its discretion, notify the Contractor that the terms, amounts and types of insurance required to be obtained by the Contractor hereunder be changed.

19 Where the Contractor is a corporation, it does hereby covenant that the signatory hereto has been duly authorized by the requisite proceedings to enter into and execute this Agreement on behalf of the Contractor.

20 Where the Contractor is a partnership, all partners are to execute this Agreement.

21 Sections 1 b), h), j), r), of this Agreement will, notwithstanding the expiration or earlier termination of the Term, remain and continue in full force and effect.

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22 Parts 2 and 3 of the Request for Proposals of the RDCK dated April 12, 2022 and the Contractor's Proposal provided in response are hereby incorporated into and forms part of this Agreement.

23 Except as expressly set out in this Agreement, nothing herein shall prejudice or affect the rights and powers of the RDCK 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.

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	STRONG DATA INC.
Uli Wolf (Signature of Authorized Signatory)	(Signature of Authorized Signatory)
Uli Wolf, General Manager of Environmental Services (Name and Title of Authorized Signatory)	Ricky Strong General Manager (Name and Title of Authorized Signatory)
(Signature of Authorized Signatory)	(Signature of Authorized Signatory)
Mike Morrison, Corporate Officer (Name and Title of Authorized Signatory)	(Name and Title of Authorized Signatory)

Committee Report

February 19, 2025

Central Resource Recovery - Purchase of Compaction Trailer – Contract Award

Author: Larry Brown, Operations Supervisor
File Reference: 2024-236-ENV
Electoral Area/Municipality: CENTRAL SUB-REGION
Services Impacted S187 Refuse Disposal – Central Subregion

1.0 STAFF RECOMMENDATION

That the Board approve the RDCK enter into a Purchase of Goods Agreement with Rollins Machinery for the purchase of a Deloupe Model HS483 tridem axle Compaction Pushout Trailer to a maximum value of **$278,134 plus GST**, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

AND FURTHER, that the costs be paid from S187 Refuse Disposal - Central Subregion.

2.0 BACKGROUND/HISTORY

An Invitation to Quote was issued on BC Bid October 7, 2024 and closed on October 31, 2024.

The minimum criteria upon which the suppliers were to base their submissions on was as follows:

1. Power Take Off (PTO) power.
2. Top load c/w deflectors.
3. Rear swing door (No lift doors).
4. Designed for mixed waste.
5. Side door for safe access.
6. Tridem axle configuration.
7. Anti-Lock Braking System (ABS).
8. Volume: 90 cu. Yds. minimum.
9. Air ride suspension.
10. Compliant to BC weight laws.

Two submissions were received:

1. NexGen Municipal Inc., 4430 Mainway Drive, Burlington Ontario, L7L 5Y5. (HCP48 Compaction Trailer),
2. Rollins Machinery, 201 – 150 Campion Street, Kelowna, BC V1X 7S8. (Deloupe Compaction Pushout Trailer – Model #HS483).

The submissions were reviewed on the following criteria:

- Lowest overall cost to the RDCK
- Warranty coverage
- Delivery – lead time
- Operations/Service Manual
- Two (2) Customer References
- Conformance to RDCK's stated specifications
- Shipping fees
- Drawings showing trailer schematics
- Exceptions to the RDCK proposed agreement in Schedule B

The submissions and their criteria were then scored with values assigned as follows:

Rating	Details
100%	Outstanding Proposal that Substantially Exceed Requirements
85%	Above Average Fulfilling Requirements
70%	Fully Meets Requirements
50%	Meets Minimum Requirements
25%	Does Not Meet Minimum Requirements in All Areas
0%	Unsatisfactory

EVALUATION AND SCORING OF SUBMISSIONS

Evaluation Criteria	Weighting Factors	NEXGEN (HCP48)	ROLLINS (Deloupe HS483)
Conformance to RDCK's stated specification	30.00%	21.00	21.00
Warranty Coverage	10.00%	5.00	7.00
Delivery - lead time	10.00%	7.00	7.00
Drawings/Trailer Schematics & Operations/Service Manual	5.00%	3.50	3.50
Exceptions to RDCK's Proposed Agreement	5.00%	2.50	3.50
References	5.00%	1.75	1.75
Total Technical Score	65.00%	40.75	43.75
Vendor Price	35.00%	$331,194	$278,134
NORMALIZED PRICE SCORE		83.98%	100.00%
Total Price Score	35.00%	29.39	35.00
Total Technical Score	65.00%	40.75	43.75
OVERALL SCORE	100.00%	70.14	78.75
OVERALL RANKING		2	1

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The RDCK currently owns and operates three compaction pushout trailers. They are:

- Unit 175 2014 Universal Compaction Pushout Trailer (Tandem axle, PTO Drive),
- Unit 176 2014 Universal Compaction Pushout Trailer (Tandem axle, Diesel Drive),
- Unit 178 2013 Spector Compaction Pushout Trailer (Tandem axle, PTO Drive).

The trailers are used primarily to support the movement of waste materials from Transtor bins located at the Grohman, Balfour, and Kaslo Transfer Stations to the Ootischenia Landfill.

The existing fleet of Compaction trailers is incurring higher maintenance and repairs costs due to age and condition.

The existing fleet are all tandem axle units and are restricted from some MOTI roads due to Seasonal Load Restrictions.

3.1 Alignment to Board Strategic Plan

The purchase of the new Compaction trailer aligns with the RDCK Strategic Plan focuses on developing more costs effective and practical approach to asset management.

3.2 Legislative Considerations

Board approval is required for this purchase.

3.3 What Are the Risks

Due to age and condition of the existing trailer fleet the efficient movement of waste materials may be impacted should mechanical failures occur prior to the delivery of the new trailer.

4.0 PROPOSED SOLUTION

The Deloupe Compaction trailer will integrate seamlessly with the existing tractor fleet and all sites currently being serviced by the existing fleet.

The Deloupe trailer is a tridem axle configuration which increases the load carrying capacity which will allow travel on some MOTI roads when Seasonal Load restrictions are in effect.

4.1 Financial Considerations of the Proposed Solution

The RDCK 2024 Financial Plan for Service S187 Central Waste included $250,000 for a Compaction Trailer. The Draft 2025 Financial Plan for S187 has $300,000 for a Compaction trailer. The Deloupe unit recommended by staff is $278,134.00 with provincial tax applied is $297,603, is within the proposed budget.

4.2 Risks with the Proposed Solution

All known procurement risks have been factored into the specifications and will be managed by the manufacturer.

4.3 Resource Allocation and Workplan Impact

With support from the Purchasing Agent, the Resource Recovery Operations Supervisor will lead the purchase of the selected Compaction trailer and oversee the deployment of the unit into operations.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The public will benefit with the purchase and use of the new compaction trailer as the upgraded fleet will be less prone to mechanical breakdowns and interruption to the servicing of sites.

4.5 Leveraging Technology

Not applicable

4.5 Measuring Success

Success will be measured by the delivery of the new trailer on time and within the identified budget.

5.0 ALTERNATIVE SOLUTION(S)

Due to the configuration of the Balfour, Kaslo, and Grohman sites, the Transtors currently in use, and the existing fleet of compaction trailers, no other type of compaction trailers were identified or considered.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

That the Board direct staff to defer the purchase the Deloupe Compaction trailer from Rollins Machinery as it may result in additional suppliers leading to a lower overall purchase price. Staff feel that the tender process has resulted in good value for the RDCK and does not feel delaying the purchase is a reasonable option.

7.0 OPTIONS SUMMARY

Option 1:

Recommendation:

That the Board approve the RDCK enter into a Purchase of Goods Agreement with Rollins Machinery for the purchase of a Deloupe Model HS483 tridem axle Compaction Pushout Trailer to a maximum value of **$278,134 plus GST**, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

AND FURTHER, that the costs be paid from S187 Refuse Disposal - Central Subregion.

8.0 RECOMMENDATION

That the Board approve the RDCK enter into a Purchase of Goods Agreement with Rollins Machinery for the purchase of a Deloupe Model HS483 tridem axle Compaction Pushout Trailer to a maximum value of **$278,134 plus GST**, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

AND FURTHER, that the costs be paid from S187 Refuse Disposal - Central Subregion.

Respectfully submitted,
Larry Brown, Operations Supervisor

CONCURRENCE

Manager Resource Recovery – Amy Wilson,
General Manager of Environmental Services – Uli Wolf
General Manager of Finance – Yev Malloff
Chief Administrative Officer – Stuart Horn

ATTACHMENTS:

Attachment A – Draft Purchase of Goods Agreement

Committee Report

Date of Report:	August 5, 2026
Date & Type of Meeting:	August 19, 2026 Rural Affairs Committee
Author:	Monique St Louis, Grants Coordinator
Subject:	COMMUNITY WORKS FUND APPLICATION – RDCK – FIREHALL STRUCTURAL UPGRADES ADDITIONAL FUNDS
File:	318C-CW
Electoral Area/Municipality	G

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Firehall Structural Upgrades Additional Funds" in the total amount of $100,000.00.

Previous project funding was approved in 2022 & 2025 for structural assessment for firehalls. This application is for additional funds to complete next phase to support the construction projects for the Ymir Firehall.

SECTION 2: BACKGROUND/ANALYSIS

Please see Attachment A for more information

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

This application is the responsibility of Area G and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area G will have **$361,474.26** in Community Works funds remaining.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Fire Halls & Fire Trucks".

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK- Firehall Structural Upgrades Additional Funds in the total amount of $100,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area G as an internal transfer to **Service S136 Fire Protection - Area G (Ymir).**

Financial Plan Amendment:
That the Board approve an amendment to the 2026 Financial Plan for **Service S136 Fire Protection Area G – (Ymir)** to INCREASE Transfer from Community Works by $100,000 and INCREASE Capital Expenditures by $100,000.

Respectfully submitted,
Monique St Louis, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – CW Fund Application – RDCK- Firehall Structural Upgrades Additional Funds

Regional District of Central Kootenay

Attachment A

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"	Fire Hall Structural Upgrades		
Date of Application	July 28 2026		
Applicant Information			
Name of Organization	Regional District of Central Kootenay		
Address	202 Lakeside Dr		
City, Prov. Postal	Nelson, BC, V1L 6B9		
Phone No.	250-354-1004	Fax No.	
Organization's Email	dzayac@rdck.bc.ca		
Name of Contact	Dan Zayac	Contact's Email	dzayac@rdck.bc.ca

Director in Support of Project		
Name of Director(s)	Area(s)/Municipality	Amount Requested
Hans Cunningham	G	$100,000

Project Time Line	
Project Commencement Date (yyyy/mm/dd)	Project Completion Date (yyyy\mm\dd)
2027/9/01	2027/10/31

Land Ownership Ownership and legal description information is required for all parcels of land on which the proposed work will occur.	
Legal Description of land(s)	LOT 5 BLOCK 18 PLAN NEP640 DISTRICT LOT 1242 KOOTENAY LAND DISTF
Registered Owners of Land(s)	Regional District of Central Kootenay
Crown Land Tenure/License No./Permit No.(s)	n/a

Compliance With Regulations The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.	
Have you consulted with a building official?	☑ Yes ☐ No
Have you applied and received a building permit?	☐ Yes, Permit No. _____ ☑ No
If No, please explain: New permits will be applied for, if required.	

Application Content

Must include all of the following:

1.0 - Description of the Project including management framework

1.1 - Project timeline and supporting documents

2.0 - Project budget

3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

The Fire Service within the RDCK oversees fire protection across 18 separate service areas. The project is part of RDCK's plan to upgrade fire hall infrastructure throughout the region to ensure that fire halls remain fully capable of serving their local communities effectively.

In 2022, the Board approved the installation of vehicle exhaust extraction systems in the bays of 17 fire halls to reduce particulate accumulation and associated health hazards. During the permitting process for this project, structural assessments were completed which revealed that components of several fire halls were not in compliance with the BC Building Code (BCBC), requiring remediation before the exhaust systems could be installed. Since fire halls are classified as 'post-disaster' buildings under the BCBC, an architect's involvement is required to address the necessary upgrades.

In 2025, the RDCK applied for CW funds (CWF-318) to support architectural assessments of the firehalls. This was later revised, simplifying the acceptance process for 13 fire halls and enabling the 4 fire halls (Canyon Lister, Ootischenia, Robson, Ymir) expected to require structural upgrades to proceed directly into design. An architect was engaged to complete schematic design services for the four fire halls.

In 2026, the RDCK applied for additional funds (CWF-318B) to fund the next phase of work, relating to detailed design and tender administration of these upgrades with an explanation that separate applications would be submitted in the future, relating to the construction administration and construction services.

This application requests funding to support the construction phase expanses for Ymir Fire Hall only. Additional applications may be submitted in the future, relating to construction phases for the remaining halls (Canyon Lister, Ootischenia and Robson Fire Halls) once detailed design and cost estimates are better refined, and pending Director support.

This project will be led by the RDCK Fire Service, and Project Management teams.

(If needed, please provide additional information on separate page)

1.1 Project Costs including Timeline and Supporting Documents

This project will be partially funded by funds approved under Community Work Fund #318 and #318b, in addition to the $100,000 as part of this application. A breakdown of the additional Community Work Fund requested is outlined in Appendix C.

The 2026 Financial Plan currently includes a $100,000 transfer from the Ymir Fire Service Reserve to be used for construction related expenses, in addition to the remaining $60,362 of previously approved Community Works Fund funding for consulting services. If this application is approved, the $100,000 budgeted transfer from reserves will be returned to the reserve, with eligible project costs instead funded through Community Works Funds.

The requested increase to Community Works Fund in this application will cover the following services for Ymir Fire Hall only:
- Construction phase related consulting services including permitting;
- Construction costs;
- Project Management (10%);
- Contingency (15%).

Administration costs related to this Community Work Fund application will be covered by service funds.

Work is expected to be completed by end of October 2027.

(If needed, please provide additional information on separate page)

1.2 Project Impact

By addressing the existing structural non-compliances, the project takes steps to ensure that fire halls remain safe, compliant with building codes, and capable of effectively serving their local areas.

This application will address structural repairs to the Ymir Fire Hall building. This project will have a significant and lasting impact on the Ymir Fire hall, ensure that the building remains safe, compliant with building codes, and capable of effectively serving its local areas.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

Outcomes include:

- Construction of structural upgrades to Ymir Fire Hall.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team includes:
Dan Seguin; Regional Fire Chief
Dan Zayac, Regional Deputy Fire Chief
Grant Hume, Regional Deputy Fire Chief
RDCK, Project Manager

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value ($)
See following page		$
		$
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	$ 0

Project Expenses
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value ($)
See following page		$
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	$ 0

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value ($)
Structural Upgrades (4 Halls) Concept	Community Works Fund #318	$ 140000
Structural Upgrades (4 Halls) Detailed	Community Works Fund #318b	$ 76450
Structural Upgrades (Ymir) Constructio	Community Works Fund (This application)	$ 100000
CWF Administration	S130 Fire Protection-Area B (Canyon Lister)	$ 200
CWF Administration	S145 Fire Protection – Area J (Ootischenia)	$ 200
CWF Administration	S138 Fire Protection-Area J (Robson, Raspberry)	$ 200
CWF Administration (INCREASE)	S136 Fire Protection – Area G (Ymir)	$ 300
		$
		$
	Total Project Revenue	$ 317350

Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value ($)
Canyon Lister - Design, Tender Admin	Consulting (arch., mech., elec., struct.) services	$ 39750
Ootischenia - Design, Tender Admin	Consulting (arch., mech., elec., struct.) services	$ 43850
Robson - Design, Tender Admin	Consulting (arch., mech., elec., struct.) services	$ 39750
Ymir - Design, Tender Admin	Consulting (arch., mech., elec., struct.) services	$ 50450
Ymir - Construction (NEW)	Consulting, permitting, construction services (NEW)	$ 75000
Canyon Lister - Project Management (1	Project Management	$ 3975
Ootischenia - Project Management (10	Project Management	$ 4385
Robson - Project Management (10%)	Project Management	$ 3975
Ymir - Project Management (10%)	Project Management (INCREASE)	15145
Canyon Lister - Contingency (15%)	Contingency	$ 5962.50
Ootischenia - Contingency (15%)	Contingency	$ 6577.50
Robson - Contingency (15%)	Contingency	$ 5962.50
Ymir - Contingency (15%)	Contingency (INCREASE)	$ 22567.50
		$
		$
		$
	Total Project Expenses	$ 317350

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

a) 75% upon signing of the Contract Agreement

b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date
Dan Zayac	Dan Zayac	July 28 2026

Committee Report

Date of Report:	August 4, 2026
Date & Type of Meeting:	August 19, 2026 Rural Affairs Committee
Author:	Monique St Louis, Grants Coordinator
Subject:	COMMUNITY WORKS FUND APPLICATION – RDCK – SLOCAN VALLEY FIREHALL INFRASTRUCTURE UPGRADES ADDITIONAL FUNDS
File:	26-0521-CWF b)
Electoral Area/Municipality	H

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Slocan Valley Firehall Infrastructure Upgrades Additional Funds" in the total amount of $350,000.

Previous approved funding was approved in July 2026 of $190,000 for initial funding. This application is for additional projects to be added.

SECTION 2: BACKGROUND/ANALYSIS

Please see Attachment A for more information

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

This application is the responsibility of Area H and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area H will have **$587,682** in Community Works funds remaining.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Fire Halls & Fire Trucks".

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK- Slocan Valley Firehall Infrastructure Upgrades Additional Funds in the total amount of $350,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area H as an internal transfer to **Service S142 Fire Protection Area – Area H (Slocan Valley).**

Financial Plan Amendment:
That the Board approve an amendment to the 2026 Financial Plan for **Service S142 Fire Protection Area – Area H (Slocan Valley)** to INCREASE Transfer from Community Works by $350,000 and INCREASE Capital Expenditures by $350,000.

Respectfully submitted,
Monique St Louis, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – CW Fund Application – RDCK- Slocan Valley Firehall Infrastructure Upgrades Additional Funds

Regional District of Central Kootenay

Attachment A

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"	Area H Firehall Improvements		
Date of Application	July 27 2026		
Applicant Information			
Name of Organization	Regional District of Central Kootenay		
Address	Box 590 - 202 Lakeside Drive		
City, Prov. Postal	Nelson, BC V1L 5R4		
Phone No.	250 352 6665	Fax No.	
Organization's Email	info@rdck.bc.ca		
Name of Contact	Grant Hume	Contact's Email	ghume@rdck.bc.ca

Director in Support of Project		
Name of Director(s)	Area(s)/Municipality	Amount Requested
Walter Popoff	H	350000

Project Time Line	
Project Commencement Date (yyyy/mm/dd)	Project Completion Date (yyyy\mm\dd)
2026/09/01	2027/10/31

Land Ownership Ownership and legal description information is required for all parcels of land on which the proposed work will occur.	
Legal Description of land(s)	PID008-185-620; PID010-541-462; PID026-081-164
Registered Owners of Land(s)	Regional District of Central Kootenay
Crown Land Tenure/License No./Permit No.(s)	n/a

Compliance With Regulations The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.	
Have you consulted with a building official?	☐ Yes ☑ No
Have you applied and received a building permit?	☐ Yes, Permit No. _____ ☑ No
If No, please explain: Building Permit will be obtained prior to commencement of work, if required.	

Application Content

Must include all of the following:
1.0 - Description of the Project including management framework
1.1 - Project timeline and supporting documents
2.0 - Project budget
3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

Fire Services, a service within the Regional District of Central Kootenay (RDCK), coordinates fire protection with 18 separate service areas. This project is part of the RDCK's plan to upgrade all fire hall infrastructure across the region.

Crescent Valley, Winlaw and Slocan Fire Halls were built in the 1980's with renovations and repairs taking place as needed. As such, some building components are at end of life and require replacement. Annual operations and management budgets allow for some building component repairs and/or replacement, however it is always difficult for larger replacement needs or capital upgrades given the tight budgets for outlaying fire services.

This project will include:
- Replacement of aged paving at Crescent Valley that has been removed as part of drainage improvements;
- Supply and install of new generator at Crescent Valley, Winlaw and Slocan;
- Replacement of existing, failed HVAC system at Winlaw. Unit cannot be repaired and will be replaced in full, fire has already received a quote as such.

The RDCK - Fire Services plans to outlay this project by utilizing internal RDCK Project Management services and external suppliers/contractors through a competitive procurement process.

(If needed, please provide additional information on separate page)

1.1 Project Costs including Timeline and Supporting Documents

The project will be funded through Community Works Funds, with project administration costs funded through the respective fire service operating budget.

The total estimated project costs is $350,100. A detailed breakdown of eligible project costs is provided in Section 2 – Project Budget. Each scope item includes funding for construction, any necessary consulting and permits, contingency (10%) and project management (10%).

The project is anticipated to commence immediately following approval. Completion of all projects is targeted for the end of October 2027.

(If needed, please provide additional information on separate page)

1.2 Project Impact

This project overall will allow fire services to continue in Area H in a safe and sustainable manner, and provide contingency to continue effective operations in the event of power outages.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

Outcomes include:

- End-of-life building components will be replaced.
- Driveway repairs prevent avoidable accidents and improve water drainage.
- New generators improved reliability of facility in emergency events.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team includes:

- Grant Hume, Regional Deputy Fire Chief , RDCK
- RDCK Project Manager

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value ($)
Refer to next page		$
		$
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	$ 0

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value ($)
Refer to next page		$
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	$ 0

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value ($)
Area H Firehall Improvements	Community Work Fund	$ 350000
CWF administration	S142 Fire Protection-Areas H (Slocan Valley)	$ 100
		$
		$
		$
		$
		$
		$
		$
	Total Project Revenue	$ 350100

Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value ($)
Generator (CV)	Construction costs, contingency (10%), project management (10%)	$ 80000
Generator (SLO)	Construction costs, contingency (10%), project management (10%)	$ 80000
Generator (WIN)	Construction costs, contingency (10%), project management (10%)	$ 80000
HVAC (WIN)	Construction costs, contingency (10%), project management (10%)	$ 30000
Paving (CV)	Construction costs, contingency (10%), project management (10%)	$ 80000
CWF Administration	Preparation of CWF application	$ 100
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Expenses	$ 350100

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

a) 75% upon signing of the Contract Agreement

b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date
	Grant Hume	2026-7-27

Committee Report

Date of Report:	August 4, 2026
Date & Type of Meeting:	August 19, 2026 Rural Affairs Committee
Author:	Monique St Louis, Grants Coordinator
Subject:	COMMUNITY WORKS FUND APPLICATION – RDCK – TARRYS FIREHALL BAY EXPANSION
File:	1850-20-CW-Tarrys Firehall Bay Expansion
Electoral Area/Municipality	I

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Tarrys Firehall Bay Expansion" in the total amount of $50,000.00.

SECTION 2: BACKGROUND/ANALYSIS

Please see Attachment A for more information

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

This application is the responsibility of Area I and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area I will have **$651,147** in Community Works funds remaining.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "**Fire Halls & Fire Trucks".**

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK-Tarrys Firehall Bay Expansion in the total amount of $50,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area I as an internal transfer to **Service S137 Fire Protection Area I – (Tarrys, Pass Creek).**

Financial Plan Amendment:
That the Board approve an amendment to the 2026 Financial Plan for **Service S137 Fire Protection Area I – (Tarrys, Pass Creek)** to INCREASE Transfer from Community Works by $50,000 and INCREASE Capital Expenditures by $50,000.

Respectfully submitted,
Monique St Louis, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – CW Application – RDCK-Tarrys Firehall Bay Expansion

Regional District of Central Kootenay

Attachment A

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"	Tarrys Fire Hall Bay Expansion		
Date of Application	2026/07/02		
Applicant Information			
Name of Organization	Regional District of Central Kootenay		
Address	202 Lakeside Dr		
City, Prov. Postal	Nelson, BC, V1L 6B9		
Phone No.	250 551 7367	Fax No.	
Organization's Email	jbradley@rdck.bc.ca		
Name of Contact	Jeannine Bradley	Contact's Email	jbradley@rdck.bc.ca

Director in Support of Project		
Name of Director(s)	Area(s)/Municipality	Amount Requested
Andy Davidoff	I	$ 50,000.00

Project Time Line	
Project Commencement Date (yyyy/mm/dd)	Project Completion Date (yyyy\mm\dd)
2026/07/23	2027/01/29

Land Ownership Ownership and legal description information is required for all parcels of land on which the proposed work will occur.	
Legal Description of land(s)	LOT 2 PLAN NEP87562 DISTRICT LOT 1239 KOOTENAY LAND DISTRICT
Registered Owners of Land(s)	Regional District of Central Kootenay
Crown Land Tenure/License No./Permit No.(s)	N/A

Compliance With Regulations The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.	
Have you consulted with a building official?	☐ Yes ☑ No
Have you applied and received a building permit?	☐ Yes, Permit No. _____ ☑ No
If No, please explain: A building permit will be applied for as part of future phases.	

Application Content

Must include all of the following:
1.0 - Description of the Project including management framework
1.1 - Project timeline and supporting documents
2.0 - Project budget
3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

This project involves the expansion of an existing apparatus bay at the Tarrys Fire Hall.

The Tarrys Fire Department is planning to purchase a new Wildland Bush Truck; however, the existing bay does not have the space required to accommodate the vehicle. Expanding the length of the apparatus bay has been identified as the most cost-effective option to provide secure indoor storage and support the department's operational needs.

The proposed funding will support consulting services delivered in two phases:
- Phase 1: Conceptual Design and Costing; and subject to Director approval
- Phase 2: Detailed Design

The outcomes of Phase 1 will be used to refine the project scope and establish a more accurate project budget. These findings will be presented to the Director for review and approval prior to proceeding to Phase 2. Subject to approval, the remaining funds will be used to complete Phase 2, advancing the project through detailed design and preparation of construction documents to support future permitting, tendering, and construction funding applications.

(If needed, please provide additional information on separate page)

1.1 Project Costs including Timeline and Supporting Documents

The project will be funded through Community Works Funds, with project administration costs funded through the Tarrys Fire Service operating budget.

The total estimated project costs is $50,100. A detailed breakdown of eligible project costs is provided in Section 2 – Project Budget.

The project is anticipated to commence immediately following approval. Completion of the Concept Design phase is targeted for the end of October 2026. Subject to subsequent Director approval, the Detailed Design phase and preparation of construction documents is anticipated to be completed by the end of January 2027.

(If needed, please provide additional information on separate page)

1.2 Project Impact

The first phase of the project will provide the information required to refine the scope and establish a more accurate budget for the proposed expansion of the Tarrys Fire Hall apparatus bay. The findings will support informed decision-making regarding future capital investments to help ensure the fire hall remains capable of accommodating operational equipment and effectively serving the community into the future.

Phase 2 will deliver detailed design and construction documentation, which will support future permitting, tendering, and construction phases and funding applications.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

Project outcomes for Phase 1 include:
- A concept design for the proposed apparatus bay expansion;
- A preliminary cost estimate for the proposed expansion; and
- Information required to inform decisions regarding progression to detailed design and construction, and to support future funding applications.

Project outcomes for Phase 2 include:
- Preparation of construction documents for the proposed apparatus bay expansion to support future permitting, tendering, and construction phases.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team includes:
Grant Hume, Regional Deputy Fire Chief
Jeannine Bradley, Project Manager
Cal Lorencz, Fire Chief, Tarrys Fire Hall

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value ($)
Tarrys Fire Hall Bay Expansion	Community Work Fund	$ 50,000.00
CWF Administration	S148 Fire Protection – Area B (Yahk, Kingsgate)	$ 100.00
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	$ 50,100.00

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value ($)
Consulting services	Design and costing services	$ 40,000.00
Project management services	Project management	$ 5,000.00
Contingency	Contingency	$ 5,000.00
CWF Administration	CWF application preparation and reporting	$ 100.00
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	$ 50,100.00

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value ($)
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Revenue	$ 50,100.00

Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value ($)
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Expenses	$ 50,100.00

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

a) 75% upon signing of the Contract Agreement

b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date
	Grant Hume - Regional Deputy Chief	2026/07/02

Committee Report

Date of Report: August 5, 2026
Date & Type of Meeting: August 19, 2026 Rural Affairs Committee
Author: Monique St Louis, Grants Coordinator
Subject: COMMUNITY WORKS FUND APPLICATION – RDCK – ROBSON FIREHALL FENCING & DOORS ADDITIONAL FUNDING
File: CW-301b
Electoral Area/Municipality J

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Robson Firehall Fencing & Doors Additional Funding" in the total amount of $17,000.00.

Previous project funding was approved in 2024 of $63,750.50 for initial funding. This application is for additional funds to complete increased project costs.

SECTION 2: BACKGROUND/ANALYSIS

Please see Attachment A for more information

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

This application is the responsibility of Area J and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area J will have **$487,671.83** in Community Works funds remaining.

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Fire Halls & Fire Trucks".

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK- Robson Firehall Fencing & Doors Additional Funding in the total amount of $17,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area J as an internal transfer to **S138 Fire Protection Area J- (Robson, Raspberry).**

Financial Plan Amendment:
That the Board approve an amendment to the 2026 Financial Plan for **Service S138 Fire Protection Area J – (Robson, Raspberry)** to INCREASE Transfer from Community Works by $17,000 and INCREASE Capital Expenditures by $17,000.

Respectfully submitted,
Monique St Louis, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison
Chief Administrative Officer – Stuart Horn

ATTACHMENTS:
Attachment A – CW Application – RDCK- Robson Firehall Fencing & Doors Additional Funding

Regional District of Central Kootenay

Attachment A

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A)
Gas Tax Program Services – CWF Funding (UBCM)

"The Project"	Robson Fire Hall - Fencing and Service Door Upgrade Project
Date of Application	2026-08-05

Applicant Information

Name of Organization	Regional District of Central Kootenay		
Address	Box 590 - 202 Lakeside Drive		
City, Prov. Postal	Nelson, BC V1L 5R4		
Phone No.	250 352 6665	Fax No.	
Organization's Email	ghume@rdck.bc.ca		
Name of Contact	Grant Hume	Contact's Email	ghume@rdck.bc.ca

Director in Support of Project

Name of Director(s)	Area(s)/Municipality	Amount Requested
Henny Hanegraaf	J	$17,000.00

Project Time Line

Project Commencement Date (yyyy/mm/dd)	Project Completion Date (yyyy\mm\dd)
2026/08/20	2026/10/31

Land Ownership

Ownership and legal description information is required for all parcels of land on which the proposed work will occur.

Legal Description of land(s)	PID 017-218-659
Registered Owners of Land(s)	Regional District of Central Kootenay
Crown Land Tenure/License No./Permit No.(s)	n/a

Compliance With Regulations

The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.

Have you consulted with a building official?	☑ Yes ☐ No
Have you applied and received a building permit?	☑ Yes, Permit No. 028714 ☐ No
If No, please explain:	

Application Content

Must include all of the following:

1.0 - Description of the Project including management framework

1.1 - Project timeline and supporting documents

2.0 - Project budget

3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

Fire Services, a service within the Regional District of Central Kootenay (RDCK), coordinates fire protection with 18 separate service areas. This project is part of the RDCK's plan to upgrade all fire hall infrastructure across the region.

Robson Fire Hall was built in 1978 with renovations in 1995 and 2010. As such, some building components are at end of life and require replacement. Annual operations and management budgets allow for some building component repairs and/or replacement, however it is always difficult for larger replacement needs given the tight budgets for outlaying fire services. This project includes the replacement of the existing fence (completed as of revised application) and 3 exterior man doors which are in poor condition (outstanding).

The RDCK - Fire Services plans to outlay this project by utilizing internal RDCK Project Management services and external suppliers/contractors through a competitive procurement process.

(If needed, please provide additional information on separate page)

1.1 Project Costs including Timeline and Supporting Documents

The original anticipated project cost and Community Works application for the Robson Fire Hall was $63,750.50 (Project CW-301) and included:

- Supply and installation costs for three (3) new insulated service doors (OUTSTANDING)
- Supply and installation costs for approximately 265 lineal feet of new 6' high chain link fencing with privacy slats (COMPLETE);
- Fees associated with building permits (consulting and permit fees) (ON-GOING);
- Contingency;
- Project management fees.

This application requests an additional $17,000 for a total request of $80,950.50. The additional funding is required following completion of detailed design of the mandoors (required for changes to post-disaster classified buildings) which identified more extensive work than originally anticipated to meet the BC Building Code fire separation requirements, as well as cost overruns resulting from multiple rounds of procurement, and additional expenses relating to the completed fencing project. A breakdown of the additional Community Work Fund requested is outlined in Appendix C.

It is expected that the remaining work will be completed by end of October 2026.

(If needed, please provide additional information on separate page)

1.2 Project Impact

This project overall will allow fire services to continue in Area J in a safe and sustainable manner.

- End-of-life building components will be replaced.
- Energy efficient doors will lower annual energy usage and related costs.
- New secure fencing and service doors will help to ensure the reliable delivery of emergency services while enhancing the facility's onsite security.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

Strategic upgrades to the Robson Fire Hall will be completed during this project.

Outcomes include:

- Building components at end of life will be replaced.
- New secure fencing will help to ensure the reliable delivery of emergency services while enhancing the facility's onsite security.
- Robson Fire Hall will continue to operate with moderate asset management renewal budgets.
- Energy savings will be realized due to energy efficiency measures.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team includes:

- Grant Hume, Regional Deputy Fire Chief , RDCK
- Carolyn Hogan, Project Manager, RDCK
- Jeff Grant, Robson Fire Department Chief, RDCK

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value ($)
Refer to next page		$
		$
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	$ 0

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value ($)
Refer to next page		$
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	$ 0

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value ($)
Robson Fire Hall Upgrade Project	Area J Community Works Grant (previously approved)	$ 63,750.50
Robson Fire Hall Upgrade Project	Area J Community Works Grant (this application)	$ 17,000.00
CWF administration	S138 Fire Protection-Area J (Robson, Raspberry)	$ 200.00
		$
		$
		$
		$
		$
		$
	Total Project Revenue	$ 80,950.50

Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value ($)
Fencing	Supply and install install 6' chain link fencing with priva	$ 33,594.25
Service doors and hardware	Supply and install 3 exterior man doors with hardware	$ 23,653.16
Architectural Fees (Doors)	Architectural services for building permit	$ 5,900.00
Building Permit (Doors)	Building Permit	$ 304.03
Contingency (Fence)	Contingency	$ 0.00
Contingency (Doors)	10% contingency	$ 2,465.00
Project Management (Fence)	Expenses to date to outlay the project	$ 5,414.53
Project Management (Doors)	Expenses to date plus 6% of construction fees to outla	$ 9,619.53
		$
		$
		$
		$
		$
		$
		$
	Total Project Expenses	$ 80,950.50

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

a) 75% upon signing of the Contract Agreement

b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date
	Grant Hume, Regional Deputy Fire Chi	2026-08-05

Committee Report

Date of Report:	August 4, 2026
Date & Type of Meeting:	August 19, 2026 Rural Affairs Committee
Author:	Monique St Louis, Grants Coordinator
Subject:	COMMUNITY WORKS FUND APPLICATION – RDCK – BURTON WATERLINE REPLACEMENT
File:	1850-20-CW-Burton Waterline Replacement
Electoral Area/Municipality	K

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Burton Waterline Replacement" in the total amount of $200,000.00.

SECTION 2: BACKGROUND/ANALYSIS

Please see Attachment A for more information

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

This application is the responsibility of Area K and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area K will have **$414,623.58** in Community Works funds remaining.

Note: Balance includes if additional CWF request to Area K within this RAC meeting is approved as well.
(2 Requests: Burton Waterline Replacement $200K, and Fauquier Waterline Replacement $200K)

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Drinking Water".

3.3 Environmental Considerations

The scope of work consists of providing temporary overland water servicing to affected residents while replacement of approximately 233m of 6" water main, 5 service connections and all associated piping, connections, fittings and applicable earthworks is completed. The scope of work also includes removal and disposal of the existing ~233m of asbestos cement pipe.

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK-Burton Waterline Replacement in the total amount of $200,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area K as an internal transfer to **Service S252 Water Utility – Area K (Burton).**

Respectfully submitted,
Monique St Louis, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison Approved
Chief Administrative Officer – Stuart Horn Approved

ATTACHMENTS:
Attachment A – CW Application – RDCK-Burton Waterline Replacement

Regional District of Central Kootenay

Attachment A

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A)
Gas Tax Program Services – CWF Funding (UBCM)

"The Project"	Burton Water Main Replacement Project
Date of Application	2026/06/19

Applicant Information

Name of Organization	Regional District of Central Kootenay		
Address	202 Lakeside Drive		
City, Prov. Postal	Nelson, BC V1L 6B9		
Phone No.	(250) 352-6665	Fax No.	(250) 352-9300
Organization's Email	watercontact@rdck.bc.ca		
Name of Contact	Eileen Senyk	Contact's Email	esenyk@rdck.bc.ca

Director in Support of Project

Name of Director(s)	Area(s)/Municipality	Amount Requested
Teresa Weatherhead	K	$ 200,000.00

Project Time Line

Project Commencement Date (yyyy/mm/dd)	Project Completion Date (yyyy\mm\dd)
2026/08/01	2026/08/31

Land Ownership

Ownership and legal description information is required for all parcels of land on which the proposed work will occur.

Legal Description of land(s)	Ministry of Transportation and Transit road right of way.
Registered Owners of Land(s)	Ministry of Transportation and Transit
Crown Land Tenure/License No./Permit No.(s)	

Compliance With Regulations

The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.

Have you consulted with a building official?	☐ Yes ☑ No
Have you applied and received a building permit?	☐ Yes, Permit No. _____ ☑ No
If No, please explain:	This project involves water main replacement only, there are no structures involved.

Application Content

1.0 Description of the Project including management framework

This project proposes the replacement of Pipe Number 11 (PN 11). PN11 consists of approximately 233 meters of 6" asbestos cement (AC) water main with industry-standard 6" PVC water main and associated service connections to land parcels along Burton Main Road.

PN11 was installed in 1968 and has an estimated service life of 50 years. Based on this the pipe is 8 years overdue for replacement. The RDCK has taken a phased approach to complete the replacement of the existing AC water mains, service lines and associated connections in the Burton area. Replacement of the existing AC pipes ensures the residents maintain clean drinking water and aligns with the RDCK's Decommissioning AC Pipe Policy #600-03-08.

The scope of work is based on Master Municipal Construction Documents Association (MMCD) specifications, drawings and quantities provided by Highland Consulting Ltd. as part of the engineering and design services.

The scope of work consists of providing temporary overland water servicing to affected residents while replacement of approximately 233m of 6" water main, 5 service connections and all associated piping, connections, fittings and applicable earthworks is completed. The scope of work also includes removal and disposal of the existing ~233m of asbestos cement pipe.

The contract was awarded to Milestone Equipment Contracting as per Board Resolution No. 236/26 and will be overseen by the RDCK's Project Management team.

(If needed, please provide additional information on separate page)

Attachment A

1.1 Project Costs including Timeline and Supporting Documents - Attached any quotes, budget info or other

The project is identified in the RDCK Board approved 2026 Financial Plan under Service S252, account 60000 - Capital Expenses. The following cost breakdown to complete the project aligns with the budget identified in the 2026 Financial Plan.

Construction:	$ 174,103.00
Consulting/Engineering Fee:	$ 9,420.00
PM Fee:	$ 9,900.00
20% Contingency	$ 38,684.00
Total:	$232,107.00

(If needed, please provide additional information on separate page)

Attachment A

1.2 Project Measurement - How you would measure your progress.
Success will be measured by the Contractor completing the project on time and within the identified budget. (If needed, please provide additional information on separate page)

Attachment A

1.3 Project Outcomes - How you would impact your community with this project. Eg: Increase to service, continuation of existing service, additional service. Please use a measurable impact such as annual #, m2, km etc.

The project will ensure continued reliable service to the customers served by this water main.

Removal of asbestos cement water main ensures the integrity of the distribution system and delivery of potable water to community members.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team will consist of:

The Contractor: Milestone Equipment Contracting Inc.
Project Manager: Colby Holt, Civil Engineer
Superintendent: Stewart Waddell, Health & Safety, Asbestos Abatement
Construction Manager: Cru Belanger, Strategy Implementation, Earthworks, Machine Operations
Rick Franke: Survey Manager, Geomatics & Engineering
John Mackenzie: p.Eng, Regional Project Manager

Project Lead: RDCK Project Manager Carolyn Hogan
Project Oversight: Alexandra Divlakovski, Water Operations Manager

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value ($)
Community Works		$ 200,000.00
System Reserves		$ 32,107.00
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	$ 232,107.00

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value ($)
Contruction		$ 174,103.00
Consulting/Engineering Fee		$ 9,420.00
Project Management Fee		$ 9,900.00
20% Contingency		$ 38,684.00
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	$ 232,107.00

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value ($)
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Revenue	$ 232,107.00

Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value ($)
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Expenses	$ 232,107.00

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

a) Upon receipt, review and approval of a submitted progress report, funds to be paid out will be determined by the total documented current spend reported.

b) Funds will be released to the proponent within 15 business days of the accepted progress report.

c) Final payout will be initiated with an accepted and approved final financial report submitted by the proponent.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date

APPLICATION

There is no application process for the Community Works Fund program. Local governments make local decisions about what projects to fund on an annual basis.

For advice on eligibility and reporting, contact the RDCK grants coordinator: grants@rdck.bc.ca or 250-352-8190

STACKING

The current CWF program is considered federal funds for the purpose of federal stacking rules. Although there are no specific rules in the CWF program for stacking with other grants, UBCM recommends the applicant consult with other grant officers to determine eligibility of s tacking.

ELIGIBLE EXPENDITURES

Eligible Expenditures of Ultimate Recipients are limited to the following activities, within the 23 eligible infrastructure and capacity building project categories:

a) expenditures associated with acquiring, planning, designing, constructing or renewal and rehabilitation of a tangible capital asset, or natural asset, and any related debt financing charges specifically identified with that asset;

b) for the capacity building categories only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, and/or asset management plans. The expenditures could include developing and implementing:

i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
ii. studies, strategies, or systems related to housing or land use, including Housing Needs Assessments;
iii. training directly related to asset management planning; and
iv. long-term infrastructure plans.

c) the expenditures directly associated with joint federal communication activities and with federal project signage.

INELIGIBLE EXPENDITURES

Ineligible Infrastructure / Services

1. Education / Daycare / Child care Centers
2. Social Housing / Social Services – except in Brownfield Remediation
3. City Halls, public works buildings and other administrative buildings
4. Seniors care facilities and housing
5. Health infrastructure (hospitals, convalescent and senior centres) are not eligible.

Ineligible Investments

1. Small equipment purchases
2. Art and exhibit manufacturing
3. Non-fixed assets

Ineligible Costs

1. Leasing costs
2. Overhead costs, including salaries and other employment benefits of any employees of the Ultimate Recipient
3. Direct or indirect operating or administrative costs
4. Costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by staff
5. Purchase of land or any interest therein, and related costs
6. Legal fees
7. Routine repair and maintenance costs

Own-force Labour

Employee and equipment costs are generally not eligible. However, local governments can seek approval for incremental own force labour if:

1. The Ultimate Recipient demonstrates that it is not economically feasible to tender a contract;
2. The employee or equipment is directly engaged in the work under the parameters of a contract, and;
3. The arrangement has received prior approval in writing by UBCM.

If the use of own force employee or equipment costs is being considered, please contact the CWF Program Officer or Administrator for approval prior to proceeding.

Committee Report

Date of Report:	August 4, 2026
Date & Type of Meeting:	August 19, 2026 Rural Affairs Committee
Author:	Monique St Louis, Grants Coordinator
Subject:	COMMUNITY WORKS FUND APPLICATION – RDCK – FAUQUIER WATERLINE REPLACEMENT
File:	1850-20-CW-Fauquier Waterline Replacement
Electoral Area/Municipality	K

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Fauquier Waterline Replacement" in the total amount of $200,000.00.

SECTION 2: BACKGROUND/ANALYSIS

Please see Attachment A for more information

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

This application is the responsibility of Area K and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area K will have **$414,623.58** in Community Works funds remaining.

Note: Balance includes if additional CWF request to Area K within this RAC meeting is approved as well.
(2 Requests: Fauquier Waterline Replacement $200K, and Burton Waterline Replacement $200K)

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Drinking Water".

3.3 Environmental Considerations

Removal of asbestos cement watermain ensures integrity of the distribution system and delivery of potable water to community members.

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

Two road crossings for the new water main installation will be completed via open-cut with subsequent pavement repairs.

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK-Fauquier Waterline Replacement in the total amount of $200,000 be approved and that funds be disbursed from Community Works Funds and allocated to Electoral Area K as an internal transfer to **Service S254 Water Utility – Area K (Fauquier).**

Respectfully submitted,
Monique St Louis, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison Approved
Chief Administrative Officer – Stuart Horn Appoved

ATTACHMENTS:
Attachment A – CW Application – RDCK-Fauquier Waterline Replacement

Regional District of Central Kootenay

Attachment A

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"	Fauquier Water Main Replacement Project		
Date of Application	2026/06/17		
Applicant Information			
Name of Organization	Regional District of Central Kootenay		
Address	202 Lakeside Drive		
City, Prov. Postal	Nelson, BC V1L 6B9		
Phone No.	(250) 352-6665	Fax No.	(250) 352-9300
Organization's Email	watercontact@rdck.bc.ca		
Name of Contact	Eileen Senyk	Contact's Email	esenyk@rdck.b.ca

Director in Support of Project		
Name of Director(s)	Area(s)/Municipality	Amount Requested
Teresa Weatherhead	K	$ 200,000.00

Project Time Line	
Project Commencement Date (yyyy/mm/dd)	Project Completion Date (yyyy\mm\dd)
2026/09/01	2026/09/30

Land Ownership Ownership and legal description information is required for all parcels of land on which the proposed work will occur.	
Legal Description of land(s)	Ministry of Transportation and Transit road right of way.
Registered Owners of Land(s)	Ministry of Transportation and Transit
Crown Land Tenure/License No./Permit No.(s)	

Compliance With Regulations The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.	
Have you consulted with a building official?	☐ Yes ☑ No
Have you applied and received a building permit?	☐ Yes, Permit No. _____ ☑ No
If No, please explain:	This project involves water main replacement only, there are no structures involved.

Application Content

1.0 Description of the Project including management framework

This project proposes the replacement of 105 meter section of Pipe Number 7 (PN07) which is an asbestos cement (AC) water main with industry standard PVC water main. It also includes replacement of associated service connections to properties along Oak and Willow Streets in the community of Fauquier.

PN07 was installed in 1968 and has an estimated service life of 50 years. The pipe has exceeded its estimated service life.

The scope of work is based on MMCD specifications, drawings and quantities provided by Highland Consulting Ltd. as part of the engineering and design services.

The scope of work consists of connecting approximately 105 m of 6” water main to previously installed sections of 6” water main along Oak Street, which were completed in 2020 by the RDCK Utility construction crew. The project also includes decommissioning approximately 140 m of 6”AC water main along Willow Loop and approximately 340 m of 6” water main along Oak Street as these are within the road prism and cannot be removed per RDCK’s Decommissioning AC Pipe Policy #600-03-08. The project will include replacing curbstops and service lines for 8 existing connections, and rerouting one service line currently supplied from the soon-to-be decommissioned AC water main. Two road crossings for the new water main installation will be completed via open-cut with subsequent pavement repairs.

The contract was awarded to Milestone Equipment Contracting as per Board Resolution No. 239/26 and will be overseen by the RDCK's Project Management team.

(If needed, please provide additional information on separate page)

1.1 Project Costs including Timeline and Supporting Documents - Attached any quotes, budget info or other

The project is identified in the RDCK Board approved 2026 Financial plan under Service S254, Account 60000 – Capital Expenses. The following cost breakdown to complete the project aligns with the budget identified in the 2026 Financial Plan.

Construction	$ 204,038.00
Consulting/Engineering Fee	$ 28,295.00
Site Inspection	$ 10,000.00
Condition Assessment	$ 15,000.00
PM Fee	$ 10,000.00
20% Contingency	$ 53,466.00
TOTAL	$ 320,799.00

(If needed, please provide additional information on separate page)

1.2 Project Measurement - How you would measure your progress.
Success will be measured by the Contractor completing the project on time and within the identified budget. (If needed, please provide additional information on separate page)

1.3 Project Outcomes - How you would impact your community with this project. Eg: Increase to service, continuation of existing service, additional service. Please use a measurable impact such as annual #, m2, km etc.

The project will ensure continued reliable service to the customers served by this water main.

Removal of asbestos cement watermain ensures integrity of the distribution system and delivery of potable water to community members.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team will consist of:

The Contractor: Milestone Equipment Contracting Inc.
Project Manager: Colby Holt, Civil Engineer
Superintendent: Stewart Waddell, Health & Safety, Asbestos Abatement
Construction Manager: Cru Belanger, Strategy Implementation, Earthworks, Machine Operations
Rick Franke: Survey Manager, Geomatics & Engineering
John Mackenzie: p.Eng, Regional Project Manager

Project Lead: RDCK Project Manager Carolyn Hogan
Project Oversight: Alexandra Divlakovski

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value ($)
Community Works		$ 200,000.00
System reserves		$ 120,799.00
		$
		$
		$
		$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	$ 320,799.00

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value ($)
Construction		$ 204,038.00
Consulting/Engineering Fee		$ 28,295.00
Site Inspection/Condition Assessment		$ 25,000.00
Project Management Fee		$ 10,000.00
20% Contingency		$ 53,466.00
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	$ 320,799.00

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value ($)
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Revenue	$ 320,799.00

Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value ($)
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
		$
	Total Project Expenses	$ 320,799.00

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments

The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

a) Upon receipt, review and approval of a submitted progress report, funds to be paid out will be determined by the total documented current spend reported.

b) Funds will be released to the proponent within 15 business days of the accepted progress report.

c) Final payout will be initiated with an accepted and approved final financial report submitted by the proponent.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date

APPLICATION

There is no application process for the Community Works Fund program. Local governments make local decisions about what projects to fund on an annual basis.

For advice on eligibility and reporting, contact the RDCK grants coordinator: grants@rdck.bc.ca or 250-352-8190

STACKING

The current CWF program is considered federal funds for the purpose of federal stacking rules. Although there are no specific rules in the CWF program for stacking with other grants, UBCM recommends the applicant consult with other grant officers to determine eligibility of s tacking.

ELIGIBLE EXPENDITURES

Eligible Expenditures of Ultimate Recipients are limited to the following activities, within the 23 eligible infrastructure and capacity building project categories:

a) expenditures associated with acquiring, planning, designing, constructing or renewal and rehabilitation of a tangible capital asset, or natural asset, and any related debt financing charges specifically identified with that asset;

b) for the capacity building categories only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, and/or asset management plans. The expenditures could include developing and implementing:

i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
ii. studies, strategies, or systems related to housing or land use, including Housing Needs Assessments;
iii. training directly related to asset management planning; and
iv. long-term infrastructure plans.

c) the expenditures directly associated with joint federal communication activities and with federal project signage.

INELIGIBLE EXPENDITURES

Ineligible Infrastructure / Services

1. Education / Daycare / Child care Centers
2. Social Housing / Social Services – except in Brownfield Remediation
3. City Halls, public works buildings and other administrative buildings
4. Seniors care facilities and housing
5. Health infrastructure (hospitals, convalescent and senior centres) are not eligible.

Ineligible Investments

1. Small equipment purchases
2. Art and exhibit manufacturing
3. Non-fixed assets

Ineligible Costs

1. Leasing costs
2. Overhead costs, including salaries and other employment benefits of any employees of the Ultimate Recipient
3. Direct or indirect operating or administrative costs
4. Costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by staff
5. Purchase of land or any interest therein, and related costs
6. Legal fees
7. Routine repair and maintenance costs

Own-force Labour

Employee and equipment costs are generally not eligible. However, local governments can seek approval for incremental own force labour if:

1. The Ultimate Recipient demonstrates that it is not economically feasible to tender a contract;
2. The employee or equipment is directly engaged in the work under the parameters of a contract, and;
3. The arrangement has received prior approval in writing by UBCM.

If the use of own force employee or equipment costs is being considered, please contact the CWF Program Officer or Administrator for approval prior to proceeding.