



Regional District of Central Kootenay
CRESTON VALLEY SERVICES COMMITTEE
Open Meeting Addenda

Date: Thursday, September 3, 2026
Time: 9:00 am
Location: Creston and District Community Complex - Erickson Room
312 19 Avenue North, Creston, BC

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.

Join by Video:

<https://rdck-bc-ca.zoom.us/j/92632670829?pwd=VkcPYOvOWnMTDNowScaJt12nFYz8zN.1>

Join by Phone:

+1 778 907 2071 Canada Toll Free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 926 3267 0829

Meeting Password: 430277

In-Person Location: 312 19 Avenue North, Creston, BC

2. CALL TO ORDER

Chair DeBoon called the meeting to order at [Time] a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

4. ADOPTION OF AGENDA

RECOMMENDATION:

The agenda for the September 3, 2026 Creston Valley Services Committee meeting be adopted with the inclusion of Item 6.1 Delegate: Creston Old Timer Recreational Hockey Association and Item 6.2 Delegate: Kootenay Holds Climbing & Wellness Society and Item 7.3 For information: Erickson Water Metering Public Engagement Follow-up and Item 9.2 For Information: Cemetery Funding Areas A, B, C and the removal of Item 6.2 For Information: Creston & District Community Complex Liquor License before circulation.

5. RECEIPT OF MINUTES

5 - 10

The August 6, 2026 Creston Valley Services Committee minutes, have been received.

6. DELEGATION

6.1 DELEGATE: CRESTON OLD TIMER RECREATIONAL HOCKEY ASSOCIATION

11 - 13

Wayne Murphy, member of Creston's Old Timer Recreational Hockey Association will present before the Committee a request for ice time at the Creston & District Community Complex.

6.2 DELEGATE: KOOTENAY HOLDS CLIMBING AND WELLNESS SOCIETY

Kristina Schrage, Board Chair of Kootenay Holds Climbing & Wellness Society, will present a delegation request to the Committee.

7. STAFF REPORTS

7.1 FOR INFORMATION: CRESTON EDUCATION CENTRE LEASE

A verbal report from Craig Stanley, Regional Manager - Operations and Asset Management re: Creston Education Centre Lease will be shared with the Committee.

7.2 FOR INFORMATION: CRESTON & DISTRICT COMMUNITY COMPLEX LIQUOR LICENSE

This item has been removed from the Addenda.

7.3 FOR INFORMATION: ERICKSON WATER METERING PUBLIC ENGAGEMENT FOLLOW-UP

14 - 41

The Committee Report from Chris Gainham, Utility Services Manager, re: Erickson Water Metering Public Engagement Follow-Up, has been received.

Note: This item has been included in the addenda

8. NEW BUSINESS

8.1 DISCUSSION ITEM: CEMETERY FUNDING

Director Tierney requested this item be added to the agenda.

8.2 DISCUSSION ITEM: CRESTON VALLEY FLOOD MANAGEMENT WORKING GROUP

A verbal report from Nora Hannon, Acting Emergency Program Manager, re: Creston Valley Flood Management Working Group.

8.3 DISCUSSION ITEM: CRESTON VALLEY JUNIOR HOCKEY SOCIETY AGREEMENT

Staff will provide a verbal update to the Committee.

9. OLD BUSINESS

9.1 GOAT RIVER WATERSHED WATER SUSTAINABILITY PLAN

Reoccurring item on the agenda.

9.2 *FOR INFORMATION: CEMETERY FUNDING AREAS A, B AND C*

42 - 55

The Committee Report from Trisha Davison, General Manager of Community Services re: Cemetery Funding for Areas A, B, C has been recieved.

Note: The report has been included in the addenda.

9.3 ACTION ITEM LIST

56

10. PUBLIC TIME

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

11. CLOSED

11.1 Meeting Closed to the Public

RECOMMENDATION:

In the opinion of the Committee - and, in accordance with Section 90 of the Community Charter – the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting;

AND FURTHER, in accordance with Section 90 of the Community Charter, the meeting is to be closed on the basis(es) identified in the following Subsections:

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

following:

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

11.2 Recess of Open Meeting

RECOMMENDATION:

The Open meeting be recessed at [Time] in order to conduct the Closed meeting.

12. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for October 1, 2026 at 9:00 a.m.

NOTE: That the November 5, 2026 Creston Valley Services Committee meeting has been cancelled in lieu of the General Local Election as per Community Charter sections 119 & 120 oath of office time.

13. ADJOURNMENT

RECOMMENDATION:

The Creston Valley Services Committee meeting be adjourned at [Time].



Regional District of Central Kootenay

CRESTON VALLEY SERVICES COMMITTEE

Open Meeting Minutes

Thursday, August 6, 2026

9:00 am PT

Creston and District Complex – Erickson Room
312 19 Avenue North, Creston, BC

COMMITTEE MEMBERS' PRESENT

Director A. DeBoon	Town of Creston
Director G. Jackman	Electoral Area A
Director R. Tierney	Electoral Area B
Director K. Vandenberghe	Electoral Area C

STAFF PRESENT

C. Saari	Acting Chief Administrative Officer
T. Davison	General Manager of Community Services
C. Stanley	Regional Manager – Operations & Asset Management
K. Calder	Regional Manager – Recreation & Client Services
A. Wilson	Acting General Manager of Development & Community Sustainability
C. LeBlanc	Community Resilience Coordinator
P. Marshall-Smith	Sustainability and Resilience Supervisor
R. Baril	Meeting Coordinator

GUESTS

D. Dumas	Creston Town Counselor
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1. ZOOM REMOTE MEETING INFO

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Meeting Time:

9:00 a.m. PT

Join by Video:

<https://rdck-bc-ca.zoom.us/j/92632670829?pwd=VkcPYOvOWnMTDNowScaJt12nFYz8zN.1>

Join by Phone:

+1 778 907 2071 Canada Toll Free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 926 3267 0829

Meeting Password: 430277

In-Person Location: Creston & District Community Complex - Erickson Room
312 19 Avenue North, Creston, BC

2. CALL TO ORDER

Chair DeBoon called the meeting to order at 9:00 a.m.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

4. ADOPTION OF AGENDA

Moved and seconded,
And resolved:

The agenda for the August 6, 2026 Creston Valley Services Committee be adopted with the inclusion of Item 8.2 Creston & District Community Complex Concession Operator and Item 12.3 Creston Valley Junior Hockey Society Facility Use Agreement before circulation.

Carried

5. RECEIPT OF MINUTES

The July 23, 2026 Creston Valley Services Committee minutes, have been received.

6. DELEGATE

6.1 DELEGATION: FIELDS FORWARD

Tanya Wall presented a funding request to the Committee to assist them with the final leg of fundraising towards the purchase of their building to maintain operations. Kootenay Farms Food Hub is expanding their role within the Kootenays with the help of many different businesses, donations, campaigns and opportunities. Currently, the fundraising campaign to buy the building to make it into a permanent home for The Food Hub is \$76,858 short of their goal.

Tanya to share the projections included in their business plan with the Committee.

Tanya answered the Committee's questions and invited everyone to check out Fields Forward Hub.

**FREEDOM OF THE
FLOOR**

Moved and seconded,
And Resolved:

That Counselor Dumas have freedom of the floor.

Carried

7. CORRESPONDENCE

7.1 GOAT CANYON ROAD PARK ACCESS

Staff have shared correspondence re: Goat Canyon Road Park Access including safety concerns, slope stability and traffic planning.

Direction to Staff:

To identify the amount of funding available in Economic Development – Creston and Areas B and C Service S108 line-item Contracted Services that can be reallocated to the Grants application line item and prepare a motion to go to the August Board agenda.

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

That the Board approve the amount, not to exceed, \$77,000 to Fields Forward for their 2026 operating allowance from the Economic Development – Creston and Areas B and C Service S108 the grants line item.

Carried

8. STAFF REPORTS

8.1 STAFF REPORT: CRESTON & DISTRICT PROGRAMMING UPDATE

Staff presented the report to the Committee. The Committee would like a greater understanding of the decrease in Aquatic Rentals.

Staff to follow up on further details of the report.

The Committee also discussed the delay of ice going in by one week. This has been communicated to all affected parties.

8.2 STAFF REPORT: CRESTON & DISTRICT COMMUNITY COMPLEX CONCESSION OPERATOR

The Concession is open during set hours, could be added to the program guide for Creston & District Community Complex.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board approve the RDCK enter into a one-year concession services agreement at the Creston and District Community Complex with Rick's Iron Kettle Restaurant, commencing on September 1, 2026, and ending on August 31, 2027, with the option to renew for two one-year periods with Board approval, AND THAT, the Board Chair and Corporate Officer be authorized to execute the agreement.

Carried

9. NEW BUSINESS

9.1 DISCUSSION ITEM: ERICKSON WATER PUBLIC ENGAGEMENT FOLLOW UP

The Committee felt this event was well attended by the public. Staff put great effort into answering questions. There are two points that the Committee feels need clarification:

- That the water bylaw outlines that RDCK is responsible for delivering water to each property.
- By stating that the rates will not be changing due to water meters being installed, this could limit opportunities in the future for greater flexibility for the wide variety of users.

Direction to Staff:

That a report be prepared for the September CVSC meeting, detailing the Erickson Water Public Engagement session held on July 20, 2026.

9.2 SOURCE WATER MONITORING REQUEST FOR PROPOSAL

The Committee would like to wait and see what the recommendations are from the detailed staff report for the August 20, 2026 Board agenda, before the Committee votes on this recommendation.

No action on motion.

10. OLD BUSINESS

10.1 GOAT RIVER WATERSHED WATER SUSTAINABILITY PLAN

Staff provided an overview of the work that has been taking place over the last month.

Public engagement results have been collected. Part 1 of the working group meetings has been held with positive steps going forward. 3D model was a helpful tool to have during the most recent events. Hydraulic connectivity study is being discussed in deeper detail

with a report being prepared for the August 20, 2026 Board meeting.

Part 2 of the working group meeting will be hosted in Creston the week of August 10, 2026.

There is an event planned for BC Rivers Day on September 27, 2026.

10.2 ACTION ITEM LIST

Item #2 - Dangerous and Aggressive Dog Bylaw

- item has been removed from Action Item List

11. PUBLIC TIME

The Chair called for questions from the public and members of the media at 10:45 a.m.

There were no questions or comments from the public or media.

12. CLOSED

12.1 Meeting Closed to the Public

Moved and seconded,

And resolved:

In the opinion of the Committee - and, in accordance with Section 90 of the Community Charter – the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting;

AND FURTHER, in accordance with Section 90 of the Community Charter, the meeting is to be closed on the basis(es) identified in the following Subsections:

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

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

Carried

12.2 Recess of Open Meeting

Moved and seconded,
And resolved:

The Open meeting be recessed at 10:45 in order to conduct the Closed meeting and reconvened at 11:27 a.m.

Carried

12.3 CRESTON VALLEY JUNIOR HOCKEY SOCIETY FACILITY USE AGREEMENT

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

That the Board authorize staff to negotiate and enter into a Facility Use Agreement with the Creston Valley Junior Hockey Society for use of the Creston and District Community Complex from August 1, 2026 to July 31, 2027, with the option to renew for two additional one-year terms; And that the Board Chair and Corporate office be authorized to sign each agreement upon successful negotiations.

Carried

13. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for September 3, 2026 at 9:00 a.m.

14. ADJOURNMENT

Moved and seconded,
And resolved:

The Creston Valley Services Committee meeting be adjourned at 11:40 a.m.

Carried

Digitally approved by:

Arnold DeBoon, Chair

Dear Chair and Members of the RDCK Board,

I am writing to request that the issue of senior men's and women's hockey ice time at the Creston Valley Rec Complex be brought before the Regional District of Central Kootenay Board for review and consideration.

The Rec Complex is operated and funded by Areas A, B, and C, together with the Town of Creston. In my view, decisions regarding the allocation and use of this facility should be made locally, with appropriate consideration given to the residents and user groups who fund, operate, and regularly use the facility.

Senior Hockey at the Rec Complex

For several years, a group of local men and women aged 55 and over has participated in a recreational senior hockey program at the Rec Complex. This is an inclusive group consisting of both men and women, with players ranging in age from approximately 55 to 85 years old.

The program currently has approximately **30 registered or regular participants**, with generally **10 to 20 players attending each individual session**. This level of participation demonstrates that there is a consistent and meaningful demand for this type of recreational programming among older residents of the Creston Valley.

Last year, our regular ice times were:

- **Monday – 10:00 a.m.**
- **Thursday – 9:15 a.m.**

We were asked to provide input regarding scheduling for the upcoming season. The only change that I am aware of having requested was that the Thursday morning ice time be moved from **9:15 a.m. to 10:00 a.m.**

This request was made for practical reasons. Several of our senior participants travel from the west side of the lake, and an earlier start creates additional concerns regarding early-morning highway travel, particularly during the winter months when weather and road conditions can be hazardous. Instead of simply moving the Thursday ice time to 10:00 a.m., however, the senior hockey allocation appears to have been replaced to include non-senior **individuals aged 15 and older**.

This is a significant change from what we understood we had requested and from the program that has operated successfully for several years.

The Importance of Maintaining a Senior Program

The senior hockey group provides a safe, recreational and social opportunity for older residents of the valley to remain physically active and engaged in the community.

Our approximately 30 participants range from approximately 55 to 85 years of age, and the group includes both men and women. On any given day, we typically have between **10 and 20 players participating in a session**.

The older players look out for one another and have developed an environment in which everyone can participate safely. This is particularly important given that some of our participants are well into their senior years, including one player who is approximately 85 years old.

There is a considerable difference between a recreational hockey program consisting primarily of participants aged 55 and over and an unrestricted program beginning at age 15.

Our concern is not with younger players participating in hockey. Rather, it is with replacing a long-established senior program with a substantially different age group without, to our knowledge, first consulting the senior hockey participants who have been using that ice time.

We have, however traditionally requested some flexibility regarding goaltenders. Because it can be difficult to find goaltenders for senior hockey, we have asked that the minimum age requirement not apply to a goaltender where necessary to allow the senior group to continue operating.

Transparency Regarding Ice-Time Utilization

There is another issue that I believe needs to be addressed before decisions are made regarding the allocation of ice time.

Monday through Friday, between 8:00 a.m. and 5:00 p.m., there are approximately **45 weekday daytime hours** available.

Based on the schedule we have reviewed, RDCK programming currently accounts for approximately **16.7% of those available daytime hours**.

I recognize that there may be other organizations or user groups utilizing the facility whose ice time does not appear on the schedule we have been provided. There may also be arrangements in which groups pay directly to another organization rather than through the RDCK.

For that reason, I believe the first step should be to establish a complete and transparent accounting of all ice usage.

This should include all ice time, regardless of how it is paid for or which organization is responsible for booking it, including, but not limited to:

- Senior men's and women's hockey;
- Minor hockey;
- Figure skating;
- Thundercats;
- School or homeschool-related programming;
- Other organized hockey groups;
- Public or recreational skating;
- Privately booked ice;
- Any other organization or group utilizing the facility.

The objective should be to establish exactly how much ice time is actually being used, by whom, and when the ice is sitting idle.

Based on personal observations during daytime visits to the facility, there appear to be significant periods when the ice is either unused or substantially underutilized. I appreciate that observation alone is not sufficient to establish actual utilization rates, which is precisely why I believe the RDCK should provide the complete scheduling and utilization information. Perhaps posted monthly for all the public to see.

Our Request

We are therefore respectfully asking that this matter be brought before the Creston Valley Services Committee to consider the following:

1. **Restore dedicated senior hockey ice time on Monday at 10:00 a.m. for approximately one hour and fifteen minutes**, as has been provided in previous years.
2. **Provide dedicated senior hockey ice time on Thursday at 10:00 a.m. for approximately one hour and fifteen minutes**, rather than the previous 9:15 a.m. start.
3. Designate these ice times for **men and women aged 55 and over**, with reasonable flexibility to permit an under-55 participant to play as a goaltender when required because of the difficulty in securing goaltenders.
4. Provide a **complete ice-time schedule**, including all organizations and user groups utilizing the Rec Complex, regardless of whether the ice time is paid for directly, indirectly, or through another organization.
5. Provide sufficient information to allow the community to understand the actual utilization and idle capacity of the facility, particularly during weekday daytime hours.
6. Ensure that decisions regarding the allocation of this publicly funded and locally supported facility are made with meaningful consideration of the existing user groups and the residents of the Creston Valley.

We are not asking that other groups be denied reasonable access to the Rec Complex. We are asking that an established senior recreational program, with approximately 30 participants and regular attendance of 10 to 20 players per session, not simply be displaced without a transparent review of the available ice time and the needs of the existing users.

There appears to be sufficient unused or underutilized daytime capacity that a solution should be possible that accommodates both senior hockey and other community users.

Most importantly, we believe the process should be transparent, fair and based upon actual utilization data rather than assumptions about which groups should receive priority.

We respectfully request that this matter be placed on the Creston Valley Services Committee agenda September 3, 2026 for consideration and that representatives of the senior hockey group be given an opportunity to address the Committee directly.

Thank you for your consideration. We look forward to working cooperatively with the RDCK and the Town of Creston to find a solution that serves the broader community while preserving an important recreational opportunity for our senior residents.

Sincerely,
Wayne Murphy
On behalf of the Senior Men's and Women's Hockey Group
Creston Valley



Creston Valley Services Committee Report – For Information

Erickson Water Metering Public Engagement Follow-Up

Author: Chris Gainham
File Reference: [File no.]
Electoral Area/Municipality: [Area]
Services Impacted Erickson Water System S250

1.0 PURPOSE OF REPORT

To update the Creston Valley Services Committee on the Public Information Session for the Erickson Universal Water Metering Program that was held on Monday July 20, 2026 at 5:00 PM-8:00 PM at the Creston and District Community Complex, as requested by Directors.

To clarify specific questions from the Creston Valley Services Committee

2.0 BACKGROUND AND UPDATE.

At the August 6, 2026 Creston Valley Services Committee gave the following direction to Staff:

NEW BUSINESS

9.1 DISCUSSION ITEM: ERICKSON WATER PUBLIC ENGAGEMENT FOLLOW UP

The Committee felt this event was well attended by the public. Staff put great effort into answering questions. There are two points that the Committee feels need clarification:

- That the water bylaw outlines that RDCK is responsible for delivering water to each property.
- By stating that the rates will not be changing due to water meters being installed, this could limit opportunities in the future for greater flexibility for the wide variety of users.

Direction to Staff:

That a report be prepared for the September CVSC meeting, detailing the Erickson Water Public Engagement session held on July 20, 2026.

Meeting Overview:

The Regional District of Central Kootenay (RDCK) invited residents and agricultural producers served by the Erickson Water System to attend a Public Information Session on the Erickson Universal Water Metering Program. The meeting was held on Monday July 20, 2026 at 5:00 PM-8:00 PM at the Creston and District Community Complex and was well attended. Prior to the meeting, the RDCK issued a media release, advertised the meeting in the Creston Valley Advance Newspaper, and sent a Voyent Alert to Erickson Water System users. The technical presentation that was delivered at the meeting is included as Attachment A in this report. Staff have also developed an information pamphlet dedicated to the Erickson Water System Universal Metering Project and this is included as Attachment B to this report.

The information session provided an opportunity for customers to learn more about the project, understand how the new metering system will operate, and speak directly with RDCK staff about concerns they may have with the project. Staff specifically leveraged this engagement opportunity to provide clear information to the public, answer questions directly and address concerns where possible, explain how meters are selected, sized and installed, and address some of the misconceptions that have circulated.

Staff also leveraged the engagement opportunity to inform attendees about the EyeOnWater platform where customers can access their meter data, visualize water usage via customizable dashboards and download data for more detailed analysis. The Environmental Coordinator attended the meeting to walk customers through EyeOnWater and assist with account setup as needed.

Creston Valley Services Committee - Requests for Clarification:

Committee Request for Clarification Item #1:

“That the water bylaw outlines that RDCK is responsible for delivering water to each property.”

Staff Response - RDCK Water Bylaw No. 3078, 2026 establishes the respective responsibilities of the RDCK and property owners for water servicing. The RDCK is responsible for the Water System and the Regional District Water Connection, which extends from the water main to the curb stop valve generally located near the property line. In Erickson, a significant portion of main lines are located on private property, many without easement or statutory right-of-way, adding a specific layer of complications to water supply and meter installations. The Bylaw further clarifies that the property owner is responsible for the Owner Water Connection and associated plumbing downstream of the Regional District Water Connection. The Bylaw further establishes that the RDCK owns and is responsible for the maintenance and replacement of the curb stop box and curb stop valve.

In practical terms, the RDCK operates and maintains the water system infrastructure necessary to supply water to serviced parcels, up to the RDCK connection, while the property owner is responsible for conveying and managing that water beyond the RDCK connection. This can reasonably be characterized as the RDCK being responsible for delivering water to the parcel, within the operating capabilities and limitations of the water system. The Bylaw does not, however, guarantee continuous water supply, minimum or maximum service pressures, or minimum flow rates.

Section 11.3 of the Water Bylaw establishes allowable irrigation use. Unless additional irrigation privileges have been assigned, an owner may irrigate up to one acre at a maximum rate of 4.5 US gallons per minute per acre. Where additional irrigation privileges have been assigned, irrigation is limited to the area associated with those privileges and a maximum rate of 4.5 US gallons per minute per acre. These provisions establish the allowable irrigation component of the water demand associated with a parcel. In the meeting - staff briefly articulated that the 4.5 US gpm/acre aligns with growing degree days, moisture deficits and evapotranspiration unique to Erickson and this flow rate is considered to be adequate to meet peak demand for agricultural crops produced in the region (further information is included in the 2019 Agriculture Water Demand Study https://www.rdck.ca/wp-content/uploads/2026/03/2020-01-23_ERK-AGDemand-Final-Report.pdf) available on the RDCK's Erickson Water System Website. For additional context, the 4.5 US gpm/acre irrigation rate has been incorporated into RDCK Water Bylaws since 2018, when it was established through Bylaw No. 2577. This represented an increase from the previous maximum irrigation rate of 3 US gpm/acre established under Bylaw No. 2470 (2016), providing a higher allowable rate that better reflects the assessed peak irrigation requirements for the Erickson area.

During the public engagement session, Water Services staff dedicated presentation slides and technical discussion to meter selection and sizing. Staff explained that meter sizing for each property considers the irrigation privileges assigned to the property, using the allowable rate of 4.5 US gallons per minute per acre, together with expected household and other non-irrigation demands. Meter selection also considers hydraulic factors such as pressure losses through the meter, backflow prevention device, fittings and other appurtenances; known lower-pressure areas of the distribution system; and the particular demands of industrial, commercial and institutional users.

General Manager Wolf further clarified during the public meeting that, in practical terms, the RDCK has a responsibility to provide water to a serviced parcel sufficient to accommodate its expected and authorized water demands, including applicable irrigation demand together with household or other non-irrigation demands, subject to the operating capabilities and limitations of the water system.

Committee Request for Clarification Item #2:

“By stating that the rates will not be changing due to water meters being installed, this could limit opportunities in the future for greater flexibility for the wide variety of users.”

Staff Response – For clarification, public messaging regarding the Universal Water Metering Project, both written and verbal, has consistently stated that there are currently no planned changes to the existing flat-rate billing structure in Erickson. This messaging is not intended to preclude consideration of alternative rate structures in the future. Staff communication to the public has been clear that any future change to the existing billing structure would be a separate policy decision requiring consideration and approval by the RDCK Board at a public meeting.

A distinction between rate structure and rate increases is warranted. While there are no plans to the change to the existing flat rate billing structure, planned increases to existing user fees are included in the Board-adopted 2026–2030 Financial Plan for the Erickson Water System (S250) and updated annually during the budget process, and these planned increases have also been communicated to the public.

Summary of Common Questions and Staff Responses

In addition to the specific matters identified by the Committee, staff received a number of recurring questions during the public engagement process regarding the purpose of universal metering, meter sizing, impacts to water pressure and flow, installation locations, water-use information and future billing. The following provides a summary of the principal questions and information communicated to Erickson Water System users. Information on the metering project, including FAQ's and related information is included on the Engage RDCK - Erickson Water System Metering Project site <https://engage.rdck.ca/projects/erickson-water-system-phase-1-metering-project/>

Why are meters being installed in Erickson?

The primary purpose of the Universal Water Metering Program is improved water management. Metering provides the RDCK with significantly better information about how and when water is being used throughout the Erickson Water System. Funding for this project is provided senior government grants.

The goals of metering in Erickson are to:

- Identify and reduce system leakage, both within the RDCK main lines and on private property, and optimize capital replacement planning by leveraging system data.
- Encourage conservation through greater awareness of water use. Customers also benefit by having access to their own water-use information and leak notifications through EyeOnWater.
- Improve the potential for success when competing with other communities for future senior government infrastructure grant money.
- Better understand how water is used across sectors.
- Protect the Arrow Creek watershed, which continues to face environmental pressures and supply challenges, particularly during irrigation season, when creek flows are lowest and water demand is highest.
- Manage peak water demand and fix leakage to reduce wear and tear and extend the lifespan of critical water infrastructure.

How can water meters help identify leaks and reduce water loss?

Water lost through leaking private services or plumbing still has to be withdrawn from Arrow Creek, treated at the Arrow Creek Water Treatment Plant and conveyed through the distribution system. Identifying leaks therefore reduces unnecessary demand on both the watershed and RDCK infrastructure and as leaks are addressed, ensures that water is used efficiently.

Advanced Metering Infrastructure also allows continuous or unusual water use (indicators that a leak may be present) to be identified much sooner than would otherwise be possible. This can help customers identify leaks that may not be visible at the surface and can help the RDCK distinguish private-side leakage from broader system losses. Leak detection and improved understanding of peak demand are identified as key objectives of the project.

To date, Phase 1 metering has assisted in identifying two significant private-side leaks with combined water loss of approximately 131,870 litres per day, which have subsequently been repaired. At the maximum irrigation rate permitted under the Water Bylaw, this is enough water to irrigate approximately 11 acres for 12 hours every day. If those leaks had continued at the same rate for a year and were not flagged by the metering project, they would have wasted about 48 million litres (or the equivalent of over 19 Olympic sized swimming pools) over the period of a year.

How is the size of the meter for each property determined?

Meters are sized according to the expected water demand of the property rather than simply matching the diameter of the existing service pipe. For agricultural properties, staff consider the irrigation privileges assigned to the parcel and the allowable irrigation rate of 4.5 US gallons per minute per acre established by the Water Bylaw 3078, together with expected household or other non-irrigation demand. Other considerations include pressure loss through the meter and appurtenances including the backflow prevention assembly, available water distribution system pressure and any site-specific or ICI demands.

For a typical residential property, a ¾-inch meter has sufficient capacity to accommodate expected household demand together with the applicable irrigation demand. Larger meters are provided where the calculated demand or hydraulic conditions warrant a larger meter.

Why might my meter be smaller than my existing water service? Will it restrict my water supply?

Meter diameter and service-pipe diameter serve different purposes and do not need to be the same. Installing a ¾-inch or 1-inch meter on a larger service is not equivalent to replacing the entire service with smaller-diameter water service line. The smaller diameter occurs only over the relatively short meter assembly. As part of the project information, staff have also leveraged an analogy to better describe and understand the impact that a water meter that is smaller than a service line may have on the level of service in terms of pressure and flow.

Highway analogy:

Think about driving on a highway.

Passing through a short construction zone may slow traffic briefly before normal speeds resume.

Driving the entire trip on a narrow winding road is very different because the restriction exists for the whole journey.

A water meter is like the short construction zone—not the entire highway.

Every meter, valve, fitting and backflow prevention device creates some pressure loss. Staff account for these losses when selecting the meter so that the meter can accommodate the expected maximum demand for the property - meter selection considers irrigation entitlement, pressure losses through the meter/backflow assembly, known low-pressure areas and specific Industrial, Commercial or Institutional (ICI) demands.

Why Not Always Match the Pipe Size?

Oversized meters have drawbacks: they measure less accurately at lower flows and make it harder to detect leaks. Using a meter that reliably handles the required flow provides better accuracy, leak detection sensitivity, and overall efficiency. In simple terms, an appropriately sized meter, that may have a smaller internal diameter than the service line, provides the most accurate reading and is selected to match estimated water demands from the parcel, including irrigation privilege, not necessarily the diameter of the service line.

Will installation of a meter reduce my water pressure?

There will be some pressure loss whenever water passes through any appurtenance including a water meter, backflow prevention device, valve or fitting. The amount depends on the flow rate and the particular installation, and losses are considered when the meter is selected.

The RDCK therefore does not represent that there will be zero pressure loss following installation. Rather, meters are selected so that the complete meter assembly can accommodate the calculated demand of the property under expected peak water demand conditions. Badger Meter, the manufacturer of the water meters being installed, includes pressure-loss charts for their meters and this is leveraged in meter selection. As noted elsewhere in this report, the Water Bylaw does not guarantee a particular minimum or maximum service pressure or minimum flow rate. However, staff have clarified that the RDCK has a responsibility to provide water to a serviced parcel sufficient to accommodate its expected and authorized water demands, inclusive of irrigation, household and related demands and within the capacity and limitations of the water system.

Where will the meter be installed?

Meters are generally installed in an insulated meter pit immediately downstream of the curb-stop, typically near the property line. The preferred location is within the public road right-of-way, where practical. Site conditions and the location of existing water infrastructure may, however, require installation on private property.

Where private-property installation is required, property owners are notified and provided an opportunity to discuss the proposed location with the contractor and RDCK. Following installation, disturbed areas are restored.

How are the outdoor meters protected from freezing?

Although the meter-pit lid is approximately level with the surrounding ground, the meter and water-carrying components are located below grade within an insulated meter pit. Phase 2 installations use Thermo-Coil assemblies that allow the meter to be installed and operate at a significant depth below-grade during normal operation while permitting the assembly to be raised for servicing from time to time.

The below-ground installation takes advantage of heat retained in the surrounding soil, while insulation near the top of the pit limits cold-air penetration. The meter pits and assemblies are designed for outdoor water-meter installations in cold climates.

What information does the meter collect and how can customers access it?

The meters record water consumption with a resolution as fine as 15 minute intervals, and use Advanced Metering Infrastructure (AMI) to transmit meter information remotely. Customers can access and download their own water-use information through the EyeOnWater platform, generally within several weeks following installation.

EyeOnWater allows customers to view water use over different time periods and establish leak alerts that can be sent by email or phone. This can help identify continuous flows caused by leaking toilets, irrigation systems, service lines or other plumbing before they result in prolonged water loss.

Does the meter change how much water I am permitted to use for irrigation?

No. Installation of a meter does not change the irrigation privileges associated with a property or the allowable irrigation provisions established by the Water Bylaw. The meter provides information about actual water use.

Unless additional irrigation privileges have been assigned to a property, the Water Bylaw permits irrigation of up to one acre at a maximum rate of 4.5 US gallons per minute per acre. Where additional irrigation privileges have been assigned, irrigation is permitted for the corresponding area at the same maximum rate.

Who owns and maintains the meter?

The water meter and associated RDCK metering equipment form part of the water system infrastructure and are maintained by the RDCK. Property owners remain responsible for their private water service and plumbing downstream of the Regional District Water Connection in accordance with Water Bylaw No. 3078.

What happens if a property owner does not want a meter installed?

Staff's first approach is to work with the property owner to address concerns and determine an appropriate installation location. Where installation on private property is required, staff and the contractor will discuss the proposed location and seek to minimize impacts.

The July presentation also explained that the RDCK has authority to install and maintain waterworks where required and that the current program is grant funded. Where a scheduled installation cannot proceed because access is refused and a resolution cannot be reached, additional costs associated with completing the installation at a later date may become the responsibility of the property owner.

3.0 NEXT STEPS AND TIMELINE

Outreach and education related to the Erickson Universal Water Metering Program will continue throughout implementation of the project. Staff will continue to update project information and frequently asked questions

as needed, assist customers with access to the EyeOnWater platform, respond to individual concerns, and work with property owners where site-specific installation issues arise.

Phase 1 of the Universal Water Metering Program is substantially complete. Phase 2 installations commenced in 2026 and will continue through sequential construction contracts, with completion currently anticipated by late fall of 2027. As installations progress, staff will continue to review meter data to identify potential leakage, better understand water-use patterns and peak demands, and support ongoing management and capital planning for the Erickson Water System.

Staff currently provide project updates as part of the Operations/Maintenance and Capital Reporting that is a standing item at the Water Services Committee and will continue to provide key information to Committee members via these meetings.

Respectfully submitted,
Chris Gainham – Utility Services Manager

CONCURRENCE

General Manager of Environmental Services – Uli Wolf

ATTACHMENTS:

Attachment A – July 20th Public Information Session on the Erickson Universal Water Metering Program – Staff Presentation

Attachment B – Erickson Water System Universal Metering Project – Information Pamphlet and FAQ's



Public Information Session on the Erickson Universal Water Metering Program

Regional District of Central Kootenay

Presented by: Chris Gainham – Utility Services Manager
Uli Wolf – General Manager of Environmental Services
Alexandra Divlakovski – Water Operations Manager

Date: July 20, 2026



We've heard your questions and concerns over the past several weeks. Tonight's presentation has been designed specifically to answer the questions we've been hearing from residents and agricultural producers.



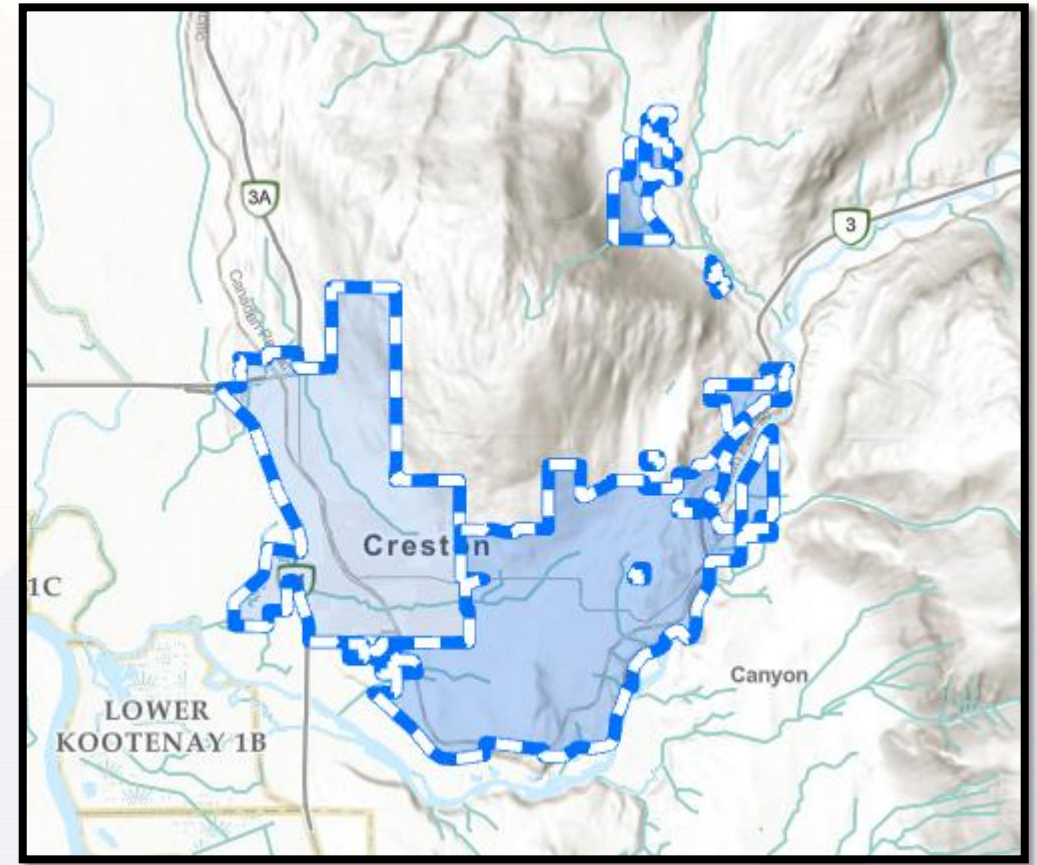
Outline

- 1** Project Background
- 2** Meter Installation
- 3** Meter Sizing
- 4** Meter Technology - EyeOnWater
- 5** Installations under this Program
- 6** Questions



Project Background

- There are 655 active accounts comprised of mixed agriculture and residential use (became a RDCK system in 2003).
- Source water is Arrow Creek, which in recent years has shown diminishing creek levels in summer months*
- There is currently no “twinned” source for agricultural irrigation, although a feasibility study for an alternate long-term water supply for agriculture was completed in 2025.
- Many water mains cross private property, some with no SRow’s or easements.





Project Background

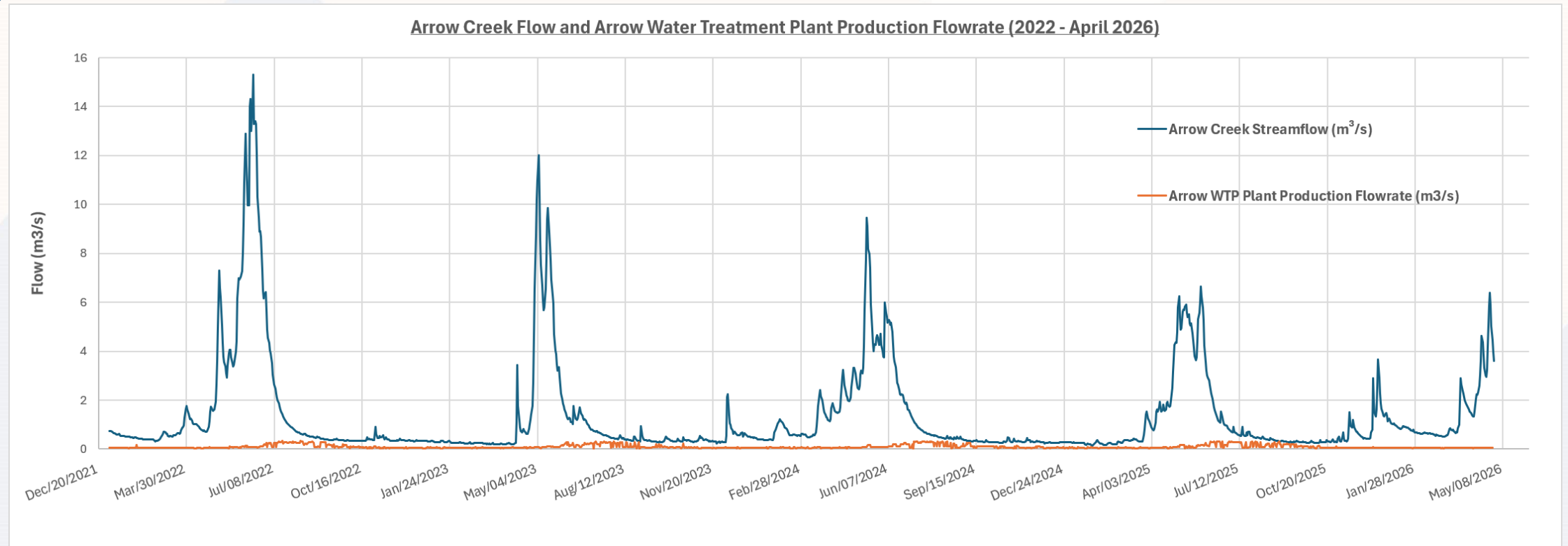
- Universal metering of Erickson is being completed in 2 Phases.
- Phase 1 metering includes approximately 136 installations on ICI and agricultural lands with 5 or more acres of irrigation privilege. Phase 2 metering includes 506 residential and small agricultural connections, is happening now and will take approximately two years to complete. The project is fully funded through senior government grants. There are no planned changes to the existing flat-rate billing structure in Erickson.

The goals of metering in Erickson are to:

- Identify and reduce system leakage and optimize capital replacement planning by leveraging system data.
- Encourage conservation through greater awareness of water use.
- Improve competition for future senior government infrastructure grant funding.
- Better understand how water is used across sectors.
- Protect the Arrow Creek watershed, which continues to face environmental pressures and supply challenges.
- Understand peak water demand and fix leakage to reduce wear and tear and extend the lifespan of critical water infrastructure.



Arrow Creek Flows v.s Water Treatment Plant Withdrawals



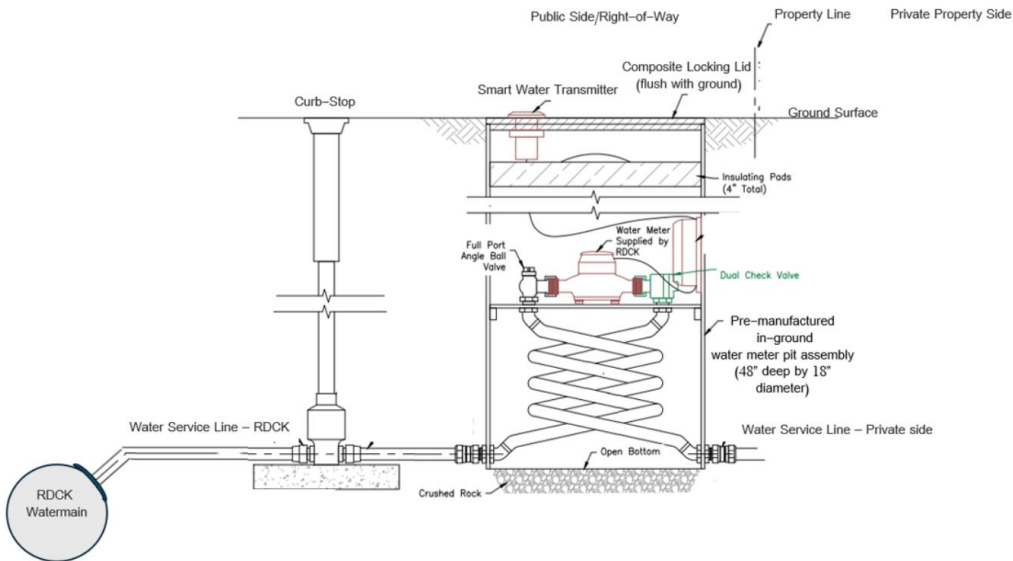
Arrow Creek Water Treatment Plant typically withdraws approximately 20–30% of available streamflow during sustained low-flow periods, with some sustained periods closer to 40% or more observed during peak irrigation season.



Meter Installation

- Preferred location of meter pits is in the public right-of-way but this is not always achievable
- Private property installations – Letters sent to residents that may be impacted complete with consent/waiver and customers notified beforehand and given opportunity to review location with contractor.
- Existing Statutory Right-of-Way or new SRow for meter pits deep into private property.
- Public communication via portals (i.e. website, Voyent, public meeting, mailings)

Illustration of a Water Meter Pit installed on the Public Side





Meter Installation – What Will Happen on My Property?

- Utility Locates
- Daylighting of water service/curb-stop
- Excavation of meter pit
- Installation of meter
- Site restoration





Project Planning – Meter Selection

- Irrigation meter sizing: bylaw-driven metric 4.5 gal/min/acre flow for properties with irrigation privileges (plus 1 acre included for each parcel).

Example: 10 acres irrigation privilege + 1 acre included x 4.5 gal/min/acre = 49.5 gpm
MINIMUM requirement for max. continuous operating flow rate

- Residential meter sizing: typical ¾" meter unless also supporting some irrigation or multiple dwellings.

Parameter	¾"		1"		1.5"		2"	
	Pos. Displace	Ultrasonic	Pos. Displace	Ultrasonic	Pos. Displace	Ultrasonic	Pos. Displace	Ultrasonic
Typ. Operating Range (gpm)	0.75 - 35	0.1 - 32	1.25 - 70	0.4 - 55	2.5 - 120	1.25 - 100	2.5 - 170	1.5 - 160
Min. Flow (gpm)	0.375	0.05	0.75	0.25	1.25	0.4	1.5	0.5
Max. Continuous Operating Flow (gpm)	25	32	50	55	80	100	100	160
Pressure Loss (PSI/gpm)	5/25	2/15	6.5/50	1.8/25	4.8/80	3.8/100	3.3/100	5.2/160
Max. Operation Pressure (PSI)	150	175	150	175	150	175	150	175

Other considerations for sizing include pressure losses across DCVA/meter, known low-pressure areas of the system and water use in the ICI sector (i.e. motel).



Project Planning – Meter Selection - Does a Smaller Meter Restrict Flow?

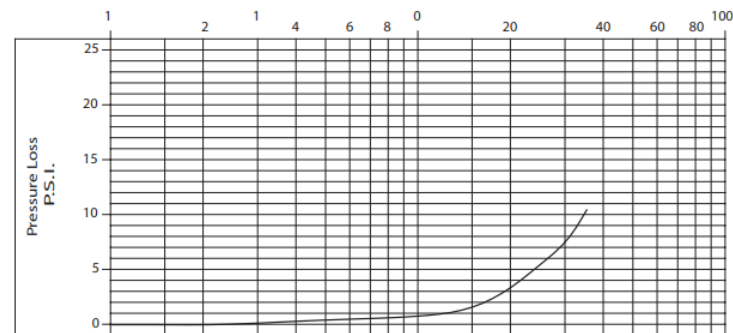
Does a smaller meter reduce flow?

- Pressure loss charts on following pages .
- For example $\frac{3}{4}$ " Ultrasonic results in 2 psi loss at 15 gpm and 4 psi at 20 gpm
- Every Appurtenance: valve, elbow, meter causes some minor pressure loss and this is accounted for in meter selection for each property.
- Each meter is selected so it still supplies the property's expected maximum demand.



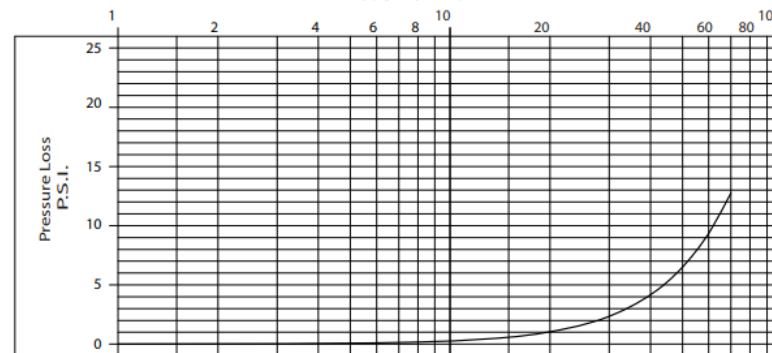
Model 35—3/4 in.

Model 35 3/4 in.



Model 70—1 in.

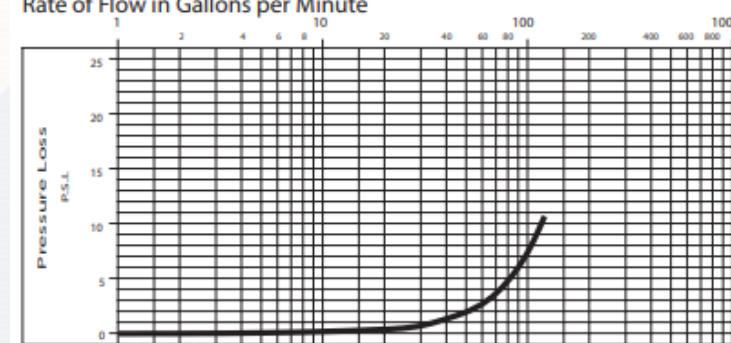
Model 70 1 in.



M120

1-1/2 in. Meter

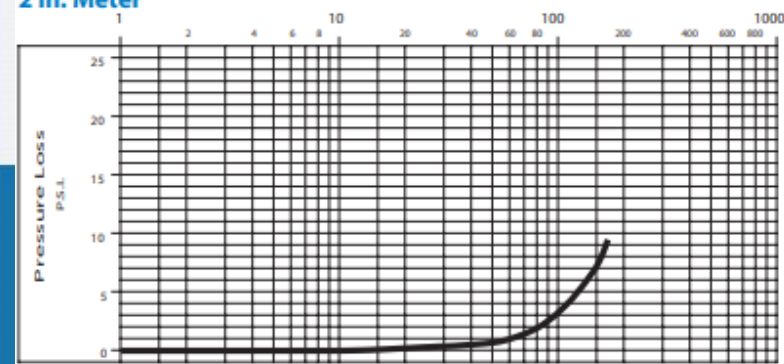
Rate of Flow in Gallons per Minute



M170

Meter Installation – Phase 1 Meter Types – Badger Positive Displacement 3/4" to 2" (Mfg pressure loss vs gpm curves)

2 in. Meter



Qty	Unit	Water Meter Description
12	EA	3/4" M35 PD LL HRE LCD 5/4 9D TT
25	EA	1" M70 PD LL HRE LCD 5/4 9D TT
54	EA	1.5" M120 PD LL HRE LCD 6/3 9D TT
55	EA	2" M170 PD LL HRE LCD 6/3 9D TT

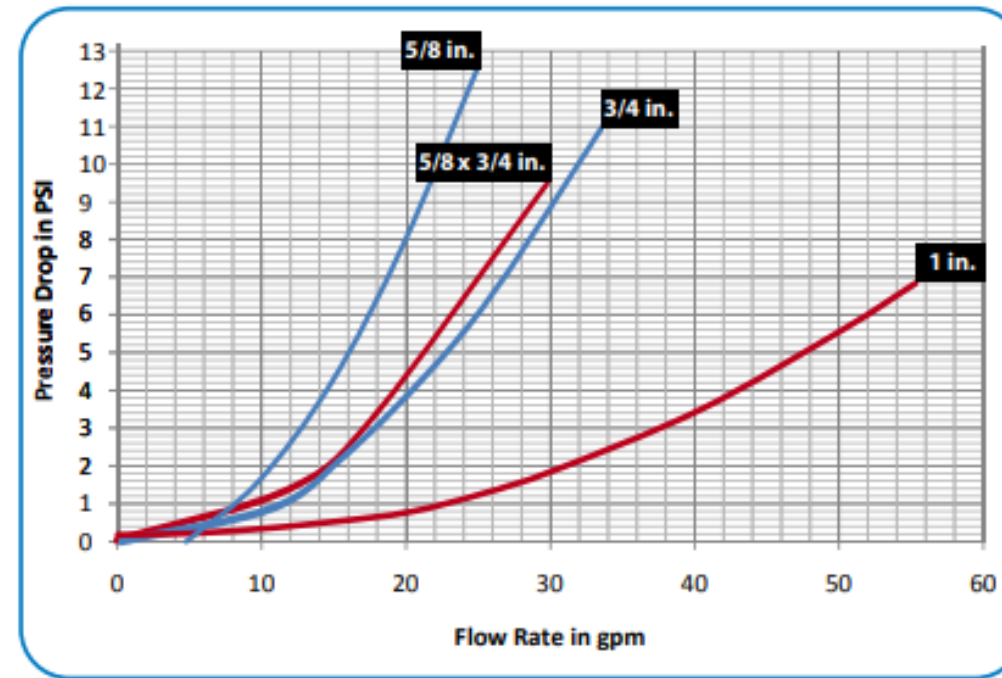


Meter Installation – Phase 2 Meter Types – Badger Ultrasonic E-Series 3/4" to 2" (Mfg pressure loss vs gpm curves)

E-Series® Ultrasonic Meter

PRESSURE LOSS CHART

Rate of Flow in gallons per minute (gpm)



1" meter with DC

47 (based on properties with = to or greater than 3 acres irrigation privelage or active Ag account types)

1.5" meter with DCVA

2

3/4" meter with DC

457

Total meters

506



Example:

Example Property

- Single-family home
- 1 acre
- Existing 2" private service
- New $\frac{3}{4}$ " ultrasonic water meter
- $\frac{3}{4}$ " dual check valve
- Approx. 8 ft of insulated $\frac{3}{4}$ " Therma-Coil in the meter pit
- Pressure at curb stop: 80 psi

The **calculated maximum demand** for this property is approx:

- Household use
- Irrigation
- Peak demand
- Engineering contingency

Total design flow = approximately 15 US gpm



Example cont'd

Engineering calculation for friction losses of the $\frac{3}{4}$ " meter and all fittings using established "equivalent length" methodology:

- 8' of $\frac{3}{4}$ " PVC
 - + 0.9' + 0.9' + 0.9' + 0.9' (4 elbows to simulate the 45 degree fittings of the therma-coil)
 - +15' ($\frac{3}{4}$ " angle valve)
 - +8.8' ($\frac{3}{4}$ " check valve)
 -
- = 35.4'**

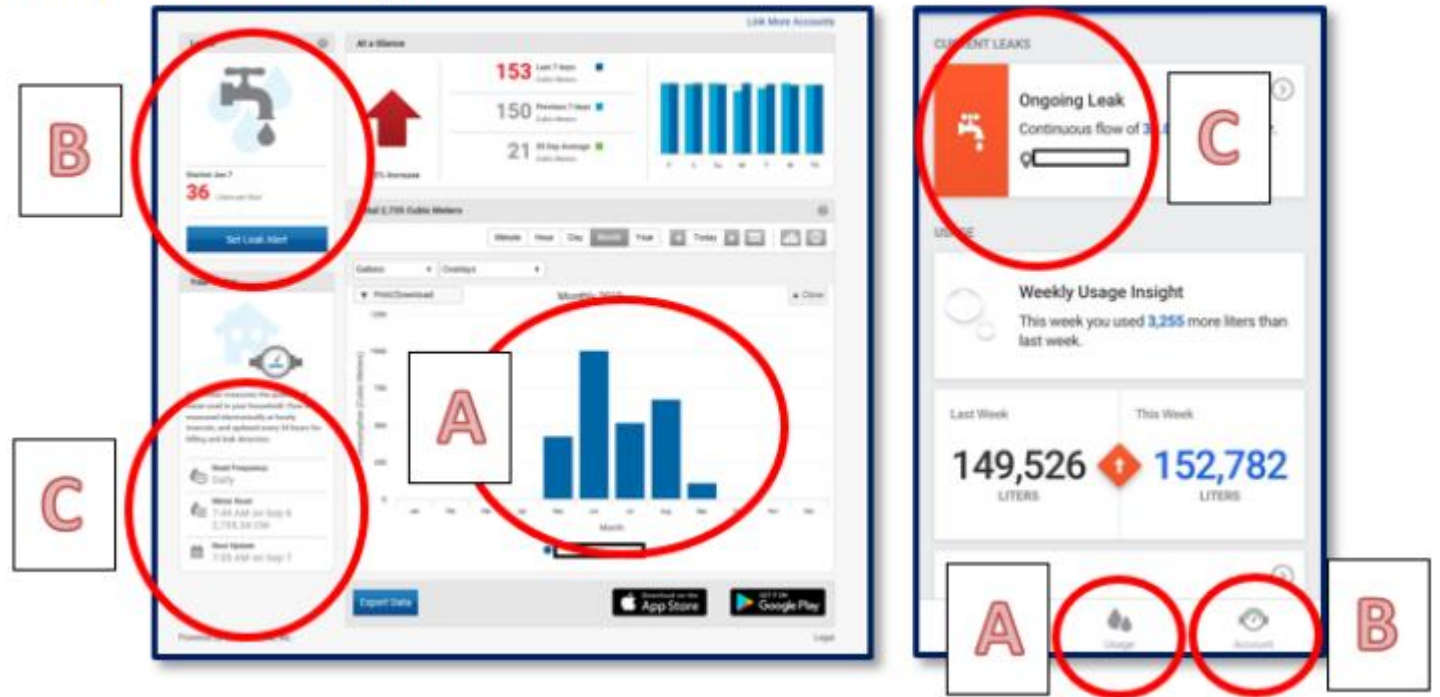
At 14 GPM pressure drop from the 35.4' would be about 10.62 psi. + 2 psi drop through the meter (at 15 gpm) = **12.62 psi total pressure loss due to friction leaving**



Water Usage – Data and EyeOnWater Platform

What are some of the features of EOW?

From the **home page**, users will see information on **water consumption (A)**, **leaks (B)**, and **meter activity (C)** on both the Web Browser and App:



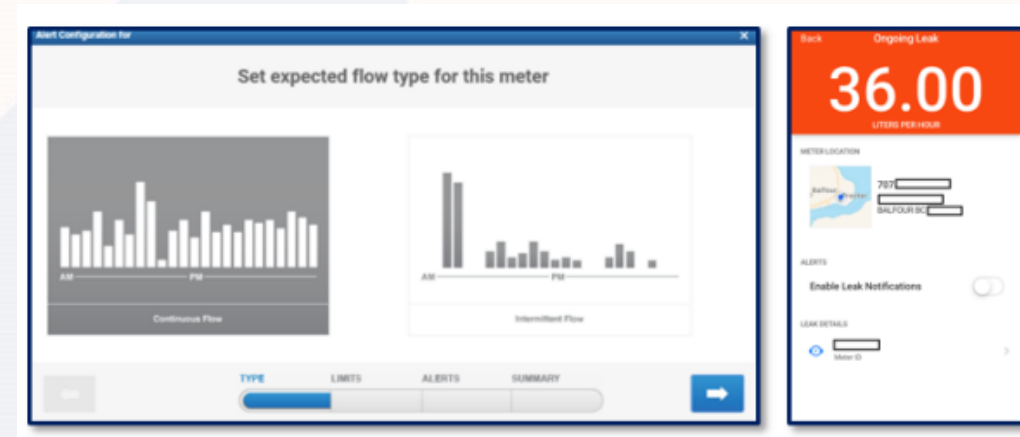


Water Usage – Data and EyeOnWater Platform Cont'd

EOW allows you to see your **water usage** over periods of minutes to years. You can change the settings to show volumes in various units. The Web Browser allows you to overlay temperature and precipitation trends on the usage graph, and the App includes a calendar usage trends and savings calculator:



EOW also allows you to set **Leak Alerts**, which can be configured on the Web Browser and turned on in the App:





What if I refuse to have a water meter installed under this program?

- Our goal is to work with every property owner to determine the most appropriate location for each water meter.
- If installation on private property is required, RDCK staff will discuss the proposed location before construction begins.
- The RDCK has authority under the **Local Government Act** to install and maintain waterworks where required.
- **The current metering program is fully grant funded and there is no charge to property owners when installations proceed as scheduled. If a scheduled installation cannot proceed because access is refused and a resolution cannot be reached, additional installation costs may become the responsibility of the property owner.**



Questions?



FAQ's

Universal Metering Project

Where are water meters being installed?

Water meters are being installed after the curb-stop in insulated meter pits, typically located at the property line. In some cases water meters must be installed within properties depending on the location of the curb-stop.

Why are meters being installed?

Water meters are being introduced to identify and address leakage, better understand usage, improve water conservation, and help manage and protect the long-term sustainability of the Arrow Creek water supply.

What type of water meters are being installed?

The types of water meters being installed are positive displacement (mechanical disc) and ultrasonic (sound velocity). Positive displacement meters are installed on larger agricultural lands and industrial/commercial/institutional properties. Ultrasonic meters are installed on smaller (less than 5 acres) agricultural lands and residential properties.

Will my service line size and service valve size be reduced as a result of a meter install?

No, your water service size and curbstop valve will not change. The meter size is independent of your water service size.

Will my water bill change?

There is no planned change to your water services billing. Billing will remain on the current annual flat rate.

Notifications Service

The Regional District is using Voyent Alert! Service for both water system and emergency related notifications. Sign up for FREE to receive important information on your water system via text, email, or phone call by visiting rdck.ca/water and clicking on the link provided, or installing the Mobile App Voyent Alert! from the App Store or Google Play.

If you are signed up for Voyent please ensure your location is set to within the water system you wish to receive notifications for.

Contact Us

For questions about metering

250.551.7388

cgainham@rdck.bc.ca

For water system emergencies 24/7:

250.254.1685

General RDCK water system inquiries:

1.800.268.7325 (ext. 8161) or 250.352.8161

WaterContact@rdck.bc.ca

For current water advisories, water conservation tips, the RDCK water bylaw and more: www.rdck.ca/water



rdck.ca

Phone: 250.352.6665 | Email: info@rdck.bc.ca

Toll Free: 1.800.476.7325 (BC)



Erickson Water System

Universal Metering Project



rdck.ca



Finished installation of 3/4" meter in a meter pit.

What happens if I refuse a meter?

Under **Section 290** of the *Local Government Act*, the RDCK has the authority to enter private property to install water meters. However, we believe it is important to work cooperatively with property owners and coordinate on the best location.

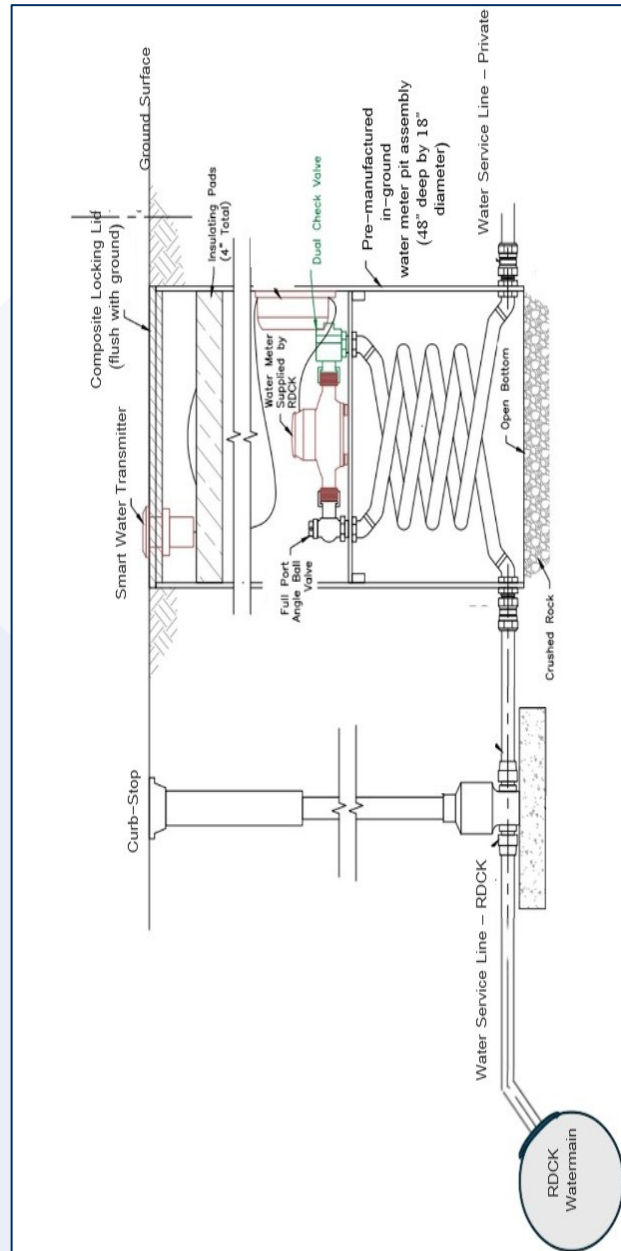
If a water meter is required to be installed on your private property, and you refuse at the scheduled time of installation, you will:

Be responsible for the costs associated with the contractor to return and complete the installation
OR

Be responsible for the entire cost of installation of the water meter and meter pit at a later date under RDCK Water Bylaw No. 3078 Section 14.4.1

If the installation of the water meter and meter pit is OUTSIDE of private property, the RDCK will complete the works at the scheduled time.

There is no cost to property owners for installation of water meters and meter pits under this grant-funded program.



Typical installation of a 3/4" meter in a meter pit.

Parameter	3/4"	1"	1.5"	2"
	E-series	E-series	E-series	E-series
Typ. Operating Range (gpm)	0.1 - 32	0.4 - 55	1.25 - 100	1.5 - 160
Min. Flow (gpm)	0.05	0.25	0.4	0.5
Max. Continuous Operating Flow (gpm)	32	55	100	160
Pressure Loss (PSI/gpm)	2/15	1.8/25	3.8/100	5.2/160
Max. Operation Pressure (PSI)	175	175	175	175

Operating ranges for various sized of ultrasonic meters.

How are meters sized?

Meter sizing for the Erickson Water System is based on the irrigation privilege assigned to each property under the *RDCK Utilities Rates, Fees and Charges Bylaw No. 3027*, plus domestic demand. Each acre of irrigation privilege allows for 4.5 US gallons per minute (gpm) of flow.

For example:

Irrigation demand per bylaw for a 10-acre property $\times$ 4.5 gpm per acre = 45 gpm expected flow demand.

Domestic demand per provincial Design Guidelines = 300 gallons/day/household or 0.50 gpm/household.

Peak hour demand (PHD) /household = 6 to 10 gpm/household.

45 gpm irrigation + 8 gpm domestic = 53 gpm max.
Continuous operating flow target for meter.

Considering the above, a 1" meter is sufficient for a 10 acre parcel with a household. The RDCK has added additional contingency so that the above described parcel would receive a 1.5" meter to offset additional pressure loss at higher volumes.

The service line size and service valve (curbstop) DO NOT change when installing a meter and meter pit.



Committee Report – For Information

September 3, 2026

Cemetery Funding: Areas A, B, C

Author: Trisha Davison, General Manager of Community Services
File Reference: 01-2-0520-50
Electoral Area/Municipality: TOWN OF CRESTON, ELECTORAL AREAS A, B, C
Services Impacted S174: Cemetery-Creston and Areas A, B, C

1.0 PURPOSE OF REPORT

The purpose of this report is to provide the Creston Valley Shared Services Committee with financial information received from cemetery organizations supported through the S174 Cemetery Service and to obtain Committee direction regarding the allocation of the 2026 budgeted funding. Committee direction is required before a recommendation can be advanced to the Board for approval and funds can be released.

2.0 BACKGROUND AND UPDATE

Prior to 2026, organizations receiving cemetery funding through the S174 Cemetery Service were funded through the RDCK Financial Services Grant process. Funding allocations were approved through the annual budget process and payments were subsequently issued to the recipient organizations.

During 2026 budget deliberations, Committee members expressed an interest in strengthening communication with the cemetery organizations to better understand their operations, financial position, capital needs and long-term sustainability. As a result, the Committee elected not to automatically distribute the budgeted funding at the start of the year and instead requested additional financial information from the organizations prior to making allocation recommendations.

Financial information has now been received from participating organizations and is attached for Committee review. Committee direction is required regarding the amount of funding to be allocated to each organization from the approved 2026 cemetery budget.

Budget Information

The 2026 budget includes a total of \$11,500 for area cemeteries (excluding funding provided to the Town of Creston). To date, no payments have been issued to area cemeteries in 2026.

In 2025, funding was allocated to individual cemeteries as outlined below. For 2026, the committee chose to allocate a lump sum to these organizations rather than specifying individual amounts. Board approval is required before any payments can be issued.

Cemetery	2025 Budget	2025 Actuals Paid	2026 Budget
All Saints	\$3,500	\$3,500	Not specified
Boswell	\$1,500	\$1,500	Not specified
Crawford Bay	\$1,500	Not issued	Not specified
Gray Creek	\$1,500	\$1,500	Not specified
Lister	\$3,500	\$3,500	Not specified
Total	\$11,500		\$11,500

Note: In 2025, for payments to have been issued through the Financial Services Grant program, the recipient would have had to submit the required documentation to the Finance Department. For Crawford Bay, according to Finance payment has not been made to this group since 2018.

Financial Reporting

Finance requested Financial Information from all noted cemeteries to support the discussion of funding allocation for 2026. To date, no information has been received from Boswell or Crawford bay. The information provided as been attached to this report for the Committee's consideration and review.

Options

Option 1: Maintain the historical allocations that were provided to the noted cemeteries and have payment issued so long as the appropriate financial information has been received.

Option 2: After reviewing the financial information provided by the cemetery organizations, the Committee may wish to alter amounts provided to eligible organizations while still staying within the allotted budget.

3.0 NEXT STEPS AND TIMELINE

The next step is for the Committee to make a recommendation to the Board regarding the distribution of the funding available within the 2026 budget for the noted cemetery organizations. Upon Board approval, payments will be issued to the recipient organizations.

Respectfully submitted,

Trisha Davison, General Manager of Community Services

CONCURRENCE

General Manager of IT, Procurement and Finance - Yev Maloff

ATTACHMENTS:

Attachment A – Gray Creek Financial Information

Attachment B – Lister Financial Information

Attachment C – All Saints Financial Information

Financial Statement

Financial Service Grant Requirements

FOR THE 12 MONTH PERIOD ENDING: December 31, 2025

NAME OF ORGANIZATION: Lister Community Cemetery

BANK BALANCE (Beginning of Period): 13,243.04

ADD: (Revenue Recorded - Current Fiscal Year)

Plots sold (2025) 1206.00

Carefunds (2025) 663.00

RDCK OG 3500.00

Reimbursement 210.00

TOTAL AVAILABLE: 18,822.04

LESS: (Expenditures - Current Fiscal Year)

Lawn Care 1295.00

Lister Water 1430.00

Office Expenses 960.07

Donation to Legion 100.00

TOTAL EXPENSES: 3785.07

ENDING BANK BALANCE: 15,036.97

Signature: Sheila Meyer

Organization: Lister Community Cemetery

Lister Community Cemetery
2027-2031

Income	2027	2028	2029	2030	2031
RDCK Grant	3500	3500	3500	3500	3500
Sales of Plots	2010	2010	2680	2680	2680
Care Fund	663	663	884	884	884
Total	6173	6173	7064	7064	7064
Expenses					
Maintenance	3550	3800	4065	4350	4500
RDCK Water est	2059	2471	2965	3558	4269
Lawn Care	3400	3600	3750	3950	4100
Small Tools	500	500	500	500	500
Total	9509	10371	11280	12358	13369



Lister Community Cemetery

AGM Minutes Friday, March 27, 2026

This was dinner meeting, we met at Ricky's All Day Grill, Creston

Ken Sommerfeld opened the meeting at 6:20 pm.

In attendance- Ken & Candy Sommerfeld, Donna Sommerfeld, Gary & Linda Cote, Lori Eyben and Sheila & Randy Meyer. Ruby Stubbington was unable to attend.

Previous AGM minutes were circulated by email to all members. Donna Sommerfeld motioned the minutes be accepted as recorded with no changes. 2nd by Gary Cote, all in favour; carried.

Financial Statement: this was circulated to all members. Bank balance to end of December 2025 \$15,036.97. Motioned by Lori to approve the financial statement as presented. 2nd Donna. All in favour, carried.

All board positions will remain as 2026/27:

Chairperson: Gary Cote,

Sec/Treas: Sheila Meyer

Directors: Donna Sommerfeld, Ken Sommerfeld, Lori Eyben and Ruby Stubbington.

Memorial Wall: Discussion regarding the cost of having a spot on the Memorial Wall. As of, March 27, 2026, the cost will be \$271.00 (for the Lister Community Cemetery) plus the cost of engraving. The clients will need to contact Mountain View Stoneworks directly to get this cost. This is the company which will do the engraving of names on the wall. The prices are subject to change in future.

Motioned by Lori Eyben, as above) 2nd by Gary Cote that the cost to have the name engraved onto the Memorial Wall will be \$271.00 plus cost of engraving. All in favour; motion passed

We completed the business for the AGM at 7:00 pm, then continued with a general meeting.

All Saints Anglican Lister BC 2025

Opening balance	\$	15,035.05	
Income for 2025			
RDCK Grant	\$	3,500.00	
Plots		\$0.00	
			\$3,500.00
Expenses			
Bank Charges	\$	24.00	
Water	\$	1,430.00	
Mowing/ Lawn Care	\$	1,116.55	
Shrub Expense	\$	-	
Misc/survey	\$	-	
Burial Expense	\$	-	
			\$ 2,570.55
Expenses			
			\$ 15,964.50
Closing Bank Balance			

All Saints' Anglican Cemetery Lister
Five Year Financial Plan

	A	B	C	D	E	F	G	H	I	J
1	Description/Service/Work				2026	2027	2028	2029	2030	2031
2										
3	Water Rate				1900	2400	3000	3400	3800	4000
4	Grass Cutting Maintenance				1500	1600	1700	1800	1900	2000
5	Mowing Machine Replacement				500	600	600	600	700	700
6	Maintenance-gazebo				200	200	200	200	300	300
7										
8	Administration & cleaning				300	300	300	300	300	300
9										
10										
11										
12	Contingency				200	200	200	200	200	200
13										
14										
15										
16	TOTALS				4600	5300	6000	6500	7200	7500
17										
18										
19										
20										
21										
22										
23										
24										
25	submitted to AGM 2026									

ALL SAINTS' ANGLICAN CEMETERY
ANNUAL GENERAL MEETING
May 4-2026

The Annual General Meeting of the All Saints' Anglican Cemetery Committee was held May 4-2026 at the cemetery.

Present: Burt Huscroft, Trudy Huscroft, Linda Huscroft, Patrick and Jeanie Temple, Kirby Betker

Trudy Huscroft called the meeting to order at 3:00pm.

Minutes of the April 15-2025AGM were circulated.

M/S: Patrick /Kirby that the minutes of the AGM be adopted as circulated.

CARRIED

Annual Report:

Five Burials for 2025

Lawn maintenance costs were \$1116.55

Water fees cost \$1243.00 (Trudy will call about no dwelling to check if it is a difference)
bank fee \$24.00

RDCK Grant was \$3500.

M/S : Patrick /Linda

I

CARRIED

Treasurer's Report:

The treasurer reported a balance of \$15,964.50. See Annual report

M/S: Kirby /Patrick that the Reports be adopted as presented. **Carried**

Five Year Plan:

Discussion

: that the updated 5 Year Financial Plan to 2031 be adopted as presented.

M/S Linda/Patrick

CARRIED

Elections:

Chairperson -Burt Huscroft (one year)

Secretary/Treasurer – Trudy (two Years)

Burt and Trudy agree to stay on to stay for another term

Kirby(one year) and Patrick(two year) also agreed to another term

Jeanie Temple and Linda Huscroft will also join as a director

Trudy to Contact Jennifer, Mel and Amy to see if they will be staying on.

New members are Linda and Jeanie

As Discussed last year this year they will be terms

Signing officers are: Burt Huscroft, Patrick Temple, Trudy Huscroft, Mel Gardner

CARRIED

Adjournment:

Trudy Huscroft moved the meeting adjourn at 3:30

_____ Trudy Huscroft, Secretary

ALL SAINTS' CEMETERY LISTER COMMITTEE held a meeting May 4-2026 beginning at 3:30 PM at the cemetery.

Present: Burt and Linda Huscroft, Trudy Huscroft (Sec-Treas). Patrick & Jeanie Temple and Kirby Betker,

The Secretary Trudy Huscroft called the meeting to order at 3:30 PM.
April 15, 2025 meeting were circulated.
adopted as circulated.

CARRIED

Treasurer's Report

The treasurer reported a balance of \$ 15,964.50.

M/S: Linda/ Patrick that the Treasurer's report be adopted as presented.

CARRIED

Business Arising from Minutes:

Discussion on Memorial stones being placed with no ashes. (please correct 2025 minutes to note no ashes)

Size of headstones is 24x30 not larger.

Kirby will be doing lawn care again this year.

New Business

-Logging will be starting next week on the cemetery. Ribbon will be put out so that the logging crew only enters on the one side.

-Burt will make some calls on who installed the gazebo and when.

-Linda will get quotes on having the gazebo re stained

-Pegs and stakes were painted and moved for the summer moving

- one shrub in dying will ask Jenn if there is still some to be planted.

Linda moved the meeting adjourn at 4:10pm. Linda baked a Cake and brought juice for everyone. Thank you Linda.

_____ Trudy Huscroft, Secretary

From: Gray Creek Cemetery <graycreekcemetery@gmail.com>

Sent: August-01-26 11:25 AM

To: Heather Zavagno <HZavagno@rdck.bc.ca>

Subject: Gray Creek Cemetery

[You don't often get email from graycreekcemetery@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

CAUTION

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

Dear Heather,

Attached are Financials from 2025 (2 pages), Minutes of our AGM, and the five year budget.

The contact list is unchanged from the 2025 funding request.

Janet Schwieger,

treasurer

S174-OPR404-100-\$Unknown_waiting for resolution

Gray Creek Cemetery Society **Balance Sheet As at 31/12/2025**

ASSET

Bank Accounts - Credit Union

Term Deposit - 304	4,410.71	
Maximizer - 150	8,172.71	
Topsy's gravesite fund - 305	3,294.60	
Dividend Shares	752.86	
Membership Shares	138.69	
Total Bank		16,769.57
Accounts Receivable		0.00
Storage Shed		2,241.96
Total Current Assets		19,011.53

TOTAL ASSET 19,011.53

LIABILITY

Liabilities

Accounts payable	0.00
Total Liabilities	0.00

TOTAL LIABILITY 0.00

EQUITY

Equity

Retained Earnings	18,300.42
Current Earnings	711.11
Total Equity	19,011.53

TOTAL EQUITY 19,011.53

LIABILITIES AND EQUITY 19,011.53

Gray Creek Cemetery Society **Comparative Income Statement**

	Actual 01/01/2025 to 31/12/2025	Actual 01/01/2024 to 31/12/2024	Difference
REVENUE			
Revenues			
Sale of Plots	800.00	800.00	0.00
Interest - Topsy fund	298.64	109.61	189.03
Bank Interest	54.06	228.10	-174.04
RDCK tax funding	1,500.00	1,500.00	0.00
Memorial wall space	0.00	140.00	-140.00
Sale of Memorial Wall plaques	0.00	1,600.00	-1,600.00
Donations to Cemetery	0.00	0.00	0.00
Total Revenues	2,652.70	4,377.71	-1,725.01
TOTAL REVENUE	2,652.70	4,377.71	-1,725.01
EXPENSE			
Expenses			
Repair and Maintenance	32.69	120.68	-87.99
Paid help	1,695.00	712.50	982.50
WCB on paid help	23.90	9.75	14.15
Legal and search fees	0.00	0.00	0.00
Society fees	40.00	40.00	0.00
Plaque Costs	0.00	1,645.00	-1,645.00
Office Supplies	0.00	0.00	0.00
Bank Charges	24.00	24.00	0.00
Advertising	126.00	107.10	18.90
Total Expenses	1,941.59	2,659.03	-717.44
TOTAL EXPENSE	1,941.59	2,659.03	-717.44
NET INCOME	711.11	1,718.68	-1,007.57

Gray Creek Cemetery Society

Five Year Projected Expenditures 2027-2031

year 2027

Mowing	1000	
Advertising	240	
R&M	400	
tree falling/cleanup	800	
fees	<u>80</u>	2520
<u>2028</u>		
Mowing	1200	
Advertising	240	
R&M	400	
tree falling/cleanup	600	
fees	<u>80</u>	2520
<u>2029</u>		
Mowing	1200	
Advertising	240	
tree falling/cleanup	600	
fees	80	
R&M	<u>600</u>	
		2720
<u>2030</u>		
Mowing	1200	
Advertising	240	
fees	80	
R&M	<u>1200</u>	
		2720

2031

Mowing	1400	
Advertising	250	
tree falling/cleanup	600	
fees	80	
R&M	<u>1000</u>	
		3330

Minutes of the Gray Creek Cemetery Society AGM/Meeting

June 20, 2026 10:11 am

Attending at the Lych Gate in the Cemetery:

Janet Schwieger, Rob Schwieger, Christy Musil, Monte Skelton and Kerry Reilly

Absent: Sharon Lymbery, Tom Lymbery now deceased

Vice Chair Rob opened the meeting.

Directors meeting

Kerry read the Minutes of the last meeting.

Christy moves the minutes be accepted, 2nd by Monte, all in favour, carried.

Janet gives treasurers report, to June 18, 2026.

New Business:

Rob asked if we should sell the lawn mower, weed whacker and leaf blower that were in the shed, as Enzo uses his own equipment. Decision was to keep the equipment but remove any fuel that remains in each piece. Rob offered to do that.

Monte asked if we could see if Dave Lymbery would like to be a director. We all agreed, and Christy offered to ask him.

Plot prices was discussed and all were in favour of keeping it at \$200.00.

Janet said we need to get the hose, sprinkler and timer setup. Rob will do that when he drains the equipment.

The new cleared area done last year by Farley Curzons, was discussed, that people loved it. We discussed the need for a scattering ground, which could be the far NW part, but the growth needs to be trimmed and raked. Perhaps the area is better served for plots. To be decided.

AGM portion:

The financials for 2025 have been presented by Janet.

Motion to accept them by Monte, seconded by Kerry, all in favour, carried.

Janet reminds that we also represent Gray Creek Cemetery Company, owner of the land but the Society manages every aspect of the cemetery.

Directors:

Janet nominates Christy as Vice Chair, 2nd by Kerry. Christy accepts, all in favour, carried

Kerry moves Rob Schwieger to the Chairman position, Christy 2nds, all in favour, carried.

Kerry Reilly remains as Secretary

Janet Schwieger remains as Treasurer

Sharon Lymbery

Monte Skelton

Janet moves the meeting adjourned at 11 am.

CVSC ACTION ITEMS LIST – 2026-09-03

#	ACTION ITEM	MEETING ORIGIN	STATUS
1.	STAFF DIRECTION: That the Board direct staff to prepare a draft policy for Board review that requires recipients of financial grant in aid funds to engage with local area Directors and/or provide documentation during the budget process, to be eligible for funding via taxation in a given year.	05-Jan-2023	This has fallen back in the priority list based on other work. We are working with Directors and individual groups.
2.	STAFF DIRECTION: Staff to create a contribution agreement with Kootenay River Secondary School where RDCK lists what the funding is for and what the expectations are for the funding. To formalize the agreement, Staff to include in the agreement what the rates are that RDCK is going to charge to receive that funding. CVSC would review the contribution agreement with Kootenay River Secondary School every year.	01-Jun-2023	Ongoing. Staff will include funding for the auditorium in conversations with SD8 regarding facility use discussion. SD8 is in a consultation process to determine public use policies. Conversation should be with SD8 administration.
3.	STAFF DIRECTION: That staff request a workshop/session (in conjunction with a site visit for the Creston Valley Services Committee) with the Traditional Use Study (TUS) authors, the Ktunaxa Nation and Yaqan Nukiy, to educate the Committee to better understand the TUS.	09-Sept-2023	Ongoing. Staff meeting with Ktunaxa and LKB staff October 30, 2024. Staff and Directors participated in the TUS Workshop with Ktunaxa in April 2025. Staff is arranging a workshop on Regional Parks in Creston, A,B,C.
4.	STAFF DIRECTION: That staff investigate how would a stabilization reserve could be adopted for Service S108 Economic Development – Creston and Areas B and C; and itemizing all the beneficiaries that are recipients of Service S108.	05- Mar-2026	Delayed. Original goal was July CVSC. A report will be brought to August CVSC. The EOI for the service has been delayed due to the Castlegar and J Rec Project.