



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

Date: Thursday, March 6, 2025
Time: 9:00 am
Location: Town of Creston, Council Chambers
238 - 10th Ave, 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 PST
8:00 MST

Join by Video:

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

Join by Phone:

+1-778-907-2071

Meeting ID: 926 3267 0829

Meeting Password: 430277

In-Person Location: Town of Creston - Council Chambers
238 10 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 March 6, 2025 Creston Valley Services Committee meeting be adopted as circulated.

5. RECEIPT OF MINUTES

5 - 9

The January 30, 2025 Creston Valley Services Committee minutes, have been received.

6. DELEGATION

6.1 SHORT TERM RENTAL REGISTRY

10 - 18

Ian Finley, from Little Dog Farm will present their concerns with the new Provincial Short Term Rental (STR) registry to the Committee.

7. STAFF REPORTS

7.1 FOR INFORMATION: RDCK EMERGENCY MANAGEMENT - QUARTER 4 REPORT

19 - 23

The Committee Report dated January 20, 2025 from Jon Jackson, Emergency Program Coordinator, re: Emergency Program Report - 4th Quarter 2024, has been received.

7.2 FOR INFORMATION: CRESTON VALLEY FIRE QUARTER 4 REPORT

24 - 25

The Committee Report from Jared Riel, Fire Chief - Creston Fire Rescue, re: Creston Valley Fire 4th Quarter 2024 Operational Report, has been received.

7.3 FOR DISCUSSION: RDCK CORPORATE ADMINISTRATION - QUARTER 4 REPORT

26 - 63

Director Vandenberghe requested a discussion re: Corporate Administration Quarterly Report - Quarter 4.

8. NEW BUSINESS

8.1 CRESTON VALLEY PHYSICIAN RECRUITMENT UPDATE

Cathy Chapman, Physician Recruiter will present an update to the Committee.

8.2 CRESTON VALLEY AIRPORT

Town of Creston has requested letters of support from the area Directors for British Columbia's Air Access Program (BCAAP) Grant to fund a backup generator.

- 8.3 CRESTON VALLEY AIRPORT**
Melody Schneider, Secretary/Treasurer of Creston Valley Regional Airport Society has an amendment to the 2025 draft budget for Service S240 Airport - Creston and Areas B, C and Area A.
- 8.4 DISCUSSION ITEM: SCULPTURE AT CRESTON AND DISTRICT COMMUNITY COMPLEX** 64
Craig Stanley, Regional Manager - Operations and Asset Management requested a discussion about the Town of Creston providing a sculpture for the Creston and District Community Complex.
- 9. OLD BUSINESS**
- 9.1 CRESTON NEIGHBOURHOOD WELCOME**
Committee will discuss previous delegation re: Creston Neighbourhood Welcome Program.
- 9.2 CRESTON VALLEY PUBLIC LIBRARY REVISED BUDGET** 65
Saara Itkonen, Library Director will present the revised 2025 draft budget to the Committee.
- 9.3 ACTION ITEM LIST** 66
Item #7 - Does staff have a proposed date for the Traditional Land Use (TUS) workshop.

Item #6 - To be removed from list.
- 10. PUBLIC TIME**
The Chair will call for questions from the public and members of the media at _____ a.m.
- 11. CLOSED**
- 11.1 Meeting Closed to the Public**

RECOMMENDATION:

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

AND FURTHER, in accordance with Section 90 of the Community Charter, the meeting is to be closed on the 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:

(a) personal information about an identifiable individual who holds or is

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

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 April 3, 2025 at 9:00 a.m.

13. ADJOURNMENT

RECOMMENDATION:

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



Regional District of Central Kootenay

CRESTON VALLEY SERVICES COMMITTEE

Special Open Meeting Minutes

8:00 a.m. PST

9:00 a.m. MST

Thursday, January 30, 2025

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

COMMISSION MEMBERS PRESENT

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

STAFF PRESENT

S. Horn	Chief Administrative Officer
J. Chirico	General Manager of Community Services
Y. Malloff	Chief Financial Officer
T. Davison	Regional Manager – Recreation and Client Services
C. Stanley	Manager of Recreation – Creston and District Community Complex
T. Dool	Research Analyst
R. Baril	Meeting Coordinator

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Join by Phone:

+1 778 907 2071 Canada

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

The agenda for the January 30, 2025 Creston Valley Services Committee meeting be adopted with the removal of Item 8.1 Creston Valley Wind Turbine Projects before circulation.

Moved and seconded,
And resolved:

The agenda for the January 30, 2025 Creston Valley Services Committee meeting be adopted with the removal of Item 8.1 Creston Valley Wind Turbine Projects before circulation.

Carried

5. RECEIPT OF MINUTES

The January 9, 2025 Creston Valley Services Committee minutes, have been received.

6. DELEGATE

6.1 CRESTON NEIGHBOURHOOD WELCOME

Wendi Lengyell, from the Creston Neighbourhood Welcome presented to the Committee a request to support the gift bags for new residents to the Creston Valley to Areas A, B and C. Creston District and Community Centre and Creston Valley Public Library are also invited to advertise in the bag. The cost of the bag is \$4.50 to a maximum of thirty bags per month being handed out. Creston Neighbourhood Welcome Program would bill Regional District for the number of bags according to the number of newcomers in each Electoral Area.

The Creston Neighbourhood Welcome Program has been very well received by members in the community.

The Committee would like to know what this would look like for the Recreation Centre and Public Library to participate in the welcome bag.

Wendi answered the Committee's questions.

7. STAFF REPORTS

7.1 2025 SUB REGIONAL DRAFT BUDGET DISCUSSION

The 2025-2029 Draft Financial Plan has been received.

Service S107 Economic Development - Area A

The Committee reviewed the S107 Economic Development budget for Area A.

- **Staff Direction:** That staff apply for a \$10,000-15,000 for community works fund to reduce the tax burden.

Service S108 Economic Development - Area B and C

The Committee reviewed the S108 Economic Development budget for Area B and C.

- **Staff Direction:** The Committee has requested a presentation for the Physician Recruitment service and how we are succeeding in this service.

Service S193 Public Library - Creston and Areas A, B and C

The Committee reviewed the S193 Public Library budget.

ORDER OF THE AGENDA CHANGED The Order of Business was changed with Item 9.1 Creston Valley Public Library considered at this time.

9.1 CRESTON VALLEY PUBLIC LIBRARY

The Committee reviewed the S193 Public Library - Creston and Areas A, B and C

- **Staff Direction:** that staff reduce the amount set aside for capital reserve and consider giving the reading centers a Consumer Price Index (CPI) lift.
- **Staff Direction:** the Committee requested a reduction to the 2025 draft budget by 25%, and to describe how this reduction would impact operations of the library.

ORDER OF THE AGENDA RESUMED Item 7.1 New Business was resumed at this time.

Service S240 Airport - Creston and Areas B, C and Area C

The Committee reviewed the S240 Airport budget.

Service S191 Museum and Archives - Creston and Areas B and C and Area A

The Committee reviewed the S191 Museum and Archives budget.

Service S224 Recreation Facility - Creston and Areas B, C and Area A

The Committee reviewed the S224 Recreation Facility budget.

- **Staff Direction:** That a CPI lift increase of 3.3 percent be applied to the Service S224 for accumulated surplus.

**RECESS/
RECONVENE**

The meeting recessed at 11:28 a.m. for a break and reconvened at 11:39 a.m. (MST)

ORDER OF THE AGENDA The Order of Business was changed with Item 10 considered at this time.
CHANGED

10. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:39 a.m.

Residents of South Goat River area inquiring if the RDCK can give some direction to disband the Goat River Resident Association. Committee advised public to read the Dike Maintenance Act and follow the policy for dissolving an Association.

A concerned citizen inquired if the RDCK has a dog control bylaw for Areas B and C.

ORDER OF THE AGENDA Item 7.1 New Business was resumed at this time.
RESUMED

Service S152 Jaws of Life - Creston and Areas A, B and C

The Committee reviewed the S152 Jaws of Life budget.

Service S201 Regional Parks - Creston and Areas B and C

The Committee reviewed the S201 Regional Parks budget.

7.2 CRESTON VALLEY TRANSIT

The Committee reviewed the S234 budget.

- **Staff Direction:** That the Creston Valley Services Committee approve the draft 2025 Financial Plan for Creston Valley Transit Service S234.

8. NEW BUSINESS

8.1 CRESTON VALLEY WIND TURBINE PROJECTS

This Item was removed from the agenda.

9. OLD BUSINESS

9.2 ACTION ITEM LIST

Item #8 – Staff have reached out to Ktunaxa Nation regarding organizing a workshop on Traditional Land Use (TUS) study.

Items #3 and #11 can be removed from the Action Item List at this time.

Item #7 – Crawford Bay cemetery did not apply for the grant. Item can be removed from the Action Item List at this time.

11. NEXT MEETING

The next Creston Valley Services Committee meeting is scheduled for March 6, 2025 at 9:00 a.m.

12. ADJOURNMENT

Moved and seconded,
And resolved:

The Creston Valley Services Committee meeting be adjourned at 1:32 p.m.

Carried

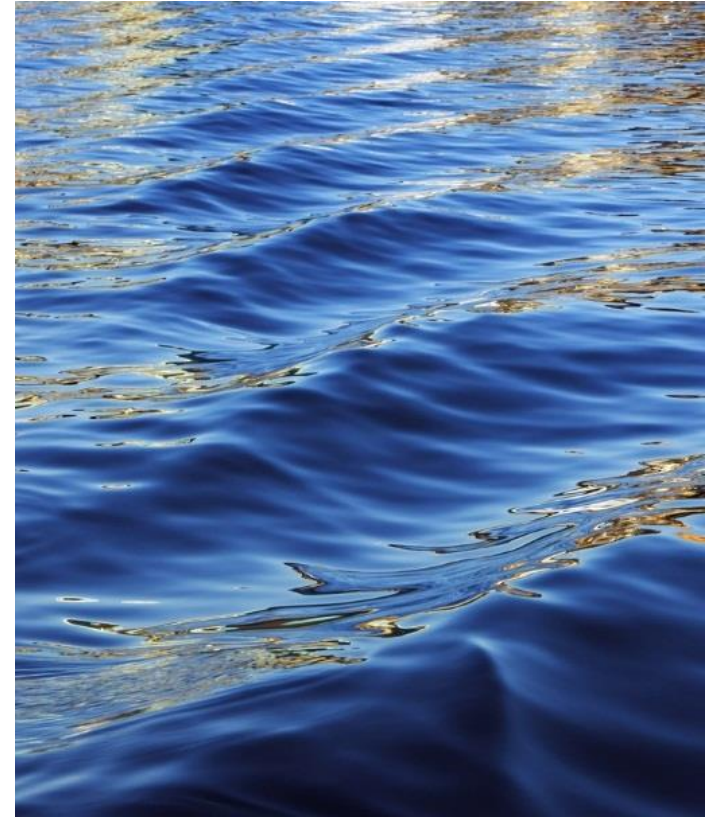
Digitally approved by

Arnold DeBoon, Chair



Changes to BC's short-term rentals

Unintended impact on rural areas and agritourism



On July 18th, 2017, John Horgan wrote to David Eby congratulating him on his appointment as Attorney General. In that letter he asked for assistance in achieving three key commitments:

- To make life more affordable
- To deliver the services that people count on
- To build a strong, sustainable, innovative economy that works for everyone

Today, I want to talk about how our experience is in direct contrast to those targets



Regional District of Central Kootenay

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Web: www.rdck.ca
Email: info@rdck.bc.ca
Fax: (250) 352-9300

September 11, 2024

Ian & Catherine Finley
125 Wellspring Road
Lister, BC.
VOB 1G2

Dear Mr. and Mrs. Finley

Re: Accessory Tourist Accommodations at 125 Wellspring Road, Lister. LOT A PLAN EPP 12771 DISTRICT LOT 251 KOOTENAY LAND DISTRICT.

On August 27 2024 the Regional District of Central Kootenay's Bylaw Service received a complaint from the public concerning the operation of a short term tourist accommodation business operating on the above mentioned property.

The property in question is zoned Agriculture 2 (AG2) and was so at the time of your purchase. This zoning designation came with certain responsibilities and obligations. With respect to the current complaint, the operation of a short term rental, as alleged, is in violation of the Regional District's Electoral Area B's Comprehensive Land Use Bylaw NO 2316, 2013, (the bylaw). A copy of those sections of the bylaw germane to the current complaint have been attached to this letter and highlighted in yellow for easy reference.

The allegation concerns two structures being offered for rent which are apart and separate from each other and the primary residence. Under the current bylaw, an accessory tourist accommodation is permitted, but that accommodation is limited to the primary residence where the property owner resides. Something commonly called a Bed & Breakfast. A secondary concern for the Bylaw Service when investigating the history of the property is that these two structures, offered to the general public for rent, have never been inspected nor have occupancy permits been issued. This will most likely be a concern for your insurance provider and you may wish to discuss this with them.

Information also provided to the Bylaw Service during its review of the property is a letter, presumably written by Ian Findley, dated July 31st, 2021 and addressed to RDCK Building Official Lee Telefson. After careful consideration of this letter, the Bylaw Service feels compelled to suggest that you protect yourself by seeking proper legal advice from a person licensed to practice law in British Columbia. The Bylaw and the Local Government Act (RSBC 2015) allow for Enforcement Personnel to enter on to your property at a reasonable time to ensure compliance with the Regional District of Central Kootenay's local bylaws. The pertinent segments of each act are attached to this letter for you to review. Again, please seek out proper legal advice.

The Bylaw Service is requesting you contact the investigating Officer using the contact information below no later than **October 4th, 2024** so that a proper site visit can be arranged. Failure to contact the Bylaw Service may result in the unannounced attendance of the Regional District of Central Kootenay's Bylaw Service and Building Department accompanied by members of the RCMP to keep the peace.

We look forward to speaking with you.

MUNICIPALITIES: Cities: Castlegar, Nelson Town: Creston Villages: Kaslo, Nakusp, New Denver, Salmo, Silverton and Slocan
ELECTORAL AREAS: • A-Wyndel/East Shore Kootenay Lake • B • C • D • E • F • G • H-The Slocan Valley • J-Lower Arrow/Columbia • K-The Arrow Lakes



Challenges with this letter and policy

- ALC policy conflicts with RDCK policy regarding agritourism
- Comprehensive land-use bylaw restricting peoples use of their own private land
- No public consultation regarding comprehensive land-use bylaw changes after implementation of short-term rental registry

Relevant statements from bylaws 2316 2013

AGRICULTURE 2 (AG2) states accessory uses include: **"Accessory Tourist Accommodation"** which the interpretations defines as *"accessory bed and breakfast operations or camping facilities providing temporary accommodation of the travelling public"*

Schedule B states that accessory tourist accommodation is permitted where:

- 40. the proprietor resides in the principal dwelling"
- 43. Bed and breakfast accessory tourist accommodation operations shall be confined to the principal dwelling
- 47. Accessory tourist accommodation camping operations shall be limited to a maximum of six campsites on any AG lot provided that:
 - a) All or part of the parcel on which the accommodation is located is classified as a farm under the *Assessment Act*,
 - b) Campsites are undeveloped outdoor sites with no individual sewage disposal, water and electrical hook-ups provided; and
 - c) The total developed area for communal sanitary and washing facilities, landscaping and access for the accommodation is less than 5% of the parcel

CONTINUED

Continued....

- 50. Subject to the requirements of the Interior Health Authority, accessory tourist camping operations shall be required to provide washroom facilities and may offer full or partial hook-ups, laundry facilities and other similar facilities

ADMINISTRATION AND ENFORCEMENT

- 3. The Management of Development Services, Planning Services and Bylaw Enforcement Services staff and any other person authorized to assist the aforementioned persons are authorized to administer this Bylaw and enter property at any reasonable time to determine whether the regulations of the Bylaw are being complied with

Inspections to determine whether bylaws are being followed

- 419. If a board has authority to regulate, prohibit and impose requirements in relation to a matter, the board may, by bylaw, authorize officers, employees and agents of the regional district to enter, at all reasonable times, on any property to inspect and determine whether all regulations, prohibitions and requirements being met

From the Government of BC website

To help more families find a place to live in B.C. and build on actions underway, the Province is launching a new short-term rental (STR) registry. “We are taking action to help more people find a home in the communities they love by reining in speculators who are operating illegally,” said Ravi Kahlon, Minister of Housing and Municipal Affairs. “The launch of the registry is the next step to provide more long-term homes for people, giving hosts who are playing by the rules the ability to continue to legally operate and welcome guests while further cracking down on speculators who are breaking the rules.”

Anyone operating a short-term rental in B.C. and listing on platforms, such as Airbnb, Vrbo and others, will be required to register with the Province, including hosts operating outside areas with the principal-residence requirement.

To register, hosts need to complete an online application available here: <https://gov.bc.ca/strregistry>

Hosts will receive a provincial registration number that must be displayed on all online listings in B.C., effective May 1, 2025. Hosts who do not comply and who do not have a provincial registration number will have their listings taken down as of June 1, 2025.

Registration fees are:

- \$100 per year for an STR in which the host lives, such as a whole home the host rents out while away or a bedroom within it;
- \$450 per year if the host does not live in the STR, such as a secondary suite, cottage or laneway home; and
- \$600 per year for an entire strata hotel.

Hosts will receive a 50% discount on fees if they register by Feb. 28, 2025, or a 25% discount if they register by March 31, 2025. Revenue from the program will support STR enforcement and compliance in communities throughout B.C.

The provincial registry requirement is in addition to any requirements and rules set out by local municipalities and governments, including any business licence requirements.

Reining in the number of illegal short-term rentals in B.C. is one of the steps the Province is taking to create more homes for people faster.

Preliminary ministry data shows a 10% decline in the number of entire homes being listed on short-term rental platforms in areas with a principal-residence requirement since March 2024, opening up additional housing options for people in the province.

Launching the provincial registry is a step that gives the Province another tool to help enforce rules and to ensure mini-hotel operators and people with multiple, illegal listings are no longer allowed to operate.

Action on short-term rentals is part of the provincial government’s \$19-billion investment through the Homes for People Plan. Since 2017, the Province has more than 90,000 homes delivered or underway, with actions underway to help deliver thousands more over the next 10 years.

Conflicting information and direction

Pay your registration

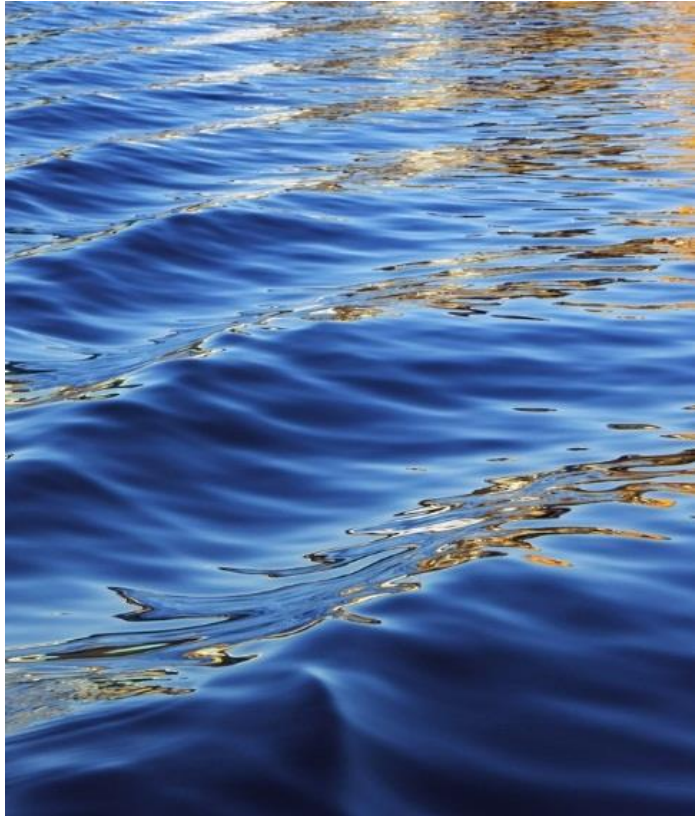
- Register by February 28 to save 50% on the annual fee.
- The deadline to register is May 1, 2025.
- Listings without a valid registration number will be removed from short-term rental platforms starting May 1, 2025 and future bookings cancelled starting June 1, 2025.

Stop operating

“The property in question is zoned AG2 and was so at the time of your purchase. This zoning designation came with certain responsibilities and obligations. With respect to the current complaint, the operation of a short-term rental, as alleged, is in violation of the regional districts electoral area B comprehensive land-use bylaw no 2316, 2013”

Conclusion

- Regulations are not making life more affordable for us, as hosts and farmers, or for people travelling around B.C.
- Prohibitive of secondary sources of income
- Contradicts promotion of agritourism
- There is a big difference in housing needs and issues between cities and rural communities, this difference was not accounted for when writing the legislation.
- Has the legislation achieved it's goal of transferring short term rentals into long term housing? In my research, I could find no evidence of this.



Thank you for taking the time to listen

Ian Finley



Creston Valley Services Committee

Emergency Program Report: 4th Quarter 2024

Report Date: January 20, 2025

PREPAREDNESS

The Emergency Management team is finalizing the annual training plan for the Emergency Operations Centre personnel which will include one large group exercise. Individual sections (ex. Logistics) are meeting separately to discuss improvements they can make in advance of response season based on last years 2 month EOC activation.

EPC Committee discussions have been scheduled for the year; the committees will meet in strategic locations around the district, once in the spring, and again in the fall. The RDCK hosts these meetings to bring response agencies together for the purpose of sharing ideas, collaborating on training, and preparing in advance for response.

Recruitment and training of ESS responders is an ongoing process throughout the year, to build team capacity and to counteract natural attrition.

Attended the ECCC/EMCR seasonal climate briefings, and specific hazard alert briefings for climate-related hazards.

MITIGATION

2024 FireSmart Program Statistics

In 2024, Wildfire Mitigation Specialists conducted a record 527 Home Partners Assessments within all RDCK electoral areas, and the villages of Nakusp, Salmo, Kaslo, and the City of Castlegar.

Under the rebate program 79 rebates were issued in RDCK electoral areas for a total of \$180,583.41. A further 36 rebates for a total of \$107,483.50 were issued for Castlegar, Kaslo, Salmo and Nakusp.

The Neighbourhood Recognition Program saw 27 neighbourhoods recognized for their efforts towards becoming FireSmart.

2025 FireSmart Program Changes

While the RDCK will continue to offer the FireSmart Program in 2025, the programs offered are moving from FireSmart Canada to FireSmart BC. This will mean names of some programs are changing.

The Home Partners Program is now known as the Wildfire Mitigation program, offering a Wildfire Mitigation Assessment for the home ignition zone. The assessment will remain very similar to the old Home Partners assessment, with Wildfire Mitigation Specialists continuing to conduct the assessments. The Neighbourhood Recognition Program will continue to be offered, with an anticipated name change in late 2025 / early 2026. FireSmart Rebate thresholds are being reviewed with suggested changes coming to Board in March 2025. These suggested changes support maximizing the rebate amounts available for residents through the UBCM CRI FireSmart Grant.

CWRP Updates

Community Wildfire Resiliency Plans (CWRPs) are currently being updated by BA Blackwell in Areas A,B,C,G and Salmo, J and K and Nakusp with expected completion in April 2025.

Electoral Area H as well as Silverton, New Denver and Slocan are due to be updated in 2025.

Community Wildfire Resiliency Plans (CWRPs) are the next generation of Community Wildfire Protection Plans (CWPPs). CWPPs were introduced in 2004 as part of the Strategic Wildfire Prevention Initiative and served as the primary wildfire risk reduction planning mechanism for British Columbia communities.

To better ensure that CWPPs consistently take a comprehensive approach toward wildfire, including risk reduction and resiliency measures, the BC Wildfire Service (BCWS) partnered with the BC FireSmart Committee to develop a new framework for Community Wildfire Resiliency Planning.

Key provincial goals of the Community Wildfire Resiliency Planning process are to:

- Increase communities' capacity and understanding of wildfire risk
- Foster greater collaboration across administrative boundaries
- Be more responsive to the needs of different types of communities throughout British Columbia in terms of their size, their capacity, and the threats they face
- Develop achievable and accountable action items.

As the province increases capacity in the Wildfire Risk Reduction (WRR) Program for crown land, CWRPs will move away from recommending fuel treatment areas for local authorities to conduct on crown land, rather leaving these areas to the WRR program under a WRR plan. The focus for local authorities will continue to be on local government owned lands, and crown land adjacent to local government owned lands. Staff are reviewing the recommended fuel treatment areas from the 2024 CWRP updates for Electoral Areas D,E,F and I to determine where upcoming 2025 grant funds should be allocated as they become available to develop fuel treatment prescriptions.

Wildfire Mitigation

Selous Creek

The final milestone in the RDCK sponsored FESBC funded Selous Creek Project has been completed with the issuance of the FP Innovations report: 'Evaluating innovative post-harvest cleaning operations coupled with

prescribed burning as a wildfire risk reduction. A case study in a “Kootenay mix” forest stand in southern interior British Columbia’

This project took place in the Selous Creek operating area near Nelson.

In May 2021, FPInnovations conducted a research project in this operating area to assess the cost of two different harvest techniques applied in a retention harvest operation and evaluated the resulting changes in forest stand structure and fuel loading.

In October 2023, FPInnovations continued research in adjacent harvest blocks in this operating area, where handfelling and cable yarding were used as harvest methods. To support the overarching goal of wildfire risk reduction, a winch-assisted operation was used on the steep slopes to clean debris away from residual stems and move it toward the centre of the cable yarding corridors.

BC Wildfire Service conducted a prescribed burn in April 2024 to reduce the surface fuel hazard in these corridors. FPInnovations evaluated the change in the fuel environments in the cable yarding corridors following the cleaning and prescribed burn operations.

The research from this report will help inform prescribed fire and fuel treatment operations throughout the Kootenays.

Regional Roundtable and ArcGIS Wildfire Mapping Tool

The Regional FireSmart Roundtable and subregional FireSmart roundtables continue to serve as an important tool for local governments, provincial, first nations and industry stakeholders to collaborate on and plan wildfire risk reduction initiatives.

The RDCK applied to Columbia Basin Trust to fund an ArcGIS Wildfire Risk Reduction Mapping Tool that is now nearing completion for the initial phase of development. The tool was initiated through Regional Roundtable collaboration and will support Regional Roundtable stakeholders in better planning and collaborating on future fuel treatment and wildfire risk reduction initiatives.

Creston Valley Flood Management Working Group

The Creston Valley Flood Management Working Group request for proposal for the preliminary design and associated technical work for 4 sections of high hazard dike was issued at the end of 2024, closing January 8th. Staff are currently reviewing responses to inform tendering of this work. This work is being funded by a UBCM CEPF grant.

RESPONSE

Emergency Support Services volunteers have responded to two level 1 incidents this period, these were both residential fires. Emergency Food, lodging, clothing and incidentals were provided.

RECOVERY

The RDCK Emergency Management Program has conducted a series of After-Action Reviews, through funding from the Ministry of Emergency Response and Climate Change (EMCR), with those involved in the 2024 wildfire response.

Furthermore, post-wildfire risk assessments are currently underway by the Ministry of Forests with reports expected this fall and early winter. While the degree of hazard increase depends on various factors including the burn area, vegetation burn severity, soil burn severity, development of water-repellent soil, slope attributes, local hydrology, and local geomorphic conditions, all affected properties will be mailed a copy of the relevant report(s). All reports will also be [posted on the RDCK website](#).

The RDCK continues to support the recovery of the communities affected by the 2024 wildfires. Working groups have been formed to focus on residents' needs in three key areas:

- Economic
- Social/Cultural, and
- Communications

The three working groups have gathered information on the unmet needs of the residents, and are now beginning to pivot into project teams to develop solutions to the priority needs.

Recovery Information Bulletins will be published to provide updates to the community members.

PROJECT WORK

IT upgrade for Creston Rec Centre

This project will improve internet and telephone connectivity at the Creston Rec Centre to support emergency activities such as a Reception Centre or Group Lodging facility. The installation and cabling work has now been completed and preparation of the final report commenced. We have initiated discussions with the grant funder (CBT) with a proposal to use some remaining funds for other related hardware.

2024 Emergency Operations Centre Grant (UBCM CEPF)

The RDCK has received funding through the UBCM Community Emergency Preparedness Fund for equipment and training related to our Emergency Operations Centre. Our proposed scope for the project has been approved by the funder. Next steps include purchasing equipment and hiring an exercise facilitator.

2025 Emergency Support Services Equipment & Training Grant (UBCM CEPF)

The RDCK has submitted an application for funding through the UBCM Community Emergency Preparedness Fund for equipment and training for our ESS teams. The applications are being processed, and we should hear back in a few months.

Outreach & Liaison (Ongoing)

Ongoing work to connect with individuals and groups to promote the emergency programs, with increasing emphasis on individual, family and community preparedness.

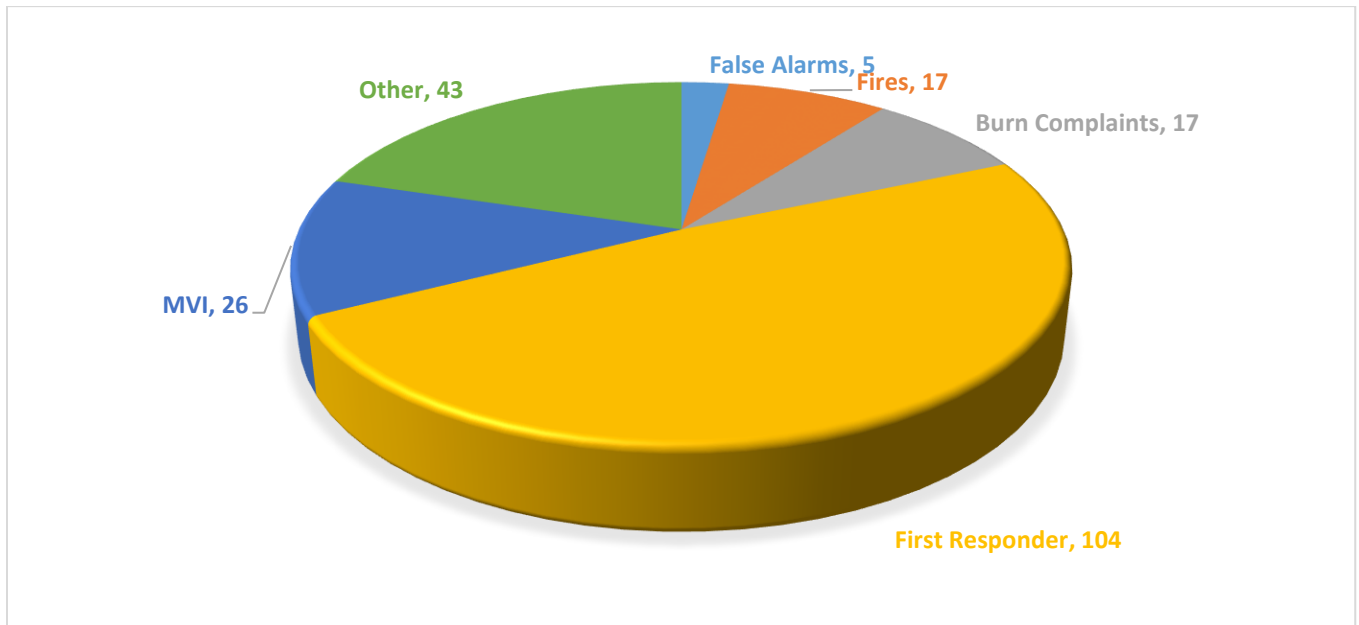
Chair and facilitate Emergency Preparedness Committee discussions throughout the region.

Attended meetings with other agencies related to Emergency Management.

Prepared By:

Jon Jackson – Emergency Program Coordinator

CRESTON VALLEY FIRE 4th QUARTER 2024 OPERATIONAL REPORT



Total Calls for Service = 212

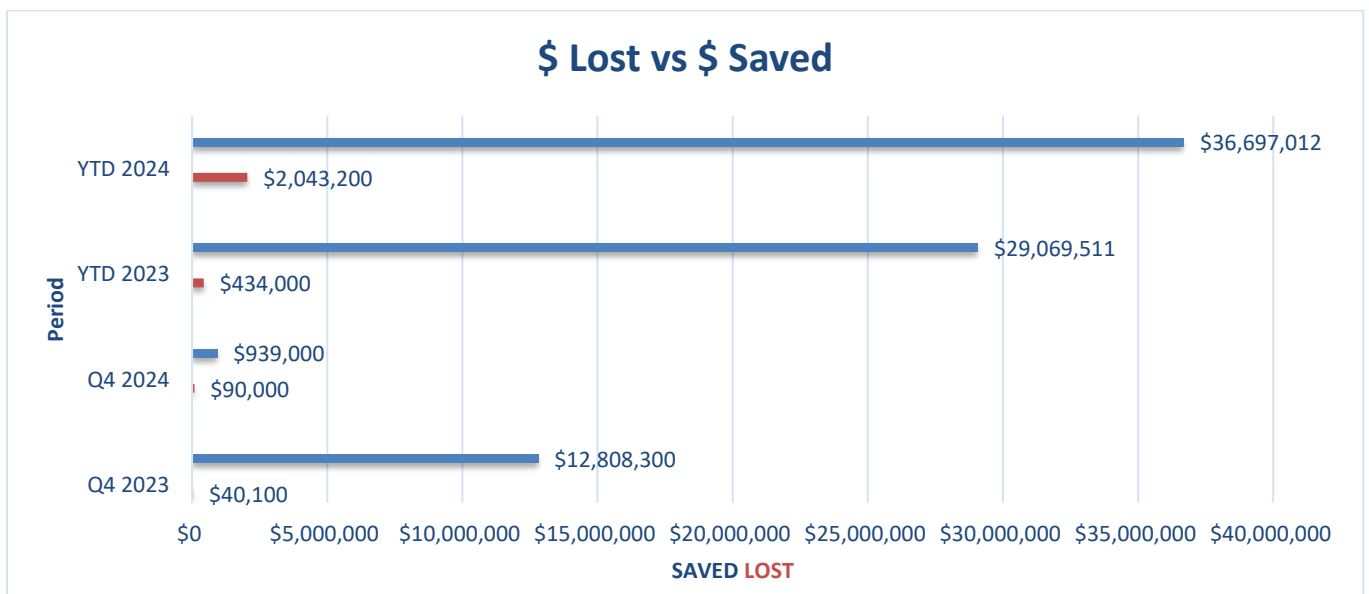
Alarms = False Alarms; Fires = Structure, Vehicle, WUI, Nuisance; Complaints = All open burning;
Other = Hazmat, Public Assist, Technical Rescue.

INCIDENTS BY AREA

Creston	Canyon Lister	Wynndel Lakeview	West Creston
179	19	7	7

Average Response Time	
Q3 2024	10:35 minutes
Q4 2024	17:35 minutes

*Response time is for all fire halls

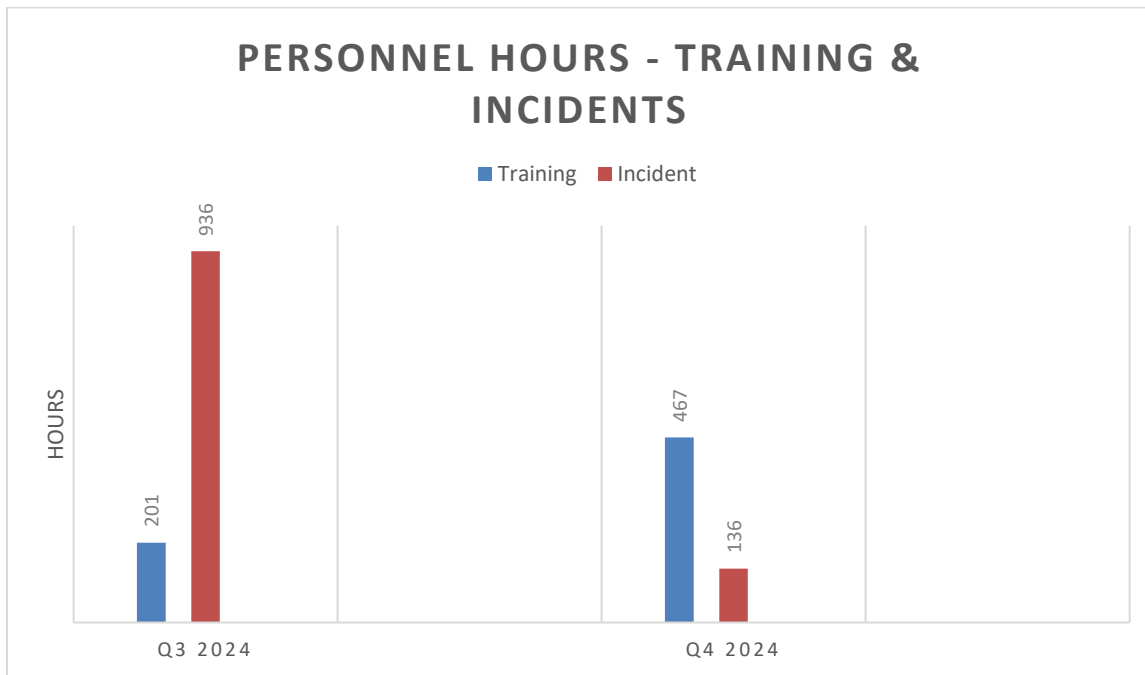


CRESTON VALLEY FIRE 4th QUARTER 2024 OPERATIONAL REPORT

CRESTON VALLEY FIRE SERVICES STAFFING

PERIOD	Overall Strength	Career Fire Officers	Paid on Call Firefighters	WEP Firefighters	Administrative Staff
Q4	67%	4	40	6	0.5

The overall strength is based upon 75 firefighting staff, inclusive of career, paid on call and WEP.



FIRE AND LIFE SAFETY & COMMUNITY ENGAGEMENT

Period	Public Education	Public Engagement	Fire Inspections
Q4 2024	4	12	3

Thank you.

Jared Riel

Jared Riel
Fire Chief



Quarterly Report

Q4 2024

Corporate Administration

rdck.ca

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DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
CSLAC Committee Bylaw & Project Fund Policy	8/14/2024	GM Development and Community Sustainability	Coordinated Service Delivery	Village of Kaslo,Village of Silverton,All Electoral Areas	60%- 80% complete	4/16/2025	456/24 That the Board direct staff to draft a Community Sustainable Living Advisory Committee Bylaw to replace the Terms of Reference. Bylaw review on February CSLAC 457/24 That the Board direct staff to prepare a Community Sustainable Living Advisory Committee Project Fund policy. Staff working on this item for April CSLAC
Regional Mobility Working Group	8/15/2024	GM Development and Community Sustainability	Recreation, Parks and Trails	Entire RDCK	1% to 20% complete	12/8/2026	384/24 That the RDCK Board direct staff to establish a collaborative working group on regional transportation and partner with regional industry, local governments, and community organizations AND FURTHER, that up to \$5,000 be used from S100-General Administration – Local Government Climate Action Program reserve to fund the initiative; AND FURTHER, that the working group Terms of Reference come back to the Community Sustainable Living Advisory Committee for review.
Engage RDCK Indigenous Nations on Opportunities for Partnership	10/19/2020	GM Development and Community Sustainability	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	12/31/2024	Staff are presenting a report in February for Board consideration of UNDRIP and creating a budget for further training up to \$15,000 for Board and staff on working with Indigenous Nations.
Comprehensive review of bylaw enforcement regulatory bylaws & options for funding	8/17/2023	GM Development and Community Sustainability	Part of RDCK Core Services	All Electoral Areas	60%- 80% complete	12/11/2025	Legal review of the bylaws will commence in 2025. Staff are recommending the following bylaws be reviewed: unsightly and nuisance bylaws. The goal is to create one bylaw for the region referred to as the Good Neighbor Bylaw.
Expansion of Kootenay	9/23/2021	GM Development and	Part of RDCK Core Services	Area C,Area G,Village of Kaslo, City of	60%- 80% complete	11/28/2026	The service expansion has stalled. Current participants include areas A, D, E, F, and H. Area G will not go to AAP in 2025.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Conservation Program		Community Sustainability		Nelson,Village of Slocan,Village of Silverton,Village of New Denver			City of Nelson has indicated they want to join the service, but they have not sent confirmation.
Review Noise Bylaw 2440, 2015	9/22/2022	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Area E,Area F,Area G,Area H,Area I,Area J,Area K	40% to 60% complete	12/21/2025	A legal review is pending, and a new proposed bylaw will be brought forward once this is complete.
Dog Control - Area A, B, C, H and area K expansion	10/10/2020	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Area H	60%- 80% complete	5/31/2025	Currently waiting for the legal review of the Responsible Dog Ownership Regulatory Bylaw which will be introduced to the Board in February.
Local Conservation Fund Committee of Board	7/18/2024	GM Development and Community Sustainability	Coordinated Service Delivery	Area A,Area D,Area E,Area F,Area H	20% to 40% complete	2/20/2025	The draft committee bylaw was received at the January meeting. Edits were recommended by the Board. The bylaw will come back to the February meeting for review and adoption. Once in place a committee meeting will be scheduled.
Converting Historical Building Permits to Digital format	3/31/2018	Mgr. Building	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K	40% to 60% complete	7/18/2024	First batch of Permits were sent out in March 2024. This will be ongoing work until all historic permits are digitized for ease of retrieval and based on available budget.
Building Officials Training Program	11/15/2018	Mgr. Building	Part of RDCK Core Services	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of	80%- 99% complete	9/30/2025	Senior Building Official also registered building officials and plumbing officials with years of training are now located in Creston and Nelson office. Both coordinate training and development to building officials and plan checkers by reviewing work, ensuring BCBC interpretations and delivery of service is consistent in the region, provide on site training for part 3 and part 9 buildings currently under construction within the service area.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
				New Denver, All Electoral Areas			
Update Building Inspection Service Agreement with Municipalities	10/1/2018	Mgr. Building	Coordinated Service Delivery	Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, Village of New Denver	20% to 40% complete	11/30/2025	To ensure consistency and reduce potential risk work with municipal service participants to bring the building bylaw in alignment with the Building Act and define how the service will be provided via a service agreement. Current preparing for stakeholder engagement phase.
Building Services Policy Review	1/1/2018	Mgr. Building	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	9/30/2025	Progress has been made on policy update and creation. Priority Policies to update include Lapsed Building Permit Policy 400-01-07, Expired Building Permit Policy 400-01-02, Building Inspection Service - Process for Lack of Valid Permit 400-01-5, Building Permits for Manufactured Homes 400-01-07
Update Building Bylaw 2200	10/1/2018	Mgr. Building	Coordinated Service Delivery	Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, Village of New Denver, All Electoral Areas	40% to 60% complete	9/30/2025	Completed initial review and building bylaw amendments: Fees will now be evaluated with Marshall Smith calculator where applicable while other fees have increased to support compliance, removal of building permit application forms removed from building bylaw and delegated to the building manager to ensure the applications are current and inform public of what items are required in order to complete a building permit and expedite a plan review. New amendments will be recommended in 2025 once new building manager is recruited and after consultation with municipal staff in the service area.
2024 Wildfire: Community Recovery	10/1/2024	Mgr. Community Sustainability	Part of RDCK Core Services	Area D, Area H, Village of Slocan, Village of Silverton, Village of New Denver	1% to 20% complete	4/30/2025	As part of EOC 2024 wildfire response and recovery actions, RDCK EM staff has engaged Colliers Project Leaders to take a leadership role in the community recovery planning process while mentoring the RDCK team to improve the in-house knowledge and skills. The Colliers and RDCK project teams will work together to complete a recovery plan, gap analysis, project registry, and inform the RDCK Emergency Management Plan currently being redrafted to align with EDMA. The project is funded by EMCR through EOC response-costs.
Watershed Governance Initiative Phase 3 -	12/13/2018	Mgr. Community Sustainability	Water Protection	Entire RDCK	40% to 60% complete	12/20/2024	A project to understand RDCK's role in protecting watersheds in the region. Current: Working with Yaqaan Nukiy on Water Sustainability for Creston Valley. Service Case Analysis for Drinking Water and Watershed Protection service with staff for

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Relationships, Mapping, Water Monitoring			and Advocacy				review. Submitted funding application to support project development for Water Sustainability Plan in Creston Valley. Next Steps: Working with Yaqa Nukiy on Project Scope and Terms Barriers: None at this time
2024 Wildfire After-Action Review	10/1/2024	Mgr. Community Sustainability	Part of RDCK Core Services	Area D,Area H,Village of Slocan,Village of Silverton,Village of New Denver	1% to 20% complete	4/30/2024	RDCK EM team is conducting an After Action Review (AAR) following the 2024 wildfires in its district. The intended process is part of the emergency management cycle where agencies involved in the emergency reflect on the fire season and identify areas for operational improvements. Four AAR streams will be: 1) Internal to the RDCK EOC, 2) Interagency, 3) Elected Officials that were involved across Local Authorities, and 4) residents in affected areas. 3 of 4 complete. Residents AAR starting in Feb online, in-person in April. This is funded by EMCR as part of response costs
Emergency and Disaster Management Act	11/8/2023	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	12/31/2026	On November 8, 2023, the Emergency and Disaster Management Act (EDMA) Came into Force and replaced the Emergency Program Act. As part of the phased implementation of the legislation, the Province of BC is developing regulations that are anticipated to be introduced starting in 2023 and through 2025. Regulations will inform work needed on RDCK emergency plans, risk assessments, business continuity plans, multijurisdictional emergency management organizations, and critical infrastructure.
EDMA - Indigenous Engagement Requirement	1/1/2024	Mgr. Community Sustainability	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	3/31/2026	As part of EDMA, local authorities are required to engage with Indigenous Governing Bodies on all aspects of emergency management. The province has provided LAs \$40,000ea for the engagement. The RDCK is collaborating with its partner municipalities and pool funds to coordinate the engagement in hopes of reducing the burden on our First Nations. CURRENT: MOUs are out to municipalities, awaiting signatures, resolutions, and fund transfer. RFP is ready to go to tender once fund total is understood.
Alternate EOC	10/1/2023	Mgr. Community Sustainability	Part of RDCK Core Services	All Electoral Areas	80%- 99% complete	12/31/2024	2023: Began project to establish an alternate EOC in the event the primary EOC needed to be evacuated. Initial procurement, IT/networking, and protocols were developed. 2024: Finalize IT/networking, use UBCM CEPF funds to complete needed procurement (based on RDCK IT staff's plan), conduct exercise to practice needing to activate alternate EOC. 2024 Oct: Site is ready for use with some work-around needed (e.g. bringing more phones in). IT has some work to finalize / clean-up network-related connections.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Natural Asset Management Plan for Ymir Watershed/Quartz Creek	6/18/2024	Mgr. Community Sustainability	Water Protection and Advocacy	Area G	20% to 40% complete	1/31/2025	Current status: project underway. Next steps: review results. Possible barriers: none at this time
Living Lakes Ground Water Monitoring project	3/31/2024	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	80%- 99% complete	3/31/2025	Update: As part of 2024 CSLAC budget Living Lakes Ground Water Monitoring project was granted \$10,000 Next Steps: Final report expected in March 2025. Possible Barriers: none at this time
Rural Grid Resilience Investigation	6/10/2023	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	100% complete	12/14/2024	Update: As part of CSLAC 2023 budget, Rural Grid Resilience Investigation pilot in Area D was granted \$6500. Next Steps: Board presentation expected in spring 2024 upon completion of the project. Possible barriers: none at this time
Elk Root Conservation Regenerative Agriculture pilot	4/30/2024	Mgr. Community Sustainability	Food security and Agriculture	Entire RDCK	100% complete	3/31/2025	Update: As part of 2024 CSLAC budget, the Elk Root Conservation Regenerative Agriculture pilot was awarded \$10,000. COMPLETE - report coming to CSLAC February
Central Kootenay Food Policy Council	3/1/2019	Mgr. Community Sustainability	Food security and Agriculture	Entire RDCK	60%- 80% complete	1/14/2026	This is an on-going project supported through S100 Update: The Board approved Grow & Connect project funding - \$20,000 Next steps: CKFPC also requesting core funding, this will be presented to the Board in fall 2024. Possible barriers: Lack of funding
Slocan Lake and River Partnership Initiation	2/17/2022	Mgr. Community Sustainability	Water Protection and Advocacy	Area H, Village of Slocan, Village of Silverton, Village of New Denver	60%- 80% complete	12/31/2024	A project to support the development of a partnership to conserve, protect, and restore habitat; provide education; build relationships; and guide development on Slocan Lake and River. Current Status: Finalize terms of reference. Next Steps: Launch Possible Barriers: None at this time
SES - Demand Management - Community - REEP for Homes Project	8/20/2020	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	9/14/2024	Current: FCM/GMF grant in final stages of acceptance by City of Nelson to deliver Regional Energy Efficiency Program REEP 2.0 (\$2.5 million). - Prepared agreement between RDCK and City of Nelson for REEP services – c.- Strengthening Home Performance Contractor Network (HPCN) by supporting contractor outreach and training initiatives - Work with CEA/KCET to increase contractor capacity across the RDCK through training and information sharing through end of December 2024

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							Next Steps: - Implement REEP 2.0. Develop next stage of a contractor capacity training / outreach program
SES - Low Carbon Transportation - Corporate Fleet	8/20/2020	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	9/28/2024	Current: Fleet EV charger installed at head office May 2024. EV purchased. Determining potential scope for fleet study Next Steps: Support orientation of staff to EV. Board report requesting fleet strategy, with funding options Barriers: Distributed nature of fleet management (no overall fleet manager)
SES - Facility Manager / Operator Training Program	8/20/2020	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	Not Started	9/14/2024	Current: Trained project managers on Better Building policy/guidelines and gathering information on how to support this policy delivery. Applying to FortisBC for funds to deliver training strategy alongside facility monitoring program to train building managers on policy / guidelines. Facilitating regular me facility manager / operator peer network meetings for Community Services, Resource Recovery and Fire Services Next Steps: RFP for delivery of training workshops to building managers Barriers: Staff capacity
Regional Invasive Species Working Group	6/14/2021	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	7/19/2024	Current Status – Board approved funding for year 3 (July 2025 to July 2026) - subject to budget approval. Dir Hewat and Vandenberghe appointees (Chair) Next steps - Support meetings as needed. Barriers - On-going funding
SES - GHG Reduction Feasibility for RDCK Facilities Project	5/1/2022	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	6/4/2025	Current: report received. staff reviewing recommendations Next: review internally and then present recommendations to Board Barriers: Staff capacity. Cost of upgrades
2024 FireSmart Program	4/1/2024	Mgr. Community Sustainability	Wildfire Management	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K,Village of Salmo,Village of Kaslo,Village of Slocan,Village of	80%- 99% complete	4/30/2025	2024 CRI allocation-based application was successful Resident uptake for Home Partners Assessments has been higher this year at 572 assessments to date; residents are also applying for the rebate program. The Neighborhood Recognition Program will also see a number of new communities recognized this year. Barriers: New allocation-based funding required more conversation with UBCM to ensure accurate application. There has a a delay in starting the CWRP updates as BC Wildfire update requirements are clarified. These plans will be completed in the spring of 2025.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
				Silverton,Village of New Denver			
2024 Wildfire Mitigation	1/1/2024	Mgr. Community Sustainability	Wildfire Management	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K,Village of Salmo,Village of Kaslo,Village of Nakusp,Village of Silverton	1% to 20% complete	4/30/2025	The CWPPs for Areas A,B,C,G,J,K, Salmo, Nakusp, are currently being updated to Community Wildfire Resiliency Plans (CWRPs) with completion in April 2025. New CWRPs were completed in 2024 for Areas D,E,F, I and Kaslo. These plans inform risk reduction for wildfire including new priority treatment units for fuel reduction. Staff are initiating the CWRP updates and identify funding, partners and external agencies for fuel treatment. Funding for prescriptions will be sought in 2025. Staff are engaging with the Selkirk Resource District which is doing wildfire risk reduction
Operational Fuel Treatments - Selous, Queens Bay, Woodbury	8/1/2016	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	80%- 99% complete	1/31/2025	Current status: Prescribed burning in Selous planned completed this spring + FPInnovations research on the treatment. Final Reporting be initiated Selous: Selkirk College completed LiDAR analyses and reporting on findings, FPInnovations starting contract to evaluate treatments, post various treatments and pre-post Rx burn completed by BC Wildfire. FP Innovations study and report complete. Currently providing final reporting to FESBC. Woodbury: Exploring options for 2025 treatment to be funded by CBT
RDCK Regional Roundtable Wildfire Resiliency Tool (Formerly CBT Lightship Project)	4/14/2023	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	80%- 99% complete	1/31/2025	Current Status: Hired consultant is working with RDCK GIS to design and develop the platform. Anticipated implementation in late 2024. This project is proceeding with collaboration from all stakeholders. The Roundtable is reviewing how the Provincial, FNSS and RDCK datasets can all be accessible to use on different GIS platforms, and aggregate data to the same standard. This platform is being tested by stakeholders for end 2024 completion and implementation. Project received an extension to February 1st, implementation is occurring.
EOC training and equipment 2024 - UBCM	2/15/2024	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	12/31/2025	The RDCK Board approved a proposal for staff to apply for grant funding from the UBCM under the EOC Equipment and Training stream of the Community Emergency Preparedness Fund (CEPF) for funds to provide training and equipment for RDCK Emergency Operations Centre staff.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							The scope includes: Design and presentation of an exercise for EOC activation. Purchase of IT equipment needed to allow the EOC to function remotely (not just at the alternate EOC site). UBCM has approved our revised scope based on learnings from the 2024 wildfires, and an extension of time for this project
Emergency Support Services Creston IT Upgrade	7/20/2023	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	100% complete	2/28/2025	The Creston & District Community Centre has been identified in our emergency plans as a potential Emergency Reception Centre, Group Lodging facility, and it may serve other purposes such as cooling/warming centre etc. The project improves internet & telephone connectivity at the centre. The scope is to install additional wireless access points to improve internet connectivity, and to purchase VOIP phones for ESS use in responses. Project is grant funded via UBCM CEPF.
Local Government Housing Initiatives	11/30/2023	Mgr. Planning	Not aligned with a Strategic Priority	Area A,Area B,Area C,Area D,Area F,Area G,Area I,Area J,Area K	40% to 60% complete	12/11/2025	The purpose of the proposed zoning and OCP bylaw amendments are to implement the requirements of Provincial Bill 44 Housing Statutes (Residential Development) Amendment Act. Changes to zoning bylaws completed in July 2024. OCP updates to ensure consistency due to be complete by end of 2025. Staff started identifying OCP changes required as per SSMUH guidelines and Changed Zoning Regulations.
Planning Procedures and Fees Bylaw Review	8/17/2023	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	1/23/2025	528/23 That the Board direct staff to prepare a report to bring back to Rural Affairs Committee on opportunities to respond to housing needs and improve administrative effectiveness through potential amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report “Planning Procedures and Fees Bylaw Amendments”, dated August 2, 2023. Re-affirmed on work plan by Board at September meeting, resolution 521/24. Staff initiated work to establish procedures and policies on the process for requiring development approval Information as per Division 6 of LGA
Housing Needs Assessment	11/30/2023	Mgr. Planning	Part of RDCK Core Services	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,All Electoral Areas	100% complete	12/31/2024	Bill 44 - Update Housing Needs Reports using a standard method on a regular basis for a more consistent, robust understanding of local housing needs over 20 years. Interim Housing Needs Reports must be completed by January 1, 2025. Staff are issuing an RFP for a consultant to complete the project with partners Village of Nakusp, Slocan and Silverton. Board approved M'akola as successful proposal June 13, 2024. Project officially complete on December 20, 2024.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Area I OCP Review	1/26/2016	Mgr. Planning	Part of RDCK Core Services	Area I	80%- 99% complete	3/27/2025	Updates to community engagement plan - Winter/Spring 2023. Re-launch of project at virtual open house - January 26, 2023. In-person community "kitchen table conversations" in Pass Creek, Glade, Shoreacres/Voykin, Brilliant, Tarrys/Thrums - March, 2023. What we Heard staff report completed - June 2023. Internal RDCK staff engagement session - July 2023. Community Open House - November 6, 2023. Staff have drafted the OCP and reviewed with the Area I APHC. First and Second Readings to OCP & amending Bylaws given by Board on December 12, 2024. Public Hearing scheduled for February 6, 2025.
Regional & Local Community Needs Project	4/10/2024	Mgr. Planning	Coordinated Service Delivery	Town of Creston, Village of Salmo, Village of Kaslo, City of Castlegar, City of Nelson, Village of Slocan, Village of Nakusp, All Electoral Areas	20% to 40% complete	4/30/2025	At the August 2024 Board meeting the consulting services contract was awarded to Licker Geospatial Consulting (and subcontractors). An overview of the project was presented at the October 2024 RAC meeting. The project was launched to the public in October 2024. Engagement for Phase 1 of this project was an online community survey. A Board workshop is scheduled for February 18, 2025, to inform two upcoming technical staff workshops before two potential scenarios are presented at a virtual community workshop in the spring of 2025.
Area J OCP Review	7/7/2021	Mgr. Planning	Part of RDCK Core Services	Area J	Not Started	1/1/2025	Area J to have its own OCP. Project is in the queue for after the completion of Area I's OCP. Part of ongoing work plan prioritization discussion with the Board.
Area H North OCP Review	4/16/2020	Mgr. Planning	Part of RDCK Core Services	Area H	1% to 20% complete	7/28/2023	In April 2020, the Board passed resolution 279/20, which directs staff to include the review of the Area H North Official Community Plan, with the potential of having a Comprehensive Land Use bylaw, in their work plan. April/May 2022 - Staff completed open houses in New Denver and Hills. Awaiting further direction following work plan prioritization exercise with the Board
Campground Bylaw Review	4/19/2018	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	8/14/2025	Initiative began to investigate regulatory options for park model trailers within the RDCK but has expanded to consider ways to better regulate developments where multiple RV sites are created. This is especially relevant in the proliferation of shared interest developments in unzoned areas where there is concern for health and safety of these developments. Resolution 36/20 establishes policy regarding CSA Z241 Park Model Trailers. No further work has been done on this project due to staff being fully engaged on other Board-directed projects on the work plan.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Agricultural Policy Review - Phase 2	3/25/2019	Mgr. Planning	Food security and Agriculture	Entire RDCK	60%- 80% complete	1/1/2025	Project follows previous agriculture policy changes implemented to address regulatory changes in Provincial legislation. This phase focuses on recent changes to the Agricultural Land Reserve Act and Regulations such as those affecting additional residences on ALR land, for example. Changes made to bylaws for Areas A, B, and C adopted in fall 2023. OCP and zoning amendment bylaws for Areas F, I, J, K were adopted at the July 2023 Board meeting. Consideration of agricultural policy changes for Areas D, E, G, H yet to come, but project on hold due to work on higher priority items.
Area E OCP Expansion	5/21/2020	Mgr. Planning	Part of RDCK Core Services	Area E	20% to 40% complete	12/31/2022	In 2020 through resolution 375/20 the Board directed planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road. Recommended to be removed from work plan at the June 2024 Board meeting
Playmor Junction Zoning Bylaw	2/20/2020	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	12/29/2023	In February 2020 the Board passed resolution 121/20, which directs staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan. Subsequent direction from the Director was to suspend further work on the project until early 2023. Staff to work with Area Director to map out scope and timing of project. Part of ongoing work plan prioritization discussion with Board.
Greater Nelson Housing Study	8/18/2022	Mgr. Planning	Part of RDCK Core Services	Area E,Area F,City of Nelson	100% complete	6/13/2024	In Fall 2022, Community Futures Central Kootenay and its partners at the City of Nelson and RDCK commissioned Phase One of the Greater Nelson Non-Market Housing Study. The goal of the study was to assess the need for a local government-supported housing entity to provide affordable housing in the Greater Nelson area and define potential options for further exploration. A report summarizing phase 2 and providing recommendations for Phase 3 was brought to the Oct 19, 2023, regular Board meeting for information. Phase 3 deliverables have been presented to Board June 13 2024.
Area E Community Planning	5/19/2022	Mgr. Planning	Part of RDCK Core Services	Area E	Not Started	2/20/2025	In 2022 through resolution 363/22 the Board directed staff to continue the next phase of community consultation for Area E as a follow up to the “Open Houses on Land Use Planning” Project completed earlier in the year. This work would be focused where survey results indicated that there is strong interest in pursuing land use planning or more information about land use planning was desired, with a specific focus on the

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							following unincorporated communities: Redfish Creek to Liard Creek (Including Grandview); Longbeach; Harrop; and Proctor.
Subdivision Servicing Bylaw Review	5/21/2020	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	7/31/2024	- May 2020: Board resolution 369/20 directs staff to undertake a review of the RDCK Subdivision Bylaw to improve administrative process and efficiency, and seek solutions for recurring challenges such as ensuring adequate servicing and access. November 2020 - June 2023: Staff unable to undertake project activities due to staffing challenges and precedence of other active projects. July 2023: Staff begin internal review. August-Sep. 2023: Planning staff coordinate with Parks staff to assess parkland dedication requirements. May 2024: Preliminary internal Engagement Complete.
Housing Development Costing and Study	2/15/2024	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	Not Started	12/18/2025	11/24 WHEREAS, the RDCK recognizes the urgent need for non-market housing options to support the well-being and stability of our communities for all residents and there exists an opportunity to utilize available land and resources within the RDCK to develop non-market housing; BE IT RESOLVED THAT The RDCK Board hereby directs staff to develop a cost assessment and study outlining the requirements for land development for housing and report on suitable land and resources within the RDCK that can be acquired, converted, and disposed of for the purposes of developing housing.
Area D Community Planning	2/17/2022	Mgr. Planning	Part of RDCK Core Services	Area D	Not Started	1/1/2025	Project follows up on completed work in 2022 wherein land use planning discussions held (virtually) for most communities in Area D. Feb 2022 Resolution 149/22 directed staff to continue the next phase of community planning for Area D in 2022 with a specific focus on the Kaslo Corridor; Woodbury; Schroeder Creek; Mirror Lake (including Amundsen Road); and the Allen subdivision, and other communities interested in zoning. Direction from Board needed to prioritize Planning Services work plan items.
Active Transportation Feasibility Study - Castlegar to Nelson	7/1/2022	Mgr. Planning	Recreation, Parks and Trails	Area E,Area F,Area H,Area I,Area J	100% complete	8/31/2024	The Board approved two agreements related to a feasibility study for a proposed active transportation corridor between Nelson and Castlegar. Agreement 1: between Infrastructure Canada's Active Transportation Fund (ATF) and the RDCK to fund the project. The RDCK received \$50,000 for eligible costs to support the project. Agreement 2: between RDCK and WKCC. The RDCK will administer the funding with a staff member liaison. The WKCC will be responsible for delivering the project. Final

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
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							report by the Board at the Aug 15 '24 Board mtg. WKCC presented final vision at the Sept '24 Board mtg
Kootenay Lake Watercourse DPA Project	4/16/2020	Mgr. Planning	Part of RDCK Core Services	Area A,Area D,Area E,Area F	80%- 99% complete	3/31/2023	- Project initiated from discussions at the Kootenay Lake Partnership table, recognizing that the RDCK has development permit authorities under the Local Government Act that are not being fully utilized to protect sensitive habitat around Kootenay Lake. - July 2023 Board meeting resolution: “That the Board direct staff to refer drafting bylaw amendments for Environmental Development Permit Areas for Electoral Areas A, D, E and F and that the Environmental Development Permit Areas amendments be addressed within the community planning process for each Area”

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Septage Management Strategy	1/1/2024	GM Environmental Services	Part of RDCK Core Services	Town of Creston,Village of Kaslo,Village of Silverton,Village of New Denver,All Electoral Areas	1% to 20% complete	1/1/2030	Septage Management within the RD has been identified as not meeting current environmental standards and likely to create in the long-term liability if not addressed. Septage facilities in 4 different locations (Creston, Salmo, Castlegar and Nakusp area) require various different approaches which may include: - Partnerships with larger Municipalities, RDCK owned pilot treatment facilities, Interim solutions, potentially the requirement for a Liquid Waste Management Plan, data gathering and cost evaluation. Dedicated service establishment may be a required result.
Regionalization Assessment	1/1/2025	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	4/1/2026	Staff investigating recommendation from the Systems Efficiency Review. Survey sent to Directors to prepare for regionalization workshop. Workshop to be held in early 2025 to consider options for regionalization.
RR facility and site hours review	1/1/2025	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	12/31/2025	Systems Efficiency Review suggested Board consider reducing hours at low volume/traffic sites nearby to other RR facilities. Staff will complete an assessment and return to JRRC for consideration in mid/late 2025.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Systems Efficiency Review & Tipping Fee Assessment	1/1/2023	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	100% complete	12/31/2024	Systems Efficiency Review & Cost Recovery through Tipping Fee Assessment presented to JRRR in Q4. Changes to tipping fee in 2025 advanced in new RR bylaw, future years tipping fees to be determined at a later date. Will mark this item as complete and open new items for recommendations that are being considered (i.e. regionalization, hours of operation review) .
Creston Landfill Phase 1C/D, Berm	10/18/2017	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	10/31/2026	No change, awaiting LKB lands purchase.
Septage Management Options for Central and West subregions	6/19/2019	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	20% to 40% complete	12/31/2026	Staff will meet with Ministry of Environment staff in mid February regarding operational certificates and septage management. Staff are participating in advisory groups for liquid waste management plans for Castlegar and Nelson.
Creston Eco-Depot	10/10/2018	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	12/31/2025	No change in Q4
ICI Sector Organics Diversion	1/1/2024	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	20% to 40% complete	12/31/2025	Continued engagement was underway in Q4, and plans for an ICI organics pilot program in Nelson were developed. Additional survey responses on organics management were received from Nelson businesses. Launching ICI pilot in Nelson and completing ICI engagement in other communities is priority for Organics Coordinator in Q1 2025.
Residential Cooking Oil Pilot Creston Landfill	6/13/2024	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	20% to 40% complete	11/30/2025	Tank installed, staff training completed, preparing for launch project in Q1.
Landfilling diversion initiatives - C&D	3/18/2021	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	12/31/2025	Staff collaborating with Coast Waste Management Association to develop a rural-specific C&D diversion working group. Staff working with Climate & Energy Team representatives (City of Nelson/ RDCK/Fortis) on Wood Waste diversion opportunities.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							Staff investigating scavenging policy and operational impacts to increase diversion/reuse in the region.
Rural organics diversion opportunities assessment	1/1/2024	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	12/31/2025	Staff met with Columbia Basin Trust in Q4 to investigate funding opportunities. Staff preparing an updated application for ICI and rural organics diversion opportunities, to be submitted in Q1.
Creston Septage Facility	6/1/2018	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	11/1/2025	Staff investigating proceeding with an AAP for funding approval.
Scale Software upgrade	1/1/2022	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	8/31/2025	Plate reader installed at GRO in Q4, to be tested in Q1.
Regional finished compost sales and distribution planning	10/1/2022	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	6/30/2025	Staff expect to present a report for committee for direction on compost sales/distribution in Q1 2025.
Collaboration with City of Nelson on organics program	1/1/2019	Mgr. Resource Recovery	Waste Management and Alternatives	City of Nelson	80%- 99% complete	10/31/2025	Staff to staff engagement is continuing to occur. City of Nelson's FoodCycler pilot will continue through Q3 2025. RDCK staff may support City of Nelson with further waste data collection at Grohman Narrows Transfer Station in Q2 2025.
Ootischenia landfill lands acquisition	1/1/2018	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	9/30/2025	Heritage Inspection Permit was applied for with the intention of completing the archaeological field work in spring 2025. The RFP for the Ootischenia Design, Operations, and Closure Plan, support with the lands expansion application process, was drafted in Q4, and issued in Q1 2025.
Ootischenia Landfill Design and Operation plan update	4/13/2017	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	12/31/2025	An RFP was issued for the preliminary design for the second scale and transfer station, support with the lands application process, and development of the Design, Operations, and Closure Plan (DOCP) for the optimized footprint geometry. Staff will bring a report to Committee in Q1 2025 with a recommendation to award this work.

ENVIRONMENTAL SERVICES							
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							Archaeology work and DOCP completion is needed before a lands application can be submitted.
Legacy Landfill Closure Plan Assessments	3/1/2020	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	12/31/2025	In Q4, Staff were waiting on response from the Ministry on the Site Disclosure Statements. The RFP for Preliminary Site Assessments will be posted in Q1 2025.
Nelson Landfill Closure	2/16/2017	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	12/31/2026	No change in Q4. Staff to bring a report to Committee in Q1 2025 with details of closure planning and consulting contract recommendations.
HB Tailings Facility Active Closure	9/14/2022	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Central RR Subregion	20% to 40% complete	12/31/2026	Active-Closure phase will proceed until geochemical, geotechnical, and environmental stability is achieved, estimated to be in 2026. In Q4 a draft permit amendment was received, which removes the requirement for payment of a \$2.6M Reclamation Security for the site and extends reporting milestones. A procurement for a drilling and instrumentation project will be issued in Q1 2025.
RBC Statement of Work Renewal	9/1/2024	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	100% complete	12/14/2024	New Statement of Work and Master Services Agreement fully executed in Q4 with new term (and new rates) starting Jan 1, 2025
Asbestos Waste management area at Creston Landfill	12/1/2019	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	9/30/2025	ON HOLD pending obtaining License of Occupation for the "wedge" parcel. Intent is to improve site safety and meet best practices for handling/disposal, while reducing future liabilities.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Creston Library Contract	11/6/2018	GM Community Services	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2/28/2025	Met with Library staff to discuss insurance concerns - final signatures. Met with library staff and have drafted changes to the agreement for CVSC consideration in September. Have integrated some capital work into financial plan. Library staff reviewing present contract. July 2024 - GM will provide an update at a later date. October 2024 - Lease is with Library Board for review. Have to Board for approval in December.
Proposed RDCK Parks in Creston Valley	5/16/2019	GM Community Services	Recreation, Parks and Trails	Area A,Area B,Area C,Town of Creston	40% to 60% complete	12/31/2025	Staff are actively investigating potential sites for a park.
Campbell Fields Recreation Development Feasibility Study	6/15/2017	GM Community Services	Recreation, Parks and Trails	Area E,Area F,Area H,Area I,Area J,City of Castlegar,City of Nelson,Village of Slocan	40% to 60% complete	4/30/2025	Engagement in Areas E, F, I, J, City of Nelson and Castlegar to be completed first - report on next steps at All Recreation in April 2025 Staff needs to coordinate a stakeholder meeting. 3rd phase Report completed and posted on website . https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html . July 2024 - no additional information to report. Not progressing. Recreation Commission #8 restructure and next steps are some what dependent upon Nelson and Castlegar and Districts Engagement
Fees & Charges Bylaw	6/20/2020	GM Community Services	Recreation, Parks and Trails	All Electoral Areas	60%- 80% complete	6/26/2025	Fees and Charges arena rental rates and meeting/banquet room rates added to schedule - September 2023 All Recreation Meeting Report. This will be updated with a plan to bring Arena rental rates in line with other service area rates at the March 2024 All Recreation meeting. Will need All Recreation feedback to bring final plan to June 2024 All Recreation meeting. Admission Fees approved in August 2021. Aquatic Rental Rates Approved July 2022. Completion of room rental fee implementation September 2024. Arena fees implemented September 2024. Need to get into Bylaw Form.
Creston and District Community Complex Solar Array Installation	4/1/2023	Regional Manager-Operations and Asset Management	Recreation, Parks and Trails	Area A,Area B,Area C,Town of Creston	80%- 99% complete	11/30/2024	This project was 75% funded by the CBT light up the basin program. Total budget \$105,000 with RDCK contributing \$30,000 from S224 The size of the solar array will offset total power use by 2% - and staff will be able to track and show real time power generation and use. 98% completed - The last detail is the completion of the onsite display.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Castlegar and District Community Complex Arena Roof Repair	3/15/2024	Regional Manager- Operations and Asset Management	Recreation, Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	7/31/2025	This is repair of the arena roof - an impermeable membrane will be placed over the existing metal roof. This project is delayed until 2025.
Community Services Access & Inclusion Policy Development	10/19/2023	Regional Manager- Recreation and Client Services	Recreation, Parks and Trails	Entire RDCK	1% to 20% complete	10/31/2023	Implementation was delayed due to challenges encountered with alignment needs of how the recreation software system manages use of subsidy as compared the financial reporting obligations of the regional district. A resolution was found, and the program launched in January 2025. Staff expect to provide some initial report on the new Leisure Access Program at the April All Rec Committee meeting. CHEER events were also launched in the Fall of 2024 to provide additional opportunities for low-cost access to recreation services to people throughout the district.
Community Services Membership Services Restructuring	11/15/2023	Regional Manager- Recreation and Client Services	Recreation, Parks and Trails	Entire RDCK	Not Started	12/20/2024	Due to staff changes within Community Services, this project has been delayed. Anticipated completion date has been adjusted.
Community Services - Pioneer Arena Closure	10/28/2023	Regional Manager- Recreation and Client Services	Recreation, Parks and Trails	Area I,Area J,City of Castlegar	20% to 40% complete	3/8/2025	Closure of the Pioneer Arena was delayed by one year. The building's last day of operation will be Sunday, March 2. Communications are underway with ongoing user groups. Decommissioning of the building will commence the week of March 10, 2025.
Public Engagement Project - Nelson Recreation Campus Project	9/15/2023	Regional Manager- Recreation and Client Services	Recreation, Parks and Trails	Area E,Area F,City of Nelson	1% to 20% complete	12/6/2024	The Working Group commenced planning in June 2024 with public engagement getting underway in the Fall of 2024. Pop ups (3), community meetings (3), a public survey, and a user group survey formed the engagement activities. The Nelson Cares housing proposal on the vacant lands at Front & Cedar Street has added some complexity and increased attention to this project. The engagement project is now moving into Phase 3 where the findings of Phase 2 will be shared with the public in the Spring of 2025.
Public Engagement Project - Reimaging Recreation in	6/24/2023	Regional Manager-	Recreation, Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	8/31/2024	Phase 3 of the project concluded in the Fall of 2024 with sharing the findings of the "What We Heard Report" with the community and two public meetings. A Phase 3 report was provided to the working for review in mid December. The Final report will be

COMMUNITY SERVICES							
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Castlegar & District		Recreation and Client Services					drafted and shared with the Working Group on February 6, 2025. Once finalized a communication plan will commence to let the public know about the final report.
Regional Parks & Water Access Strategy Development	8/17/2023	Regional Manager- Recreation and Client Services	Recreation, Parks and Trails	Entire RDCK	20% to 40% complete	12/6/2024	The Regional Parks & Water Access Strategy is a comprehensive strategy to assist with future planning, administration, operations and asset management strategies for all RDCK regional parks. Public consultation strategies completed to date include pop-up meetings, sounding board opportunities and a comprehensive public survey. User group meetings will occur throughout the summer.
Glacier Creek Park and Commisison Bylaw No.1306 amendment	12/9/2021	Mgr. Parks	Recreation, Parks and Trails	Area D,Village of Kaslo	40% to 60% complete	12/31/2025	726/21 That staff amend the Glacier Creek Park Commission Bylaw No. 1306, 1998 to reduce the membership from nine members to five members with the resulting quorum. Currently there is no Commission. on hold-continued – continued. Recommendation to the Board - removal of Glacier Creek Park Commission Bylaw passed at the North Kootenay Lake Services Committee on October 21 2024
Taghum Beach Parking lot improvements	3/31/2021	Mgr. Parks	Recreation, Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	1% to 20% complete	12/31/2025	Staff will continue working with engineer during spring 2023 with project design for fall 2023. Continue as planned. Meeting with Engineer August/September. Some further design options being looked at with engineer. Looking into PFR (archeological permitting). Some funding for project being provided by Area E and F community works funding grants. Draft concept designs received by RDCK Staff. Meeting with Engineer October for design review for any changes. waiting on Final Concept Design
Glade Legacy Project	7/1/2017	Mgr. Parks	Recreation, Parks and Trails	Area I	20% to 40% complete	10/31/2025	Staff working with consultant for final draft. Final draft will be provided to Commission and then for public consultation. Draft design provided to Commission looking at community meeting in February. Staff had community meeting in Glade, receiving community input through jotform survey. Working on comments. Community meeting was mixed with many not wanting any development that will bring "outside" people to the park. Reviewing all comments and providing information to the Castlegar IJ Parks and Recreation Commission
Waterloo Eddy Regional Park Construction	3/1/2018	Mgr. Parks	Recreation, Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	11/30/2025	2024 amenities and restoration design - continue working with ONA on restoration plan. Met with ONA in April 2024 with first phase plan, now trying to find an opportunity to partner with them through an unknown agreement type. Phase 1 of works started October 16th 2024 - planting and fuel reduction - estimated Nov 1st completion of phase 1. Successful fuel treatment and planting with the ONA in fall 2024 - partnership continuing into 2025. Contractor and Staff work to closing off all

COMMUNITY SERVICES							
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							access points for with boulders, ditching and fencing after 2024 vandalism. Continue with phased amenities
Lardeau Regional Park Construction - as per Management Plan	4/15/2021	Mgr. Parks	Recreation, Parks and Trails	Area D,Village of Kaslo	60%- 80% complete	11/22/2025	Maintenance contract worker found. Working on waterfront cleanup and restoration as per the Management Plan and approved financial plan Amenity installations and small waterfront restoration budgeted for in 2025 Start working on foreshore work and replanting was well as clean up spring 2025 Staff working into the fall many of the invasives have been removed and planting of non invasives continued planting and riparian area restoration in fall 2025 - riparian area and foreshore work starting to take shape in a positive way

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Whitewater Fire Protection Fire Response Service Case Analysis	10/19/2023	Regional Fire Chief	Part of RDCK Core Services	Area E,Area G	Not Started	6/30/2024	Assigned at the October 2023 Open Board Meeting Currently under review by staff, nothing new to report at this time.
Area D First Responder Service	2/20/2020	Regional Fire Chief	Part of RDCK Core Services	Area D	40% to 60% complete	6/30/2024	Q1 update - Electoral approval for the bylaw has been obtained through the Alternate Approval Process. Staff are building a plan for recruitment and response capability including vehicle assets with operational implementation goal of Spring 2025.
Area H Hills and Summit Lake Service Case Analysis	9/23/2021	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	6/30/2024	Develop a service case for establishing an RDCK volunteer fire department to service the Hills area. This item will be re-examined in 2024 with a determination of a direction being resolved in 2025.
Crawford Bay Fire Service feasibility study	1/1/2016	Regional Fire Chief	Part of RDCK Core Services	Area A	60%- 80% complete	6/30/2024	This project analyzes options for establishing a fire hall in the Crawford Bay area. A draft options review was provided to the Area Director for review in 2020 and this project is on hold pending feedback. This item will be re-examined by staff and new

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							Regional Fire Chief Fehst. Anticipate a firm direction to be determined after the re-examination.
Changes to allow RDCK firefighters to deliver higher levels of care as pre hospital care providers	9/1/2018	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	5/31/2024	BCEMA Licensing has announced new scope of practice options for First Responders, referred to as Schedule 2. Staff have trained First Responders to Schedule 2 training standards. Q4 - Fire Departments that demonstrate ability to effectively manage First Responder program have been provided direction to proceed with delivery of Schedule 2 provision.
Service S128 Riondel Fire Protection	8/20/2020	Regional Fire Chief	Part of RDCK Core Services	Area A	40% to 60% complete	8/31/2024	This project involves evaluating equitable share of funding for the Riondel Fire Services for providing First Responder and Road Rescue services outside of the fire service boundary. Q3 update- The Province has advised that Service 152 should be split into new service areas. Due to turnover, staff will re-evaluate the current status and needs to progress initiative forward.
Area 'A' Medical First Responder Services - Service Case Analysis	9/12/2024	Regional Fire Chief	Part of RDCK Core Services	Area A	Not Started	6/1/2025	506/24 That the Board direct staff to complete a service case analysis regarding the provision of Medical First Responder Services for all of Area A by no later than June 2025.
BC Structure Firefighter Minimum Training Standards	10/1/2016	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	12/31/2024	BC Structure Firefighter Minimum Training Standard distributed by the Office of the Fire Commissioner in September/October 2023. Replaces the previous BC Structure Firefighter Playbook. Staff are continually providing training to new recruits and incumbent firefighters according to the Minimum Training Standard.
Creston area Sub-Regional Fire Service	1/1/2012	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area C,Town of Creston	80%- 99% complete	12/31/2024	This ongoing project aims to align and streamline fire services delivery between the RDCK and Town of Creston in the Creston Valley. Q3 update - the Canyon Lister service has been successfully transitioned from the RDCK to the Town of Creston. RDCK and Town staff will now proceed to negotiate a valley-wide contract for end 2023 in accordance with the Project Charter. Update there has been a 2024 contract extension for this item. This item is in the work plan for new Regional Fire Chief David Zayonce.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Support on Cannabis	6/17/2021	CAO	Food security and Agriculture	All Electoral Areas	40% to 60% complete	10/31/2023	CAO is reviewing the needs that came out the Cannabis Regulatory Needs and will be recommending meetings with various ministries to move this along. CAO has been appointed to a UBCM working group that is discussing future opportunity for producers and public engagement in 2022, particularly on farm gate sales. The risk is alignment between the province and local government, to allow LG time to implement any bylaw changes required. Current discussions are around "what we heard" document re: consumption spaces. Recent meeting with Health Canada was delayed. Awaiting new dates.
Nakusp and Area K Shared Services Governance Review	6/18/2024	Mgr. Corporate Admin	Coordinated Service Delivery	Area K,Village of Nakusp	Not Started	4/1/2025	Resolution 371/24. That the Board direct staff to review the current operation of the Recreation Commission No. 4 and the Nakusp and Area K Regional Services Commission and evaluate options for improving governance of Nakusp and Area K shared services, including but not limited to establishing a shared services committee. Q4 update- no progress on this item in Q4 due to competing project priorities
Shoreacres No Hunting or Discharge of Firearm Bylaw Survey	9/19/2019	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	1% to 20% complete	12/31/2025	No progress in Q4 2024 due to competing project priorities. This is considered to be a low priority item with no expected completion date.
RDCK Procedures Bylaw update	1/1/2023	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	100% complete	10/17/2024	This project involves a comprehensive update to the 2019 procedures bylaw with several minor language improvements and clarifications. The update process will also determine the inclusion of items discussed previously by the Board such introducing a consent agenda, possible improvements to Board transparency, and the role and composition of the Executive Committee. Q4 update- bylaw was adopted at the December Board meeting.
Transit Services Amalgamation Service Case Analysis	7/18/2024	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	Not Started	10/17/2025	Resolution 393/24 That the Board direct staff to provide a service case analysis regarding amalgamating S237 Transit Castlegar and Area, S238 Transit North Shore and Slocan Valley and S239 Transit Kootenay Lake West. Work will proceed on this through 2025, and progress updates will be provided to the West Transit Services Committee and the CVSC. Q4 update - transit values study is complete will be received at the April West Transit Services Committee meeting. The service case evaluation will follow discussion regarding cost apportionment.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Evaluate Expansion of Sub-Regional Services Committee Model	7/18/2024	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	Not Started	12/31/2025	395/24 That the Board direct staff to bring forward a report to the Board which outlines the necessary regulatory, operational, financial, and communication steps and proposed schedule for implementing Sub-Regional Services Committees for: Nelson and Areas E, F, Salmo and Area G, Castlegar and Areas I and J, Nakusp and Area K, Area H South and Slocan, Area H North and Silverton and New Denver. Q4- no progress on this initiative due to competing project priorities
Defined Area A First Responder Service Establishment Bylaw	5/18/2023	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	80%- 99% complete	9/30/2025	The proposed service will fund provision of first responder services by the Riondel Fire dept. to portions of Area A outside the boundaries of the current fire protection area. Service case analysis was received at the Sept. 2024 Board meeting and the establishment bylaw given two readings. The Board also directed also that a service case analysis be prepared for expanding medical first responder services to all of Area A (Resolution 506/24) Q4 2024 update- staff are awaiting fur input from the Area A Director before proposing further action
Information Request and Complaint Handling Policy	3/19/2024	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	20% to 40% complete	5/31/2025	Due to increasing demand on RDCK staff in 2024 to respond to information requests and complaints from the public the senior management team has directed that a policy be created for Board consideration that defines reasonable expectations for responsive public service and which balances our requirements for transparency and accountability against business efficiency and impacts on established RDCK priorities. Q4 update - draft policy to be reviewed by SMT in February 2025
RDCK Accessibility Plan	6/14/2023	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	12/18/2025	In 2023 the Board adopted a bylaw forming the Regional Accessibility Advisory Committee (RAAC) tasked with guiding the completion of the RDCK accessibility plan. Q4 2024 update - The RDCK Accessibility Framework was endorsed by the Board in November 2024 and staff received direction to proceed with procuring a consultant to assist with the Plan. Work will proceed through 2025 and a amended RAAC bylaw will come forward for Board consideration in Q2.
Ymir Cemetery Ownership Investigation	9/14/2023	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area G	Not Started	12/31/2025	The Board has directed staff to research and report back on the feasibility of the RDCK assuming ownership and operational responsibility for the Ymir Cemetery. In 2023 staff connected the society currently providing stewardship over the site with legal assistance to evaluate their options. Staff will not proceed further until the outcome of that process is known. Q4 2024 update- no progress or new information in Q4

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Kaslo and Area D Economic Development Commission bylaw update	8/17/2023	Mgr. Corporate Admin	Coordinated Service Delivery	Area D,Village of Kaslo	Not Started	12/31/2025	The update to the current bylaw will involve reviewing Commission procedures and membership and updating to the current RDCK commission bylaw template. Q4 2024 update - no progress made on this initiative this quarter
FCM Board and Committee Appointments Policy	7/15/2023	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	11/20/2025	This policy will establish criteria for the Board to apply when considering appointments to and/ or support for candidacy for positions within the Federation of Canadian Municipalities Board or Committees. This is considered a lower priority item. Q4 2024 update - no progress made on this item due to competing project priorities
Transit Service Funding Review	7/18/2019	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion,West RR Subregion	60%- 80% complete	10/31/2025	This project entails developing a new value- based funding model for the Kootenay Lake West transit service. Q4 2024 update -the consultants report will be discussed at the April 2025 West Transit Services Committee meeting and staff will bring forward options for apportionment to inform future budgeting processes
Policy to Adress Harassment of Staff Attending Private Properties	5/19/2022	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	11/20/2025	This policy will follow from the Staff Safety and Harassment Policy adopted in September 2023 that covers RDCK workplaces. This new policy will be similar but will cover RDCK employees attending private properties in the course of their duties, such as building inspectors and bylaw officers. Q4 2024 update-no progress made on this initiative due to competing project priorities.
Referendum Support Policy	6/21/2018	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	1/1/2026	In 2018 the Board directed that staff develop a policy to guide Board decision making in response to requests for RDCK support for groups taking specific positions on RDCK referenda. Q4 2024- This is a low priority item and has not been actioned by staff. This policy will be prioritized in the context of an overall policy review but has no assigned date for completion.
Delegation of Authority Bylaw	1/1/2018	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	12/31/2025	The Bylaw will identify complete list of authority delegated to be delegated to staff by the Board. Q1 2024 update- The first stage of the project - an inventory of authorities delegated within existing bylaws and a jurisdictional scan was completed in Q3 2023. Project timing has been impacted by competing project priorities. Q3 update- A draft bylaw is targeted to be received for Board consideration in Q3 2025.
Creston and Areas A,B, and C Jaws of Life Service	5/8/2023	Mgr. Corporate Admin	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	20% to 40% complete	11/30/2025	Current Board direction is for a bylaw amendment to remove medical first responder and SAR services from the scope of this service and reduce the current jaws of life service scope to road rescue only. Q4 2024 update- this bylaw amendment will follow

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Establishment Bylaw amendment							after the Defined Area A. Medical First Responder service establishment bylaw elector approval process. Further board direction will be required if a change in the current approach is desired by service participants.
RDCK Website Improvements- Phase Two	1/1/2020	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	10/31/2024	This project will deliver a major upgrade to the RDCK website. The active phase of website development is underway, and the overall design and content upgrades are ongoing. Q4 2024 update- The test site was received from the web developer inn January and the site is being populated and validated. Public launch of the new website is on track for late February or early March, with a specific date to be reported at the February Board meeting.
WKBHRD Policy Manual	10/25/2020	Mgr. Corporate Admin	Part of RDCK Core Services	Multi Regional	40% to 60% complete	1/1/2026	At the October 2020 meeting the WKBHRD Board directed staff to develop 4 new policies. Q4 2024 update-This is considered a low priority item and has not progressed due to competing project priorities. No specific timeline has been assigned to bring these policies forward for WKBHRD Board consideration.
Special Event Permit Regulatory Bylaw	10/1/2017	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	80%- 99% complete	6/19/2025	Q4 2024 update - No progress in Q4. Following from the prosecution of two 2023 events under the Noise Bylaw, staff have identified that bylaw as the preferred tool for large event enforcement. Recommendations from the bylaw enforcement team regarding future use of the Special Event bylaw will be forthcoming in 2025
Arrow Creek Water Commission Bylaw	9/16/2022	Mgr. Corporate Admin	Coordinated Service Delivery	Area B,Area C,Town of Creston	40% to 60% complete	8/31/2025	The Board has directed an update to the Arrow Creek Commission bylaw to address issued identified by the Town of Creston. A draft bylaw was received by the Commission in Q1 2023. Q4 2024 update- Following a report to the Commission in Q3 2024 Staff are awaiting a response from Town staff on specific wording to include within the bylaw regarding delegated authority
Director's Code of Conduct Review	12/15/2022	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	3/20/2025	The Board has directed staff to initiate a review of Policy 100-01-17 Director's Code of Conduct in accordance with the new Community Charter requirements. At the June 2024 Board meeting a report was received and staff was directed on specific items to include in a draft code of conduct. Q4 update- a new draft code will be received for Board consideration in Q2 2025.
Financial Grant-In-Aid Services Policy	5/15/2023	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	12/31/2025	Board has requested a policy requiring that, as part of the annual budget preparations, recipients of funding from financial grant in aid services engage with Directors and provide more detailed information regarding their use of taxation funding. Staff will also

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							propose additional risk management and transparency measures within the draft policy. No progress made in Q4 2024. Will be prioritized in the 2025 work plan.
Area E Fire service contract with City of Nelson & regulatory bylaw	1/1/2023	Mgr. Corporate Admin	Coordinated Service Delivery	Area E	40% to 60% complete	12/31/2025	The Area E fire contract with City of Nelson is expired. The Fire Services is in active negotiations with the City on a new contract template and modernized regulatory bylaw, supported by the Administration and Finance departments. Q4 update progress on a new agreement has been delayed however negotiations are active. A one-year extension to the existing agreement is proposed for Board approval in Q1 2025 to allow for negotiations to continue through 2025
Update to 2018 Area I 'Using Community Halls for Child Care' study	12/14/2023	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	Not Started	6/30/2025	A consultant will be hired to update the assumptions and data used in the 2018 study to determine if the RDCK should establish a service to support childcare facilities at community halls in Area I. Timing for this initiative will be considered within established priorities for the administration department. Q4 update - no progress made due to competing project priorities.
Update Advisory Planning and Heritage Commission Bylaw	1/15/2023	Mgr. Corporate Admin	Part of RDCK Core Services	All Electoral Areas	20% to 40% complete	12/18/2025	Comprehensive bylaw update to improve governance of APHC's. Q4 update - the project is in the initial stages of discussion between the planning and administration groups. Staff anticipates a draft of the bylaw will be brought forward for Board consideration in 2025, with timing subject to prioritization within the Planning dept. work plan.
Update Emergency Program Executive Committee bylaw	12/14/2023	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	Not Started	1/1/2026	Update the governance bylaw to reflect the scope and requirements of the recently enacted Emergency and Disaster Management Act. A draft bylaw will be considered by the EPEC later in 2025, subject to prioritization through the Manager of Community Sustainability.
Winlaw Community Hall feasibility study	12/12/2022	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area H	Not Started	6/20/2025	Board has directed a feasibility study to establish a service to fund the operation of the Winlaw Community Hall. The project will be funded through service 106 Feasibility Study Service and will involve staff from the Administration and Community Services groups. This is considered a low priority item and staff's ability to complete this will depend on other established priorities for both groups involved. Q4 update- no progress made this quarter due to competing project priorities.
Timesheets application in Project	3/1/2018	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	12/31/2023	Implementation of the Timesheets functionality for a test or beta group to have electronic timesheets be created, submitted and approved to then be integrated to the payroll intake to improve efficiencies. The standardization is complete save for one

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Management module							group. With Board approval of a second Payroll Specialist work within the system to develop improvements prior to moving to a new platform can move forward.
Enhanced features in the Project Costing Module	4/15/2018	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	12/31/2023	A reassessment of the coding categories will be evaluated. Exploration of the "Main" project umbrella are in development.
Information Technology Infrastructure Replacement - Wireless Firewalls	4/1/2022	Mgr. IT	Part of RDCK Core Services	Multi Regional	80%- 99% complete	4/4/2023	This project is required to replace firewalls and Wi-Fi routers that are at end of life.
Microsoft Exchange 365	1/3/2023	Mgr. IT	Part of RDCK Core Services	All Electoral Areas	60%- 80% complete	12/15/2023	This project is to align our infrastructure/hosted environment with security and functional requirements.

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Balfour TS Paving Agreement No. 2023-167-ENV: SPL	AJ Evenson	1-Jan-2024	1-May-24	100%	Completed	Resource Recovery	Close Out	Resource Recovery	Complete as of April 24
Woodbury Water System Upgrades Agreement No. 2023-208-ENV: Creston Elect	AJ Evenson	1-Jan-2024	31-May-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of April 30
Salmo Pool Upgrade (PRJ - N/A)	AJ Evenson	1-Jan-2024	15-Jun-24	100%	Completed	Buildings	Close Out	Community Services	Complete as of June 17
HB Civil Works Agreement No. 2024-074-ENV: Brenton Ind	AJ Evenson	1-Feb-2024	24-Jun-24	100%	Completed	Civil	Close Out	Resource Recovery	Complete as of June 24
Duhamel Watermain Upgrades - PN07-09 Agreement No. 2024-052-ENV: Creston Elect	AJ Evenson	1-Jan-2024	30-Jun-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of June 16
Edgewood WTP Generator Agreement No. 2024-096-ENV: One Time Elect	AJ Evenson	1-Jan-2024	30-Jun-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of July 31
Beasley Fire Hall - Heat Pump Deficiencies	AJ Evenson	15-May-2024	30-Jun-24	100%	Completed	Buildings	Close Out	Fire Services	Complete as of July 15
Beasley Fire Hall - Well and Water Upgrades Agreement No. 2023-173-FIR: Wild West Drill	AJ Evenson	15-May-2024	30-Jun-24	100%	Completed	Buildings	Close Out	Fire Services	Complete as of July 31

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Lister WTP Generator	AJ Evenson	1-Jan-2024	31-Jul-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of July 31
Fire Hall Exhaust Extraction System NS=CAP1140-100 / YMR=CAP1141-100 / PAS=CAP1142-100 / BEA=CAP1150-100 / BLE=CAP1151-100 / OOT=CAP1152-100 / YAH=CAP1153-100 / ROB=CAP1143-100 / BAL=CAP1144-100 / WIN=CAP1147-100 / CSV=CAP1145-100 / SLO=CAP1149-100	Jeannine Bradley	1-Jan-2024	31-Jul-24	100%	Completed	Buildings	Close Out	Fire Services	Complete as of July 31
CDCC Roof Repairs Agreement No. 2023-116-CDCC: Evoke Agreement No. 2023-186-COM: Heritage Roofing	AJ Evenson	1-Jan-2024	1-Aug-24	100%	Completed	Buildings	Close Out	Community Services	Complete as og August 1
Lister Water Main Replacement Agreement No. 2023-105-ENV: WSP Agreement No. 2024-126-ENV: Riteway	AJ Evenson	1-Mar-2024	15-Aug-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of August 15
West Creston Fire Hall - Construction Agreement No. 2022-122-FIR: CWMM	AJ Evenson	15-Jul-2024	16-Sep-24	0%	Cancelled	Buildings	Close Out	Fire Services	Referendum mid September did not pass. Project cancelled.

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Agreement No. 2022-123-FIR: Ready Eng									
Nakusp Transfer Station Upgrades Agreement No. 2023-129-ENV: Sperling Hansen Agreement No. 2024-075-ENV: North Mtn	AJ Evenson	30-Apr-2024	30-Nov-24	99%	In Progress	Resource Recovery	Close Out	Resource Recovery	Substantially complete as of September 30. CCTV to be commissioned in new year.
Riondel WTP Generator Agreement No. 2024-084-ENV: Mayday Elect	AJ Evenson	1-Jan-2024	31-Oct-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of Nov 15.
Riondel Valve and Meter Station Design Agreement No. 2023-270-ENV: Highland Consult Agreement No. 2024-213-ENV: Creston Elect.	AJ Evenson	15-Sep-2024	31-Oct-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of September 15.
Beasley Fire Hall - Paving Agreement No. 2024-227-FIR: Power Paving	AJ Evenson	15-Jun-2024	31-Oct-24	100%	Completed	Civil	Close Out	Fire Services	Complete as of October 17.
Rosebery Transfer Station Upgrades Agreement No. 2023-129-ENV: Sperling Hansen Agreement No. 2024-075-ENV: North Mtn	AJ Evenson	15-Aug-2024	30-Nov-24	99%	In Progress	Resource Recovery	Close Out	Resource Recovery	Substantially complete as of November 30. CCTV to be commissioned in new year.

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
CDRD Arena Roof Metal Coating Agreement No. 2024-077-COM: Evoke Agreement No. 2024-127-COM: Brault Roofing	Jeannine Bradley	1-Jan-2024	30-Nov-24	10%	In Progress	Buildings	Construction	Community Services	Postphoned to spring 2025.
Lister Pumphouse VFD and Well Pump Upgrades	AJ Evenson	15-Aug-2024	30-Nov-24	100%	Completed	Utilities	Construction	Utilities	Complete as of October 15.
Asset Management Agreement No. 2023-106-ENV: ROTH IAMS	AJ Evenson	1-Jan-2024	31-Mar-25	75%	In Progress	Other	Detailed Design	Corporate Admin	Draft reports to be received in early January.
Balfour Fire Hall - Standby Generator Agreement No. 2024-211-FIR: Creston Electric	AJ Evenson	15-May-2024	31-Mar-25	60%	In Progress	Buildings	Construction	Fire Services	Pad constructed and electrical roughed in. Waiting on generator delivery date in January.
Creston Alternate Water Supply Agreement 2024-083-ENV: Assoc. Eng.	AJ Evenson	1-Mar-2024	31-Mar-25	85%	In Progress	Other	Detailed Design	Utilities	Final report to be received in February.
Energy Upgrades-Scope from Shari Agreement No. 2024-017-COM: BES	AJ Evenson	1-Sep-2024	31-Mar-25	75%	In Progress	Buildings	Detailed Design	Corporate Admin	Pathways report received. Finishing up DDC and Air Leakage reports on the 3 rec centres in new year.
Grohman Narrows Recycling Depot - Detailed Design and Fleet Building Agreement No. 2024-146-ENV: Ottotod Eng.	Jeannine Bradley	1-Jan-2024	31-Dec-25	5%	In Progress	Resource Recovery	Concept Design	Resource Recovery	Kickoff mtg completed.

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
North Shore Fire Hall - Heat Pumps Agreement No. 2024-205-FIR: Delta-T Consultants	Jeannine Bradley	1-Jan-2024	30-Jun-25	10%	In Progress	Buildings	Construction	Fire Services	In procurement
North Shore Fire Hall - Standby Generator Agreement No. 2024-210-FIR: Martech Electrical	AJ Evenson	15-May-2024	31-Dec-24	95%	In Progress	Buildings	Construction	Fire Services	Substantially complete as of December 10. Commissioning in new year.
Ootischenia Fire Hall - Expansion Agreement No. 2022-040-FIR: NDB Construction Agreement No. 2022-174-FIR: Cover Architecture Agreement No. 2023-246-FIR: WSA Eng	Jeannine Bradley	1-Jan-2024	31-Dec-24	75%	In Progress	Buildings	Construction	Fire Services	Construction underway and progressing. Approval to extend contract.
Riondel Community Centre - Structural Assessment Agreement No. 2024-269-COM: MacLeod9	AJ Evenson	1-Oct-2024	30-Jun-25	5%	In Progress	Buildings	Detailed Design	Community Services	Assessment to take place in February 2025.
Robson Fire Hall - Fencing Agreement No. 2024-274-FIR: Arrow Landscaping	Jeannine Bradley	1-Jul-2024	30-Jun-25	0%	In Progress	Buildings	Construction	Fire Services	Spring 2025 work
North Shore Fire Hall - LED Light Retrofit (2023 Plumbing Upgrades) Agreement No. 2024-003-FIR: Bowick Elect	Jeannine Bradley	1-Jan-2024	31-Dec-24	99%	Completed	Buildings	Construction	Fire Services	
Robson Fire Hall - Man Door Replacement Agreement No. 2024-179-FIR: Stand Architecture	Jeannine Bradley	1-Jul-2024	30-Jun-25	0%	In Progress	Buildings	Construction	Fire Services	Design in progress

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Slocan Transfer Station Upgrades Agreement No. 2023-129-ENV: Sperling Hansen Agreement No. 2024-075-ENV: North Mtn	AJ Evenson	15-Oct-2024	31-Dec-24	95%	In Progress	Resource Recovery	Close Out	Resource Recovery	Substantially complete as of December 12. CCTV to be commissioned in new year.
Tarrys Fire Hall - Energy Efficiency Upgrades and Window Installation	Carolyn Hogan	1-Jul-2024	31-Dec-24	5%	In Progress	Buildings	Construction	Fire Services	Use existing CW grant 292 to complete scope of work.
Yahk Fire Hall - Heat Pump Installation Agreement No. 2024-180-FIR: Delta-T Consult.	Jeannine Bradley	1-Jul-2024	31-Dec-24	0%	In Progress	Buildings	Construction	Fire Services	Procurement in progress
Yahk Fire Hall - Overhead Door Replacement Agreement No. 2024-237-FIR: Simons Garage Doors	Jeannine Bradley	1-Jul-2024	31-Dec-24	90%	In Progress	Buildings	Construction	Fire Services	Construction underway
Arrow Creek - HVAC Upgrades Agreement No. 2023-250-ENV: BES	Carolyn Hogan	1-Sep-2024	30-Jun-25	5%	In Progress	Buildings	Procurement	Utilities	Out for tender closing in January.
Burton Watermain Design Agreement No. 2024-247-ENV: Highland Consult	Carolyn Hogan	1-Jan-2024	30-Jun-25	5%	In Progress	Civil	Procurement	Utilities	Preparing for January tender
CDCC East Stairwell Agreement No. 2022-085-CDCC: Studio 9	Jeannine Bradley	1-Jan-2024	30-Jun-25	15%	In Progress	Buildings	Procurement	Community Services	Out for tender
Erickson Water Main Replacement Agreement No. 2023-105-ENV: WSP	AJ Evenson	1-Jan-2024	30-Jun-25	10%	In Progress	Utilities	Procurement	Utilities	Out for tender closing in January.

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Riondel Storm Drainage Replacement	Carolyn Hogan	1-Sep-2024	30-Jun-25	5%	In Progress	Civil	Detailed Design	Utilities	Moved to 2025
Taghum Beach Parking Lot	Carolyn Hogan	1-Jan-2025	8-Oct-25	0%	Not Started	Civil	Initiation	Parks	Work with Parks in 2025.
Arrow Creek Filtration Study Agreement No. 2023-187: Associated Eng	Jeannine Bradley	1-Jan-2024	31-Dec-25	10%	In Progress	Utilities	Detailed Design	Utilities	Waiting for final draft of report.
CDCC Outdoor Washroom	Jeannine Bradley	1-Nov-2024	31-Dec-25	1%	In Progress	Buildings	Initiation	Community Services	Working with staff to scope out project.
CDRD Arena Roof Insulation Agreement No. 2024-174-COM: Evoke	Jeannine Bradley	1-Jul-2024	31-Dec-25	5%	In Progress	Buildings	Initiation	Community Services	Design in progress
CDRD Door Replacement	Carolyn Hogan	1-Oct-2024	31-Dec-25	1%	In Progress	Buildings	Initiation	Community Services	Hire architect to ensure compliance with building code.
CDRD Pool Roof Replacement Agreement No. 2024-278-COM: Evoke	AJ Evenson	1-Nov-2024	31-Dec-25	5%	In Progress	Buildings	Detailed Design	Community Services	Roofing assessment complete. Design and tender package in process.
CDRD RTU's Agreement No. 2024-251-COM: Rocky Point Eng.	Carolyn Hogan	15-Sep-2024	31-Dec-25	5%	In Progress	Buildings	Detailed Design	Community Services	Awarded to Rocky Point. Procurement and install in 2025.
Decommission Pioneer Arena Agreement No. 2024-270-COM: Polar Engineering	Carolyn Hogan	1-Nov-2024	31-Dec-25	5%	Not Started	Buildings	Detailed Design	Community Services	Contract set up with Polar Engineering.

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Erickson Water Meter Installation Agreement No. 2024-049-ENV: Emco Agreement No. 2024-050-ENV: Wolseley Agreement No. 2024-219-ENV: Riteway Holdings	Jeannine Bradley	1-Jan-2024	31-Dec-25	10%	In Progress	Utilities	Construction	Utilities	Installation underway. Meter received and majority of meter pits.
Fire Halls: Structural Upgrades	Jeannine Bradley	1-Oct-2024	31-Dec-25	0%	In Progress	Buildings	Concept Design	Fire Services	Preparing report to the January Board.
Lakeside Roof	AJ Evenson	1-Nov-2024	31-Dec-25	15%	In Progress	Buildings	Procurement	Corporate Admin	Package out for tender closing in January.
NDCC / CDCC Refrigeration Engineering/Construction Agreement No. 2024-234-COM: Polar Eng.	Carolyn Hogan	17-Jun-2024	31-Dec-25	10%	In Progress	Buildings	Detailed Design	Community Services	Contract set up, site reviews end of November.
NDCC RTU's Agreement No. 2024-251-COM: Rocky Point Eng.	Carolyn Hogan	15-Sep-2024	31-Dec-25	5%	In Progress	Buildings	Detailed Design	Community Services	Awarded to Rocky Point. Procurement and install in 2025.
Riondel - Ainsworth Ave Servicing	Carolyn Hogan	1-Jan-2025	31-Dec-25	1%	In Progress	Utilities	Detailed Design	Utilities	2025 Project
West Robson Water Main Replacement Agreement No. 2023-125-ENV: ISL Eng	AJ Evenson	1-Jun-2024	31-Dec-25	10%	In Progress	Utilities	Procurement	Utilities	Package out for tender closing in January.

CAPITAL PROJECTS TO DECEMBER 31, 2024

ACTIVE PROJECTS BEING MANAGED: 58 (18 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$19,633,859					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
East Shore Connectivity Project Agreement No. 2023-176-ADM: Kaslo InfoNet Agreement No. 2024-208-ADM: Scott Lewis/SL Telecom	AJ Evenson	1-Jan-2024	31-Mar-26	50%	In Progress	Utilities	Construction	Corporate Admin	Construction underway in Riondel. Boswell in spring 2025. Submarine cable and landings in summer 2025. Municipal Affairs has extended grant to March 31, 2026.
Fauquier - Willow-Oak Completion	AJ Evenson	15-Nov-2024	30-Jun-26	1%	In Progress	Utilities	Detailed Design	Utilities	Have Highland complete design and issue tender alongside Burton project.

PROJECTS COMPLETED IN Q4 2024 REMOVED FROM QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
Active Transportation Feasibility Study - Castlegar to Nelson	Mgr. Planning
Greater Nelson Housing Study	Mgr. Planning
West Creston Fire Service Assent Voting	Mgr. Corporate Admin
Public Notice Bylaw	Mgr. Corporate Admin
Field staff building assessment	Mgr. Resource Recovery
Creston Hydrogeological Assessment	Mgr. Resource Recovery
RDCK Flood Response Plan	Mgr. Community Sustainability

PROJECTS COMPLETED IN Q4 2024

Project/Initiative Name	Responsible Manager
Housing Needs Assessment	Mgr. Planning
RDCK Procedures Bylaw update	Mgr. Corporate Admin
Rural Grid Resilience Investigation	Mgr. Community Sustainability
Elk Root Conservation Regenerative Agriculture pilot	Mgr. Community Sustainability
Systems Efficiency Review & Tipping Fee Assessment	Mgr. Resource Recovery
RBC Statement of Work Renewal	Mgr. Resource Recovery
Emergency Support Services Creston IT Upgrade	Mgr. Community Sustainability



Report

	A	B	C	D
1	Creston Public Library Association			
2	Amended Budget 2025			
3				
4		2024	2025	
5	Revenue	<u>Revenue</u>	<u>Budget</u>	
6				
7	RDCK	\$ 435,939	\$ 570,537	
8	Province	\$ 77,610	\$ 62,975	
9	Donations	\$ 13,582	\$ 14,000	
10	Library Generated Revenue	\$ 3,824	\$ 4,000	
11	Other Grants and Revenues	\$ 6,560	\$ 15,000	
12	Transfer from reserve	\$ 80,000	\$ 200,000	
13	Carried over from previous year	\$ 50,847	-\$ 143,839	
14	Total	\$ 668,362	\$ 722,673	
15				
16	Expenditures	<u>Expense to Date</u>	<u>Budget</u>	
17				
18	Advertising and promotion	\$ 182	\$ 200	
19	Books & collections	\$ 64,672	\$ 59,935	
20	Book supplies	\$ 6,505	\$ 6,500	
21	Board operations	\$ 322	\$ 300	
22	Computer costs	\$ 10,561	\$ 20,439	
23	Copier	\$ 2,723	\$ 3,000	
24	Digital/Other collections	\$ 10,974	\$ 11,000	
25	Finance expenses (accounting, etc)	\$ 14,040	\$ 14,040	
26	Furniture and Equipment	\$ 1,014	\$ 1,000	
27	Insurance	\$ 10,019	\$ 10,558	
28	Internet	\$ 1,541	\$ 1,550	
29	Janitor	\$ 14,960	\$ 15,000	
30	Membership dues	\$ 1,229	\$ 1,200	
31	Office supplies and shipping	\$ 10,401	\$ 10,740	
32	Operations & Miscellaneous	\$ 948	\$ 500	
33	Programming supplies	\$ 4,228	\$ 4,773	
34	Repairs and maintenance	\$ 13,275	\$ 13,300	
35	Telephone and utilities	\$ 20,539	\$ 22,000	
36	Travel & Training	\$ 3,454	\$ 3,300	
37	Wages and benefits	\$ 527,059	\$ 523,338	Friday closures fr
38				
39	Main Budget Total	\$ 718,646	\$ 722,673	
40				
41	Bank Account up to Jan 31, 2025	\$ 141,668		
42	Reserve/Investment Funds	\$ 350,170		

CVSC ACTION ITEMS LIST – 2024-01-30

#	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.
2.	STAFF DIRECTION: Dangerous Dog Bylaw to be written to enable Staff to work sub-regionally in conjunction with RCMP to act on dangerous dogs including provisions for safe and approved housing and care of animals until their future is determined.	02-Mar-2023 03-Oct-2024	Re-written from 02-Mar-2023. This is being assessed as to whether to bring ABC to the Board before the RDCK wide bylaw to speed up the process.
3.	STAFF DIRECTION: Staff to develop a clear process for feasibility studies, for clubs/ groups submitting recreation request proposals. Example: Creston Tennis Club	04-May-2023	Nelson And District Information Circulated – Workshop happening January 9, 2025
4.	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. There is funding in the 2024 budget for this agreement.
5.	STAFF NOTE: Stuart Horn, Chief Administrative Officer – RDCK advised that the ownership and maintenance of the signage is being handled by Kootenay Employment Services and the Committee will receive an update later in 2023.	06-Jul-2023 & 04-May-2023	Complete – awaiting a license of occupation for specific signage location before removing from list.
6.	STAFF DIRECTION: That staff report back to the CVSC as part of the 2024 budget process to provide direction on what would be required to reinstate the grant funding to Lister and Crawford Bay cemeteries, including the release of prior years amounts being held in reserve.	07-Sep-2023	Lister – Completed Crawford Bay – Ongoing
7.	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. Will work to arrange a date for a workshop. Jan 30, 2025. Staff has reached out requesting a TUS Workshop date.
8.	STAFF DIRECTION: That staff arrange a meeting with the RDCK and the Town of Creston to discuss internal governance regarding the Kootenay Employment Services contract.	07-Mar-2024	
9.	STAFF DIRECTION: That staff work with library to develop a policy around the capital reserve and investment amounts to establish how the reserved funding is being spent.	07-Mar-2024	Ongoing