



Regional District of Central Kootenay
RURAL AFFAIRS COMMITTEE
Open Meeting Addenda

Date: Wednesday, April 16, 2025
Time: 9:00 am
Location: Hybrid Model - In-person and Remote

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

Pages

1. ZOOM REMOTE MEETING INFO

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

Meeting Time:

9:00 a.m. PST

Join by Video:

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

Join by Phone:

833 955 1088 Canada Toll-free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 979 1867 5110

Meeting Password: 527524

In-Person Location: RDCK Head Office - Board Room, 202 Lakeside Dr, Nelson BC

2. CALL TO ORDER

Chair Jackman called the meeting to order at ____ a.m.

FREEDOM OF THE FLOOR

RECOMMENDATION:

That Director(s) _____ have freedom of the floor.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

4. ADOPTION OF THE AGENDA

RECOMMENDATION:

The agenda for the April 16, 2025 Rural Affairs Committee meeting be adopted as circulated.

5. RECEIPT OF MINUTES

The March 19, 2025 Rural Affairs Committee meeting minutes, have been received.

6 - 12

6. DELEGATIONS

No delegations.

7. PLANNING & BUILDING

7.1 SUBDIVISION IN THE AGRICULTURAL LAND RESERVE - TRUEMAN

File No.: A2504D-TRUEMAN

1121 and 1125 Press Road

(William and Richard Trueman)

Electoral Area D

13 - 40

The Committee Report dated March 28, 2025 from Sadie Chezenko, Planner, re: Subdivision in the Agricultural Land Reserve - Trueman, has been received.

RECOMMENDATION:

That it be recommended to the Board:

That the Board NOT SUPPORT application A2504D for the proposed Subdivision in the Agricultural Land Reserve proposed by William and Richard Trueman for the property located at 1121/1125 Press Road, Electoral Area 'D' and legally described as LOT 26 DISTRICT LOT 8390 KOOTENAY DISTRICT PLAN 920 (PID: 012-226-742).

7.2 NON FARM USE IN THE AGRICULTURAL LAND RESERVE - COLUMBIA BASIN BROADBAND CORPORATION

File No.: A2503K – COLUMBIA BASIN BROADBAND CORPORATION C/O CHRISTOPHER PITTMAN

Provincial Crown Land between Worthington Creek FSR and Dority Road (Provincial Crown Land – Ministry of Water, Land and Resource Stewardship)
Electoral Area K

41 - 68

The Committee Report dated March 31, 2025 from Sadie Chezenko, Planner, re: Non Farm Use In The Agricultural Land Reserve - Columbia Basin Broadband Corporation, has been received.

RECOMMENDATION:

That it be recommended to the Board:

That the Board SUPPORT application A2503K for the purposes of a Non-Farm Use in the ALR proposed by Christopher Pittman on behalf of Columbia Basin Broadband Corporation for site located between Worthington Creek FSR and Dority Road in Edgewood, Electoral Area K as identified on Attachment C;

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

**7.3 FOR INFORMATION: PLANNING SERVICES WORKPLAN REVIEW UPDATE
All Electoral Areas**

69 - 109

The Committee Report dated April 16, 2025 from Nelson Wight, Planning Manager, re: Planning Services Workplan Review Update, has been received.

NOTE - The presentation from Planning Services, re: Planning Insights, has been added to the addenda.

**7.4 FOR INFORMATION: PLANNING SERVICES QUARTERLY REPORT
New Applications and Referrals (January-March 2025)
All Electoral Areas**

110 - 114

The Report dated January - March 2025 from the Planning Department, re: Planning Services Quarterly Report, has been received.

8. ENVIRONMENTAL SERVICES

No items.

9. RURAL ADMINISTRATION

**9.1 COMMUNITY WORKS FUND APPLICATION – RDCK – WOODBURY FIRE
HYDRANT AND GENERATOR INSTALLATION
File No.: 1850-20-CW-316
Electoral Area D**

115 - 125

The Committee Report dated April 1, 2025 from Ashley Grant, Grants Coordinator, re: Community Works Fund Application - RDCK - Woodbury Fire Hydrant and Generator Installation, has been received.

RECOMMENDATION:

That it be recommended to the Board:

That the Community Works Fund application submitted by the RDCK for

the RDCK-Woodbury Fire Hydrant and Generator Installation in the amount of \$85,400.00 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area D to Service S259 – Water Utility - Woodbury.

9.2 COMMUNITY WORKS FUND APPLICATION – RDCK – BALFOUR FIRE HALL STAND-BY GENERATOR PROJECT

126 - 136

File No.: 1850-20-CW-315

Electoral Area E

The Committee Report dated March 14, 2025 from Ashley Grant, Grants Coordinator, re: Community Works Fund Application - RDCK - Balfour Fire Hall Stand-By Generator project, has been received.

RECOMMENDATION:

That it be recommended to the Board:

That the Community Works Fund application submitted by the RDCK for the RDCK-Balfour Fire Hall Stand-By Generator in the amount of \$15,000.00 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area E to Service S141 Balfour/Harrop Fire Protection.

9.3 COMMUNITY WORKS FUND APPLICATION – RDCK – DUHAMEL WATER SYSTEM – WELL PUMP REPLACEMENT

137 - 147

File No.: 1850-20-CW-317

Electoral Area F

The Committee Report dated April 3, 2025 from Ashley Grant, Grants Coordinator, re: Community Works Fund Application - RDCK - Duhamel Water System – Well Pump Replacement, has been received.

RECOMMENDATION:

That it be recommended to the Board:

That the Community Works Fund application submitted by the RDCK for the RDCK-Duhamel Water System – Well Pump Replacement in the amount of \$50,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area F, and further that the Board of Directors approve an amendment to the 2025 Financial Plan for Water Utility –Area F (Duhamel) Service S248 to INCREASE the following line items:

- Community Works Grants by \$50,000,
- Transfer from Reserves by \$40,000,
- Transfer to Other Services by \$5,000,
- Capital expenses by \$85,000.

10. PUBLIC TIME

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

11. ADJOURNMENT

RECOMMENDATION:

The meeting be adjourned at _____



Regional District of Central Kootenay

RURAL AFFAIRS COMMITTEE MEETING

Open Meeting Minutes

Wednesday, March 19, 2025

9:00 a.m. PST

Hybrid Model - In-person and Remote

RDCK Board Room, 202 Lakeside Dr., Nelson, BC

COMMITTEE MEMBERS

PRESENT

Chair G. Jackman	Electoral Area A – In-person
Director R. Tierney	Electoral Area B – In-person
Director K. Vandenberghe	Electoral Area C – In-person
Director A. Watson	Electoral Area D – In-person
Director C. Graham	Electoral Area E
Director T. Newell	Electoral Area F - In-person
Director H. Cunningham	Electoral Area G
Director A. Davidoff	Electoral Area I
Director H. Hanegraaf	Electoral Area J
Director T. Weatherhead	Electoral Area K – In-person

COMMITTEE MEMBERS

ABSENT

Director W. Popoff	Electoral Area H
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STAFF PRESENT

S. Horn	Chief Administrative Officer
M. Morrison	Corporate Officer
S. Sudan	General Manager of Development and Community Sustainability
N. Wight	Planning Manager
S. Chezenko	Planner
R. Gaba	Planner
Z. Giacomazzo	Planner
U. Wolf	General Manager of Environmental Services
J. Dupuis	Bylaw Supervisor

A. Grant
C. Hopkyns

Grants Coordinator
Corporate Administrative Coordinator
Meeting Coordinator

1. ZOOM REMOTE MEETING INFO

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

Join by Video:

[https://rdck-bcca.](https://rdck-bcca.zoom.us/j/97918675110?pwd=GmVSuFaa2RntNTq5nTyh8CpcKj5tAL.1)

[zoom.us/j/97918675110?pwd=GmVSuFaa2RntNTq5nTyh8CpcKj5tAL.1](https://rdck-bcca.zoom.us/j/97918675110?pwd=GmVSuFaa2RntNTq5nTyh8CpcKj5tAL.1)

Join by Phone:

833 955 1088 Canada Toll-free

Meeting Number (access code): 979 1867 5110

Meeting Password: 527524

Location:

RDCK Head Office - Board Room, 202 Lakeside Dr, Nelson BC

2. CALL TO ORDER

Chair Jackman 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 THE AGENDA

Moved and seconded,
And resolved:

The agenda for the March 19, 2025 Rural Affairs Committee meeting be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The February 19, 2025 Rural Affairs Committee meeting minutes, have been received.

6. DELEGATIONS

Item 7.1 - Larry Perepolkin

7. PLANNING & BUILDING

7.1 SUBDIVISION - AGRICULTURAL LAND RESERVE - PEREPOLKIN

File No.: A2404H

2505 Sorokin Road

(Nadine and Larry Perepolkin, Agent: Joshua Hango)

Electoral Area H

The Committee Report dated March 14, 2025 from Sadie Chezenko, Planner, re: Subdivision - Agricultural Land Reserve - Perepolkin, has been received.

Sadie Chezenko, Planner, provided an overview to the Committee regarding Agricultural Land Commission (ALC) application to subdivide the parcel into two lots within the Agricultural Land Reserve (ALR) at 2505 Sorokin Road in Krestova.

Larry Perepolkin, property owner, provided background to the Committee regarding the application and the property.

Staff answered the Committee's questions.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Board SUPPORT application A2404Hs for the proposed Subdivision in the Agricultural Land Reserve proposed by Joshua Hango for property located at 2505 Sorokin Road, Electoral Area 'H' and legally described as DISTRICT LOT 14517 KOOTENAY DISTRICT EXCEPT PLAN NEP74807 (PID: 007-135-777), AND FURTHER, the Committee supports this due to the soil capability at a Class 7, need for housing, and previous Agricultural Land Commission review that which indicated support.

Carried

7.2 FOR INFORMATION: RDCK PLANNING PROCEDURES AND FEES BYLAW AMENDMENT

File No.: 3012-AMD-2457

All Electoral Areas

The Committee Report - For Information dated March 19, 2025 from Rishab Gaba, Planner, re: Amendment of Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015, has been received.

Rishab Gaba, Planner, provided an overview to the Committee regarding Amendment Bylaw No. 3012, which, if adopted, will amend the "Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015." This amendment will formalize development approval information procedures as prescribed in Division 6 of Part 14 of the *Local Government Act*. These proposed changes will formalize an existing practice of requiring development approval information for certain applications in accordance with

that section of the *Local Government Act* from which the authority is granted. The amendment establishes a standardized framework applicable to existing Official Community Plans (OCPs) with designated Development Approval Information Areas, as well as to future OCP updates and newly adopted OCPs, ensuring consistency across the RDCK. Its application is subject to the jurisdictional scope defined by the respective OCP.

Staff answered the Committee's questions. The Committee had a discussion regarding delegated authority. Staff will take the Directors' feedback from the meeting into consideration for the amendment of Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015.

**RECESS/
RECONVENE**

The meeting recessed at 10:14 a.m. for break and reconvened at 10:26 a.m.

**7.3 BYLAW 3009: RESPONSIBLE DOG OWNERSHIP
Electoral Areas A, B, C & H**

The Committee Report dated March 19, 2025 from Sangita Sudan, GM Development and Community Sustainability, re: Bylaw 3009: Responsible Dog Ownership, has been received.

Sangita Sudan, GM Development and Community Sustainability and Jordan Dupuis, Bylaw Supervisor, provided an overview regarding Responsible Dog Ownership Bylaw. Staff is seeking Directors provide comments and feedback on the bylaw.

Staff answered the Committee's questions.

Moved and seconded,
And resolved:

That the Responsible Dog Ownership (RDO) Bylaw No. 3009, 2025 be read a FIRST time by content and sent for a legal review; AND FURTHER, that Directors provide comment and feedback on the bylaw, including whether to include patrols, leashing or dogs at large.

Carried

8. ENVIRONMENTAL SERVICES

No items.

9. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:18 a.m.

Public asked questions regarding the Official Community Plan Amendment Bylaw No. 3002 and Zoning Amendment Bylaw No. 3003:

1. The next steps that will be taken. The Chair shared that a report including all submission for consideration will be addressed at a future Board meeting.
2. Status of a second study. Staff shared all submissions will be submitted with the report.
3. The decision making process when there is conflicting professional opinions. The Chair shared based off the report staff provided highlights the risks and concerns and the Board will decide from there.

No media had question.

10. CLOSED

10.1 Meeting Closed to the Public

Moved and seconded,
And resolved:

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

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

Carried

10.2 Recess of Open Meeting

Moved and seconded,
And resolved:

The Open meeting be recessed at 11:31a.m. in order to conduct the Closed Board meeting and reconvened at 11:41 a.m.

Carried

11. RURAL ADMINISTRATION

11.1 COMMUNITY WORKS FUND APPLICATION – RDCK – ROSEBUD LAKE REGIONAL PARK UPGRADE AND MITIGATION PROJECT

File No.: 1850-20-CW-313**Electoral Area G**

The Committee Report dated March 5, 2025 from Ashley Grant, Grants Coordinator, re: Community Works Fund Application - Rosebud Lake Regional Park Upgrade and Mitigation Project, has been received.

The Committee had a discussion regarding the application.

Moved and seconded,

And resolved that it be recommended to the Board:

That the Community Works Fund application submitted by the RDCK for the RDCK-Rosebud Lake Regional Park Upgrade and Mitigation Project in the amount of \$200,000.00 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area G to Regional Parks-Nelson, Salmo and Areas E, F and G Service S202.

Carried

9.2 COMMUNITY WORKS FUND APPLICATION – CBT PROPERTY CORP CRESTON RED GRAIN ELEVATOR

File No.: 1850-20-CW-313**Electoral Area A,B & C**

The Committee Report dated March 5, 2025 from Ashley Grant, Grants Coordinator, re: Community Works Fund Application - CBT Property Corp – Creston Red Grain Elevator, has been received.

Moved and seconded,

And resolved that it be recommended to the Board:

That the That the Community Works Fund application submitted by the CBT Property Corp for the CBT Property Corp – Creston Red Grain Elevator in the amount of \$30,000.00 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area A,B,C.

Carried

12. ADJOURNMENT

Moved and seconded,

And resolved:

The meeting be adjourned at 11:47 a.m.

Carried

Approved by

Chair Jackman, Chair



Committee Report

Date of Report: March 28, 2025
Date & Type of Meeting: April 16, 2025, Rural Affairs Committee
Author: Sadie Chezenko, Planner 1
Subject: SUBDIVISION IN THE AGRICULTURAL LAND RESERVE
File: A2504D - TRUEMAN
Electoral Area/Municipality D

SECTION 1: EXECUTIVE SUMMARY

This report seeks the Board's consideration of an Agricultural Land Commission (ALC) application for a subdivision within the Agricultural Land Reserve (ALR) at 1121/1125 Press Road in Argenta in Electoral Area 'D.' The parcel is 4.05 ha in size and the owners wish to subdivide it into two lots, approximately 2.75 ha and 1.25 ha in size.

Allowing subdivisions in the ALR can raise expectations that future similar requests may be permitted which can increase speculation, farmland prices and ultimately lead to reduced agricultural investment and activity. Given that the application seeks to fragment ALR land, which is correlated with reduced agricultural activity and diminished farming potential, and because no compelling public or agricultural benefits have been demonstrated, staff recommend that the Board not support this application.

Any comments or recommendations of the Board will be forwarded to the ALC along with this application, since it is in an area without a zoning bylaw.

SECTION 2: BACKGROUND/ANALYSIS

The Agricultural Land Reserve (ALR) is a provincial land use zone in which agriculture is recognized as the priority use. Subdivisions of ALR land, except when permitted via regulation, are restricted unless approved by the Agricultural Land Commission (ALC).

GENERAL INFORMATION

Property Owner: William and Richard Trueman
Property Location: 1121 and 1125 Press Road, Argenta, Electoral Area 'D'
Legal Description: LOT 26 DISTRICT LOT 8390 KOOTENAY DISTRICT PLAN 920 (PID: 012-226-742)
Property Size: 4.05 ha (10 ac)
Current Zoning: None
Current Official Community Plan Designation: Agriculture (AG)

Site Context:

The subject property is 4.05 hectares (ha) and is located within Electoral Area 'D' in Argenta. The property is designated as Agriculture (AG) in the Official Community Plan (OCP) and is within the ALR. The neighboring properties designated Agriculture (AG) and Resource Area (RA) and are also in the ALR. Figure '3' and Figure '4'

show the boundaries of the ALR and agriculturally designated properties respectively. The subject and surrounding properties are primarily used for residential purposes.

SURROUNDING LAND USES
North: Not zoned by the RDCK, designated Agriculture (AG) and within the ALR
East: Not zoned by the RDCK, designated Resource Area (RA)) and within the ALR
South: Not zoned by the RDCK, designated Agriculture (AG) and within the ALR
West: Not zoned by the RDCK, designated Agriculture (AG) and within the ALR

As shown in Figure ‘1’ and Figure ‘2’ the parcel slopes upward to the east. The lower portion of the parcel at the west is cleared, while the central and eastern portion is forested. The BC Water Resource Atlas (BCWRA) shows that the subject property and neighbouring parcels hold provincial water licenses. The BCWRA does not show any registered groundwater wells on the property or in the area.

The subject property is used for residential purposes and has been improved with two residences, road, services and accessory buildings. There is no agricultural activity other than a domestic garden.

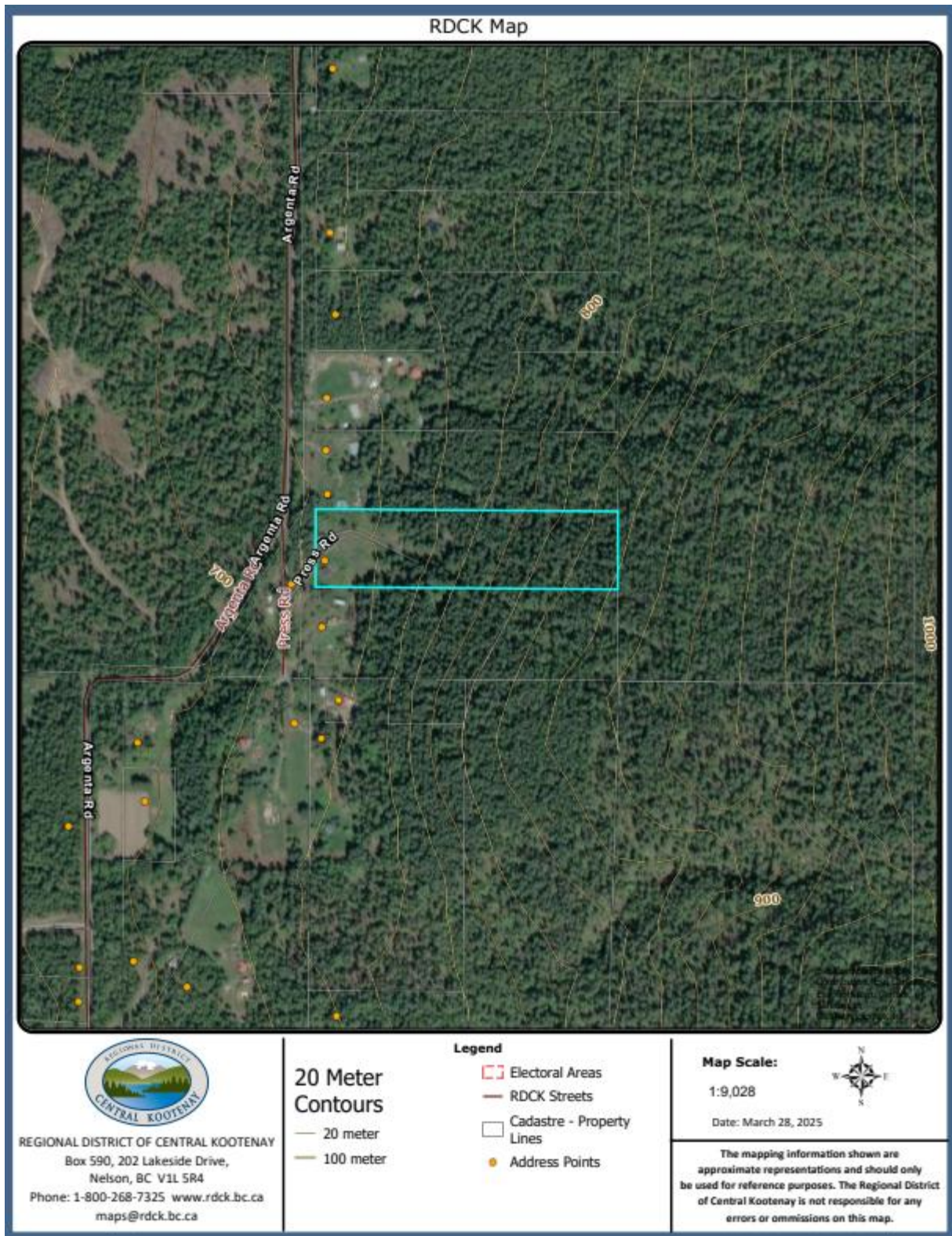


Figure 1: Location and Topography Map



Figure 2: Google Earth Imagery Showing Area Topography

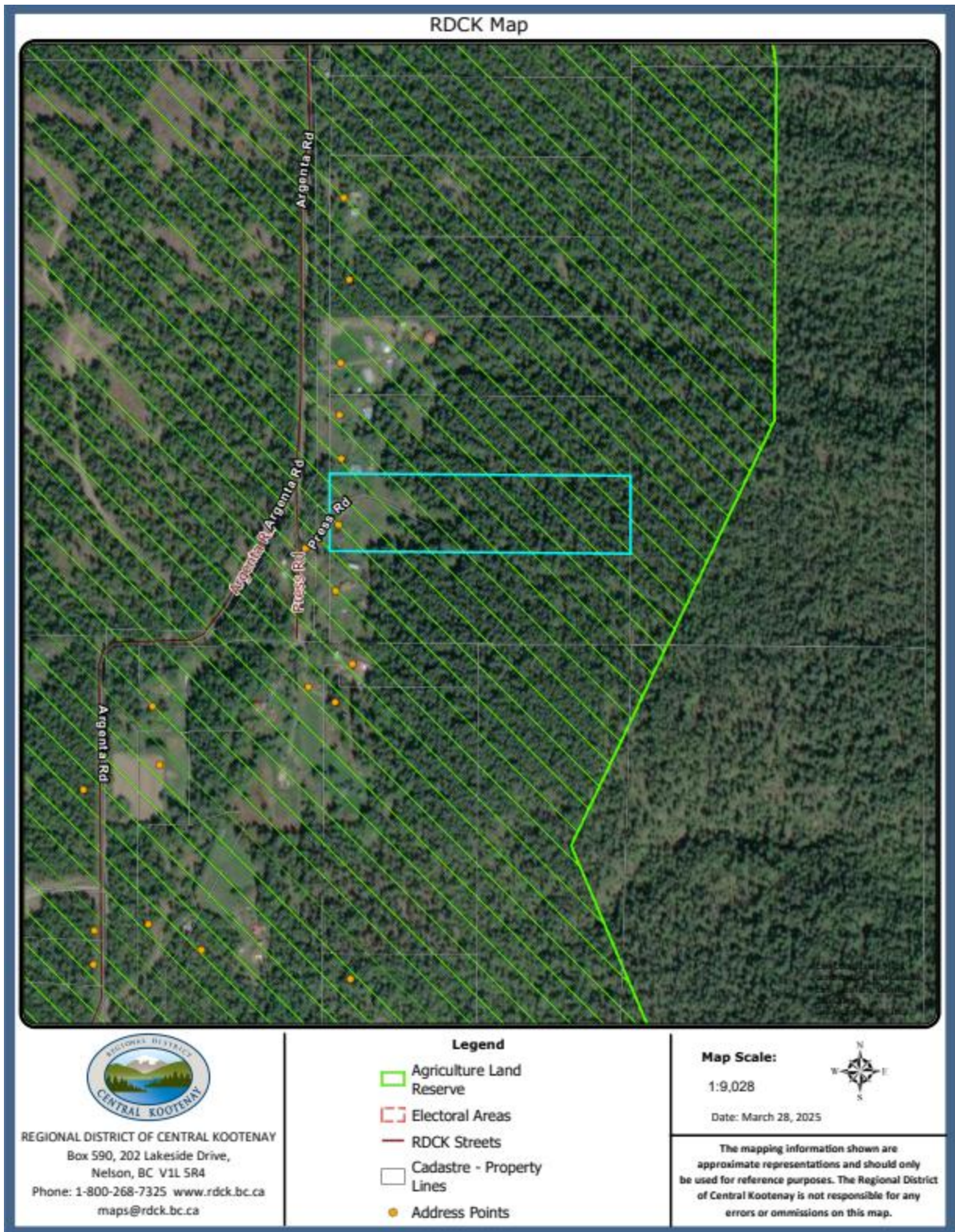


Figure 3: ALR Map

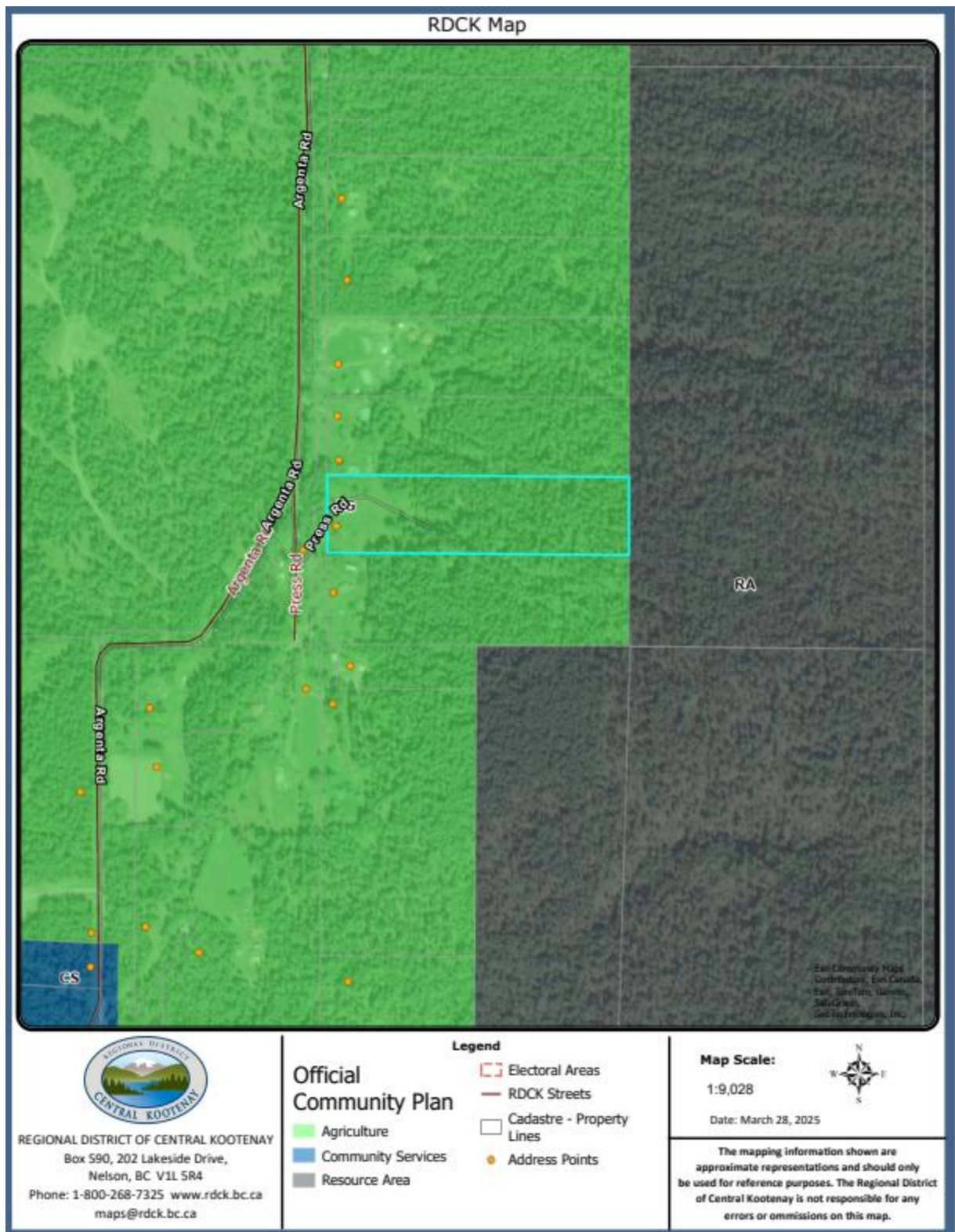


Figure 4: OCP Designations Map

Development Proposal

The purpose of the proposal is to subdivide the parcel into two lots. The proposed lot sizes are approximately 2.75 ha and 1.25 ha.

The applicant is pursuing the subdivision to “satisfy will and inheritance issues.” The applicant has indicated that this parcel is suitable for subdivision because one of the proposed lots are “unsuitable for agricultural purposes due to steep terrain.” Figure ‘5’ below shows the owner’s proposed plan of subdivision.

The applicant noted that in the past, a similar subdivision application was made to the ALC. A search of historical documentation for the property confirmed that in 1987 the ALC issued resolution #1126/87 which stated that the ALC would allow the subdivision of the parcel into two lots. Prior to submitting this current application, the ALC confirmed with the owner that a new application would be required to complete this subdivision. No information on the ALCs previous rationale for approval was available in the records or from the property owner.

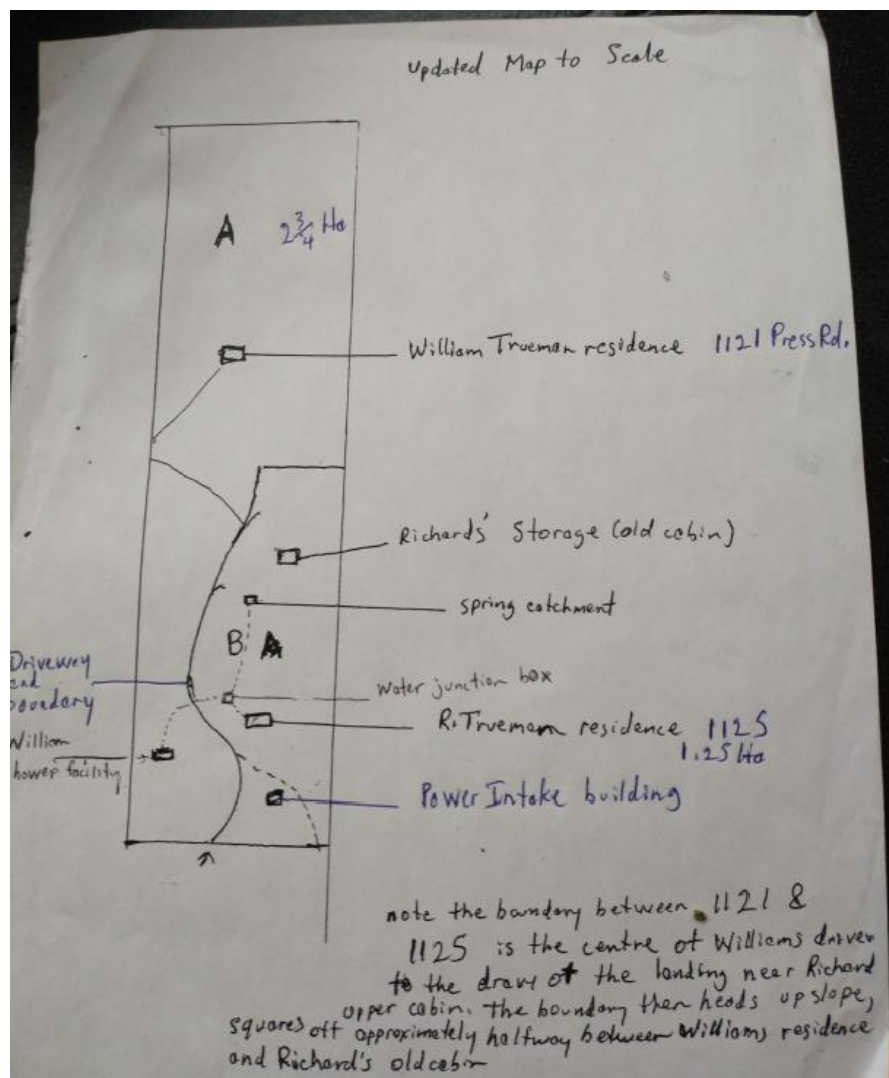


Figure 5: Proposed Subdivision Plan (From Owner)

Planning Policy

Electoral Area 'D' Comprehensive Land Use Bylaw No. 2435, 2016 (Official Community Plan)

Relevant Agriculture Objectives

1. Preserve agricultural land with continuing value for agriculture for current and future production, and protect this land from uses which are inconsistent with agricultural use or are incompatible with existing agricultural uses in the area.
2. Minimize conflicts between agriculture and other land uses.
3. Encourage the agricultural sector's viability by pursuing supportive land use policies within, and adjacent, to farming areas and ensure adequate water and land resources for agricultural purposes with recognition of the importance of local food production.

Relevant Agriculture Policies

The Regional Board:

1. Recognizes the value of agriculture in the Plan area.
2. Ensures that all land use and subdivision of land within the ALR shall be in accordance with the provisions of the Agricultural Land Commission Act, associated regulations, orders and decisions of the Provincial Agricultural Land Commission.
3. Will work with the Province to ensure that new development adjacent to agricultural areas provides sufficient buffering in the form of setbacks, fencing, and landscaping consistent with Provincial specifications.
4. Will consider the impacts on local food production and self-sufficiency when making land use decisions on lands within the Agricultural Land Reserve and/or designated 'Agriculture', including but not limited to:
 - a. Soil capacity;
 - b. Water resources; and
 - c. Capability for agricultural production.

Relevant Community Specific Policies – Argenta

1. Understands that residents value individual freedom, and the ability to live a life unencumbered by unnecessary rules
2. Recognizes that Argenta shall remain primarily remote residential and agricultural
3. Strongly advocates the protection of all sources of domestic water supply
4. Recognizes the value of the Agricultural Land Reserve and supports future agriculture

Agricultural Area Plan

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

The purpose of the Agriculture Area Plan is to ensure that the agricultural capability of the area is realized and protected as part of a secure food supply for the region. Agriculture in the Region is characterized by its diversity, with larger operations predominantly in the Creston Valley and many small-lot farms spread across the RDCK. The Plan's recommendations address all sizes and forms of farm operations. Some of the issues facing farmers and food producers in the region were identified through public consultation when the Agriculture Plan was developed. Some of the issues that are relevant to the current report include the ongoing loss of farmland; and the inability for farm income cannot support the purchase of land at residential/recreational market values.

The report goes on to make several recommendations which address agricultural viability, capability and secure food supply recommendations. The recommendation relevant to this application are listed below:

Capability Recommendation #1

- It is recommended that the RDCK continue to use land use planning tools to discourage subdivisions of agricultural land and to encourage the consolidation of contiguous smaller agricultural lots provided they do not result in additional residences (resulting in higher land values for the farm).

Capability Recommendation #3

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

Capability Recommendation #10

- It is recommended that the RDCK encourage the Agricultural Land Commission to update their ALR decision making guidelines incorporating criteria that acknowledges the unique characteristics of this region and the productive capabilities of smaller parcels.

Agricultural Land Use Inventory

The RDCK's Agricultural Land Use Inventory, 2016 (ALUI) was developed for the purpose of building a common understanding of agriculture within the RDCK.

Parcel size must be considered when determining the agricultural potential of a parcel. Larger parcels usually allow farmers greater flexibility to expand or change their type of operation as the economy and markets change. Some types of agriculture can be successful on small parcels (e.g. intensive market gardens, nurseries, and poultry), however, the number of viable farming options generally decreases with a reduced parcel size. Smaller parcels are generally more costly per hectare than larger parcels and can easily be disassembled from larger farm units and sold. Larger parcels accommodate equipment more efficiently and reduce the need to move farm equipment on public roads.

According to the ALUI, 23% of ALR parcels are used for farming and 77% are not used for farming. The Inventory outlines that there is evidence that small parcels are less likely than larger parcels to be utilized for farming. In the Regional District there are 1,178 ALR parcels that are less than 1 hectare. Of these parcels, 5% (60 parcels) are "Used for Farming", 21% (245 parcels) are "Available for Farming", and 74% (873 parcels) are "Unavailable for Farming". Residential use accounts for the majority of the small and "Unavailable for Farming" parcels.

The continued fragmentation of larger lots in the region threatens agricultural opportunities and limits the type and amount of agricultural production possible.

Agricultural Capability Rating

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

The subject property has an unimproved agricultural capability rating of Class 4-5 with the limitations being topography and stoniness. The improved agricultural capability rating is the same with 80% being Class 4 and 20% being Class 5.

Class 4 land has limitations that require special management practices or severely restrict the range of crops, or both. Class 5 land has limitations that restrict its capability to producing perennial forage crops or other specially adapted crops.

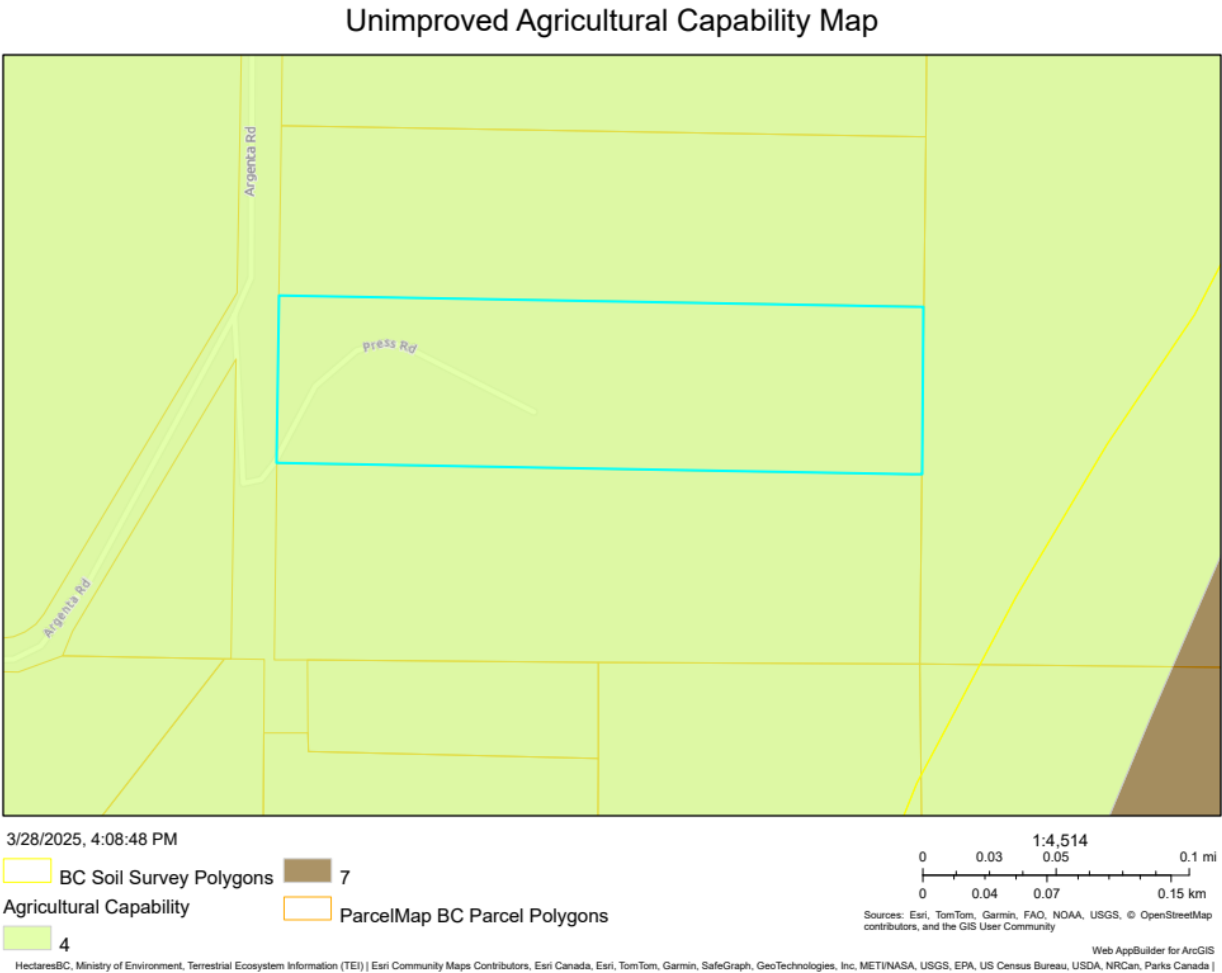


Figure 6: Agricultural Capability

Soil Type

The Soil Resources of the Nelson Area published by the BC Ministry of Environment categorizes soils having similar agriculturally important characteristics into ‘soil association descriptions’. The subject property is composed of soils from the Sentinel Soil Association. This resource notes that soil and topographic limitations make Sentinel soils predominantly non-arable.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:

☐ Yes ☒ No

Financial Plan Amendment:

☐ Yes ☒ No

Debt Bylaw Required:

☐ Yes ☒ No

Public/Gov't Approvals Required:

☐ Yes ☒ No

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

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

Planning Procedures and Fees Bylaw No. 2456, 2015

The bylaw states that for areas with no zoning bylaw “the Board will consider RAC’s recommendation and will pass a resolution with comments for the ALC to consider.”

Agricultural Land Commission Act (ALCA)

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

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

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

For areas not subject to a Zoning Bylaw, should the Regional Board choose to support, not support or provide no comments on this proposal, staff will forward the Board resolution, along with other application information to the ALC for their consideration and ultimately, final decision. This approach is in accordance with the RDCK Planning Procedures and Fees Bylaw and the ALCA.

RDCK Subdivision Bylaw No. 2159

The bylaw directs that each proposed lot shall be supplied with a sufficient supply of water through connection to a community water system; a license under the Water Act to divert and use water; or having proof of availability of sufficient groundwater sources to the standards required under Part 8 of this Bylaw. In addition, each lot must be assessed for sanitary sewage disposal based on on-site sewage disposal or connection to a community wastewater system to the standards required under Part 9 of this Bylaw.

3.3 Environmental Considerations

None anticipated.

3.4 Social Considerations:

The fragmentation of agricultural lands would most likely not have a positive impact on the agricultural use of this parcel. No public benefit is associated with this proposal.

3.5 Economic Considerations:

While the creation of new lots may have the potential for it to be brought into production by a separate owner, the creation of smaller lots within the ALR generally foster increased rural residential pressures and less agricultural activity.

3.6 Communication Considerations:

The ALC does not require public notification for applications to subdivide within the ALR. In accordance with the Planning Procedures and Fees Bylaw No. 2457, 2015 the application has been referred to the Director for

Electoral Area D, First Nations, the Area D Advisory Planning and Heritage Commission, the Regional District's Building Services division and the Ministry of Agriculture, Food for comment. The responses received are attached to this report as 'Attachment A'.

3.7 Staffing/Departmental Workplace Considerations:

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

3.8 Board Strategic Plan/Priorities Considerations:

The Board identified "Energy Efficiency and Environmental Responsibility" as a strategic priority. Specifically included in this priority is the focus of supporting local agriculture and food security.

SECTION 4: SUMMARY & OPTIONS

Planning Discussion

The Official Community Plan states that it recognizes the value of the ALR and supports future agriculture. While this parcel does have a steep topography, it is still identified as having a mid range agricultural capability rating and is located at the centre of approximately 275 ha of ALR zoned land.

Only 2.5% of the RDCK's land is suitable for agriculture. The RDCK's Agricultural Plan recommends using land use planning tools to prevent the subdivision of agricultural land. As parcel sizes decrease, the number of viable farming operations typically declines, and smaller parcels tend to be more expensive per hectare than larger ones. According to data from the ALUI, smaller agricultural lots are less likely to be farmed.

Ultimately, staff do not support the subdivision application for the following reasons:

- The proposal does not provide a benefit to agriculture. The creation of smaller agricultural parcels is correlated with less agricultural activity, increased subdivision and rural residential pressures.
- Subdivision of the subject property could increase expectations that similar requests would be routinely permitted and encourage future proposals. The effects of heightened expectations often include speculation, increased farmland prices, and reduced agricultural investment and activity.
- Staff has been consistent in not supporting applications for subdivision that fragment the ALR land base, particularly where broad public interest and agricultural benefit is not demonstrated.

Given that this application is in an area not subject to a zoning bylaw, staff will forward the Board resolution, along with other application information to the ALC for their consideration and ultimately, final decision.

Staff have provided three options for consideration below, but recommend Option 1 – Not Support.

OPTIONS:

Option 1 – Not Support

That the Board NOT SUPPORT application A2504D for the proposed Subdivision in the Agricultural Land Reserve proposed by William and Richard Trueman for the property located at 1121/1125 Press Road, Electoral Area 'D' and legally described as LOT 26 DISTRICT LOT 8390 KOOTENAY DISTRICT PLAN 920 (PID: 012-226-742).

Option 2 – Support

That the Board SUPPORT application A2504D for the proposed Subdivision in the Agricultural Land Reserve proposed by William and Richard Trueman for the property located at 1121/1125 Press Road, Electoral Area 'D' and legally described as LOT 26 DISTRICT LOT 8390 KOOTENAY DISTRICT PLAN 920 (PID: 012-226-742).

Option 3 – No Comment

That the Board provide NO COMMENT for application A2504D for the proposed Subdivision in the Agricultural Land Reserve proposed by William and Richard Trueman for the property located at 1121/1125 Press Road, Electoral Area 'D' and legally described as LOT 26 DISTRICT LOT 8390 KOOTENAY DISTRICT PLAN 920 (PID: 012-226-742).

SECTION 5: RECOMMENDATIONS

That the Board NOT SUPPORT application A2504D for the proposed Subdivision in the Agricultural Land Reserve proposed by William and Richard Trueman for the property located at 1121/1125 Press Road, Electoral Area 'D' and legally described as LOT 26 DISTRICT LOT 8390 KOOTENAY DISTRICT PLAN 920 (PID: 012-226-742).

Respectfully submitted,

Originally signed by

Sadie Chezenko, Planner

CONCURRENCE

Planning Manager – Nelson Wight **Approved**

General Manager Development & Sustainability – Sangita Sudan **Approved**

Chief Administrative Officer – Stuart Horn **Approved**

ATTACHMENTS:

Attachment A – Referral Responses

Attachment B – ALC Application



February 20, 2025

File: 0280-30

Ref: 201422

Dear Local Government Planning Staff:

Ministry of Agriculture and Food (the Ministry) staff have noted that there has been a marked increase in Agricultural Land Commission (ALC) subdivision applications over the past few years, resulting in increased referral workload for local government, the Ministry and ALC staff.

An 18 month referral impact review project conducted by the Ministry between March 2023 – October 2024, revealed that the vast majority of ALC subdivision applications referred to the Ministry by local governments were assessed by Ministry staff as “not beneficial to agriculture”. However, local government councils and boards opted to send these applications to the ALC for decision in nearly every instance. While local government decisions to forward these applications to the ALC are inconsistent with Ministry staff input, the overwhelming majority of ALC decisions are consistent with Ministry staff’s assessment (i.e., applications identified as not beneficial to agriculture are refused).

Given the similar input provided by Ministry staff on most subdivision applications and the limited impact that Ministry referral responses appear to have on local government decisions, the Ministry has adopted a new approach when responding to local government ALC subdivision application referrals. Specifically, when the Ministry receives an ALC subdivision application referral from a local government, Ministry staff will conduct a preliminary assessment of the application. If Ministry staff determine that the application is “not beneficial to agriculture”, staff will respond to the referral request by sending a copy of this letter to the relevant local government staff member. If, however, Ministry staff determine that the application is “beneficial to agriculture” or even has a neutral impact to agriculture, staff will conduct a more detailed parcel-specific review of said application which will entail providing a rationale for how and why the application is beneficial/benign to agriculture.

In the absence of a parcel-specific review, local government planning staff and decision makers are encouraged to consider the following when reviewing ALC applications for subdivision on the Agricultural Land Reserve (ALR).

- Subdivision in the ALR frequently results in each parcel having diminished agricultural potential and an increase in land cost per hectare due to increased residential and

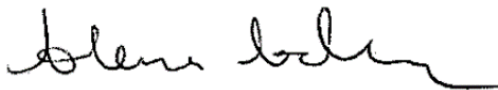
accessory structures. Smaller lots and increased residential structures can also increase conflict between adjacent land uses.

- Ministry data, through Agricultural Land Use Inventories (ALUI), shows that smaller agricultural lots, irrespective of where they are located in the province, are less likely to be farmed.
- A [2022 Kwantlen Polytechnic University study](#) exploring the impact of non-farm uses and subdivision on agricultural land found that in regions of British Columbia (B.C.) reviewed, "30 percent of all new parcels created as a result of subdivision ceased to have a farm class status", and "64 percent of all the parcels had their ownerships transferred within three years after non-farm use and subdivision applications were approved. This percentage becomes higher for subdivided parcels" (Summary Results, p.1-2).
- To advance viable long-term agricultural opportunities on the ALR, Ministry staff encourage ALR landowners to pursue alternative land access and tenure options, other than subdivision, (such as the leasing of portions of the property) as part of a coordinated succession plan. For more information on [B.C.'s Land Matching Program](#), please visit the [Agrarians Foundation](#) organization website.
- The Ministry also provides resources to producers to support successful farm transition, including support through the [B.C. Agri-Business Planning Program](#), as well as succession planning workshops and webinars to familiarize farmers with the steps and practices required for a successful farm transition.
- Ministry staff are available to discuss viable agricultural opportunities with the landowners considering pursuing farming activities on ALR land. For more information or to contact Ministry staff, please visit the Ministry [AgriService BC webpage](#) or email AgriServiceBC@gov.bc.ca.

While the Ministry will not be providing a detailed review and response to this parcel-specific referral, please feel free to reach out to Ministry staff with specific questions or for advice on this referral or land use planning for agriculture in general.

complete

Sincerely,



Arlene Anderson

Executive Director





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

4-Mar-2025 15:45 MST

Weyt-k (Hello),

Shuswap Band is in receipt of the project information for: -ALC Subdivision - Trueman.

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

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

Further, the watersheds in this area are significant to Shuswap Band's cultural heritage, as an area of ancestral land use, and presently significant as an area needing restoration and protection. Currently, Shuswap Band members collect medicines and berries in the surrounding area, fish the area waters, and camp nearby. While the area and its vitality has been impacted by industry developments, Shuswap Band has been actively involved in research and other initiatives which aim to restore this region to an ecologically and culturally thriving place.



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

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

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

Kukwstsétsemc (Thank you).

Referrals Coordinator

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

cc: Barb Cote - Chief, Shuswap Band

Mark Thomas - Councilor, Shuswap Band

Richard Martin - Councilor, Shuswap Band

Manon Moreau – Director, Territorial Stewardship, Shuswap Band

Travis Yeats – Referrals Coordinator, Shuswap Band

Joshua Martin – Guardian Manager, Shuswap Band

Enola Eugene – Culture, Shuswap Band



Attention: Sadie Chezenko

Okanagan Indian Band (OKIB) is in receipt of the above referral. This proposed activity is within OKIB's Area of Interest within the Syilx (Okanagan Nation) Territory, and the lands and resources are subject to our unextinguished Aboriginal Title and Rights. For more information on our Title and Rights, please see the attached overview in Schedule A.

The Crown has an obligation to support our capacity to meaningfully participate in consultation(1). The failure to provide capacity funding where necessary to support an Aboriginal people's participation can significantly impair the quality of consultation and lead to a finding that consultation was inadequate(2). While supporting OKIB's capacity is ultimately the Crown's obligation, it may be delegated to proponents. Whether delegated or not, proponent contributions ensure we have sufficient capacity to participate in consultation on their activity so approvals are not delayed or denied due to a failure of the Crown to engage with us meaningfully.

To ensure OKIB has sufficient capacity to conduct a Preliminary Office Review of your referral for its potential adverse impact on the OKIB's Syilx Aboriginal Title and Rights we require payment of a Referral Processing Fee. This invoice must be paid within 30 days.

The processing fee is broken down as follows:

- *Referral Processing Fee: \$300.00
- * 5% GST: \$15.00
- * Total: \$315.00

This Fee is based on review not exceeding 5 hours. This initial fee may not be sufficient for OKIB to engage in meaningful consultation, but it will provide necessary funding for OKIB's Preliminary Office Review to determine if your referral is of potential concern and whether further consultation is necessary. If the proposed activity requires a more in-depth review,

OKIB will notify the proponent after the Preliminary Office Review and will seek to negotiate an agreement to provide capacity for necessary consultation activities.

INVOICE AMOUNT FOR PRELIMINARY OFFICE REVIEW \$315.00

Please make cheque payable to Okanagan Indian Band (OKIB) re:

If payment is not received within 30 days of receipt of this invoice a warning letter will be issued outlining that we are unable to meaningfully respond, engage in consultation on the proposed activity or consent to the proposed activity. Proper consultation cannot occur without the appropriate resources, therefore it is only with payment that proper consultation can begin and the proposed project can be reviewed. Failure of the Crown, or the proponent as delegate of the Crown, to meaningfully consult with OKIB will put any permits or authorizations for the activity at risk of being delayed, suspended or revoked.

liml?mt | Thank You

Julie Richard
Referrals Management Clerk
Territorial Stewardship Division
Okanagan Indian Band
12420 Westside Road
Vernon BC, V1H 2A4

(1) *Clyde River (Hamlet) v. Petroleum Geo Services Inc.* 2017 SCC 40, [2017] 1 S.C.R. 1069 (“Clyde River”).

(2) *Clyde River* at paras 47-49, citing *Taku River Tlingit First Nation v. British Columbia (Project Assessment Director)*, 2004 SCC 74, [2004] 3 S.C.R. 550 at paras 32, 37.



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8

FN ID:
L-250310

Consulting ID:
L-250310-ALC

Project Name
L-250310-ALC Subdivision - Trueman.

Consulting Organization:
Regional District of Central Kootenay

Proponent Organization:
Richard Trueman

10-Mar-2025 14:16 PDT

Attention: Sadie Chezenko

We are in receipt of the above referral. The proposed activity is located within syilx (Okanagan) Territory.

Snpink'tn has now had the opportunity to review the proposed activity. At this time, snpink'tn (Penticton Indian Band) will be deferring further consultation and engagement to the Okanagan Indian Band.

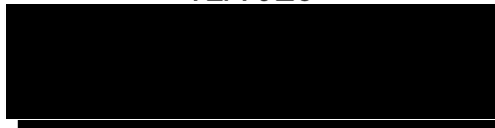
If you require further information or clarification, please do not hesitate to contact me.

limləmt,

Caroline Stewart
Office Administrator
snpink'tn (Penticton Indian Band)
Natural Resources



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8



address: 841 Westhills Drive
Penticton, British Columbia
Canada V2A 0E8

From: [REDACTED]
To: [Sadie Chezenko](#)
Subject: A2504D - KNC File 6493
Date: Tuesday, March 11, 2025 7:38:15 AM
Attachments: [image001.png](#)

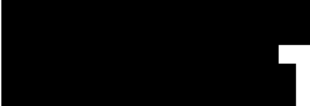
CAUTION This email originated from outside the organization. Please proceed only if you trust the sender.

Good Morning,

The Ktunaxa Nation Council has no concerns with this application.

Thank you,

Michelle Dunn
Ktunaxa Nation Council
Guardianship Referrals Administrator - Lands & Resources



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CONFIDENTIALITY NOTICE:

The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.
[Please consider the environment before printing this email message.](#)

Sadie Chezenko

From: [REDACTED]
Sent: Thursday, March 13, 2025 1:25 PM
To: Sadie Chezenko
Subject: NationsConnect: Response regarding ALC Subdivision - Trueman

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

A new conversation has been started by CeliaNord and you were indicated as a person to notify.

Subject: Response

Weytk,

Body: Skwlax Cultural Heritage Protection Dept supports Shuswap Band as leads on any decisions associated with this referral. Please continue to keep Skwlax updated, on any decisions, and share any reports here when available. If you do not hear back from Shuswap, or any other Secwepemc community, please reach out to Skwlax here.

Kukstemc,

Celia Nord, Archaeologist

[View conversation in NationsConnect](#)

6. STAFF REPORTS

Agricultural Land Reserve Referral (A2504D) – William and Richard Trueman

The Referral Package dated from Planner Sadie Chezenko, has been received.

- Members are in support of landowners wishing to improve their property.

Moved and seconded,

AND Resolved:

That the Area D Advisory Planning Commission **SUPPORT** the Agricultural Land Reserve Referral Application to William and Richard Trueman for the property located at 1121|

and 1125 Press Road, Argenta and legally described as LOT 26 District LOT 8390
KOOTENAY DISTRICT PLAN 920.



Remembering where we came from...

Lower Similkameen Indian Band

Mailing Address: PO Box 100 Keremeos, BC V0X 1N0

Physical Address: 1420 Hwy 3, Cawston BC

Project Name: ALC Subdivision Trueman

FN Consultation ID:

Consulting Org Contact: Sadie Chezenko

Consulting Organization: Regional District of Central Kootenay

Date Received: 3-Mar-25

Project Type: Regional District/Municipalities

ATTENTION: Sadie Chezenko

Re: ALC Subdivision - Trueman, Referral #1846

01 April 2025

The Lower Similkameen Indian Band (LSIB) would like to acknowledge receipt of the above referral. We have conducted a desktop review of it.

The location of the project/activity to which the referral relates is within syilx Territory and may have impacts on inherent and constitutionally protected syilx Title and Rights, which LSIB holds as part of the syilx Nation. However, given the location of the project, we would support Osoyoos Indian Band (OIB) and Penticton Indian Band (PIB) in taking lead in further consultation and engagement on this project. Please keep us informed of any updates or changes to the project as this may change our assessment and our view on the need for further consultation with LSIB.

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

limlɛmpt | Thank you.

Oliver Lindley
Sr Referrals and Field Crew Supervisor
Lower Similkameen Indian Band

Enclosure: Invoice to follow

CC: Chief Keith Crow, Lower Similkameen Indian Band

CC: Kathleen Louie, Title and Rights Natural Resources Team Lead



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 102839
Application Type: Subdivide Land in the ALR
Status: Submitted to L/FNG
Name: Trueman et al.
Local/First Nation Government: Central Kootenay Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description LOT 26 DISTRICT LOT 8390 KOOTENAY DISTRICT PLAN 920
Approx. Map Area 3.99 ha
PID 012-226-742
Purchase Date Oct 10, 1974
Farm Classification No
Civic Address 1121, 1125 Press Rd
Certificate Of Title IMG_20250120_074850465.jpg

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Richard Trueman	Not Applicable			Not Applicable
William Trueman	Not Applicable			Not Applicable

2. Other Owned Parcels

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

3. Primary Contact

Type Land Owner
First Name Richard
Last Name Trueman
Organization (If Applicable) No Data
Phone
Email

4. Government

Local or First Nation Government: Central Kootenay Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s). Domestic garden

Describe all agricultural improvements made to the parcel(s). garden irrigation 2018

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

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Residential	Residential & Argenta Greenhouses (manufacture)
East	Other	Crown land timber
South	Residential	Residential & garden
West	Residential	Residential

6. Proposal

Proposed Lot Areas

#	Type	Size
1	Lot	2.74
2	Lot	1.25

What is the purpose of the proposal?	The creation of 2 titles will satisfy will & inheritance issues for both parties
Why do you believe this parcel is suitable for subdivision?	There is ample water and irrigation for both residences, as well as garden irrigation for 1125. Williams portion (1121) is unsuitable for agricultural purposes due to steep terrain and timb
Does the proposal support agriculture in the short or long term? Please explain.	None other than domestic garden
Proposal Map / Site Plan	land and water map.jpg
Are you applying for subdivision pursuant to the ALC Homesite Severance Policy?	No

7. Optional Documents

Type	Description	File Name
Other files that are related	surveyed by Ray Johnson 1989	land and water map.jpg



Committee Report

Date of Report: March 31, 2025
Date & Type of Meeting: April 16, 2025, Rural Affairs Committee
Author: Sadie Chezenko, Planner 1
Subject: NON FARM USE IN THE AGRICULTURAL LAND RESERVE
File: A2503K – COLUMBIA BASIN BROADBAND CORPORATION C/O CHRISTOPHER PITTMAN
Electoral Area/Municipality K

SECTION 1: EXECUTIVE SUMMARY

This report seeks the Board's consideration of an Agricultural Land Commission (ALC) application for a Non-Farm Use within the Agricultural Land Reserve (ALR) on Provincial Crown Land¹ between Worthington Creek FSR and Dority Road in Edgewood in Electoral Area 'K.' The proposal is to install a telecommunications shelter on the site in order to allow residents of the area to access high speed internet.

Given the limited negative impact to agriculture and the strong public benefit associated with this proposal, Staff recommend the Board support this application and forward it to the ALC for their consideration.

SECTION 2: BACKGROUND/ANALYSIS

The Agricultural Land Reserve (ALR) is a provincial land use zone in which agriculture is recognized as the priority use. Non-Farm Uses of ALR land, except when permitted via regulation, are restricted unless approved by the Agricultural Land Commission (ALC).

GENERAL INFORMATION

Applicant: Christopher Pittman (Columbia Basin Broadband Corporation)
Property Owner: Provincial Crown Land – Ministry of Water, Land and Resource Stewardship
Property Location: Provincial Crown Land between Worthington Creek FSR and Dority Road, Edgewood, Electoral Area 'K'
Area Affected by Proposal: 0.05 ha (0.12 ac)
Current Zoning: Agriculture 3 (AG3)
Current Official Community Plan Designation: Agriculture (AG)

Site Context:

The area of proposed development is 0.05 hectares (ha) in size and located on Crown Land in Electoral Area 'K' in Edgewood. The area is designated as Agriculture (AG) in the Official Community Plan (OCP), is zoned Agriculture 3 (AG3) in the zoning bylaw and is within the ALR. The neighboring properties are zoned for agricultural, industrial and institutional uses. Some of the surrounding properties are in the ALR. Figure '2' and Figure '3' show the zoning designations and boundaries of the ALR respectively.

¹ "Crown Land" is unceded land meaning that Indigenous title has neither been surrendered nor acquired by the Crown. Alternative terms such as "traditional territory" or "unceded territory" are sometimes used when referring to these lands to reflect this.

SURROUNDING LAND USES
North: Zoned Agriculture 2 (AG2) and within the ALR
East: Zoned Agriculture 1 (AG1) and within the ALR
South: Zoned Light Industrial (M1) and Institutional (I) and partially within the ALR
West: Zoned Agriculture 3 (AG3) and within the ALR

The site is largely undeveloped as can be seen in Figure '4'. The applicant stated that “there is an ATV trail that runs through the Parcel. Additionally, there is a power pole lead that travels down it. No other uses take place on the parcel to the best of our knowledge.”

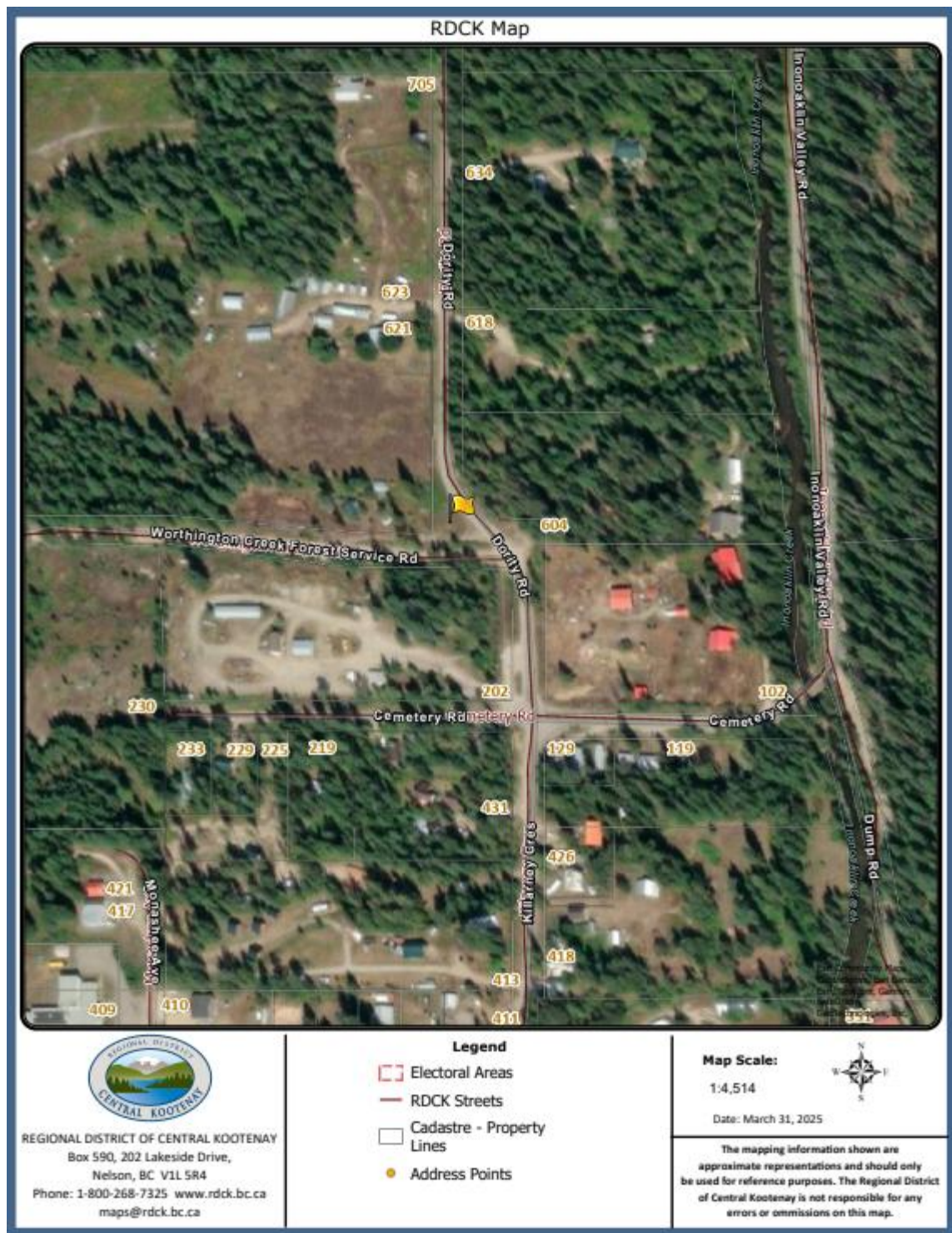


Figure 1: Location Map

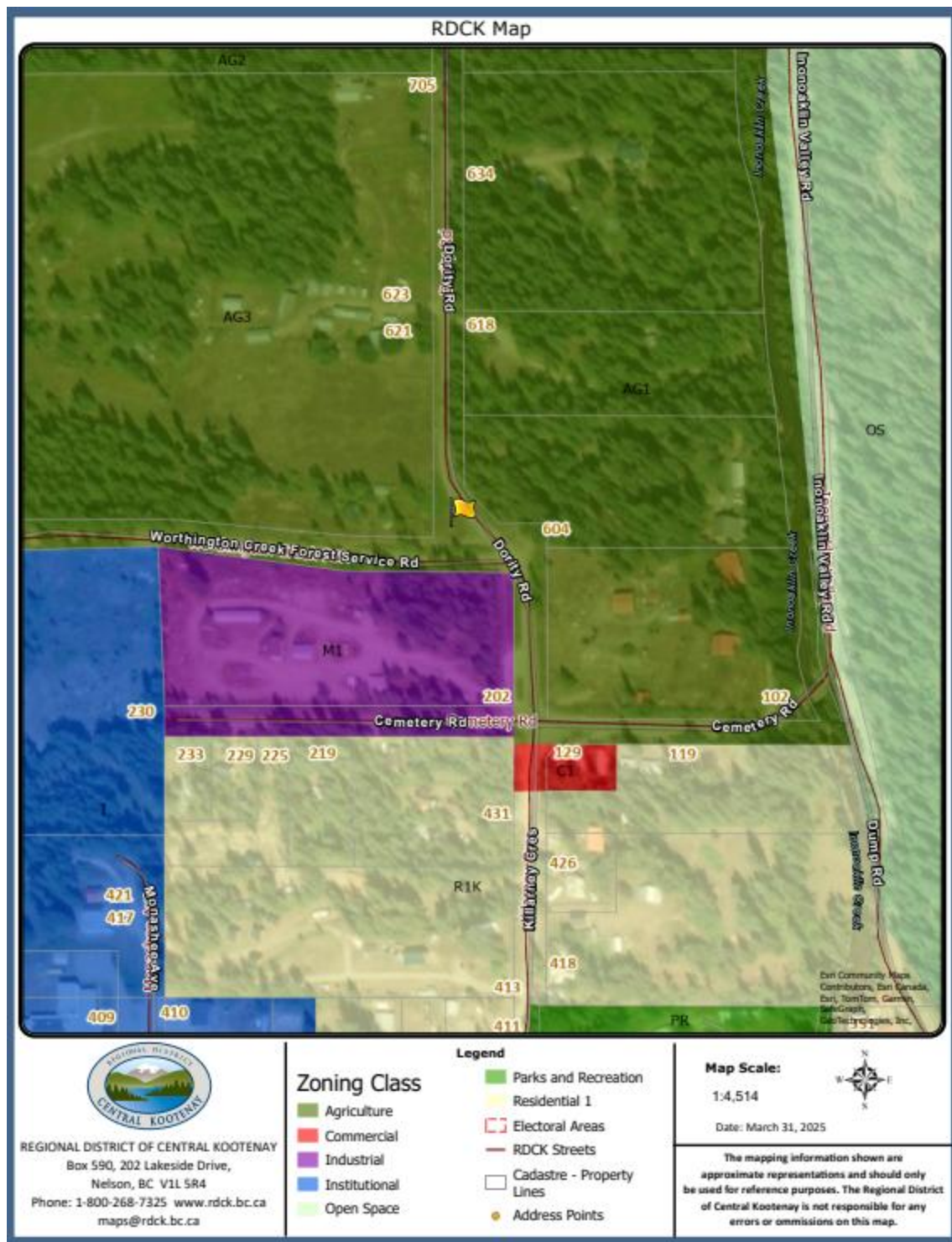


Figure 2: Zoning Map

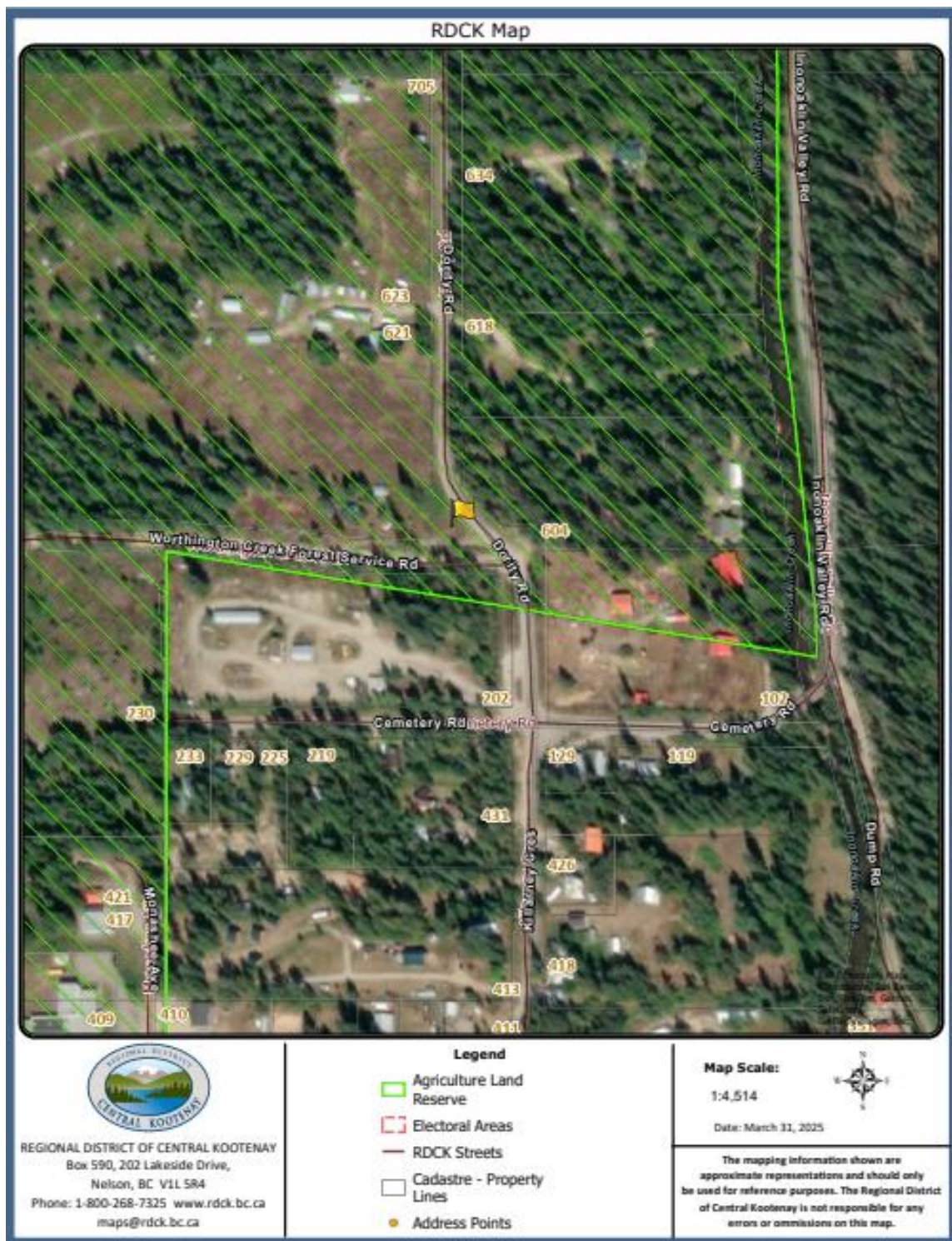


Figure 3: ALR Map



Figure 4: Google Earth Imagery of Site

Development Proposal

The applicant is seeking to place a new telecommunications shelter on the parcel as shown in Figure '5.' The applicant states that the placement of the new telecommunication shelter will "enable the residents of the area access to high-speed fibre internet."

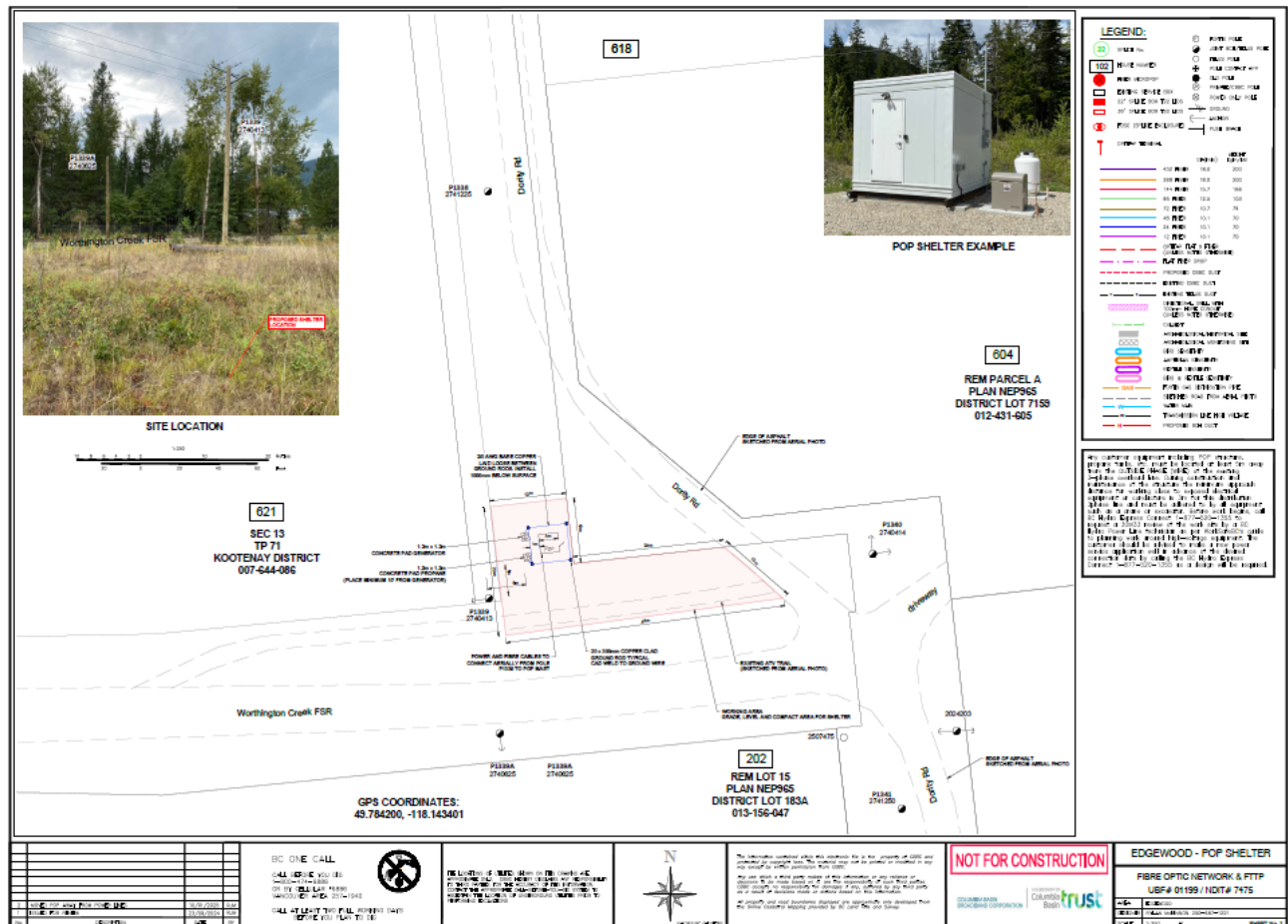


Figure 5: Site Plan

Planning Policy

Official Community Plan Bylaw 2022, 2009

Relevant Agriculture Objectives

1. To encourage the preservation of agricultural land and enhancement of agricultural activities.

Relevant Agricultural Policies

The Regional Board:

1. Supports applications for the removal, subdivision and non-farm use of lands presently in the Agricultural Land Reserve if such development relate to lands that do not have value for agriculture as determined by the British Columbia Agricultural Land Commission.

Zoning Bylaw No. 1675, 2004

The general regulations section of the zoning bylaw outlines that unattended public utility buildings and structures are permitted in any zone.

Agricultural Area Plan

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

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

Capability Recommendation #3

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

Agricultural Land Use Inventory

The RDCK's Agricultural Land Use Inventory, 2016 (ALUI) was developed for the purpose of building a common understanding of agriculture within the RDCK.

According to the ALUI, 23% of ALR parcels are used for farming and 77% are not used for farming. The Inventory outlines that there is evidence that small parcels are less likely than larger parcels to be utilized for farming. In the Regional District there are 1,178 ALR parcels that are less than 1 hectare. Of these parcels, 5% (60 parcels) are "Used for Farming", 21% (245 parcels) are "Available for Farming", and 74% (873 parcels) are "Unavailable for Farming". Residential use accounts for the majority of the small and "Unavailable for Farming" parcels.

Agricultural Capability Rating

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

The subject property has an unimproved agricultural capability rating of Class 2-3 with the limitations being soil moisture deficiency. This is shown below in Figure '6.' The improved agricultural capability rating is higher with 70% being Class 1 and 30% being Class 2 with the limitation of soil moisture deficiency. There is no mapping available showing the improved agricultural capability rating.

Class 1 lands either have no or only very slight limitations that restrict its use for the production of common agricultural crops. Class 2 lands have minor limitations that require good ongoing management practises or slightly restrict the range of crops, or both. Class 3 lands have limitations that require moderately intensive management practises or moderately restrict the range of crops, or both.

Unimproved Agricultural Capability



Figure 6: Unimproved Agricultural Capability

Soil Type

The Soil Resources of the Nelson Area published by the BC Ministry of Environment categorizes soils having similar agriculturally important characteristics into 'soil association descriptions'. The site is composed of soils from the Fruitvale Soil Association. Fruitvale soils are predominantly non-arable with low soil moisture holding capacity, and excessive stoniness being the main limitations to cultivation.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan: ☐ Yes ☒ No Financial Plan Amendment: ☐ Yes ☒ No
Debt Bylaw Required: ☐ Yes ☒ No Public/Gov't Approvals Required: ☐ Yes ☒ No

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

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

Planning Procedures and Fees Bylaw No. 2456, 2015

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

Agricultural Land Commission Act (ALCA)

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

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

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

3.3 Environmental Considerations

None anticipated.

3.4 Social Considerations:

The applicant has stated that the placement of this new telecommunication shelter will enable the residents of the area access to high-speed fibre internet.

3.5 Economic Considerations:

None anticipated.

3.6 Communication Considerations:

The ALC does not require public notification for applications to conduct a non-farm use within the ALR. In accordance with the Planning Procedures and Fees Bylaw No. 2457, 2015 the application has been referred for to specified referral agencies comment. The responses received are attached to this report as ‘Attachment A’.

3.7 Staffing/Departmental Workplace Considerations:

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

3.8 Board Strategic Plan/Priorities Considerations:

Not applicable.

SECTION 4: SUMMARY & OPTIONS

Planning Discussion

Policy in the RDCK typically discourages the establishment of non-farm uses on agricultural properties in order to preserve agricultural land for farming. However, there are cases where non-farm uses may be considered appropriate due to unique circumstances.

This proposal affects a very small piece of agricultural land that is between two roads on Provincial Crown land. Despite its good agricultural capability, this portion of land is unlikely to be farmed due to its location. In addition, there is a strong public benefit associated with this proposal in that the installation of this telecommunications shelter will allow residents of the area to access high speed internet.

Given the limited negative impact to agriculture and the strong public benefit associated with this proposal, Staff recommend the Board support this application.

Options

Option 1:

That the Board SUPPORT application A2503K for the purposes of a Non-Farm Use in the ALR proposed by Christopher Pittman on behalf of Columbia Basin Broadband Corporation for site located between Worthington Creek FSR and Dority Road in Edgewood as identified on Attachment C

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

Option 2:

That the Board NOT SUPPORT application A2503K for the purposes of a Non-Farm Use in the ALR proposed by Christopher Pittman on behalf of Columbia Basin Broadband Corporation for site located between Worthington Creek FSR and Dority Road in Edgewood as identified on Attachment C

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

SECTION 5: RECOMMENDATIONS

That the Board SUPPORT application A2503K for the purposes of a Non-Farm Use in the ALR proposed by Christopher Pittman on behalf of Columbia Basin Broadband Corporation for site located between Worthington Creek FSR and Dority Road in Edgewood as identified on Attachment C

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

Respectfully submitted,

Originally signed by

Sadie Chezenko, Planner

CONCURRENCE

Planning Manager – Nelson Wight **Approved**

General Manager Development & Sustainability – Sangita Sudan **Approved**

Chief Administrative Officer – Stuart Horn **Approved**

ATTACHMENTS:

Attachment A – Referral Responses

Attachment B – ALC Application

Attachment C – Site Plan

From: [REDACTED]
To: [Planning](#)
Cc: [REDACTED]
Subject: RE: RDCK Referral - A2503K
Date: Wednesday, March 12, 2025 11:13:30 AM

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

Hi Sadie,
 RE: RDCK File: A2503K; ALC Application ID: 103168
 Thank you for sending this referral to Ministry of Agriculture and Food staff for response.
 Ministry staff note that the proposed Non-farm Use area is wedged between two roads, only impacts a very small amount of ALR land and ultimately, is located on a portion of land that is highly unlikely to ever be farmed. Ministry staff have no objection to this proposal.

Cheers,
 Reed Bailey
 Team Lead - Land Use Planning (acting)
 Strengthening Farming Program
 BC Ministry of Agriculture and Food
 [REDACTED]

From: Planning <PlanDept@rdck.bc.ca>
Sent: Friday, February 14, 2025 4:44 PM
Subject: RDCK Referral - A2503K

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Good Day,
 Attached is a referral package for the above noted file.
 Please return your comments, if any, to plandept@rdck.bc.ca prior to **March 14, 2025**.
 Sincerely,

Sadie Chezenko MCP | Planner 1
Regional District of Central Kootenay
Phone: 250.352.1585 | **Fax:** 250.352.9300
 Follow us on [Facebook](#)
rdck.ca



Okanagan Indian Band

12420 Westside Road • Vernon, BC, • V1H 2A4



"This correspondence will not be construed so as to to prejudice, limit, or derogate from any rights, claims or interests in respect of any Aboriginal title, rights and interests of Okanagan or Syilx Nation recognized and affirmed under Section 35 of the Constitution Act, 1982 and nothing in this letter indicates acceptance by Okanagan of federal or provincial Crown jurisdiction over or ownership of land, water or other resources within the Territory."

February 18, 2025

Attention: Sadie Chezenko

A2503K - Agricultural Land Reserve Application - CBBC

Okanagan Indian Band (OKIB) is in receipt of the above referral. This proposed activity is within OKIB's Area of Interest within the Syilx (Okanagan Nation) Territory, and the lands and resources are subject to our unextinguished Aboriginal Title and Rights. For more information on our Title and Rights, please see the attached overview in Schedule A.

The Crown has an obligation to support our capacity to meaningfully participate in consultation(1). The failure to provide capacity funding where necessary to support an Aboriginal people's participation can significantly impair the quality of consultation and lead to a finding that consultation was inadequate(2). While supporting OKIB's capacity is ultimately the Crown's obligation, it may be delegated to proponents. Whether delegated or not, proponent contributions ensure we have sufficient capacity to participate in consultation on their activity so approvals are not delayed or denied due to a failure of the Crown to engage with us meaningfully.

To ensure OKIB has sufficient capacity to conduct a Preliminary Office Review of your referral for its potential adverse impact on the OKIB's Syilx Aboriginal Title and Rights we require payment of a Referral Processing Fee. This invoice must be paid within 30 days.

The processing fee is broken down as follows:

*Referral Processing Fee: \$300.00

* 5% GST: \$15.00

* Total: \$315.00

This Fee is based on review not exceeding 5 hours. This initial fee may not be sufficient for OKIB to engage in meaningful consultation, but it will provide necessary funding for OKIB's Preliminary Office Review to determine if your referral is of potential concern and whether further consultation is necessary. If the proposed activity requires a more in-depth review, OKIB will notify the proponent after the Preliminary Office Review and will seek to negotiate an agreement to provide capacity for necessary consultation activities.

INVOICE AMOUNT FOR PRELIMINARY OFFICE REVIEW \$315.00

Please make cheque payable to Okanagan Indian Band (OKIB) re:A2503K - Agricultural Land Reserve Application - CBBC

If payment is not received within 30 days of receipt of this invoice a warning letter will be issued outlining that we are unable to meaningfully respond, engage in consultation on the proposed activity or consent to the proposed activity. Proper consultation cannot occur without the appropriate resources, therefore it is only with payment that proper consultation can begin and the proposed project can be reviewed. Failure of the Crown, or the proponent as delegate of the Crown, to meaningfully consult with OKIB will put any permits or authorizations for the activity at risk of being delayed, suspended or revoked.

liml?mt | Thank You

Julie Richard
Referrals Management Clerk
Territorial Stewardship Division
Okanagan Indian Band
12420 Westside Road
Vernon BC, V1H 2A4

(1) *Clyde River (Hamlet) v. Petroleum Geo Services Inc.* 2017 SCC 40, [2017] 1 S.C.R. 1069 (“*Clyde River*”).

(2) *Clyde River* at paras 47-49, citing *Taku River Tlingit First Nation v. British Columbia (Project Assessment Director)*, 2004 SCC 74, [2004] 3 S.C.R. 550 at paras 32, 37.



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8

L-250224

:

A2503K

L-250224-A2503K - Agricultural Land Reserve Application - CBBC.

Regional District of Central Kootenay

Columbia Basin Broadband Corporation

24-Feb-2025 15:10 PST

WITHOUT PREJUDICE

Attention: Sadie Chezenko

RE: 40 (forty) day extension

Thank you for the above application that was received on 17-Feb-2024.

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

syilx (Okanagan Nation) Title includes snpink'tn right to proactively use and manage our resources. In Tsilhqot'in, the Supreme Court of Canada emphasizes the need to seek the consent of the title-holding Aboriginal group, and warns, without consent for a project, the proponent risks having the project cancelled. The obligation to seek free, prior and informed



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8

consent is further required by the United Nations Declaration on the Rights of Indigenous People (UNDRIP). UNDRIP requires that Indigenous peoples shall be consulted and cooperated with in good faith in order to obtain their free and informed consent prior to the approval of any project affecting their lands or territories and other resources, particularly in connection with the development, utilization or exploitation of mineral, water or other resources.

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

I appreciate your co-operation.

limləmt,

Maryssa Bonneau
Referrals Coordinator
snpink'tn (Penticton Indian Band)
Natural Resources

address: 841 Westhills Drive
Penticton, British Columbia
Canada V2A 0E8



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8

L-250224

:

A2503K

L-250224-A2503K - Agricultural Land Reserve Application - CBBC.

Regional District of Central Kootenay

Columbia Basin Broadband Corporation

24-Feb-2025 15:09 PST

WITHOUT PREJUDICE

Attention: Sadie Chezenko and Christopher Pittman

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

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



Penticton Indian Band
 Natural Resources Department
 841 Westhills Drive | Penticton, B.C.
 V2A 0E8



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

Invoice Number: A2503K

Referrals Processing Fee

Sub Total \$ 500.00

Tax \$ 0.00

Total \$ \$500.00

INVOICE AMOUNT FOR PRELIMINARY OFFICE REVIEW \$500.00

We accept cash and cheque via mailing as well as EMT. Our mailing address is 841 Westhills Drive Penticton BC, V2A OE8. Our [REDACTED]

Please have 'ATTN: Natural Resources File # [insert referral number] PC:132 ' in the notes if you are using EMT or if you are using another method, please supply the referral number with it .

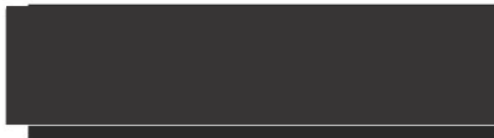
Upon receipt of the processing fee, we will commence our review. You may then expect to receive a letter from us notifying you of the results of our review of potential impacts of the project within 30 to 90 days.

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

Please note that our participation in the referral and consultation process does not define or amend snpink'tn (PIB) Aboriginal Rights and Title, or limit any priorities afforded to Aboriginal



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8



Rights and Title, nor does it limit the positions that we may take in future negotiations or court actions.

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

limlæmt,

Maryssa Bonneau
Referrals Coordinator
snpink'tn (Penticton Indian Band)
Natural Resources



Drive

Penticton, British Columbia
Canada V2A 0E8



24-Feb-2025 14:25 MST

Weyt-k (Hello),

Shuswap Band is in receipt of the project information for: -A2503K - Agricultural Land Reserve Application - CBBC.

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

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

Further, the watersheds in this area are significant to Shuswap Band's cultural heritage, as an area of ancestral land use, and presently significant as an area needing restoration and protection. Currently, Shuswap Band members collect medicines and berries in the surrounding area, fish the area waters, and camp nearby. While the area and its vitality has been impacted by industry developments, Shuswap Band has been actively involved in research and other initiatives which aim to restore this region to an ecologically and culturally thriving place.



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



www.shuswapband.net

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

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

Kukwstsétsemc (Thank you).

Referrals Coordinator

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

cc: Barb Cote - Chief, Shuswap Band

Mark Thomas - Councilor, Shuswap Band

Richard Martin - Councilor, Shuswap Band

Manon Moreau – Director, Territorial Stewardship, Shuswap Band

Travis Yeats – Referrals Coordinator, Shuswap Band

Joshua Martin – Guardian Manager, Shuswap Band

Enola Eugene – Culture, Shuswap Band

From: [REDACTED]
To: [Planning](#)
Cc: [REDACTED]
Subject: RE: RDCK Referral - A2503K
Date: Wednesday, February 19, 2025 8:57:11 AM

Hi,

Water Services has no requirements on this one. This is an application for placing a communications box on untitled Crown land, there is no associated parcel or water servicing. It is also just outside the Edgewood Water System boundary and not near any utility lines.

Thank you,

Nathalie Nick | Environmental Coordinator - Utilities

[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

From: Planning <PlanDept@rdck.bc.ca>

Sent: February 14, 2025 3:44 PM

Subject: RDCK Referral - A2503K

Good Day,

Attached is a referral package for the above noted file.

Please return your comments, if any, to plandept@rdck.bc.ca prior to **March 14, 2025**.

Sincerely,

Sadie Chezenko MCP | Planner 1

Regional District of Central Kootenay

Phone: 250.352.1585 | **Fax:** 250.352.9300

Follow us on [Facebook](#)

rdck.ca



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 103168
Application Type: Non-Farm Uses within the ALR
Status: Submitted to L/FNG
Name: Ministry of Water, Land and Re
Local/First Nation Government: Central Kootenay Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type Crown
Legal Description Property is adjacent to PID 007644086 or PID 013156047.
Approx. Map Area 0.21448 ha
PID (optional) No Data
PIN (optional) 8855960
Farm Classification No
Civic Address 49.784231, -118.143403
Certificate Of Title No Data

Government Parcel Contact

First Name Katie
Last Name Elder

Ministry or Department Ministry of Water, Land and Re
Phone
Email
Crown Type provincial

2. Other Owned Parcels

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

3. Primary Contact

Type Third-Party Agent
First Name Christopher
Last Name Pittman
Organization (If Applicable) Columbia Basin Broadband Corporation
Phone
Email

4. Government

Local or First Nation Government: Central Kootenay Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s). The parcel does not have agriculture. It runs adjacent to Dority Rd and Worthington Creek Forest Service Rd.

Describe all agricultural improvements made to the parcel(s). No Agricultural Improvements

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

There is an ATV trail that runs through the Parcel. Additionally, there is a power pole lead that travels down it. No other uses take place on the parcel to the best of our knowledge.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	Appears to be a farm to the North
East	Unused	Forest
South	Industrial	A few larger buildings exist across Worthington Creek Forest Service Rd
West	Unused	Forest

6. Proposal

How many hectares are proposed for non-farm use?

0.04976 ha

What is the purpose of the proposal?

CBBC is requesting permission from Crown to place a new telecom shelter on the parcel.

Could this proposal be accommodated on lands outside of the ALR?

No. MOTI has requested that we avoid placing our shelter in their Right of Way so we do not inhibit their future development. We are proposing to place the shelter on this specific section of the crown parcel as it appears to be unusable for agricultural purposes.

Does the proposal support agriculture in the short or long term?

The placement of this new telecommunication shelter will enable the residents of the area access to high-speed fibre internet.

Proposal Map / Site Plan

01199_UBF_EDGE_Shelter_REV2.pdf

Do you need to import any fill to construct or conduct the proposed Non-farm use?

Yes

Soil and Fill Components

Describe the type and amount of fill proposed to be placed.

CBBC will require placing crushed gravel around the telecommunication building.

Fill to be Placed

Area	73.54204 ha
Maximum Depth	1 m
Average Depth	1 m

7. Optional Documents

Type	Description	File Name
	No Data	

2/0 AWG BARE COPPER
LAID LOOSE BETWEEN
GROUND RODS. INSTALL
1000mm BELOW SURFACE

12m

10m

1.2m x 1.2m
CONCRETE PAD GENERATOR

1.2m x 1.2m
CONCRETE PAD PROPANE
(PLACE MINIMUM 10' FROM GENERATOR)

3m

1m

POP

24m

13m

44m

20m

5m

6m

P1339
2740413

POWER AND FIBRE CABLES TO
CONNECT ARIALLY FROM POLE
P1339 TO POP MAST

20 x 300mm COPPER CLAD
GROUND ROD TYPICAL
CAD WELD TO GROUND WIRE

Dority Rd

EXISTING ATV TRAIL
(SKETCHED FROM AERIAL PHOTO)

GPS COORDINATES:
49.784200, -118.143401

**REM LOT 15
PLAN NEP965
DISTRICT LOT 183A
013-156-047**



POP SHELTER EXAMPLE

604

**REM PARCEL A
PLAN NEP965
DISTRICT LOT 7159
012-431-605**

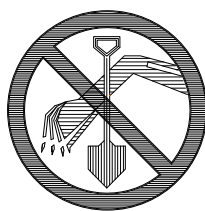
LEGEND:

- | | | | |
|---|--|---|----------------------|
|  | SPLICE No. |  | JOINT BCH/TELUS POLE |
|  | HOUSE NUMBER |  | TELUS POLE |
|  | FIBER MICROPOP |  | POLE CONTACT APP |
|  | EXISTING SERVICE BOX |  | OLD POLE |
|  | 22" SPLICE BOX T22 LIDS |  | PRIVATE/CBBC POLE |
|  | 36" SPLICE BOX T22 LIDS |  | POWER ONLY POLE |
|  | FOSC (SPLICE ENCLOSURE) |  | GROUND |
| | |  | ANCHOR |
| | |  | PUSH BRACE |
|  | OPTITAP TERMINAL | | |
| | | DIΛ(mm) | WEIGHT
Kgm/km |
|  | 432 FIBER | 18.0 | 200 |
|  | 288 FIBER | 18.0 | 200 |
|  | 144 FIBER | 15.7 | 166 |
|  | 96 FIBER | 12.5 | 103 |
|  | 72 FIBER | 10.7 | 79 |
|  | 48 FIBER | 10.1 | 70 |
|  | 24 FIBER | 10.1 | 70 |
|  | 12 FIBER | 10.1 | 70 |
|  | OPTITAP FLAT 6 FIBER
(UNLESS NOTED OTHERWISE) | | |
|  | FLAT FIBER DROP | | |
|  | PROPOSED CBCBC DUCT | | |
|  | EXISTING CBCBC DUCT | | |
|  | EXISTING TELUS DUCT | | |
|  | DIRECTIONAL DRILL WITH
100mm HDPE CONDUIT
(UNLESS NOTED OTHERWISE) | | |
|  | CULVERT | | |
|  | ARCHAEOLOGICAL/HISTORICAL SITE | | |
|  | ARCHAEOLOGICAL MONITORING SITE | | |
|  | BIRD SENSITIVITY | | |
|  | AMPHIBIAN SENSITIVITY | | |
|  | REPTILE SENSITIVITY | | |
|  | BIRD & REPTILE SENSITIVITY | | |
|  | FORTIS GAS DISTRIBUTION PIPE | | |
|  | SKETCHED ROAD FROM AERIAL PHOTO | | |
|  | WATER MAIN | | |
|  | TRANSMISSION LINE HIGH VOLTAGE | | |
|  | PROPOSED BCH DUCT | | |

Any customer equipment including POP structure, propane tanks, etc. must be located at least 5m away from the OUTSIDE PHASE (WIRE) of the existing 3-phase overhead line. During construction and maintenance of the structure the minimum approach distance for working close to exposed electrical equipment or conductors is 3m for this distribution 3phase line and must be adhered to by all equipment such as a crane or excavator. Before work begins, call BC Hydro Express Connect 1-877-520-1355 to request a 30M33 review of the work site by a BC Hydro Safety Oversight (SOW) team. Refer to the BC Hydro SOWC's guide to planning work around high-voltage equipment. The customer should be advised to make a new power service application well in advance of the desired connection date by calling the BC Hydro Express Connect 1-877-520-1355 as a design will be required.

2	Moved POP away from power lines	10/01/2025	RJM	
1	Issued for review	23/09/2024	RJM	
No.	Description	Date	By	

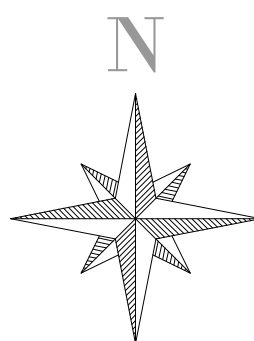
BC ONE CALL



CALL BEFORE YOU DIG
1-800-474-6886
OR BY CELLULAR *6886
VANCOUVER AREA 257-1940

CALL AT LEAST TWO FULL WORKING DAYS
BEFORE YOU PLAN TO DIG

THE LOCATIONS OF UTILITIES SHOWN ON THIS DRAWING ARE APPROXIMATE ONLY. CBBC HEREBY DISCLAIMS ANY RESPONSIBILITY TO THIRD PARTIES FOR THE ACCURACY OF THIS INFORMATION. CONTACT THE APPROPRIATE CALL-BEFORE-YOU-DIG SYSTEM TO ASCERTAIN THE LOCATION OF UNDERGROUND UTILITIES PRIOR TO PERFORMING EXCAVATIONS.



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All property and road boundaries displayed are approximate only developed from the Online Cadastral Mapping provided by BC Land Title and Survey.

NOT FOR CONSTRUCTION

COLUMBIA BASIN
BROADBAND CORPORATION

A SUBSIDIARY OF
Columbia
Basin **trust**

EDGEWOOD - POP SHELTER

FIBRE OPTIC NETWORK & FTTP
UBF# 01199 / NDIT# 7475

AREA	EDGEWOOD		
DESIGNER	RYLAN McKINNON 250-687-1221		
SCALE	1:250	A1	SHEET No. 1



Committee Report – For Information

April 16, 2025

Planning Services Workplan Review Update

Author: Nelson Wight, Planning Manager

File Reference:

Electoral Area/Municipality: ALL ELECTORAL AREAS

Services Impacted

1.0 PURPOSE OF REPORT

The purpose of this report is to present the outcomes of the Planning workshops held in February and December 2024, which were convened to gather input from Electoral Area Directors on the delivery of planning services at the RDCK. The main intent of this process is to develop an updated work plan for community planning services at the RDCK.

These workshops, supported by pre-session surveys and interactive discussions, provided an opportunity for electoral area directors and staff to engage on community planning challenges, explore potential improvements, and reflect on regional and local planning approaches.

This report shares what we heard and understood during these engagements and outlines potential approaches to guide planning services going forward, including options for OCP and zoning alignment and incremental improvements to existing practices.

2.0 BACKGROUND AND UPDATE

Planning workshop sessions were held in February and December 2024. Through interactive discussions and strategic reflections, the workshops surfaced key planning challenges and opportunities, including the complexity of managing multiple Official Community Plans (OCPs) and zoning regulations, varying perspectives on regional versus local planning approaches, and the need for improved communication, engagement, and administrative efficiency. These sessions were held to support a collaborative review of current planning service delivery, identify shared challenges, and gather input to inform the development of an updated community planning work plan.

The report summarizes the findings from those engagements, synthesizing the perspectives shared by directors, outlining operational challenges, and identifying key opportunities to improve the planning framework. The report further presents proposed approaches to align planning policies and deliver services more effectively, while maintaining flexibility to reflect local community contexts.

This report presents two proposed approaches for moving forward: (1) aligning OCPs and zoning regulations to improve consistency and efficiency, or (2) maintaining the status quo with targeted incremental updates.

3.0 NEXT STEPS AND TIMELINE

The recommendations outlined in this report will be further elaborated. Electoral Area Directors will be engaged in the next phase of this process to refine priorities and explore preferred approaches to community planning service delivery.

Staff will use this continued engagement to inform the development of an updated work plan for community planning services. The work plan will reflect shared priorities, such as exploring zoning where supported, improving alignment of OCPs, enhancing public engagement, and addressing administrative efficiencies. The updated work plan, shaped through this collaborative process, may be brought back to the Board at a future date for review and endorsement.

CONCURRENCE

Sangita Sudan, General Manager of Development & Community Sustainability **Approved**

Stuart Horn – Chief Administrative Officer **Approved**

ATTACHMENTS:

Attachment A – Planning Insights: Engaging, Learning, and Supporting



PLANNING INSIGHTS

Engaging, Learning, and Supporting

Executive Summary

The February and December 2024 Planning Workshops provided valuable insights into the challenges and opportunities shaping the delivery of planning services at the RDCK. Discussions highlighted key points, including:

- ❖ The complexity of managing multiple Official Community Plans (OCPs) and zoning regulations, which has created administrative complexities and increased staff workload.
- ❖ Differing perspectives on regional vs. local planning approaches, with some directors supporting greater regional coordination and others emphasizing the need to maintain locally focused decision making.
- ❖ The demand for clearer planning frameworks to support decision-making and improve service delivery.
- ❖ The need to explore zoning in currently un-zoned areas, where there is community support, to address land use challenges.
- ❖ The importance of public engagement to ensure higher community participation in planning decisions.
- ❖ Emerging and ongoing community issues and concerns that impact land use planning.

To address these points, the report outlines key recommendations, including strengthening the planning framework, exploring zoning, and considering alternative planning approaches.

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Section I: Engagement & Insights: What We Did and What We Heard

What We Did

Two workshops were held In **February and December 2024** to discuss the work plan for planning services, . Before these sessions, surveys were conducted to gather insights from Electoral Area directors on RDCK's planning services. The workshops provided an opportunity for rural directors and staff to engage in discussions, share perspectives, and explore alternatives..

Key activities included:

- **Facilitated open discussions** for electoral area directors to voice challenges, opportunities, and insights related to community planning, aiming to enhance the delivery of RDCK's planning services.
- **Presented survey findings** to identify common themes, shared challenges, and potential opportunities for improving planning services.
- **Engaged in interactive sessions** focused on improving communication, engagement, and understanding priorities.
- **Discussed planning concepts and strategic frameworks**, such as regional growth strategies while exploring planning approaches by discussing alignment, modernization, and strategic priorities at the regional and local levels.
- **Captured feedback through roundtable reflections** to understand key concerns and potential solutions as well as First Nations engagement objectives.
- **Shared best practices** by learning from other regional districts' experiences in planning and governance.
- **Compiled observations and recommendations** to support the delivery of planning services and identify opportunities for improvement, offering insights for consideration in future discussions.

What We Heard

During the **February and December workshops**, rural directors and staff shared perspectives on community planning, regional growth, and governance challenges. The discussions highlighted common concerns, priorities, and potential pathways for future action. The Workshops provided an opportunity to share perspectives on various planning challenges and opportunities.

Through open discussions, directors highlighted several key themes and areas of focus that will inform future planning efforts. These included priorities related to zoning, OCP alignment, community engagement, and the efficient use of resources. Below are the main insights gathered during the workshops:

Figure 1: What We Heard

	Desire for Change: Some Directors expressed a willingness to approach planning differently, though specific next steps remain to be defined.		Regional and Sub-Regional Approaches: Some directors highlighted the potential benefits of considering broader frameworks for addressing shared challenges.
	Communication Gaps: Strengthening communication between municipalities and rural directors was identified as a priority.		OCP Language and Structure: Simplifying language in OCPs and aligning terminology where overlaps exist while recognizing unique community needs was emphasized.
	Efficient Use of Resources: Directors underscored the importance of maximizing the value of taxpayer funds and called for streamlining planning framework.		Zoning: Establishing zoning in unzoned areas was highlighted in some communities.
	Public Engagement: Directors recognized the value of effective engagement processes to understand and address community needs.		Resident Dynamics: Differing priorities between long-term and newer residents, alongside tourism-related pressures, were noted. challenge of maintaining community character while accommodating growth.
	Funding Constraints: Understanding the role of provincial funding streams in influencing project selection and feasibility is essential to balancing funding opportunities with local priorities.		OCP Alignment: Directors noted a desire for policy alignment where overlap exists among Electoral Areas.

Summary

The February and December workshops in 2024 brought together RDCK rural directors and staff to discuss land use planning challenges, priorities, and opportunities. Through open discussions, interactive sessions, and strategic reflections, participants examined challenges, identified priorities, and explored ways to enhance regional coordination, communication, and governance while maintaining local autonomy. Key takeaways included varied perspectives on the need for change, the necessity of zoning regulations in certain communities, and a focus on efficient use of resources, and public engagement. Directors emphasized the importance of regulatory mechanisms like zoning, exploring opportunities to align OCP policies that are similar across electoral areas, navigating provincial funding and policy challenges. The insights gathered will guide staff in shaping the work plan and identifying priority areas within the local and regional planning framework.

Section II: Findings & Insights: What We Learned and Understood

This section presents an analysis of the key insights identified during the workshops, examining root causes and impacts.

What We Learned

The key insights from the workshops have been summarized below, outlining various perspectives, associated concerns and considerations.

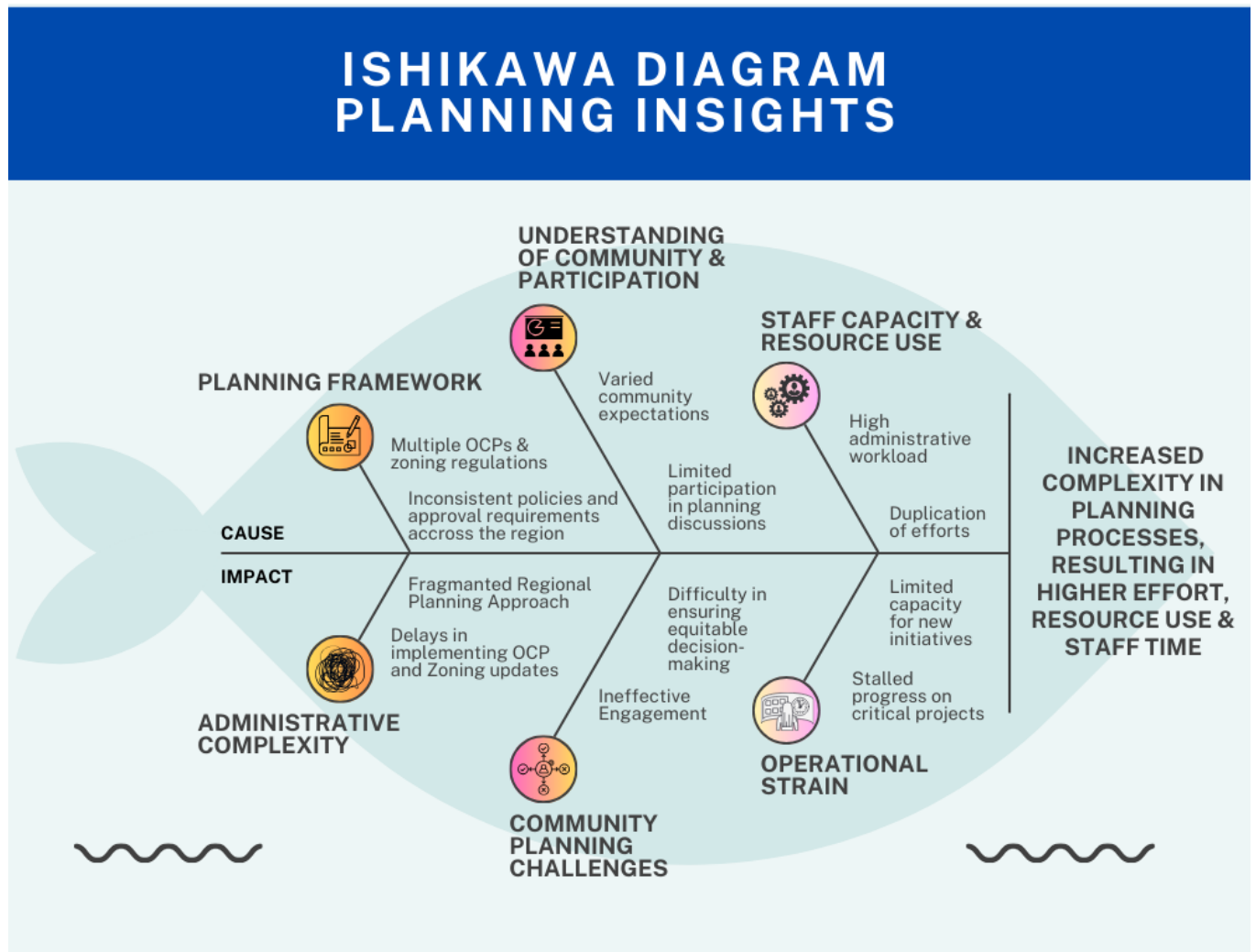
Table 1 Perspectives and Considerations

Theme	Perspectives	Considerations
<i>Planning Framework</i>	Some directors see benefits in a regional planning framework, while others emphasize the importance of maintaining locally focused decision-making.	➤ Clarifying the role and scope of a regional planning framework. ➤ Balancing regional priorities with local needs while ensuring community-specific interests are recognized and integrated.
<i>Zoning and Official Community Plan (OCP) Alignment</i>	Some directors support introducing zoning in some un-zoned areas, while others highlight that communities without zoning may prefer to stay un-zoned.	➤ Aligning OCPs while maintaining flexibility to reflect different community characteristics.
<i>Use of Resources and Administrative Efficiency</i>	Some directors suggest that additional funding may be needed for efficiency, while others see opportunities to refine planning framework and improve resource allocation.	➤ Strengthening the planning framework to optimize administrative workflows and staff capacity, guiding the need for additional resources.
<i>Public Engagement and Communication</i>	Some directors see the need for increased engagement to gather community perspectives, while others note that current methods may not always result in broad participation.	➤ Encouraging participation that aligns with community expectations while maintaining transparency in decision-making.

What We Understood

The presence of multiple OCPs and zoning regulations demands substantial effort, staff time, and resources, adding unnecessary complexity to planning processes. This results in administrative burdens and operational inefficiencies, which collectively affect the ability to efficiently address community needs, respond to emerging issues, and maintain consistency in policy development.

Figure 1 Ishikawa Diagram



The Ishikawa diagram, also known as a fishbone diagram, illustrates the key factors contributing to increased complexity in planning processes. It identifies root causes across categories such as the planning framework, understanding of community and participation, and staff capacity and resource use—leading to administrative complexity, community planning challenges, and operational strain. These factors collectively affect resource use, staff time, and overall efficiency in planning processes.

Opportunities and Challenges

The following table summarizes the opportunities and challenges discussed during the workshop, providing a clear overview of areas for growth and obstacles to address.

Table 2 Opportunities and Challenges

 Opportunities • Strong interest in community engagement. • Potential for innovative and localized planning approaches. • Opportunities for collaboration across region. • Ensuring unique community identities are reflected in planning.	 Challenges • Differing priorities and expectations among residents. • Rising costs and development pressures. • Communication gaps between municipalities and rural directors. • Navigating funding constraints and external dependencies.
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Summary

The February and December workshops provided valuable insights into the challenges and complexities of community planning in the RDCK. Discussions reaffirmed that multiple OCPs and zoning regulations require significant effort, staff time, and resources, increasing administrative complexity and making planning processes more demanding. This has led to operational inefficiencies, delays in policy formulation, and difficulties in responding to emerging community needs.

Key takeaways include the importance of balancing regional coordination with local flexibility, Zoning and OCP Alignment, Public Engagement and Participation etc. Ishikawa (Fishbone) Diagram highlights how challenges related to the planning framework, community participation, and staff capacity contribute to increased complexity, duplication of efforts, and constraints in addressing long-term priorities.

Moving forward, these insights will help inform discussions on streamlining the planning framework, optimizing resource use, and fostering a more aligned and responsive planning approach to meet the needs of communities across the RDCK.

A full-page photograph of a person riding a bicycle on a paved path that winds through a forest. The trees are covered in bright orange and yellow autumn leaves, with sunlight filtering through the canopy. The path is also covered with fallen leaves. The cyclist is wearing a light blue shirt and a white helmet.

Section III: Recommendations: How We Can Support and What We Propose

This section builds on the insights from the workshops, outlining key takeaways and identifying ways to support planning efforts moving forward. It includes an analysis of what we heard, what we understood, and how we can support, followed by specific recommendations regarding planning processes, and resource allocation.

How We Can Support

The workshops provided valuable insights into planning challenges and opportunities, highlighting key areas where staff can support.

Table 3 Key Takeaways – What We Heard, What We Understood, and How We Can Support

Theme	What We Heard	What We Understood	How We Can Support
<i>Planning Framework</i>	Directors had differing views on regional planning approaches—some supported regional coordination, while others emphasized local decision-making.	A clear planning framework is essential to balance regional priorities with local flexibility while ensuring consistency across policies.	Provide clearer guidance on aligning planning policies while preserving community-specific priorities.
<i>Zoning and OCP Alignment</i>	Some directors supported introducing zoning in un-zoned areas, while others highlighted that un-zoned communities might prefer their existing approach.	Utilizing zoning to address land use issues is a high priority. Zoning can provide regulatory clarity and consistency in managing land use, but its implementation must align with community preferences and needs.	Explore zoning in areas where it is supported to respond to land use issues while ensuring flexibility for communities that prefer to remain un-zoned.
<i>Use of Resources and Administrative Efficiency</i>	Concerns about high administrative workload, limited staff capacity, and time-intensive planning processes were raised.	Planning processes require significant staff time and resources, leading to negative impact on administrative efficiencies and reducing responsiveness	Refine planning framework to better reflect needs as well as staff capacity. Provide training and explore funding mechanisms to optimize resource use.

<i>Public Engagement and Communication</i>	Directors highlighted the need for effective community engagement but noted challenges in ensuring broad participation.	Structured communication and engagement processes are needed to enhance public trust and participation.	Provide best practices for public engagement strategies with accessible communication tools and inclusive participation methods.
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What We Propose

Building on the insights gathered from the workshops, the following recommendations outline a structured approach to aligning OCPs, modernizing zoning regulations, and exploring regional planning.

The February and December 2024 workshops provided valuable insights into the challenges and opportunities of community planning in the RDCK. Based on these discussions, two key approaches are identified to support long-term planning efforts:

- **Approach 1: OCP and Zoning Alignment** – Exploring ways to consolidate OCPs and zoning regulations to improve consistency and efficiency.
- **Approach 2: Status Quo with Incremental Adjustments** – Maintaining the existing work plan while making targeted updates where needed.

These options provide different pathways for improving planning processes while ensuring that community needs remain central.

Summary

The workshops provided valuable insights into planning challenges and opportunities, highlighting key areas where support can be provided. Discussions revealed differing perspectives on local and regional planning, zoning, resource allocation, and public engagement, emphasizing the need for clearer planning framework to bolster efficiency.



An aerial photograph of a large, calm lake nestled between steep, forested mountains. The water reflects the surrounding greenery and the distant peaks. A small town or village is visible on the right side of the lake, with houses and buildings scattered among the trees. The sky is clear and blue.

Planning Insights

RDCK Planning Service



Contents

Near Term Projects

Remaining Project Items

Next Steps





Near Term Projects

Near Term Projects

Area I - Sentinel
Mountain OCP
Review

Development
Permit Area
Enforcement
Framework

Flood Hazard
Policy and
Regulations
Review

Subdivision
Servicing Bylaw
Review

Regional and
Local
Community
Needs

Local
Government
Housing
Initiatives -
Official
community plan
(OCP)
Amendments



Near Term Projects

Project Description	Anticipated Date of Completion	Project Budget	Budget Source(s)	Electoral area(s)
Review of Area I OCP Currently in its final phase, this project includes updating OCP GIS web mapping, seeking RDCK Board consideration for Development Permit Area (DPA) implementation, and preparing a zoning amendment bylaw to incorporate Area I DPAs.	May - 2025	RDCK S104 Planning Services	RDCK S104 Planning Services	I

Area I - Sentinel Mountain OCP Review

Development Permit Area Enforcement Framework

Flood Hazard Policy and Regulations Review

Subdivision Servicing Bylaw Review

Regional and Local Community Needs

Local Government Housing Initiatives - Official community plan (OCP) Amendments



Near Term Projects

Project Description	Anticipated Date of Completion	Project Budget	Budget Source(s)	Electoral area(s)
This project responds to the rise in unauthorized activities within Environmental Development Permit Areas by strengthening enforcement mechanisms and improving compliance with environmental DPA requirements.	Nov - 2025	RDCK S104 Planning Services	RDCK S104 Planning Services	A, G, and H

Area I - Sentinel Mountain OCP Review	Development Permit Area Enforcement Framework	Flood Hazard Policy and Regulations Review	Subdivision Servicing Bylaw Review	Regional and Local Community Needs	Local Government Housing Initiatives - Official community plan (OCP) Amendments
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Near Term Projects

Project Description	Anticipated Date of Completion	Project Budget	Budget Source(s)	Electoral area(s)
This project aims to update and align the RDCK and Village of Salmo's flood-related policies and Floodplain Management Bylaws with the National Disaster Mitigation Program (NDMP) initiatives that have been ongoing since 2018.	July-2026	\$194,000 - Consulting Costs appx. \$20,000 - RDCK Costs for Project Management	Grant funding for consulting costs In-kind contribution for RDCK project management costs	All RDCK Electoral Areas and Salmo

Area I - Sentinel Mountain OCP Review

Development Permit Area Enforcement Framework

Flood Hazard Policy and Regulations Review

Subdivision Servicing Bylaw Review

Regional and Local Community Needs

Local Government Housing Initiatives - Official community plan (OCP) Amendments



Near Term Projects

Project Description	Anticipated Date of Completion	Project Budget	Budget Source(s)	Electoral area(s)
This project involves reviewing and updating servicing requirements for newly created lots prior to subdivision, ensuring alignment with recent provincial legislative changes and appropriate use of local government authorities.	July-2026	\$100,000	Local Government Housing Initiatives Capacity Funding RDCK staff costs eligible	All RDCK Electoral Areas

Area I - Sentinel Mountain OCP Review

Development Permit Area Enforcement Framework

Flood Hazard Policy and Regulations Review

Subdivision Servicing Bylaw Review

Regional and Local Community Needs

Local Government Housing Initiatives - Official community plan (OCP) Amendments



Near Term Projects

Project Description	Anticipated Date of Completion	Project Budget	Budget Source(s)	Electoral area(s)
This project uses the Complete Communities Guide to support land use management by building a shared understanding of future needs—such as servicing capacity—and fostering a regional framework for coordinated discussions on development.	Dec - 2025	\$300,000	UBCM	All RDCK Electoral Areas and Municipal partners including Castlegar, Creston, Kaslo, Nakusp, Nelson, Salmo and Slocan.

Area I - Sentinel Mountain OCP Review

Development Permit Area Enforcement Framework

Flood Hazard Policy and Regulations Review

Subdivision Servicing Bylaw Review

Regional and Local Community Needs

Local Government Housing Initiatives - Official community plan (OCP) Amendments



Near Term Projects

Project Description	Anticipated Date of Completion	Project Budget	Budget Source(s)	Electoral area(s)
To implement the requirements of Provincial Bill 44 (Housing Statutes Amendment Act), the RDCK has permitted accessory dwelling units in all single-family residential zones. Funding is being utilized to amend the Official Community Plans of affected Electoral Areas to ensure alignment with updated zoning regulations.	Dec - 2025	\$35,000	Local Government Housing Initiatives Capacity Funding RDCK staff costs eligible	A, B, C, D, F, G, J, and K

Area I - Sentinel Mountain OCP Review

Development Permit Area Enforcement Framework

Flood Hazard Policy and Regulations Review

Subdivision Servicing Bylaw Review

Regional and Local Community Needs

Local Government Housing Initiatives - Official community plan (OCP) Amendments



Near Term Projects





Remaining Project Items

Remaining Project Items

Area J OCP Review

Area H North OCP Review

Playmor Junction Zoning
Bylaw

Area D Community Planning

Area E Community Planning

Housing Development and
Costing Study

- ❖ This project will develop a standalone Official Community Plan (OCP) for Area J.
- ❖ It could begin following the completion of the Area I OCP but is part of ongoing work plan prioritization discussions with the Board.

Kootenay Lake Watercourse
DPA Project

Campground Bylaw Review

Agricultural Policy Review –
Phase 2



Remaining Project Items

Area J OCP Review

Area H North OCP
Review

Playmor Junction Zoning
Bylaw

Area D Community Planning

Area E Community Planning

Housing Development and
Costing Study

- ❖ This project involves the review of the Area H North Official Community Plan, with the potential to include implementation through zoning.
- ❖ Public meetings were last held in New Denver and Hills in April and May 2022; further direction on the outcome of the Board's work plan prioritization is pending .

Kootenay Lake Watercourse
DPA Project

Campground Bylaw Review

Agricultural Policy Review –
Phase 2



Remaining Project Items

Area J OCP Review

Area H North OCP Review

**Playmor Junction
Zoning Bylaw**

Area D Community Planning

Area E Community Planning

Housing Development and
Costing Study

- ❖ In February 2020, the Board directed staff to explore zoning for the Playmor Junction area.
- ❖ The project was paused at the request of the Area Director and is expected to resume following clarification of scope and timing as part of ongoing work plan prioritization with the Board.

Kootenay Lake Watercourse
DPA Project

Campground Bylaw Review

Agricultural Policy Review –
Phase 2



Remaining Project Items

Area J OCP Review

Area H North OCP Review

Playmor Junction Zoning
Bylaw

Area D Community
Planning

Area E Community Planning

Housing Development and
Costing Study

- ❖ This project builds on 2022 virtual land use planning discussions held across Area D.
- ❖ As per Resolution 149/22, the next phase focuses on the Kaslo Corridor, Woodbury, Schroeder Creek, Mirror Lake (including Amundsen Road), the Allen Subdivision, and other interested communities.
- ❖ Further Board direction is required to prioritize this work within the Planning Services work plan.

Kootenay Lake Watercourse
DPA Project

Campground Bylaw Review

Agricultural Policy Review –
Phase 2



Remaining Project Items

Area J OCP Review

Area H North OCP Review

Playmor Junction Zoning
Bylaw

Area D Community Planning

Area E Community
Planning

Housing Development and
Costing Study

- ❖ In 2022, through Resolution 363/22, the Board directed staff to advance the next phase of community consultation in Area E, following the earlier “Open Houses on Land Use Planning” project.
- ❖ This phase focuses on unincorporated communities with strong interest in land use planning, specifically Redfish Creek to Liard Creek (including Grandview), Longbeach, Harrop, and Procter.

Kootenay Lake Watercourse
DPA Project

Campground Bylaw Review

Agricultural Policy Review –
Phase 2



Remaining Project Items

Area J OCP Review

Area H North OCP Review

Playmor Junction Zoning
Bylaw

Area D Community Planning

Area E Community Planning

**Housing Development
and Costing Study**

- ❖ In response to the urgent need for non-market housing, the Board directed staff to develop a cost assessment and study identifying land development requirements and suitable RDCK-owned lands that can be acquired, converted, or disposed of for housing purposes.

Kootenay Lake Watercourse
DPA Project

Campground Bylaw Review

Agricultural Policy Review –
Phase 2



Remaining Project Items

Area J OCP Review

Area H North OCP Review

Playmor Junction Zoning
Bylaw

Area D Community Planning

Area E Community Planning

Housing Development and
Costing Study

- ❖ This project was initiated through the Kootenay Lake Partnership to strengthen environmental protection using the RDCK's Development Permit Area (DPA) authority under the Local Government Act.
- ❖ In July 2023, the Board directed staff to not amend any bylaws at this time, but that the Environmental Development Permit Areas amendments be addressed within the community planning process for each Area in the future

Kootenay Lake
Watercourse DPA Project

Campground Bylaw Review

Agricultural Policy Review –
Phase 2



Remaining Project Items

Area J OCP Review

Area H North OCP Review

Playmor Junction Zoning
Bylaw

Area D Community Planning

Area E Community Planning

Housing Development and
Costing Study

- ❖ The Campground Bylaw Review explores regulatory options for park model trailers and multi-RV site developments, especially in unzoned areas with shared interest ownership.
- ❖ Work is currently paused due to other Board-directed priorities.

Kootenay Lake Watercourse
DPA Project

**Campground Bylaw
Review**

Agricultural Policy Review –
Phase 2



Remaining Project Items

Area J OCP Review

Area H North OCP Review

Playmor Junction Zoning
Bylaw

Area D Community Planning

Area E Community Planning

Housing Development and
Costing Study

- ❖ This phase builds on previous updates made in response to provincial legislative changes, focusing on recent amendments to the Agricultural Land Reserve Act and Regulations, including provisions for additional residences.
- ❖ Bylaw changes for Areas A, B, and C were adopted in fall 2023, and for Areas F, I, J, and K in July 2023.
- ❖ Updates for Areas D, E, G, and H remain pending, with the project currently on hold awaiting Board direction on work plan prioritization.

Kootenay Lake Watercourse
DPA Project

Campground Bylaw Review

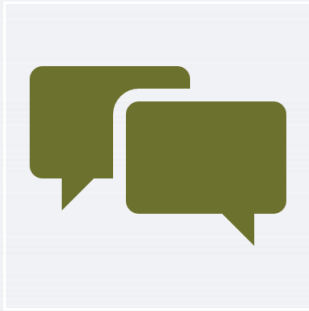
Agricultural Policy
Review – Phase 2





Next Steps

Next Steps



Electoral Area Directors could be further engaged to refine priorities and identify preferred planning approaches.



Recommendations from the Planning Insights report will be further elaborated.



Updated work plan for planning services to be developed based on direction received. Work plan may return to the Board for review or endorsement.



Thank You!



Planning Services Quarterly Report

New Applications and Referrals (January-March 2025)

Bylaw Amendment Applications

Electoral Area	File Number	Applicant	Proposal	Bylaw	Status
F	Z2501F	Maki	To rezone from R2 to R2-Site Specific to accommodate a horse-riding arena	1675	In-progress
ALL	Z2502ALL	RDCK	Text Amendment to add "Daycare" as a permitted accessory use across all zoned areas in line with S.20 of the Community Care and Assisted Living Act.	1675, 2315, 2316, 2317, 2435, 2452	On-hold
F	Z2503F	Anderson	To permit an accessory dwelling unit on a parcel less than 1.0 ha in size.	1675	New

Development Permit Applications

Electoral Area	File Number	Applicant	Proposal	Status
D	DP2501D	Manthei & Kopka	Watercourse Development Permit application for a boathouse within 30 m of the natural boundary of Kootenay Lake.	New

Floodplain Exemption Applications

Electoral Area	File Number	Applicant	Proposal	Bylaw	Status
HN	F2501HN	Steenhoff	Site Specific Floodplain Exemption application for a dwelling constructed within the floodplain of Wilson Creek.	2080	In-progress

Referrals

Accretion Applications (Referred from Surveyor General)

Electoral Area	File Number	Applicant	Proposal
F	R2506F	Heagy	Accretion on Kootenay Lake
E	R2507E	Von Reitzenstein	Accretion on Kootenay Lake
A	R2510A	Huber	Accretion on Kootenay Lake
A	R2513A	Gabert	Accretion on Kootenay Lake

Agricultural Land Reserve Applications (Referred from the Agricultural Land Commission)

Electoral Area	File Number	Applicant	Proposal	Status
K	A2501K	De Gagne	Application to the ALC to subdivide ALR parcel that is currently divided by the road.	In-progress
K	A2502K	Danshan Holdings	Application to the ALC for conventional 2 lot subdivision.	In-progress
K	A2503K	MWLRS	Non-Farm Use Application for Columbia Basin Broadband Corporation (MWLRS) to locate a telecom shelter on Crown Land	In-progress
D	A2504D	Trueman	Application to the ALC for subdivision	In-progress
B	A2505B	Sandu	Non-Farm Use Application to the ALC to facilitate the construction of a commercial kitchen in accessory building.	In-progress

Crown Applications (Referred by the Province)

Electoral Area	File Number	Applicant	Intended Use
HN	R2503HN	Columbia Basin Broadband Corporation	Application to the Province for a licence of occupation for a communication site and roadway in Hills
I	R2508I	Wiebe	Application to the Province to legalize an existing trespass over a portion of Crown Land

DHN	R2509DHN	Zincton	Application to the Province for an all-season ski resort located in the central Selkirk Mountains near the Village of New Denver
D	R2517D	Kaslo infoNet Society	Application to the Province for Licence of Occupation to install buried telecommunication utilities (fibre internet) on 235m Crown land, situated between the RDCK communities of Argenta and Cooper Creek

Forestry Applications (Referred by Forestry Companies)

Electoral Area	File Number	Applicant	Intended Use
BC	R2501BC	Creston Community Forest	Forestry referral for wildfire risk reduction work on Goat Mountain.
D	R2504D	Woodlot491	Forestry referral for proposed harvest area of Blocks 1 and 2 in Woodlot 491 near Argenta
B	R2511B	Creston Community Forest	Forestry referral for Community Wildfire Risk Reduction.
D	R2514D	BCTS	Forestry referral for timber harvesting and roads.
K	R2515K	BCTS	Forestry referral to provide comment on decommissioning of roads located on the boundary of Area K and the KBRD.
K	R2516K	BCTS	Forestry referral for timber harvesting and roads.
GJK	R2518GJK	BCTS	Forestry referral to offer comment on timber harvesting and road construction plans.

LCRB Applications (Referred by the LCRB)

Electoral Area	File Number	Applicant	Intended Use
G	R2518G	Salmo District Golf Club	Application to Transition to Liquor Primary Licence

Mines Applications (Referred by the Province)

Electoral Area	File Number	Applicant	Intended Use
C	R2502C	TerraLogic Exploration Inc	Application to the Province for notice of work for new mine permit, 20 km west of Creston

Municipal Applications (Referred from Local Governments)

Electoral Area	File Number	Applicant	Intended Use
NEL	R2505NEL	City of Nelson	Municipal referral for City of Nelson draft OCP
C	R2512C	Ministry of Housing and Municipal Affairs	Application to the Province for Improvement District boundary change

Subdivision Applications (Referred from the Ministry of Transportation and Infrastructure)

File Number	Applicant	Lots
S2501HS	Fries	Conventional 2 lot subdivision
S2502A	Gabert	Conventional 2 lot subdivision
S2503I	Griko	Conventional 2 lot subdivision
S2504G	Graham	Three lot boundary adjustment
S2505HS	Ryman	Conventional 2 lot subdivision
S2506I	Johnston	Boundary adjustment to accommodate water easement
S2507C	Faulks	Conventional 7 lot subdivision
S2508C	Faulks	Conventional 4 lot subdivision
S2509HN	Jackson	Boundary adjustment to correct an encroachment (house built over lot lines)
S2510G	Kootenay Cultivars Ltd	Boundary line adjustment b/w two parcels
S2511I	Dittrich	Conventional 3 lot subdivision
S2512B	Goddard	Consolidation/boundary adjustment resulting in 4 lots
S2513B	Wright	Conventional 3 lot subdivision
S2514E	Burgoyne	Boundary adjustment between two lots to accommodate setbacks for mobile home.
S2515F	Turner	Conventional 7 lot subdivision (6 lots and 1 common lot)
S2516B	Blue Mountain Forest Land Ltd	Conventional subdivision for 6 - 1 hectare parcels plus 1 Remainder lot
S2517G	De Groot	Conventional 2 lot subdivision

Summary of Applications and Referrals (Q1)

January 1 to March 31		Electoral Area											
	VAR	A	B	C	D	E	F	G	H	I	J	K	Total
Development Permit					1								1
Development Variance													0
Board of Variance													0
Temporary Use Permit													0
Bylaw Amendment	1						2						3
Floodplain Exemption									1				1
Strata Title Conversions													0
Soil Removal & Deposit Permit													0
Manufacture Home Park													0
ALR Applications													
Inclusion													0
Subdivide					1							2	3
Non-Farm Use			1									1	2
Non-Adhering Residential Use													0
Accretion Referrals		2				1	1						4
Crown Land Referrals	1				1				1	1			4
Mines Act Referrals			1										1
Forestry Referrals	2		1		2							2	7
Municipal Referrals	1			1									2
LCRB Referrals								1					1
Industrial Referrals													0
Subdivision Referrals		1	3	2	0	1	1	3	3	3	0	0	17
All Application Types													46



Committee Report

Date of Report: April 1, 2025
Date & Type of Meeting: April 16, 2025 Rural Affairs Committee
Author: Ashley Grant, Grants Coordinator
Subject: COMMUNITY WORKS FUND APPLICATION – RDCK – WOODBURY
FIRE HYDRANT AND GENERATOR INSTALLATION
File: 1850-20-CW-316
Electoral Area/Municipality d

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Woodbury Fire Hydrant and Generator Installation" in the total amount of \$84,500 and that funds be disbursed from Community Works Funds to Service S259 – Water Utility - Woodbury:

Electoral Area D in the amount of \$84,500.00

SECTION 2: BACKGROUND/ANALYSIS

This project includes the supply and installation of three new 6" fire hydrants within the Woodbury Village water system and a 24kw backup generator complete with a propane tank. Currently the system has several small diameter 2" hydrants which can be used to fill fire apparatus, or used by the fire department during wildfire events.

In 2023/2024 the water plant was upgraded and with a combination of a new intake pump and variable frequency drive distribution pumps, the water system can now deliver much higher flows to the reservoir and distribution system. The generator is required for the water plant to produce water during power outages.

The existing 2" hydrants in the Woodbury Village water system were located and sized based on the original water plant and reservoir designs. They are not capable of delivering sufficient flows in the event of a wildfire or a multi-structure fire event. Due to reduced size, they are not able to effectively fill a water tender or similar tanker truck.

In addition to the fire hydrants, while there is a larger excavator in the area, the RDCK is proposing to undertake minor drainage improvements to the road that goes down to the pumphouse. The road was created in the 1980's when the pumphouse was originally built. The water bars are old and rotted and the 3/4" road crush on the road has generally washed away leaving a rough surface that is highly eroded. It is proposed to use the excavator to reshape the road, clear the brush that has grown up in the ditching and install new waterbars.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:

☐ Yes ☒ No

Financial Plan Amendment:

☐ Yes ☒ No

Debt Bylaw Required:

☐ Yes ☒ No

Public/Gov't Approvals Required:

☒ Yes ☐ No

This application is the responsibility of Area D and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area D will have \$300,186.19 in Community Works funds remaining.

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

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Resilience and Water"

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK-Woodbury Fire Hydrant and Generator Installation in the amount of \$85,400.00 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area D to Service S259 – Water Utility - Woodbury.

Respectfully submitted,

Ashley Grant, Grants Coordinator

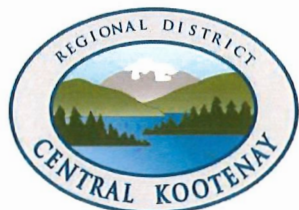
CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison – **Approved**

Chief Administrative Officer – Stuart Horn **Approved**

ATTACHMENTS:

Attachment A – Community Works Fund Application – RDCK-Woodbury Fire Hydrant and Generator



Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"		Woodbury Village Water System - Fire Hydrant and Generator Installation	
Date of Application		2025/03/24	
Applicant Information			
Name of Organization	Regional District of Central Kootenay		
Address	Box 590, 202 Lakeside Drive		
City, Prov. Postal	Nelson, BC V1L 6X1		
Phone No.	250-352-6665	Fax No.	250-352-9300
Organization's Email	info@rdck.bc.ca		
Name of Contact	AJ Evenson	Contact's Email	aevenson@rdck.bc.ca
Director in Support of Project			
Name of Director(s)	Area(s)/Municipality	Amount Requested	
Aimee Watson	D	\$ 85,400.00	
Project Time Line			
Project Commencement Date (yyyy/mm/dd)		Project Completion Date (yyyy\mm\dd)	
2025/04/15		2025/06/30	
Land Ownership			
Ownership and legal description information is required for all parcels of land on which the proposed work will occur.			
Legal Description of land(s)	Various		
Registered Owners of Land(s)	Ministry of Transportation and Transit		
Crown Land Tenure/License No./Permit No.(s)	n/a		
Compliance With Regulations			
The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.			
Have you consulted with a building official?	☒	Yes	
	☐	No	
Have you applied and received a building permit?	☐	Yes, Permit No. _____	
	☒	No	
If No, please explain: No building permit is required for the installation of fire hydrants or the generator			

Community Works Fund Application (Appendix-A)

Application Content

Must include all of the following:

- 1.0 - Description of the Project including management framework
- 1.1 - Project timeline and supporting documents
- 2.0 - Project budget
- 3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

This project includes the supply and installation of three new 6" fire hydrants within the Woodbury Village water system and a 24kw backup generator complete with a propane tank. Currently the system has several small diameter 2" hydrants which can be used to fill fire apparatus, or used by the fire department during wildfire events.

In 2023/2024 the water plant was upgraded and with a combination of a new intake pump and variable frequency drive distribution pumps, the water system can now deliver much higher flows to the reservoir and distribution system. The generator is required for the water plant to produce water during power outages.

The existing 2" hydrants in the Woodbury Village water system were located and sized based on the original water plant and reservoir designs. They are not capable of delivering sufficient flows in the event of a wildfire or a multi-structure fire event. Due to reduced size, they are not able to effectively fill a water tender or similar tanker truck.

In addition to the fire hydrants, while there is a larger excavator in the area, the RDCK is proposing to undertake minor drainage improvements to the road that goes down to the pumphouse. The road was created in the 1980's when the pumphouse was originally built. The water bars are old and rotted and the 3/4" road crush on the road has generally washed away leaving a rough surface that is highly eroded. It is proposed to use the excavator to reshape the road, clear the brush that has grown up in the ditching and install new waterbars.

(If needed, please provide additional information on separate page)

Community Works Fund Application (Appendix-A)

1.1 Project Costs including Timeline and Supporting Documents

The anticipated project cost for the Woodbury Village Fire Hydrant and Generator project is \$85,400.

This includes supply and installation costs for three new 6" fire hydrants, valves, thrust blocks and all related excavation, testing and commissioning. The RDCK has issued an RFQ for this scope of work. 12 bids were received and the lowest valid bidder had a price of \$29,964.00. The hydrants have been located in areas where bedrock is least likely to be located, however, if it is encountered, additional excavation and/or asphalt removal/replacement may be required which will increase costs. The Project Management staff will work with the contractor to do some preemptive exploratory excavation to minimize any additional/unforeseen work. Unused contingency will be returned.

Road upgrades to the pumphouse are proposed to use the excavator to reshape the road, clear the brush that has grown up in the ditching and install new waterbars. Road upgrades should take 1 day with an excavator and cost approximately \$4,000 including install of pre-built waterbars.

The cost to supply and install the generator complete with custom cables and an automatic transfer switch is \$20,000. Tariffs may be applicable on the generator and/or electrical cables as they originate in the US so the contingency has been sized to accommodate this.

A Project Management fee budget of \$5,000 (approx 6%) have been included to manage both procurement processes and undertake construction inspections/documentation.

A large project contingency of \$15,000 has been included in this budget due to the presence of bedrock throughout Woodbury Village and potential for asphalt removal and replacement if the hydrants need to be moved closer to the paved surface.

It is expected that the project will start in the spring once the contract is awarded and be completed prior to June 30. The hydrants and valves are generally stock items and the entire project should be able to be completed in 3-5 days.

The RDCK has already submitted an application to MOTI for the hydrant installation and pumphouse road upgrades.

(If needed, please provide additional information on separate page)

1.2 Project Impact

This project overall will provide enhanced fire protection for residents of Woodbury Village and allow local fire departments (Balfour and Kaslo) to pull water from hydrants to fight wildfires or structure fires in the area. Currently they are unable to do so due to flow restrictions in the 2" lines. The generator will provide a reliable power supply to transport treated water to the reservoir in the event of a power outage.

The pumphouse road upgrades will ensure that the road down to the pumphouse is renewed and good for several more decades of use by RDCK operators accessing the plant.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

This project includes the supply and installation of three new 6" fire hydrants within the Woodbury Village water system and a 24kw backup generator complete with a propane tank.

Once this project is complete, the plant will be able to reliably produce and deliver treated water to the reservoir and distribution system. The new hydrants will be capable of delivering sufficient fire flows in the event of a wildfire or a multi-structure fire event, even if power is lost to the plant.

This will lead to enhanced community sustainability and resiliency.

(If needed, please provide additional information on separate page)

Community Works Fund Application (Appendix-A)

1.4 Project Team and Qualifications

The project team includes:

Alex Divlakovski - Water Operations Manager, RDCK
 Jay Colley - Water Services Supervisor, RDCK
 AJ Evenson- Senior Project Manager, RDCK

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value (\$)
Woodbury Water Service	Area D Community Works grant	\$ 84,400.00
Woodbury Water Service	Service Reserves	\$ 1,000.00
		\$
		\$
		\$
		\$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	\$ 85,400.00

Project Expenses

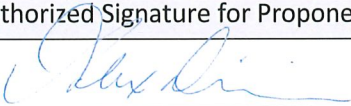
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value (\$)
(3) Fire Hydrants and Valves	(3) Fire Hydrants and Valves	\$ 30,000.00
Pumphouse Road Upgrades	Upgrades to water bars and brushing sides of road	\$ 4,000.00
Contingency	In case bedrock is found or if tariffs are applicable	\$ 15,000.00
Project Management	Fees to coordinate both procurements and construction	\$ 5,000.00
Generator and Install	24kw generator, delivery and installation	\$ 20,000.00
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	\$ 74,000.00

Community Works Fund Application (Appendix-A)

Project Revenue (continued)		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Revenue	\$ 85,400.00
Project Expenses (continued)		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value (\$)
Propane Tank	Supply and Delivery of 120 gal tank and aluminum fee	\$ 5,000.00
Propane Fuel	2 fills (1 required to load test and commission, 1 to top	\$ 3,400.00
Propane lines and gasfitting	Lines between tank and generator including permit	\$ 3,000.00
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Expenses	\$ 85,400.00

Community Works Fund Application (Appendix-A)

2.1 Additional Budget Information Quote rationale to be reviewed by RDCK Chief Administrative Officer		
(If needed, please provide additional information on separate page)		
3.0 Accountability Framework		
The eligible recipient will ensure the following: - Net incremental capital spending is on infrastructure or capacity building - Funding is used for eligible Project and eligible costs - Project is implemented in diligent and timely manner - Where recipient is a Local Government, undertake Integrated Community Sustainability Planning - Provide access to all records - Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures - Provide a Project Completion Report including copies of all invoices -		
4.0 Schedule of Payments		
The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments: a) 75% upon signing of the Contract Agreement b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.		
5.0 Acknowledgement of Requirements		
Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.		
By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31 st of each year detailing the beneficial impacts on the community as a result of the completed Project.		
Authorized Signature for Proponent	Name	Date
	Alex Divlakovski	2025/03/25



Committee Report

Date of Report: March 14, 2025
Date & Type of Meeting: April 16, 2025 Rural Affairs Committee
Author: Ashley Grant, Grants Coordinator
Subject: COMMUNITY WORKS FUND APPLICATION – RDCK – BALFOUR
FIRE HALL STAND-BY GENERATOR PROJECT
File: 1850-20-CW-315
Electoral Area/Municipality E

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled “RDCK-Balfour Fire Hall Stand-By Generator” in the total amount of \$15,000.00 and that funds be disbursed from Community Works Funds to Service S141 Balfour Harrop Fire Protection:

Electoral Area E in the amount of \$15,000.00

SECTION 2: BACKGROUND/ANALYSIS

Located in Electoral Area E, the Balfour Fire Hall provides with fire services, training opportunities and is available for community use such as FireSmart meetings. With recently completed and future proposed infrastructure and system upgrades, it is anticipated that the building could also serve as a temporary but vital community shelter during emergencies.

Included in the current phase of planned upgrade projects, the RDCK is improving the halls’ ability to function in the event of both power failures and heavy wildfire smoke. A new stand-by generator system will provide full-facility back-up power in the event of prolonged power failures. This project will help to optimize the Balfour Fire Department’s operational efficiencies while ensuring the reliable delivery of emergency services throughout the year.

Funding in the amount of \$57,000 has been received from the Columbia Basin Trust for the purchase of a standby generator. The intent of this application is to secure remaining funding required for the new standby generator, pad, conduit, fuel lines and project contingency. The RDCK Fire Services plans to complete this project by utilizing internal RDCK project management services, and external suppliers / contractors through a competitive procurement process.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:	☐ Yes ☒ No	Financial Plan Amendment:	☐ Yes ☒ No
Debt Bylaw Required:	☐ Yes ☒ No	Public/Gov’t Approvals Required:	☒ Yes ☐ No

This application is the responsibility of Area E and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area E will have -\$320,343.33 in Community Works funds remaining.

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

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Fire Hall and Fire Station Infrastructure."

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner.*

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK-Balfour Fire Hall Stand-By Generator in the amount of \$15,000.00 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area E to Service S141 Balfour/Harrop Fire Protection.

Respectfully submitted,

Ashley Grant, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison **Approved**

Chief Administrative Officer – Stuart Horn **Approved**

ATTACHMENTS:

Attachment A – Community Works Fund Application – RDCK-Balfour Fire Hall Stand-By Generator



Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"		Balfour Fire Hall Stand-By Generator Project	
Date of Application		2024/08/20	
Applicant Information			
Name of Organization	Regional District of Central Kootenay		
Address	Box 590, 202 Lakeside Drive		
City, Prov. Postal	Nelson, BC V1L 6X1		
Phone No.	250-352-6665	Fax No.	250-352-9300
Organization's Email	info@rdck.bc.ca		
Name of Contact	AJ Evenson	Contact's Email	aevenson@rdck.bc.ca
Director in Support of Project			
Name of Director(s)		Area(s)/Municipality	Amount Requested
Cheryl Graham		E	\$ 15,000.00
Project Time Line			
Project Commencement Date (yyyy/mm/dd)		Project Completion Date (yyyy/mm/dd)	
2024/08/31		2024/12/31	
Land Ownership			
Ownership and legal description information is required for all parcels of land on which the proposed work will occur.			
Legal Description of land(s)		PID 024-557-889	
Registered Owners of Land(s)		RDCK	
Crown Land Tenure/License No./Permit No.(s)		n/a	
Compliance With Regulations			
The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.			
Have you consulted with a building official?		☒ Yes ☐ No	
Have you applied and received a building permit?		☐ Yes, Permit No. _____ ☒ No	
If No, please explain: Confirmed that no building permit is required.			

Application Content

Must include all of the following:

- 1.0 - Description of the Project including management framework
- 1.1 - Project timeline and supporting documents
- 2.0 - Project budget
- 3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

Fire Services, a service within the RDCK coordinates fire protection with 18 separate service areas. Of these service areas, six are contracts with municipal fire departments and one is with a neighbouring regional district. The remaining 12 fire services operate out of 18 fire halls. This project is part of RDCK's plan to upgrade all fire hall infrastructure across the region.

Located in Electoral Area E, the Balfour Fire Hall provides with fire services, training opportunities and is available for community use such as FireSmart meetings. With recently completed and future proposed infrastructure and system upgrades, it is anticipated that the building could also serve as a temporary but vital community shelter during emergencies.

Included in the current phase of planned upgrade projects, the RDCK is improving the halls ability to function in the event of both power failures and heavy wildfire smoke. A new stand-by generator system will provide full-facility back-up power in the event of prolonged power failures. This project will help to optimize the Balfour Fire Department's operational efficiencies while ensuring the reliable delivery of emergency services throughout the year.

Funding in the amount of \$57,000 has been received from the Columbia Basin Trust for the purchase of a standby generator. The intent of this application is to secure remaining funding required for the new standby generator, pad, conduit, fuel lines and project contingency. The RDCK - Fire Services plans to complete this project by utilizing internal RDCK project management services, and external suppliers / contractors through a competitive procurement process.

(If needed, please provide additional information on separate page)

Community Works Fund Application (Appendix-A)

1.1 Project Costs including Timeline and Supporting Documents

The anticipated additional project cost and Community Works application for the Balfour Fire Hall is \$15,000. This includes supply and installation costs for a complete stand-by generator system.

Contingencies of 10% have been included in this budget along with Project Management fees of 8%.

It is expected that the project will be completed within four (4) months time. Procurement has already been completed and contracts are in progress as of August 20, with shop drawings approved in early September 2024 and delivery and installation of the generator in the fall of 2024. Current generator production timelines appear to be approximately 3 months based on similar projects currently in progress.

The completion date is estimated to be December 31, 2024.

The project team will ensure that all permitting requirements are met that apply to this Project.

(If needed, please provide additional information on separate page)

1.2 Project Impact

This project overall will allow fire services to continue in Area E in a safe and sustainable manner

Stand-by generator system will help to ensure the reliable delivery of emergency services along with the necessary provisions required for all hall users.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

Strategic upgrades to the Balfour Shore Fire Hall will be completed during this project.

Outcomes include:

Stand-by generator will supply full-facility back-up power in the event of power failures.

Balfour Fire Hall will continue to operate with moderate asset management renewal budgets.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team includes:

Tristan Fehst- Acting Regional Fire Chief, RDCK
 Grant Hume - Deputy Fire Chief (Operations), RDCK
 AJ Evenson- Project Manager, RDCK
 Pat Hergott - Balfour Fire Department Chief, RDCK

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value (\$)
Balfour Fire Hall Standby Generator	Area E Community Works Grant	\$ 15,000.00
	Columbia Basin Trust Grant	\$ 57,000.00
		\$
		\$
		\$
		\$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	\$ 72,000.00

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value (\$)
Stand-by generator system	60 KW 3PH Standby Generator with ATS	\$ 60,000.00
Site Civil Work	Concrete pad, trenching and connections to buildi	\$ 5,000.00
Natural Gas/Propane system	Fuel line hookup	\$ 2,500.00
Project Management	8% construction fees to outlay project	\$ 4,500.00
Contingency	Contingency	\$ 0.00
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	\$ 72,000.00

Community Works Fund Application (Appendix-A)

Project Revenue (continued)		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Revenue	\$ 72,000.00
Project Expenses (continued)		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Expenses	\$ 72,000.00

2.1 Additional Budget Information Quote rationale to be reviewed by RDCK Chief Administrative Officer		
(If needed, please provide additional information on separate page)		
3.0 Accountability Framework		
The eligible recipient will ensure the following: - Net incremental capital spending is on infrastructure or capacity building - Funding is used for eligible Project and eligible costs - Project is implemented in diligent and timely manner - Where recipient is a Local Government, undertake Integrated Community Sustainability Planning - Provide access to all records - Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures - Provide a Project Completion Report including copies of all invoices -		
4.0 Schedule of Payments		
The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments: a) 75% upon signing of the Contract Agreement b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.		
5.0 Acknowledgement of Requirements		
Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.		
By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31 st of each year detailing the beneficial impacts on the community as a result of the completed Project.		
Authorized Signature for Proponent	Name	Date
	AJ Evenson	2024/08/20



Committee Report

Date of Report: April 3, 2025
Date & Type of Meeting: April 16, 2025 Rural Affairs Committee
Author: Ashley Grant, Grants Coordinator
Subject: COMMUNITY WORKS FUND APPLICATION – RDCK – DUHAMEL
WATER SYSTEM – WELL PUMP REPLACEMENT
File: 1850-20-CW-317
Electoral Area/Municipality F

SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the Community Works Fund application submitted by RDCK for the project titled "RDCK-Duhamel Water System – Well Pump Replacement" in the total amount of \$50,000 and that funds be disbursed from Community Works Funds:

Electoral Area F in the amount of \$50,000.00

SECTION 2: BACKGROUND/ANALYSIS

The RDCK owned Duhamel water system is supplied by an 8" groundwater well source constructed in 1991 to a depth of 156ft. The system services 93 active connections and is located 13km north of Nelson, B.C.

The well is located within at fenced RDCK property at 2882 Tees Road. The well supplies water to the 454,000 liter concrete reservoir at 16.8 l/sec (266 gpm). There is no water treatment implemented in the system.

The original well pump was replaced in 2004. In the winter of 2025, the existing well pump motor began to exhibit overload failure. It is reasonable to assume the well pump is at end of serviceable life and replacement is required.

As the existing well pump controller does not include any sort of "soft start" or VFD (variable frequency drive), installation of this equipment with the new well pump would be very beneficial to reduce future-planned generator size requirements, thereby reducing associated costs.

Preliminary estimated costs for the project including equipment and electrical/control work is approximately \$70k. With additional Project Management fees and contingency to account for project overages and potential tariffs on U.S. supplied equipment, the project is budgeted at \$90K.

All financial statements regarding this project will be available under the Capital Project code CAP1573-100.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:

☐ Yes ☒ No

Financial Plan Amendment:

☐ Yes ☒ No

Debt Bylaw Required:

☐ Yes ☒ No

Public/Gov't Approvals Required:

☒ Yes ☐ No

This application is the responsibility of Area F and no other areas are being asked to contribute to the project. The Director is supportive of the application. Should this project be funded, Area F will have \$298,253.60 in Community Works funds remaining.

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

Community Works (formerly Gas Tax) funded projects aim to achieve three objectives: a clean environment; strong cities and communities; and productivity and economic growth. Board policy dictates that applications to the Community Works Fund be reviewed by staff and the Rural Affairs Committee for compliance with program guidelines. Staff is of the opinion that this project falls within the broad program category of "Drinking Water"

3.3 Environmental Considerations

N/A

3.4 Social Considerations:

N/A

3.5 Economic Considerations:

The proposed project costs are eligible based on Community Works funding criteria. The project will create work for local professionals and contractors.

3.6 Communication Considerations:

None at this time

3.7 Staffing/Departmental Workplace Considerations:

N/A

3.8 Board Strategic Plan/Priorities Considerations:

This project is aligned with the Board's strategic priority to *Manage our assets and service delivery in a fiscally responsible manner*.

SECTION 4: OPTIONS & PROS / CONS

N/A

SECTION 5: RECOMMENDATIONS

That the Community Works Fund application submitted by the RDCK for the RDCK-Duhamel Water System – Well Pump Replacement in the amount of \$50,000 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area F, and further that the Board of Directors approve an amendment to the 2025 Financial Plan for Water Utility – Area F (Duhamel) Service S248 to INCREASE the following line items:

- Community Works Grants by \$50,000,
- Transfer from Reserves by \$40,000,
- Transfer to Other Services by \$5,000,
- Capital expenses by \$85,000.

Respectfully submitted,

Ashley Grant, Grants Coordinator

CONCURRENCE

Manager of Corporate Administration/Corporate Office – Mike Morrison **Approved**

Chief Administrative Officer – Stuart Horn **Approved**



Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"		Duhamel Water System - Well Pump Replacement	
Date of Application		2025/03/25	
Applicant Information			
Name of Organization	Regional District of Central Kootenay		
Address	202 Lakeside Drive		
City, Prov. Postal	Nelson, B.C. V1L 5R4		
Phone No.	250.352.6665	Fax No.	250.352.9300
Organization's Email	rdck@rdck.bc.ca		
Name of Contact	Alex Divlakovski	Contact's Email	adivlakovski@rdck.bc.ca
Director in Support of Project			
Name of Director(s)		Area(s)/Municipality	Amount Requested
Tom Newell		F	\$ 50,000.00
Project Time Line			
Project Commencement Date (yyyy/mm/dd)		Project Completion Date (yyyy/mm/dd)	
2025/05/01		2025/06/30	
Land Ownership			
Ownership and legal description information is required for all parcels of land on which the proposed work will occur.			
Legal Description of land(s)		LOT 6, PLAN NEP2792, DISTRICT LOT 787, KOOTENAY LAND DISTRICT, EX	
Registered Owners of Land(s)		Regional District of Central Kootenay	
Crown Land Tenure/License No./Permit No.(s)			
Compliance With Regulations			
The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.			
Have you consulted with a building official?		☐ Yes ☒ No	
Have you applied and received a building permit?		☐ Yes, Permit No. _____ ☒ No	
If No, please explain: Not required			

Application Content	
Must include all of the following: 1.0 - Description of the Project including management framework 1.1 - Project timeline and supporting documents 2.0 - Project budget 3.0 - Accountability Framework Financial statements that adhere to Project accountability	
1.0	Description of the Project including management framework The RDCK owned Duhamel water system is supplied by an 8" groundwater well source constructed in 1991 to a depth of 156ft. The system services 93 active connections and is located 13km north of Nelson, B.C. The well is located within at fenced RDCK property at 2882 Tees Road. The well supplies water to the 454,000 liter concrete reservoir at 16.8 l/sec (266 gpm). There is no water treatment implemented in the system. The original well pump was replaced in 2004. In the winter of 2025, the existing well pump motor began to exhibit overload failure. It is reasonable to assume the well pump is at end of serviceable life and replacement is required. As the existing well pump controller does not include any sort of "soft start" or VFD (variable frequency drive), installation of this equipment with the new well pump would be very beneficial to reduce future-planned generator size requirements, thereby reducing associated costs. Preliminary estimated costs for the project including equipment and electrical/control work is approximately \$70k. With additional Project Management fees and contingency to account for project overages and potential tariffs on U.S. supplied equipment, the project is budgeted at \$90K. All financial statements regarding this project will be available under the Capital Project code CAP1573-100.
(If needed, please provide additional information on separate page)	

1.1 Project Costs including Timeline and Supporting Documents

Pump and appurtenances - \$30,000
Electrical/Controls upgrades - \$25,000
VFD and transducer - \$15,000
Project Management - \$5,000
Contingency and potential tariff - \$15,000

Total Project = \$90,000

The project will commence once the Financial Plan amendment is approved by the RDCK to include this Capital Project (anticipated at April Board meeting). The lead-time for pump equipment is 5-6 weeks, and the project must be completed prior to the increased water demands of summer.

(If needed, please provide additional information on separate page)

1.2 Project Impact

Completing this project will secure a reliable well pump for this single-sourced water system, which is imperative for the delivery of potable water to system customers.

The project will also assist with the future-planned capital project to install a generator for back-up power in an area that has frequent power outages. The electrical upgrades and installation of a VFD will significantly decrease costs by reducing the required generator size, and by having all components in place to safely and effectively utilize a back-up power supply.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

This project includes the supply and installation of well pump motor and fluid end, installation of all associated appurtenances (check valve, drop pipe, level transmitter, conductor wire, and sounding tube), electrical upgrades for the new pump, and controls upgrades to integrate the new VFD into the local PLC (programmable logic controller). This will ensure that the well pump responsible for deliver of water to the Duhamel water system is reliable and not at risk of failure.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

The project team includes:

Alex Divlakovski - Water Operations Manager, RDCK

Jay Colley - Water Services Supervisor, RDCK

AJ Evenson- Senior Project Manager, RDCK

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

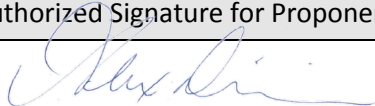
Item	Description of Revenue	Value (\$)
Duhamel Water Service	Area F Community Works Grant	\$ 50,000.00
Duhamel Water Service	Service Reserves	\$ 40,000.00
		\$
		\$
		\$
		\$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	\$ 90,000.00

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value (\$)
Well pump and apurtanences	Pump, motor, wire, drop tube, valve, sounding tub	\$ 30,000.00
Pump control	VFD and transducer	\$ 15,000.00
Electrical upgrades	Contractor and supplies	\$ 15,000.00
Project Management	Fees to coordinate both procurements and constr	\$ 5,000.00
Controls upgrades	Contractor and supplies	\$ 10,000.00
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	\$ 75,000.00

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Revenue	\$ 90,000.00
Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value (\$)
Contingency	Project overruns and potential tariffs	\$ 15,000.00
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Expenses	\$ 90,000.00

2.1 Additional Budget Information Quote rationale to be reviewed by RDCK Chief Administrative Officer		
(If needed, please provide additional information on separate page)		
3.0 Accountability Framework		
The eligible recipient will ensure the following: - Net incremental capital spending is on infrastructure or capacity building - Funding is used for eligible Project and eligible costs - Project is implemented in diligent and timely manner - Where recipient is a Local Government, undertake Integrated Community Sustainability Planning - Provide access to all records - Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures - Provide a Project Completion Report including copies of all invoices -		
4.0 Schedule of Payments		
The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments: a) 75% upon signing of the Contract Agreement b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.		
5.0 Acknowledgement of Requirements		
Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.		
By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 10 years) is to be submitted to the RDCK prior to October 31 st of each year detailing the beneficial impacts on the community as a result of the completed Project.		
Authorized Signature for Proponent	Name	Date
	Alex Divlakovski	2025/03/26