



The Corporation of the Village of Salmo

SPECIAL MEETING

A Special Meeting of the Council of the Village of Salmo to be held in Council Chambers at 423 Davies Avenue in Salmo, B.C. on **Monday, November 10, 2025 at 7:00 p.m.**

The public may attend in person or electronically. The electronic link will be available on our website on Monday.

Traditional Lands Acknowledgement Statement: We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

AGENDA:

1. Call to Order

2. Administration of Oath of Office

Chief Administrative Officer Derek Kwiatkowski to administer the Oath of Office to Councillor-Elect Payton McKellar.

3. Adoption of the Agenda

That the agenda of Special Meeting of Monday, November 10, 2025 be adopted as presented.

4. Financial Report – Financial Officer Russ

- (1) That Council receive for information the Third Quarter Financial Statement dated September 30, 2025 as presented by Financial Officer Nathan Russ. Pg.5

5. Administrative Reports

- (1) **RDCK Fire Services Agreement Extension** Pg.9

STAFF RECOMMENDATION:

That Council direct staff to work with the RDCK to pursue an extension to the RDCK Fire Services Agreement on the condition that it includes an increase to account for the purchase of capital purchases, with the Village pursuing a preferred one-year extension.

- (2) **Request for Community Development Funds** Pg.11

STAFF RECOMMENDATION:

That Council direct staff to apply to the Community Development Fund for an amount of \$4,600 for the replacement of the Public Works shop furnace.

That Council direct staff to apply to the Community Development Fund for a maximum amount of \$5,000 for the repairs to the Village plow truck.

That Council direct staff to apply to the Community Development Fund for an amount of \$10,000 for the repairs to the Village fire truck.

(3) Development Variance Application – 203 Second Street

Pg.13

STAFF RECOMMENDATION:

That Council approve the major development variance of the parcel located at 203 2nd Street, allowing for a variance of 8.16' for the setback of the deck, and further, approve the 1.11' variance for the setback of the residence.

(4) Building Assessment Contractor Selection

Pg.23

STAFF RECOMMENDATION:

That Council approve the selection of ASI Engineering to complete the Asset Management Plan's building assessments.

(5) 1st Street Culvert Replacement Contractor Selection

Pg.25

STAFF RECOMMENDATION:

That Council approve the staff recommendation to select Custom Dozing Ltd. to complete the 1st Street Culvert Replacement.

(6) Glendale Bridge Handrail Replacement

Pg.27

STAFF RECOMMENDATION:

That Council direct staff to reach out to WSA Engineering Ltd. to conduct project management services to complete the Glendale Bridge handrails.

6. Correspondence Requiring a Council Decision

(1) Salmo & District Chamber of Commerce Re: Road Closure for Outdoor Christmas Market - #51

Pg.29

STAFF RECOMMENDATION:

That Council approve the request to close the 100 & 200 blocks of Fourth Street (from Railway Ave. to Sayward Ave.) and a portion of Davies Ave. for the Christmas Market, and further, allow Erie Creek Brewery to set up an outside patio space contingent on appropriate insurance coverage.

(2) RDCK Re: Letter of Consent Bylaw #3036

Pg.35

STAFF RECOMMENDATION:

That Council support the letter of consent for the "Kootenay Lake West Transit Service Establishment Amendment Bylaw #3036, 2025" and further, that the Mayor and CAO be authorized to execute the letter of consent.

(3) Royal Canadian Legion Re: Parade Permit Application - #52

Pg.117

STAFF RECOMMENDATION:

That Council approve the request of the Royal Canadian Legion to hold a Remembrance Day Parade on November 11, 2025.

(4) Salmo Valley Youth & Community Centre Re: Flow-Through for Charitable Donation - #53

Pg.121

STAFF RECOMMENDATION:

That Council approve the request of the Salmo Valley Youth & Community Centre to act as a flow-through for the charitable donation from Chance's Casino in Castlegar.

- (5) **Salmo Valley Youth & Community Centre Re Approval of Roof Replacement and Support for Interim Repairs - #54** Pg.123

STAFF RECOMMENDATION:

That Council to approve the roof replacement of the Salmo Valley Youth Community Centre & to approve the potential use of Public Works staff to assist with temporary repairs.

7. **Public Question Period**
8. **Adjournment**

Given under my hand this 7th day of November, 2025 and posted in accordance with Section 127 of the *Community Charter*.

Originally Signed By:

Derek Kwiatkowski

CAO/CO

VILLAGE OF SALMO
STATEMENT OF OPERATIONS - OPERATING FUND
For the Period Ended September 30, 2025

	YTD Actual	2025 Total Budget	Balance Remaining	% Rem	YTD Actual	2024 Total Budget	Balance Remaining	% Rem
REVENUES								
Taxes	\$ 552,049	\$ 546,030	\$ (6,019)	(1)%	\$ 501,009	\$ 502,851	\$ 1,842	- %
Sales of Services	118,145	121,414	3,269	3 %	145,067	114,259	(30,808)	(27)%
Other revenue	119,459	160,858	41,399	26 %	111,335	168,290	56,955	34 %
Investment income	35,996	36,000	4	- %	36,673	35,684	(989)	(3)%
Grants - unconditional	438,000	451,000	13,000	3 %	451,000	459,000	8,000	2 %
Grants - conditional	248,951	8,197,492	7,948,541	97 %	591,387	749,743	158,356	21 %
Water user fees	219,197	222,140	2,943	1 %	204,431	204,461	30	- %
Sewer user fees	362,526	365,522	2,996	1 %	342,494	344,019	1,525	- %
Total revenue	<u>2,094,323</u>	<u>10,100,456</u>	<u>8,006,133</u>	<u>79 %</u>	<u>2,383,396</u>	<u>2,578,307</u>	<u>194,911</u>	<u>8 %</u>
EXPENSES								
General Government	448,899	677,582	228,683	34 %	524,227	947,481	423,254	45 %
Protective services	51,389	164,850	113,461	69 %	65,706	269,147	203,441	76 %
Transportation services	166,716	349,006	182,290	52 %	199,572	358,054	158,482	44 %
Environmental health services	74,321	124,850	50,529	40 %	78,961	118,762	39,801	34 %
Public health and welfare services	12,037	16,050	4,013	25 %	10,929	15,250	4,321	28 %
Recreation and cultural services	53,942	63,800	9,858	15 %	47,753	68,400	20,647	30 %
Interest and other debt charges	20,348	22,118	1,770	8 %	22,120	22,118	(2)	- %
Water utility operations	110,775	220,825	110,050	50 %	111,552	157,176	45,624	29 %
Sewer utility operations	217,921	317,085	99,164	31 %	249,229	418,239	169,010	40 %
Total expense	<u>1,156,348</u>	<u>1,956,166</u>	<u>799,818</u>	<u>41 %</u>	<u>1,310,049</u>	<u>2,374,627</u>	<u>1,064,578</u>	<u>45 %</u>
NET REVENUE (EXPENSE)	<u>937,975</u>	<u>8,144,290</u>	<u>(7,206,315)</u>	<u>(88)%</u>	<u>1,073,347</u>	<u>203,680</u>	<u>869,667</u>	<u>427 %</u>
CAPITAL								
General	127,240	7,987,700	7,860,460	98 %	121,743	70,000	(51,743)	(74)%
Water	-	161,000	161,000	100 %	40,255	112,000	71,745	64 %
Sewer	39,445	69,000	29,555	43 %	39,890	140,000	100,110	72 %
	<u>166,685</u>	<u>8,217,700</u>	<u>8,051,015</u>	<u>98 %</u>	<u>201,888</u>	<u>322,000</u>	<u>120,112</u>	<u>37 %</u>
NET SURPLUS (DEFICIT)	<u>\$ 771,290</u>	<u>\$ (73,410)</u>	<u>\$ 844,700</u>	<u>151 %</u>	<u>\$ 871,459</u>	<u>\$ (118,320)</u>	<u>\$ 989,779</u>	<u>837 %</u>

NOTES

Revenue:

Taxes:

Tax revenues were collected as expected, showing an increase over the previous year due to the annual tax rate adjustment.

Sales of Services:

Sales of services are on budget and performing as anticipated. The primary contributor is garbage collection fees, which were increased in 2025 to offset the 10% rise in RDCK tipping fees. Overall, service sales are lower than in 2024 due to a one-time \$34,000 in water and sewer connection fees from a large development project last year.

Other Revenue:

Permit and license revenues are tracking with budget expectations, although building permits are down by \$1,600 (22%) compared to last year. Rental income is comparable to 2024, with increased revenue from the Wellness Center balancing out the reduced rental from the Railway Ave property, which was only partially rented last year.

Investment Income:

Investment income is consistent with last year and is projected to slightly exceed budget by year-end. Key factors influencing investment returns include bank balances (affected by expenditures and grant inflows) and interest rates, both of which can vary annually.

Grants:

- *Unconditional Grants:* The Village received \$438,000 from the Small Communities Grant, down from \$451,000 last year. This \$13,000 reduction places additional pressure on tax rates, as the shortfall must be offset to maintain operational funding and reserve contributions. Grant amounts are determined by the BC government based on factors such as population and property assessments relative to other communities, and are not within the Village's control.
- *Conditional Grants:* These vary significantly year to year depending on capital projects, grant timing, and completion of funded work. Grants received to date align with expectations. The 2025 budget includes a \$7.7 million active transportation infrastructure grant for sidewalk replacements. In contrast, 2024 saw several large one-time grants early in the year, including a \$147,000 LGCAP payment and a \$156,000 provincial development grant, resulting in higher figures last year.

Water and Sewer User Fees:

User fees are in line with budget and expectations. Revenue increases are attributed to rate adjustments: water fees rose by \$25 per household annually, and sewer fees by \$32. These increases support infrastructure investments and operational costs.

Expenses:

General Government:

Overall expenses are tracking with budget. IT services, software, and internet costs have exceeded budget (\$19,500 spent vs. \$16,000 budgeted), but underspending in other areas is helping maintain balance. Asset management planning has begun, with \$9,000 spent by the end of September against a \$75,000 annual budget. Administration expenses were higher in 2024 due to staff turnover, but 2025 wages are on budget.

Protective Services:

Fire services expenses are well below budget, with minimal maintenance activity through September. Turnout gear costs are also down 25% from last year (\$15,000 vs. \$20,000).

Transportation Services:

Expenses are consistent with last year, except for winter road maintenance. Costs for plowing and sanding from January to March 2025 totaled \$22,300—just 52% of the \$43,000 spent during the same period in 2024.

Recreation and Culture:

Expenses are on budget. Labour, materials, and supplies for Lions Park, KP Park washrooms, the playground, campground, and ball field have increased compared to Q3 2024.

Interest Expense:

Interest expenses on Village loans are expected to match last year's total by year-end.

Water and Sewer Utilities:

Water operations are on budget and consistent with last year. Notable expenses include a scheduled reservoir inspection, an unexpected leak repair, and increased labour for water distribution. Electricity costs for pumping at both wells rose 18% (\$26,700 vs. \$22,600). Sewer operations are within budget and comparable to last year, excluding a one-time \$36,000 sewer inspection expense in 2024.



The Corporation of the Village of Salmo

Request for Decision

Report Date: October 27, 2025
Meeting Date: November 10, 2025
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: RDCK Fire Services Agreement Extension

1. OBJECTIVE

For Council to direct staff to work with the RDCK on a new fire services agreement.

2. DISCUSSION AND ANALYSIS

In 2021, the Village and the RDCK signed an agreement where the Regional District contracted fire services of for a portion of Area G to the Village of Salmo. The agreement expires December 31, 2025. The RDCK has reached out with the hopes of signing a new contract.

The current agreement does not have an extension clause; however, it does allow the agreement to be amended if both parties agree. Administration would like to pursue a one-year extension to allow proper review of the Village's Asset Management Plan that will give the Village a better understanding of future capital costs.

The Village Fire Chief has reached out to the RDCK in the past to express concerns over the coverage area. The Fire Chief has noted that some places that are within the coverage area are not accessible & are better suited to be covered by BC Wildfire in the case of an event. The RDCK is willing to work with the Village on this.

Administration would also like Council to consider formally requesting funds to assist with the purchase of the new fire truck. A request can be made through this contract. Administration feels that this new amount should be tied to current and future capital considerations, specifically noted within the contract. Having a 1-year extension will allow the Village to use the Asset Management to accurately gauge the department's long-term costs. The Village's Asset Management Plan will be ready in 2026 & allow both parties to review the coverage areas more appropriately.

RECOMMENDATION

That Council direct staff to work with the RDCK to pursue an extension to the RDCK Fire Services Agreement on the condition that it includes an increase to account for the purchase of capital purchases, with the Village pursuing a preferred one-year extension.

ALTERNATIVES

1. That Council direct staff to sign a 5-year extension to the current RDCK Fire Services Agreement.



The Corporation of the Village of Salmo

Request for Decision

Report Date: October 29th, 2025
Meeting Date: November 10, 2025
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: 3 Requests for Community Development Funds

1. **OBJECTIVE**

For Council to direct staff to apply to the Community Development Fund for an amount of \$4,600 to pay for a furnace replacement at the Public Works Shop, \$5,000 to pay for the repairs to the Village plow truck & \$10,000 to pay for the repairs to the Village's primary fire engine.

2. **DISCUSSION AND ANALYSIS**

The Village received news that 3 unscheduled repairs were required on Village assets.

On the week of October 13th, the furnace at the Public Works Shop failed. The Village received a quote from a local contractor for the price of \$4,600.

During seasonal maintenance of the Village plow truck, the mechanic found a leak in the radiator that is beyond repair & needs replacement. This was estimated between \$4,000 & \$5,000.

On October 22nd, the Fire Chief was notified that there was a leak in the transmission transfer case that will cost between \$8,000 - \$10,000.

Although the Village has funds within reserves, the Community Development Fund has been used in the past for these types of purchases. Administration will be requesting that Council consider the creation of a building reserve as part of the 2026 budgeting process.

The Village is already proceeding with the repairs of the vehicles, however, administration is requesting that Council approve the application to the Community Development fund for these 3 repairs.

RECOMMENDATION

MOTION #1

That Council direct staff to apply to the Community Development Fund for an amount of \$4,600 for the replacement of the Public Works shop furnace.

MOTION #2

That Council direct staff to apply to the Community Development Fund for a maximum amount of \$5,000 for the repairs to the Village plow truck.

MOTION #3

That Council direct staff to apply to the Community Development Fund for an amount of \$10,000 for the repairs to the Village fire truck.

ALTERNATIVES

MOTION #1

That Council direct staff to use funds from the Community Works Fund for an amount of \$4,600 for the replacement of the Public Works shop furnace.

MOTION #2

That Council direct staff to use funds from the Village's equipment reserves for a maximum amount of \$5,000 for the repairs Village plow truck.

MOTION #3

That Council direct staff to use funds from the Village's equipment reserve for an amount of \$10,000 for the repairs to the Village fire truck.



The Corporation of the Village of Salmo

Request for Decision

Report Date: November 6, 2025
Meeting Date: November 10, 2025
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: 203 2nd Street Major Development Variance

1. **OBJECTIVE**

For Council to review the Major Development Variance Application of a residential lot located at 203 2nd Street with the legal description Parcel B Block 15 Plan Nep622a District Lot 206a Kootenay Land District (See XF9476).

2. **DISCUSSION AND ANALYSIS**

The Village received an application for a major development variance of 203 2nd Street. There is a subsequent subdivision application for this parcel that would follow if Council approved the variance.

The application is to subdivide the property into 2 parcels that would create a 61' x 120' parcel that would include the existing residence & one new 59' x 120' parcel. The intention is to keep the lots zoned as R-1 Single & Two-Family Residential within the Zoning Bylaw.

Encroachment Summary:

Rear

The location of the existing residence would not meet the current setback requirements. There is an attached ground level deck that would be located 6'6" from the proposed property line, which requires a variance of 8.16'. The residence is currently 13.65' from the proposed property line, the required variance would be 1.11'.

Front

The residence does not meet current front setback requirements of 24.93' & it is currently 20.83'. This does not impact the proposed subdivision, neither does the encroaching covered patio towards the laneway property line. There is also a woodshed that will require a variance permit.

Side

There is a covered entrance that is currently 13.06' feet from the property line & it is required to be 14.76'. As this is legally non-conforming and won't be affected by the subdivision, no variance approval is required.

The Village has sent letters to the affected property owners with no response.

Staff is recommending that Council approve the variance, so that administration can proceed with processing the subdivision request. Administration will require that the primary access of the new parcel be located off Davies Avenue. This keeps with the neighborhood aesthetic & keeps the gravel

alleyway maintenance low. Laneway access will deteriorate the laneway much faster than the current traffic load.

RECOMMENDATION

That Council approve the major development variance of the parcel located at 203 2nd Street, allowing for a variance of 8.16' for the setback of the deck, and further, approve the 1.11' variance for the setback of the residence.

ALTERNATIVES

1. That Council deny the application.

Planning & Development Approval Application

Village of Salmo

423 Davies Avenue, PO Box 1000, Salmo B.C., V0G 1Z0

Telephone: (250) 357-9433 Fax: (250) 357-9633

Email: planning@salmo.ca Website: www.salmo.ca



PLEASE NOTE: A pre-development meeting with Village of Salmo Staff is required to complete the checklist and prior to submitting your application. Please contact the Village at (250) 357-9433 or planning@salmo.ca to arrange a project information / pre-development meeting.

PART 1. NATURE OF APPLICATION			
Application Type <i>Check all that apply</i>			
☐ Official Community Plan Amendment ☐ Zoning Bylaw Amendment ☐ Temporary Use Permit		☒ Development Variance Permit (major) ☐ Development Variance Permit (minor) ☐ Development Permit (major) ☐ Development Permit (minor)	
PART 2. LAND DEVELOPMENT INFORMATION			
Project Name or Owner Art Abrahams			Permit Number
Civic Address of Proposal 203 second Street Salmo BC			Date of Application Oct 10/2025
Legal Description: Lot 206A	Block 15	Plan 622A	PID Number 017-760-356
Current Development or Land Use R-1			
Description of Proposed Development or Land Use R-1			
PART 3. APPLICANT AND PARTICIPATING PARTIES			
Owner: Last Name Abrahams		First Name Art / Chris	Phone Number 250. 801 1640
Email Address art@artavox.com		Mailing Address 233-203 Second St Salmo	
Applicant/Agent: Last Name		First Name	Phone Number
Email Address		Mailing Address	
Architect/Designer: Last Name		First Name	Phone Number
Email Address		Mailing Address	

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PART 4. SIGNATURES

As the applicant or authorized agent, I declare that the information and supportive documentation submitted in support of this application are, to the best of my knowledge true and correct.

I accept that further information may be required by the Village in accordance with Development Applications Procedures Bylaw No. 753, 2024 and accept responsibility for processing delays that are caused by insufficient application materials.

I understand that all fees charged in connection with this application are in accordance with Fees and Charges Bylaw, as amended from time to time, and that further charges may be required including Amenity Cost Charges, Development Cost Charges, Utility Connection fees, and/or Security Deposits.

[Signature]

Name of Agent/Owner

Art Abrahams

Signature of Agent/Owner

PART 5. AGENT AUTHORIZATION

I, Art Abrahams (name of agent) solemnly declare that I am the Authorized

Agent for Art & Chris Abrahams (owner(s) of property), who is the registered owner(s)

of the real property legally described as: PID # 017-760-365

Name of Agent

Art Abrahams / Chris Abrahams

Name of All Registered Owners

Signature of Agent

[Signature]

Signature of All Registered Owners

PART 6. FEE SCHEDULE BY APPLICATION TYPE (provided for convenience only)

Fees and charges are refundable under these circumstances:

1. Application fees for an Official Community Plan and/or Zoning Bylaw Amendment shall be refunded 50% of the application fee if the application is withdrawn or refused by Council prior to First Reading.
2. Application fees for a Development Permit, Development Variance Permit or Temporary Use Permit shall be refunded 50% of the application fee if the application is withdrawn prior to proceeding to Council or to the Delegated Authority for minor Development Permits and minor Development Variance Permits.
3. Applications that are withdrawn or lapse prior to substantial staff review and external referral shall be refunded for the full amount of the application fee but charged a \$100 administrative fee.

Official Community Plan Amendment	\$1000
Zoning Bylaw Amendment	\$1000
Joint Official Community Plan and Zoning Amendment	\$1500
Major Development Permit	\$1000
Minor Development Permit	\$500
Major Development Variance Permit	\$1000
Minor Development Variance Permit	\$500
Temporary Use Permit	\$700

The personal information collected on this form is collected for the purposes of a development approval of the Village of Salmo as authorized by Section 26 of the Freedom of Information and Protection of Privacy Act. All information collected with this form shall be disclosed to the public upon request. Copies of any associated documentation submitted as part of this application becomes part of the local government's records and therefore subject to the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of information, please contact the Village Office at (250) 357-9433.

Planning & Development Approval Application

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PART 7. SUBMISSION CHECKLIST KEY

Use this key to locate the details for the required submission documents in Part 8, Submission Document Details.

Application Type	Submission Requirements	As Requested
Official Community Plan Amendment, Zoning Bylaw Amendment, Joint OCP and Zoning Amendment, Development Permit (Minor or Major), Development Variance Permit (Minor or Major), Temporary Use Permit.	A, B, C, D, G, H	E, F, I

PART 8. SUBMISSION CHECKLIST DETAILS

This checklist provides the basic requirements to complete an application. Depending on the nature and complexity of the application, additional requirements may be requested following internal review.

Documentation	Details	Required	Received
A. Pre-Development Meeting	Have you had your pre-development meeting? If not, contact Village Staff at 250-357-9433 or planning@salmo.ca to arrange a meeting before proceeding. Staff will assist in completion of Section I of this form. In planning your project, it is suggested you review RDCK sustainability checklists: Residential Sustainability Checklist or Commercial Sustainability Checklist	☒	☒
B. Completed Application Form	All forms must be submitted in person or electronically to planning@salmo.ca . Incomplete applications will delay review of your application.	☒	☒
C. Application Fee	Application fees are set out in the Village's Fees and Charges Bylaw as amended from time to time. Applicable fees to be paid at the time of application.	☒	☒
D. State of Title Certificate and Charges on Title	Must be printed within the last 30 days of application date. Titles and related documents can be obtained from ltsa.ca or through a lawyer, notary, or search company. Titles may also be provided by the Village for an additional fee. All development is subject to comply with any rights of way, easements, covenants or other charges on Title.	☒	☒
E. Agent Authorization	Written consent of all property owners, with one or more owners appointing an applicant to act as an agent for all purposes of the application. (if applicable)	☐	☐
F. Provincial Site Profile	Required for any development proposal on lands that may have been contaminated during past or current commercial or industrial activity. (See BC Contaminated Sites Regulation)	☐	☐
G. Proposal Summary	An outline of the proposed development or land use, including an explanation of conformance to current land use regulations or rationale for a proposed variance. If applicable, the number of lots, units or gross floor area of the development and an explanation of benefits and impacts to surrounding properties or the character of the neighborhood in which the development is proposed.	☒	☒
H. Site Plans	Site Plans must be based on the registered legal Lot Plan (LTSA) and must contain: north arrow, correct scale and scale bar; property lines; name and extent of adjacent laneways or roadways; existing right of ways or easements; location, area, and dimensions including setbacks of existing and proposed structures; location and grade of accesses; location of any steep slopes, watercourses or other natural features on or adjacent to the property; location of existing wells or water sources, location of existing or proposed septic fields, location of any existing utilities. (2 copies full size printed and one electronic set)	☒	☒

Planning & Development **Approval Application**

Village of Salmo

423 Davies Avenue, PO Box 1000, Salmo B.C., V0G 1Z0

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Email: planning@salmo.ca Website: www.salmo.ca



Instructions for this page: Village of Salmo Staff, at your pre-development meeting, will determine and advise which documents are requested and required to complete this application. Please contact the Village at (250) 357-9433 or planning@salmo.ca to arrange a pre-development meeting.

Documentation	Details	Required	Received
I. Additional Documentation as Requested PLEASE NOTE: All reports must be completed by a qualified professional, or a professional approved by the CAO or their designate.	a. Architectural building drawings of exterior elevations, floor plans, and cross sections N/A	☐	☐
	b. Details regarding colors and exterior finishes for form and character development permits. N/A	☐	☐
	c. Design rationale: written explanation of how the project conforms to relevant development permit guidelines regarding architectural design, landscaping, parking, signage, access and integration with surrounding developments. N/A	☐	☐
	d. Parking plan: to include all off-street parking spaces to scale with dimensions. N/A	☐	☐
	e. Traffic impact assessment report: to include, but not limited to, impacts to area traffic patterns, additional loads on local and major intersections, proposed improvements to area street systems, and a rationale for vehicle access points. N/A	☐	☐
	f. Geotechnical assessment: report to assess the suitability of the site if land stability problems are suspected. N/A	☐	☐
	g. Environmental or riparian assessment: report to include, but not limited to, watercourse, wildlife and bird habitat, discharges to air and water, land disturbance and clearing, and proposed mitigation. N/A	☐	☐
	h. Wildfire interface assessment: a report identifying potential hazards and mitigation measures. N/A	☐	☐
	i. Tree removal and management plan: report to show general location and type of vegetation, description of trees and tree groupings, listing species, size of trees and identifying any significant trees. N/A	☐	☐
	j. Storm water management plan prepared by a qualified professional showing proposed servicing locations. N/A	☐	☐
	k. Servicing and drainage concept plan, and for Aquifer Protection, a report prepared by a qualified professional that outlines: an estimate of volumes of surface drainage water; geotechnical assessment; assurance that no foreign materials enter any ground or surface water course; mitigation of potential environmental impacts or development hazards; and post construction revegetation plan to preserve disturbed soils, prevent erosion and sloughing and restore native flora. N/A	☐	☐
	l. Landscape plan prepared by a qualified professional drawn to scale showing existing and proposed screening, plantings, garbage enclosures, walkways and amenities. N/A	☐	☐
	m. Streetscape: a drawing or photomontage prepared by a qualified professional showing how the proposed development fits in the street relative to the built environment. N/A	☐	☐
	n. Other	☐	☐

Additional Notes:

Planning & Development Approval Application

Village of Salmo

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FOR OFFICE USE ONLY	
Current Zoning Designation R-1 Single & Two Family	Current OCP Designation Residential Low Density
Proposed Zoning Designation R-1 Single & Two Family	Proposed OCP Designation
Development Permit Area ☐ Yes ☒ No	DP Number /
Development Variance ☐ Yes ☒ No	DVP Number /
Application Fee \$ 1000.00	Security Deposit \$ /
Applicable Development Cost Charges Sewer \$ Water \$ Drainage \$ N/A Road \$ Open Space \$	Security Hold Back \$ Notes: / Date Security Deposit Received: / Receipt Number: Date Security Deposit Refunded: / Receipt Number:

Total Fees \$ **1000.00**

Additional Notes:

Proposal Summary: Variance for subdivision of 203 Second Street Salmo BC.

Proposed subdivision of: Block 15
District Lot 206A
Kootenay District Plan 622A
PID 017-760-356

(The Property)

This is an application to split the property 1 foot north of the center line running perpendicular to Davies Ave and parallel to Second St (Approximately NW to SE).

The subdivision will create two new lots, both maintaining R-1 zoning:

Lot 1: 35.58m by 18.59m (120' x 61') with the original dwelling, maintaining the 203 Second St. frontage.
Lot 2: 33.58m by 17.98m (120' x 59') vacant lot, with a 17.98m frontage facing Davies Ave.

We are requesting a variance for the rear setback of Lot 1. After shifting the line, to the maximum allowed by current zoning, the distance from the house to the proposed property line is 4.16m (13' 8").

There is also a small deck and firewood shed off the rear door. The deck is essentially a 11" platform at ground level, and allows for access to firewood without walking through mud. The shed also provides privacy from the lane. We feel these are essential for the daily use and enjoyment of the property; as a wood burning stove is the main source of heat, and, fire wood has to be kept on property.

Both the deck and firewood shed will be just over 1.5m (5') from the new property line.

Back in 2012, before purchasing this property, we read the local bylaws and also contacted the Village office to inquire about development potential. At the time, we were informed that a new zoning bylaw (Specifically: the new 45 foot frontage rule) had been prepared and was going to be enacted within the next six month or so.

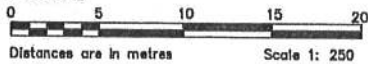
We are currently sitting on a lot sized piece of vacant land, and can't do anything with it. Current zoning will neither allow for another house on the current parcel, nor the ability to subdivide. Were it possible to change the address to Davies Ave, the zoning issues here would disappear.

If the above variance proposal is un-grantable, we are open to other options the council may have (Moving the lot line for a 70'/50' split?)

Our ultimate plan is to sell the current house and build an up/down house/secondary suite on the vacant lot; adding two more residences to the desperately needed housing pool.

B.C. LAND SURVEYOR'S
CERTIFICATE OF LOCATION OF:

LEGEND

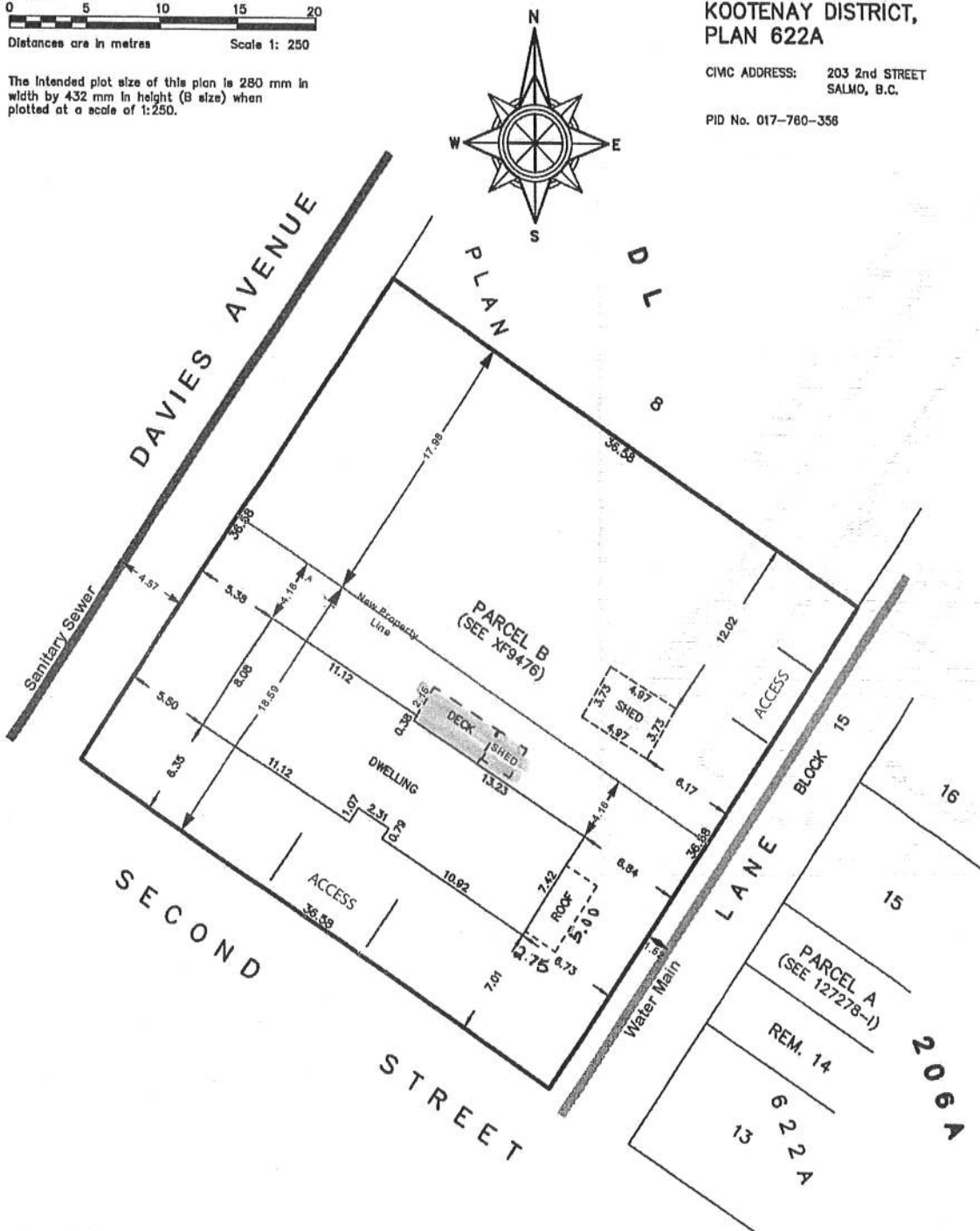


The intended plot size of this plan is 280 mm in width by 432 mm in height (B size) when plotted at a scale of 1:250.

PARCEL B (SEE XF9476)
OF BLOCK 15,
DISTRICT LOT 206A,
KOOTENAY DISTRICT,
PLAN 622A

CIVIC ADDRESS: 203 2nd STREET
 SALMO, B.C.

PID No. 017-760-356



This plan is for the exclusive use of **CHRISTOPHER ABRAHAM**

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This document is NOT VALID UNLESS originally signed and sealed. Stamp colour is RED.

F 25-7177CERT
 FB 286 PG 29

HinterLand Surveying
 & Geomatics Inc.
 CANADA & B.C. LAND SURVEYORS
 1940 Second Ave., Trail, B.C.
 Tel: 250-364-1444

Certified correct, to the best of my knowledge and belief THE FOUNDATION OF THE DWELLING shown on the above property is wholly within the boundaries thereof and DOES NOT encroach onto adjoining property or road.

The information is based on a field survey and Land Title records. Unregistered interests have not been included or considered.

Field survey conducted on 29th day of JULY, 2025
 Dated at Trail this 31st day of JULY, 2025.

Milos J. Hinterberger, BCLS, CLS

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The Corporation of the Village of Salmo

Request for Decision

Report Date: October 27, 2025
Meeting Date: November 10, 2025
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Building Assessment Contractor Selection

1. **OBJECTIVE**

For Council to approve the vendor choice for the building inspection portion of the Asset Management Plan.

2. **DISCUSSION AND ANALYSIS**

Staff is progressing through the Asset Management Plan by working on completing an overall assessment of Village buildings. This would help the Village plan for future repairs and replacement of the facilities that are vital to our community. The buildings planned to be completed in this assessment include the Village Office, Public Works Shop, the SVYCC, curling rink, KP Concession, Recycling building, WWTP buildings (not including any plant infrastructure) & the other buildings located on Village property. Administration has scored the submissions based on schedule, methodology, qualifications, costs, & scope of work included. Administration received several submissions for these assessments and has scored them as follows:

<u>Company</u>	<u>Total Score /100</u>	<u>Price</u>
ASI Engineering	89.5	\$39,630.00
Pryco Global Inc.	86.5	\$59,808.00
Verisk Analytics Inc.	82.5	\$17,010.00

Administration is recommending that Council approve to complete ASI Engineering to complete these building assessments. Justification includes similar methodology between the quotes, however ASI's submission provided administration with information that provides a clear path to implement the next steps in the Asset Management Plan.

RECOMMENDATION

That Council approve the selection of ASI Engineering to complete the Asset Management Plan's building assessments.

ALTERNATIVES

1. That Council approve the selection of Pryco Global Inc. to complete the Asset Management Plan's building assessments.
2. That Council approve the selection of Verisk Analytics Inc. to complete the Asset Management Plan's building assessments.



The Corporation of the Village of Salmo

Request for Decision

Report Date: October 27, 2025
Meeting Date: November 10, 2025
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: 1st Street Culvert Replacement Contractor Selection

1. **OBJECTIVE**

For Council to approve the vendor choice for the 1st Street Culvert Replacement.

2. **DISCUSSION AND ANALYSIS**

The Village reposted the capital project for the 1st Street culvert replacement. It was last awarded in 2024. The project is to replace a culvert that has rotted away. The Village received multiple bids for the project. Staff has ranked the submissions based on factors such as cost, work familiarity, & scope of work & quality of quote included in the submission.

The Village scored the received submissions & scored it as follows:

Company	Total Score /100	Price
Kootenay Excavations	83.5	\$26,470.50
Copcan	71	\$54,484.47
Custom Dozing Ltd.	85	\$24,150.00

Administration is recommending that the work be completed by Custom Dozing Ltd.

RECOMMENDATION

That Council approve the staff recommendation to select Custom Dozing Ltd. to complete the 1st Street Culvert Replacement.

ALTERNATIVES

1. That Council select Kootenay Excavations to complete the 1st Street Culvert Replacement.
2. That Council select Copcan to complete the 1st Street Culvert Replacement.



The Corporation of the Village of Salmo

Request for Decision

Report Date: November 6, 2025
Meeting Date: November 10, 2025
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Glendale Bridge Handrail Replacement

1. **OBJECTIVE**

For Council to direct administration to hire a project manager for the completion of the Glendale Bridge handrails project.

2. **DISCUSSION AND ANALYSIS**

The Village received the drawings for the Glendale Bridge handrails from Redwood Engineering on September 9th, 2025. This was received after several months of delay. Administration posted for the replacement of the rails as this was not part of the original contract with Redwood Engineering.

The Village has received at least 8 potential offers that vary greatly in project scope and in price, with the differences in quotations being too large for staff to properly dissect. Administration has determined that it is in the Village's best interest to hire an engineering firm as a project manager to complete the rest of the project including the overseeing of all quotes & construction of the project.

Staff is recommending to Council that the Village reach out directly to WSA Engineering Ltd. to act as the project manager for the handrails. They were the project managers for the deck portion of the bridge construction & have a high level of familiarity with the project.

Another option would be for staff to tender out the project management services on BCBid.

RECOMMENDATION

That Council direct staff to reach out to WSA Engineering Ltd. to conduct project management services to complete the Glendale Bridge handrails.

ALTERNATIVES

1. That Council direct staff to tender out the project management for the Glendale Bridge handrails project on BCBid.



The Corporation of the Village of Salmo

P.O. Box 1000
Salmo, British Columbia V0G 1Z0
www.salmo.ca

DATE Oct. 14/25
NO 51 TO Nov. 10/25
0230-20

VILLAGE OF SALMO
Phone: (250) 357-9433
Fax: (250) 357-9633
Email: info@salmo.ca

TEMPORARY ROAD/LANE CLOSURE REQUEST & APPROVAL FORM

Social, Recreational, Athletic, Community & Cinematographic Events

APPLICATION IS HEREBY MADE FOR A TEMPORARY ROAD CLOSURE AS INDICATED BELOW:

APPLICANT: (Organization/Group)	SALMO DISTRICT CHAMBER OF COMMERCE
STREET SECTION TO BE CLOSED:	4TH ST. RAILWAY AVE. TO SAWYER
DATE & TIME OF CLOSURE:	DECEMBER 12, 2025 3PM-9PM
REASON FOR CLOSURE:	CHRISTMAS MARKET
APPLICANT INFORMATION:	CONTACT PERSON: Heather Street ADDRESS: P.O. Box 251 SALMO, B.C. V0G-1Z0 PHONE: 250 357-2596 CELL 250 354-9407 EMAIL: salmochn@telus.net
PLANNED EVENTS:	

RESPONSIBILITIES OF THE APPLICANT:

☐	Certificate of Liability Insurance naming "The Corporation of the Village of Salmo" as additional insured.
☐	Site Plan depicting the layout of the event and road closure area.
☐	Special Event License [ONLY required for events attended by more than 1,000 people as per Bylaw No. 271, 1983].

Note: Approval for the temporary road/lane closure is only provided for the time and periods noted on this form and cannot be changed on the day of the event. If changes are required to the approved time period, the information must be re-submitted to the CAO for approval as soon as possible prior to the event.

RESPONSIBILITIES OF THE VILLAGE OF SALMO:

☐	Notification of Village Officials (Mayor & Council, Civic Works, etc.)
☐	Notification of all Emergency/Other Village Services and Provision of a Copy of Notice to: • Salmo Police Services • Salmo Fire Department • Salmo Ambulance Services
☐	Written notification to property owners, residents and/or businesses abutting the affected road section to be closed.
☐	Delivery and set up of advance notice signs, barricades, traffic control signage and devices by Village staff for the duration of the road closure.
☐	Removal of barricades, signage and traffic control devices by Village staff following the event.

I/We hereby agree to comply with the requirements and responsibilities as detailed on this form and any other condition which may be required by the Chief Administrative Officer, Village of Salmo.

Heather Street
Signature of Applicant
HEATHER STREET
Print Name of Applicant

OCTOBER 14, 2025
Date

Approved by:

Chief Administrative Officer

Date

File: 5400-04

Village of Salmo, BC
423 Davies Ave.
P.O. Box 1000
Salmo, BC V0G 1Z0

October 14, 2025

Attention: CAO Kwiatkowski

The Salmo and District Chamber of Commerce would like to request a road closure to be able to once again host the Christmas Market to be held December 12, 2025. The time period for this event is 3pm. to 9pm.

Attached please find the map depicting the road closure. We would like to close 4th Street from Railway Ave, to Sayward. Also, a small area, ¼ block of Davies beside Salmo Foods as we are able to receive a good amount of power we need from Salmo Foods. We would also like to request permission for Erie Creek Brewing being part of the market to set up outside patio space.

The barriers on Davies and Sayward are set to be removed to quickly as to let in Fire or Ambulance should the need arise.

Once we have been approved we will supply the Village with the Insurance requirements.

As we are concerned about advertising this event prior to being approved, we would appreciate your reply as soon as possible.

Thank you for your time and consideration.

Yours truly,



Heather Street
Salmo & District Chamber of Commerce
Phone: 250 357 2596
Email : salmoch@telus.net

Village of Salmo, BC
423 Davies Ave.
P.O. Box 1000
Salmo, BC V0G 1Z0

October 28, 2025

Attention: Derick Kwiatkowski

Hi Derick,

I would like to confirm the changes to our application of October 14, 2025 for the road closure on 4TH Street. The date for the closure to be December 19, 2025 and the Salmo District Arts Council to be added to the Chamber application spot.

At this time, I would like to add some additional information regarding the market. This will be a festival setting market, vendors selling various items, arts, crafts, food, and specialty goods. Vendors will be assigned to a parking spot leaving the center of the street vacant. The location of food and other types of vending will be allocated on the need for power.

Live entertainment, featuring a children's choir (Salmo Elementary), an adult choir, and some solo performers.

Normally Santa would arrive by fire truck, December 23rd at the Christmas tree downtown. This year we have made this part of the market, having him arrive 6 pm, December 16th at the market.

The businesses who wish to do so will stay open late.

Housekeeping duties; washrooms available at the Chamber office. Chamber members to help anyone setting up or any needs that arise.

This event is an opportunity to promote community engagement. Designed to bring our community together to celebrate the season, promote local culture and support area business.

Thank you for your time and consideration.

Regards,



Heather Street
Salmo and District Chamber of Commerce





REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Letter of Consent
Bylaw No. 3036**

We, the Council of the Village of Salmo in the Regional District of Central Kootenay, do hereby consent, on behalf of the Village of Salmo electors, to the Board of the Regional District of Central Kootenay adopting Bylaw No. 3036 being:

"Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2025"

for the purpose of changing the method of apportionment.

Derek Kwiatkowski, Chief Administrative Officer
Village of Salmo
Regional District of Central Kootenay

Mayor (Director) Diana Lockwood
Village of Salmo
Regional District of Central Kootenay



West Transit Services Committee Report

June 10th, 2025

Proposed Changes to Service S239 Kootenay Lake West Transit

Author:	Tom Dool, Research Analyst
File Reference:	3200/10
Electoral Area/Municipality:	CASTLEGAR, KASLO, NAKUSP, NEW DENVER, SALMO, SILVERTON, SLOCAN, AREA A, AREA D, AREA E, AREA F, AREA G, AREA H, AREA I, AND AREA J
Services Impacted	S239 KOOTENAY LAKE WEST TRANSIT

1.0 STAFF RECOMMENDATION

That Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2025 be read a FIRST and SECOND time.

2.0 BACKGROUND/HISTORY

Kootenay Lake West Transit Service Establishment Bylaw 1783, 2005 established Service S239 Kootenay Lake West Transit as a transit service for all electoral areas and municipalities on the west side of Kootenay Lake. The method of apportionment was based on a property value tax on converted value of land and improvements within the service area.

Kootenay Lake West Transit Service Establishment Amendment Bylaw 1794, 2005 amended the service area boundary to include a Defined Portion of Electoral Area A and specify the service participants included Defined A, D, E, F, G, H, I, J, K, Castlegar, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silvertown, and Slocan.

In 2013, the West Kootenay Transit System was established in partnership with the City of Nelson, the Regional District of Kootenay Boundary, and BC Transit. As a part of the process Kootenay Lake West Transit Service Amendment Bylaw No. 2354, 2013 consolidated services S233 Nelson and Area Transit, S235 Kaslo and Area Transit, and S236 Nakusp and Area Transit. Bylaw 2354, 2013 also amended the method of apportionment by assigning percentage amount of the cost of transit to each service participant.

In 2021, staff proposed amendments to Bylaw 1783, 2005 to change the method of apportionment. The Board declined to proceed with those amendments.

Kootenay Lake West Transit Service Amendment Bylaw 2707, 2021 increased the maximum annual allowable requisition to \$678,000 or \$0.066/\$1000 of net taxable value of land and improvements within the service area, whichever is greater.

Kootenay Lake West Transit Service Establishment Bylaw 1783, 2005 and subsequent amendments are included in this report (see Attachment A).

In 2023 the Board recognized the need for transit funding service governance, in part, to facilitate improvements in the apportionment of transit costs. The West Transit Services Committee was established to consider matters related to transit funding for services S237 Transit Castlegar and Area, S238 Transit Slocan Valley North Shore, and S239 Transit Kootenay Lake.

Watt Consulting was contracted to conduct a long-form interview with 16 Board members to establish consistent and incongruent values held by the elected officials responsible for the governance of public transit. Those values were then applied to potential apportionment methods for Board consideration. The results of this study, The RDCK Transit Values and Cost Apportionment Study (See Attachment B), were presented at the January 10th West Transit Services Committee meeting.

At the April 15th, 2025 West Transit Services Committee Meeting staff presented an analysis of the RDCK Transit Values and Cost Apportionment Study and made recommendations regarding a best fit for apportionment models (See Attachment C)

At the April 17th 2025 Open Board Meeting the Board resolved:

(220/25) That the Board direct staff to prepare an amendment to bylaw Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005 to update the method of apportionment to reflect Section 4.0 the proposed solution as per Transit Cost Apportionment Committee Report prepared by Tom Dool, Research Analyst; and to update apportionment percentages in the bylaw to reflect the Hybrid Methods apportionment of current transit costs.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The apportionment described in Kootenay Lake West Transit Service Establishment Bylaw 1783, 2005 and subsequent amendments is no longer aligned with the provision of transit services through Service S239 Kootenay Lake West Transit. The current apportionment is 12 years old. In the past 12 years there have been considerable changes to property values, regional demographics, and ridership patterns that are not reflected in current service levels, in part due to a dated apportionment method.

The current apportionment method lacks a working model. There is no consistent way of translating proposed service level changes to potential costs for individual participants.

Service governance has low confidence in the current apportionment of transit costs. There is no mechanism to demonstrate the return on investment in transit services because it's difficult to show how individual investments are being applied.

Further details regarding the challenges with the current apportionment of costs for this service were reported upon at the April 15th, 2025 West Transit Services Committee Meeting (See Attachment C).

3.1 Alignment to Board Strategic Plan

The Boards' consideration of the proposed changes to transit service funding apportionment demonstrates a commitment to excellence in governance.

3.2 Legislative Considerations

Apportionment of the Costs of a Service

LGA Section 340 Special Options for Establishing Bylaws allows that a service establishment bylaw may set out a method of apportionment of costs among the participating areas, if this is to be different from the method established by LGA Section 380.

LGA Section 380 Apportionment of Costs mandates that if the establishing bylaw specifies a method for apportioning service costs, those costs must be distributed accordingly.

Kootenay Lake West Transit Service Amending Bylaw 2354, 2013 amended the apportionment of costs to transit service participants from assessment-based method established in Section 380 of the LGA to a method defined by bylaw.

Proposed Kootenay Lake West Transit Service Establishment Amending Bylaw 3036, 2025 removes the apportionment of costs defined in Bylaw 2354, 2013 and applies an apportionment of costs based on the hybrid model developed by Watt Consulting.

In accordance with LGA Sections 346 and 347, the proposed bylaw amendment may be approved by consent of 2/3 of the participants.

3.3 What Are the Risks?

The lack of information regarding the current model makes it difficult to apportion the cost-of-service level changes. The resulting uncertainty erodes service governance's ability to make decisions about the future of the service.

Inequities resulting from the existing model will result in service participants curtailing their investments in public transportation.

4.0 PROPOSED SOLUTION

The proposed solution applies the Hybrid Model approach, as recommended by Watt Consulting and directed by the Board, to the apportionment cost for Service S239 Kootenay Lake West Transit. The apportionment as described in the amendments adhere to the following principles

1. **Transit funding methods should be simplified and documented.**
2. **Funding models should explicitly state how cost allocation is arrived at.**
3. **New funding models should adopt a multifactorial approach to the allocations of transit costs.**

The Apportionment of Regional Connector Transit Costs

The only Regional Connector Transit route funded by the Regional District is the #99 Kootenay Connector. This connector provides service between Nelson and the Castlegar campus of Selkirk College.

The operating cost of the #99 Kootenay Connector is distributed to all service participants of S239 Kootenay Lake West Transit by population, weighted by access to the service. Service participants who have direct access to the service are weighted %100. Service participants requiring an additional transit trip to access the service are weighted 66%. Service participants who require two transit trips to access the service are weighted 33%. The weighting reflects a reduced opportunity to use the service based on a lack of access.

This funding component recognizes that majority of transit ridership benefits from Regional Connector Services to some degree while applying the value/theme, **Those who benefit from transit services should bear the cost of providing those services**, to the distribution of costs among participants.

500 Hours of Health Connections funding is allocated annually to the operation of #99 Kootenay Connector to provide links to community and regional health facilities in Castlegar, Nelson, and Trail.

The Apportionment of Conventional Transit Costs

Conventional Transit Service Routes include

- #10 North Shore
- #14 Blewett
- #15 Perrier
- #20 Slocan Valley

Conventional transit service routes operate on a set schedule with defined stops. The cost of these services is distributed among service recipients based on the distribution of ridership. Ridership is determined through boarding and alighting sample data at select locations by either electronic fare products or observations by the transit operator.

Under the proposed apportionment Electoral Areas E & F will continue to fund their portion of the operating costs of the #10 North Shore through Service S238 North Shore Transit. That apportionment adopts the same ridership-based approach applied in Service S239. However, in S239 the Village of Kaslo, Area D, and Defined Area A contribute a nominal amount (1%) to the cost of the #10 North Shore route. This reflects the need for riders to access the #10 North Shore at Balfour to complete their journey from either the East Shore or North End to Nelson.

Under the proposed apportionment Electoral Areas E, F, Defined H, and Slocan will continue to fund their portion of the operating costs of the #20 Slocan Valley through Service S238 Slocan Valley Transit. That apportionment adopts the same ridership-based approach applied in Service S239. However, within Service S239 Silverton, New Denver, Nakusp, Area H, and Area K contribute a nominal amount (1%) to the cost of the #20 Slocan Valley route. This reflects the need for riders to access the #20 Slocan Valley at the Village of Slocan to complete their journey south from the north half of the Slocan Valley up to Nakusp.

The Apportionment of Paratransit Costs

Paratransit Service Routes include

- #51 Nakusp Hot Springs
- #52 Nakusp to Playmor
- #53 Nakusp to Edgewood
- #57 Kaslo Local
- #58 Kaslo to Argenta
- Nelson handiDart Services

Paratransit services are on demand and curb-to-curb services. While they have defined timing stops, they allow for a degree of customization by the ridership allowing for specified pick-up and drop-off locations and times where possible. The cost of a paratransit route is distributed evenly among service recipients based on operating hours.

Apportionment of Health Connections Service Costs

The cost of Health Connections Routes including

#72 Salmo to Nelson

#74 Nakusp to Nelson

#76 Nakusp to Nelson

Health Connections services are paratransit routes funded, in part, through Health Connections funding. The costs of these services are distributed evenly among route participants and IHA based on operating hours.

Apportionment of Nelson handiDart Costs

handiDart operations within the City of Nelson are provided through Service S239 Kootenay Lake West Transit and funded entirely by the City of Nelson.

Figure 1. Service S239 Participation by Service Type & Route

Participant	Regional Connector	Conventional	Paratransit	Health Conn	handiDart
Castlegar	#99				Nelson HD
Kaslo	#99	#10	#57, #58	#76	
Nakusp	#99	#20	#51, #52	#74	
Nelson	#99				
New Denver	#99	#20	#52	#74	
Salmo	#99			#71	
Silverton	#99	#20	#52	#74	
Slocan	#99		#52	#74	
Area A Def	#99	#10			
Area D	#99	#10	#57, #58	#76	
Area E	#99	#14, #15			
Area F	#99				
Area G	#99			#71	
Area H	#99	#20		#74	
Area I	#99				
Area J	#99				
Area K	#99	#20		#74	

Consolidated Operating Hours

Population distribution and ridership have been translated into corresponding operating hours. A summary of operating hours based on current service levels has been applied as a proxy for operating costs to determine the overall percentage of operating hours required by each Service S239 Kootenay Lake West service participant.

Figure 2. Distribution of Operating Hours by Participant and Service Type

Participant	Regional Connector	Conventional	Paratransit	Health Conn	handiDart	Total
Castlegar	382:50:32	0:00:00	0:00:00	0:00:00	0:00:00	382:50:32
Kaslo	24:04:57	41:43:05	136:00:00	203:30:47	0:00:00	405:18:49
Nakusp	36:28:47	36:52:23	240:50:00	68:00:00	0:00:00	382:11:10
Nelson	764:54:14	0:00:00	0:00:00	0:00:00	699:20:00	1464:14:14
New Denver	11:10:49	36:52:23	45:20:00	68:00:00	0:00:00	161:23:12
Salmo	52:20:37	0:00:00	0:00:00	229:16:14	0:00:00	281:36:50
Silverton	3:25:14	36:52:23	45:20:00	68:00:00	0:00:00	153:37:37
Slocan	17:24:07	0:00:00	45:20:00	68:00:00	0:00:00	130:44:07
Area A Def	10:54:18	41:43:05	0:00:00	0:00:00	0:00:00	52:37:22
Area D	33:33:51	41:43:05	136:00:00	203:30:47	0:00:00	414:47:42
Area E	268:23:54	1154:18:00	0:00:00	0:00:00	0:00:00	1422:41:54
Area F	283:28:53	0:00:00	0:00:00	0:00:00	0:00:00	283:28:53
Area G	75:45:37	0:00:00	0:00:00	229:16:14	0:00:00	305:01:51
Area H	232:48:04	36:52:23	45:20:00	68:00:00	0:00:00	383:00:27
Area I	179:33:07	0:00:00	0:00:00	0:00:00	0:00:00	179:33:07
Area J	242:13:35	0:00:00	0:00:00	0:00:00	0:00:00	242:13:35
Area K	40:57:23	36:52:23	172:50:00	68:00:00	0:00:00	318:39:46
Total	2660:18:00	1463:49:08	867:00:00	1273:34:01	699:20:00	6964:01:09

4.1 Financial Considerations of the Proposed Solution

Based on the application of the proposed Hybrid Method to current service levels and the distribution of operating hours the apportionment of costs for Service S239 Kootenay Lake West would be as follows:

Figure 3. Apportionment of Service S239 Kootenay Lake West Costs.

Participant	Proposed Apportionment	Proposed 2024 Requisition	Current Apportionment	2024 Requisition
Castlegar	5.5%	\$29,408.68	8.55%	\$45,738.48
Kaslo	5.8%	\$31,134.85	4.18%	\$22,361.04
Nakusp	5.5%	\$29,358.27	12.60%	\$67,404.08
Nelson	21.0%	\$112,477.88	20.15%	\$107,793.03
New Denver	2.3%	\$12,397.20	4.47%	\$23,912.40
Salmo	4.0%	\$21,632.66	0.97%	\$5,189.04
Silverton	2.2%	\$11,801.12	3.40%	\$18,188.40
Slocan	1.9%	\$10,042.65	0.44%	\$2,353.79
Area A Def	0.8%	\$4,042.32	1.71%	\$9,147.70
Area D	6.0%	\$31,863.19	8.47%	\$45,310.52
Area E	20.4%	\$109,286.99	7.86%	\$42,047.31
Area F	4.1%	\$21,776.11	7.43%	\$39,747.01

Area G	4.4%	\$23,431.46	3.22%	\$17,225.49
Area H	5.5%	\$29,421.37	7.60%	\$40,656.43
Area I	2.6%	\$13,792.59	1.85%	\$9,896.63
Area J	3.5%	\$18,607.04	2.52%	\$13,480.82
Area K	4.6%	\$24,478.63	4.58%	\$24,500.85
Total	100.0%	\$534,953.00	100.00%	\$534,953.00

It is acknowledged that the proposed method of apportionment may result in substantive changes to the requisitions of some service participants. To reduce the taxation impact of the proposed changes staff propose a 5-year phase in. A graduated approach will allow for service level changes to be considered as a means of reducing taxation impacts.

Figure 4. 5-Year Phase in of New Apportionment Rates

Participant	2025	2026	2027	2028	2029	2030
Castlegar	8.6%	7.9%	7.3%	6.7%	6.1%	5.5%
Kaslo	4.2%	4.5%	4.8%	5.2%	5.5%	5.8%
Nakusp	12.6%	11.2%	9.8%	8.3%	6.9%	5.5%
Nelson	20.2%	20.3%	20.5%	20.7%	20.9%	21.0%
New Denver	4.5%	4.0%	3.6%	3.2%	2.7%	2.3%
Salmo	1.0%	1.6%	2.2%	2.8%	3.4%	4.0%
Silverton	3.4%	3.2%	2.9%	2.7%	2.4%	2.2%
Slocan	0.4%	0.7%	1.0%	1.3%	1.6%	1.9%
Area A Def	1.7%	1.5%	1.3%	1.1%	0.9%	0.8%
Area D	8.5%	8.0%	7.5%	7.0%	6.5%	6.0%
Area E	7.9%	10.4%	12.9%	15.4%	17.9%	20.4%
Area F	7.4%	6.8%	6.1%	5.4%	4.7%	4.1%
Area G	3.2%	3.5%	3.7%	3.9%	4.1%	4.4%
Area H	7.6%	7.2%	6.8%	6.3%	5.9%	5.5%
Area I	1.9%	2.0%	2.1%	2.3%	2.4%	2.6%
Area J	2.5%	2.7%	2.9%	3.1%	3.3%	3.5%
Area K	4.6%	4.6%	4.6%	4.6%	4.6%	4.6%

Changes to the apportionment of costs for S239 Kootenay Lake West Transit are intended to occur in the context of a broader initiative to improve the apportionment of transit costs for both Service 238 North Shore and Slocan Valley Transit and for Service S239 Kootenay Lake West.

The implications of proposed changes to both services are described below in figure 4.

Figure 7. Aggregate Changes to S238 and S239 Apportionments.

Participant	Proposed Apportionment	Proposed 2024 Requisition	Current Apportionment	2024 Requisition	\$ Change	% Change
Castlegar	2.3%	\$29,408.68	3.54%	\$45,738.48	\$(16,329.80)	-36%

Kaslo	2.4%	\$31,134.85	1.73%	\$22,361.04	\$8,773.82	39%
Nakusp	2.3%	\$29,358.27	5.21%	\$67,404.08	\$(38,045.80)	-56%
Nelson	8.7%	\$112,477.88	8.33%	\$107,793.03	\$4,684.85	4%
New Denver	1.0%	\$12,397.20	1.85%	\$23,912.40	\$(11,515.20)	-48%
Salmo	1.7%	\$21,632.66	0.40%	\$5,189.04	\$16,443.62	317%
Silverton	0.9%	\$11,801.12	1.41%	\$18,188.40	\$(6,387.28)	-35%
Slocan	2.0%	\$25,576.37	2.28%	\$29,537.79	\$(3,961.42)	-13%
Area A Def	0.3%	\$4,042.32	0.71%	\$9,147.70	\$(5,105.38)	-56%
Area D	2.5%	\$31,863.19	3.50%	\$45,310.52	\$(13,447.33)	-30%
Area E	21.5%	\$278,387.33	22.45%	\$290,317.31	\$(11,929.98)	-4%
Old E	0.0%	\$-	0.24%	\$3,148.00	\$(3,148.00)	-100%
Area F	21.6%	\$278,908.15	21.18%	\$273,913.01	\$4,995.14	2%
Old F	0.0%	\$-	0.98%	\$12,628.00	\$(12,628.00)	-100%
Area G	1.8%	\$23,431.46	1.33%	\$17,225.49	\$6,205.98	36%
Area H	2.3%	\$29,421.37	3.14%	\$40,656.43	\$(11,235.05)	-28%
Def H	23.1%	\$299,129	17.50%	\$226,339.00	\$72,789.97	32%
Old H	0.0%	\$-	0.52%	\$6,666.00	\$(6,666.00)	-100%
Area I	1.1%	\$13,792.59	0.77%	\$9,896.63	\$3,895.96	39%
Area J	1.4%	\$18,607.04	1.04%	\$13,480.82	\$5,126.22	38%
Area K	1.9%	\$24,478.63	1.89%	\$24,500.85	\$(22.22)	0%
Total	98.6%	\$1,293,354.00	100.00%	\$1,293,354.00		

4.2 Risks with the Proposed Solution

The complex nature of the problem is a result of many factors including:

1. The gradual consolidation of smaller transit services into S239 Kootenay Lake West;
2. The lack of an apportionment method to determine current apportionments; and
3. Ongoing attempts to use the current structure to provide public transit.

These are all unique circumstances. Staff is confident that the proposed solution is viable and will resolve a number of the current issues with Service S239. However, it is recognized that the Local Government Inspector may have additional considerations that require the staff's attention. This could, in practice, result in delayed implementation.

4.3 Resource Allocation and Workplan Impact

The proposed solution will reduce the current financial and administrative workload required to manage the service and improve efficiency in implementing service level changes.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The proposed solution provides increased public transparency regarding the funding of the transit system.

Public engagement is not required.

4.5 Measuring Success

Measures of success will include:

1. Improved understanding of the relationship between transit funding and operations
2. Streamlined budgeting processes
3. Increased equity in terms of transit funding and services.

5.0 ALTERNATIVE SOLUTION(S)

The Committee may choose to take no further action on the matter.

5.1 Financial Considerations of the Alternative Solution(s)

Transit service costs for Service S238 North Shore and Slocan Valley Transit will continue to be apportioned with the current method.

5.2 Risks with the Alternative Solution(s)

Challenges with the current model will persist.

5.3 Resource Allocation and Workplan Impact

The alternative solution will reduce the workload for staff in the short term but will, in the long term, result in the persistence of existing problems and create new ones.

5.4 Public Benefit and Stakeholder Engagement of Alternative Solution

None at this time.

5.5 Measuring Success

None at this time.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

None at this time.

7.0 OPTIONS SUMMARY

Preferred Option Recommendation:

That Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2025 be read a FIRST and SECOND time.

Alternative Option Recommendation:

That the Committee recommend staff take no further action on the matter.

8.0 RECOMMENDATION

That Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2025 be read a FIRST and SECOND time.

Respectfully submitted,
Tom Dool

CONCURRENCE

[Manager's Title] – [Name of Manager]
[Manager's Title] – [Name of Manager]
[Manager's Title] – [Name of Manager]

ATTACHMENTS:

Attachment A - Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2000 and subsequent amendments

Attachment B – The RDCK Transit Values and Cost Apportionment Study

Attachment C – April 15, 2025 West Transit Services Committee Report – Transit Cost Apportionment

Attachment D - Kootenay Lake West Transit Service Establishment Amending Bylaw 3036, 2025

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 1783

A bylaw to establish a transit service for all electoral areas and municipalities on the west side of Kootenay Lake

WHEREAS, a regional district may, by bylaw, establish and operate a service under the provisions of Part 24 of the *Local Government Act*;

AND WHEREAS the Board of the Regional District of Central Kootenay wishes to establish a service for the purpose of providing transit to a portion of the Regional District including all electoral areas and municipalities on the west side of Kootenay Lake, namely Electoral Areas D, E, F, G, H, I, J and K and the municipalities of Castlegar, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silverton and Slocan;

AND WHEREAS pursuant to Section 801(2)(b) of the *Local Government Act*, the approval of the electors within the participating area has been obtained in accordance with Section 801.3;

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

1. The Regional District hereby establishes within a portion of District, a service for the purpose of providing transit within the boundaries of the service area shown outlined on the plan attached, as Schedule A, to this bylaw and known as the "Kootenay Lake West Transit Service Area".
2. The participating areas in the service established under Section 1 of this bylaw, include all electoral areas and municipalities on the west side of Kootenay Lake, namely Electoral Areas D, E, F, G, H, I, J and K and the municipalities of Castlegar, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silverton and Slocan
3. The annual cost of providing this service shall be recovered by a property value tax to be imposed in the manner provided by Section 803 (1) (a) of the *Local Government Act*.
4. The maximum amount of money that may be requisitioned annually to be collected by means of a property value tax under Sections 805 and 806 shall not exceed the greater of \$81,000 or \$.024 per \$1,000 of the net taxable value of land and improvements within the service area.

5. This bylaw may be cited as the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005".

READ A FIRST TIME this 24th day of September , 2005.

READ A SECOND TIME this 24th day of September , 2005.

READ A THIRD TIME this 24th day of September , 2005.

I hereby certify that this is a true and correct copy of the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005" as read a third time by the Regional District of Central Kootenay Board on the 24th day of September, 2005.

SECRETARY

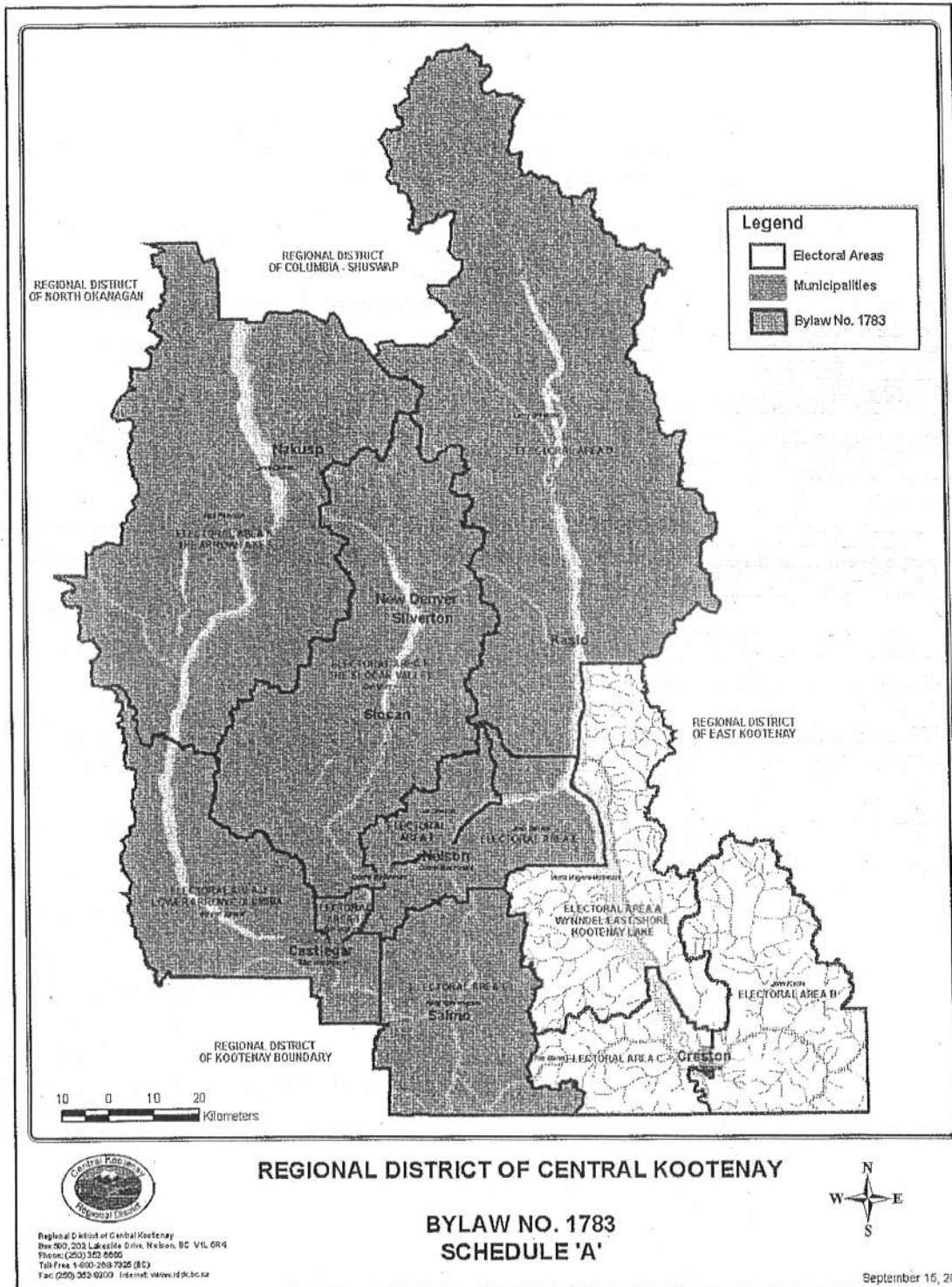
APPROVED by the Inspector of Municipalities the 13th day of October, 2005.

ELECTOR ASSENT obtained in those areas participating in the service pursuant to Section 801.3 of the *Local Government Act*.

ADOPTED this 10th day of December , 2005.

Chair

Secretary



REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 1794

A Bylaw to amend Bylaw No. 1783, being the
"Kootenay Lake West Transit Service
Establishment Bylaw No. 1783, 2005"

WHEREAS a service has been established by the Regional District of Central Kootenay by Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005";

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to amend Bylaw No. 1783 to expand the service area to include that portion of Electoral Area A included in the West Kootenay Boundary Regional Hospital District;

AND WHEREAS pursuant to section 802(1)(b) of the *Local Government Act*, consent on behalf of the municipal and electoral area electors has been received in accordance with sections 801.4 and 801.5 respectively

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

1. The "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005" is hereby amended as follows:

- (1) Section 1 is hereby deleted and the following is substituted therefore:

"The Regional District hereby establishes within a portion of the District, a service for the purpose of providing transit within the boundaries of the service area shown outlined on the plan attached, titled "Schedule A to Bylaw 1783 (as amended by Bylaw 1794)"

- (2) Section 2 is hereby deleted and the following is substituted therefore:

"The participating areas in the service established under Section 1 of this bylaw, include all electoral areas and municipalities on the west side of Kootenay Lake, namely Electoral Areas D, E, F, G, H, I, J and K, that portion of Electoral Area A included in the West Kootenay Boundary Regional Hospital District and the municipalities of Castlegar, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silverton and Slocan."

2. This Bylaw may be cited as the "Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 1794, 2005"

READ A FIRST TIME this 10th day of December, 2005.

READ A SECOND TIME this 10th day of December, 2005.

READ A THIRD TIME this 10th day of December, 2005.

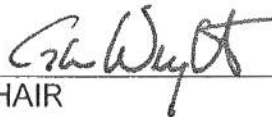
I hereby certify that this is a true and correct copy of the "Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 1794, 2005" as read a third time by the Regional District of Central Kootenay Board on the 10th day of December, 2005.

SECRETARY

CONSENTED to on behalf of the Electors in the Kootenay Lake West Transit Service Area in accordance with Section 802(1)(b).

APPROVED by the Inspector of Municipalities on the 30th day of March, 2006.

ADOPTED this 22nd day of April, 2006.


CHAIR


SECRETARY



REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 2354

A Bylaw to amend Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw" to expand and integrate transit services provided by the service

WHEREAS a service has been established by the Regional District of Central Kootenay by Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005", as amended;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to further amend Bylaw No. 1783 to expand and integrate the transit services provided, by including the Nelson Paratransit, Nakusp Paratransit and the Kaslo Paratransit transit services;

AND WHEREAS, pursuant to the *Local Government Act*, consent has been received from at least two-thirds of the participants to amend Bylaw No. 1783.

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

1. Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005", as amended, is hereby amended as follows:

- (1) Section 3 is hereby deleted in its entirety and replaced with the following:

The annual cost of providing this service shall be recovered by one or more of the following:

- a) Property value taxes imposed in accordance with Division 4.3 of the *Local Government Act*
 - b) Parcel taxes imposed in accordance with Division 4.3 of the *Local Government Act*
 - c) Fees and charges imposed under Section 363 of the *Local Government Act*
 - d) Revenues raised by other means authorized under this or another Act
 - e) Revenues received by way of agreement, enterprise, gift, grant or otherwise

- (2) Section 4 is hereby deleted in its entirety and replaced with the following:

The amount of monies that may be requisitioned annually in support of the service shall be the greater of \$350,000 or an amount that equals the amount raised by applying property value tax of \$0.048/\$1,000 to the net taxable value of land and improvements in the service area.

The annual costs of providing the service shall be apportioned among the participating areas on the basis of:

City of Castlegar	8.55%
Village of Kaslo	4.18%
Village of Nakusp	12.60%
City of Nelson	20.15%
Village of New Denver	4.47%
Village of Salmo	0.97%
Village of Silverton	3.40%
Village of Slocan	0.44%
Electoral Area A (part)	1.71%
Electoral Area D	8.47%
Electoral Area E	7.86%
Electoral Area F	7.43%
Electoral Area G	3.22%
Electoral Area H	7.60%
Electoral Area I	1.85%
Electoral Area J	2.52%
Electoral Area K	4.58%

2. This Bylaw may be cited as the **"Kootenay Lake West Transit Service Amendment Bylaw No. 2354, 2013"**.

READ A FIRST TIME this 12th day of December, 2013.

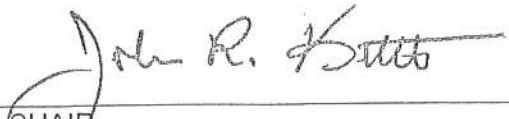
READ A SECOND TIME this 12th day of December, 2013.

READ A THIRD TIME this 12th day of December, 2013.

ELECTOR APPROVAL obtained in the participating area pursuant to Sections 801.4 and 801.5 of the *Local Government Act*.

APPROVED by the Inspector of Municipalities on the 2nd day of April, 2014.

ADOPTED this 17th day of April, 2014.



CHAIR



SECRETARY

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2707

A Bylaw to amend Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw", by increasing the annual requisition limit.

WHEREAS the Board of the Regional District of Central Kootenay established a service for the purpose of providing public transit by adopting *Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005*, as amended;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to further amend Bylaw No 1783 to increase the maximum annual allowable requisition limit for the service;

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

ANNUAL REQUISITION

- 1 Section 4 is deleted in its entirety and the following substituted therefore:

The maximum amount of money that may be requisitioned annually shall be \$678,000 or \$0.066/\$1,000 of net taxable value of land and improvements within the service area, whichever is greater.

CITATION

- 2 This Bylaw may be cited as "Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2021".

READ A FIRST TIME this	20 th	day of	February, 2020.
READ A SECOND TIME this	20 th	day of	February, 2020.
READ A THIRD TIME this	20 th	day of	February, 2020.
THIRD READING RESCINDED	23 rd	day of	September, 2021
REREAD A THIRD TIME this	23 rd	day of	September, 2021.

I hereby certify that this is a true and correct copy of the as "Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2021" as read a third time by the Regional District of Central Kootenay Board on the 23rd day of September, 2021.

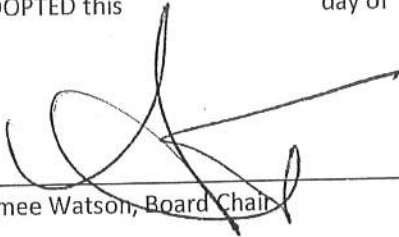


Mike Morrison, Corporate Officer

APPROVED by the Inspector of Municipalities on the _____ day of _____, 2021.

ASSENT RECEIVED as per the *Local Government Act – Consent on behalf of participating area.*

ADOPTED this _____ day of _____, 2021.



Aimee Watson, Board Chair



Mike Morrison, Corporate Officer

RDCK Transit Values & Cost Apportionment Study

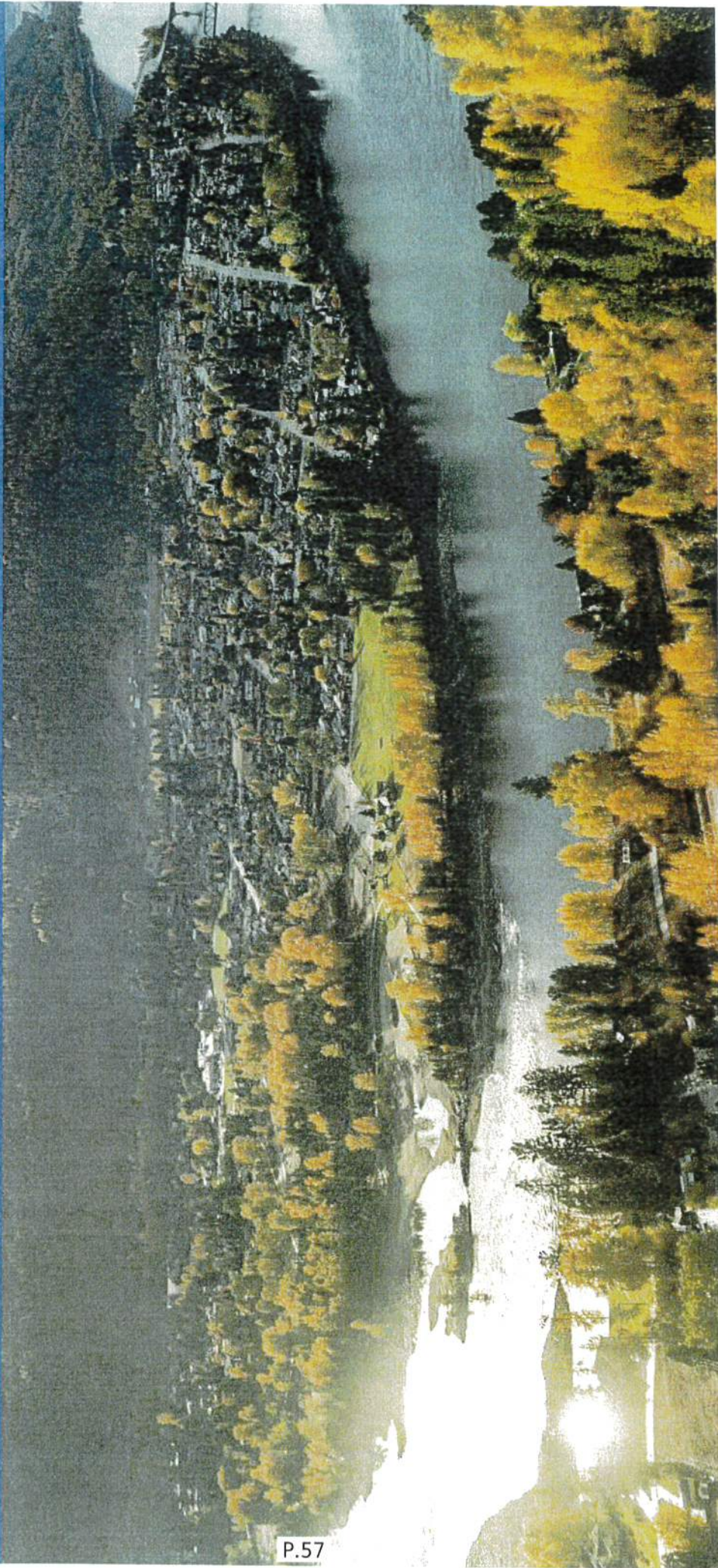
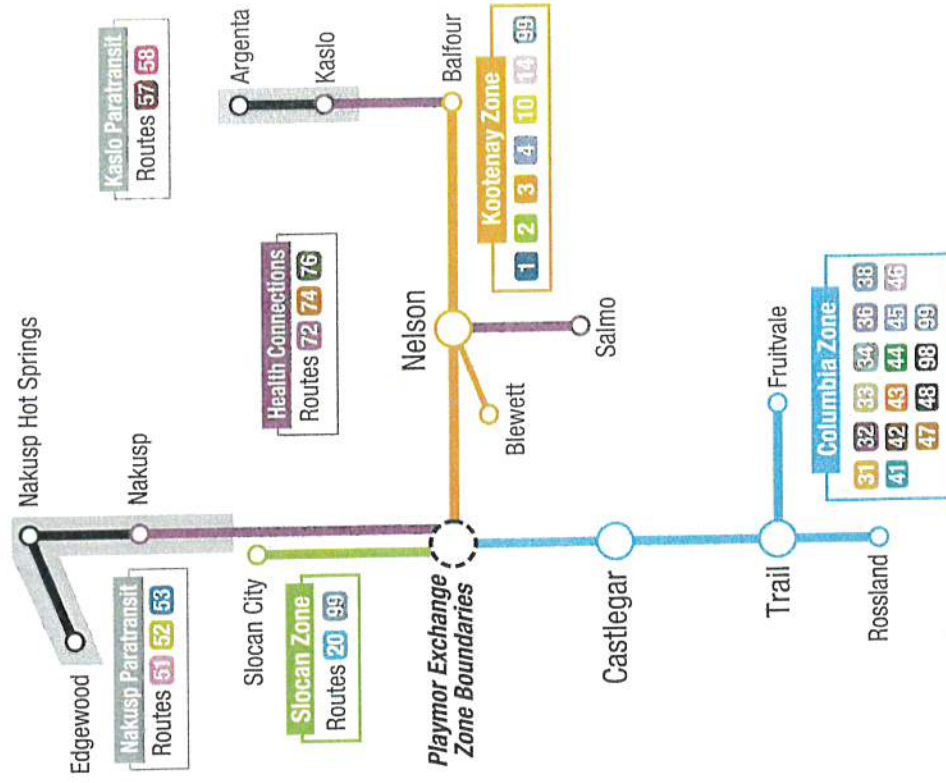


Table of Contents

- 1.0 Overview
- 2.0 Context
- 3.0 Current Funding Model
- 4.0 Transit Values in RDCK
- 5.0 Transit Funding Options
- 6.0 Recommendations



Executive Summary

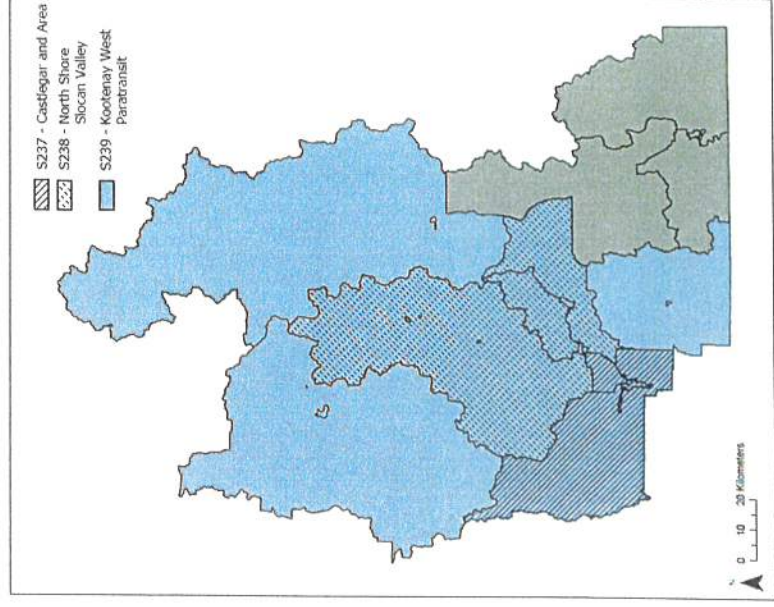
The Regional District of Central Kootenay (RDCK) partners with the City of Nelson, Regional District of Kootenay Boundary, Interior Health Authority, and BC Transit to fund the West Kootenay Transit System. Funding from RDCK provides conventional and custom services in Castlegar and surrounding areas, conventional service in the Slokan Valley, and paratransit routes throughout much of the Regional District.

Funding for these services comes from three overlapping Regional District service areas established through bylaws: S237 Castlegar and Area, S238 North Shore Slokan Valley, and S239 Kootenay West Paratransit. Each bylaw service area uses different apportionment formulas to generate funding for routes in the Regional District. The service areas do not neatly align with how services are provided or invoiced by BC Transit. These challenges result in a funding split that is difficult to administer and explain to the public. Further complicating matters, two of the bylaws do not have rationale for their formulas explained in the bylaw, meaning that changes to service would not result in changes to how services are paid for.

This report outlines considerations for how transit could be funded differently. In addition to best practices from other areas in British Columbia and Canada, the models presented in the report draw from interviews with RDCK Directors about how they view transit and what values they believe should be used in prioritizing and funding transit services.

Generally, Directors said:

- Transit is largely a social service but is essential for people who need it.
- Ridership is the best measure of success.
- Those who benefit from transit should pay for services. However, transit should be affordable and that the people least able to pay should still have access to services.



Executive Summary

The report presents various methods to apportion costs. Applied across all RDCK-funded services, each of these methods has limitations. A blended method using multiple factors is recommended to accurately capture the costs and benefits associated with providing transit services.

Of the five models tested, two stood out as potential starting places for a broader conversation about how transit is funded in RDCK:

- **Model 4** attempts to simplify the service areas by **using a single service area** for all RDCK funded services.
- **Model 5** maintains **two service areas and utilizes different tiers of service types** to split costs between beneficiary communities.

Both potential models provide an increase in simplicity of administration and improved transparency into how funding from each area is tied to services provided.

As a next step, the region would benefit by RDCK Directors having further conversations about transit funding, including which allocation factors are most appropriate for services, choosing multiple factors to accurately capture benefits in the community, and documentation of the rationale for use those factors.

Recommendations

1. RDCK Directors should initiate a conversation about how transit funding can be simplified.
2. New funding models should explicitly state how cost allocation is arrived at.
3. Any new funding models should use multiple factors to allocate costs.
4. Based on expressed values, explore Potential Models 4 and 5 in this report as starting places for conversations around funding transit.

1.0 Overview

The Regional District of Central Kootenay (RDCK) formed the West Transit Services Committee in 2023 to provide a new governance structure better able to oversee the multiple, diverse transit services that comprise the West Kootenay Transit system and the communities they serve (see next page for the study area). This study seeks to help the West Transit Services Committee to engage in **values-based discussions** about how to prioritize future service improvements and the cost allocation model that applies across the region to fund services.

The following section outlines the context and existing funding arrangements that allow RDCK to provide a diverse array of transit options. Interviews with RDCK Directors provided input on the values that underpin their decision-making with regards to transit services. Combining these streams of information, the final section provides examples of values-informed funding models that can help begin a conversation about transit is funded within the Regional District of Central Kootenay, as well as provide a potential framework for other regional and interregional transit partnerships in other areas of the province.



2.0 Context

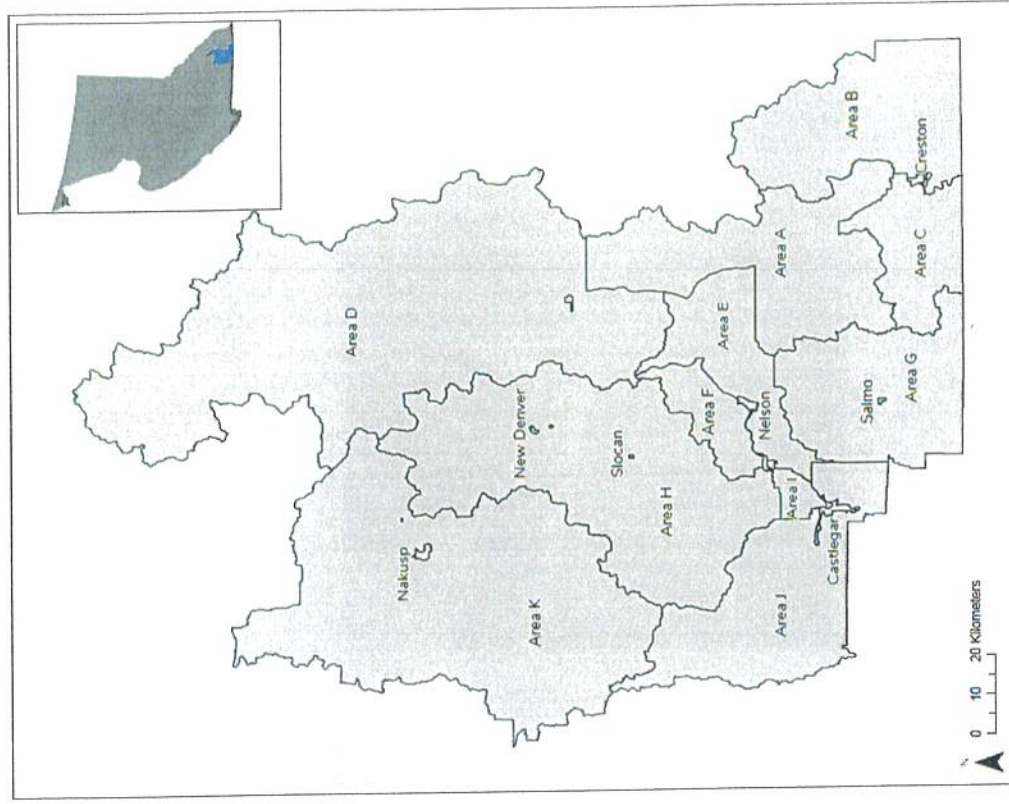
Study Area

Regional District of Central Kootenay is large and has diverse populations and needs. Within urbanized areas, transit serves college students and commuters. In rural areas, transit provides inter-city connections for people to access shopping, healthcare, and other necessities.

In addition to Electoral Areas A-K, municipalities located within the RDCK include:

- City of Castlegar
- Town of Creston
- Village of Kaslo
- Village of Nakusp
- City of Nelson
- Village of New Denver
- Village of Salmo
- Village of Silverton
- Village of Slocan

Regional medical facilities are concentrated in the City of Nelson and the City of Trail (which is located outside of the RDCK and within the Regional District of Kootenay-Boundary). Higher education campuses within the RDCK are located in Castlegar and Nelson. Though some retail stores can be found throughout the Regional District, many opportunities are only found in the larger urban centres. The dispersion of facilities and opportunities means that the need for inter-city travel is common and many people travel relatively long distances to access shopping, medical, and employment opportunities.



Areas and Selected Municipalities in Regional District of Central Kootenay

2.0 Context

Study Area

Municipalities and Areas throughout the RDCK vary in size and population density. Nelson and Castlegar are the largest municipalities, with many smaller villages and towns distributed throughout the District.

- District-wide, **youth** (ages 0-19) make up around 18% of the population, which is slightly below the provincial average.
- **Seniors** (ages 65+) comprise 26% of the population of the RDCK, compared to about 20% provincially. Seniors are spread throughout the community, though some municipalities, such as Silvertown and some Areas have much higher proportions of seniors.
- The percentage of **people with low incomes** is lower than the provincial average at 3.4% of the RDCK population compared with 5.8% of the province.

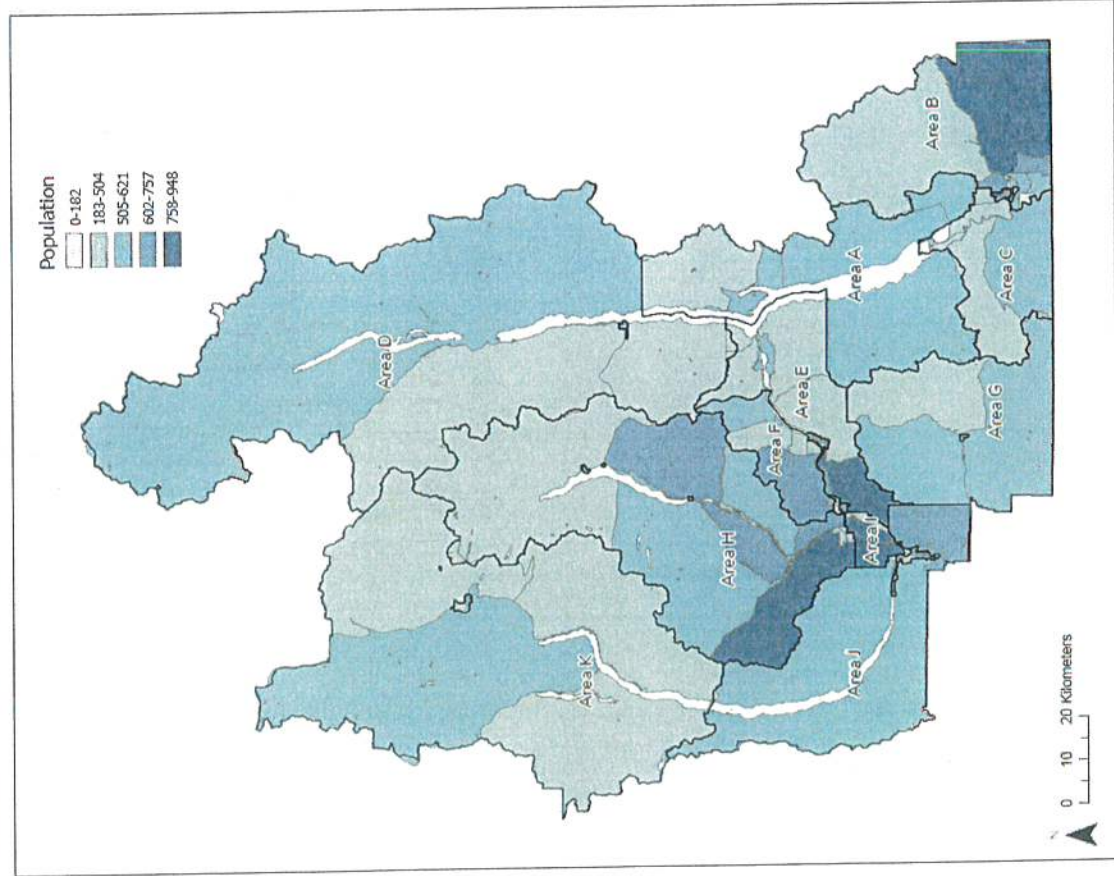
The distribution of population over a large area, particularly given the geographic constraints of the mountains and lakes can make transportation a challenge, particularly for those who are unable to drive themselves.

See also the maps on the following pages for the visualizations of density and key demographics.

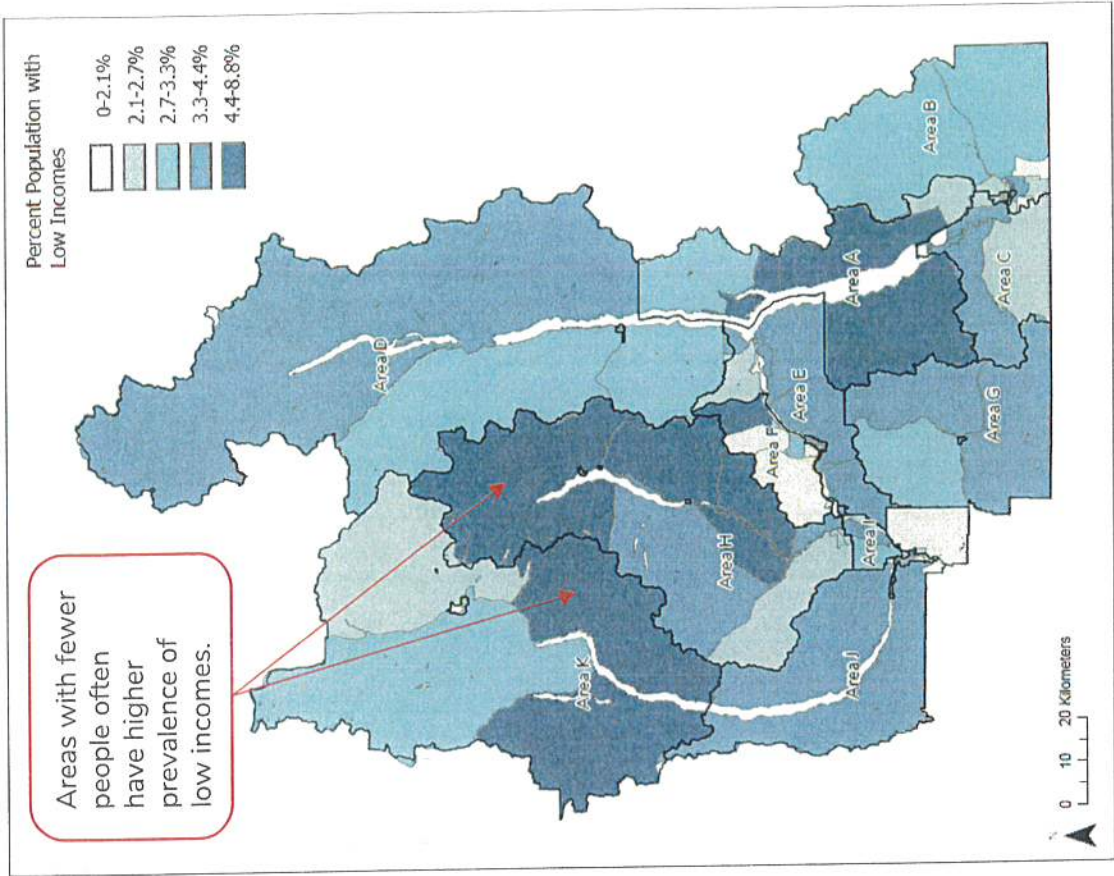
Region Name	Population	Percent Youth	Percent Seniors	Percent Low Income
Castlegar	8,338	20%	25%	3.4%
Creston	5,583	16%	39%	2.6%
Creston (Reserve)	93	27%	5%	-
Kaslo	1,049	15%	36%	3.0%
Nakusp	1,589	16%	32%	2.4%
Nelson	11,106	19%	21%	4.1%
New Denver	487	12%	46%	3.2%
Salmo	1,140	17%	28%	4.2%
Silvertown	149	7%	44%	-
Slocan	379	20%	29%	2.8%
Area A	2,241	12%	36%	4.8%
Area B	4,802	21%	29%	3.1%
Area C	1,475	18%	33%	2.8%
Area D	1,462	14%	31%	3.3%
Area E	3,897	17%	27%	3.3%
Area F	4,116	20%	22%	2.6%
Area G	1,650	21%	18%	3.9%
Area H	5,045	19%	22%	4.2%
Area I	2,607	18%	21%	2.8%
Area J	3,517	20%	21%	2.1%
Area K	1,784	13%	36%	4.2%
Total	62,509	18%	26%	3.4%

**Demographics in Regional District of Central Kootenay
(Statistics Canada, 2021)**

2.0 Context

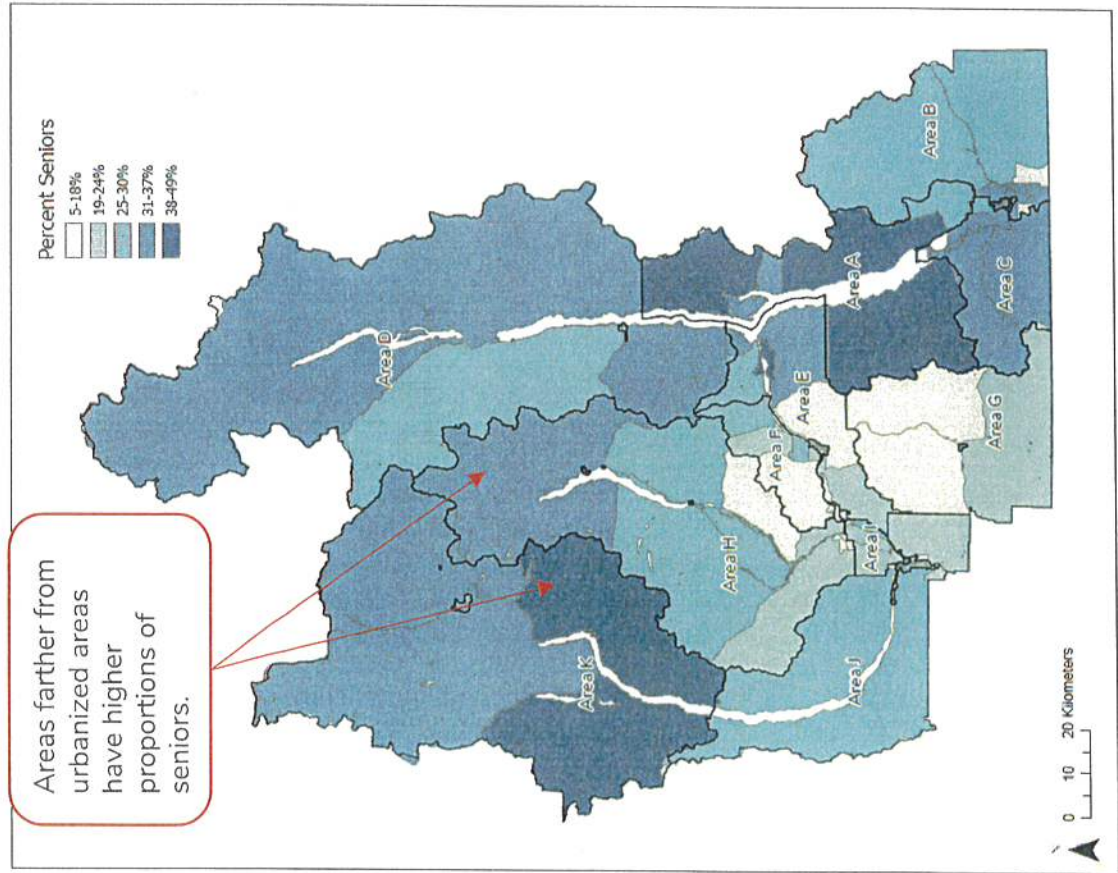


Population by municipality and Area

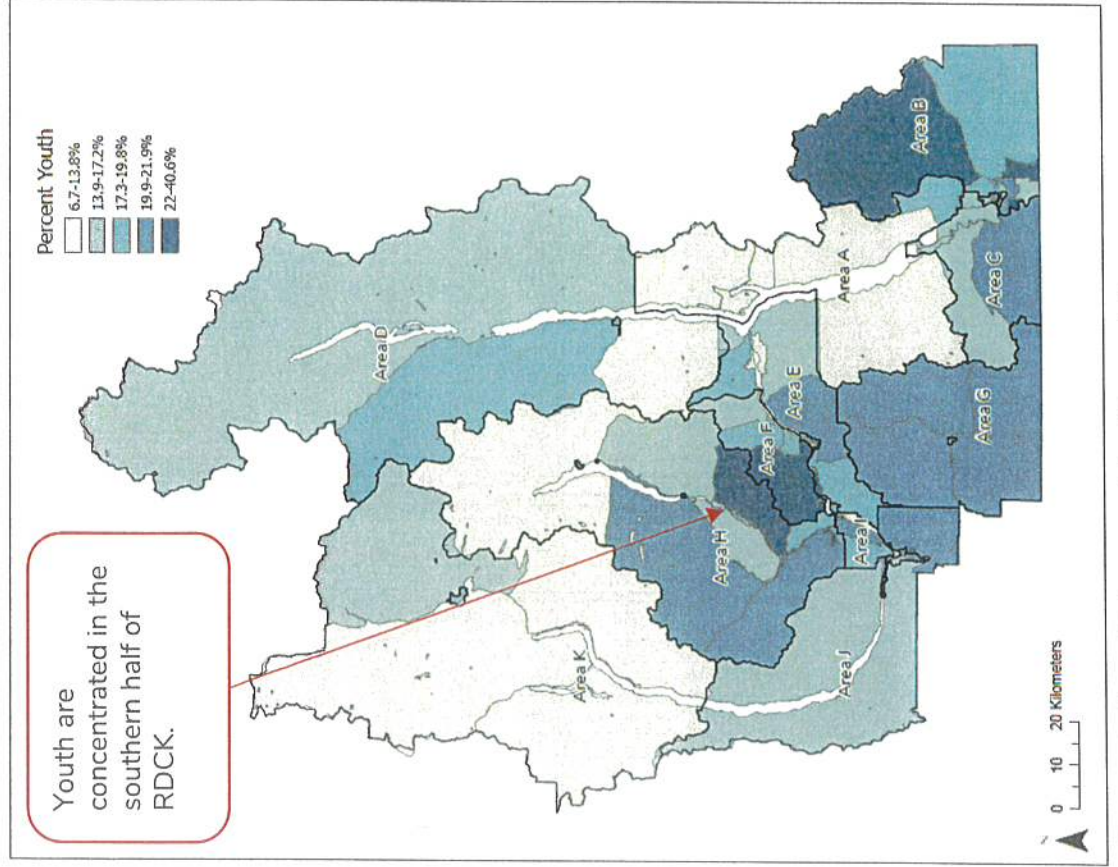


Percentage of people with low incomes by municipality and Area

2.0 Context



Percent of seniors by municipality and Area



Percent of youth by municipality and Area

2.0 Context

Transit Services

The West Kootenay Transit System is composed of four transit services operating regionally as a unified system. These services are Kootenay Boundary Conventional, Kootenay Boundary Custom, Nelson Conventional, and Kootenay Lake West Paratransit. Fares are unified across the system and information is provided in a unified way so that customers experience a singular system throughout the region.

Funding for the regional system is a complex split between BC Transit, City of Nelson, Regional District of Central Kootenay, and Regional District of Kootenay Boundary. The Interior Health Authority contributes additional funding for Health Connections trips, which provide additional connectivity for the general public, when possible.

The RDCK-funded portions of the West Kootenay transit system are funded through three service areas:

- S237 Castlegar and Area
- S238 North Shore Slokan Valley
- S239 Kootenay West Paratransit

More information about the service areas and funding follow on the next pages.

Route	Trips per Week	Average Daily Board- ings	Receives funding from:				
			S237 Castle- gar & Area	S238 North Shore Slocan Valley	S239 Kootenay West Para- transit	Interior Health	
10 North Shore	49	139.5		✓		✓	
14 Blewett	20	12.0		✓			
15 Perrier	15	0.7		✓			
20 Slocan Valley	39	46.1		✓			
31 North Castlegar	55	127.7	✓				
32 Columbia	48	42.9	✓				
33 Selkirk	67	95.1	✓				
34 Kinnaird	60	47.3	✓				
36 Ootischenia	15	5.8	✓				
38 Playmor	4	-*	✓				
51 Nakusp – Hot Springs	2	-*				✓	
52 Nakusp – Playmor via Silverton	2	0.0				✓	
53 Nakusp – Edgewood	2	0.0				✓	
57 Kaslo Local	2	0.4				✓	
58 Argenta – Kaslo	2	2.7				✓	
72 Salmo – Nelson via Ymir	9	6.9				✓	
74 Nakusp – Nelson	2	0.0				✓	
76 Kaslo – Nelson	3	9.5				✓	
99 Castlegar/Nelson	38	236.3		✓		✓	

RDCK funded transit routes, including number of trips per week, average daily boardings, and which service areas provide funding for trips
 * Boardings data was unavailable for these routes

3.0 Current Funding Model

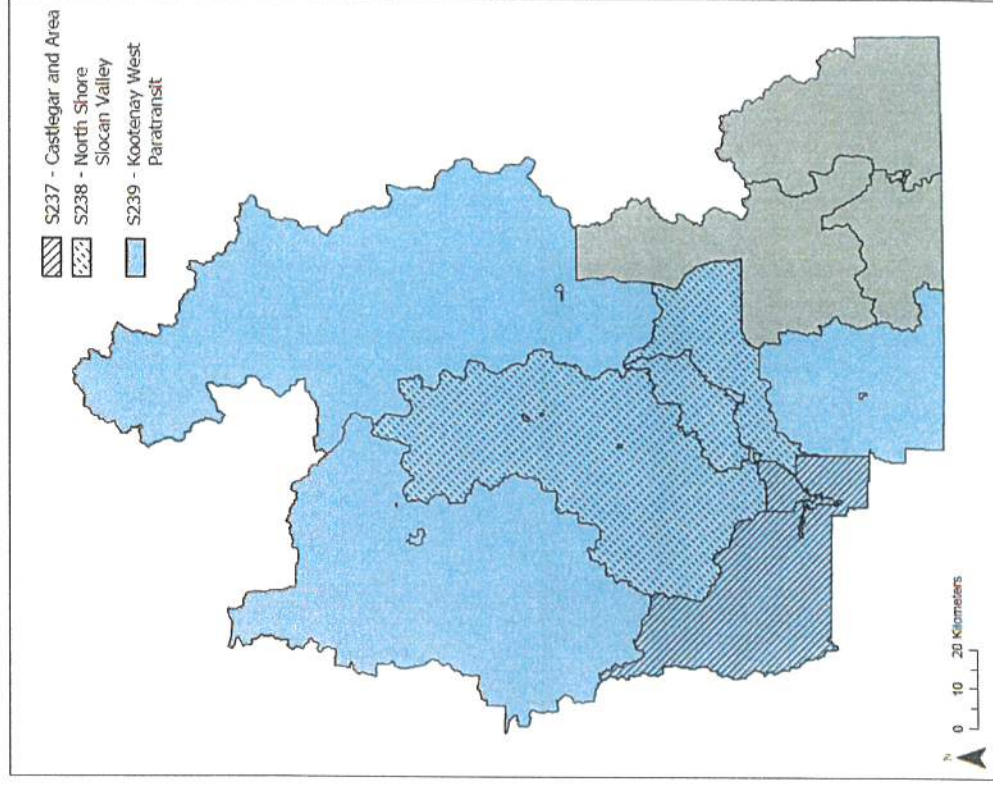
Overview

Funding for RDCK's portion of the West Kootenay Transit System comes from three separate, overlapping service levies. These levies were designed to fund different portions of the system, but the connection to services are opaque and boundaries do not match cleanly with BC Transit's invoicing. The result is an extraordinarily complicated split of revenues and costs.

Overlapping service boundaries can make it difficult to understand what is being paid for. For example, some residents of Areas E and F pay a portion of the S238 North Shore Slokan Valley Service through an assessment, a separate portion of S238 Service through a percentage of costs (shared between the two Areas through assessment), and a portion of the S239 Kootenay Lake West Service through a percentage of costs.

The separate service areas appear designed to ensure that transit costs are fairly spread. However, it appears that additional service and funding areas have been layered on as the system has evolved without recalibrating. In interviews, several Directors indicated it can be challenging to have conversations with constituents about what kind of value they receive from their contributions to the transit system because of difficulty in conveying how funding works.

Further complicating matters, cost apportionment in S238 and S239 are outlined in their respective bylaws, but the rationale for why those costs are apportioned in that manner are not described. Should changes to the system be made, apportionment of funding would not match changes in services without updates to the respective bylaws.



Map of S237, S238, and S239 Services. Note many areas are served by multiple overlapping services. Some service areas contain only parts of Electoral Areas shown.

3.0 Current Funding Model

S237 – Castlegar and Area

RDCK Service S237 serves Castlegar and portions of Electoral Areas I and J. Initially established by RDCK Bylaw 1359 and amended in Bylaw 2708, this service area provides funding for Routes 31, 32, 33, 34, 35, 36, and 38 plus custom transit services within the service area.

The service area is funded based on percentages that allocate costs to each area. These allocation factors include:

- Conventional opportunity (42.5%) – defined as the number of residents within 400 m of a conventional transit stop multiplied by the number of times a bus stops at that location annually.
- Conventional mileage (42.5%) – defined as the annual kilometers required to provide conventional service.
- Custom population (15%) – defined as the population within the custom transit service area.

Based on the current service and funding allocation in the bylaw, costs are allocated as follows:

Area	Percent of costs
Castlegar	83.7%
Area I	6.1%
Area J	10.2%

3.0 Current Funding Model

S238 – North Shore Slokan Valley

RDCK Service S238 serves the North Shore Slokan Valley area, including Areas E, F, H, and the Village of Slokan. Funding pays for Routes 14, 15, and 20, as well as about half of the cost of the Routes 10 North Shore and the 99 Kootenay Connector.

The Bylaw provides for two different funding streams, one from Areas E and F, the other covering Areas E, F, H (only a portion), and the Village of Slokan. Funding for the North Shore Transit services come exclusively from Areas E and F through a shared assessment on the cost of services.

Funding for transit in the Slokan Valley comes from Areas E, F, H, and Village of Slokan through allocation based on percentage of costs, though again Areas E and F are responsible for their share of costs through a shared assessment. The percentage-based split allocates costs as:

Area	Percent of costs
Area E	33% split by assessment
Area F	
Area H	
Village of Slokan	7%

Further complicating how funding is requisitioned, BC Transit has multiple invoicing streams for these services, which do not neatly match the service areas outline in the bylaw.

After adding up the overlapping requisitions, the 2024 budget allocated the total costs of the S238 Service as:

Area	Percent of costs
Area E	33%
Area F	33%
Area H	31%
Village of Slokan	4%

3.0 Current Funding Model

S239 – Kootenay Lake West Paratransit

The S239 Kootenay Lake West Paratransit Service is the largest service area funded by RDCK. The Bylaw covers Electoral Areas A (only a portion), D, E, F, G, H, I, J, K and municipalities of Castlegar, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silverton, and Slocan. Funding supports many routes, including portions of Route 10 North Shore and Route 99 Kootenay Connector; Routes 51, 52, 53, 57, 58; and with funding from Interior Health Authority, Routes 72, 74, and 76. These routes represent a mixture of regional connectors, local and regional paratransit, and Health Connections trips.

Funding proportions are outlined in Bylaw 2354 and are shown at right. While the percentage-based allocation is straightforward to describe, the bylaw does not outline how percentages were arrived at and does not provide any method for the allocation to change with the service and the community over time.

The values that led to the allocation of costs in this way are not described, and consequently it is challenging to understand why each area pays this amount even if it is simpler to understand what each area is paying.

Area	Funding Split
City of Castlegar	8.55%
Village of Kaslo	4.18%
Village of Nakusp	12.60%
City of Nelson	20.15%
Village of New Denver	4.47%
Village of Salmo	0.97%
Village of Silverton	3.40%
Village of Slocan	0.44%
Area A Def	1.71%
Area D	8.47%
Area E	7.86%
Area F	7.43%
Area G	3.22%
Area H	7.60%
Area I	1.85%
Area J	2.52%
Area K	4.58%

4.0 Transit Values in RDCK – Engagement Overview

Engagement Process

In May and June 2024, WATT Consulting Group staff reached out to all 20 Directors on the Regional District of Central Kootenay Board of Directors. Staff were ultimately able to interview **16 Directors**. These interviews lasted approximately 30 minutes and allowed Directors to engage in **values-based discussions about transit** services that exist today, what a successful transit system could look like, and how transit might be funded.

Questions for Directors included themes such as:

- What community challenges does transit help solve?
- Who benefits from transit services?
- What does a successful transit system look like?
- How should improvements in transit be prioritized?
- How should costs be split?
- How much should riders pay for using the system?
- Should people's ability to pay be a factor in how much they are charged for transit services?

The following pages outline key themes heard from the Directors, with a summary at right.

Key Themes

- Transit is viewed largely as a social service but is important for those who need it.
- Transit services would be more useful if they were more frequent and reliable. Improved information about how the system works could also help people to understand options that are available to them.
- Ridership is viewed as the most important metric to measure whether the system is successful, though some directors indicated an interest in hearing about rider outcomes to help them to understand the value that transit is providing in the community.
- The total cost of transit is important, but also the cost to each community.
- Directors felt that those who benefit from transit should bear the cost of providing it. However, many also believe that transit should remain affordable and that those who are least able to pay should still have access to the service.

4.0 Transit Values in RDCK – Key Themes

Community Context

- ❖ **Universally, responses discussed the rural nature of the RDCK. However, Directors represent many different contexts.**

Directors described populations as generally getting older, though a few areas were described as more family oriented and getting younger.

- Most Directors represent rural areas with dispersed populations. Directors described varied types of rural areas: some described small communities clustered along highways, others described residents living farther from the main roads with difficulty accessing bus stops.
- Directors from more urbanized areas described a different context, but still referenced the rural nature of the community and the challenges that can entail.

Current Services

- ❖ **Transit's usefulness varies between communities and contexts**

Service levels vary across the region.

- In communities with more transit service, transit is viewed as serving a small, but critical, role in moving people in their communities.
- Transit was viewed as less important to communities with less service and farther from urban centres.

- ❖ **Directors view the primary users of transit as people who are unable to drive due to age, ability, or income.**

In rural areas, transit service is viewed as a social service that connects people unable to drive to shopping and medical appointments.

- ❖ **Transit serves students and commuters to a greater degree near the urban centres.**

- In Nelson and Castlegar, Directors also viewed transit as a way for students to connect to classes and after-school activities. This included students at Selkirk College and high school students.
- Though it was less common, Directors also noted that some people rely on transit to commute to jobs. Directors noted that transit service levels and reliability may be preventing people from using it more often for commutes.

4.0 Transit Values in RDCK – Key Themes

Transit's Value to the Community

- ❖ **Transit's primary role is as a social service connecting people to medical services, and to lesser extents shopping or school.**

Most Directors felt that transit is largely a service for people who are unable to drive due to age, disability, or income.

- Several commented that transit would never be an effective solution for most people because of the rural nature of the community.
- Many Directors viewed transit as important for those who need it, especially for getting to medical appointments.
- Transit is also viewed as important for students and others who may rely on transit because they do not drive.

Components of a Successful Transit System

- ❖ **High Ridership**

Directors indicated that a successful system should have high ridership.

- ❖ **High Reliability**

Several Directors discussed reliability and the impact it has on residents.

- In rural areas, where transit operates only certain days of the week or a small number of trips per day, the impact of cancelled or delayed trips is high.
- Directors felt that if people cannot trust the bus to arrive on schedule, they won't be able to use it to attend appointments or commute to work. Directors noted recent reliability issues and were optimistic about upcoming changes to the operating company for the Kootenay Lake West Paratransit services.

4.0 Transit Values in RDCK – Key Themes

Improvements That Should Be Prioritized

❖ More Frequency

- In urban areas, some Directors noted that more frequency was necessary to provide effective service and attract people to try transit for commutes.
- In more rural areas, Directors said that low service levels meant scheduling appointments for only certain days of the week or being forced to wait in town all day if only two trips per day are offered.

❖ Improved Information and Legibility

Service is viewed as difficult to navigate because of multiple zones and complex schedules. Several Directors felt that improved availability of information would boost ridership on the existing services.

❖ Intercity Connections

Many Directors talked about the need for intercity travel within the RDCK.

- People within the urban areas often need to travel between towns and cities to access services.
- Rural residents must get into nearby larger communities to access shopping. One Director noted that many of the communities are quite walkable, and the bigger challenge is moving between communities, not within them.

❖ Flexibility

- On-demand transit, flexible routing, ridesharing, taxis, and organized carpools were viewed as potential solutions to improve the transit experience. However, some Directors didn't feel these would work in their specific communities.
- Many Directors were unsure how alternatives to traditional buses could work but were generally open to experimenting with new service models.

4.0 Transit Values in RDCK – Key Themes

Measuring Success

❖ **Ridership numbers are viewed as the most important metric.**

Most Directors felt that ridership was the most important way to measure success.

- Ridership was said to help to understand the impact transit has in the community.
- Several Directors mentioned that ridership numbers help them to justify the cost to taxpayers.

❖ **Directors were also interested in a fuller understanding of how transit was impacting their communities.**

Directors were interested in hearing more than just ridership numbers.

- Several mentioned wanting to hear from riders how transit was impacting their lives.
- Qualitative metrics about transit's impact and how well it serves people who rely on it were suggested to help understand the system's success.
- Additional quantitative metrics mentioned include economic development impacts, number people going to medical appointments, or measures of the access transit provides to people.

❖ **A better understanding of transit's impact may help Directors justify the cost of transit services.**

Several Directors mentioned they need to justify the cost of the transit services. Regular reporting and additional metrics may help Directors to convey the value of transit to their constituents.

4.0 Transit Values in RDCK – Key Themes

Fares

❖ **Fares should be proportionate to the cost of the ride.**

Most Directors felt that there should be a relationship between the cost of a trip and the fare paid.

- Many expressed that longer, intercity trips should cost more than shorter trips.
- Some mentioned that on-demand services are premium and should cost more.
- However, several Directors also mentioned that the fare structure should be simple and easy to understand.

❖ **Fares need to be reasonable and affordable.**

Directors generally felt that current fares were reasonable, though some suggested modest increases.

- Given the populations riding the bus, many Directors felt raising fares could be a burden on people with fixed or low incomes.
- Others felt that raising fares would discourage people from riding transit.

❖ **Some riders should receive discounts.**

- The Provincially sponsored Kids 12 and Under Ride Free program was universally praised.
- However, Directors were split on offering discounts for people aged 65 and up, with some Directors noting that not everyone over 65 needs a discount.
- Conversations centred around who needed a discount, with most Directors supporting discounts for people with low incomes.
- Other ideas for discounted fares included people over age 75, seniors during off-peak periods only, people with disabilities, and everyone under age 18.

Many Directors spoke positively about the recreation program's low-income subsidy.

4.0 Transit Values in RDCK – Key Themes

Cost Allocation

❖ **Cost to taxpayers is important.**

Most Directors mentioned that the cost of transit services was an area of importance to them.

- Many mentioned feeling the need to justify the cost to their constituents.
- Both **overall cost of service** and **cost to individual communities** was important.

❖ **Beneficiaries should pay the cost of services.**

In various ways Directors indicated that the cost of services should be borne by those receiving the benefits of that service.

- Cost allocation based on **ridership** and **service availability** was viewed as linking the benefits to the community with the amount people are charged.
- Several Directors said that people who don't have access to service should not pay into the system.

There was less consensus on population-based allocation factors.

- Some Directors noted that parts of RDCK may not have the ability to pay the full cost of their portion of the system. These Directors felt that there should be some consideration of an area's **ability to pay**.

❖ **Multiple factors are key to spreading costs fairly.**

Directors generally felt that a mixture of factors was essential to spreading costs in a fair way.

4.0 Transit Values in RDCK – Key Themes

Other Input

❖ **Directors mentioned a variety of other ideas on how to improve transit, including:**

- Improved passenger infrastructure (shelters, seating, bus stop amenities) needed generally and at specific locations;
- A feasibility study to understand where transit can succeed in the region;
- Intercity bus service to Kelowna to access medical services and other needs;
- Ways to support informal networks of ridesharing that already exist, including volunteer driver programs;
- A desire for better communications about existing services;
- Integration of private operators' data into data produced by BC Transit. Private shuttle operators exist in the region, but it can be challenging to discover these options. Including these options in BC Transit produced information and data feeds could help RDCK residents see how these options could serve them.

5.0 Transit Funding Options

Funding Models - Overview

Transit funding models tend to reflect local values around transit and also how communities view their interrelationships in a larger region. As such, communities use different models to allocate costs. However, several allocation methods are common in British Columbia and elsewhere.

Allocation methods tend to address one or both of two concerns:

- Costs can be allocated based on a community's **ability to pay** (more equity-focused)
- Based on the **benefits provided** to that part of the community (more benefits-focused).

Many transit systems rely on multiple factors due to the nature of the problems transit is asked to solve, which often address transportation for people with limited incomes, youth, seniors, and others who may be unable to drive themselves.

The following pages of this report contain example funding models based on engagement with RDCK Directors about who they view transit as serving, the benefits of service, and who should pay for that service.

Directors generally viewed transit as a social service that provided benefits to people who were unable to drive, people with low incomes, and in specific cases to students (primarily those attending Selkirk College). While there was much conversation that those who receive benefits should bear the costs of the service, Directors also acknowledged that people with limited incomes should receive discounts and that some areas of the RDCK may not be able to pay a proportionate share based on low population density and distances required.

The example models in the following section is intended to serve as a starting place for a conversation about allocating costs. It is clear that the current funding model is intended to isolate costs to the areas that services benefit. However, the current model is complex, resulting in challenges to communicating why residents pay a given amount, what services they're paying for, and the amount of benefit to the community of that service.

Furthermore, transit does not simply benefit those who live immediately around a stop. Businesses in Nelson benefit when residents of Nakusp can ride the bus into town for shopping. Everyone in the RDCK benefits from Selkirk College being a more attractive institution because students can study without the cost of a vehicle.

Four of the proposed models outlined in the following section are presented as a single service area. One as separate services. The costs are reflective of all services paid for by the RDCK in the West Kootenay Transit System, and does not include the services paid for by Regional District of Kootenay-Boundary, services wholly paid for and operating within the City of Nelson, or any services in the Creston Transit System.

Simplifying and clearly defining the basis of cost allocation across the Regional District would allow the RDCK to more clearly communicate with residents about how and why costs are assessed to them, the benefits that are associated with those costs, and provide greater transparency into how much each area is paying in total. Using multiple factors, costs can continue to be allocated in a way that is consistent with the values expressed by RDCK Directors and the constituents and communities they represent.

5.0 Transit Funding Options

Typical Cost Allocation Factors

Options are presented for allocation based on the following types, which may also be combined using weighting for several factors:

Allocation Factor	Description	Considerations
Base fee	Each community pays a fixed amount towards the cost of transit services. Communities can all pay the same amount, or different base costs can be assessed through negotiation.	• This factor recognizes the community-wide benefits transit provides and ensures that each community pays some minimum amount towards transit services. • Each community that receives some service pays a portion of transit costs, typically a relatively small amount in recognition of the benefits. • Because each community is charged a flat amount, smaller communities pay more per capita. • This is a blend of charging based on equity and benefits.
Population	Costs are apportioned between communities based on population size. Data typically comes from Statistics Canada and is updated based on new data.	• Population-based allocations reflect each jurisdiction's ability to contribute. • This is considered a more equity-focused measure because it does not consider how much service or benefit a community receives. • This can help to spread costs when some communities are not able to fully pay for the services they receive.
Ridership	Communities pay a portion of costs reflecting the proportion of ridership in their community. This is typically calculated using transit boarding data.	• This factor is tied directly to charging based on who is using the bus. • Because ridership in an area does not necessarily mean that people live there, residents of an area may pay higher rates due to other regional attractions (e.g. Area J has high ridership due to Selkirk College, though many students may live in other Areas/municipalities). • This factor does not take into account the cost of providing the service and will result in higher costs in areas with shorter, more frequent trips and/or places where transfers occur (such as Nelson or Castlegar).

5.0 Transit Funding Options

Typical Cost Allocation Factors

Options are presented for allocation based on, which may also be combined using weighting for several factors:

Allocation Factor	Description	Considerations
Transit Opportunity	Currently used in the S237 Castlegar & Area Service Area, this factor allocates costs based on the population within 400m of a stop multiplied by the number of trips to each stop.	• Opportunity-based factors are closely tied to the potential benefits for local residents. • More densely populated areas typically have more residents within 400m of a stop, leading to higher costs per trip. • This factor does not consider distance, service hours, or cost to provide a service. It may also not reflect coverage for on demand services such as handyDART and does not fully capture opportunity provided by paratransit services.
Mileage, Hours or Number of Trips	Communities are charged based on the distance or hours of service buses travel within their jurisdiction. For the models, weekly mileage was calculated based on the number of trips for each route.	• In some communities this factor can address the extra distance buses must drive in rural communities and the higher costs associated with rural routes. • In some cases, communities may have small portions of a route within their boundaries and costs are weighted towards the surrounding areas. For example, New Denver has very little distance within its boundaries and most costs associated with driving between New Denver and Nelson are attributed to Area H. • Similarly, hours are difficult to tie to a specific community if routes travel through several and number of trips does not necessarily equate to cost to provide a service. Therefore, these metrics should be assessed for how they apply to the specific services in a region.
Maximum Cost Assignment	This measure assigns a specific dollar contribution or percentage to a partner. This value can be applied to one or more partners with the remainder of the costs assigned by the other methods.	• Cost sharing and percentages can be negotiated between communities and partners. • This measure can help to reflect benefits in a community that may not neatly show up in other factors. • Could be used to recover costs from defined portion of an area (e.g. like Area A presently).

5.0 Transit Funding Options

For Reference – Existing Allocation Factors Composition by Community

For reference purposes, the table below lists relevant allocation factors and the proportion in each community of those factors.

	Population	Ridership	Opportunity	Mileage
Castlegar	17.3%	30.1%	43.0%	15.3%
Kaslo	1.2%	0.3%	0.0%	0.1%
Nakusp	3.3%	0.0%	0.0%	0.2%
Nelson	23.0%	36.6%	37.7%	5.5%
New Denver	1.0%	0.0%	0.0%	0.1%
Salmo	2.4%	0.2%	0.1%	0.0%
Silverton	0.3%	0.0%	0.0%	0.0%
Slocan	0.8%	0.4%	1.7%	0.6%
Area D	4.0%	0.4%	0.0%	1.5%
Area E	8.1%	3.5%	3.1%	15.8%
Area F	8.5%	2.4%	6.8%	22.1%
Area G	3.4%	0.1%	0.2%	1.8%
Area H	10.4%	4.1%	2.9%	23.4%
Area I	5.4%	1.0%	2.1%	7.5%
Area J	7.3%	20.9%	2.2%	4.8%
Area K	3.7%	0.0%	0.0%	1.3%

5.0 Transit Funding Options

Current Combined Funding Split

The total regional funding split, based on consolidating the existing service areas and allocations within each, is:

Area	Percentage of Total RDCK Transit Funding
Castlegar	21.0%
Kaslo	1.3%
Nakusp	4.0%
Nelson	6.4%
New Denver	1.4%
Salmo	0.3%
Silverton	1.1%
Slocan	1.9%
Area A Def	0.5%
Area D	2.7%
Area E	18.3%
Area F	18.2%
Area G	1.0%
Area H	17.2%
Area I	1.1%
Area J	2.1%
Area K	1.5%

A Note on Nelson and Castlegar

As noted previously, the percentages shown exclude those paid by the City of Nelson for the conventional transit services operating within its municipal boundary. This explains the difference between Castlegar and Nelson in the table at right, since Castlegar's proportion of costs for the RDCK includes all of its local conventional services.

5.0 Transit Funding Options

Potential Cost Sharing Model 1: Population, Ridership, and Opportunity

Hybrid Population, Ridership, Opportunity																	
	Castlegar	Kaslo	Nakusp	Nelson	New Denver	Salmo	Silverton	Slocan	Area D	Area E	Area F	Area G	Area H	Area I	Area J	Area K	Weight
Population	17.3%	1.2%	3.3%	23.0%	1.0%	2.4%	0.3%	0.8%	4.0%	8.1%	8.5%	3.4%	10.4%	5.4%	7.3%	3.7%	25.0%
Ridership	37.7%	0.4%	0.0%	20.6%	0.0%	0.2%	0.0%	0.5%	0.5%	4.4%	3.0%	0.1%	5.2%	1.3%	26.2%	0.0%	37.5%
Opportunity	43.0%	0.0%	0.0%	37.7%	0.0%	0.1%	0.0%	1.7%	0.0%	3.1%	6.8%	0.2%	2.9%	2.1%	2.2%	0.0%	37.5%
Total	34.6%	0.5%	0.8%	27.6%	0.3%	0.7%	0.1%	1.0%	1.2%	4.8%	5.8%	1.0%	5.6%	2.6%	12.5%	0.9%	
\$100	\$34.57	\$0.45	\$0.84	\$27.61	\$0.25	\$0.71	\$0.08	\$1.04	\$1.17	\$4.82	\$5.82	\$0.95	\$5.64	\$2.64	\$12.46	\$0.93	

P.84

This model is more heavily weighted towards factors that apply costs to areas that have the direct benefit of transit near them (opportunity) and those that have higher ridership (ridership).

The model results in higher costs for more urbanized areas and lower costs for some rural areas, particularly in the Slocan Valley (Areas E, F, and H). Area J would see a large increase in costs due to the impacts of Selkirk College ridership. The impacts to Area J could be mitigated through use of an assigned percentage.

Costs are significantly reduced for Areas E and F because of the relatively lower ridership and population density associated with those areas compared to Nelson and Castlegar. Some smaller municipalities, such as New Denver, do not have fixed stops within their boundaries and are not given any score for opportunity.

This model demonstrates that the opportunity metric, as calculated currently by the RDCK does not accurately represent benefits of paratransit service. Several municipalities do not have fixed transit stops and therefore do not appear to have opportunity to access transit when in fact they have paratransit service.

5.0 Transit Funding Options

Potential Cost Sharing Model 2: Population, Opportunity, and Mileage

Population, Ridership, Opportunity																	
	Castlegar	Kaslo	Nakusp	Nelson	New Denver	Salmo	Silverton	Slocan	Area D	Area E	Area F	Area G	Area H	Area I	Area J	Area K	Weight
Population	17.3%	1.2%	3.3%	23.0%	1.0%	2.4%	0.3%	0.8%	4.0%	8.1%	8.5%	3.4%	10.4%	5.4%	7.3%	3.7%	25.0%
Opportunity	43.0%	0.0%	0.0%	37.7%	0.0%	0.1%	0.0%	1.7%	0.0%	3.1%	6.8%	0.2%	2.9%	2.1%	2.2%	0.0%	37.5%
Mileage	15.3%	0.1%	0.2%	5.5%	0.1%	0.0%	0.0%	0.6%	1.5%	15.8%	22.1%	1.8%	23.4%	7.5%	4.8%	1.3%	37.5%
Total	26.2%	0.4%	0.9%	22.0%	0.3%	0.6%	0.1%	1.1%	1.6%	9.1%	13.0%	1.6%	12.5%	5.0%	4.4%	1.4%	
\$100	\$26.17	\$0.36	\$0.90	\$21.96	\$0.27	\$0.64	\$0.09	\$1.07	\$1.57	\$9.12	\$12.97	\$1.58	\$12.47	\$4.98	\$4.42	\$1.43	

This model is also weighted towards areas with greater benefit using distance traveled within an area rather than ridership as a factor. This model aligns with the current allocation of costs in the S237 Castlegar and Area Service Area.

Similar to the previous model, costs in Nelson are drastically higher because of the impact of population density on the opportunity score. Cost for Nakusp, Areas E and F are considerably lower. In other Areas and smaller municipalities costs vary somewhat but not as much as in the previous model.

This model demonstrates how mileage does not accurately assign costs across municipalities that share a long route in RDCK. For instance, the majority of mileage for Route 74 occurs in Area H and does not allocate much cost at all to Nakusp, New Denver, and other municipalities served by the route.

Similar impacts would occur if a methodology using only hours or number of trips were to be developed.

5.0 Transit Funding Options

Potential Cost Sharing Model 3: Base Fee, Mileage, and Ridership

Base Fee, Mileage, Ridership																	
	Castlegar	Kaslo	Nakusp	Nelson	New Denver	Salmo	Silverton	Slocan	Area D	Area E	Area F	Area G	Area H	Area I	Area J	Area K	Weight
Base Fee	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	6.3%	20.0%
Mileage	15.3%	0.1%	0.2%	5.5%	0.1%	0.0%	0.0%	0.6%	1.5%	15.8%	22.1%	1.8%	23.4%	7.5%	4.8%	1.3%	40.0%
Ridership	37.7%	0.4%	0.0%	20.6%	0.0%	0.2%	0.0%	0.5%	0.5%	4.4%	3.0%	0.1%	5.2%	1.3%	26.2%	0.0%	40.0%
Total	22.4%	1.4%	1.3%	11.7%	1.3%	1.4%	1.3%	1.7%	2.0%	9.3%	11.3%	2.0%	12.7%	4.8%	13.6%	1.8%	
\$100	\$22.42	\$1.45	\$1.31	\$11.70	\$1.27	\$1.35	\$1.26	\$1.71	\$2.04	\$9.35	\$11.28	\$1.99	\$12.66	\$4.79	\$13.63	\$1.79	

In contrast with other models, this includes a base fee for transit services for all partners, recognizing the share benefits of a regional transit system. Additional factors include mileage and ridership, which tend to impact different parts of the District in different ways.

These factors lead to a model that is closest to existing costs. Costs for Nelson increase, though not by as much as in other models. Costs in Area J increase significantly as well. Costs decrease modestly in Areas E and F. Other parts of the District tend to pay similar amounts to current values.

In previous models, population, ridership, and opportunity tend to increase together. This increase in all three factors means that urbanized areas, particularly Nelson, see larger increases in costs while rural areas see decreased costs. Mileage reflects the increased costs incurred by routes that drive long distances, particularly when there are relatively fewer people along the route. However, as noted in previous slides, the mileage statistic does not fully account for the benefits received by communities farther away in some cases.

5.0 Transit Funding Options

Potential Cost Sharing Model 4: Maximum Cost, Base fee, Mileage, & Ridership

Hybrid Population, Ridership, Opportunity																	
	Castlegar	Kaslo	Nakusp	Nelson	New Denver	Salmo	Silverton	Slocan	Area D	Area E	Area F	Area G	Area H	Area I	Area J	Area K	Weight
Base Fee	8.3%	8.3%	8.3%	-	8.3%	8.3%	8.3%	8.3%	8.3%	-	-	8.3%	8.3%	8.3%	-	8.3%	33.3%
Mileage	29.5%	0.2%	0.3%	-	0.1%	0.1%	0.1%	1.2%	2.9%	-	-	3.4%	45.1%	14.6%	-	2.6%	33.3%
Ridership	82.2%	0.8%	0.0%	-	0.0%	0.5%	0.0%	1.2%	1.0%	-	-	0.2%	11.3%	2.8%	-	0.0%	33.3%
Total	22.0%	1.7%	1.6%	10.0%	1.5%	1.6%	1.5%	2.0%	2.2%	15.0%	15.0%	2.2%	11.9%	4.7%	5.0%	2.0%	
\$100	\$22.01	\$1.72	\$1.59	\$10.00	\$1.55	\$1.63	\$1.54	\$1.96	\$2.25	\$15.00	\$15.00	\$2.18	\$11.86	\$4.72	\$5.00	\$2.00	

This model is intended to more closely allocate costs to the existing model. The factors used in the previous models have bias towards assigning higher costs to Nelson because of its relatively higher population density, it's location as the hub where residents from outer areas travel to and potentially transfer in, and does not count the amount of money and service Nelson contributes through its own routes outside of the RDCK funded services. Similarly, the higher service levels in Areas E, F, and H are not well reflected in prior models.

This model attempts to impose some constraints on how much change in funding proportion each partner pays by assigning fixed percentages to Nelson and Areas E, F, and J. The remainder of costs are assigned to other municipalities using a base fee, population, and ridership.

This model provides the most similar cost allocation to the existing model, but still provides additional transparency into how costs are allocated. The fixed proportions for Nelson and Areas E, F, and J are illustrative and can be negotiated between partners.

5.0 Transit Funding Options

Potential Cost Sharing Model 5: Hybrid Model

This model attempts to act as a hybrid between the current funding models and a unified service area model. By keeping multiple service areas, costs can be neatly contained and various factors can be used to best account for costs within those service areas.

This model would maintain the S237 Castlegar and Area Service as it is currently in effect. By combining the S238 North Shore Slokan Valley and S239 Kootenay West Paratransit Services the boundaries of the services operated by City of Nelson would more nearly align with the transit service area, allowing for a less complex funding split. This would work best by creating tiers of service and applying allocation factors within each tier. Proposed tiers and allocation methods are shown at right.

The paratransit allocation is suggested to be based on the proportion of hours each route contributes to the total cost. Each jurisdiction served by the route, other than City of Nelson, would equally split the cost of those routes. This method allocates costs to communities that receive service and accounts for the time required to operate the route and the number of trips provided.

As service levels increase at different rates between the service types the costs are clearly allocated to the areas receiving benefits. Should inter-regional service (e.g. to Kelowna) be added, there is a clear framework to layer on additional service types.

Service	Routes Included	Proposed Apportionment factors
Castlegar and Area	Castlegar and area: 31, 32, 33, 34, 35, 36, 38, Kootenay Boundary Custom	• 42.5% Conventional opportunity • 42.5% Conventional mileage • 15% Custom population
Kootenay West Fixed Route and Paratransit	Regional connectors: 99	• 100% Population-based allocation for current S239 KWP service area (including Nelson and Castlegar)
	Fixed routes: 10, 14, 15, 20	• 100% Ridership-based allocation
	Paratransit and Health Connections: 51, 52, 53, 57, 58, 72, 74, 76	• Hours-based split - each municipality/Area along a route equally splits the hours involved in providing the service (except City of Nelson). For example, BC Transit could provide all hours for paratransit services. If Route 58 Kaslo-Argenta represented 10% of all hours in this tier, Kaslo and Area D would equally split the 10% and each pay 5% of total costs (plus their share for other routes).

5.0 Transit Funding Options

Considerations

Based on developing these models the following considerations emerged when they were applied to the specifics of the Regional District of Central Kootenay:

- **Population** – This factor works well if considering the RDCK without the City of Nelson. Nelson contains 23% of the population of the RDCK. However, the City of Nelson's transit services are paid for through separate means and are not included in the RDCK's transit funding requirements. This factor can lead to Nelson paying a disproportionate share of costs compared to the costs to deliver transit throughout the RDCK when applied to all costs.
- **Ridership** – This factor weights costs heavily towards Nelson, Castlegar, and Area J. Services in these areas carry more riders, but are not necessarily responsible for the same share of costs that ridership allocation would suggest. With shorter routes, these services carry riders for much less cost than longer distance routes that carry fewer passengers.
- **Transit opportunity** – This metric does not capture the actual opportunity provided for paratransit services, custom services. In the S237 Castlegar and Area Service, this method works well, but at the regional scale the more urban areas receive nearly all of the costs based on the number of stops and population densities.

- **Mileage, Hours, of Number of Trips** – Each of these factors attempts to use distance, time, or frequency to approximate the cost of transit to an area. Each of them provides distinct drawbacks when applied to the diverse services in the RDCK. Mileage is shown in models because it is in use in S237 Castlegar and Area, however, it is not effective at spreading costs based on benefits on longer routes throughout the RDCK.
- **Maximum cost assignment** – This method tries to correct for areas that do not work well with certain allocation factors. In particular, Nelson and Areas E, F, and J could benefit from a negotiated percentage based if a District-wide service area were to be implemented.
- **Hybrid model** – The RDCK may wish to keep certain aspects of the current funding model while benefiting from changes. A hybrid model can offer some additional simplicity and transparency, while continuing to ensure costs for services are isolated to areas that receive benefits. This allows for different methods to be used to allocate costs where they make the most sense. Additionally, a workable cost allocation framework is in place if inter-regional (e.g. to Kelowna) services are developed.

6.0 Recommendations

Recommendations

1. **RDCK Directors should initiate a conversation about how transit funding can be simplified.** Consolidating some or all of the existing service areas will reduce complexity and improve understanding of how different areas of the District pay into transit services.
2. **New funding models should explicitly state how cost allocation is arrived at.** Funding bylaws that explicitly state how costs should be allocated will allow staff to keep funding percentages up to date as the system evolves. This also increases transparency for residents of the District and allows the community to better understand the benefits they are paying for.
3. **Any new funding models should use multiple factors to allocate costs.** The example models demonstrated the diverse service area characteristics (size of Areas and municipalities, variations in population density, type of service deployed) make it impossible to select a single funding factor that works as a proxy for the benefits received by transit.
4. **Based on expressed values, Potential Models 4 and 5 provide the greatest benefits.** Directors should discuss the trade-offs of implementing a single service area model or a hybrid model between the single service area and the existing model. Both models would provide a simpler link between transit costs and benefits received compared to the current model.



West Transit Services Committee Report

April 15, 2025

Transit Cost Apportionment

Author:	Tom Dool, Research Analyst
File Reference:	15/8020
Electoral Area/Municipality:	Castlegar, Kaslo, Nakusp, New Denver, Salmo, Silverton, Slocan, Area A, Area D, Area E, Area F, Area G, Area H, Area I, and Area J
Services Impacted	S237 Castlegar & Area Transit, S238 North Shore – Slocan Valley Transit, S239 Kootenay Lake West Transit

1.0 STAFF RECOMMENDATION

That the Committee recommend staff prepare an amending bylaw for Electoral Areas E & F and Slocan Valley Transit Local Service Area Establishment Bylaw 1415, 2000 to

1. Remove the Village of Slocan from the service;
2. Replace the current method of apportionment with the proposed multi-factorial method described in Section 4.1 of the April 15, 2025 Transit Cost Apportionment Committee Report; and
3. Limit the apportionment of costs to the land and Improvements annexed by the City of Nelson and now referred to as Old E, Old F, and Old H.

That the Committee recommend staff prepare an amending bylaw for Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005 to

1. Add the proposed multi-factorial apportionment method described in Section 4.1 of the April 15, 2025 Transit Cost Apportionment Committee Report;
2. Update the apportionment percentages within the bylaw to reflect the application of the proposed multi-factorial apportionment method described in Section 4.1 of the April 15, 2025 Transit Cost Apportionment Committee Report to current transit service levels.

2.0 BACKGROUND/HISTORY

In 2019 the Board directed staff to work with BC Transit to develop Transit Future Service Plans (TFSPs) for West Kootenay and Creston Valley Transit.

In 2020, to implement some of the service level changes described in the TFSPs the Board directed staff to review the apportionment of transit costs for Creston Valley Transit and West Kootenay Transit. The consensus of the Board was that transit funding apportionment did not provide a clear link between services levels and requisition amounts leaving service participants unclear about what components of the overall service they were funding. This uncertainty resulted in reluctance to make further investment in public transit despite considerable public pressure to do so.

Staff developed a criteria-based apportionment method that used weighted quantitative criteria to apportion costs. Criteria considered in the method included

- **“Base Cost”** the equally distributed annual administrative cost of transit network membership.
- **“Transit Opportunity”** the population within 400m of a bus stop multiplied by the number of times a bus stops at that location on an annual basis.
- **“Annual Mileage”** the number of annual transit kilometers required to provide service.
- **“Actual Assessed Value”** the Actual Assessed Hospital Value as defined annually by BC Assessment

The Board agreed to the use of criteria based apportionment for Service S234 Creston Valley Transit, in 2020, and Service S237 Castlegar and Area Transit in 2021. It should be noted that there are substantial similarities between these services.

- a single municipality with two or three rural electoral areas immediately adjacent to it;
- most transit operations occur within, and are funded by, the municipality;
- rural transit operations bring people into the municipal area for services;
- use predominantly by residents who have no access to a personal vehicle; and
- transit includes both custom and conventional services.

Staff were unable to facilitate a process that resulted in criteria-based apportionment percentages for Service S238 North Shore – Slocan Valley Transit and S239 Kootenay Lake West. Service participants agreed with the process of reapportionment and the use of criteria. However, consensus on the weightings of criteria could not be reached due to

- lack of venue for fulsome discussion due to the General Board Meeting format;
- complex service establishment bylaws and existing apportionment;
- different public transit requirements of service participants; and
- economic disparity between service participants.

In 2023 the Board recognized the need for transit funding service governance, in part, to facilitate improvements in the apportionment of transit costs. The West Transit Services Committee was established to consider matters related to transit funding for services S237 Transit Castlegar and Area, S238 Transit Slocan Valley North Shore, and S239 Transit Kootenay Lake.

The Board then applied for and received funding from the Economic Trust of the Southern Interior to fund a study to establish the public transit values held by service transit funding service participants and to propose options for the apportionment of transit funding costs based on those values.

The contract for the study was awarded to Watt Consulting in January of 2024. Watt Consulting conducted a long form interview with 16 Board members to establish what values were consistent across interviewed Elected Officials and where there were incongruities regarding the value and purpose of public transit. The results of this study, The RDCK Transit Values and Cost Apportionment Study (See Attachment D), were presented at the January 10th West Transit Services Committee meeting.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The current method of apportioning the costs of public transit, for Service S238 North Shore Slocan Valley Transit and S239 Kootenay Lake West, is poorly supported by current data, difficult to understand and apply, and was established prior to current strategic planning documents and recent improvements to governance for transit funding services.

Attempts to implement criteria-based apportionment for Service S238 North Shore Slocan Valley Transit and S239 Kootenay Lake West have been unsuccessful. These services are more complex in terms of participation and service levels than S234 Creston Valley Transit and S237 Castlegar and Area Transit.

To address the complexity and resulting need for discussion the Board established the West Transit Services Committee as a forum for these matters. The West Transit Services Committee, to ensure productive discussion, commissioned a study for the establishment of transit-based themes or values that to apply as it considers service levels and the associated apportionment of costs moving forward.

Transit service values or themes identified by Watt Consulting through engagement with service participants include:

Transit is a social service. There is a consensus that in transit is a social service that connects people who are unable to drive to medical appointments, commercial, social, and educational services.

Transit should be frequent and reliable. It is generally agreed among service participants that transit service levels require a degree of frequency to ensure access to medical, social, commercial, and educational services. Service levels should be adhered to reliably to ensure ridership is not stranded.

Transit service levels should be evaluated in quantitative and qualitative terms. Ridership is the most important quantitative measure of success regarding service levels. Ridership outcomes are an important qualitative measure that helps service participants understand the value of transit services in the community.

The apportionment of transit service costs should be transparent, equitable, and assigned by an agreed to formula. The total cost of transit is important but so is the cost to each community.

Those who benefit from transit should bear the cost of providing the service. However, the service should remain affordable and accessible, in particular, to those who face the highest barriers to accessing the service.

To ensure the financial and social impacts of any proposed service level change are aligned with the intent of Committee, the Committee may recommend a values-based apportionment method that addresses changing service levels while assigning costs in a transparent and agreed to fashion. The Committee may consider the following recommendations made by Watt Consulting, in its consideration of apportionment methods.

Transit funding methods should be simplified and documented. The complexity and lack of documentation of the current funding model, for services S238 and S239, results in an inability to understand the fiscal impact of changing service levels. A consolidation of some or all operations into fewer transit funding services may improve transparency.

New funding models should explicitly state how cost allocation is arrived at. The new funding models developed for services S238 and S239 should explicitly state how costs will be allocated and result in method that enables staff to keep funding percentages up to date, participants to understand the link between service levels and costs, and ensure that the public at large understands the Regional District investment in public transit.

New funding models should adopt a multifactorial approach to the allocations of transit costs. There is no one factor that works as a proxy for the benefits realized by the public transit system. As well, the operations funded by S238 and S239 include long conventional routes, small community routes, custom transit, health connections, and paratransit services. Each of these operations needs to be evaluated using different values and factors.

3.1 Alignment to Board Strategic Plan

The Boards efforts to ensure an equitable distribution of transit costs demonstrates a commitment to the prudent management of public assets.

3.2 Legislative Considerations

None at this time.

3.3 What Are the Risks

Barrier to changing transit service levels. There is no documentation supporting the apportionment methods applied to Services S238 and S239. When a participant proposes a service level change staff do not have a model to determine how transit service costs will be affected, making service level changes very difficult to implement.

Service Level and Investment Inequities. There is no means to link investments made in transit services by service participants and the resulting transit service levels. A comparison of service levels and investment, by participants, suggests that achieving comparable service levels requires inconsistent amounts of investment.

Loss of confidence in public transit as a service. Recent substantial increases in the cost of public transit, the opacity of the current transit funding system, and inability to evaluate current transit services levels have resulted in service participants questioning the value of transit investments.

4.0 PROPOSED SOLUTION

The Hybrid Funding Model, as described by Watt Consulting maintains the criteria apportionment for Service S237 Castlegar and Area and applies a unified service area model to transit operations funded by S238 North Shore Slocan Valley Transit and S239 Kootenay Lake West. A unified service area model is one where all transit operations within the Kootenay West Para 530 and Nelson 555 Operating Areas are funded through one transit funding service.

Service S237 Castlegar and Area Transit, City of Castlegar and Portions of Electoral Areas I and J Transit Service Establishment Amendment Bylaw No. 2708, 2020, and the current apportionment of costs for this service would remain unchanged.

Electoral Areas E & F and Slocan Valley Transit Local Service Area Establishment Bylaw 1415, 2000 would be amended to

- remove the Village of Slocan as a participant;
- limit requisition to Old E, Old F, and Old H; and
- Update the apportionment to ensure Old E, Old F, and Old H are capturing correct funding amounts.

The Village of Slocan would continue to fund the same transit services, but those services would be funded as a participant in Service S239 Kootenay Lake West Transit.

Electoral Areas E, F, and H would remain participants in Service S238, to ensure the continued taxation of Old E, Old F, and Old H as per the arrangements made at the time of annexation by the City of Nelson, however requisitions would be zeroed. Areas E, F, and H would continue to fund the same transit services but fund them through S239 Kootenay Lake West Transit

Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005 would be amended to

- Include the proposed method of apportionment;
- Assign apportionment percentages to service participants based on the application of the proposed apportionment method to current transit service levels.

The committee may choose to direct that staff include a phased approach from current apportionments to proposed apportionments over a specified period of time.

A complete description of the proposed means of apportionment has been included in Section 4.1 Financial Consideration.

With a method for the apportionment decided upon staff can review existing service levels and associated costs and make recommendations based on agreed to transit values/themes, quantitative measures including ridership, and Transit Future Service Plan and related strategic documents. Based on the proposed option for apportionment staff expect to have a set of recommendations ready for consideration by June 2025.

Agreed upon service level changes must be submitted to BC Transit for consideration by planning staff and operating partners. The transit system is a network. Changes to any part of the network may result in considerable operational impacts throughout. Insight into those impacts requires analysis by both operations service providers and BC Transit planners. The committee should be aware that proposed changes to service levels may require a multi-year approach.

Staff expect to have a finalized set of amendments prepared for Committee consideration by September of 2025. The amendments would include a table of phased apportionment percentages over a 5-year period taking into account

- the agreed to apportionment method;
- a phased approach from the old apportionment to the new one; and
- service level changes as planned over the 5-year period.

4.1 Financial Considerations of the Proposed Solution

The proposed apportionment method is based on the Hybrid Model as recommended by Watt Consulting. This model makes the following assumptions.

1. The Criteria Based Apportionment applied to S237 Castlegar and Area Transit is well suited to the task and delivers and equitable distribution of transit costs. All transit service hours and costs associated with Castlegar and Area Transit S237 by the operation of the KB520 and KB525 BC Transit operating areas are excluded from this analysis.
2. The City of Nelson funds and operates a municipal public transportation system. The City of Nelson's participation in Regional Transit is limited to funding #99 Regional Connector and HandiDart services within the City of Nelson.
3. The costs of operating the #99 Kootenay Connector is distributed among local government partners based on population with IHA Health Connections funding 500 hours of service.
4. The cost of operating conventional transit service routes including
 - a. #10 North Shore
 - b. #14 Blewett
 - c. #15 Perrier
 - d. #20 Slocan Valleyis distributed by ridership allocation. Ridership is determined through boarding and alighting sample data at select locations by either electronic fare products or observations by the transit operator.
5. The cost of Paratransit Routes including
 - a. #51 Nakusp Hot Springs
 - b. #52 Nakusp to Playmor
 - c. #53 Nakusp to Edgewood
 - d. #57 Kaslo Local
 - e. #58 Kaslo to Argenta
 - f. Nelson handiDart Services

Is distributed evenly among route participants based on operating hours. For example, the #52 Nakusp To Edgewood requires 255 operating hours. With the Village of Nakusp paying half and Electoral Area K paying half.

6. The cost of Health Connections Routes including

- a. #72 Salmo to Nelson
- b. #74 Nakusp to Nelson
- c. #76 Nakusp to Nelson

Is distributed evenly among route participants and IHA based on operating hours. For example, the #72 Salmo to Nelson Health Connection would be funded equally by Health Connections, The Village of Salmo, and Area G.

To translate distributions based on population, ridership, and operating hours into a percentage of the overall cost of transit the distributions of population and ridership were then used to split the operating hours needed to provide the service. Operating hours were then tallied for each service participant and used as a proxy for cost.

For example, the Kootenay Connector #99 requires 3160 operating hours annually. The City of Nelson has 23% of the Regional Population. After the 500 hours funded by IHA there are 2663 operating hours distributed to Local Government Partners. The City of Nelson funds 23% of those or 612 hours.

Figure 1 compares the current distribution of transit costs, at current service levels, based on the apportionments in Services S238 & S239 to the proposed apportionment.

Figure 1. Comparison of Transit Apportionment Costs

Participant	Current Apportionment S238 & S239	Proposed Apportionment
City of Castlegar	3.5%	3.2%
Village of Kaslo	1.7%	2.8%
Village of Nakusp	5.2%	2.8%
City of Nelson	8.3%	9.2%
Village of New Denver	1.8%	1.0%
Village of Salmo	0.4%	2.1%
Village of Silverton	1.4%	0.9%
Village of Slocan	2.3%	3.6%
Area A Def	0.7%	0.2%
Area D	3.5%	3.6%
Area E	22.4%	21.0%
Area E (Old)	0.2%	0.0%
Area F	21.2%	21.0%
Area F (Old)	1.0%	0.0%
Area G	1.3%	2.3%
Area H	20.6%	21.0%
Area H (Old)	0.5%	0.0%
Area I	0.8%	1.0%

Area J	1.0%	1.4%
Area K	1.9%	2.4%
Total	100.0%	100.0%

Because there is no documented logic for the existing apportionment method, there can be no analysis of why costs would change from the existing method to the proposed one. Should the committee choose to proceed with the proposed method it should be noted that a 4-year transition period from existing apportionment amounts to proposed amounts would be implemented to allow for changes to service levels and reduce the impact of taxation increases.

4.2 Risks with the Proposed Solution

The proposed solution requires active engagement on the part of the West Transit Service Committee to ensure alignment between transit funding levels and the Committee's transit values or themes. Failure to consider the values regularly will risk apportionments and funding levels that will not align with the Committee's goals.

The loss of service participants risks a redistribution of the costs associated with the #99. Because distribution is based on population potential percentage increases may affect some participants more than others.

Health Connections funding has been frozen since 2021. It is scheduled to increase by 5% a year starting in 2026. The proposed 5% will not keep up with increases in operating costs for public transit services. Local government will continue to fund a larger percentage of the cost of Health Connections routes on an annual basis. To ensure an equitable distribution of Health Connections funding the committee should committee to a schedule review of transit apportionment.

Substantial changes in ridership patterns could redistribute the costs associated with fixed routes. Staff should report regularly on these routes and ensure that the Committee is aware of how ridership may affect apportionment in the future.

4.3 Resource Allocation and Workplan Impact

The Board has assigned the Regional District Research Analyst to aid the Committee in their deliberations on the matter.

At the discretion of the Committee and the Board staff anticipate presenting a bylaw for consideration by the Board in October of 2025.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The Committee is authorized, by the Board, to examine apportionments and transit service levels. As a part of that examination the Committee may direct staff to engage the Rural Mobility Working Group and consult with community stakeholders through that group to assess the impact of service level changes on transit ridership and the community.

Should the Board choose to adopt the proposed method of apportionment it would be allowed to do so by consenting participant. An Alternative Approval Process or Assent Vote and the associated community engagement would not be needed.

4.5 Leveraging Technology

The proposed solution uses newly implemented passenger counter and electronic fare collection technology installed on West Kootenay Transit buses. This technology will enable a better understanding of ridership patterns and the impact of transit investments.

4.5 Measuring Success

Staff propose the following as milestones on a critical path to success.

April 2025

- West Transit Services Committee recommends a method of apportionment and proposed changes to service establishment bylaws for transit funding services S238 and S239.
- The Board directs staff to prepare the recommended bylaw amendments.

June, 2025

- West Transit Services Committee receives the proposed amendments that include the new apportionment method applied to current service levels.
- The Board directs staff to examine service levels and make recommendations.

Oct, 2025

- The West Transit Service Committee receives proposed amendments that include the new apportionment methods applied to year 1 service level changes.
- The gives 3 readings to proposed amendments. Amendments are sent to the Local Government Inspector.

Dec 2025

- That Board adopts proposed amendments.

The success of the proposed solution will be evaluated in the context of the transit values/themes identified by the Service Participants.

1. Do transit service participants understand the logic of the proposed solution as applied to the apportionment of transit service costs? There is no understanding of the logic behind the current apportionment of transit service costs for Service S238 and S239.
2. Do service participants consider the proposed solution an equitable means of apportioning the cost of transit services? Service participants currently do not feel that the current apportionment of transit costs is equitable.
3. Can service participants understand the financial and social implications of proposed service level changes? There is currently no method for apportioning the costs associated with service level changes for Service S239 and the current method for S238 is obscure.
4. Does the proposed solution reduce administrative overhead and simplify the budgetary process? The current method is overly complex and results in additional administrative burden.

5.0 ALTERNATIVE SOLUTION(S)

The alternative solution, while similar to the proposed solution, adopts the current distribution of transit costs as described in the 2025 Fiver Year Financial Plans for service S237 and S238 as a funding baseline and implements the previously described hybrid model for any changes to service levels moving forward. The current distribution of transit service costs is described in the first column of Table 1 in this report referred to as Current Apportionment S238 & S239.

There was a methodology developed for the current apportionment of costs for service S238 and S239. While that methodology is not understood it reflected the values and transit goals of the developers. There has been no

substantive increase in operating hours since services were combined to create West Kootenay Transit, in 2013. The Committee may consider the current distribution of costs as an adequate starting point reflective of the values of the past and apply newly defined values, and a corresponding apportionment method, to service level changes moving forward.

The alternative method requires the same proposed amendments to the service establishment bylaws for S238 and S239 described in the proposed method approach. However, the distribution of costs in the proposed amendment, prior to approved service level changes, would be the current distribution described in the Current Apportionment S238 & S239 column of Table 1 as opposed to the Proposed Apportionment S238 column.

5.1 Financial Considerations of the Alternative Solution(s)

The alternative method does not address existing inequities in the current distribution of transit costs.

This method does not require a redistribution of existing costs, only those costs resulting from transit service level changes moving forward.

5.2 Risks with the Alternative Solution(s)

Underlying inequities will remain.

5.3 Resource Allocation and Workplan Impact

The alternative solution does not require the committee to consider the apportionment of current transit costs.

5.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The same as the proposed solution.

5.5 Measuring Success

The same as the proposed solution.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

In the Transit Values and Cost Apportionment Study Watt Consulting recommended the Committee consider either the Hybrid Model, which staff have identified as the proposed option, or a criteria-based model based on maximum cost, base fee, mileage, and ridership. The proposed criteria-based model resembles the criteria-based model the Board declined to implement in 2020. While this model has merit it, like the previously proposed criteria-based model, it does not adequately address the concerns of the Board raised in 2020. Staff do not recommend this alternative as a workable solution.

7.0 OPTIONS SUMMARY

Proposed Option Recommendations:

That the Committee recommend staff prepare an amending bylaw for Electoral Areas E & F and Slocan Valley Transit Local Service Area Establishment Bylaw 1415, 2000 to

1. Remove the Village of Slocan from the service;
2. Replace the current method of apportionment with the proposed multi-factorial method described in Section 4.1 of the April 15, 2025 Transit Cost Apportionment Committee Report; and
3. Limit the apportionment of costs to the land and Improvements annexed by the City of Nelson and now referred to as Old E, Old F, and Old H.

That the Committee recommend staff prepare an amending bylaw for Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005 to

1. Add the proposed multi-factorial apportionment method described in Section 4.1 of the April 15, 2025 Transit Cost Apportionment Committee Report;
2. Update the apportionment percentages within the bylaw to reflect the application of the proposed multi-factorial apportionment method described in Section 4.1 of the April 15, 2025 Transit Cost Apportionment Committee Report to current transit service levels.

Alternative Option Recommendations:

That the Committee recommend staff prepare an amending bylaw for Electoral Areas E & F and Slocan Valley Transit Local Service Area Establishment Bylaw 1415, 2000 to

1. Remove the Village of Slocan from the service;
2. Replace the current method of apportionment with the proposed multi-factorial method described in Section 4.1 of the April 15, 2025 Transit Cost Apportionment Committee Report; and
3. Limit the apportionment of costs to the land and Improvements annexed by the City of Nelson and now referred to as Old E, Old F, and Old H.

That the Committee recommend staff prepare an amending bylaw for Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005 to

1. Add the proposed multi-factorial apportionment method described in Section 4.1 of the April 15, 2025 Transit Cost Apportionment Committee Report;
2. Update the apportionment percentages within the bylaw to reflect the current distribution of transit costs within Service S238 & Service S239.

Respectfully submitted,
Tom Dool, Research Analyst

CONCURRENCE

Corporate Officer – Mike Morrison

ATTACHMENTS:

Attachment A – Electoral Areas E & F and Slocan Valley Transit Local Service Area Establishment Bylaw 1415, 2000

Attachment B – Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005

Attachment C - City of Castlegar and Portions of Electoral Areas I and J Transit Service Establishment Amendment Bylaw No. 2708, 2021

Attachment D - The RDCK Transit Values and Cost Apportionment Study

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3036

A Bylaw to amend Kootenay Lake West Transit Service Establishment
Bylaw 1783,2005 for the purpose of changing the method of
apportionment

WHEREAS the regional district may, by bylaw, establish a service under the provisions of the *Local Government Act*;

AND WHEREAS the Board of the Regional District of Central Kootenay has established the Kootenay Lake West Transit Service by Bylaw 1783, being the Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005, as amended;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to further amend Bylaw 1783 to update the method of apportionment;

AND WHEREAS pursuant of the *Local Government Act* participating area approval has been obtained by consent of 2/3 of the service participants.

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

- 1 Kootenay Lake West Transit Service Establishment Bylaw No 1783, 2005 as amended, is hereby further amended as follows:
- 2 Section 5 shall be deleted in its entirety and replaced with the following:
 - (1) The maximum amount of money that may be requisitioned annually shall be \$678,000 or \$0.066/\$1000 of net taxable value of land and improvements within the service area, whichever is greater.
 - (2) The apportionment of costs for the service shall be assigned to service participants as a percentage of the total cost of the service as described below:

5 Year Cost Apportionment

Participant	2025	2026	2027	2028	2029	2030
Castlegar	8.6%	7.9%	7.3%	6.7%	6.1%	5.5%
Kaslo	4.2%	4.5%	4.8%	5.2%	5.5%	5.8%
Nakusp	12.6%	11.2%	9.8%	8.3%	6.9%	5.5%
Nelson	20.2%	20.3%	20.5%	20.7%	20.9%	21.0%
New Denver	4.5%	4.0%	3.6%	3.2%	2.7%	2.3%
Salmo	1.0%	1.6%	2.2%	2.8%	3.4%	4.0%

Silverton	3.4%	3.2%	2.9%	2.7%	2.4%	2.2%
Slocan	0.4%	0.7%	1.0%	1.3%	1.6%	1.9%
Area A Def	1.7%	1.5%	1.3%	1.1%	0.9%	0.8%
Area D	8.5%	8.0%	7.5%	7.0%	6.5%	6.0%
Area E	7.9%	10.4%	12.9%	15.4%	17.9%	20.4%
Area F	7.4%	6.8%	6.1%	5.4%	4.7%	4.1%
Area G	3.2%	3.5%	3.7%	3.9%	4.1%	4.4%
Area H	7.6%	7.2%	6.8%	6.3%	5.9%	5.5%
Area I	1.9%	2.0%	2.1%	2.3%	2.4%	2.6%
Area J	2.5%	2.7%	2.9%	3.1%	3.3%	3.5%
Area K	4.6%	4.6%	4.6%	4.6%	4.6%	4.6%

- 3 This Bylaw may be cited as **"Kootenay Lake West Transit Establishment Amendment Bylaw No. 3036, 2025."**

READ A FIRST TIME this _____ day of _____, June, 2025.

READ A SECOND TIME this 1 _____ day of _____, June, 2025.

READ A THIRD TIME this _____ day of _____, June, 2025.

I hereby certify that this is a true and correct copy of the **"Kootenay Lake West Transit Establishment Amending Bylaw No. 3036, 2025"** as read a third time by the Regional District of Central Kootenay Board on the _____ day of _____, 20XX.

Mike Morrison, Corporate Officer

APPROVE by the Inspector of Municipalities on the _____ day of _____, 2025.

ADOPTED this _____ day of _____, 2025.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2707

A Bylaw to amend Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw", by increasing the annual requisition limit.

WHEREAS the Board of the Regional District of Central Kootenay established a service for the purpose of providing public transit by adopting *Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005*, as amended;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to further amend Bylaw No 1783 to increase the maximum annual allowable requisition limit for the service;

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

ANNUAL REQUISITION

- 1 Section 4 is deleted in its entirety and the following substituted therefore:

The maximum amount of money that may be requisitioned annually shall be \$678,000 or \$0.066/\$1,000 of net taxable value of land and improvements within the service area, whichever is greater.

CITATION

- 2 This Bylaw may be cited as "Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2021".

READ A FIRST TIME this	20 th	day of	February, 2020.
READ A SECOND TIME this	20 th	day of	February, 2020.
READ A THIRD TIME this	20 th	day of	February, 2020.
THIRD READING RESCINDED	23 rd	day of	September, 2021
REREAD A THIRD TIME this	23 rd	day of	September, 2021

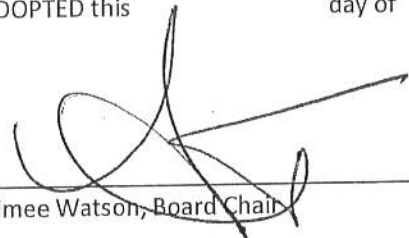
I hereby certify that this is a true and correct copy of the as "Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2021" as read a third time by the Regional District of Central Kootenay Board on the 23rd day of September, 2021.


Mike Morrison, Corporate Officer

APPROVED by the Inspector of Municipalities on the day of , 2021.

ASSENT RECEIVED as per the *Local Government Act – Consent on behalf of participating area.*

ADOPTED this day of , 2021.


Aimee Watson, Board Chair


Mike Morrison, Corporate Officer

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 2354

A Bylaw to amend Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw" to expand and integrate transit services provided by the service

WHEREAS a service has been established by the Regional District of Central Kootenay by Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005", as amended;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to further amend Bylaw No. 1783 to expand and integrate the transit services provided, by including the Nelson Paratransit, Nakusp Paratransit and the Kaslo Paratransit transit services;

AND WHEREAS, pursuant to the *Local Government Act*, consent has been received from at least two-thirds of the participants to amend Bylaw No. 1783.

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

1. Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005", as amended, is hereby amended as follows:

- (1) Section 3 is hereby deleted in its entirety and replaced with the following:

The annual cost of providing this service shall be recovered by one or more of the following:

- a) Property value taxes imposed in accordance with Division 4.3 of the *Local Government Act*
 - b) Parcel taxes imposed in accordance with Division 4.3 of the *Local Government Act*
 - c) Fees and charges imposed under Section 363 of the *Local Government Act*
 - d) Revenues raised by other means authorized under this or another Act
 - e) Revenues received by way of agreement, enterprise, gift, grant or otherwise

- (2) Section 4 is hereby deleted in its entirety and replaced with the following:

The amount of monies that may be requisitioned annually in support of the service shall be the greater of \$350,000 or an amount that equals the amount raised by applying property value tax of \$0.048/\$1,000 to the net taxable value of land and improvements in the service area.

The annual costs of providing the service shall be apportioned among the participating areas on the basis of:

City of Castlegar	8.55%
Village of Kaslo	4.18%
Village of Nakusp	12.60%
City of Nelson	20.15%
Village of New Denver	4.47%
Village of Salmo	0.97%
Village of Silverton	3.40%
Village of Slocan	0.44%
Electoral Area A (part)	1.71%
Electoral Area D	8.47%
Electoral Area E	7.86%
Electoral Area F	7.43%
Electoral Area G	3.22%
Electoral Area H	7.60%
Electoral Area I	1.85%
Electoral Area J	2.52%
Electoral Area K	4.58%

2. This Bylaw may be cited as the **"Kootenay Lake West Transit Service Amendment Bylaw No. 2354, 2013"**.

READ A FIRST TIME this 12th day of December, 2013.

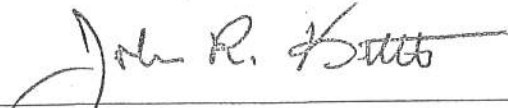
READ A SECOND TIME this 12th day of December, 2013.

READ A THIRD TIME this 12th day of December, 2013.

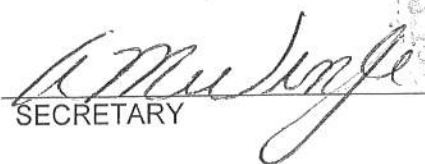
ELECTOR APPROVAL obtained in the participating area pursuant to Sections 801.4 and 801.5 of the *Local Government Act*.

APPROVED by the Inspector of Municipalities on the 2nd day of April, 2014.

ADOPTED this 17th day of April, 2014.



CHAIR



SECRETARY

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 1794

A Bylaw to amend Bylaw No. 1783, being the
"Kootenay Lake West Transit Service
Establishment Bylaw No. 1783, 2005"

WHEREAS a service has been established by the Regional District of Central Kootenay by Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005";

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to amend Bylaw No. 1783 to expand the service area to include that portion of Electoral Area A included in the West Kootenay Boundary Regional Hospital District;

AND WHEREAS pursuant to section 802(1)(b) of the *Local Government Act*, consent on behalf of the municipal and electoral area electors has been received in accordance with sections 801.4 and 801.5 respectively

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

1. The "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005" is hereby amended as follows:

- (1) Section 1 is hereby deleted and the following is substituted therefore:

"The Regional District hereby establishes within a portion of the District, a service for the purpose of providing transit within the boundaries of the service area shown outlined on the plan attached, titled "Schedule A to Bylaw 1783 (as amended by Bylaw 1794)"

- (2) Section 2 is hereby deleted and the following is substituted therefore:

"The participating areas in the service established under Section 1 of this bylaw, include all electoral areas and municipalities on the west side of Kootenay Lake, namely Electoral Areas D, E, F, G, H, I, J and K, that portion of Electoral Area A included in the West Kootenay Boundary Regional Hospital District and the municipalities of Castlegar, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silverton and Slocan."

2. This Bylaw may be cited as the "Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 1794, 2005"

READ A FIRST TIME this 10th day of December, 2005.

READ A SECOND TIME this 10th day of December, 2005.

READ A THIRD TIME this 10th day of December, 2005.

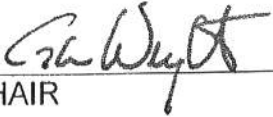
I hereby certify that this is a true and correct copy of the "Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 1794, 2005" as read a third time by the Regional District of Central Kootenay Board on the 10th day of December, 2005.

SECRETARY

CONSENTED to on behalf of the Electors in the Kootenay Lake West Transit Service Area in accordance with Section 802(1)(b).

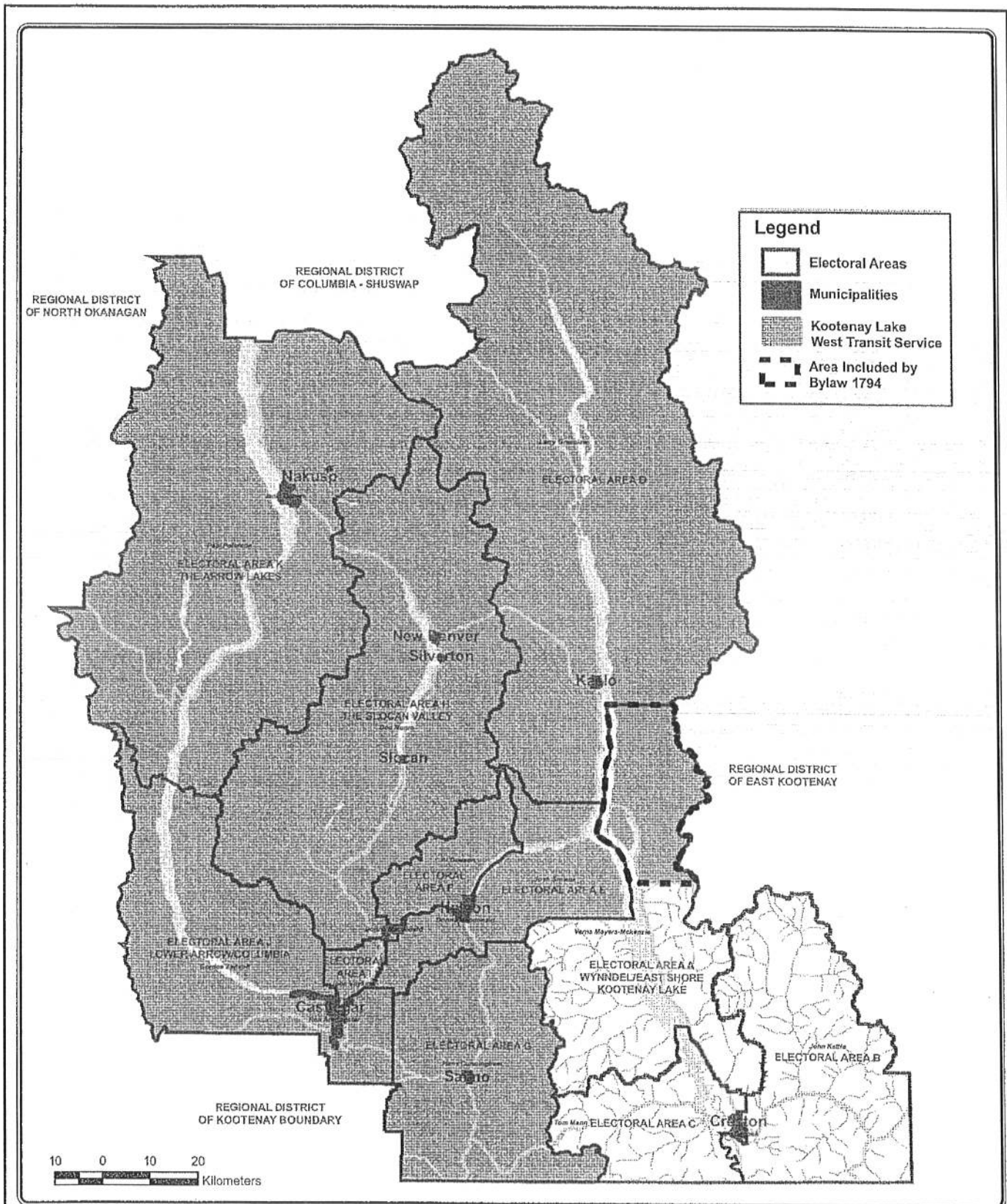
APPROVED by the Inspector of Municipalities on the 30th day of March, 2006.

ADOPTED this 22nd day of April, 2006.


CHAIR


SECRETARY





Regional District of Central Kootenay
 Box 690, 202 Lakeside Drive, Nelson, BC V1L 6R4
 Phone: (250) 352-6655
 Toll-Free 1-800-268-7325 (BC)
 Fax: (250) 352-9300 Internet: www.rdck.bc.ca

**REGIONAL DISTRICT OF CENTRAL KOOTENAY
 SCHEDULE 'A'
 BYLAW NO. 1783
 AS AMENDED BY BYLAW 1794**



December 1, 2005

REGIONAL DISTRICT OF CENTRAL KOOTENAY

BYLAW NO. 1783

A bylaw to establish a transit service for all electoral areas and municipalities on the west side of Kootenay Lake

WHEREAS, a regional district may, by bylaw, establish and operate a service under the provisions of Part 24 of the *Local Government Act*;

AND WHEREAS the Board of the Regional District of Central Kootenay wishes to establish a service for the purpose of providing transit to a portion of the Regional District including all electoral areas and municipalities on the west side of Kootenay Lake, namely Electoral Areas D, E, F, G, H, I, J and K and the municipalities of Castlegar, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silverton and Slocan;

AND WHEREAS pursuant to Section 801(2)(b) of the *Local Government Act*, the approval of the electors within the participating area has been obtained in accordance with Section 801.3;

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

1. The Regional District hereby establishes within a portion of District, a service for the purpose of providing transit within the boundaries of the service area shown outlined on the plan attached, as Schedule A, to this bylaw and known as the "Kootenay Lake West Transit Service Area".
2. The participating areas in the service established under Section 1 of this bylaw, include all electoral areas and municipalities on the west side of Kootenay Lake, namely Electoral Areas D, E, F, G, H, I, J and K and the municipalities of Castlegar, Kaslo, Nakusp, Nelson, New Denver, Salmo, Silverton and Slocan
3. The annual cost of providing this service shall be recovered by a property value tax to be imposed in the manner provided by Section 803 (1) (a) of the *Local Government Act*.
4. The maximum amount of money that may be requisitioned annually to be collected by means of a property value tax under Sections 805 and 806 shall not exceed the greater of \$81,000 or \$.024 per \$1,000 of the net taxable value of land and improvements within the service area.

5. This bylaw may be cited as the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005".

READ A FIRST TIME this 24th day of September , 2005.

READ A SECOND TIME this 24th day of September , 2005.

READ A THIRD TIME this 24th day of September , 2005.

I hereby certify that this is a true and correct copy of the "Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005" as read a third time by the Regional District of Central Kootenay Board on the 24th day of September, 2005.

SECRETARY

APPROVED by the Inspector of Municipalities the 13th day of October, 2005.

ELECTOR ASSENT obtained in those areas participating in the service pursuant to Section 801.3 of the *Local Government Act*.

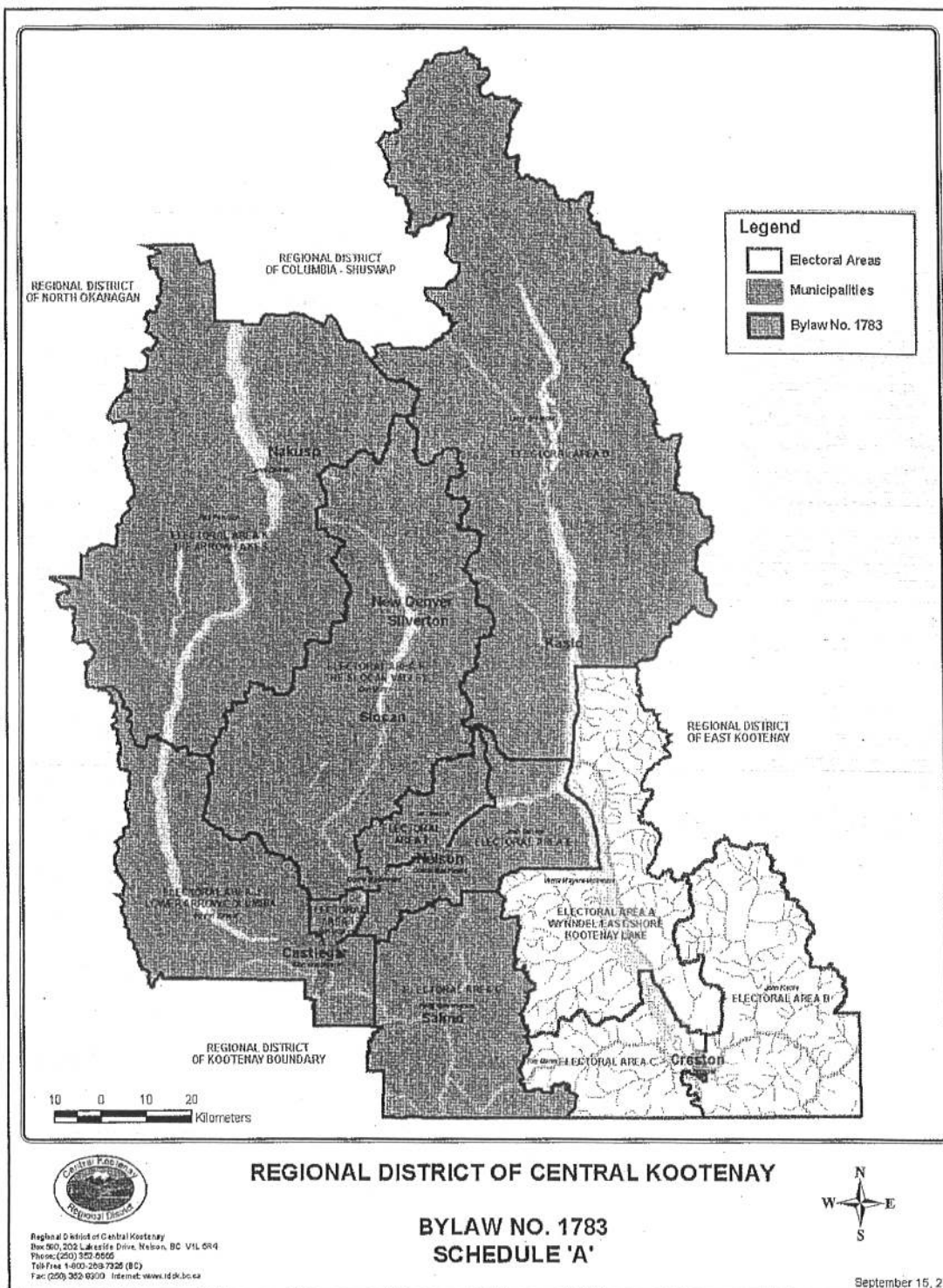
ADOPTED this 10th day of December , 2005.



Chair



Secretary



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 3036

A Bylaw to amend Kootenay Lake West Transit Service Establishment Bylaw 1783,2005
for the purpose of changing the method of apportionment.

WHEREAS the regional district may, by bylaw, establish a service under the provisions of the *Local Government Act*;

AND WHEREAS the Board of the Regional District of Central Kootenay has established the Kootenay Lake West Transit Service by bylaw, being the Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005, as amended;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to further amend Bylaw 1783 to update the method of apportionment;

AND WHEREAS pursuant of the *Local Government Act* participating area approval has been obtained by consent of 2/3 of the service participants.

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

- 1 Kootenay Lake West Transit Service Establishment Bylaw No 1783, 2005 as amended, is hereby further amended as follows:
- 2 Section 5 of Bylaw No. 1783 shall be deleted in its entirety and replaced with the following:
 - (1) The maximum amount of money that may be requisitioned annually shall be \$678,000 or \$0.066/\$1000 of net taxable value of land and improvements within the service area, whichever is greater.
 - (2) The apportionment of costs for the service shall be assigned to service participants as a percentage of the total cost of the service as described below:

5 Year Cost Apportionment

Participant	2025	2026	2027	2028	2029	2030
Castlegar	8.6%	7.9%	7.3%	6.7%	6.1%	5.5%
Kaslo	4.2%	4.5%	4.8%	5.2%	5.5%	5.8%
Nakusp	12.6%	11.2%	9.8%	8.3%	6.9%	5.5%
Nelson	20.2%	20.3%	20.5%	20.7%	20.9%	21.0%
New Denver	4.5%	4.0%	3.6%	3.2%	2.7%	2.3%

Salmo	1.0%	1.6%	2.2%	2.8%	3.4%	4.0%
Silverton	3.4%	3.2%	2.9%	2.7%	2.4%	2.2%
Slocan	0.4%	0.7%	1.0%	1.3%	1.6%	1.9%
Area A Def	1.7%	1.5%	1.3%	1.1%	0.9%	0.8%
Area D	8.5%	8.0%	7.5%	7.0%	6.5%	6.0%
Area E	7.9%	10.4%	12.9%	15.4%	17.9%	20.4%
Area F	7.4%	6.8%	6.1%	5.4%	4.7%	4.1%
Area G	3.2%	3.5%	3.7%	3.9%	4.1%	4.4%
Area H	7.6%	7.2%	6.8%	6.3%	5.9%	5.5%
Area I	1.9%	2.0%	2.1%	2.3%	2.4%	2.6%
Area J	2.5%	2.7%	2.9%	3.1%	3.3%	3.5%
Area K	4.6%	4.6%	4.6%	4.6%	4.6%	4.6%

- 3 This Bylaw may be cited as **"Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2025."**

READ A FIRST TIME this 19th day of June, 2025.

READ A SECOND TIME this 19th day of June, 2025.

READ A THIRD TIME this 18th day of September, 2025.

I hereby certify that this is a true and correct copy of the **"Kootenay Lake West Transit Service Establishment Amendment Bylaw No. 3036, 2025"** as read a third time by the Regional District of Central Kootenay Board on the 18th day of September, 2025.


Mike Morrison, Corporate Officer

ASSENT RECEIVED as per the Local Government Act-consent on behalf of the participating areas.

APPROVE by the Inspector of Municipalities on the _____ day of _____, 2025.

ADOPTED this _____ day of _____, 2025.

Aimee Watson, Board Chair

Mike Morrison, Corporate Officer



The Corporation of the Village of Salmo

P.O. Box 1000
Salmo, British Columbia V0G 1Z0
www.salmo.ca

DATE Nov. 3/25
NO 52 TO Nov. 10/25
VILLAGE OF SALMO
Phone: (250) 357-9633
Fax: (250) 357-9633
Email: info@salmo.ca

Parade Permit Application Form

Authorization Required as per Traffic Bylaw 660

"Parade" means any procession of more than thirty pedestrians or more than ten vehicles or more than ten cycles standing or traveling as a group on any street and shall include a special community event which obstructs movement of traffic on a street but shall not include a funeral procession.

APPLICANT INFORMATION

NAME: Angela Richens	DOB:
STREET ADDRESS: 622 Quartz Ave	
CITY: Salmo	PROVINCE: BC
POSTAL CODE: V0G1Z0	EMAIL: arichens0@gmail.com
PHONE #:	CELL #: 250-512-7657

SECONDARY CONTACT INFORMATION

NAME: Steve MacDonald	DOB:
STREET ADDRESS: 712 Delouren road	
CITY: Salmo	PROVINCE: BC
POSTAL CODE: V0G1Z0	EMAIL: 47352312@telus.net
PHONE #: 250-357-9495	CELL #:

ORGANIZATION INFORMATION

ORGANIZATION NAME: Royal Canadian Legion 217 Salmo & District			
STREET ADDRESS: 303 4th street			
CITY: Salmo	PROVINCE: BC		
POSTAL CODE: V0G1Z0	EMAIL: salmorcl217@telus.net	PHONE #: 250-357-9516	
WEBSITE URL:			

LIABILITY INSURANCE

NAME OF INSURER: Axis Insurance Managers	POLICY NUMBER: 534460217
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EVENT INFORMATION

EVENT NAME: Remembrance Day Service		
TYPE OF EVENT: Parade		
PARADE DATE: Nov. 11, 2024 <u>2025</u>	START TIME: 10:30	END TIME: 11:15
START LOCATION (STREET ADDRESS IF APPLICABLE): 303 4th street		
END LOCATION (STREET ADDRESS IF APPLICABLE): 303 4th street		
NUMBER OF PARTICIPANTS EXPECTED: 20		

Completed forms can be faxed to (250)357-9633 or emailed to info@salmo.ca

Route Description: The parade route description must include the start location with street address or closest intersection, list each street the parade plans to travel upon and the direction of travel, and the end location with street address or closest intersection.

Starting from 303 4th Street, Right Turn onto Baker Ave, Right Turn on to Main Street, Right Turn on to Davies Ave, Right Turn on to 4th Street ending at 303 4th Street

Written permission from the Ministry of Transportation & Infrastructure is included with this application (required when the route is utilizing an arterial highway).

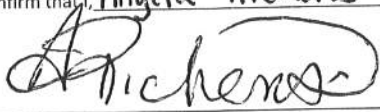
Terms and Conditions of this permit:

1. This permit application must be received by the Chief Administrative Officer a minimum of 2 weeks prior to the Parade Date.
2. This permit is not assignable. The Applicant, and/or Secondary Contact must be present for the duration of the parade, must not consume any alcohol or intoxicants immediately prior to or during the parade, and must be available for contact by cell phone during the parade.
3. Parade participants may only occupy the roadway if Police are present to conduct escort and traffic control, or if the permit specifically authorizes this activity without Police presence.
4. Parade participants must not violate any law, regulation, or by-law.
5. No person may participate in, or continue to participate in any parade where the permit has been withdrawn.
6. Only groups authorized by the Applicant shall be allowed to participate in the procession. It is the responsibility of the Applicant to identify any groups or persons not authorized to participate in the procession.
7. The Applicant will monitor the orderliness and behavior of the parade participants.
8. The procession will follow the timing and route as authorized in the Permit. Participants must move continuously along the route..
9. Prior to the start of the parade, the Applicant will address the event participants and will instruct the group as follows;
 - a. Identify the parade route and termination point.
 - b. Identify which lanes of travel the participants will use, and which lane must be left clear for escort group and emergency access.
 - c. Any additional safety or procedural information the Applicant or Chief Administrative Officer may feel is necessary for a successful event.
10. Should either the applicant or event participants not comply with any of the noted conditions, or any other instructions or conditions conveyed by the Chief Administrative Officer, this permit shall be considered null and void. Should this occur, all participants will be required to cease parade activities. Any non-compliance may result in prosecution.

I confirm that the above information is complete and accurate, and acknowledge that I have read, understood and I agree to abide by all terms and conditions of this permit.

I confirm that, Angela Richens, am an eligible representative of the organization.

X



Signature of Applicant

X

Signature of Organization Representative

X

Chief Administrative Officer

"No person: shall organize or sponsor a parade or special event on any street, unless he first obtains a written permit for such a parade or special event from the CAO/CO and in the event of an arterial highway, written permission from the Ministry." (Traffic bylaw 660 Section 18(1))

Completed forms can be faxed to (250)357-9633 or emailed to info@salmo.ca

TO BE COMPLETED BY THE RCMP AND SALMO FIRE DEPARTMENT

THE APPLICANT AND/OR ORGANIZATION ARE HEREBY GRANTED PERMISSION TO HOLD A PROCESSION ON THE DESIGNATED STREETS AT THE TIME AND DATE AS OUTLINED ABOVE.

THE APPLICANT, HAVING MADE THE NECESSARY APPLICATION IN WRITING AS PROVIDED BY BYLAW 660 OF THE VILLAGE OF SALMO, AGREES TO ABIDE BY ALL TRAFFIC LAWS, REGULATIONS, AND BYLAWS DURING THE PROGRESS OF THE SAID PARADE.

PERMIT #

INCIDENT #

X _____
CHIEF OF POLICE/DESIGNATE SIGNATURE

X _____
NAME OF CHIEF OF POLICE/DESIGNATE

X _____
FIRE CHIEF/DESIGNATE SIGNATURE

X _____
NAME OF FIRE CHIEF/DESIGNATE

DATE Nov. 6/25
NO 53 TO MCC - Nov. 10/25
FILE NO 0230-20
VILLAGE OF SALMO



206 7th Street - P.O. Box 498
Salmo, BC V0G1Z0
Info@svycc.ca 250-357-2320 www.svycc.ca

To:

Mayor and Council
Village of Salmo
423 Davies Avenue
Salmo BC
V0G1Z0

Subject: Request for Village to Act as Flow-Through for Charitable Donation

Dear Mayor and Council,

On behalf of Salmo Valley Youth & Community Centre, I am writing to respectfully request that the Village act as a flow-through for a charitable donation intended to support youth programming in our community.

The funds in question have been offered by Chances Casino in Castlegar who wishes to contribute to the development and delivery of programs for local youth. As SVYCC is not a registered charity, we are seeking the Village's assistance to receive and disburse these funds.

All funds received would be directed exclusively toward youth programming, our enrolment in youth programming has tripled this fall and we are facing increasing prices in groceries & supplies for these programs. Chances Casino in Castlegar has generously offered to donate \$1000 towards offsetting these costs in delivering youth programming.

We greatly appreciate the Village's continued partnership and support for local initiatives that strengthen our community and provide opportunities for youth engagement and growth.

Thank you for your consideration of this request. I would be happy to provide any additional information or documentation that may assist in your review.

Sincerely,

Laura Stavast
Executive Director
Salmo Valley Youth & Community Centre



The Corporation of the Village of Salmo

Request for Decision

Report Date: November 7, 2025
Meeting Date: November 10, 2025
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: SVYCC Roof Replacement

1. **OBJECTIVE**

For Council to approve the roof replacement of the Salmo Valley Youth Community Centre & to approve the potential use of Public Works staff to assist with temporary repairs.

2. **DISCUSSION AND ANALYSIS**

The SVYCC has requested Council approval to move forward with replacing the gymnasium roof that needs a complete replacement. They are also requesting Public Works staff's assistance in providing some help for the temporary fixes. The SVYCC is estimating that it would potentially take approximately 16 hours of assistance from the PW staff. This assistance may not be necessary however until a more complete assessment is done.

Public Works staff has confirmed that the Village can provide temporary assistance requested.

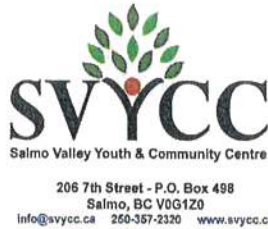
As the SVYCC is hiring a qualified roof inspector, administration does not feel it is necessary to hire a separate engineer to assess the damage. The Village will be completing a thorough building inspection that will be completed by the spring, however due to the wet nature of the winter in Salmo, administration feels that the repair cannot wait for the inspection.

RECOMMENDATION

That Council to approve the roof replacement of the Salmo Valley Youth Community Centre & to approve the potential use of Public Works staff to assist with temporary repairs.

ALTERNATIVES

1. That Council to approve the roof replacement of the Salmo Valley Youth Community Centre.



DATE Nov. 7/25
NO 54 TO Msc - Nov. 10/2
FILE NO 0230-20
VILLAGE OF SALMO

Mayor and Council
Village of Salmo
423 Davis Avenue

Subject: Request for approval of roof replacement and support for interim repairs

Dear Mayor and Council,

On behalf of Salmo Valley Youth & Community Centre, I am writing to request that the Village approve a roof replacement over the gymnasium at SVYCC. We are working with several contractors and under the guidance of a roof consulting company. This is an evolving situation as there is some assessment to be done but at this point, we anticipate being able to cover the existing roof with a torch down product that has an estimated 25-year lifespan. Our initial estimate for this work is \$75,000. We would also like to seek clarification on whether there are other requirements from the Village prior to undertaking the replacement.

As you are aware, this is a time-sensitive matter. Water seepage has already begun to cause deterioration, and the potential for further damage will increase significantly through the upcoming freeze-thaw cycle of winter and spring. To help mitigate additional damage, we would like to request that the Village Works crew support temporary measures such as covering or patching the affected areas of the roof until a permanent repair can be completed.

We are actively seeking funding options to support this project and are exploring options with both the Regional District of Central Kootenay (RDCK) and the Columbia Basin Trust (CBT).

We acknowledge the terms of our lease and are working diligently to address this issue as quickly as possible. We appreciate the Village's ongoing partnership and attention to this matter and look forward to your guidance and approval to move forward.

Sincerely,
Laura Stavast

Executive Director
Salmo Valley Youth & Community Centre
250-357-2320
250-551-4252
laura@svycc.ca

