



AGENDA

Regular Council Meeting

6:00 PM - Tuesday, September 8, 2026

Village of Fruitvale Council Chambers and Zoom Video Conference

Zoom Meeting: <https://us02web.zoom.us/j/3353726693>

Meeting ID: 335 372 6693

1. CALL TO ORDER

Mayor Startup called the meeting to order at 6:00 PM.

2. LAND ACKNOWLEDGEMENT

In the spirit of respect, truth and reconciliation, we honour and thank the Indigenous Peoples on whose traditional and unceded lands we operate.

3. ADOPTION OF AGENDA

THAT the agenda be adopted as presented.

4. DELEGATIONS, PRESENTATIONS & RECOGNITIONS

5. ADOPTION OF MINUTES

- a) Minutes of the Regular Council Meeting held on August 10, 2026.

THAT the minutes of the regular Council meeting held August 10, 2026 be adopted as presented.

6. CONSENT AGENDA

- a) Council Information Summary 2026-Aug-17 and 2026-Sept-3

- b) Fruitvale OCP and Zoning Bylaw - Briefing Report

- c) Gather Grant Columbia Basin Trust

CAO P. Dehnel - verbal report.

- d) RDKB Building Permit Report August 2026

THAT the Consent Agenda be adopted as presented.

7. STAFF REPORTS REQUIRING ACTION

- a) K. Friesen, Beaver Valley Youth Action Network Coordinator

2025/2026 Final CBT Report – Beaver Valley Youth Action Network report submitted and approved.

- b) J. Mason, Beaver Valley Water System Forman- Report attached.

- c) J. Startup, Public Works Foreman – Report attached.

- d) P. Dehnel, Chief Administrative Officer - Report attached.

THAT the staff reports be received as presented.

8. COUNCIL MEMBER AND COMMITTEE REPORTS (ACTION OR INFORMATION)

- a) Councillor Guesford

- b) Councillor Halifax

- c) Councillor Mason

- d) Councillor Wenman

- e) Mayor W. Startup - Report attached.

THAT the Council and Committee reports be received as presented.

9. CORRESPONDENCE REQUIRING ACTION

10. UNFINISHED BUSINESS

11. NEW BUSINESS

- a) Development Variance Permit Application - 1899 Mountain Street

THAT a Development Variance Permit be issued / denied to the owners of the property located at 1899 Mountain Street legally described as Lot 1, Plan NEP 18172, District Lot 1236 Kootenay Land District, PID 013-046 233, to reduce the required side yard setback of 3.0 m to 1.5 m to permit construction of an accessory building.

b) Notice of Disposition of Creek land to Crown

THAT staff be directed to coordinate obtaining a survey plan pursuant to section 107(1)(b) of the *Land Title Act* to officially return the Crown Lands to the Crown.

THAT staff be directed to coordinate the preparation of a public notice pursuant to sections 26 and 94 of the *Community Charter* to advise the public of the Village's return of the Crown Lands to the Crown.

c) Authorization to apply to MFA for equipment financing

THAT Village of Fruitvale Finance Department be directed to obtain equipment financing with MFA in the amount of \$312,652.85 at an interest rate of 2.89% over 60 months to purchase the John Deere 444P.

12. BYLAWS/POLICIES

a) Wellness / Physical Fitness Program Policy PER-2026-01

THAT the "Village of Fruitvale Wellness/Physical Fitness Program Policy #PER-2026-01" be adopted as presented.

b) Cemetery Bylaw No. 996, 2026.

THAT the "Village of Fruitvale Cemetery Bylaw No. 996, 2026" be read a first, second, and third time.

13. OPEN DISCUSSION

14. QUESTIONS FROM THE PUBLIC RELATED TO AGENDA ITEMS (1-MINUTE MAX)

15. ADJOURNMENT

THAT the meeting adjourn at xx:xx pm.



MINUTES

Regular Council Meeting

6:00 PM - Monday, August 10, 2026

Village of Fruitvale Council Chambers and Zoom Video Conference

Minutes of the Regular Council of the Village of Fruitvale Council held on Monday, August 10, 2026 in the Village of Fruitvale Council Chambers and Zoom Video Conference.

PRESENT: Mayor Startup, Councillor Guesford, Councillor Halifax, Councillor Mason, and Councillor Wenman

EXCUSED:

STAFF: Chief Administrative Officer Dehnel, Chief Financial Officer Partridge

PUBLIC: 2

1. CALL TO ORDER

Mayor Startup called the meeting to order at 6:00 PM.

2. LAND ACKNOWLEDGEMENT

In the spirit of respect, truth and reconciliation, we honour and thank the Indigenous Peoples on whose traditional and unceded lands we operate.

3. ADOPTION OF AGENDA

RES-93-2026

Moved by Guesford

Seconded by Halifax

THAT the agenda be adopted as presented.

CARRIED

4. DELEGATIONS, PRESENTATIONS & RECOGNITIONS

A. Fruitvale Famers Market

Presentation: Kristen Walsh, Regional Farmers Market Manager

Discussion on the New Location for 2027 and the Market's 5-Year Anniversary.

Regular Council Meeting – Aug. 10, 2026

5. ADOPTION OF MINUTES

- A. Minutes of the Regular Council Meeting held on July 13, 2026.

RES-94-2026

Moved by Guesford
Seconded by Halifax

THAT the minutes of the regular Council meeting held July 13, 2026 be amended to include adjournment time and be adopted as presented.

CARRIED

6. CONSENT AGENDA

- A. Council Information Summary 2026-July-24

RES-95-2026

Moved by Wenman
Seconded by Mason

THAT the Consent Agenda be adopted as presented.

CARRIED

7. STAFF REPORTS REQUIRING ACTION

- A. K. Friesen, Beaver Valley Youth Action Network Coordinator

Completed the **Columbia Basin Trust – Beaver Valley Youth Action Network Work Plan** for 2026–2027.

Completed the **Columbia Basin Trust – Beaver Valley Youth Action Network Final Report** for 2025–2026.

- B. Beaver Valley Water System Foreman J. Mason – Report attached.

- C. M. Partridge, Chief Financial Officer – Report attached.

- D. P. Dehnel, Chief Administrative Officer- Report attached.

RES-96-2026

Moved by Wenman
Seconded by Halifax

THAT the staff reports be received as presented.

CARRIED

8. COUNCIL MEMBER AND COMMITTEE REPORTS (ACTION OR INFORMATION)

Regular Council Meeting – Aug. 10, 2026

- A. Councillor Guesford – Report attached.
- B. Councillor Halifax
- C. Councillor Mason
- D. Councillor Wenman - Reports attached.
- E. Mayor W. Startup - Report attached.

RES-97-2026

Moved by Guesford

Seconded by Mason

THAT the Council and Committee Reports be received as presented.

CARRIED

9. CORRESPONDENCE REQUIRING ACTION

- A. Sport Court

RES-98-2026

Moved by Wenman

Seconded by Guesford

THAT staff be authorized to finalize agreement with School District No. 20.

CARRIED

10. UNFINISHED BUSINESS

- A. Farmers Community Market – Discussion
- B. Fruitvale Official Community Plan – Briefing Report #1 OCP

11. NEW BUSINESS

12. BYLAWS/POLICIES

13. OPEN DISCUSSION

- 1. RCMP New Staff Sergeant
- 2. Bylaw re: camping in the Village
- 3. Unsightly premises
- 4. RDKB Area A hosting OCP meeting

14. QUESTIONS FROM THE PUBLIC RELATED TO AGENDA ITEMS (1-MINUTE MAX)

Regular Council Meeting – Aug. 10, 2026

15. IN CAMERA SESSION

A In Camera Session

RES-99-2026

Moved by Wenman
Seconded by Mason

THAT Council move to a closed meeting pursuant to *Community Charter* Section 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*]; and recess the regular meeting at 7:50 pm.

CARRIED

RES-100-2026

Moved by Wenman
Seconded by Mason

THAT the regular meeting reconvene at 8:19 pm.

CARRIED

B. Items moved from In-Camera

IC-RES-36-2026

Moved by Wenman
Seconded by Guesford

THAT staff be directed to develop a reserve bylaw during this upcoming budget season to ensure transfer of a fixed amount annually to reserves.

CARRIED

IC-RES-37-2026

Moved by Wenman
Seconded by Guesford

THAT resolution IC-RES-36-2026 be moved to open meeting.

CARRIED

Regular Council Meeting – Aug. 10, 2026

16. ADJOURNMENT

RES-101-2026

Moved by Wenman

Seconded by Mason

THAT the meeting adjourn at 8:20 pm.

CARRIED

Chief Administrative Officer

Mayor



UPCOMING MEETINGS & IMPORTANT DATES

<u>ITEM</u>	<u>DATE</u>	<u>LOCATION</u>
Summer Office Closures	Friday Aug 21 Friday Aug 28 Friday Sept 4 Labour Day Monday Sept 7	Village Office
Candidate Readiness Workshop (free- public event)	Tuesday August 18, 2026	Castlegar & District Community Complex (livestream available 6:00 p.m.)
Regular Council Meeting	Tuesday, September 8, 2026	Village Office Council Chambers 6:00 p.m.
UBCM 2026 Convention	September 14-18, 2026	Vancouver
Regular Council Meeting	Tuesday, October 13, 2026	Village Office Council Chambers 6:00 p.m.
Municipal Election	October 7, 2026 Advance Voting Opportunity (Village Office, 1947 Beaver St) October 14, 2026 Special Voting Opportunity Mountain Side Village BV Senior Citizens Manor October 17, 2026 General Voting Day (Fruitvale Memorial Hall, 1968 Main St)	https://fruitvale.ca/wp-content/uploads/2026/08/2026-Election-Information-2.pdf
Inaugural Regular Council Meeting	Monday, November 9, 2026	Village Office Council Chambers 6:00 p.m.
Regular Council Meeting	Monday, December 14, 2026	Village Office Council Chambers 6:00 p.m.
Holiday Office Closures	December 24, 2026 - January 1, 2027	Village Office

Council Information Package for August 17, 2026

VILLAGE CORRESPONDENCE

#	ITEM	SUBJECT MATTER	RECOMMENDATION	RESPONSE REQUIRED
1	Beaver Valley Bulletin No July & August 2026 editions	The bulletin is not printed during the summer months. Back issues found here https://fruitvale.ca/residents/newsletters/	For Information	No
2	Build Communities Strong Fund, UBCM	Community Stream First Community Works Fund Payment for 2026/2027 of \$76,283.39	Receive & file	No
3	Village of Slocan	Cc: Letter of Support for Continued Local Government Climate Action Program Funding	Receive & file	No
4	Interior Health, Aug 11, 2026	Public Service Announcement Trail Health Centre Laboratory to remain Open	Receive & file	No
5				
6				
7				
8				

**Build Communities
Strong Fund**
Community Stream
in BC



August 6, 2026

Mayor Wes Startup and Council
Village of Fruitvale
Box 370
Fruitvale, BC V0G 1L0

Dear Mayor Wes Startup and Council:

**RE: BUILD COMMUNITIES STRONG FUND – COMMUNITY STREAM: FIRST
COMMUNITY WORKS FUND PAYMENT FOR 2026/2027**

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2026/2027. An electronic transfer of \$76,283.39 is expected to occur in August 2026. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Build Communities Strong Fund – Community Stream can be found on our [website](https://www.ubcm.ca/build-communities-strong-fund-community-stream).

For further information, please contact Build Communities Strong Fund – Community Stream Program Services by e-mail at bcsf@ubcm.ca or by phone at 250-356-5134.

Sincerely,

A handwritten signature in black ink, appearing to read "Cori Ramsay".

Councillor Cori Ramsay
UBCM President

PC: Marcus Partridge, Chief Financial Officer



THE CORPORATION OF THE VILLAGE OF SLOCAN

P.O. BOX 50, SLOCAN, B.C. V0G 2C0

TELEPHONE (250) 355-2277

FAX (250) 355-2666

info@villageofslocan.ca

FROM THE OFFICE OF THE MAYOR

July 28, 2026

The Honourable David Eby, Premier
The Honourable Adrian Dix, Minister of Energy and Climate Solutions
The Honourable Kelly Greene, Minister of Emergency Management and Climate Readiness
The Honourable Christine Boyle, Minister of Housing and Municipal Affairs
The Honourable Brenda Bailey, Minister of Finance

Email: Premier@gov.bc.ca, ECS.Minister@gov.bc.ca, EMCR.Minister@gov.bc.ca,
HMA.Minister@gov.bc.ca, FIN.Minister@gov.bc.ca

Dear Premier Eby, Minister Dix, Minister Greene, Minister Boyle, and Minister Bailey:

RE: Support for Continued Local Government Climate Action Program Funding

On behalf of the Village of Slocan Council, I am writing in support of the District of Saanich's request that the Province of British Columbia confirm consistent, continuous funding for the Local Government Climate Action Program (LGCAP).

Local governments are essential partners in achieving provincial climate mitigation and adaptation objectives. Programs such as LGCAP provide flexible, predictable funding that allows communities of all sizes to plan, staff, and implement practical climate action initiatives that reduce greenhouse gas emissions, strengthen local resilience, and protect residents from the increasing impacts of extreme weather, wildfire, flooding, and heat.

For small and rural communities like Slocan, stable climate action funding is especially important. Limited tax base and staff capacity can make it difficult to pursue competitive grant opportunities, complete required planning and reporting, or advance multi-year projects without a reliable funding foundation. LGCAP helps address these barriers by supporting locally appropriate actions and enabling communities to leverage additional funding where available.

We share Saanich's concern that allowing LGCAP funding to lapse would create uncertainty for local governments that are already planning future budgets, staffing, and climate resilience work. Many climate initiatives require long-term planning and sustained implementation. Interruptions in funding risk delaying important work, reducing local capacity, and weakening progress toward provincial climate goals.

We respectfully urge the Province to renew and maintain LGCAP as a predictable, low-barrier funding program for B.C. local governments and Modern Treaty Nations. Continued investment in this program will support community-specific climate action, strengthen resilience, and reinforce the Province's partnership with local governments in protecting residents, infrastructure, and local economies.

Thank you for your consideration of this important matter. We look forward to continued collaboration with the Province on climate action and preparedness.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Lunn', with a long horizontal flourish extending to the right.

Jessica Lunn
MAYOR

CC: District of Saanich Council
UBCM Member Municipalities



PUBLIC SERVICE ANNOUNCEMENT

For Immediate Release | Aug. 11, 2026

Trail Health Centre Laboratory to remain open

TRAIL - Interior Health (IH) is pleased to confirm that the [Trail Health Centre Laboratory](#) will remain open permanently, continuing to provide outpatient laboratory services in downtown Trail.

This decision was made following engagement with community leaders, patients, physicians and staff, whose input reinforced the importance of maintaining laboratory services at Trail Health Centre.

The future sustainability of laboratory services in the region will also be supported through the development of the [Medical Laboratory Assistant training program](#) at Selkirk College's Trail campus, helping to train and retain qualified laboratory professionals locally.

Urgent and acute laboratory services will continue to be available at [Kootenay Boundary Regional Hospital \(KBRH\)](#) for patients presenting to the emergency department, admitted patients, and patients who need urgent lab testing related to their care.

For added convenience, outpatient laboratory services will also continue to be available at the LifeLabs Trail Patient Service Centre at Waneta Plaza. LifeLabs will also maintain its mobile laboratory collection service for vulnerable patients who are unable to travel to a collection site.

To access outpatient laboratory services, including specimen collection, in Trail:

Trail Health Centre Laboratory

#308 - 1101 Dewdney Avenue
Monday through Friday, 8:30 a.m. to 4 p.m.
Book online: www.labonlinebooking.ca
Call to book: 1-844-870-4756

LifeLabs Trail Patient Services Centre

#235-8100 Hwy 3B (Waneta Plaza)
Monday through Friday, 7 a.m. to 3 p.m.
Book online: www.lifelabs.com
Walk-in appointments available

IH thanks partners and community members who participated in the engagement process. We remain committed to providing timely, accessible laboratory services for residents across the Trail area.

- 30 -

Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territories of the Dākelh Dené, Ktunaxa, Nlaka'pamux, Secwépemc, St'át'imc, syilx, and Tšilhqot'in Nations where we live, learn, collaborate and work together.

MEDIA, FOR INFORMATION:
PHONE 1.844.469.7077 EMAIL media@interiorhealth.ca



OTHER GOVERNMENT, NEWSLETTERS AND MISCELLANEOUS

	ITEM	SUBJECT MATTER	RECOMMENDATION	RESPONSE REQUIRED
1	The Compass UBCM August 14, 2026 2026 Resolutions Book	https://www.ubcm.ca/sites/default/files/2026-08/2026%20UBCM%20Resolutions%20Book.pdf	Receive & file	No
2	The Compass UBCM August 6, 2026 Annual Report	https://myemail.constantcontact.com/2026-Annual-Report--Funding-and-resources-update-for-August.html?soid=1110936526726&aid=aZtq-o0uH0g	Receive & file	No
3	The Compass UBCM August 12, 2026	https://myemail.constantcontact.com/One-month-until-Convention--news-and-reminders.html?soid=1110936526726&aid=i-8uV8GzHGI	Receive & file	No
4	The Compass UBCM July 29, 2026	https://myemail.constantcontact.com/UBCM-Executive-meeting--ALR--Wetland-and-Road-Safety-input-opportunities.html?soid=1110936526726&aid=G-E-3LBptxs	Receive & file	No
5	RDKB – Board Highlights July 22, 2026	https://ehq-production-canada.s3.ca-central-1.amazonaws.com/401b8e83d642eaa905c8dff2e517e657297269/original/1784906867/ad151ea0ee747cadbab0612630515da_Board%20Highlights%2022%20July%202026.pdf?X-Amz-Algorithm=AWS4-HMAC-SHA256&X-Amz-Credential=AKIA4KKNQAKIII4DU7AG%2F20260813%2Fca-central-1%2Fs3%2Faws4_request&X-Amz-Date=20260813T213513Z&X-Amz-Expires=300&X-Amz-SignedHeaders=host&X-Amz-Signature=e1a674b42792824b0f1b30dc1f40192bcd9c3e5135dd20cae1f9d0cbdea364	Receive & file	No
6	CBT: Free Home Energy Efficiency Workshops;	https://ourtrust.org/grants-and-programs-directory/home-energy-efficiency-workshops/ • Salmo September 9; • Trail October 1; • Rossland October 14, etc	Receive & file	No
7	Our Trust Monthly August	Attached pdf	Receive & file	No
8	ETSI BC Mid-Summer updates FY2026 Annual Report	https://mailchi.mp/3c44944ade98/fir-info-session-march-18336208?e=e1da4601a3	Receive & file	No
9	RDKB FireSmart Program reaches 1000 home assessments	Attached pdf		
10	Selkirk Innovates July 2026	Attached pdf	Receive & file	No
11	Kootenay – Monashee MLA newsletter July 24, 2026	https://mailchi.mp/b47aa219573f/kootenay-monashee-mla-newsletter-19884115?e=2f6fa44ba7	Receive & file	No
12	IH – Healthy Communities Newsletter August 2026	https://mailchi.mp/97c350e95e70/august-2026-healthy-communities-newsletter?e=de65bb4dbe -30 km Speed Zone Fernie -Modernizing Transit RDCK	Receive & file	No

Council Information Package for August 17, 2026

CAO

From: Columbia Basin Trust <communications@ourtrust.org>
Sent: August 5, 2026 1:37 PM
To: CAO
Subject:  August in the Columbia Basin

Follow Up Flag: Flag for follow up
Flag Status: Flagged

August 2026



Free Workshops Help You Save Energy at Home

This fall, homeowners around the Basin will have the opportunity to learn practical ways to make their homes more comfortable and energy efficient. Delivered by the Community Energy Association on behalf of Columbia Basin Trust, these free workshops will cover low-cost improvements, everyday energy-saving habits, and resources including available rebates for larger retrofit projects. Workshops run September 8 to October 22 in 25 Basin communities.

[Read More](#)



Elko Creates a Place to Play and Connect

For years, Elko residents dreamed of having a dedicated outdoor recreation space where people could gather, play and stay active. Through community fundraising, volunteer effort and support from Columbia Basin Trust, that vision is now a reality. A new playground and multi-use sport court are creating opportunities for connection, recreation and fun for residents of all ages.

[Read More](#)



Calling All Young Entrepreneurs

Have a great idea? The JABC Summer Entrepreneurship & Innovation Camp is coming to Cranbrook from August 31 to September 4. Through hands-on activities, mentorship and collaboration, participants will build entrepreneurial, leadership and communication skills while developing and pitching their own business ideas. It's an opportunity for youth to gain confidence, explore innovation and discover what it takes to bring an idea to life.

[Learn More](#)



**As Featured in the 2025 Our Trust Magazine*

Brilliant Dam: 80 Years of Powering the Basin

Built during the Second World War to power the Trail smelting facility, Brilliant Dam has evolved into one of Canada's most reliable sources of clean energy. Discover how this 80-year-old landmark continues to generate electricity for nearly 100,000 homes while creating lasting benefits for communities across the Columbia Basin through local ownership, ongoing investment and a commitment to a sustainable future.

[Read More](#)

Housing How To - Episode #27

What does housing innovation look like across the Columbia Basin? This episode explores creative, community-driven approaches to one of the region's biggest challenges, from projects in Rossland and Fernie to solutions emerging in Meadow Creek, Kaslo, Procter and South Slokan. Discover how communities are finding new ways to create housing that meets local needs.



[Listen to Episode 27](#) of the Headwaters Podcast, along with the rest of the series, wherever you get your podcasts.

[Listen Now](#)



You're Invited

Columbia Basin Trust invites you to its Annual General Meeting (online/in Rossland), with a free community BBQ to follow.

- **AGM & BBQ Date:** Thursday, September 10, 2026
- **AGM Venue:** Prestige Mountain Resort Rossland (and online)
- **BBQ Venue:** Warfield Community Hall, Rossland

[LEARN MORE »](#)





August Calendar

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Monthly Sponsored Events List

Explore Events & Deadlines



ourtrust.org | 1.800.505.8998

[Forward to a friend](#)



Columbia Basin Trust is grateful to operate on the traditional territories of the Ktunaxa, Lheidli T'enneh, Secwépemc, Sinixt and Syilx Nations.

This email is intended for cao@village.fruitvale.bc.ca.

[Update your preferences](#) or [Unsubscribe](#)



CAO

From: Carlene Pires <epc@rdkb.com>
Sent: July 28, 2026 3:55 PM
To: CAO; Larry Plotnikoff; CMcClure@trail.ca; James Chandler; David Perehudoff (finance@warfield.ca); Duncan Redfearn; CAO; Village of Midway
Cc: Mark Stephens; Dan Derby; Tom Service; Rich Piché; firechief; Josh Foster
Subject: 2026 Regional FireSmart Program Update
Attachments: RDKB FireSmart program reaches 1,000 home assessments - Castanet.net.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

I am pleased to provide an update on the progress of the RDKB FireSmart Program and wildfire risk reduction activities underway across the region.

Wildfire Mitigation Specialists began their season one month earlier(April) this year to help meet the growing demand for FireSmart services across the regional program. All staff from the previous season returned, which allowed us to begin the year with a fully experienced team in place.

Staff are now active in their respective service areas and have been attending community events, completing FireSmart assessments, and conducting follow-up inspections to verify mitigation work completed by residents over the fall and winter months.

A significant milestone was also reached this year, with the program surpassing 1,000 assessments completed through the Wildfire Mitigation Program since its launch in the RDKB in late 2022. The program, formerly known as the Home Partners Program, began with only a few dozen assessments and has since grown to an average of approximately 300 assessments annually.

At present, 191 assessments have been delivered as our Wildfire Mitigation Specialists continue working through the waitlist that developed over the winter and spring. This is an **increase of 69%** over last year for the same period.

The residential rebate program is also being offered again for a third year to support eligible wildfire mitigation activities recommended through a FireSmart Home Assessment. The application period opened on May 1 and will remain open until October 31, or until available funding has been fully allocated. To date, we are approximately 50% through the 2026 funding.

Program activities completed to date in 2025–2026 include:

- Support for five FireSmart positions across the region;
- Delivery of FireSmart education and outreach through printed materials, media, promotional materials, FireSmart BC education in schools, and approximately 65 public events;
- Interagency coordination through Community FireSmart and Resiliency Committee activities and participation in Wildfire Resiliency and Training Summit events;
- Emergency planning support;
- FireSmart and wildfire response training with local fire departments;
- 313 residential FireSmart assessments completed in 2025;

- 58 residential rebates issued, totalling approximately \$167,000;
- Community chipping events delivered in participating areas; and
- Ongoing support for residents, fire departments, community groups, and local governments through public education, training, and event participation.

In addition to residential and community education activities, the RDKB has continued to advance fuel management and wildfire risk reduction projects in partnership with Cabin Resource Management, CR Professional, First Nations partners, local governments, and BC Wildfire Service.

Fuel Management Prescriptions have recently been completed for four municipalities: Montrose, Trail, Warfield, and Greenwood. Burn plans have also been completed and are currently under review by BC Wildfire Service. Implementation is scheduled to begin this fall, pending weather and site conditions, in Warfield and Christina Lake.

Cabin Operations Ltd. also recently completed an approximately 20-hectare wildfire risk reduction project in the Village of Midway earlier this year.

CRI funding update:

Following an extensive review of the 2026 Community Resiliency Investment funding intake and available options, we made the decision not to proceed with a new 2026 funding application at this time.

This decision was based on several factors, including limited remaining CRI funding, the fact that not all applicants would be approved, and the anticipated delay in receiving funding approval, which was not expected until August 30, 2026. Given these constraints, we determined that the most effective approach was to reallocate the remaining funds from the 2025 CRI funding intake toward high-priority, directly deliverable activities.

These priority activities include:

- FireSmart Home Assessments;
- Residential rebate funding;
- Community events;
- Public engagement and education; and
- Continued support for local FireSmart program delivery.

Rather than risk a gap in service delivery or delay time-sensitive program activities, we have requested an extension of the 2025 CRI funding agreement through to November 2026. This approach will allow the RDKB to continue delivering core FireSmart services, support residents and communities with mitigation work, and maintain program momentum across the region.

We have many events scheduled across communities throughout the region and are pleased to continue supporting fire department personnel, residents, local governments, and community groups through FireSmart education, training, assessments, and local event participation.

CAOs are encouraged to share this update with their respective Councils and Boards for awareness. The information may assist elected officials in understanding current FireSmart program delivery, CRI funding decisions, and wildfire risk reduction activities taking place across the region, as well as support consistent messaging when responding to resident inquiries.

At this time, we have not received an update from the Province regarding future FireSmart or CRI funding availability for 2027. Continued advocacy from local governments and elected officials in support of sustained wildfire risk reduction funding would be appreciated.

Please feel free to reach out if you would like more information about FireSmart activities taking place in your area. I would also be happy to attend an upcoming Council meeting to provide a more detailed community-specific update on local FireSmart activities, assessment numbers, rebate uptake, fuel management work, and upcoming opportunities for public engagement.

Thank you,



Carlene Pires | Regional FireSmart Coordinator
epc@rdkb.com | C: 250.231.1277 | T: 250.368.0259

Regional District of Kootenay Boundary
Toll-free: 1.800.355.7352
Main: 250.368.9148
rdkb.com

Download the RDKB emergency alerting app for [IOS here](#) or [Android here](#)

7/21/26, 11:47 AM

RDKB FireSmart program reaches 1,000 home assessments - Castanet.net



Tuesday, Jul 21

REW 28°C

Kelowna's Homepage ▾

BUILDING WILDFIRE RESILIENCE

RDKB FireSmart program reaches 1,000 home assessments

Castanet - Jul 21, 2026 / 8:10 am | Story: 625464



Photo: Submitted

Ruby Nixon Bilski RDKB wildfire mitigation specialist Greater Trail area (L) and Carlene Pires, RDKB regional FireSmart coordinator (R)

More than 1,000 households across the Kootenay - Boundary regional district are now better prepared for wildfire after taking part in the free FireSmart Home Assessment Program.

Since launching the FireSmart Home Assessment Program in 2022 in the Regional District of Kootenay Boundary (RDKB), the initiative has seen exceptional community support, helping homeowners better understand their property's wildfire risks and take practical steps to reduce them.

The milestone reflects the growing commitment of residents across the region to protecting their homes, neighbourhoods and communities from the increasing threat of wildfire, said Grace McGregor, RDKB board chair.

"This milestone represents far more than a number-it represents more than 1,000 households choosing to take action to better protect their homes, families and communities," she said.

At the heart of the program is the RDKB's wildfire mitigation team, whose members return season after season to provide practical, property-specific advice that empowers residents to make meaningful changes around their homes.

The success of the program is built on relationships, said Carlene Pires, RDKB regional FireSmart coordinator.

"Our returning wildfire mitigation specialists are passionate about helping residents understand the simple actions that can make a real difference," she said. "The trust they've built within our communities has been key to the program's success, and it's incredibly rewarding to see so many homeowners taking proactive steps to reduce wildfire risk around their properties."

The program's success extends well beyond assessments. Since launching the residential FireSmart rebate program in 2024, the RDKB has approved 107 residential rebates, returning approximately \$267,000 to homeowners to help offset the cost of completing recommended FireSmart mitigation work.

The program's success has also been recognized through significant provincial investment. In 2025, the RDKB secured a record \$1.18 million through the Union of B.C. Municipalities' Community Resiliency Investment (CRI) FireSmart Community Funding Program — the largest FireSmart grant allocation the regional district has received to date.

<https://www.castanet.net/news/Trail/625464/RDKB-FireSmart-program-reaches-1-000-home-assessments>

1/2

7/21/26, 11:47 AM

RDKB FireSmart program reaches 1,000 home assessments - Castanet.net

Following a free FireSmart home assessment, eligible homeowners may qualify for rebates covering 50 per cent of eligible mitigation costs, ranging from \$500 to \$5,000, by completing the recommended FireSmart mitigation work identified in their assessment.

Residents considering booking an assessment are encouraged to do so soon. FireSmart rebate funding is allocated annually and awarded on a first-come, first-served basis. Approximately 50 per cent of this year's rebate funding remains available, but once the annual allocation has been fully committed, no further rebates can be issued until additional funding becomes available.

The FireSmart rebate program is available to eligible residents in RDKB electoral Areas A, B, C, D and E, as well as the municipalities of Fruitvale, Montrose, Trail, Warfield, Grand Forks and Greenwood. Residents of Rossland and Midway should contact their local government regarding FireSmart programs available in their communities.

- To book a FireSmart home assessment or learn more about available rebates, visit <https://emergency.rdkb.com/FireSmart> or contact the FireSmart team at firesmart@rdkb.com or 250-368-0259.

More Trail News

CAO

From: Selkirk Innovates <innovate@selkirk.ca>
Sent: July 28, 2026 8:01 AM
To: CAO
Subject: Focus on Climate - Growing Resilience, One Crop at a Time

Follow Up Flag: Follow up
Flag Status: Flagged





Growing Resilience, One Crop at a Time

Climate change is already [affecting agriculture](#) across the Columbia Basin. While changing weather patterns can create challenges for farmers, [longer growing seasons](#) may open new opportunities. Change drives innovation, so it's no surprise many agricultural businesses are adapting operations while strengthening their business.

One example is [Pippin Point Farms](#) in Wynndel, overlooking Kootenay Lake and the Creston Valley. Known for its craft beverages, including cold-pressed juices and ciders, and [Manzareh](#), an associated farm-to-table restaurant, the business is an important part of the regional food system and a success story of how Kootenay Farms Food Hub helps local businesses. In addition to their products, Pippin Point also operates a food-processing facility that serves farms from across the region. With support from Columbia Basin Trust through the Farm SMART and Resilient Food Crops programs, Pippin Point Farms is investing in projects that both reduce greenhouse gas emissions and enhance their ability to thrive in the uncertain years ahead.

Pippin Point Farms has improved the carbon footprint of its operations by replacing a diesel generator with a solar energy system that powers its coolers and processing space. Insulation, cladding, and electric heat pumps have also reduced energy use at the

processing facility, creating a highly efficient system that is powered by low carbon renewable energy.

Pippin Point Farms is also exploring the future of climate-resilient agriculture through a huckleberry crop trial at its sister operation, Swan Valley Farms. Huckleberries are rarely grown commercially because they can be difficult to propagate and produce lower yields than blueberries. However, their ability to tolerate cold winters, spring temperature swings, and hot, dry summers makes them well suited to our [projected future climate](#). As a native crop, commercially grown huckleberries may also require fewer inputs and offer natural pest resistance. Consumer interest in huckleberry products is high, suggesting this has the potential to be a valuable specialty crop that provides the farm with a distinct market advantage.

Projects like these show how local businesses are adapting to changing conditions while creating new opportunities for agriculture in the Basin. Visit Columbia Basin Climate Source to explore other agricultural [climate action projects](#) in your community, and [learn what you can do at home](#) to support a more resilient future.

Share your organization's inspirational climate action project to be included in our website or newsletter

Tell us about it!



Columbia Basin Climate Source, a project of Columbia Basin Trust, is developed and managed in partnership with Selkirk Innovates.

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Selkirk College acknowledges the First Nations of the West Kootenay and Boundary regions on whose traditional territories we are honoured to operate: the Sinixt (Lakes), Syilx (Okanagan), Ktunaxa, and Secwépemc (Shuswap). The Columbia Basin Climate Source initiative also extends to the traditional territory of the Lheidli T'enneh First Nation. We are grateful to these Nations as keepers of the lands and value their efforts to enhance climate resilience across the region.



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CONFERENCES, SEMINARS & WEBINARS

	ITEM	SUBJECT MATTER	DATES	WEBLINK & REGISTRATION
1	AKBLG	Joint Member Webinar Strategizing for UBCM Ministers Meeting	Thurs, August 27, 12:00-1:00 p.m.	Webinar Registration - Zoom https://us02web.zoom.us/webinar/register/WN_B_Q1tSmtST-krEB5ejny2Q#/registration
2	UBCM	2026 Convention, Vancouver	September 14-18, 2026	https://www.ubcm.ca/2026
3	Economic Trust of the Southern Interior ETSI-BC	20 th Anniversary of ETSI-BC	Creston October 1, 2026 4-6pm	https://mailchi.mp/440468c20480/fir-info-session-march-18335561?e=e1da4601a3
4	Active Transportation Summit 2026	Celebrate success, build community, and share knowledge to help move Active Transportation forward in BC	Victoria October 28-30, 2026	https://bccycling.ca/2026-at-summit
5	LGLA	Elected Officials Seminar Series	Kimberley Feb 3-5, 2027	To follow in late 2026
6	AKBLG	2027 Convention	Kimberley April 22-25, 2027	To follow in 2027



UPCOMING MEETINGS & IMPORTANT DATES

<u>ITEM</u>	<u>DATE</u>	<u>LOCATION</u>
Summer Office Closures	Friday Sept 4 Labour Day Monday Sept 7	Village Office
Regular Council Meeting	Tuesday, September 8, 2026	Village Office Council Chambers 6:00 p.m.
UBCM 2026 Convention	September 14-18, 2026	Vancouver
OCP Community Open House (virtual available)	Tuesday September 22, 2026	Fruitvale Memorial Center hybrid 6:00–8:00 pm
Regular Council Meeting	Tuesday, October 13, 2026	Village Office Council Chambers 6:00 p.m.
Municipal Election	October 7, 2026 Advance Voting Opportunity (Village Office, 1947 Beaver St) October 14, 2026 Special Voting Opportunity Mountain Side Village BV Senior Citizens Manor October 17, 2026 General Voting Day (Fruitvale Memorial Hall, 1968 Main St)	https://fruitvale.ca/wp-content/uploads/2026/08/2026-Election-Information-2.pdf
Inaugural Regular Council Meeting	Monday, November 9, 2026	Village Office Council Chambers 6:00 p.m.
Regular Council Meeting	Monday, December 14, 2026	Village Office Council Chambers 6:00 p.m.
Holiday Office Closures	December 24, 2026 - January 1, 2027	Village Office

Council Information Package for September 3, 2026

VILLAGE CORRESPONDENCE

#	ITEM	SUBJECT MATTER	RECOMMENDATION	RESPONSE REQUIRED
1	Beaver Valley Bulletin	September edition now available. https://fruitvale.ca/residents/newsletters/	For Information	No
2	City of Prince George	Request support for Northern and Rural Homeowner Grant. Endorse 2026 UBCM resolution	Receive & file	No
3	Sam's Grill August 28, 2026	A warm hello from Sam's Grill, and a visit to British Columbia next week Introduction ahead of a visit to Fruitvale https://introduction.samsgrill.ca/	Receive & file	No
4	Tourism Rossland AGM - September 17th, 2026	Tourism Rossland Annual General Meeting (AGM) will be held on September 17th at 11 AM at the Black Jack Day Lodge.	Receive & file	No
5				
6				
7				
8				



Office of the Mayor

1100 Patricia Blvd. | Prince George, BC, Canada, V2L 3A9
250-561-7600 | mayorandcouncil@princegeorge.ca | [PrinceGeorge.ca](https://princegeorge.ca)

Rural Governments in British Columbia

Transmitted via email

August 20, 2026

RE: City of Prince George requesting support for the Northern and Rural Homeowners Grant

Dear Colleagues,

On behalf of Prince George City Council, thank you to the many local governments that have supported our request for the Province to reconsider its decision to end the Northern-Rural Homeowner Benefit.

Background:

The homeowner grant offered by the Government of British Columbia helps reduce the amount of property tax residents pay each year on their principal residence. The grant is available to homeowners who pay property taxes either to a municipality or directly to the Province if they live in a rural area.

The current regular grant amount is \$570 for properties in the Capital, Metro Vancouver, and Fraser Valley Regional Districts. For all other areas of the province, the grant amount is \$770. Effective for the 2027 and subsequent taxation years, the additional \$200 Northern and Rural Homeowner Benefit will be repealed.

Why this matters:

Repealing this benefit will have a disproportionate impact on northern and rural communities, where residents already face higher living costs associated with transportation, longer supply chains, increased heating and cooling expenses, and more limited access to services than those typically experienced in southern urban centres.

Maintaining regional recognition within provincial programs remains essential to supporting affordability, economic resilience, and fairness for northern and rural residents.

Requested action:

The resolution was endorsed at the North Central Local Government Association (NCLGA) Convention and has been forwarded to the Union of BC Municipalities (UBCM) for consideration at the September 2026 Convention. The resolution has been included in the 2026 UBCM Resolutions Book and can be found on [page 84](#).

We are also pleased to note that MLA Rosalyn Bird has expressed support for the resolution, and NCLGA is advocating to the relevant provincial ministers in support of maintaining the benefit.

We believe a strong and united voice opposing this planned provincial change remains important. We encourage northern and rural local governments affected by this decision to support the resolution at the September 2026 UBCM Convention by speaking in favour of it at the Pro Mic and voting to endorse the resolution.



Office of the Mayor

1100 Patricia Blvd. | Prince George, BC, Canada, V2L 3A9
250-561-7600 | mayorandcouncil@princegeorge.ca | PrinceGeorge.ca

We also welcome additional letters of support that the City can reference as part of ongoing advocacy efforts, including meetings with provincial ministers and government officials.

Finally, we encourage local governments to engage directly with their MLAs to reinforce the importance of maintaining fair and regionally responsive provincial programs that recognize the unique challenges facing northern and rural communities.

Respectfully,

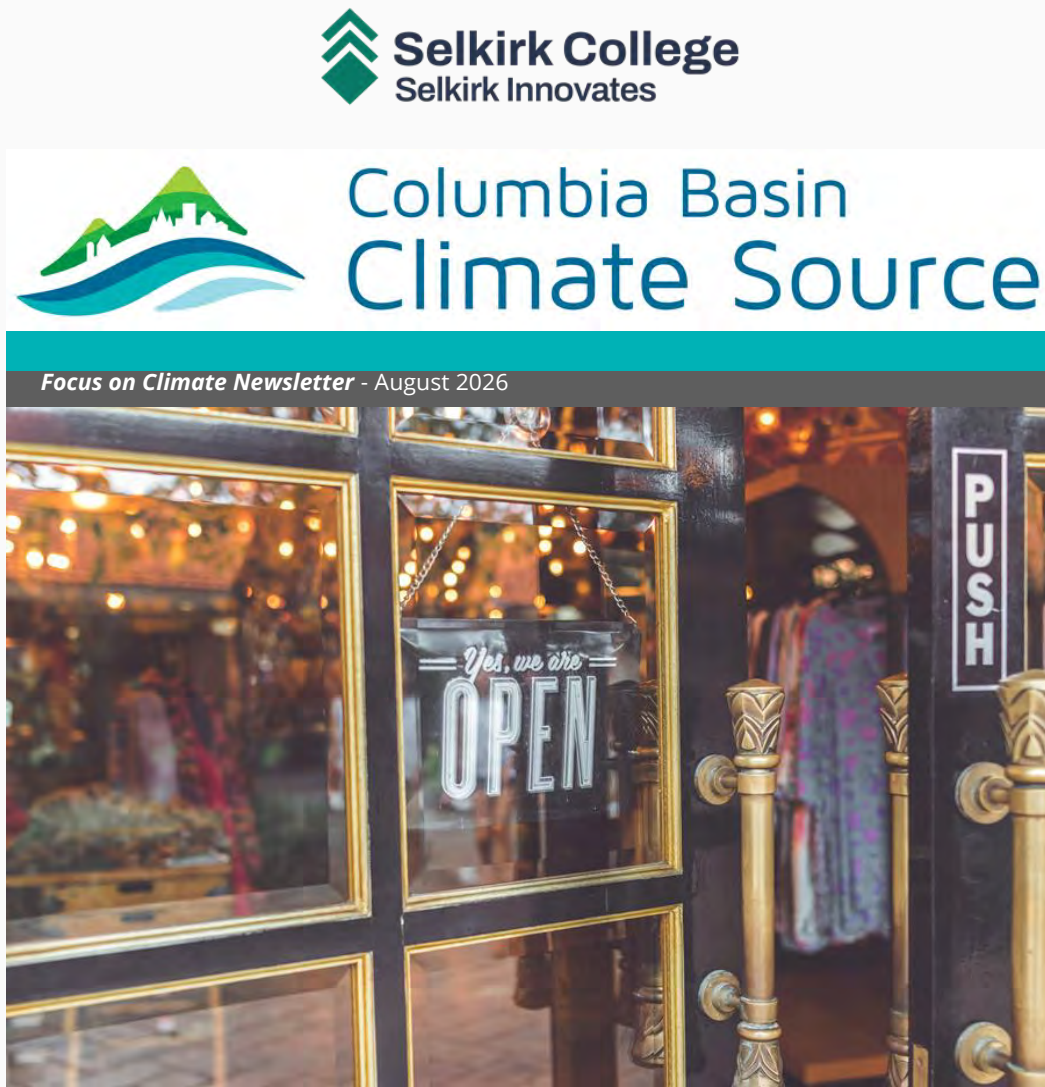
Simon Yu
Mayor
City of Prince George

OTHER GOVERNMENT, NEWSLETTERS AND MISCELLANEOUS

	ITEM	SUBJECT MATTER	RECOMMENDATION	RESPONSE REQUIRED
1	Kootenay – Monashee MLA newsletter Aug 19, 2026	https://mailchi.mp/0a00565363b8/kootenay-monashee-mla-newsletter-19884376?e=2f6fa44ba7	Receive & file	No
2	ETSI-BC e-news Aug 19, 2026	https://mailchi.mp/30c66f815cf8/fir-info-session-march-18336860?e=e1da4601a3	Receive & file	No
3	UBCM The Compass August 19, 2026	https://myemail.constantcontact.com/Executive-Nominations--CEPF-Intakes.html?soid=1110936526726&aid=oxnmRwx3nao	Receive & file	No
4	Selkirk Innovates – August 2026	attached pdf	Receive & file	No
5	RDKB – Board Highlights	https://jointheconversation.rdkb.com/board-highlights July 22 and August 26, 2026	Receive & file	No
6	CBT: Free Home Energy Efficiency Workshops;	https://ourtrust.org/grants-and-programs-directory/home-energy-efficiency-workshops/ • Salmo September 9; • Trail October 1; • Rossland October 14, etc	Receive & file	No
7	Emergency Management and Climate Readiness newsletter August 2026	https://e1.envoke.com/m/a06e7aefa57febbeba86500cb3400d50/m/ba4fcf7c40cae8afe2e6a7b960ae4cfa/?utm_medium=email&utm_campaign=Emergency-Management-and-Climate-Readiness-newsletter-August&utm_source=Envoke-Community-News-%28monthly-newsletter%29&utm_term=Emergency-Management-and-Climate-Readiness-newsletter-August	Receive & file	No
8	UBCM The Compass August 26, 2026	https://myemail.constantcontact.com/Food-processing-in-the-ALR--Executive-candidate-videos.html?soid=1110936526726&aid=tZGxxlh-FQE	Receive & file	No
9	Columbia Basin Trust August 28, 2026 Annual report available and AGM notice	https://ourtrust.org/columbia-basin-trust-releases-2025-2026-annual-report/?utm_source=Email_marketing&utm_campaign=AGM_BBQ_Savethedate&utm_content=AGMBBQ_Eblast&cmp=1&utm_medium=HTMLEmail	Receive & file	No
10			Receive & file	No
11			Receive & file	No
12			Receive & file	No

CAO

From: Selkirk Innovates <innovate@selkirk.ca>
Sent: August 25, 2026 1:20 PM
To: CAO
Subject: Focus on Climate Newsletter - August 2026



In this issue:

- New tools help businesses and non-profits take climate action

- Share your climate information needs for a chance to win!

Introducing the Business and Non-Profit Hub

Climate action can feel like one more thing on a to-do list that is already full. For businesses and non-profit organizations juggling budgets, staffing, customers, programs and other competing priorities, knowing where to start can be a challenge. The new [Business and Non-Profit Hub](#) on the Columbia Basin Climate Source is designed to make that first step easier.

The hub includes a practical walkthrough of a local organization that highlights simple, cost-effective opportunities to reduce energy use and associated greenhouse gas emissions. The walkthrough shows how climate action starts with small changes and doesn't always require a big investment. Different types of businesses and organizations have different types of facilities, so watch for additional walkthroughs as they are added to the site over time.

The hub also includes a growing library of regionally relevant climate action resources selected specifically for businesses and non-profits. Find information and tools to help you understand climate risks, reduce energy use, cut emissions and take actions that make sense for your organization.

Explore the [Business and Non-Profit Hub](#) and find your place to start.

Share Your Climate Information Needs for a Chance to Win!

We would love to hear how you think the Columbia Basin Climate Source could evolve to better serve the needs of the region. The goal of the site is to provide credible, regionally relevant information that inspires climate action. What do residents, organizations, and businesses need to know so they can reduce emissions and effectively prepare for a changing climate?

Use [this form](#) to submit your thoughts. All submissions will be entered into a draw for one of two prizes of \$50.

Visit your one-stop source for essential, region-specific climate change information

basinclimatesource.ca



Columbia Basin Climate Source, a project of Columbia Basin Trust, is developed and managed in partnership with Selkirk Innovates.

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CONFERENCES, SEMINARS & WEBINARS

	ITEM	SUBJECT MATTER	DATES	WEBLINK & REGISTRATION
	Columbia Basin Trust AGM & BBQ	FREE Community BBQ! Join Columbia Basin Trust for an early evening of great food, community and conversation on Thursday, September 10, from 5:00 – 7:00 p.m. at the Warfield Community Hall .	Columbia Basin Trust's 2026 Annual General Meeting will take place on Thursday, September 10, 2026, at 4 p.m. PT. Attend in-person at the Prestige Mountain Resort in Rossland or join virtually via Zoom at this link: https://us02web.zoom.us/j/84937264931	https://ourtrust.org/about/how-it-works/annual-general-meeting/?utm_source=Email_marketing&utm_campaign=AGMBBQ_SaveTheDate&utm_content=AGMBBQ_Eblast&cmp=1&utm_medium=HTMLEmail
	UBCM	2026 Convention, Vancouver	September 14-18, 2026	https://www.ubcm.ca/2026
	Economic Trust of the Southern Interior ETSI-BC	20 th Anniversary of ETSI-BC	Creston October 1, 2026 4-6pm	https://mailchi.mp/440468c20480/fir-info-session-march-18335561?e=e1da4601a3
	Active Transportation Summit 2026	Celebrate success, build community, and share knowledge to help move Active Transportation forward in BC	Victoria October 28-30, 2026	https://bccycling.ca/2026-at-summit
	LGLA	Elected Officials Seminar Series	Kimberley Feb 3-5, 2027	To follow in late 2026
	AKBLG	2027 Convention	Kimberley April 22-25, 2027	To follow in 2027



VILLAGE OF FRUITVALE

Briefing Report #1

Official Community Plan & Zoning Bylaw Review

Official Community Plan & Zoning Bylaw Update

Prepared for Village staff by Selkirk Planning & Design

2026-08-27 | Version 1.0

Part 1: Official Community Plan Review

Where the plan stands, what the Local Government Act requires, and the choices ahead

Purpose of this Briefing

This briefing distils the foundation review of the existing Official Community Plan (Bylaw No. 835, 2011) into a short read. The review followed a deliberate sequence. Selkirk began by reading every related municipal document in the Village's planning library, noting throughout the items worth carrying forward into the updated Official Community Plan and Zoning Bylaw. Selkirk then tested the current OCP against the Local Government Act to find the mandatory pieces it is missing and identified which reviewed plans can help fill those gaps, leaving a smaller set that will need new policy drafted from scratch. Selkirk also carried out a policy-language review of every policy and objective against Selkirk's drafting standards. Finally, Selkirk worked through the plan section by section to determine what should be kept, updated, rewritten, or added.

This report sets out what each of these revealed, namely:

- How the plan holds up;
- The section-by-section verdict;
- The Local Government Act items it is missing; and
- The policy-drafting items flagged for correction.

It then addresses two questions the Village has raised:

- Where the updated plan can be given more regulatory strength; and
- Whether to reorganize the plan into a clearer structure.



VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

1. What the review found

The existing Official Community Plan is structurally sound at its core but materially out of date. Its bones are good, it contains: a clear land-use designation framework, an infill-first growth strategy, and a well-loved community vision. The problems are currency and evidence. The housing chapter rests on a 2010 growth projection that did not happen, the plan predates the 2023 and 2024 provincial housing legislation, the flood policies predate the 2025 Beaver Creek Flood Risk Assessment, the greenhouse gas targets cite superseded provincial goals, and none of the fifteen years of master plans, strategies, and studies completed since 2011 has been folded back into the plan.

Of the fifty sections and sub-sections assessed, most need work but few need replacing:

13 Keep	26 Update	11 Rewrite	0 Remove	5 Add new
---------	-----------	------------	----------	-----------

Seven mandatory Local Government Act gaps run underneath these verdicts. The largest single driver of change is provincial housing law: the plan must now demonstrate that its land-use designations can accommodate twenty years of housing need, and its single-family protection language has to be reconciled with the secondary suite or accessory dwelling unit the Province now requires every municipality to permit. Because Fruitvale's population is under 5,000, the three to four unit small-scale multi-unit housing forms do not apply here. The evidence base for that demonstration is now in hand: the March 2025 RDKB Interim Housing Needs Report sets Fruitvale's need at 107 new units over five years and 291 over twenty years, reaching a total stock of 1,146 units by 2041.



VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

2. Section-by-section view: keep, update, rewrite, or add

The table below carries the foundation review's verdict for every section. **Keep** means current and well formed; **Update** means the intent holds but facts or references are stale; **Rewrite** means the section needs redrafting for currency, clarity, or regulatory strength. No section warrants removal. Five new elements need to be **added** to meet the Local Government Act and current best practice.

Section	Verdict	What it needs
1.1 What is an OCP/Plan Preparation	Update	Cites Part 25 of the LGA, repealed with the 2015 re-enactment; OCP authority now sits in Part 14, RSBC 2015. Refresh the plan-preparation narrative for the 2026 process.
1.2 Public Consultation	Rewrite	Describes the 2010–2011 process. Replace with the 2026 engagement record, the s. 475(2) consultation consideration, and the First Nations engagement record (Ktunaxa and Sinixt; consultant facilitates per Addendum 1).
1.3 Interpretation	Keep	Consistency and severability statements remain sound.
1.4 Definitions	Update	Predates SSMUH, housing needs report, and flood construction level terminology. Run a definitions review against the new draft.
1.5 Review and Amendment of the Plan	Rewrite	TEETH: one aspirational paragraph. Commit to a five-year review cycle tied to the housing needs report cadence (s. 473.1) so the obligation binds future Councils.
2.1 Geography	Update	Narrative holds; refresh the population reference and regional figures.
2.2 History	Update	Begins with David Thompson and the fur trade. Add pre-contact Indigenous history, since time immemorial, with content developed with the Nations. Flag for review.
2.3 Population and Housing	Rewrite	RFP FOCUS. Built on a 1.5 percent annual growth projection to 2,744 by 2031; the actual 2021 population is 1,958 and has been near-flat for two decades. Replace with 2021 Census data and the 2025 RDKB Interim HNR (107 new units over 5 years; 291 over 20 years; 1,146 total). The 85/15 single/multiple family split assumption predates SSMUH.
3.1 Community Vision	Update	The vision is 2010-vintage but well loved; re-test it through 2026 engagement rather than redrafting unprompted.
3.2 Sustainability Framework	Update	Sound framework; expand the single adaptive-infrastructure line into climate adaptation policy (drought, wildfire, flood, and extreme heat per the CARIP 2021 hazards).
4 Guiding Principles (all eight)	Update	The principles hold broadly. Rewrite the Housing principle (the phrase “the needy” is dated); reconcile the growth-to-3,000 framing with flat actuals; refresh active transportation principles to the 2024 ATNP; add a reconciliation principle.
5 Greenhouse Gas Reduction	Rewrite	LGA s. 473(3) mandatory content. Targets cite superseded provincial goals (33 percent by 2020; 80 percent by 2050) and a 2012 carbon-neutral commitment now historical; CARIP is discontinued. Adopt a Fruitvale-specific community target (the

VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

		RES 2023 offers 30/40/50 percent by 2030 scenarios) with sectoral policies and a monitoring framework.
6.1 Community Character	Keep	Objectives remain current and well aligned with infill-first growth management.
6.2 Growth Management	Update	The fringe, Village Centre, and infill structure holds. Re-test infill objectives against HNR capacity; the big-box framing is dated but harmless.
6.3 Revitalization and Beautification	Update	Reflect the streetscape and downtown work completed since 2011; retain the design-guideline direction.
6.4 Land Development	Update	The residential objective requiring a proportion of affordable and attainable housing has real teeth; keep it and connect it to Bill 16 tools. Cites Zoning Bylaw 769, superseded by ZB 846 (2013). Align the residential objectives with SSMUH.
6.5 Natural Environment and the Urban Setting	Keep	Objectives are concise and current.
6.6 Infrastructure	Update	Verify which water, sewer, and storm objectives have been delivered (sewer condition assessment, 2020 water conservation plan); link to the capacity analysis in this project's scope.
7.1 Sustainability Context	Keep	The statement of land use planning philosophy remains apt.
7.2 Area Plans/Comprehensive Development Plans	Update	BILL 44 CHECK: Fruitvale is under the 5,000 threshold, so Bill 44 does not entitle three to four unit forms here; only the secondary suite or accessory dwelling unit baseline applies. The area-plan trigger (more than three residential units) therefore does not collide with a Bill 44 entitlement, but review it so it does not impede the secondary-suite/ADU entitlement or the Village's own gentle-density goals.
7.3 Land Use Designations	Update	The designation list omits Rural though a Rural section follows; correct the list and re-cut designations against the HNR.
7.4 Residential – Single Family	Rewrite	RFP FOCUS and Bill 44. The objective to protect the integrity of predominantly low density, single family residential areas must not preclude the secondary suite or accessory dwelling unit entitlement under s. 481.3(3); the three to four unit minimums do not apply to Fruitvale (population under 5,000). Reframe the designation so it enables the secondary-suite/ADU entitlement (and any gentle-density forms the Village chooses), update the ZB 769 reference, and restructure Policy 6 (the area-plan list), the weakest-drafted policy in the plan.
7.5 Residential – Multiple Family	Update	Location, servicing, and density-bonus policies hold. Confirm capacity against the HNR; tie the Columbia Gardens Road infill area and the former BVMS site into the designation narrative.
7.6 Village Centre	Update	Mixed-use and parking policies hold; reflect revitalization work since 2011 and the status of the design guidelines.

VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

7.7 General Commercial	Update	Policies hold. Part 2 of this project flags commercial-zone compatibility with the ZB; update the Ministry name (now Transportation and Transit) and the highway access framing.
7.8 General Industrial	Keep	Compact, current, and appropriately conditioned (design, buffers, and impact assessment).
7.9 Parks, Trails, and Open Space	Update	RFP FOCUS. The Parks Master Plan policy has been delivered several times over (Beaver Creek Park Masterplan 2024; RV Park, North Creekside, and Haines Park work). Embed the delivered plans and keep the BNSF rail-trail conversion policy.
7.10 Institutional and Community Facilities	Update	Policies hold; refresh the facility inventory and the GHG and accessibility commitments.
7.11 Rural	Keep	Policies hold, with one flag: the 2 ha minimum (reducible to 1 ha) conflicts with Section 15's 4 ha fringe minimum tied to RDKB Electoral Area A standards. Reconcile the two.
8 Affordable Housing	Rewrite	RFP FOCUS. Policy 1's housing needs assessment is now partially delivered by the 2025 Interim HNR; restate the section around the HNR, add Bill 16 inclusionary and rental-tenure direction for a matter the Village may wish to take to Council, and keep the density-bonus policy (currently a two-sentence drafting flag).
9 Natural Environment and Resources	Rewrite	TEETH: three policies carry the whole natural environment, and the Sensitive Ecosystem Inventory hasn't yet been completed. <i>Village staff may wish to bring a recommendation forward to Council or review at the joint workshop</i> to add watercourse protection with substance: riparian setbacks, Riparian Areas Protection Regulation alignment, and a Riparian and Sensitive Ecosystem DPA.
10 Natural Hazards	Rewrite	RFP FOCUS. Flood objectives and policies rest on pre-2025 information; incorporate the Beaver Creek Flood Risk Assessment 2025 and updated flood construction levels. Confirm the Community Wildfire Protection Plan status. TEETH: bind the defaults and route relief through qualified-professional reports.
11 Utilities and Infrastructure	Update	Storm policies cite the 2010 plan update; verify delivered actions (condition assessments, water conservation). Fix the Subdivision and Serving bylaw typo. Embed the build-out capacity analysis from this project.
12 Protective Services, Education and Health	Keep	Content holds; one overstuffed policy (12-P1) is flagged for restructure in the language review.
13 Arts, Culture and Recreation	Keep	Appropriately discretionary for its subject; no structural concerns.
14 Transportation Infrastructure	Rewrite	RFP FOCUS. Predates the 2024 Active Transportation Network Plan and the RDKB South Kootenay Green Link. Embed the ATNP priority routes and the Maple Street pedestrian bridge; update the Ministry name. TEETH: add maintenance and snow-clearing commitments so active transportation works year-round.

VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

15 Food Security	Update	Policies hold; reconcile the 4 ha fringe minimum with Section 7.11's 2 ha; confirm the farmer's market status; keep the ALR-fringe coordination with the RDKB.
16 Community Economic Development	Update	The structure holds; references to the 2005 Community Revitalization Strategy and the early-1990s streetscape program are stale; confirm the tourism plan status.
17.1 Implementation	Rewrite	TEETH: the bylaw list cites ZB 769 (superseded), Subdivision and Servicing Bylaw 561 (1979), and a 2011 financial plan; the supporting-plans list is largely delivered or stale. Replace with an implementation matrix: action, lead, timeframe, and indicator.
17.2 Monitoring and Reporting	Rewrite	TEETH: commit to annual indicator reporting through the Village Annual Report, tied to the implementation matrix and the five-year review cycle.
17.3 Amendments	Keep	Procedural text holds.
17.4 Design Guidelines	Update	Confirm which guideline packages were delivered since 2011; keep the priority statement only for those outstanding.
17.5 Development Permit Areas (introduction)	Update	Cites s. 920(1), repealed; update to s. 488. The list of seven DPAs is otherwise sound. The RFP excludes major DPA changes; currency updates only.
17.6 Hazardous Conditions Development Permit Area	Update	RFP FOCUS (within the no-major-change rule). Update Schedule K and the guidelines to the 2025 flood assessment and flood construction levels; the DPA's own justification names floodplains yet the guidelines speak only to slopes. TEETH (a matter the Village may wish to take to Council): add the missing qualified-professional override and complete the report conditions.
17.7 Industrial Development Permit Area	Keep	Form-and-character content holds; outside the RFP's change scope.
17.8 Commercial Development Permit Area	Keep	Holds; outside the change scope.
17.9 Village Centre Development Permit Area	Keep	Holds; outside the change scope.
17.10 Multiple Family Development Permit Area	Keep	Holds; the former BVMS master-planning work is a useful precedent if Council later revisits the guidelines.
17.11 Green House Gas Development Permit Area	Update	Correct the spelling (Greenhouse); reconcile with the BC Building Code Step Code and CleanBC so the DPA does not duplicate code requirements.
17.12 Wildfire Interface Development Permit Area	Update	Refresh the FireSmart references; fix the circular exemption (exempt if plans adhere to the guidelines). TEETH (a matter the Village may wish to take to Council): construction standards are should-only; add a qualified-professional override and binding defaults.

VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

New elements to add

New element	Authority	What is needed
Housing capacity statements	s. 473(2.1), s. 473.1	Capacity statements and map designations in Sections 2.3, 7, and 8 demonstrating the housing-needs-report 20-year need; Schedule F re-tested.
Indigenous relations and reconciliation	s. 475(2)	A new section carrying the territorial acknowledgment, the engagement record, and reconciliation direction developed with the Ktunaxa and Sinixt Nations; all content flagged for review by the Nations.
Climate adaptation	Best practice	Dedicated adaptation policies (drought, wildfire, flood, and extreme heat), expanding Section 3.2 or as a companion to Section 5.
Riparian and Sensitive Ecosystem DPA, plus umbrella DPA machinery	s. 488	The plan's largest enforcement gap; the Village may want to put this to Council because the project scope excludes major DPA changes.
Temporary Use Permit framework	s. 492	A time-limited, conditioned approval tool short of rezoning, useful for interim uses on the former Beaver Valley Middle School site and similar situations.



3. Local Government Act items missing from the current OCP

Seven mandatory or near-mandatory items are absent or out of date in the existing plan. These are the compliance must-fixes for the updated OCP, drawn from the LGA compliance checklist.

Gap	LGA reference	What is missing	Detail and landing sections
G1	s. 473(2.1), s. 473.1	Housing capacity not demonstrated	The plan does not show that its designations accommodate the housing need set by the March 2025 RDKB Interim Housing Needs Report, now on file and confirmed: 107 new units over five years, 291 new units over twenty years, and a total stock of 1,146 units by 2041. The plan also carries no housing-needs-report review-cycle commitment. Lands in Sections 2.3, 7, 8 and Schedule F.
G2	s. 481.3(3) (secondary suite / ADU)	Secondary suite / ADU entitlement not reflected	The plan predates SSMUH. Fruitvale (2021 pop. 1,958) is under the 5,000 threshold, so the three to four unit forms do not apply; only the secondary suite or accessory dwelling unit entitlement applies (one additional unit on single-detached and duplex lots). The single-family protection language must not preclude that entitlement, and the Section 7.2 area-plan trigger (more than three units) should be reviewed so it does not impede it. Lands in Sections 7.2 and 7.4.
G3	s. 475(2)	Consultation and reconciliation not documented	No documented consultation consideration and no First Nations engagement record for the Ktunaxa and Sinixt. Lands in Section 1.2 and a new reconciliation section.
G4	s. 473(1)(c)	Flood information superseded	Flood restrictions predate the 2025 Beaver Creek Flood Risk Assessment; updated flood construction levels are not incorporated. Lands in Section 10, Schedule K, and Section 17.6.
G5	s. 473(3)	Greenhouse gas targets superseded	Targets cite superseded provincial goals (33 percent by 2020, 80 percent by 2050); there is no current community target, sectoral policy set, or monitoring framework. Lands in Section 5 and Section 17.11.
G6	s. 473(1)(e)	Infrastructure phasing absent	No phasing of major road, sewer, and water systems tied to growth; the capacity analysis is in this project's scope. Lands in Sections 6.6 and 11 and Schedules I and J.
G7	s. 476	School-district consultation not documented	School District 20 consultation is not on record; a process item for 2026.

4. Policy-drafting items flagged for correction

The separate policy-language review checked all 106 policy statements and 136 objectives against Selkirk's drafting standards. The proposed rules to follow include:

- **Each policy is a single sentence.** *Why:* an OCP is a legal document, and a reader, or a court, must be able to tell exactly where one binding directive ends and the next begins. *Fix:* restructure a two-sentence policy into one, or into a parent policy with sub-policies.
- **Each policy is well-structured and readable.** *Why:* a single sentence can still bury several directives, or sprawl into something convoluted, which creates ambiguity about what is actually required. *Fix:* break an overstuffed sentence into a parent policy with enumerated sub-policies, or tighten a long, awkward one into a cleaner single sentence.
- **Each policy opens with an action statement.** *Why:* leading with an action verb (Protect, Require, Maintain, Encourage) makes the directive clear and gives staff something concrete to administer. *Fix:* recast the opening around an action verb, with an allowance for designation, definition, and vision statements where a non-verb opening is legitimate.
- **The discretion level of each policy is identified.** *Why:* binding language (shall, must, will) and discretionary language (should, encourage, support) carry very different legal weight, and the mix should be deliberate. *Fix:* none imposed, the level is reported for confirmation so the choice of tight rules versus staff discretion stays with the client.
- **Spelling and grammar are correct and consistent.** *Why:* drifting spelling across a document drafted over many years by different hands undermines its polish and authority. *Fix:* correct to consistent Canadian spelling.
- **Environmental and hazard DPAs carry the strict-default plus qualified-professional override pattern.** *Why:* a binding baseline rule gives applicants predictability and gives staff a standard to refuse against, while a defined professional override gives flexibility for site-specific evidence without surrendering that control. *Fix:* add or strengthen whichever element is missing, the strict default, the override, the professional requirements, or the cross-reference to the umbrella section.

Two findings are consequential and structural; the rest are mechanical and quick to fix.

The two consequential items

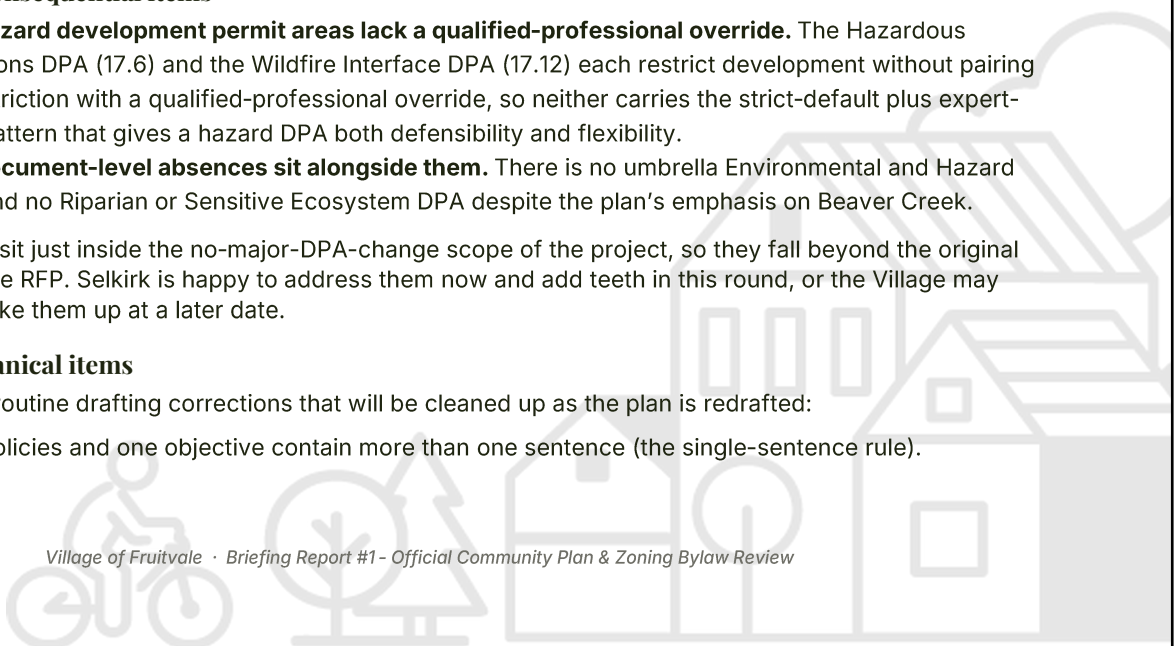
- **Two hazard development permit areas lack a qualified-professional override.** The Hazardous Conditions DPA (17.6) and the Wildfire Interface DPA (17.12) each restrict development without pairing the restriction with a qualified-professional override, so neither carries the strict-default plus expert-relief pattern that gives a hazard DPA both defensibility and flexibility.
- **Two document-level absences sit alongside them.** There is no umbrella Environmental and Hazard DPA, and no Riparian or Sensitive Ecosystem DPA despite the plan's emphasis on Beaver Creek.

Both items sit just inside the no-major-DPA-change scope of the project, so they fall beyond the original scope of the RFP. Selkirk is happy to address them now and add teeth in this round, or the Village may prefer to take them up at a later date.

The mechanical items

These are routine drafting corrections that will be cleaned up as the plan is redrafted:

- Eight policies and one objective contain more than one sentence (the single-sentence rule).



VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

- Several policies and objectives need a touch up to meet APA formatting standards, chiefly missing Oxford commas and unhyphenated compound modifiers.
- Twenty policies and twenty objectives carry spelling or grammar flags.

A structural note worth flagging: none of the plan's 106 policies uses a binding modal (shall or must). That is a drafting posture, not an error, and it is the starting point for the Adding Teeth discussion in Section 5.



VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

5. Adding teeth: where the plan can regulate more strongly

The Village has asked us to find places where the updated OCP and Zoning Bylaw can regulate more firmly. The starting point is a structural fact: the current plan never uses a binding word. Eighty of its policies open with strong imperatives (Require, Ensure, Subject to), which do real work, but the plan never says shall or must, and it never conditions hazard relief on professional evidence. That is a deliberate choice the updated plan can revisit, section by section. The review identifies eight opportunities, ordered roughly by impact; the first four are the highest-value, and several reach beyond the project's agreed scope, so the Village may want to put them to Council.

1. Riparian and Sensitive Ecosystem DPA (new)

Beaver Creek runs through the Village Centre and the plan's only protections are aspirational. A development permit area with a setback default and a qualified-environmental-professional override is the single largest enforcement gain available. This reaches beyond the original scope of the RFP, so Selkirk can add it now or the Village may prefer to take it up at a later date.

2. Qualified-professional override in the hazard DPAs

Section 17.6 prohibits building on steep slopes but offers no defined relief path, and 17.12's construction standards are should-only. Adding the strict-default plus expert-override pattern gives both DPAs defensibility and flexibility.

3. Flood construction levels stated as binding requirements

Once the 2025 assessment is incorporated, state the flood construction levels as binding requirements in the OCP's DPA text and mirror them in the Zoning Bylaw or a floodplain bylaw, not as guidance.

4. Temporary Use Permit framework (s. 492)

Designating TUP areas gives the Village a conditioned, time-limited tool short of rezoning; without it, every interim use becomes either a refusal or a rezoning.

5. Implementation matrix with indicators

An action, lead, timeframe, and indicator for every commitment, reported annually through the Village Annual Report. This is teeth against drift: the 2011 plan promised work that no mechanism tracked.

6. Binding modals where the Village means to bind itself

Where the Village intends to bind itself, on servicing standards, hazard restrictions, and the housing capacity commitment, the updated plan can say "shall". Each such choice will be flagged for confirmation during plan drafting.

7. Move Requirements from OCP to the Zoning Bylaw

Some teeth belong in the Zoning Bylaw, not the OCP: small-scale multi-unit permissions, parking, screening and landscaping standards, and density-bonus mechanics. The list of OCP policies whose enforcement mechanism is better served in the Zoning Bylaw Update will be created and integrated cohesively as the OCP takes shape.

8. Area-plan triggers that bind developers, not residents

Re-scoped around small-scale multi-unit housing, the area-plan tool remains a strong conditioning instrument for greenfield and major redevelopment; pair it with explicit submission requirements.

9. Large parcels that can subdivide before they are ready

Several large, mostly undeveloped parcels carry a residential designation and single-family zoning that allow subdivision into small lots by right, with no test of whether the land can be serviced, who pays to extend services, whether the resulting development covers the maintenance the Village would inherit, or how much of the site is developable once steep slopes, riparian areas, and the wildfire interface are removed. This is a significant gap in both the Official Community Plan and the Zoning Bylaw, and a clear place to add teeth: a new large-lot designation, a downzone of the affected parcels, and a requirement that a developer submit a master plan addressing servicing, cost recovery, lifecycle maintenance, and hazard-constrained developable area before Council will support a rezoning to smaller lots. A workable trigger is any parcel over 1.0 hectare

VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

proposing more than two new lots. This is raised for staff and Council discussion; the Village would decide whether to pursue it.

In short: yes, the plan can be given real teeth, and the highest-value moves are the riparian and hazard DPAs and stating flood construction levels as requirements. Several of these recommendations reach beyond the original scope of the RFP. Selkirk recommends bringing them forward as a short list the Village of Fruitvale can take up now or address at a later date.



VILLAGE OF FRUITVALE | OFFICIAL COMMUNITY PLAN & ZONING BYLAW UPDATE

6. A question for the Village: keep the structure, or reorganize?

The 2011 plan grew topic by topic, which left some material in awkward places. Land-use direction is split between a strategy chapter (Section 6) and a designations chapter (Section 7); community-wide themes such as housing, environment, hazards, and transportation each sit in their own short chapters; and Section 6 carries objectives with no matching policy arm. Selkirk's recent Official Community Plans group their content into a few clear parts, which makes the plans easier to navigate, easier to keep current, and clearer about where land-use rules live.

The structure proposed below follows the pattern Selkirk has used in other community plans: an introduction and context opening, a vision and guiding principles part, a land-use part carrying the designations and the map, a community-wide policies part gathering the topic chapters, and a development permit areas part, closing with implementation and definitions. Either path works, and the choice is the Village's; it does not change the substance of the work, only how the plan is organized.

Proposed structure, with where today's content would land

Proposed part	What it holds	Where today's content maps from
1. Introduction	Purpose, how the plan was made, interpretation, and the review and amendment process	Sections 1.1 to 1.5, plus the documented s. 475(2) consultation and First Nations engagement record (G3)
2. Context	Community profile, history, demographics, and current housing conditions	Sections 2.1 to 2.3, refreshed to the 2021 Census and the 2025 Interim Housing Needs Report
3. Vision & Guiding Principles	The community vision, the sustainability framework, and the guiding principles	Sections 3.1, 3.2, and 4 (all eight principles), plus a new reconciliation principle
4. Land Use Policies	The land-use designations, the growth-management strategy, and the Future Land Use map	Sections 6.1 to 6.6 and 7.1 to 7.11 folded together, plus the housing capacity statements (G1) and the SSMUH reconciliation (G2)
5. Community-Wide Policies	The topic chapters that apply across the whole village	Affordable Housing (8), Natural Environment (9), Natural Hazards (10), Utilities and Infrastructure (11), Protective Services, Education and Health (12), Arts, Culture and Recreation (13), Transportation (14), Food Security (15), Economic Development (16), and Greenhouse Gas Reduction (5), plus new Climate Adaptation and Indigenous Relationships sections
6. Development Permit Areas	The development permit areas and their design guidelines	Sections 17.4 to 17.12, plus the new Riparian and Sensitive Ecosystem DPA and the umbrella DPA machinery (items beyond the original scope of the RFP)
7. Implementation	The implementation matrix, monitoring and reporting, amendments, and the	Sections 17.1 to 17.3, rebuilt as an implementation matrix, plus the new Temporary Use Permit framework (s. 492)

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	Temporary Use Permit framework	
8. Definitions & Glossary	The defined terms and plain-language glossary	Section 1.4, expanded to cover SSMUH, housing needs report, and flood construction level terminology
Schedules	The maps, reorganized to match the new parts	Schedules A to N, with Schedule F re-tested for housing capacity and Schedule K updated to the 2025 flood mapping

What this reorganization fixes

- It ends the split between land-use strategy (Section 6) and designations (Section 7) by putting both in the Land Use Policies part, so the map and the rules read together.
- It removes the problem of a chapter carrying objectives with no policy arm, because the topic material folds into the Land Use and Community-Wide Policies parts.
- It gives the new Local Government Act and best-practice elements a clear home rather than wedging them into existing chapters.
- It separates the development permit areas and the implementation tools into their own parts, which makes the plan's regulatory machinery easy to find and audit.
- It matches the structure of Selkirk's recent plans, so the Fruitvale Official Community Plan reads as part of a consistent, current family of documents.

Note: The table above is a potential layout, not a fixed sequence. Individual sections can be moved, split, or renamed with little effort, and the order shown is not the point. What matters at this stage is whether the grouping holds: whether land-use direction reads well as a single part, whether the topic chapters sit comfortably together under community-wide policies, and whether the regulatory tools belong in parts of their own. The Village is invited to react to the groupings rather than the precise ordering or the section numbers. If the groupings are sound, the arrangement within them follows easily; if a grouping does not fit the way the Village thinks about its plan, that is the more useful thing to flag now.

A question for the team: Should the updated plan adopt the reorganized structure above, modelled on previous plans, or keep the current chapter order and update in place? Either path delivers the same compliance and policy content. The reorganized structure is the Selkirk standard and reads more clearly; the in-place update is less disruptive to readers familiar with the 2011 plan.

Part 2: Zoning Bylaw Review

SCOPE OF THIS REVIEW

What were you looking for when you read this document?

Looking for gaps in the Village's current zoning bylaw in comparison to other zoning bylaws for similar-sized villages.

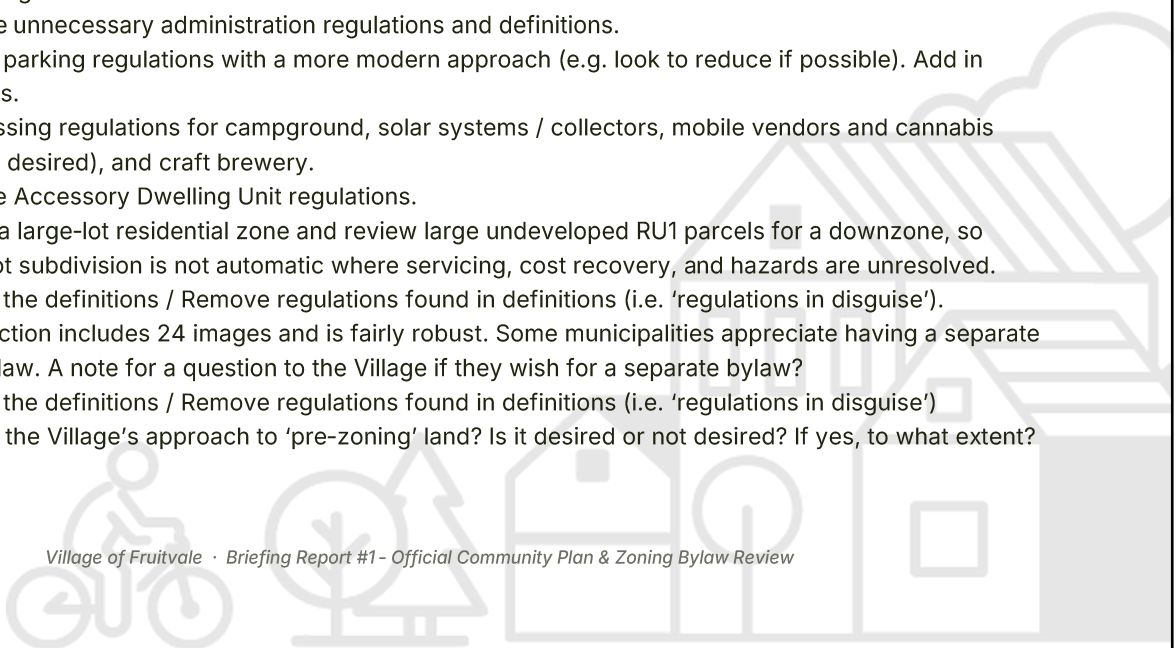
Majority of Village is RU1 zone (Single and Two Family Housing) yet the parcel size for these properties varies greatly. There are some very large parcels of land that have not yet been subdivided and remain with development potential (whether or not the land would support it). May need to look to rezone some of these larger parcels in the RU1 to maintain the integrity of the zone. A parcel review with staff will be required.

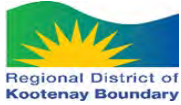
Overall organization is decent and could be maintained with only minor consolidation and/or shuffling of sections recommended. For example, placing the definitions at the end of the document often assists with readability.

- Opportunity to consolidate residential zones (currently 7).
- Overall organization is decent and could be maintained with only minor consolidation and/or shuffling of sections recommended. For example, placing the definitions at the end of the document often assists with readability.
- Opportunity to consolidate residential zones (currently 7)
- Opportunity to add a downtown mixed-use zone (or mix residential and commercial uses in current zones).
- Opportunity to add more illustrations and graphics.
- Update language to meet modern standards (e.g. change 'single family' to 'single-detached').

RECOMMENDATIONS ZB UPDATE

- Make the document more visually pleasing to read.
- Consolidation of residential zones (e.g. combine RU1 and RU2, and/or RM2 and RM2D).
- Update Home Occupation regulations (e.g. go to minor and major categories) and reduce parking for minor.
- Clarify regulations on short-term rentals and bed and breakfasts.
- Remove unnecessary administration regulations and definitions.
- Update parking regulations with a more modern approach (e.g. look to reduce if possible). Add in graphics.
- Add missing regulations for campground, solar systems / collectors, mobile vendors and cannabis retail (if desired), and craft brewery.
- Improve Accessory Dwelling Unit regulations.
- Create a large-lot residential zone and review large undeveloped RU1 parcels for a downzone, so small-lot subdivision is not automatic where servicing, cost recovery, and hazards are unresolved.
- Update the definitions / Remove regulations found in definitions (i.e. 'regulations in disguise').
- Sign section includes 24 images and is fairly robust. Some municipalities appreciate having a separate sign bylaw. A note for a question to the Village if they wish for a separate bylaw?
- Update the definitions / Remove regulations found in definitions (i.e. 'regulations in disguise')
- What is the Village's approach to 'pre-zoning' land? Is it desired or not desired? If yes, to what extent?





**TOTAL TO DATE
VILLAGE OF FRUITVALE
TO THE END OF AUGUST 2026**

NUMBER OF PERMITS TO DATE:	15
PERMIT FEE VALUE TO DATE:	\$2,383
TOTAL SEARCHES TO DATE:	\$197
PERMIT FEE VALUE TO DATE (MINUS SEARCH FEES):	\$2,186
2026 BUILDING VALUE TO DATE:	\$326,360
2025 BUILDING VALUE TO DATE:	\$340,750
2025 TOTAL PERMITS TO DATE:	18

	PERMIT FEE	PERMITS ISSUED	NUMBER OF UNITS	ACTUAL PERMIT VALUE
NEW SFD	\$0	0	0	\$0
NEW MFD	\$0	0	0	\$0
NEW (MANUFACTURED)	\$0	0	0	\$0
ADDITION / ALTER / REPAIR	\$1,284	9	1	\$170,000
ACCESSORY BUILDING	\$700	3	0	\$100,000
ADDITION / ALTER / REPAIR	\$0	0	0	\$0
COMMERCIAL	\$0	0	0	\$0
ADDITION / ALTER / REPAIR	\$0	0	0	\$0
INDUSTRIAL	\$0	0	0	\$0
ADDITION / ALTER / REPAIR	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
ADDITION / ALTER / REPAIR	\$294	2	0	\$41,360
RENEWAL	\$0	0	0	\$0
SECONDARY SUITE	\$105	1	1	\$15,000
DEMOLITION	\$0	0	0	\$0
TOTAL	\$2,383	15	2	\$326,360



**PERMITS ISSUED
VILLGE OF FRUITVALE
FOR THE MONTH OF AUGUST 2026**

PERMIT	CONSTRUCTION TYPE	PERMIT FEES	TITLE SEARCH FEES	CONSTRUCTION VALUE
26-0234F	Accessory - New	\$70.00	\$13.37	\$10,000.00
26-0220F	SFD - Alteration	\$284.00	\$13.37	\$45,000.00

NUMBER OF PERMITS ISSUED	2
TOTAL PERMIT FEE	\$354.00
TOTAL TITLE SEARCH FEE	\$26.74
TOTAL CONSTRUCTION VALUE	\$55,000.00



THE CORPORATION OF
THE VILLAGE OF FRUITVALE
In the "HEART OF THE BEAVER VALLEY"

BEAVER VALLEY WATER SERVICE

Beaver Valley Water Service Report

Date: Sept.2 /2026
To: CAO T. Dehnel
From: Utilites Operator/Foreman Jeff Mason
Subject: **Beaver Valley Water Service Report**

A summary of the BVWS:

- A. Green Road: Waiting for Contractor to fix erosion areas.
- B. Stage # 3 of Water conservation plan. Reservoir is not flowing over spillway when the Water Plant is running.
- C. Hydrant maintenance is almost complete.
- D. Both Wells Genset structures have been stained.
- E. Grieve Road still in MOTT Permit stage
- F. BBA Engineering to give date for annual safety inspection.
- G. Water Treatment Plant Variable Frequency Drive's (VFD) have been ordered. Install in October or November.

PO Box 370, 1947 Beaver Street
Fruitvale, BC V0G 1L0
Village Office Phone: 250-367-7551 / Fax 250-367-9267
Water Treatment Plant Phone: 250-367- 6384
Email: fwtp@telus.net General Email: info@village.fruitvale.bc



THE CORPORATION OF THE VILLAGE OF FRUITVALE

PUBLIC WORKS DEPARTMENT

P.O. Box 370, 1840 Highway 3B

Fruitvale, BC V0G1L0

Ph.: 250-367-6162

Fax: 250-367-6190

E-mail: jstartup@village.fruitvale.bc.ca

Public Works Report

Date: September 1, 2026
To: CAO T. Dehnel
From: Public Works Foreman J. Startup
Subject: **Public Works Report**

The following is a summary of important items Public Works has been involved with recently:

1. Sewer:

- A. Sewage Treatment Plant
 - i. Effluent Diverted to Storage Temporarily
 - a. Ammonia monitoring indicates a high potential for nitrification
 - b. Decreasing dilution ratios due to creek flows being very low
 - c. Consultants engaged to begin process of investigating options for improvements
 - d. Process and operational changes underway to maintain compliance with MoE and Environment Canada standards
 - ii. Beaver Creek flow monitoring station near STP installed with "real time" data now available
 - a. Early data indicates lower than expected stream flow levels
 - b. Estimated effluent dilution ratios lower than minimum recommendations from MoE and EC
 - iii. Annual environmental monitoring program completed
 - a. Results being tabulated and interpreted
 - b. Excluding ammonia concentrations, all data appear to be normal
 - iv. UV Disinfection system maintenance underway
 - a. Bulbs/sleeves and associated components being replaced in Channel #1
 - b. Alternating life cycles of channels proving very effective and efficient. Reaching operational run time of approximately 30,000 hours per channel.
 - v. Installation of influent quality monitoring sensor probes @ headworks building paused pending further design requirements
- B. Collection System
 - i. Failed connection line on Duncan Ave replaced
 - ii. New connection installed on Highway 3B
 - iii. RFP for FES sewer main repair options near completion
 - iv. Catchment Zone #4 cleaned entirely

2. Roads

- A. Crosswalks, curbs and line marking completed
- B. Sidewalk Condition Assessment completed
- C. Speed radar sign near FES vandalized again
- D. Gravel roads and lanes regraded after heavy rains



THE CORPORATION OF THE VILLAGE OF FRUITVALE

PUBLIC WORKS DEPARTMENT

P.O. Box 370, 1840 Highway 3B

Fruitvale, BC V0G1L0

Ph.: 250-367-6162

Fax: 250-367-6190

E-mail: jstartup@village.fruitvale.bc.ca

3. Facilities

- A. Fruitvale Memorial Centre
 - i. Main floor refinishing completed
 - ii. Main washroom floors replacement being considered
- B. Creekside Community Parks
 - i. North
 - a. Survey complete
 - b. Next steps being contemplated w/ CAO
 - ii. Center
 - a. Footbridge decking replaced
 - b. Weeding of playground mulch underway
- C. Downtown Beautification
 - i. Hanging baskets scheduled for removal in mid-September
- D. Fruitvale Family Parks
 - i. Irrigation repairs required
 - ii. Infields on diamonds requiring maintenance
- E. Vale Park
 - i. Irrigation repairs completed

4. Spirit Events

- A. Blooming Society
 - i. Community Garden improvements planned for late summer
 - a. Remove bark mulch around planters and replace with xeriscape
 - b. New planters installed
- B. Farmer's Market
 - i. Assist with road closures and setup/cleanup bi-weekly
 - ii. Porta-potty installed near Poleyard Lane bus stop
- C. Tailgate Sale
 - i. Assist with road closures and setup/cleanup monthly

5. Staff

- A. EOCP operator certification
 - i. Wastewater Collections II completed
 - ii. Backflow and Cross Connection Control completed
 - iii. Water Treatment III cancelled
- B. Summer students' final day was Aug 14th
- C. Job Description reviews underway for all classifications
- D. Seasonal worker position expected to end near early October

6. Fleet

- A. New loader with attachments being sourced
- B. Repairs to 2025 Hybrid complete by local Bodyshop
- C. Preventative maintenance and inspections ongoing on all equipment/vehicles

Respectfully submitted,
Jason



**THE CORPORATION OF
THE VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"

CAO DEHNEL REPORT

CAO Report for Council Meeting held on September 8, 2026

Staff	• Works Department – rotation in place to cover scheduled vacations • Two summer students completed their term on August 14 • Temporary Labourer in place for summer. • Office – includes one casual to cover vacations. • Winter Village Office Hours resume September 8 • Monday to Friday 8:30 am to 4:00 pm • Office and Works closed for Labour Day September 7. • Stage 3 Water Restrictions for BVWS in effect August 20, 2026 •
CAO Meetings / Workshops	• Aug 10 - Regular Council Meeting • Aug 11 - monthly team meeting – begin 2027 departmental budget review • Aug 11 - CAO/Mayor check in meeting • Aug 12 - union meeting • Aug 18 - STP consultant visit and effluent sampling • Aug 18 - regional candidate readiness workshop • Aug 19 - OCP/Zoning bylaw project check in • Aug 20 - Climate Action update with consultant • Aug 25 - office job descriptions review • Aug 27, Sept 1 and 3 - public works job descriptions review • Sept 1 - Mayor/CAO agenda set meeting •
Other / Projects	• Planning inquiries concerning property matters • Support September 8 Council Agenda preparation • Support OCP project • As Deputy Chief Elections Officer, support CEO with municipal election preparation/nomination period. • Prepare for Council orientation schedule and strategic planning initiatives • Prepare for UBCM meetings with Ministry staff

Patricia Dehnel
P. Dehnel, CAO



**THE CORPORATION OF
THE VILLAGE OF FRUITVALE**

In the "HEART OF THE BEAVER VALLEY"

MAYOR STARTUP REPORT

Mayor Report for Council Meeting held on September 8th, 2026

Liaisons and Tasks	- Lower Columbia Community Health Centre Network Society - No meeting in August
Council Duties	- August 5th – Met with Minister and Staff of Water, Land and Resource Stewardship, MLA Morissette, local Area Directors and Mayors. Discussions for Fruitvale centered around Beaver Valley Watershed Protection and Security initiative. - August 6th – Discussions with resident regarding drug activity in their neighbourhood. - August 10th – Regular Council Meeting - August 18th – Met with CAO to discuss Creekside Park North progress - August 19th – Prepare Letter of Support for ATCO Wood Products regarding Kootenay Lake Forest Landscape planning process. - August 20th – Met with RCMP Detachment NCO to discuss drug activity and enforcement efforts in Fruitvale. - August 25th – Met with Chamber of Commerce Past President to discuss All Candidates Forum
Other / Projects	Relatively quiet period.

Recommendation:

That the Mayor's August 10th, 2026 Report be received for information.

Respectfully Submitted, Wes Startup, Mayor



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

Agenda

DATE: September 8, 2026
TO: Mayor and Village Council
FROM: P. Dehnel, CAO
SUBJECT: Development Variance Permit Application review: 1899 Mountain St.

ANALYSIS SUMMARY:

- An application has been received for the construction of a 20 ft by 40 ft workshop closer to the interior side property line than permitted under the property zoning: RLP 1 Rural Large Parcel 1
- As per development variance permit application process, the neighbours within a 100 ft radius have been notified by letter that an application has been received. Neighbours are invited to express comments in time for the Council meeting of September 8, 2026. Any comments received will be shared with Council.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Application:

To construct a 20 ft by 40 ft workshop within the western side yard setback on the property located at 1899 Mountain Street legally described as Lot 1, Plan NEP 18172, District Lot 1236 Kootenay Land District, PID 013-046-233

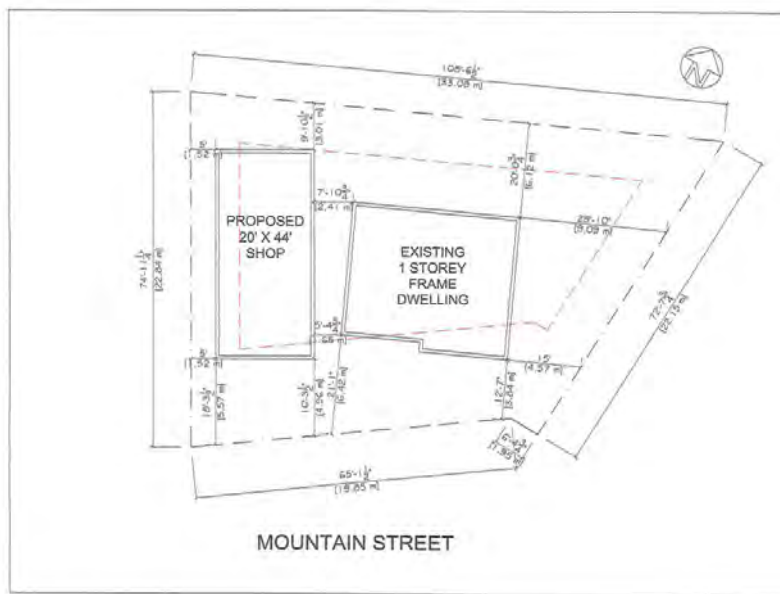
Plan Check

Land Use / Zoning Bylaw	Zone Parameters / Existing conditions	Proposed Development
Zoning	RLP 1 Rural Large Parcel 1	RLP 1 Rural Large Parcel 1
Principal / Secondary Uses	Principal Use: Single dwelling Secondary Use: accessory buildings and structures	20 by 40 workshop permitted
Front Yard	Setback 6.0 m	Front setback met
Rear Yard	Setback 3.0 m for accessory buildings	Rear set back met
Interior Side Yard	Setback 3.0 m for accessory buildings (10 ft)	Proposed 5 ft (1.5 m) Variance requested from the western interior side lot line.
Parcel size	560.7 m ²	560.7 m ²
Site Coverage	The maximum site coverage is 2500 m ² for residential development, and it is 35% for agricultural buildings and structures except it may be increased to 75% for greenhouses with closed wastewater and storm water management systems. Existing house is 92 m ² Existing site coverage 16.4%	Proposed workshop 82 m ² New site coverage is 31%

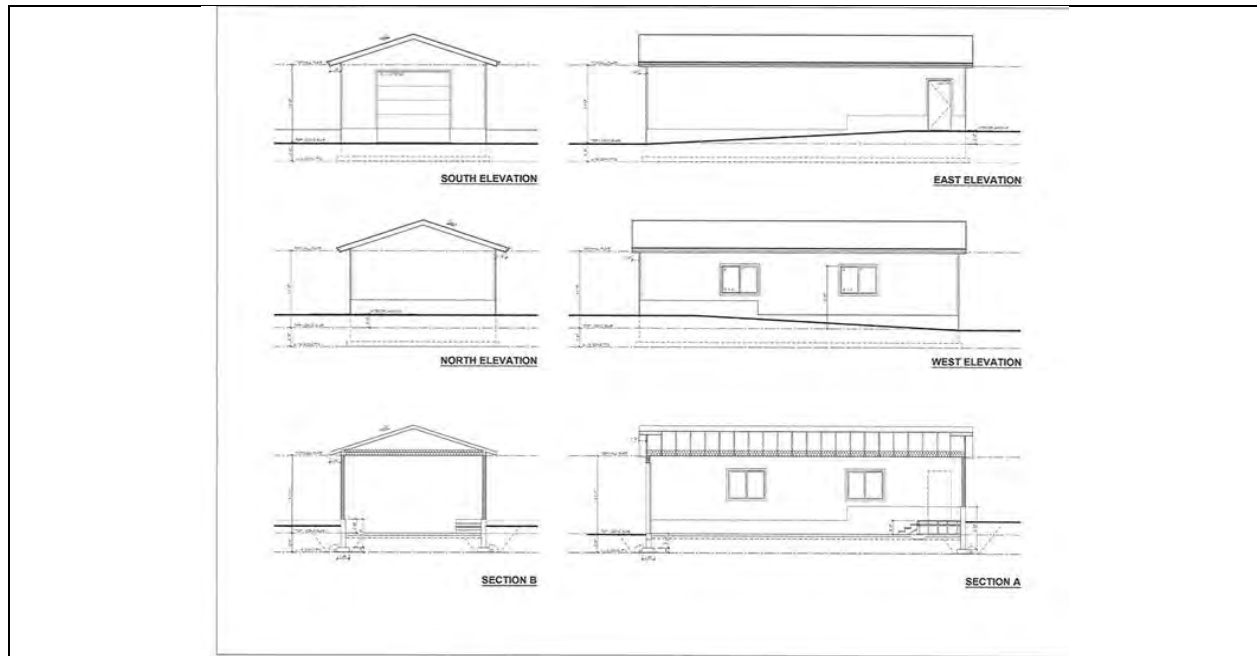


Disclaimer: This report and map is for general information only. The RCRB does not guarantee its accuracy or correctness. All information should be verified.
Page 1 of 2

Existing site plan



Proposed site plan



Proposed accessory building elevations



Looking east on Mountain St



Looking west on Mountain St.

COSTS AND BUDGET IMPACT:

- The applicant has paid the \$400 development permit application fee.
- If the variance is approved by Council, there will be a minimal fee to register the document in the Land Title Office
- If variance is approved, the applicant will be entitled to apply for a building permit to construct a building 1.5 m from the interior side lot line, through the RDKB building inspection department.

PROCESS:

Per the Development Permit Application process, neighbours within 100 m of the subject property are notified of the application. The following letter was sent to the neighbours 10 days prior to the Council meeting date.

RE: NOTICE OF DEVELOPMENT VARIANCE PERMIT APPLICATION
PROPERTY LOCATION: 1899 MOUNTAIN ST, Fruitvale, BC
LEGAL DESCRIPTION: Lot 1, Plan NEP18172, DL1236, Kootenay Land District,
– PID 013-046-233
MEETING DATE: September 8th, 2026 @ 6:00 pm

On Monday, September 8, 2026 at 6:00 pm, the Village of Fruitvale Council will be considering an application for a Development Variance Permit to the Village of Fruitvale Zoning Bylaw 846, 2013 for the above noted property.

The property owner is requesting Council approval to relax the required side setback from 10 feet to 5 feet to allow the construction of a 20' x 40' shop along the western side yard of the property. See attached site plan.

Variances, if approved, are registered on land title. If you have questions or concerns, please contact the Village Office prior to 4:00 pm on September 8, 2026. Please see the contact information below.

COMMENTS RECEIVED TO DATE:

Sent: September 2, 2026 10:22 AM

Subject: Submission of Concerns – Development Variance Permit Application

Subject: Concern Regarding Development Variance Permit – Side Setback Reduction

To the Village of Fruitvale Council,

I am writing as a nearby property owner regarding the Development Variance Permit application for the above-noted property, requesting a reduction of the required side yard setback from 10 feet to 5 feet to allow construction of a 20 ft x 40 ft shop.

I would like to express the following concerns:

- *Proximity to my property: Reducing the setback by 50% places a large accessory building significantly closer to neighbouring homes than the zoning bylaw intends. Typical BC residential side setbacks range from approximately 1.8 m to 3.0 m (6–10 ft) to protect privacy, light access, traffic congestion, and enjoyment of adjacent land.*
- *Potential impacts on privacy, noise, and shading: A structure of this size located only 5 ft from the property line may affect privacy, increase noise transmission, increase traffic congestion, and reduce natural light.*
- *Long-term impact: Variances, once approved, are registered on title and remain in place for future owners. This creates a permanent change to the development pattern of the area.*

I respectfully request that Council consider these impacts when reviewing the application. I would appreciate confirmation that drainage, privacy, and neighbourhood character have been fully evaluated.

Thank you for considering this submission.

Gerry Tomilin

Sent: September 2, 2026 9:37 AM

Subject: Variance permit application

I live right next door at 1897 mountain street. I am totally opposed to this building being put up. It is too close to my property line. I don't believe that the mapping you received is accurate. I believe it is being embellished to suit the resident's purpose. There is no way there is enough room on this property to put the structure up. I don't think I really have to say anything else. If this does go to a committee, all you have to do is come up and take a physical look at this area. And you will come to the same conclusion
Anne

Sent: September 3, 2026 9:16 AM

Subject: Notice of Development Variance Permit Application, 1899 Mountain Street, Fruitvale, BC

Dear Sir:

We are neighbours of Anne Burkow at 1897 Mountain Street, attached to and overlooking her property. We strongly oppose the approval of this application for a variance as we see nothing but future problems with this huge structure so close to Anne's busy driveway. It is an extremely large structure for such a small property space and we feel it is very intrusive to Anne's property.

Furthermore, we question why there is a setback zoning bylaw 846, if it is not adhered to, to protect the neighbors and the neighbourhood, and why such a large structure crammed into a small area would even be considered! In this case we strongly feel that this should not be allowed to go against the community development plan.

*Yours truly,
 Garry and Valerie Lee*

Sent: September 3, 2026 8:53 AM

Subject: Variance permit for 1899 mountain st.

My name is Earl Morissette. I live at 1906 Mountain St. in Fruitvale bc. I am against the variance for property in question.

Sent: September 3, 2026 1:56 PM

Subject: Notice of Development PID 013-046-233

In regards to the above noted Notice of Development please note there is a discrepancy between the letter and Site Plan. The letter indicates a shop size of 20' x 40' and the Site Plan indicates a shop size of 20' x 44". Also, I feel that the request for the required side setback from 10 feet to 5 feet is quite substantial and I do not support this request.

Sincerely, Larry Laface

RECOMMENDATION:

- That a Development Variance Permit be **issued/denied** to the owners of the property located at 1899 Mountain Street legally described as Lot 1, Plan NEP 18172, District Lot 1236 Kootenay Land District, PID 013-046-233, to reduce the required side yard setback of 3.0 m to 1.5 m to permit construction of an accessory building.

Patricia Dehnel

P. Dehnel Chief Administrative Officer



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

**Agenda
Agenda Item**

DATE: September 8, 2026
TO: Mayor and Village Council
FROM: P. Dehnel, CAO
SUBJECT: Creekside North Park Development – notice of disposition of creek land to crown

ANALYSIS SUMMARY:

- To prepare for the Creekside North Park Development project, the Village commissioned a reference plan pursuant to section 100(1)(a) of the *Land Title Act* for the boundary adjustment of land previously legally described as PID: 017-865-417 LOT 1 DISTRICT LOT 1236 KOOTENAY DISTRICT PLAN NEP19918.
- The boundary adjustments are due to the natural changes of Beaver Creek's water course.
- The readjusted land is now legally described as PID: 032-875-657 LOT A DISTRICT LOT 1236 KOOTENAY DISTRICT PLAN EPP153885 (the "**Land**").
- As part of the boundary adjustment, those portions of the Land labeled "RETURN TO CROWN" on PLAN EPP153885 (collectively, the "**Crown Lands**") must be returned to the Provincial Crown since they now form part Beaver Creek's creek bed, and therefore, are considered to be Crown land.
- An additional survey plan pursuant to section 107(1)(b) of the *Land Title Act* is required to officially return the Crown Lands to the Crown.
- A Council resolution is required to authorize preparation of the survey plan.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

- In order to officially return the Crown Lands to the Crown, the Village must obtain a survey plan pursuant to section 107(1)(b) of the *Land Title Act*.
- The Village should consider publishing a public notice pursuant to sections 26 and 94 of the *Community Charter* to advise the public of the Village's return of the Crown Lands to the Crown.

COSTS AND BUDGET IMPACT:

- The cost for legal preparation and registration of the survey plan and associated application to deposit plan to the Land Title Office.
- The cost to prepare and publish a public notice pursuant to sections 26 and 94 of the *Community Charter*.
- The 2026 Creekside North Park Budget is \$200,000 for work towards site preparation, legal surveys, and phase 1 development.

RECOMMENDATION:

- That staff be directed to coordinate obtaining a survey plan pursuant to section 107(1)(b) of the *Land Title Act* to officially return the Crown Lands to the Crown.
- That staff be directed to coordinate the preparation of a public notice pursuant to sections 26 and 94 of the *Community Charter* to advise the public of the Village's return of the Crown Lands to the Crown.

Patricia Dehnel

P. Dehnel Chief Administrative Officer



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

DATE: September 8, 2026
TO: Mayor and Village Council
FROM: M. Stevens, Finance Specialist
SUBJECT: Equipment Financing with MFA

ANALYSIS SUMMARY:

As determined during the 2026 budget discussion the current loader needs to be replaced. A new loader has been sourced at John Deere, Cranbrook. The loader comes equipped with Maxam snow tires, John Deere His Vis Coupler, Brandt 2.5 cu. yd bucket. Additional components are Brandt 4-in-1 Snow Blade, Brandt Forks, Brandt Hydraulic Angle Blade and Brandt Hydraulic Job Boom.

COSTS AND BUDGET IMPACT - REVENUE GENERATION:

The John Deere 444P has been quoted at a pre-tax cost of \$392,255.00. We have been offered a trade in for our current loader for \$58,000.00. The total then comes to \$357,652.85 pst included. The 2026 budget includes a down payment of \$45,000.00, leaving \$312,652.85 remaining.

RECOMMENDATION:

That Village of Fruitvale Finance Department be directed to obtain equipment financing with MFA in the amount of \$312,652.85 at an interest rate of 2.89% over 60 months to purchase the John Deere 444P.

Misti Stevens
Finance Specialist



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

DATE: September 8, 2026
TO: Mayor and Village Council
FROM: P. Dehnel, CAO
SUBJECT: Wellness/Physical Fitness Program Policy # PER-2026-01

ANALYSIS SUMMARY:

Attached for Council's consideration is a new policy regarding the Wellness/Physical Fitness Program. The proposed policy is to describe eligible expenses available for reimbursement under this program. The policy applies to all eligible employees of the Village of Fruitvale as per the current CUPE 2087 contract.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

- Section 14.11 Wellness/Physical Fitness Program in the current collective agreement between Local 2087 and the Village of Fruitvale states:

"The Village will establish procedural requirements for re-imbursement of expenses related to the wellness program, including a list of Village-approved eligible expenses under the program and a provision for employees to submit an application to the Village for pre-approval of any proposed expenses that are not explicitly included on the Village's list of approved eligible expenses."

COSTS AND BUDGET IMPACT:

The annual allowance for wellness expense reimbursement is:

Regular Full-Time Employees - \$350.00

Regular Part-Time Employees - \$175.00

Employees status at January 1st will determine annual eligibility.

The allowance commenced January 1, 2026 and is for any employee who submits receipts for eligible wellness programs prior to December 31, 2026. The allowance is to a maximum of \$350 per year and cannot be carried over to future years. Or, in lieu of the reimbursement, employees may opt for an annual membership to the Fruitvale Gym.

In 2026, there are 11 Full-Time Employees eligible for the wellness/physical fitness program reimbursement or annual gym membership

RECOMMENDATION:

That the "Village of Fruitvale Wellness/Physical Fitness Program Policy # PER-2026-01" be adopted.

Patricia Dehnel

P. Dehnel
Chief Administrative Officer



Village of Fruitvale

Corporate Policy Manual

Policy Title: Wellness / Physical Fitness Program **Policy #:** PER-2026-01

Section:	PERSONNEL	
Presented for Approval		2026-09-08
Initially Approved:		
Last Reviewed:		
Amended and Approved by Council:		
Next Review Scheduled:		2028-06

POLICY

The Wellness/Physical Fitness Program policy describes eligible expenses available for reimbursement under this program.

POLICY SCOPE:

This policy applies to all eligible employees of the Village of Fruitvale as per the current signed CUPE 2087 contract.

PROCEDURES:

1. Eligible Village of Fruitvale employees will complete the attached Request for Reimbursement or Request for Pre-Approval and submit it to the CAO for approval.
2. Eligible, may be approved and excluded expenses are included in Appendices A, B, C, respectively.
3. Reimbursement requests must be submitted on the attached forms for approval.
4. Approved reimbursement requests will be issued via cheque during a regular cheque run.

**Appendix A**

**VILLAGE OF FRUITVALE
WELLNESS/PHYSICAL FITNESS PROGRAM
LIST OF ELIGIBLE EXPENSES**

The following outlines:

- the activity and equipment costs that are eligible for reimbursement under the Village of Fruitvale Employee Wellness/Physical Fitness Program;
- the process for considering employee requests for eligibility exceptions for activities and equipment not specifically identified below as being eligible; and
- the activity and equipment costs that are specifically excluded from eligibility under reimbursement program.

Eligible Wellness Reimbursement Expenses:

1. Fitness and Sport Activity Expenses

Fitness and sport activity costs that are incurred for the purpose of participating in sport and fitness activity including:

- a. Memberships to gyms or sports clubs
- b. Sport league fees
- c. Tournament fees
- b. Greens fees
- c. Lift tickets/passes
- d. Licenses, including fishing and hunting
- e. Sport/fitness program, educational, and drop-in fees
- f. Exercise videos
- g. Park fees (National, Provincial, etc.)

2. Fitness and Sport Equipment Expenses

Fitness and sport equipment which is required for participation in sports or fitness activities, including:

- a. Sports and Fitness Equipment such as: yoga mats, hockey sticks, curling brooms, skis, jogging strollers, canoes, kayaks, fishing rods, bicycles, golf clubs, tennis racquets, snowshoes;
- b. Footwear, such as: running shoes, cleats, skates, ski boots, golf shoes, curling shoes, hiking boots;
- c. Fitness Equipment/Machines, such as: treadmills, elliptical trainers, stationary bikes, rowing machines, weight benches/weights, heart rate monitors, balance boards;
- d. Protective/safety equipment and courses, such as: helmets, hockey padding, mountain bike armour, personal floatation devices, reflective vests, avalanche safety equipment, safety courses (e.g., first aid, avalanche safety, outdoor survival).

3. Weight Loss / Nutrition Program Expenses

Weight loss and nutrition program costs such as: Weight Watchers, Jenny Craig, Herbal Magic, LA Weight Loss, and similar programs, but excluding the cost of food and supplements.



Appendix B

**VILLAGE OF FRUITVALE
WELLNESS / PHYSICAL FITNESS PROGRAM
MAY BE APPROVED UPON REQUEST**

Exceptions: Additional Wellness Expenses - May Be Approved Upon Request

While the Village of Fruitvale has made every effort to cover a broad range of activities, services and equipment expenses associated with health and wellness, some expenses that are not listed above may be eligible for reimbursement upon request.

Exception requests should be directed at the Village of Fruitvale CAO. If an employee is unsure as to whether a particular activity, service or piece of equipment will be eligible for reimbursement, the employee should submit a request for pre-approval to the CAO before incurring any questionable costs.



Appendix C

**VILLAGE OF FRUITVALE
WELLNESS / PHYSICAL FITNESS PROGRAM
LIST OF EXCLUDED EXPENSES**

Excluded Expenses

The following costs are specifically **excluded** from eligibility under the Village of Fruitvale Employee Wellness/Physical Fitness Program. Purchase of equipment intended for the use of others, including family members, will not be tolerated.

1. All costs incurred by someone other than, or for the benefit of someone other than, a permanent employee of the Village of Fruitvale.
 2. Treatments, services, or equipment covered by the Village of Fruitvale Extended Health Plan, including massage therapy, physiotherapy, chiropractic services, acupuncture, and orthotics.
 3. All costs incurred outside of the calendar year during which the Request for Reimbursement Form is submitted.
 4. Firearms, ammunition, and firearm accessories.
 5. Motorized vehicles (ATVs, snowmobiles, motorboats, dirt bikes) and equipment, licenses and accessories needed to operate motorized vehicles.
 6. Used fitness and sport equipment.
 7. Clothing and apparel, other than swimwear.
 8. Luggage, backpacks, and equipment bags.
 9. Food and supplements, including performance, diet, and vitamins.
 10. Cosmetic and beauty products and services, including spa treatments.
 11. Fees for watching sports or fitness events.
 12. Costs incurred while vacationing, including hotels, recreational vehicle rental/purchase, however if the employee participates in sport or fitness activities while vacationing, such as fishing, hiking, waterskiing, or scuba diving, then those costs are eligible.
-

Collective Agreement between the VILLAGE OF FRUITVALE and CUPE Local 2087
(Excerpt)

Section 14.11 Wellness / Physical Fitness Program

The Village recognizes there are a wide variety of activities that lead to improved physical fitness and emotional health. The Village will reimburse employees for pre-approved expenses related to activities and/or programs that lead to improved physical fitness and/or emotional health.

Such activities must be action oriented and/or educational and designed to modify lifestyles or behaviours to increase or improve muscular strength, skeletal strength, cardiovascular strength, flexibility, or stability. The Village will establish procedural requirements for reimbursement of expenses related to the wellness program, including a list of Village-approved eligible expenses under the program and a provision for employees to submit an application to the Village for pre-approval of any proposed expenses that are not explicitly include on the Village's list of approved eligible expenses.

The annual allowance for wellness expense reimbursement is:
Regular Full-Time Employees - \$350.00
Regular Part-Time Employees - \$175.00
Employees status at January 1st will determine annual eligibility,

OR

All Employees may choose an annual membership in the Fruitvale Village Gym in lieu of the wellness expense reimbursement.

Each qualifying employee may receive wellness expense reimbursements to the maximum annual allowance in each calendar year starting each January 1st.

Unused portions of the annual allowance for wellness expense reimbursement may not be carried over to the following years.



**VILLAGE OF FRUITVALE
WELLNESS/PHYSICAL FITNESS PROGRAM FORM
REQUEST FOR PRE-APPROVAL**

(Please provide backup for request for pre-approval of an eligible expense)

Employee Name: _____ Date submitted: _____

Full-time Employee: ☐

Part-time Employee: ☐

DATE	DESCRIPTION	PRICE (\$ CDN ONLY)
TOTAL CLAIM AMOUNT		

Approved: ☐

Denied: ☐

Reason: _____

CAO Signature

Date



**VILLAGE OF FRUITVALE
WELLNESS/PHYSICAL FITNESS PROGRAM FORM
REQUEST FOR REIMBURSEMENT**

(Please attach receipts for reimbursement of an eligible expense)

Employee Name: _____ Date submitted: _____

Full-time Employee: ☐

Part-time Employee: ☐

DATE	DESCRIPTION	VENDOR	PRICE (\$ CDN ONLY)
TOTAL CLAIM AMOUNT			

By signing, I certify that this reimbursement request is for expenses paid by me and for my sole use.

Employee Signature

ELIGIBILITY

The Village of Fruitvale Employee Wellness/Physical Fitness Program is for expenses incurred by, and for the benefit of, a permanent employee of the Village of Fruitvale. As per the Collective Agreement, an employee's status as of January 1st of each year will determine his/her eligibility for that year. Costs incurred by family members are not eligible.

Maximum \$350.00/yr. for Regular, Full-Time Employees
Maximum \$175.00/yr. for Regular, Part-Time Employees

Employees must submit this Request for Reimbursement form signed by the CAO with all receipts for the benefit year, **one time per year**, to the Finance Department before December 31st of that year to receive reimbursement. Claimed expenses will not be reimbursed if copies of the original receipts are not attached. Costs exceeding the maximum annual eligible cost under the Village of Fruitvale Employee Wellness/Physical Fitness Program may not be carried forward into another year. Unused wellness entitlements in any year may not be carried forward into another year.

Approved By:

CAO Signature

Date



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

DATE: September 8, 2026
TO: Mayor and Village Council
FROM: M. Stevens, Finance Specialist
SUBJECT: Cemetery Bylaw #996, 2026

ANALYSIS SUMMARY:

Attached for Council's consideration is the first, second, and third reading of Village of Fruitvale Cemetery Bylaw #996, 2026.

The proposed bylaw replacement is to add a definition for organics, discuss the prohibition of organic materials in columbarium unit niches and some general housekeeping.

Organic materials naturally decay, rot, or develop mold over time, which may stain the stone, damage urns, and attract pests. For these reasons, staff recommend that organic materials not be permitted inside columbarium niches.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

- *None*

COSTS AND BUDGET IMPACT - REVENUE GENERATION:

- *None*

RECOMMENDATION:

That the "Village of Fruitvale Cemetery Bylaw #996, 2026" be read a first, second and third time.

M. Stevens
Finance Specialist



THE CORPORATION OF THE VILLAGE OF FRUITVALE

BYLAW NO. #996, 2026

**A Bylaw to Provide Regulations of the
Operation and Maintenance of the Fruitvale Memorial Cemetery**

WHEREAS Council of the Corporation of the Village of Fruitvale deems it desirable to repeal all previous bylaws of the Village governing the Fruitvale Memorial Cemetery operations, and to enact new regulations hereto;

NOW THEREFORE, the Village of Fruitvale Council, in open meeting assembled, enacts as follows:

1. TITLE

This bylaw shall be cited as "Village of Fruitvale Operations and Maintenance of the Fruitvale Memorial Cemetery Bylaw No. #996, 2026".

2. REPEAL

"Village of Fruitvale Cemetery Operation and Maintenance Bylaw #987, 2025" and all amendments thereto, are hereby repealed.

3. SEVERABILITY

Each section of this Bylaw shall be severable. If any provision of this Bylaw is held to be illegal or invalid by a Court of competent jurisdiction, the provision may be severed, and the illegality or invalidity shall not affect the validity of the remainder of this Bylaw.

4. DEFINITIONS

In this Bylaw unless the context otherwise requires,

- | | |
|------------------------|--|
| "Administrator" | means the person duly appointed as Chief Administrative Officer (CAO) from time to time by the Village of Fruitvale Council. |
| "Corporation" | means THE CORPORATION OF THE VILLAGE OF FRUITVALE. |
| "Child" | means any person one year old and up to and including twelve years of age. (Casket size not to exceed 3'6", 107 cm). |
| "Columbarium" | means an above-ground granite structure for cremated remains. |
| "Cremains" | means the abbreviated form of cremated remains. |
| "Disinterment" | means the removal, for the purpose of permanent relocation, of <ol style="list-style-type: none">a. human remains, andb. the container, or any of the remaining container, holding the human remains, from the lot in which the human remains are interred. |

"Exhumation"	means the exposure and removal of interred human remains for the purposes of viewing or examination.
"Grave"	means a space of ground in a cemetery used or intended to be used for the burial of human or cremated remains.
"Grave Liner"	means a ridged shell structure to cover a casket for a grave interment or an urn for a cremated interment.
"Human Remains"	means a. a dead human body in any stage of decomposition, or b. a body of a stillborn infant in any stage of decomposition, but does not include cremated remains.
"Infant"	means any child up to the age of one year.
"Interment"	means the act of burying a casket or urn in a grave or niche.
"Niche"	means a recess hole in a wall of a columbarium used or intended to be used for the interment of cremated remains.
"Non-Resident"	means any person who does not meet the criteria of a resident.
"Organics"	means any item made from natural, plant-based, or animal-based sources that will naturally decay, rot, or mold over time, including but not limited to cut flowers, dried bouquets, foods and liquids.
"Resident"	means a. a person residing in the eastern section of the Regional District of Kootenay Boundary; or b. a person who is liable for payment of taxes of property situated within the eastern portion of the Regional District of Kootenay Boundary; or c. a person who has resided in the eastern portion of the Regional District of Kootenay Boundary for a continuous period of three years but has since moved from the boundary, such residency to be established by affidavit.
"Treasurer"	means the person duly appointed as such from time to time by the Council.

5. LOCATION

- a. The following lands owned by the Village have been set aside for cemetery purposes:

FRUITVALE MEMORIAL CEMETERY

Situated within the boundaries of the Village of Fruitvale, and containing 2.3 acres (more or less), and legally described as: Lot 1, Plan EPP25260, District Lot 1236,

Kootenay Land District; PID 029-182-794 and with a civic address of 1720 Columbia Gardens Road.

- b. A copy of the plan of the cemetery shall be filed with the Director as delegated by Consumer Protection BC and copies shall also be kept available for public inspection in the Village Office and at such other places as may be deemed necessary.

6. LICENCE TO USE THE CEMETERY

- a. The Council may grant to any person paying the fees therefore, according to the scale of fees hereinafter provided and subject to Section 4 hereof, a licence for the exclusive use by the purchaser, or their executors or administrators, of any one or more grave spaces which may be vacant and unlicensed in the cemetery, and upon payment of said fees therefore, such person or persons shall be entitled to receive a licence in the form of Schedule "A" attached hereto and forming part of this Bylaw.
- b. The Council reserves to itself the right to refuse to sell the use of more than two grave spaces to any one individual.
- c. Transfer of Licences:
 - i. If the holder of a licence to use and occupy grave space in the cemetery shall at any time desire to dispose of or transfer to another person his right to use and occupy a grave space or niche in the cemetery, he shall first furnish the Administrator with a completed Transfer of Licence form (Schedule 'C' of this bylaw) which details the full particulars of the person to whom such disposal or transfer is desired to be made, together with the transfer fee as set out in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw.
 - ii. Upon receipt of the prescribed transfer fee, and upon compliance with the requirements of this bylaw by the licence holder and the person to whom the licence is to be transferred, the Administrator shall effect the desired transfer by an endorsement upon the licence to that effect and shall record the same in the books or other records kept by him for that purpose.
- d. All licences issued for use of a grave space or niche in the cemetery shall be subject to the provisions of this bylaw and all bylaws now or hereafter to be passed by Council.

7. FEES, RATES AND CHARGES

- a. The fees for interment, disinterment and exhumation, use and care of grave space, use of niches, and the charges for goods offered for sale by the Village for use in the cemetery, and any other cemetery fees shall be those set out in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw.
- b. The fees set out in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw shall be paid at the Village Office at the time of application for a licence and at the time of purchasing any goods or services sold by the Village in connection with the operation of the cemetery.

- c. In case of poverty, Council may consider and decide on applications for the remission of fees in whole or part, and in any such case Council may remit such fees in whole or in part.

8. PERMISSION TO INTER, DISINTER AND EXHUME

- a. No body other than human remains shall be interred in the cemetery, and no interment of human remains shall be made until a permit to inter the body has been obtained from the Village, and the fee for the interment as specified in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw has been paid to the Village.
- b. All permits for interment of human remains in the Cemetery shall be in the form of Schedule "C" attached hereto and forming part of this Bylaw.
- c. All applications for a permit to inter in the cemetery must be made to the Administrator at the Village Office between the hours of 8:30 a.m. and 4:30 p.m. on all days of the week except Saturday, Sunday and Statutory Holidays.
- d. Infectious Diseases Special Provisions
 - i. In cases where the body of a person who dies having an infectious disease must be buried within thirty-six (36) hours of death under the requirements of Section 9.c.i. hereof, and if throughout the thirty-six (36) hours immediately following such death the Village Office is closed, permission to inter in the cemetery shall be obtained from the Administrator; but in no case shall a person who died having an infectious disease be buried without the consent of the Medical Health Officer.
 - ii. The Cemetery Caretaker or the person who performs the burial under the conditions of Section 8.e.i. hereof shall furnish the Administrator with full particulars of the interment, and the representative of the deceased shall furnish the Administrator with full details of the deceased as required by Section 8.d. hereof, and the person who permitted the interment shall report the matter to the Administrator.
 - iii. The information required to be given to the Administrator under the terms of Section 8.d.ii. hereof shall be made available to the Administrator as soon after such interment as the Corporation's offices are opened.
- e. No deceased person interred in the cemetery shall be disinterred or exhumed without a written order first obtained from the proper authority, in accordance with the *Cremation Interment and Funeral Services Act* (CIFS Act), SBC 2004 Chapter 35, Part 4, Section 16 and amendments thereto; and the presentation of such order to the Administrator. An Exhumation Permit will be provided to the Caretaker by the Administrator in the form of Schedule "C" attached hereto and forming a part of this Bylaw.
- f. It shall be unlawful for any person to cremate, inter or scatter cremated remains of a deceased person within the limits of the Village of Fruitvale, save and except as authorized under the terms of the *"Business Practices and Consumer Protection Act"*

(BPCP Act) SBC 2004 Chapter 2 and any subsequent amendments thereto; and the Cremation Interment and Funeral Services Act" (CIFS Act), SBC 2004 Chapter 35 and any subsequent amendments thereto and the Regulations made thereunder.

9. INTERMENT IN THE CEMETERY

- a. No body, other than a deceased human body, or the cremated remains or other remains of a deceased human body shall be interred in a cemetery and all interments shall be subject to and comply with the provisions of this bylaw.
- b. The holder of a licence to use and occupy grave space in the cemetery shall not allow or permit an interment to be made in the grave space to which the licence refers, nor shall he transfer or dispose of the said grave space to another person, group or organization unless such interment, transfer or disposal is made pursuant to and subject to the provisions of this bylaw.
- c. Infectious Diseases
 - i. The body of any person who dies having an infectious disease must be interred within thirty-six (36) hours after death occurs, and the Medical Health Officer shall furnish the Administrator with definite instructions respecting interments in such cases; the caretaker, or duly authorized assistant acting on his behalf, shall follow such instructions carefully and precisely in making such interments.
 - ii. The following will be considered as infectious diseases within the meaning of this Bylaw:

Smallpox, Asiatic Cholera, Diphtheria, Typhus Fever, Anthrax, Scarlet Fever, Bubonic Plague, Epidemic Cerebro-Spinal Meningitis, Poliomyelitis, and such others as may be hereinafter designated by the Board of Health or the Medical Health Officer.
- d. Interment Requirements
 - i. Each interment in the cemetery shall be made in a grave dug to a depth sufficient to provide for not less than 0.9m (3 ft.) of earth between the upper surface of the casket liner/vault enclosing the body resting in the grave.
 - ii. Each cremation interment in the cemetery shall provide for not less than 0.3 m (1 ft.) of earth between the general surface level of the ground at the gravesite and the upper surface of the vault enclosing the cremated remains resting in the grave.
 - iii. Only one interment, in respect to a body not in the form of cremated remains, shall be permitted in each interment grave space.
 - iv. Each interment grave space containing one interment in respect to a body not in the form of cremated remains, may also provide for up to six (6) additional interments of cremated remains (two (2) per liner), as decided by the license holder as per Section 6a.

- v. A maximum of two (2) cremated remains interments shall be permitted in each cremation grave space provided that both urns will fit in one grave liner, as decided by the license holder as per Section 6a.
- vi. A casket liner/vault or cremation vault of approved non-deteriorative material shall be used for each interment or inurnment, except where concrete or steel vaults are used.
- vii. With respect to Columbarium Unit niches, a maximum of two (2) cremation remains per niche shall be permitted, provided that both urns fit in the niche.
- e. No body shall be interred in the cemetery except between the hours of 8:00 a.m. and 3:00 p.m. on weekdays, except where previous special arrangements have been made with the Cemetery Caretaker.
- f. No body shall be interred in the cemetery on Saturday or Sunday or on any Statutory Holiday unless written permission of the Administrator is first obtained, except in the emergency as specified in Section 8.e.i. hereof.
- g. No vaults or other methods of interment above ground level shall be permitted in the cemetery, except for inurnment in a niche in a Columbarium Unit that has been provided at the cemetery by the Village.
- h. No grave shall be dug or opened by any person other than the Caretaker or other person duly authorized by him or the Administrator.

10. CEMETERY CARETAKER

A cemetery caretaker may be appointed by the Council, and the duties of a caretaker so appointed shall among other things be:

- a. To dig and prepare, or cause to be dug and prepared, all graves required to be dug whenever ordered to do so by the Administrator.
- b. Prepare ground and install all memorial markers.
- c. Carry out, or cause to be carried out, the general work of the cemetery to maintain it in a neat and tidy condition, including the maintenance of paths, gates, fences, and other cemetery improvements.
- d. Maintain records as required and submit to the Administrator whatever reports are required by him.
- e. Complete other work as may be directed by the Administrator.

11. ADMINISTRATION

- a. The Administrator shall maintain records as necessary to the administration and management of the cemetery, and as required by the Regulations under the

Business Practices and Consumer Protection Act (BPCP Act) and the Cremation Interment and Funeral Services Act (CIFS Act) as amended from time to time.

- b. Subject to the provisions of this bylaw, the Administrator is hereby authorized, on behalf of the Village, to grant a licence in the form set out in Schedule "A" hereof in respect of any unoccupied and unlicensed grave space or niche in the cemetery and to charge a fee, as specified in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw.
- c. The Administrator shall issue all permits for interment required by this Bylaw, except as otherwise provided herein.
- d. Upon issuing any permits for interment in the cemetery, or upon receiving an order for a disinterment or exhumation from the proper authority as required by Section 8.e. hereof, the Administrator shall confirm the time of the intended interment, disinterment or exhumation, assuring the name of the deceased, the number and location of the grave space concerned, and any instruction of the Medical Health Officer, relative to the interment, disinterment or exhumation be completed as documented, and shall notify the Caretaker before the time of the intended interment, disinterment or exhumation, giving the name of the deceased and the number and location of the grave space concerned.

12. CARE FUND AND CAPITAL IMPROVEMENT FUND

- a. The Cemetery Care Fund and the Cemetery Capital Improvement Fund are established and will operate in accordance with the requirements of the *Cremation Interment and Funeral Services Act (CIFS Act) and the Regulations made under that Act*.

The establishment and administration of a municipal cemetery care fund and a capital improvement fund shall be in accordance with the procedures hereinafter set out. The interest and principal accruing to the Capital Improvement Fund shall be used for the purchase and development of land for cemetery purposes in the future.

- i. The Administrator shall deposit all funds received, for Care Fund and Capital Improvement Fund purposes into the Cemetery Care Fund and Capital Improvement Fund Accounts respectively, to be held there, pending investment as hereinafter provided.
- ii. On all licences for use of grave or niche space sold and memorial marker settings provided by the Village, the Administrator shall pay 25% of the total in each the Cemetery Care Fund and Capital Improvement Fund Accounts respectively, from the fees received for each, the amount specified in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw.
- iii. On all licences for the use of grave space, and on all contracts or agreements for the sale of such licences, the amount required to be used for Care Fund and Capital Improvement Fund purposes shall be specified.
- iv. Any owner of a memorial marker desiring to install same in the cemetery shall pay to the Village at the time of the installation of such memorial, the sum

specified in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw. as a contribution to the Cemetery Care Fund and Capital Improvement Fund, and such amounts, when received, shall be paid by the Administrator into the Cemetery Care Fund and Capital Improvement Fund Accounts for investment as hereinafter provided.

- v. Investment of funds received for Care Fund purposes shall be made as required by the Regulation under the "*Business Practices and Consumer Protection Act (BPCP Act) and the Cremation Interment and Funeral Services Act (CIFS Act) and Regulations*" applicable to a Municipal Cemetery Care Fund.
 - vi. The principal sum of the "Cemetery Care Fund" shall not be reduced otherwise than in accordance with an order of the Director of the Business Practices and Consumer Protection Authority, under the *Cremation Interment and Funeral Services Act (CIFS Act) and Regulations*".
- b. A separate account of all monies received under the provisions of this bylaw, and of all monies expended hereunder, shall be kept by the Treasurer.

13. MEMORIALS

- a. Effective the date of this bylaw, all memorial markers must conform to the specifications set out in this section of this bylaw.
- b. All non-conforming markers placed prior to adoption of this bylaw are considered grandfathered and are not subject to these provisions, however if the grandfathered markers are removed, the replacement marker must conform to the current specifications set out in this bylaw.
- c. Where a relative of a deceased person wishes to place a memorial marker on a grave, the marker shall be placed subject to the following conditions:
 - i. Installation, removal and re-installation must be carried out by the Cemetery Caretaker.
 - ii. Only markers of the following materials and sizes will be permitted for full size graves:

Bronze

Size: 30.5cm x 50.8cm (12" x 20")
or 40.7cm x 71.2cm (12" x 24") with a concrete border of 5cm (2")

Granite or Marble

Size: 30.5cm x 50.8cm (12" x 20")
40.7cm x 71.2cm (16" x 28")
45.7cm x 76.2cm (18" x 30")
55.9cm x 76.2cm (22" x 30")

- iii. All Memorial Markers must be no less than 7.6cm (3") in depth.
 - iv. Single grave markers may include not more than one in-ground flower pot and double grave markers may include not more than two in-ground flower pots.
 - v. The supply and installation of flower pots into the base of the memorial marker must be made at the same time as arrangements for the purchase of a memorial marker. The Village of Fruitvale does not supply.
 - vi. Memorial Markers will be installed level with the surfaces of the surrounding ground.
 - vii. Charges for installation shall be as set out in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw and shall be paid at the same time as burial fees.
- d. Markers for cremated remains, both in the cremation section and cremated remains interred in a full burial grave space, shall not exceed 40.7cm x 71.2cm (12" x 24") if applicable, a concrete border of 5cm (2") must be inclusive of 40.7cm x 71.2cm (12"X 24").
 - e. Memorial markers shall not include raised pictures, and the Village shall not be responsible for any damage to non-conforming markers installed prior to this bylaw. If a memorial marker with a picture is removed, the replacement marker must conform to the current specifications set out in this bylaw.
 - f. Markers for cremated remains inurned in a Columbarium niche shall be provided by the Village at time of purchase of the niche and shall be subject to an installation charge as set out in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw.
 - g. Markers for the Memorial Stone Monument located in the cemetery shall be bronze scroll design, size 9.5cm x 3.8cm (3.75" x 1.5") and shall be ordered through the Village and subject to an installation charge as set out in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw.
 - h. After October 1st each year, the installation of monuments will be subject to weather conditions. Once there is ground frost and a layer of snow on the ground, the cemetery will cease the installation of flat monuments.
 - i. No grave or grave space shall be defined by a fence, railing, coping, curbing, hedge, or by any marking other than a memorial marker as regulated in this section.

14. CANCELLATIONS AND REFUNDS

- a. To cancel a grave space, the purchaser must provide a written notice of cancellation. Such notice of cancellation must be forwarded to the Village of Fruitvale, Box 370, Fruitvale, BC V0G 1L0 by a method that allows proof of delivery such as registered mail, electronic mail, facsimile or personal delivery.

b. Refunds

- i. **INTERMENT RIGHTS FOR GRAVE SPACES:** Refunds payable shall be the original purchase price of the grave space identified prior to use LESS the amount of the Care Fund contribution for the grave space and LESS the current Administration Fee as set out in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw.
- ii. Upon confirmation of the requesting party/deceased's estate's legal right to receive a refund, the Fruitvale Memorial Cemetery will provide any refund owing within 30 days from the confirmation date.

15. GENERAL

- a. Cut flowers, wreaths and floral offerings may be placed on graves but shall be removed by the Caretaker when their condition is considered to be detrimental to the aesthetics of the cemetery or to the functioning of regular maintenance in the cemetery. Artificial flowers and other tokens of remembrance composed of artificial foliage are permitted in the cemetery only from October 1st to May 1st inclusive. Only in-ground flowerpots are permitted in the cemetery.
- b. No organic items are permitted inside the Columbarium Unit Niche
- c. Cut flowers, wreaths and floral offerings will be removed from the gravesites and not returned, each Friday for cemetery maintenance May 1st to October 1st. The Village is not responsible for the condition of offerings or lost or stolen items from graves.
- d. No person shall plant, remove, cut down or destroy any trees, shrubs, plants, flowers, bulbs, or rocks in the cemetery other than those persons duly authorized by the Village of Fruitvale.
- e. All persons are prohibited from damaging or defacing any memorial, fence, gate, or structure in the cemetery, or any improvements in the cemetery.
- f. No person shall enter the cemetery in a vehicle after sunset or drive a vehicle in the cemetery at any time at a speed of more than 15 kilometres per hour, and all vehicles and their drivers while in the cemetery grounds shall be subject to the directions and orders of the Cemetery Caretaker.
- g. All persons and funeral processions in the cemetery shall obey the reasonable instructions of the Cemetery Caretaker, but any person not behaving with proper decorum with the cemetery or disturbing the quiet and good order of the cemetery, may be evicted therefrom by the Cemetery Caretaker.
- h. The discharging of firearms, other than in regular volleys at military burial services, is prohibited in the cemetery.

- i. Any person who willfully destroys, mutilates, defaces, injures, or removes any tomb, monument, gravestones, or other structure placed in the cemetery, or any fence, railing, or other work for the protection or ornament of the cemetery, or any tomb, monument, gravestone, or other structure aforesaid or lot within the cemetery, or willfully destroys, cuts, breaks, or injures any shrub or plant, or plays at any game or sport, or discharges firearms (save at a military funeral) or who willfully or unlawfully disturbs persons assembled for the purpose of burying a body therein, or who commits a nuisance, or at any time behaves in an indecent and unseemly manner, or deposits any rubbish or offensive matter or thing in the cemetery, or in any way violates any grave, tomb, or vault, or other structure within the cemetery, shall be guilty of an infraction of this Bylaw, and liable to the penalties hereof.
- j. No person shall solicit orders for markers, tablets, memorials, curbing, capping, or like works within the limits of the cemetery.
- k. The hours of operation of the cemetery are 7:00 a.m. every morning and close every evening at 9:00 p.m. Any person in the cemetery between 9:00 p.m. and 7:00 a.m. the following morning, without special permission of the Cemetery Caretaker, shall be deemed guilty of an infraction of this Bylaw and liable to the penalties thereof.
- l. Every person who commits an offence against this bylaw is liable to a fine and penalty of not less than Fifty Dollars (\$50.00) and not more than Ten Thousand Dollars (\$10,000.00) or to imprisonment for any period not exceeding six (6) months, or both, and shall be liable for costs of the prosecution.
- m. Notwithstanding anything herein contained, the administration of the cemetery shall be carried out at all times in accordance with the "*Business Practices and Consumer Protection Act (BPCP Act) and the Cremation Interment and Funeral Services Act (CIFS Act) and Regulations*" made thereunder.

READ a first time on the ____ day of September, 2026.

READ a second time on the ____ day of September, 2026.

READ a third time on the ____ day of September, 2026.

RECONSIDERED, FINALLY PASSED AND ADOPTED this ____ day of _____, 2026.

Mayor

Chief Administrative Officer



CEMETERY BYLAW #996, 2026 - SCHEDULE "A"

FRUITVALE MEMORIAL CEMETERY

1720 Columbia Gardens Road
Box 370, Fruitvale, BC V0G 1L0
Phone: 250-367-7551 Fax: 250-367-9267

CEMETERY PLOT LICENCE

This agreement, made on _____ / _____ / _____
(month) (day) (year)

Between:

The Corporation of the Village of Fruitvale
1947 Beaver Street, PO Box 370
Fruitvale BC V0G 1L0
Phone: 250-367-7551 Fax: 250-367-9267

And:

(First Name, Last Name)
(Street Address)
(Mailing Address)
(Phone Number)

Hereinafter known as the Cemetery Plot Licence Holder

Grave Space:

The Corporation of the Village of Fruitvale sells interment rights for following grave space:

_____ Block _____ Plot _____ Niche

to the Cemetery Plot Licence Holder for the sum of:

\$ _____ Cost of Plot
\$ _____ Cemetery Care Fund
\$ _____ Cemetery Capital Improvement Fund
\$ _____ TOTAL

The grave space is sold solely for the purpose of interment and in accordance with and subject to the Corporation of the Village of Fruitvale Cemetery Bylaw and the British Columbia Cremation, Interment and Funeral Services Act. A Cemetery Plot Licence holder does not acquire any right or interests in the roads, paths, and structures that allow access to and from any lot at the Village of Fruitvale Memorial Cemetery.

This Cemetery Licence can only be transferred as per Section 6 of the Bylaw. It must be returned to the Corporation of the Village of Fruitvale, who may issue a new certificate to a new Cemetery Plot Licence Holder. If the holder of the Cemetery Licence does not want to retain the licence, the holder may resell the grave space back to the Corporation of the Village of Fruitvale. The municipality original purchase price of the grave space identified LESS the amount of the Care Fund contribution for the grave space and LESS the current Administration Fee as set out in Appendix 4 of the current Village of Fruitvale Rates, Fees and Charges Bylaw.

The Village of Fruitvale reserves the right to reclaim the interment rights for an unused plot where such reclamation will be carried out in compliance with and subject to the reclamation requirements set out in Section 25 of the Cremation, Interment, and Funeral Service Regulation of BC.

Cemetery Plot Licence Holder

Authorized Person for the Village of Fruitvale

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CEMETERY BYLAW #996, 2026 - SCHEDULE "B"

FRUITVALE MEMORIAL CEMETERY

1720 Columbia Gardens Road
Box 370, Fruitvale, BC V0G 1L0
Phone: 250-367-7551 Fax: 250-367-9267

CEMETERY LICENCE TRANSFER

_____/_____
Date

To: The Caretaker of the FRUITVALE MEMORIAL CEMETERY

I, _____ of _____
Name Address

being the Holder of the licence for the Plot issued under the Bylaw (the "Licence") and having paid
the fee of \$ _____ to the Village of Fruitvale, do hereby transfer

_____ Block _____ Plot _____ Niche

to

_____ of _____
Name Address

Previous Owner Signature

New Owner Signature



CEMETERY BYLAW #996, 2026 - SCHEDULE "C"

FRUITVALE MEMORIAL CEMETERY
1720 Columbia Gardens Road
Box 370, Fruitvale, BC V0G 1L0
Phone: 250-367-7551 Fax: 250-367-9267

INTERMENT RIGHT CONTRACT

This **PURCHASE AGREEMENT** is entered into between the Corporation of the Village of Fruitvale and the undersigned **Purchaser** named herein.

DATE: _____

Purchaser: _____

Address: _____

Phone: _____ **Cell:** _____ **Email:** _____

INTERMENT PARTICULARS

☐ Interment of human remains or ☐ Interment of Cremated Remains
☐ Exhumation or Disinterment of human remains or ☐ Exhumation or Disinterment of Cremated Remains

Block: _____ **Plot:** _____ **Niche:** _____

Date of Interment/Disinterment/Exhumation: _____

Cemetery Plot Licence Holder Information:

Last Name: _____
First Name: _____
Str Address: _____
City: _____
Province: _____
Postal Code: _____

Next of Kin Information:

Last Name: _____
First Name: _____
Str Address: _____
City: _____
Province: _____
Postal Code: _____
Phone: _____

Deceased Information:

Last Name: _____
First Name: _____
Str Address: _____
City: _____
Province: _____
Postal Code: _____
Age: _____
Date of Birth: _____
Place of Birth: _____
Date of Death: _____
Place of Death: _____
Resident? YES ☐ NO ☐
Death or Cremation Certificate Received ☐

FEES

PLOT/NICHE:	\$
CARE FUND:	\$
CAPITAL IMPROVEMENT FUND:	\$
OPEN & CLOSING:	\$
GRAVE LINER:	\$
EXTRA INTERMENT CHARGES:	\$
MARKER INSTALLATION:	\$
CARE FUND:	\$
CAPITAL IMPROVEMENT FUND:	\$
MISCELLANEOUS:	\$
TOTAL PAID:	\$

PAYMENT TERMS: For the goods and services listed, payment in full is required at the time of entering into this agreement.

PAYMENT METHOD: ☐ CASH ☐ CHEQUE ☐ INTERAC ☐ EFT

IN WITNESS WHEREOF the parties executed this agreement on the _____ day of _____, 20____.

Print Name of Purchaser/Authorized Person or Agent

Relationship to Deceased

Signature of Purchaser/Authorized Person or Agent

Name of Funeral Home

Signature of Executor/Authorized Person or Agent
(If different than above)

Signature for the Village of Fruitvale

Signature of Executor/Authorized Person or Agent
(If different than above)

Print Name of Cemetery Representative

TERMS AND CONDITIONS

CONTRACTUAL OBLIGATION
This Agreement is binding on the signatory parties, their heirs, successors, personal representatives and permitted assigns. The contract is subject to the *Business Practices and Consumer Protection Act; Cremation, Interment and Funeral Services Act* and related regulations.

INTERMENT RIGHTS
The sale of interment right is not the sale of a plot but **the right to be interred in an assigned plot**. An interment right holder does not acquire any right or interests in the roads, paths and other areas that allows access to and from any lot at the Fruitvale Memorial Cemetery. The interment right holder also does not acquire any right or interest in any gardens, structures, buildings or other property at the **Fruitvale Memorial Cemetery**.

REQUIREMENTS PRIOR TO DISPOSITION
Pursuant to Section 8(3)(b)(ii) *Cremation, Interment and Funeral Services Act*, the **Fruitvale Memorial Cemetery** cannot proceed with the interment of human remains at the cemetery unless a written authorization for disposition is received in advance from the person with the legal right to authorize the disposition of the deceased.

RECLAMATION OF UNUSED INTERMENT RIGHTS
The Village of Fruitvale reserves the right to reclaim the interment rights for an unused plot where such reclamation shall be carried out in compliance with and subject to the reclamation requirements set out in Section 25 of the *Cremation, Interment and Funeral Service Regulation of BC* as follows:

- 25 (1) With prior approval of the director, an operator may sell a right of interment for a lot in a place of interment where the right of interment for the lot has been sold previously, but only if
- (a) the owner of the right of interment is at least 90 years of age or, if living, would be at least 90 years of age,
 - (b) a period of at least 50 years has elapsed from the date the prior right of interment was sold,
 - (c) at least 90 days have passed since the date the operator sent a notice of the operator’s intention to resell the right of interment to the last known address of the interment right holder and the operator has not received a response from the interment right holder, and
 - (d) the operator has made diligent attempts to contact the interment right holder but is not able to locate or contact the interment right holder.
- (2) On receipt of an application from an operator, the director may approve or reject the application for a sale of the right of interment with or without conditions.
- (3) If the director refuses the application, the director must give the applicant written reasons for the decision.
- (4) If a right of interment for a lot is sold in the circumstances described in subsection (1), and the right of interment is subsequently required for use by the original interment right holder, the operator must provide another right of interment of equal or greater value that is acceptable to the original interment right holder or the person who has authority under section 5 of the Act with respect to the deceased interment rights holder.

Control of disposition of human remains or cremated remains
By signing this Agreement, the purchasers acknowledges that he/she/they has the authority under S.5 *Cremation, Interment and Funeral Services Act* to act on behalf of the Interment Right Holder

- Requirement for authorization before funeral services or disposition**
- 8 (3) An operator of a cemetery, mausoleum and crematorium must not dispose of human remains unless
- (a) the operator is authorized to do so under the *Vital Statistics Act*, and
 - (b) the operator
 - i. is ordered to do so by a medical health officer under the *Health Act*, or
 - ii. has received the authorization from the person who, under section 5 [*control of disposition of human remains or cremated remains*], has the right to control the disposition of the human remains.

- Protection from liability**
- 9 If (a) there is an error or omission in an authorization provided under section 8 [*requirement for authorization before funeral services or disposition*] to an operator or a funeral provider, or
- (b) the person who signed an authorization provided under section 8 [*requirement for authorization before funeral services or disposition*] did not have the authority to give the directions set out in the authorization, the operator or funeral provider is not liable for acting on the authorization unless the operator or funeral provider knew, or ought to have known, that the facts stated in the authorization were not true or the person giving the authorization did not have the authority to do so.

INFORMATION POLICY
The collection, use, disclosure and retention of personal information acquired by the cemetery in the process of providing goods and services is subject to the *Freedom of Information & Protection of Privacy Act* RSBC 1996 Chapter 165.

BYLAWS, RULES & REGULATIONS
The use of any lot, exercise of interment rights, installation of any memorial, visitation of any memorial site and performance of all services is subject to the bylaws, rules and regulations of the cemetery as may be currently in effect or from time to time amended by the **Fruitvale Memorial Cemetery**.

- CANCELLATION & REFUNDS:**
To cancel, you must provide a written notice of cancellation. The notice must be forwarded to the Village of Fruitvale, Box 370, Fruitvale, BC V0G 1L0. The notice of cancellation must be by a method that will allow you to prove that you gave notice such as registered mail, electronic mail, facsimile or personal delivery.
- **INTERMENT RIGHTS FOR LOTS:** Refund payable shall be the original purchase price of the space identified LESS the amount of the Care Fund contribution for the space and LESS the current Administration Fee.
 - **CARE FUND CONTRIBUTIONS:** If you cancel interment rights after funds have been deposited into the Care Fund, the amount deposited into the Care Fund shall not be refundable.
 - Upon confirmation of the requesting party/deceased’s estate legal right to receive any refund, the **Fruitvale Memorial Cemetery** will provide any refund owing within 30 days from the confirmation date.

- COLLECTION, USE AND PRIVACY OF PERSONAL INFORMATION**
- The Purchaser, by signing this agreement, acknowledges that the **Fruitvale Memorial Cemetery**, in the course of providing the goods and services requested shall as required by law or as it deems necessary collect, retain and disclose such personal information as is necessary to fulfill the terms and conditions of this agreement. The use of personal information about the purchaser or a deceased person shall be strictly controlled and will never be provided to another party or organization unless required to provide a good or service under this agreement or is required by legislation, regulation or court order.
 - The Purchaser, by signing this agreement, acknowledges and gives their permission to the Village of Fruitvale to, from time to time as requested, provide interment or memorial locations to cemetery visitors.
 - The Purchaser, by signing this agreement, waives any responsibility or liability of the **Fruitvale Memorial Cemetery** to control, limit, restrict or prevent access to or disclosure of personal information that may be recorded on any monument, marker or memorial installed for display at the cemetery.

- CEMETERY RULES AND REGULATIONS**
- The Purchaser, by signing this agreement, acknowledges receipt of a copy of this agreement, and acknowledges and agrees to observe that the provision, use and maintenance as applicable covered in this agreement together with all of the facilities of the cemetery are subject without exception to the Bylaws, Rules and Regulations and Schedule of Rates for the cemetery in their entirety now or hereafter in effect.
 - The Purchaser, by signing this agreement, acknowledges there are, without exception, restrictions and limitations of the exercise of interment rights and on the form, type and installation of memorial products in the cemetery and that it is the responsibility of the Purchaser to ensure the exercise of interment rights and that any memorial product is in compliance with the Bylaws, Rules and Regulations of the cemetery.
 - The Village of Fruitvale reserves the right, without prior notice, to remove any memorial product, personal memento, decoration or floral tributes which do not comply with the cemetery Bylaws, Rules and Regulations.
 - Subject to a request being made in advance and with the permission and at the sole discretion of the Cemetery Supervisor, he **may** allow the display of normally unauthorized items on interment lots and memorial sites on holidays, anniversaries or other dates that were of significance to the deceased memorialized. Such displays will be permitted to remain on the site for no more than the number of days allowed by the Cemetery Supervisor and will be removed thereafter without prior notice.

By placing your initials on this page, you agree and accept the above noted terms and conditions.

PURCHASER’S INITIALS _____