



Board Report

September 18, 2025

Risk Tolerance Policy Request for Proposal Award

Author: Nora Hannon, Disaster Mitigation and Adaptation Senior Advisor
File Reference: 14/7625
Electoral Area/Municipality: All Electoral Areas
Services Impacted Emergency Consolidated Services A101

1.0 STAFF RECOMMENDATION

That the Board award the Risk Tolerance Policy project to BGC Engineering and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$130,000; AND FURTHER, that the costs be paid from Service A101 Emergency Consolidated Services.

2.0 BACKGROUND/HISTORY

The RDCK issued a Request for Proposal to hire a consultant to develop a Risk Tolerance Policy to inform land use, building, infrastructure and service provision development within the Regional District Central Kootenay with the goal to prevent new and reduce existing risk on July 31st 2025.

The Regional District of Central Kootenay (RDCK) seeks to better manage the number of homes at risk due to natural disasters by keeping the risk static or reducing it.

The development of a Risk Tolerance Policy that defines safe for intended use will support the reduction of risks from natural disasters to homes and property and limit the liability to the RDCK, the province, and the federal government for emergency response and recovery.

The RDCK has typically used Section 56 of the Community Charter to require a geotechnical report certifying that the land may be used safely for the use intended. However, over the last number of years Qualified Professionals (QP)s have been pushing back, stating that the local authority should be determining the definition of what is deemed to be "safe", including what amount of exposure is acceptable or tolerable.

The RDCK does not currently have a policy identifying what is acceptable or tolerable, nor does it have the in-house expertise to tackle answering such questions.

The RDCK does use other tools to reduce risk in land use development, including our floodplain bylaw and under-development natural hazard development permit areas (DPAs).

The scope of work consists of the following:

Policy Review

- a) Policy review, baseline analysis, gap analysis and hazard risk vulnerability assessment of both RDCK policy and processes related to decisions regarding natural hazards and risk tolerance, including a review of Canadian and international policies and processes on reducing risk through identifying acceptable/tolerable risk;
- b) Collate and review relevant policies from other jurisdictions; gap assessment;
- c) Review NDMP 1 -3 completed for the RDCK;
- d) Review RDCK Official Community Plans & Policies; RDCK staff consultation;
- e) Information Gathering and Policy Review summary report.

POLICY DEVELOPMENT

- a) Develop interim risk tolerance criteria supporting information; prepare draft report

STAKEHOLDER ENGAGEMENT

- a) Engage Yaqan Nukiy and other First Nations early on in this process to incorporate their input based on traditional knowledge and historical land use.
- b) Workshop design, preparation, and delivery for broad stakeholder engagement including ministries, residents, not for profits and equity-denied groups.

DRAFT & FINAL REPORT

- a) Prepare and submit a draft final report with risk evaluation criteria for geohazards posing life safety risk. The draft report will include an engagement summary.
- b) Present draft final report and draft policy with recommendations to the RDCK Board. Incorporate relevant comments and feedback into a final report and complete any resulting draft policy changes.
- c) Develop public communications – key messages that the RDCK can use when implementing the new policy
- e) Present Final Report as a delegation to the Board.

There were 3 submissions received on the closing date of September 2nd, 2025.

The proposal evaluation criteria were:

- (a) Proponent's suggested approach to the Work;
- (b) Professional qualification of managerial, technical and in-field personnel;
- (c) Other associated costs to perform the Work;
- (d) Staff and corporate experience with projects similar to that being contemplated in the Work;
- (e) References provided by other clients of the Proponent;
- (f) Experience of the Proponent on past RDCK projects;
- (g) Confirmation of the proponents ability to facilitate project completion in accordance with the schedule;
- (h) Availability of project team to complete the work in a timely manner;
- (i) Compliance with these terms of reference and completeness of the Proposal;
- (j) Total project cost;
- (k) Proponent's understanding of RDCK requirements and expectations;
- (l) The overall value that the Proposal represents to the RDCK, based on quality, service and price
- (m) Any other value-added benefits offered by the Proponent which are not specifically addressed in this Request for Proposal.

The results of the evaluation are as follows:

Proponent	Points (out of 100)	Proposal Cost
BGC Engineering	85	\$125,000
Risk Sciences International	69	\$124,680.50
Irwin's Safety and Industrial Labour Services Ltd	54	\$124,181.05

BGC Engineering scored higher on the evaluation as they have demonstrated specific experience developing geohazard risk tolerance policy for multiple other local governments in British Columbia, and with senior staff experience on projects of similar size and complexity.

The project is scheduled to start in late September 2025 with completion by January 30th, 2026.

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

This project is for all 11 electoral areas within the RDCK. This work will be made available to the 9 municipalities within the RDCK should they choose to examine and/or adopt it. However, with 11 electoral areas the RDCK is very diverse, and not all the electoral areas have official community plans or zoning making consistent application of the available tools difficult.

A Board approved definition of "safe for the use intended" would allow a standard to be applied throughout the region and provide great clarity to property owners.

Much of the existing development within the RDCK is on alluvial fans or at the base of mountains/steep slopes at risk from natural hazards including landslides, debris floods and flows, and flooding. New development is being proposed in areas that are exposed to the same hazards, often at greater risk.

3.1 Alignment to Board Strategic Plan

Organizational excellence;
Energy efficiency and environmental responsibility

3.2 Legislative Considerations

Section 56 of the Community Charter
Emergency and Disaster Management Act

3.3 What Are the Risks

The development of a Risk Tolerance Policy that defines safe for intended use will support the reduction of risks from natural disasters to homes and property and limit the liability to the RDCK, the province, and the federal government for emergency response and recovery.

4.0 PROPOSED SOLUTION

Staff recommend that the Board award the development of the Risk Tolerance Policy to BCG Engineering.

4.1 Financial Considerations of the Proposed Solution

The Risk Tolerance Policy is being developed through funding from a UBCM Community Emergency Preparedness Fund (CEPF) grant.

The Budget for the project is \$130,000 with funds coming entirely from the UBCM Community Emergency Preparedness Fund (CEPF) grant
Funds for this project are dispersed through A101 Emergency Consolidated Services.

4.2 Risks with the Proposed Solution

A Risk Tolerance Policy may deem areas in the RDCK as unsafe for development or increase the engineering requirement for development of land at risk for impacts from natural hazards.

4.3 Resource Allocation and Workplan Impact

The development and implementation of a Risk Tolerance Policy is within the Community Sustainability Emergency Program's workplan.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The Risk Tolerance Policy is being developed with extensive stakeholder engagement.

4.5 Leveraging Technology

Not applicable.

4.6 Measuring Success

Keeping the number of homes at risk due to natural disasters static or reduced.

5.0 ALTERNATIVE SOLUTION(S)

That the Board direct staff to defer the development of the Risk Tolerance Policy and cancel the request for proposal for the development of a Risk Tolerance Policy.

5.1 Financial Considerations of the Alternative Solution(s)

The UBCM Community Emergency Preparedness Fund (CEPF) grant has a deadline of February 20, 2026. This cannot be extended.

5.2 Risks with the Alternative Solution(s)

Deferring the award of the RFP and development of a Risk Tolerance Policy would require the RDCK to seek a different funding source, as it is unlikely the project could be completed within the timeline permitted by the funder.

The RDCK would continue to be without policy guidance for future land development. Over time this will impact mitigation of risk related to land use development in known hazard areas.

5.3 Resource Allocation and Workplan Impact

Not applicable.

5.4 Public Benefit and Stakeholder Engagement of Alternative Solution

Not applicable.

5.5 Measuring Success

Not applicable.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Not applicable.

7.0 OPTIONS SUMMARY

Option 1:

Recommendation:

That the Board award the Risk Tolerance Policy project to BGC Engineering and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$130,000; AND FURTHER, that the costs be paid from Service A101 Emergency Consolidated Services.

Option 2:

Recommendation:

That the Board direct staff to defer the development of the Risk Tolerance Policy and cancel the request for proposal for the development of a Risk Tolerance Policy.

8.0 RECOMMENDATION

That the Board award the Risk Tolerance Policy project to BGC Engineering and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$130,000; AND FURTHER, that the costs be paid from Service A101 Emergency Consolidated Services.

Respectfully submitted,
Nora Hannon – Disaster Mitigation and Adaptation Senior Advisor

CONCURRENCE

Stuart Horn – Chief Administrative Officer	Approved
Yev Malloff – Chief Financial Officer	Approved
Sangita Sudan – GM Development and Community Sustainability	Approved
Dan Seguin – Community Sustainability Manager	Approved