



Agenda

Kaslo Events Committee

Wednesday, October 1, 2025, 4:15 p.m.

Council Chambers - City Hall
413 Fourth Street, Kaslo

Page

1. CALL TO ORDER

We respect and recognize the First Nations within whose unceded lands the Village of Kaslo is situated, including the Ktunaxa, Sinixt, and Sylix People, and the Indigenous and Metis Residents of our community.

The meeting is called to order at _____ p.m.

2. ADOPTION OF THE AGENDA

2.1 Addition of late items

2.2 Adoption of the agenda

Recommendation:

THAT the agenda for the October 1, 2025 Kaslo Events Committee Meeting be adopted as presented.

3. ADOPTION OF THE MINUTES

3 - 6

[2025.06.25 Minutes DRAFT](#)

Recommendation:

THAT the minutes of the June 25, 2025 Kaslo Events Committee Meeting be adopted as presented.

4. DELEGATIONS

Nil

5. INFORMATION ITEMS

5.1 Reports

7 - 8

[Account Balance](#)

[181 25 - Major Events refer to Events Committee.pdf](#)

5.2 Correspondence

6. QUESTION PERIOD

An opportunity for members of the public to ask questions or make comments regarding items on the agenda.

7. BUSINESS

7.1 Volunteer Fair

To discuss a Fall Volunteer Fair and Appreciation Event

Recommendation:

THAT the Kaslo Events Committee recommends to Council that the Committee be authorized to hold a Volunteer Fair and Appreciation Event on ____.

8. LATE ITEMS

Nil

9. Next Meeting

The next meeting is scheduled for _____, 2025 at 4:15 p.m.

10. ADJOURNMENT

Recommendation:

THAT the meeting be adjourned at _____ p.m.



Kaslo Events Committee Minutes

Wednesday, June 25, 2025 at 4:00PM

Council Chambers - City Hall 413 Fourth Street, Kaslo

Chair: Mayor Hewat
Members: Councillor Leathwood
Public: None

1. CALL TO ORDER

The meeting was called to order at 4:07 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the agenda

THAT the agenda for the June 25, 2025 Kaslo Events Committee Meeting be adopted as presented.

CARRIED

3. ADOPTION OF THE MINUTES

3.1 Kaslo Events Committee – March 31, 2025 - Minutes

THAT the minutes of the March 31, 2025 Kaslo Events Committee Meeting be adopted as presented.

CARRIED

4. DELEGATIONS

None

5. BUSINESS

5.1 Citizen of the Year Update

The Citizen of the Year Committee met and made the selection for 2025. The recipient's information was passed along to staff so the plaques could be ordered.

6. QUESTION PERIOD

None

7. BUSINESS

7.1 Citizen of the Year

THAT the Committee recommend to Council that starting in 2025, any unsuccessful nominations be carried forward to the next year, AND THAT a notice be placed on the Village of Kaslo website and Facebook Page, indicating the change in procedure.

CARRIED

7.2 Kaslo's Birthday Celebration

- *Kaslo's Birthday Celebration will take place in Legacy Park from noon to 2:00pm.*
- *The Citizen of the Year presentation will take place at 1:30pm.*
- *Cake, lemonade and water will be provided.*
- *There will also be some entertainment and Councillor Leathwood will investigate who might be available to provide entertainment.*
- *Multiple groups will have tables at the event, i.e. Firesmart, and Wildsafe BC*
- *Cups, napkins and lemonade need to be purchased.*
- *MLA Brittney Anderson has been invited to attend.*
- *There's potential for the Victorian Hospital of Kaslo Auxiliary Society to do a Heritage Walking Tour either before or after the Birthday Celebration.*
- *An advertisement to be placed in the Valley Voice late in July and posters are to be printed and put up on bulletin boards around town.*
- *Copies of the poster to be placed on the Village website and Facebook page.*
- *Request assistance from Public Works and any members of Council who are available for set up and take down.*

- *Tables to be borrowed from the Kaslo & District Arena Association again and 3 to 4 tents from Kaslo's Saturday Market.*

7.3 Pollinator Garden Seed Packs

Councillor Leathwood reported that she has sourced Pollinator Garden Seed Packs. The committee would like to purchase enough packages of seeds, to provide to the first 50 people who come to the Birthday Party with a pack.

THAT the Committee Recommend to Council that to place an order for 50 Pollinator Seed Packs, to hand out at Kaslo's Birthday Celebration.

CARRIED

7.4 Community Development Grant

The Kaslo Event's Committee received a report on the Community Development Grant received for the Volunteer Fair.

THAT the Committee Recommend to Council that we request a change in scope for the remaining funds (if necessary) to help cover the cost of Kaslo's Birthday Celebration and Citizen of the Year Award costs.

CARRIED

7.5 Kaslo's Birthday Celebration

The Committee discussed and agreed to invite the members of the delegation from the Kaslo Community Garden Society and the Climate Action Team to have a table to provide education and information on pollinators and pollinator gardens.

8. LATE ITEMS

Nil

9. Next Meeting

The next meeting will be held at the call of the Chair.

10. ADJOURNMENT

THAT the meeting be adjourned at 4:46 p.m.

CARRIED

Corporate Officer

Mayor

Event Committee Expenses:

new GL 12-102-8000-641

use new 11-102-7000-544 to record revenue side if we are

Advertising:

Pennywise Citizen of the Year advertisement

Revenue

Expense	GST
120.25	6.01

OTHER:

Legion Rental for Volunteer Fair

360 18

Legion Damage Deposit/Cleaning Fee

150 7.5

Legion - Ladies Auxillary Refreshments & 55 Dinners

1675 0

Pennywise Volunteer Fair Advertisement

202.25 10.11

Printing 2025.04.10

Kaslo Pharmacy - Index cards & poster board Volunteer Fair (Mayor Purchased)

4.89

Wholesale Store - Tableclothes for Volunteer Fair(Mayor Purchased)

\$62.72

Kaslo Front Street Market - Flowers for Volunteer Fair

\$36.36 1.7

2025 Citizen of the Year

\$133.75 6.25

Seeds for Kaslo's Birthday party (Leathwood purchased)

\$105.29

Napkins & Cups for Kaslo's Birthday party (Hewat purchased)

\$21.26

Valley Voice Ad for Kaslo's Birthday Party

\$130.50 6.53

Citizen of the Year - Flowers from Jewel & Joy

\$37.45 1.75

Kaslo's Birthday Party - musician (Alison Kane)

\$200.00 0

Kaslo's Birthday Party - Lemonade (cake was free)

\$20.99 0

Total expenses:

\$3,260.71

12-102-8000-641

RDCK CDP Grant Mar.26/25

\$ 4,000.00

11-452-6500-565

Ticket sales for dinners for Volunteers

\$ 150.00

11-102-7000-544

Remainder of CDP Grant (includes dinner ticket sales)

\$ 889.29

From: Kaslo Events <events@kaslo.ca>

Sent: April 1, 2025 8:27 AM

To: Lee Symmes <lee@kaslo.ca>; Robert Baker (CAO Kaslo) <cao@kaslo.ca>; Kaslo & Area Chamber of Commerce Admin <thekaslochamber@gmail.com>

Cc: Andrea Reimer <reimer@kaslo.ca>

Subject: list of organization that have registered for dinner

Hi Lee

Here is a list of groups that have registered for dinner and what they owe. If any groups come in now with increases or are not on the list we cannot accommodate them.

KAYC pd x2

Kaslo Food Hub pd x4

CFNKL pd x3

KORTS pd x2

Seniors pd x5

Not Paid/amt owing

CBAL \$20 (4 dinners) x4 pd

VHKAS \$20 (4) x4 pd

KSAR \$20 (4) x4 pd

Kaslo Housing (\$10) x2 pd

Kaslo Library x2 (\$10) pd

Kaslo Acupuncture x4(\$20) pd

Kaslo Hospice x2 (\$10) pd

KLHS x4(\$20) pd

Wildwood School x2(\$10) pd

|

Thanks

Molly



Village of Kaslo

File No. 0550-21

CERTIFIED RESOLUTION

September 22, 2025

I hereby certify this to be a true resolution adopted by the Council of the Village of Kaslo at the July 22, 2025 Regular Council meeting:

THAT major community events, including those organized by the Kaslo Jazz Etc Society and Chamber of Commerce, be referred to the Village's Events Committee.

CARRIED
Resolution No. 181/25


Joni L'Heureux
Corporate Officer