



AGENDA

Regular Council Meeting Meeting

6:00 PM - Tuesday, October 28, 2025
Council Chambers, 413 4th Street, Kaslo, BC

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 ____ PM.

2. ADOPTION OF THE AGENDA

2.1. Addition of Late Items

2.2. Adoption of the Agenda

Recommendation: *THAT the agenda for the October 28, 2025 Regular Council Meeting be adopted as presented.*

3. ADOPTION OF MINUTES

3.1. Meeting Minutes

4 - 11

[Regular Council Meeting - 14 Oct 2025 - Minutes - Pdf](#)

Recommendation: *THAT the minutes of the October 14, 2025 Regular Council Meeting be adopted as presented.*

4. DELEGATIONS

5. INFORMATION ITEMS

5.1. Reports from Council

12 - 24

[1. Mayor's Report](#)

5.2. Report from the Chief Administrative Officer

5.3. Committee Meetings

5.4. Correspondence

25 - 49

[1. 2025.10.07 Stickel](#)

[2. 2025.10.08 Heritage BC October Newsletter](#)

[3. 2025.10.09 Thomson](#)

[4. 2025.10.14 Royal Canadian Legion 100th Anniversary](#)

[5. 2025.10.15 Rethinking Community Conference](#)

[6. 2025.10.15 Asenhurst re South Beach](#)

[7. 2025.10.17 Perras re BC Airports](#)

[8. 2025.10.17 UBCM Mayor Suzan Hewat](#)

[9. 2025.10.20 Kaslo infoNet Society AGM Notice](#)

[10. 2025.10.21 CAI LLN Webinars](#)

[11. 2025.10.22 IHA Virtual Emergency Care Pilot](#)

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. British Columbia Youth Parliament 50
[1. 2025.09.15 - Youth Parliament of BC](#)
Recommendation: Mayor Hewat:
THAT the Village contact JV Humphries School to determine if there may be a student interested in participating in the Youth Parliament 2026.
- 7.2. St. Andrew's Church Pews 51
[1. 2025.10.07 Stickel Church Pew Offer](#)
Recommendation: Mayor Hewat
THAT the Village contact St. Andrew's Church to discuss the possibility of receiving some pews for use in City Hall.
- 7.3. CBT REACH Grant Opportunity 52 - 65
[Staff Report - CBT REACH Grant](#)
[1. REACH Program Guide](#)
[2. REACH Workplan - Village of Kaslo \(Grant Application\)](#)
[3. Existing playground equipment \(2021 inspection report\)](#)
Recommendation: *THAT Council approves applying to the Columbia Basin Trust Recreational Enhancements in Accessibility for Children program for improvements to the Vimy Park Playground and authorizes the CAO to sign the funding agreement if funding is approved.*
- 7.4. 2026 Council Meeting Schedule 66 - 70
[Staff Report - 2026 Council Meeting Schedule](#)
[1. 2025.10.14 - 2026 Council Meeting Schedule - DRAFT](#)
Recommendation: *THAT the 2026 Schedule of Council Meetings be approved as presented.*
- 7.5. 2026 Council Appointments 71 - 73
[Staff Report - 2026 Council Appointments](#)
[1. 2025.10.14 - 2026 Council Appointments - DRAFT](#)
Recommendation: *THAT the 2026 Council Appointments be approved as presented.*
- 7.6. Holiday Hours and Staff Gratuities 74 - 75
[Staff Report - Holiday Closure](#)
Recommendation:
 1. ***THAT the Village Office close at 12:00PM (noon) on Wednesday, December 24, 2025 and reopen at 10:00AM on Monday, January 5, 2026.***
 2. ***THAT holiday gratuities in the amount of \$100.00, in Chamber Bucks if available, be provided to each Village staff member.***

- 7.7. Permissive Tax Exemption Bylaw No. 1325, 2025 76 - 86
[Staff Report - Permissive Tax Exemption Bylaw](#)
[1. 1325 Permissive Tax Exemption Bylaw](#)
Recommendation: *THAT Permissive Tax Exemption Bylaw No. 1325, 2025 be adopted.*
- 7.8. Fees & Charges Bylaw Amendments 87 - 102
[Staff Report - Fees & Charges Amendment](#)
[1. Fees and Charges Amendment Bylaw No 1327, 2025](#)
[2. Schedule A - Administrative Services](#)
[3. Schedule B - Rentals](#)
[4. Schedule D - Development Services](#)
[5. Schedule H - Water](#)
[6. Schedule I - Waste](#)
Recommendation: *THAT Fees and Charges Amendment Bylaw No. 1327, 2025 be introduced and read a first, second, and third time.*
- 7.9. Canada Summer Jobs 2026 - Summer Student 103 - 104
[Staff Report - Canada Summer Jobs](#)
Recommendation: *THAT the Village of Kaslo applies to the 2026 Canada Summer Jobs program.*

8. LATE ITEMS

9. IN CAMERA NOTICE

- 9.1. Closed Meeting
**Recommendation: *THAT the October 28, 2025 Regular Council Meeting be closed to the public pursuant to the Community Charter provisions, section 90(1)(c) "labour relations and other employee relations; AND
THAT persons other than Council Members and municipal officers be excluded from the meeting.***

The Regular Council Meeting recessed at ____PM.

10. RAISED FROM IN CAMERA MEETING

The Regular Council Meeting reconvened at ____PM.

11. ADJOURNMENT

- 11.1. Meeting Adjournment
Recommendation: *THAT the Regular Council Meeting be adjourned at ____PM.*



MINUTES
Regular Council Meeting Meeting
Tuesday, October 14, 2025 Council Chambers, 413 4th
Street, Kaslo, BC 6:00 PM

COUNCIL PRESENT: Suzan Hewat, Mayor, Erika Bird, Councillor, Matthew Brown, Councillor, Rob Lang, Councillor, and Molly Leathwood, Councillor

COUNCIL ABSENT:

STAFF PRESENT: Robert Baker, Chief Administrative Officer, Joni L'Heureux, Director of Finance & Corporate Services, and Ian Dunlop, Manager of Strategic Initiatives

1. CALL TO ORDER

The meeting was called to order at 6:00PM..

2. ADOPTION OF THE AGENDA

2.1. Adoption of the Agenda

R-208-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Molly Leathwood

THAT the agenda for the October 14, 2025 Regular Council Meeting be adopted as presented.

Carried

3. ADOPTION OF MINUTES

3.1. Meeting Minutes

R-209-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Rob Lang

THAT the minutes of the September 9, 2025 Regular Council Meeting be adopted as presented.

Carried

R-210-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Rob Lang

THAT the minutes of the October 7, 2025 Public Hearing be adopted as presented.

Carried

4. DELEGATIONS

- 4.1.** Dan Seguin, Manager of Community Sustainability, Regional District of Central Kootenay, provided Council with an overview of UBCM's Community Emergency Preparedness Fund ESS Equipment and Training grant funding and RDCK's request to apply for the funding on the Village of Kaslo's behalf. Council considered the request during Business of the meeting.

5. INFORMATION ITEMS

5.1. Council Reports

- Mayor Hewat provided a written report on her activities.
- Councillor Brown provided a written report on his activities.
- Councillor Bird provided a verbal summary on her activities.

5.2. Report from the Chief Administrative Officer

Robert Baker, Chief Administrative Officer, provided Council with an update on municipal activities.

5.3. Committee Meetings

R-211-2025

Moved by Councillor Molly Leathwood
Seconded by Councillor Matthew Brown

The Kaslo Events Committee recommends to Council that the Committee be authorized to hold a Volunteer Fair on November 22, 2025.

Carried

5.4. Correspondence

Mayor Hewat provided a Notice of Motion regarding her intention to bring the Correspondence Item "2025.09.15 - Youth Parliament of BC" as a business item at the October 28, 2025 Regular Council Meeting.

6. QUESTION PERIOD

Three (3) members of the public asked questions of Council relating to the Village's Correspondence Policy and Council Procedure Bylaw as well as the RV Park proposal.

7. BUSINESS

Councillor Bird left the meeting at 6:52PM and returned at 6:53PM.

7.1. Third Quarter Project Update

Ian Dunlop, Manager of Strategic Initiatives, provided Council with a presentation outlining the status of the Village's various projects as of the third quarter of 2025.

Councillor Lang left the meeting and the Mayor called a recess at 7:16PM. The meeting reconvened at 7:19PM.

7.2. OCP and Zoning Bylaw Amendments

Councillor Leathwood declared a conflict of interest as she works for Kaslo Community Services and left the meeting at 7:28PM.

R-212-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Erika Bird

THAT Official Community Plan Amendment Bylaw No. 1320, 2025 be read a third time.

Carried

R-213-2025

Moved by Councillor Erika Bird
Seconded by Councillor Matthew Brown

THAT Land Use Amendment Bylaw No. 1321, 2025 be read a third time.

Carried

R-214-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Erika Bird

THAT Official Community Plan Amendment Bylaw No. 1320, 2025 and be adopted.

Carried

R-215-2025

Moved by Councillor Erika Bird
Seconded by Councillor Matthew Brown

THAT Land Use Amendment Bylaw No. 1321, 2025 be adopted.

Carried

7.3. WWTP Upgrades - 2025 UBCM SPF Grant Application

Councillor Leathwood returned to the meeting at 7:31PM.

R-216-2025

Moved by Councillor Matthew Brown

Seconded by Councillor Erika Bird

THAT the Village applies to the UBCM Strategic Priorities Fund for upgrades to Kaslo's Wastewater Treatment Plant and, if successful, the Village provide overall grant management and support any cost overruns.

Carried

7.4 Permissive Tax Exemptions

Councillor Lang rejoined the meeting virtually at 7:39PM.

R-217-2025

Moved by Councillor Molly Leathwood

THAT the restaurant area at the Kaslo Golf Club be included in the Club's permissive tax exemption.

Defeated with no seconder

R-218-2025

Moved by Councillor Erika Bird

Seconded by Councillor Matthew Brown

THAT the restaurant area at the Kaslo Golf Club be excluded from the Club's permissive tax exemption.

Carried

R-219-2025

Moved by Councillor Matthew Brown

Seconded by Councillor Molly Leathwood

THAT the office spaces in the Langham building be included in the Langham Cultural Society's permissive tax exemption.

Ayes:

Nays: Mayor Suzan Hewat, Councillor Erika Bird, Councillor Matthew Brown, Councillor Rob Lang, and Councillor Molly Leathwood

DEFEATED. 0-5 on a recorded vote

R-220-2025

Moved by Councillor Erika Bird
Seconded by Councillor Molly Leathwood

THAT the Langham building be granted a permissive tax exemption of 88% of the building space.

Carried

R-221-2025

Moved by Councillor Molly Leathwood
Seconded by Councillor Matthew Brown

THAT third reading of Permissive Tax Exemption Bylaw No. 1325, 2025 be rescinded.

Carried

R-222-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Erika Bird

THAT the Kootenay Lake Innovation Centre be granted a permissive tax exemption for 50% of the building space for a period of one (1) year.

Carried

R-223-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Rob Lang

THAT Permissive Tax Exemption Bylaw No. 1325, 2025 be read a third time as amended.

Carried

7.5. Freedom of Information Bylaw

R-224-2025

Moved by Councillor Erika Bird
Seconded by Councillor Molly Leathwood

THAT Freedom of Information Bylaw No. 1324, 2025 be adopted.

Carried

7.6. Bylaw Consolidation Authority Bylaw

R-225-2025

Moved by Councillor Molly Leathwood

Seconded by Councillor Erika Bird

THAT Bylaw Consolidation Authority Bylaw No. 1322, 2025 be introduced and given first, second, and third readings.

Carried

7.7. Correspondence and Social Media Policies

R-226-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Erika Bird

THAT the draft Correspondence and Social Media policies be referred to the October 28, 2025 Regular Council Meeting for consideration.

Carried

7.8. Chamber of Commerce Grant Policy

R-227-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Rob Lang

THAT the Conditional Grant to the Kaslo & Area Chamber of Commerce policy be rescinded.

Carried

7.9. Kaslo Aerodrome - Groundside Parking

R-228-2025

Moved by Councillor Molly Leathwood
Seconded by Councillor Rob Lang

***THAT the 2025 - 2029 Financial Plan Bylaw be amended to include the Kaslo Aerodrome groundside parking lot project with \$30,000 of funding from the Capital Municipal Aerodrome Reserve; AND
THAT this project be conditional upon an agreement acceptable to the Village being made with airport users to share in the cost of the project.***

Carried

7.10. Kaslo Aerodrome - Toilet

R-229-2025

Moved by Councillor Molly Leathwood
Seconded by Councillor Matthew Brown

THAT the proposed Kaslo Aerodrome toilet project be referred to Council's strategic planning meeting for consideration.

7.11. UBCM CEPF ESS Equipment and Training Grant Funding

R-230-2025

Moved by Councillor Matthew Brown

Seconded by Councillor Erika Bird

THAT Council approve the RDCK to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund (CEPF) ESS Equipment and Training grant funding on behalf of the Village of Kaslo.

Carried

8. LATE ITEMS

9. IN CAMERA NOTICE

9.1. Closed Meeting

R-231-2025

Moved by Councillor Molly Leathwood

Seconded by Councillor Matthew Brown

THAT the October 14, 2025 Regular Council Meeting be closed to the public pursuant to the Community Charter provisions, 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"; AND THAT persons other than Council Members and municipal officers be excluded from the meeting.

The Regular Council Meeting recessed at 8:46PM.

Carried

10. RAISED FROM IN CAMERA MEETING

The Regular Council Meeting reconvened at 8:58.

10.1. Rise and Report

The following resolutions from the October 14, 2025 In Camera Meeting of Council were raised to the open meeting:

1. THAT Chance Sheffield & Dada Cornea be appointed to the Asset Management Committee for a term expiring December 31, 2026.
2. THAT Chance Sheffield be appointed to the Liquid Waste Monitoring Committee for a term expiring December 31, 2026.
3. THAT Graham Gaskell be appointed to the Recreation Grant Committee for a term expiring December 31, 2026.

11. ADJOURNMENT

11.1. Meeting Adjournment

R-232-2025

Moved by Councillor Molly Leathwood

Seconded by Councillor Rob Lang

THAT the Regular Council Meeting be adjourned at 8:58PM.

Carried

Mayor

Corporate Officer

VILLAGE OF KASLO - MAYORS REPORT

Regular Council Meeting, Tuesday, October 28, 2025

Report Date: October 20, 2025

The following is a summary of the meetings and events that I have participated in since my last written report.



The links to the full agenda packages and minutes for all open meetings can be found here:

<https://www.rdck.ca/government-service/government/meetings-agendas-minutes/>

Director Remuneration Select Committee

We held the first meeting of the committee. Director Hanegraaf was elected as Chair. It was decided that the Committee will conduct the review for this year.

Staff was directed to prepare a report comparing the Remuneration Bylaw to those from other Regional Districts and send an email surveying Directors regarding Directors Remuneration, providing them with an overview of the Committee's goals.

Community Sustainable Living Advisory Committee

Paris Marshall Smith, Sustainability & Resilience Supervisor provided updates on the current projects and areas of activity.

The following resolution was passed at the committee meeting and was forwarded to the Board meeting.

That the Board authorize staff to apply for \$10,000 from the Community Climate transitions Innovation Fund from the Tamarack Institute to support the Rural Mobility Community Advisory Committee Project: Shared Mobility Programs – Healthcare Transportation.

This project was based upon a recommendation from the Rural Mobility Advisory Committee.

Staff presented the draft budget to the committee for discussion and comment. Due to budget decisions made in the past year, there is the possibility of an increase in requisition of over 40% for 2026.

Joint Resource Recovery

There were several motions passed at the meeting and forwarded to the Board meeting that affect the Central Subregion.

That the Board approve the RDCK enter into a Services Agreement with Environmental 360 Solutions Ltd. for the collection, transportation and recycling/disposal of NON-EPR (Extended Producer Responsibility) Residential Household Hazardous Waste from the Nelson Leafs Eco-Depot to a maximum value of \$216,199 plus GST for the period of December 1, 2025 to November 30, 2028 with the possibility of two 1 year contract extensions upon mutual agreement.

A verbal report was provided regarding the removal of mattresses from the Recycling Regulation, and a report was provided on Federal Plastics Registry and how this new reporting requirement is expected to impact the RDCK.

VILLAGE OF KASLO - MAYORS REPORT

Direction given to staff to prepare draft letters on both issues and bring them to the November 12, 2025 meeting.

Staff provided reports on the procurement process and the need for the purchase of the following pieces of equipment.

That the Board approve the RDCK enter into a Purchase of Goods Agreement with Dawson International Truck Centres Ltd. for the supply of a tridem axle roll-off truck to a maximum value of \$242,595 plus PST (\$16,982), for a total of \$259,577, and that the Chair and Corporate Officer be authorized to sign the necessary documents; Page 5 Minutes – October 15, 2025 RDCK – Joint Resource Recovery Committee AND FURTHER, that the Board of the Regional District Central Kootenay authorizes up to \$400,000 to be borrowed, under Section 403 of the Local Government Act, from the Municipal Finance Authority – equipment financing program, for the purchase of a roll off truck and hoist system; and that the loan be repaid within five (5) years from S187 Refuse Disposal – Central Subregion, with no rights of renewal.

AND

That the Board approve the RDCK enter into a Purchase of Goods Agreement with Dawson International Truck Centres Ltd. for the supply of a tandem axle highway tractor to a maximum value of \$231,900 plus PST (\$16,233) for a total of \$248,133, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that the Board of the Regional District Central Kootenay authorizes up to \$253,483 to be borrowed, under Section 403 of the Local Government Act, from the Municipal Finance Authority – equipment financing program, for the purchase of a replacement highway tractor; and that the loan be repaid within five (5) years from S187 Refuse Disposal – Central Subregion, with no rights of renewal.

Board meeting

The meeting started with a delegation.

Rural Community Immigration Pilot - Community Futures Central Kootenay.

They presented on the *Rural Community Immigration Pilot*, which replaces the Rural & Northern Immigration Pilot.

They are requesting that the board consider a \$40,000 contribution for 2026.

6.2.1 Policy: State of Local Emergency Declaration Consent Policy & Emergency Instrument Issuance Policy

That the Board adopt Policy Number 800-01-01 - State of Local Emergency Declaration Consent Policy AND Policy Number 800-01-02 - Emergency Instrument Issuance Policy effective immediately.

6.2.2 Geospatial Information Services: City of Nelson Withdrawal

That the Board receive the letter dated September 25, 2025 from the City of Nelson as an official request to withdraw from the Geospatial Information Services; AND FURTHER, staff be directed to prepare an amendment to Geospatial Information Service Establishment Bylaw No. 2136, 2010 for September 2027 to adhere to the 24 months notice identified in the bylaw.

Staff has not yet analyzed the financial impact of their withdrawal on the remaining participants.

6.4.1 2026-2030 Draft Financial Plan for General Administration Service S100 and Rural Administration Service S101

CFO Yev Maloff went through the draft budgets for both services and asked director questions. Due to the difference in the way services are treated in Regional Districts, services can't transfer surpluses from one service to another, unlike municipalities.

VILLAGE OF KASLO - MAYORS REPORT

North Kootenay Lake Services Committee

The membership of this committee are Director Watson (Area D) and myself as Kaslo's Municipal Director on the RDCK Board.

We discuss and make decisions regarding the services that we share financially either in whole or in part.

Delegates:

Alana Jenkins presented the 2026 draft budgets for Kaslo Search and Rescue and the Kaslo & Area Chamber of Commerce and answered questions from Directors.

Chelsea Jones presented a report on the 2025 Lardeau Valley Marketfest as well as the draft budget for 2026 and answered questions from Directors.

Direction to staff was given to include the following amount in the draft budget.

\$150 Jaws of Life: \$30,000 for Kaslo Search & Rescue

\$109 Economic Development: \$7,500 for Kaslo & Area Chamber of Commerce and \$6,800 for Lardeau Valley LINKS.

McDonald Creek Contract Update

The draft of the McDonald Creek Water Operational Contract was discussed. The contract is to be reviewed by the Village of Kaslo staff and council then will come back to the committee.

Next Steps and Timeline:

Once all parties have had a chance to review and provide feedback on the agreement, it will go to the Water Services Committee at their December 3rd meeting with a recommendation that the agreement be forwarded to the Board of Directors for approval and signing.

The agreement would then go on the December 11, 2025 Board agenda.

Village of Kaslo - Arena Accessibility Study & Arena Kitchen Feasibility Study

At the request of Director Watson, the committee discussed the 2 Kaslo Arena projects to see if there was a potential for a capital ask from the S221 Regional Facilities, Recreation and Park Service. There will be further discussion at a future meeting.

Glacier Park and Lardeau Park

There was discussion regarding various items regarding Glacier and Lardeau Parks.

Imagine Kootenay

I provided an update on the grant received and the work that will be done over the next 18 months to get Imagine Kootenay back on track. We will need to review the Kaslo and Area D landing page to ensure that it accurately represents our area.



BC Caucus - Virtual.

Chair Will Cole-Hamilton welcomed Caucus members then there was a roundtable of introductions since there are several new members. This was followed by the Chairs report, an outline of the upcoming Board of Directors meeting and Advocacy Days at the end of the month.

There were several directors who submitted regional issues for discussion.

The last item of business was a report by UBCM President Cori Ramsay.

VILLAGE OF KASLO - MAYORS REPORT

Governance Committee - Virtual.

The Chair welcomed committee members and introduced staff. This was followed by roundtable introductions of committee members. The Workplan Priorities were discussed.

Social Economic Development Committee Virtual.

The Chair welcomed committee members and introduced staff. This was followed by roundtable introductions of committee members. The budget advocacy for 2025 was reviewed followed by a review of the Policy and Advocacy Table.

The committee then reviewed the active resolutions table and discussed the new resolutions which were submitted for consideration.

The committee then received a presentation on housing and an update on committee related advocacy items.

Environmental Issues and Sustainable Development Committee - Virtual.

The Chair welcomed committee members and introduced staff. This was followed by roundtable introductions of committee members. The budget advocacy for 2025 was reviewed followed by a review of the Policy and Advocacy Table.

The committee then reviewed the active and expiring resolutions table and discussed the new resolutions which were submitted for consideration.

After the break there was an update on FCM programs followed by updates on policy and advocacy items.

Advocacy Days 101 - Virtual.

During this meeting staff updated Board and Committee members on the upcoming advocacy days.

The process for the meetings with Parliamentarians was reviewed and the outline of the meetings for the week was provided, including the opportunity to meet them informally at the reception which will be held at the National Arts Centre.

Board and Committee members were asked to bring local perspectives and examples. We were also encouraged to reach out to our Local Government colleagues for additional local examples.

OTHER EVENTS/MEETINGS

Celgar Stakeholder meeting in Castlegar.

I have been attending these meetings for several years, all of them at my own cost except the first one which was held prior to the pandemic.

It may seem strange for the Mayor of Kaslo to attend these meetings, but I know from being involved in the forest industry for many years, I understand how any effects on Mercer may have an impact on our community. This is especially true as there are more mill closures or curtailments announced. Since Mercer doesn't have tenure, they rely on purchasing chips from neighbouring mills, which is their preferred feedstock.

This was the first in person meeting in well over a year and it was held at the Confluence Centre in the Mercer Room. There were 3 Celgar staff members in attendance. MLA Steve Morissette, Selkirk College President/CEO Maggie Mear, Castlegar Chamber of Commerce Executive Director Tammy Verigin Burke were in attendance as well as 6 local government representatives. Introductions were made followed by a Safety Moment, which is how they open every meeting. They shared their new Field Level Risk Assessment Form. This is filled out by every employee, every day so they remain aware of where the potential risks are in the workplace.

There were many questions asked, and I found the meeting very informative.

VILLAGE OF KASLO - MAYORS REPORT

The meeting coordinator said she would share a copy of the presentation that was given, but I have not yet received it. If anyone would like me to share a copy once received please let me know.

Library fundraising meeting.

This was the second planning meeting for the Dicken's performance. The date was set for Friday, December 19th, the venue has been determined. Members of the committee will start to reach out to people who might like to be part of the performance.

1st Poppy Presentation.

I met Royal Canadian Legion Branch 74 President Lynn Gouldsbrough for presentation of the 1st poppy in Kaslo. This kicks off the 2025 Poppy campaign.

MEETINGS/EVENTS AFTER THE AGENDA DEADLINE

Times have been included for meetings that are open for public participation. The Zoom links and agendas for the RDCK meetings can be accessed on their website.



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| Nov | 2 | Daylight Savings Time ends.
Strategic Planning (In Camera). |
| | 3 | Recreation Grant Committee @ 6:00pm. |
| | 4 | Committee of the Whole @ 6:00pm. |



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| Oct | 27-31 | FCM Advocacy Days in Ottawa.
Including travel days, I will be away from October 26 th to November 1 st . |
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| Nov. | 10 | Emergency Program Executive Committee (CANCELLED) |
| | 12 | Joint Resource Recovery @ 1:00pm. |
| | 13 | Board @ 9:00am. |



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| Oct | 22-23 | All Task Force Meetings in Cranbrook. |
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VILLAGE OF KASLO - MAYORS REPORT

31 Finance & Audit Committee.
Nov 28-29 Board meetings in Nelson.

OTHER EVENTS/MEETINGS

Oct 21 Invasive Species Working Group
Kaslo & Area Chamber of Commerce Meeting.
25 Library fundraising meeting.
Nov 2 North Kootenay Lake Arts & Heritage Council AGM.
6 Kaslo & Area Chamber of Commerce Meeting Business After Business.
11 Remembrance Day Ceremony.
24 Imagine Kootenay Steering Committee.

Respectfully submitted,
Mayor Suzan Hewat



**REPORT FROM THE CHAIR and VICE-CHAIR
ON ACTIVITIES FOR THE PERIOD ENDED SEPTEMBER 2025**

PURPOSE

This report is intended to provide information on the performance and activities of the Authority subsequent to the last report presented to the Members at the Annual General Meeting (AGM) on April 24, 2025.

BACKGROUND

The following is a review of activities of the MFA in 2025 during the period of May 1st up to October 1st, with a focus on the activities of the past six months.

GOVERNANCE

Representation from every community in British Columbia is provided through our 40 Members from 28 regional governments and our 10-member Board of Trustees.

The last meeting of our Members was held on September 23, 2025 (Semi-Annual Meeting), in conjunction with the UBCM Annual Convention.

The Board of Trustees met with management three times during the period of May 1, 2025 to September 30, 2025.

In 2025, the Board of Trustees met with Management four times to review operating performance, access to the financial markets, administration, and other miscellaneous items, as well as to provide oversight for our Pooled Investment Funds. The Board of Trustees reviewed the second quarter performance of the pooled investment funds and received an update on the volumes and participation in the pooled high interest saving accounts.

Trustees and MFA staff made presentations on behalf of the MFA at various local government conferences during the year.

RESULTS

Income from Operating Activities, Short-Term Debt Fund, and Retention Fund

The annual budget was approved by the Board of Trustees on April 8th, 2025, and by the Members at the Annual General Meeting on April 24th, 2025. The budgeted operating revenue is \$8.69 million, and expenditures are \$4.99 million for a projected annual operating contribution of \$3.53 million. Short-term Debt Fund contribution and Income Earned on

Retained Assets are budgeted at \$3.17 million and \$3.23 million, respectively. Budgeted total annual contribution to the Retention Fund is \$9.93 million with an expected ending Retention Fund balance of \$139.41 million for 2025.

Operating results for the 1st half of 2025 show a net contribution from core operations of \$1.63 million which was favourable to budget by \$424,515. Revenues were favourable by \$132,333 which is primarily attributed to Financial Service Fees from pooled investment funds being higher than budgeted. Expenditures (Total Governance plus Total Administrative expenses) were favourable to budget by \$292,181 which is mainly attributed to lower Strategic Partnerships & Member Education support provided during the quarter, lower Legal & Consulting costs billed to date, lower Market Development expenditures due to reduction in promotional materials, and reduced Travel expenses for business operations.

Short-term Debt Fund had a favourable variance of \$283,532 or 18.76%. This is due to higher outstanding short-term loans than budgeted and the required rapid expansion of the Commercial Paper Program to support this additional funding. This variance is primarily driven by higher than-expected loan earnings and reduction in investment earnings due to decreased cash holdings resulting from increased short-term funding.

Earnings on the Retention Fund for the 1st half are favourable to the budget by \$251,178 or 15.50%. The variance is due to lower savings account interest relative to budget, offset by increased investment earnings due to the timing of investment purchases. The Retention Fund and the Debt Reserve Fund form the organization's capital base which supports our AAA ratings in accordance with our Capital Adequacy Policy adopted by the Board of Trustees in September 2019. Capital adequacy of the Authority was reviewed by the Board of Trustees on June 10, 2025. The levels held are consistent with the policy and framework in place and appropriate given the risks of the organization.

OUR PROGRAMS

FINANCING

Long-term

On June 17th, MFA issued a new 4.05% June 3, 2035, debenture to fund the remaining \$305 million of new loan requirements from the Spring. The deal was 2.7 times oversubscribed and was well received by the investor base.

In mid-September MFA intends on reopening its 3.3% October 2, 2030, to fund refinancing requirements of \$450 million. Fall borrowing plans will be finalized once all new loans to fund have been reviewed by Members at the Semi-Annual Meeting (SAM) on September 23, 2025. In mid-October, MFA intends on re-opening our 4.05% June 2035 to fund these new loan requirements totaling \$440 million.

Short-term

The Commercial Paper Program continues to provide low-cost short-term and equipment financing to MFA clients. The short-term lending rate as of early September is 3.24%. MFA

currently has \$800 million commercial paper outstanding that is funding \$625 million of loans with \$175 million available for incremental lending. MFA continues to monitor demand for short-term loans across members to ensure it remains right sized to meet their funding requirements.

POOLED FUNDS

Investment Funds						
	Balances*				Performance**	
	(\$CAD millions)				1-Year Total Return (%)	
	2025-06-30	2024-06-30	Change		2025-06-30 as of	
					Fund	Benchmark
PHISAs***	2,127	1,905	222			
Money Market Fund	1,839	1,569	270		3.75	3.49
Gov't Focused Ultra-short Bond Fund	416	430	(14)		4.72	4.61
Short-term Bond Fund	894	861	33		6.35	6.14
FFF Short-term Bond Fund	245	229	16		6.23	6.14
Mortgage Fund	321	276	45		6.95	6.09
Diversified Multi-asset Class Fund	743	502	241		14.18	12.99
FFF Diversified Multi-asset Class Fund	133	113	20		16.61	14.81
Total AUA	6,718	5,885	833			

*Fund balances as at end of Q2 2025 and 2024 sourced from CIBC Mellon's daily reporting.

**1-year total returns sourced from PH&N's June 2024 Monthly Performance Report.

***2025 PHISA balances include PHINA balances. As of August 20, 2025, current PHISA rate for National Bank is 3.40%; current rate for Scotiabank is 3.30%; current rates for CIBC are 3.30% for the first \$200M, 2.72% on balances in excess of \$200M. Current PHINA rate is 3.45%.

MFA's Pooled Investment Funds assets-under-administration experienced strong growth over the year. Excluding the Pooled High Interest Savings and Notice Plan Accounts program, the overall Pooled Investment Fund balances increased by approximately \$0.6 billion at June 30 2025 compared to end of June 2024, and balances grew by \$71M during the second quarter ending June 30, 2025, driven mostly by performance gains in the Funds (as pooled fund subscription/redemption values remained relatively balanced over the period).

Total balances in the PHISA and PHINA programs as at June 30, 2025 were \$2.1 billion (vs \$1.9 billion on June 30, 2024). Balances grew by \$278.2M over the quarter. This increase was partially supported by the introduction of the PHINA program, with a balance of \$114.4M at the end of the quarter; it is also common to see a gradual increase in usage of MFA's PHISA program in Q2 leading up to tax collection season.

CLIMATE AND SUSTAINABILITY (ESG) UPDATE

Since the last update to Members in April, MFA continues to integrate climate and sustainability into the governance, strategy, risk management, impact measurement, and reporting. MFA has established three climate and sustainability (ESG) program objectives to guide its work. They are:

1. To reduce the negative impact of operations on the environment and society
2. To manage material risk to core business and thereby retain access to the lowest attainable cost of capital for MFA members
3. To pursue opportunities for transformative and material impact with local governments through core lending and investing activities

Sustainability, or ESG as investors refer to it, can encompass a very broad set of topics across its three dimensions of environment, social, and governance, and requires consideration within the context of MFA's business model, core activities, and industry sector to determine which topics are relevant and material to MFA business, and in turn what is decision-useful to MFA strategy and that of MFA's stakeholders.

The MFA is taking a phased approach to its ESG program development and disclosures led by a workplan that is **investor-focused, risk-centred, and has a climate-first priority**. The initial focus of MFA's ESG program is to identify, assess, manage and disclose the impacts to MFA's business from a changing climate, and the greenhouse gas impacts of MFA's lending and investing activities on climate change.

These workplan priorities and attributes are being driven by the demands of global investors which necessitate globally accepted sustainability disclosure standards and corresponding regulation (jurisdictional or sectoral). Investors are seeking greater transparency, consistency and comparability in the development and disclosure of non-financial information in order to evaluate the climate and other sustainability risk inherent to their investments.

In alignment with the International Financial Accounting Standards (IFRS), MFA is continuing to evolve its annual disclosures of any material climate-related financial risk to financial position, financial performance, and cashflows which could impact MFA's access to capital and future prospects. Designed primarily for MFA investors, specifically, this means for fiscal 2025, MFA will augment existing reporting or publish new reports as follows:

- **MD+A** – a summary of the actual or potentially material enterprise-level risks to MFA will be disclosed alongside financial statements. These risks will include disclosure of any actual or potentially material climate-related financial risks.
- **Climate and Sustainability Report** – A new standalone report will be published annually (beginning in Spring 2026). This report provides a more detailed account of MFA's ESG program and progress, and the climate risks and opportunities to the MFA, and the impacts of MFA's core activities on the environment and society.
- **GHG and Carbon Offset Report and Methodology** - MFA is finalizing the process for GHG measurement relating to its operations and value chain. MFA has worked closely with a network of local government sustainability practitioners, the Province of BC and other partners to develop this report. While the Scope 1 and 2 emissions are immaterial, consisting only of the negligible emissions from the electricity used to heat, cool and

4.

power MFA's leased office space; MFA is disclosing these figures because they are data points collected by rating agency, MSCI and others. Finally, at the 2024 AGM, Trustees and Members voted to offset the GHGs generated from this event and travel. A memo proposing how the MFA will structure its carbon offset program and the carbon credits to be purchased and retired will be reported to Trustees later this year.

Issuance-level impact reporting - In addition to the entity-wide program objectives and annual disclosures, the MFA has also revised the information that is communicated at the time of bond issuance. This reporting aligns with updates made in 2024 to MFA's Sustainable Bond Framework, and includes impact allocations, or mapping, of each loan and borrowing purpose to the UN SDGs and the environmental and social objectives from ICMA's Green and Social Bond Principles, the leading industry guidance for sustainable bonds. New, as of the Spring issue this year, MFA is also producing concise climate and sustainability impact case studies for the larger loans in their issuances containing new loans.

INVESTOR RELATIONS

Management continues to actively promote MFA's credit story to institutional investors around the world. Investor development meetings are done in various formats, including one-on-one teleconference calls, one-on-one meetings, and group presentations. Investor development is a critical component in differentiating MFA and achieving continuous access to the markets and the lowest cost of funds from among our peers.

The most important investor development events since the last report are outlined below:

BMO Annual Government, Reserve & Asset Managers Conference – May

MFA's CEO, Peter Urbanc, and CFO, Matthew O'Rae, attended the BMO Government Finance Conference in Toronto in May. This annual conference is among the most effective/useful that MFA attends every year as many bond investors from all around the world participate and MFA can efficiently engage in useful dialog over the three-day period. MFA representatives had several one-on-one meetings with those who wished to speak to them about MFA in more detail.

National Bank Financial Annual Municipal and Local Government Authorities Borrowers Conference – September

MFA's CEO, Peter Urbanc, presented to a group of Canadian fixed income investors and represented MFA at this in person conference in Montreal. Over 80 institutional bond investors attended the conference either in person or virtually this year.

Bloomberg Annual Canadian Finance Conference – October

MFA's CFO, Matthew O'Rae, will be making multiple presentations to global fixed income investors and representing MFA at this in-person conference in New York.

Rating Agencies

In 2025 all three rating agencies (Fitch, S&P and Moody's) reaffirmed the MFA at AAA with stable outlooks. This completes the rating agency process for 2025. AAA ratings, shared by

5.

very few public markets bond borrowers, underscore the strength of MFA's governance and management practices, credit strengths and the combined financial strength of its local government sector. So far, the Province of BC's fiscal deterioration, which has led to multiple rating agency downgrades to the Provincial credit ratings, has not impacted MFA.

2025 UBCM Convention

MFA was represented at the 2025 UBCM convention, trade show, and Community Excellence Awards as a sponsor. MFA is a major sponsor for UBCM, funding both the keynote speaker and the Community Excellence Awards.

ANNUAL GENERAL MEETING 2025

The Annual General Meeting and Financial Forum is set to take place in person in Victoria on April 22 and 23, 2025 at the Delta Victoria Ocean Pointe Resort (100 Harbour Road, Victoria, BC). The MFA team looks forward to meeting with new and returning Members in Victoria.

MARKET TONE AND OUTLOOK PROVIDED BY BMO - SEPTEMBER 15, 2025

The medley of monetary policy, tariffs, and politics continued to drive markets through the end of the summer, with the Federal Reserve taking centre stage in August. Throughout the summer months, the US Treasuries curve gradually shifted higher and steeper as the market digested the implications of continued US economic resilience and higher-than-target inflation, in addition to a less-independent central bank. US President Donald Trump isn't leaving much ambiguity about his intentions to assert greater control over the Fed, beginning with his strong vocal criticism of Chairman Jerome Powell in recent months and later with the attempted firing of Governor Lisa Cook. Ousting Cook could lead to a 4 out of 7 Trump-appointed majority on the FOMC board. Markets responded by pricing in over four 25bp interest rate cuts through next June and raising 30-year yields north of 4.95%. The curve dynamics were similar but less severe in Canada (though 10s/30s has kept pace over the last month or so) with it being difficult to escape the gravitational pull of USTs. US equity markets has so far performed well YTD with the S&P500 and Nasdaq both higher by 10-13% YTD, though underperforming Canadian, European, and Japanese equities. The latest news in US tariffs was the US District Court of Appeals ruling Friday that a wide swath of the president's tariffs (all of those justified under the International Emergency Economic Powers Act) are illegal. Trump immediately vowed to fight the ruling to the Supreme Court, and it's unlikely the decision will ultimately alter tariff rates given the numerous tools the administration has to justify new levies.

As Summer came to an end, August labour data released on September 5th showed notable weakness in both Canada and the US. Canada lost 65,000 jobs versus expectations of a 5,000 gain, pushing the unemployment rate to 7% - its highest since 2016 (excluding COVID). US non-farm payrolls added just 22,000 jobs, well below the 75,000 forecast. These reports triggered a rally in bond markets, with Canadian yields falling across the curve and a 25bp BoC rate cut now fully priced for September 17th. US markets are now pricing in over five Fed cuts through 2026.

The key counterargument to monetary policy easing expectations on both sides of the border continues to be inflation. In Canada, despite headline inflation running below target by a few points (1.7% YoY in July), the core CPI metrics remain elevated at ~3%, at the higher end of the

BoC's target range. The combination of weak economic activity and sticky core inflation poses a difficult setup for the BoC, and while a September cut is fully priced in, a higher-than-expected CPI report for August (to be released on September 16th) poses a small risk of shifting market expectations. South of the border, US headline and core CPI remain elevated around 3%. However, Fed Chair Powell's dovish remarks at the Jackson Hole Symposium on August 22nd signaled increased concern over weakening labour market dynamics. Markets interpreted this as a shift in the Fed's focus toward the employment side of its dual mandate. Following the disappointing non-farm payroll report on September 5th, rate cut expectations rose further, reflecting investor perception that the Fed is more likely to prioritize labour market stability over inflation.

North American bond yields are now well off their July peaks; Canada yields are lower by 10-30 bps September-to-date with the 5-year at 2.74%, 10-year 3.17%, and 30-year at 3.60%. The Treasury curve has experienced a similar move in September, with current yields at 3.60% in 5-year, 4.04% in 10-year, and 4.65% in 30-year. Despite the recent move lower in underlying yields, public sector credit spreads have continued to contract, with the Province of Ontario trading significantly tighter than their July wides of +35bps, +74bps, and +98bps in 5-year, 10-year, and 30-year respectively. Spreads are currently trading in the context of +19.5bps, +61bps, and +82bps.

On the supply front, primary markets roared back to life in mid-late August after a quieter summer period. New issues across the curve and across issuer type have been met with exceptional investor demand. In the municipal / agency sector specifically, there have been six transactions since the last update on April 2, 2025. These include a \$350 million reopening of the City of Toronto's 30-year, BCMFA's new \$305 million 10-year, First Nations Financial Authority's new \$350 million 30-year, the City of Regina's new \$115 million 30-year, City of Ottawa's \$220 million 10-year Sustainable Bond, and the City of Toronto's \$200 million 10-year Green Bond. Looking ahead, we expect a busy primary market through the remainder of September and into year-end, with the majority of Provinces and Municipalities expected to issue. July and August of 2025 were quieter than 2024's record-breaking summer but were still highly active months for issuance and busier than usual - especially towards the end of August, which saw 13 Canadian dollar deals in the final two weeks of August.

SUMMARY / CONCLUSION

MFA's Annual General Meeting and Financial Forum is set to take place in person in Victoria on April 22 and 23 at the Delta Hotels Victoria Ocean Pointe Resort. The MFA team looks forward to meeting with new and returning Members in Victoria.

Submitted by:



Malcolm Brodie
Chair



Al Richmond
Vice-Chair

Sent: October 7, 2025 3:24 PM
To: Admin Mailbox; WLRs.Minister@gov.bc.ca; Amy Watson; Emily Mattas;
Chantelle.Grafton@gov.bc.ca
Subject: To Kaslo Village Council

Dear Council

I think that perhaps you might have been a bit surprised by the statement from QP Developments that they would need to build a 12 ft. high wall with a chain link fence on top and put in 50 thousand truckloads of fill to make the property on south beach above a flood zone.

This 'new' fence will be very ugly for the town and create a more 'gated' feeling to the RV proposed RV development AND as it has come to light, and lower Kaslo folks have a concern that this new wall not compromise their safety, nor the provincially specified work of the dyke. As I have walked around collecting signatures, I have not had one person not be unwilling to sign because they are confident about how this is all going to work for the continued protection for lower Kaslo. I would submit to you that persons from the official provincial dyke management team be asked to review what the concrete fence will do to the safety plan already in place for lower Kaslo. I also heard that the existing dyke is in need of attention.

One person told me that just 50 truck loads of debris taken away from their home in California, totally wrecked the highway they drove on, and it has not been repaired. The trucks were taking debris away from their property which had burned. It would be a shame to wreck the highway leading to our new bridge when QP Developments bring in the 50 thousand truck loads of fill for their private development.

If they are trying to make the floodplain of south beach, into something different in order to create a viable RV park, then I think it behooves Council to say I'm sorry your private land is a necessary floodplain, as it has been for a long time. Council needs to be clear whether or not the flood plane might be a required safety pathway which the existing dyke depends on being there, and know from provincial management that that is so.

I think that there are a lot of very sketchy, ugly and potentially dangerous outcomes to the QP development strategy at South Beach. Sometimes in cities so much environmental damage has been done throughout the area that one building project just has to build higher, stronger, wider, bigger to mitigate any sort of disaster. This is not the situation in Kaslo at the moment. We saw this in China, Japan, and in the busy city of Kelowna where QP Development is used to building.

Council can say to the Developer that the flood plain of South Beach will remain a floodplain for good reasons, just as Grand Forks had to recreate the floodplain after several years of flooding. It cost the City to make that re-remediation.

Thank you for registering my concern, as my mother lives in lower Kaslo and I want to know that due diligence has been done, even though it didn't look like such an evaluation was needed at the beginning, surely provincial experts and money can come into play to support you .

Respectfully yours, Shelley Stickel

--

Peace friends, from Shelley Stickel, Ceremony Encourager
Let's assume there are no insiders or outsiders.

From: Heritage BC <info@heritagebc.ca>
Sent: October 8, 2025 1:14 PM
To: Admin Mailbox
Subject: Heritage BC Newsletter - October 8, 2025

[View this email in your browser](#)



Announcing BC Heritage Week's 2026 Theme: *Stir the Pot*



[BC Heritage Week](#) will return February 16 to 22, 2026. This year's theme, *Stir the Pot* is an open invitation to celebrate food as a form of heritage.

Food links us to the land and to traditions, ties us to our families and ancestors, and connects cultures and communities. It reflects who we are and where we come from.

Stir the Pot also suggests advocacy. It's a call to spark conversation, bring overlooked stories to the surface, and address issues like food security, cultural recognition and access. By stirring the pot together, we not only honour traditions, but also create space for dialogue and discussion.

Everyone across the heritage sector (and beyond) is invited to stir things up by hosting an event, workshop or activity inspired by this year's theme. Heritage BC offers support for organizers, including printed posters, info sessions, customizable marketing tools, promotional assistance to help with your event planning. We look forward to bringing the flavours, stories and traditions to life this upcoming BC Heritage Week!

Upcoming BC Heritage Week Virtual Conversations

The Power of BC Heritage Week Proclamations and Promotions Info Session

Tuesday, November 4, 2025

12:00-1:00 pm (PST) | Online

[Learn more and register](#)

Cooking Up Ideas for BC Heritage Week Community Brainstorm

Wednesday, November 19, 2025

12:00-1:00 pm (PST) | Online

[Learn more and register](#)

Heritage Awards Receives Record Number of Nominations



Thank you to everyone who took the time to nominate a project or person for the 2026 Heritage BC Awards. We're thrilled to share that we received over 40 nominations — a record number!

Our jury will now begin the exciting work of reviewing submissions and making recommendations for this year's Awards. Winners will be announced during a special ceremony at the our [Annual Heritage Conference](#), taking place in the Sea-to-Sky region, May 4-6, 2026.

Heritage Highlights From Across the Province

One great piece of feedback from our recent reader survey was your interest in learning more about heritage projects happening across BC. Today, we are highlighting two examples of inspiring projects supported by through grant programs administered by Heritage BC:



[Xwe'etay / Lasqueti Archaeology Project](#)

Guided by partners from several Coast Salish communities in the Salish Sea and local island residents, the project team has been combining archaeological research and land-use planning to better understand heritage land use to protect



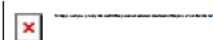
[Britannia Shipyard Slipway Restoration](#)

At the historic Britannia Shipyards National Historic Site, conservation work on the boat launch ramp is helping ensure it remains fully operational and a vital link to Steveston's rich maritime past. As part of the project, the team has documented the process

heritage into the future. [Watch the webinar from Sept. 29, 2025.](#)

through videos showing the use of historic carriages and machinery to pull the MV Burnaby into the building. [Watch a video about the Slipway Restoration.](#)

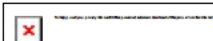
Thank Your For Sharing Your Voice



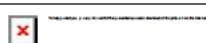
We want to give a huge shout out to the hundreds of people who completed our recent subscriber survey. Your input has already started to help shape our communications and programming ideas. We plan to share some of what we heard in the coming month, so stay tuned.

We're also thrilled to announce our random draw winner, **Jen Eggleston from Port Coquitlam!** Jen describes herself as a "massive history nerd" and sits on [PoCo Heritage](#) Board of Directors. She chose to support Patina Brewing with her \$50 gift certificate. Cheers to Jen!

Stretched Thin: 2025 State of BC's Non-Profit Sector Report



BC's non-profits are feeling the pressure — rising demand, complex community needs and limited resources. The **2025 State of BC's Non-Profit Sector Report** captures these challenges and highlights how organizations are adapting and persevering. [Read the full report.](#)



✦ **In Case You Missed it:** [Register for Community Heritage Fundamentals for BC Practitioners Course \(Jan 26 to Mar 22, 2026\)](#)

✍ **Grant Programs Currently Accepting Applications:**

- [Multiculturalism and Anti-Racism Grants \(Deadline: Oct.15\)](#)
- [Province of BC Capital Project Grants \(Deadline: Oct.15\)](#)
- [Canada Local Festivals Building Community \(Deadline: Oct.15\)](#)
- [BC Arts Council's Project Assistance: Museums and Indigenous Cultural Centres \(Deadline: Oct. 22\)](#)
- [BC Arts Council's Arts Infrastructure Program \(Deadline: Nov.6\)](#)

- [Language Vitality Program \(Deadline: Dec.10\)](#)
- [British Columbia History Digitization Program \(Deadline: Dec.8\)](#)

 **Professional Development:** [Free Intercultural Training in the Kootenay Region](#)

 **Resources:** [Indigitization Toolkit and Resources](#)



Heritage BC is a non-profit organization that supports the heritage sector across British Columbia through education, training and skills development, capacity building in heritage planning and grant funding. [Become a member today!](#)

Heritage BC champions built, cultural and living heritage across the province. We recognize that our work is situated on unceded and ancestral Indigenous lands. [Learn about the land you live on](#)

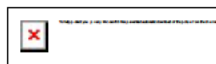
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Sent: October 9, 2025 2:11 PM
To: Mayor Hewat; Rob Lang; Admin Mailbox; Erika Bird; Matthew Brown; Molly Leathwood; Ian Dunlop; CAO Mailbox
Cc: Robin Louie; Wells Thomson
Subject: Duty to consult
Attachments: redutytoconsult____.zip

Follow Up Flag: Follow up
Flag Status: Flagged

DRIPA, or the Declaration on the Rights of Indigenous Peoples Act, is a law in British Columbia that aligns provincial laws with the United Nations Declaration on the Rights of Indigenous Peoples. It mandates the government to consult and cooperate with First Nations during the development of policies and legislation, ensuring their rights and interests are respected.

Dear VOK Council and pertinent staff,

I want to draw your attention to some missing steps in the entire South Beach imbroglio.

The Narwhal online issue this morning has a video about what you need to know regarding Indigenous Sovereignty. <https://thenarwhal.ca/indigenous-sovereignty-video-explainer/> I believe it is essential for you all to understand this responsibility as governors of our municipality.

Furthermore, here in a zipped attachment is what an AI search of this topic in relation to Kaslo, and this proposed development by QP, has come up with. I urge you to read all of it.

As I wrote to you on August 18, and asked of you in the August 26 Regular Council Meeting, what will you do? It is **your** responsibility -- not the developer's -- to **meaningfully consult** with the relevant First Nation **prior** to almost all of the actions that you have been taking regarding this developer driven project.

In my opinion, and apparently with legal substantiation, it would be appropriate for this purchase and sale agreement process to be put on hold while you go back to the beginning and undertake things properly.

Again, I ask that you respond to me about what actions you will be taking to rectify this serious lapse in protocol and court adjudicated duty to consult. I also request that you share your response to me with a copy to Robin Louie, Band Councillor of the Lower Kootenay Band (Yaqan Nukiy) and Ktunaxa Nation, who is also a recipient of this correspondence..

Yours truly,
Bill Wells, Kaslo



www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **BC/Yukon Command / The Royal Canadian Legion**, representing **British Columbia** and the **Yukon’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **BC/Yukon Command Legion** are very proud to be preparing their **21st Annual "Military Service Recognition Book"** that recognizes and honors our local veterans. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**. Again, this will be a digital publication.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book** proceeds raised from this annual campaign also provide funding for the benefit of **Veterans and Military Service Personnel** including programs for trauma and post-traumatic stress injuries for the increased and complex needs of **British Columbia’s Modern veterans**. and will also help our Command to improve our services to **Veterans** and the more than 140 communities that we serve throughout British Columbia and the Yukon. The Legion is recognized as one of Canada’s largest “Community Service” organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review, along with a detailed list of some of the many community activities in our **149 Branches and 80 Ladies Auxiliaries** in the **BC/Yukon Command**. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **BC/Yukon Command Office** toll free at **1-866-354-6277**.

Thank you for your consideration and/or support.

Sincerely,

Robert Underhill

President of BC/Yukon Command of The Royal Canadian Legion



MSR Guide



www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Advertising Prices

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Full Colour Outside Back Cover	\$2,071.43	+ \$103.57	= \$2,175.00
Inside Front/Back Cover (Full Colour)	\$2019.05	+ \$100.95	= \$2120.00
Full Colour 2-Page Spread (COLOUR)	\$3,950.00	+ \$188.10	= \$3,950.00
Full Page (Full Colour) 7" X 9.735"	\$1,880.95	+ \$94.05	= \$1,975.00
Full Page B&W 7" X 9.735"	\$1,257.14	+ \$62.86	= \$1,320.00
½ Page (Full Colour) 7" X 4.735"	\$1,100.00	+ \$55.00	= \$1,155.00
½ Page B&W 7" X 4.735"	\$752.38	+ \$37.62	= \$790.00
¼ Page (Full Colour) 3.375" X 4.735"	\$680.95	+ \$34.05	= \$715.00
¼ Page B&W 3.375" X 4.735"	\$533.33	+ \$26.67	= \$560.00
1/10 Page (Business Card-Full Colour) 3.375" X 1.735"	\$366.67	+ \$18.33	= \$385.00
1/10 Page B&W (Business Card) 3.375" X 1.735"	\$ 314.29	+ \$15.71	= \$330.00

G.S.T. Registration # R10 793 3913

All typesetting and layout charges are included in the above prices.

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Vancouver, BC V6B 4B5



From: EA Council <eacouncil@kamloops.ca>

Sent: October 15, 2025 4:16 PM

To: Cc: Birtin Baidya <bbaidya@kamloops.ca>

Subject: Invitation to the Diverse Voices: Rethinking Community Conference – October 29–30, 2025

Greetings!

On behalf of the City of Kamloops, we are pleased to extend a formal invitation to attend the **Diverse Voices: Rethinking Community Conference**, taking place October 29–30, 2025, at the Delta Hotels by Marriott Kamloops.

Jointly hosted by Tk'emlúps te Secwépemc and the City of Kamloops, this two-day event will bring together community leaders, local governments, organizations, and changemakers from across British Columbia to engage in meaningful dialogue on building inclusive, equitable, and culturally safe communities.

Through a series of keynote presentations, breakout sessions, and facilitated discussions, participants will explore practical approaches to advancing belonging, collaboration, and reconciliation within their municipalities and organizations.

Event Details

 **Dates:** October 29–30, 2025

 **Venue:** Delta Hotels by Marriott Kamloops

 **Group Discount:** 40% off registration for municipalities registering ten or more delegates

 **Register Here:** [Eventbrite – Rethinking Community: Diverse Voices](#)

We would be honoured by your municipality's participation in this important gathering. Please feel free to share this invitation with your Council members, staff, and community partners who may be interested in attending.

We look forward to welcoming you to Kamloops for what promises to be an inspiring and impactful event.

On behalf of,

City Council
City of Kamloops

Chrissy Cossentine

Executive Assistant to City Council | City of Kamloops

eacouncil@kamloops.ca

P: 250-828-3494 | [Kamloops.ca](https://www.kamloops.ca) | [LetsTalk.Kamloops.ca](https://www.lets-talk.com)



**MAKING
KAMLOOPS
SHINE**

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Kit Ashenhurst
Box 1139, Kaslo BC
October 15th 2025

Dear Mayor Hewat, Councilors: Bird, Brown, Lang, and Leathwood



Further to my South Beach (Once T&H Mill site) Concerns

General Comments

There has been no response to my letter May 28/29th, Re South Beach Camp Site Proposal, to Mayor and Councilors requesting information, so now I have to make presumptions to which they may be incorrect.

This letter is not to criticize Councilors who have voted against the South Beach RV Park development.

The proposed Watershed Engineering Ltd. Technical Memorandum.

This is a Memorandum hence there is nothing binding with much of the information i.e. the upstream river data is irrelevant to the proposed RV park and there are too many other loop holes to examine in this letter. The copy of the Memorandum, I have, is not professionally signed nor stamped so there is no responsibility for its content, unless the Village has a Signed and Stamped copy that should have been distributed. At this point it is an 'idea' with no 'tangible' guarantees for Council to authorize the selling of Kaslo public lands.

There is no mention of applying for an evaluation or review to Fisheries and Oceans and FrontCounter BC for a future permit of authorization to do any work near or below, in this case to fill the area to 536.5 m, in a riparian area, in respect to an assessment of terrestrial and aquatic impacts, and species at risk. Not even a shovel of riparian soil can be disturbed which includes all the area below 536.5m level. There is no mention of the required approval from an EGBC design engineer for a 2m to 2.5m of fill over riparian area, a berm, and concrete wall. This proposed construction of a 2m to 2.5m berm along the lake front, a construction of a backfilled retaining wall 7.5ft high along the lower Kaslo River on the 30m riparian setback, then to fill the entire floodplain/riparian site up to or greater than 536.5 m, level with the 200-year floodplain is considered by engineering definition a '**permanent structure**'.

It is stated in the Memorandum and the Village by law 1193 sent to Kootenay Historical Society, April 20th 2021, by then CAO, Ian Dunlop, that no permanent structures can be placed below the 200-year high floodplain in this case 536.5m nor on 30m riparian setback?

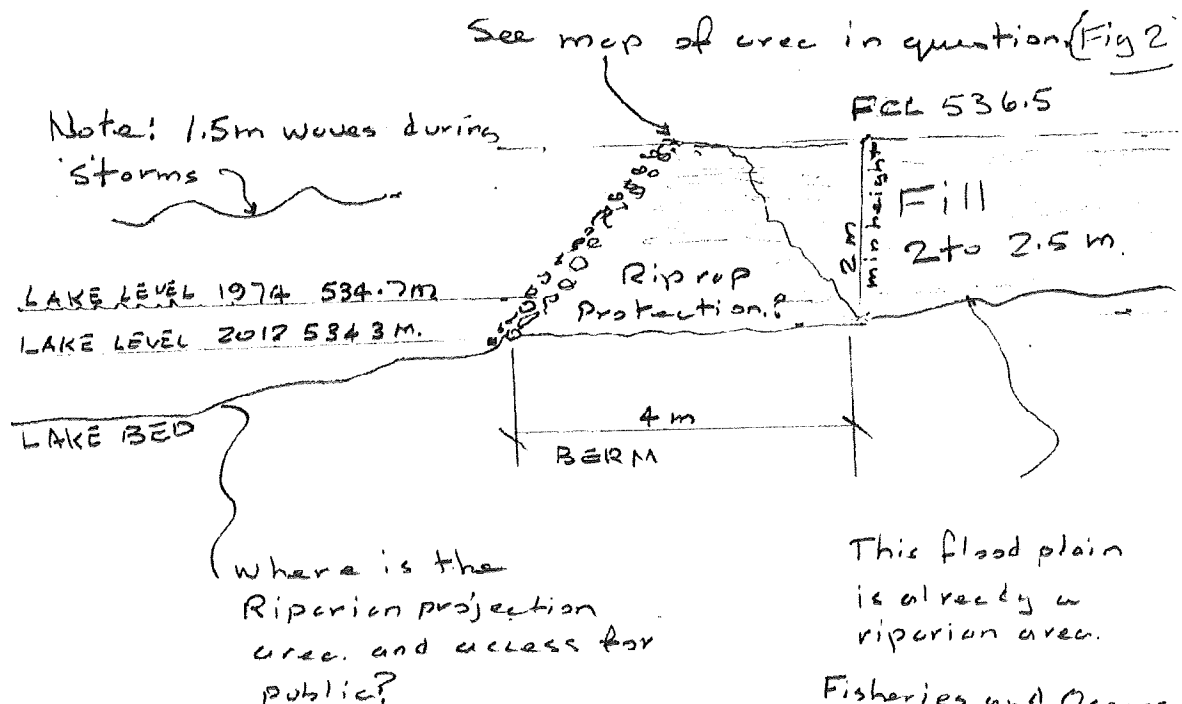
How can the Village claim land, including right of way allowances, or the landowner make claim to property below the 200-year floodplain riparian area? Yes, in the day there may have been a special consideration/permission from the Federal/BC Governments that land below a floodplain can be owned/leased as was presumably the case for the T&H Mill. If this is so, is there a record of this special agreement and would it have been rescinded once the Mill operation ceased? Or, is the Village and Landowner by extension just claiming their property?

Berm

The attached hand drawn "Berm Sketch" (roughly to scale), with corrected higher water levels is from the submitted berm drawing Figure 2 from Watershed Engineering proposal (Quality Property). This sketch shows no public access during high water and no riparian buffer as shown in figure 1 of the Technical Memorandum. Also, a concern are winter storms of "non-breaking" standing waves (clapotis) caused by the construction of a permanent berm structure of at least 2m or higher. This berm then does not allow the breaking waves to disperse energy over the floodplain. This clapotic action is especially critical in the south beach bay area from rebound waves that will enhance standing waves contributing to advancing erosion and undermining of the berm and possibly the wall at the lake edge.

It is presumed that the Village and Quality Property are pursuing compliance with provincial sections, 11, 35, and in particular 36 prior to any land disturbance, FrontCounter BC, and design approval from an EGBC Engineer. Evidence of preliminary applications to these authorities should have been presented in the Technical Memorandum and Quality Properties proposal to Council.

Note: All soil moved in the province, contaminated or not, must have a "a soil relocation agreement", in this case not just fill from a gravel pit until: a). a soil compaction ability study is done on the proposed fill, and b). an environmental study is done on the proposed fill of suitable materials. Again, these completed studies should have been highlighted in the proposal. The submitted Technical Memorandum has ideas with no tangible criteria for a go-ahead endeavor.



BERM SKETCH

Concrete retaining wall

The proposed retaining dike wall along the river edge to mitigate flooding is flawed by just reviewing the difficult to read the drawing. My first note is, the "Wall Embedment and Erosion protection to be reviewed". It is not even a defined engineered foundation design that should be incorporated in a proposal, they were hoping to bluff their way through. The Quality Property drawing (*Proposed Flood Mitigation Site Plan Lock Block Wall*), indicates a stack of three 4000lb each, 2.5ft x 2.5ft x 5ft long concrete blocks 7.5 feet high with a 4ft chain link fence on top and approximately (by Scaling) 854 ft (260m) long. This weight bearing of 12,000lbs per stack of three blocks on a fluctuating water-table with a yearly freeze and thaw is an accident or disaster ready to happen. In my engineer days, and still expected today, proposals must be in a final state of design prior for submission and preferably signed and stamped by a Professional Engineer to be creditable, not just an airy-fairy design to influence a Mayor and Council to approve an unsound design.

Added to this poor design of this wall is that the extreme loads that are placed on or close to a fluctuating water-table, exacerbates the water capillary rise action under a load bearing structure in this case glacial till, delta deposit materials, and sawdust accumulations. The structure becomes unstable from undermining, especially with the proposed extreme weight. When the wall along the river edge comes closer to the lake there is a permanent year-round water-table causing a greater capillary action resulting in an unsuitable foundation from deterioration of poor delta quality material and/or glacial till having a consequent of wall collapse.

This capillary action phenomena can be easily realized by your weight standing close the water edge on a wet sand beach and watch as you slowly start sinking into the sand. Increase your weight and you sink quicker. The stack of only three concrete blocks is 12,000lbs!

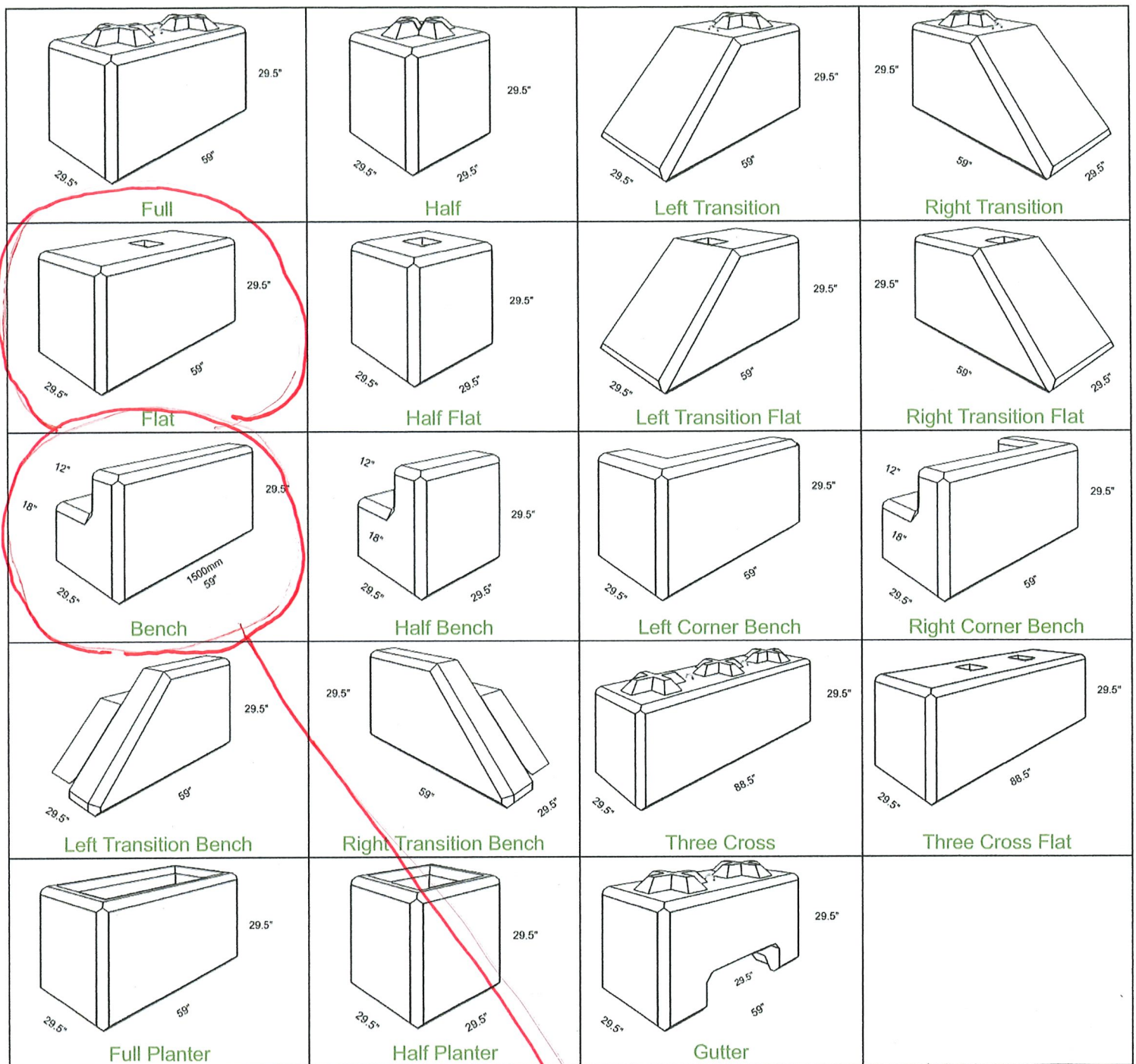
Reference quoting a Letter to Mayor and Council sent Oct 7th with [] edits as noted.

"Kalo River is fed by a watershed of about 450 square kilometers and is at risk of high velocity water and debris flows [including large ice slabs over 12 inches thick see pictures below in Feb 2014]. It could experience extreme flooding at any time [as the river estuary did in 2024 changing the main course of the river further to the south bank see pictures below]. The sole purpose of QP's wall is to deflect any flood water the water *away* from their development to protect their [private] investment. That flood water and debris [including large ice slabs] would instead be directed towards lower Kaslo.

Our dike (BC Dike registry #105) on the north side of Kaslo River, was especially designed and built to work in conjunction with the ability of the river's south delta to accept and disperse excess flood water - the natural water-land interaction of the South Beach delta.

Any change to the flow of flood water caused by QP's Wall would [and the newly built earth berm see picture below will] compromise the effectiveness of our dike and delta [floodplain], and transfer the risk of flooding away from QP's development towards the homes and property of the residents of lower Kaslo, village roads, infrastructure, parks, etc."

SPECIFICATION SHEET



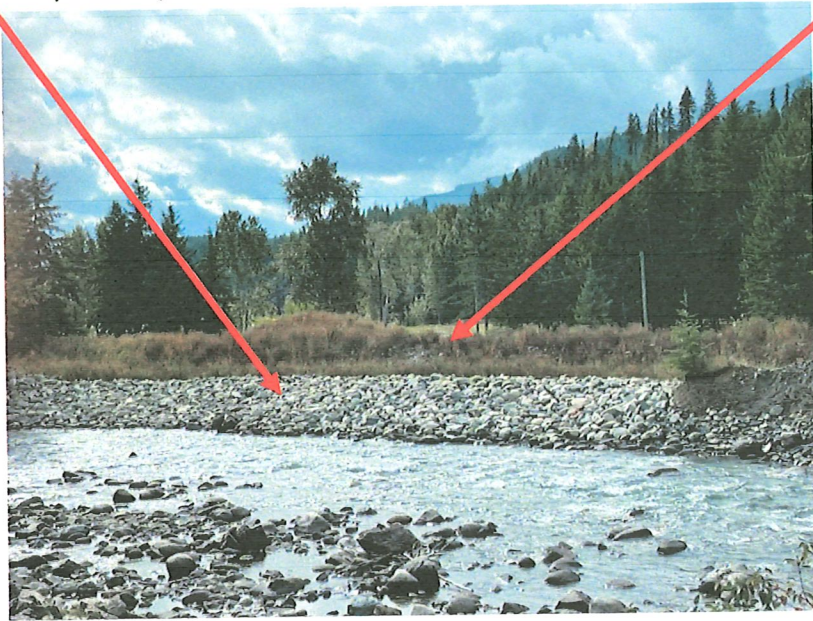
The Enviro-Block™ retaining wall system is a modular, concrete gravity wall design. The system incorporates interlocking blocks, large 4" high male keys at the top. The interlocked wall will still yield 1/2" per 5 feet of length, allowing a more uniform base loading and less stress on the concrete.

Description	US Standard
Height	2.46' / 29.5" ± 1/4"
Width	2.46' / 29.5" ± 1/4"
Length	4.92' / 59.1" ± 1/2"
Volume	28.7ft ³ / 1.06yds ³ ± 0.03yds ³
Average Weight/Mass	3,969lbs ± 104.5lbs
Historical Compressive Strength†	3,775psi ± 731psi‡

†Compressive strength test results available upon request

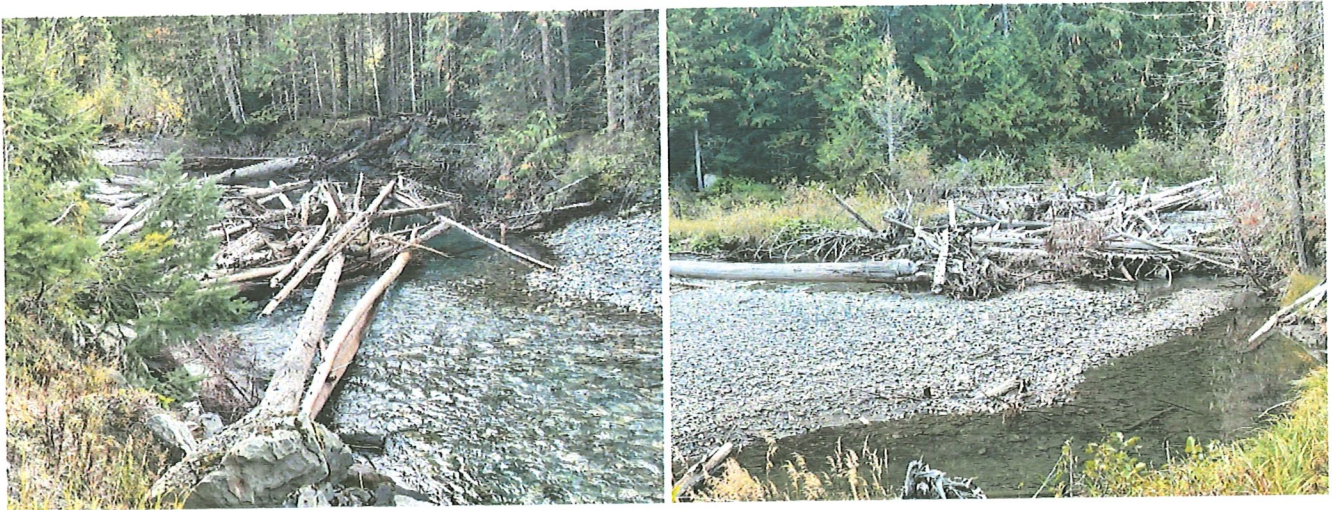
‡Compressive strength standard deviation of one sigma assumes a normal distribution and would apply to 66% of all blocks

Rip-rap once the habitate for year round Dipper Birds, and now the high earth berm poses a potenial risk of flooding lower Kaslo as mentioned.



I could be wrong and hope I am, but not clear to the public, there was an exchange with the Village of a \$60,000 donation at arm's length to allow, it seems, the placement of the rip-rap and earth berm.

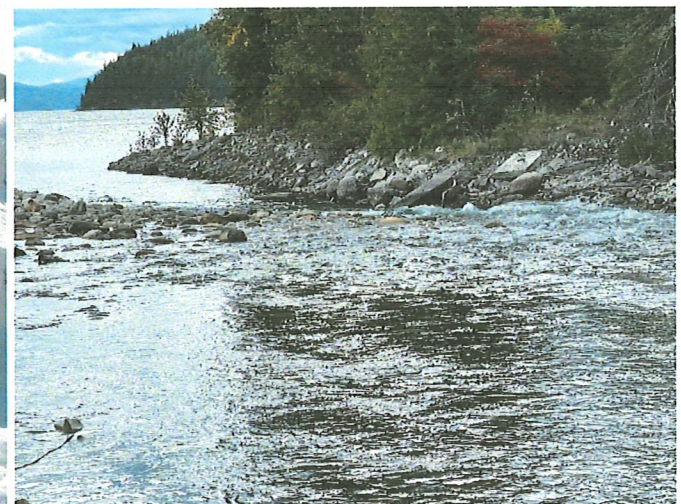
The two pictures below show typical logjams currently forming in the Kaslo River. During winter with colder temperatures up river, these logjams significantly dam up water/ice slabs over 12" thick.



Two of many logjams currently in the Kaslo River

In February 2014 (pictures taken February 9th) a logjam eventually broke loose, having tremendous roaring thundering noise through lower Kaslo. This resulted in large ice slabs floating down to the river estuary. As the estuary became restricted with the debris and ice slabs the water level increased with the ice slabs beached once the water found a new course to the south bank. See pictures below. This new natural main course of the river is still cutting away the river bank on the south side.

Large ice slabs at river estuary restricting the main channel steam and diverting the stream to the south bank. (February 2014 resulting from a logjam debris and ice slab flow.)



After water level receded beached large slabs of ice over 12" thick.

Main stream channel now cut into the south bank

Sincerely, (Original signed)

Kit Ashenhurst, Retired Professional Licensee (Engineering).

245 D Ave, PO Box 1139, Kaslo, V0G 1M0 BC

Phone land: 250 353 2024 / Mobile: 250 509 2700

CC's submitted to:

Fisheries and Oceans, 1751 10th Avenue SW. Salmon Arm V1E 1T4

FrontCounter, Cranbrook, FCBC.CBK@gov.bc.ca

Subject: A Call for Municipal Solidarity and Transparency on PFAS Contamination at YYJ and all BC Airports

Dear Mayor and Council,

I am writing to inform you of a concerning pattern that has emerged around **Victoria International Airport (YYJ)** — one that reflects not only an authoritarian tone from federal authorities, but also likely a deeper effort to suppress transparency and silence public concern.

Recently, the **District of North Saanich** designated airport lands as **multi-purpose** — including residential, commercial, and industrial uses — as part of its new **Official Community Plan (OCP)**. This democratic, good-faith decision was met with immediate federal hostility. **Transport Canada** responded with a letter demanding that the municipality reverse course and defer entirely to federal control.

Please note how the tone of that response was *not* cooperative. It was **authoritarian**.

Instead of acknowledging legitimate local priorities — housing, affordability, and environmental safety — the federal government defaulted to territorial defensiveness. Its message was simple: *do not question us*.

Yet the truth is that the lands around the airport have long been suspected of **PFAS contamination** from decades of **firefighting-foam use**. These so-called “forever chemicals” have been confirmed at many Canadian airports and are known to **bio-accumulate in groundwater, soil, plants and the human body**. According to the Canadian Environmental Law Association, the Victoria International Airport’s fire-training area is listed as a **suspected PFAS contamination site**, and petition records reference **PFAS-impacted soil stockpiles** at YYJ — facts the public appears to have never been given in full detail.

Thus, the likely motive behind Ottawa’s reaction is *self-preservation*.

Any honest environmental audit could expose a costly legacy of contamination — one that would demand accountability for decades of harm to our people, our drinking water, and our healthcare system.

If the federal government acted in good faith, it would **welcome local participation, share test data, and plan transparent remediation**. Instead, it has chosen secrecy and coercion.

That choice reflects not leadership, but *fear*.

The Role of the Mayor and the People’s Voice

In this context, the **North Saanich Mayor’s** offhand remark at a council meeting — one that drew national attention — must be understood not as a threat, but as an **expression of anguish**. I believe his tone mirrors that of the people he represents: people like **Szorra**, an elderly woman I met in a municipality neighbouring the airport.

Szorra lives in pain, unhoused after being priced out of supportive housing by a fee increase she could not afford. In despair, she told me she sometimes wants to “burn the system down” — not because she wishes harm, but because she can no longer bear what the system has done to her. She knows those thoughts are wrong, yet admits that they can offer a momentary solace in the biting cold.

This is what leadership must confront *honestly*.

The mayor is not detached from his people's pain — **he feels it with them**. His blunt words are the echo of collective suffering that polite diplomacy has ignored for far too long. That empathy is not weakness; it is proof that democracy still breathes in North Saanich.

When federal authorities scold a mayor for voicing that pain, they are not defending civility — they are **attacking representation itself**.

A Call for Transparency and Municipal Solidarity

Every municipality in British Columbia should demand from **Transport Canada**:

1. **Immediate disclosure** of all environmental assessments, PFAS testing data, and historical firefighting-foam use records from BC airports.
2. **Independent, third-party testing** of groundwater and soil near BC airports — funded by the federal government but **overseen by municipal and provincial representatives**.
3. **A joint remediation plan** developed with municipalities and health care providers to ensure that our communities are not left with the cleanup burden.
4. **Public release of monitoring results** through an open data portal accessible to all residents.
5. **A formal commitment** that local voices will not be silenced, discredited, or punished for raising legitimate concerns.

This is not only about North Saanich — it is about **every community living in the shadow of federal land management**, and every resident whose health and housing are treated as collateral.

Conclusion: Pain Is the Proof of Conscience

When a mayor speaks harshly, it is because they refuse to go numb to the suffering around them. When senior governments react harshly, it is because they cannot stand being reminded of their neglect.

Municipal leaders must never forget their duty: **to amplify the voices of their people**, especially when those voices tremble with anger or pain.

That is what North Saanich Mayor Peter Jones did — and it is what every other principled leader in this province *must* continue to do.

Respectfully,

Philip Perras

4510 Bedwell Harbour Road

Pender Island, BC V0N 2M1

philip_perras@hotmail.com

October 16, 2025

Mayor Suzan Hewat

Village of Kaslo
413 Fourth Street
Kaslo, BC
V0G 1M0

Sent via email: mayor@kaslo.ca

Union of BC Municipalities Convention 2025

Dear Mayor Hewat,

Thank you for the consideration and attention you brought to our meeting at the 2025 UBCM Convention. I appreciated the opportunity to connect and discuss health topics.

Your insights and local perspective are invaluable as we continue working to strengthen health services in Kaslo and support the health and well-being of residents across the B.C. Interior.

We covered a number of important topics, and I am committed to following up on:

- LTC bed feasibility study;
- increase need for transportation.

I value the relationship Interior Health shares with the Village of Kaslo. The commitment you have shown to your community is admirable. I look forward to our ongoing collaboration as we continue to advance health care, support residents and look for opportunities to jointly promote advantages of living and working in your community and our region.

Sincerely,



Diane Shendruk
VP, Clinical Operations

cc: Sylvia Weir, President & CEO

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.



Kaslo infoNet Society

*is in its 29th year
of connecting communities with the world!*

2025 AGM

Wednesday, November 19th

7:00 pm

At The Langham

**All Customers are invited
To be a MEMBER of this
rapidly growing enterprise...**

**If you are becoming a member
for the first time**

Wednesday, November 5th

is the deadline

**to be a voting member for the
2025 AGM**

All existing memberships expired in February, 2025.

Existing members must renew by

Wednesday, November 19th

to be eligible to vote at the 2025 AGM

**Memberships are only \$5/person
and can be billed to your account**

Just reply to this email to become/remain a member today!

KASLO INFONET SOCIETY Box 1081, Kaslo, BC V0G 1M0 250-353-2305 billing@kin.bc.ca

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Join CAI as we host two special closed-group webinars with Guy Felicella

Guy Felicella is an international public speaker and advocate for drug policy reform. Overcoming a two-decade substance use disorder, he has turned his life around after years of homelessness, gang involvement, and surviving overdoses in Vancouver's Downtown Eastside. Now, Guy passionately promotes harm reduction, trauma therapy, and faster access to treatment, using his story of resilience and recovery to inspire others and push for compassionate drug policies and addiction support.



About CAI: Community Action Initiative (CAI) is a non-profit organization dedicated to transforming mental health and substance use (MHSU) support across B.C. Through capacity building and granting, CAI ensures that local wisdom and lived experiences shape MHSU programming. We believe that where communities lead, better health follows. **Learn more at www.caibc.ca or get in touch at info@caibc.ca**



Registration is required.

Elected Officials only

To register, click this link:

<https://us06web.zoom.us/join/join?from=addon=register/Xa8T70IKQ1WvbvghLi9UjQ>

Or scan the
Unique code:



Open to Elected Officials and City Staff

To register, click this link:

<https://us06web.zoom.us/join/join?from=addon=register/ZPttHJJ0Qt6jTTu0FY2YRA>

Or scan the
unique code:



For Immediate Release | Oct. 22, 2025

Virtual emergency care pilot proposed in four interior communities

IH WIDE – Interior Health (IH), in collaboration with the Ministry of Health, is engaging with partners to better support overnight emergency care through a mix of virtual and on-site staffing, which is expected to enable more consistent access by reducing unplanned service interruptions. Engagement is underway with physicians, staff, Indigenous and local governments to better understand perspectives and integrate them into the planning for the pilots planned at community hospitals in Clearwater, Nakusp, Lillooet, and Princeton.

“Virtual support has proven its value across many areas of health care, and integrating it with local emergency teams will give people in these four communities stronger, more connected care,” said Josie Osborne, Minister of Health. “It’s a forward-looking approach that strengthens rural emergency services and ensures patients receive timely, high-quality care.”

The four community hospital sites are similar in size with low overnight patient volumes, which would allow physicians to share responsibilities—ultimately helping maintain access to care, promote physician wellness and improve staff retention.

“Strong partnerships are at the heart of rural health care,” said Sylvia Weir, IH president and CEO. “We’re taking the time to engage with physicians, staff and community partners to understand what might work. By listening and consulting from the ground up, we hope to shape a model that communities can trust and where front-line teams feel supported.”

Virtual care is not new in rural emergency departments in B.C. The Virtual Emergency Room Rural assistance (VERRa) model has been used to augment in-person services across the province, keeping overnight care accessible for patients and relieving the workload on local physicians. This emergency care pilot project aims to build on this model by bringing it in-house to enable wider use and timelier coordination. IH has also used virtual care to successfully support in-patient care at Cariboo Memorial Hospital in Williams Lake.

IH is committed to keeping medical staff, clinical health staff, community partners and the public informed throughout the development of this initiative.

What community leaders are saying

“We see this virtual pilot program as a small but meaningful step toward greater stability in local emergency care,” said Tom Zeleznik, Mayor of the village of Nakusp. “Our community welcomes innovative solutions, values the strong partnerships that support rural health care and appreciates the

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 Tsilhqot'in Nations where we live, learn, collaborate and work together.

leadership from the Ministry of Health and Interior Health. At the heart of it all are our dedicated local doctors and nurses who keep our ER open, and our residents cared for.”

“We applaud the ongoing efforts of Interior Health, the Ministry of Health and our local health-care staff and physicians in finding innovative solutions to support the hospital emergency department stays open 24/7” said Clearwater mayor Merlin Blackwell. “Working together to find creative solutions to our rural health-care challenges is really our best way forward.”

- 30 -

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

MEDIA, FOR INFORMATION:

PHONE 1.844.469.7077 EMAIL media@interiorhealth.ca



BRITISH
COLUMBIA



15 September 2025

Village of Kaslo
Attn: Mayor and Council
PO Box 576
413 Fourth Street
Kaslo, BC V0G 1M0

Dear Mayor and Council:

Re: British Columbia Youth Parliament, 97th Parliament

The British Columbia Youth Parliament will hold its 97th Parliamentary Session in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2025.

The Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the parliamentary session in December and continuing involvement in community service activities throughout the year. **Youth Parliament is a one-year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. BCYP is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community. If your municipality sponsors a “youth of the year” award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for BCYP.

Each applicant who is accepted to attend as a member of BCYP must pay a **\$545** registration fee. Thanks to private donations and fundraising, a portion of the cost is subsidized and includes transportation and accommodation for all members. We encourage municipalities or youth councils to contribute towards the application fee for applicants who are in financial need.

If the approval of financial support causes any delay, we encourage the applicant to send in their forms on time along with a note saying that the cheque will arrive after the deadline. In this case, if we receive the completed form and personal statement before the deadline, it will be considered received on time. If you are not able to aid, a limited number of bursaries are available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant’s chance of being selected as a member. (See <https://bcyp.org/session>)

Members will sit and debate in the Legislative Chambers for five days and will be accommodated for four nights at the Marriott Hotel in Victoria. During that time, participants are supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni. In addition, transportation to and from Victoria will be provided for all members who require it.

This year, the application is an online application and can be found on our website at <https://bcyp.org/applying/>. I have included a brochure about BC Youth Parliament with this letter. Our promotional poster is also available online on our website, which I encourage you to display in your school, and to make the application form and brochure available to interested students. If you require more forms, please feel free to make copies, and if you require more brochures or posters, please contact me.

All application forms must be received by October 31, 2025. Selected applicants will be notified in mid-November. If you require more information, please contact me by e-mail as indicated above. You may also visit our website at www.bcyp.org.

Yours truly,

Ambrose Yung
Registrar, Youth Parliament of BC Alumni Society

Sent: October 7, 2025 3:42 PM
To: Admin Mailbox
Subject: To Council re:Pews - would you like some?

To Kaslo Village Council

St.Andrew's United is going to take out our pews in order to be more available for a greater variety of events in the Sanctuary. This will not impede worship, but make it more comfortable, and agreeable for a variety of shapes of getherings, persons and events.

So would you welcome one or several of our lovely oak pews to perhaps line the upstairs Chamber at city hall? They are beautiful, solid and strong and have an equally august heritage as your building.

Please let us know after you have been able to think about this. Thanks.

Respectfully, Shelley Stickel, sec at St.Andrew's United Church.

--

Peace friends, from Shelley Stickel, Ceremony Encourager
Let's assume there are no insiders or outsiders.



MEETING DATE:	October 28, 2025	FILE No:	1855-03
TO:	Robert Baker, Chief Administrative Officer		
FROM:	Ian Dunlop, Manager of Strategic Initiatives		
SUBJECT:	CBT REACH Grant Opportunity		
DATE WRITTEN:	October 22, 2025		

1.0 PURPOSE:

Columbia Basin Trust (CBT) is offering up to \$110,000 towards improvements to existing and new public indoor and outdoor spaces to increase accessibility. The playground equipment at Vimy Park is aging and offers limited options for children with disabilities. This grant provides an opportunity to upgrade the playground and make it more inclusive.

2.0 RECOMMENDATION:

THAT the Village apply to the Columbia Basin Trust's Recreational Enhancements in Accessibility for Children program for improvements to the Vimy Park Playground and authorizes the CAO to sign the funding agreement if funding is approved.

3.0 BACKGROUND:

The Vimy Park Playground is a well-used facility and is the only municipal playground in the Village. The last time new equipment was installed in the playground was around 2011. Public Works maintains the equipment and grounds. A seesaw is currently out of service and awaiting parts to be repaired. There is space within the playground for some new equipment to be installed, and the footprint of the playground can be expanded.

CBT promoted their new REACH program to the Village last Spring and offered \$50,000 towards playground improvements, as such a project aligned well with the program's objectives. The Village declined the offer at the time due to the list of ongoing projects already approved in the 2025 budget and believing that the funds would not go very far due to the cost of new playground equipment.

Staff were informed late last month that the REACH program's funding limit was increased to \$110,000, with no matching funds required from recipients. The Trust is anxious to allocate funds by the end of this year to ensure the success of the program, and see the funds go towards a project like the Village's to make our playground more inclusive and accessible.

4.0 DISCUSSION:

The timing is appropriate to consider this funding opportunity for the 2026 budget cycle. Periwinkle Children's Centre, next door to the playground, has expressed interest in being involved in the planning of the improvements and we have also

received interest from a group of citizens. If funding is received, a design consultant will be engaged to provide options for the playground upgrades within the project budget. The design will be finalized over the winter, equipment ordered and installed by a contractor in the summer of 2026.

The deadline for the application was October 15, 2025. Staff submitted an Expression of Interest to CBT by completing a Workplan Template, which is attached to this report.

5.0 OPTIONS:

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **THAT Council approves applying to the Columbia Basin Trust Recreational Enhancements in Accessibility for Children program for improvements to the Vimy Park Playground and authorizes the CAO to sign the funding agreement if funding is approved.** *Funds will be allocated to the 2026 budget for the design and build of the playground improvements. Council may provide strategic direction to allocate funds from the Parks Reserve for a more fulsome playground renovation.*
2. Council refers the matter to strategic planning. *The decision will be deferred until after the upcoming strategic planning session.*
3. Council declines the application. *Staff will inform CBT that the project is not going forward.*

6.0 FINANCIAL CONSIDERATIONS:

The CBT REACH program provides 100% funding to a maximum of \$110,000. Up to 15% of the funds (\$16,500) can be used to hire a consultant for the planning and design of the playground improvements and the remainder (\$93,500) towards contractors to supply and install the equipment. By hiring a designer, a plan can be developed that is tailored to the budgeted amount. Funds may be sufficient for one or two new pieces of equipment or a customized play structure.

Council may decide, through 2026 budget planning and input from the design consultant, to expand the equipment budget with money from the Parks Reserve. Doing so could renew some of the obsolete equipment or replace the gravel with a rubberized surface to improve the overall accessibility and safety of the playground.

The existing playground is insured for a replacement value of \$348,500 (2025).

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS:

Bylaw

Official Community Plan Bylaw 1280 supports the objectives of the project through: Sec. 9.2.1. To retain, maintain, connect, and improve existing parkland, open space, and trails.

Sec. 9.2.2. To strive for parks and natural areas to be available indiscriminately to all members of the community regardless of ability, income, age, background, gender, or orientation.

8.0 STRATEGIC PRIORITIES:

Vimy Park Improvements are a “NOW” priority in Council’s Strategic Priorities through 2025. This priority includes gathering input and asset data, and establishing a maintenance program for the playground, although specific improvements to the playground were not addressed.

9.0 OTHER CONSIDERATIONS:

None to report.

RESPECTFULLY SUBMITTED:

Ian Dunlop

Manager of Strategic Initiatives

Attachments:

1. REACH Program Guide
2. REACH Workplan – Village of Kaslo (Grant Application)
3. Existing playground equipment (2021 insurance inspection report)

CAO COMMENTS:

While the funding opportunity to enhance accessibility at the Vimy Park playground is appreciated, this project is not currently included in the Village’s five-year financial plan. Furthermore, no formal inventory or condition assessment of the existing playground infrastructure has been completed, aside from general awareness that some components require repair. If the grant application is successful, there may be a public expectation that the Village will commit additional funds to replace aging playground elements. This could create both logistical and financial challenges, particularly if a new safety surface is installed in 2026, which we would not want to disturb in subsequent years to replace existing features.

The Village’s Asset Management Plan remains under development, and as such, there is insufficient data to determine whether playground improvements should be prioritized over other infrastructure needs. Proceeding with this initiative in the absence of a comprehensive plan may not align with Council’s established financial and strategic priorities.

For these reasons, staff recommend that Council consider the broader implications before proceeding with this application.

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer

What is REACH?

Recreational Enhancements in Accessibility for Children (REACH) promotes improvements to existing and new public indoor and outdoor spaces to increase accessibility of recreational amenities and physical activity for children with diverse abilities with a focus on small and rural areas.

Who can apply?

Eligible applicants (Applicants) include local governments, First Nations and non-profits with recreational facilities that benefit rural and remote communities in the Columbia Basin Trust region (ourtrust.org/map).

When is the application deadline?

~~February 19, 2025 at 2:00 p.m. PT/ 3:00 p.m. MT.~~

What is the application process?

Applicants are requested to complete the Expression of Interest (EOI) [Form](#) by the deadline. A detailed budget is not required as part of the EOI submission.

What types of projects costs are eligible?

Eligible costs include the following:

Category	Examples
1. Project Planning and Design	• Engaging with children who will access and enjoy the play space and their parents/caregivers and local disability and recreational organizations. • Incorporation of Universal Design Principles (e.g. consideration of clearances and reach heights). • Incorporation of the developmental needs of children with diverse abilities, respecting physical, intellectual, developmental, cognitive and neurodiversity differences. • Contracted services, such as project and construction management, specialized design, architect, landscape architect, or engineering services. • Construction drawings and permissions, such as site plans, installation specifications, and obtaining necessary permits.
2. Natural and Built Infrastructure improvements	Outdoor improvements such as: • Earthworks (e.g. re-sloping, promoting firm, level surfaces without obstacles). • Accessible surfacing materials (e.g. pour-in-place rubber surfacing, rubber tile, engineered wood fibre). • Access routes and entry points connecting the play space to buildings/parking lot. • Accessible signage, benches, seating areas, drinking fountains, trash cans, ramps, hand/guard rails.

	Indoor improvements that: • Create environments that are sensory-friendly. • Create spaces for children to go when experiencing sensory overload. • Create spaces for social engagement and different kinds of play (e.g. solitary, onlooker, associative, cooperative). • Create spaces that engage multiple senses (tactile, auditory, proprioceptive, visual, vestibular).
3. Equipment	Indoor and outdoor equipment that promotes: • Social and emotional development (e.g. play tables and huts, spinning nets, roller slide). • Perceptual motor development (e.g. adaptive play swings, inclusive basketball hoops). • Sensory development (e.g. sound/music panels, sand and water play). • Improved accessibility such as ramps, slides, wheel-chair accessible and/or adjustable features. • Inclusive physical activity such as adaptive treadmill, adaptive bicycle, low impact sports equipment. • Other inclusive recreation opportunities (e.g. wobble stools, rocking chairs, bouncy bands, kinesthetic toys, spherical pillows, bean bag chairs, puzzles, tumbling equipment, comfortable floor mats and cushions).

What types of costs are not eligible?

Costs that are not eligible include the following, but are not limited to those that:

- are incurred prior to receiving project approval;
- support projects that take place outside the Basin;
- are legislated responsibilities of public sector organizations under the *Accessible British Columbia Act*, including the requirements to establish an accessibility committee, an accessibility plan and build a feedback mechanism tool;
- building accessibility upgrades required under the BC Building Code; and
- other accessibility requirements under relevant local government plans (e.g. Official Community Plan), bylaws and policies.

How much will the Trust fund?

Up to **100 per cent** of total project costs can be requested from the Trust for natural and built infrastructure improvements.

Up to **15 per cent of** total project costs can be requested from the Trust for project planning and design.

The expected maximum amount of Trust funding for any one project is ~~\$50,000~~ ^{\$110,000}. The Trust may be able to exceed the expected maximum amount in situations where an Applicant has multiple indoor or outdoor spaces, is ready to move forward in the stated timelines, and the program is undersubscribed.

How does the Trust select projects for funding?

The Trust often receives requests for more funding than what is available and will prioritize requests from Applicants that demonstrate:

- The organization meets the program eligibility listed above.
- The project is ready to move forward in the stated timelines.
- The benefits will be available for broad public/community use, offering barrier-free opportunities for children (defined as someone under the age of 19) with diverse abilities.

The Trust strives to distribute funds across communities, organizations and project types and will consider this a part of the adjudication of all applications.

When will organizations hear the results?

Organizations will be contacted by email, at the address provided on the EOI form, to confirm if the EOI has been approved for funding by February 26, 2025.

To finalize funding, both parties will sign a Contribution Agreement. Funds will be received, and projects may begin after both parties sign the Agreement.

When can a project begin?

Funds can only be used for approved project expenses that occur after Trust approval of funding has been received and the Contribution Agreement has been signed. Projects must aim to be completed within two years of the date of the signed Contribution Agreement.

What else to keep in mind?

Even if a project meets eligibility criteria, it may not be selected for funding as the Trust often receives requests for more funding than what is available. The Trust retains the right to determine project eligibility, and the amount of funding allocated to each project; this may be all or part of what was requested.

Depending on the nature of the project, applicants may have to obtain specific permits and approvals prior to receiving Trust funds.

Ready to apply?

1. Complete the REACH Expression of Interest [Form](#).

REACH Workplan Template

Section 1 – Submission Information

Organization Legal Name: Village of Kaslo
Project Contact Name: Robert Baker
Project Contact Phone: 250-353-2311 x201
Project Contact Email: cao@kaslo.ca
Project Title: Chief Administrative Officer
Project Number:

Section 2 – Project Description

1. What is your Project?
 - a. The Village of Kaslo will hire a contractor to design and install inclusive upgrades to the Village's Vimy Park playground.
 - b. We plan to engage staff at Periwinkle Children's Centre, which is next to the playground, to provide input into what additions and upgrades the Village should consider.
2. Include the name and address of each indoor/outdoor facility being enhanced.
 - a. Vimy Park, 505 First St., Kaslo BC
3. How will this Project enhance accessibility in recreational spaces for children with diverse abilities?
 - a. Vimy Park is multi-recreational with camping, baseball diamond, playground, gazebo, picnic shelter, beach and park space for gatherings both big and small right in downtown Kaslo.
 - b. The existing playground is dated, does not offer inclusive, accessible equipment and has a gravel surface that is not suitable for mobility devices. The upgrades would provide some new equipment to increase inclusivity, such as an accessible swing, or a sensory play panel and rubberized surfaces depending on what can be done within the budget, to be determined with the contractor.
4. Have there been any changes to your Project since submitting your expression of interest to the Trust? Describe.
 - a. NA
5. How will you know if your Project has been successful? How will you measure success?
 - a. Feedback for public.
 - b. We are expecting that the park design will have elements that we will not be able to implement within the budget of this project. However, with the design we will be shovel ready to apply for any future funding opportunities.

Section 3 – Project Timeline

Provide brief descriptions of the activities you will undertake to complete your project, along with timelines for each.
(Projects to be completed by March 2027)

Activity	Overseen by	Start Date	End Date
Issue RFP	R. Baker	March 1, 2026	April 30, 2026
Have consultant produce of few design choices	R. Baker	May 1, 2026	June 30, 2026
Engage Community	R. Baker	July 1, 2026	July 31, 2026
Implement Design	R. Baker	Aug 1, 2026	Sept 30, 2026

Section 4 – Project Budget

Complete your Project budget. Please describe the costs related to the following categories: Project planning and Design, Infrastructure Improvements and Equipment.

Use the drop-down menu to select the categories relevant to the Project.

Category	Project Expenses (cash only)	Amount
Project Planning and Design		16,500
Infrastructure Improvements and Equipment		93,500
	Total Project Budget	\$110,000

Funding Sources (cash only)	Amount
Columbia Basin Trust	110,000
Total Funding Sources	\$110,000

Supporting Documents

See photo below.

Declaration

1. I am authorized to submit this application on behalf of the organization that is applying.
2. The information I have provided in this application is true, accurate and complete in every way.
3. Columbia Basin Trust—and the people and organizations that represent it—has the right to approve or decline any application.

4. Columbia Basin Trust may reveal details about this application—including my name, the applying organization's name and location, and the amount and type of funding—to the public, individuals or anyone else, as allowed by the *Freedom of Information and Protection of Privacy Act (FOIPPA)*.
5. Personal information requested that may be in this application is collected under authority of section 26(c) of the Act and will be used for administrative and evaluative purposes related to the program. Any privacy questions may be directed to: FOIPPA Inquiries, Senior Manager, Information Services, Columbia Basin Trust, 1.800.505.8998, privacy@outrust.org.

I have read and agree to the declaration above. *

I Agree ☒

Date Oct. 16, 2025

Applicant Name Robert Baker, Chief Administrative Officer

Existing Playground at Vimy Park



Excerpt from the last insurance inspection report.

	PRESENT VALUES	NEW VALUES
PLAYGROUND EQUIPMENT, 505 2ND STREET, KASLO	\$279,300	\$279,300 (2021)

front



playstructure



PLAYGROUND EQUIPMENT, 505 2ND STREET, KASLO

swings



digger



PLAYGROUND EQUIPMENT, 505 2ND STREET, KASLO

climber/slide



climber



PLAYGROUND EQUIPMENT, 505 2ND STREET, KASLO

teeter-totter



Removed for repairs in 2025



MEETING DATE:	October 28, 2025	FILE No:	0550-01
TO:	Robert Baker, Chief Administrative Officer		
FROM:	Joni L'Heureux, Director of Finance & Corporate Services		
SUBJECT:	2026 Council Meeting Schedule		
DATE WRITTEN:	October 14, 2025		

1.0 PURPOSE:

To approve the 2026 Schedule of Council Meetings.

2.0 RECOMMENDATION:

THAT the 2026 Schedule of Council Meetings be approved.

3.0 BACKGROUND:

The 2026 Schedule of Council Meetings has been drafted in accordance with the Village's Council Procedure Bylaw.

4.0 DISCUSSION:

The proposed Schedule of Council Meetings includes meetings on the second and, usually, fourth Tuesday of each month. Exceptions include July, August, September, and December when there is only one meeting proposed each month.

Additional special meetings of Council, including Committee of the Whole meetings, can be scheduled as needed provided that the Village gives 24 hours notice.

Council will be meeting on November 2nd, 2025 to discuss their strategic priorities for the final year of their term. Staff are proposing a Committee of the Whole Meeting on Tuesday, February 3rd, 2026 for the public to learn about these priorities and provide input on the development of the 2026 budget.

Staff are proposing the following Committee of the Whole Meetings to introduce and discuss the 2026 – 2030 financial plan:

- Tuesday, February 17th
- Tuesday, March 17th
- Tuesday, April 14th

Also, of note, is that the first meeting in November is being scheduled for the first (not second) Tuesday of the month. This is in accordance with section 4.1 of the Procedure Bylaw which states that the Inaugural Meeting (the first meeting after an election) "must be held on the first Tuesday in November in the year of the election."

5.0 OPTIONS:

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **THAT the proposed 2026 Schedule of Council Meetings be approved as presented.**
2. THAT the following changes be made to the proposed 2026 Schedule of Council Meetings and that the schedule be approved as amended: [changes].
3. Council provides direction to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS:

The Schedule of Meetings must be advertised in the newspaper as well as on the Village website and bulletin boards at City Hall. The required notice will be placed in the Valley Voice, in conjunction with other year-end advertising. Estimated cost is \$600.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS:

Legislation

Community Charter section 127 – Council meetings. A council must:

- (a) establish a schedule of regular council meetings,
- (b) make the schedule available to the public, and
- (c) give notice of the time, place and date of the meetings in accordance with the applicable public notice provisions.

Bylaw

Section 5.2(a) of Council Procedure Bylaw No. 1279, 2022 states that Council meetings will generally be held on the second Tuesday of each month, in Council Chambers beginning at 6:00PM. Section 5.3(a) of the bylaw allows that meetings may also be held on the fourth Tuesday of each month.

Section 6 of the Procedure Bylaw requires that a schedule of the dates, times, and places of regular Council meetings must be made available before January 1st of each year and advertised in accordance with the *Community Charter*.

Section 7 of the Procedure Bylaw outlines the provisions and requirements for special Council meetings.

8.0 STRATEGIC PRIORITIES:

None to report.

9.0 OTHER CONSIDERATIONS:

None to report.

RESPECTFULLY SUBMITTED:

Joni L'Heureux

Director of Finance and Corporate Services

Attachments:

1. 2026 Council Meeting Schedule - DRAFT

CAO COMMENTS:

APPROVED FOR SUBMISSION TO COUNCIL:

A handwritten signature in blue ink, appearing to read "R. Baker", is written over the printed name.

Robert Baker, Chief Administrative Officer



2026 SCHEDULE OF COUNCIL MEETINGS

REGULAR COUNCIL MEETINGS: Council Chambers at 6:00PM	
January 13 th and 27 th	
February 10 th and 24 th	
March 10 th and 24 th	
April 14 th and 28 th	
May 12 th and 26 th	
June 9 th and 23 rd	
July 14 th	
August 11 th	
September 8 th	
October 13 th and 27 th	
November 3 rd (Inaugural) and 24 th	
December 8 th	

Additional Meetings	Council Chambers at 6:00PM
Committee of the Whole – Council Strategic Priorities	Tuesday, February 3 rd
Committee of the Whole – Budget Discussions	Tuesday, February 17 th
Committee of the Whole – Budget Discussions	Tuesday, March 17 th
Committee of the Whole – Presentation of Draft Budget	Tuesday, April 15 th
Special Council Meeting – 3 rd readings of Financial Plan and Tax Rates Bylaws	Tuesday, May 5 th
Additional SPECIAL MEETINGS including COMMITTEE OF THE WHOLE MEETINGS are scheduled as needed	



2026 SCHEDULE OF COUNCIL MEETINGS

Other Dates	
Complete Financial Disclosure Statement	January 10 th
CBT Board Meeting - Fairmont	January 23 rd and 24 th
FCM Committee Meetings - Virtual	February 17 th to 20 th
FCM Board Week - St. John's	March 3 rd to 5 th
LGLA Leadership Forum - Richmond	March 11 th to 13 th
CBT Board Meeting - Trail	March 27 th and 28 th
AKBLG AGM and Convention - Trail	April 17 th to 19 th
MFABC AGM - Victoria	April 23 rd
Adoption of Budget & Tax Rate Bylaws	by May 14 th
Adoption of Annual Financial Statements	by May 15 th
CBT Board Meeting - Revelstoke	May 22 nd and 23 rd
FCM Board Meeting - Virtual	June 1 st
FCM Annual Conference - Edmonton	June 4 th to June 7 th
UBCM Ministerial Meeting Request Deadline	late June
Presentation of Annual Report	by June 30 th
CBT Board Meeting - Crawford Bay	July 24 th and 25 th
UBCM Meeting Request Deadline	late August
UBCM Convention - Vancouver	September 14 th to 18 th
CBT AGM - Rossland	September TBD
Adoption of Permissive Tax Exemption Bylaw	by October 31 st
FCM Committee Meetings - Virtual	November 2 nd to 6 th
FCM Board Week - Chateau Laurier	November 17 th to 19 th
CBT Board Meeting - Fernie	November 27 th and 28 th



MEETING DATE:	October 28, 2025	FILE No:	0530-01
TO:	Robert Baker, Chief Administrative Officer		
FROM:	Joni L'Heureux, Director of Finance & Corporate Services		
SUBJECT:	2026 Council Appointments		
DATE WRITTEN:	October 14, 2025		

1.0 PURPOSE:

To confirm the Acting Mayor and other appointments for 2026.

2.0 RECOMMENDATION:

THAT the 2026 Council Appointments be approved as presented.
--

3.0 BACKGROUND:

Annually, the Village of Kaslo establishes an Acting Mayor schedule for the year. Council may make changes to the appointments, by resolution, at any time during the year.

4.0 DISCUSSION:

Staff are proposing the attached schedule of Acting Mayor appointments. With the municipal election occurring in 2026, the inaugural Council meeting for the next term will be held on November 3, 2026 and the new Council will adopt a schedule of Acting Mayor appointments at that time.

As well, individual Council Members are appointed to various boards, committees, and external agencies. Staff have not proposed any changes to current appointments in the attached schedule.

5.0 OPTIONS:

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **THAT the proposed Acting Mayor and other appointments be approved as presented.**
2. THAT the following changes be made to the proposed 2026 Council Appointments be amended to include the following changes and be approved as amended: [changes].
3. Council provides direction to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS:

There are no financial considerations.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS:

Legislation

Bylaw

Section 9.1 of Council Procedure Bylaw states that “Annually in December Council must from amongst its members designate Councillors to serve on a rotating basis as the member responsible for acting in place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant.”

Note: although the bylaw states December, this is the deadline and appointments can be made sooner.

Policy

8.0 STRATEGIC PRIORITIES:

9.0 OTHER CONSIDERATIONS:

RESPECTFULLY SUBMITTED:

Joni L'Heureux

Director of Finance and Corporate Services

Attachments:

1. 2026 Council Appointments - DRAFT

CAO COMMENTS:

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer



2026 COUNCIL APPOINTMENTS

Period	Acting Mayor
January 1 st to March 18 th	Councillor Bird
March 19 th to June 3 rd	Councillor Brown
June 4 th to August 19 th	Councillor Lang
August 20 th to November 3 rd	Councillor Leathwood

Regional District of Central Kootenay	Representative (Alternate)
Village of Kaslo Director	Mayor Hewat (Councillor Lang)
West Kootenay Boundary Regional Hospital Board	Mayor Hewat (Councillor Lang)
Kaslo & Area D Economic Development Commission	Mayor Hewat (Councillor Lang)

Council Committees	
Accessibility Committee	Mayor Hewat, Councillor Leathwood
Art & Heritage Committee	Mayor Hewat, Councillor Leathwood
Asset Management Committee	Mayor Hewat, Councillor Lang
CAO Evaluation Committee	Mayor Hewat, Councillor Leathwood
Events Committee	Mayor Hewat, Councillor Leathwood
Health Advisory Committee	Mayor Hewat, Councillor Bird
Library Building Committee	Mayor Hewat, Councillor Bird
Liquid Waste Monitoring Committee	Mayor Hewat, Councillor Lang
Recreation Grants Committee	Mayor Hewat, Councillor Bird

External Appointments	
Central Kootenay Invasive Species Working Group	Mayor Hewat
Kaslo & District Arena Association Board	Councillor Leathwood
Kaslo & District Community Forest Society Board	Councillor Brown
Kaslo & District Public Library Board	Councillor Leathwood
Ktunaxa Kinbasket Treaty Advisory Committee	Councillor Brown (Mayor Hewat)



MEETING DATE:	October 28, 2025	FILE No:	0110-30
TO:	Robert Baker, Chief Administrative Officer		
FROM:	Joni L'Heureux, Director of Finance & Corporate Services		
SUBJECT:	Holiday Hours and Staff Gratuities		
DATE WRITTEN:	October 14, 2025		

1.0 PURPOSE:

To confirm arrangements for the 2025 holiday season.

2.0 RECOMMENDATION:

THAT the Village Office close at 12:00PM (noon) on Wednesday, December 24, 2025 and reopen at 10:00AM on Monday, January 5, 2026.

THAT holiday gratuities in the amount of \$100.00, in Chamber Bucks if available, be provided to each Village staff member.

3.0 BACKGROUND:

Many municipal offices in British Columbia are traditionally closed between Christmas and New Year's. Common practice at the Village of Kaslo has been for the Village to mark the holidays by closing the municipal office and providing a gratuity to staff.

4.0 DISCUSSION:

The Village Office typically closes at noon on the last workday before Christmas and remains closed through New Year's Day. Public Works staff continues to work as required during this period to maintain essential services and some administrative staff may work limited hours during the closure to complete essential year-end tasks. This year the recommended closure is from noon on Wednesday, December 24th, 2025 until 10:00AM on Monday, January 5th, 2026 (to avoid a one-day work week).

Past practice of the Village has been to provide gratuities of \$100 (in Chamber Bucks if available) to each member of staff as a holiday gift.

The adoption of a policy, such as the proposed, provides both employees and the public with confirmation of the annual closure.

5.0 OPTIONS:

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **THAT the Holiday Office Closure Policy be approved.** *This continues past practice and provides confirmation to staff and the public. The Village office will close at noon on Wednesday, December 24th, 2025 until 10AM on Monday, January 5th, 2026.*
2. Approve other arrangements as specified.

6.0 FINANCIAL CONSIDERATIONS:

There are no direct financial considerations as staff will use earned vacation time or unpaid time off during the break. The cost of providing the gratuities to staff is included in the annual budget.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS:

None to report.

8.0 STRATEGIC PRIORITIES:

None to report.

9.0 OTHER CONSIDERATIONS:

Staff will be drafting a Holiday Closure Policy for Council's consideration to avoid having to approve a schedule each year. This will provide both staff and the public with confirmation of annual scheduling.

RESPECTFULLY SUBMITTED:

Joni L'Heureux
Director of Finance and Corporate Services

CAO COMMENTS:

APPROVED FOR SUBMISSION TO COUNCIL:

A handwritten signature in blue ink, appearing to read 'R. Baker', is written over the printed name of Robert Baker.

Robert Baker, Chief Administrative Officer



MEETING DATE:	October 28, 2025	FILE No:	3900-02
TO:	Robert Baker, Chief Administrative Officer		
FROM:	Joni L'Heureux, Director of Finance & Corporate Services		
SUBJECT:	Permissive Tax Exemption Bylaw		
DATE WRITTEN:	October 22, 2025		

1.0 PURPOSE:

To adopt Permissive Tax Exemption Bylaw No. 1325, 2025.

2.0 RECOMMENDATION:

THAT Permissive Tax Exemption Bylaw No. 1325, 2025 be adopted.
--

3.0 BACKGROUND:

Permissive Tax Exemption Bylaw No. 1325, 2025 was initially provided to Council at the Regular Meeting on September 9, 2025. The first draft of the bylaw was given three readings by Council at that meeting; however, Council requested that staff bring forward more information regarding not-for-profit organizations that rent and/or lease to for-profit organizations and individuals and their eligibility for a Permissive Tax Exemption.

A report to Council was provided at the October 14, 2025 Regular Meeting of Council outlining staff's recommendations for changes to the proposed bylaw based on their research. At this meeting, Council directed that third reading of the bylaw be rescinded and that the following changes be made to the Permissive Tax Exemption Bylaw:

1. THAT the restaurant area at the Kaslo Golf Club be excluded from the Club's permissive tax exemption
2. THAT the Langham building be granted a permissive tax exemption of 88% of the building space
3. THAT the Kootenay Lake Innovation Centre be granted a permissive tax exemption for 50% of the building space for a period of one (1) year

4.0 DISCUSSION:

Staff have incorporated Council's directions into the Permissive Tax Exemption Bylaw. Council may note that there are now two (2) schedules to the bylaw; Schedule A includes all properties that will receive a Permissive Tax Exemption for the tax years 2026 to 2030 and Schedule B includes only the Kootenay Lake Innovation Centre property which will receive a Permissive Tax Exemption for only the 2026 tax year. In addition, a column has been added to each schedule to specify any portion of the property that is EXCLUDED from receiving a Permissive Tax Exemption. This column includes 12% of the assessed value of improvements (the building) for the Langham Cultural Society, 100% of the improvements on the

portion of the Golf Course property occupied by the restaurant, and 50% of the improvements (building) for the Kootenay Lake Innovation Centre.

It should be noted that, although the bylaw allows for a Permissive Tax Exemption for the majority of properties for five (5) years, most of them will still be required to confirm each year that there have been no changes to their operations or eligibility.

5.0 OPTIONS:

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **THAT THAT Permissive Tax Exemption Bylaw No. 1325, 2025 be adopted.**
2. Council provides direction to staff for further review and report. *A Permissive Tax Exemption Bylaw must be adopted by October 31 of each year for PTE in the following tax year. Should Council wish to make further changes to the bylaw, third reading will need to be rescinded and then the changes made. Further, Council will need to give third reading again, as amended, and then a special meeting will need to be called on October 30, 2025 for Council to adopt the bylaw before the deadline.*

6.0 FINANCIAL CONSIDERATIONS:

The amendments to the bylaw reduced the municipal tax exemption by approximately \$3,800 and the exemption from taxes from other authorities by approximately \$6,300 from the exemptions that were initially presented to Council.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS:

Legislation

Community Charter section 224 – General Authority for Permissive Exemptions

Community Charter section 225 - Partnering, heritage, riparian and other special exemption authority

Policy

Permissive Tax Exemption Policy

8.0 STRATEGIC PRIORITIES:

Governance & Operations – Administrative Improvements: (I) Review / develop bylaws, policies, process maps, procedures: (9) Permissive Tax Exemptions.

9.0 OTHER CONSIDERATIONS:

None to report.

RESPECTFULLY SUBMITTED:

Joni L'Heureux

Director of Finance & Corporate Services

Attachments:

1. 1325 Permissive Tax Exemption Bylaw

CAO COMMENTS:

APPROVED FOR SUBMISSION TO COUNCIL:

A handwritten signature in blue ink, appearing to read "R. Baker", is written over the printed name.

Robert Baker, Chief Administrative Officer

PERMISSIVE TAX EXEMPTION BYLAW NO. 1325, 2025

A bylaw to establish Permissive Tax Exemptions for the 2026 to 2030 tax years

WHEREAS the *Community Charter* provides that Council may, by bylaw, exempt certain properties from taxation;

NOW, THEREFORE, Council of the Village of Kaslo, in open meeting assembled, ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as “**Permissive Tax Exemption Bylaw No. 1325, 2025**”.

2. Definitions

Village means the Village of Kaslo.

3. Exemptions

- 3.1. The lands or improvements, or portions thereof, as outlined in Schedule “A” attached hereto, are hereby exempt from assessed property taxation for the 2026 to 2030 year, pursuant to the *Community Charter*, subject to the conditions provided for in this bylaw.
- 3.2. The lands or improvements, or portions thereof, as outlined in Schedule “B” attached hereto, are hereby exempt from assessed property taxation for the 2026 year, pursuant to the *Community Charter*, subject to the conditions provided for in this bylaw.

4. Conditions

4.1. Where:

- a. a transfer, sale, or lease is made of property exempt from taxation under this bylaw to some person not entitled to such exemption; or
 - b. property used for some purpose which would entitle it to exemption under this bylaw ceases to be so used; or
 - c. property exempt from taxation under this bylaw ceases to meet the conditions necessary to qualify for the exemption including, but not limited to, compliance with Village policies and bylaws,
- the property shall be liable to taxation from the date of the transfer, sale, lease, or change of use or conditions, as the case may be (the “Taxation Date”).

- 4.2. Where the assessment roll is completed before the transfer, sale, lease or change of use or conditions described in section 3 of this bylaw comes to the attention of the collector:

- a. the collector will provide written notice to the transferee, purchaser, lessee, or other person who, but for the exemption, would have been liable to taxation; and
- b. the person described in (a) shall pay to the Village an amount equal to the total taxes that, but for the exemption, would have been payable on the property from the Taxation Date, together with interest compounded annually at the rate described in section 246 of the *Community Charter*.

5. Severability Clause

If any part of this bylaw is held to be invalid by a court of competent jurisdiction, the invalid part is severed and the remainder remains valid.

6. Effective Date

This bylaw shall take effect January 1, 2026.

READ A FIRST TIME this 9th day of September, 2025.

READ A SECOND TIME this 9th day of September, 2025.

READ A THIRD TIME this 9th day of September, 2025.

Notice was given in accordance with the *Community Charter* this 16th day of September in the Village's Public Posting Places and this 25th day of September in the Valley Voice.

Third reading RESCINDED this 14th day of October, 2025.

READ A THIRD TIME as amended this 14th day of October, 2025.

ADOPTED this

MAYOR

CORPORATE OFFICER

Permissive Tax Exemption Bylaw No. 1325, 2025 2026-2030 Tax Years Exemptions

**Bylaw No.
1325, 2025**

FOLIO	PID	ADDRESS	NAME	PORTION EXCLUDED FROM PTE	LEGAL	CC s.
533-00020.000	008-482-527; 008-482-551; 016-175-506; 016-175-522; 016-186-915; 016-186-940; 016-288-114; 016-288-122; 016-288-131; 016-288-149; 016-288-157; 016-797-019; 016-935-357; 017-679-214	324 Front Street	Kootenay Lake Historical Society Kaslo (Village)		Lots 4-17, Block 3, Plan NEP393, District Lot 208, Kootenay Land District	224(2)(d)
533-00059.050	016-323-700; 016-323-718	304 4 th Street	Kaslo Senior Citizens Association Branch 81 Kaslo (Village)		Lot 24, Block 8, Plan NEP393, District Lot 208, Kootenay Land District	224(2)(a)
533-00060.004		B - 312 4 th Street	Kootenay Lake Historical Society Kaslo (Village)		PARCEL I , Block 8, Plan NEP393, District Lot 208, Kootenay Land District Leased portion BSMT STORAGE AREA OCCUPIED BY KOOTENAY LAKE HISTORICAL SOCIETY #2 SEE PARENT FOLIO 00060.000	224(2)(d)
533-00060.008		201 - 312 4 th Street	Hospice Society of North Kootenay Lake Kaslo (Village)		PARCEL I Block 8, Plan NEP393, District Lot 28, Kootenay Land District, LEASED PORTION OCCUPIED BY HOSPICE SOCIETY OF N KOOTENAY LAKE	224(2)(d)

Permissive Tax Exemption Bylaw No. 1325, 2025 2026-2030 Tax Years Exemptions

**Bylaw No.
1325, 2025**

FOLIO	PID	ADDRESS	NAME	PORTION EXCLUDED FROM PTE	LEGAL	CC s.
533-00104.000	016-912-926	409 A Avenue	Victorian Hospital of Kaslo Auxillary Society Kaslo (Village)		Lot 5, Block 10, Plan NEP393, District Lot 208, Kootenay Land District	224(2)(d)
533-00112.000	016-323-840; 016-323-858	447 A Avenue	Langham Cultural Society	12% of assessed value of improvements	Lot 23 & 24, Block 10, Plan NEP393, District Lot 208, Kootenay Land District	224(2)(a)
533-00115.550	016-323-173; 016-323-190	430 B Avenue	Kaslo Calvary Chapel		Lot 33 & 34, Block 10, Plan NEP393, District Lot 208, Kootenay Land District	224(2)(f)
533-00119.000	016-323-921; 016-323-939	301 A Avenue	Kaslo Masonic Holding Society		Lots 1 & 2, Block 11, Plan NEP393, District Lot 208, Kootenay Land District	224(2)(a)
533-00132.000	029-612-594	336 B Avenue	Kaslo Community Services Society		Parcel F, Block 11, Plan NEP393, District Lot 208, Kootenay Land District, (BEING A CONSOLIDATION OF LOTS 29, 30 & 31, SEE CA4531117)	224(2)(a)
533-00139.150	028-292-774	503 1 st Street	Kootenay Lake Independent School Society (Periwinkle) Kaslo (Village)		Parcel A, Block 15, Plan NEP393, District Lot 208, Kootenay Land District, (BEING A CONSOLIDATION OF LOTS 14, 15, 16, & 17 SEE LB401044)	224(2)(d)
533-00148.000	029-601-916	500 4 th Street	St Andrew's United Church		Parcel H, Block 17, Plan NEP393, District Lot 208, Kootenay Land District, BEING A CONSOLIDATION OF LOTS 23 & 24, SEE CA4482695	224(2)(f)

Permissive Tax Exemption Bylaw No. 1325, 2025 2026-2030 Tax Years Exemptions

**Bylaw No.
1325, 2025**

FOLIO	PID	ADDRESS	NAME	PORTION EXCLUDED FROM PTE	LEGAL	CC s.
533-00216.000	Multiple PIDs	340 H Avenue	Kaslo Golf Club Kaslo (Village)	100% of assessed value of improvements on PID 016- 881-739	Lot 12, Block 31, Plan NEP393, District Lot 209, Kootenay Land District, FOR GOLF COURSE PURPOSES, Lease/Permit/Licence # 2019-2028	225(2)(e)
533-00244.050	007-533-722	403 5 th Street	Royal Canadian Legion Kaslo District Branch No 074		Lot 1, Plan NEP16605, District Lot 208, Kootenay Land District	224(2)(i)
533-00246.000	029-944-513	601 5 th Street	The Synod of the Diocese of Kootenay		Part of Block 13, District Lot 208, Kootenay District Plan NEP393A, PT 56/100 ACRES AS DESCRIBED IN ABSOLUTE FEES PARCELS BOOK VOLUME 11 FOLIO 479 NO992A	224(2)(f)
533-00266.010	016-881-729	Highway 31	Kaslo Golf Club Kaslo (Village)		Lot 25, Plan NEP393A, District Lot 208, Kootenay Land District, Except Plan 108889I, & DL 209, & EXC PL 6363; EXC PT S & E OF HIGHWAY 31 OCCUPIED BY KASLO GOLF CLUB	225(2)(e)
533-00280.022	013-140-825	517 Arena Avenue	Kaslo & District Arena Association Kaslo (Village)		Lot 22, Plan NEP9499, District Lot 209A, Kootenay Land District, Except Plan EPP32990, PT 1 OF 4 SEE 00280.077 .078 .079	224(2)(d)

Permissive Tax Exemption Bylaw No. 1325, 2025 2026-2030 Tax Years Exemptions

**Bylaw No.
1325, 2025**

FOLIO	PID	ADDRESS	NAME	PORTION EXCLUDED FROM PTE	LEGAL	CC s.
533-00280.054	013-095-382	Oak Avenue	Kaslo Golf Club Kaslo (Village)		Lot 54, Plan NEP9499, District Lot 209A, Kootenay Land District, FOR GOLF COURSE PURPOSES, Lease Licence # 09-2018	225(2)(e)
533-00280.076		517 Arena Avenue	Kaslo Search & Rescue		Lot 22, Plan NEP9499, District Lot 209A, Kootenay Land District, Except Plan EPP32990, PT 2 OF 4 SEE FOLIO 00280.022, 00280.078, 00280.079	224(2)(d)
533-00280.078		517 Arena Avenue	Kaslo Racquet Club Kaslo (Village)		Lot 22, Plan NEP9499, District Lot 209A, Kootenay Land District, Except Plan EPP32990, PART 3 OF 4 SEE FOLIO 00280.022, 00280.077, 00280.079	224(2)(d)
533-00280.079		517 Arena Avenue	Kaslo & District Riding Society Kaslo (Village)		Lot 22, Plan NEP9499, District Lot 209A, Kootenay Land District, Except Plan EPP32990, PART 4 OF 4 SEE FOLIO 00280.022, 00280.077, 00280.078	224(2)(d)
533-00547.000	016-744-446	313 5 th Street	Roman Catholic Bishop of Nelson		District Lot 208, Kootenay Land District, PL AFB VOL 11 FOL 595 NO 1389A, PT OF RAILWAY RESERVE, CORNER A AVE & FIFTH ST	224(2)(f)

**Permissive Tax Exemption Bylaw No.
1325, 2025
2026-2030 Tax Years Exemptions**

**Bylaw No.
1325, 2025**

FOLIO	PID	ADDRESS	NAME	PORTION EXCLUDED FROM PTE	LEGAL	CC s.
533-00551.530		30 - 518B Kaslo Bay Road	Kaslo Search & Rescue Crown Provincial		District Lot 5096, Kootenay Land District, & DL 17197, Lease/Permit/Licence # 403859	224(2)(d)

SCHEDULE B	Permissive Tax Exemption Bylaw No. 1325, 2025 2026 Tax Year Exemptions ONLY	Bylaw No. 1325, 2025
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FOLIO	PID	ADDRESS	NAME	PORTION EXCLUDED FROM PTE	LEGAL	CC s.
533-00060.013		105 – 312 4 th Street	Kootenay Lake Innovation Centre Kaslo (Village)	50% of assessed value of improvements	PARCEL I Block 8, Plan NEP393, District Lot 28, Kootenay Land District, LEASED PORTION OCCUPIED BY KOOTENAY LAKE INNOVATION CENTER SOCIETY	224(2)(a)



MEETING DATE:	October 28, 2025	FILE No:	3900-20
TO:	Robert Baker, Chief Administrative Officer		
FROM:	Joni L'Heureux, Director of Finance & Corporate Services		
SUBJECT:	Fees & Charges Bylaw amendments		
DATE WRITTEN:	October 8, 2025		

1.0 PURPOSE:

To consider updates to the Village's Fees and Charges Bylaw.

2.0 RECOMMENDATION:

THAT Fees and Charges Amendment Bylaw No. 1327, 2025 be introduced and read a first, second, and third time.

3.0 BACKGROUND:

Fees and Charges Bylaw No. 1300, 2023 was adopted in December of 2023 establishing costs for a range of municipal services. Any changes to the provisions of the bylaw must be made by bylaw.

Water and sewer fees are generally updated annually to offset increases in operating costs.

4.0 DISCUSSION:

The proposed bylaw updates five (5) schedules in the Fees & Charges bylaw and makes a small amendment to the Village's Sign Bylaw.

SCHEDULE A – Administrative Services

- Changing the item "Title search" to "Title document search" allowing the Village to charge separately for downloading covenants, easements, etc. from LTSA

SCHEDULE B – Rentals

- Adding the item "Undesignated / unnamed outdoor spaces" to the Outdoor Space Rentals Category (e.g., library lot, Boy Scout lot, etc.)

SCHEDULE D – Development Services

- Changing all "actual cost" fees to "actual cost +15%" to account for staff and consultant time spent and maintain consistency with other schedules
- Changing the item "Village Planning Report if required for RDCK building permit application" to "Planning report for RDCK building permit" and increasing the fee from \$50.00 to \$90.00 to account for staff time (takes at least a half hour plus invoicing)

- Adding item “Zoning verification or compliance letter” with a fee of \$90.00 as a result of a recent request for a ‘comfort letter’ and to account for staff time in preparing
- Adding item “Sign permit application” and increasing the fee from \$20.00 (in the sign bylaw) to \$90.00 to account for staff time in processing applications

SCHEDULE H – Water

- Increasing all user fees and charges by 5% to account for increasing operating costs
 - increase of approximately \$15,600 in revenue net of discounts over 2025 actuals
- Will enable the Village to cover its operating costs and still set funds aside in reserves for asset management needs in the future
 - calculated to allow for the transfer of approximately \$224K into the water capital reserve (increase of \$3K or 1.6% over 2025 budget).
- Changing the penalty on unpaid/overdue accounts from 2% to \$3 as the Village’s financial software is not capable of adding percentages and staff historically have added dollar amounts for penalties

SCHEDULE I – Sewer

- Increasing all user fees and charges by 5% to account for increasing operating costs
 - increase of approximately \$7,600 in revenue over 2025 actuals
- Will enable the Village to cover its operating costs and still set funds aside in reserves for asset management needs in the future
 - calculated to allow for the transfer of approximately \$49K into the sewer capital reserve (decrease of \$3K or 5.8% from 2025 budget)

Sign Bylaw

- Removing the reference in the bylaw to a dollar amount for a sign permit application and referencing the Village’s Fees and Charges Bylaw instead

5.0 OPTIONS:

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **THAT Fees and Charges Amendment Bylaw No. 1327, 2025 be introduced and read a first, second, and third time.** *The bylaw will come before Council at the next regular meeting for consideration of adoption. If adopted, the changes to the fees and charges will take effect immediately, except the fees and charges for water and sewer which will take effect on January 1, 2026.*
2. Council provides direction to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS:

Financial considerations are as outlined in the “Discussion” section of this staff report for water and sewer revenues. Changes to the other schedules are not anticipated to have significant financial implications.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS:

Legislation

Community Charter s. 194 – Municipal Fees

Bylaw

Fees and Charges Bylaw No. 1300, 2023

Sign Bylaw No. 1104, 2011

Policy

Financial Objectives and Policies (Schedule “B” to Financial Plan Bylaw)

- *“Charge user fees, where possible, to align services with those who use them.”*

8.0 STRATEGIC PRIORITIES:

Asset Management – the water and sewer rates outlined in the proposed bylaw are calculated to allow for transfers to the Village’s reserve accounts for future asset management and replacement needs.

9.0 OTHER CONSIDERATIONS:

It should be noted that the approximate transfers to the water and sewer capital reserves are based on staff’s best estimates of costs at this time and are subject to change with new information. Council will receive the final anticipated amounts with the 2026 budget.

RESPECTFULLY SUBMITTED:

Joni L’Heureux

Director of Finance & Corporate Services

Attachments:

1. Fees and Charges Amendment Bylaw No. 1323, 2025_DRAFT
2. Schedule A – Administrative Services_DRAFT
3. Schedule B – Rentals_DRAFT
4. Schedule D – Development Services_DRAFT
5. Schedule H – Water_DRAFT
6. Schedule I – Sewer_DRAFT
7. Sign Bylaw No. 1104, 2011

CAO COMMENTS:

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer

FEES AND CHARGES AMENDMENT BYLAW NO. 1327, 2025

[A Bylaw to amend Fees and Charges Bylaw No. 1300, 2023](#)

WHEREAS the *Community Charter* provides that Council may, by bylaw, impose a fee payable in respect to all or part of a service or product of the municipality;

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

1. This bylaw may be cited as **Fees and Charges Amendment Bylaw No. 1327, 2025**.
2. The Village of Kaslo Fees and Charges Bylaw No. 1300, 2023 as amended is further amended as follows:
 - a. Schedule A – Administrative Services is replaced in its entirety by Schedule A attached to and forming part of this bylaw
 - b. Schedule B – Rentals is replaced in its entirety by Schedule B attached to and forming part of this bylaw
 - c. Schedule D – Development Services is replaced in its entirety by Schedule D attached to and forming part of this bylaw
 - d. Schedule H – Water is replaced in its entirety by Schedule H attached to and forming part of this bylaw
 - e. Schedule I – Sewer is replaced in its entirety by Schedule I attached to and forming part of this bylaw
3. The Village of Kaslo Sign Bylaw No. 1104, 2011 as amended is further amended as follows:
 - a. Section 9(1) striking out “of \$20.00” and replacing with “as specified in the Village of Kaslo’s Fees and Charges Bylaw as amended or replaced from time to time.
4. This bylaw shall take effect upon adoption.

READ A FIRST TIME this

READ A SECOND TIME this

READ A THIRD TIME this

ADOPTED this

Mayor

Corporate Officer

SCHEDULE A	Administrative Services	Bylaw No. 1300, 2023 (1308, 2024)
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Fee Category: Clerical Services

Item	Fee
Property tax or utility certificate	\$15.00 per folio, per year
Property tax or utility certificate (24-hour rush processing)	\$55.00 per folio, per year
Title document search, per document	\$17.00
Reprint of tax notice or utility bill	Current year: no charge Prior year: \$10.00 per folio
Hardcopy of Official Community Plan, Zoning Bylaw, or Subdivision Servicing Bylaw	\$30.00
Photocopying or printing (black and white)	\$0.40 per letter / legal page \$0.80 per tabloid size page \$10.00 minimum charge
Photocopying or printing (colour)	\$2.00 per letter / legal page \$4.00 per tabloid size page \$10.00 minimum charge
Fax send or receive	\$0.40 per page \$10.00 minimum charge
Document scan	\$0.40 per page \$10.00 minimum charge
NSF or dishonoured payment fee	\$27.50
Lapel pin – retail	\$3.00
Lapel pin – wholesale (minimum 50)	\$1.25
Municipal flag	actual cost
Postage / courier / shipping	actual cost
These amounts do not include GST which will be applied as applicable	

Fee Category: Freedom of Information Requests

Item	Fee
For commercial applicants	actual cost
For all other applicants	As per Schedule 1 of the Provincial FOIPP Regulation

SCHEDULE B	Rentals	Bylaw No. 1300, 2023 (1308, 2024)
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Fee Category: Indoor Space Rentals

Item	Fee
Key deposit	\$25.00
Damage deposit	\$500.00
Cleaning services	actual cost
Kemball building - upper floor	\$1.20/ft ² per month
Kemball building - first floor	\$1.40/ ft ² per month
Kemball building - basement	\$1.00/ ft ² per month
Meeting room (Kemball, jury, Council Chambers)	\$30.00 per day
City Hall courtroom - community use	\$50.00 per day
These amounts do not include GST which will be applied as applicable	

Fee Category: Outdoor Space Rentals

Item	Fee
Kemball building courtyard	\$30.00 per day
Legacy Park	\$30.00 per day
Kaslo Bay Park (does not include the beach)	\$150.00 per day
Front Street Park (no stage)	\$50.00 per day
Front Street Park (with stage)	\$100.00 per day
Vimy Park baseball diamond	\$30.00 per day
Vimy Park gazebo	\$30.00 per day
Vimy Park picnic shelter	\$30.00 per day
2 or more Vimy Park facilities	\$60.00 per day
Skatepark	\$50.00 per day
Moyie Beach Park	\$200.00 per day
Logger Sports grounds and concession stands	\$50.00 per day
Undesignated / unnamed outdoor spaces	\$30.00 per day
Damage deposit	\$250.00
Cleaning services	actual cost
Installation of Notice of Reservation	\$30.00
These amounts do not include GST which will be applied as applicable	

Fee Category: Special Event Fees

Item	Fee
Large event fee (101 - 500 attendees)	\$275.00 per day
Large event fee (501 - 1,000 attendees)	\$750.00 per day
Large event fee (>1,000 attendees)	\$1,000.00 per day

SCHEDULE B	Rentals	Bylaw No. 1300, 2023 (1308, 2024)
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Fee Category: Street and Boulevard Usage

Item	Fee
Street Closure Permit	\$30.00
Licence of Occupation application fee	\$100.00
Constructed patio inspection (first year)	\$92.00
Annual patio reinspection	\$50.00
Patio Licence of Occupation	10% of the assessed value of the land fronting (or in proximity of) the public lands being occupied, or a minimum annual fee of \$10.00 per square metre, whichever is greater
Patio Licence of Occupation	\$550.00 per parking stall
Barricade rental	\$5.00 per item per day
Barricade damage deposit	\$250.00

Fee Category: Aerodrome Fees

Item	Fee
Airside commercial use (per year)	\$437.00
Licence of Occupation / hanger lease	\$3.18/sq. m
Outdoor aircraft parking (per night)	\$10.00
These amounts do not include GST which will be applied	

Fee Category: Public Wharf Fees

Item	Fee
Off-season mooring fee (November 1 – March 31)	\$150.00 per month
Off-season mooring damage deposit	\$500.00
These amounts do not include GST which will be applied	

SCHEDULE D	Development Services	Bylaw No. 1300, 2023
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Fee Category: Subdivision Fees

Item	Fee
Fee Simple subdivision application fees	
Application for preliminary review	\$200.00
Preliminary review, per lot charge	\$200.00
Amendment after preliminary review	\$200.00
Final plan approval	\$250.00
Bare land strata, strata conversion, or phased strata (per phase) application fees	
Application for preliminary review	\$500.00
Preliminary review, charge per strata lot	\$200.00
Final plan approval	\$250.00
Internal lot line or boundary adjustment	\$250.00
Extension of preliminary review	\$200.00
Performance security bond	120% of total estimated construction costs
Maintenance period security bond	Greater of \$2,000.00 or 10% of total estimated servicing construction costs
Subdivision inspection	Greater of \$250.00, 2% of servicing construction costs, or actual cost of professional inspection
Document administration (per document executed or registered)	\$200.00
Development security deposit required by Approving Officer	Greater of \$1,000.00 per lot or the total estimated cost of incomplete works related to the subdivision
Other costs	actual cost + 15%

SCHEDULE D	Development Services	Bylaw No. 1300, 2023
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Fee Category: Development Fees

Item	Fee
Official Community Plan amendment application fee	\$1,000.00
Land Use Bylaw amendment application fee	\$1,000.00
Combined OCP and Land Use Bylaw amendment application fee	\$1,500.00
Development Permit application fee	\$250.00
Development Variance Permit application fee	\$250.00
Temporary Use Permit	
Related to the construction of a residential dwelling	\$250.00
All other permit types	\$500.00
Encroachment Agreement application fee	\$250.00
Large Project Fee (for all commercial and industrial developments, and residential projects with five (5) or more dwelling units)	\$1.00/m ² of developed area
Public notice	actual cost + 15%
Other costs and deposits	actual cost + 15%

Fee Category: Board of Variance Appeals

Item	Fee
Appeal of Land Use (Zoning) Bylaw requirements	\$300.00
Appeal of Subdivision Servicing Bylaw requirements	\$500.00
Appeal of structural alteration or addition for a non-conforming use	\$300.00
Appeal of extent of damage to non-conforming use determined by Building Inspector	\$500.00
Other costs	actual cost + 15%
Extension to appeal	\$200.00
Amendment to order	\$200.00
Public notice	actual cost + 15%

SCHEDULE D	Development Services	Bylaw No. 1300, 2023
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Fee Category: Miscellaneous Charges and Refunds

Item	Fee
LTSA document retrieval (other than title document search)	actual cost + 15%
LTSA filings	actual cost + 15%
Planning report for RDCK building permit	\$90.00
Notice on Title removal	\$750.00
Zoning verification or compliance letter	\$90.00
Partial refund of an application fee, if an application is withdrawn prior to the earliest of preparation of a report by staff, issuance of public notice, or the matter appearing on a public meeting agenda	75% of the applicable fee excluding costs already incurred
Sign permit application	\$90.00

Definitions applicable to this Schedule:

“Lot” means the remnant portion of the original lot and each subdivided parcel, for determining the number of lots in a subdivision application.

“Developed Area” means the total area of new construction:

- i. including the gross floor area, parking and loading areas, porches, decks, driveways, paths, landscaped, garden and amenity areas, and other ancillary or utility facilities of a proposed development;
- ii. excluding undisturbed natural areas and any structures and facilities existing prior to development that will remain.

“Other Costs” include but are not limited to expert review, such as fees for engineering, architectural, environmental, appraisal and legal professionals who may be engaged by the Village to provide advice and technical approvals on matters relating to an application for which the Village lacks sufficient in-house expertise.

“Public Notice” means advertising, signage, mailing, or other form of notification required by an enactment.

SCHEDULE H	Water	Bylaw No. 1300, 2023 (1327, 2025)
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Fee Category: Annual Residential Water Fees

Item	Fee
Dwelling unit (each)	\$417.00
Swimming pool	\$145.00

Fee Category: Annual Home-Based Business Water Surcharge

Item	Fee
Hairdressing, barber shops, beauty salons, pet grooming	\$341.00
Boarding house, rooming house, lodge (per unit)	\$137.00
Home-based food and beverage production (no seating / dining)	\$173.00
Short-term rental accommodation (per room available)	\$137.00
Other home-based business (per washroom)	\$137.00

Fee Category: Metered Water and Irrigation Rates

Item	Fee
Basic monthly charge	\$52.09
Monthly meter rental	\$5.39
Monthly meter reading fee (if meter can not be read externally)	\$23.15
Residential usage, per cubic metre	\$0.54
Commercial, manufacturing or industrial usage, per cubic metre	\$0.54
Unmetered irrigation (per 0.4ha or part thereof, per 6 month period)	\$93.77
Metered irrigation, per cubic metre	\$0.27
Water meter installation	actual cost + 15%

SCHEDULE H	Water	Bylaw No. 1300, 2023 (1327, 2025)
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Fee Category: Annual Commercial / Institutional Water Fees

Item	Fee
Hairdressing, barber shops, beauty salons, pet grooming	\$422.00
Coffee shop, restaurant, dining	\$667.00
Food / beverage production facilities, take out – no seating	\$437.00
Food / beverage production facilities, take out – with seating	\$667.00
Brewery (if unmetered)	\$1,389.00
Service stations	\$417.00
Car wash (per bay)	\$677.00
Laundries – first machine	\$308.00
Laundries – each additional machine	\$127.00
Motel units and / or tourist cabins – first unit	\$386.00
Motel units and / or tourist cabins – each additional unit	\$173.00
Hotel accommodation (per unit)	\$135.00
Hotel café, pub lounge, or dining room	\$656.00
Short-term rental accommodation – up to 4 bedrooms	\$550.00
Short-term rental accommodation – each additional bedroom	\$138.00
Short-term rental accommodation – strata unit	\$452.00
Retail stores, public halls	\$341.00
Offices, with use of washroom facility	\$385.00
School, per classroom	\$385.00
Commercial work / maintenance yards	\$668.00
Industrial sites	\$1,389.00
Commercial swimming pools	\$1,389.00
Vacant lot with service available	\$76.00
Other uses (per washroom)	\$341.00

Fee Category: Discounts and Penalties

Item	Fee
10% discount, before February 15 (December 31 for eligible seniors)	February 15
Penalty, applied monthly beginning April 1	\$3.00

SCHEDULE H	Water	Bylaw No. 1300, 2023 (1327, 2025)
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Fee Category: Water Connection Fees

Item	Fee
20mm (3/4") service connection charge	\$3,359.00
25mm (1") service connection charge	\$4,631.00
>25mm (>1") service connection charge	\$4,631.00 + \$100.00 for each mm > 25mm
Upgrade to existing services	actual cost + 15%
Seal off abandoned service connection	actual cost + 15%
Water disconnect or connect - regular working hours	\$44.00
Water disconnect or connect - after hours	\$229.00
Public works crew and equipment for water connection and street restoration	actual cost + 15%
These amounts do not include GST which will be applied as applicable	

SCHEDULE I	Waste	Bylaw No. 1300, 2023 (1327, 2025)
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Fee Category: Solid Waste Fees

Item	Fee
Garbage bag tags - retail	Same as user fee set by RDCK for one (1) container of mixed waste
Garbage bag tags - commercial (minimum 10 sheets)	20% discount

Fee Category: Annual Residential Sewer Fees

Item	Fee
Dwelling unit	\$476.00
Vacant residential lot with service available	\$476.00
Improved residential lot with service available	\$119.00

Fee Category: Annual Commercial / Institutional Sewer Fees

Item	Fee
Small retail / commercial, office, service station	\$476.00
Take out restaurants	\$714.00
Café / restaurant / bar with seating	\$952.00
Large retail	\$1,428.00
Brewery	\$1,784.00
Municipal facility	\$2,856.00
Hospital	\$9,518.00
School	\$11,899.00
Car wash - per bay	\$714.00
Laundromat - per machine	\$238.00
Other use - per washroom	\$238.00
Vacant commercial lot with services available	\$714.00

Fee Category: Annual Short-Term Rental Accommodation Sewer Fees

Item	Fee
Hotel / motel / cabins - first 4 units	\$952.00
Vacation rental - up to 4 bedrooms	\$952.00
Each additional rentable room or unit	\$119.00

SCHEDULE I	Waste	Bylaw No. 1300, 2023 (1327, 2025)
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Fee Category: Sewer Connection Fees

Item	Fee
Connection to municipal sewer or wastewater treatment plant	\$4,953.00
Public works required for sewer connection and street restoration	actual cost + 15%
These amounts do not include GST which will be applied	

Fee Category: Sani Dump Fees

Definitions used in this Fee Category are the same as those in the Kaslo Municipal Campground Policy, as amended from time to time.

Item	Fee
Bulk disposal from municipal operations, per gallon	\$0.65
Camper	\$10.00
These amounts do not include GST which will be applied	

Fee Category: Portable Toilet Rentals

Item	Fee
Portable toilet damage deposit – first unit	\$500.00
Portable toilet damage deposit – each additional unit	\$110.00
Portable toilet rental	\$47.00 per day
	\$74.00 per week
	\$158.00 per month
These amounts do not include GST which will be applied	



MEETING DATE:	October 28, 2025	FILE No:	1855-03
TO:	Robert Baker, Chief Administrative Officer		
FROM:	Joni L'Heureux, Director of Finance & Corporate Services		
SUBJECT:	Canada Summer Jobs 2026 – Summer Student		
DATE WRITTEN:	October 21, 2025		

1.0 PURPOSE:

For consider applying for funding for a summer student for the Public Works department for 2026.

2.0 RECOMMENDATION:

THAT the Village of Kaslo apply to the 2026 Canada Summer Jobs program.

3.0 BACKGROUND:

Canada Summer Jobs is a program under the Youth Employment and Skills Strategy (YESS), which aims to provide quality summer employment opportunities for youth to develop skills and gain paid work experience to successfully transition into the labour market. The program provides wage subsidies to support employers from not-for-profit organizations and the public sector, as well as private sector organizations with 50 or fewer full-time employees, to create quality summer work experiences for youth aged 15 to 30 years. The application period runs from November 4, 2025 to December 11, 2025.

4.0 DISCUSSION:

Eligible jobs must provide full-time (30-40 hours per week) work experience for 6-16 weeks, between late April and the end of August 2026. Typically, the successful candidate mows parks and boulevards and assists the Public Works crew as a labourer on projects. It is important to note that the youth hired can not displace or replace existing employees or volunteers.

Applying for a single position to work up to 16 weeks (mid May – August 30) for 35 hours per week is recommended for 2026. Summer students typically begin their job search in March and/or April, and so it's not feasible to wait for a funding decision before advertising the position. In order to attract applicants, the position will be advertised, and work will be guaranteed, regardless of funding outcomes, unless otherwise directed by Council.

5.0 OPTIONS:

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **THAT the Village of Kaslo applies to the 2026 Canada Summer Jobs program.** *An application will be submitted, and the Village will advertise for*

a summer worker. If funding is received, the position will be partially subsidized.

2. THAT this report be received for information. *No application will be submitted. Wages for any summer students hired will be funded fully by the Village.*

6.0 FINANCIAL CONSIDERATIONS:

The program funds 50% of the minimum hourly wage for a summer student. The current minimum wage in British Columbia is \$17.85/hour so the program will fund up to \$8.925/hour. The current Collective Agreement between the Village of Kaslo and CUPE sets an hourly wage of \$21.75 for students, effective April 1, 2026. Local governments are not eligible for the reimbursement of Mandatory Employment Related Costs ("MERCs") such as CPP, EI, vacation pay, etc.

The table below shows the wage costs for a summer student and the potential recovery from the grant program. Note, these amounts do not include MERCs which vary for each employee depending on the individual's tax status.

1 student (\$21.75/hour, 35 hours/week)	16 weeks
Wages (no grant)	\$12,180.00
Wages (with grant)	\$7,182.00
Difference	\$4,998.00

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS:

None to report.

8.0 STRATEGIC PRIORITIES:

None to report.

9.0 OTHER CONSIDERATIONS:

The rules for the Canada Summer Jobs program are set out in the [Applicant Guide](#) and the [Articles of Agreement](#). Note, the documents for the 2026 program are not available at the time of writing this report, so the links are for the 2025 program.

RESPECTFULLY SUBMITTED:

Joni L'Heureux
Director of Finance & Corporate Services

CAO COMMENTS:

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer