



Agenda

Regular Meeting of Council

Council Chambers - City Hall
413 Fourth Street, Kaslo

Page

1. CALL TO ORDER

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

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

2. ADOPTION OF THE AGENDA

2.1 Addition of late items

2.2 Adoption of the agenda

Recommendation:

THAT the agenda for the 2024.08.27 Council Meeting be adopted as presented.

3. ADOPTION OF THE MINUTES

2024.08.13 Minutes DRAFT

Recommendation:

THAT the minutes of the 2024.08.13 Council Meeting be adopted as presented.

4. DELEGATIONS

4.1 RCMP - Corporal Venema

[RCMP 2024 Q2 Report](#)

5





5. INFORMATION ITEMS

5.1 Council Reports

[Mayor's Report](#)

6 - 10



Councillor Reports

- 5.2 Committee Meetings 11 - 12
[2024.08.19 Library Building Committee Meeting Minutes DRAFT](#) 
- 5.3 Staff Reports
CAO Report
- 5.4 Correspondence 13 - 26
1. [2024.08.16 M Isaak: Thanks – JVH Bursary](#) 
2. [2024.08.19 S Judy & D Stewart: Thanks – Citizen of the Year](#) 
3. [2024.08.27 Circulation Package](#) 

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 **Permissive Tax Exemption Bylaw 1306, 2024** 27 - 38
To introduce a Permissive Tax Exemption Bylaw for the 2025 taxation year.
[Permissive Tax Exemption Bylaw 1306, 2024](#) 
Recommendation:
THAT Permissive Tax Exemption Bylaw 1306, 2024 be given first reading as presented.
- 7.2 **2024 UBCM Community Resiliency Investment Funding** 39 - 47
To secure funding for FireSmart programming in the Village of Kaslo through the Union of BC Municipalities (UBCM) 2024 Community Resiliency Investment (CRI) program.
[2024 UBCM CRI Funding](#) 
Recommendation:
THAT the Village apply to UBCM’s Community Resiliency Investment Program for 2024 FireSmart Community Funding and Supports in the amount of \$92,131.80 as detailed in the Staff Report from Jessie Lay, FireSmart Coordinator, dated August 22, 2024 titled 2024 UBCM Community Resiliency Investment Funding; AND FURTHER,

THAT the Village agree to the Regional District of Central Kootenay managing and delivering parts of the 2024 FireSmart program on the Village’s behalf as detailed in the Staff Report from Jessie Lay, FireSmart Coordinator, dated August 22, 2024 titled 2024 UBCM Community Resiliency Investment Funding..

7.3 **2024 UBCM Community Resiliency Investment Funding** 48 - 54

To provide information regarding the Village’s Conditions on Operating Permit (COP) for its water supply system.

[Water Supply System - Conditions of Operating Permit.](#) 

Recommendation:

THAT the Village develop a drinking water protection plan for each of its water sources as required by the conditions of its operating permit; AND,

THAT the Village apply to the Disaster Resilience and Innovation Funding program to offset costs of developing drinking water protection plans for each of its water sources; AND,

THAT the Village develop a Cross Connection Control Program as required by the conditions of its operating permit.

7.4 **Invitation – Child Care Access and Expansion** 55 - 58

To consider authorizing expense reimbursement for elected officials participating in the Ministry of Education and Child Care meeting in Nelson on September 10, 2024.

[Invitation - Child Care Access and Expansion](#) 

Recommendation:

THAT Mayor Hewat be authorized to attend the Ministry of Education and Child Care meeting in Nelson on September 10, 2024 with expenses paid pursuant to municipal policy.

7.5 **South Beach RV Park Proposal** 59 - 107

To seek direction regarding QP Development’s RV Park development proposal and second reading of rezoning application PRJ-2023-02.

[RV Park Development & 2nd Reading of Rezoning Application PRJ 2023-02 - August 2024](#) 

Recommendation:

THAT Village staff be authorized to negotiate and finalize the terms and conditions of a Purchase and Sale Agreement with QP Developments for the exchange of land that would enable their RV Park development to proceed; AND, THAT the Village proceed with second reading of Zoning Amendment Bylaw No. 1298.

8. LATE ITEMS

9. IN CAMERA NOTICE

Recommendation:

THAT Council now recess and reconvene in camera with the public excluded under sections 90(1)(e) and (k) of the Community Charter to consider matters relating to land disposition and the proposed provision of a municipal service.

10. RAISED FROM IN CAMERA MEETING

11. ADJOURNMENT

Recommendation:

THAT the meeting be adjourned at _____ p.m.



**KASLO
MAYOR'S REPORT
QUARTER 2, 2024**

Kaslo RCMP Detachment

335 A Avenue

PO Box 632

Kaslo, BC V0G 1M0

Telephone (250) 353-2225 Fax (250) 353-2226

Village of Kaslo

Box 576

312 4th Street

Kaslo, BC V0G 1M0

July 11, 2024

Dear Mayor Hewat:

RE: Quarterly Crime Statistics - April/ May / June

CRIME CATEGORIES	KASLO Q2 2023	KASLO Q2 2024	South of Kaslo to Balfour Q2 2024	North of Kaslo Q2 2024
Homicide / Attempted Homicide	0	0	0	0
Assaults	4	2	1	0
Sexual Offences	0	0	0	0
Robbery	0	0	0	0
Auto Theft	2	0	0	2
Break and Enters	0	0	0	0
Theft From Motor Vehicle	1	0	1	0
Drug Investigations	0	0	0	0
Motor Vehicle Collisions	6	1	2	0
Motor Vehicle Collisions W Fatality	0	0	1	0
Impaired Driving - CC	0	0	0	0
Impaired Driving - MVA (IRPs)	0	0	0	0
TOTAL PERSONS/VIOLENT CC	7	2	2	0
TOTAL PROPERTY CC	18	16	6	2
TOTAL OTHER CC	11	6	4	1
TOTAL CRIMINAL CODE (CC)	36	24	12	3
TOTAL CALLS FOR SERVICE	185	95	61	26

COMMUNITY	KASLO Q2 2023	KASLO Q2 2024	South Q2 2024	North Q2 2024
Files with youth negative contacts	0	0	0	0
Mental Health Related Calls	25	20	7	1
Files involving Alcohol / Drugs	15	13	6	1
Domestic Violence Files	2	0	1	0

Should you have any questions or concerns, or should you wish to discuss these statistics, please do not hesitate to contact me at 250-353-2225.

Yours truly,

Harland Venema, Cpl., NCO I/C
Kaslo RCMP Detachment



Mayors Report

Regular Council Meeting

Tuesday, August 27, 2024

The following is a summary of the meetings and/or events that I have participated in since my last written report as well as a list of upcoming meetings and events.

August 13 Community Sustainable Living Advisory Committee

Sustainability Planner, Paris Marshall Smith provided an update on the Areas of Activity.

There was discussion regarding updating the Committee Terms of Reference. The following motions were passed and will be on the board agenda.

- That the Board direct staff to draft the Community Sustainability Living Advisory Committee Terms of Reference to a Committee Bylaw.
- That the Board direct staff to prepare a project fund administrative policy for the Community Sustainability Living Advisory Committee.
- That the Board direct staff to submit an application to the 2024 Age-friendly Communities Grants for the Regional Mobility Working Group in the amount of \$25,000;
AND FURTHER, if successful, grant funds be allocated to the A108 Development Services and the previously allocated \$15,000 Local Government Climate Action Program funding (res 384/24) be returned to S100 reserve;
AND FURTHER, that staff be authorized to enter into a contribution agreement with BC Healthy Communities should the RDCK be awarded funding.

August 14 Joint Resource Recovery Committee

There were only a couple of items on the agenda for this meeting with only one of them pertaining to the Central Subregion.

Committee members reviewed the Draft letter regarding Extended Producer Responsibility Programs in the RDCK that was prepared by staff.

The following resolutions were passed and will be on the board agenda.

That Resolution #351/24:

That the Board approve the RDCK enter into a Consulting Services Agreement with Ward Engineering and Land Surveying Ltd. for the Grohman Narrows Transfer Station Expansion project and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$88,275.00 plus GST with the funds for the project coming from Service A117 Recycling Program - Central Subregion.

BE RESCINDED;

That the Board approve the RDCK enter into a Consulting Services Agreement with Ottotod Engineering Corporation for the Grohman Narrows Transfer Station Expansion project, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$60,609.00 plus GST;





Mayors Report

AND FURTHER, that the costs be paid from Service A117 Recycling Program - Central Subregion.

August 15 RDCK Board meeting

CAO Horn introduced the new Grants Coordinator, Ashely Grant.

2.5.1 Delegation: Ken Kalesnikoff, President and CEO of Kalesnikoff Lumber Company on the Forestry WorksforBC Initiative.

I can provide a copy of the presentation and the letter which is part of the correspondence package if anyone would like to see them.

3.2.6 Community Sustainable Living Advisory Committee

The motions passed at the committee meeting were passed by the Board.

3.2.7 Joint Resource Recovery Committee

The motions passed at the committee meeting were passed by the Board as well as the following motion.

1. That the Board send the letter as drafted to the Ministry of Environment and Climate Change Strategy regarding the Extended Producer Responsibility Programs in the RDCK.

7.3 Bylaw 2966: RDCK Public Notice

The following motions were passed.

1. That the Regional District of Central Kootenay Public Notice Bylaw No. 2966, 2024 be read a THIRD time by content.
2. That the Regional District of Central Kootenay Public Notice Bylaw No. 2966, 2024 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

8.1.1 Award: Regional Growth Management Planning Analysis Project

1. That the Board award the Regional Growth Management Planning Analysis project to Licker Geospatial Consulting Co., and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$234,922.00 inclusive of GST; AND FURTHER, that the cost be included in the 2024 Financial Plan for Planning and Land Use Service.

August 16 Kaslo's Birthday Party and Citizen of the Year presentation

Despite the rainy weather, we had quite a few people join us for cake and lemonade. Many of the tourists who came by were taking the time to look at the interpretive panels in Legacy Park.

Kaslo Fire smart and Wildsafe BC attended to provide information to visitors.

The Youth Garage Band joined us to entertain party goers.

MLA Brittny Anderson and Director Aimee Watson were able to join us and to a few words before the Citizen of the Year presentation.

Fortunately, the rain started to let up in time for the announcement of the 2024 Citizen of the year.

The Kaslo and Area D Citizens of the Year for 2024 are David Stewart and Stephanie Judy. The write up that was read out at the event appears at the end of my report.





Mayors Report

August 19 Library Building Committee

The minutes of this meeting will be part of the agenda package for this meeting.

August 20 Imagine Kootenay (IK) Steering Committee

We received a report from the new Regional IK Coordinator. She outlined the work she has been doing to transition from the previous coordinator.

The Memory of Understanding was reviewed, and the details required from participating communities was discussed.

This information is to be sent to the Columbia Valley Chamber of Commerce who is acting as the Program Administrator.

The Kaslo & Area D Economic Development Commission as the sponsor of the program for the area will need to decide if we will appoint a First Point of Contact from the community or if we would like IK fill the role for us.

Upcoming Meetings

August 23 Grand Opening of the Castlegar and Area Chamber of Commerce building: The Confluence

August 26 Accessibility Committee meeting

August 27 Regular Meeting of Council

Respectfully submitted,
Mayor Suzan Hewat



2024 KASLO & AREA D CITIZENS OF THE YEAR



Photo credit: D. Berney

Missing from the photo: Stephanie Judy

Each year the Village of Kaslo puts out a call for nominations for Kaslo and Area D Citizen of the Year.

With so many selfless volunteers in our midst, there is no shortage of worthy candidates in our communities to choose from.

There are many criteria that we consider when evaluating the nominations and the committee wishes they could give the award to everyone, but we must choose one.

We encourage you to resubmit your nominations again next year if the person you nominated was not chosen as they are all still worthy of recognition!

This year, we wish to recognize our Citizen of the Year for the significant contributions they have made to the Arts & Culture in our area. This person has shared their love of the arts and music with people of all ages, whether it is through sharing their talents as a performer or as a teacher.

Our chosen nominee has been involved in several organizations over the years, including the Kaslo Concert Society and the North Kootenay Lake Arts & Heritage Council to name a few. I can't imagine what our downtown would look like without the beautiful banners that adorn the light posts in downtown Kaslo each year through the Front Street Banner Project!

As part of these groups, our Citizen of the Year organized events which brought their passion for the arts to the entire community as well as by showcasing our community as a hub for the arts in all forms. These include Kaslo Art Walk, an annual Guitar Festival and the Kootenay Summer School of the Arts.

Another notable contribution to the community is their involvement with bringing Concerts in Care to the residents of the Long-Term Care facility at the Victorian Health Centre.

Of course, our Citizen of the Year isn't only involved in the arts scene, but was involved in the formation of the Community Fund of North Kootenay Lake and the Kaslo Hospice Society and is currently serving as a member of the Kaslo & District Public Library Board.

These are just a few of a list of many of the accomplishments of the 2024 Citizen of the Year.

If you are thinking that this sounds like a lot of things for one person to accomplish, you would be correct because this year, we are not only recognizing one person, but two. How can you possibly separate the accomplishments of the two wonderful people we are here to honour today.

I would like to present to you this years Citizen's of the Year for Kaslo and Area D, David Stewart and Stephanie Judy.

Congratulations and thank you to both of you!

DATE: 2024.08.19

LOCATION: Council Chambers – City Hall

TIME: 1:00 p.m.

413 Fourth Street, Kaslo

PRESENT: Chair: Mayor Hewat
Members: Margaret Wanke, Patricia Feeney
Regrets: Councillor Bird, CAO Baker
Staff: Eva Kelemen
Public: nil

1. Call to Order

The meeting was called to order at 1:08 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2024.08.19 Library Building Committee Meeting

Moved, seconded and CARRIED

THAT the agenda for the 2024.08.19 Library Building Committee meeting be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2024.07.08 Library Building Committee Meeting

Moved, seconded and CARRIED

THAT the minutes of the 2024.07.08 Library Building Committee meeting be adopted as presented.

4. Information Items

4.1 Review Committee Terms of Reference

The committee reviewed the scope of its responsibilities.

4.2 Member Reports

The July 27 Booksale raised \$550. \$777,013 raised to date. \$464,000 available for construction.

5. Question Period

Nil

6. Business

6.1 **Green and Inclusive Community Buildings (GICB) Grant**

Moved, seconded and CARRIED

THAT the Library Building Committee recommends to Council that the Village, in collaboration with the Library, prepare and submit an application to the Green and

Inclusive Community Building funding program for the construction of a new library facility.

GICB has announced a third grant intake from September 4 to October 16. The Quantity Surveyor from the 2022 library design project is available to provide an updated cost estimate by September 20 to support the application. Margaret and Eva are registered for the GICB webinar on August 28.

7. Late Items

Nil

8. Next Meeting

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

9. Adjournment

The meeting was adjourned at 1:33 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair



August 16th, 2024

Re: Village of Kaslo Scholarship

Dear Susan,

I first off want to apologize that this took so long to write and send, as I've been busy working and getting my life in order to move at the end of this month. Thank you and the Village so much for awarding me a Village of Kaslo Scholarship this year! Your help in my educational journey is much appreciated. This year I'm going into my first year at Thompson Rivers University where I plan to work towards a bachelors degree in psychology and maybe someday a masters degree. I hope to work somewhere in the mental health field, and I'd like to work with teens and youth primarily. Again, thank you so much and send my thanks to the rest of the Village team!

Sincerely,

Madyson Isaak

PO Box 999
Kaslo, BC V0G 1M0
21 August 2024

Mayor Suzan Hewatt and the Kaslo Village Council
PO Box 576
Kaslo, BC V0G 1M0

and

Aimee Watson, Director of Area D
RDCK
PO Box 590
Nelson, BC V1L 5R4



Dear Mayor Hewat, Director Watson, and the Kaslo Village Council:

Thank you for naming us Citizen(s) of the Year. We didn't expect this, and we are honoured to accept.

We chose, some 30 years ago, to move to this region—first to Argenta and then, in 2014, to Kaslo. That is one of the very best decisions of our lives.

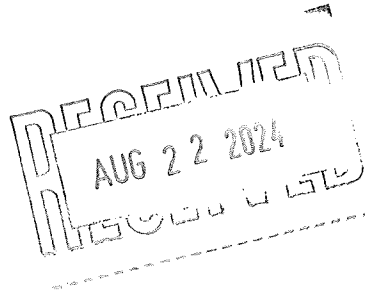
This is a splendid place to live and work—a place that allows us to use our skills in welcoming and inventive ways, in a community that is responsive, supportive, and friendly.

From our very full hearts, thank you for this honour.

Sincerely,

Stephanie Judy

David K Stewart



Job Number: 130459

August 16, 2024

Village of Kaslo
BOX 576
KASLO BC V0G 1M0

Dear Village of Kaslo,

Request for Reduction of Water Use - Drought Level 3

B.C. experienced severe drought last year and remains at high risk this year. Many areas in Kootenay Boundary Region are already experiencing severely dry conditions. The West Kootenay has been elevated to Drought Level 3. This means adverse impacts to people and the environment are possible. We all need to take action to start saving water.

All water users are asked to voluntarily minimize water use and withdrawals for essential and non-essential purposes.

Making voluntary reductions now may prevent or delay the need to restrict or suspend water use later in the season. Temporary protection orders may be issued as a last resort if voluntary efforts are not enough to restore water flows and protect at-risk fish and the environment from long-lasting or irreversible harm. By working together, we can all be better prepared for a severe drought.

Communities may also issue water restrictions depending on local water supply and demand. If you also use water from a water provider, check with your local authority for water restrictions in your area.

Saving water is everyone's responsibility, even more so in times of drought. Small changes make a big difference when we do them together.

Why your help matters

When conditions are dry, surface water and groundwater levels can drop if there's not enough rain or snowmelt to replenish them. Groundwater can be connected to surface water. This means diverting groundwater can also lower levels in nearby rivers and streams.

Sustained low stream flows and above average water temperatures can stress or kill fish. This can cause significant or irreversible harm to fish populations and species at risk, and impact other

wildlife and critical habitats.

We also need to make sure there is a fair supply of water for people to drink, grow our food, and fight fires.

Current conditions in your area

The West Kootenay provides important habitat for many culturally and ecologically significant fish and other wildlife species. Numerous streams are experiencing low seasonal flows in the order of less than 5 percentile which is a core indicator of drought level. Select stream flows across the basin are approaching 10 percent of the Mean Annual Discharge (MAD m³/s) indicating potential stress to aquatic ecosystems. This is an important environmental flow needs (EFN) threshold.

Stay informed about conditions in your area by visiting the B.C. Drought Information Portal regularly at droughtportal.gov.bc.ca.

What you can do

Follow the obligations and withdrawal limits in your water licence. If you also use water from a water provider, follow local water restrictions in your community.

Review and monitor your water usage. Reduce non-essential water use and find ways to use less water for essential purposes. You can also save water by reducing what you use water for, and the frequency of that use.

Irrigators should repair leaks in irrigation systems, improve sprinkler irrigation efficiency, use a soil moisture device to determine when to irrigate, complete regular nozzle checks, and coordinate community irrigation scheduling. Storage licensees are encouraged to rely on their stored water and minimize stream/aquifer diversions. Drought resources and supports are available to farmers and food producers at gov.bc.ca/AgDrought.

If drought conditions worsen

The Province will continue monitoring drought conditions. If drought levels increase, you can expect to receive further requests for voluntary water reductions. If voluntary efforts are not enough to restore critical water flows, temporary protection orders may be issued as a last resort to legally restrict or suspend water use.

To protect water licence holders and the environment, we will continue to investigate and address unauthorized water use. While our first step is always to work together to help people come into compliance, enforcement action may be taken on unauthorized users and anyone who does not follow authorized withdrawal limits or temporary protection orders. Failure to comply could result in administrative penalties of up to \$500,000 under the *Water Sustainability Act* and regulations.

Incidents of suspected water and environmental violations can be reported to the Natural Resource Violation line at 1-877-952-7277.

Drought preparation and response

The Government of B.C. is working with communities, farmers and businesses to prepare for drought now, and in the years to come. This includes monitoring conditions, supporting farmers and food producers, building infrastructure to better manage and store water, protecting fish, animals and the environment, and encouraging everyone to use less water. Learn how B.C. is preparing and responding to drought at gov.bc.ca/Drought. Thank you for your efforts to save water. By working together, we can respond early, recover faster, and be more ready for the future.

If you have any questions about drought conditions and your role in drought response, please contact KBwaterinfo@gov.bc.ca via email.

For reference, our records indicate you hold the following water licences in this area:

Licence: C048406 **Source:** Kaslo River

- **Purpose Use:** Waterworks: Local Provider
- **Quantity:** 497,796.85500 m3/year

Licence: C055814 **Source:** Brooks Creek, Clarke Creek, Cross Creek

- **Purpose Use:** Waterworks: Local Provider
- **Quantity:** 829,661.42500 m3/year

Licence: C102005 **Source:** Lardeau Jack Creek

- **Purpose Use:** Land Improve: General
- **Quantity:** 0.00566 m3/sec

Licence: C113658 **Source:** Kemp Creek

- **Purpose Use:** Waterworks: Local Provider
- **Quantity:** 165,932.28500 m3/year

Licence: C113667 **Source:** Kemp Creek

- **Purpose Use:** Waterworks: Local Provider
- **Quantity:** 826,774.65785 m3/year

Licence: F011899 **Source:** McDonald Creek

- **Purpose Use:** Waterworks: Local Provider
- **Quantity:** 3,318.64570 m3/year

Email contact information

If you have received this correspondence via regular mail or need to update your contact information, please provide a current email contact so the Ministry of Water, Lands and

Resource Stewardship may more effectively communicate concerning water licence notifications in the future. **Please reference your water licence number and email the preferred contact email information to KBWaterInfo@gov.bc.ca.**

Sincerely,



Tracy Ronmark MRM, P.Ag.
Director of Authorizations

CC:
Enclosure(s)

A new Special Event has been issued within your LG/IN.

Permit Holder:

- * Patti Coutts
- * 250-353-2616
- * rcl74@netidea.com

Event Details:

Event Type: Public – Open to the general public or anyone who wishes to participate or buy a ticket

Event Location(s):

- * Kaslo Legion Hall

Event Date(s):

- * 10/26/2024

Andrea Reimer

From: Rob Schweitzer <rob.schweitzer@bcwildfire.gov.bc.ca>
Sent: August 22, 2024 4:45 PM
To: Village of Kaslo
Subject: ATTN: Mayor and Council, Chair and Board, CAOs | Provincial Wildfire Update - August 22, 2024



Good afternoon,

In the last week we have seen a downturn in conditions that is resulting in decreased fire behaviour in many parts of the province. Our staff have capitalized on these conditions, bringing many larger sustained action fires **Under Control or to Being Held status**. Of the 348 active fires in B.C., only 30% are currently classified as Out of Control.

Despite recent rains, prolonged drought conditions persist and we may see fire activity rebound in the weeks ahead. We continue to engage with the contract community and our partners outside of B.C. to ensure we have adequate resources for response. There are currently 425 local contractors and 307 out-of-province personnel supporting wildfire response.

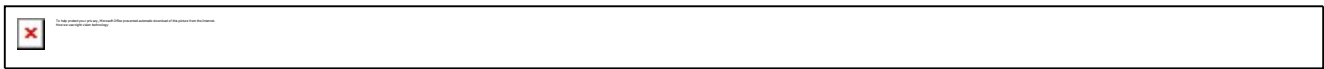
Thank you for your continued support in wildfire response this season,

Rob Schweitzer
A/ Assistant Deputy Minister
Ministry of Forests, BC Wildfire Service

Provincial Summary

While the 2024 wildfire season isn't over, this time of year does mark a period of transition as some seasonal staff prepare to return to work or school in the fall. This is a time where we can begin to reflect on the lessons learned so far this year and how we can carry that learning forward for continuous improvement.

One example of new approaches taken in the 2024 wildfire season is the use of night vision technology to support air operations. Watch this video to learn more about the benefits and limitations of night vision technology for wildfire management:



Provincial Information Officer | FIREINFO@gov.bc.ca | (250) 312-3051

WILDFIRE MAP

The wildfire map has information on every active wildfire in B.C. Detailed information for large incidents can be found under the Response tab of the incident webpage.

WILDFIRE DASHBOARD

The wildfire dashboard has a provincial summary, wildfire statistics, assigned resources, fire prohibition information, and other relevant resources.

Web and Mobile App Reference Guide

Statistics

Visit the BC Wildfire Service Dashboard for the most up-to-date wildfire statistics available.

CURRENT STATISTICS

Resources

Connect with your local Fire Centre, stay current on the latest Wildfire news, and learn more about how we can work together to build resilience and keep your community safe.

CONNECT

COLLABORATE

STAY CURRENT

Access contact channels for
general inquiries, Fire
Information and feedback

Access the Wildfire
Collaborative Partnership
Guide for local
governments

Visit the BC Wildfire
Service blog to read the
latest information bulletins

This message was sent to you by [BC Wildfire Service](#)

4000 Airport Rd
Kamloops, BC, V2B 7X2
Canada

You can [change your communication preferences or unsubscribe](#) from future mailings.



UBCM seeks member feedback on protocol with First Nations Leadership Council

PLEASE DISTRIBUTE ACCORDINGLY

UBCM and the First Nations Leadership Council are working on drafting a Relationship Protocol. In accordance with UBCM's Executive policies, we are inviting UBCM members to vet this initiative by indicating whether they do or do not support this initiative. The Protocol is a nonbinding agreement, and its purpose is to promote dialogue, build relationships between local governments and First Nations, and advance reconciliation and collaboration on specific initiatives.

In September 2023, members of the UBCM Executive met with the First Nations Leadership Council and discussed the opportunity of entering into an MOU together. The First Nations Leadership Council (FNLC) is comprised of the political executives of the BC Assembly of First Nations (BCAFN), First Nations Summit (FNS), and the Union of BC Indian Chiefs (UBCIC). Together they represent all First Nations in BC. Establishing a formalized relationship with the FNLC is a natural progression for UBCM as we currently have a Protocol on Cooperation and Communication with FNS, under which we administer the Community to Community Forum program. The proposed Relationship Protocol does not replace UBCM's longstanding relationship and Protocol with FNS, which represent those First Nations in BC who are part of the BC Treaty Process.

Over the last few months, under the direction of the UBCM Indigenous Relations Committee and with support from the UBCM Executive, staff have been working with the First Nations Leadership Council to develop a draft protocol. UBCM members have shown that advancing reconciliation is important to them by passing resolutions supporting action on the Truth and Reconciliation Commission's Calls to Action, UNDRIP and Missing and Murdered Indigenous Women and Girls Calls for Justice. Entering into a Protocol with FNLC, provides UBCM with greater opportunities for proactive collaboration with Indigenous leadership as the Province implements UNDRIP.

As prescribed by section 4.1(c) of UBCM's Executive policies, all proposals for new MOU's or agreements must be vetted by the membership. Our intent is to sign the Relationship Protocol on September 16th at the Province-wide Community to Community Forum. Like UBCM, the First Nations Leadership Council is also undertaking their own internal vetting process with their membership.

ASK: UBCM is asking the membership, do you or do you not support this initiative? Please provide one response from your community via your CAO by August 28th. Your response can be emailed to Marlene Wells at UBCM at mwells@ubcm.ca.



August 21, 2024

Councils and Boards

UBCM Member Organizations

Dear Councils and Boards:

RE: 2024 UBCM Resolution - Fail to Appear Charges in Policing Statistics

I am writing to bring to your attention a resolution that will be considered at the 2024 Union of BC Municipalities Convention, and to respectfully request your support when the resolution is presented.

As described in the attached backgrounder, Fail to Appear is a *Criminal Code* charge brought against an individual who fails to attend a scheduled court appearance. These charges do not impact police resources because they are simply an additional charge against the individual.

Despite having extremely minimal impact on police workload, these charges are counted alongside all other *Criminal Code* charges attributed to municipalities with courthouses, regardless of where the original offence occurred. Particularly in smaller jurisdictions, this practice significantly inflates the policing statistics for communities with courthouses. In the case of the City of Duncan, 80% of the Fail to Appear charges attributed to our community originated from outside of our jurisdiction, and causes a 23% increase in the City's total 2023 *Criminal Code* cases. This inflated number has a significant and corresponding impact on the requests for the number of officers, particularly when a community is transitioning past the 5,000 and 15,000 population thresholds.

The City of Duncan recognizes that the impact of the Fail to Appear charges is felt differently across BC communities. We appreciate your consideration of the disproportionate impact of including Fail to Appear charges in policing statistics for jurisdictions in which courthouses are located, and respectfully request your support for our resolution to remove these charges from policing statistics, similar to traffic related *Criminal Code* offences.

Sincerely,

Michelle Staples
Mayor

Encl. Backgrounder: Fail to Appear Charges

cc: Duncan City Council



BACKGROUND

Fail to Appear Charges

REQUEST

The City of Duncan respectfully requests delegates' support for our resolution that was endorsed at the Association of Vancouver Island and Coastal Communities Annual General Meeting and Convention requesting that the Province of British Columbia exclude Fail to Appear charges from the workload data of municipalities where courthouses are located:

WHEREAS 100% of Fail to Appear charges at provincial courthouses are assigned to the policing statistics of the municipality in which the courthouse is located, having a disproportionate impact on the policing costs assigned to small municipalities with courthouses that serve a much broader area outside their jurisdiction;

AND WHEREAS this inflates the Criminal Code case load for all municipalities with courthouses within their jurisdiction and results in an unfair burden to the taxpayers of those local governments, especially considering that Fail to Appear cases have no effect on the workload of the local detachment;

THEREFORE BE IT RESOLVED THAT UBCM urge the Province of British Columbia to direct that *Criminal Code* Section 145(2)-(5) and 732.1(2b) and 3(a) be excluded from the policing statistics of local governments with courthouses.

BACKGROUND

The City of Duncan recognizes that the impact of the Fail to Appear charges is felt differently across BC communities. BC local governments with a courthouse in their jurisdiction with populations over 5,000 will likely be aware of the impacts of these calculations on their policing costs.

Duncan is a small urban municipality (population 5,047) that serves a much larger population outside of its jurisdiction. The population surpassed 5,000 in the 2021 census, and is now required to pay 70 percent of RCMP policing costs, with the federal government paying the remaining 30 percent, in accordance with the *Policing Act*. Duncan has negotiated with the province to determine how many police officers will be included in a policing agreement, which was based on the number of Criminal Code offences within each jurisdiction's boundaries in their policing statistics as part of ensuring "adequate and effective" levels of policing and law enforcement. The Province was very inflexible with this methodology.

Through these negotiations, Duncan learned that Fail to Appear charges, a Criminal Code charge brought against an individual who fails to attend a scheduled court appearance, for the Duncan Courthouse (Provincial Court) are attributed to the City's policing statistics, regardless of where the original offence occurred. However, prior to 2022, Fail to Appear charges were simply added to the originating Criminal Code offence, as only the most serious offence was counted for statistical purposes. Now these Fail to Appear charges are added as a new charge because they were created on a different date.

The inclusion of Fail to Appear charges has inflated the policing statistics and consequently the number of officers required for not only Duncan, but likely for other jurisdictions where courthouses are located; particularly when transitioning past the 5,000 and 15,000 population levels. Furthermore, these charges do not impact police resources because they are simply an additional charge against the individual.

DISCUSSION

In the City of Duncan context, the inclusion of the Fail to Appear charges equates to two additional officers to address these charges. In 2023, the City is allocated 100% of the 325 Fail to Appear charges, whereas only approximately 65 of these cases (20%) originated from within the City of Duncan, versus 260 of these cases (80%) originated from other jurisdictions. These Criminal Code cases originating from other jurisdictions inflated the City's 2023 Criminal Code cases from 1,152 to 1,412; this was an increase of 23%. This inflated number has a significant and corresponding impact on the number of required officers.

Our secondary concern, confirmed by multiple senior RCMP officials, is that Fail to Appear cases have no effect on the workload of the local detachment; they are simply an additional charge against the individual.

If Fail to Appear charges are not excluded from the policing statistics of municipalities with courthouses, they should at least be tracked separately like Criminal Code traffic offences, so that their impacts on local policing can be appropriately considered.

KEY BENEFIT

Our hope is that delegates will recognize the disproportionate impact of including Fail to Appear charges in policing statistics for jurisdictions in which courthouses are located, particularly on small municipalities that serve a much larger population outside of their boundaries. If these charges are eliminated from the policing statistics used to calculate the number of officers, the jurisdiction in which courthouses are located could see dramatic impact on the cost of policing. By supporting this resolution, delegates can ask Province to remove Fail to Appear charges from the policing workload calculations of jurisdictions with courthouses for a fairer distribution of costs.

Contact: Mayor Michelle Staples | Phone: 250-466-9412 | Email: mayorstaples@duncan.ca

DATE: August 23, 2024

FILE NUMBER: 3900-20-1306

TO: Mayor and Council

FROM: Catherine Allaway, Corporate Officer

SUBJECT: Permissive Tax Exemption Bylaw 1306, 2024 – First Reading

1.0 PURPOSE

To introduce a Permissive Tax Exemption Bylaw for the 2025 taxation year.

2.0 RECOMMENDATION

THAT Permissive Tax Exemption Bylaw 1306, 2024 be given first reading as presented.

3.0 BACKGROUND

In accordance with section 224 of the *Community Charter* a municipal council may, by bylaw, exempt eligible land and/or improvements from taxation. The categories of eligible occupiers are specified in the *Community Charter*. The Village's bylaw determines the amount and period of the exemption (up to 10 years) and may specify other conditions. The Village's current Permissive Tax Exemption bylaw expires December 31, 2024, so for exemptions to apply in 2025 a new bylaw must be adopted prior to October 31, 2024. 19 eligible organizations have applied for exemptions.

4.0 DISCUSSION

When a property receives a permissive tax exemption, the cost of providing that exemption is shared between all the other taxpayers in the community who must contribute to the resulting shortfall in municipal revenues.

The Village's approach to Permissive Tax Exemptions was last considered by Council as part of the 2024-2028 Financial Plan Bylaw No. 1302, 2024 adopted in May, which states:

The Village of Kaslo believes that Permissive Tax exemptions are an appropriate way to recognize the value of services provided to the community by non-profit organizations.

The Village's policy is to ensure that permissive tax exemptions are utilized to maximize the benefit of non-profit organizations for residential quality of life, with the following caveats:

- *Where the Village leases property to the recipients of Permissive or Statutory Tax Exemptions, the Village expects these partners to recognize that this assistance, combined with nominal lease charges, can contribute to the inability of the Village to adequately fund capital reserves that support maintenance and capital repairs to those properties. These partners are expected to partner with the Village on grant pursuit for capital funds on an annual basis as appropriate;*

- *The Village will not consider Permissive Tax Exemption requests for Local Service or Parcel Taxes with respect to the water and sewer utility as the full cost of such exemptions would have to be covered by a balancing transfer from general operating to the sewer utility or by an increase in taxation to all other users within the service area;*
- *The tax exemption bylaw was renewed in 2021 for three years. Beneficiaries of the Permissive Tax Exemption were required to fill out an application form, demonstrate the benefit they provide to the community, and provide financial statements.*

The proposed bylaw will provide tax relief for 19 community organizations. This includes 10 non-profit occupiers of municipally owned property, 4 non-profit groups and one service club that occupy property that they own, and 4 religious organizations that receive permissive exemptions on the land surrounding buildings for public worship (the church buildings proper receive statutory exemptions). Note that the proposed bylaw provides relief from assessment-based taxation but not from water or sewer parcel taxes that are based on frontage.

The following changes from previous years are noted:

Property Occupier	Explanation of Changes
ADDITIONS	
Kaslo and District Senior Citizens Shelter Society	A permissive tax exemption has been requested for Abbey Manor.
DELETIONS	
Regional District of Central Kootenay ***possible deletion***	Removing the permissive exemption would ensure that the associated taxation is shared by Kaslo and Area D. The Fire Hall may be exempt under section 220(1)(b)(ii) of the <i>Community Charter</i> , which means no permissive exemption is required.
Interior Health Authority	A statutory exemption will apply to all land and improvements, except the portion previously leased to Dr. Stamer which will be fully taxable.
Kaslo Housing Society	The sale agreement for the Penny Lane Apartments property stipulated that no further tax exemptions would apply.
Kaslo Curling Club	This property is included in the Kaslo & District Arena Society property.

Because of the timelines for giving notice and forwarding the adopted bylaw to BC Assessment Authority, any delay in first reading would be detrimental to the Permissive Tax Exemption Process detailed in the attachment to this Staff Report.

5.0 OPTIONS

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

1. **Give first reading to the bylaw as proposed for a three-year term.** *All organizations that applied will receive full exemptions from assessment-based property taxes in 2025, 2026 and 2027.*
2. **Give first reading to the bylaw as proposed for 2025 and implement changes in policy for 2026.** *Applicants will receive full exemptions from assessment-based property taxes in 2025, and be advised that Village policy is under review which may affect the amount of their Permissive Tax Exemption in future years.*

3. **Direct staff to amend the bylaw to limit the combined value of some or all permissive tax exemptions for 2025.** *In advance of second reading, Council will need to indicate:*
- a) *The duration of the exemption (1-10 years);*
 - b) *The maximum value of all combined exemptions (as a dollar value, or as a percentage of either total assessed value or total taxation);*
 - c) *If exemptions will apply to both land and improvements (or just one or the other);*
 - d) *If certain classes of applicant receive full exemptions (or limited exemptions).*

6.0 FINANCIAL CONSIDERATIONS

The applications for permissive tax exemptions received by the Village are summarized below:

Occupier Name	2024 Property Value (\$)	2024 Value of Exemption (\$)	Municipal Portion (\$)
Kaslo & District Senior Citizens Shelter Society	251,400	1,504.49	538.45
Kaslo Community Services Society	439,000	6,196.57	2,303.79
Kaslo Masonic Holding Society	204,800	1,358.39	469.34
Langham Cultural Society	541,000	7,636.32	2,839.07
Regional District of Central Kootenay	1,114,000	15,724.33	5,486.06
Hospice Society of North Kootenay Lake	26,000	367.00	136.44
Kaslo & District Arena Association	1,594,000	19,761.05	7,283.08
Kaslo Golf Club	1,961,600	19,285.58	6,974.40
Kaslo Racquet Club	181,600	1,485.85	527.32
Kaslo Riding Club Society	175,000	1,160.73	401.05
Kaslo Search and Rescue	130,900	1,847.68	1,211.15
Kaslo Senior Citizens Society	125,500	1,771.46	658.60
Kootenay Lake Historical Society	1,640,000	13,474.12	4,784.17
Kootenay Lake Independent School Society	297,600	2,367.48	837.50
Victorian Hospital of Kaslo Auxiliary Society	108,200	1,527.26	567.81
Kaslo Calvary Chapel	110,000	729.60	618.07
Roman Catholic Bishop of Nelson	301,500	1,274.15	1,272.69
St Andrews United Church	62,600	415.21	1,048.69
The Synod of the Diocese of Kootenay	178,000	1,180.63	709.97
Royal Canadian Legion Branch No. 074	403,700	3,305.42	1,173.18
Totals - Permissive Exemptions	8,732,400	102,373.33	40,200.83
Totals - All Properties in Kaslo	405,232,261	2,192,091.66	782,000.00
Permissive Exemptions as percent of all properties in Kaslo	2.15%	4.67%	5.14%

The value of permissive tax exemptions provided by Kaslo as compared to neighbouring municipalities is summarized in the following table:

Community	Population (2021)	Value of 2023 Permissive Tax Exemptions (\$)
New Denver	487	1,412
Nakusp	1,589	25,601
Salmo	1,140	40,986
Kaslo	1,049	65,023
Creston	5,583	71,380
Nelson	11,106	121,648

Under the terms of existing agreements, the Village is required to provide tax exemptions to the Seniors Hall and the SS Moyie. In other cases, Council may choose to restrict eligibility based on the benefit to the community that results from the occupier’s use of the space, and the alignment of programming or services with the municipality’s goals.

By eliminating permissive tax exemptions for properties eligible for statutory exemptions, the value of permissive tax exemptions will be reduced in 2025. If Council wishes to achieve further reductions this can be done in several ways. A gradual approach can be used to allow applicants time to adjust to reduced levels of permissive tax exemption support from the Village.

Council can choose whether to continue providing a permissive exemption for the Fire Hall property on Arena Ave. which is owned by the RDCK but serves property owners in a defined portion of Area D as well as the Village of Kaslo. When a permissive exemption is granted, the taxation that would otherwise have been collected from the occupier is spread across other taxpayers in the municipality. If the permissive exemption is removed, the RDCK will pay the tax bill and will recover the cost from the participants in the service, so a portion will be paid by the benefitting properties in Area D not just Village of Kaslo taxpayers. BCAA staff have been asked to provide clarification regarding the property’s eligibility for a statutory exemption, but a response was not received in time for this Staff Report.

One option is to remove the permissive exemption from those portions of the property that are used to generate revenue. This has been done for the IHA property that was rented and could be extended to include, for example, the Golf Club’s pro-shop, kitchen and restaurant, the private Langham studios, the Legion lounge and possibly the Thrift Store’s retail space, the Periwinkle daycare and any portion of the Arena that is sublet to an independent operator (besides the Curling Club).

Another option is to only exempt land, but not improvements, which will reduce the overall value of each permissive tax exemption as well as the combined impact, since improvements will be fully taxable. Alternatively, exempting only improvements, but not land, will also reduce the value of each exemption, except for the Riding Club’s.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Section 224 of the *Community Charter* provides the general authority for permissive tax exemptions, and section 227 outlines the requirements for giving public notice of proposed permissive tax exemptions. Permissive tax exemption bylaws must be submitted to BC Assessment Authority by October 31, 2024, to take effect for the 2025 taxation year.

The 2024-2028 Financial Plan Bylaw No. 1302, 2024 describes the Village's current policy regarding permissive tax exemptions.

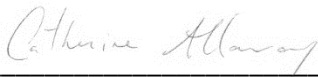
8.0 STRATEGIC PRIORITIES

Providing a permissive tax exemption is one way that the Village can support local non-profits, a priority identified in the 2023-2026 Strategic Plan. Creating a policy to guide the allocation of permissive tax exemptions helps to achieve the stated priority of improving governance and updating municipal policies. A permissive tax exemption for Abbey Manor can help seniors to age in-place which has been identified as a Village priority.

9.0 OTHER CONSIDERATIONS

Nil

RESPECTFULLY SUBMITTED



Catherine Allaway, Corporate Officer

ATTACHMENTS:

- Permissive Tax Exemption Bylaw 1306, 2024 DRAFT
- Permissive Tax Exemption Process - 2024 Schedule
- Permissive Tax Exemption Notice DRAFT

CAO COMMENTS:

By way of the proposed bylaw and the Financial Considerations section of this Staff Report, Council is being asked to consider its policy for Permissive Tax Exemptions. This approach is not best practice. Rather, a formal policy should exist which informs development of the bylaw. While the 2024-2028 Financial Plan Bylaw No. 1302, 2024 suggests a policy already exists, the verbiage is not adequate, nor is it clear whether Council has been given a proper opportunity to consider its policy for Permissive Tax Exemptions. Staff would suggest that a formal policy for Permissive Tax Exemptions be developed and presented to Council for discussion. Unfortunately, time is of the essence and a policy cannot be developed in time for a bylaw to be adopted for 2025. The Manager of Corporate Services has indicated that one of Council’s strategic priorities is to review its governance policies, and the issue of Permissive Tax Exemptions is a good example of where this is required. It is recommended that Council adopt a bylaw for 2025, and that a policy be developed to guide bylaw development for 2026 and beyond.

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer

August 23, 2024

Date

VILLAGE OF KASLO
BYLAW NO. 1306, 2024

A BYLAW TO EXEMPT CERTAIN PROPERTIES FROM TAXATION FOR 2025
--

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. 1306, 2024".

2. Definitions

Village means the Village of Kaslo.

3. Exemptions

The lands or improvements, or portions thereof, as outlined in Schedule "A" attached hereto, are hereby exempt from assessed property taxation for the 2025 year, pursuant to section 224 of 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, 2025.

READ A FIRST TIME this ____ day of _____, 202_.

READ A SECOND TIME this ____ day of _____, 202_.

READ A THIRD TIME this ____ day of _____, 202_.

RECONSIDERED AND ADOPTED this ____ day of _____, 202_.

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Permissive Tax Exemption Bylaw No. 1306, 2024"

CORPORATE OFFICER

SCHEDULE "A"

FOLIO	PID	NAME	LEGAL
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	KOOTENAY LAKE HISTORICAL SOCIETY (SS MOYIE & VISITOR INFO)	Lots 4-17, Block 3, Plan NEP393, District Lot 208, Kootenay Land District
00043.010	009-676-716	KASLO AND DISTRICT SENIOR CITIZENS SHELTER SOCIETY (ABBAY MANOR)	Lot A, Plan NEP15311, District Lot 208, Kootenay Land District
00059.050	016-323-700 016-323-718	KASLO SENIOR CITIZENS SOCIETY (SENIORS HALL)	Lots 23 & 24, Block 8, Plan NEP393, District Lot 208, Kootenay Land District
00060.004		KOOTENAY LAKE HISTORICAL SOCIETY (ARCHIVES)	Portion of PARCEL I, Block 8, Plan NEP393, District Lot 208, Kootenay Land District, BSMT STORAGE AREA OCCUPIED BY KOOTENAY LAKE HISTORICAL SOCIETY #2 SEE PARENT FOLIO 00060.000
00060.008		HOSPICE SOCIETY OF NORTH KOOTENAY LAKE	Portion of PARCEL I Block 8, Plan NEP393, District Lot 208, Kootenay Land District, LEASED PORTION OCCUPIED BY HOSPICE SOCIETY OF N KOOTENAY LAKE
00104.000	016-912-926	VICTORIAN HOSPITAL OF KASLO AUXILIARY SOCIETY (THRIFT STORE)	Lot 5, Block 10, Plan NEP393, District Lot 208, Kootenay Land District
00112.000	016-323-840 016-323-858	LANGHAM CULTURAL SOCIETY	Lot 23 & 24, Block 10, Plan NEP393, District Lot 208, Kootenay Land District
00115.550	016-323-173 016-323-190	KASLO CALVARY CHAPEL	Lot 33 & 34, Block 10, Plan NEP393, District Lot 208, Kootenay Land District
00119.000	016-323-921 016-323-939	KASLO MASONIC HOLDING SOCIETY	Lots 1 & 2, Block 11, Plan NEP393, District Lot 208, Kootenay Land District
00132.000	029-612-594	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)
00139.150	028-292-774	KOOTENAY LAKE INDEPENDENT SCHOOL SOCIETY (PERIWINKLE)	Parcel A, Block 15, Plan NEP393, District Lot 208, Kootenay Land District, (BEING A CONSOLIDATION OF LOTS 14, 15, 16, & 17 SEE LB401044)
00148.000	029-601-916	ST ANDREWS UNITED CHURCH	Parcel H, Block 17, Plan NEP393, District Lot 208, Kootenay Land District, BEING A CONSOLIDATION OF LOTS 23 & 24, SEE CA4482695
00216.000	MULTIPLE PIDs	KASLO GOLF CLUB	Lot 12, Block 31, Plan NEP393, District Lot 209, Kootenay Land District, FOR GOLF COURSE PURPOSES, Lease/Permit/Licence # 2019-2028

VILLAGE OF KASLO
 BYLAW NO. 1306, 2024

FOLIO	PID	NAME	LEGAL
00244.050	007-553-722	ROYAL CANADIAN LEGION KASLO DISTRICT BRANCH NO. 074	Lot 1, Plan NEP16605, District Lot 208, Kootenay Land District
00246.000	024-944-513	BISHOP OF NEW WESTMINSTER (ST MARKS ANGLICAN)	Block 13, Plan NEP393A, District Lot 208, Kootenay Land District, PT 56/100 ACRES AS DESCRIBED IN A F P B NO 11 FOLIO 479 AFB 21/341/992A CHURCH
00266.010	016-881-729	KASLO GOLF CLUB	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
00280.022	013-140-825	KASLO & DISTRICT ARENA ASSOCIATION	Lot 22, Plan NEP9499, District Lot 209A, Kootenay Land District, Except Plan EPP32990, PT 1 OF 4 SEE 00280.077 .078 .079
00280.076		KASLO SEARCH & RESCUE	Lot 22, Plan NEP9499, District Lot 209A, Kootenay Land District, Except Plan EPP32990, SEE FOLIO 00280.022, 00280.077, 00280.078, 00280.079
00280.054	013-095-382	KASLO GOLF CLUB	Lot 54, Plan NEP9499, District Lot 209A, Kootenay Land District, FOR GOLF COURSE PURPOSES, Lease/Permit/Licence # 09-2018
00280.078		KASLO RACQUET CLUB	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
00280.079		KASLO RIDING CLUB SOCIETY	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
00280.080	029-173-001	CENTRAL KOOTENAY (REGIONAL DISTRICT)	Lot A, Plan EPP32990, District Lot 209A, Kootenay Land District
00547.000	016-744-446	ROMAN CATHOLIC BISHOP OF NELSON (SACRED HEART)	District Lot 208, Kootenay Land District, PL AFB VOL 11 FOL 595 NO 1389A, PT OF RAILWAY RESERVE, CORNER A AVE & FIFTH ST
00551.530		KASLO SEARCH & RESCUE	District Lot 5096, Kootenay Land District, & DL 17197, Lease/Permit/Licence # 403859



Permissive Tax Exemption Process

2024 Schedule

Update forms	Distribute Package	Receive Applications	Draft Bylaw	Public Notice	Bylaw Adoption
*info sheet *cover letter *application form forms by May 10	mail/email application package to previous recipients and post on website May 30 mailing	*acknowledge receipt *confirm documentation *calculate values *prepare summary July 31 deadline	*provide options for Council to contain costs *confirm bylaw content to meet ad deadlines 08.27 - 1st (& 2nd) reading 09.10 - (2nd &) 3rd reading	publication once per week for two consecutive weeks (1 newspaper, 1 website) min. 7 days before adoption	no changes to bylaw after public notice 10.08 - final adoption 10.22 (if required)
Timeline to Council 05.28 Council	Application Notice May 30, June 14, 28 web/FB June 10 Pennywise	Summary report to Council 08.13 Council	Draft bylaw to Council 08.27 Council 09.10 Council	Post Public Notice September 23 web September 30 Pennywise	Submit to BCAA October 31 deadline



**VILLAGE OF KASLO
NOTICE OF PERMISSIVE TAX EXEMPTION**

Pursuant to Section 227 of the Community Charter, public notice is hereby given that the Council of the Village of Kaslo is considering “Permissive Tax Exemption Bylaw No. 1306, 2024”.

This Bylaw, if adopted by Council, will exempt the following properties from property taxes for 2025. This list includes lands and/or buildings used for public worship, charity, recreation, or other community purposes.

Occupier Name	Property Address	Municipal Portion of Exemption
Properties owned by a non-profit, occupied for own use [Community Charter s. 224 2(a)]		
Kaslo & District Senior Citizens Shelter Society	208 A Ave	538.45
Kaslo Community Services Society	336 B Ave	2,303.79
Kaslo Masonic Holding Society	301 A Ave	469.34
Langham Cultural Society	447 A Ave	2,839.07
		6,150.64
Other levels of government [Community Charter s. 224 2 (b)]		
Regional District of Central Kootenay	529 Arena Ave	5,846.06
Municipally-owned properties, non-profit occupier [Community Charter s. 224 2(d)]		
Hospice Society of North Kootenay Lake	201 312 4th St	136.44
Kaslo & District Arena Association	517 Arena Ave	7,283.08
Kaslo Golf Club	340 H Ave, Oak Ave & Hwy 31	6,974.40
Kaslo Racquet Club	517 Arena Ave	527.32
Kaslo Riding Club Society	517 Arena Ave	401.05
Kaslo Search and Rescue	Kaslo Bay Rd & Arena Ave	1,211.15
Kaslo Senior Citizens Society	304 4th St	658.60
Kootenay Lake Historical Society	324 Front St	4,784.17
Kootenay Lake Independent School Society	2nd St	837.50
Victorian Hospital of Kaslo Auxiliary Society	409 A Ave	567.81
		23,381.53
Land surrounding buildings for public worship [Community Charter s. 224 2(f)]		
Kaslo Calvary Chapel (Kaslo Christian Assembly)	430 B Ave	618.07
Roman Catholic Bishop of Nelson (Sacred Heart)	313 5th St	1,272.69
St Andrews United Church	500 4th St	1,048.69
The Synod of the Diocese of Kootenay (St Marks)	601 5th St	709.97
		3,649.42
Owned by athletic or service clubs for recreation purposes [Community Charter s. 224 2(i)]		
Royal Canadian Legion Branch No. 074	403 5th St	1,173.18
	TOTAL	40,200.83

DATE: August 22, 2024

FILE NUMBER: 7320-20

TO: Mayor & Council

FROM: Jessie Lay, FireSmart Coordinator

SUBJECT: 2024 UBCM Community Resiliency Investment Funding

1.0 PURPOSE

To secure funding for FireSmart programming in the Village of Kaslo through the Union of BC Municipalities (UBCM) 2024 Community Resiliency Investment (CRI) program.

2.0 RECOMMENDATION

THAT the Village apply to UBCM's Community Resiliency Investment Program for 2024 FireSmart Community Funding and Supports in the amount of \$92,131.80 as detailed in the Staff Report from Jessie Lay, FireSmart Coordinator, dated August 22, 2024 titled 2024 UBCM Community Resiliency Investment Funding, AND FURTHER

THAT the Village agree to the Regional District of Central Kootenay managing and delivering parts of the 2024 FireSmart program on the Village's behalf as detailed in the Staff Report from Jessie Lay, FireSmart Coordinator, dated August 22, 2024 titled 2024 UBCM Community Resiliency Investment Funding.

3.0 BACKGROUND

The Village of Kaslo has been receiving CRI funding since 2020 to enable FireSmart programming within our community, including fuel modification prescriptions and treatments of municipal land, operation of a FireSmart Committee, development of a Community Wildfire Resiliency Plan (CWRP), and partnering with the Regional District of Central Kootenay (RDCK) to provide FireSmart home assessments, the FireSmart Neighbourhood Recognition Program and associated rebates. In 2023, the program has funded:

- An updated CWRP
- FireSmart Coordinator position
- FireSmart Committee
- 8 public education and community engagement events
- Treatment of 8.7 hectares of municipal land
- 57 home assessments in the municipality (25) and surrounding area (32)

CRI funding is associated with program year, rather than calendar year, which has enabled the Village to utilize its 2023 CRI funding in the year 2024. The funding allocated through the 2023 program will be spent by September 15, 2024, and additional funding is required to sustain the program. The Village can apply for funding from the 2024 program, and to do so requires a resolution of council to authorize the application and enable continued affiliation with the RDCK to provide the service.

4.0 DISCUSSION

The 2024 CRI application is an opportunity to bridge the gap between 2023 and 2025 intakes. 2024 CRI programming will facilitate FireSmart programming including FireSmart Coordinator wages until December 2024. At which time, an application for 2025 CRI funding will facilitate FireSmart programming for two additional years including \$200,00 for fuel modification prescriptions. Bridging the gap with 2024 CRI funding will ensure there is no disruption to programming or funding. It will also allow time for the FireSmart coordinator to debrief a busy fire season and incorporate learnings into the Village’s 2025 application. Program specific details can be found within UBCM’s 2024 FireSmart Community Funding and Supports Program and Application Guide.

In April 2024, the Village of Kaslo and RDCK entered into a service agreement for the Village’s FireSmart Coordinator to provide program services within Area D in exchange for the RDCK providing administrative support. This support is critical to the success of Kaslo’s FireSmart program as the RDCK already has the systems in place to manage the FireSmart Home Partners Program, Home Partners rebate program, Neighborhood Recognition Program, and the Neighborhood Recognition Rebate Program. The Village and its FireSmart Coordinator do not have the capacity to manage this administration independently. As such, the service agreement is mutually beneficial. A requirement of the Village’s 2024 CRI application is that Council pass a resolution that acknowledges the relationship between the Village and RDCK.

5.0 OPTIONS

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

1. **Apply for 2024 CRI funding.** *Staff will finalize the application and submit it to UBCM.*
2. Council provide direction to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS

The below table outlines past CRI funding applications from the Village of Kaslo:

2020	2021	2022	2023	2024
\$150,000	\$109,100	\$150,000	\$194,850	\$92,131.80

The 2024 application is for less funding than previous years as the goal is for this funding to bridge the gap between the 2023 and 2025 programs.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

None to report.

8.0 STRATEGIC PRIORITIES

Parks & Natural Areas

- FireSmart, Community Resiliency Investment and other wildfire risk reduction programs.
- Support inter-agency FireSmart collaboration and emergency preparedness.

9.0 OTHER CONSIDERATIONS

For 2025, the Village will be eligible to apply for up to \$600,000 of CRI funding over two years. The FireSmart Coordinator will also be able to spend up to 20% of their time on activities related to emergency management. This opportunity is timely given the regulations that are anticipated to be issued in 2024 following adoption of the new Emergency and Disaster Management Act. Through these regulations, the Village may be required to further develop its emergency preparedness and response system in which staff resources may be required. Utilizing CRI funding to build the Village's capacity in emergency management could assist the Village in meeting its legislative requirements while improving collaboration with the RDCK and ultimately enhancing public safety. Details of 2025 CRI funding and the opportunity for the FireSmart Coordinator to add value to the Village's emergency preparedness and response efforts will be communicated to Council within a Staff Report during the 4th quarter of 2024.

RESPECTFULLY SUBMITTED



Jessie Lay, FireSmart Coordinator

ATTACHMENTS:

- Community Resiliency Investment Program, 2024 FireSmart Community Funding and Supports Allocation-based Funding Worksheet.
- Kaslo FireSmart Neighbourhood Champion Grant Addendum

CAO COMMENTS:

The Village of Kaslo has invested considerable time and energy into developing its FireSmart program, and Council has indicated its desire to continue that commitment through its strategic priorities. Funding for this program is grant-based and so application to the 2024 CRI program is critical to ensure adequate funding is available to support the FireSmart Coordinator position, the FireSmart Committee, public education and community engagement, fuel modifications, and home assessments. Affiliation with the RDCK is mutually beneficial as it provides administrative support that is not available within the Village while providing a valuable service to Area D residents. If Council wishes to continue supporting the FireSmart program, it should proceed as recommended.

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer

August 22, 2024

Date

Community Resiliency Investment Program

2024 FireSmart Community Funding and Supports

Allocation-based Funding Worksheet

The 2024 FireSmart Community Funding and Supports program will have an open intake. Funding permitting, eligible recipients can submit one funding request between **October 1, 2023 and September 30, 2024**.

First Nations and local governments with a higher risk of wildfire, generally demonstrated by WUI Risk Class 1 to 3, that have a FireSmart Position, participate in a Community FireSmart and Resiliency Committee and have an acceptable Community Wildfire Resiliency Plan/ Community Wildfire Protection Plan are eligible to receive FireSmart Community Funding and Supports funding for FireSmart activities only through the allocation-based program.

Please complete and return the worksheet with all required attachments. **Eligible recipients are not required to submit a full Application-based funding package.**

If you have any questions, contact cri@ubcm.ca or (604) 270-8226 ext. 220.

SECTION 1: Recipient Information	
First Nation or Local Government full name: Village of Kaslo	File number*:

* Refer to the LGPS Online Application Form submission confirmation email.

SECTION 2: For <u>Regional District</u> Recipients Only
<p>1. Electoral Areas. Please identify which electoral areas you would like to receive allocation-based funding for:</p> <p style="margin-top: 20px;"><i>Note: In order to receive an additional \$50,000 per electoral area, electoral areas must meet the risk class and eligibility criteria identified in Questions 2 and 4.</i></p>

SECTION 3: Wildfire Risk & Additional Evidence
<p>2. A. WUI Wildfire Risk Class. Provide the WUI Risk Class (1 – 5) for the general area of interest of your community, including the WUI polygon name, from the risk class map. Refer to Appendix 2 of the Allocation-based Funding Program and Application Guide.</p> <p>Risk Class: 1</p> <p>WUI Polygon name: Kaslo</p> <p><i>Note: <u>for regional districts only</u>, please provide the risk class and WUI polygon name for each electoral area identified in Question 3.</i></p>

B. Additional Evidence. If local assessments provide additional evidence of higher wildfire risk than the WUI Risk Class, provide specific evidence of wildfire risk (reference to specific page of a CWRP/CWPP).

SECTION 4: FireSmart Components and Eligibility Criteria

3. Progress to Date. If you were approved for funding under previous rounds of the FireSmart Community Funding & Supports program, please provide the status of the previous project(s).

2021 project: Complete

2022 project: Complete

2023 project: Interim reporting submitted; within 120 days of completion

Refer to the Allocation-based Funding Program and Application Guide for reporting requirements for previous projects.

4. Required FireSmart Components. To be eligible for allocation-based funding, all recipients must have the following FireSmart components developed and active in their community.

CWRPs and CWPPs must be complete and acceptable to the BCWS, FNESS and/or, where applicable, BC Parks. To be considered acceptable, CWRPs must be developed in accordance with the template and guidance document and must include assessment and identification of FireSmart and fuel management priorities.

FireSmart Position: FireSmart Coordinator has been employed for the last 9 months. Duties include: community engagement and public education including events and social media platforms; facilitate FireSmart Committee; administer fuel modification projects; facilitate Neighbourhood Recognition Program; partner with the RDCK to perform HPP assessments and associated rebates; and program administration including funding applications and reporting.

Community Wildfire Resiliency Plan or CWPP (if not previously submitted to UBCM, submit plan): CWRP, approved by UBCM August 2024

Community FireSmart & Resiliency Committee: Facilitated by Village of Kaslo FireSmart Coordinator. Participating agencies: Neighbourhood Champions, Kaslo & District Community Forest Society, Kaslo Volunteer Fire Department, BCWS, Regional District of Central Kootenay.

If you do not have one or more of the required FireSmart components in place, please provide a clear rationale:

Note: for regional districts only, please provide information on required FireSmart components for each electoral area identified in Question 1.

SECTION 5: Allocation-based Funding Submission Requirements

Only complete submissions will be considered for funding.

Submissions	Related Attachments (as required)
Allocation-based Funding Worksheet	<input checked="" type="checkbox"/> If available, workplans, budgets or other documents with information on anticipated FireSmart activities <input type="checkbox"/> Completed CWPP or CWRP (if not previously submitted)
Prior to commencing FireSmart activities (as required)	<input type="checkbox"/> Approval from SPCO (if applying for Phase 2, 3 or 4) for FireSmart structure protection equipment <input type="checkbox"/> Completed FireSmart Assessment(s) for eligible FireSmart Projects for Critical Infrastructure <input type="checkbox"/> Completed FireSmart Assessment(s) for eligible FireSmart Projects for Community Assets <input type="checkbox"/> Completed Prescription Checklist <u>and</u> FireSmart Assessment(s) for eligible FireSmart Projects for Culturally Significant Sites <input type="checkbox"/> Completed Prescription Checklist <u>and</u> FireSmart Assessment(s) for eligible FireSmart Projects for Green Spaces <input type="checkbox"/> In cases where critical infrastructure, community assets or culturally significant sites are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) at the time of application submission.
For CWRP updates only <i>Recipients with an acceptable plan that would like to amend/develop a CWRP must contact UBCM before commencing the project.</i>	<input type="checkbox"/> PDF map <u>and</u> Google Earth compatible KML file, at appropriate scale, outlining the area of interest and eligible WUI <input type="checkbox"/> In cases where the eligible WUI is outside of the AOI, confirmation that the proposed risk assessments activities are supported will be required <u>at the time of application submission</u> from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails), other land managers (e.g., Indigenous Services Canada, local government) and/or First Nations (where overlap on reserves and/or traditional territories may exist). <input type="checkbox"/> In cases where the eligible WUI includes Private Managed Forest Land (PMFL), confirmation that the proposed risk assessments activities are supported will be required <u>at the time of application submission</u> from the PMFL.
For Fuel Management only	<ul style="list-style-type: none"> Refer to the Application-based program. Worksheet 2 can be submitted with the Allocation-based Funding Worksheet or at a later date.

For Additional Funding for Recipients Impacted by 2023 Wildfires only	<ul style="list-style-type: none"> Refer to the Appendix 3. Worksheet 4 can be submitted with the Allocation-based Funding Worksheet or at a later date.
Resolution	<input checked="" type="checkbox"/> Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management

SECTION 6: Signature – This worksheet is required to be signed by an authorized representative of the recipient (*i.e., staff member or elected official*). Please note all materials will be shared with the Province of BC, First Nations’ Emergency Services Society and the BC FireSmart Committee.

I certify that to the best of my knowledge: (1) all information is accurate, (2) the area covered by the proposed project is within the recipient’s jurisdiction (or appropriate approvals are in place) and (3) it is understood that this project may be subject to a compliance audit under the program.

Further, for all funded activities, I certify that, to the best of my knowledge: all funded activities will meet eligibility and funding requirements as defined in the [Allocation-based Funding Program and Application Guide](#).

Further, for FireSmart Positions, I certify that: (1) I have read and understand the recommended Job Description(s) and (2) the primary focus of the position is to support eligible FireSmart activities but that other activities related to emergency management (*i.e., EOC, ESS, evacuations*), structural fire and/or forestry (*i.e., Indigenous Guardians*) are eligible as no more than 20% of job duties.

Name:	Title:
Signature: <i>A certified digital or original signature is required.</i>	Date:

**Documents should be submitted as Word, Excel, or PDF files.
Total file size for email attachments cannot exceed 20 MB.**

**All documents should be submitted to Local Government Program Services,
Union of BC Municipalities by e-mail: cri@ubcm.ca**

Please note “2024 CRI-Allocation-based” in the subject line

Kaslo FireSmart Neighbourhood Champion Grant Addendum

August 15, 2024

Purpose

To gain approval from UBCM to partner with the RDCK's FireSmart Neighbourhood Champion Grant through our 2024 CRI allocation based FireSmart program within the municipality of Kaslo.

Context

The RDCK has administered the FireSmart Neighbourhood Champion Grant to support Neighbourhood Champions undertaking activities for FireSmart neighbourhood recognition including coordinating efforts, fireSmart activities, providing education, workshops, completing and submitting the FSCNRP application materials.

UBCM has approved this RDCK activity within the CRI grant each year as seen in the RDCK's worksheet 1 section 1 – Education – Other proposed costs. Due to this activity not being listed on table 1 in the 2024 CRI guide, we are including this addendum to our allocation based application to ensure we have approval to move forward with the FireSmart Neighbourhood Champion Grant in 2024. The Village of Kaslo has had a long-standing partnership with the RDCK FireSmart Program and would like to be approved to partner with the RDCK to administer this activity through our CRI allocation based funding.

We anticipate on using a maximum of \$6,000 of our allocation-based funding to support up to three neighbourhoods within the municipality.

Thank you for your consideration,



Jessie Lay
Kaslo FireSmart Coordinator

DATE: August 21, 2024

FILE NUMBER: 5600-05

TO: Robert Baker, Chief Administrative Officer

FROM: Colin Hawkins, Manager of Strategic Initiatives

SUBJECT: Water Supply System - Conditions of Operating Permit

1.0 PURPOSE

To provide information regarding the Village's Conditions on Operating Permit (COP) for its water supply system.

2.0 RECOMMENDATION

THAT the Village develop a drinking water protection plan for each of its water sources as required by the conditions of its operating permit, AND

THAT the Village apply to the Disaster Resilience and Innovation Funding program to offset costs of developing drinking water protection plans for each of its water sources, AND

THAT the Village develop a Cross Connection Control Program as required by the conditions of its operating permit.

3.0 BACKGROUND

On October 23, 2019, Pouria Mojtahedi, Specialist Environmental Health Officer, Interior Health visited the Village to review its water supply system and the conditions of its operating permit that were issued September 1, 2017, pursuant to Section 8 of the Drinking Water Protection Act (DWPA). During the Environmental Health Officer's visit, they reviewed the water treatment plant and processes for compliance against a Multi Barrier Approach model. Following that review the Village received an update to the Conditions of Operating Permit (COP) in which several instances of non-compliance were identified. Upon recent review by staff, the Village remains out of compliance with its COP, and so the purpose of this Staff Report is to provide recommendations for remedying the issues.

4.0 DISCUSSION

Following is a list of the COP which remain outstanding, as well as commentary and recommendations.

1. **Provide a Drinking Water Protection Plan for each water source** – Kemp Creek, Brooks Creek, Clark Creek, Cross Creek and the Kaslo River

The BC Comprehensive Drinking Water Source to Tap Assessment Guideline sets out the requirements for completing a drinking water protection plan. The guideline is written under the assumption that assessments and plan production will be conducted by a multidisciplinary team of professionals who collectively have the necessary expertise to evaluate the safety and sustainability of the Village's water supply system. Therefore, the Village needs to secure the professional team through a Request for Proposal (RFP) process, complete the assessment and study, then provide the completed drinking water protection plan to Interior Health for approval.

3. Operate According to Your Water Quality Monitoring Program

The Village needs to provide a written water quality monitoring program for Interior Health's review and approval. It must include a schedule for systematic review, routine bacteriological and chemical sampling, including annual testing for disinfection by-products. The monitoring program should also include a system map outlining proposed bacteriological sampling points along with the proposed water quality monitoring program. Village staff will produce and implement the Water Quality Monitoring Program.

4. Operate According to Your Cross Connection Control Program

In accordance with the DWPA section 22(3) & DWP Regulation section 15, the Village's water system must be protected against backflow from a cross connection. If measures are not put in place, then the system is exposed to the potential of contamination and therefore a significant health hazard. The Village can protect against cross connections through a Cross Connection Control Program (CCCP), this will complement other barriers of the Multi-Barrier Approach to providing safe drinking water. Village staff will develop a CCCP and associate Bylaw for adoption by Council in the 4th quarter of 2024.

5. Operate according to the Drinking Water Treatment Objectives (Microbiological) for Surface Water Supplies in British Columbia.

The current level of treatment is not compliant with the drinking water treatment objectives. However, this condition will be resolved once the Ultraviolet Treatment System is operational. No further action is required at this time.

7. Provide monthly and annual Reports.

Monthly reports are being produced and submitted; however, an annual report has not been submitted to Interior Health or publicly published. The Village must provide an annual report to water users to enhance communications regarding water quality, operations, monitoring results and capital works projects for water systems. The reports should include annual consumption data, updates to water system assessments, updates to a Master Water Plan, updates to capital works plan, updates to water monitoring plan, updates to the Emergency Response Plan, and provide EOCB certification documents for each operator. The annual report must be made available to the public within six months of the end of the calendar year and a copy be provided to Interior Health by the end of June annually. The annual report for the previous year will be produced by staff and distributed as required.

5.0 OPTIONS

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

- 1. The Village take the steps necessary to bring its water supply system into compliance with regulatory requirements.** *Staff will implement the recommendations contained within this Staff Report.*
2. Council provides directions to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS

Producing a drinking water protection plan for each of Kaslo's water sources will be the largest financial commitment. Staff understand that other municipalities have incurred \$10,000 to \$15,000 to produce their drinking water protection plans. Recently the Province of British Columbia introduced a Disaster

Resilience and Innovation Funding program (DRIF) to enhance municipalities capacity to withstand and adapt to natural and climate-driven hazards through:

- activities that bolster community resilience by providing data, building partnerships, and supporting long-term disaster risk reduction and climate adaptation planning, and
- structural and non-structural disaster risk reduction projects

It's recommended that the Village seek funding for its drinking water protection plans through the DRIF program. If the timeline for approval would not enable the Village to complete its drinking water protection plans by the end of the 4th quarter 2024, then it's recommended the Village proceed by funding the work through its 2024 budget.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

In January 2017, the BC Medical Health Officer directed Drinking Water Officers to target full compliance with provincial treatment objectives by large water systems using surface water sources by 2025. A large system is deemed to serve more than 500 people. The Village of Kaslo currently supplies water from surface sources to an estimated population of 1,150.

COPs must be complied with pursuant to the Drinking Water Protection Act section 8, 11 & Schedule A & B.

8.0 STRATEGIC PRIORITIES

The 2023-2026 Corporate Strategic Plan identifies Infrastructure, technology, and energy as a key area of focus. The ultraviolet treatment project is identified as a high priority capital project along with Governance and Bylaw updates and modernization. These all reinforce that the Village should be compliant with its COP.

9.0 OTHER CONSIDERATIONS

None to report.

RESPECTFULLY SUBMITTED



Colin Hawkins, Manager of Strategic Initiatives

ATTACHMENTS:

Interior Health - Village of Kaslo Waterworks, Facility #0210665, Proposed Conditions on operating Permit dated September 1, 2017.

CAO COMMENTS:

Further to the recommendations provided, Council should consider the root cause issue of its non-compliance. Anecdotally speaking, there appears to be a capacity issue in which operating staff do not have the resources required to comply with conditions of the operating permit, and management staff have not been providing adequate oversight. As part of its strategic planning, Council should consider what is required for there to be adequate resources and oversight moving forward. Moreover, this could be a systemic issue in which there are a lack of resources and management oversight in other areas of the Village's operations. The undersigned will gather additional information in preparation for Council's 2025 strategic planning.

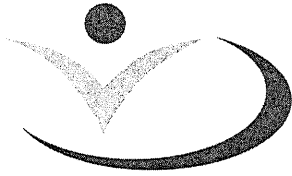
APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer

August 23, 2024

Date



Interior Health

Every person matters

September 1, 2017

Village of Kaslo Waterworks
Box 576
Kaslo, BC. V0G 1M0

RE: Village of Kaslo Waterworks, Facility # 0210665, Proposed Conditions on operating Permit

The following terms and conditions are proposed for the Village of Kaslo Waterworks operating permit pursuant to Section 8 of the Drinking Water Protection Act. These terms and conditions replace any previous terms and conditions included in the operating permit. Pursuant to Section 8(4), please provide your comments to the proposed changes for our consideration by September 21, 2017.

Terms and Conditions

1. Provide a Source Protection Plan for Each Water Source

- **Status:** Not in Compliance.
- The purpose of the source protection plan is to identify areas and activities that could affect the quality, quantity and timing of flow of the drinking water sources. By identifying critical areas and activities, the water supplier can influence planning and measure impacts on their system. Additionally, the purpose of the source protection plan is to reduce threats to water quality and provide an additional barrier for drinking water protection. *DWP Act Section 18 (2) (a)*
- **Request:** Use Modules 1, 2, 7 and 8 of the BC Comprehensive Drinking Water Source to Tap Assessment Guideline or a comparable guideline to complete source protection plan.
- **Target date:** December 31, 2019

2. Provide a Certified Operator to operate the System

- **Status:** In Compliance. This water system is classified as a WT-II and WD-II. The EOCP website indicates that current operators have completed the CEU requirements to maintain their certifications in good standing.
- **Request:** Not at this time

3. Operate According to Your Water Quality Monitoring Program

- **Status:** In Progress. Weekly bacteriological sampling is conducted.
- Develop and maintain a water quality monitoring program which encompasses both source and distribution sides of the system. *DWP Act Section 11 & DWP Reg. Section 8 & Schedule A & B.*

Reception: 250-505-7200
Direct: 250-365-4311
Email: Pouria.mojtahedi@interiorhealth.ca
Web: www.interiorhealth.ca

INTERIOR HEALTH
Health Protection
813-10th Street
Castlegar, BC V1N 2H7

- **Request:** Provide a written water quality monitoring program for review which includes a schedule for systematic, routine bacteriological and chemical sampling. Provide a system map outlining proposed bacteriological sampling points along with the proposed water quality monitoring program.
- **Target date:** December 31, 2017
- **Request:** Include annual testing for disinfection by-product: THMs (Trihalomethane) and HAA (Haloacetic Acids)
- **Target date:** December 31, 2017

4. Operate According to Your Cross Connection Control Program

- **Status:** Not in Compliance
- If a water system is not protected against backflow from a cross connection, this becomes a potential source of contamination and therefore a significant health hazard. Water suppliers can protect against cross connections through a Cross Connection Control Program (CCCP), which will compliment other barriers of the multi-barrier approach to providing safe drinking water. DWP Act section 22(3) & DWP Regulation section 15.
- **Request:** Develop a Cross Connection Control Program to identify, eliminate and prevent cross connections with non-potable water sources.
- **Target date:** December 31, 2019

5. Operate according to the Drinking Water Treatment Objectives (Microbiological) for Surface Water Supplies in British Columbia

- **Status:** Partial Compliance with Condition
- The current level of treatment is not compliant with the Drinking water Treatment Objectives (Microbiological) for Surface Water in British Columbia
- Goal is to provide a plan to be compliant with the provincial legislation with consideration of the financial, technical and water quality objectives for sustainable water infrastructure. Long term business plans must reflect sustainability of the water supply system to provide clean, safe and reliable tap water for all users of the system
- **Request:** Provide an update on long term plans for the Village of Kaslo Water System outlining any planned improvements on the major infrastructure.
- **Target Date:** June 30, 2018

6. Review and Update the Emergency Response Plan Annually

- **Status:** In Compliance. Updated emergency Response Plan has been submitted.
- **Request:** Review and update the emergency Response Plan annually.
- **Target Date:** June 30, 2018

7. Provide Monthly and annual Reports

- **Monthly Report Status:** In Compliance
- Monthly reports summarize the monitoring information from the Water Quality Monitoring Program and identify anomalies in the data. The reports should also include summary information on daily water consumption, microbiological test results, comments on service disruptions and significant events.
- **Request:** Continue submission of monthly reports which include:
 - SCADA summery data
 - Daily Water Consumption
 - Microbiological test results
 - Continuous chlorine residuals

- Turbidity monitoring data
 - Comments on source, treatment, distribution system events
 - Record of customer complaints and response
 - Major operational activities
-
- **Annual Report Status:** Not in Compliance
 - Annual reports have not been submitted to Interior health. Annual reports should be provided to water users to enhance communications regarding water quality, operations, monitoring results and capital works projects for water supply system. This report should include: annual consumption data, updates to water system assessment, updates to Master Water Plan, updates to Capital Works Plan, updates to Water Monitoring Plan, update to Emergency Response Plan, and provide EOCP certification documents for each operator.
 - **Request:** A complete annual report is to be made available to the public/users within six months of the end of the calendar year. A copy to be provided to Interior health by June, 30th.
 - **Target Date:** June 30, 2018

These terms and conditions can be changed by the Drinking Water Officer or an issuing official after consultation with the water supplier.

These terms and conditions will be included in the operating permit and are in addition to the requirements of the Drinking Water Protection Act and Regulation.

Requirements of the Drinking Water Protection Act and Regulation include:

- Provide Potable Water: DWPA Section 6
- Construction Permits: DWPA Section 7, DWPR Section 6

Please provide your comments to the proposed changes for our consideration by September 21, 2017.

Sincerely,



Pouria Mojtahedi
Specialist Environmental Health Officer

cc by email: Dan Byron, Large Water Program Team Leader
Marianne Crowe, Public Health Engineer

DATE: August 23, 2024

FILE NUMBER: 0400-20

TO: Robert Baker, Chief Administrative Officer

FROM: Catherine Allaway, Corporate Officer

SUBJECT: Invitation – Child Care Access and Expansion

1.0 PURPOSE

To consider authorizing expense reimbursement for elected officials participating in the Ministry of Education and Child Care meeting in Nelson on September 10, 2024.

2.0 RECOMMENDATION

THAT Mayor Hewat be authorized to attend the Ministry of Education and Child Care meeting in Nelson on September 10, 2024 with expenses paid pursuant to municipal policy.

3.0 BACKGROUND

The Ministry of Education and Child Care has invited key community partners, including elected officials, to participate in a discussion about childcare access and expansion in the region. The meeting will take place in Nelson and a Council resolution is required to authorize reimbursement of travel expenses, pursuant to municipal policy.

4.0 DISCUSSION

Participating in the September 10th meeting will help Council to ensure that Kaslo's childcare needs are understood by the provincial government. Hopefully the session will lead to future collaborations to address the need for expanded childcare options in Kaslo.

5.0 OPTIONS

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

1. **Authorize attendance.** *The Village of Kaslo will cover the cost of sending a representative to the event.*
2. Do not authorize attendance. *Travel costs will not be reimbursed.*
3. Refer back to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS

The estimated costs of attendance are approximately \$179, calculated as follows:

Per Diem	\$75
Mileage	\$79
Meals (if required)	\$25

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Remuneration and Expense Bylaw No. 1199, 2017 (as amended) specifies the terms for reimbursement of expenses incurred by Council members during the performance of their duties.

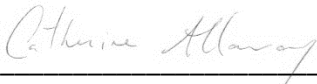
8.0 STRATEGIC PRIORITIES

Nil

9.0 OTHER CONSIDERATIONS

Nil

RESPECTFULLY SUBMITTED



Catherine Allaway, Corporate Officer

ATTACHMENTS:

- 2024.08.16 email from Ministry of Education and Child Care

CAO COMMENTS:

If Council wishes to authorize Mayor Hewat’s attendance at the Ministry of Education and Child Care meeting, it should pass the resolution as recommended.

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer

August 23, 2024

Date

From: ECC Child Care Development and Support ECC:EX <CCDevSupport@gov.bc.ca>
Sent: Friday, August 16, 2024 10:42 AM
To: ECC Child Care Development and Support ECC:EX <CCDevSupport@gov.bc.ca>
Subject: Invitation to discuss child care access and expansion in the Central Kootenay - Boundary region

Dear Community Partner,

The Child Care Development team, with the Ministry of Education and Child Care is excited to extend an invitation to a meeting aimed at exploring the expansion of child care services in the Central Kootenay – Boundary region. Your insights and expertise are highly valued, and we believe that together, we can make a significant impact on the availability of child care spaces in your community.

Meeting Details:

- Date: Tuesday, September 10th
- Time: 9:00 –11:30 a.m.
- Venue: Mary Hall, Selkirk College, 820 Tenth St., Nelson BC V1L 3C7

Purpose of the Meeting:

The primary objective of this gathering is to initiate a dialogue among key community partners. We are keen to discuss potential partnerships and collaboration opportunities that could lead to the development of new, accessible, and high-quality child care centers in the Central Kootenay – Boundary region.

Background:

As part of the government’s ongoing mandate to increase child care spaces in the province, we are interested in enhancing child care services in Central Kootenay - Boundary region. We are aware that employers are experiencing workforce challenges, in part, due to a lack of child care. We envision a constructive collaboration between local child care providers, public sector organizations, employers, and non-profit entities to address this critical need. We believe that this meeting is a significant step in exploring how we can work together to achieve this shared goal of improved access to child care for parents in your region.

We understand that your time is valuable, and we appreciate your consideration in attending this meeting. Your presence and input will be instrumental in shaping the future of child care in your community.

Please confirm your attendance by Monday, August 26th to ensure that we can make the necessary arrangements for your comfort. If you have any specific topics or suggestions you would like to discuss during the meeting, please feel free to share them with us in advance.

We are excited about the potential for collaboration and look forward to meeting you on Tuesday, September 10th. Together, we can create a brighter future for the children and families of the Central Kootenay - Boundary region.

Best regards,

The Child Care Development Team
Strategic Expansion, Child Care Division
Ministry of Education and Child Care
CCDevSupport@gov.bc.ca

We acknowledge with gratitude and respect the Ləkʷəŋən speaking Peoples (Songhees and Esquimalt) on whose traditional territory we have the privilege to work and play, and the Ləkʷəŋən and W̱SÁNEĆ Peoples whose historical relationships with the land continue to this day.

DATE: August 21, 2024

FILE NUMBER: 0890-07

TO: Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: RV Park Development & 2nd Reading of Rezoning Application PRJ 2023-02

1.0 PURPOSE

To seek direction regarding QP Development's RV Park development proposal and second reading of rezoning application PRJ-2023-02.

2.0 RECOMMENDATION

THAT Village staff be authorized to negotiate and finalize the terms and conditions of a Purchase and Sale Agreement with QP Developments for the exchange of land that would enable their RV Park development to proceed, AND

THAT the Village proceed with second reading of Zoning Amendment Bylaw No. 1298.

3.0 BACKGROUND

During a closed meeting on June 25, 2024, Council discussed a staff report regarding the proposed RV Park development. A resolution was passed for staff to draft the terms of a purchase and sale agreement that would enable the project to proceed, and a resolution was passed to raise the staff report out of in-camera. The draft terms required a surveyor to confirm property boundaries and acreage, and an appraiser to verify the price per acre. This information has been received, and if Council wishes to continue with the process, then staff require direction regarding the parameters for negotiation, specifically which parcels to include in the land exchange and an acceptable value per acre. Once those points are negotiated with QP Developments, the two parties can determine deposits and dates for conditions to be met, and a lawyer will finalize a draft Purchase and Sale Agreement.

4.0 DISCUSSION

The developer's intention is to acquire Village land (road allowances), consolidate all lots within the RV Park development area, then rezone the RV Park development area as Commercial Recreation and the remaining land as Residential, followed by subdivision, and development. The following represents the general process and stages of development for the proposed RV Park:

- Land disposition [road allowances]
- Consolidation of lots
- Rezoning
- Subdivision
- Development permitting
- Referral to provincial ministries, covenants to mitigate risk to the Village, and various environmental and engineering conditions.

Key considerations for land disposition are provided in the following paragraphs.

Land Disposition

The first stage in the development proposal is land disposition in which Council must consider whether it should dispose of road allowances thereby enabling consolidation of lots. Following is as depiction of the land that the Village owns as road allowances which are of interest to QP Developments, as well as land that QP Developments owns and would like to dispose of to the Village. If the Village were to proceed with the land exchange as proposed by QP Developments, it would benefit from owing all land along the river's riparian area, and the lot at the entrance to the subject area. The Village would also own a piece of small land where the river meets the lake.



An updated appraisal has been performed, and the average value of each acre is deemed to be \$52,500. The appraiser analyzed nine other properties that are comparable to the subject lands, and a hypothetical per acre rate of \$150,000 was initially estimated. This rate was then discounted for lack of legal access, shape and orientation, and lack of marketability/limited value to any other party. The lack of legal access discounted \$52,500 per acre (35%), the shape and orientation discounted \$22,500 per acre (15%), and the lack of marketability also discounted \$22,500 (15%). The estimated value of the proposed transaction has ultimately been estimated at \$52,500 per acre which equates to a total of \$204,222.

Description	Acres	Value/Acre	Total Value
QP land to sell to Village (yellow)	1.55	\$52,500	\$81,375
Village land to sell to QP (red)	5.44	\$52,500	\$285,600
Net exchange	3.89	-	\$204,222 to Village

A key consideration is whether the Village wishes to accept the exchange of property from QP Developments. With respect to the large parcel at the highway entrance (1.31 acres, \$68,775), this land is not needed by the developer for their RV Park, but the Village does not necessarily need it either. If QP Developments kept ownership of this parcel, they would have to build a 20m wide road that would be assigned to the Village as a right of way (ROW). The cost of construction would be paid by the developer, and once the Village took ownership of the road then the Village would be responsible for maintenance. As this parcel falls almost entirely within the 30m riparian setback, no other major construction could occur on this parcel. If the Village owned the parcel instead, the developer would still pay for the cost of road construction and the Village would be responsible for maintenance. Village ownership of the parcel supports public access along the river to the lakeshore per Community Charter section 41(1)(c) pertaining to exchange of property adjacent to a body of water. Proceeds of the disposition would not need to be held in a reserve.

The medium sized parcel (0.22 acres, \$11,550) falls entirely within the 30m riparian area, and if the Village owned this parcel, it would support public access along the river to the lakeshore per Community Charter section 41(1)(c). QP Developments has indicated that they will construct a multi-use path within the 30m riparian setback along the public road from the highway to the RV Park entrance that enables pedestrian and bike connectivity. They estimate the cost to be \$29,700. They have also suggested a walkway extend from this path to the lakeshore at the mouth of the river. The cost of this extension is estimated to be \$15,000. Once at the river mouth, the public would have access to the lakeshore from the natural boundary (high-water mark) down to the water level, which fluctuates throughout the year. QP Developments would own the land from the natural boundary (high-water mark). QP Developments has indicated that it does not intend to restrict public access to its private land between the natural boundary of the lake and its fenced RV Park. To protect the lakeshore, a covenant would be placed on title to avoid encroachment by the developer and any environmental disturbance within the 15m Waterfront Development Area.

Although the multi-use path along the new road could be used by the public, it's the opinion of the undersigned that its primary benefit would be to enable RV Park users to transit downtown by walking or biking. As such, QP Developments would be performing this work regardless of any land transaction with the Village and so it should not be used as leverage in the negotiation. The walkway extension may also benefit the RV Park users, although it's reasonable to suspect that it would be more commonly used by the public as they would not otherwise have access to the lakeshore. QP Developments has proposed that where the public road ends at the entrance to the RV Park, parking stalls be installed so that the public could easily access the river walkway.

The small sized parcel (0.02 acres, \$1,193) does not appear to benefit the developer or Village. However, the Village does own land surrounding this parcel, and so there could be value in owning all land contiguously. In this area, land is gradually accumulating sediment from the river. Ownership of this land may be further enhanced by accretion.

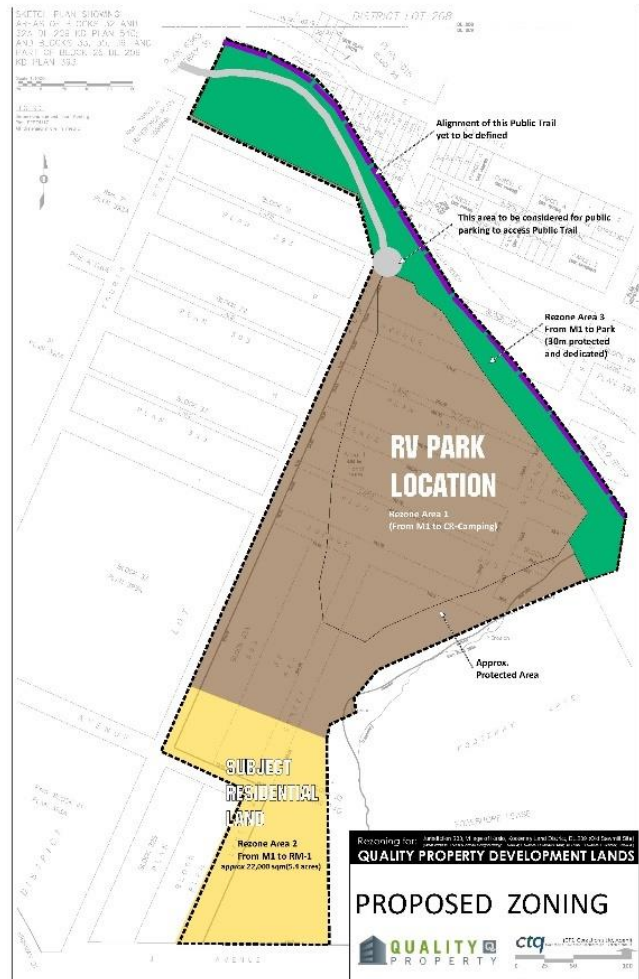
QP Development's proposal provides public access along the 30m riparian zone to the point at which the river meets the lake as shown in the Proposed Zoning figure. Council has expressed unease with the idea that the public would only have access from the high-water mark down to the water. Staff relayed this to QP Developments and explained that the public may feel unwelcome to use the Waterfront Development Area, similar to how the public typically avoids walking past private homes/docks on other lakes in the Kootenay's and Okanagan. Moreover, if the water level is high, then the public wouldn't have access to the lakeshore other than on private lands where access could be cutoff by QP Developments. Staff also mentioned concern

with waterfront camping being allowed outside of the RV Park fence that would further impede public use. In response, QP Developments identified that the 15m Waterfront Development Area would prevent encroachment and environmental disturbance outside of their fenced RV Park. They have also proposed an easement be registered on lands located from the river walkway across the lakeshore, and that a trail be surveyed and posted for public use. This effectively ensures public access to the lakeshore while also protecting the private property owner’s interests.

Staff and QP Developments have discussed ownership of lakeshore land. If the lakeshore land is owned by the Village and therefore considered public property, it would be difficult for the Village to monitor and control undesirable activity, such as illegal drinking/smoking, camping, fires, and nudity. These activities would undoubtedly affect the RV Park users and private property owner’s interests, including enjoyment by children and families. Moreover, such activities could impact the environmental protection requirements that would be stipulated in the Village’s Waterfront Development Area permit. Conversely, if the lakeshore land is owned by QP Developments as part of their RV Park, they could much more easily monitor and control undesirable activity. Further to these comments, an Environmental Assessment Report has been developed and its recommendations would form part of the Waterfront Development Area permit administered by the Village and registered as a covenant on title that effectively prohibits disturbance of the Waterfront Development Area.

Zoning

In relation to the Village’s Official Community Plan, the RV Park development is a suitable use of the floodplain which could otherwise remain undeveloped. If Council proceeds with land exchange, the developer will consolidate all lots within the RV Park area, and the Village would proceed with second reading of their rezoning application. Following is a depiction of the proposed zoning.



5.0 OPTIONS

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

1. **Finalize terms for the exchange of land.** *If Council wishes to proceed with finalizing the terms, they will need to provide staff with parameters for negotiating acreage and assessed value with QP Developments. Staff and QP Developments will also need to negotiate deposits and dates for conditions to be met. Based on the negotiated terms, a lawyer will then draft a Purchase and Sale Agreement. If Council does not wish to proceed with finalizing the terms, then staff will notify QP Developments that their proposal has been rejected.*
2. **2nd reading of Zoning Amendment Bylaw No. 1298.** *If Council intends to proceed with finalizing the terms for purchase and sale of road allowances, then a 2nd reading can be scheduled to resolve outstanding technical terms of the proposed rezoning. If Council does not wish to proceed, staff will notify QP Developments that their application has been rejected on the grounds that Council does not believe there is adequate public support for rezoning.*
3. Council provides directions to staff for further review and report.

Options 1 and 2 can proceed concurrently. Note that the terms for the purchase and sale of land are non-binding until an agreement is finalized, and 2nd reading does not mean there is intent of Council to approve rezoning.

6.0 FINANCIAL CONSIDERATIONS

The subject lands are currently tax assessed as Class 6 - Business. There are 175 folios with a total assessed value of \$1,522,000 in which the Village received \$7,987 in 2024. Following are the different classes and rates applied by the Village against each \$1,000 of net taxable value of land and improvements:

Class	Rate	Ratio
1 – Residential	0.2142	1.00
2 – Utilities	2.1418	10.00
3 – Supportive housing	0.2142	1.00
4 – Major industry	0.7282	3.40
5 – Light industry	0.6109	2.85
6 – Business and other	0.5248	2.45
7 – Managed forest land	0.6425	3.00
8 – Recreational property/Non-profit organization	0.2292	1.07
9 - Farm	2.6036	12.16

Notwithstanding the additional 3.89 acres that QP Developments would potentially own and any increased value in the subject land due to development, if the class of property changes from Class 6 - Business, then the Village might see a decrease in tax revenue. To compensate, Council can decide to adjust the rate for whichever Class the properties are assigned, but this may affect other property owners within that class. Notwithstanding the collateral affects, any increase in value of land and improvements will ultimately increase the Village's tax revenue. If the proposed development proceeds, staff will provide Council with options for tax rate adjustments during 2025 budget deliberations.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Highway (road) Disposition

Staff have sought legal advice regarding Community Charter section 41 which states that the municipality may only dispose of a highway that provides access to a body of water if it is exchanging the property for other property that the Council considers will provide public access to the same body of water that is of equal benefit to the public. Council must consider whether the proposed path, trail, and lakefront access proposed by QP Developments provides equal or better access to the river and lake than currently exists. Whereas current access is only possible by trespassing on private land whereby road allowances do not provide practical access, it could be argued that the proposed path and trail along the river and lakeshore provide better public access than existing.

For clarity, it should be noted that if land was not being exchanged, but rather disposed of by the Village, then all proceeds of the land disposal would need to be paid into a reserve and used to acquire other property that provides public access to the same body of water. However, since the Village is exchanging land, it does not need to place any proceeds in a reserve.

Subdivision

The Local Government Act section 510 states that the owner of land being subdivided must provide parkland for an amount and in a location acceptable to the local government or pay an amount that equals the market value of the land. However, the provision of parkland or cash-in-lieu does not apply if the subdivision results in fewer than 3 additional lots; the smallest lot being created is larger than 2 ha; or a consolidation of existing parcels. The subdivision application for the proposed development will be considered by the Village after the land exchange has occurred, and so it is currently unknown how many lots would be created or their size. The provision of parkland or cash-in-lieu will have to be considered after land disposition, and during subdivision.

If the developer chooses to subdivide the RV Park as bare land strata, the Regulations state that when the plan adjoins a lake, the developer can be required to dedicate a strip of land not exceeding 7m along the shore to provide public access, however, this does not apply when the smallest strata lot intended to be created exceeds 2 hectares. It is currently unknown whether the developer will subdivide as bare land strata or the size of lots, and so it is unknown whether the Village can require 7m of lakeshore to be dedicated for public access. In previous planning reports provided to Council, and on page 4 of the Staff Report dated June 21st, it was assumed that the developer would subdivide as bare land strata, however, the developer has since indicated that this may not be the final decision. The dedication of 7m strip of land along the shore will have to be considered after land disposition, and during subdivision.

8.0 STRATEGIC PRIORITIES

Planning & Development – campground expansion

Economy – waterfront development, land disposition, business retention & expansion

Parks & Natural Area – options for removing golf course irrigation from municipal system, Kaslo River dike and bank flood and erosion improvements

9.0 OTHER CONSIDERATIONS

The floodplain where the proposed RV Park would be developed holds limited value for QP Developments, and the road allowances provide limited value to the Village.

The proposed development is aligned with the Village’s Official Community Plan and zoning, and appears to be a good use of the floodplain that may otherwise remain undeveloped.

A primary concern for Council has been ensuring public access to the lakeshore, whereby less concern has been expressed with the floodplain where the RV Park would be located. The proposed land exchange provides legal and improved public access to the river and lakeshore, and access is guaranteed through continuous land ownership along the river and legal easement on the lakeshore. There may also be an opportunity to require parkland or cash-in-lieu, and a 7m strip of land along the lakeshore during subdivision.

QP Developments has offered to pay for the construction of paths and trails, as well as provide public parking at the entrance to the RV Park.

Environmental protection of the river and lake is ensured through development permits, and those terms would be reflected in legal covenants on title.

A right of way would be registered on title for a raw water line to be installed between the lake and golf course. This would enable the golf course’s irrigation to be removed from the Village’s treated water system.

The proposed RV Park would enable economic development and relates to six of Council’s strategic priorities.

Council is being asked to decide whether the project is in the best interests of the community and the Village should therefore proceed with exchange of lands to enable the project to proceed to the next stage of development.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

ATTACHMENTS:

Appraisal Report - Dedora Schoenne, July 25, 2024

Staff Report - RV Park Development & 2nd Reading of Rezoning Application PRJ 2023, dated June 21, 2024



real estate

DEDORA SCHOENNE

appraisers consultants advisors

**UPDATE MARKET VALUE APPRAISAL OF
FAIR COMPENSATION FOR
PROPOSED LAND TRANSACTION AT**

The South Kaslo River Mouth (Former Mill Site)
Kaslo, British Columbia



Completed By:

Taylor Dedora, B.A., P.App., AACI
DEDORA SCHOENNE APPRAISERS

DEDORA SCHOENNE

appraisers consultants advisors

www.dsappraisers.com

July 25, 2024

File No. 07 366 24

Quality Property Developments Inc.
Attn: Dale Unruh
8712A 109 Street
Edmonton, AB T6G 1E9
and

The Village of Kaslo
413 Fourth Street
Kaslo, BC, V0G1M0

Dear Mr. Unruh and Village of Kaslo,

Re: Updated fair compensation estimate for proposed land transaction at the south Kaslo River mouth (former mill site), Kaslo, BC, between the Village of Kaslo and Quality Property Development Inc. for the proposed RV Park development

In accordance with your instructions, an update appraisal report has been completed on the above described property originally completed on May 20, 2022 with an effective date of April 8, 2022 entitled *SHORT NARRATIVE APPRAISAL REPORT OF FAIR COMPENSATION FOR PROPOSED LAND TRANSACTION AT THE SOUTH KASLO RIVER MOUTH (FORMER MILL SITE), KASLO, BRITISH COLUMBIA*, File No. 03 276 22 (the "Original Report"). This update report must be read in conjunction with and in reference to the Original Report. The Original Report estimated the fair compensation for the subject to be \$52,500 per acre, or based on the assumed net transaction area of ± 5.3 acres at that time, a total fair compensation of \$278,250.

The purpose of this update appraisal is to estimate the current market fair compensation of the fee simple interest of this property based on the latest information and updated area estimates, all subject to the limiting conditions and assumptions described in the Original Report and additional ones described herein. It is understood that this report will be utilized for purchase and sale negotiations between the parties. This update is in short format and only discusses changes to the marketplace, changes to the proposed transaction area, and the analysis or estimate of fair compensation value since the Original Report.

The ultimate subject consists of a net ± 3.89 acres of municipal owned vacant lands which is proposed to be acquired from the Village. This is based on an estimated gross exchange of ± 5.44 acres of usable land from the Village to QP and ± 1.55 acres of usable land from QP to the Village to ultimately allow for the proposed RV Park development. If found to be different from the assumed ± 3.89 acres, the net area can be multiplied by the estimated fair compensation rate per acre below to calculate the total fair compensation.

The subject property was not reinspected for the purpose of this update report. Based on the Original Report and the updated data and analysis, the current fair compensation value of the subject, as of July 23, 2024, is:

**Fifty Two Thousand Five Hundred Dollars Per Acre
(\$52,500/Acre)**

Based on the assumed net area of ±3.89 acres, this calculates to a total fair compensation of:

$$3.89 \text{ acres} \times \$52,500/\text{acre} = \$204,225$$

The appraisal report contained herein is prepared under the guidelines of the Canadian Uniform Standards of Professional Appraisal Practice. It is prepared in short narrative format and contains 28 pages and 2 addenda schedule. This appraisal report may not be relied upon by anyone else without the expressed written permission of the undersigned.

Should you have any questions concerning the appraisal, please feel free to contact us.

Respectfully submitted,

Taylor Dedora, B.A., P.App., AACI

SCOPE OF THE REPORT

In completing this update assignment, the following investigation and analysis was completed:

- Receiving instructions and information from Dale Unruh, Quality Property Developments Inc.;
- Receiving mapping and information from CTQ Consultants Ltd.;
- Reviewing the Original Report;
- An overview of the geographic and economic factors relating to the Village of Kaslo and the Regional District of Central Kootenay;
- Application of the Direct Comparison Approach to estimate the hypothetical market value of subject larger parcel/assemblage based on the highest and best use analysis found herein followed by discounting for the current, 'as is', characteristics/adversities of the specific lands involved in the transaction, all in accordance with CUSPAP;

The following scope was **NOT** completed:

- Reinspecting the subject site;
- Completing a current Title Search;
- Including sections of the Original Report or descriptions or analysis if they have not changed since the Original Report.

DESCRIPTION OF REAL ESTATE BEING APPRAISED

The subject hypothetical larger parcel or assemblage, that which is first valued on a rate per acre value as if hypothetically consolidated under one owner for one use and with legal access, is amended very minimally since the Original Report. It is now estimated to total 24.34 acres (versus the original ± 24.7 acres) based on a legal survey.

The ultimate subject consists of a net ± 3.89 acres of municipal owned vacant lands which is proposed to be acquired from the Village. This is based on an estimated gross exchange of ± 5.44 acres of usable land from the Village to QP and ± 1.55 acres of usable land from QP to the Village to ultimately allow for the proposed RV Park development. If found to be different from the assumed ± 3.89 acres, the net area can be multiplied by the estimated fair compensation rate per acre below to calculate the total fair compensation.

INTENDED USER(S)

Quality Property Developments Inc., Attn: Dale Unruh

The Village of Kaslo

INTENDED USE OF APPRAISAL

It is understood that this report will be utilized for acquisition negotiation functions.

EFFECTIVE DATE OF APPRAISAL

The effective date of this appraisal, the date upon which the value applies, is July 23, 2024.

ADDITIONAL EXTRAORDINARY ASSUMPTIONS AND HYPOTHETICAL CONDITIONS

All of the same extraordinary assumptions and hypothetical conditions stated in the Original Report apply here, except as amended or expanded upon below. Additional assumptions are also included below.

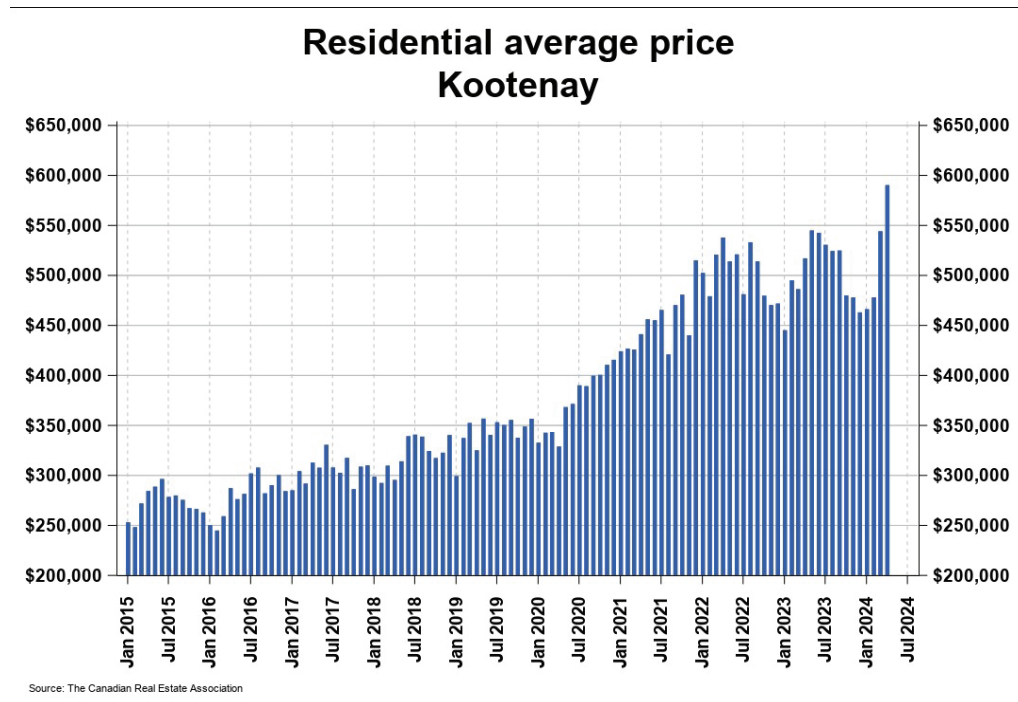
It is assumed that the state of the Titles have not changed since the Original Report and that there are no additional encumbrances which adversely affect the subject’s marketability, highest and best use, or value.

The subject was not inspected for the purpose and function of this update report. It is assumed to be in the exact same state and condition as that described in the Original Report.

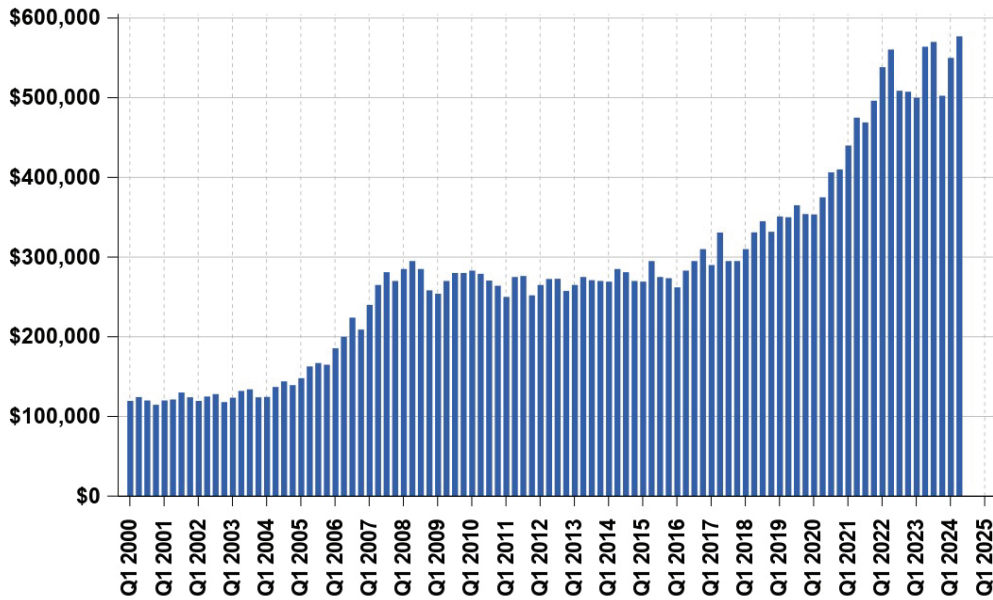
The land area proposed for transaction is assumed to be ±3.89 acres. This area has been calculated by CTQ Consultants Ltd. using the CAD drawings of the legal Posting Plan completed by Hango Land Surveying Inc. (reportedly certified in 2023). If found to be different from the assumed ±3.89 acres, the net area can simply be multiplied by the estimated fair compensation rate per acre below to calculate the total fair compensation.

CHANGES IN MARKET CONDITIONS AND VALUE TRENDS

Residential sale volumes and values generally settled in latter 2022 and early 2023 as the effects of mortgage rate increases were realized, followed by a slight rebound or stabilization since. Some market value and sale volume trends are indicated in the graphs and tables below.



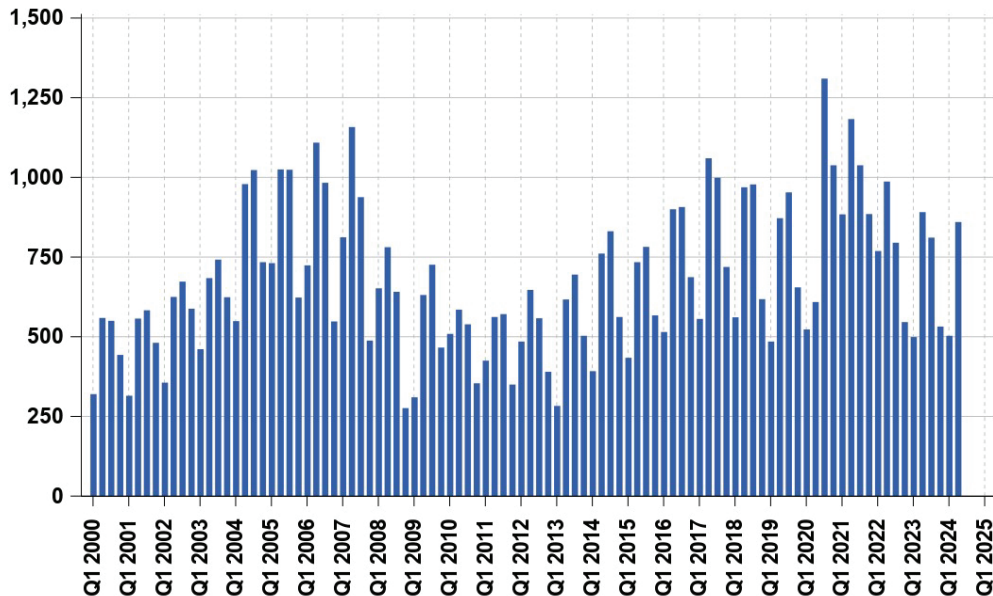
Single Detached Median Price



Source: The Canadian Real Estate Association

Summary - Median Price by Housing Type			
Category	Q2-2024	Q2-2023	Year-Over-Year % Change
Single Detached	\$577,000	\$564,000	2.3
Apartment	\$300,000	\$252,500	18.8

Residential Sales



Source: The Canadian Real Estate Association

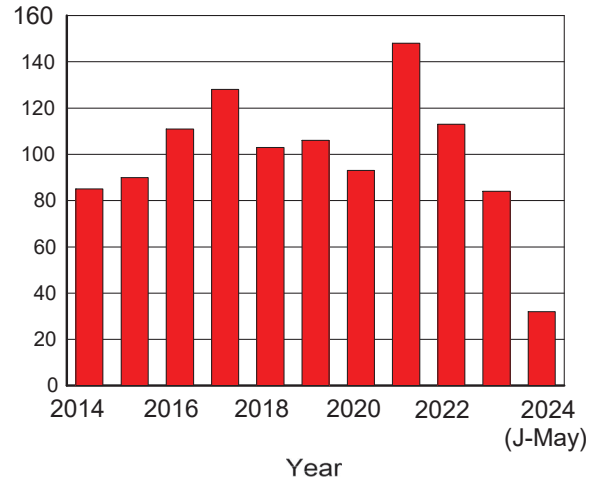
Summary - Sales by Housing Type			
Category	Q2-2024	Q2-2023	Year-Over-Year % Change
Single Detached	619	644	-3.9
Apartment	103	120	-14.2

With reference to the above graphs and tables, while unit sales and volumes are certainly down since the Original Report, Kootenay residential values are currently very similar to what they were in 2022. The Kootenay market is currently classified as a balanced market.

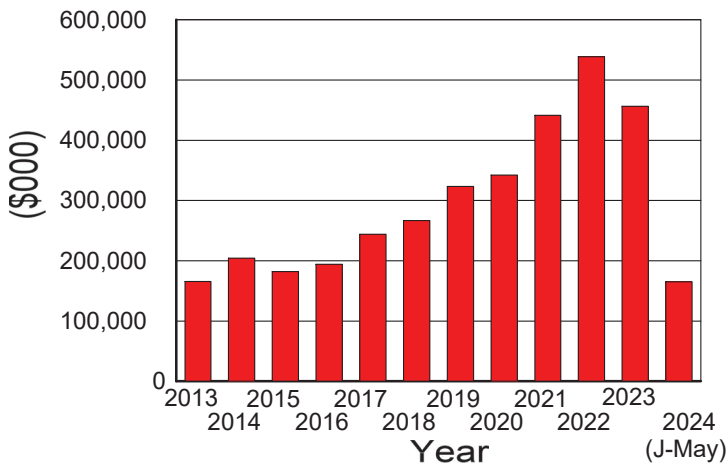
No published commercial sales stats are available for the Kootenays, however the adjacent graph reveals the number of MLS commercial/industrial unit sales totalled by the appraiser, including land, leases, and businesses, in recent years. After a peak in 2021, activity has certainly declined.

With reference to the graphs below, residential and commercial/industrial building permit values in the Kootenays have declined since the Original Report, with this year projected to be similar to 2017/2018 activity.

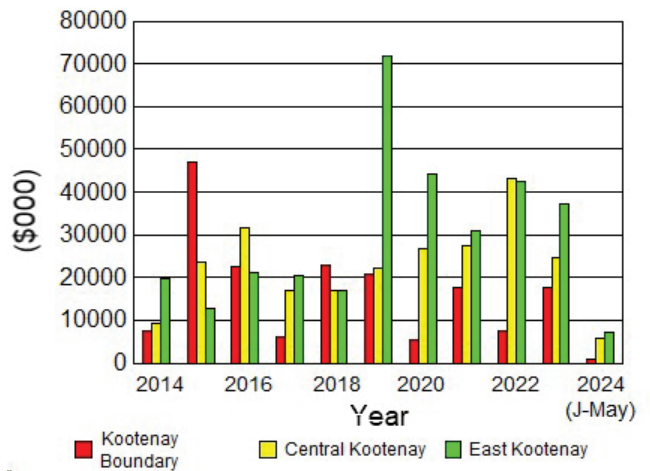
Kootenay MLS Commercial/Industrial Unit Sales (includes land, businesses & leases)



Total Kootenay Residential Building Permits



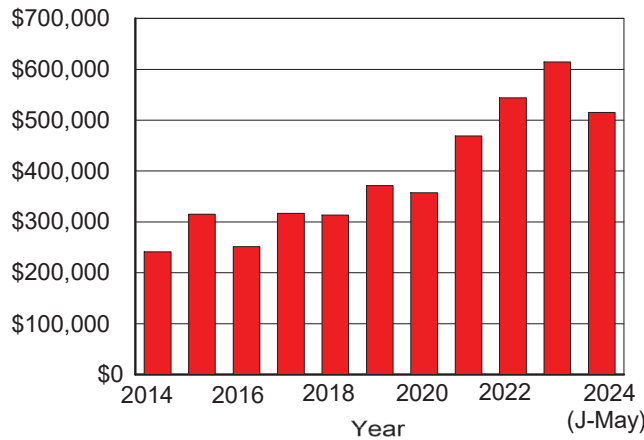
Kootenay Commercial and Industrial Building Permit Values



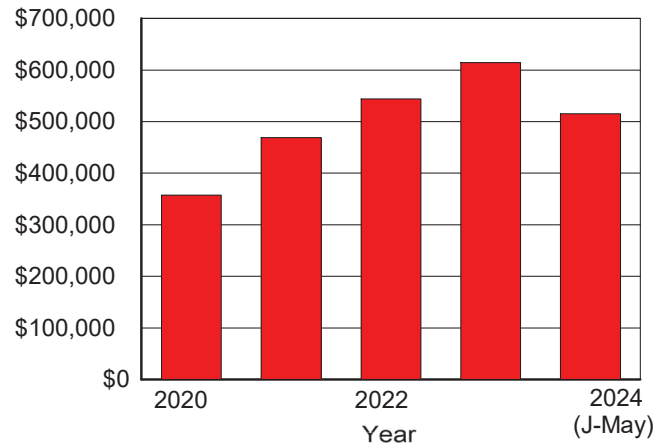
Kaslo

Kaslo has generally followed the trend of the balance of the Kootenays, with a drop in unit sales and building permits since the Original Report but having similar current average and median values to 2022. Average and median residential values in Kaslo reached an all time high in 2023 due to the sale of several (relatively) high value properties - somewhat of an anomaly. The average single family dwelling value in Kaslo this year to date (to effective date of this report) is \$540,600 - very similar to that at the date of the Original Report.

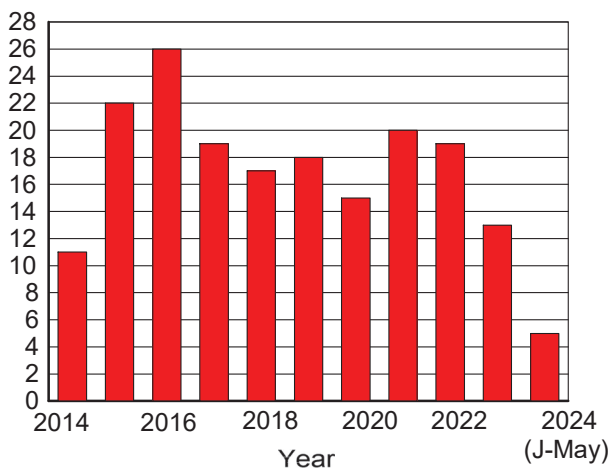
Village of Kaslo Average SF Residential MLS Sale Prices



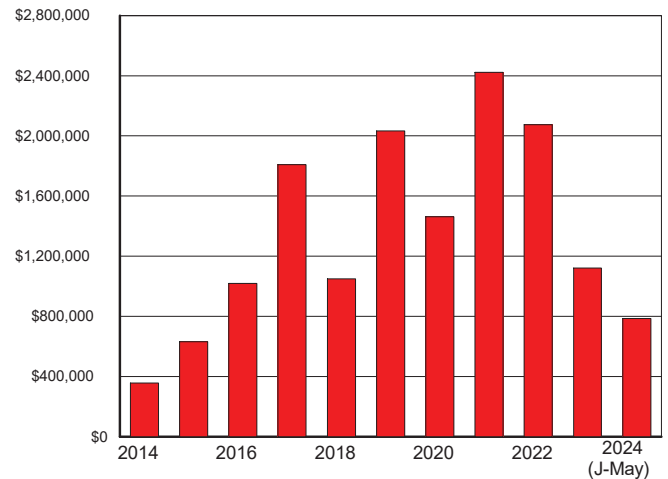
Village of Kaslo Median SF Residential MLS Sale Prices



Village of Kaslo MLS SF Residential Unit Sales



Village of Kaslo Total Building Permit Values



Summary

The Kootenay and Kaslo market is considered a balanced/stabilized market. All indications are that market values are currently similar to what they were at the time of the Original Report. New development can be expected to remain limited until further clarity on inflation and Bank of Canada and mortgage interest rates is achieved and confidence in the economy is fully regained.

CHANGES IN SITE DESCRIPTION

Larger Parcel

The hypothetical larger parcel/asmblage is now considered to be 24.34 acres in size based on "Area 1" in the Sketch Plan below completed by Hango Land Surveys Inc., July 2023 (legal Posting Plan included in Addenda).

Sketch Plan Showing Larger Parcel



Land Transaction

With reference to the Lakefront RV Park Kaslo Land Swap Site Plan below, completed by CTQ Consultants Ltd. and based on CAD drawings of the legal Posting Plan completed by Hango Land Surveying Inc. (reportedly certified in 2023), the ultimate subject land transaction has been amended to:

Municipal land to acquire:	±5.44 acres
Private land to sell:	±1.55 acres
Net acquisition:	±3.89 acres

Lakefront RV Park Kaslo Land Swap Site Plan below, CTQ Consultants Ltd.



ZONING

The subject remains zoned M1, General Industrial.

OFFICIAL COMMUNITY PLAN (OCP)

Since the Original Report, the Village of Kaslo has adopted a new OCP bylaw. OCP Bylaw 1280 was adopted September 27, 2022 and the subject's Land Use Designation was amended to Waterfront Development Area (previously Comprehensive Development Area).

The purpose of this Waterfront Development Area designation is “(t)o recognize the importance of the waterfront and identify policies that promote a balance between development of sustainable tourism and recreational amenities, the need for attainable housing, environmental and cultural stewardship, prevention of unregulated marine development, and mitigation of climate change impacts”.

OTHER LAND USE CONTROLS

Identified on Map A.1 of the new OCP Bylaw, the subject remains within a Flood Hazard area with a Fan Rating of Class E.

Under the new OCP Bylaw, the subject is now also within Lakefront Protection Development Permit Area and a Stream Protection Development Permit Area.

ESTIMATE OF HIGHEST AND BEST USE

With reference to the discussion within the Original Report, the highest and best use of the subject remains the same. The change in OCP land use designation does not change the subject's highest and best use.

The highest and best use of the subject Village owned land proposed for transaction, as of July 23, 2024, is its consolidation/assemblage with the adjacent QP owned lands for ultimate future development as a larger parcel.

The highest and best use of the subject QP owned land proposed for transaction, as of July 23, 2024, is its consolidation/assemblage with the adjacent Village owned lands for its ultimate use as a road providing legal access to the larger parcel and as a trail adjacent to the river. It is estimated that these lands have the same rate value as the Village owned lands within the larger parcel.

The highest and best use of the subject larger parcel/proposed assemblage, as of July 23, 2024, is its rezoning and development of an RV resort.

VALUATION METHODOLOGY

See Original Report.

LAND VALUE OF HYPOTHETICAL LARGER PARCEL WITH LEGAL ACCESS

As in the Original Report, the Direct Comparison Approach and the Extraction technique will be employed to estimate land value. Only relevant sales which have occurred, or have become apparent, since the Original Report are included below.

Index #1

Type: Hillside residential development site
Address: 6079 Highway 93/95, Fairmont Hot Springs, BC
Legal: PID 011-083-191
Sale Date: December 2023
Sale Price: \$1,945,000
DOM: N/A
Size: 49.84 acres
Zoning: R1, R3
OCP: R-SF, R-MF
Sale Price/Acre: \$39,025
Comments: Private sale of sloped, multi-zoned parcel proposed for 110 units (multi- and single-family) above Bella Vista Estates and Columbia Lake. Known as Grande Vista, proposed development site west and upslope of highway, views of Columbia Lake and Fairmont Range. Pre-built intersection and compliant entrance over crown land with up to 43 prepaid water units - reciprocal usage agreement with Bella Vista Estates across highway. No servicing except available water and Hydro.



Index #2

Type: Extracted lakefront residential lot
Address: 1215 Riondel Road, Riondel, BC
Legal: PID 018-783-431
Sale Date: September 2023
Sale Price: \$672,000*
DOM: 35
Size: 10.39 acres
Zoning: Non-zoned
OCP: RR
Sale Price/Acre: \$64,678*
Comments: *Extracted sale with total sale price of \$972,000 and \$300,000 estimated contributory value of 1999 built 1.5 storey, 1,614 SF, 2 bed, 2 bath log home. Sloped and treed acreage with 300' lakeshore on east side of Kootenay Lake in small community of Riondel. Bisected by easement driveway. High bank, steep and rocky lakefront. Hydro servicing only.



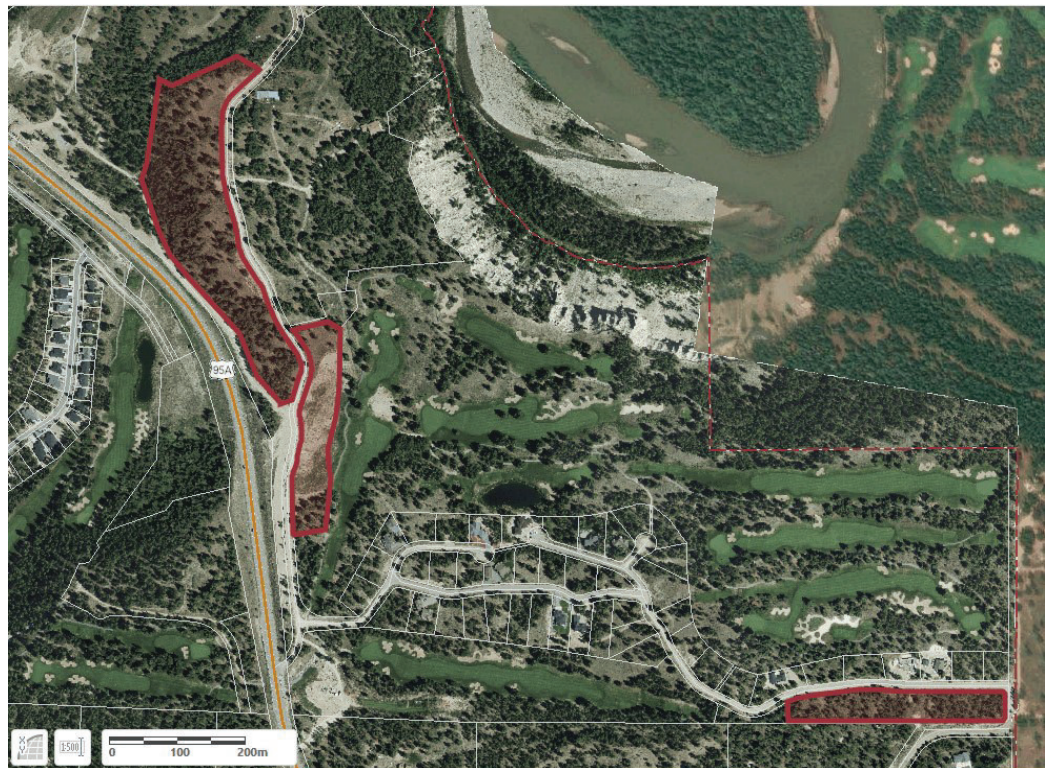
Index #3

Type: Extracted lakefront residential lot
Address: 9350 Shuttly Bench Road, Kaslo, BC
Legal: PID 015-942-872
Sale Date: September 2023
Sale Price: \$340,000*
DOM: 116
Size: 3.00 acres
Zoning: R1
OCP: AG, ALR
Sale Price/Acre: \$113,333*
Comments: *Extracted sale with total sale price of \$540,000 and \$200,000 estimated contributory value of 1981 built multi-storey, 1,962 SF, 2 bed, 2 bath eccentric home with significant depreciation/obsolescence. Sloped acreage bisected by rural gravel road with 500' waterfront on the west side of Kootenay Lake, ±8km north of Kaslo. High bank with very steep lake access. Elevated lake views. Hydro servicing only.



Index #4

Type: Golfside residential development sites
Address: 110 Corral Blvd, Cranbrook, BC
Legal: PID 031-840-108
Sale Date: March 2023
Sale Price: \$2,800,000
DOM: N/A
Size: 18.76 acres
Zoning: CD-3
OCP: SFR
Sale Price/Acre: \$149,254
Comments: Private sale of 1 title but not contiguous residential development sites adjacent Shadow Mountain Golf Course in north Cranbrook. Purchased by Oasis at the Dunes to develop single and multi-family units. Assumed serviced with Hydro, community water, and unknown if all polygons serviced with community sewer (connected to strata septic tank systems at time of sale - City approved plan to connect neighbourhood to municipal system thereafter).



Index #5

Type: Lakefront residential lot
Address: Lot 3 Johnsons Landing Road, Johnsons Landing, BC
Legal: PID 028-211-201
Sale Date: February 2023
Sale Price: \$300,000
DOM: 258
Size: 3.76 acres
Zoning: Non-zoned
OCP: RR
Sale Price/Acre: \$79,787
Comments: Irregular shaped, rural acreage on eastern shore of Kootenay Lake in small community of Johnson's Landing, ±52km (by road around head of lake) NE of Kaslo. Sloped with benches, 285' waterfront with sandy to rocky beach. Hydro servicing only.



Index #6

Type: Lakefront development site
Address: 7902 Balfour Wharf Road, Balfour, BC
Legal: PID 018-519-865
Sale Date: August 2022
Sale Price: \$910,000
DOM: 106
Size: 3.56 acres
Zoning: Non-zoned
OCP: TC
Sale Price/Acre: \$255,618
Comments: Lakefront development site 2 lots removed from Kootenay Lake Ferry terminal in Balfour and behind where ferry docks. Gently sloped to level and fully usable (except typical setbacks). Fully serviced except sewer. Purchased and DP application active for proposed 36 site RV park (on file). No floodplain mapping available for this area - assumed only affected by standard RAPR and SPEA setbacks.



Index #7

Type: Future residential development site
Address: 1000 Kicking Horse Drive, Golden, BC
Legal: PID 016-050-461
Sale Date: December 2021
Sale Price: \$1,500,000
DOM: 491
Size: 8.72 acres
Zoning: R5 (Residential Reserve)
OCP: RLD
Sale Price/Acre: \$172,018
Comments: Future development acreage opposite Columbia River in Golden. In NW area of town on route to Kicking Horse Mtn Resort and Golden Golf Course and adjacent to Basecamp Lodge. Relatively level but low and likely requires construction level build-up. All services except gas available.



Index #8

Type: Lakefront development site
Address: 7757 Jones Road (Mawdsley Lane), Procter, BC
Legal: PID 026-285-529
Sale Date: **Active Listing**
List Price: \$1,919,000
DOM: 5
Size: 7.46 acres
Zoning: Non-zoned
OCP: RS
Sale Price/Acre: \$257,239
Comments: Irregular shaped waterfront on west arm of Kootenay Lake, across lake from Balfour via cable ferry or ±35km NE of Nelson. Adjacent rail line/yard. Level to low lying/wetland adjacent lake. 700' frontage. Hydro service only. Marketed as developable into RV park.



Index #9

Type: Extracted lakefront resort
Address: 13165 Highway 3A, Creston, BC
Legal: PID 010-977-708 & 010-977-732
Sale Date: **Active Listing**
List Price: \$3,150,000*
DOM: 53
Size: 26.48 acres
Zoning: C-3, R2, PR
OCP: TC, RC, PR
Sale Price/Acre: \$118,958*

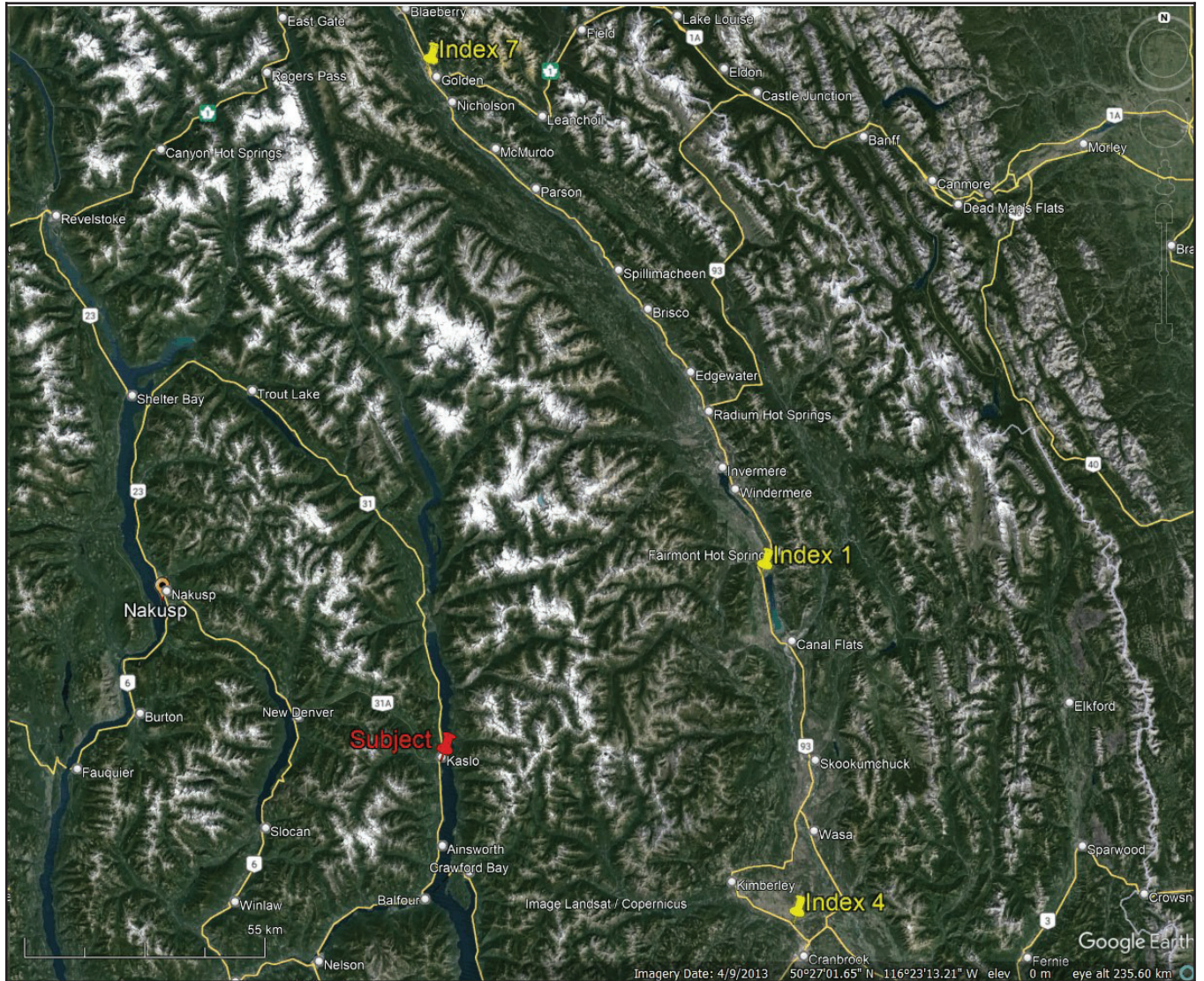
Comments: Active listing of Cedar Point RV Resort & Marina, ±54km north of Creston and ±21km south of Crawford Bay on east side of Kootenay Lake. *Extracted listing with total list price of \$3,900,000 and \$750,000 estimated contributory value of clubhouse, marina, and 6 small cabins. 2 titles plus 1.62 acre foreshore lease/licence area for marina. Multi-polygon site, bisected by Hwy 3A, tiered and sloped, includes 15 RV lots (previously listed for sale), campsite with 6 serviced sites and 9 unserviced sites. ±400' lake frontage. Hydro servicing only.



Comparable Map 1 - Kaslo and Kootenay Lake Sales



Comparable Map 2 - Regional Sales



Comparable Sales Summary

Index	Location	Sale Date	Sale Price	Zoning	Size (acres)	Sale Price/Acre
1	6079 Highway 93/95, Fairmont	Dec 2023	\$1,945,000	R1, R3	49.84	\$39,025
2	1215 Riondel Road, Riondel*	Sep 2023	\$672,000	Non Zoned	10.39	\$64,678
3	9350 Shuttly Bench Road, Kaslo*	Sep 2023	\$340,000	R1	3.00	\$113,333
4	110 Corral Blvd, Cranbrook	Mar 2023	\$2,800,000	CD-3	18.76	\$149,254
5	Lot 3 Johnsons Landing Rd, Johnsons Landing	Feb 2023	\$300,000	Non Zoned	3.76	\$79,787
6	7902 Balfour Wharf Road, Balfour	Aug 2022	\$910,000	Non Zoned	3.56	\$255,618
7	1000 Kicking Horse Drive, Golden	Dec 2021	\$1,500,000	R5	8.72	\$172,018
8	7757 Jones Road, Procter	Active Listing	\$1,919,000	Non Zoned	7.46	\$257,239
10	13165 Highway 3A, Creston*	Active Listing	\$3,150,000	C3, R2, PR	26.48	\$118,958

* indicates properties to which estimated contributory value of improvements has been deducted

ANALYSIS

The most appropriate unit of comparison is a rate per acre. The above Kootenay region sales and listings range between \$39,025 and \$257,239 per acre and vary in sale date, location, type, size, services, topography, developable area, etc.

Because of the limited evidence in Kaslo and few sales which are similar to the subject, the imperfections of this market, and the potential subjectivity in adjustments, a purely quantitative analysis is not completed. Instead a summary qualitative analysis is offered. The sales are discussed below and compared on a rate per acre basis.

Index #1 is a December 2023 sale of a residential development site south of Fairmont Hot Springs. It is considered to be in a similar community to the subject, however because this sale is substantially larger, is non-lakefront, and is inferior in topography to the subject, it is substantially inferior in rate value. Therefore, a rate substantially greater than \$39,025 per acre is estimated for the subject.

Index #2 is a September 2023 extracted sale of a lakefront residential lot in Riondel, across Kootenay Lake. Of course there is room for error or subjectivity in the estimate of contributory value of the improvements, limiting the reliability of the comparable sale, however it offers perspective for Kootenay lakefront values. It is significantly inferior in location to the subject, well removed from a centre, and is significantly inferior in topography. It is significantly inferior to the subject overall in rate value, therefore indicating a rate significantly greater than \$64,678 per acre for the subject.

Index #3 is a September 2023 extracted sale of a lakefront residential lot just north of Kaslo on Kootenay Lake. It is a fraction of the size of the subject, however it is inferior in location to the subject and is significantly inferior in topography. It is inferior to the subject overall in rate value, therefore indicating a rate greater than \$113,333 per acre for the subject.

Index #4 is a March 2023 sale of non-contiguous residential development sites in Cranbrook. It is not lake frontage, however it is on the Shadow Mountain Golf Course and in the larger, superior market of Cranbrook. It is similar in size and is assumed to be similar in developable area ratio to the subject. It is superior in servicing to the subject, however it is non-contiguous and very irregular in shape (limiting economies of scale in development) and there is significant remaining and competing development land in its neighbourhood. Overall, it is deemed similar the subject in rate value, therefore a rate similar to \$149,254 per acre is indicated for the subject.

Index #5 is another residential lot sale on the east side of Kootenay Lake in the small and rural community of Johnson's Landing. Primarily because of its inferior location and topography, it certainly indicates a rate greater than \$79,787 per acre for the subject.

Index #6 is the August 2022 sale of a lakefront acreage in Balfour, a similar community between Kaslo and Nelson, on Kootenay Lake. It occurred when market values were similar to what they are currently and because of its similar location, type and proposed use for an RV park development, it is excellent value perspective for the subject. Conversely, because it is a fraction of the size of the subject and is significantly superior in overall topography and usable area, it certainly indicates a value substantially less than \$255,618. This sale offers an excellent maximum value indication for the subject.

Index #7 is a December 2021 sale of a future development site in Golden, across the road from the Columbia River. It is inferior in sale date/market conditions, as values continued to climb substantially after its sale date and is not lake frontage, however it is in the superior market of Golden and has sewer available, is a fraction of the size of the subject, and is superior in topography and usable area. Overall, it is estimated to be slightly superior in rate value to the subject, therefore indicated a rate slightly less than \$172,018 per acre for the subject.

Index #8 is a current listing in the small community of Proctor on Kootenay Lake, across the short cable ferry from Balfour. When compared with Index #6, it certainly seems to be overpriced. Regardless, it is considered slightly inferior in location to the subject given its ferry access and adjacency to a rail line. Conversely, it is a fraction of the size of the subject. Overall, this property may be similar in rate value to the subject, however because this is only a listing which has not yet sold, it indicates a maximum rate of \$257,239 per acre for the subject.

Index #9 is an extracted listing of a lakefront recreational resort and campground on the east side of Kootenay Lake. As it is extracted, meaning its estimated improvement value had to be deducted, its reliability is somewhat limited. However, it is a very similar sized lakefront property on the same lake as the subject, with a very similar use type as that proposed for the subject. Overall, because it is further removed from a town centre than the subject, is bisected by the road, is inferior in lake frontage and topography, this listing is inferior in rate value to the subject. Because it has not yet sold at \$118,958 per acre, this is not a reliable minimum rate value indicator for the subject, however it offers very good perspective.

RECONCILIATION AND VALUE ESTIMATE

Based on the hypothetical larger parcel being a consolidated 24.34 acres with legal access, the above analysis indicates that the subject's value falls between \pm \$113,000 and \$172,000 per acre with strongest support around \pm \$150,000 per acre. Considering all the above, the comparable sales and analysis in the Original Report, and:

- the stabilized current market with no competing supply of similar properties in Kaslo or the regional district;
- the subject's excellent waterfront location within the Village on a highly appealing beach and adjacent to a golf course;
- the subject's substantial level areas;
- the subject's favourable OCP future land use designation which suggests flexibility in development type;
- the (relatively) recent large scale sales of the Kaslo Hotel and the Kaslo Bay development;
- the assumption that the subject is not contaminated in any way;

but also;

- the subject's substantial inclusion within a floodplain which will require extraordinary site works and build-up to develop with permanent structures;
- the subject's high ratio of steep areas with limited accessibility and SPEA areas, both of which are undevelopable;
- the subject's current industrial zoning, for which there is very limited demand, and the time and expense associated with rezoning;
- the subject's lack of sewer service and this dramatic limitation on subdivision development,

a rate of \$150,000 per acre is ultimately estimated for the hypothetical subject. This is the same rate as that estimated in the Original Report.

LAND VALUE OF ULTIMATE SUBJECT AREA PROPOSED FOR TRANSACTION - AS IS

From the estimated value of the hypothetical larger parcel as if it hypothetically has legal access, discounts are made to reflect its current, as is, state.

Estimated Discounts For Lack of Legal Access, Shape and Orientation, and Lack of Marketability/Limited Value to Any Other Party

The Original Report has been reviewed, a search for market discount indicators which have occurred or become apparent since the Original Report has been completed, and it is ultimately opined that the same discounts as those found in the Original Report remain applicable here.

DISCOUNT RATE SUMMARY AND ESTIMATE OF RATE VALUE

	<u>Discount</u>	<u>Value/Acre</u>
Hypothetical Larger Parcel		\$150,000
Subject Area Proposed For Transaction		
Lack of Legal Access	-35%	-\$52,500
Shape and Orientation	-15%	-\$22,500
Lack of Marketability/Limited Value To Other	-15%	-\$22,500
Discounted As Is Value		\$52,500

It is estimated that the value of the subject lands proposed for transaction is

\$52,500 per acre.

FINAL ESTIMATE OF FAIR COMPENSATION

It is ultimately estimated that fair compensation to the Village for the net area of land to be acquired by QP, as of July 23, 2024, is:

**Fifty Two Thousand Five Hundred Dollars Per Acre
(\$52,500/Acre)**

Based on the assumed net area of ±3.89 acres, this calculates to a total fair compensation of:

3.89 acres x \$52,500/acre = \$204,225

If found to be different from the assumed ±3.89 acres, the net area can be multiplied by the estimated fair compensation rate per acre below to calculate the total fair compensation.

CERTIFICATION

Re: Proposed land transaction at the south Kaslo River mouth (former mill site), Kaslo, B.C.

I certify that, to the best of our knowledge and belief:

- The statements of facts contained in this report are true and correct;
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal impartial, and unbiased professional analysis, opinions and conclusions;
- I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved;
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment;
- My engagement in and compensation for this assignment were not contingent upon developing or reporting predetermined results, the amount of the value estimate, or a conclusion favouring the client;
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Canadian Uniform Standards of Professional Appraisal Practice;
- I have the knowledge and experience to complete this appraisal assignment competently;
- No one provided significant professional assistance to the person(s) signing this report;
- As of the date of this report the undersigned has fulfilled the requirements of The Appraisal Institute of Canada Continuing Professional Development Program for designated members and/or the requirements to be named an AACI, P.App. Member;
- The undersigned is a member in good standing of the Appraisal Institute of Canada;
- I have not reinspected the subject property for the purpose and function of this update report;
- Based upon the data, analyses and conclusions contained herein, the market value of the interest in the property described, as at July 23, 2024, is estimated to be \$52,500/Acre, or a total fair compensation of \$204,225 based on the assumed net area of ± 3.89 acres.

July 25, 2024



Digitally signed by Taylor Dedora
 DN: cn=Taylor Dedora, o, ou=Dedora Schoenne Appraisers, email=taylor@dsappraisers.com, c=CA
 Date: 2024.07.29 14:31:38 -07'00'

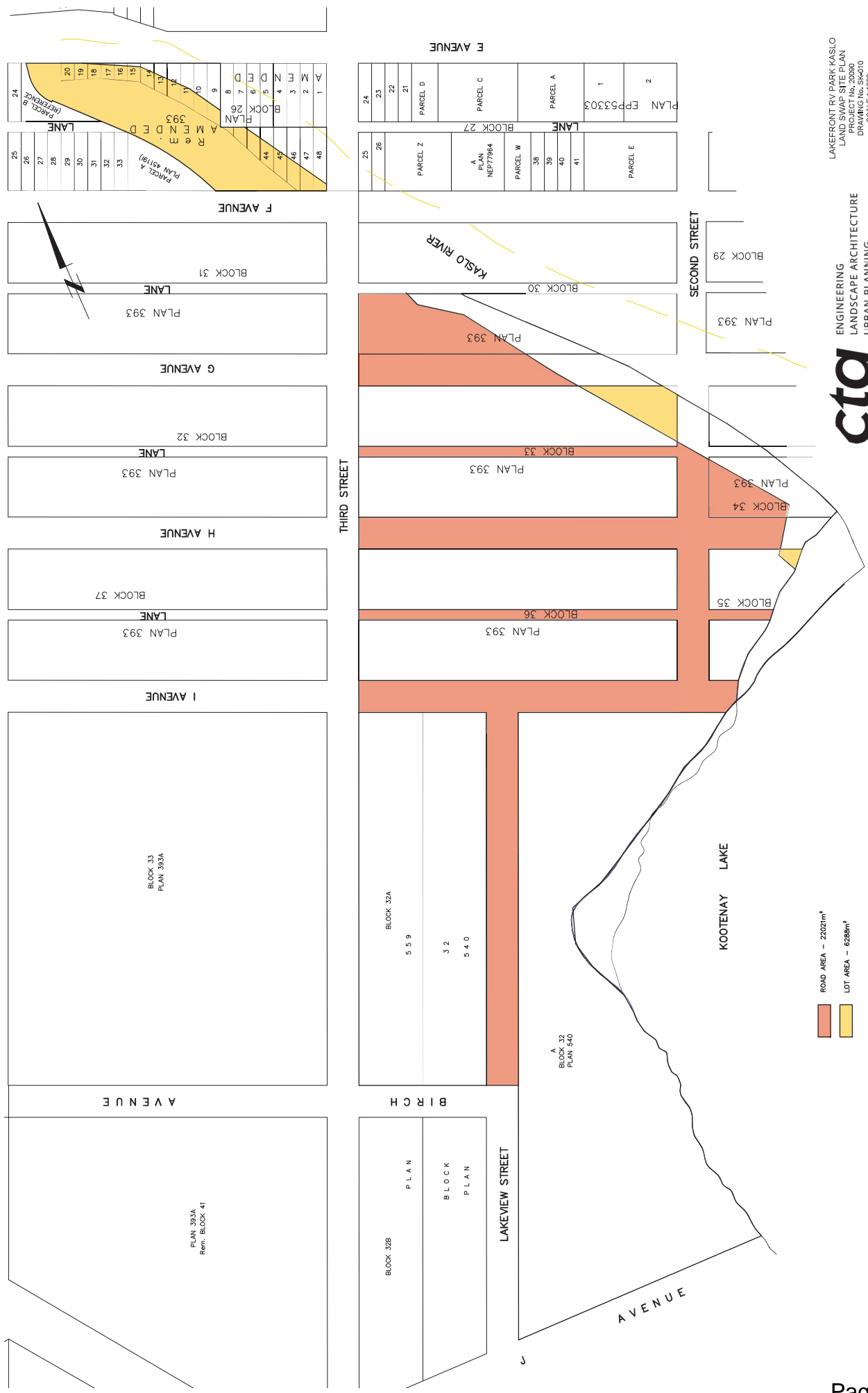
Taylor Dedora, B.A., AACI, P.App.

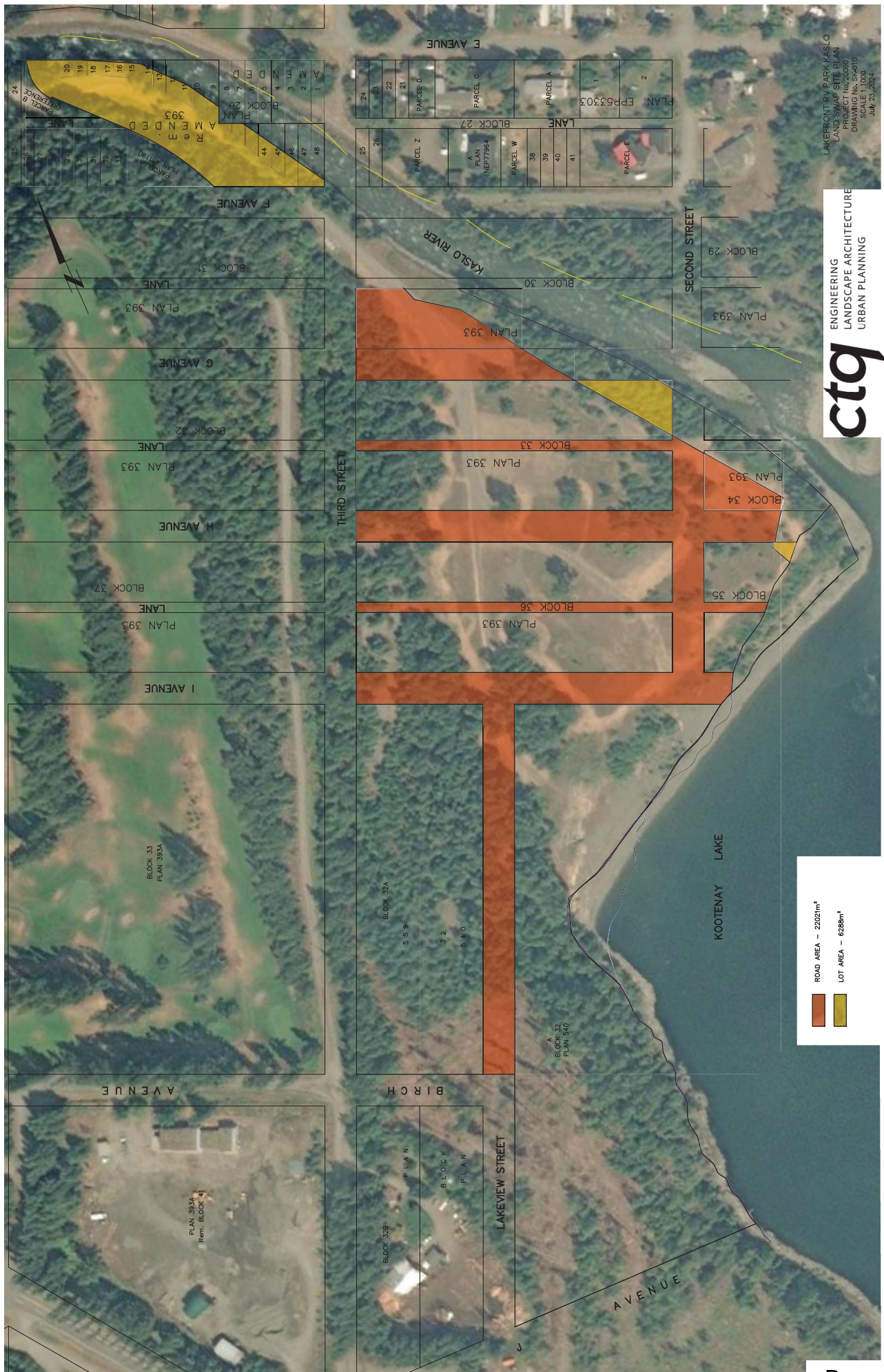
SCHEDULE “A”

Land Swap Site Plans Completed by CTQ Consultants Ltd., July 23, 2024



ROAD AREA - 22021m²
 LOT AREA - 6285m²





LAKESIDE BY PARK KASLO
 LAND SWAP SITE PLAN
 PROJECT NO. 20090
 DRAWING NO. SK470
 SCALE 1:1000
 JULY 23, 2024

ctiq
 ENGINEERING
 LANDSCAPE ARCHITECTURE
 URBAN PLANNING

ROAD AREA - 2202m²
 LOT AREA - 6285m²

SCHEDULE “B”

Sketch Plan and Legal Posting Plan Completed by Hango Land Surveys Inc.

POSTING PLAN OF PART OF: BLOCK 33, 35 AND 36 DISTRICT LOT 209 KOOTENAY DISTRICT PLAN 393; BLOCK 32 AND LOT A BLOCK 32 DISTRICT LOT 209 KOOTENAY DISTRICT PLAN 540; AND BLOCK 32A DISTRICT LOT 209 KOOTENAY DISTRICT PLAN 559.

Pursuant to Section 66 of the Land Title Act. BCGS 82F.096

The intended plot size of this plan is 560mm in width by 864mm in height (D size) when plotted at a scale of 1:1250



LEGEND

Bearings are grid bearings UTM NAD83 (CSRS) 2002.0, Zone 11. The UTM coordinates and estimated horizontal positional accuracy achieved are derived from dual frequency carrier phase GNSS observations, using Natural Resources Canada's Precise Point Positioning (PPP) service. This plan shows horizontal ground-level distances, unless otherwise specified. To compute grid distances, multiply ground-level distances by the combined scale factor of 0.9995072 at A1. The combined scale factor has been determined based on an ellipsoidal elevation of 592 metres.

Note: This plan shows one or more witness posts (shown W) which are not set on the true corner(s).

Witness pins shown on westerly part of Blocks 33 and 36, Plan 393 and Block 32, Plan 540 are at the base of a steep slope.

Mp Metal reference post.

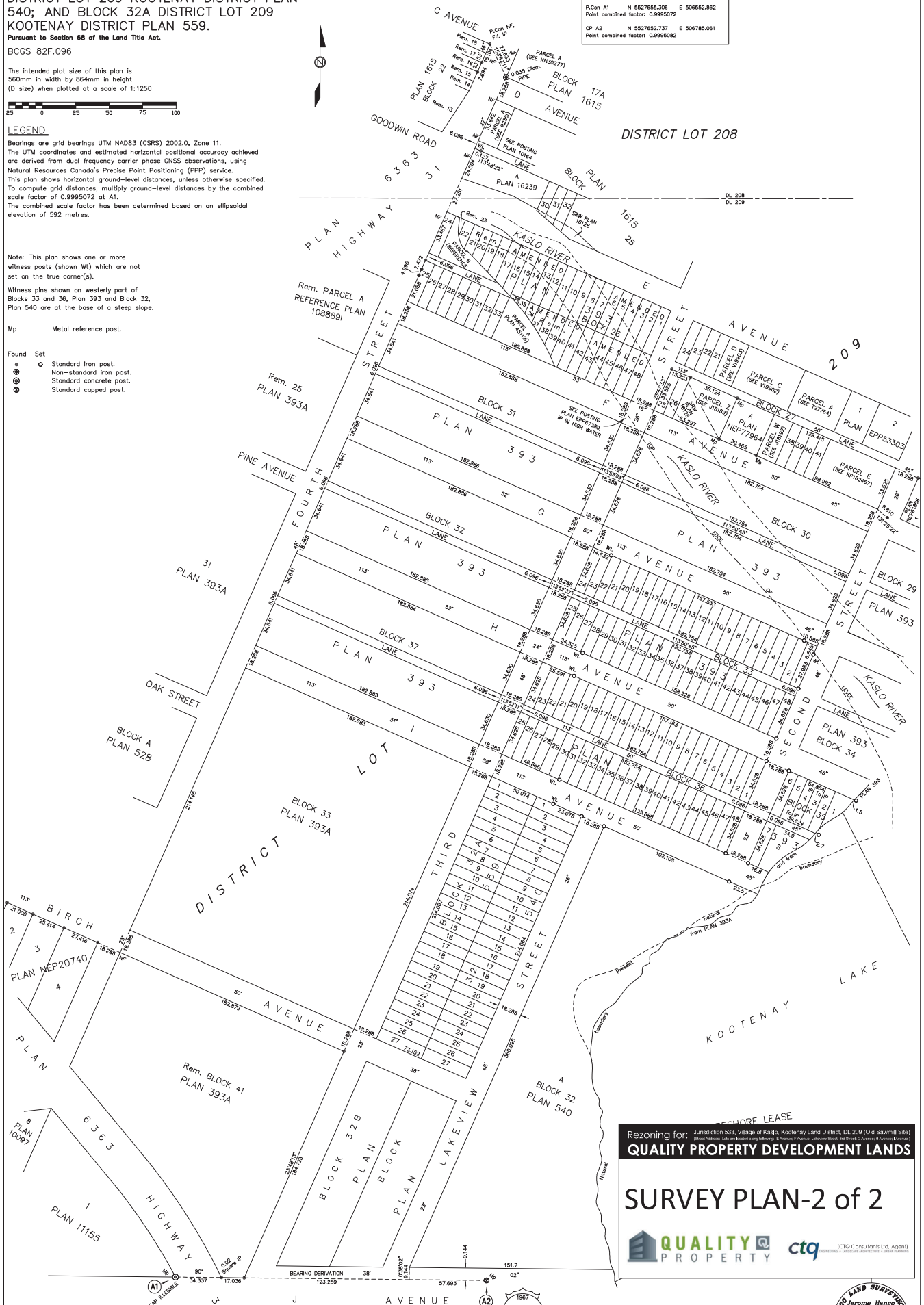
Found Set

- Standard iron post.
- ⊙ Non-standard iron post.
- ⊙ Standard concrete post.
- ⊙ Standard capped post.

UTM NAD83 (CSRS) 2002.0 Zone 11
 Estimated horizontal positional accuracy 0.050

P.Con A1 N 5527655.306 E 506552.662
 Point combined factor: 0.9995072

CP A2 N 5527652.737 E 506785.061
 Point combined factor: 0.9995082



Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
QUALITY PROPERTY DEVELOPMENT LANDS

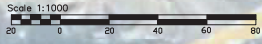
SURVEY PLAN-2 of 2



This plan lies within the Regional District of Central Kootenay.

The field survey represented by this plan was completed on the 6th day of June, 2017 Jerome P. Hango, BCL 740.

SKETCH PLAN SHOWING
 AREAS OF BLOCKS 32 AND
 32A DL 209 KD PLAN 540;
 AND BLOCKS 33, 35, 36, AND
 PART OF BLOCK 26 DL 209
 KD PLAN 393.

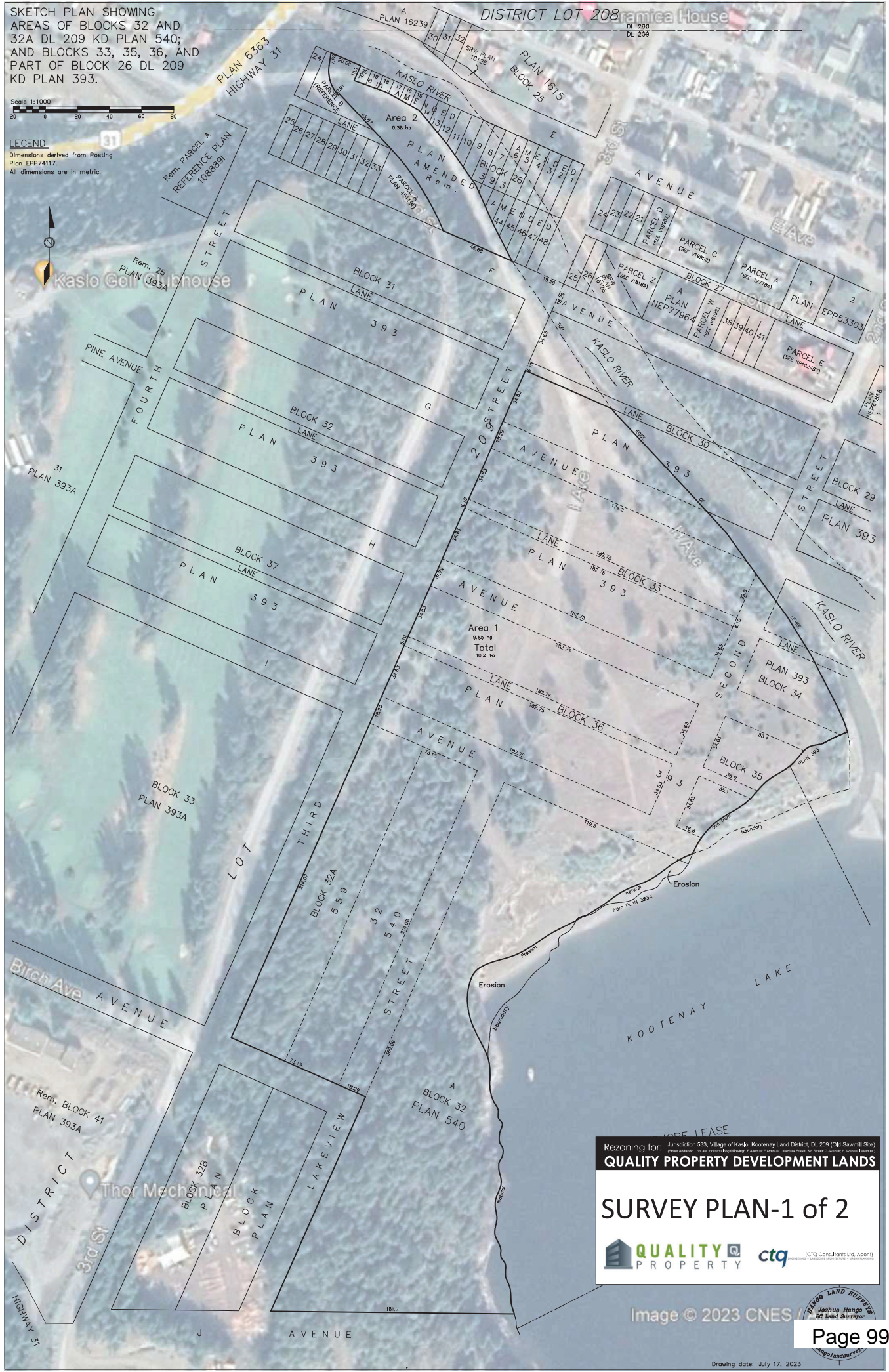


LEGEND
 Dimensions derived from Posting
 Plan EPP74117.
 All dimensions are in metric.



DISTRICT LOT 208 Ramica House

DL 208
 DL 209



Rezoning for: Jurisdiction 633, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
QUALITY PROPERTY DEVELOPMENT LANDS

SURVEY PLAN-1 of 2



Image © 2023 CNES /



END OF DOCUMENT

DATE: June 21, 2024

FILE NUMBER: 0890-07

TO: Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: RV Park Development & 2nd Reading of Rezoning Application PRJ 2023-02**1.0 PURPOSE**

To prompt discussion regarding the RV Park development proposal and second reading of rezoning application PRJ-2023-02.

2.0 RECOMMENDATION

THAT Council consider disposal of Village Road allowances to enable the RV Park proposal to proceed to the next stage, AND

THAT Council consider 2nd reading of rezoning application PRJ 2023-02.

3.0 BACKGROUND

On October 24, 2023 Council gave 1st reading to Zoning Amendment Bylaw No. 1298 in regards to a rezoning application for the lands known as South Beach. The 1st reading served as an introduction that gave Council an opportunity to ask questions and seek clarification from staff on matters related to the proposal. On November 29, 2023 the rezoning applicant hosted a public information meeting and provided a summary report to Council.

A 2nd reading of the Bylaw has been held in abeyance due to transition of senior staff, public input, and to review the Village's processes given the size and complexity of the development proposal. A 2nd reading often conveys support for the project and resolves outstanding technical terms, however, 2nd readings do not mean there is intent for Council to approve a proposal.

A 3rd reading provides Council with an opportunity to review all the information received on a rezoning proposal and after a final discussion may decide to:

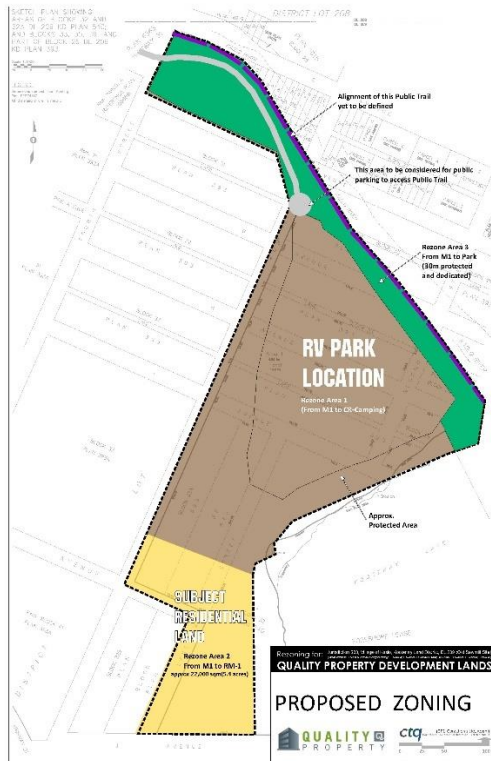
- Approve the application;
- Approve the application with conditions;
- Postpone the application pending clarification of specific issues;
- Require amendments to an application;
- Deny the application.

3rd Reading of a bylaw provides approval in principle of the rezoning proposal and establishes conditions or expectations for final approval.

Final approval and adoption of a bylaw takes place once all of Council's conditions or expectations are met. This may happen at the same meeting as 3rd reading if there are no conditions.

After 1st reading of the proposed rezoning, an Offer of Land Purchase was received from the rezoning applicant; December 6, 2024. The offer was to purchase road allowances within the area of interest based on a per acre price, develop a path and trail along Kaslo River to Kootenay Lake, and provide a deposit for the improvements. The offer was considered by Council during an in-camera meeting on December 12, 2023, and the offer was declined on the grounds that the mapping used was inaccurate and the assumed acreage included lands that the developer would be required to dedicate to the Village under subdivision at no cost. Staff were directed by Council to obtain legal advice on the disposition of land.

The following is a depiction of the proposed rezoning (left), as well as the lands associated with the Offer of Land Purchase (right).



Notwithstanding the rezoning application, development of the RV Park hinges upon Village road allowances being disposed of so that the developer can proceed with consolidating lots, rezoning, subdivision, permitting, and satisfying all other statutory and conditional requirements. The key consideration at this point is whether Council is interested in considering disposal of road allowances. Legal and planning advice has been received regarding the development process and is conveyed within this Staff Report. The intent of this Report is to explore the possibility of land disposition and proceeding to 2nd reading of the rezoning application.

4.0 DISCUSSION

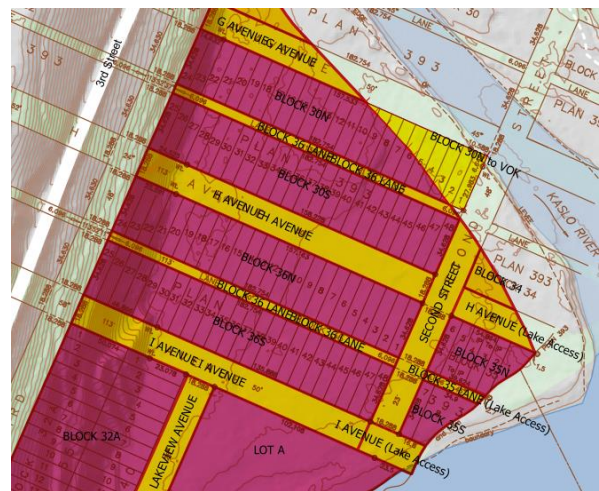
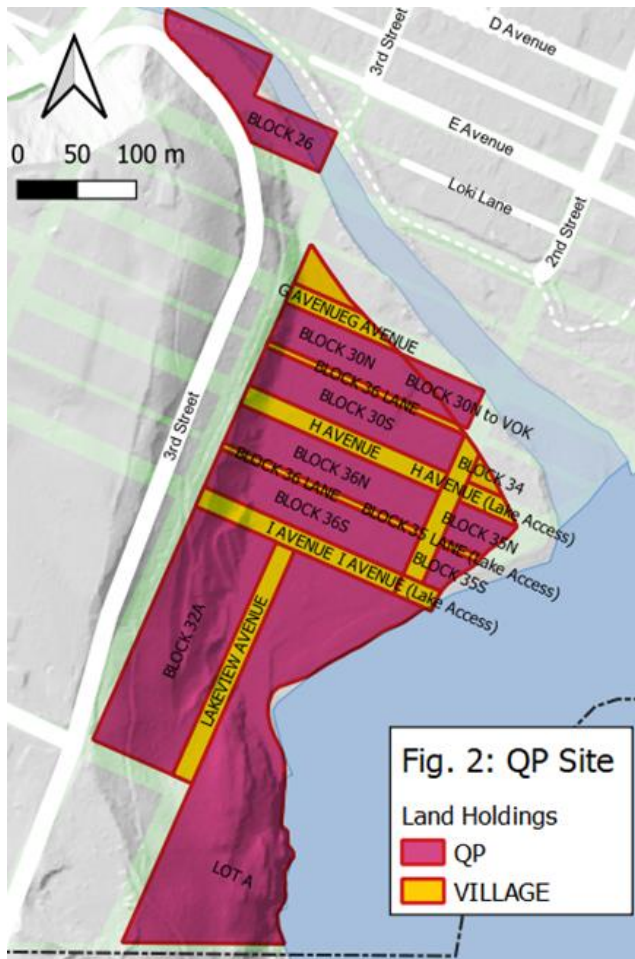
The following represents the general process and stages of development for the proposed RV Park:

- Land disposition [road allowances]
- Consolidation of lots
- Rezoning
- Subdivision
- Development permitting
- Referral to provincial ministries, covenants to mitigate risk to the Village, and various environmental and engineering conditions.

At any point during the process the Village may reject an application on the grounds that it is not aligned with its zoning, subdivision, or permitting requirements, and it may also amend or vary its zoning, subdivision, or permitting requirements to enable a project to continue through the process. The first stage is noted as land disposition.

Land Disposition

The map below shows the area of interest. The developer’s property is purple and the Village’s land that the developer offered to purchase is amber. The developer’s intention is to consolidate all the lots, then rezone, subdivide, and develop. At this stage, Council must consider whether it should dispose of the Village’s road allowances thereby enabling the process to continue to the next stage.

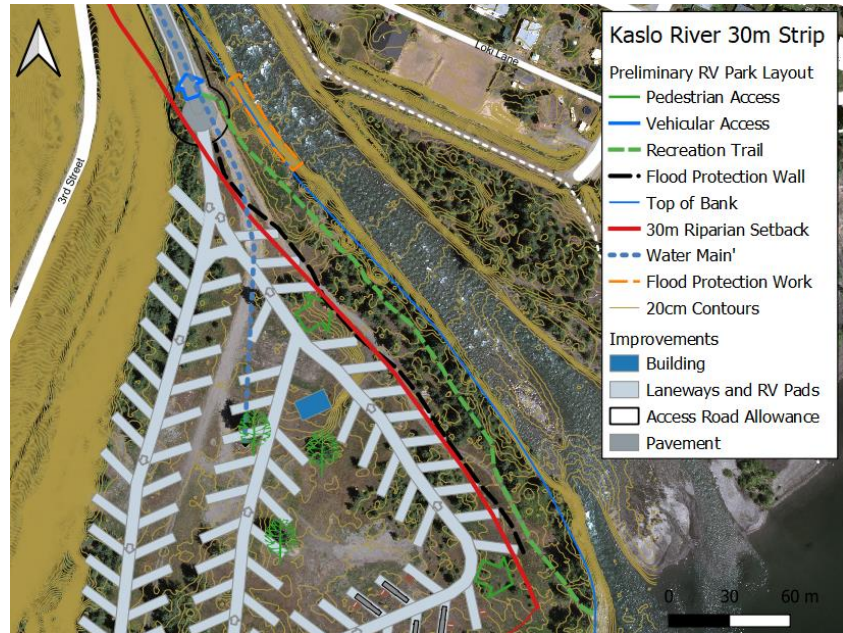


Description	Acres
QP Land (South Beach & upland)	17.6
QP Land (Access area, Block 26)	1.5
Village Land of interest to QP	4.9
Total	24.0

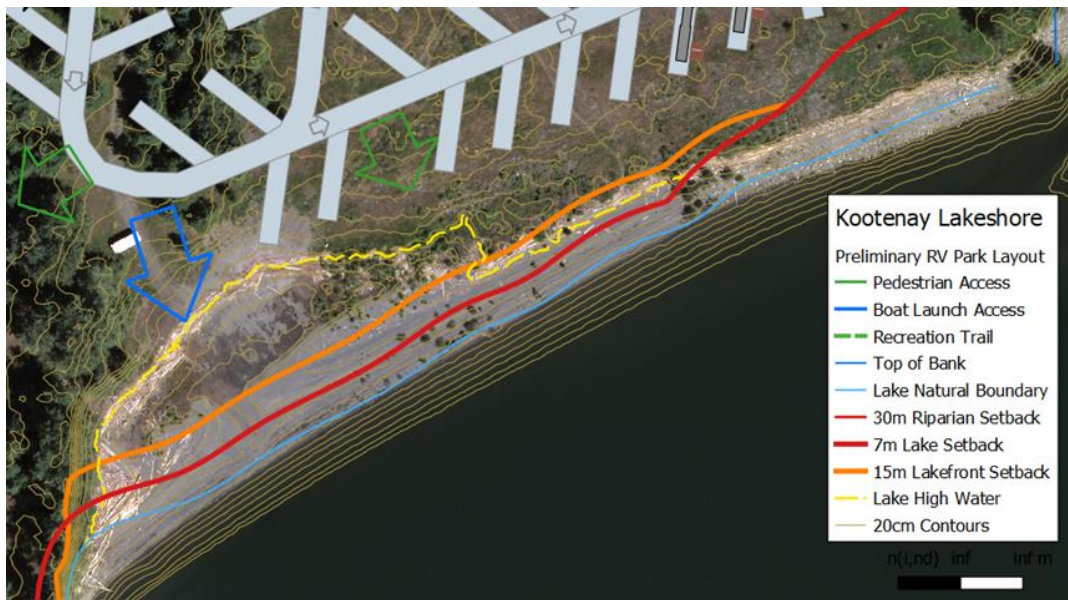
Public Concern

The RV Park proposal has caused some members of the community concern about losing unfettered access to the floodplain and lake which they have enjoyed for decades, despite their access occurring through trespassing on private lands. The rezoning application, public meeting, and Offer of Land Purchase did not clearly communicate the legislative requirements that exist to ensure the public has access to lakes, and that riparian areas and lakefront must be protected by way of setbacks.

The image on the right depicts the 30-meter riparian setback required along the Kaslo River, as well as the proposed trail along the river to the lakeshore that was included in the developer's Offer of Land Purchase. The developer's property line would be outside of the riparian setback.



The image below depicts lakefront setbacks that would provide the public with access to the lakeshore. The Village can impose a 7-metre setback (red line) from the natural boundary (blue line) under the Bare Land Strata Regulation. The exact location of the natural boundary has not been determined, and so the setback is approximate. A new survey must be developed to confirm exact property boundaries. The orange line is a 15-metre environmental setback.



Equal or Better Access

The Community Charter section 41 states that the Village is only permitted to close a highway [road] that provides access to the lake or river if it is exchanging the property for other property that Council considers will provide public access to the same body of water that is of at least equal benefit to the public. In this respect, Council must consider whether the proposed path, trail, and lakefront access provides equal or better access to the river and lake than currently exists. Whereas current access is through trespassing on private land, and the isolation of Village road allowances do not provide practical access, it could be argued that the proposed path and trail along the river are of at least equal benefit.

At this point in the process, Council is being asked to consider whether it is interested in disposing of Village road allowances to enable the developer to proceed with consolidating lots, rezoning, subdivision, permitting, and satisfying all other statutory and conditional requirements.

Implications of Not Disposing

If the Village is not interested in disposing of Village road allowances, then the rezoning application does not need to proceed to 2nd reading. The implication is that the subject lands could remain undeveloped for an indefinite period. The private property owner also may choose to further secure access through their lands to mitigate the risks of trespassing. In effect, access to the lakefront could become more restricted. This could put pressure on Council to re-consider its decision not to dispose of the road allowances.

Village Purchase/Exchange for Developer's Land

As an alternative to disposition of land, the Village could provide the developer with an offer to purchase their lands. The value of the land is unknown, but funding is available through the Columbia Basin Trust's (CBT) Land Acquisition Grant stream which could pay for up to 60% of the purchase, up to \$750,000. Village staff have not conferred with CBT staff regarding eligibility, but this option could be explored if Council does not wish to dispose of Village road allowances.

This alternative begs the question of why the Village would purchase the developer's lands. Village-owned bare land does not generate tax revenue or necessarily foster economic development. The idea of the Village developing the land for itself may be enticing, but the general role of local government is to facilitate economic development in the private sector, rather than participate in it directly. Local government typically only develops property or provides direct services when there is a community need and the market is not large enough to prompt or sustain private interests.

Another alternative is to offer the developer Village-owned land in another area of Kaslo in exchange for their properties in the subject lands. The Village may have land available in south Kaslo, however a development plan has not yet been developed for that area and so the return on investment for the developer would be uncertain and long-term. Moreover, it is understood that the RV Park proposal is of personal interest to the developer, and so staff are inclined to believe an offer of exchange would not be entertained at this time. However, the longer the subject lands remain undeveloped the more interested the developer may become in exchanging land. Council could choose not to proceed with 2nd reading in order to apply pressure on the developer to sell/exchange their land. The timeframe for this strategy would be unknown.

5.0 OPTIONS

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

1. **The Village and QP Development Inc. develop terms for the purchase and sale of road allowances.** *A surveyor will determine the acreage, an appraiser will determine the price per acre, staff and QP Developments will negotiate deposits and dates for conditions to be met. A lawyer will then draft a Purchase and Sale Agreement, and staff will return to Council with an Agreement for its consideration.*
2. **Staff coordinate 2nd reading of Zoning Amendment Bylaw No. 1298.** *A 2nd reading will be scheduled to resolve outstanding technical terms of the proposed rezoning.*
3. Council provide direction to staff for further review and report.

Options 1 and 2 can proceed concurrently. The development of terms for the purchase and sale of road allowances is non-binding, and 2nd reading does not mean there is intent of Council to approve a proposal. If Council is unsure whether to proceed with Option 1, then staff would recommend proceeding with Option 2 to enable Council to gather more information regarding the proposed rezoning.

6.0 FINANCIAL CONSIDERATIONS

The Community Charter section 41 states that proceeds of the disposition of highway [road] that provides access to the lake or river be paid into a reserve fund, with the money from the reserve fund used to acquire property that the council considers will provide public access to the same body of water that is of at least equal benefit to the public. An argument could be made that the Village's road allowances do not provide reasonable access to the river and lake given the topography of the area and their isolation. However, if it's determined that they do provide access and Council chooses to dispose of them, it is unknown where the Village would acquire other land to provide public access to the river and/or lake.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Section 464 of the Local Government Act states that the Village is not required to hold a public hearing on a proposed bylaw if an OCP is in effect for the area that is subject to the zoning bylaw and the bylaw is consistent with the OCP. It is understood that Council has not held a public hearing yet, but did request that the rezoning applicant conduct a public information meeting which occurred November 29, 2023. If Council chooses to hold a Public Hearing, this would typically occur after 2nd reading.

Section 26 of the Community Charter details the requirements for disposing of municipal property which includes notice of proposed disposition.

Applicable Village Bylaws

Bylaw 1130 – Land Use

Bylaw 1193 – Kaslo Floodplain Management

Bylaw 1280 – Official Community Plan

Bylaw 1283 – Development Procedures Bylaw

*An RV Park Bylaw would need to be developed.

8.0 STRATEGIC PRIORITIES

Planning & Development – campground expansion

Economy – waterfront development, land disposition, business retention & expansion

Parks & Natural Area – options for removing golf course irrigation from municipal system, Kaslo River dike and bank flood and erosion improvements

9.0 OTHER CONSIDERATIONS

The role of local government in economic development is to initiate the community's planning efforts through an official community plan (OCP) which in effect shapes community growth and land use. As a facilitator of economic development, the Village must assess whether a proposed development is aligned with its OCP, and then facilitate the development process through rezoning, subdivision, and permitting. At any point during the process the Village may reject an application on the grounds that it is not aligned with its zoning, subdivision, or permitting requirements, and it may also amend or vary its zoning, subdivision, or permitting requirements to enable a project to continue through the process.

With respect to the RV Park proposal, it is aligned with the Village's OCP and the intended use of a Waterfront Development Area. To facilitate the development, the Village would need to raise its road allowances and dispose of the land to the developer. Following that, the developer would consolidate lots, rezone, subdivide, and apply for permits all in due course.

The RV Park proposal provides lawful access along the river and lakefront while developing a local tourist attraction. As a result, the Village would be facilitating the economic development that its OCP intended to initiate. The development of an RV Park will cause stressors for the community, including businesses who may experience a seasonal increase in demand, but it's expected that these stressors would ultimately foster further economic growth. An example would be the golf course who may initially experience challenges accommodating the increased demand (tee times, food, etc), but would undoubtedly make operational adjustments to facilitate the increased business. In this example, the proposed RV Park could support sustainability of the golf course. Council may wish to hear from local businesses through a Public Hearing following a 2nd reading.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

ATTACHMENTS: Planning Report - June 6, 2024

DATE: August 13, 2024

FILE NUMBER: 11-5460-01

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: REVIEW OF STREET SIGNS & ROAD MARKINGS

1.0 PURPOSE

To seek Council approval to enter into a cost-sharing agreement with ICBC for review of Village street signs and road markings, and seek direction regarding development of a Pavement Management Plan.

2.0 RECOMMENDATIONS

THAT the Village enter into a cost-sharing agreement with ICBC for review of street signs and road markings as detailed in the staff report titled *Review of Street Signs & Road Markings* dated August 13, 2024 prepared by CAO Baker.

THAT staff develop a capital project proposal for development of a Pavement Management Plan as detailed in the staff report titled *Review of Street Signs & Road Markings* dated August 13, 2024 prepared by CAO Baker.

3.0 BACKGROUND

The Village has received complaints from residents regarding the speed of vehicles in residential neighbourhoods and parks in lower Kaslo. Staff performed an initial inspection and noted that some street signs and road markings do not appear to meet industry standards. Staff contacted ICBC who identified a program that provides financial support from ICBC towards the assessment of street signs and road markings, as well as the supply of any street sign that is recommended by the report.

Village staff expressed interest in the program and ICBC requested quotes from their third-party service providers, McElhanney and WATT Consulting. The scope of the work includes an ICBC workshop for staff who maintain the Village's street signs and road markings, a field guide handbook, on-site review of every street in the Village, and a report with recommendations. McElhanney did not submit a proposal by the deadline, but a quote was received from WATT Consulting. The Village is now able to consider the project and decide how to proceed.

4.0 DISCUSSION

Regardless of any complaints received, the Village ought to help mitigate the risks to traffic and pedestrian safety by ensuring its street signs and road markings adhere to industry standards. The proposed project provides an opportunity for the Village to have its street signs and road markings reviewed, and improvements made, while minimizing the cost to taxpayers through a cost-sharing agreement with ICBC.

It's possible that some of the complaints received from residents will be alleviated with the installation of standard signage and road markings. That said, there will always be drivers who disobey signs and markings, and so the Village should not assume that the recommendations of the ICBC report will resolve

all of the issues reported. While this project will enable the Village to come into compliance with industry standards and mitigate some of the traffic safety issues reported by residents, there may be additional measures necessary to fully address resident concerns which are not subject to the proposed assessment, i.e. speed humps, radar speed tracking.

WATT Consulting is the same consultant currently working on the Village’s Active Transportation Network Plan. Their proposal identifies that they have already collected site photos of street signs and can geolocate these signs on a map so that they can be readily reviewed for adherence to Ministry of Uniform Traffic Control Devices for Canada. They also have access to the Village’s GIS layer for signage which enables them to execute a field review with greater efficiency. As such, they have suggested that they’re able to offer value-added service and efficiencies in workflow, with the field review completed before the end of September and delivery of the Field Guide Handbook and Report with recommendations within 60 days of the ICBC workshop. This timeline would enable staff to include the cost of any recommendations in the 2025 draft operating and capital budgets for Council to consider.

5.0 FINANCIAL CONSIDERATIONS

The quote received from WATT Consulting is valued at \$14,920 which is in line with the cost initially estimated by ICBC during discussions with Village staff. ICBC has proposed a cost-sharing agreement in which the Village and ICBC would each pay 50% of the assessment, and ICBC will provide any signage that is recommended by the report free of charge; the Village would pay for the cost of sign installation using staff resources. As the recommendations are unknown at this time, the cost of sign installation and road markings are also unknown, however, costs would be funded by the Village through its operating budget, as funding permits.

Budget Item	Village Cost	ICBC Cost
ICBC Workshop (staff training)	\$1,370	\$1,370
Field Guide Handbook (reference)	\$900	\$900
On-site Review and report with recommendations	\$4,270	\$4,270
Project Management	\$920	\$920
Street Signs	Installation TBD	Materials TBD
TOTALS	\$7,460	\$7,460

For 2024, Council approved a Roads capital improvement project in the amount of \$500,000 which was intended for the re-construction and paving of east Front Street. Due to competing priorities, it is unlikely that this work will be completed in 2024. Moreover, the undersigned would recommend that before any major paving projects are completed by the Village, a Pavement Management Plan be developed to guide decision making. The Plan would include a condition assessment of all paved surfaces within the Village, risk assessment, and cost estimates that feed the Village’s asset management plan, repair and maintenance plans, and capital improvements for the next 5 years. In the meantime, the \$500,000 allocated to the Roads capital improvement project could be used for the street sign and road marking project described herein, and development of a Pavement Management Plan. If agreeable, staff will proceed with entering into a cost-sharing agreement with ICBC for the proposed street sign and road marking review, and develop a separate staff report for the proposed development of a Pavement Management Plan.

6.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

None to report.

7.0 STRATEGIC PRIORITIES

Capacity – Asset Management Plan

Capacity – Move from grant reactive to grant ready

Capacity – Public communication and engagement

Capital Projects – Street paving program

Governance – Incorporate asset management into 5-year financial plan and all aspects of operations

Governance - Bylaw Modernization (street & traffic)

8.0 OTHER CONSIDERATIONS

None to report.

9.0 OPTIONS

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

1. **THAT the Village enter into a cost-sharing agreement with ICBC for review of Village street signs and road markings, and the contract for performance of the review be awarded to WATT Consulting in the amount of \$14,920.** *Staff will enter into an agreement with ICBC, allocate the Village’s share of costs to the 2024 Roads capital improvement project, facilitate the review, and include any recommendations of the report in the draft 2025 operating & capital budgets.*
2. **THAT staff develop a proposal for a Pavement Management Plan for Council’s consideration.** *Staff will gather information and draft a staff report for September.*

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

ATTACHMENTS: none