



REGULAR MEETING OF COUNCIL AGENDA

DATE: 2023.11.28

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

1. Call to Order

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.11.28 Council Meeting

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.11.14 Council Meeting

4. Delegations - Nil

5. Information Items

5.1 Council Reports

5.1.1 Mayor's Report

5.1.2 FCM Report

5.2 Committee Minutes

5.3 Staff Reports

5.3.1 CAO Report

5.3.2 QP Developments Rezoning Planning Report

5.4 Correspondence

5.4.1 AKBLG Call for Resolutions

5.4.2 2023.11.15 D. Davies – Beaches

5.4.3 RDCK – Commission Appointments

5.4.4 2023.11.13 Wildsight – Zincton

5.4.5 2023.11.23 Interior Health & Regional Districts Partnership Agreement

5.5 2023.11.28 Circulation Package

6. Question Period

An opportunity for members of the public to address council regarding items that appear on the agenda.

7. Business

7.1 Bylaw 1296, 2023 – 5-Year Financial Plan Amendment

To consider adopting a bylaw to amend the 2023 budget.

7.2 Bylaw 1299, 2023 – Kaslo and Area D Arena Property Reserve Amendment

To consider giving first, second and third reading to a bylaw that amends the Kaslo and Area D Arena Reserve to handle donated and raised funds that are directed to a specific recreational facility.

7.3 Bylaw 1300, 2023 – Fees & Charges Bylaw

To consider giving first, second and third readings to a bylaw that will impose updated fees for 2024.

7.4 Temporary Licence of Occupation – Kootenay Mountain Holidays

To consider renewing the Temporary Licence of Occupation issued to Kootenay Mountain Holidays for use of lands at the Kaslo Aerodrome.

7.5 Temporary Licence of Occupation – Powder Creek Lodge

To consider issuing a Temporary Licence of Occupation to Powder Creek for use of lands at the Kaslo Aerodrome.

7.6 2024 Council Meeting Schedule

To confirm the schedule of 2024 Regular Council meetings.

7.7 Holiday Hours & Staff Gratuity

To authorize Village Office closure for last week of December and staff gratuity.

8. Late Items

9. In Camera Meeting

10. Raised from In Camera Meeting

11. Adjournment





REGULAR MEETING OF COUNCIL MINUTES

DATE: 2023.11.14

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair:	Mayor Hewat
	Councillors:	Bird, Brown, Lang, Leathwood
	Regrets:	
	Staff:	CAO Dunlop
	Public:	2

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 was called to order at 6:01 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.11.14 Council Meeting

297/2023 Moved, seconded and CARRIED

THAT the Agenda for the 2023.11.14 Regular Meeting of Council be adopted as amended with the addition of the late item (8.1 Heritage BC).

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.10.24 Council Meeting

298/2023 Moved, seconded and CARRIED

THAT the Minutes for the 2023.10.24 Regular Meeting of Council be adopted as presented.

299/2023 Moved, seconded and CARRIED

THAT Council dissolve into Committee of the Whole to receive information and questions from the public.

4. Delegations - Nil

5. Information Items

5.1 Council Reports

5.1.1. Mayors Report

5.1.2. Councillor Reports

5.2 Committee Minutes

5.2.1. 2023.11.06 Liquid Waste Monitoring Committee Minutes DRAFT

5.3 Staff Reports

5.3.1. CAO Report

5.3.2. REDIP Application – Kaslo Rural Innovation Centre (Kemball Building)

5.4 Correspondence & Items for Information

5.4.1. CBT – Youth Take on Wildfire Resilience

5.4.2. Interior Health – Victorian Community Health Centre

5.4.3. RDCK Board Highlights

5.4.4. RDCK Notice of Potential Tipping Fee Increase

5.4.5. Minister of Housing - Local Government Housing Initiatives

5.5 2023.11.14 Circulation Package

6. Question Period - Nil

300/2023 Moved, seconded and CARRIED
THAT Council rise and report from Committee of the Whole.

301/2023 ***THAT Item 5.4.2. be referred to the Health Advisory Committee.***

7. Business

7.1 Bylaw 1296 – 5-Year Financial Plan Amendment

302/2023 Moved, seconded and CARRIED
THAT the 5-Year Financial Plan Amendment Bylaw No. 1296, 2023 be given first, second and third reading.

7.2 AKBLG Resolutions

No topics were identified. This item will be included on the next agenda.

7.3 Kaslo Raquet Club

303/2023 Moved, seconded and CARRIED
THAT Council approve allowing the Kaslo Racquet Club to proceed with site preparation work as outlined in their October 25, 2023 letter.

7.4 Arena Reserve Expense Authorization

304/2023 Moved, seconded and CARRIED
THAT funds to cover the \$5,532.65 purchase of new toilets be drawn from the Murray Pearson Family donation funds held by the Village.

7.5 Central Kootenay Invasive Species Society

305/2023 Moved, seconded and CARRIED
THAT Mayor Hewat be appointed to represent the Village of Kaslo on the Central Kootenay Invasive Species Society working Group.



7.6 Youth Fire Smart 2024

- 306/2023** Moved, seconded and CARRIED
THAT the Village of Kaslo authorize an application to the Columbia Basin Trust Community Resiliency Investment Program – Columbia Basin Wildfire Resiliency Initiative for funding to deliver a Kaslo Youth FireSmart Program in 2024.

7.7 Kaslo Chamber – Light Up Requests

- 307/2023** Moved, seconded and CARRIED
THAT Council directs Councillor Brown, as Council's Liaison, to contact the Kaslo and District Community Forest Society about donating a tree for Christmas Light Up.

7.8 RDCK Complete Communities Application

- 308/2023** Moved, seconded and CARRIED
*THAT Council provide approval for Regional District of Central Kootenay (RDCK) staff to submit an application to the Union of British Columbia Municipalities (UBCM) Complete Communities Program, in support of growth management planning, for the full amount of eligible costs; and,
THAT such funding be received and managed by the RDCK on behalf of the Village of Kaslo.*

7.9 Liquid Waste Monitoring Committee (LWMC)

- 309/2023** Moved, seconded and CARRIED
THAT the Liquid Waste Monitoring Committee recommend to Council that staff contact Interior Health regarding access to septic system records for lower Kaslo.
- 310/2023** *THAT the Liquid Waste Monitoring Committee recommend to Council that staff be directed to investigate and report back to the Liquid Waste Monitoring Committee on the feasibility and cost of lake water quality testing.*
- 311/2023** *THAT the Liquid Waste Monitoring Committee recommend to Council that a Source Control Bylaw be drafted that regulates quantity, quality, and timing of effluent discharge through operating permits for commercial, industrial, and institutional users.*
- 312/2023** *THAT the Liquid Waste Monitoring Committee recommends to council that the frontages for the 2024 sewer parcel tax be based on 40 foot minimum and 200 foot maximum frontages; and,*
- 313/2023** *THAT the sewer user rates be increased by 5% for 2024.*

7.10 Canada Summer Jobs



314/2023 Moved, seconded and CARRIED
THAT the Village of Kaslo apply to the 2024 Canada Summer Jobs program.

7.11 Community Tree Grant

315/2023 Moved, seconded and CARRIED
THAT the Village of Kaslo apply to Tree Canada for funding to assist with the implementation of the Tree Planting Plan.

7.12 Victorian Hospital of Kaslo Auxiliary Society – Grant Application & Renovations

316/2023 Moved, seconded and CARRIED
THAT Council approve allowing the Victorian Hospital of Kaslo Auxiliary Society to proceed with the Thrift Store Shed Renovation Project; and,

317/2023 ***THAT the Mayor be authorized to sign a letter of support on behalf of Council to endorse the project and acknowledge the long-term relationship that the Village and Victorian Hospital of Kaslo Auxiliary Society have established for the operation of the Thrift Store.***

Councillor Brown declared a conflict of interest for item 7.13 and left the meeting at 6:43pm.

7.13 Kaslo Baseball and Softball Association Request

318/2023 Moved, seconded and CARRIED
THAT Council approve allowing the Kaslo Baseball and Softball Association (KBSA) to proceed with a grant application for renovations to the outfield of the Murray Pearson Memorial Ball Field;

319/2023 ***THAT staff be directed to investigate and report back on the closure of the D Avenue road allowance between First and Second Street for dedication to parkland; and,***

320/2023 ***THAT KBSA provide plans for the proposed ballfield improvements for the approval of Council.***

Councillor Brown returned to the meeting at 6:55pm.

7.14 Kaslo and Area Volunteer Fire Department Street Closure

321/2023 Moved, seconded and CARRIED
THAT the Kaslo and Area Volunteer Fire Department (KAVFD) be granted a street closure permit for Tuesday November 21st, 2023, from 7:00pm to 9:00pm for training purposes in the downtown area, subject to KAVFD notifying affected property and business owners in advance.



7.15 MFA Signing Authorities

322/2023

Moved, seconded and CARRIED

THAT Mayor Hewat, Councillors Bird, Brown, Lang, Leathwood, CO Allaway and Deputy Clerk Treasurer Patience be authorized signatories for the Municipal Finance Authority.

8. Late Items

8.1 Heritage BC

323/2023

Moved, seconded and CARRIED

THAT Mayor Hewat and Councillor Leathwood be authorized to attend the 2024 Annual Heritage BC Conference in Nelson BC from May 1 to 3, 2024, with expenses paid.

9. In Camera Meeting

324/2023

Moved, seconded and CARRIED

THAT Council now recess and reconvene in-camera with the public excluded under Sections 90(1) (a), (c), (d) and (j) of the Community Charter.

The open meeting recessed at 7:00 p.m.

The open meeting reconvened at 7:39 p.m.

10. Raised from In Camera Meeting

IC119/23

THAT Derek Apple and Paul Van Deursen be appointed to the Asset Management Committee.

IC120/23

THAT Kate O'Keefe be thanked for her service representing the Health Advisory Committee.

11. Adjournment

The meeting was adjourned at 7:39 p.m.

CERTIFIED CORRECT:

Deputy Corporate Officer

Mayor Hewat





Mayors Report

Regular Council Meeting

Tuesday, November 28, 2023

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.

November 8th – RDCK Strategic Planning Workshop

November 14th - Regular Meeting of Council

November 15th - RDCK Joint Resource Recovery Committee
Central Sub-region Recycling Analysis

The purpose of this report is to present an analysis of the Central Resource Recovery recycling services and use of depots by communities that provide curbside recycling collection services (the City of Nelson and Village of Kaslo).

I had forwarded a copy of the report to CAO Dunlop over the Remembrance Day weekend, but there was a motion to formally forward the report to Kaslo in addition to responding to the correspondence received from the City of Nelson in 2019. This will be voted on at the Board meeting on the 16th.

November 16th - RDCK Board Meeting
Elections

Director Watson was re-elected as Chair and Director Lockwood was re-elected as Vice Chair.

New Staff Members introduced (changes in position to replace staff on leave or retired)

Admin Assistant – Environmental Services, 2 Information Technology positions, 2 Building Inspection positions, Admin Assistant – Corporate Administration, Disaster Mitigation and Adaptation Senior Advisor.

Delegation - Nelson and Area Economic Development Partnership and M'akola.

Andrea Wilkey and Tom Thomson from the Nelson and Area Economic Development Partnership as well as Sandy McKay and Jenna Hildebrand from M'akola.

They presented on the recommendations from the Phase 2 Greater Nelson Housing Entity Study (which was previously provided to staff).

\$7,000 in funding secured for Phase 3 of the study.

Motions Passed:

Bylaw 2908: Building Amendment

That the Regional District of Central Kootenay Building Amendment Bylaw No. 2908, 2023 be read a THIRD time by content and be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

I had forwarded a copy of the report to staff several months ago and had requested that the RDCK communicate with participating municipalities and that they be consulted on the changes prior to adoption.

Chris Gainham indicated that they are looking at changes to the rest of the bylaw in 2024 and the intent is to





Mayors Report

consult with municipalities during the process. This is so bylaws for municipalities served by the RDCK Building Inspection service are in alignment to avoid confusion.

UBCM Complete Communities Program

That the Board direct staff to apply to the UBCM Complete Communities Program for growth management planning.

I had let Dana Hawkins know that we had passed a motion be part of this project as did a few other communities.

Letters of Support were approved and issued by the Kaslo & Area D Economic Development Commission for: Village of Kaslo - Kaslo and District Arena application to the CBT Community Readiness Program.

Natural Resources Canada Funded Community Resilience Advisory Committee Participation

The Board approve that the proposed Staff participate in the Advisory Committee on Building Capacity for Community Resilience to Climate Change in BC, should the proposal be funded by the NRCan Climate Change Adaptation Program.

The Community Development Grant for Kaslo Community Services was approved.

Items of Interest

Columbia Basin Trust ReDi (Resident Directed) grant Program – the program is administered by the Regional District.

For many years, Kaslo and RDCK Area D have pooled their funds (not including Area D Affected Areas funding).

As Director for Kaslo, I have coordinated the award process for these funds based upon the criteria provided by CBT and Director Watson coordinates the award process for Area D Affected Areas.

Different areas use different methods of determining the distribution, from Dot nights to a small Local Selection Committee making the recommendation to the RDCK Board. Since being involved in the process, Director Watson and I have chosen to hold a public meeting where those in attendance are able to vote on how they would like the distribution of the funds between the eligible projects to be allocated. The ballots are then averaged to determine the final award recommendation.

2024 anticipated minimum funding: \$58,283.

Key dates for 2024

Application deadline:

Wednesday, February 21, 2024, by 4:30pm.

Project Period:

Between May 17, 2024, and June 30, 2025.

Eligible Projects posted to RDCK website:

March 2024

Community Involvement Process:

April 2024

RDCK Board makes final funding decisions:

May 16, 2024

Grant awards disbursed:

June and July 2024





Mayors Report

Director Watson provided a Letters of Support to the Kaslo and District Community Forest Society for their application to the REDIP program for a Bioenergy Study and to Central Kootenay Community Futures for their application to the REDIP program for a Rural Ride-Hailing Study.

November 19th – 25th – Federation of Canadian Municipalities Advocacy Days in Ottawa
I will be submitting a separate report on my attendance.

Upcoming Meetings

November 27th
RDCK All Recreation Commission

Kaslo Accessibility Committee

Health Advisory Committee

November 28th - Regular Meeting of Council

November 29th
RDCK Central Resource Recovery Budget Meeting

Quality Properties open house regarding the South Beach Development Proposal

December 4th - North Kootenay Lake Services Committee

December 5th
Kaslo Seniors Christmas Luncheon

December 6th - Asset management Committee

December 11th - Kaslo & Area D Economic Development Commission

December 12th - RDCK Community Sustainable Living Advisory Committee

December 13th - RDCK Joint Resource Recovery

December 14th - RDCK Board

Respectfully submitted,
Mayor Suzan Hewat



Report to council

FCM's Board of Directors meeting

Virtual meeting

September 14, 2023

This document summarizes key updates from the most recent meeting of the Board of Directors of the Federation of Canadian Municipalities (FCM). It is designed to support board and committee members in reporting back to their local and regional councils on their progress with FCM.

September 2023: Report to council

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FCM's Committee of the Whole meets during the September 2023 FCM Board meeting and signals support for the city of Yellowknife, NWT.

Context and key points

The September 2023 FCM Board of Directors meeting was held virtually on September 14. The originally scheduled in-person gathering in Yellowknife, NWT was cancelled due to the evacuation order placed on the city.

- As Canada's 44th Parliament returned from its summer adjournment, municipal leaders from coast to coast to coast convened virtually to address issues of municipal concern and carry out vital governance work.
- FCM's September board meeting was scheduled to take place for the first-time in the city of Yellowknife, NWT. However, in light of serious wildfires in the areas directly outside Yellowknife and the mandatory evacuation order placed on the city, the decision was taken in the weeks leading up to this meeting to meet virtually.
- Led by FCM's President, Scott Pearce, Board members focused on a range of municipal priorities. These included the necessity of a new Municipal Growth Framework, an important advocacy priority that FCM members adopted via a **historic resolution** at our Annual Conference in May 2023. The September board meeting took place in the context of FCM having kickstarted advocacy and public engagement on this issue over the summer.
- The board adopted several resolutions on key priorities, as outlined at the end of this document.
- The need for a new **Municipal Growth Framework** was outlined to FCM board members via a special toolkit document that was shared in August 2023. This toolkit included a set of assets to assist board members in communicating the need for this framework, including a set of key messages, ready-made op-eds and social media post drafts, a set of Q&As, and recent media articles covering the initiative.

High-level key messages on this important advocacy goal include:

- As our population grows and municipal responsibilities expand, **it is increasingly crucial that Canadians have confidence in their local leaders** to protect the core elements that define a good quality of life.
- **That's why it's time for a national conversation about how we support Canadians by supporting municipalities.** For too long—over a century—municipal responsibilities have expanded while resources have remained unchanged. Here are the facts:
 - Municipalities are operating within a nineteenth-century revenue system to respond to 21st-century responsibilities and evolving needs of Canadians.
 - Municipalities manage more than 60 percent of Canada's public infrastructure yet only receive between 8 and 10 cents for each tax dollar collected.
 - Emerging from the pandemic, we've seen federal and provincial sales and income taxes increase rapidly while overall municipal property tax revenue has remained flat—or even declined—when accounting for inflation and population growth.

- At the end of the day, **we need to better link municipal revenue with population growth, economic growth and the services municipalities provide in the 21st century.** This is essential in providing Canadians both new and old the quality of life they deserve.

FCM leadership on the Municipal Growth Framework

- At FCM's May 2023 Annual Conference, members passed a resolution outlining the need for the development of a new **Municipal Growth Framework** to support Canadian municipalities and the people who call our communities home. This resolution gives FCM a mandate to:
 - declare that **Canada needs a modernized growth framework** for municipalities;
 - **lead the development of a Municipal Growth Framework** that links municipal financial capacity to challenges such as population growth and economic growth; and
 - **call on the federal government** to engage with FCM in the development of this framework.
- **To put it simply:** A new Municipal Growth Framework means revenue tools that grow with the economy, and a redefining of the way we engage across orders of government. By linking revenue to growth dynamics, we can better support Canadians with the infrastructure, services, and amenities that will support their quality of life.
- **FCM is calling for a real conversation,** with federal, provincial and territorial governments at the table, focusing on the changes required for Canada's growing communities to meet both today and tomorrow's challenges.
- **FCM is leading an important discussion on what a new Municipal Growth Framework may look like**—this is the conversation FCM and our member municipalities from coast to coast to coast need to have with our peers in the federal and provincial/territorial governments.
- **Now is the time to examine how a modernized framework can empower municipalities and prioritize Canadians' needs in a growing nation.**

"Now is the time for FCM to do what it does best—advocate fearlessly for our communities.

*Nowhere is this more apparent than in our historic decision to advocate for a new **Municipal Growth Framework**. On behalf of the Canadians we serve, we need to look beyond the next budget, beyond the next crisis and empower our communities from the ground up."*

FCM President, Scott Pearce



Committees and forums

FCM's Board of Directors oversees various committees and forums that provide direction and insight on a wide range of issues and priorities. A summary of each committee and forum meeting held over this period is provided below.

Rural Forum

Members heard from President Scott Pearce and CEO Carole Saab about the growing pressures rural municipalities are facing and how imperative it is that rural Canada prosper with the right tools and resources in place.

Members voted in favour of adopting an addition to the Policy Statement on Rural Economic Development. The new policy outlines how the federal government should support Canadian agricultural communities to adapt to the negative impacts of a changing climate and pursue new opportunities to participate in a low-carbon agriculture sector. Specifically, the policy position supports farmer-centric policies and strategies, strengthening incentives for sustainable management practices and new technologies, and identifying and addressing gaps in research funding and data collection, management, and content.

FCM staff presented to the forum on the state of rural broadband in Canada and FCM's advocacy priorities for this file.

There was a roundtable discussion on the new Municipal Growth Framework, with a particular focus on how a new Municipal Growth Framework can work for rural communities. The discussion was varied and tied into areas such as infrastructure and housing, tourism, community safety, and inflation.

The Rural Forum held an election for Chair and Vice-Chairs. For the year 2023-2024, Neal Comeau (Sturgeon County, AB) will serve as Chair. Leah Main (Village of Silverton, BC) and Mike Strachan (Village of Torquay, SK) will serve as Vice-Chairs.

Northern and Remote Forum

The forum voted to support a recommendation that invites municipal elected officials from the Boards of the Association of Yukon Communities (AYC), Northwest Territories Association of Communities (NWTAC) and Nunavut Association of Municipalities (NAM) to attend the Northern and Remote Forum meetings as non-voting observers.

The forum also directed FCM staff to assess process options for northern and remote observers from the boards of provincial associations. Staff will develop an option for consideration at the March 2024 meeting.

There were several staff presentations: the state of broadband, climate adaptation work and weaving northern elements into the 2024 FCM Annual Conference.

There was also a roundtable discussion on how the new Municipal Growth Framework can work for northern and remote communities. The conversation included the need to emphasize the economic potential of Northern Canada, how to engage meaningfully with other levels of government, ensuring tools are simple (such as block transfers like the CCBF), and the potential to expand revenue sharing under existing taxes and fees.

Governance Committee

The committee began the meeting by considering new Terms of Reference for three FCM committees. As background, the committee heard that following a decision by the Executive Committee to consolidate the existing standing committees down to five, several bodies needed new or significantly revised Terms of Reference.

The new Terms of Reference reflect the following:

1. The shift from a Governance Working Group to a Governance Committee as a core committee of the Board alongside the Finance and Audit Committee, and the Human Resources Committee;
2. The blending of the Standing Committee on Anti-Racism and Equity with the Standing Committee on Increasing Women's Participation in Municipal Government; and
3. The combining of former Standing Committees on Municipal Infrastructure and Transportation, and Finance and Intergovernmental Affairs, to create the Standing Committee on Finance, Infrastructure and Transportation.

The coming work of the Governance Committee will include a thorough review of the Terms of Reference of all committees and forums, an alignment with best governance practice, and some changes might result in by-law amendments to be brought to the board and ultimately the membership.

The committee then moved to a discussion of the revised Code of Ethical Conduct, as well as the Complaint Procedure under the Code, and the Conflict-of-Interest Policy. The Harassment Policy will remain a separate document, and a Substance Use Policy is being developed which will be an Annex to the Code of Conduct. The Executive Committee had provided feedback to an early version of the Code, and Governance Committee members offered additional feedback on issues including an external Complaints Officer, monitoring and reporting on complaints, involvement of staff in the process and the possible routes for making a complaint.

The committee heard an update on Board Effectiveness Framework items that have been advanced since the March meeting when the framework was approved.

There have been four key areas of focus:

1. Reviewing the Code of Conduct and Conflict of Interest policies;
2. Anti-Racism, Equity, and Inclusion components of governance, including leveraging the non-board committee member process to increase diversity;
3. Orientation and training through an FCM 101 session for new board members in June, subsequently shared with all board and committee members, as well as an Executive Committee retreat, and an orientation session for the Committee of the Whole (the possibility of providing self-guided board training on specific board competencies is also being explored); and
4. Prioritizing short-term improvements and longer-term changes to the board portal for improved access to board and committee documents.

The committee also heard an overview of the process used for committee assignments given the new committees structure, including that committee sizes are larger than ideal due to having fewer committees. The committee profile survey used this year included the collection of some demographic and skills self-assessment information that will assist in establishing a baseline of board composition. The committee provided feedback regarding terms for the FCM Board of Directors.

Community Safety and Crime Prevention

The committee received a presentation and update from Public Safety Canada on the Federal Government's Assessment of the RCMP Contract Policing Program and findings of the Mass Casualty Commission Final Report.

The committee reviewed three expiring resolutions on RCMP Community Policing, Supporting the Indigenous Court System, and Improving the Medical Cannabis Regime, and recommended them for adoption into standing policy.

The committee adopted two new resolutions on the following topics:

1. Implementing a Graduated Tier System for RCMP Contract Policing Cost-sharing Agreements
2. Increasing the Tax Credit for Volunteer Firefighters and Search and Rescue Volunteer

The committee undertook a strategic discussion about the impacts of complex social issues, including substance use, mental health and affordability, on community well-being from a public safety perspective.

Réseau Francophone

The committee elected positions of Chair (Anik Des Marais) and Vice-Chair (Bernard Bigras-Denis). Anik Des Marais, the new Chair of the Network of Francophone Municipalities addressed members and provided an update on the network.

Justin Johnson, CEO of the Association of Manitoba Bilingual Municipalities (AMBM) and Annie Girard shared the 2022-2025 ABMB's Strategy to Support Economic Immigration in Manitoba's Bilingual Municipalities and how they encourage, stimulate, coordinate and support economic growth for their communities with the leadership and expertise of organizations such as the Economic Development Council for Manitoba Bilingual Municipalities (CDEM).

The strategy aims to build the capacity of its member municipalities to attract French speaking or bilingual immigrants to their territory, and to create conditions that are conducive to their reception, settlement and inclusiveness. It also wishes to confirm the role and consolidate the presence of Manitoba's bilingual municipalities within the continuum of Francophone immigration to the province, in complementarity and solidarity with the key players who make up this continuum.

The members also held a roundtable on local priorities and discussed the need to recruit more French-speaking members in the country, particularly outside of Quebec and particularly in the province of Ontario, and to make a collective effort to increase representation within the network.

Environmental Issues and Sustainable Development

The committee received a presentation on FCM's Recommendations for the 2030 Emissions Reduction Plan Progress Report and approved a proposed addition to FCM's Climate Change Policy Statement on Clean Electricity.

The committee reviewed an expiring resolution related to national utility corridors and the need to improve predictability to help restore investor confidence. The committee voted to incorporate the second clause of the resolution into standing policy.

The committee voted to adopt three new resolutions on the following topics:

1. A federal mechanism to address inflationary cost escalations in DMAF funded projects
2. The availability of affordable pluvial and fluvial flood insurance for existing buildings
3. Investing in the resiliency of nationally significant transportation routes and single-access corridors

The committee received an update on key GMF priorities including a new three-year strategic plan and new program developments.

Municipal Finance, Infrastructure and Transportation

The committee reviewed the new Terms of Reference which combines the previous mandates of the Standing Committee on Municipal Infrastructure and Transportation and the Standing Committee for Municipal Finance and Intergovernmental Arrangements

The committee received an update on FCM's Budget 2024 advocacy priorities related to the next generation of federal infrastructure program and public transit. Members discussed issues with costs of inflation, federal program design, and operational funding needs.

The committee voted to incorporate into standing policy three expiring resolutions on modernizing the Official Languages Act, public consultations on telecommunications infrastructure, and shipping dangerous goods by rail.

The committee approved a new resolution on Rural Transit Operating Funding.

Committee members discussed the Municipal Growth Framework and shared their current fiscal challenges and thoughts on the proposed framework.

The committee then received updates on FCM's research on the cost of municipal infrastructure to meet CMHC's targets for new housing construction and the Reconciliation Action Working Group.

The committee approved a recommendation to focus FCM's advocacy on rail safety over the next year on three areas: development in proximity to rail lines, the impact of climate change on rail transportation, and the need for improved rail safety measures.

Anti-Racism, Equity and Inclusion

AREI members discussed the integration of the Standing Committee on Increasing Women's Participation in Municipal Government and reviewed the changes to the Terms of Reference to reflect a formal inclusion of and commitment to the work of gender equity.

The committee received a presentation of the AREI Hub, a key deliverable from the 2022-2023 workplan, now available in French and English through the FCM website. The hub outlines FCM's commitment to AREI and reconciliation, lists FCM resources and initiatives as well as a repository of external resources and samples to facilitate members advancing the work of AREI and reconciliation in their communities.

The committee will evaluate the process and outcome of the 2022-2023 workplan implementation and establish a new work plan with a focus on working with the Governance Committee in integrating AREI into FCM governance, capacity building and advancing key equity issues.

Social Economic Development

The committee received a presentation and update from the Canadian Mortgage and Housing Corporation on affordability measures and requirements in current National Housing Strategy programs.

The committee accepted a recommendation to adopt the Federal Support for Literacy programs resolution and voted to amend the Providing Adequate Funding for Ukrainian Arrivals resolution, referring it back for staff analysis.

The committee received an update from staff on FCM housing and homelessness advocacy. This included updates on the Rapid Housing Initiative, the Housing Accelerator Fund, identifying solutions on homelessness and encampments through Reaching Home, advocacy on the Urban Rural and Northern Indigenous Housing Strategy, and continuing to identify opportunities to link housing to infrastructure in FCM's market rental housing advocacy.

Resolutions

FCM members submit resolutions for the board's consideration on subjects of national municipal interest. The September 2023 FCM Board of Directors meeting saw the adoption of the following resolutions:

- **Implementing a Graduated Tier System for RCMP Cost-Sharing Agreements:** This resolution directs FCM to advocate for the introduction of additional population tiers to the cost-sharing agreements for RCMP contract policing.
- **Increasing the Tax Credit for Volunteer Firefighters and Search and Rescue Volunteers:** This resolution directs FCM to call on the Government of Canada to increase the existing tax credit from \$3,000 to \$10,000 in recognition of the invaluable contributions of our essential volunteer firefighters and volunteer search and rescue personnel across the country.
- **Federal Mechanisms to Address Inflationary Costs through DMAF:** This resolution directs FCM to call on the federal government to work with municipalities to develop a funding mechanism to address inflationary cost escalation as it relates to the Disaster Mitigation and Adaptation Fund (DMAF) program.
- **Insurability of Buildings in a Climate Crisis Context:** This resolution directs FCM to make the required representations to the Government of Canada and other relevant organizations to guarantee the insurability of existing buildings against climate-related risks, including rain and river floods, in the context of the climate crisis.
- **Resilient National Corridors:** This resolution directs FCM to urge the federal government, in collaboration with Provinces, Territories, First Nations, private stakeholders, and municipalities, to immediately invest in the adaptation and resiliency of nationally significant transportation routes, and single-access corridors, ensuring that these critical links remain viable in the face of a changing climate.
- **Rural Transit Operating Funding:** This resolution directs FCM to advocate to the Government of Canada to ensure the new Rural Transit Solutions Fund is expanded to include further operational funding, outside of the Active Transportation Fund and the Zero Transmission Fund, for small to medium sized municipalities, and rural, remote, Northern and Indigenous communities.
- **Federal Support for Literacy Programs:** This resolution directs FCM to add Literacy to its "Inclusive Communities" advocacy work. It also directs FCM to call on the Government of Canada to add explicit references to Literacy in its various policies, for the Government of Canada to support literacy non-profits with core funding, including funding digital literacy programs at the introductory level in communities gaining broadband access, and by ensuring literacy initiatives and funding expand beyond employment programs.

The board also adopted **important recommendations** calling for urgent federal leadership on wildfire prevention and response, including expediting the development of a Canadian Wildland Fire Prevention and Mitigation Strategy, and increasing investments in the Disaster Mitigation Adaptation Fund.

FCM resolutions database:

fcm.ca/en/about-fcm/corporate-resources/fcm-resolutions



Regular Meeting of Council

Chief Administrative Officer's REPORT

REPORT TO:	Mayor & Council	DATE: November 24, 2023
FROM:	Chief Administrative Officer	
SUBJECT:	CAO Report for November 28, 2023, Regular Meeting of Council	

Good evening, Mayor Hewat and Members of Council,

This report provides an update on current Village projects and initiatives that staff are working on or involved with since the last Council meeting. I am happy to answer any questions you have, or to follow up with further information on any of these matters.

CAO Activities

- CRI, WRR and FireSmart Project.
 - FireSmart Coordinator position is filled. We welcome Jesse Lay to our team starting December 7. This position is funded through the UBCM Community Resiliency Investment program.
 - Funding agreement signed-off for 2023 CRI grant. \$194,250
 - Met with Ministry of Forests/BC Wildfire staff to review the 2023 CRI program checklist and talk about the 2024 allocated funding program.
 - FireSmart Working Group met on November 23.
 - Grant application for Youth FireSmart coordinator submitted to CBT for 2024.
- Arena Project
 - Waiting for final certification of alarm system and swap-out of sensors.
 - Final grant reporting needs to be prepared and submitted.
 - Update to Arena Reserve fund bylaw to allocate donated and raised funds.
- Kaslo River Dike & Bank Project
 - Waiting for extension request approval from Ministry of Forests. The request was forwarded to Lower Kootenay Band for consultation.
 - Work may begin in January 2024, weather dependent.
- Kemball Building Renovations
 - Architect continuing to develop plans for accessibility and building egress.
 - CERIP grant extension and report submitted. Will arrange meeting with them in early December.
- Planning & Development
 - Reviewing DVP application for Kaslo Community Services expansion.
 - Public meeting for QP Developments rezoning is scheduled for Wednesday, November 29 at the Legion; staff report attached to this agenda.
 - Submitted further information to Rogers on alternative tower location.
 - Awaiting referral from Ministry of Transportation for DVP application for a carport on Washington St.

- Finance
 - Revised 2023 budget adoption.
 - Reserve transfers and other transactions needing Council approval December 12
 - First draft 2024 budget for December 12
 - Revised 2024 Fees & Charges bylaw being considered by Council. Required for utility billings in January.
- Fire/Emergency Management
 - Fire Department had a successful drill in downtown Kaslo to simulate a mid-block fire scenario.
 - Fire Department installing Santa on top of the Post Office November 28. FD members repainted the display for a fresh look this year.
- Asset Management
 - Continuing review of Statistics Canada Infrastructure Survey.
 - Asset Management training in progress for one staff member.
- Corporate
 - Continuing to work on policy and bylaw updates as per Council direction.
 - Met with Boat Clubs to discuss lease and insurance concerns and made some good progress.
 - Interviews held for FireSmart Coordinator, Manager of Strategic Initiatives
- Public Works
 - Crew was busy installing the Christmas tree and decorations. New lights at City Hall too. Please thank them for their efforts in brightening up downtown.
 - Tree order being finalized for 2024 planting.
 - Equipment shelter roof.

CAO Schedule

Nov 28	Local Government Climate Action Program engagement
Nov 28	Regular Council Meeting
Nov 29	SE Regional ESS engagement
	QP Development Rezoning Public Information Session
Dec 4	North Kootenay Lake Shared Services
Dec 6	Asset Management Committee
Dec 11	Economic Development Commission
Dec 12	Regular Council Meeting
Dec 14	NextGen 911 Meeting with RDCK
Dec 15	Last Day as CAO

PREPARED BY: Ian Dunlop

DATE: November 20, 2023

SUBJECT: Rezoning Application by QP Developments

PURPOSE: Quality Property Developments (QP) proposes to develop an RV Park and residences on the former sawmill property near the mouth of Kaslo River. This report analyses the proposal, submitted by CTQ Consultants Ltd. (CTQ), including the steps and anticipated requirements that will need to be fulfilled for the development to occur.

SUMMARY: The QP proposal for the land south of the mouth of the Kaslo River requires land assembly and several steps requiring approval of Council, the Village's Statutory Approving Officer and referral to external agencies. CTQ has submitted the application on behalf of QP to rezone the land from the current M-1 (Industrial) to a mix of commercial recreation, park and residential. Rezoning is the first step in the approvals needed for the development. Subsequent steps include consolidation of the land including acquisition of Village land within the development area and dedication of land for an entrance roadway and a riverside trail through subdivision. Subdivision will also create a parcel at the south end of the site for multi-residential development. The Village's land holdings consist mainly of undeveloped road allowances, which technically provide access to Kootenay Lake under provincial legislation. Planning requirements include environmental, geotechnical and hazard assessment, subdivision and bare land strata plan, and bylaw for land disposition. The Official Community Plan (OCP) was updated in 2022 to reclassify this area from a generic comprehensive development area to Waterfront Development Area, which potentially enables a range of possible uses compatible with the landscape. A formal public hearing is not required, as the proposal is consistent with the OCP, but Council has used its discretion to require the applicant host a public information session to provide information and answer questions from the public before the matter is considered further.



Figure 1 - Site Map

ANALYSIS:

- A. **Background:** QP proposes to develop a new RV park on lands held in the area commonly known as "South Beach" or the "old sawmill site." The Village has several road allowances and land holdings in the area that the developer would like to consolidate with theirs. The landholdings are shown in Figure 2. Most of the QP titled parcels are comprised of the 25' x 100' lots that made up the original survey of the Village done in the late 1800s. The original survey had little regard for physical features, such as the Kaslo River and undevelopable areas along steep slopes. A grid of undeveloped public streets and lanes bisect the site. When the area was used for a

sawmill up until the 1980s, it operated as if it was a single property. The south end of the site has never been developed, other than for logging, as it is quite steep, challenging terrain. QP proposes multi-unit residential for that area, which would offer stunning views of Kootenay Lake.

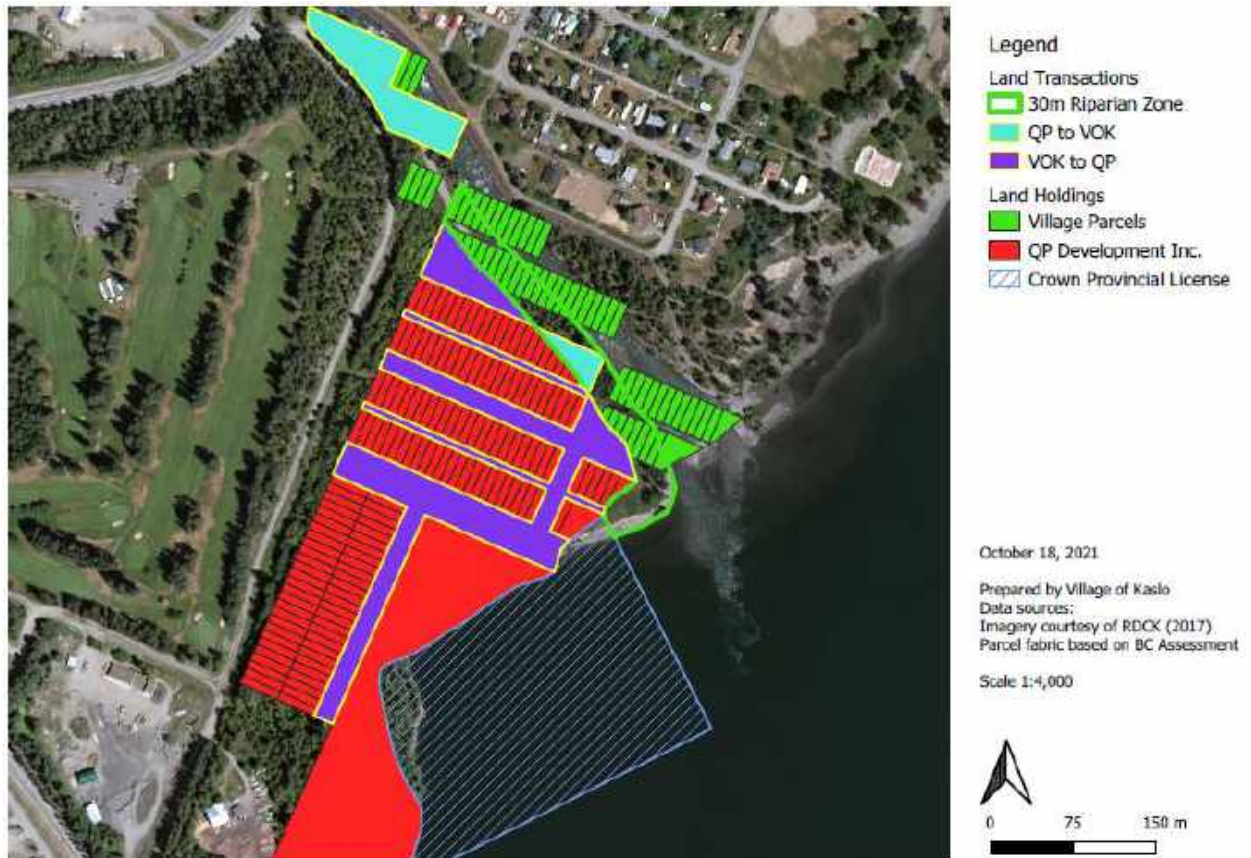


Figure 2 - Land Tenures and proposed exchanges

B. Discussion:

The site of the proposed development has some challenges due to constrained access, floodplain, steep terrain, past industrial use, and the mix of public and private land tenures.

Road Allowances

Over the years, public road allowances were used in conjunction with the private sawmill site, and never improved as proper roads. Staff obtained legal advice that an undeveloped road allowance is still legally a “highway” for the purposes of section 41 of the Community Charter and the requirements of 41(1)(c) and (d) would apply. Even though they are not roads, they are a “way open to public use.” Although access is debatable considering the steep terrain along the west end of the site, which makes constructing roads along these rights of way impractical. But there are a couple of recent examples of BC case law that upheld undeveloped road allowances being considered public highways. The road allowances provide access to the lake. In such case,

under legislation if money is offered to the Village for the purchase those lands, the funds could only be used by the Village to purchase land for public access to the lake elsewhere or there is an equivalent exchange. To close a road allowance, Council must pass bylaws in compliance with the legislated requirements for road closures and land disposition.

Figure 2 also shows a 30-metre riparian area along Kaslo River, within which the developer is offering to build a pedestrian trail for public access to the mouth of the river and lakefront. This land would end up titled to the Village and can, in part, show that there is an exchange of land to maintain access the lake. If the exchange is equitable, through a combination the amount of land, improvement such as constructing a trail, and monetary compensation, then 41(1)(c) of the Charter may be satisfied.

QP Developments also holds land further upstream along the river near the Highway 31 bridge. The private access road there is currently blocked by a gate. As a requirement of subdivision, construction of a 2-way paved road to municipal standard and dedicating it as a public road from Highway 31 to a cul-de-sac at the entrance of the RV Park is required. The Village will assume ownership and maintenance of the road once the development is complete. The land on either side of the road will be dedicated as parkland, as there is no practical possibility of development due to the steep embankment on one side, and the river on the other. A pedestrian trail between the road and river is proposed.



Figure 3 - Proposed road closures.

The planning process will involve several steps, but some things can happen in parallel. The first step, currently underway, is to rezone the property to allow the proposed uses. Approval of zoning does not automatically mean that the proposed development can occur, nor does it bind the village to issue development permits or complete a land transaction.

OCP and Development Permits

The land use classification in the OCP is Waterfront Development Area. From Section 11.1 of the OCP, the purpose of this land use classification is to:

To 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.

The former sawmill site is largely a flat floodplain area. The OCP makes specific reference in 11.2.10 to uses that may be considered in a floodplain:

Limit development on a floodplain to passive recreational uses, which may include seasonal campgrounds/RV parks and require appropriate flood mitigation measures as determined by a qualified professional.

The map below shows the Waterfront Development Area and the DPAs. Development in this area is also subject to the Lakefront and Stream Protection Development Permit Areas (DPA) of the OCP. The Lakefront DPA refers to the Kootenay Lake Shoreline Guidance Document and Foreshore Inventory Mapping maintained by the Kootenay Lake Partnership. The partnership includes the RDCK, Nelson, Kaslo, Lower Kootenay Band (Ktunaxa), and representation from provincial and federal agencies. The Village is an active member.

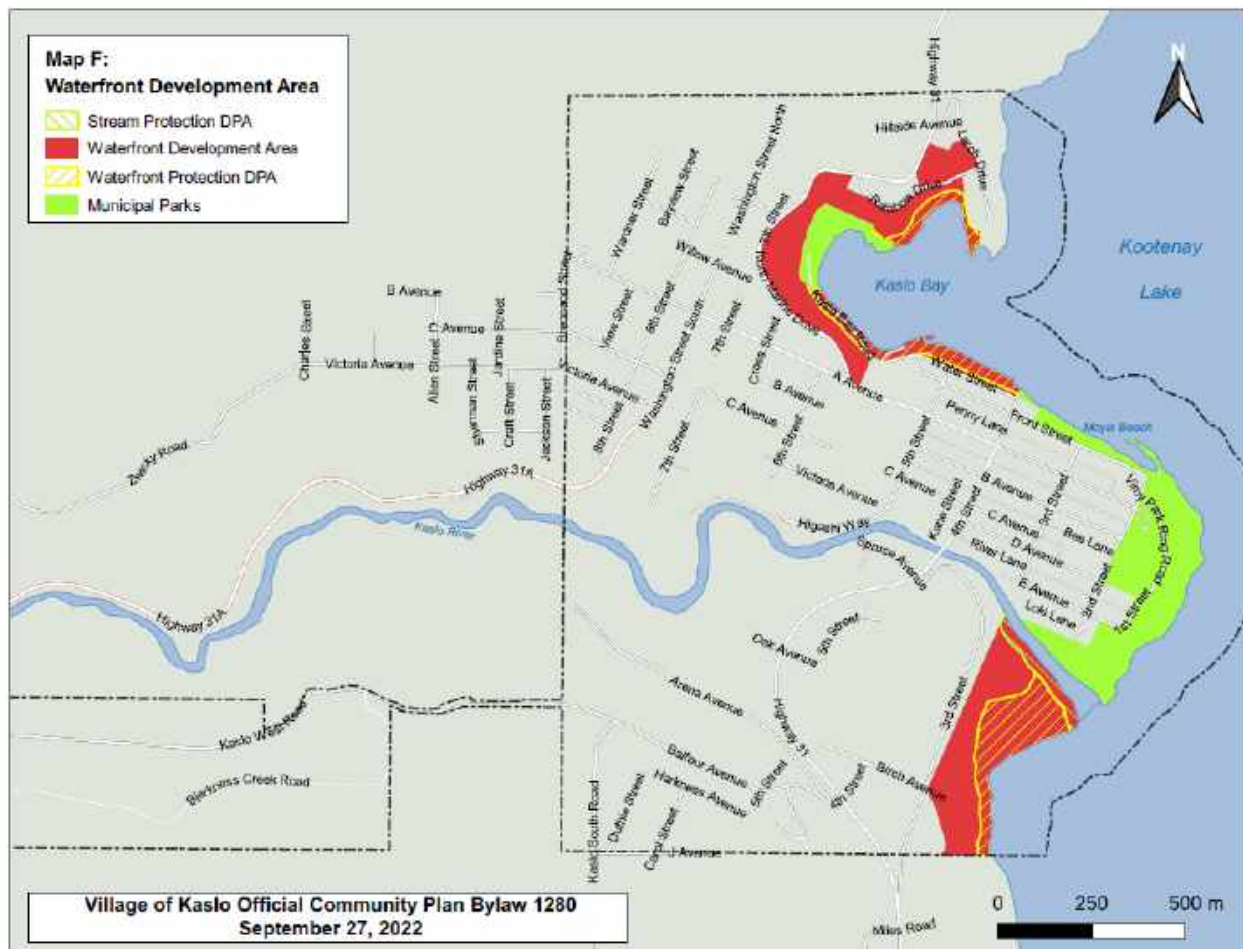


Figure 4 - Waterfront Development Area and Development Permit Areas

Development Permit (DP) applications require that an Environmental Impact Assessment be provided by the developer, and other requirements specified in sections 16.4 and 16.5 of the OCP. DPs may be approved by Council, if satisfied that the requirements can be met, which includes the applicant obtaining other permits and consultation with authorities having jurisdiction. The applicant has sent the proposal to Lower Kootenay Band for comment.

The applicant provided a comprehensive environmental assessment report, which is a mandatory requirement for considering development within the DPA, prepared by Ecoscape Environmental Consultants. The report clearly identifies the environmental impacts of the project the mitigation and restoration measures that the developer must undertake before, during and after construction. These measures will be requirements of permit approvals at the cost of the developer. The proposed RV park and amenities will have a lesser environmental impact than the previous use of the site as a sawmill. The report concludes:

Ecoscape anticipates that if all recommendations and mitigation measures within this report are adhered to, the potential environmental effects of the works on the local flora and fauna will be minimized and are unlikely to result in a harmful alteration, disruption or destruction of the natural features, functions and conditions that support fish life processes.

One or more Section 11 permits under the Water Sustainability Act (provincial) and Department of Fisheries & Oceans (federal) approvals will be required for the proposed boat launch, RV park, river trail, and other related works affecting the waterfront or riparian zone. Council may approve a DP, but one cannot be issued until the other permit requirements are met. These permits are not required for the zoning to be approved, as the zoning is a more general type of approval that simply allows the proposed land use to proceed conceptually rather than a specific development plan. More specific plans are required in the development permit, subdivision and building permit stages.

A stage 2 site investigation report, which assessed whether there is contamination present from the previous industrial use, was prepared by West Earth Sciences and found that no further investigation was required as the is deemed safe to use for the proposed development.

Floodplain

Flood hazard assessment and mitigation measures were presented in a report prepared by Watershed Engineering Ltd. Most of the RV park site is identified as a “non-standard flooding and erosion area” with a fan rating of ‘E’ (see map below), which has the potential for flooding with high velocity water and debris flow from Kaslo River. Foreshore flooding from Kootenay Lake is also recognized. Development in the floodplain is restricted by the Village’s Floodplain Bylaw 1183, building code and provincial regulations.

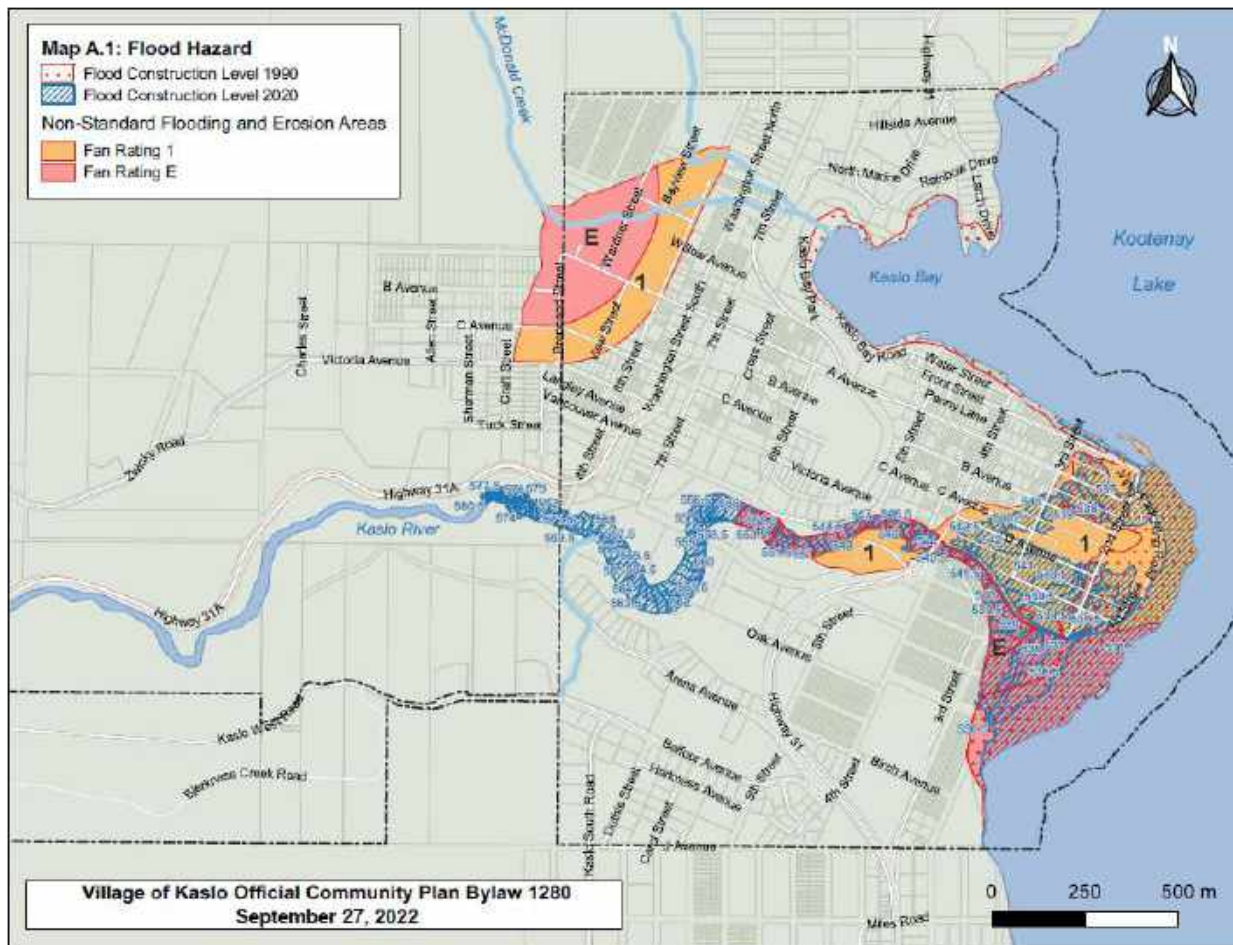


Figure 5 - Flood Hazard Map from OCP

Permanent structures constructed within the floodplain must meet minimum flood construction level (FCL) requirements to ensure that the floor of a habitable space is above the highest anticipated flood level. The FCL mapping was updated in 2020 and recently integrated into the Village's floodplain bylaw. Most of the ground level RV park is below the FCL, so development of permanent habitable buildings would require significant raising of the ground level, which is not practical. The proposed RV park is a potential use, and one of the few options for the site, because RVs are not permanent structures, which can be evacuated when there is a risk of flooding and are not subject to the FCL rule. As noted in the report, the risk to public safety for RV camping in a floodplain can be managed with an appropriate operating procedure and evacuation plan. The one permanent structure, the proposed washroom building, will need to conform to the FCL.

QP proposes to construct a lock-block wall parallel to Kaslo River, outside the 30-metre riparian setback, that can act as a flood mitigation berm in the event of the river overtopping its bank during a 200-year flood event. The Watershed report calls for riprap and drain rock to be placed in front of the wall to mitigate erosion. The report states that all permanent infrastructure must be above the Kootenay Lake Floodplain FCL of 536.5 metres. This conclusion needs clarification,

as infrastructure would normally include roads, RV pads and utilities that are essential to the development of the RV park, yet most of the site is below the elevation of 536.5 metres.

Another recommendation of the report is that the consultant that completed the Kaslo River Floodplain and Steep Creek Study for RDCK be consulted to model the effects of the proposed mitigation berm. This request would be at the initiative and expense of the applicant.

Kaslo River flood mitigation works were proposed by the Village for a section of riverbank fronting on the site. Approximately 50 metres of bank would be armoured with riprap and revegetated. Although the Village obtained permits for the work, there was not adequate funding for construction at the time in 2021. This work should be a requirement of the proposed development, as it would protect the developer's investment from avulsion (change in watercourse) and prevent erosion of the riparian area and trail.

The Watershed report also notes the risk to the access road stemming from erosion of the unprotected south riverbank. Further assessment of flood and erosion risk and development feasibility is needed as the proposed development gets into more detailed design and permitting but is not required for the consideration of rezoning. However, the developer should be aware that the approval process for work in and around a watercourse is a time consuming and onerous process that is outside of the Village's jurisdiction.

Land Use Bylaw Zoning Amendment

The property is currently zoned M-1 Industrial, recognizing the former sawmill use that was active on the site until the late 1900s. The P-1 Park and Open Space zone or the C-1 Waterfront Commercial Zone permits seasonal campground facilities, but not a strata RV park as is being proposed. The C-1 zone is also too broad for the limited land use options that are appropriate for this site. The applicant has requested a new zoning classification, C-4, Commercial Recreation – RV Camping, to enable the proposed RV park use, and RM-1 – Multiple Residential for the housing development at the south end.

The change from industrial to a recreational use, and for subdivision, requires filing a site disclosure statement and certificate of compliance from the Ministry of Environment under the Environmental Management Act Contaminated Sites Regulation. The developer has provided a stage 2 environmental assessment, which may meet the site investigation requirement, but confirmation of the filing with the Ministry is required.

The rezoning process is a bylaw requiring 3 readings before enactment, and that a public information session be held before third reading. The bylaw has been read a first time and may be read a second time before year end. The second and third readings are opportunities for discussion by Council and potential amendments or conditions to be introduced before final adoption of the rezoning bylaw. The process will take at least two more Council meetings.

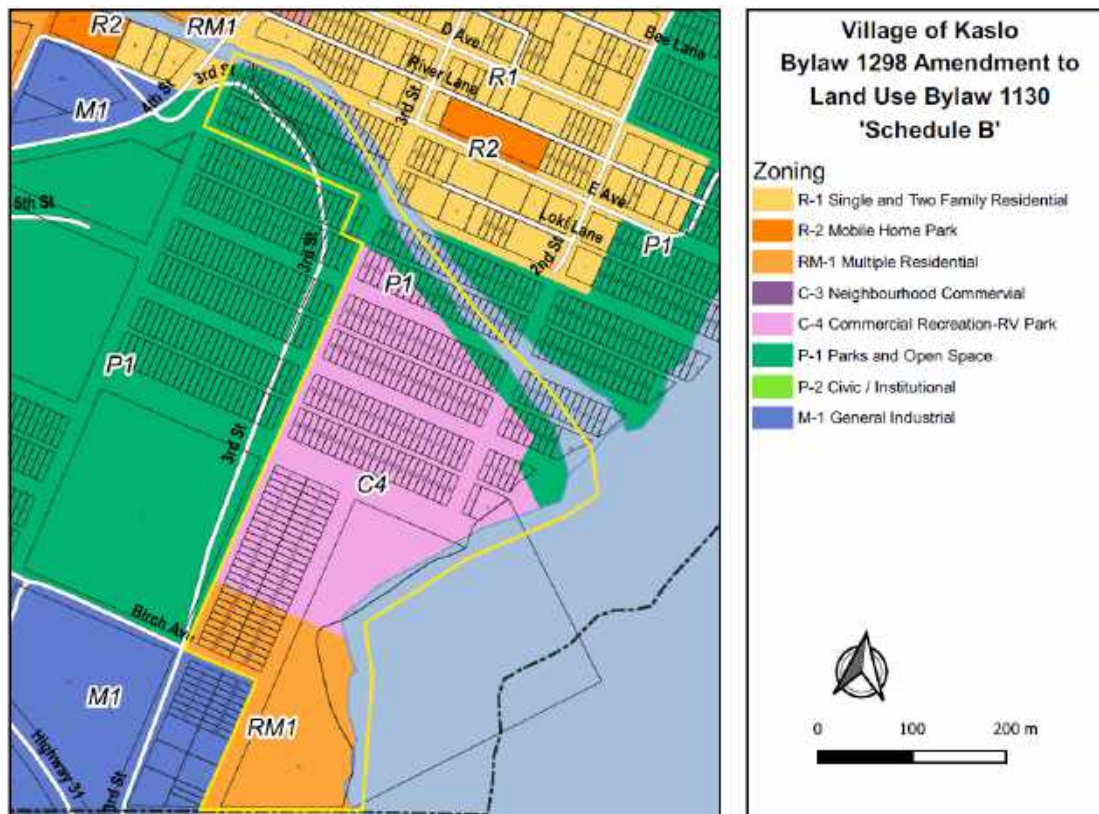


Figure 6 - Zoning Amendment Map

The proposed C-4 – Commercial Recreation – RV Camping Zone is unique land use zone permitting a campground for recreational and seasonal camping in RVs, which may include strata lots where a person can purchase an RV pad rather than rent it. The zone restricts occupancy to a maximum of 8 months of the year so that no permanent residency is allowed. Further consideration could be given to ensure that residency is not permitted, such as restricting occupancy to when water service is available, as the water supply can be controlled. The strata lot/RV stall regulations are based on the site information provided by the applicant.

Nothing in the current wording of the proposed C-4 zoning would restrict a strata owner from renting out their RV pad to someone else. More regulations could also be included on permitted accessory structures (decks and gazebos), construction of internal roadways, emergency access, evacuation plan, design guidelines and strata incorporation requirements. These have been left out of the proposed bylaw because they are not specified for other land use zones, but exceptions can be made for the unique, site-specific characteristics of the proposed development.

Land along Kaslo River will be zoned P-1 – Park and Open Space. This is an existing land use zone in Bylaw 1130. Although the P-1 zone allows recreational and campground facilities, the strip of land along the river is too narrow for such uses. QP proposes to construct a recreational trail along the river from Highway 31 to Kootenay Lake. The area is subject to the Stream Protection DPA, as noted earlier in this report.

The southerly land will be zoned RM-1 – Multiple Residential to allow the potential development of 4 to 8 dwelling units. The RM-1 zone has requirements for size, density, setbacks, site coverage, amenity space per unit, and minimum parking requirements that will be verified once a building permit application is made. If Council approves the RM-1 zone, development can proceed if it complies with the zoning requirements without further Council approval unless a variance is required. If development is proposed within 30 metres of the lakefront, a Lakefront Protection DP is also needed.

Requirements for road access, servicing, sewerage, strata common areas, amenities and other matters are handled at the subdivision and building permit stages in the development process, which Council is not usually involved in.

Land Disposition

Disposition of public land requires public notice (advertising), and because the land includes road allowances, passage of a bylaw to remove the dedication of a highway. This process would lead to an agreement of purchase and sale and have to be completed prior to land consolidation and subdivision by the developer. The village will seek independent legal advice to ensure the disposition process is handled correctly, subject to Council's approval to go ahead with the sale. The Ministry of Transportation and Infrastructure must also be consulted because the road allowances access the lake and there are special provisions in legislation to be followed.

Although confidential discussions on the disposition of land have occurred, there has not been agreement on its value. QP is offering to dedicate a 30-metre-wide strip along Kaslo River and pay for the cost of constructing the trail as noted earlier. The value of the access road and its land dedication is a requirement of subdivision and cannot be considered in exchange. The value of land to be dedicated as park, up to 5% of the land area or equivalent market value, is also a requirement of subdivision and cannot be considered in exchange. However, it seems reasonable that the cost of improvements to the park (recreation trail, mitigation and restoration works) could be considered as part of the value exchange. Legal advice is recommended once there is a proposed framework or draft agreement for the disposition.

Subdivision

The order of operations for the subdivision procedure is completion of the land exchange, lot consolidation followed by subdivision and strata registration. Simple subdivision applications normally take about 6 months. This can be sped up with some preliminary planning on the part of the developer, which they have done. The developer has already investigated onsite sewerage capability, and the site is serviced by Village water and Fortis power, for example, but this is still a complex application. The subdivision process can also be held up at the provincial level for things like environmental clearance.

The developer indicated that the proposed RV park will be a bare land strata, which requires delineation of each RV pad so they can be leased or sold individually. Restrictive covenants must be placed on title to confirm that the park is for seasonal use only, not permanent residence or off-season storage of RV units on the sites.

A Section 219 Covenant under the Land Title Act will be required to acknowledge the flood and erosion risk to the RV park and indemnify and release the Village and Approving Officer from all liabilities for approval of a subdivision with this known risk. Subdivisions are handled by the Approving Officer (a role normally assigned to the Village's CAO), who must ensure that all legislated requirements are met, and do not usually require Council approval unless a variance to the requirements of Subdivision Servicing Bylaw 1039 is requested.

Conclusion

The rezoning proposal is consistent with the Official Community Plan as it allows for the potential highest and best use of a challenging site where land use options are limited by floodplain and steep slope hazards. More detailed review of the development will occur as it proceeds through subsequent processes of development permitting, subdivision, and other approvals. Indigenous consultation is also required, and the applicant has initiated that process, too. The rezoning can be thought of as a "proof of concept" rather than a firm and definite approval of the proposed development. Staff recommend approval of the application for rezoning.

C. Attachments:

- Draft Bylaw 1298 Amendment to Land Use Bylaw 1130 (C-4 zone)
- Bylaw 1130 (P-1 and RM-1 zones)
- Also see the supplementary information and reports provided by CTQ with the application that were provided to Council on 2023.10.10.

D. Financial Implications:

- The cost of the development will be borne by the developer, including the cost of any required services, roads, utilities, environmental mitigation and restoration, permits, and recreation trail.
- A financial transaction for the exchange of land is undetermined.

E. Corporate Priority: The 2023-2026 Corporate Strategic Plan identifies the disposition of excess village-owned land and waterfront planning as strategic priorities. Climate Action and Housing are "super themes" in the plan.

F. Communication Strategy:

Statutory public notices required for planning amendments, land disposition, highway closures and public hearing will be issued at the appropriate time. CTQ has advertised the public information session taking place at the Legion on Wednesday, November 24.

VILLAGE OF KASLO — BYLAW 1298
SCHEDULE A

3.8 C-4 – COMMERCIAL RECREATION – RV CAMPING

Purpose

The purpose of the Commercial Recreation – RV Camping Zone is to create a distinct zone that will regulate the private development of a seasonal and temporary camping facility. Commercial Recreation encompasses strata lot ownership or lease.

3.8.1 Permitted Uses

- a. **Campground Facilities**
- b. **Recreational and Seasonal Camping**
- c. **Recreational Strata Lots**

3.8.2 Accessory Uses

- a. **Accessory Buildings & Structures**
- b. **Caretaker Residence**
- c. **Boat Launch**
- d. **Outdoor Storage (screened)**

For this section, in addition to the requirements of Section 2.1, Accessory Buildings & Structures means:

- i. For common use, one or more:
 - a. buildings containing washroom, toilet, shower and laundry facilities;
 - b. storage or utility buildings related to the operation and maintenance of the strata; and,
 - c. recreational and play structures.
- ii. For individual strata lots, a deck or ramada (patio), to a maximum of two accessory structures per site. These structures may be covered but shall not be enclosed.
- iii. No accessory building or structure shall be used for habitation or sleeping.

3.8.3 Height

- a. **Building height (maximum)** **5 m**

3.8.5 Other

- a. **Setbacks**
 - a. **From an exterior lot line** **7.5 m**
 - b. **From interior/strata lot line** **1.5 m**
- b. **Strata Lot / RV Stall regulations:**
 - a. **Minimum size** **220 m²**
 - b. **Maximum RVs per site** **1 Recreational Vehicle or Travel Trailer**
 - c. **Maximum occupancy** **8 months of the year**
 - d. **Servicing** **Must hookup to common water and septic**
 - e. **Maximum site coverage** **10%**
 - f. **Minimum pad depth** **20 m from edge of internal road**
- c. **Parking**

In addition to the parking regulations in Section 4 of this bylaw:

1 parking space provided at each RV stall and 1 visitor parking space per 4 RV stalls.

3.3 RM-1 – MULTIPLE RESIDENTIAL

3.3.1 Permitted Uses

- d. **Multiple Dwelling**
- e. **Single Family** and **Two Family Dwelling** subject to the regulations in the R-1 Zone
- f. **School, Church, Hospital, Personal Care Facility** and **Day Care**
- g. **Public Buildings and Uses**
- h. **Accessory Uses and Buildings**
- i. **Home Occupation**
- j. **Bed and Breakfast**, subject to the regulations in section 2.9.

3.3.2 Site Area and Street Frontage

- e. **Site area** (minimum) **1000m²** with a minimum frontage
- f. **Street Frontage** (minimum) **22m** or **1/10 of lot perimeter**, whichever is greater

3.3.3 Density

- a. **Number of units** (maximum) **60 units/gross hectare** with surface parking
75 units/gross hectare with underground parking

3.3.4 Height

- b. **Building height** (maximum) **12m**

3.3.5 Setbacks and Projections

- d. **Front Yard setback** (minimum) **7.5m**
- e. **Rear Yard setback** (minimum) **7.5m**
- f. **Side Yard setback** (minimum) **1.5m** from interior lot line
- g. **Side Yard setback** (minimum) **7.5m** from exterior lot line
- h. **Projections** (maximum) **0.6m** into setback

3.3.6 Site Coverage and Parking

- a. **Site coverage** (maximum) **40%**
- b. **Open site space** (minimum) **30%** of the area of a lot and **33%** of a rear yard
- c. **Parking** Subject to the regulations in Section 4

3.3.7 Amenity Areas

The following minimum amenity areas must be provided for each dwelling unit in a multiple dwelling:

- a. bachelor/studio units **10 m²**
- b. 1 bedroom **15 m²**
- c. 2 bedroom **20 m²**
- d. 3 bedroom **30 m²**
- e. 4 bedroom and over **40 m²**

3.10 P-1 – PARK AND OPEN SPACE

3.10.1 Permitted Uses

- a. Low impact recreation
- b. Farmer's market
- c. Urban Agriculture or community gardens
- d. Marina/ boat launch facilities
- e. Campground facilities
- f. Park facilities
- g. Golf Course

3.10.2 Accessory Uses

- a. Accessory Buildings and Structures
- b. Office/ workshop

3.10.3 Lots Created by Subdivision

Area, minimum: 1000 square metres (0.25 acres)

- a. Frontage, minimum: 10% of the perimeter of the lot

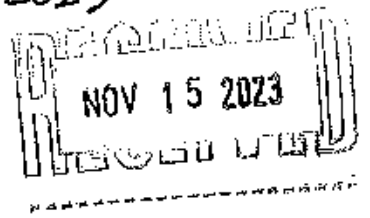
3.10.4 Principal Buildings and Structures

- a. Front setback minimum: 3.5 metres (11.5 feet)
- b. Rear setback minimum: 3.5 metres (11.5 feet)
- c. Side setback minimum: 3.5 metres (11.5 feet)
- d. Side Interior setback minimum: 3.5 metres (11.5 feet)
- e. Height, maximum: 12 metres (39.4 feet)

3.10.5 Parking

- a. Subject to the regulations in Section 4.

14 Nov. 2023



Village Council Members —

I moved to Kaslo 4 years ago, and it is hard to see the changes in the Beach from the Logger Sports to the River mouth in that time.

The Willows are taking over - making walking the beach treacherous from the roots. I walk with 2 poles, and still have fallen twice. The willows are also tall enough now to impede views - not only of the scenery, but it is difficult to keep an eye on my dog in the off leash area, and could be surprised by a bear on the beach as one of the people I met was late in the summer.

It saddens me to see this happen - Kootenay lake is so large, but without many beaches like the one in Kaslo. It is a beautiful beach and a great place for people and also tourists to enjoy.

I don't know if anything can be done to maintain an actual beach along this part of the lake, but we are quickly losing what we have.

Thank you for listening and letting me voice my concerns.

Deyanne Davis
Kaslo.



October 25, 2023

Suzan Hewat

Via Email: shewat@rdck.bc.ca

Dear Director Hewat:

RE: COMMISSION/COMMITTEES APPOINTMENTS – Village of Kaslo

Attached you will find the current listing of appointees on file with the Regional District of Central Kootenay and their term expiry dates.

Any terms expiring December 31, 2023 will require appointments for Board endorsement at the December 14, 2023 Board meeting. Please forward all new Commission/Committee appointee's names and contact information (address, phone & email) to Angela Lund at alund@rdck.bc.ca by **December 4, 2023** along with any revisions of the current appointees list.

**Glacier Creek
Regional Park
Commission**

No Quorum. 4 Kaslo appointments vacant.

**Recreation
Commission No. 2**

No Quorum. 3 Kaslo appointments vacant.

Thank you for your assistance in regards to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Angela", is written over a light blue rectangular background.

Angela Lund
Deputy Corporate Officer

Enclosures: Appointment Lists

No Quorum

GLACIER CREEK REGIONAL PARK COMMISSION

Bylaw No. 1306

File No. 0520-50-GLC

Memberships Required: 12 members (2 Directors; 10 - appointees)

	AREA REPRESENTED	APPOINTEE	CONTACT INFORMATION	2-YEAR TERM EXPIRES (ALTERNATING) December 31st	PER RES.
1	Director, Area D	Aimee Watson	awatson@rdck.bc.ca (250) 304-5842	By virtue of office	
2	Director, Kaslo	Suzan Hewat	mayor@kaslo.ca (250) 353-7742	By virtue of office	
3	Kaslo	VACANT			
4	Kaslo	VACANT			
5	Kaslo	VACANT			
6	Kaslo	VACANT			
7	Area D	VACANT			
8	Area D	VACANT			
9	Area D	VACANT			
10	Area D	VACANT			
11	Area D	VACANT			
12	Area D	VACANT			

Email List:

awatson@rdck.bc.ca; mayor@kaslo.ca;

NO QUORUM

RECREATION COMMISSION NO. 2 - KASLO AND AREA REGIONAL FACILITIES, RECREATION AND PARKS SERVICE

Bylaw No. REPEALED - 38, 126, 307, 502, 873 & 1203 REPEALED 2023 & 2102 REPLACED BY 2535 ESTABLISHING BYLAW 2004

Memberships Required: 9 members (5 - Area D; 3 - Kaslo; & 1 - School District No. 8)

File No. 0520-50-RC2

	AREA REPRESENTED	APPOINTEE	CONTACT INFORMATION	2-YEAR TERM EXPIRES December 31st	PER RES.
1	Village of Kaslo	Lynn Gouldsbrough		December 31, 2022	801/20; 214/19; 173/17
2	Village of Kaslo	Councillor Kellie Knoll	knoll@kaslo.ca	December 31, 2022	801/20; 214/19; 375/17; 145/15
3	Village of Kaslo	Ken Butt		December 31, 2022	801/20; 214/19; 375/17; 145/15; 455/13
4	School District No. 8	Dawn Lang	dlang@sd8.bc.ca	December 31, 2022	801/20; 876/19; 827/18; 720/16; 71/15; 690/13; 123/12; 920/09; 161/09
5	Area D	VACANT			
6	Area D	VACANT			
7	Area D	VACANT			
8	Area D	VACANT			
9	Area D	VACANT			

Email List:

Karissa Stroshein

Subject: Support for Environmental Impact Assessment request for Zincton All-Season Resort

From: Sally Hammond <sallyhammond@yahoo.ca>

Sent: Monday, November 13, 2023 12:09 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Support for Environmental Impact Assessment request for Zincton All-Season Resort



Hello Mayor Hewat and Councillors Bird, Brown, Lang and Leathwood,

The Wild Connection (TWC) has long had concerns about the proposed Zincton All-Season Resort and the environmental, social and cultural effects of yet another recreation tenure in our already heavily-tenured 31A corridor between New Denver and Kaslo. We know that in 2021 the Village of Kaslo had concerns about the proposed 5,500 ha. resort and village, particularly around issues that would impact Kaslo such as housing availability and affordability, increased highway traffic, increased burden on emergency services, health care and law enforcement and strains on local supply chains. - all without additional revenue streams to offset the associated costs.

The RDCK Rural Affairs Committee concluded in Nov. 2021 that an Environmental Inventory and an Environmental Impact Assessment (EIA) would be needed to address some of their concerns about the proposed resort. Wildsight, a Kootenay conservation organization, considers the potential impacts of the proposed Zincton All-Season Resort (particularly on wildlife and water) to be serious and on Nov. 7th sent the B.C. government a request for an Environmental Impact Assessment of the proposed resort project.

Attached is the EIA request from Wildsight to the Minister of Environment and the Minister of Tourism, cced to other pertinent ministries. If it is possible that Kaslo Village might support the idea of an EIA, please send an email from the Village to the same officials saying you are interested in considering the information an EIA would provide. Below is the list with their names and email addresses. This is an urgent request as the Ministry of Environment and Climate Change will make a decision sometime in the next 24 days.

All best, Sally Hammond, for The Wild Connection <https://thewildconnection.ca>

Please send an email to:

ENV.Minister@gov.bc.ca Minister George Heyman, Environment & Climate Change

TACS.Minister@gov.bc.ca Minister Lana Popham, Tourism, Arts, Culture & Sport

cc:

brittny.anderson.MLA@leg.bc.ca Brittny Anderson, MLA Nelson-Creston

katrine.conroy.MLA@leg.bc.ca Katrine Conroy, MLA Kootenay West

WLRS.minister@gov.bc.ca Minister Nathan Cullen, Water, Land, & Resource Stewardship

EMPR.Minister@gov.bc.ca Minister Josie Osborne, Energy Mines & Low Carbon Innovation

IRR.Minister@gov.bc.ca Minister Murray Rankin, Indigenous Relations & Reconciliation



2-495 Wallinger Avenue Kimberley BC V1A 1Z6 • 250.427.9325 • info@wildsight.ca • wildsight.ca

November 7, 2023

Dear Minister George Heyman and Minister Lana Popham,

CC: Brittney Anderson (MLA Nelson Creston), Minister Katrine Conroy (MLA Kootenay West), Minister Nathan Cullen, Minister Josie Osborne, and Minister Murray Rankin

Request for an Environmental Impact Assessment of the Zincton All-Season Resort development

The potential adverse impacts of the Zincton All-Season Resort are not mitigable and the effects of the development will significantly contribute to cumulative effects in an already impacted landscape.

Development of the Zincton proposal for an all-season mountain development in the Central Selkirk Mountains will have a significant impact on wildlife in the Selkirk system, reducing the amount of suitable and secure core habitat for sensitive species, limiting connectivity, and threatening already stressed wildlife populations. We are formally requesting an Environmental Impact Assessment of the Zincton development due to three concerns: wildlife issues, watershed issues including contamination from mobilization of old mine sediments and the local rock, which is high in heavy metal concentration and the total number of bed units in the proposed resort community.

Cumulative Effects And Further Fragmentation

The Central Selkirks are the most heavily tenured adventure tourism area of the province. This continues to lead to a situation where sensitive wildlife populations like mountain goats, wolverine and mountain caribou (Goat Range park - north) are being impacted by disturbance and displacement from intensive use recreation and backcountry development. It also continues to lead to increased user conflict in the region. Currently the proposed area overlaps with two existing tenures - Retallack cat skiing and Stellar Heliskiing. There are also pending applications for further tenure amendments (Retallack) and new tenure applications (Lyle Creek Lodge). Further development and fragmentation within this corridor will erode this landscape's ability to provide core habitat for sensitive species. A development of this scale and in this location is also likely to fragment the corridor to wide ranging carnivores like grizzly bears and wolverines.

Zincton is within an area that is managed for intermediate biodiversity under the Kootenay Boundary Higher Level Plan Order. The proposal area is also mapped as a key wildlife connectivity corridor under KBHLPO.

The Mountain Resorts Branch (MRB) is in possession of a cumulative effects report from the Ktunaxa Nation which was the result of consultation with the local accredited wildlife biologists working in the area: The aḵpu Project: A Ktunaxa Cumulative Effects Initiative and Evaluation for a Portion of Ḷaḵpu ḶamakḶis (North Slocan).

Wildlife Issues: Impacts on Species of Management Concern

The proponent has failed to acknowledge both the wildlife and biodiversity values within the proposal area. Species of global conservation concern such as mountain goats (BC has more than half of the world's goats), wolverines, grizzly bears, and western toads are found within and adjacent to the proposal area. The area also has a significant role in regional connectivity as bears and wolverines move across the Highway 31A corridor with relative ease because of low vehicle traffic. The proposal is between two protected areas which are believed to act as source populations for regional grizzly bear and wolverines. Grizzly bears and wolverines in the neighbouring Goat Range Provincial Park, Purcell Wilderness Conservancy, and Kokanee Provincial Park disperse out and find new home ranges. For the long term persistence of wolverines and grizzly bear populations in the Central Selkirks, these populations cannot be hindered by fragmentation associated with permanent development, heavy recreational use, and fragmenting barriers such as high-traffic volume highways.

Wolverines

Wolverines are known to abandon dens from what are typically thought to be low impact activities such as a backcountry skier getting within 200m of a den. Female wolverines are extremely sensitive to human disturbance. A recent study illustrated that once recreational activities get above a certain level of usage, wolverines (particularly females) are displaced (Heinemeyer et al. 2019). This also can have reproductive costs.

Further studies have documented that wolverine density in the Columba region, including within the proponent's project area, is higher in protected areas, including Goat Range Provincial Park, and lower outside of protected areas and areas with high road density (Mowat et al. 2019). The cumulative pressures from industrial use, recreational activities and intensive development, may erode the capacity of an area to support wolverine populations, especially reproductive females (Heim et al. 2017; Kortello et al. 2019; Mowat et al. 2019).

The proponents proposed expansions would result in more skiers and users across the landscape. This increase in year round use has been quantified by the proponent at 1500 skiers per day and up to 1700 daily users year round. This intense development and usage will result in the area no longer being suitable for wolverines, especially females. This will

impact and likely displace sensitive species such as wolverines as they avoid areas with intensive use including winter recreation and development (Heinemeyer et al. 2019).

Past research has suggested that wolverines occupy this area of the Central Selkirks. Wolverines were detected at bait stations in the Kane Creek area (Kortello 2019, personal communications). Local sightings have also documented a wolverine mother crossing the Highway in the Three Forks area with two young kits in 2018. Reproductive females are very rare and sensitive to disturbance. The Selkirk range north of the Kaslo-New Denver highway has the highest density of wolverine relative to other ranges sampled in the West Kootenay region (Kortello, 2019, personal communications).

Increased vehicular traffic on Highway 31A could fragment the corridor for wolverines. Currently Highway 31A is not a major fragmentation barrier to wolverine populations (Kortello as per comms). High usage highways to the North such as the Trans Canada are fragmenting barriers to wolverine populations. Past research has suggested that as few as 300-500 daily vehicles in winter on a highway can fragment a wildlife movement area for wide ranging carnivores like wolverines (Alexander 2005). There is a significant risk that this development could isolate and fragment wolverine populations.

The proposed Zincton project appears to not have considered wolverine conservation in a robust and science-based manner.

Grizzly Bears

While the proponent has proposed a summer use grizzly bear wildlife corridor it's important to note that many of our concerns lie with permanent infrastructure and increased human presence in movement areas and in close proximity to high value grizzly bear habitat. In addition the entirety of London ridge will be open for high usage recreation. Low gradient ridges like London Ridge are typically used for movement and high usage recreation and tourism will have a major impact on grizzly habitat and movement in the area.

Grizzly bears populations to the North of Highway 31A are believed to be healthy. This area which includes both the Central Selkirks and Central Purcell mountains is unfragmented all the way to the TransCanada Highway near Rogers Pass. It forms one of the most important large core areas for grizzly bears in the region. Past estimates from Dr. Michael Proctor suggest that upwards of 600 grizzly bears inhabit this core area (Highway 3 and 31a north to Highway 1) and it is important for the long term future of the regional bear population that this large core area remain unfragmented (Trans-Border Grizzly Bear Project). The proposed project is within a critical movement area for bears. Currently the Highway 31A corridor does not pose a connectivity barrier for grizzly bear populations. With increased vehicular traffic, permanent settlement, and year round recreation the project would fragment a key north south movement corridor in the Central Selkirk Mountains.

Goat Range Provincial Park to the north acts as a source population for grizzly bears in the Selkirk system (Proctor et al 2008). For the long term persistence of grizzly bear populations in the Central Selkirks, the population must not be hindered by fragmentation associated

with permanent development, increased recreational use, and fragmenting barriers such as high-traffic volume highways like the Trans Canada or Highway 3. The proposed project could result in fragmentation from significantly increased vehicle volume on Highway 31A and permanent development in the middle of the Central Selkirk Mountains.

The long term viability and persistence of grizzly bear populations in their Southern range is directly linked to the amount and type of human activity on the landscape (Herrero 2005). The proposed tenure area occupies significant high value habitat for the Central Selkirk grizzly population. Female grizzly bears in particular select habitats within their home range that provide abundant food forage and minimize human disturbance and they avoid disturbed areas and slopes that have high human activity during daylight hours (Martin et al 2010).

Places like London Ridge area are important grizzly bear habitat areas. These areas provide vital foods like huckleberries, in addition to high value avalanche paths where early spring and late fall foods are found. This is the site of the lodge which is believed to be open year round.

Mountain Goats

Given the lack of site specific information on mountain goats in the proposed CRA, the proponent has failed to provide a basic understanding of local mountain goats and their habitats within and adjacent to the proposed CRA.

The proposed tenure area encompasses wintering habitat for Mountain Goats. The proposed backcountry lodge is within wintering habitat for goats. Portions of one of the proposed ski chair lifts crosses through wintering habitat for goats.

The province has conducted few goat inventories in this Management Unit. The goat population in this area (MU-4-18) was last estimated at 45 goats. Mountain goats are known to occupy alpine and subalpine areas near Mt Brennan, portions of Whitewater Creek and upper Goat Creek. These areas also overlap with recently drafted goat habitat maps done by FLNRO Habitat Biologists as core goat winter habitat and high capability winter range.

Mountain goats are extremely sensitive to human activity and disturbance. Goats in this area also likely deal with helicopter traffic from winter based helicopter skiing. During a high snow year mountain goat survival is already difficult in the deep snows of the Central Selkirks. Adding additional stress, disturbance, and intensive recreation will create a situation where their long term survival is precarious. The project will infringe on key goat wintering grounds particularly in areas such as Whitewater Creek and upper Goat Creek. The project will result in goats abandoning key winter habitat areas and could result in major population reductions in an already stressed, small, and somewhat isolated local goat population.

With 700-1336 daily skiers in the winter, this sort of high intensity recreation and disturbance can be linked to reduced reproduction, high rates of mortality, habitat

abandonment, making this small mountain goat populations' long term viability and persistence in the Central Selkirks precarious.

Additionally high visitation in summer in areas such as Upper Goat Creek and Whitewater Creek could push goats into areas with reduced forage capability and reduced escape terrain.

The proponent has failed to provide basic baseline data on mountain goat population, habitat use and preference within the study area. The proponent has not proposed any requirements for mountain goat disturbance impact and population monitoring as well as response and mitigation plans. The proponent has not committed to a cumulative effects assessment that considers landscape-level cumulative impacts on species such as mountain goats in the study area.

The proposed Zincton project appears to not have considered Mountain Goat conservation in a robust and science-based manner.

Western Toads

Western Toads are federally listed under the Species at Risk Act as a species of special concern. Western Toads are also extremely vulnerable to threats and declines, 95 percent of females only breed once in their lifetime (COSEWIC 2013). Western Toads are extremely vulnerable to habitat loss and fragmentation due to human settlement and transportation corridors, which can isolate sub-populations, leading to increased risk of extinction (COSEWIC 2013). Another risk to their survival is road mortality during their mass migrations to and from breeding sites.

The Fish and Bear Lake areas and upland areas within the proposed project area are critically important habitats for Western Toads. The annual toad migrations in this area results in high mortality due to the motorized Highway 31a corridor. Adding high levels of vehicular traffic in this corridor will result in significantly increased mortality, habitat loss, and potential population declines. In addition, heavy recreational usage from mountain bikers and hikers in lower elevations will result in increased mortality in upland toad habitats as they utilize human trails.

Watershed Issues:

The proposed Zincton Village area and the ski tenure have old mine sites and tailings that could contain high levels of heavy metals. This is from the proponent's environmental overview submitted to MRB (2021):

Geochemical Stream Survey sediment samples collected under the Regional Geochemical Survey (RGS) within the proposed Zincton CRA and within the surrounding 3 km study area are derived from sediment to capture select subbasins. These samples showed exceedances in comparison to BC's working water quality guidelines for freshwater aquatic life. Sample sites downstream of past producing mines and within the drainage basins of O.K. Creek and McEllis Creek, Kane Creek,

Watson Creek, Goat Creek, Whitewater Creek all showed exceedances of Lead (Pb), Zinc (Zn), Cadmium (Cd), Nickel (Ni), Arsenic (As), Chromium (Cr) and Manganese (Mn). However, high concentration of elements which exceed the water quality guidelines were also detected upstream of all known past producing mines on Kane Creek upstream of the confluence with O.K. Creek. Conversely sample sites down stream of the confluence of Seaton Creek and Carpenter Creek showed no exceedances despite the presence of several upstream and upslope past producing mine sites.

Kane and Seaton Creeks join Carpenter Creek at Three Forks, and Carpenter Creek flows into Slocan Lake. Three Forks is also where the ski lift system would begin, where there would be a parking lot, where the day lodge would obtain water and where drainage from the lift serviced part of the ski area would end up. We note that the ski village on the proponents adjoining private land, and its proposed housing and shops have been removed from the formal proposal to MRB. This is an artificial separation as the ski hill would not be economically viable without the village, and the combined effect of ski hill operations and village could be profound on area hydrology. There should be an independent hydrological assessment of how water taken from Kane Creek will affect fish, aquatic life and wetlands during the low flow months. How will climate change affect flow? Heavy metals are trapped in the wetlands of Seaton Creek (Quamme et al., 2016) (Quamme et al, 2021). Roads and buildings will increase runoff and erosion, especially if severe weather events are more common. How will this affect water quality and flooding downstream? Where will the parking lot be situated in relation to floodplains and wetlands? These are precipitous valleys with little flat land and it seems essential to know where the tailings are in relation to the proposed infrastructure. The environmental overview paid for by the proponents was limited and did not address these questions with firsthand studies or reference to local experts.

In summary, any construction of any sort has the potential to mobilize sediments from old mines and the local rock and contaminate local watersheds. Adding a permanent village with roads and roofs will change the drainage and runoff patterns and potentially affect stream flow. All could adversely affect local fish populations, the western toad, and of course all birds and animals that consume the fish. The province of BC is responsible for mine waste cleanup, and the Crown Contaminated Sites Program has already significantly invested in the nearby Whitewater Mine site. Therefore we believe there is a need for an EIA to examine watershed effects related to heavy metals contamination and changes to flow patterns.

Number of Beds Units

The Environmental Assessment Act requires an environmental assessment for any project defined as “reviewable”. Regulations under the Act indicate that a ski resort is “reviewable” if it involves 2,000 or more one-person, overnight accommodations. The Act also requires that a project which does not meet the reviewability threshold, but is in a potentially

reviewable category (i.e. ski resort), submit a notice regarding the project to the Environmental Assessment Office (EAO). The regulation requires that projects which would meet the reviewability thresholds must submit a Project Notification if those thresholds were reduced by 15%, which would be 1700 one-person, overnight accommodations.

Through an FOI request we have obtained the Zincton subdivision plan on the proponent's private land, submitted to MOTI. We've learned that the resort could easily exceed 1700 beds at full build out. Using the details found in the subdivision plan and letters written by the proponent to the Valley Voice newspaper we have conservatively calculated 1860 beds at full build out. Because this project falls into a prescribed category and meets the thresholds specific to its category it is a reviewable project and requires an assessment under the Reviewable Projects Regulation (RPR).

For transparency here are our calculations:

There are four large parcels on the plan. One parcel contains 150 cabins, 2 bedroom (4 bed units) plus rental in the basement, according to a letter from the proponent to the Valley Voice newspaper. To be conservative, we shall assume only 2 more bed units in the rental suite, so 6 bed units per cabin x 150 cabins = 900 bed units.

A second parcel contains 145 strata building lots. We can assume the other 145 individually titled strata lots will have structures of similar size at minimum. So 145 units x 6 bed units = 870 bed units. Given the development expense most people will build larger structures for rentals that can sleep 4-6 in a rental suite managed by a local property manager, plus their own personal portion of the structure with 2 bedrooms. So 870 bed units is quite conservative.

The commercial area on a third parcel will have staff accommodation and a backcountry lodge. The staff accommodation is listed at 60 bed units, but the proponent has written letters to the Valley Voice saying that it will be 90 beds so that employees can buy their condo "and our kids will be able to afford housing". However, we used the conservative estimate with 60 beds of staff housing. The backcountry lodge on the actual tenure has been listed at 30 beds. The third parcel would then have 90 bed units.

If we total this all (900+870+90) it conservatively equals 1860 bed units at full build out, well over the 2000 bed – 15% for potential review level of 1700 beds. We feel that the Ministers responsible should be aware that the number of bed units is not addressed in the full proposal submitted to MRB. In fact, details of Zincton Village on the adjacent private land have been excluded from the full proposal. The subdivision plan the proponent submitted to MOTI reveals the larger scope of the proposal.

Methodology, Backcountry Lodge and Traffic Concerns

It appears that very little or no fieldwork has been done to quantify or assess impacts within the proposed CRA area and the larger Central Selkirks in the environmental overview. Very little can be properly quantified or assessed without significant time on the ground and nor could there be an understanding of localized biodiversity, ecosystems, and the local and regional movements of wildlife, and their core habitats.

A few questions about the proposal stand out. The remote backcountry lodge does not appear to have a ski lift going to it. How will guests access this lodge? Will snowmobiles be used to transport guests to the lodge from the lifts? Will the access track between the lodge and the lifts be maintained by a snowcat? How will supplies be moved from the lifts to the lodge in both summer and winter?

In section 4.4.2 of the EOA the proponent makes it clear that day users will have a parking lot for personal vehicle traffic to access the resort. In addition overnight users will also have vehicle parking available on site. This contradicts much of what has been publicly stated by proponents who have stated on numerous occasions that there will be no significant increase in vehicle traffic on Highway 31A. According to the figures provided by Zincton

They anticipate that upwards of 40 percent of total users will drive to Zincton using personal vehicles. Even if only a fraction of these users drive personal vehicles this will greatly increase traffic volumes on Highway 31A and result in significant impacts to local wildlife populations. Currently Highway 31A is not a major fragmentation barrier to wide ranging species like wolverines and grizzly bears.

Conclusion

Development of the Zincton proposal for an all-season mountain development in the Central Selkirk Mountains will have a significant impact on wildlife in the Selkirk system, reducing the amount of suitable and secure core habitat for sensitive species, limiting connectivity, and threatening already stressed wildlife populations. The Controlled Recreation Area proposal excludes the development plans on private land which is an artificial separation given that the ski resort is not economically viable without the village. The cumulative impacts of developments on both private and public land must be considered especially in this instance where heavy metals are known to exist in the rock on site and any construction would have the potential to negatively impact the watershed. While the CRA proposal with the stated number of bed units does not trigger an environmental assessment independently, when combined with the development on private land the full scope of the proposed resort is revealed and crosses the threshold at 1800+ per night and is considered a reviewable project.

Due to the issues detailed in this letter, we urge you to submit the Zincton All-Season Resort CRA for a full environmental impact assessment.



Jenna Schulhof

Columbia Valley Conservation Coordinator

Works Cited

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Trans Border Grizzly Bear Project. Current Status.
<http://transbordergrizzlybearproject.ca/research/status.html>

For Immediate Release | November 23, 2023

IH and Regional Hospital Districts strengthen partnership with new agreement

KELOWNA – A new memorandum of understanding between Interior Health (IH) and the seven Interior regional hospital districts (RHDs) will strengthen existing partnerships dedicated to improving care for people in the Interior.

As part of the capital planning process, IH submits a funding request letter to the RHDs each December outlining the equipment, capital improvement projects and digital health investments for each region. The memorandum of understanding strengthens information sharing, transparency and collaboration between Interior Health and the regional hospital districts and outlines additional expectations regarding updates on funded and proposed capital projects. Interior Health has committed to share annual capital plans and forecasts for future priority investments, as well as provide detailed information for major projects over \$5 million.

The memorandum of understanding will be reviewed every two years by IH and the RHDs.

IH is responsible for health-care services and develops an annual capital plan outlining the capital investment needs. As per the *Hospital District Act*, regional hospital districts provide funding to Interior Health for capital costs associated with the construction, acquisition and maintenance of health-care facilities and major equipment in the local area as identified in the annual capital plan. Regional hospital districts may fund up to 40 per cent of the investment.

The seven regional hospital districts in IH include: Cariboo Chilcotin Regional Hospital District, Thompson Regional Hospital District, North Okanagan Shuswap Regional Hospital District, Central Okanagan Regional Hospital District, Okanagan Similkameen Regional Hospital District, West Kootenay Boundary Regional Hospital District and Kootenay East Regional Hospital District.

Quotes:

"Our regional hospital districts are key partners when it comes to capital projects in our regions. Their financial support to build, renovate and update our health-care facilities is integral to improve patient care and this agreement provides better clarity about the Interior Health planning and funding process," said Susan Brown, IH President and Chief Executive Officer. "We value the feedback and information provided by the local representatives and this agreement lays out clear expectations regarding sharing information on the projects we are planning and have underway."

Susan Brown, IH President and Chief Executive Officer

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

"The seven Regional Hospital Districts of the interior, working together with Interior Health, have come to an agreement on a framework which will guide the budgeting process for annual capital planning and subsequent investment in health-care facilities throughout our region. This agreement is exciting news and addresses a number of concerns which were the focus of negotiations over the past few months. We are confident this memorandum of understanding is a positive step forward in terms of accountability and will serve to create a better working relationship between Interior Health and the Regional Hospital Districts."

Al Richmond, Chair, Cariboo Chilcotin Regional Hospital District
Mike O'Reilly, Chair, Thompson Regional Hospital District
Kevin Acton, Chair, North Okanagan Columbia Shuswap Regional Hospital District
Loyal Wooldridge, Chair, Central Okanagan Regional Hospital District
Martin Johansen, Chair, Okanagan Similkameen Regional Hospital District
Frank Marino, Chair, West Kootenay Boundary Regional Hospital District
David Wilks, Chair Kootenay East Regional Hospital District

- 30 -



SAVE THE DATE

Kaslo and Area Senior
Citizens' Society

Invites You
to join us at our
Christmas Luncheon

Tuesday, December 5th

Kaslo Legion Hall (403 5th Street)

Doors: 11:30 am Lunch: 12:00 Noon

R.S.V.P. Mabel Russell

Email: mial@kaslo.org Ph: (250) 353-2258

Columbia
Basin **trust**



Minutes

Kootenay Lake Partnership Meeting

Date: October 10, 2023

Time: 10:00 am to 2:00 pm

Location: Regional District of Central Kootenay Office 202 Lakeside Drive Nelson, BC

Attendees:

Aimee Watson	RDCK Electoral Area D – In person
Cheryl Graham	RDCK Electoral Area E – In person
Claire Peyton	KLP Coordinator – In person
Corey Scott	RDCK - In person
Curtis Wullum	Yaqaan Nukiy
Garry Jackman	RDCK Electoral Area A – In person
Ian Dunlop	Village of Kaslo
Kenton Andreashuk	Ktunaxa
Kerri Garner	Ktunaxa
Natalie Andrijancic	City of Nelson – In person
Nelson Wight	RDCK - In person
Tim Davis	FLNRORD – In person

Meeting Outcomes

- Partners provided input to KLP plans and budget for 2024.
- Partners heard updates from other agencies.
- Initial guidance was provided on what content should be included in the Shoreline Homeowner Resources packages.
- Kootenay Conservation Program shared information on the Local Conservation Fund.
- Partners got greater clarity on reason behind the EDPA decision and perspectives of the KNC, Yaqaan Nukiy, and Regional District Directors on this decision.

1. Introductions

Roundtable introductions

2. Welcome

Claire welcomed everyone and suggested the partnership view #KTUNAXAHOMELANDS; WATERWAYS video: <https://youtu.be/UUrCg9jRAB4?si=MaYp7GHVkJ0zLFgfd>

3. **Agenda**
No changes

4. **Fundraising Updates**

- Claire gave an update on existing and pending grants.

Garry Jackman

- Brought attention to the Goat River and the possibility of expanding (upstream) the KLP to the US Border on Kootenay River. Garry also brought up dikes.

Aimee Watson

- It opens the scope to what we are doing. It would require a review of our Terms of Reference and a much bigger conversation.

Claire Peyton

- The Environmental Damages Fund will be coming up for accepting applications within the next year. The minimum application is for \$250,000, if we want to be well positioned to apply and accept these funds, it would be good to do some strategic planning with our partnership. After we update the Shoreline Guidance Document, we should discuss next steps.

Claire shared the KLPs current focus:

- Update the Shoreline Guidance Document
- Community Outreach/Education:
 - Improving the Website
 - Mailing Shoreline and Resource packages to landowners on the Kootenay Lake
 - In person meeting with the five communities around Kootenay Lake
- Compliance and Enforcement
- Budgeting

Kerri Garner

- Before the KLP applies for further funding, we need strategic planning for this partnership, as well as getting our priorities figured out.

Aimee Watson

- Agreed with Kerri, we must circle back to our capacity.

Ian Dunlop

- Shared in the Chat: UBCM Community to Community program could be a fit for funding a strategy-planning event. Up to \$10,000. Focus of the program is on First Nation-local government reconciliation and relationship building towards joint plans and strategies. Next intake closes December 1st

Aimee Watson (further to Ian's comment above)

- I do not want this to become an RDCK conversation when the focus is KLP strategic planning

but I am not sure it would fit the scope. If we did look at that, we need to be clear on what our scope is and that initially trying to do strategic planning with the KLP, which obviously involves First Nations – let's not take away from that goal to meet a funding guideline which is government to government. It could work.

- **Actions:**
 - Perhaps add the discussion of a KLP expansion to the next agenda.
 - Claire and Tim to speak regarding provincial contribution for strategic planning – to have in place by February 2024?
 - Claire to add revisiting contamination at Pilot Bay to KLP “wish list”

5. **Friends of Kootenay Lake Stewardship Society Board of Directors**

- Permission to have a KLP representative on the Friends of Kootenay Lake Stewardship society Board of Directors

Aimee Watson and Garry Jackman

- There was not support for Staff (Sangita) to be on the FOKLS Board, as she would have to report to the RDCK Board. Perhaps, this be a part of the Coordinator's work description.
- The partnership preferred that the KLP Coordinator not have a seat on the FOKLS Board but instead invite a representative from the Friends of Kootenay Lake Stewardship to join the KLP Meetings.
- **Actions:**
 - Claire to find out if FOKLS meeting minutes publicly made available.
 - Claire to continue inviting the FOKLS Executive Director to attend KLP Meetings.
 - The KLP Coordinator and the FOKLS Executive Director to have quarterly meetings/touch base with what is happening with both organizations.

6. **Round Table on Partner Updates**

Natalie Andrijancic

- This summer, the City of Nelson did an engagement envisioning exercise and are now working on analyzing the data. One of the main themes that is emerging for our vision statement is the protection of our environment and the lake.

Claire Peyton

- How would the Shoreline Guidance Document get integrated into the City of Nelson's Official Community Plan?

Natalie Andrijancic

- For our next phase, we are going to present this information to our advisory Committee next week. Draft vision statement to council at the end of November...then start working on Policy and at that point we could have more conversations about Development Permit Area 3, which speaks to environment and hazardous lands. I think shoreline improvement work or updated regulations could be included.

Nelson Wight

- More to come on the enforcement side. We've been researching how we as a Regional District can do better enforcement around the breaches of the Development Permits and learning from our counterparts across the province. Continue to work on that and hope to have more permission at our next meeting that I can share with the partnership. These will go to Board as well as In Camera.

Aimee Watson

- No updates.

Tim Davis

- I am part of new Ministry that was created last year. Water Land Resource Stewardship. We focus on the policy and legislative side of species and habitat management in our region. Up until now, we have not had a dedicated aquatic focus team in our group. It has only been individual employees. The decision was made to create a specific team for aquatic management. I am leading and building this team as of August this year. We will have three employees under myself working specifically on aquatic files. Because it is a new group and opportunity to set our program that is currently what I am hashing out.
- We will be reaching out to various partners around the region to get some feedback of what they feel are priorities, and incorporate that into the program moving forward. Many of the issues coming from the KLP are likely going to be addressed with this new group moving forward. Also an invitation to the members here if you have any priority files please reach out and we can have a chat.

Aimee Watson

- On local government committees, we do hear not only socio-economic but the environment ecosystem function work that is being led by First Nations. I am seeing a lot of the modeling and work that has been done to look at the Columbia River Treaty and how it can affect environmental constraints, fisheries...the salmon return there has been so much amazing work done. Is this translated to the entities that are taking responsibility or have responsibilities for things like aquatic health? Curious if you have access or do you know all the work that is being done over there that would be helpful in your work

Tim Davis

- I am not specifically involved in this negotiation. I know those who are from the province perspective. There is a lot of good work forecasting different water levels, impacts on habitat and not sure if I have access to that information.

Claire Peyton

- Introduced Gwen Dell'Anno, Friends of Kootenay Lake Executive Director to the partnership

Garry Jackman

- Recreational development along Kootenay Lake, Kootenay River and lower Goat. We picked

five site where we wanted to deeper dive. We asked the Ktunaxa to arrange a Traditional Use Study. What I wanted to discuss with this group, what I see that has to be done more efficient. Roughly \$35,000 per site (100m – 1 km), we did these little snippets of traditional use studies. \$175,000 to get less than a percent of the lake looked at. We know collectively we have very efficiently done the FIM Etc.. on the lake far more efficient to do that level of identification of not just cultural values... We need to do this more efficiently; we cannot go on in a subtle approach. If this is something that we should be doing collectively for the benefit of the Ktunaxa...let us get on with it. Not these tiny little snippets. There is a landowner who has been busy ...is close to the water moving a lot of dirt around. Where are we with the Compliance and Enforcement Sub-Committee?

Claire Peyton

- We have met twice this year, our third meeting is in November.

Nelson Wight

- The two meetings covered understanding each of our roles better, what level of jurisdiction we each have in order to go forward to work together.

Claire Peyton

- The document summarizing the roles, who is responsible in terms of each agency and what compliance and Enforcement part they take on is almost complete. An increase of communication between the agencies of those critical pieces can really help us function better as a team on Kootenay Lake.

Cheryl Graham

- I made a RAPP report on behalf of some of Area E residents concerning something going on Kootenay Lake. They make the complaints to me because they do not want to put their names on a report that is being submitted to RAPP...wanting to avoid conflict with their neighbors.

Kenton Andreashuik

- Had field time allocated this summer but KNC had setbacks. Weather permitting; there is a plan to go on the lake tomorrow with two resource officers. Was able to do some vehicle and foot patrol, currently has a few active files along the lake. I did look at the one that Director Jackman mentioned, as per the Fisheries Act they had not infringed – yet. I did give a warning and for those working along the water we have a document, Projects by water that informs how people can work along the water under the proper permitting. Once we are out on the water we will have a greater idea as to what is going on.

Kenton Andreashuik shared in the chat:

- Natural Resource Violation reporting: <https://forms.gov.bc.ca/industry/report-a-natural-resource-violation/>
- DFO Observe, Record, Report Line for Fisheries violations e.g. White sturgeon and sturgeon habitats (Crawford Bay north of Grey Creek, Lardeau Delta and Kootenay River Delta south of

Kuscanook), fish habitat damage etc: <https://www.pac.dfo-mpo.gc.ca/fm-gp/rec/ORR-ONS-eng.html>

Kelly Vandenberghe

- I am also involved in the Traditional Use Study and the opportunity for conductivity with this time of information, is very important. I am curious about the Kootenay Lake Compliance and Enforcement Sub-Committee and understanding about what the Cultural Values Study might look like.

Claire Peyton

- In the Shoreline Guidance Document on page 5, you will find an overview of what the Cultural Values Study is. You find that the Shoreline Guidance Document is composed of three parts; Ecological Inventory, Foreshore Inventory, Mapping, the Indigenous Cultural Values through the Cultural Values Study and the Archeological Overview Assessment. These three pieces are put together to create the Shoreline Guidance Document. Please feel free to reach out to me if you have any questions.

Ian Dunlop

- We have a rezoning application for a large parcel of land near the Kaslo River mouth on Kootenay Lake. I believe the Developers already been in touch with Curtis at Lower Kootenay doing consultation on this proposal. It involves installing Season RV Park located in flood plain land; therefore, they cannot do much development. It is a large flat open space locally called, South Beach and the owner wants to convert that into a seasonal RV Park. There is also a component of it a little further to the south that would be multi-family residential on higher ground that is going to go through our Lakefront Development permit process as well as obtaining rezoning. That is bylaw is going to first reading at council this evening.
- We are also working on the Kaslo Shipyard on Kaslo Bay, the new owner looking at reviving the shipyard nothing too industrial but def. some activity down there for possibly boat repair, dock installation to help host some of the ships that are currently docked at the Kaslo wharf which we would like to demolish in the near future. Beginning the permitting process that will require environmental and Indigenous consultation.
- Curious about the Enforcement side. Houseboats in Kaslo Bay is an ongoing issue. They will put a pin in and moor up and there does not seem to be any process for permitting, as we do not have any jurisdiction over the water. Curious how we might be able to get involved or go through appropriate channels to ensure that houseboats are kept in check.

Claire Peyton

- I know that there was a federal officer from Environment Climate Change Canada and a Natural Resource officer from the province did a field outing to Kaslo directly related to the houseboat issue. I can try to get an update if you would like.

Aimee Watson

- South Beach has many natural attributes; I would hate to see it developed. Will there be a public hearing?

Ian Dunlop

- Yes, there will be a public information session but not an official meeting as it does comply with the OCP in terms of having a campground use down there. Part of the proposal includes establishing a 30m wide riparian zone along Kaslo River that would include a recreation path that would go down to the beach area. And a 15m set back on the lake itself for public access to the beach.

Kerri Garner

- Not much to share other than all the work Claire and I have been doing to secure funding for the Cultural Values Study.
- **Actions:**
 - Natalie to contact Claire regarding Shoreline Guidance Document training session:
 - Claire to go to the City of Nelson's Planning Department to provide an overview / training on how the Shoreline Guidance Document could be integrated.
 - Claire to send Area C Director, Kelly Vandenberghe the KLP Terms of Reference
 - Tim to send Claire the organizational chart for new ministry of water lands & Resource stewardship:
 - Claire to send out this chart to the partnership
 - Claire to see what ecosystem function reports are publicly available
 - Claire to share Compliance & Enforcement executive committee meeting Minutes with the KLP
 - Claire to add Compliance & Enforcement updates to future KLP Agendas
 - Claire to share Report All Poachers and Polluters (RAPP) line. Kenton shared the others in the Chat (noted above).
 - Claire to get an update on Environment Climate Change Canada re: Houseboat inquiry in Kaslo
 - Natalie to reach out to Ian Dunlop directly regarding how Kaslo integrated SGD in their OCP
 - Claire to integrate graphic (visual) what happens after you call/concerns the reporting line (RAPP)

7. Shoreline Homeowner Resources Package

Feedback on what KLP members would like to see in the Shoreline Homeowner Resources Package being sent to all 2100 shoreline residents on Kootenay Lake

Claire Peyton

- Shared, *Caring for your Shoreline & other waterfront ownership information* that Director Graham created years ago (before she was a RDCK Director).

Nelson Wight

- In 2020, the KLP has also sent out a similar mail out to the property owners on Kootenay Lake.

Claire Peyton

- We have \$12,700 allocated to the Shoreline Homeowner Resources Packages.

RECESS/ LUNCH**Claire Peyton**

- Shared Planner, Corey's comment regarding mail outs and how they are usually followed up by an in person session. We are planning to do five meetings around the lake based on Corey's suggestion, perhaps we mail it out a few months before we are planning to do the in-person sessions. Then we could follow up with everyone a few months after those meetings.

Kerri Garner

- I feel a short, meaningful video is effective compared to a 50-page document or half hour presentation.

Claire Peyton

- We are planning a video, the Wildsight Youth Climate Corps combined with Yaqan Nukiy are going to team up together this spring to create a video showcasing the Shoreline Guidance Document and what it is and does and celebrating the Cultural Values Study.

Ian Dunlop

- Create a valued document, perhaps like a Map with homeowner information - or something similar.

Kelly Vandenberghe

- The Creston Valley Tourism Society has something similar with that theme in mind, Destinations for Food and Recreation. The template is interactive and colorful.
- **Actions:**
 - Potentially distributing the Shoreline Homeowner Resources Package to chamber and tourism offices (suggested by Kelly Vandenberghe)
 - Claire share the survey results from the Sharing and Caring Shoreline Document
 - Ian shared a copy of a provincial Park and visitors Guide (map) and will try to find another one to share

8. Local Conservation Fund Presentation

Presented by Juliet Craig with the Kootenay Conservation Program and the RDCK Local Conservation Fund

9. Environmental Development Permit Areas

Recent decision by the RDCK Rural Affairs Committee regarding the Environmental Development Permit Areas – KNC, Yaqan Nukiy and Regional District Directors had a chance to speak to this. Partners shared their thoughts, there was no resolution on how to move forward, more discussion needed.

Curtis Wullum

- Feeling some frustration with the RDCK for not establishing the 30m EDPA around the entire foreshore of Kootenay Lake.
- When KLP was established years ago, the reason we brought the RDCK to the table was that they had jurisdiction over lands around Kootenay Lake. We asked them at that time, if we brought them into the partnership, could they through their Bylaw system create a EDPA of 30 meter around the entire foreshore above the high water mark.
- Our reasoning behind this it would protect a lot of the natural habitat and ecosystem function, protect shore- spawning kokanee, protect important cultural and archeological sites as well as reducing enforcement that we need to do around the lake for people who are not adhering to environmental assessments or different types of building permits, per se.
- We do not know the reasoning why the RDCK Board of Directors would vote down the EDPA when it was probably the one reason we brought the RDCK on board with the Kootenay Lake partnership.
- We are still seeing a lot of damages to the environment on the foreshore on Kootenay Lake.
- We do have the FIM and the Shoreline Guidance Document. I think the EDPA is one of the most important aspects of this partnership with moving forward.

Kenton Andreashuk

- There are areas under where the Development Permit would cover and help to stave off developmental related environment damages along the shoreline. Where the Fisheries Act and Water Sustainability Act do not really have teeth.
- For example, a development up from Kokanee Park on McKnown Road, a huge rock wall went up just above the high water mark and I am not convinced it is not below the high water mark. We will have to wait and see in the spring when I can get out there and check it.
 - Even though it might be permissible under the WSA and the Fisheries Act, it is still habitat damage. Riparian area was lost; you now have a big rock wall along the shoreline, which completely detracts from fish and other aquatic habitat. This is one example where the DPA could come into play to help allow the property owner to get what they want out of it and we get the protection values along the shoreline.
 - On the West Arm, probably where we are seeing the densest development incremental things whittling away. We are seeing habitat destruction that is causing “death by a thousand cuts”. Currently there is no real teeth to hold these things from happening.

Kerri Garner

- Echo a feeling of disappointment.
- I am very curious to hear what the Directors have to say.
- It makes us think and wonder how we are really going to achieve minimizing and limiting impacts along the waterfront of Kootenay Lake if we do not have a 30m lake-wide DPA in place.
- We have a limited toolbox at this point in time.

Aimee Watson

- Area D has had a 30-meter EFDPA since 2016. The only changes that would occur with this file update would have been procedural, which I was not opposed to; I do not have an issue with.
- The bigger conversation is happening with land use management. We are so outdated with our community plans. I have had a motion in the planning department since 2018 to update my community plan.
- DPAs are very limiting tools. I do not think Cultural values can be considered in a DPA unless you have a Cultural Value DPA, only environmental sensitivity can be applied if that is your DPA. The Community Planning Toolbox has a lot more to consider so when you silo a conversation to only DPAs and don't have the overall community planning conversation, 'do you want zoning?' 90% of Area E is not zoned, that is the first tool that would be very descriptive to land use and management. That is the tool I have been waiting to have conversations with my 21 incorporated communities about.
- Want the EDPA to be put it in my community planning conversation so we can talk about all of the possible tools not just the DPA which is in place.
- If you have an outdated foundational document (like an OCP), that is based on our land use management tools - that is where you need to get to the meat and potatoes of what will make a difference land use planning.
- If I had no DPA, I probably would have move forward to ensure we had at least something in place. But, I do have the 30m DPA.

Tim Davis

Is there a legally mandated timeframe that OCPs have to be updated?

Aimee Watson

What I was told when I started, that it was a 5-10 year timeline.

Cheryl Graham

- Agree with a lot of what Amy has said around a desire to wait until OCP review before integrating a 30m EDPA.

Nelson Wight

- There are many examples in Area F where habitat has been lost through development

because of that lack of an EDPA in place.

Cheryl Graham

- This conversation that we are having today was about extending 15m to 30m but if people aren't already listening to the 15m one what makes us think they would listen to a 30m one?

Nelson Wight

- We got a list of enforcement files that we are dealing with; we have about twenty right now. Where people have gone in and done the work ahead of time, either knowingly or unknowingly so now we are bringing them into compliance through a Development Permit. At this time, we are trying to do a restoration of what was lost.

Cheryl Graham

- Why I wanted to include the EDPA decision with my OCP because I personally have not had any resident engagement. I also find, I know there was a couple of web meetings held. I have a very large percent of my population in my area that are older like sixty-five and older. I think our stats are like 27-30%. And those people struggle with basic computer skills let alone try to get on to a web meeting. They would not have participated in the web meeting the only public engagement that was around this.
- I need to listen more I feel like I need to learn more before I start making changes. I need more engagement with my residents
- I did not say no...I don't want people saying, we said no to this. What I said in Area E we want time for more wholesome engagement with the residents to ensure that this is what they want. I wasn't comfortable making this kind of decision early in my Directorship term. That was the decision for me and why I was following the path of let's have this conversation OCP review that we already have on the plate. I am thankful that you are here and giving me input and information because that is what we want.

Garry Jackman

- I am disappointed that that is the way the discussion was framed.
- I hope there is some appreciation that historically some of us did take action and did impose a 15m EDPA (30m in Area D) in some areas of the lake.

Curtis Wullum

- Yes, there is appreciation for how far we've come as a partnership but there is still disappointment and frustration around why we haven't got to a 30m EDA when that was discussed back in 2010-11.
- Our citizens go out on the lake they come back and ask me why things are happening. Right now we are sitting in limbo saying we are trying to work with the Regional District and the province and have been for the past 15 years so these things don't continue to occur.
- The trend I keep seeing, and I am not a politician you have a three year window or whatever that you're chosen as a Director, to me it doesn't give you enough time to discuss it with your citizens, discuss with the people within your area to get to a point that you can even

vote on it. It could be constantly changing Board of Directors.

Garry Jackman

- There are several layers to this but this is not a great conversation for right here right now.

Kenton Andreashuk

- We are also seeing development by the shoreline in Area F that does not have an EDPA in place. So, again it's all incremental things where there is grey areas between the Fisheries Act and the WSA or no teeth in the FA or WSA where some other mechanism such a DPA could help prevent some of these aquatic damages and still allow the landowners to achieve what they are wanting to achieve. It is not just, in that one area, it is also over the lake. But we are seeing it more densely between Nelson and Balfour.

Aimee Watson

- I would like further support in advocacy on not approving so many accretions on this lake which generally leans to the misunderstanding over what is private and what is not private. I find most of the areas where I hear about activities occur and there has been an accretion approved that we do not even know about.
- EDPAs are a tool but perhaps not the best tool. It is like using a hammer when you need a full impact drill to get something done. There is a lot of other pieces that are missing and the ideal what we are trying to achieve. I would not agree that we are not on the same page in terms of the protection of the foreshore and how important that is. Where we have issues are the actual tools that we have available to us. And all the varying parties that participate in achieving those shared goals

Cheryl Graham

- I would like to see more participation between the province and the Regional District in terms of the shoreline areas and a better understanding of who is responsible for what and there is always the risk of downloading from the Province unto the Regional District and that is also an area of concern for me.

Nelson Wight

- We stand by our recommendations for what we brought to the elected officials. Most important part to remember is we appreciate it is their decision to make and we respect that. But, we still stand by our recommendation because of why we think that was the best approach to do something systemically because we are planning, we are trying to address a system which is the lake to do so in a unified way better than piecemeal. To see where we have places where there isn't DPAs versus where that DPA differs. So, consistency is desired, following best practices is desired which is why we stand on this recommendation to the elected officials.
- The public engagement effort we did on this project was very extensive over that three years. When we look at all the different engagement activities we did the survey work, responding to the different questions the elected officials had, was rigorous. That is why we certainly stand by that recommendation.

- I was actually encouraged hearing the comments around the table today that what Cheryl was say, 'It's not no, it's just not now. I need more info.' One thing I can offer is and something we have offered in the past is workshops. We'd be happy to do more workshops with elected officials if it helps clarify all that work that went into our recommendation says. Is there ambiguity can we resolve that ambiguity? We are open to that. I look forward to those conversations.
- I appreciate Kenton, Kerri and Curtis' comment today. This is a venue to hear those comments and for all of us on the staff and the elected officials to engage in that discussion. I find that to be a very useful part for what I believe this partnership was created for.

Garry Jackman

- There is an internal misalignment; this is not the table to discuss that internal misalignment. Not yet in my opinion misalignment does not mean disagreement. But it does mean, misalignment.

Aimee Watson

- I am going to highlight the thing that is not for this table, but it is very critical to identify. We have never reviewed an OCP within five years. The plan we did do in three years ago to identify the five communities distinctively different. We are facing everything from way too many vehicles at unmanned rights of way, subdivisions approved by water access with no access on the west side. Significant issues that cannot be silo'd out of the DP conversation and you did provide several workshops for us it did not move the needle on the need for community planning to address all of the other things that come up talking values on land. So, even if you are doing another workshops, I don't want to do that instead of the community planning conversation, which people are waiting to continue. So, this is the conversation that is not fit for this table but if felt to highlight the misalignment that isn't disagreement but the process itself is leaving us short-sited on the level of development that is occurring in rural areas that has no regulation to apply to it because we have so little zoning.

Nelson Wight

- I look at the AAG policy as one example where we address an issue all across the region and we do it systemically. I see this being similar in that to stop it now while we do say, an OCP for each of those areas. It could be years before we get that done and that is why I do favor proceeding now with establishing a 30m EDPA around the entire lake.

Claire Peyton

- I am curious about the communication between the KNC and Yaqan Nukiy and RAC, did you have some communication? I know Curtis you said this has been going on for a decade plus. Was their clear communication coming from the KNC and Yaqan Nukiy regarding your position on this matter? What was the communication between you and RAC?

Nelson Wight

- For context, there was the comment from KNC included in our staff reports. Again, we really benefitted from their participation at many of the different engagement forums that we

held. In particular, the third phase engagement.

Corey Scott

- In terms of the way that the project was structured. This would be considered early and ongoing consultation.
- We sent that referral out and did get a response back from Kenton and Karrie, a joint response.

Claire Peyton

- How much did the Regional District Directors around the lake consider KNC and Yaqaan Nuikiy's position on the matter? How much did that weigh in to your decision?

Aimee Watson

- I have a 30m EDPA all along, and knew I wasn't doing it outside of my plan. I did not hear anything otherwise. A lot of the workshops focused on the areas that didn't have it or the 15 to 30 discussion.

Tim Davis

- If there is any information or discussions from a provincial perspective that would help you in these types of conversations by all means reach out we can have an informal one on one discussion or if there is better forum to include some other folk's from the province from different departments to have a more broader discussion we can definitely do that. From the provincial perspective we want to ensure all these riparian areas are protected as much as we can. Often these areas are located outside of our jurisdiction or we have limited legislative tools of what we can apply.

Cheryl Graham

- If there is habitat destruction below the high water mark and it not a regional district but provincial, what happens?

Tim Davis

- If it is within our jurisdiction, what happens if Kenton feels it's an issue and something we should be looking at, my role is to have an officer under the WSA have a look at that, make recommendations to our water stewardship team that administers that act and would either be an administrative penalty or we have the option of remediation to restore the foreshore back to its original condition.

Garry Jackman

- I have a much larger responsibility than one issue, in one external committee and I wanted today to make that point very strong.

Aimee Watson

- Is RAPR not a potential tool for us to use to protect shoreline habitat?

Tim Davis

- Municipalities or regional districts can voluntarily sign on to have RAPR. It is not enforced blanket across the province.

Nelson Wight

- There was a point in time that it came into effect, they invited those local governments asking if they wanted it or not. At that time the RDCK said no. Can we go back and change the Act to be included...maybe. I would have to ask the province how to do that.

Claire Peyton

- With RAPR you can't make as many exemptions so, if you use the EDPAs as a tool versus the RAPR EDPAs allows you way more flexibility regionally to create your own system that works better for you so you can create your own exceptions. RAPR is kind of a one size fit all. You can't make different exemptions that make sense for Kootenay Lake specifically

Aimee Watson

- I just know when it comes to forestry we get on referral they subjectively choose if they are going to apply riparian area because they don't have to. It's much beyond what we can do because our regulations apply to private land. There are a lot of gaps in this.
- The EDPA is a tool, it's not the best tool and yes we have it as areas that can add it but where it is it is still falling short, I had a major development that we had to call in RAPP and others and it came down to it having very little to do with us even though we had a 30m EDPA. It was an accretion the excavator on the road and on the foreshore had pulled up all the boulders and made a whole new beach. And it still rested with the authorities within the province to do anything with it. Thinking that is the silver bullet when we are missing a bunch of other pieces. And where we do have it, falling short of the Ideal. I will continue to disagree that community planning is the way forward.

Nelson Wight

- Garry, if you would like to follow up with some of those concerns and questions you have, maybe would it be advisable to set up a workshop for all area Directors to go through any outstanding issues.

Actions:

- Nelson to follow up with Lake Directors re:workshop to address concerns and questions around EDPA.



Kootenay-Boundary Region Drought Snapshot

November 23, 2023

This Week's Update

- Drought levels this week remain status quo as seen below.
- The onset of winter weather and winter low flow conditions in the region suggests that we may not see much change to drought indicators until spring.
- **Next week will be the final drought level reporting week of the season.** Please note that the BC Drought Information Portal will not be updated or monitored by the Province from December until May.

Current Drought Levels and Associated Actions

Drought Basin	Level	Conservation Action
Upper Columbia	1	Normal conservation measures
East Kootenay	4	50% voluntary water use reduction
West Kootenay	3	30% voluntary water use reduction
• Creston*	4	50% voluntary water use reduction
Lower Columbia	3	30% voluntary water use reduction
Kettle	4	50% voluntary water use reduction
• West Kettle River*	4	50% voluntary water use reduction
• Upper Kettle River*	4	50% voluntary water use reduction
• Granby River*	3	30% voluntary water use reduction
• Middle Kettle River*	4	50% voluntary water use reduction
• Lower Kettle River*	4	50% voluntary water use reduction

* Stream Watch Sub-basin

Useful Drought Resources

BC Drought Information Webpage (<https://www2.gov.bc.ca/gov/content/drought>):

Conservation resources and general information on drought in British Columbia

Provincial Drought and Water Scarcity Response Plan (<https://bit.ly/2VG3QVx>):

Summary of Provincial drought levels, indicators, and approach to response

River Forecast Center (<https://bit.ly/37C9PNG>):

Streamflow conditions and forecasts

Drought in Agriculture Webpage (<https://bit.ly/44d2lqj>):

Water conservation, drought adaptation, and crop loss compensation resources

BC Drought Information Portal (<http://bit.ly/BCDroughtPortal>):

Click "Kootenay-Boundary Stream Watch" to monitor levels and conservation actions specific to your area

Temporary Protection Order Info Page (<https://bit.ly/3EQYA4R>):

Clarifying information on what a Temporary Protection Order is, and how/when it is used

Interpreting Drought Levels / Responding to Enquiries and Impacts

Voluntary Water Reduction Requests are intended to facilitate cooperative efforts to conserve water and are fully voluntary in nature. Each recipient of these letters should interpret them within the context of their own water supply, demands for water, and opportunities for conservation.

Municipal or Community Water Restrictions apply to water users supplied by local providers rather than their own water licence or well. Local water restrictions should be determined by local contexts, which may differ from provincial drought levels. The public may confuse provincial drought level with local water restrictions. If a local provider is approached by a member of the public with enquiries related to provincial drought levels and response they should be directed to FrontCounter BC at 1-877-855-3222 or FrontCounterBC@gov.bc.ca.

Accounts of Suspected Unauthorized Water Use should be reported to the RAPP line at 1-877-952-7277 or via the online incident portal (<https://bit.ly/43vz4ZW>).

Accounts of Water Shortages should be reported to the Kootenay-Boundary Water Stewardship Division at kbwaterinfo@gov.bc.ca.



BRITISH COLUMBIA LUNG FOUNDATION
2675 OAK STREET
VANCOUVER, BC V6H 2K2
604.731.5864
1.800.731.5864
www.bc.lung.ca

October 26, 2023

Dear Teachers, School Administrators,
Superintendents, and Staff,

Re: The Importance of Testing for Radon in Your Home

The British Columbia Lung Foundation has for many years been addressing the health risks of radon—the leading cause of lung cancer for non-smokers and the second-leading cause for smokers.

BC Lung Foundation has emphasized the need for schools to be tested for radon through our *Radon in Schools Project* (<https://bclung.ca/radon-in-schools>). We are thrilled that Interior Health is working with schools in its region to support this project. We are also honoured to be collaborating with Interior Health in launching the *Student Radon Skill Testing Contest*. (www.bclung.ca/radoncontest).

One of our goals behind these efforts is to help spread the message about the importance of testing for radon at home using a three month (91-day) long-term detector. The goal is to get radon to as low as reasonably achievable below the Canadian Guideline of 200 Becquerels per cubic metre (Bq/m³). The British Columbia radon map (<https://bccdc.shinyapps.io/bcradonmap/>) shows a third of homes in the Interior Health region have radon levels over 200 Bq/m³, yet a vast majority of homes still remain untested.

We hope school administrators, teachers and staff can use the Interior Health school radon testing initiative and the Student Radon Skill Testing Contest as opportunities to spread the word about the importance of home radon testing with parents and guardians. Please consider including reminders about home radon testing and available resources in newsletters or other communications to staff or parents. Feel free to circulate this letter among parents and guardians, or post on your website.

How to obtain a home radon test kit

There are currently a number of initiatives to help people test their homes:

- Take Action on Radon's 100 Test Kit Challenge (<https://takeactiononradon.ca/resources/100-radon-test-kit-challenge/>), with support from the BC Lung Foundation,

has programs for free kit distribution scheduled while supplies last, for Lumby, Lillooet, Keremeos, Radium Hot Springs, Invermere, and Enderby.

- You can purchase a 91-day long-term radon test kit through Take Action on Radon (<https://takeactiononradon.ca/provinces/british-columbia/>). BC Lung Foundation sells 91-day long-term radon test kits also (<https://thelungassociationbc.squarespace.com>).
- Many libraries in the Interior Health region participate in the Radon Detector Library Lending Program (<https://bclung.ca/radon-detector-library-lending-program>). They have electronic radon monitors available for loan that are suitable for short-term radon testing (see note below). Participating public libraries are located in: Armstrong, Ashcroft, Barriere, Beaver Valley, Blue River, Cache Creek, Castlegar, Chase, Cherryville, Clearwater, Clinton, Cranbrook, Creston, Elkford Enderby, Falkland, Fernie, Golden, Grand Forks, Greenwood, Hedley, Invermere, Kaleden, Kamloops, Kaslo, Kelowna, Keremeos, Kimberley, Lake Country, Logan Lake, Lumby, Merritt, Midway, Mission, Nakusp, Naramata, Nelson, North Kamloops, North Shuswap, Okanagan Falls, Oliver, Osoyoos, Oyama, Peachland, Penticton, Radium, Revelstoke, Rossland, Rutland, Salmo Salmon Arm, Savona, Sicamous, Silver Creek, South Shuswap, Sparwood, Summerland, Thompson-Nicola Mobile Library, Trail, Vernon, and Westbank.

Note: Electronic monitors should be used as a screening tool to provide a snapshot of radon levels. A short-term test can provide a false low result. We therefore recommend that homeowners follow-up with a 91-day long-term radon test for a more comprehensive assessment.

We hope you will test your homes as well, and help share this important health information.

Yours,



Noah Quastel
Director, Law and Policy, Healthy Indoor Environments
Email: nquastel@bclung.ca
Phone: 778 709 4496

Karissa Stroshein

Subject: Open grant opportunities

From: Comer, Jen JEDI:EX <Jen.Comer@gov.bc.ca>

Sent: Thursday, November 23, 2023 3:29 PM

To: Comer, Jen JEDI:EX <Jen.Comer@gov.bc.ca>

Subject: Open grant opportunities

Hello Kootenay Folks,

I hope this email finds you well. I want to pass along two grant opportunities that have info webinars coming up soon.

1. PacfiCan Tourism Growth Program – Dec 6 Webinar - open intake until Feb 20, 2024
2. CleanBC Plastics Action Fund – Nov 29 Webinar – open intake until Dec 2, 2024 (next year)

Further details below:

Tourism Growth Program

A new funding program to bolster Canada's tourism sector. Both businesses and not-for profit organizations are eligible to apply, with businesses applying for interest-free **repayable** contributions and not-for profit organizations receiving non-repayable grants. Funding of up to \$250,000 is available for projects.

Priorities

Project activities must include at least one of the following priority areas (in no order of preference):

- **Support active tourism** – projects that attract domestic and international visitors to participate in outdoor recreational experiences. This also includes improvements to make active tourism inclusive and accessible.
- **Increase tourism benefits for communities** – projects that increase visitors to smaller communities and rural areas, thereby extending the benefits of tourism in B.C.
- **Support Indigenous tourism industry** – projects that are either Indigenous-owned or led that improve or increase Indigenous tourism experiences, which is one of the fastest growing international segments in B.C.'s tourism market.
- **Support economic, environmental and cultural sustainability** – projects that support economic, environmental and culturally sustainability.
- **Extend the tourism season** – projects that support the development and delivery of shoulder season products.
- **Complement support provided through provincial programs** – projects that align with efforts across the federal government and complement provincial, regional and local programs and initiatives.

If you're interested in finding out more make sure to [register for the information session](#) on the 6th of December.

The CleanBC Plastics Action Fund

Supports plastic waste reduction projects in British Columbia to promote a circular economy through recycling, remanufacturing, reuse, and repair initiatives. Applications opened Oct 20, 2023 and will close next year on Dec 2, 2024.

The current phase of the Plastics Action Fund seeks to provide over \$20 million in funding to further support the prevention and reduction of plastic waste, while developing the circular economy in British Columbia.

The four funding categories include:

1. Post-Consumer Recycled Plastics
2. Circular Economy Innovation
3. Indigenous Project
4. Regional Plastics Innovation

To support potential applicants, Alacrity Canada will host a webinar session to share information about the Fund and application intake process. To learn more about the fund, [read here](#).

The November 29, 2023 Virtual Webinar Session is scheduled from 12:00 PM to 1:00 PM PST, register [here](#).

Attached is the last grant opportunities list for your reference.

I also want to pass along my thanks to everyone who submitted REDIP applications (and ETSI-BC grant applications!) it's a huge endeavour to put these applications together. Thank you for all the great work you do to make our communities better places to live, work and play.

All the best,
Jen

PS. As always, let me know if you'd like to be taken on/off this distribution list, or feel free to forward to other contacts in your network!

Jen Comer (she/her)
Regional Economic Operations Branch – Regional Manager Central Kootenay / Revelstoke
Ministry of Jobs, Economic Development and Innovation
Email: Jen.Comer@gov.bc.ca | O: 778-405-5013 | C: 250-402-8757

Funding Opportunities Update

October 2023

Three sections:

1. Funding with deadlines
2. Continuous Intake Funding
3. Region-specific Funding (deadlines & continuous)

Funding with deadlines

Complete Communities Program NEW

Description: supports local governments and modern Treaty First Nations in advancing identified community goals through the creation of more complete communities.

Eligible activities: The program supports communities in undertaking assessments to inform land use decision-making, considering housing need, supply, and location; providing transportation options including increased walkability; and making connections to infrastructure investment and servicing decisions.

Eligible applicants: All local governments (municipalities, regional districts, and the Islands Trust) and modern Treaty First Nations (as defined by the Interpretation Act) in BC are eligible to apply.

Deadline: January 12, 2024.

Funding amount: The Complete Communities program can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$150,000.00.

Contact: lgps@ubcm.ca or 604-270-8226, extension 220.

Food Affordability and Innovation Fund NEW

Description: supports approaches and collaborations at strategic nodes along the food supply chain to strengthen and streamline logistics, storage and transportation and improve access to affordable food, particularly in remote, rural, and/or indigenous communities.

Eligible activities: Supports two programs aimed at improving affordability of food in BC:

1. **Food Storage, Distribution and Retail Program:** supports food system partnerships in BC to advance practices, processes, infrastructure, and collaborations that will strengthen and streamline food system logistics, storage, storage, and transportation and address supply chain bottlenecks.
2. **Small Food Processor Scale-Up Program:** supports projects in BC's diverse value-added food processing sector to scale-up operations to increase productivity, business opportunities, and competitiveness.

Deadline:

1. Food Storage, Distribution and Retail Program Stream 1 Expression of Interest intake window on September 28, 2023 to October 26, 2023 at 4:30 pm PST. Stream 2 applications are open on September 28, 2023 to November 9, 2023 at 4:30 pm PST.
2. Small Food Processor Scale-Up Program application window is September 21, 2023 to November 2, 2023 at 4:30 pm PST.

Funding amount:

1. Food Storage, Distribution and Retail Program (Stream 1): Min. \$100K to max \$3M at 75% cost-shared ratio.
2. Small Food Processor Scale-Up Program: Min. \$25K to max \$150K at 75% cost-shared ratio.

Contact: Food Storage: fsdr@iafbc.ca and Small Food Processor: sfps@iafbc.ca.

Critical Food Infrastructure Grant NEW

Description: aims to increase access to traditional and culturally preferable foods by supporting initiatives prioritizing Indigenous food sovereignty and regional self-determination.

Eligible activities: some examples of eligible expenses include but are not limited to:

- Purchase or lease of physical sites to receive, process, store and/or redistribute food to community members;
- Dry or cold storage space to increase food-safe storage capacity and duration. For example, Food Safe Shelving and storage areas, back-up power and generators;
- Logistics and Transportation

Eligible applicants: All charitable organizations, as well as other non-profit, social enterprise, grassroots organizations, co-ops, community contribution companies, Indigenous governing body, Indigenous community, or Indigenous led organization (including a band or tribal council, government of a self-governing First Nation or Métis Nation Chartered Community, Society or Association, or not-for-profit). Both new projects or programs, and existing initiatives that are expanding are eligible to apply.

Deadline: November 20, 2023.

Funding amount: \$5,000 to \$100,000 (one application per agency).

Contact: Morning Star Trickey, Project Coordinator, at morningstart@uwbc.ca.

Extreme Weather Preparedness for Agriculture Program NEW INFO

Description: a new provincial cost-share funding opportunity that aims to increase farm-level climate resilience to extreme weather events. A new provincial cost-share funding opportunity that aims to increase farm-level climate resilience to extreme weather events.

Eligible activities: Funding is available under three streams for the first pilot intake:

1. [Wildfire Preparedness Stream](#)
2. [Flooding Preparedness Stream](#)
3. [Extreme Heat Preparedness Stream](#)

Deadline: The current application intake of the EWP is closing on **October 20th, 2023 (4:30PM)**.

Funding amount: Depends on stream choice.

Contact: Extreme.Weather.Preparedness@gov.bc.ca or 1 888-221-7141.

B.C. Active Transportation Infrastructure Grants Program

Description: provides guidance and cost-sharing for B.C. communities to make it easier and safer for people to walk, ride or roll using active transportation modes. There are two grant options:

- **Active Transportation Infrastructure Grant:** to develop active transportation projects in your community that improve safety, reduce traffic congestion, reduce greenhouse gas emissions, or improve tourism opportunities.
- **Active Transportation Network Planning Grant:** for cost-sharing funding for Indigenous and local governments whose communities have populations under 25,000 to create a network plan for their community.

Eligible applicants: Indigenous governments and local governments, including municipalities, regional districts, Islands Trust, and Indigenous Economic Development corporation where the Nation is the shareholder.

Deadline: September 1 to October 27, 2023.

Funding amount: Depends on grant type and community profile.

Contact: 778-974-5469 or BCATgrants@gov.bc.ca

Investments in Forest Industry Transformation (IFIT) program

Description: facilitates the adoption of transformative technologies and products in the Canadian forest sector by bridging the gap between development and commercialization. Delivered in two streams:

- **Capital Investment projects:** provides non-repayable contributions of up to \$10 million of a project's eligible costs to enable forest sector firms to adopt transformational technologies and diversify product streams, ensuring industry competitiveness and greater environmental outcomes.
- **Studies:** provides non-repayable contributions of up to \$1 million of a project's eligible costs for studies linked to the advancement of innovation in the forest sector in support of a future capital investment or a strategic shift by forest sector firms.

Eligible applicants: Legal entities validly incorporated or registered in Canada (non-profit, for-profit, and Indigenous organizations & groups) and Provincial, territorial, regional, and municipal governments and their departments and agencies.

Deadline: June 30, 2024.

Funding amount: Depends on grant type.

Contact: ifit-itif@nrcan-rncan.gc.ca

Rural Economic Diversification and Infrastructure Program (REDIP)

Description: supports rural economic development projects that promote economic capacity building, resilience, clean economy opportunities and infrastructure development.

Eligible applicants: REDIP funds local governments, First Nations and other organizations to strengthen their communities, build capacity and diversify rural and remote economies in B.C.

Eligible activities: three funding streams are available:

1. **Economic capacity (REDIP-EC):** Helps communities build their internal capacity for economic development.
2. **Economic diversification (REDIP-ED):** Funds projects that promote economic diversification and development.
3. **Forest Impact Transition (REDIP-FIT):** Supports economic recovery and transition in communities impacted by changes in the forestry sector.

Deadline: October 30, 2023.

Funding amount:

1. **Economic capacity (REDIP-EC):** Up to \$100,000.
2. **Economic diversification (REDIP-ED):** Up to \$100,000 for the development grant and up to \$1 million for the implementation grant.
3. **Forest Impact Transition (REDIP-FIT):** Up to \$500,000.

Contact: ruraldevelopment@gov.bc.ca, (250) 356-7950.

Declaration Act Engagement Fund

Description: The primary purpose of the DAEF is to support the implementation of the Declaration Act Action Plan and commitments to align provincial legislation with the UN Declaration. Funding can also be used by First Nations to engage on a government-to-government basis with the Province on other strategic, policy, and legislative initiatives.

Eligible applicants: B.C. First Nations under the Indian Act, B.C. Modern Treaty Nations, and Self-Governing Nations

Eligible activities: Program funding can only be used to cover costs that are directly related to the work, engagement and consultation with the Province of B.C in the implementation of the Declaration Act Action Plan, alignment of Provincial laws with the UN Declaration, and to support other strategic, policy, and legislative engagements that evolve from enhanced government to government work and relations with the Province of B.C.

Deadline: The Declaration Act Engagement Fund will accept new applications during New Relationship Trust's annual funding cycle between May and December each year. Applicants will only have to apply once to the program.

Funding amount: The total funding cap over 4 years per Nation is \$1,040,000.

Contact: daef@nrtf.ca

BC Community Gaming Grants

Description: Provides \$140 million annually to not-for-profit organizations throughout B.C., to support their delivery of ongoing programs and services that meet the needs of their communities.

Eligible applicants: Not-for-profit organizations providing programs or services of direct benefit to the broader community. Details provided in Sections 3 and 4 of the [Community Gaming Grants: Program Guidelines \(PDF, 1.9MB\)](#)

Eligible activities: A program may be eligible if it:

- Has been delivered for a minimum of 12 months at the time of application and has incurred cash expenses over the past 12 months.
- Is directly delivered by the applicant organization.
- The applicant organization is responsible for program expenditures.
- Funding for the same or similar programs will only be provided to a single organization that directly delivers the program and is responsible for program expenditures.
- Delivers an ongoing service, activity or series of activities to the community.
- Demonstrates accessibility and inclusivity.
- Programs delivered for less than 12 months may be considered.

Deadline: Three categories with upcoming deadlines - Public Safety: Apply between July 1 and August 31. Environment: Apply between July 1 and August 31. Human and Social Services: Apply between August 1 and November 30.

Funding amount: Local organizations: up to \$125,000 per year, Regional/Provincial organizations: up to \$250,000 per year.

Contact: Community Gaming Grants Branch, CommunityGamingGrants@gov.bc.ca.

Continuous Intake Funding

Federal Rural Transit Solutions Fund

Description: The Rural Transit Solutions Fund is the first federal fund to target the development of transit solutions in rural and remote communities. Launched in 2021, the Fund provides \$250 million in federal funding over 5 years to support the development of locally-driven transit solutions that will help people living in rural communities get to work, school, appointments, and to visit loved ones.

Eligible applicants:

- Municipalities, local and regional governments established under provincial or territorial statute, including local service districts;
- Provinces and territories (only for capital projects);
- Public sector bodies that are established by or under provincial or territorial statute, or by regulation, or are wholly-owned by a province, territory, municipal or regional government;
- Indigenous governing bodies;
- Federally or provincially incorporated not-for-profit organizations whose mandate is to improve Indigenous outcomes, organizations serving Indigenous communities living in urban centers and First Nations living off-reserve;
- Indigenous development corporations; and,
- Federally or provincially incorporated not-for-profit organizations.

Eligible activities:

- **Capital Projects stream:** Through this stream, eligible applicants can seek contributions of up to \$3 million to help cover the capital costs of a new or expanded transit solution (e.g., purchase of vehicles or digital platforms), and up to \$5 million to support zero-emission transit solutions (e.g., for the purchase of a zero-emission vehicles).

Deadline: A continuous intake of the Capital Projects stream is open.

Funding amount: Funding depends on which stream is applied for.

Contact: For any inquiries you may have about the Rural Transit Solutions Fund or the application process, please contact RTSF-FSTCR@inf.gc.ca or call toll free at 1-833-699-2280.

Community Economic Development and Diversification in British Columbia

Description: The CEDD program supports economic development initiatives that contribute to the economic growth and diversification of communities across British Columbia. Through this program, PacifiCan enables communities to leverage their capacity and strengths to:

- respond to economic development opportunities
- adjust to changing and challenging economic circumstances (e.g. inter-city bus transportation, wildfires and floods)

Eligible applicants:

- not-for-profit organizations, including industry associations, economic development organizations, cultural organizations and societies
- post-secondary institutions
- co-operatives
- hospitals and regional health care centers
- Indigenous-led not-for-profits and organizations, which may include but not limited to First Nations as represented by their Chief and Council, Tribal Councils, Indigenous representative organizations, Métis and Inuit organizations and Settlements, as well as

First Nation/Métis Settlement wholly-owned businesses where all profits accrue solely to the First Nation/Settlement to benefit community members

- municipal governments and organizations created by them
- federal Crown corporations (Treasury Board Secretariat will be consulted prior to any funding decisions for federal Crown corporations.)
- provincial government departments, agencies and crown corporations

Eligible activities: Strong projects demonstrate:

- strong market/industry demand (e.g., the project addresses a significant gap in the market, there is a demonstrated industry demand for the project or there is demonstrated labour/skills shortages)
- clear, measurable economic results for British Columbia
- effective governance measures and management team in place to carry out the project
- a strong rationale for the project
- financial statements that demonstrate the organization is financially self-sustaining
- leveraged funding from provincial governments, the private sector, and other non-government sources (typically 50 percent or more)
- source(s) of non-PacifiCan funding (requires proof of confirmed funding.)

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: not specified.

Contact: info@pacifican.gc.ca

Regional Innovation Ecosystems in British Columbia – PacifiCan

Description: aims to create, grow and nurture inclusive regional ecosystems that support business needs throughout the innovation continuum, and foster an entrepreneurial environment conducive to innovation, growth and competitiveness.

Eligible applicants: open to not-for-profit organizations that support businesses, innovators and entrepreneurs, for start-up, growth, productivity, technology commercialization, technology adoption, export and investment attraction.

Eligible activities: Activities that support a regional innovation ecosystem to respond to a specific challenge, opportunity, or market need or demand related to business scale-up and productivity, with emphasis on:

- Technology commercialization
- Business scale-up
- Productivity improvement
- Ecosystem capacity building
- Business acceleration and incubation

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: Not specified. Potential funding recipients are expected to have secured all non-PacifiCan requested project financing (typically, at least 50%) before applying.

Contact: contact us directly at one of [our local offices](#) or by calling [1-888-338-9378](tel:1-888-338-9378).

Region-Specific Funding (deadlines & continuous)

Regional Transportation Enhancement Program – ETSI-BC *(region specific)*

Description: provides non-repayable grants to support strategic investments that will enhance transportation plans, partnerships, technology, service communication and seasonal connections between communities in the Southern Interior of BC. Three funding streams available:

- **RTE 1 – Planning & Partnership Development:** Supports planning studies and partnership development in support of improving transportation options and addressing transportation gaps.
- **RTE 2 – Technology & Service Communication:** Supports the delivery of technology and service communication initiatives to improve how transportation options are operated and or communicated.
- **RTE 3 – Seasonal Service Delivery/Expansion:** Supports the delivery of seasonal service and/or expansion to existing local, regional, or interregional ground passenger transportation services within the Southern Interior.

Eligible applicants: local governments (municipalities and RDs), Indigenous communities, and non-profit business support organizations in ETSI-BC's region.

Deadline: Applications open from September 18 to October 18, 2023.

Funding amount: Depends on the grant type.

Contact: 236-420-3680 or info@etsi-bc.ca.

Building Economic Development Capacity – ETSI-BC *(region specific)*

Description: focus on supporting smaller/rural communities to build economic development capacity and support regional partnerships in economic development throughout the Southern Interior.

Eligible applicants: local governments (municipalities and RDs), Indigenous communities, and non-profit business support organizations.

Eligible activities: projects eligible for funding may include:

- Economic development planning, feasibility assessments, research, grant writing support to access funding sources which leverage ETSI-BC funding by a factor of 10
- Business retention and expansion initiatives
- Business engagement initiatives
- Developing Business diversification and investment-ready strategies
- Key Industry sector analysis/development
- Community economic revitalization
- Collaborative regional planning and/or business/investment attraction projects
- Cost-sharing of economic development interns to help implement new projects

Deadline: Applications open from September 18 to October 18, 2023.

Funding amount: small scale projects: up to \$15K, large scale projects: up to \$50K.

Contact: 236-420-3680 or info@etsi-bc.ca.

Innovating and Advancing Key Sectors – ETSI-BC *(region specific)*

Description: collaborative/regional industry partnership projects with industry groups that are established or emerging in the Southern Interior region.

Eligible applicants: Economic development organizations and Non-Profit Business Support organizations serving the region.

Eligible activities: Examples of project types by Innovation/key sector development or Environmental Sustainability found on page 3 of [Funding Guide](#).

Deadline: Applications open from September 18 to October 18, 2023.

Funding amount: Applicants may be eligible for up to \$50,000 to a maximum of 75% of the project budget.

Contact: 236-420-3680 or info@etsi-bc.ca.

Land Acquisition Grants – Columbia Basin Trust *(Region specific)*

Description: support local governments, First Nations communities and non-profit organizations to acquire property for public purposes.

Eligible applicants: Local governments, First Nations communities and registered non-profit organizations in the [CBT region](#) are eligible to apply.

Eligible activities: Applications must demonstrate that the:

- acquisition will provide broad public benefit over the long-term;
- the applicant has a long history of successful program delivery, stable long-term funding and the capacity to manage a capital project; and
- the applicant has organizational capacity for long-term asset management.

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: The Trust will support up to 60 per cent of any individual acquisition up to a maximum contribution of \$750,000 per project.

Contact: Contact the Trust to inquire about your project at landgrants@ourtrust.org, or submit a project inquiry online: ourtrust.org/landinquiry.

Community Development Program – Columbia Basin Trust *(region specific)*

Description: The Community Development Program supports the efforts of Basin residents to address community challenges and opportunities in the Columbia Basin Trust region.

Eligible applicants: Eligible applicants include non-profits, public organizations, municipalities, regional districts and First Nations communities in the [CBT region](#).

Eligible activities: Individual project eligibility is determined by the Trust at its sole discretion. The types of projects that may be eligible include, but are not limited to:

- strategic, broadly supported projects that address community challenges or take advantage of unique opportunities that have significant positive impacts on Basin communities;
- capital projects such as construction or renovations of facilities and capital assets; and
- community-based research and planning projects such as feasibility studies, community planning processes, impact assessments, business planning for community amenities and business retention and expansion plans excluding any that are obligations of government such as Official Community Plans.

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: Not specified. Typically, the Trust will not be the sole funder of projects.

Projects that demonstrate that fundraising efforts have been made and/or are being undertaken are more likely to receive funding.

Contact: submit a project inquiry online: ourtrust.org/CDPIquiry; or call 1.800.505.8998 and ask to speak to the Community Development Program Manager.

From: EMCR Community Newsletter <emcr.communications@news.emcr.gov.bc.ca>

Sent: Tuesday, November 14, 2023 9:12 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Get ready for storms and extreme cold



[View online](#)

This month marks two years since the devastating atmospheric river event of 2021 which flooded homes and farmlands, and washed away roads and infrastructure. This event displaced more than 3,300 people and tragically took the lives of five people. It reminds us that we need to be prepared.



Get ready for storms and extreme cold

Explore the [new extreme cold and winter storms hazard page](#) on ClimateReadyBC to find information, resources and funding opportunities to support your community.

Check out the new [severe winter weather and storm preparedness guide](#) and the [social media toolkit](#) to help support communities, available from PreparedBC.

Additional resources can be found on the [severe winter weather](#) and [power outages](#) pages, and support continues to be available from [regional offices](#) for First Nations, local governments and partners to prepare and get ready for the season ahead.



Coming soon: warming centre database

This past summer, the [Community Response Locations portal](#) provided First Nations and local authorities the ability to add cooling centre information to a central database during extreme heat events.

The portal will soon expand to include warming centre locations opened in response to cold weather and Emergency Support Services (ESS) reception centres, adding additional real-time information that will continue to be amplified on [EmergencyInfoBC](#), [@EmergencyInfoBC](#) and [EmergencyMapBC](#) and social media channels.

An invite to upload your community's information will be coming soon from your [local regional office](#).



New emergency management legislation

On November 8, 2023, [the Emergency and Disaster Management Act](#) came into force, replacing the Emergency Program Act.

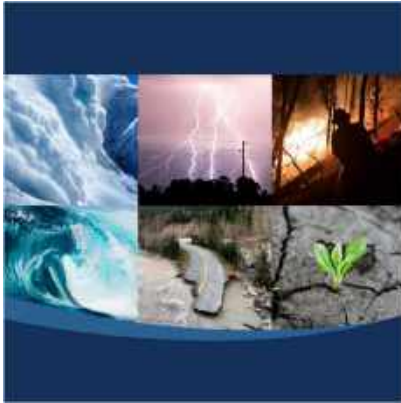
The new legislation paves the way for a bold, proactive approach to emergency management that emphasizes disaster risk reduction to better prepare and safeguard people and communities against threats, including those related to our changing climate.

While some powers and duties under the Act are now in effect, others will be brought into force through regulation as part of the phased implementation. [A new factsheet has been developed](#) to outline what's in force now, and elements that will come in later. Additional materials and supports are being developed.

Learn more about the Act in three new informational videos:

- [Emergency and Disaster Management Act Introduction](#)
- [New recovery period](#)
- [New risk assessment requirements](#)

You can also [visit the project webpage](#) and subscribe to receive updates when new information and resources are posted.



Engagement on new regulations

As part of the phased implementation, we are now seeking input to help inform the [development of new regulations](#) that will complement the Emergency and Disaster Management Act.

Join the conversations on [post-emergency financial assistance](#) (Disaster Financial Assistance) and [local authority emergency management](#). Share your feedback by:

- attending a [Virtual Workshop](#) in November
- responding to [Online Discussion](#) by December 15, 2023
- providing a [written submission](#) by December 31, 2023



Emergency Alert System test November 15

A test of the BC Emergency Alert System will take place at 1:55 p.m. (PST) on Wednesday, November 15, 2023.

The public will hear an [alert tone](#) and receive a test message on radio, TV and [compatible cell phones](#).

Let people know about the test in advance. Download the [emergency alert graphic](#) and share it on your community's webpage and social media channels.



Food producer wildfire and drought support

Food producers can apply now for the [2023 Wildfire and Drought Recovery Initiative](#) to cover extraordinary expenses incurred because of wildfires and drought in 2023.

The deadline to apply for both [livestock](#), and [crops and bees](#) is January 31, 2024. For more information call: 1 888 332 3352 or email: AgriRecovery@gov.bc.ca.



Transborder watershed agreement signed

The [Transboundary Flood Initiative](#), an international multi-government agreement, advances a collaborative framework to identify and pursue actions for flood-risk reduction and habitat restoration on the flood-prone Nooksack and Sumas watersheds.

Work will focus on advancing co-operation and collaboration with Indigenous governments and restoring important habitat and ecosystem function for critical aquatic species.



Funding for disaster risk reduction projects

The Province has [provided funding to four organizations](#) for climate and disaster risk-reduction projects to help support community resiliency and better protect people in B.C.

Results will aid with policy development and decision-making by governments and organizations, and will be incorporated on [ClimateReadyBC](#), a comprehensive online platform designed to help communities and people better prepare for, understand and reduce disaster and climate risks.



Exercise Coastal Response 2023 report

Exercise Coastal Response was a full scale provincial and national exercise held from February 7 to 9, 2023. It was co-led by the Province and Public Safety Canada and took place primarily in Victoria and the Lower Mainland. It involved participation of both national-level and provincial emergency operations centres outside of the simulated affected area.

Read the 2023 Exercise Coastal Response Joint [Federal/Provincial After Action Report \(PDF, 1.15MB\)](#) and find out more about the [Provincial emergency exercise program](#).



Funding Information

Webinar

Community Emergency Preparedness Fund (CEPF)
[Spring intake webinar](#), **Tuesday | Nov 21 | 1:30 – 3 p.m.**

Upcoming deadlines

- **December 19:** [Food Security Emerg. Planning & Prep.](#)
- **Ongoing:** [CEPF: FireSmart](#)
- **January 7:** [Wildfire Disaster Financial Assistance](#)
- **January 26:** [CEPF: ESS Equipment & Training](#)
- **January 31:** [2023 Wildfire & Drought Recovery Initiative](#)

Note: Community Emergency Preparedness Fund grants are available to all local governments and First Nations.



Tools and resources

- [Download](#) the NEW severe winter weather and storm preparedness guide, or contact PreparedBC@gov.bc.ca to order printed copies.

- Visit the new [cold weather page](#) on [Climate Ready BC](#)



Connect with us

Register to attend [November Emergency & Disaster Management Act engagement sessions](#)

- Stream 1 - Local Authority
- Stream 2 – Small Business/Individual
- Sessions for First Nations Rights and Title Holders are planned. Please email modernizeEM@gov.bc.ca

If you have received this by way of forward, **subscribe here.**

Contact us if there is something you would like to see included in this newsletter.

We acknowledge with respect that Emergency Management and Climate Readiness operates throughout British Columbia on the traditional territories of Indigenous Peoples. We invite you to learn which territories you work/live on and how to respectfully acknowledge the land.

SHARE THIS EMAIL & FOLLOW US



Unsubscribe from future communications

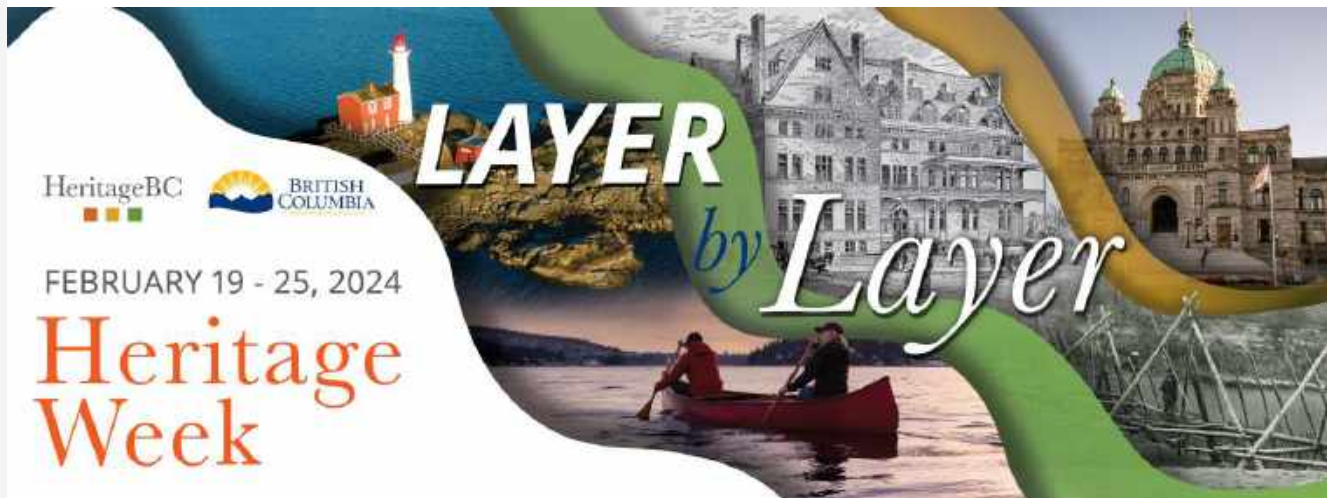
From: Heritage BC <info@heritagebc.ca>
Sent: Wednesday, November 8, 2023 11:45 AM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: The Heritage BC Update

[View this email in your browser](#)

The Heritage BC UPDATE



Announcing Heritage Week 2024



Heritage Week: Layer by Layer

Heritage is the layering of stories that describe the uniqueness of a community's past and present while informing the future. This year's **Heritage Week: Layer by Layer**, invites you to dig deeper into your community's past and explore the many layers and stories that your unique community holds.

From **February 19th to 25th**, we invite culture and heritage organizations across the province to [host an event](#) in their community to celebrate Heritage Week. We also encourage everyone to [attend an event](#) in their community, spread awareness about Heritage Week on social media using our promotional tools & resources, and encourage municipalities to [advocate for heritage](#) by issuing a proclamation formalizing the week.

If you or your organization wants to participate in Heritage Week, please visit our website for more information. We encourage everyone in the heritage sector to participate in Heritage Week in some way.

[Learn More](#)

[Learn More](#)

BC Arts, Culture, & Heritage Sector Insights Survey



Heritage BC is part of the BC Coalition of Arts, Culture, and Heritage that represent thousands of arts, culture, and heritage organizations and individuals across BC and in every community and region.

Along with all other partners and organizations that are part of the coalition, we encourage arts, culture, and heritage workers, artists, and organizations from all disciplines across British Columbia to complete the **BC Arts, Culture, & Heritage Sector Insights Survey** to help us better understand, advocate, and inform government, funders, and stakeholders on the current state of the sector.

This November 2023 sector survey is being led by Greater Vancouver Professional Theatre Alliance (GVPTA) and **closes Monday, November 20.**

[Complete the Survey](#)

[Complete the Survey](#)

The BC Arts Council's Arts Infrastructure Program

The BC Arts Council's Arts Infrastructure Program enables eligible organizations to develop and enhance spaces that support the work of BC's arts and cultural practitioners. The program aims to support projects that:

- Catalyze the development of new or existing arts and cultural spaces through acquisition, renovation, or purchase of specialized equipment;
- Improve physical, social, and cultural accessibility to arts and cultural spaces;
- Enhance access to arts and cultural spaces for underserved communities and underrepresented arts and cultural practices; or
- Strengthen the capacity of the sector to develop, operate, and sustain arts and cultural spaces.

Deadline to apply is **November 15, 2023**. Learn more at the BC Arts Council [webpage](#).

Vancouver Heritage Foundation's Upcoming Heritage Conservation Workshops: Drafting a Statement of Significance



Statements of Significance (SOS) are essential tools for identifying and articulating the heritage values and key features of historic places. They help in recognizing historic sites and providing guidance on managing change while preserving heritage values. In this workshop, heritage consultant Elana Zysblat will lead attendees through an in-depth understanding of SOS capabilities, including evaluating historic places, articulating heritage values and writing an SOS.

November 15, 6:00 PM - 9:00 PM

\$45 + tax

Register via the Vancouver Heritage Foundation [website](#).



Check out these articles we find interesting!

Vancouver City News - [Nature Agreement welcomed by BC Assembly of First Nations](#)

NFB Blog - [Revealing Hidden Stories on Remembrance Day](#)

Indigenous Corporate Training Inc. Blog - [Indigenous Veterans: Equals on the Battlefields, But Not at Home](#)

Connect with us on social media



BECOME A MEMBER

Heritage BC is a member-based non-profit organization that supports the heritage sector across British Columbia through education, training and skills development, capacity building in heritage planning and funding through the Heritage Legacy Fund.

A strong membership is vital to our work. Support Heritage BC by becoming a member today. Membership fees start as low as \$35.

[**Become a member today!**](#)

Statement of Acknowledgement

As an organization of provincial scope, Heritage BC recognizes that its members, and the local history and heritage they seek to preserve, occupy the lands and territories of B.C.'s Indigenous peoples. Heritage BC asks its

members and all people to reflect on the places where they reside and work, and to respect the diversity of cultures and experiences that form the richness of our provincial heritage. [Learn more about whose land you live on.](#)



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From: Heritage BC <info@heritagebc.ca>
Sent: Wednesday, November 22, 2023 11:15 AM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: The Heritage BC Update

[View this email in your browser](#)



Announcing Heritage BC Awards 2024



Heritage BC Awards Nominations Open on December 15th, 2023

The Heritage BC Awards celebrate outstanding achievements and best practices that have impacted and strengthened all forms of heritage as a valued cultural resource. They recognize the achievements of individuals, organizations, groups, businesses, and local and regional governments in communities across BC.

Heritage BC Awards nominations will open on **Friday, December 15th, 2023**. Start preparing your nominations today.

Award Categories are:

- **Conservation**, including a **Small but Mighty Conservation Award** subcategory
- **Education, Communications, and Awareness**
- **Planning and Management**
- **Professional Achievement**, awards for **Lifetime Achievements** and **Emerging Heritage Professionals**
- **Volunteer**, with categories in **Ruby Nobbs Distinguished Service** and **Outstanding Impact Volunteer**
- **Indigenous and Diverse Cultures: Reconciliation, Redress, and Expanded Recognition**

[Learn More](#)

[Learn More](#)

Tools to Promote Heritage Week Events



Get your community excited about Heritage Week by putting up posters, and sharing about Heritage Week or promoting your own event on social media!

Want to receive complimentary Heritage Week Posters? Send us an [email](#) with your organization name and address by **Sunday, December 17th, 2023** and we will send you two 8.5×11" posters to put up in the locations of your choice.

You can also download digital and print versions of the 2024 poster online off our website.

This year we are also providing customizable social media templates that can be edited directly in Canva, we offer a few options to include images and/or text about your event. Promote your organization's special Heritage Week event or activity!

You can also share our [Heritage Week promotional graphics](#) ready to upload directly to social media like Instagram, Facebook, and X (Twitter).

[Learn More](#)

[Learn More](#)

Be a Sponsor for the 2024 Annual Heritage Conference



Our conference will bring together heritage industry leaders, experts, and supporters from various sectors, providing a unique platform for networking, knowledge sharing, and collaboration. As the conference will be covering a wide range of topics it will be highly relevant and attractive to a diverse audience.

Being a part of our event is one of the best ways to promote your brand, connect with sector leaders, and align yourself with a cause that matters. Engage with speakers and panellists, and participate in important discussions about leveraging heritage as an agent for positive change in our communities.

[Learn more](#) on our website about the 2024 Annual Heritage Conference.

[View Sponsor Opportunities Available](#)

View Sponsor Opportunities Available

Register by Nov 27th – UVIC’s Spring Cultural Resource Management Courses

University of Victoria’s Cultural Resource Management Program offers online courses for professionals, volunteers and board members in museums, galleries, heritage sites, cultural centres and related organizations. Non-credit options for working professionals. Visit [Continuing Studies at UVIC](#) to learn more about the courses.



Check out these articles we find interesting!

The Narwhal - [‘From mountaintop to seafloor’: First Nation declares new 40,000-hectare protected area on B.C. coast](#)

Stir - [Nominations now open for British Columbia Reconciliation Award, presented by the BC Achievement Foundation in partnership with the Office of the Lieutenant Governor](#)

Windspeaker - [To sustain hope for Indigenous language revitalization funding must change](#)

Tri-City News - [Should Port Moody encourage developers to move and repurpose homes, rather than demolish them?](#)

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REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: November 24, 2023

SUBJECT: Revised 2023 Financial Plan Bylaw

PURPOSE: To consider adopting a bylaw to amend the 2023 budget.

OPTIONS:

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

1. **Adopt the bylaw. *The 2023 financial plan bylaw will be updated.***
2. Amend the bylaw by rescinding third reading of the bylaw, considering amendments, and passing third reading again. *Adoption of the amendments can be considered at the 2023.12.12 Council meeting.*
3. Do not adopt the bylaw. *The 2023 financial plan will remain unchanged. Not adopting the amended financial plan is only consequential if the municipality is going to spend more than is specified in the original financial plan, which is not the case.*

RECOMMENDATION:

THAT 2023-2027 Five Year Financial Plan Amendment Bylaw No. 1282, 2023 be adopted.

ANALYSIS:

- A. **Background:** 2023-2027 Five Year Financial Plan Bylaw No. 1282, 2023 was adopted in May 2023. The Community Charter allows municipalities to amend their budget anytime during the fiscal year to reflect changes in anticipated revenues and expenditures. Any amendments must be done by bylaw and Bylaw 1296 received three readings at the 2023.11.14 Council Meeting. Council will consider a new 5-year financial plan for years 2024-2028 in early 2024.
- B. **Discussion:** The content of the bylaw is unchanged from third reading. Sale of services and other sources of revenue have increased but grant amounts and draws from surplus are reduced due to project delays.
- C. **Attachments:** 2023-2027 Five Year Financial Plan Amendment Bylaw No. 1282, 2023
- D. **Financial Implications:** The proposed bylaw more accurately reflects actual revenues and expenditures for 2023, reducing total revenues and expenditures by \$1,296,117.54, from \$7,975,177.06 to \$6,679,059.52.
- E. **Corporate Priority:** Regular review of the financial plan and supports the asset management objectives of the strategic plan and demonstrates good financial management to the auditor and our funding partners.
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** A copy of the adopted bylaw will be available on the Village's website.

CAO Approval: 2023.11.27

VILLAGE OF KASLO
BYLAW NO. 1296, 2023

A BYLAW TO AMEND 2023-2027 FIVE YEAR FINANCIAL PLAN BYLAW NO. 1291, 2023

WHEREAS Council desires to amend the 2023-2027 Five Year Financial Plan Bylaw No. 1291, 2023;

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

1. Title

This Bylaw may be cited as **"2023-2027 Five Year Financial Plan Amendment Bylaw No. 1296, 2023"**.

2. Provisions

- 2.1. Schedule "A" of the 2023-2027 Five Year Financial Plan Bylaw No. 1291, 2023 is deleted and replaced with Schedule "A" attached hereto.
- 2.2. Schedule "B" of the 2023-2027 Five Year Financial Plan Bylaw No. 1291, 2023 is deleted and replaced with Schedule "B" attached hereto.

3. Effective Date

This bylaw shall take effect upon adoption.

READ A FIRST TIME this 14th day of November, 2023.

READ A SECOND TIME this 14th day of November, 2023.

READ A THIRD TIME this 14th day of November, 2023.

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

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "2023-2027 Five Year Financial Plan Amendment Bylaw No. 1296, 2023"

CORPORATE OFFICER

SCHEDULE "A"

SCHEDULE "A" TO the Village of Kaslo 2023-2027 Five Year Financial Plan Bylaw
as amended by Bylaw 1296.

REVENUE	Revised 2023	2024	2025	2026	2027
General Tax Revenue	(732,003.07)	(775,920.00)	(814,716.00)	(847,304.64)	(872,723.78)
Grants-in-Lieu	(32,708.62)	(34,671.13)	(36,404.69)	(37,860.87)	(38,996.70)
Tax Penalties & Interest	(13,400.00)	(14,204.00)	(14,914.20)	(15,510.77)	(15,976.09)
Sale of Services	(66,233.13)	(63,790.80)	(66,980.34)	(69,659.55)	(71,749.34)
Licenses & Permits	(18,036.00)	(19,147.80)	(20,105.19)	(20,909.40)	(21,536.68)
Planning & Development	(13,000.00)	(11,660.00)	(12,243.00)	(12,732.72)	(13,114.70)
Rental & Leases	(102,383.63)	(103,105.30)	(105,167.41)	(107,270.75)	(109,416.17)
Other Income	(66,434.00)	(24,605.70)	(25,835.99)	(26,869.42)	(27,675.51)
Investment Income	(145,000.00)	(63,000.00)	(66,150.00)	(68,796.00)	(70,859.88)
Campground	(36,000.00)	(37,740.00)	(38,494.80)	(39,264.70)	(40,049.99)
Aerodrome	(14,000.00)	(14,700.00)	(15,435.00)	(16,052.40)	(16,533.97)
Cemeteries	(12,000.00)	(12,240.00)	(12,484.80)	(12,734.50)	(12,989.19)
Capital & Project Funding	(1,751,529.00)	(326,011.80)	(1,402,819.20)	(992,884.20)	0.00
Non-Capital Conditional Funding	(668,526.40)	(570,583.00)	(581,994.66)	(593,634.55)	(605,507.24)
Unconditional Funding	(351,000.00)	(365,600.00)	(365,600.00)	(365,600.00)	(365,600.00)
Sale of Assets & Land	0.00	0.00	0.00	0.00	0.00
Transfers between Accounts	(103,501.40)	(109,711.48)	(115,197.05)	(119,804.94)	(123,399.08)
Transfers from Reserves	(122,252.17)	(540,500.25)	(330,100.00)	(700,500.00)	(277,441.00)
Transfers from Surplus	(184,285.14)	0.00	0.00	0.00	0.00
Water Rates & Charges	(318,695.30)	(307,548.40)	(322,925.82)	(335,842.85)	(345,918.14)
Water Taxation	(75,139.00)	(75,139.00)	(75,139.00)	(75,139.00)	(75,139.00)
Water Other Revenue	(42,000.00)	0.00	0.00	0.00	0.00
Water Capital Funding	(277,400.00)	(900,750.00)	(300,000.00)	(1,500,000.00)	(77,441.00)
Sewer Rates & Charges	(144,675.00)	(161,108.85)	(167,553.20)	(172,579.80)	(176,031.40)
Sewer Taxation	(16,764.00)	(16,764.00)	(16,764.00)	(16,764.00)	(16,764.00)
Sewer Other Revenue	(6,950.47)	(7,297.99)	(7,589.91)	(7,817.61)	(7,973.96)
Sewer Capital Funding	0.00	(1,100,000.00)	(1,500,000.00)	(1,200,000.00)	(1,250,000.00)
Collections for Others	(1,365,143.19)	(1,447,825.96)	(1,520,217.26)	(1,581,025.95)	(1,628,456.73)
TOTAL REVENUE	(6,679,059.52)	(7,103,625.46)	(7,934,831.51)	(8,936,558.62)	(6,261,293.54)

SCHEDULE "A"

SCHEDULE "A" TO the Village of Kaslo 2023-2027 Five Year Financial Plan Bylaw
as amended by Bylaw 1296.

EXPENSE	2023	2024	2025	2026	2027
Council & Administration	641,592.77	679,558.34	713,536.26	742,077.71	764,340.04
Supplies & Services	144,894.75	128,451.86	134,874.45	140,269.43	144,477.51
Protective Services	330,500.48	350,012.51	367,513.14	382,213.66	393,680.07
Planning & Economic Development	132,500.00	306,402.54	321,722.67	334,591.57	344,629.32
Facilities	154,333.18	159,742.19	167,729.30	174,438.47	179,671.63
Recreation & Culture	127,112.87	112,553.63	118,181.31	122,908.56	126,595.82
PW Operations	311,379.55	331,122.32	347,678.44	361,585.57	372,433.14
PW Fleet & Equipment	84,492.00	89,150.24	93,607.75	97,352.06	100,272.62
Environmental Services	103,679.97	109,900.77	115,395.81	120,011.64	123,611.99
Campground	31,410.43	20,495.93	21,520.73	22,381.56	23,053.00
Aerodrome	14,217.45	13,874.13	14,567.84	15,150.55	15,605.07
Cemeteries	2,360.45	2,407.66	2,455.81	2,504.93	2,555.03
Debt Servicing	26,686.00	24,000.00	0.00	0.00	0.00
Capital & Projects	1,093,443.00	326,011.80	1,402,819.20	992,884.20	0.00
Transfers between Accounts	61,808.90	65,517.43	68,793.30	71,545.03	73,691.38
Transfers to Reserves	1,249,540.95	367,989.91	134,246.32	467,474.46	18,952.70
Water Personnel	110,202.32	116,814.46	122,655.18	127,561.39	131,388.23
Water Operating	118,559.00	112,952.54	118,600.17	123,344.17	127,044.50
Water Debt Servicing	0.00	0.00	0.00	0.00	0.00
Water Emergency Management	0.00	0.00			
Water Capital Expenditures	277,400.00	900,750.00	300,000.00	1,500,000.00	77,441.00
Transfer to Water Reserve	137,639.00	152,920.40	156,809.47	160,076.29	162,624.41
Sewer Personnel	95,253.01	100,015.66	104,016.29	107,136.77	109,279.51
Sewer Operating	36,971.00	38,819.55	40,372.33	41,583.50	42,415.17
Sewer Debt Servicing	0.00	0.00	0.00	0.00	0.00
Sewer Capital Expenditures	0.00	1,100,000.00	1,500,000.00	1,200,000.00	1,250,000.00
Transfer to Sewer Reserve	27,939.23	46,335.63	47,518.50	48,441.13	49,074.67
Collections for Others	1,365,143.19	1,447,825.96	1,520,217.26	1,581,025.95	1,628,456.73
TOTAL EXPENDITURES	6,679,059.52	7,103,625.46	7,934,831.51	8,936,558.62	6,261,293.54

SCHEDULE “B”

SCHEDULE “B” TO the Village of Kaslo 2023-2027 Five Year Financial Plan Bylaw
as amended by Bylaw 1296.

Pursuant to section 165 (3.1) of the Community Charter

Part A: Proportion of Total Revenue Proposed to Come from Each Funding Source

Table 1, below, shows the proportion of total revenue proposed to be raised from each funding source.

REVENUE SOURCES	Dollar Value (\$)	% of Total Revenue
Municipal Taxation	-\$ 778,112	11.7%
Sale of Services	-\$ 97,269	1.5%
Other Own-Source Revenue	-\$ 375,818	5.6%
Conditional & Unconditional Grants*	-\$ 3,048,455	45.6%
Net Transfers from Reserves & Surplus	-\$ 410,039	6.1%
Water & Sewer Utility Fees	-\$ 604,224	9.0%
Borrowing Proceeds	\$ -	0.0%
Collections for Others	-\$ 1,365,143	20.4%
	<hr/> -\$ 6,679,060	<hr/> 100%

* May include unconfirmed grants.

Property value tax is the primary source of operating funds for general municipal purposes. Property taxation is simple to administer and offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis.

Sale of services and fees form another significant portion of planned revenue. Many municipal services such as utilities and recreation lend well to a fee for service basis. Costs can be associated to a level of service provided, particularly where services are optional.

Grant funding is an integral funding source for major capital and operating projects due to the Village’s limited tax base and borrowing authority. Due to the extensive use of Community Works (Canada Community Building Fund) for many projects and projects identified in the Village’s Corporate Strategy, grants form a significant source of funding for the Village in the Financial Plan. The Village also receives unconditional funds under the Strategic Community Initiative (Small Community grant) which provides a significant source of funds for operations and capital maintenance programs and acts as a funding bridge between revenue collection cycles.

The Village received \$480,000 through the COVID Rapid Restart Grant in 2020. The revised 2023 budget includes spending of up to \$153,000 to fund community development and infrastructure projects including the completion of Front Street Park, Kaslo Bay Park, Asset Management and capacity building, City Hall and public works facility upgrades, community planning.

The Village leases vehicles and equipment and secures debenture financing for portions of large, committed projects not funded by grants or other internal sources. The Village reviews all other funding options prior to financing, recognizing that borrowing constitutes a long-term commitment and because borrowing authority is

SCHEDULE “B”

limited for an organization of this size. No new borrowing for new equipment is planned for 2023. Long-term debt is now paid in full, leaving the Village ample capacity to complete future or unanticipated capital projects.

Other revenue includes sources of funds which do not fit another category and include donations, grants from non-government sources, investment revenue, permits and licensing.

Parcel taxes were established to fund the current and future capital costs of providing water and sewer infrastructure. Capital costs include the funding of capital asset depreciation over the life cycle of the asset to reduce the future borrowing and taxation requirements for future generations of property owners. The intention is to use these taxes toward the capital renewal, replacement and expansion of water and sewer infrastructure and direct user fees towards utility operation and routine maintenance.

Divestiture of select municipal properties and improvements surplus to the needs of incorporation, to boost both capital reserves and economic development is under review. The budget includes funding towards professional planning and engineering advice towards development of surplus municipal land.

The also Village is undertaking an Asset Management program, with the assistance of funding from the Federation of Canadian Municipalities. The program enables hiring additional administrative capacity to create a comprehensive asset registry, develop an asset management framework and train current staff. The Asset Management project will be completed in Fall of 2023, culminating in a new asset management plan. The plan will help inform next year’s 5-year financial plan and beyond.

Objective and Policies

Over the next five years, the Village has the following financial objectives and policies:

- to progressively enhance the funding of capital asset depreciation through reserve growth and stabilize tax and utility rates at appropriate levels.
- to develop a plan around municipal building asset management and divestiture, particularly with respect to heritage buildings that are fully depreciated and require unique capital reserve considerations;
- to actively seek grants for major infrastructure repair and replacement where possible;
- to routinely modernize and improve financial management, analysis and reporting;
- to annually review utility rates to ensure water and sewer operating and delivery costs are fully funded;
- to continually review the distribution of taxation between different property tax classes;
- to review the Village’s land and lease portfolio with respect to potential income generation;
- to progressively move to fee and lease structures that at least cover the costs of operation, maintenance and insurance of the asset; and
- Support levels of staffing and succession planning that ensure satisfactory levels of public service and safely run utilities.

SCHEDULE "B"

5-Year Capital Expenditure Plan

The 5-year financial plan includes the following capital projects. The Village leverages its own revenues and reserves to pursue infrastructure grant funding to complete the projects that are dependent on grants due to their size. Projects listed as "Not Funded" or "Partially Funded" means that the Village either already has, or intends to, apply for capital infrastructure grants in combination with building up reserve funds to acquire the funding needed for the project over the term of the 5-year plan.

SUMMARY OF CAPITAL PROJECTS IN THE 5-YEAR FINANCIAL PLAN				
Project	Project Budget	Target Completion	Funding Status	Source(s)*
Arena Fire Alarm System	\$ 147,740	2023	Funded	Grant + Reserve
Asset Management	\$ 75,000	2023	Funded	Grants + Operating
City Hall Upgrades	\$ 50,000	2024	Funded	Reserve
CRI (FireSmart)	\$ 321,497	2025	Funded	Grants
Electric PW Truck	\$ 93,444	2023	Funded	Grant + Reserve
EV Charging Station	\$ 10,000	2023	Funded	Grant + Reserve
Front Street Park	\$ 90,000	2024	Funded	Grant + Reserve
Kaslo River Dike Project	\$ 425,000	2024	Funded	Grant + Reserve
LED Streetlights	\$ 30,000	2024	Funded	Reserve
Moyie Beach Swim Dock	\$ 15,000	2023	Funded	Reserve
Planning Project	\$ 87,059	2024	Funded	Grants
Public Works Facility	\$ 89,000	2023	Funded	Reserve
Vimy Park	\$ 19,800	2023	Funded	Grant
Zero-Turn Mower	\$ 15,000	2024	Funded	Grants + Reserve
Active Transportation Plan	\$ 30,000	2026	Funded	Grants + Operating
EcDev Capacity Building	\$ 150,000	2025	Funded	Grants + Operating
Kaslo Bay Washroom	\$ 110,000	2024	Not Funded	TBD
Kemball Building	\$ 1,214,173	2024	Underfunded	TBD
Moyie Amphitheatre	\$ 260,000	2025	Partly Funded	Grants + Reserve
PRV 2 & 4 Replacement	\$ 300,000	2025	Not Funded	TBD
WTP UV Treatment	\$ 1,018,000	2025	Funded	Grants + Reserve
WWTP Plant Expansion	\$ 3,312,123	2025	Not Funded	TBD
Library	\$ 4,739,200	2026	Not Funded	TBD
Paving Program	\$ 850,000	2026	Not Funded	TBD
Water Asset Management	\$ 1,577,441	2026	Not Funded	TBD
Sewer Asset Management	\$ 150,000	2027	Not Funded	TBD
Sewer Expansion Phase 2	\$ 2,300,000	2027	Not Funded	TBD

SCHEDULE "B"

Part B: Distribution of Property Taxes among Property Classes

Table 2, below, provides the distribution of property tax among the property classes.

PROPERTY CLASS		RATIO	% TOTAL PROPERTY TAX	DOLLAR VALUE
1	Residential	1	84.8%	\$ 620,565.73
2	Utilities	10	2.0%	\$ 14,713.86
3	Supportive Housing	1	0.0%	\$ -
4	Major Industry	3.4	0.0%	\$ -
5	Light Industrial	3	0.3%	\$ 2,076.77
6	Business	2.45	12.8%	\$ 93,619.60
7	Managed Forest	3	0.0%	\$ -
8	Recreational/Non-Profit	1.07	0.1%	\$ 1,012.35
9	Farm	12	0.0%	\$ 11.69
TOTAL			100.0%	\$ 732,000.00

Tax rates are set to maintain tax stability and ensure that municipal revenues keep pace with the cost of business and responsible fiscal management. Although residential assessment grew over 29% over the previous year, light industrial and business assessment remained the same or saw a decrease in overall property value.

The Village recognizes the need to attract and retain businesses and industry for economic development and to not rely heavily on any one industry as a tax source. Council believes that its rates reflect that philosophy.

Part C: The Use of Permissive Tax Exemptions

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.

SCHEDULE “B”

Part D: Proposed Transfers to or Between Reserve Funds

Table 3, below, summarizes the proposed reserve transfers for 2023, pursuant to section 165(9) of the Community Charter.

The 2023 budget includes the following transfers to or from reserve funds. Money transferred from reserve goes towards funding capital projects and improvements, including the completion of Front Street Park, A Avenue Watermain replacement, Water Treatment Plant upgrades, Kemball Building renovations, Arena upgrades, and energy efficiency upgrades.

FUND NAME	Opening Balance	Transfers To	Transfers From	Closing Balance
Canada Community Building Fund	\$192,783	\$30,000	-\$82,000	\$140,783
Climate Action Reserve	\$52,466	\$48,082	-\$25,344	\$75,204
Growing Communities Fund	\$0	\$919,000	\$0	\$919,000
Cemetery Care	\$90,274	\$1,000	\$0	\$91,274
Library Reserve	\$216,190	\$43,000	\$0	\$259,190
Aerodrome Reserve	\$128,446	\$0	\$0	\$128,446
Buildings, Machinery & Equipment Reserve	\$40,864	\$21,099	\$0	\$61,963
City Hall Reserve	\$60,901	\$5,000	\$0	\$65,901
Sewer Capital Reserve	\$147,154	\$27,939	\$0	\$175,093
Transportation Reserve	\$149,161	\$3,000	\$0	\$152,161
Water Capital Reserve	\$349,184	\$137,639	-\$52,172	\$434,652
Arena Property Reserve	\$98,887	\$15,000	-\$31,523	\$82,364
Contingency Reserve	\$124,485	\$0	\$0	\$124,485
Kemball Building Reserve	\$37,529	\$10,000	\$0	\$47,529
Public Arts Reserve	\$2,844	\$0	\$0	\$2,844
Recreation & Parks Reserve	\$178,282	\$32,004	-\$18,653	\$191,632
Sick Leave and Settlement Reserve	\$70,154	\$0	-\$16,732	\$53,422
	\$1,939,603	\$1,292,763	-\$226,424	\$3,005,942

Some transfers to reserve recognize the deposit of conditional grants received by the Village, such as the Community Works (Canada Community Building Fund). The Growing Communities Fund was announced by the Provincial government earlier this year. The funds can be spent on a variety of capital and other projects but must first be placed in a dedicated reserve fund. The deposit of library and arena fundraising and donations is estimated in the above table because the amount will be variable over the year.

Any additional funds raised by the library will be deposited into a dedicated capital building reserve towards construction of the new library. Arena donations will be deposited to the Arena Capital Reserve to be used towards the Arena Upgrades project. Deposits to other funds are to build up the reserves for future maintenance and capital projects, which will be informed by asset management practices.



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: November 24, 2023

SUBJECT: Bylaw 1299, 2023 – Kaslo and Area D Arena Property Reserve Amendment

PURPOSE: To consider giving first, second and third reading to a bylaw that amends the Kaslo and Area D Arena Reserve to handle donated and raised funds that are directed to a specific recreational facility.

OPTIONS:

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

1. **Give three readings to the bylaw. *The bylaw will be placed on the agenda for adoption at the 2023.12.12 Council meeting.***
2. Give one or two readings to the bylaw. *There will be more time to consider making changes. Adoption prior to year end would require a Special Meeting.*
3. Do not adopt the bylaw. *No changes will be made to the reserve fund.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Kaslo and Area D Arena Property Reserve Amendment Bylaw 1299, 2023 be given first, second and third readings.

ANALYSIS:

- A. **Background:** The Kaslo and Area D Arena Property Reserve was added to the Village's Consolidated Reserves by Bylaw 1184, 2016. Operators of the facilities served by the reserve fund would like to ensure that donations made through the Village can be directed to a specific facility. The existing bylaw is silent on this matter and the proposed bylaw provides clarification on this topic as well as other minor language changes described below. Any changes to the terms of the reserve fund must be made by bylaw.
- B. **Discussion:** The proposed bylaw indicates that donations can be designated for the benefit of a particular facility: the arena, the curling rink, the racquet courts. It is clarified that only the principal amount of the donation can be earmarked, any interest earned will be pooled and added to the reserve fund (for use in any eligible project). Lessees can request use of reserve funds for eligible projects by providing advance notice to the Village. All withdrawals from reserve must be authorized by Council and included in the annual budget. The withdrawal of contributions made by lessees or private donors will not require the consent of the Area D Director. These funds will not be included in the \$50,000 minimum balance that must be in the fund.

The language has been updated to list "the lessees" by name but also includes reference to "successor organizations" to cover situations such as the former Kaslo Tennis Club's reinvention as the Kaslo Racquet Club.

The language in section 2b has been altered to describe eligible uses of the funds as including “*Professional design, costing or assessment* for the construction, upgrade or replacement of recreation facilities or equipment on the property” rather than “The conducting of costed engineering designs or studies” for the same. This clarifies that funds can be used for purposes such as architectural design.

C. **Attachments:**

- Kaslo and Area D Arena Property Reserve Amendment Bylaw 1299, 2023 (proposed)
- Schedule ‘L’ of Consolidated Reserves Bylaw 1159 (existing bylaw)

D. **Financial Implications:** Clarifying that donations can be designated for a particular purpose may increase the number of private donations to the Village. All donations to the Village are tax deductible.

E. **Corporate Priority:** Healthy reserve funds enable the Village to complete capital projects. Arena improvements (accessibility, fire alarm) were identified as priorities in the 2023-2026 Strategic Plan.

F. **Environmental Impact:** Nil

G. **Communication Strategy:** Nil

CAO Approval: 2023.11.27

VILLAGE OF KASLO
BYLAW NO. 1299, 2023

A BYLAW TO AMEND THE KASLO AND AREA D ARENA PROPERTY RESERVE FUND
--

WHEREAS Council desires to amend Schedule 'L' of Consolidated Reserve Funds Bylaw 1159, 2014;

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

1. Title

This Bylaw may be cited as "Kaslo and Area D Arena Property Reserve Fund Amendment Bylaw No. 1299, 2023".

2. Provisions

- 2.1. Schedule 'L' of Consolidated Reserve Funds Bylaw 1159, 2014 (as amended) is deleted and replaced with the revised Schedule 'L' attached to this bylaw

3. Effective Date

This bylaw shall take effect upon adoption.

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 "Kaslo and Area D Arena Property Reserve Fund Amendment Bylaw No. 1299, 2023"

CORPORATE OFFICER

Bylaw 1159 – Schedule ‘L’
Kaslo and Area D Arena Property Reserve Fund
[Added by Bylaw 1184, amended by Bylaw 1299]

PURPOSE

1. The purpose of this reserve is to hold capital funds designated by Council for the following legally described property owned by the Village:
Parcel Identifier 013-140-825, Lot 22, District Lot 209A Kootenay District Plan 9499 except Plan EPP32990
2. The funds are designated for the following purposes:
 - a. The future replacing or upgrading of recreation facilities or equipment leased or used by Kaslo and District Arena Association; Kaslo Curling Club; Kaslo Racquet Club and successor organizations (the lessees).
 - b. Professional design, costing or assessment for the construction, upgrade or replacement of recreation facilities or equipment on the property;
 - c. Conducting joint-feasibility studies with area local governments in relation to any capital initiative relating to the property and its existing uses;
 - d. The redemption of any debentures issued in respect to capital improvements on the property owned by the Village of Kaslo.

FUNDING

3. The Kaslo and Area D Arena Property Reserve Fund shall be a cash reserve established in the General Capital Funds balance sheet of the Village of Kaslo.
4. The Regional District of Central Kootenay Community Facility Recreation & Parks Service (Kaslo and Area D) shall contribute to the Kaslo and Area D Arena Property Reserve Fund through a contribution grant identified in its annual service budget.
5. Council may, by resolution, make contributions to the Kaslo and Area D Arena Property Reserve Fund, through surplus monies of the annual general operating fund, at any time.
6. The lessees may make contributions to the reserve at any time.
7. Official donations by members of the public may be received and transferred to the Kaslo and Area D Arena Property Reserve Fund at any time.
8. The cash balance of this fund shall be established as a separate interest-earning account.
9. The interest earned by this reserve fund shall accrue to the reserve and be considered part of the reserve fund.

10. The principal amount of donations and contributions (as described in 6 and 7, above), may be designated for a specific facility, and these amounts will be tracked by the Village of Kaslo. Interest generated from these sources will be pooled and will accrue to the reserve but can not be earmarked for a specific facility.

DRAWS

11. Funds drawn from the Kaslo and Area D Arena Property Reserve Fund may be used to finance projects identified above in any given annual budget.
12. All draws of funds shall be subject to approval by Council.
13. All draws of funds contributed through the Regional District of Central Kootenay Community Facility Recreation & Parks Service shall be subject to the written consent of the Electoral Area 'D' Director.
14. The lessees shall provide adequate notice of their need to access the Kaslo and Area D Arena Property Reserve Fund in any given year before adoption of the annual municipal budget.
15. If the balance of this reserve fund, excluding amounts described in sections 6, 7 & 10 above, at year end is less than fifty thousand dollars (\$50,000), no funds can be subsequently drawn until the reserve has been restored to a minimum contingency level of fifty thousand dollars (\$50,000).

Bylaw 1159 – Schedule ‘L’

Kaslo and Area D Arena Property Reserve Fund

[Added by Bylaw 1184]

PURPOSE

1. The purpose of this reserve is to hold capital funds designated by Council for the following legally described property owned by the Village:
Parcel Identifier 013-140-825, Lot 22, District Lot 209A Kootenay District Plan 9499 except Plan EPP32990
2. The funds are designated for the following purposes:
 - a. The future replacing or upgrading of recreation facilities or equipment leased or used by Kaslo and District Arena Association; Kaslo Curling Club; Kaslo Tennis Club;
 - b. The conducting of costed engineering designs or studies for the construction, upgrade or replacement of recreation facilities or equipment on the property;
 - d. The conducting of joint-feasibility studies with area local governments in relation to any capital initiative relating to the property and its existing uses;
 - e. The redemption of any debentures issued in respect to capital improvements on the property owned by the Village of Kaslo.

FUNDING

1. The Kaslo and Area D Arena Property Reserve Fund shall be a cash reserve established in the General Capital Funds balance sheet of the Village of Kaslo.
2. The Regional District of Central Kootenay Community Facility Recreation & Parks Service (Kaslo and Area D) shall contribute to the Kaslo and Area D Arena Property Reserve Fund through a contribution grant identified in its annual service budget.
3. Council may, by resolution, make contributions to the Kaslo and Area D Arena Property Reserve Fund, through surplus monies of the annual general operating fund, at any time.
4. Kaslo and District Arena Association, Kaslo Curling Club and Kaslo Tennis Club may make contributions to the reserve at any time.
5. Official donations by members of the public may be received and transferred to the Kaslo and Area D Arena Property Reserve Fund at any time.
4. The cash balance of this fund shall be established as a separate interest-earning account.
5. The interest earned by this reserve fund shall accrue to the reserve and be considered part of the reserve fund.
6. From 2020, when the balance in this reserve fund at year end is less than fifty thousand dollars (\$50,000), no funds can be subsequently drawn until the reserve has been restored to a minimum contingency level of fifty thousand dollars (\$50,000).

DRAWS

1. Funds drawn from the Kaslo and Area D Arena Property Reserve Fund may be used to finance projects identified above in any given annual budget.

2. All draws from the Kaslo and Area D Arena Property Reserve Fund shall be subject to approval by Council resolution and the written consent of the Electoral Area 'D' Director.
3. Kaslo and District Arena Association, Kaslo Curling Club or Kaslo Tennis Club must provide adequate notice of their need to access the Kaslo and Area D Arena Property Reserve Fund in any given year before adoption of the annual municipal budget.



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: November 24, 2023

SUBJECT: Bylaw 1300, 2023 – Fees & Charges

PURPOSE: To consider giving three readings to a bylaw that will impose updated fees for 2024.

OPTIONS:

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

1. **Give three readings to the bylaw. *The bylaw will be placed on the agenda for adoption at the 2023.12.12 Council meeting.***
2. Give one or two readings to the bylaw. *There will be more time to consider making changes. Adoption prior to year end would require a Special Meeting.*
3. Do not adopt the bylaw. *No changes will be made to the fees, 2023 fees will remain in effect for 2024 billings.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Fees & Charges Bylaw 1300, 2023 be given first, second and third readings.

ANALYSIS:

- A. **Background:** Municipal fees and charges require periodic review to ensure fee structures are supporting strategic priorities including cost recovery for services. All fees and charges must be established by bylaw and changes must be made by bylaw. Fees and Charges Bylaw 1271, 2021 has been amended twice already. Bylaw 1273, 2022 adjusted Schedule D (Development Services) and Bylaw 1281, 2022 updated Schedule C (Business Licences), Schedule E (Community Services), Schedule H (Water) and Schedule I (Waste).

The Liquid Waste Monitoring Committee has recommended 5% increases to sewer rates for 2024 (Schedule I). Changes to Schedules A, B, C, E, F, G and H are also recommended, as outlined below. Because of the widespread updates, a replacement bylaw is proposed. In order for the new rates to apply to 2024 billings, the bylaw must be adopted before year-end. Council may wish to enter Committee of the Whole (by resolution) to discuss the bylaw and any possible amendments. Making changes after third reading will require a Special Meeting in order to meet the deadline for 2024 billings.

- B. **Discussion & Financial Implications:** The proposed fees will take effect January 1, 2024. Details about the proposed changes for each Schedule are as follows:

Schedule A – Administrative Services

The minimum charge for photocopying, printing, scanning or faxing was raised from \$2 to \$10 to better reflect the cost of staff time for providing the service.

FEE CATEGORY: Clerical Services			
Item	Proposed Fee	Last Amended	Existing Fee
Photocopying or Printing (Black & White)	\$0.40 per letter/legal page \$0.80 per tabloid size page \$10.00 minimum charge	2011.10.25	\$2.00 minimum charge
Photocopying or Printing (Colour)	\$2.00 per letter/legal page \$4.00 per tabloid size page \$10.00 minimum charge	2011.10.25	\$2.00 minimum charge
Fax Send or Receive	\$0.40 per page \$10.00 minimum charge	2020	\$2.00 minimum charge
Document Scan	\$0.40 per page \$10.00 minimum charge	added 2021	\$2.00 minimum charge

Schedule B – Rentals

Meeting room categories have been reduced, the fee for installing “reserved” signs on rented facilities has been increased to reflect the cost of staff time required, street closure categories have been combined, barricade rentals have been added, airside commercial permit fees and temporary licences of occupation at the aerodrome have been increased by 2%. Outdoor aircraft parking fees have been reduced to \$10/day following input from aerodrome users.

FEE CATEGORY: Indoor Space Rentals			
Item	Proposed Fee	Last Amended	Existing Fee
Meeting Room (Kemball, Jury, or Council Chamber)	\$30 per day	2023	\$20-\$40
City Hall Courtroom (includes Jury & washroom)	\$50 per day	2023	\$40/\$250
FEE CATEGORY: Outdoor Space Rentals			
Installation of Notice of Reservation	\$30	2023	\$20
FEE CATEGORY: Street and Boulevard Usage			
Street Closure Permit	\$30	2023	\$20-\$40
Barricade Rental	\$5 per item per day	2023	NEW
Barricade Loss/Damage Deposit	\$250	2023	NEW
FEE CATEGORY: Aerodrome Fees			
Airside Commercial Use (per year)	\$437	2023	\$428
Licence of occupation	\$3.12/sq m, minimum \$175	2023	\$3.00/sq m
Outdoor aircraft parking (per night)	\$10	2023	\$20

Schedule C – Business Licences

The \$750 annual licence fee for cannabis-related businesses was removed. There are currently no businesses in that category. The \$1,750 application fee for liquor or cannabis-related businesses remains in effect.

No changes have been made to the fees for mobile vendors.

Schedule E – Community Services

FEE CATEGORY: Cemetery Fees			
Item	Proposed Fee	Last Amended	Existing Fee
Grave Space - Kaslo resident	\$300 (includes \$150 allocation to care fund)	2016	\$200 (\$50)
Grave Space – Area D resident	\$550 (includes \$150 allocation to care fund)	2016	Same as Kaslo
Memorial Installation	\$175 (includes \$50 allocation to care fund)	2020	\$150 (\$25)
After Hours Surcharge	\$400	2021	\$300
FEE CATEGORY: Campground Fees			
Overflow Camping - campers & RVs	\$35 per unit per night	2022	\$30

Schedule F – Protective Services

The cost of obtaining a Burning Permit for a category 3 or 4 fire has been increased from \$10 to \$30 to better reflect the cost of staff time required.

Schedule G – Public Works

The pricing for topsoil and crush have been removed as these items are not available for sale. The rate for pit run has been increased and rates for field stone and road base have been added.

FEE CATEGORY: Sales and Services			
Item	Proposed Fee	Last Amended	Existing Fee
Pit Run	\$8 per cubic meter	2023	\$5
Field Stone (3" or larger)	\$5 per cubic meter	2023	NEW
Road Base	\$21 per cubic meter	2023	NEW

Schedule H – Water

For 2024 a 5% increase has been applied to all 2023 rates. For a residential dwelling unit, this results in an increase in annual usage fees from \$360/year to \$378/year.

Schedule I – Waste

For 2024 a 5% increase has been applied to all 2023 rates. For a residential sewer connection, this results in an increase in the annual usage fees from \$411/year to \$432/year. Garbage bag tags are expected to increase to \$4/tag in 2024 (currently \$3.75). The rate for improved commercial properties not connected to the sewer (where connection is available) has been removed as there are no properties in this category.

C. **Attachments:** Fees & Charges Bylaw 1300, 2023

D. **Corporate Priority:** Setting appropriate fees and charges helps ensure that the provision of Village services remains financially sustainable and supports asset management objectives.

E. **Environmental Impact:** Nil

F. **Communication Strategy:** A copy of the bylaw will be available on the website once adopted.

CAO Approval: 2023.11.27

**VILLAGE OF KASLO
BYLAW NO. 1271, 2021**

A BYLAW TO AUTHORIZE THE CHARGING OF FEES FOR SPECIFIED MUNICIPAL SERVICES AND PRODUCTS
--

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

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

1. Title

This Bylaw may be cited as "Fees and Charges Bylaw No. 1300, 2023".

2. Definitions

Village means the Village of Kaslo

Council means the duly elected Council for the Village

Person means any individual, sole proprietorship, partnership, corporation, trust, joint venture, society, or any incorporated or unincorporated entity or association of any nature

Schedule means a schedule attached to and forming part of this bylaw.

- 3.** This bylaw shall apply to any person who requires goods or services supplied by the Village and provided for in this bylaw.
- 4.** Applicable provincial and federal sales taxes are not included fees and charges unless otherwise stated.
- 5.** Fees and charges shall not apply to the Village's municipal business, property or operations unless otherwise stipulated by legislation, policy or resolution.
- 6.** Unless otherwise specified fees and charges shall:
 - a)** Be due and payable immediately by a person upon receipt of the products, works or services rendered by the Village, and

- b)** After 60 day, may have a late fee based on the Interest Rate on Taxes in Arrears, as periodically set by the Provincial Government, applied to the full amount starting from the date of the first invoice or notice issued by the Village.
- 7.** For work done or services provided to land or improvements:
 - a)** Fees and charges left unpaid by a tenant or a person legally occupying the land shall become the responsibility of the owner of the land, including the late fee set out in 6(b), upon receipt of notice from the Village;
 - b)** Fees and charges due and payable by December 31, and unpaid on that date, may be deemed to be taxes in arrears.
- 8.** Where the Village is required by legislation to publish notice by way of advertising, signage, mailing or other means, the person requesting the goods or services shall be required to pay the actual cost of such notice in addition to the fees and charges.
- 9.** The fees and charges set out in the following schedules are hereby imposed:
 - Schedule A – Administrative Services
 - Schedule B – Rentals
 - Schedule C – Business Licences
 - Schedule D – Development Services
 - Schedule E – Community Services
 - Schedule F – Protective Services
 - Schedule G – Public Works
 - Schedule H – Water
 - Schedule I – Waste

10. Severability Clause

If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

11. Repeal

Village of Kaslo Fees and Charges Bylaw No. 1271, 2021 and all amendments thereto are hereby repealed.

12. Effective Date

This bylaw shall take effect January 1, 2024.

VILLAGE OF KASLO
BYLAW NO. 1300, 2023

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 "Fees and Charges Bylaw No. 1300, 2023."

CORPORATE OFFICER

FEE CATEGORY: Clerical Services	
Item	Fee
Property Tax & Utility Certificate	\$15.00 per folio, per year
Title Search	\$17.00
Reprint of Tax Notice or Utility Bill	Current year: no charge Prior year: \$10 per folio
Hardcopy of Official Community Plan, Zoning Bylaw or Subdivision Servicing Bylaw	\$30.00
Photocopying or Printing (Black & White)	\$0.40 per letter/legal page \$0.80 per tabloid size page \$10.00 minimum charge
Photocopying or Printing (Colour)	\$2.00 per letter/legal page \$4.00 per tabloid size page \$10.00 minimum charge
Fax Send or Receive	\$0.40 per page \$10.00 minimum charge
Document Scan	\$0.40 per page \$10.00 minimum charge
NSF Cheque Fee	\$27.50
Lapel Pin - Retail	\$3.00
Lapel Pin - Wholesale (minimum 50)	\$1.25
Municipal Flag	Actual Cost
Postage/Courier/Shipping	Actual Cost
These amounts do not include GST which will be applied	

FEE CATEGORY: Freedom of Information Requests	
Item	Fee
For Commercial Applicants	Actual Cost
For All Other Applicants	As per Schedule 1 of the Provincial FOIPP Regulation

FEE CATEGORY: Indoor Space Rentals	
Item	Fee
Key Deposit	\$25.00
Damage Deposit	\$500
Cleaning Services	Actual Cost
Kemball Building - Upper Floor	\$1.20/sq. ft. per month
Kemball Building - First Floor	\$1.40/sq. ft. per month
Kemball Building - Basement	\$1.00/sq. ft. per month
Meeting Room (Kemball, Jury, Council Chambers)	\$30 per day
City Hall Courtroom - Community Use	\$50 per day
These amounts do not include GST which will be applied	

FEE CATEGORY: Outdoor Space Rentals	
Item	Fee
Kemball Building Courtyard	\$30 per day
Legacy Park	\$30 per day
Kaslo Bay Park	\$150 per day
Front Street Park (no stage)	\$50 per day
Front Street Park (with stage)	\$100 per day
Vimy Park Baseball Diamond	\$30 per day
Vimy Park Gazebo	\$30 per day
Vimy Park Picnic Shelter	\$30 per day
2 or More Vimy Park Facilities	\$60 per day
Skatepark	\$50 per day
Moyie Beach Park	\$200 per day
Logger Sports Grounds & Concession Stands	\$50 per day
Damage Deposit	\$250
Cleaning Services	Actual Cost
Installation of Notice of Reservation	\$30
These amounts do not include GST which will be applied	

FEE CATEGORY: Special Event Fees	
Item	Fee
Large Event Fee (101-500 Attendees)	\$275 per day
Large Event Fee (501-1000 Attendees)	\$750 per day
Large Event Fee (>1000 Attendees)	\$1000 per day

FEE CATEGORY: Street and Boulevard Usage		
Item	Fee	
Street Closure Permit		\$30
Licence of Occupation Application Fee		\$100
Constructed Patio Inspection (first year)		\$92
Annual Patio Reinspection		\$50
Patio Licence of Occupation	10% of the assessed value of the land fronting (or in proximity of) the public lands being occupied, or a minimum annual fee of \$10 per square meter, whichever is greater	
Patio Licence of Occupation		\$550 per parking stall
Barricade Rental		\$5 per item per day
Barricade Damage Deposit		\$250

FEE CATEGORY: Aerodrome Fees		
Item	Fee	
Airside Commercial Use (per year)		\$437
Licence of Occupation/Hangar Lease	\$3.12/sq m, minimum	\$175
Outdoor Aircraft Parking (per night)		\$10
These amounts do not include GST which will be applied		

FEE CATEGORY: Public Wharf Fees		
Item	Fee	
Off-season Mooring Fee (November 1 - March 31)		\$150 per month
Off-season Mooring Damage Deposit		\$500
These amounts do not include GST which will be applied		

FEE CATEGORY: Annual Business Licences	
Item	Fee
Licence Transfer or Change	10% of licence fee, minimum \$15
Third Party Vending Machine	\$20
Home Based Business	\$60
Short-term Rental Accommodation	\$60 per rentable bedroom
Contractors and Certified Trades	\$120
Professional and Financial Services	\$150
Liquor or Cannabis Retail Application	\$1,750
All Other Resident Businesses	\$75
All Other Non-Resident Businesses	\$100
Inter-Community Business Licence (ICBL)	\$100

FEE CATEGORY: Temporary Business Licences	
Item	Fee
Community Event with Vendors	\$15 per event
Trade Show or Other Event with Vendors	\$10 per vendor
Outdoor Market	\$100 per day
Mobile Vendor	\$200 per season
	\$25 per day

FEE CATEGORY: Subdivision Fees		
Item		Fee
Fee Simple Subdivision Application Fees	Application for Preliminary Review	\$200
	Preliminary Review, Per Lot Charge	\$200
	Amendment after Preliminary Review	\$200
	Final Plan Approval	\$250
Bare Land Strata, Strata Conversion or Phased Strata (per phase) Application Fees	Application for Preliminary Review	\$500
	Preliminary Review, Charge Per Strata Lot	\$200
	Final Plan Approval	\$250
Internal Lot Line or Boundary Adjustment		\$250
Extension of Preliminary Review		\$200
Performance Security Bond	120% of total estimated construction costs	
Maintenance Period Security Bond	Greater of \$2,000 or 10% of total estimated servicing construction costs	
Subdivision Inspection	Greater of \$250, 2% of servicing construction costs, or the actual cost of professional inspection	
Document Administration (per document executed or registered)		\$200
Development Security Deposit required by Approving Officer	Greater of \$1,000 per lot or the total estimated cost of incomplete works related to the subdivision	
Other Costs		Actual Cost
FEE CATEGORY: Development Fees		
Item		Fee
Official Community Plan Amendment Application Fee		\$1,000
Land Use Bylaw Amendment Application Fee		\$1,000
Combined OCP and Land Use Bylaw Amendment Application Fee		\$1,500
Development Permit Application Fee		\$250
Development Variance Permit Application Fee		\$250
Temporary Use Permit Application Fee		
	Related to the construction of a residential dwelling	\$250
	All other permit types	\$500
Encroachment Agreement Application Fee		\$250
Large Project Fee (for all commercial and industrial developments, and residential projects with 5 or more dwelling units)	\$1.00/m ² of Developed Area	
Public Notice		Actual Cost
Other Costs and deposits		Actual Cost

FEE CATEGORY: Board of Variance Appeals	
Item	Fee
Appeal of Land Use (Zoning) Bylaw Requirements	\$300
Appeal of Subdivision Servicing Bylaw Requirements	\$500
Appeal of Structural Alteration or Addition for a Non-Conforming Use	\$300
Appeal of extent of damage to non-conforming use determined by Building Inspector	\$500
Other Costs	Actual Cost
Extension to Appeal	\$200
Amendment to Order	\$200
Public Notice	Actual Cost

FEE CATEGORY: Miscellaneous Charges and Refunds	
Item	Fee
LTSA Document Retrieval, other than title search	Actual Cost
LTSA Filings	Actual Cost
Village Planning Report if required for a RDCK Building Permit Application	\$50
Notice on Title Removal	\$750
Partial refund of an application fee, if an application is withdrawn prior to the earliest of preparation of a report by staff, issuance of public notice, or the matter appearing on a public meeting agenda.	75% of the applicable fee excluding costs already incurred

Definitions applicable to this Schedule:

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

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

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

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

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

FEE CATEGORY: Cemetery Fees	
Item	Fee
Grave Space – Kaslo & Area Resident	\$300 (includes \$150 allocation to care fund)
Grave Space – Area D resident	\$550 (includes \$150 allocation to care fund)
Grave Space – Non-resident	\$550 (includes \$150 allocation to care fund)
Memorial Installation	\$175 (includes \$50 allocation to care fund)
Opening/closing - Adult	\$550
Opening/closing - Child/Infant	\$475
Opening/closing - Cremated remains	\$225
Opening/closing - Exhumation	\$800
Opening/closing - Exhumation (Cremated remains)	\$200
Reinterment	\$550
After Hours Surcharge (opening/closing)	\$400
Licence Transfer	\$25
These amounts do not include GST which will be applied	

FEE CATEGORY: Campground Fees	
Item	Fee
Serviced Site - 30A	\$45 per night
Serviced Site - 15A	\$38 per night
Regular Site	\$33 per night
Site with sewer available	add \$5 per night per unit
Additional occupants (beyond 2)	\$5 per person per night
Group Sites	\$10 per person per night
Special Event Group Camping	\$230 per night
Overflow Camping	\$35 per unit per night
Overflow Camping - tents	\$10 per person per night
Showers - campers	\$1.00
Showers - day park user	\$5.00
These amounts include GST	

FEE CATEGORY: Electric Vehicle Charging Fees	
Item	Fee
FLO Level 2 (240V) - per hour	\$2.00

FEE CATEGORY: Dog Licences	
Item	Fee
Dog Licence	\$50
Dog Licence if paid before January 31	\$40
Dog Licence - neutered or spayed	\$15
Dog Licence - neutered or spayed, if paid before January 31	\$12
Replacement Dog Tag	\$5

FEE CATEGORY: Animal Control	
Item	Fee
Impoundment - first occurrence	\$75
Impoundment - second occurrence	\$100
Impoundment - additional occurrence(s)	\$150
Food, Water, Shelter, Transportation for impounded dogs	Actual Cost
Veterinarian fees incurred during impoundment	Actual Cost
Live Animal Trap Rental	\$5 per day
Deposit for Live Animal Trap Rental	\$75
These amounts do not include GST which will be applied	

FEE CATEGORY: Burning Permits	
Item	Fee
Category 3 or 4 Fire	\$30

FEE CATEGORY: Sales and Services	
Item	Fee
Custom work, externally contracted	Actual cost + 15%
Work performed by municipal staff*	Actual cost + 15%
Pit run	\$8 per cubic meter
Field Stone (3" or larger)	\$5 per cubic meter
Road Base	\$21 per cubic meter
Sawdust – commercial use	\$5 per cubic meter
Sawdust – personal use	\$5 per pickup load
These amounts do not include GST which will be applied	

*Cost includes materials, wages, benefits, equipment rates

FEE CATEGORY: Annual Residential Water Fees	
Item	Fee
Dwelling Unit (each)	\$378
Swimming Pool	\$131

FEE CATEGORY: Annual Home-based Business Water Surcharges	
Item	Fee
Hairdressing, barber shops, beauty salons, pet grooming	\$310
Boardinghouse, rooming house, lodge (per unit)	\$124
Home-based food and beverage production (no seating/dining)	\$158
Short-term rental accommodation (per room available)	\$124
Other home-based business (per washroom)	\$124

FEE CATEGORY: Annual Commercial/Institutional Water Fees	
Item	Fee
Hairdressing, barber shops, beauty salons, pet grooming	\$383
Coffee shop, restaurant, dining	\$605
Food/beverage production facilities, take out - no seating	\$396
Food/beverage production facilities, take out - with seating	\$605
Brewery (if unmetered)	\$1,260
Service stations	\$378
Car Wash (per bay)	\$614
Laundries - first machine	\$279
Laundries - each additional machine	\$116
Motel units and/or tourist cabins - first unit	\$351
Motel units and/or tourist cabins - each additional unit	\$158
Hotel accommodation (per unit)	\$123
Hotel café, pub lounge or dining room	\$595
Short term rental accommodation - up to 4 bedrooms	\$499
Short term rental accommodation - each additional bedroom	\$125
Short term rental accommodation - strata unit	\$410
Retail stores, public halls	\$310
Offices, with use of washroom facility	\$350
School, per classroom	\$350
Commercial work/maintenance yards	\$606
Industrial sites	\$1,260
Commercial swimming pools	\$1,260
Vacant lot with service available	\$68
Other uses (per washroom)	\$310

FEE CATEGORY: Metered Water and Irrigation Rates	
Item	Fee
Basic monthly charge	\$47.25
Monthly meter rental	\$4.88
Monthly meter reading fee (if meter can not be read externally)	\$21.00
Residential usage, per cubic meter	\$0.48
Commercial, manufacturing or industrial usage, per cubic meter	\$0.48
Unmetered irrigation (per 0.4 ha or part thereof, per 6-month period)	\$85.05
Metered irrigation, per cubic meter	\$0.23
Water meter installation	Actual Cost + 15%

FEE CATEGORY: Discounts and Penalties	
Item	Fee
10% Discount, before February 15 (Dec. 31 for eligible seniors)	Feb. 15th
\$2.00 Penalty, applied monthly beginning April 1st	\$2.00/month

FEE CATEGORY: Water Connection Fees	
Item	Fee
20mm (3/4") service connection charge	\$3,500
25mm (1") service connection charge	\$ 4,200
>25mm (>1") service connection charge	\$4,200 + \$100 for each mm >25mm
Upgrade to existing service	Actual Cost + 15%
Seal off abandoned service connection	Actual Cost + 15%
Water disconnect or connect - regular working hours	40.00
Water disconnect or connect - after hours	208.00
Public works crew & equipment for water connection and street restoration	Actual Cost + 15%

FEE CATEGORY: Solid Waste Fees	
Item	Fee
Garbage bag tags retail	Same as user fee set by RDCK for one (1) container of mixed waste
Garbage bag tags wholesale (minimum 10 sheets)	20% discount

FEE CATEGORY: Annual Residential Sewer Fees	
Item	Fee
Dwelling Unit	\$432
Vacant residential lot with service available	\$432
Improved residential lot with service available	\$108

FEE CATEGORY: Annual Commercial/Institutional Sewer Fees	
Item	Fee
Small retail/commercial, office, service station	\$432
Take out restaurant	\$648
Café/restaurant/bar with seating	\$863
Large retail	\$1,295
Brewery	\$1,618
Municipal facility	\$2,590
Hospital	\$8,634
School	\$10,792
Car wash - per bay	\$648
Laundromat - per machine	\$216
Other use - per washroom	\$216
Vacant commercial lot with service available	\$648

FEE CATEGORY: Annual Short-Term Rental Accommodation Sewer Fees	
Item	Fee
Hotel/Motel/Cabins - first 4 units	\$863
Vacation rental - up to 4 bedrooms	\$863
Each additional rentable room or unit	\$108

FEE CATEGORY: Sewer Connection Fees	
Item	Fee
Connection to municipal sewer or wastewater treatment plant	\$4,492
Public works required for sewer connection and street restoration	Actual Cost + 15%

Fees and Charges
SCHEDULE I
Waste

FEE CATEGORY: Sani Dump Fees	
Item	Fee
Bulk disposal from Municipal operations (per gallon)	\$0.53
RV tanks	\$10
FEE CATEGORY: Portable Toilet Rental	
Item	Fee
Portable toilet damage deposit - first unit	\$200
Portable toilet damage deposit - each additional unit	\$100
Portable toilet rental	\$45/day
	\$70/week
	\$150/month



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: November 24, 2023

SUBJECT: Temporary Licence of Occupation – Kootenay Mountain Holidays

PURPOSE: To consider renewing a Temporary Licence of Occupation at the Kaslo Aerodrome.

OPTIONS:

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

1. **Issue the licence. *Kootenay Mountain Holidays will continue to use the Kaslo Aerodrome for their staging area.***
2. Do not issue the licence. *The operators will be advised that they need to remove their material from the property. Continued use of the Kaslo Aerodrome may not be feasible.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT a Temporary Licence of Occupation be issued to Kootenay Mountain Holidays for a one year term, to allow use of lands at the Kaslo Aerodrome for parking and storage purposes.

ANALYSIS:

- A. **Background:** Kootenay Mountain Holidays (KMH) operates Mt. Carlyle Lodge and uses the Kaslo Aerodrome for helicopter staging and guest pick up/drop off. Since 2019, KMH has held a licence of occupation to permit the placement of a storage shed near the staging area. The current Temporary Licence of Occupation (TLO) will expire on November 28, 2023 and KMH wishes to continue the arrangement. A Council resolution is required in order to issue a TLO.
- B. **Discussion:** The new TLO reflects the relocation of the shed, from within the fenced hangar area to the west end of the runway, near the BC Wildfire Service's storage compound. This arrangement will reduce congestion on the apron, providing greater safety for all parties. The proposed activities fall within the permitted uses identified in Land Use Bylaw 1130 (as amended). No complaints have been received regarding the current operation.
- C. **Attachments:** Licence of Occupation – Kootenay Mountain Holidays
- D. **Financial Implications:** The rate for the TLO will be \$175/year, the minimum amount set in the Fees & Charges bylaw.
- E. **Corporate Priority:** Development of the Kaslo Aerodrome was identified as a priority in the 2023-2026 Strategic Plan.
- F. **Environmental Impact:** Heli-ski operations can have significant environmental impacts if not mitigated. Council may want to consider requesting a policy that tour operators provide an impact statement and carbon neutrality plan to align with section 17.1 of the OCP.
- G. **Communication Strategy:** Nil



LICENCE OF OCCUPATION

Agreement for the temporary use of municipal lands

BETWEEN:

VILLAGE OF KASLO, a municipal corporation having its office at
413 Fourth Street, PO Box 576
Kaslo, BC V0G 1M0

(the "Village")

OF THE FIRST PART

AND:

Kootenay Mountain Holidays Inc.
RR1 GR-9 C-9
Winlaw, BC
V0G 2J0

(the "Licensee")

OF THE SECOND PART

WHEREAS:

- A. The Licensee wishes to temporarily place a storage building on land owned by the Village of Kaslo; and
- B. The Village is prepared to grant the Licensee a Licence of Occupation for a term of one (1) year for the purposes of placing a storage shed and parking client vehicles on municipal land at the Kaslo Aerodrome.

NOW THEREFORE in consideration of the fee payment schedule outlined and other good and valuable consideration, from the Licensee to the Village, the receipt and sufficiency of which are hereby acknowledged, the Village and the Licensee covenant and agree as follows:

1. **Grant** – The Village grants to the Licensee to enter onto the property shown on **Schedule "A"**, attached hereto (the "Licence Area") for the purposes of storing equipment on municipal land.
2. **Term** – The duration of this Agreement and Licence herein granted shall be for a term of one (1) year commencing November 28, 2023, unless earlier terminated in accordance with Section 22.
3. **Fees**
 - 3.1 The Licensee shall pay the Village the following fees:

Year	Fee
2023	\$175.00
 - 3.2 Unpaid fees will result in termination of the agreement.
4. **Hours of Operation** – The hours shall conform to Village Bylaws and other pertinent regulations.
5. **Keep Licenced Area Free and Clear/Care in Use** – The Licensee shall exercise the greatest care in the use and occupation of the Licence Area and adjacent areas and shall personally undertake to be responsible for the due observance of the rules and regulations governing the use of the Licence Area.
6. **State of Licence Area at Termination** – In the event that this Agreement terminates or expires for any reason, the Licensee will cease all occupation of the Licence Area and will remove all equipment, chattels, fixtures and other improvements from the Licence Area. The Licensee will leave the Licence Area in a safe, clean and tidy condition and clear of contamination occurring since the date of commencement of this Agreement. In the event that the Licensee fails to remove any equipment or chattels upon termination of this Agreement then the Village may do so and recover the expense thereof from the Licensee. All improvements and fixtures remaining on the Licence Area become the sole property of the Village upon termination of this Agreement, without any compensation whatsoever to the Licensee.
7. **Licence Area – Improvements and Maintenance**
 - 7.1 No improvements (temporary or permanent) that require a Regional District of Central Kootenay Building Permit will be constructed within the Licence Area.
8. **Restrictions on Operations**
 - 8.1 Access to the Licence Area is not guaranteed during winter months.
 - 8.2 The Village makes no representations that the lands and road dedications within the Licence Area are developed or serviced to any required standard for access or other uses.



LICENCE OF OCCUPATION

Agreement for the temporary use of municipal lands

- 8.3 Additional conditions of use are listed in **Schedule B**, attached hereto.
- 8.4 The Village retains the right to revoke any permission granted under this Licence at any time where it is found that the use is creating difficulties deemed unacceptable to the Village, including:
- (a) Failure to respect restrictions on the Licence;
 - (b) Concerns with respect to public safety or regulatory infractions reported to the Village by regional, provincial or federal authorities.
9. **Licensee Contact** – The Licensee shall exercise the greatest care in the use and occupation of the Licence Area and adjacent facilities. The following Operation Contact shall personally undertake to be responsible for the due observance of the rules and regulations governing the Licence Area and shall be the main liaison with the Village for purposes of the Operation.
- Brian Cross, Owner
Phone: 250 355 2269
Email: info@kmhbc.com
10. **Village Contact** - In the event that the Licensee needs to contact the Village during the hours of Operation, the Licensee shall contact the Village of Kaslo phone number at (250) 353-2311.
11. **Report of Damages, etc.** – The Licensee shall report any or all damages to Chief Administrative Officer at 250-353-2311.
12. **Non-exclusive Use** – The Licensee agrees that:
- 12.1 The rights granted under this Agreement do not constitute any interest in the Licence Area or entitle the Licensee to exclusive possession of the Licence Area;
 - 12.2 The Licensee's rights under this Agreement are at all times subject to the rights and interest of the Village as owner and possessor of the Licence Area.
13. **No Waste or Nuisance** – The Licensee will not do or permit anything that may become a nuisance to occupiers or invitees on adjoining lands.
14. **Terms and Conditions** – The Licensee will comply with all the terms, conditions, rules or regulations that the Village may from time to time impose in respect of the use and administration of the Licence Area. The Licensee acknowledges that the fact that the Licence is granted by the Village does not excuse the Licensee from obtaining building permits, development permits, business licences and other required permissions.
15. **Compliance with Laws** – The Licensee will comply with all laws and regulations pertaining to its use and occupation of the Licence Area.
16. **Inspection by the Village** – The Village may review and inspect the Licence Area and the Operation which the Licensee is undertaking pursuant to this Agreement to determine if the Licensee is in compliance with the terms of this Agreement.
17. **No Transfer** – The rights granted to the Licensee under this Agreement may not be sub-licensed, assigned or otherwise transferred.
18. **Risk** – The Licensee accepts the Licence Area on an as-is basis and agrees that it will use the Licence Area at its own risk, and the Village will not be liable in respect of any loss of life, personal injury, damage to property, loss of property or other loss or damage suffered by the Licensee, its contractors, subcontractors, agents, invitees, employees or any other person arising out of this Agreement or the use and occupation of the Licence Area except in the case of negligence or wilful act or omission by the Village, its employees, agents or invitees.
19. **Indemnity** – The Licensee will indemnify and save harmless the Village and its elected and appointed officials, officers, employees, agents and others from and against any claim, action, damage, liability, cost and expense in connection with loss of life, personal injury, loss of property, damage to property or other loss or damage arising from this Licence or any occurrence on or around the Licence Area during the term of this Licence, or by use or occupancy of the Licence Area by the Licensee or any default of the Licensee under this Agreement or any wrongful act, omission or negligence of the Licensee or its officers, employees, contractors or agents for whom the Licensee is responsible save and except as may be caused by the negligence of other users of the Licensed Area or of the Village and its elected officials, employees and agents. This indemnity will survive the expiry or sooner termination of this Agreement.
20. **Release** – The Licensee hereby releases and forever discharges the Village, its elected officials, officers, employees, agents and invitees, of and from any claim, causes of action, suit, demand, expense, cost, legal fees and compensation of whatever kind, whether known or unknown, at law or in equity, including without limitation any claim under the *Property Law Act* (collectively "Claims"), which the Licensee may have, sustain or suffer, as the case may be, now or in the future arising from the Works, other improvements in the Licence Area, the expiry or termination of this Licence, the exercise by the Village of any of its rights under this Licence or from or in any way connected with the Licensee's use of the



Licence Area, except claims arising from the exclusive negligence of the Village.

21. **Insurance** – During the term of this Agreement, the Licensee will carry public liability insurance, in a form and with an insurer acceptable to the Village, insuring the Licensee and the Village under this Agreement in an amount not less than \$5,000,000.00 per occurrence, and any other type of insurance that the Village may reasonably require. The Licensee will provide the Village with proof of insurance at the time of execution of this Agreement and must ensure that the Village receives a copy of each insurance renewal certificate.
22. **Cancellation and Early Termination** – The Village may terminate this Licence, without cause and without notice, if the Licensee breaches any of the terms or conditions of this Licence and may enter into possession of the Licence Area and retain all monies received by the Village under this Licence and may recover all fees, costs, losses and damages due under this Agreement by suit or otherwise.
23. **Notices** – Any notice given pursuant to this Agreement will be sufficiently given if it is in writing and delivered by hand or mailed by prepaid registered mail or sent by facsimile transmission to the intended party at its address set out on page 1 of this Agreement or to such other address as either party may provide in writing to the other pursuant to the provisions of this paragraph.

All notices to the Village must be marked to the attention of the Corporate Officer.

A notice will be deemed to be received on the day it is delivered, if delivered by hand, on the day of transmission, if sent by facsimile, or 3 days after the date it was mailed or if that day is not a business day, the next day that is a business day. If mailed, should there be at the time of mailing or between the time of mailing and the deemed receipt of the notice, a mail strike or slowdown, labour or other dispute which might affect the delivery of such notice by the mails, then such notice will only be effective if delivered by hand or sent by facsimile transmission.

24. **No Effect on Laws or Powers** – Nothing contained or implied herein prejudices or affects the Village's rights and powers in the exercise of its functions pursuant to the *Community Charter* and *Local Government Act* or its rights and powers under any enactment to the extent the same are applicable to the Licence Area, all of which may be fully and effectively exercised in relation to the Licence Area as if this Agreement had not been fully executed and delivered.
25. **Severance** – If any portion of this Agreement is held invalid by a Court of competent jurisdiction, the invalid

portion shall be severed and the decision that it is invalid must not affect the validity of the remainder of the Agreement.

26. **Further Actions** – Each of the parties hereto shall from time to time hereafter and upon any reasonable request of the other, execute and deliver, make or cause to be made all such further acts, deeds, assurances and things as may be required or necessary to more effectually implement and carry out the true intent and meaning of this Agreement.
27. **Waiver or Non-action** – Waiver by the Village of any breach of any term, covenant or condition of this Agreement by the Licensee must not be deemed to be a waiver of any subsequent default by the Licensee. Failure by the Village to take any action in respect of any breach of any term, covenant or condition of this Agreement by the Licensee must not be deemed to be a waiver of such term, covenant or condition.
28. **Reference** – Every reference to a party is deemed to include the heirs, executors, administrators, successors, servants, employees, agents, contractors and officers of such party wherever the context so requires or allows.
29. **Freedom of Information** – The Licensee acknowledges that the Village is a public body with duties and obligations under the *Freedom of Information and Protection of Privacy Act* and that the Village may be required by law to disclose information relating to the Licensee and this agreement.
30. **General**
- 31.1 This Agreement will bind and benefit each party to this Agreement, and its respective corporate successors;
- 31.2 The Schedules attached to this Agreement form part of this Agreement;
- 31.3 This Agreement constitutes the entire agreement between the parties and may not be amended except by agreement in writing signed by all parties to this Agreement;
- 31.4 Time is of the essence of this Agreement;
- 31.5 This Agreement must be construed according to the laws of the Province of British Columbia.

Whenever the singular or masculine is used in this licence, the same shall be deemed to include the plural or the feminine, or the body politic or corporate, also the heirs, executors, administrators, successors or assigns of the parties hereto (where the context or the parties



LICENCE OF OCCUPATION

Agreement for the temporary use of municipal lands

so require).

IN WITNESS WHEREOF the parties have executed this agreement on the ____ day of _____, 2023.

Village of Kaslo
by its authorized signatory

WITNESS

Name:

Name:

Title:

Date:

Kootenay Mountain Holidays Inc.
by its authorized signatory

WITNESS

Name:

Name:

Title:

Date:



Schedule A

SUBJECT LANDS

That portion outlined in red on the map below'





LICENCE OF OCCUPATION

Agreement for the temporary use of municipal lands

Schedule B

CONDITIONS OF USE

- The Village of Kaslo agrees that the storage shed may be placed on municipal lands.
- All material other than vehicles must be located within the storage shed, unless authorized in writing by the Village.
- Storage of material unrelated to the transport of guests or associated equipment is not permitted.
- The Village of Kaslo is not responsible for snow plowing. The Licensee must make private arrangements for winter access and snow removal.



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: November 24, 2023

SUBJECT: Temporary Licence of Occupation – Powder Creek Lodge

PURPOSE: To consider issuing a Temporary Licence of Occupation at the Kaslo Aerodrome.

OPTIONS:

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

1. **Issue the licence. Powder Creek Lodge will continue to use the Kaslo Aerodrome for their staging area.**
2. Do not issue the licence. *The operators will be advised that will not be able to use municipal land at the Kaslo Aerodrome.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT a Temporary Licence of Occupation be issued to Powder Creek Lodge for a one year term, to allow use of lands at the Kaslo Aerodrome for parking.

ANALYSIS:

- A. **Background:** Powder Creek Lodge uses the Kaslo Aerodrome seasonally for helicopter staging and guest pick up/drop off. In the past, they have not paid for their use of municipal lands. A Temporary Licence of Occupation (TLO) will authorize their continued use of the site and generate revenue for the Village. A one-year term is proposed and a Council resolution is required in order to issue a TLO.
- B. **Discussion:** Initially it was suggested that a TLO be issued for the western end of the runway, near the area designated for Kootenay Mountain Holidays operations. Powder Creek Lodge has asked to continue using space inside the fenced area for an additional year and this is reflected in the TLO. An area of 150 m² on the apron has been designated for the TLO. The proposed activities fall within the permitted uses identified in Land Use Bylaw 1130 (as amended).
- C. **Attachments:** Licence of Occupation – Powder Creek Lodge
- D. **Financial Implications:** The rate for the TLO will be \$450/year, based on the rate of \$3.00/m² established in the Fees & Charges bylaw.
- E. **Corporate Priority:** Development of the Kaslo Aerodrome was identified as a priority in the 2023-2026 Strategic Plan.
- F. **Environmental Impact:** Heli-ski operations can have significant environmental impacts if not mitigated. Council may want to consider requesting a policy that tour operators provide an impact statement and carbon neutrality plan to align with section 17.1 of the OCP.
- G. **Communication Strategy:** Nil



LICENCE OF OCCUPATION

Agreement for the temporary use of municipal lands

BETWEEN:

VILLAGE OF KASLO, a municipal corporation having its office at
413 Fourth Street, PO Box 576
Kaslo, BC V0G 1M0

(the "Village")

OF THE FIRST PART

AND:

Tamarack Alpine Adventures Inc
o/a Powder Creek Lodge
PO Box 2200
Rossland, B.C. V0G 1Y0

(the "Licensee")

OF THE SECOND PART

WHEREAS:

- A. The Licensee wishes to provide client parking on land owned by the Village of Kaslo; and
- B. The Village is prepared to grant the Licensee a Licence of Occupation for a term of one (1) year for the purposes of providing vehicle parking space on municipal land at the Kaslo Aerodrome.

NOW THEREFORE in consideration of the fee payment schedule outlined and other good and valuable consideration, from the Licensee to the Village, the receipt and sufficiency of which are hereby acknowledged, the Village and the Licensee covenant and agree as follows:

1. **Grant** – The Village grants to the Licensee to enter onto the property shown on **Schedule "A"**, attached hereto (the "Licence Area") for the purposes of storing equipment on municipal land.
2. **Term** – The duration of this Agreement and Licence herein granted shall be for a term of one (1) year commencing December 1, 2023, unless earlier terminated in accordance with Section 22.
3. **Fees**
 - 3.1 The Licensee shall pay the Village the following fees:

Year	Fee
2023	\$450.00
 - 3.2 Unpaid fees will result in termination of the agreement.
4. **Hours of Operation** – The hours shall conform to Village Bylaws and other pertinent regulations.
5. **Keep Licenced Area Free and Clear/Care in Use** – The Licensee shall exercise the greatest care in the use and occupation of the Licence Area and adjacent areas and shall personally undertake to be responsible for the due observance of the rules and regulations governing the use of the Licence Area.
6. **State of Licence Area at Termination** – In the event that this Agreement terminates or expires for any reason, the Licensee will cease all occupation of the Licence Area and will remove all equipment, chattels, fixtures and other improvements from the Licence Area. The Licensee will leave the Licence Area in a safe, clean and tidy condition and clear of contamination occurring since the date of commencement of this Agreement. In the event that the Licensee fails to remove any equipment or chattels upon termination of this Agreement then the Village may do so and recover the expense thereof from the Licensee. All improvements and fixtures remaining on the Licence Area become the sole property of the Village upon termination of this Agreement, without any compensation whatsoever to the Licensee.
7. **Licence Area – Improvements and Maintenance**
 - 7.1 No improvements (temporary or permanent) that require a Regional District of Central Kootenay Building Permit will be constructed within the Licence Area.
8. **Restrictions on Operations**
 - 8.1 Access to the licence area is not guaranteed during winter months.
 - 8.2 The Village makes no representations that the lands and road dedications within the licence area are developed or serviced to any required standard for access or other uses.



LICENCE OF OCCUPATION

Agreement for the temporary use of municipal lands

- 8.3 Additional conditions of use are listed in **Schedule B**, attached hereto.
- 8.4 The Village retains the right to revoke any permission granted under this policy at any time where it is found that the use is creating difficulties deemed unacceptable to the Village, including:
- (a) Failure to respect restrictions on the Licence;
 - (b) Concerns with respect to public safety or regulatory infractions reported to the Village by regional, provincial or federal authorities.
9. **Licensee Contact** – The Licensee shall exercise the greatest care in the use and occupation of the Licence Area and adjacent facilities. The following Operation Contact shall personally undertake to be responsible for the due observance of the rules and regulations governing the Licence Area and shall be the main liaison with the Village for purposes of the Operation.
- John and Shelley Peachell, Owner
Phone: 1- 250-921-4900
Email: info@powdercreeklodge.com
10. **Village Contact** - In the event that the Licensee needs to contact the Village during the hours of Operation, the Licensee shall contact the Village of Kaslo phone number at (250) 353-2311.
11. **Report of Damages, etc.** – The Licensee shall report any or all damages to Chief Administrative Officer at 250-353-2311.
12. **Non-exclusive Use** – The Licensee agrees that:
- 12.1 The rights granted under this Agreement do not constitute any interest in the Licence Area or entitle the Licensee to exclusive possession of the Licence Area;
 - 12.2 The Licensee's rights under this Agreement are at all times subject to the rights and interest of the Village as owner and possessor of the Licence Area.
13. **No Waste or Nuisance** – The Licensee will not do or permit anything that may become a nuisance to occupiers or invitees on adjoining lands.
14. **Terms and Conditions** – The Licensee will comply with all the terms, conditions, rules or regulations that the Village may from time to time impose in respect of the use and administration of the Licence Area. The Licensee acknowledges that the fact that the Licence is granted by the Village does not excuse the Licensee from obtaining building permits, development permits, business licences and other required permissions.
15. **Compliance with Laws** – The Licensee will comply with all laws and regulations pertaining to its use and occupation of the Licence Area.
16. **Inspection by the Village** – The Village may review and inspect the Licence Area and the Operation which the Licensee is undertaking pursuant to this Agreement to determine if the Licensee is in compliance with the terms of this Agreement.
17. **No Transfer** – The rights granted to the Licensee under this Agreement may not be sub-licensed, assigned or otherwise transferred.
18. **Risk** – The Licensee accepts the Licence Area on an as-is basis and agrees that it will use the Licence Area at its own risk, and the Village will not be liable in respect of any loss of life, personal injury, damage to property, loss of property or other loss or damage suffered by the Licensee, its contractors, subcontractors, agents, invitees, employees or any other person arising out of this Agreement or the use and occupation of the Licence Area except in the case of negligence or wilful act or omission by the Village, its employees, agents or invitees.
19. **Indemnity** – The Licensee will indemnify and save harmless the Village and its elected and appointed officials, officers, employees, agents and others from and against any claim, action, damage, liability, cost and expense in connection with loss of life, personal injury, loss of property, damage to property or other loss or damage arising from this Licence or any occurrence on or around the Licence Area during the term of this Licence, or by use or occupancy of the Licence Area by the Licensee or any default of the Licensee under this Agreement or any wrongful act, omission or negligence of the Licensee or its officers, employees, contractors or agents for whom the Licensee is responsible save and except as may be caused by the negligence of other users of the Licensed Area or of the Village and its elected officials, employees and agents. This indemnity will survive the expiry or sooner termination of this Agreement.
20. **Release** – The Licensee hereby releases and forever discharges the Village, its elected officials, officers, employees, agents and invitees, of and from any claim, causes of action, suit, demand, expense, cost, legal fees and compensation of whatever kind, whether known or unknown, at law or in equity, including without limitation any claim under the *Property Law Act* (collectively "Claims"), which the Licensee may have, sustain or suffer, as the case may be, now or in the future arising from the Works, other improvements in the Licence Area, the expiry or termination of this Licence, the exercise by the Village of any of its rights under this Licence or from or in any way connected with the Licensee's use of the



Licence Area, except claims arising from the exclusive negligence of the Village.

21. **Insurance** – During the term of this Agreement, the Licensee will carry public liability insurance, in a form and with an insurer acceptable to the Village, insuring the Licensee and the Village under this Agreement in an amount not less than \$5,000,000.00 per occurrence, and any other type of insurance that the Village may reasonably require. The Licensee will provide the Village with proof of insurance at the time of execution of this Agreement and must ensure that the Village receives a copy of each insurance renewal certificate.

22. **Cancellation and Early Termination** – The Village may terminate this Licence, without cause and without notice, if the Licensee breaches any of the terms or conditions of this Licence and may enter into possession of the Licence Area and retain all monies received by the Village under this Licence and may recover all fees, costs, losses and damages due under this Agreement by suit or otherwise.

23. **Notices** – Any notice given pursuant to this Agreement will be sufficiently given if it is in writing and delivered by hand or mailed by prepaid registered mail or sent by facsimile transmission to the intended party at its address set out on page 1 of this Agreement or to such other address as either party may provide in writing to the other pursuant to the provisions of this paragraph.

All notices to the Village must be marked to the attention of the Corporate Officer.

A notice will be deemed to be received on the day it is delivered, if delivered by hand, on the day of transmission, if sent by facsimile, or 3 days after the date it was mailed or if that day is not a business day, the next day that is a business day. If mailed, should there be at the time of mailing or between the time of mailing and the deemed receipt of the notice, a mail strike or slowdown, labour or other dispute which might affect the delivery of such notice by the mails, then such notice will only be effective if delivered by hand or sent by facsimile transmission.

24. **No Effect on Laws or Powers** – Nothing contained or implied herein prejudices or affects the Village's rights and powers in the exercise of its functions pursuant to the *Community Charter* and *Local Government Act* or its rights and powers under any enactment to the extent the same are applicable to the Licence Area, all of which may be fully and effectively exercised in relation to the Licence Area as if this Agreement had not been fully executed and delivered.

25. **Severance** – If any portion of this Agreement is held invalid by a Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid must not affect the validity of the remainder of the Agreement.

26. **Further Actions** – Each of the parties hereto shall from time to time hereafter and upon any reasonable request of the other, execute and deliver, make or cause to be made all such further acts, deeds, assurances and things as may be required or necessary to more effectually implement and carry out the true intent and meaning of this Agreement.

27. **Waiver or Non-action** – Waiver by the Village of any breach of any term, covenant or condition of this Agreement by the Licensee must not be deemed to be a waiver of any subsequent default by the Licensee. Failure by the Village to take any action in respect of any breach of any term, covenant or condition of this Agreement by the Licensee must not be deemed to be a waiver of such term, covenant or condition.

28. **Reference** – Every reference to a party is deemed to include the heirs, executors, administrators, successors, servants, employees, agents, contractors and officers of such party wherever the context so requires or allows.

29. **Freedom of Information** – The Licensee acknowledges that the Village is a public body with duties and obligations under the *Freedom of Information and Protection of Privacy Act* and that the Village may be required by law to disclose information relating to the Licensee and this agreement.

30. **General**

31.1 This Agreement will bind and benefit each party to this Agreement, and its respective corporate successors;

31.2 The Schedules attached to this Agreement form part of this Agreement;

31.3 This Agreement constitutes the entire agreement between the parties and may not be amended except by agreement in writing signed by all parties to this Agreement;

31.4 Time is of the essence of this Agreement;

31.5 This Agreement must be construed according to the laws of the Province of British Columbia.

Whenever the singular or masculine is used in this licence, the same shall be deemed to include the plural or the feminine, or the body politic or corporate, also the heirs, executors, administrators, successors or assigns of the parties hereto (where the context or the parties so require).



LICENCE OF OCCUPATION

Agreement for the temporary use of municipal lands

IN WITNESS WHEREOF the parties have executed this agreement on the ____ day of _____, 2023.

Village of Kaslo
by its authorized signatory

WITNESS

Name:

Name:

Title:

Date:

Tamarack Alpine Adventures Inc
o/a Powder Creek Lodge
by its authorized signatory

WITNESS

Name:

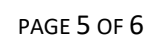
Name:

Title:

Date:



Schedule A





Schedule B

- The Village of Kaslo is not responsible for loss of or damage to any vehicles or equipment located in the Licence Area
- The Village of Kaslo does not provide snow clearing service for the Licence Area or its access routes. The Licencee is responsible for making private arrangements for snow removal. All snow plowing arrangements need to be approved in advance by the Village.
- No changes to the Licence Area are permitted without the written consent of the Village.
- A maximum of 10 vehicles will be parked in the Licence Area at any given time.
- All vehicles in the Licence Area will be insured.
- Vehicles will not be left in the Licence Area for more than 14 days.



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: November 21, 2023

SUBJECT: 2024 Council Meeting Schedule

PURPOSE: To confirm the schedule of Regular Meetings of Council for the coming year

OPTIONS:

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

1. **Adopt the proposed schedule. *The schedule will be advertised as presented.***
2. Adopt the schedule as amended. *The schedule will be advertised with the [specified] changes.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the 2024 Council Meeting Schedule be adopted as presented.

ANALYSIS:

- A. **Background:** The *Community Charter* requires that the municipality give public notice of the council meeting schedule for the coming year.
- B. **Discussion:** As per Council Procedure Bylaw 1279, 2022 meetings are normally held on the second and fourth Tuesday of each month, beginning at 6:00 p.m. The proposed schedule reflects this pattern but cancels the second meeting in September due to conflict with the UBCM Convention and the second meeting in December to accommodate the holidays. Additional Special Meetings (including Committee of the Whole Meetings) can be scheduled by Council as required at any time.
- C. **Attachments:** 2024 Council Meeting Schedule DRAFT
- D. **Financial Implications:** Advertising costs for the required public notice are included in the budget.
- E. **Corporate Priority:** Nil
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** The schedule will be posted on the Village's website, on the bulletin boards at City Hall and in the Valley Voice and Pennywise newspapers.

CAO Approval: 2023.11.27



2024 COUNCIL MEETING SCHEDULE

Regular Council Meetings <i>2nd & 4th Tuesday at 6:00 pm</i>	
	<i>January 9th and 23rd</i>
	<i>February 13th and 27th</i>
FCM BOARD MEETING, PRINCE GEORGE, BC - MARCH 5 th to 7 th	
	<i>March 12th and 26th</i>
	<i>April 9th and 23rd</i>
AKBLG ANNUAL GENERAL MEETING AND CONVENTION, RADIUM HOT SPRINGS, BC - APRIL 19 th to 21 st	
	<i>May 14th and 28th</i>
FCM ANNUAL CONFERENCE AND TRADESHOW, CALGARY, AB - JUNE 6 th to 9 th .	
	<i>June 11th and 25th</i>
	<i>July 9th and 23rd</i>
	<i>August 13th and 27th</i>
	<i>September 10th</i>
UBCM ANNUAL CONVENTION AND AGM, VANCOUVER, BC - SEPT 16 th to 20 th	
	<i>October 8th and 22nd</i>
	<i>November 12th and 26th</i>
	<i>December 10th</i>

- Additional SPECIAL MEETINGS of Council are scheduled as needed
- Committee schedules – to be determined



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: November 21, 2023

SUBJECT: 2023 Holiday Hours and Staff Gratuities

PURPOSE: To confirm arrangements for the 2023 holiday season.

OPTIONS:

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

1. **Continue past practice. City Hall will be closed from noon on Friday, December 22, 2023, until 10:00 a.m. on Tuesday, January 2, 2024 and staff will receive the standard gift.**
2. Approve other arrangements as specified.
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village Office close from noon on Friday, December 22, 2023, until 10:00 a.m. on Tuesday, January 2, 2024; and

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

ANALYSIS:

- A. **Background:** Each year the Village marks the holidays by closing the office and providing a gratuity to staff. A Council resolution is requested to confirm the continuation of these arrangements.
- B. **Discussion:** The Village Office typically closes at noon on the last workday before Christmas and remains closed through New Year's Day. This year the recommended closure is from noon on Friday, December 22, 2023, until 10:00 a.m. on Tuesday, January 2, 2024. Public Works staff continues to work as required during this period to maintain essential services.

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

- C. **Attachments:** Nil
- D. **Financial Implications:** The cost of providing the gratuities to all members of the Village staff is included in the budget.
- E. **Corporate Priority:** Nil
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** Nil