



REGULAR MEETING OF COUNCIL AGENDA

DATE: 2023.03.28

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 2023.03.28 Council Meeting

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.03.14 Council Meeting

3.2 Adoption of the Minutes of the 2023.03.21 Special Council Meeting

4. Delegations

5. Information Items

5.1 Council Reports

5.1.1 Mayor's Report

5.1.2 Councillor Brown Report

5.2 Committee Minutes

5.2.1 2023.03.13 Health Advisory Committee DRAFT

5.3 Staff Reports

5.3.1 CAO Report

5.4 Correspondence

5.4.1 BC Farmers Markets 2023.03.14

5.4.2 Kaslo FiresSmart Committee 2023.03.08

5.4.3 FireSmart Open House

5.4.4 CBT in Kaslo April 13th

5.5 **2023.03.28 Circulation Package**

6. Question Period

7. Business

7.1 Utilities and Technology Committee Repeal Bylaw No. 1286, 2023

To consider final adoption of a bylaw to disband the Utilities & Technology Committee.

7.2 **DVP 2023-01 Lahiji – 344 River Lane**

To consider Development Variance Permits to provide relief from certain requirements of the Subdivision and Floodplain bylaws and consider a Stream Protection Development Permit.

7.3 DVP 2023-02 Edwards – Lot Z, B Ave

To consider a Development Variance permit to provide relief from the setback requirements of the Land Use Bylaw.

7.4 DP 2022-02 Meulendyks/Doisy – Higashi Way

To consider a Stream Protection Development Permit for a subdivision.

7.5 CBT Symposium Travel Expenses

To consider authorizing attendance at the CBT Symposium in Trail on June 9th and 10th with expenses paid.

7.6 Kaslo Baseball Association Requests

To consider the Kaslo Baseball Association's requests related to the delivery of baseball programming for residents in 2023.

7.7 2023 Spring Recreation Grants

To consider funding the 2023 Spring Recreation Grants.

7.8 Parcel Tax Roll Review Panel

To consider appointments to the Parcel Tax Roll Review Panel and set a meeting date.

7.9 Zero-turn Mower

To consider authorizing purchase of a new mower for the public works department.

8. Late Items

9. In Camera Meeting

10. Raised from In Camera Meeting

11. Adjournment





REGULAR MEETING OF COUNCIL MINUTES

DATE: 2023.03.14

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT: Chair: Mayor Hewat
Councillors: Bird, Brown, Lang, Leathwood
Staff: CAO Dunlop, CO Allaway
Public: 4

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 6:00 p.m.

2. Adoption of the Agenda

2.1. Adoption of the Agenda for the 2023.03.14 Council Meeting

63/2023

Moved, seconded and CARRIED

THAT the Agenda for the 2023.03.14 Regular Meeting of Council be adopted as presented.

3. Adoption of the Minutes

3.1. Adoption of the Minutes of the 2023.02.28 Council Meeting

64/2023

Moved, seconded and CARRIED

THAT the Minutes for the 2023.02.28 Regular Meeting of Council be adopted as presented.

65/2023

Moved, seconded and CARRIED

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

4. Delegations

4.1. **Kaslo Baseball Association**

Jo Davie and Josh Noble presented information to Council about plans for offering baseball programming and upgrading facilities at Murray Pearson Ball Field.

5. Information Items

5.1. **Mayor's Report**

Mayor Hewat provided a written report summarizing her recent activities and answered questions from Council.

5.2. **Council Reports**

- 5.2.1 Councillor Bird provided a written report summarizing her recent activities.
- 5.2.2 Councillor Brown reported on his attendance at the Ktunaxa Kinbasket Treaty Advisory Committee meeting and Local Government Leadership Academy training session.
- 5.2.3 Councillor Leathwood reported on her participation in the Library Board meeting and advised that the AGM is scheduled for March 22nd.

5.3. Committee Minutes

- 5.3.1 2023.03.02 Art & Heritage Committee Meeting Minutes DRAFT

5.4. CAO Report

CAO Dunlop provided an update on active projects and municipal operations and answered questions from Council.

5.5. Other Reports

- 5.5.1 Tree Planting Update

5.6. Correspondence

- 5.6.1 Village of Kaslo Noise Bylaw
- 5.6.2 Growing Communities Fund
- 5.6.3 Community Climate Profiles - Columbia Basin Climate Source
- 5.6.4 AKBLG call for nominations

5.7. 2023.03.14 Circulation Package

66/2023

Moved, seconded and CARRIED
THAT Council rise without reporting from Committee of the Whole.

6. Question Period

A member of the public spoke about the impact of noise bylaw variances on local residents.

7. Business

7.1. Utilities and Technology Committee Repeal Bylaw No. 1286, 2023

67/2023

Moved, seconded and CARRIED
THAT Village of Kaslo Utilities and Technology Committee Repealing Bylaw No. 1286, 2023, be given first, second and third reading.

Councillor Leathwood declared a conflict of interest in item 7.2 and absented herself from the meeting at 6:51 p.m. as she is applying for funds.

7.2. 2023 Municipal Grants

68/2023

Moved, seconded and CARRIED
THAT \$4,000 in 2023 municipal grants be awarded as follows:

<i>JVH Aboriginal Education</i>	<i>\$500</i>
<i>Kootenay Lake Independent School</i>	<i>\$500</i>
<i>Kaslo Search and Rescue</i>	<i>\$500</i>



Community Services Society	\$500
Library	\$500
Racquet Club	\$500
RCL Ladies Auxiliary	\$500
Senior Citizens' Association	\$500

Councillor Leathwood returned to the meeting at 6:53 p.m.

7.3. Kaslo Jazz Etc. Festival

- 69/2023** 7.3.1 **Three Year Term**
 Moved, seconded and CARRIED
THAT staff be directed to prepare a multi-year agreement between the Village and the Kaslo Jazz Etc Society.
- 70/2023** 7.3.2 **Camping (Arena-Riding Club)**
 Moved, seconded and CARRIED
THAT approval in principle be given to camping at the Arena-Riding Club site, subject to the submission of detailed plans for staffing and operating the facilities, and consent of the lessees.
- 71/2023** 7.3.3 **Kaslo Bay Road Closure**
 Moved, seconded and CARRIED
THAT the closure of portions of Kaslo Bay Road to non-festival traffic from 8:00 am Wednesday, August 2, 2023 until 8:00 am Tuesday, August 8, 2023 be referred to the 2023.05.09 Council Meeting.
- 72/2023** 7.3.4 **Park Rental (Extended Hours)**
 Moved, seconded and CARRIED
THAT the request from the Kaslo Jazz Etc. Society for extended use of Kaslo Bay Park until 12 am on August 4, 5, and 6, 2023 be referred to the 2023.04.11 Council Meeting to allow Jazz Fest to provide a summary of the results of consultation with local businesses.
- 73/2023** 7.3.5 **Noise Bylaw Exemption**
 Moved, seconded and CARRIED
THAT matter of the Noise Bylaw Exemption request from the Kaslo Jazz Etc. Society for August 4, 5, and 6, 2023 be granted.
- 74/2023** 7.3.6 **Banner**
 Moved, seconded and CARRIED
THAT the Kaslo Jazz Etc. Society be granted permission to affix banners to



the Welcome to Kaslo signs along the highway, provided that the existing signage is not obscured.

7.3.7 Beer Garden

75/2023

Moved, seconded and CARRIED

THAT a Beer Garden Licence be granted to the Kaslo Jazz Etc. Society for August 4 to 6, 2023, subject to compliance with all government regulations; and THAT the use of stainless steel rather than paper or plastic beverage containers be permitted.

7.3.8 Kaslo Bay Road – Dust Control

76/2023

Moved, seconded and CARRIED

That additional dust control be performed on Kaslo Bay Road in advance of the 2023 Jazz Fest event, at the cost of the Kaslo Jazz Etc. Society.

7.3.9 Portable Toilets (use at Kaslo Bay Campground August 2 to August 9)

77/2023

Moved, seconded and CARRIED

THAT the Village rent portable toilets to the Kaslo Jazz Etc. Society for use at the Kaslo Bay Campground, subject to payment of required fees.

7.3.10 Kaslo Shipyard Parking

78/2023

Moved, seconded and CARRIED

THAT designation of parking spaces along Kaslo Bay Road for Accessible/Mobility impaired patron parking from August 4 to 6, 2023 be referred to the 2023.05.09 Council Meeting.

7.3.11 Trees (limb/remove, esp. cottonwoods)

Moved, seconded and DEFEATED

THAT the Public Works Crew perform additional tree pruning in Kaslo Bay Park at the cost of the Kaslo Jazz Etc. Society.

Staff is directed to ensure the removal of danger trees in Kaslo Bay Park at the Village's cost.

7.4. Community Fund of North Kootenay Lake Grant – Kaslo Racquet Club

79/2023

Moved, seconded and CARRIED

THAT the Village of Kaslo submit an application to the Community Fund of North Kootenay Lake for a grant to improve the Kaslo Racquet Club facilities, in partnership with the Kaslo Racquet Club.

7.5. Community Fund of North Kootenay Lake Grant – Kaslo Community Garden



80/2023 Moved, seconded and CARRIED
THAT the Village of Kaslo submit an application to the Community Fund of North Kootenay Lake for a grant to improve the Kaslo Community Garden facilities, in partnership with the Kaslo Community Garden Society.

7.6. Castlegar Sculpture Walk

81/2023 Moved, seconded and CARRIED
THAT the Village of Kaslo lease the sculpture "Reflect and Connect" by Bill Frymire from Castlegar Sculpturewalk for installation in Legacy Park in 2023.

7.7. Management Training & Travel Expenses

82/2023 Moved, seconded and CARRIED
THAT the Corporate Officer be authorized to attend the LGMA Chapter Meeting in Kimberley, on May 17-19, 2023, with expenses paid.

7.8. Recreation Grant Policy

83/2023 Moved, seconded and CARRIED
THAT the Recreation Grant Eligibility Criteria be adopted as amended to include 9 (f) Administration costs.

7.9. Public Works Equipment Shelter

84/2023 Moved, seconded and CARRIED
THAT Council approves the additional costs of the Public Works Equipment Shelter for a total estimated project cost of \$89,000.

8. Late Items

Nil

9. In Camera Meeting

85/2023 Moved, seconded and CARRIED
THAT Council now recess and reconvene in-camera with the public excluded under Section 90(1) (a) of the Community Charter.

The open meeting recessed at 7:25 p.m.

The open meeting reconvened at 7:50 p.m.

10. Raised from In Camera Meeting

IC41/2023 Moved, seconded and CARRIED
THAT Council approves CAO Dunlop's request for vacation from April 27 to May 26; and,



THAT Corporate Officer Allaway be appointed as Acting CAO/CFO in CAO Dunlop's absence.

11. Adjournment

The meeting was adjourned at 7:51 p.m.

CERTIFIED CORRECT:

Corporate Officer

Mayor Hewat

DRAFT





SPECIAL MEETING OF COUNCIL MINUTES

DATE: 2023.03.21

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair:	Mayor Hewat
	Councillors:	Bird, Lang, Leathwood
	Regrets:	Brown
	Staff:	CAO Dunlop
	Public:	0

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 6:03 p.m.

2. Adoption of the Agenda

2.1. Adoption of the Agenda for the 2023.03.21 Special Council Meeting

86/2023

Moved, seconded and CARRIED

THAT the Agenda for the 2023.03.21 Special Meeting of Council be adopted as presented.

3. Information Items

3.1. 2023.03.07 Rural Economic Diversification and Infrastructure Program Grant

3.2. 2023.03.14 Strategic Priorities Fund Application

3.3. 2023.03.16 Growing Communities Fund

4. Business

4.1. 5-Year Financial Plan Presentation

87/2023

Moved, seconded and CARRIED

***THAT the draft 2023-2027 Five Year Financial Plan be received; and,
THAT staff are directed to draft bylaws for the 2023-2027 Five-year Financial Plan,
2023 Tax Rates, and amendments to the Water and Sewer System Capital Parcel Tax
Bylaws.***

88/2023

Moved, seconded and CARRIED

THAT a Special Budget Meeting be called for 6:00pm on Tuesday, April 18, 2023.

4.2. Growing Communities Fund Project Priorities

Council discussed ideas and gave direction to staff to prepare a report for the April 18th meeting.

5. **Late Items**

Nil

6. **In Camera Meeting**

89/2023

Moved, seconded and CARRIED

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

The open meeting recessed at 7:27 p.m.

The open meeting reconvened at 7:56 p.m.

7. **Raised from In Camera Meeting**

Nil

8. **Adjournment**

The meeting was adjourned at 7:56 p.m.

CERTIFIED CORRECT:

Deputy Corporate Officer

Mayor Hewat





Mayors Report to Council

Regular Council Meeting

Tuesday, March 28, 2023

The following is a summary of the meetings/activities that I have participated in since my last written report as well as a list of upcoming meetings. If you have any questions, please don't hesitate to ask.

March 13th

WKBRHD Executive Committee meeting

- The Aging Populations and Health Services in West Kootenay Boundary Regional Hospital District Study was referred to the committee to see if any revisions/updates were to be requested.
- The committee reviewed the funding letter received from Sylvia Weir.
- Staff provided an overview of the survey that was conducted regarding the location of in person board meetings. They will be held at the City of Castlegar Council Chambers.

Health Advisory Committee

- Executive Director of Clinical Operations for Kootenay Boundary Lannon DeBest appeared as a delegation to answer questions that the committee had asked.
- The minutes of the meeting are part of tonight's agenda.

March 14th

Kaslo Seniors Branch 81AGM and Luncheon

- The existing board members were acclaimed and will continue for another year.
- President Louise DePape described the improvements and renovations made at the hall as well as those upcoming.
- There was discussion regarding the activities being proposed over the next few months.
- There was also discussion about the planning for their 50th anniversary celebration.

Regular meeting of Council

March 15th

Joint Resource Recovery

- Staff went over the amendments made to the budgets since the last meeting. The budgets will be considered at the board meeting on March 16th.

March 16th

RDCK Board Meeting

- There were delegations from Young Agrarians/BC Land Matching Program and Leah Main, FCM Representative.
- Staff provided updates on the Building Permit Fee Review and Update as well as the Energy Step Code Update.
- The board approved entering into a Contribution Agreement with Columbia Basin Trust to administer the ReDi Grant Program.





Mayors Report to Council

- The Village's 2 Community Development Program applications for SS Moyie Repairs and Municipal Grants were approved.
- Councillor Leah Main, from Silverton and I were endorsed to stand for election on FCM's Board of Directors for the period starting in May 2023 and ending in June 2024.
- After a few amendments, the Financial Plan Bylaw was adopted. I will forward a copy of the finalized budget once I receive it.

March 18th

Kaslo and Area Chamber of Commerce Strategic Planning

- The meeting was postponed due to illness.

March 21st Village budget meeting

March 22nd

West Kootenay-Boundary Regional Hospital District

- Executive Director of Clinical Operations for Kootenay Boundary attended as a delegation. He gave an update on the Nelson Health Campus project. I have attached the photos provided.
- The board discussed and considered the Capital Expenditure Bylaws. All were approved.
- The board also discussed and approved the budget for 2023 which has a 0% increase in the overall taxation.

Upcoming Meetings

March 23rd

Spring Recreation Grant meeting

- The recommendations from this meeting are included on this meeting.

March 24th

Meeting with MLA Anderson

- We met briefly to touch base on how things are going in Kaslo. We discussed the Growing Communities Fund. I also advocated for increased Library operating funding.

Tour of Penny Lane Apartments

- Thank you to Councillor Bird for inviting me to tour Penny Lane Apartments. Since MLA Anderson was already in Kaslo, she was able to join us. She was impressed by the building and looks forward to attending the official opening if her schedule allows.

March 28th Regular Meeting of Council

March 29th RDCK All Recreation Committee

ReDi Grants Local Selection Committee

April 3rd Kaslo & Area D Economic Development Commission

April 4th SS Moyie 125 Meeting

April 5th - CBT ReDi Grants Community





Mayors Report to Council

- April 6th - Kaslo & District Public Library AGM
- April 11th Regular Meeting of Council
- April 12th Fire Smart Open House
- April 13th RDCK Strategic Planning
CBT Engagement meeting
- April 14th RDCK Strategic Planning
- April 15th Kaslo and Area Chamber of Commerce Strategic Planning
- April 18th RDCK Community Sustainable Living Advisory Committee
Special Council Meeting
- April 19th RDCK Joint Resource Recovery Committee
- April 20th RDCK Board Meeting
- April 21st to 23rd
Association of Kootenay Boundary Local Government Conference
- April 24th Imagine Kootenay
- April 25th Regular Meeting of Council

Respectfully submitted,
Mayor Suzan Hewat



Nelson Health Campus Construction Photos March 2023 - #1



Nelson Health Campus Construction Photos March 2023 - #2





Councilor Matthew Brown

Report on the LGLA in Kimberley, BC March 8-10/23

I attended the Local Government Leadership Academy in Kimberley from March 8-10. The sessions were very informative and I made a lot of connections with elected representatives throughout the Kootenay Boundary and beyond. There was an even mix of reelected incumbents and newly elected officials. Some items of note:

- I spoke with Blair Weston from Fortis BC regarding shields for our new LED lights. He indicated that they are in the testing stages of possible shield solutions in Creston currently. The considerations are reduced life expectancy of the lights due to the shields, as well as wildlife nesting in the lights creating hazards. He indicated that if/when the shields are made available it will be at the cost of the municipality to pay for the shield, installation as well as travel time to our community. Considerations include how we would fund this and if there are certain high priority lights that we would want to address to minimize the issue.
- It was recommended that municipalities and Electoral Areas consider a youth councilor to engage local youth in local government and the business of the Village.
- Community engagement tactics to increase community involvement were discussed such as Bang the Table (RDCK used with success) and "Speed Dating" models used in Christina Lake with great success.
- We discussed Codes of conduct and if they extend beyond the council chambers and into the community

- Meaningful relationships with indigenous communities and building upon land recognitions and into the larger work of reconciliation.
- Economic Development opportunities and lessons learned
- Climate action funding initiatives that are available in our region
- Ultimately many of our biggest issues are shared with our AKBLG partners and communication between communities is key in sharing learnings and inspirations.
- Kaslo voters showed up in greater numbers than the provincial average
- A reminder that reserves are best for 1 time expenses and not operational static costs
- Ensuring that debate is done with public present and not in camera as much as possible for transparency.
- Consider council personality profiles to determine where strengths lie and how best to work together
- Speaking with the CAO on what “Being Prepared” for council meetings means to ensure we are getting the right information and the right amount of information.
- Utilize your OCP when moving business forward
- Continual self-analyzation (quarterly) to ensure you are improving and remaining accountable.
- The implications of being an elected official on spouses/partners and family members

I am very thankful for the opportunity to attend this valuable training.

Matthew Brown

Kaslo Councilor

DATE: 2023.03.13

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair	Mayor Hewat
	Members	Councillor Bird, Deb Borsos, Elizabeth Brandrick, Liz Ross, Kate O’Keefe, Leni Neumeier
	Regrets	Director Watson
	Staff	CO Allaway
	Guests	Lannon de Best (IHA)
	Public	0

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 6:00 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.03.13 Health Advisory Committee Meeting.

Moved, seconded and CARRIED

THAT the agenda for the 2023.03.13 Health Advisory Committee Meeting be adopted as amended to include the following late items:

- ***Agenda format – Kate O’Keefe***
- ***Canadian Institute of Social Prescribing – Deb Borsos***

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.01.23 Health Advisory Committee Meeting.

Moved, seconded and CARRIED

THAT the minutes for the 2023.01.23 Health Advisory Committee Meeting be adopted as presented.

4. Delegations

4.1 Lannon de Best – Interior Health Authority

Mr. de Best, Executive Director of Clinical Operations for Kootenay Boundary region, provided information about Interior Health Authority operations in the area.

5. Information Items

5.1 British Columbia Rural Health Matters – March 2023 Edition

5.2 BC Rural Health Network

5.3 Advancing Rural Health in British Columbia

5.4 Open Letter – Parliamentary Secretary of Rural Health

- 5.5 Kaslo Community Acupuncture Society Annual Report 2022 – Leni Neumeier
 - 5.6 Health Advisory Report – Erika Bird
 - 5.7 Kaslo Community Services Report – Elizabeth Brandrick
 - 5.8 Victorian Hospital of Kaslo Auxiliary Society – Kate O’Keefe
- Items 5.1-5.8 were received for information*

6. Question Period

Nil

7. Business

7.1 Replacement of 4th Physician

At this time, there is no update available.

7.2 Meeting Schedule

Daytime meetings aren’t possible for several committee members, due to their work schedules. The meetings will continue to be held starting at 6:00 p.m.

7.3 Kaslo Community Services

Erika Bird shared information about the need for a community kitchen and additional assisted living units.

8. Late Items

8.1 Agenda Format

The membership has requested that the committee’s identified priorities be circulated with the call for reports and agenda items. At the request of the committee, draft minutes will be circulated to the membership once approved by the Chair.

8.2 Canadian Institute of Social Prescribing

Deb Borsos shared information about the activities of the Canadian Institute of Social Prescribing.

9. Next Meeting

The next Health Advisory Committee meeting will be held on May 15, 2023 at 6:00 p.m. in Council Chambers at City Hall.

10. Adjournment

The meeting was adjourned at 7:54 p.m.

Corporate Officer

Chair Hewat





REPORT TO: Mayor & Council
FROM: Chief Administrative Officer
DATE: March 24, 2023

SUBJECT: CAO Report for March 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.

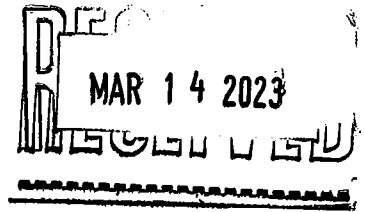
CAO Activities

- CRI, WRR and FireSmart Project
 - FireSmart Open House will be at the Legion at 6:30pm on April 12th
- Arena Project
 - New fire alarm system will be tested on 27th or 28th.
 - Old alarm system will then be removed and the entire project is complete sometime in April.
- Kaslo River Dike & Bank Project
 - The MSE Wall at section 1, beside Higashi Way, is complete. Ten rows of wall were installed. Final grading and finishing touches between the road and wall will be done over the next couple of weeks.
 - Work on Section 2 is also finishing off. Some cuttings will be planted near the top to add vegetation to the riparian area.
 - Contractor will begin working on Section 3b, downstream of Unity Bridge, this week. Met onsite with the project engineer last Tuesday.
- Kemball Building Renovations
 - A revised draft budget is being prepared for Council and the grant as part of the financial plan process.
- Planning & Development
 - 1 new building permit applications received.
 - 2 Development Variance Permit applications and 1 Development Permit (Stream Protection) will be considered by Council this evening.
 - Working on subdivision and variance application for Kaslo Bay property
- Finance
 - 2023 budget and 5-year financial plan was presented at a special meeting last week. Another special meeting is called for April 18th
 - Awaiting draft 2022 financial statements from Auditor.
- Other activities:
 - Contract renewal negotiation for waste and recycling.

- Asset Management field work is underway, and data is being entered into our asset database and mapping.
- Contacted Jazz, Etc. Society regarding Council's request for business consultation.
- Site visits for Kaslo River project
- PW is short-staffed this week.
- Job posting for PW Summer Student position was advertised.
- Growing Communities Fund money received.
- Planning for electric vehicle charger by the campground public washroom building, grant funded.
- Backup power generator at Hale Pumphouse will be installed soon.
- Fire inspections of businesses will start this week.
- New steel doors installed at wastewater treatment plant to replace corroded doors.
- Spring street sweeping is underway.
- Benches installed at Front St Park
- Met with Kootenay Lake Historical Society to review their Heritage Grant application for \$17,000 towards the next phase of repairs and restoration.
- A Avenue watermain completion.

CAO Schedule

Mar 28 Regular Council Meeting
 April 3 Kaslo & Area D Economic Development Commission
 April 5 CUPE Meeting
 April 7-10 Easter Long Weekend; Office closed Friday and Monday
 April 11 Parcel Tax Roll Review Meeting
 Regular Council Meeting
 April 12 FireSmart Open House, Legion
 April 13 CBT Community Open House, Legion
 April 18 Budget Special Meeting
 April 20-23 AKBLG, Cranbrook
 April 27 Vacation
 May 17-19 CO Allaway attending LGMA Chapter Conference, Kimberley
 June 8-9 CBT Symposia, Trail



February 16, 2023

Suzan Hewat
Mayor, Kaslo
Box 576
Kaslo, BC V0G 1M0

Dear Mayor Suzan Hewat and Council,

We are writing to share a great story from your community with wonderful outcomes:

- People in your community accessed fresh, healthy local food from local farmers.
- Local farmers saw greater economic activity - strengthening their sustainability.

Each year, with funding from the Province of British Columbia, the BC Association of Farmers Markets delivers the BC Farmers' Market Nutrition Coupon Program across the province. In 2022, through an increase in funding we expanded the number of seniors and elders in the program and increased the weekly coupon allocation per family from \$21 to \$27.

In Your Community

In **Kaslo**, we proudly partnered with **North Kootenay Lake Community Services Society - Kaslo Food Hub** who provided lower-income pregnant persons, families, and seniors with coupons to purchase fresh fruits, vegetables, cheese, eggs, nuts, fish, meat, herbs and honey directly from farmers at your local farmers' market.

And with these coupons they redeemed **\$21,816** with local farmers at the **Kaslo Saturday Market**.

Over **70** lower-income residents from **Kaslo** ate and enjoyed more local, fresh foods, learned about healthy eating, and felt connected to their community. At the same time, your local food system was strengthened with farmers in your community who benefited from this additional income to sustain their farms.

Our Request To You

If you agree the BC Farmers' Market Nutrition Coupon Program is a valuable program, we kindly ask you to send a thank you letter to the Minister of Health, Adrien Dix. Your encouragement and feedback means a lot and can strengthen support for ongoing funding for the BC Farmers' Market Nutrition Coupon Program.

We are ready to dig in and work with your community again in 2023!

With gratitude,

Heather O'Hara
Executive Director

Wylie Bystedt
President, Board of Directors

BC Association of Farmers' Markets

208 - 1089 West Broadway Vancouver, BC V6H 1E5
604 734 9797 bcfarmersmarket.org bcfarmersmarkettrail.com

Kaslo FireSmart Working Group Meeting Notes

Meet via Zoom: <https://us02web.zoom.us/j/2651028236>

Wednesday March 8, 2023 **10:30 to 11:30 am**

Agenda:

1. Review and approve agenda
2. Round of updates
3. Spring activities in general
 - FireSmart Open House
 - Bayview FireSmart Neighbourhood Work Party - Sunday, April 16th
 - Village Debris Pickup -- week of April 24th - 28th
 - Community FireSmart Day - Saturday, May 6th (?)
 - Other FireSmart Neighbourhood Work Parties?
4. Open House Planning
 - Proposed date is April 11-13, 6:30 – 8:00 pm (after Easter break)
 - At the Langham
 - FireSmart Committee member tables
 - 2-3 presentations at 6:45-7:30
 - Refreshments
 - Really push yard waste clean up and FireSmart Neighbourhoods
 - Share other activities: water assessment, CWRP, fuel modification
5. Other ideas?

Present:

Name	Affiliation
John Addison	Kaslo FireSmart Coordinator
Marie-Ange Fournier Beck	Kaslo Outdoor Recreation and Trails Society
Jessie Lay	Kaslo Youth FireSmart Coordinator
John Cathro	Kaslo CRI Project Manager
Ian Dunlop	CAO, Village of Kaslo
Doug Yee	Fire Chief, Kaslo VFD
Maggie Crowe	Pineridge FS Neighbourhood
Heather Stark	Kaslo Outdoor Recreation and Trails Society
Pate Neumann	Kaslo Outdoor Recreation and Trails Society
John Cathro	Project Manager
Geoff Scott	Kaslo Works Foreman

Notes:

- Welcome Pate and Heather to Committee to represent trails and recreation – Marie does not have enough time to put towards then committee
- Funding applied for through CBT and UBCM CRI: about \$250,000, will provide update when it is approved.
- Overview of 2023 Kaslo activities: CWRP, Fuel Modification, Water assessment, FireSmart Neighbourhoods, FireSmart Youth Coordinator, public education and outreach and FireSmart Committee
- Review water assessment and tank inspection report. Ian pointed out that then water assessment was too much about the services that could be provided by the company that did the assessment – essentially a sales job. John A and John C agreed and said they have already followed up to get more relevant info
- Focus on Open House planning right now, and await confirmation of funding
- Village Debris clean up week of April 24-28, build this into the spring

Actions:

- John C to check with and confirm Legion for availability April 12 or 13
- John C to check with RDCK / FireSmart BC about whether insurance is available for volunteers working in FireSmart activities
- John C and Ian to develop ads for Valley Voice and Pennywise for Village debris clean up week of April 24-28, and include cutting specs, dates, FS Coordinator contact info
- John C and John A to develop a plan for the Open House including speakers, advertising, logistics, etc.

KASLO, BC

FIRESMART OPEN HOUSE





Wednesday, April 12th
6:30 - 8:00 PM @ The Legion
403 5th Street

Learn about FireSmart in our community from local experts
Refreshments and snacks provided!

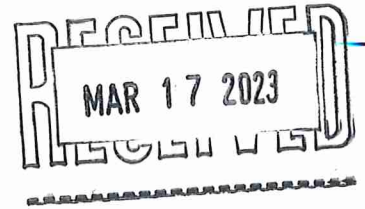


CONTACT US / LEARN MORE:

 1 (204) 223-6962

 carlydow3@gmail.com

 www.kaslo.ca/p/firesmart



March 13, 2023

Village of Kaslo
Box 576 - 312 4th St
Kaslo, BC V0G 1M0

Dear Village of Kaslo,

Over the next few months, we are travelling throughout the region hosting public events to hear from Columbia Basin residents about their vision for the future of the region. We want to hear about the kind of place Basin residents want to live in, work in and grow old in. This input will help to inform a renewed *Columbia Basin Management Plan*.

Thank you in advance for putting this poster up to help us spread the word about the Our Trust, Our Future community engagement process.

If you would like more copies, contact Claire at communications@ourtrust.org.

If you would like more information about the Trust and our public engagement process, visit ourtrust.org/future.

Sincerely,

Rachel Lucas
Manager, Communications

April 3
to
May 11

our trust. our future.
it only works with **u**

We are writing a new plan for
our collective future with you!

Share your perspective on how
we can realize a better future
for the #ColumbiaBasin.

*join us at a
community event
near you!*

Enter to win a
\$500 gift card to
a Basin business
of your choice
at each event.



Columbia Basin **trust** our trust.
our future.

ourtrust.org/future
1.800.505.8998

**INVERMERE CANAL FLATS KIMBERLEY LARDEAU VALLEY RIONDEL KASLO JAFFRAY
FERNIE ELKFORD SPARWOOD REVELSTOKE CRESTON VALEMOUNT YAHK FAUQUIER
NEW DENVER SLOCAN NAKUSP NELSON SALMO CASTLEGAR ROSSLAND FRUITVALE**



March 13, 2023

Application Auth # 415265

To Village Of Kaslo admin@kaslo.ca

RE: Application Pursuant to the *Environmental Management Act* on behalf of Hamill Creek Timber Homes (2010) Ltd. dated March 21 2023

We enclose, for your information, a copy of the above referenced application for a *moderate permit amendment*) under the provisions of the *Environmental Management Act*.

It is our intention to complete the consultation process for this application as expeditiously as possible. Accordingly, if you wish to comment or make recommendations with respect to this application, you are requested to do so within 30 days of the date of this letter. Please forward a copy of all correspondence to the Regional Director, Environmental Protection, Ministry of Environment and Climate Change Strategy 333 Victoria St, Nelson, BC V1L 4K3

Our staff contact for this particular application is Dwight Smith, [dwights@hamillcreek.com](mailto:dwrights@hamillcreek.com) 250-366-4320 x 223. Should you require additional time it will be necessary for you to contact us at the above noted address or telephone number. Additional time may be given if the circumstances warrant it.

Yours truly,

Dwight Smith

Dwight Smith
President of Hamill Creek Timber Homes (2010) Ltd.

ENVIRONMENTAL PROTECTION NOTICE

Application for a(n) **Permit** Under The Provisions of the *Environmental Management Act*

We Hamill Creek Timber Homes (2010) Ltd, intend to submit this application to the Director to authorize the [*discharge of air emissions* from a timber frame manufacturing facility The source(s) of *discharge are* 3 cyclones that extract wood shavings from planers that produce a maximum of 22 cubic meters per day of shavings. A small 8x40 Kiln that dries wood and discharges moist air. The Kiln is used 8 months of year, no kiln condensate is produced. A small 8x16 Paint Booth vents filtered air to the outdoors Paint used is a maximum of 45 gallons a year and operates average 1 day per week. All air extracted from Paint Booth is filtered thru a series of filters specified by manufacturer of booth .

The land upon which the facility will be situated [*and the discharge will occur* is **Lot 1 Plan NEP6542 DL 9037 KLD** located at/on/near **13440 Hwy 31 Meadow Creek BC V0GIN0** within the **RDCK district**.

The maximum of 230 m3 of wood refuse per year sawdust and wood slabs **Rate of air emissions from cyclones, kiln and paint booth discharged from this facility will be (discharge rate from all sources of is 16,000 cubic feet per minute when all operating)**,. The operating period for this facility will be max **8 hrs/day 7 days week** The characteristics of the [*waste discharged*] are as follows: **wood planer shavings 22 cubic meters per day** The type(s) of treatment to be applied to the discharge is/are **3 cyclones remove sawdust /shavings , shavings are offered free to farmers for mulch Kiln vents moist air from drying untreated wood .Paint booth runs 1 day a week average and uses max of 45 gallons a year of various paint coatings and all air extracted is filtered prior to being exhausted**

Any person who may be adversely affected by the proposed **discharge** of waste and wishes to provide relevant information may, within 30 days after the last date of posting, publishing, service or display, send written comments to the applicant, with a copy to the Regional Director, Environmental Protection at Authorizations.South@gov.bc.ca. The identity of any respondents and the contents of anything submitted in relation to this application will become part of the public record.

Dated this 21 day of March , 2023.

Dwight Smith

Contact person: Dwight Smith

Email address: dwights@hamillcreek.com

Phone:250 366 4320

Sent: March 23, 2023 2:48 PM
Subject: RDCK Media Release - Neighbourhood Emergency Preparedness Program – Helping to build a self-sufficient community

REGIONAL DISTRICT OF CENTRAL KOOTENAY

MEDIA RELEASE

Date: March 23, 2023
For immediate release

Neighbourhood Emergency Preparedness Program – Helping to build a self-sufficient community

[Click here](#) to view on the RDCK website

Nelson, BC: Every year residents across the Regional District of Central Kootenay (RDCK) face the potential of flooding, wildfire, extreme weather conditions, avalanches, landslides, power outages and more. These types of disasters can happen at a moment's notice - are you prepared to handle these situations in your community?

This year the RDCK is pleased to announce the official roll out of its Neighbourhood Emergency Preparedness Program (NEPP), which supports residents in preparing for emergencies and building resiliency within their neighbourhood. During a disaster, your neighbours will be your most reliable and immediate source of help, until assistance from first responders arrives.

“With a little planning, preparation and support from our neighbours, residents can be self sufficient for 72 hours or longer after an incident,” said Jon Jackson, RDCK Emergency Program Coordinator. “This allows first responders to focus on providing critical support, and prioritising those people in life-threatening situations.”

NEPP provides the tools you need to expand from being personally prepared to developing an emergency plan with your neighbours that leverages the support you can provide to one another. The idea is to empower residents to work together to identify risks in their neighbourhood and collectively develop plans for how to prepare, often by utilizing skills and resources that already exist. It is based on the principle of ‘neighbours helping neighbours’.

The RDCK ran a successful pilot program of NEPP in 2022. Residents were receptive to the idea and eager to work with their neighbours and get involved. During the pilot 10 neighbourhoods or community groups developed Neighbourhood Emergency Plans, and are continuing to work together to build their preparedness for emergencies.

“The process so far has been quite straight forward,” said Nancy Corrin, Queens Bay Neighbourhood Emergency Team. “The tools are clear and can be adapted to whatever the community wants to include, based on the specific hazards for their area. NEPP extends the concept of community preparedness and neighbour helping neighbour ideas. There is value to be had in collective community strategy and cooperative action when it comes to facing a community crisis.”

Spending time now to prepare for emergencies can alleviate much of the stress and some of the challenges that typically arise as a result of emergencies. A 2014 Statistics Canada survey determined that less than half of Canadians had a home emergency supply kit. Canadians were less likely to set aside items such as water, food, medicine, flashlights or cash at their homes in case of an emergency. People lead very busy lives, with lots of priorities. It's not always clear to people why this is important.

“All around the world, disasters are happening more often - and the impacts are becoming more severe,” said Jackson. “We’ve all seen the terrible impacts of the recent floods and wildfires in BC, and how the changing climate is contributing to an increase in flooding and wildfire risk in our region. It behooves us to prepare now, in order to build our resilience to emergencies.”

“The support from the RDCK has been extremely helpful,” said Corrin. “We feel that it is provident and timely for the community to undertake appropriate planning and activities ahead of any crisis. An informed community will reduce the chance of panic and assist the emergency agencies involved by reducing their burden.”

“The goal of the RDCK is to engage as many of our residents as possible in the program – ultimately, we’d like to create a region-wide community of neighbourhood emergency teams sharing information and learnings. We’re stronger together,” said Jackson.

For more information on the program go to www.rdck.ca/NEPP or read the [RDCK NEPP Handbook](#).

Incorporated in 1965, the Regional District of Central Kootenay (RDCK) is a local government that serves 60,000 residents in 11 electoral areas and nine member municipalities. The RDCK provides more than 160 services, including community facilities, fire protection and emergency services, grants, planning and land use, regional parks, resource recovery and handling, transit, water services and much more. For more information about the RDCK, visit www.rdck.ca.

-30-

For media enquiries:

Dan Elliott

Communications Coordinator

Regional District of Central Kootenay

Tel: 250.354.3476

Email: delliott@rdck.bc.ca

Sent: March 23, 2023 4:11 PM
Subject: RDCK Media Release - Energy Step Code changes for new home construction - Step Code 3 required starting May 1

REGIONAL DISTRICT OF CENTRAL KOOTENAY MEDIA RELEASE

Date: March 23, 2023
For immediate release

Energy Step Code changes for new home construction - Step Code 3 required starting May 1

[Click here](#) to view on the RDCK website

Nelson, BC: Starting May 1, 2023, the Regional District of Central Kootenay (RDCK), in accordance with the BC Building Code (BCBC), will require every new Part 9 building (residential and small commercial/industrial) to meet Step 3 of BC's Energy Step Code. The change will ensure new buildings are 20% more energy efficient than an equivalent building constructed to the 2018 Building Code. The move follows the BC Energy Step Code – a standard based on a series of energy efficiency performance targets, or "steps", for new construction and major renovations in the province. The steps 1 to 5 represent increasing levels of performance related to building energy efficiency.

What is the BC Energy Step Code? [Click to watch video.](#)

Currently, all new residences in the RDCK are required to meet Step 1 – enhanced compliance. With the revised code requirements, residences, small commercial and industrial buildings will now be required to meet Step 3, with more complex buildings (Part 3 buildings) required to meet Step 2. This change will not affect existing in-progress building permits, however applications received after May 1, 2023 will need to design and construct new buildings to the new mandatory Step Code requirements. There are plans by the province to further increase the required energy efficiency for new buildings by 40% in 2027 and 80% in 2030.

"The RDCK is committed to helping builders achieve high levels of energy efficiency in construction and lay the foundations for a more sustainable future," said Chris Gainham, RDCK Building Manager. "The performance based approach of the BC Energy Step Code is intended to provide a more flexible approach to building code compliance related to energy efficiency; allowing the market, new materials and methods and the ingenuity of builders and designers, to drive, innovate and achieve higher levels of energy efficiency and sustainability in their projects. Since 2021, builders in the RDCK have had to meet Step 1, and this has provided familiarity with the process, helping to make the transition to a mandatory Step 3 smoother. Builders in the RDCK have shown their readiness in constructing more energy efficient buildings, and have been effective in meeting and regularly exceeding the required Step 1, with many residential builds achieving Steps 3 and 4, and some achieving Step 5. We look forward to working with them as we build and build better."

"There are definitely some hurdles including our aging housing stock, rural context, and the difficulties in achieving required certifications experienced by contractors," said Shari Imada, RDCK Senior Energy Specialist. "However, this new mandated change in the BCBC will help to provide the environment needed to move the whole building industry to one that is well versed in delivering high performance buildings."

Further information on the Energy Step Code can be seen at <https://energystepcode.ca/>. For more information on how this change affects an upcoming building permit application, or to find contractor training opportunities, please refer to the information on the RDCK website www.rdck.ca/building or contact the RDCK building department at 250-352-8155 or bldept@rdck.bc.ca.

Incorporated in 1965, the Regional District of Central Kootenay (RDCK) is a local government that serves 60,000 residents in 11 electoral areas and nine member municipalities. The RDCK provides more than 160 services, including community facilities, fire protection and emergency services, grants, planning and land use, regional parks, resource recovery and handling, transit, water services and much more. For more information about the RDCK, visit www.rdck.ca.

-30-

For further information, please contact:

Chris Gainham

Building Manager Regional District of Central Kootenay

Tel: 250-352-8155

Email: cgainham@rdck.bc.ca

For media enquiries:

Dan Elliott

Communications Coordinator

Regional District of Central Kootenay

Tel: 250.354.3476

Email: delliott@rdck.bc.ca

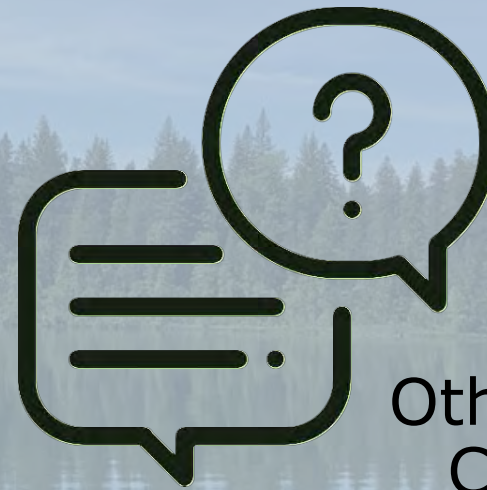
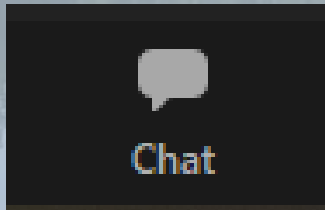
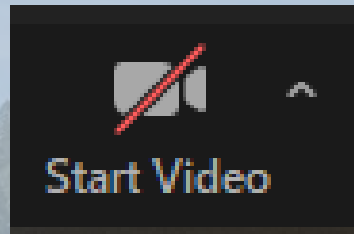
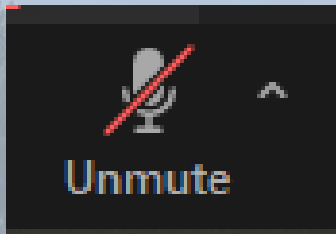


Annual Land Manager Meeting March 2023

CKISS acknowledges that we are privileged to live and work on the unceded territories of the Ktunaxa, Syilx, Secwépemc, and Sinixt First Nations.



Housekeeping



Other questions?
Contact us at
info@ckiss.ca

Central Kootenay Invasive Species Society



Mission:

To protect ecosystems and communities by preventing and reducing the harmful impacts of invasive species.



Purpose of Land Manager Meeting



Share updates and plans for invasive plant management



Discuss updates to priority and containment maps



Facilitate discussion of invasive plant management

Agenda

Time	Topic
1:00 pm	Welcome & Introductions
1:10	Black Locust Distribution and Management Recommendations for the Lower Columbia River Valley near Trail, BC – Wylie Fuller
	Roundtable Updates
1:25 pm	<ul style="list-style-type: none">• Share 2022 highlights and planned 2023 activities• Share one opportunity/idea for collaboration on invasive plant management
2:30 pm	Break (10 mins)
2:40pm	Roundtable Updates continued
2:55 pm	CKISS Updates and Priority List Changes
3:25 pm	Closing and Final Remarks
3:30 pm	Meeting Adjourn

Black locust *(Robinia pseudoacacia)*



Roundtable

What have
you been up
to?





BREAK
TIME!

Roundtable

What have
you been up
to?



Priority List Review

1. Prevent

3. Contain

**5. Insufficient
Information**

Species Distribution Maps

Blueweed - CKISS - Central Koot...
ckiss.ca/species/blueweed/

Blueweed is present in some parts of the CKISS region.

Blueweed
Sites in the Central Kootenay Region (2013-2022)

Most Recent Survey Results

- Plant present (53)
- Plant no longer present (48)

Highways
Invasive Plant Management Areas

0 5 10 20
Kilometers

Data Source: IAPP Database (2013-2022)
Map Created by: Central Kootenay Invasive Species Society
Created on: 2023-02-10

It is currently classified as Eradicate/Annual Control on the [CKISS Annual Priority List](#)

CKISS LAND MANAGERS MEETING
MARCH, 8 2023
1:00 - 3:30 PM

March 8, 2023 – CKISS Land Managers Meeting

We are holding our annual Land Managers meeting on March 8, 2023 between 1-3:30 pm PST. The event will be held virtually this year. The purpose of ...

INATURALIST OBSERVATIONS

iNaturalist

something
Observer: ckiss_kootenay
Date: Oct 27 2022
Place: Beaver Creek Provincial Park, Kootenay Boundary, BC, CA

something
Observer: aurebeta22
Date: Nov 04 2022
Place: 15th Ave NW, Nakusp, BC, CA

Wall Lettuce
Observer: salmoninthesky
Date: Oct 29 2022
Place: Central Kootenay, BC, Canada

New to CKISS Region



1. Prevent



2. Eradicate

Credit: CKISS

Tree of Heaven
(*Ailanthus altissima*)



1. Prevent



2. Eradicate

Credit: R. Mueller, ISCBC website

Common Bugloss
(*Anchusa officinalis*)

Species Spotlight: Tree of Heaven

(*Ailanthus altissima*)



Tree of Heaven Photo Credits: CKISS

Spotted lanternfly (*Lycorma delicatula*), CFIA

Priority Ranking Changes



2. Eradicate

1. Prevent

velvet leaf
(*Abutilon theophrasti*)

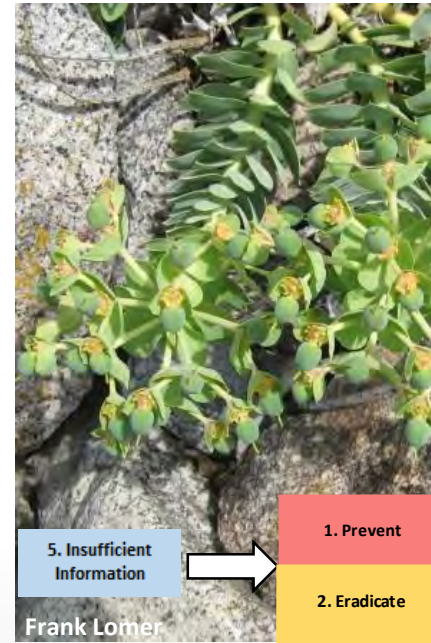


5. Insufficient Information

1. Prevent

2. Eradicate

Green bristlegress
(*Setaria viridis*)



5. Insufficient Information

1. Prevent

2. Eradicate

Myrtle spurge
(*Euphorbia myrsinites*)



5. Insufficient Information

1. Prevent

Sweet fennel
(*Foeniculum vulgare*)

Priority Ranking Changes



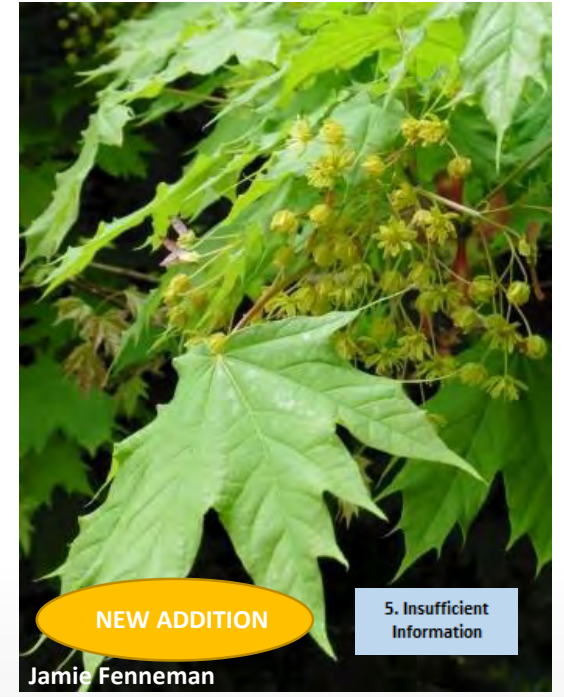
Cutleaf blackberry
(*Rubus laciniatus*)



Japanese butterbur
(*Petasites japonicus*)

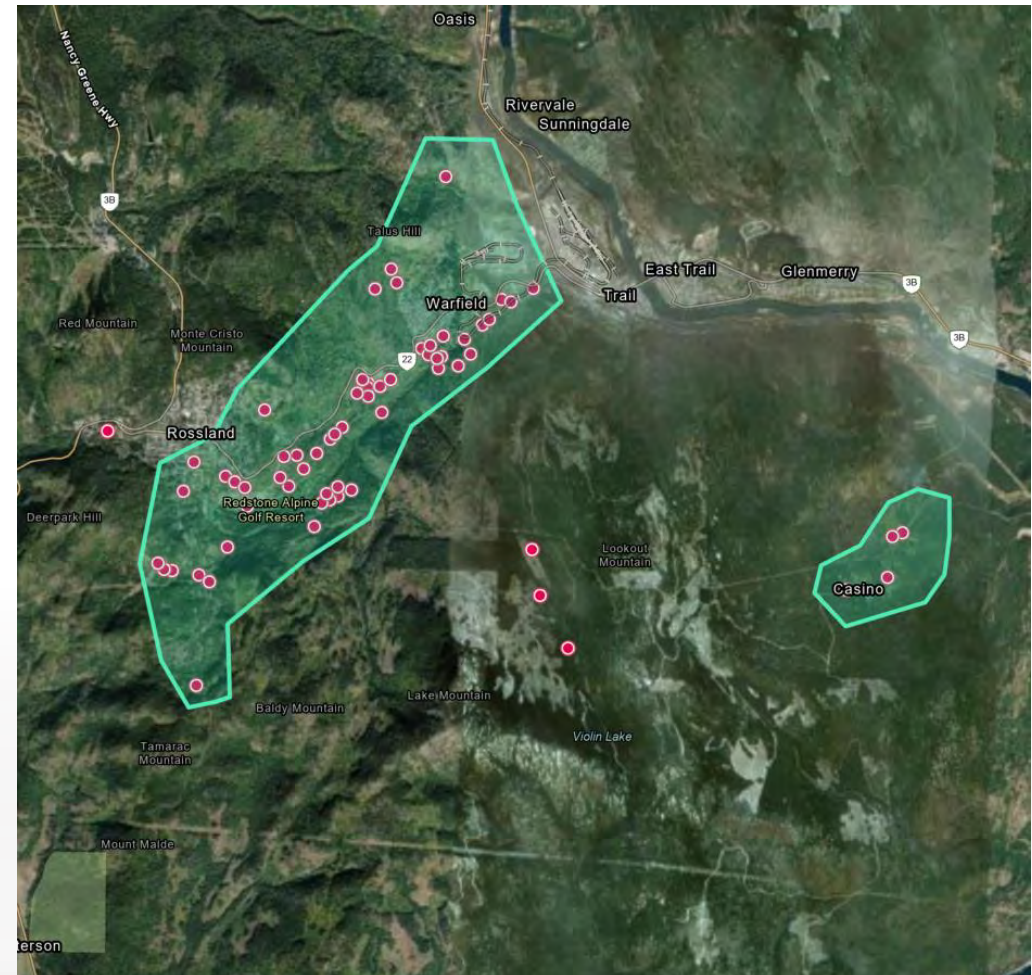


Teasel
(*Dipsacus fullonum*)

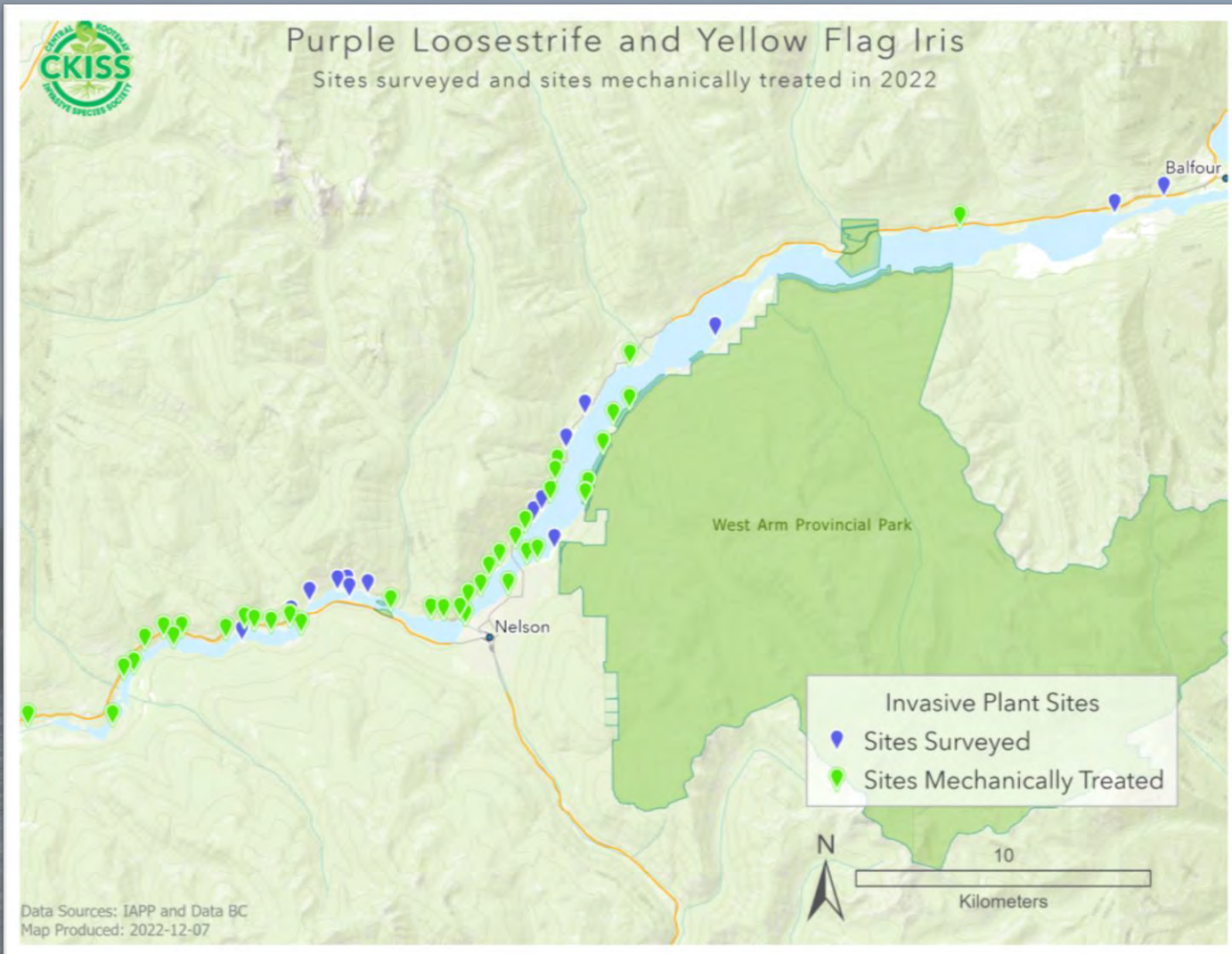


Norway maple
(*Acer platanoides*)

Containment Area Change



Kootenay Riparian Project



Year Two: Complete

- 38 sites treated for yellow flag iris and/or purple loosestrife
- 3900 kg plant material removed
- biocontrol surveys at 36 sites
- 64 landowners contacted
- treated sites were assessed by ecological restoration expert
- 12 partners: funding and in-kind

Year 3 – funding approved! CBT, FWCP and many partners

RDCK Inventory

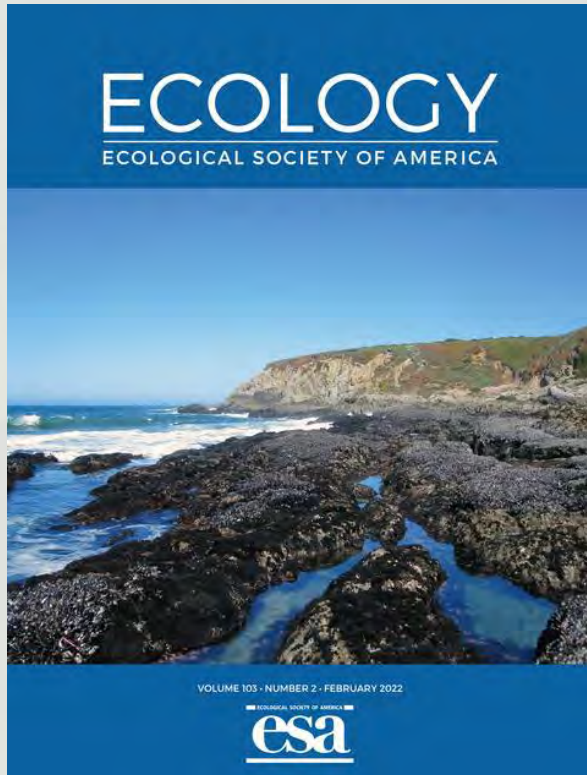


Photo Credits: CKISS

- Water assets, fire halls, parks, and administration/community facilities
- 1000 surveys conducted
- 139 sites surveyed
- 45 invasive plant species surveyed
- No provincial prevent or EDRR species found

Resources to Share

Global Plant Invaders Database



Prescribed Fire and Invasive Plants

A Reference Guide and Manual of Best Practices




Invasive Plant Program
Ministry of Forests, Lands, Natural Resource Operations and Rural Development
Province of BC

Jan 2022



Certificate of Seed Analysis

 Report of Seed Analysis
CFIA Accredited Laboratory No. 1215
LAB#: 22-116564

101, 5906-50 Street
Leduc, Alberta T9E 0R6
Phone: (780) 980-8324
Fax: (780) 980-8375
www.seedcheck.net

Customer:	Sender Information:	
	Seed Type:	Bluebunch wheatgrass
	Scientific Name:	(Pseudoroegneria spicata)
	Lot#:	T-KH501-60

Analyzed According to Canadian Methods & Procedures for Testing Seed


Tests: Germination, Canadian Purity

Total Grams Analyzed:	50.62	Per	25	Date Received:	Apr 25, 2022	Per	25
Prohibited Noxious:	0	Other Crop Seeds:		Purity Date:	Apr 25, 2022		
Primary Noxious:							
Total Primary	0						
Secondary Noxious:							
(Bromus tectorum) Downy brome	2.5						
Total Primary & Secondary Noxious	2.5						
Other Weed Seeds:							
Total Noxious & Other Weed Seeds	2.5						

Percentage Test (grams): 2.012
Pure seed % 96.4
Other crop % 0.0
Weed Seed % 0.0
Inert matter % 3.6

Date of Germination 5/9/22
% GERMINATION 77
Abnormal Seedlings % 6
Dead Seed % 17
Fresh Seed % 0
Pure Living Seed % 74

Advisory Tests & Remarks:

Professional Member

Analyst #023
Morgan Webb

1. Review [Seed Purchasing Guidance](#)
2. Request the Certificate of Seed Analysis
3. Check the Certificates of Seed Analysis for any undesirable species
4. Reject or approve the seed based on what is found
5. Report any seed lots with B.C. Noxious Weeds or species of concern

In 2022, CKISS requested the analysis of bluebunch wheatgrass which contained the invasive species, cheatgrass/downy brome.

Secondary Noxious:	
(Bromus tectorum) Downy brome	2.5

Door
Prize
Winner

Congratulations!



**We are here to help!
Please contact us if
you have questions
or need support.**

CKISS.ca
info@ckiss.ca





Credit: CKISS

Thank you!

We greatly appreciate the financial support of the Province of British Columbia through the Ministry of Forests and the many other partners who support our work.



Priority Definitions

Priority	Category	Definition	Management Approach
1	Prevent	These species are not known in the region/IPMA, but known from neighbouring areas, or are considered likely to arrive soon.	Focus on education & awareness with the goal of prevention. If prevention fails, and these species are detected in the region/IPMA where they were previously not known to occur, the goal is immediate eradication following the CKISS EDRR protocol.
2	Eradicate	These species exist in the region/IPMA, but with very limited distribution. Eradication is feasible.	Eradication is the goal. These species are the highest priority for planned control programs.
3	Contain	These species are abundant in certain portions of the region/IPMA, but have not yet infested all potential habitats.	Contain to currently infested areas and do not allow further spread. Management efforts are delineated by containment areas which may be based on geographic (i.e. a specific region) or jurisdictional boundaries (e.g. private gardens only). Some of these species have biocontrol agents available which may be useful within the containment line.
4	Strategic Control	These are widespread species that are beyond landscape-level control and/or have relatively low impact.	The goal of management efforts for these species is to protect site-specific values or assets. Land managers may choose to treat these species at sites they deem valuable to protect (e.g. wildlife habitat, corridors of spread, agricultural land etc.) based on specific land management objectives. Some of these species have biological control agents available.
5	Insufficient Information	There is insufficient information for these species on their distribution, impacts, potential for spread and/or feasibility of control. Not enough information to assign a management category	Carry out inventory if required, monitor known locations, and/or find out more information from other regions.

Scientific Name	Common Name	CKISS Region	Creston IPMA	Kaslo IPMA	Lower Arrow IPMA	Nakusp IPMA	Nelson IPMA	Slocan IPMA	Provincial Priority	BC Weed Control Act Listing
<i>Peganum harmala</i>	African rue	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Anchusa arvensis</i>	Annual bugloss	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Sonchus oleraceus</i>	Annual sow thistle	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Gypsophila paniculata</i>	Baby's breath	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	2. Eradicate	2. Eradicate	1. Prevent	Unlisted	
<i>Centaurea cyanus</i>	Bachelor's button	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Centaurea macrocephala</i>	Bighead knapweed	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	Unlisted	
<i>Hyoscyamus niger</i>	Black henbane	2. Eradicate*	1. Prevent	1. Prevent	1. Prevent	1. Prevent	2. Eradicate*	1. Prevent	Provincial EDRR	
<i>Centaurea nigra</i>	Black knapweed	3. Contain	3. Contain	1. Prevent	1. Prevent	3. Contain	1. Prevent	1. Prevent	Unlisted	
<i>Robinia pseudoacacia</i>	Black locust	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Echium vulgare</i>	Blueweed	2. Eradicate	2. Eradicate	2. Eradicate	2. Eradicate	2. Eradicate	2. Eradicate	2. Eradicate	Regional Containment/Control	Regionally Noxious
<i>Reynoutria x bohemica</i>	Bohemian knotweed	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	Regional Containment/Control	Provincially Noxious
<i>Egeria densa</i>	Brazilian elodea	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Provincial EDRR	
<i>Centaurea jacea</i>	Brown knapweed	3. Contain	1. Prevent	1. Prevent	1. Prevent	3. Contain	1. Prevent	1. Prevent	Unlisted	
<i>Solanum rostratum</i>	Buffalobur	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Cirsium vulgare</i>	Bull thistle	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Anthriscus caucalis</i>	Bur chervil	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	2. Eradicate	Management	Provincially Noxious

Scientific Name	Common Name	CKISS Region	Creston IPMA	Kaslo IPMA	Lower Arrow IPMA	Nakusp IPMA	Nelson IPMA	Slocan IPMA	Provincial Priority	BC Weed Control Act Listing
<i>Arctium minus (spp?)</i>	Burdock	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Buddleja davidii</i>	Butterfly Bush	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Alhagi maurorum</i>	Camel thorn	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Cirsium arvense</i>	Canada thistle	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	Provincially Noxious
<i>Carum carvi</i>	Caraway	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Soliva sessilis</i>	Carpet burweed	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Management	
<i>Bromus tectorum</i>	Cheatgrass	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Cichorium intybus</i>	Chicory	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Madia sativa</i>	Chilean tarweed	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Salvia sclarea</i>	Clary sage	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Tussilago farfara</i>	Coltsfoot	3. Contain	1. Prevent	3. Contain	1. Prevent	1. Prevent	1. Prevent	2. Eradicate	Unlisted	
<i>Anchusa officinalis</i>	Common bugloss	2. Eradicate	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Regional Containment/Control	Regionally Noxious
<i>Symphytum officinale</i>	Common comfrey	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Crupina vulgaris</i>	Common crupina	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	Provincially Noxious
<i>Vinca minor</i>	Common periwinkle	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Tanacetum vulgare</i>	Common tansy	4. Strategic Control	3. Contain	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Regional Containment/Control	Regionally Noxious

Scientific Name	Common Name	CKISS Region	Creston IPMA	Kaslo IPMA	Lower Arrow IPMA	Nakusp IPMA	Nelson IPMA	Slocan IPMA	Provincial Priority	BC Weed Control Act Listing
<i>Hydrocharis morsus-ranae</i>	Common/ European frogbit	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Rumex crispus</i>	Curled dock	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Potamogeton crispus</i>	Curly leaf pondweed	3. Contain	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Rubus laciniatus</i>	Cutleaf blackberry	2. Eradicate	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	2. Eradicate	Unlisted	
<i>Euphorbia cyparissias</i>	Cypress spurge	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Management	
<i>Linaria genistifolia</i> ssp. <i>Dalmatica</i>	Dalmatian toadflax	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	Provincially Noxious
<i>Hesperis matronalis</i>	Dame's rocket	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Spartina densiflora</i>	Dense-flowered cordgrass	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	Provincially Noxious
<i>Centaurea diffusa</i>	Diffuse knapweed	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	Provincially Noxious
<i>Isatis tinctoria</i>	Dyer's woad	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Euphorbia oblongata</i>	Eggleaf spurge	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Spartina anglica</i>	English cordgrass	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	Provincially Noxious
<i>Ilex aquifolium</i>	English holly	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Hedera helix</i>	English Ivy	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Myriophyllum spicatum</i>	Eurasian water-milfoil	3. Contain	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Management	
<i>Phragmites australis</i>	European common reed	2. Eradicate*	2. Eradicate*	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	Provincially Noxious

Scientific Name	Common Name	CKISS Region	Creston IPMA	Kaslo IPMA	Lower Arrow IPMA	Nakusp IPMA	Nelson IPMA	Slocan IPMA	Provincial Priority	BC Weed Control Act Listing
<i>Cabomba caroliniana</i>	Fanwort	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Azolla pinnata</i>	Feathered mosquito fern	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Convolvulus arvensis</i>	Field bindweed	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Knautia arvensis</i>	Field scabious	2. Eradicate	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	Regional Containment/Control	Regionally Noxious
<i>Lathyrus sylvestris</i>	Flat peavine	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Ludwigia peploides</i>	Floating primrose-willow	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Butomus umbellatus</i>	Flowering rush	2. Eradicate*	1. Prevent	1. Prevent	1. Prevent	2. Eradicate*	1. Prevent	1. Prevent	Provincial EDRR	Provincially Noxious
<i>Setaria viridis</i>	Green bristlegrass	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	Unlisted	
<i>Nymphaea odorata</i>	Fragrant water lily	2. Eradicate	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Genista monspessulana</i> (L.) <i>L. A. S. Johnson</i>	French broom	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Lysimachia vulgaris</i>	Garden loosestrife	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Rumex acetosa</i> ssp. <i>Thrysiflorus</i>	Garden sorrel	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Alliaria petiolata</i>	Garlic mustard	2. Eradicate	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	Provincial Containment	
<i>Heracleum mantegazzianum</i>	Giant hogweed	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	2. Eradicate	Provincial Containment	Provincially Noxious
<i>Reynoutria sachalinensis</i>	Giant knotweed	3. Contain	1. Prevent	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	Regional Containment/Control	Provincially Noxious
<i>Arundo donax</i>	Giant reed	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	

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<i>Salvinia molesta</i>	Giant salvinia	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Galega officinalis</i>	Goatsrue	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Ulex europaeus</i>	Gorse	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Management	Provincially Noxious
<i>Aegopodium podagraria</i>	Goutweed	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Chelidonium majus</i>	Greater celandine	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Centaurea scabiosa</i>	Greater knapweed	2. Eradicate	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Hypochaeris radicata</i>	Hairy cat's ear	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Halogeton glomeratus</i>	Halogeton/Saltover	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Geranium robertianum</i>	Herb Robert	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Rubus armeniacus</i>	Himalayan blackberry	3. Contain	4. Strategic Control	3. Contain	3. Contain	3. Contain	4. Strategic Control	3. Contain	Regional Containment/Control	
<i>Persicaria wallichii</i>	Himalayan knotweed	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Regional Containment/Control	Provincially Noxious
<i>Berteroa incana</i>	Hoary alyssum	3. Contain	4. Strategic Control	3. Contain	3. Contain	3. Contain	3. Contain	2. Eradicate	Regional Containment/Control	Regionally Noxious
<i>Cardaria draba</i>	Hoary cress	3. Contain	2. Eradicate	1. Prevent	3. Contain	1. Prevent	2. Eradicate	2. Eradicate	Regional Containment/Control	
<i>Cynoglossum officinale</i>	Hound's tongue	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	Provincially Noxious
<i>Hydrilla verticillata</i>	Hydrilla	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Provincial EDRR	
<i>Centaurea iberica</i>	Iberian starthistle	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	

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<i>Arum italicum</i>	Italian arum	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Carduus pycnocephalus</i>	Italian thistle	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Petasites japonicus</i>	Japanese butterbur	2. Eradicate	1. Prevent	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	2. Eradicate	Unlisted	
<i>Reynoutria japonica</i>	Japanese knotweed	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	Regional Containment/Control	Provincially Noxious
<i>Sorghum halepense</i>	Johnsongrass	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Aegilops cylindrica</i>	Jointed goatgrass	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	Provincially Noxious
<i>Cortaderia jubata</i>	Jubata grasses	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Kochia scoparia</i>	Kochia	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Pueraria montana var. lobata</i>	Kudzu	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Euphorbia esula</i>	Leafy spurge	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	Regional Containment/Control	Provincially Noxious
<i>Cenchrus longispinus</i>	Longspine sandbur	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Management	
<i>Centaurea melitensis</i>	Maltese star thistle	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Cirsium palustre</i>	Marsh plume thistle	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	1. Prevent	Regional Containment/Control	
<i>Salvia pratensis</i>	Meadow clary	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Centaurea x moncktonii</i>	Meadow knapweed	3. Contain	2. Eradicate	1. Prevent	1. Prevent	3. Contain	1. Prevent	1. Prevent	Unlisted	
<i>Tragopogon pratensis</i>	Meadow salsify	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	2. Eradicate	Unlisted	

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<i>Salvia aethiopsis</i>	Mediterranean sage	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Taeniatherum caput-medusae</i>	Medusahead	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Silybum marianum</i>	Milk thistle	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Centaurea montana</i>	Mountain bluet	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Management	
<i>Hieracium pilosella</i>	Mouse-ear hawkweed	2. Eradicate*	1. Prevent	1. Prevent	2. Eradicate*	1. Prevent	2. Eradicate*	1. Prevent	Provincial EDRR	
<i>Verbascum thapsus</i>	Mullein	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Euphorbia myrsinites</i>	Myrtle spurge	2. Eradicate	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Carduus nutans</i>	Nodding thistle	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Ventenata dubia</i>	North Africa Grass	2. Eradicate	1. Prevent	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	2. Eradicate	Provincial Containment	
<i>Acer platanoides</i>	Norway maple	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Hieracium aurantiacum</i>	Orange hawkweed	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Regional Containment/Control	Regionally Noxious
<i>Leucanthemum vulgare</i>	Oxeye daisy	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Cortaderia selloana</i>	Pampas grasses	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Myriophyllum aquaticum</i>	Parrotfeather milfoil	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Sonchus arvensis</i>	Perennial sow thistle	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	Provincially Noxious
<i>Lepidium latifolium</i>	Perennial Pepperweed	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	

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<i>Carduus acanthoides</i>	Plumeless thistle	3. Contain	2. Eradicate	1. Prevent	3. Contain	1. Prevent	1. Prevent	1. Prevent	Unlisted	Regionally Noxious
<i>Conium maculatum</i>	Poison hemlock	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	Provincial Containment	
<i>Impatiens glandulifera</i>	Policeman's helmet/ Himalayan balsam	3. Contain	3. Contain	2. Eradicate	3. Contain	2. Eradicate	3. Contain	2. Eradicate	Regional Containment/ Control	
<i>Cytisus striatus (Hill) Rothm.</i>	Portuguese broom	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Paulownia tomentosa</i>	Princess tree	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Tribulus terrestris</i>	Puncturevine	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Regional Containment/ Control	
<i>Lythrum salicaria</i>	Purple loosestrife	3. Contain	2. Eradicate	2. Eradicate	2. Eradicate	2. Eradicate	3. Contain	3. Contain	Management	
<i>Cyperus rotundus</i>	Purple nutsedge	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Centaurea calcitrapa</i>	Purple starthistle	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Daucus carota</i>	Queen Anne's lace/wild carrot	4. Strategic Control	5. Insufficient Information	5. Insufficient Information	4. Strategic Control	4. Strategic Control	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Odontites serotina</i>	Red bartsia	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Phalaris arundinacea</i>	Reed canarygrass	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Chondrilla juncea</i>	Rush skeletonweed	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	3. Contain	Provincial Containment	Provincially Noxious
<i>Rhaponticum repens</i>	Russian knapweed	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Elaeagnus angustifolia</i>	Russian olive	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	2. Eradicate	Unlisted	
<i>Salsola pestifer</i>	Russian thistle	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	

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<i>Tamarix aphylla</i>	Salt Cedar	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Spartina patens</i>	Salt meadow cordgrass	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	Provincially Noxious
<i>Tripleurospermum inodorum</i>	Scentless chamomile	3. Contain	3. Contain	1. Prevent	2. Eradicate	2. Eradicate	2. Eradicate	2. Eradicate	Management	Provincially Noxious
<i>Cytisus scoparius</i>	Scotch broom	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	Regional Containment/Control	
<i>Onopordum acanthium</i>	Scotch thistle	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	Management	
<i>Hippophae rhamnoides</i>	Sea buckthorn	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Geranium lucidum</i>	Shiny geranium	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial Containment	
<i>Ulmus pumila</i>	Siberian elm	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	Unlisted	
<i>Solanum elaeagnifolium</i>	Silverleaf nightshade	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Brachypodium sylvaticum (Huds.) P. Beauv.</i>	Slender false brome	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Alopecurus myosuroides</i>	Slender Meadow Foxtail	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Carduus tenuiflorus</i>	Slenderflower thistle	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Spartina alterniflora</i>	Smooth cordgrass	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	Provincially Noxious
<i>Hieracium laevigatum</i>	Smooth hawkweed	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Spartium junceum</i>	Spanish broom	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Centaurea stoebe</i>	Spotted knapweed	4. Strategic Control	3. Contain	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Regional Containment/Control	Provincially Noxious

Scientific Name	Common Name	CKISS Region	Creston IPMA	Kaslo IPMA	Lower Arrow IPMA	Nakusp IPMA	Nelson IPMA	Slocan IPMA	Provincial Priority	BC Weed Control Act Listing
<i>Milium vernale</i>	Spring milletgrass	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Thymelaea passerina</i>	Spurge Flax	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Daphne laureola</i>	Spurge laurel	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Management	
<i>Centaurea virgata</i> <i>var. squarrosa</i>	Squarrose knapweed	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Hypericum perforatum</i>	St. John's wort	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Potentilla recta</i>	Sulphur cinquefoil	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Management	
<i>Foeniculum vulgare</i>	Sweet fennel	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Management	
<i>Zygophyllum fabago</i>	Syrian bean-caper	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Senecio jacobaea</i>	Tansy ragwort	2. Eradicate	2. Eradicate	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	2. Eradicate	Unlisted	
<i>Dipsacus fullonum</i>	Teasel	2. Eradicate	2. Eradicate	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	2. Eradicate	Regional Containment/Control	
<i>Helianthus ciliaris</i>	Texas Blueweed	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Ailanthus altissima</i>	Tree of heaven	2. Eradicate	2. Eradicate	1. Prevent	2. Eradicate	1. Prevent	2. Eradicate	2. Eradicate	Unlisted	
<i>Myriophyllum heterophyllum</i>	Variable-leaf milfoil	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Abutilon theophrasti</i>	Velvet leaf	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	Provincially Noxious
<i>Mycelis muralis</i>	Wall lettuce	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Lythrum virgatum</i>	Wand loosestrife	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	

Scientific Name	Common Name	CKISS Region	Creston IPMA	Kaslo IPMA	Lower Arrow IPMA	Nakusp IPMA	Nelson IPMA	Slocan IPMA	Provincial Priority	BC Weed Control Act Listing
<i>Trapa natans</i>	Water chestnut	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Eichhornia crassipes</i>	Water hyacinth	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Provincial EDRR	
<i>Pistia stratiotes</i> L.	Water lettuce	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Provincial EDRR	
<i>Ludwigia hexapetala</i>	Water primrose	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Unlisted	
<i>Stratiotes aloides</i>	Water soldier	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Provincial EDRR	
<i>Tragopogon dubius</i>	Western Goat's-beard	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Hieracium flagellare</i>	Whiplash hawkweed	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Regional Containment/Control	
<i>Cytisus multiflorus</i>	White spanish broom	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Anthriscus sylvestris</i>	Wild chervil	3. Contain	1. Prevent	3. Contain	3. Contain	1. Prevent	2. Eradicate	1. Prevent	Provincial Containment	
<i>Mirabilis nyctaginea</i>	Wild Four O'Clock	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Pastinaca sativa</i>	Wild parsnip	2. Eradicate	2. Eradicate	2. Eradicate	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial Containment	
<i>Teucrium scorodonia</i>	Wood Sage	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Unlisted	
<i>Artemisia absinthium</i>	Wormwood (Absinth)	4. Strategic Control	4. Strategic Control	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Lamium galeobdolon</i>	Yellow archangel/lamium	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	3. Contain	Regional Containment/Control	
<i>Galium verum</i>	Yellow bedstraw	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	
<i>Iris pseudacorus</i>	Yellow flag iris	3. Contain	3. Contain	1. Prevent	3. Contain	3. Contain	2. Eradicate	3. Contain	Regional Containment/Control	Provincially Noxious

Scientific Name	Common Name	CKISS Region	Creston IPMA	Kaslo IPMA	Lower Arrow IPMA	Nakusp IPMA	Nelson IPMA	Slocan IPMA	Provincial Priority	BC Weed Control Act Listing
<i>Nymphoides peltata</i>	Yellow floating heart	1. Prevent	** N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	**N/A - aquatic plant	** N/A - aquatic plant	Provincial EDRR	
<i>Hieracium caespitosum</i>	Yellow hawkweed	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	
<i>Cyperus esculentus</i>	Yellow nutsedge	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	5. Insufficient Information	Unlisted	Provincially Noxious
<i>Centaurea solstitialis</i>	Yellow starthistle	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	1. Prevent	Provincial EDRR	
<i>Linaria vulgaris</i>	Yellow/common toadflax	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	4. Strategic Control	Unlisted	

* These species may be present in the CKISS region but are managed by the Province (ie. Provincial EDRR). Sightings should follow the Provincial EDRR protocol as found in the CKISS Operational Framework.

** These aquatic plants are not ranked by Invasive Plant Management Area (IPMA) as aquatic plants are found in a different ecosystem and spread differently than terrestrial plants (ie. through waterbodies). As a result aquatic plants are only prioritized at the regional level in this list. For more specific information about aquatic plant distribution, see the Columbia Basin Aquatic Invasive Species Priority List <https://ckiss.ca/species/aquatic/>

COMMUNIQUÉ



FCM Board nominations are open

The nomination process is now open for those who wish to run for FCM's 2023-2024 Board of Directors. This member-elected body informs national policy priorities on behalf of cities and communities of all sizes, from coast to coast to coast. Board directors meet in person/hybrid three times per year, with some committee meetings in between.

This year, elections for FCM Board of Directors will take place during our Annual Conference and Trade Show, which runs from May 25-28, 2023, in Toronto, Ontario.

As always, we will work to deliver a transparent and secure process for our nearly 12,000 elected officials in member communities across the country. We want you to make your voice heard!

The nomination process

Are you interested in championing local priorities at the national level? Put yourself forward as a candidate for a one-year term in a Director position, or even as a Table Officer. Visit [our website](#) to find more information about the commitment these positions require, the nomination and consent forms, as well as a sample resolution (which you'll need from your member municipality or Provincial/Territorial Municipal Association).

- [Table Officers' deadline for nomination forms](#): **May 7**
- [Directors' deadline for consent forms](#): **May 14**

Our updated [Elections Procedures](#) are also available online, and you can email elections@fcm.ca with any questions.

The voting process

As a representative from an FCM member municipality, **you're automatically registered to vote in FCM's Board of Director elections when you register for our Annual Conference.** It's a straightforward way to attend the conference you love *and* participate in FCM's democratic process.

This year's elections will take place on May 27 & 28, live and in-person. Registered delegates

will vote first for the Table Officers, then for provincial Board Directors. Finally, and in accordance with our bylaws, we'll invite participants to ratify the list of elected and appointed candidates during our AGM.

Who can run?

Any elected official of a member municipality in good standing is eligible to run as a candidate for either a Table Officer or a Director position. We encourage those who are deeply in touch with FCM's core issues—from affordable housing to rural economic growth, from social inclusion to climate resilience. If you're already invested in these issues in your own community, consider running so you can champion change on a national scale. We all benefit from a strong FCM Board that helps communities across Canada thrive.

FCM is committed to [Anti-Racism, equity and inclusion](#) and a safe and [harassment free](#) working environment.

We'll be in touch soon with more details about the election and the Annual Conference.

Until then,

The FCM Elections Team



24 Clarence Street
Ottawa, Ontario K1N 5P3

T. 613-241-5221

fcm.ca

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Karissa Stroshein

Subject: Heritage Legacy Fund intake opens Today!

From: Heritage BC <info@heritagebc.ca>

Sent: Friday, March 10, 2023 10:00 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Heritage Legacy Fund intake opens Today!

[View this email in your browser](#)

Heritage BC



2023
HERITAGE
Legacy Fund
OF BRITISH COLUMBIA



Heritage Legacy Fund Intake Launches Today!

Starting today you can submit applications for the [2023 Heritage Legacy Fund](#). We've made a step-by-step list to help you get started with your application this year!

Follow these steps below:

Step 1: Don't forget these Key Dates!



Intake Opens
March 10, 2023 at 9:00AM (pst)

Intake Closes
April 28, 2023 at 5:00PM (pst)

*Please contact us to check the eligibility
of your project between*
March 10, 2023 – April 21, 2023

Step 2: Familiarize yourself with HLF



The Heritage Legacy Fund (HLF) was established in 2003 through an initial gift of \$5 million from the Province of British Columbia. The fund is held by the Vancouver Foundation and administered by trusted advisors Heritage BC to provide community support, educational resources and grants for heritage projects throughout British Columbia. An additional provincial investment of \$5 million in 2022 represented a significant increase to the Heritage Legacy Fund and will allow for the continued development of BC's heritage sector. Heritage BC is committed to ongoing advocacy to grow this fund to better meet the needs of BC's tangible and intangible heritage.

In part because of the generous contribution from the Province, Heritage BC is excited to offer larger contribution in our Heritage Conservation (up to \$50,000) and our Heritage Planning (up to \$5,000) streams!

Step 3: Read the Guidelines



Ensure you read and review this year's [guidelines](#) on our website. This will provide you with all the key information you need to ensure your project is eligible.

Step 4: Find the Funding Stream that best suits your Project



Heritage Conservation Program

Funding up to **\$50,000** for the preservation, rehabilitation, and restoration of built heritage resources.

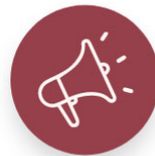
Download the [Conservation pre-application worksheet](#).



Heritage Planning Program

Funding up to **\$10,000** for the research, documentation, presentation, and publication of information about heritage and heritage resources.

Download the [Planning pre-application worksheet](#).



Heritage Awareness Program

Funding up to **\$5,000** for the creation of planning documents to assist with heritage conservation.

Download the [Awareness pre-application worksheet](#).



Indigenous Partnership Program

Funding up to **\$7,500** for initiatives to further reconciliation with Indigenous Peoples through collaboration.

Download the [Indigenous Partnership pre-application worksheet](#).

Step 5: Review our Tips & Tricks!



There are many elements that go into an effective grant application and that will help shape and scope potential projects. Heritage BC has many resources to support this process. As the fund is always oversubscribed, please take advantage of these tools to give your application the greatest chance of success.

- [Grant Writing](#)
- [Heritage Policy & Legislation](#)
- [Heritage Value: Economic](#)
- [Heritage Value: Social](#)
- [Reconciliation](#)
- [Standards and Guidelines for the Conservation of Historic Places](#)

Step 6: Renew or Become a Heritage BC Member



Only Group, Corporate, & Government Heritage BC Members qualify for the Heritage Legacy Fund. But, don't worry we've kept our membership prices affordable, with annual Group rates at \$75.00.

On top of gaining access to HLF, Heritage BC Members receive many benefits with us, like free access to all of our webinars-on-demand. [Renew or Join online!](#)

Unsure if you're an active, current member? [Contact us here.](#)

Almost Ready!

Step 7: How to Submit

To submit an application, you must contact us to verify your projects eligibility before April 21, 2023. An access code will then be provided for the online application form. Please contact **Imogen Goldie, Heritage Planner and Grants Administrator**, at igoldie@heritagebc.ca

Contact Us

Contact Us

One Last Thing! Has your Organization Previously Received HLF Funding?



Are you a past Heritage Legacy Fund grant recipient?

We would love to see and hear about your completed (or in-progress updates) on your project. Please **submit images and any updates**, or tag us in them on social media [@HeritageBCanada](#) so that we can share them online.

Submit Here

Submit Here

Connect with us on Social Media!



BECOME A MEMBER

Heritage BC is your provincial service organization supporting heritage conservation across British Columbia through education, training and skills development, capacity building in heritage planning and funding through the Heritage Legacy Fund.

Support your provincial heritage organization 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.](#)

Heritage BC



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Thank you for receiving The Heritage Update.

Our mailing address is:
Heritage BC
PO Box 846
Ladysmith, BC V9G 16A
Canada

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From: LCRB Cannabis Regulation and Policy LCRB:EX <cannabisregs@gov.bc.ca>

Sent: Friday, March 17, 2023 2:49 PM

Subject: Bulletin 23-02: Change to possession limit for cannabis beverages

Hello,

This email is to inform you of changes that affect all cannabis retail licensees:

- Cannabis Retail Store
- Producer Retail Store

Please review the change on our website in Bulletin 23-02: [Change to possession limit for cannabis beverages](#).

Also, following our previous email on January 12th, the new version of the [Cannabis Retail Store handbook](#) is now live on our website.

We understand that this new version of the handbook is quite different, so we encourage licensees to take time to review the new structure and format, and contact cannabisregs@gov.bc.ca with questions. They can also access a [helpful video](#) on our website.

If you have any questions, please contact cannabisregs@gov.bc.ca.

Sincerely,

Cannabis Policy and Communications
Liquor and Cannabis Regulation Branch
www.gov.bc.ca/LCRB

Karissa Stroshein

Subject: Bulletin 23-01 extension of TESAs to December 31, 2024

Importance: High

From: LCRB Liquor Policy LCRB:EX <LCRBLiquorPolicy@gov.bc.ca>

Sent: Friday, March 10, 2023 2:37 PM

Subject: Bulletin 23-01 extension of TESAs to December 31, 2024

Importance: High

Hello,

This email is to inform you of changes that affect the following licences with Temporary Expanded Service Areas (TESAs):

- Food Primary
- Liquor Primary
- Manufacturer

Please review the change on our website in [Bulletin 23-01: extension of TESAs to December 31, 2024](#).

Local governments and First Nations **have until March 20, 2023, to raise concerns about TESAs in their jurisdiction**. To raise concerns about a TESA in your jurisdiction, please email the LCRB's Manager of Licensing, Rachel.Deloughery@gov.bc.ca.

As always, licensing staff work with local governments, First Nations, and licensees to resolve any concerns with TESAs. Licensees must ensure their TESAs follow local bylaws and requirements.

If local authorities have no concerns, the TESA authorizations will extend to **December 31, 2024**. The Branch will reissue authorization letters with the new expiry date.

Licensees can learn [how to make their TESA permanent](#) on our website.

We commit to supporting local governments and First Nations to ensure TESAs operate in the interest of their communities.

If you have any questions about this policy, please email LCRBLiquorPolicy@gov.bc.ca.

Sincerely,

Liquor Policy and Communications
Liquor and Cannabis Regulation Branch
www.gov.bc.ca/LCRB



CleanBC & BC Local Government Climate Action Program

Engaging and building momentum for 2023

Climate Action Secretariat

Ministry of Environment and Climate Change Strategy

Regional Engagement Workshops

February - March, 2023



CleanBC
Roadmap to 2030



Introductions

Today's Objectives



- **Increase awareness and understanding** of the CleanBC Roadmap to 2030 and the new LGCAP program
- Provide **opportunity for input** on the development of LGCAP
- **Support successful participation**
- **Hear what local governments need** to advance climate action
- **Connect with local government staff** in the region

Agenda Overview

Morning

1. CleanBC and CPAS
2. Program background & Year 1
3. Reporting requirements
4. Peer learning networks and regional collaboration hubs

Afternoon

7. LGCAP 2023 survey and access to information/data
8. Climate risk and resilience assessment and HRVAs
9. Roundtables on climate action-related provincial initiatives
10. Wrap up and next steps

Hybrid Housekeeping

In Person

- Lunch from 12:30-1 pm
- Turn cell phones to silent
- Restrooms
- Emergency exits / plan
- Use phone to scan short survey QR codes.

Online

- Keep audio muted in plenary
- Turn camera on in breakout rooms
- Notify Zoom host if away or not participating in a breakout
- Monitor chat for instructions
- Use chat to share info and q's
- Use "raise hand" to speak in plenary

CleanBC Roadmap to 2030



The Original CleanBC Plan

- Launched in late 2018 with over 40 initiatives to reduce GHG emissions and move to cleaner energy in transportation, industry, and buildings
- Initiatives were projected to achieve ~75% of the 2030 climate target (of reducing emissions by 40% below 2007 levels)
- CleanBC committed to a plan to fully achieve the 2030 target
- The CleanBC Roadmap to 2030 is that plan – following the actions outlined in the Roadmap will see us reach our legislated 2030 target, and do our part to reach our Paris climate commitments

Roadmap Pathways



Agriculture, Aquaculture and Fisheries



Forest Bioeconomy



Commercial Transportation



Personal Travel



Circular Economy



Buildings



Electricity



Negative Emissions Technologies



Low Carbon Energy



Communities



Industry, including Oil & Gas



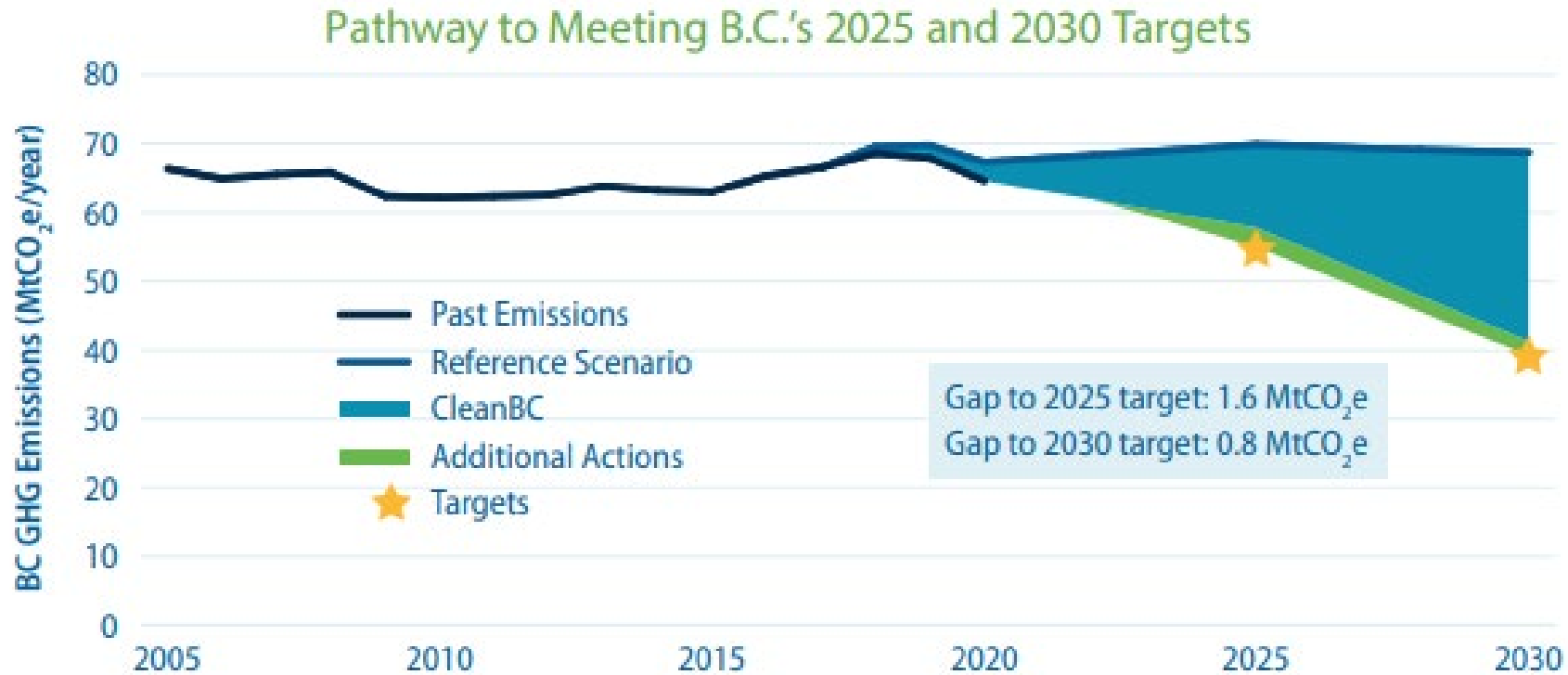
B.C.'s Marquee Measures

- ✓ **A stronger price on carbon pollution** with corresponding affordability and competitiveness protection
- ✓ **Accelerated zero emission vehicle law** for light-duty and new targets for medium- and heavy-duty vehicles
- ✓ A commitment to develop a **comprehensive Clean Transportation Action Plan**
- ✓ **Low Carbon Fuel Standard enhancement** and doubling the target for renewable fuels produced in B.C. to 1.3 billion litres by 2030
- ✓ A commitment to implement **100% Clean Electricity Delivery Standard** for the BC Hydro grid
- ✓ **New GHG cap** for natural gas utilities with a variety of pathways to achieve it
- ✓ **Enhance the CleanBC Program for Industry** and ensure oil and gas achieves its sectoral target
- ✓ **Near elimination of industrial methane emissions** by 2035 with a 45% reduction in oil and gas methane by 2025 and 75% reduction by 2030
- ✓ **New large industrial facilities** to work with government to demonstrate how they align with government's 2030 and 2040 targets and submit plans to achieve net-zero emissions by 2050
- ✓ **Zero carbon new buildings** and highest efficiency standards for new space and water heating equipment by 2030
- ✓ **A new program** to support local government climate action
- ✓ **A Climate Preparedness and Adaptation Strategy** to build a better, more resilient future for people and communities across the province.

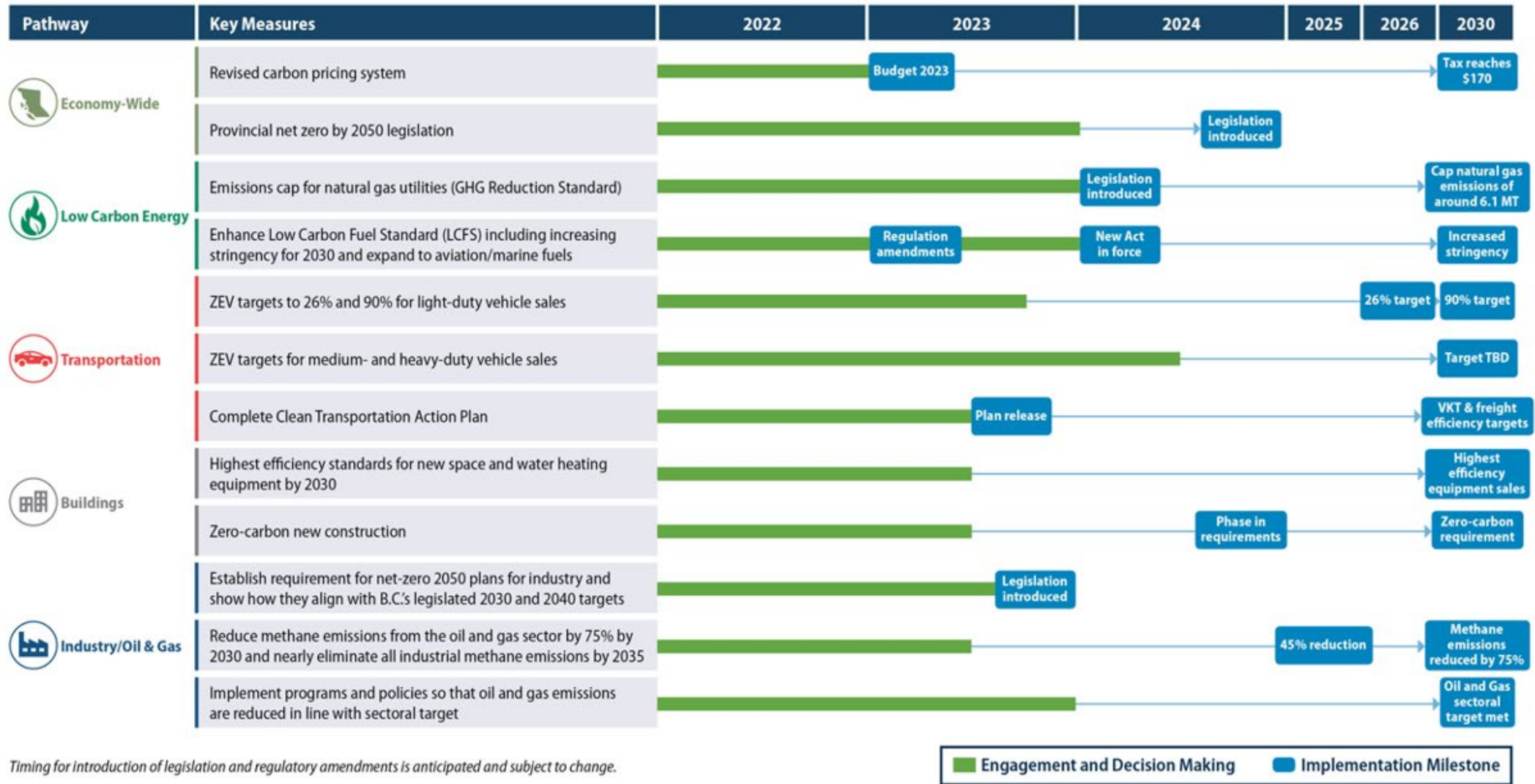


Roadmap Reductions

CleanBC Projections to 2025 and 2030

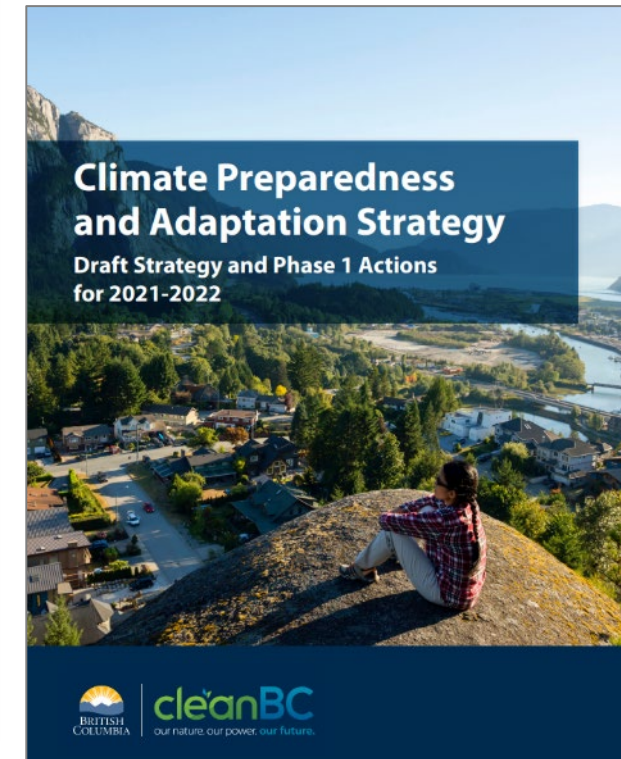
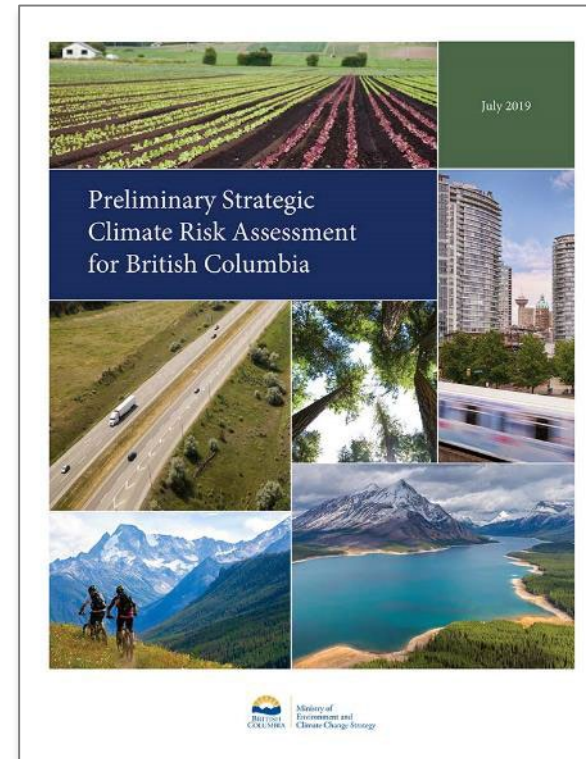
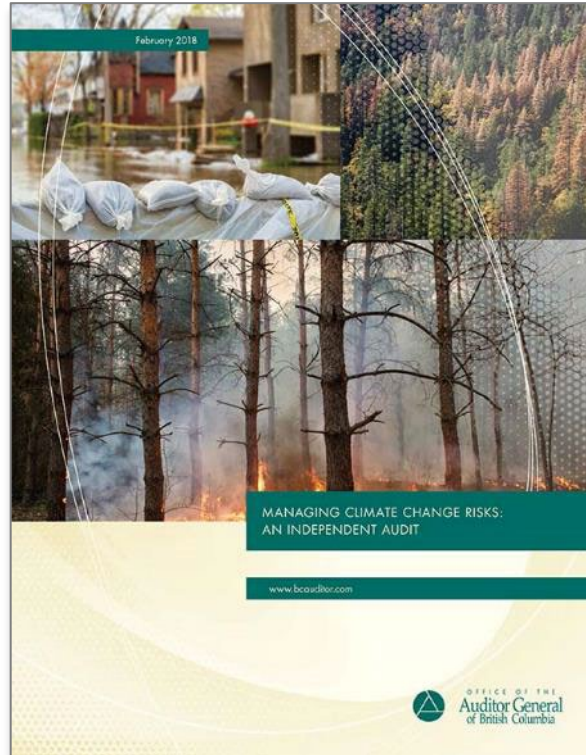
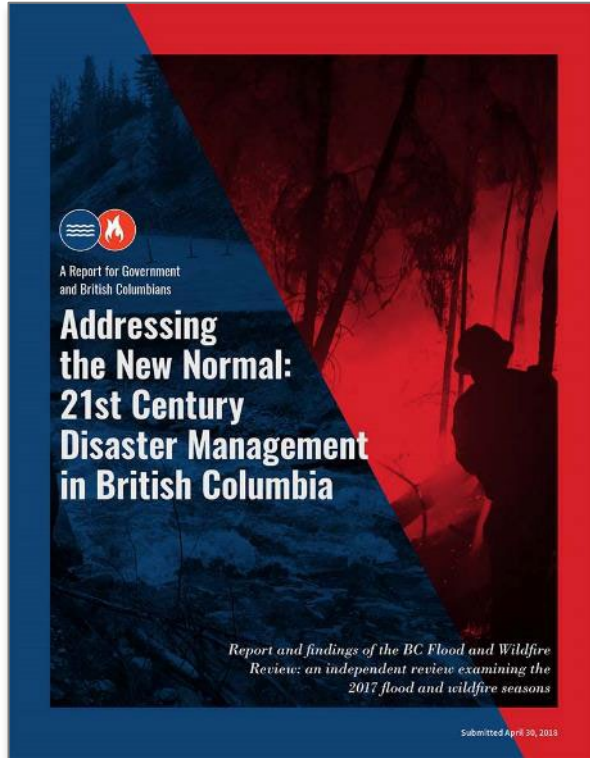


CLEANBC ROADMAP TO 2030 IMPLEMENTATION PLAN



Timing for introduction of legislation and regulatory amendments is anticipated and subject to change.

Climate Preparedness and Adaptation Strategy



Strategy Overview

- Expand climate & hydrometric monitoring
- Improve drought and flood forecasting
- Climate risk assessment
- Education & capacity building



- Adapting highway and resource road infrastructure
- Low carbon resilient public sector buildings
- Climate ready agriculture and tourism
- Integrate climate into forest landscape planning

- Local Government Climate Action Program
- Hazard mitigation funding
- Health system climate resilience
- BC Flood Strategy and expanded floodplain mapping

- Healthy Watersheds Initiative
- Watershed Security Strategy
- Coastal Marine Strategy
- Wild Salmon Strategy
- Future Forest Ecosystems Centre
- Regulatory barriers and enablers for nature-based solutions

Climate Preparedness and Adaptation Strategy

Actions for 2022-2025



- Significant step forward for climate adaptation
- Responsive to 2021 extreme events
- Key foundational actions in data, capacity building and partnerships
- Sets the stage for future actions
- Commits to monitoring and reporting on progress
- Laying the foundation for more comprehensive, long-term climate adaptation efforts in B.C.

LGCAP Program Background and Year 1 Results

CleanBC Roadmap to 2030 - Commitment to Communities

- Predictable funding
- Review of legislation
- Collaborate with Indigenous communities
- Complete and compact communities



Local Government Climate Action Program

Scope

- Supports CleanBC Roadmap, Climate Preparedness and Adaptation Strategy & local objectives

LGCAP Year 1 Overview

- 187 local government and 8 Modern Treaty Nations eligible for funding
- 181 completed the reporting requirements – 1st round of disbursement
 - 2nd round end of 2022
- Findings will be highlighted in the 2022 Summary Report

Continuous Improvement and Engagement

- Program design for Yr 2 – to be informed by this engagement

Modern Treaty Nations

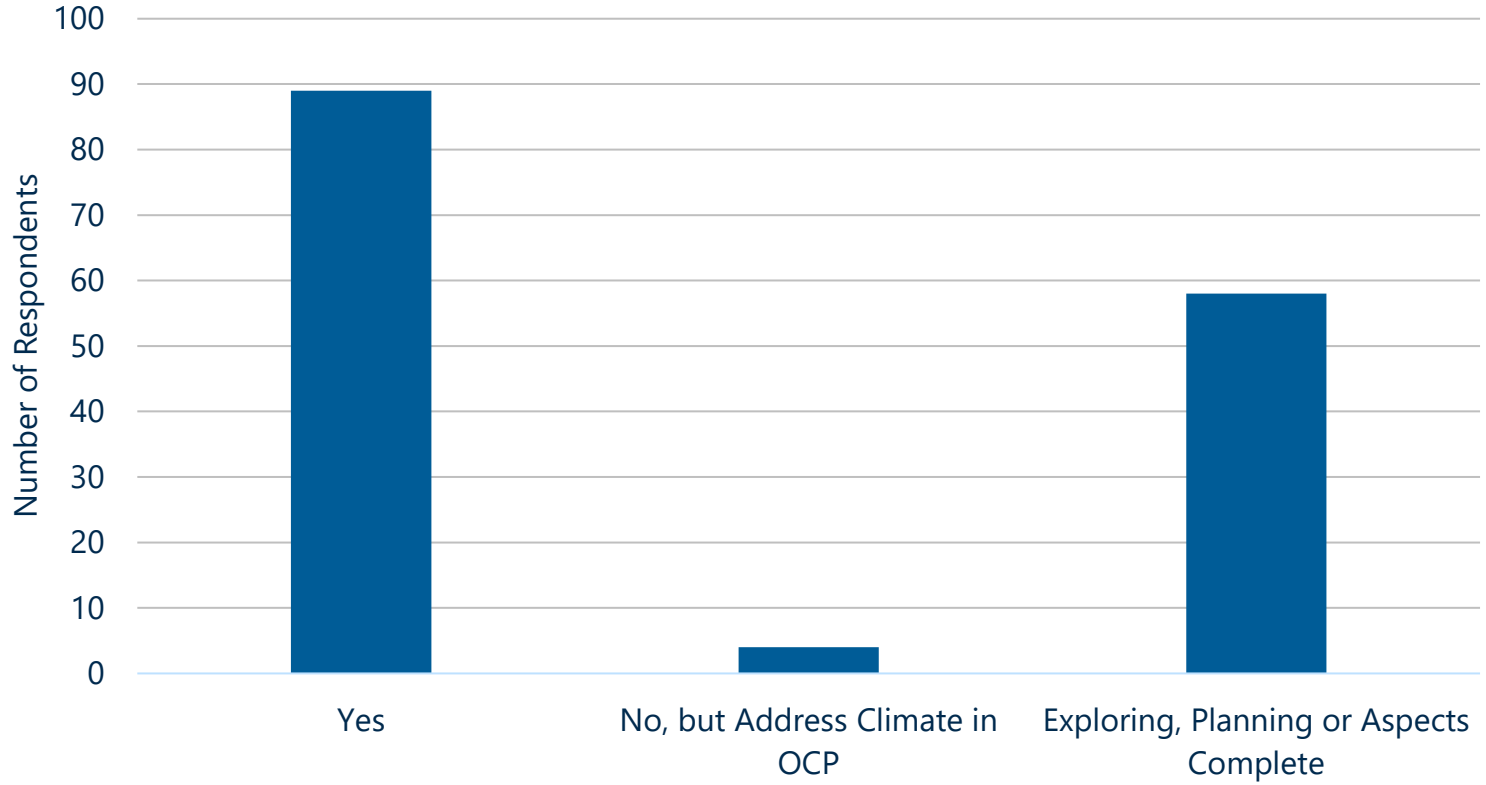
- Modern Treaty Nations are self-governing Nations
- Climate action funding available to Indigenous communities outside the Modern Treaty system
- BC Community Climate Funding Guide <https://communityclimatefunding.gov.bc.ca/>



Year 1 Survey Outcomes (2022)

Of 189 Local Governments and 8 Modern Treaty Nations, 185 Surveys were submitted

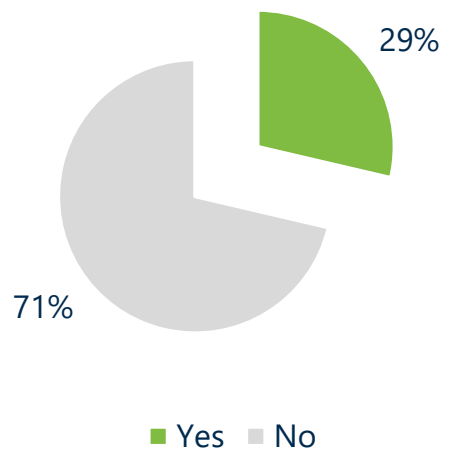
Completed a Local Climate Action Strategy



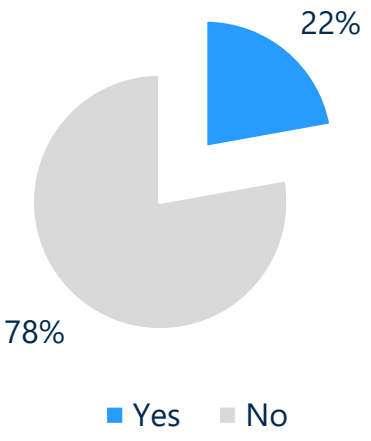
Year 1 Survey Outcomes (2022)

Measuring, Reporting and Tracking Emissions

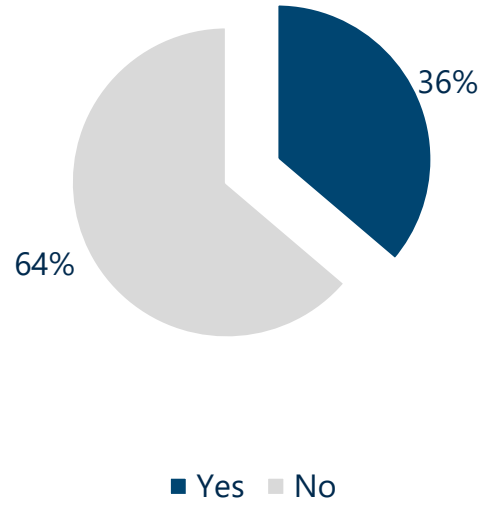
Respondents Measuring Corporate Emissions in 2021



Respondents Measuring Community-Wide Emissions in 2021



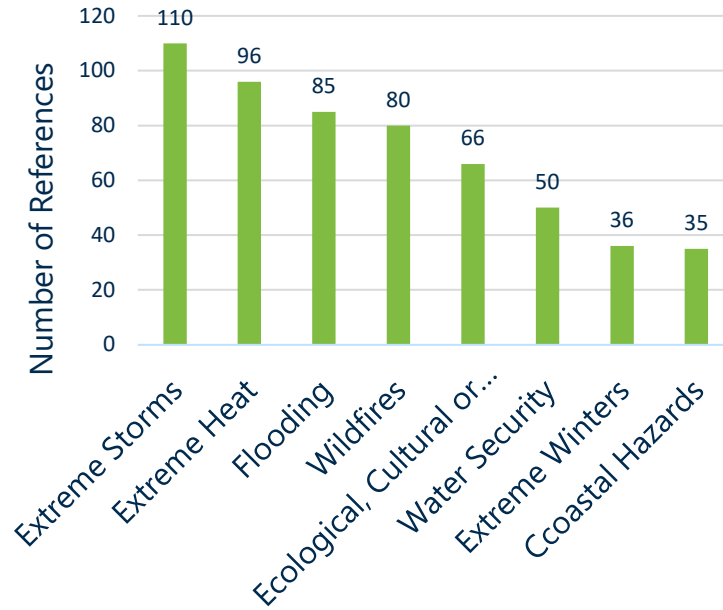
Respondents Tracking Progress in 2021



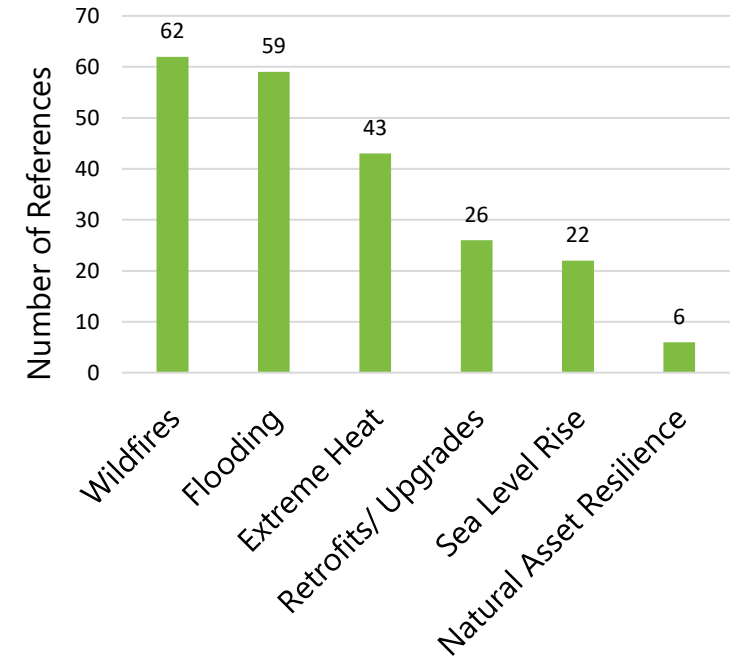
Year 1 Survey Outcomes (2022)

Resilience Initiatives

# Local Climate Risk Assessments Completed	
Yes	62
No	123



Climate Hazards Ranked by Significance

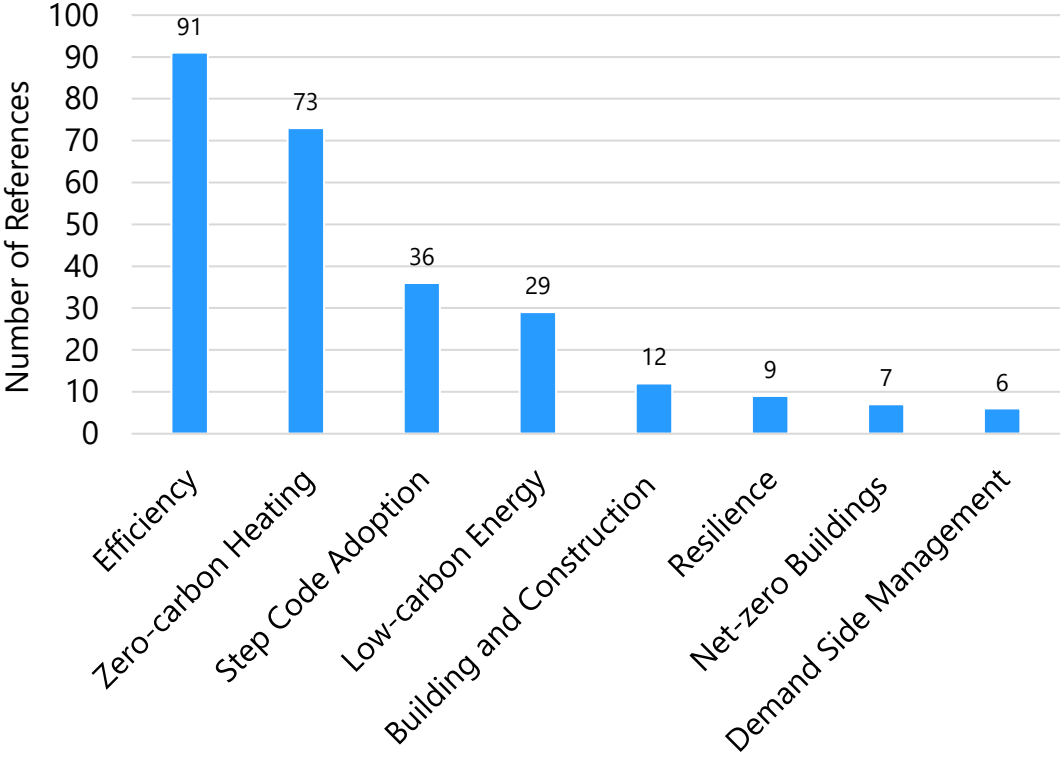
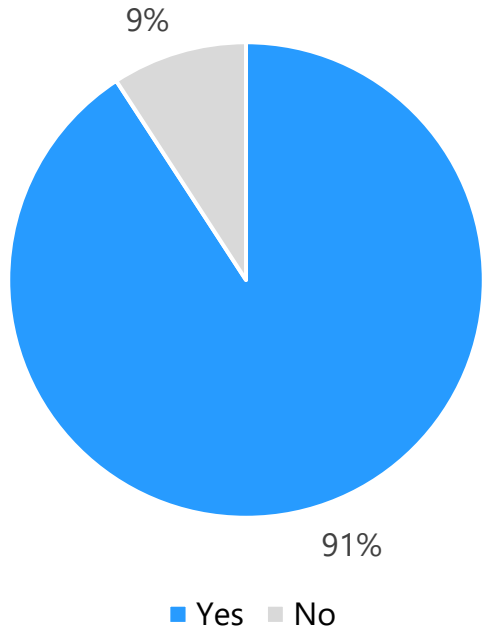


Resilience Investments

Year 1 Survey Outcomes (2022)

Buildings

Percentage of Respondents Reporting Buildings Initiatives

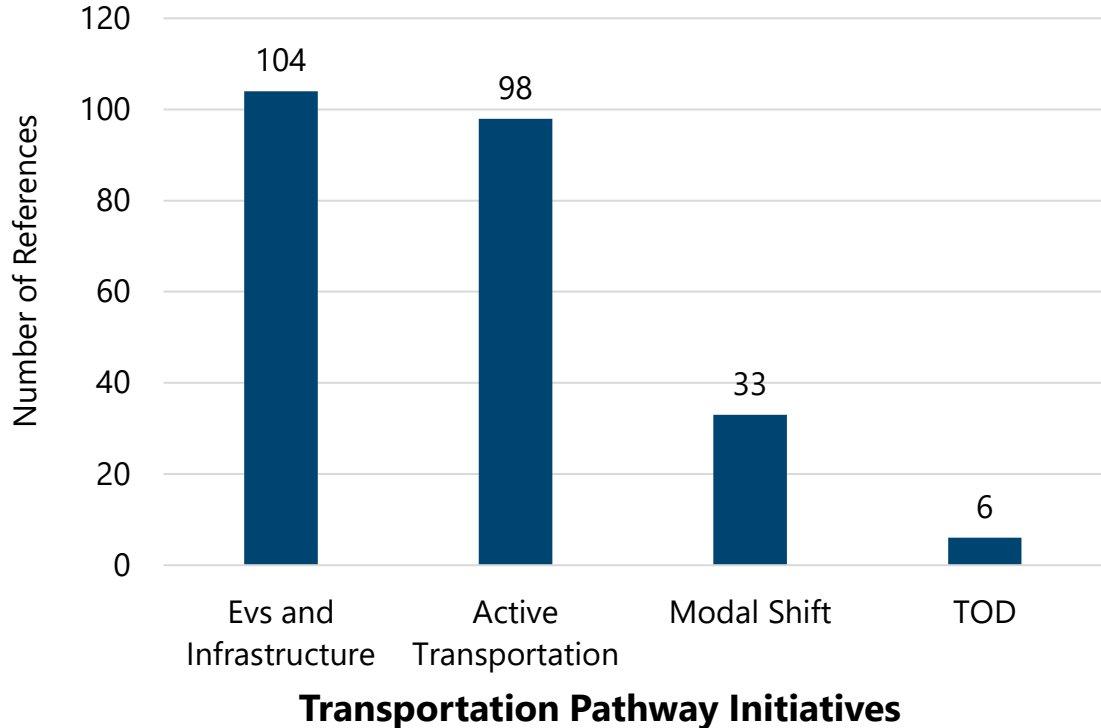
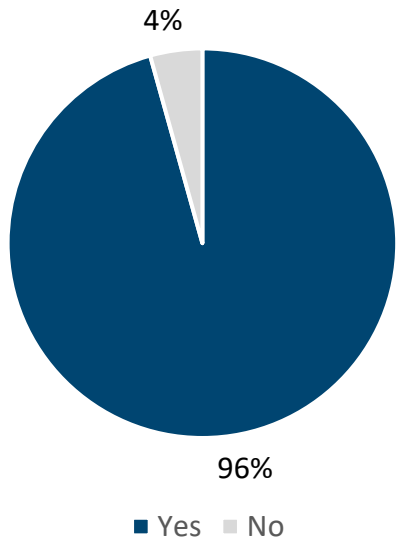


Buildings Pathway Initiatives

Year 1 Survey Outcomes (2022)

Transportation

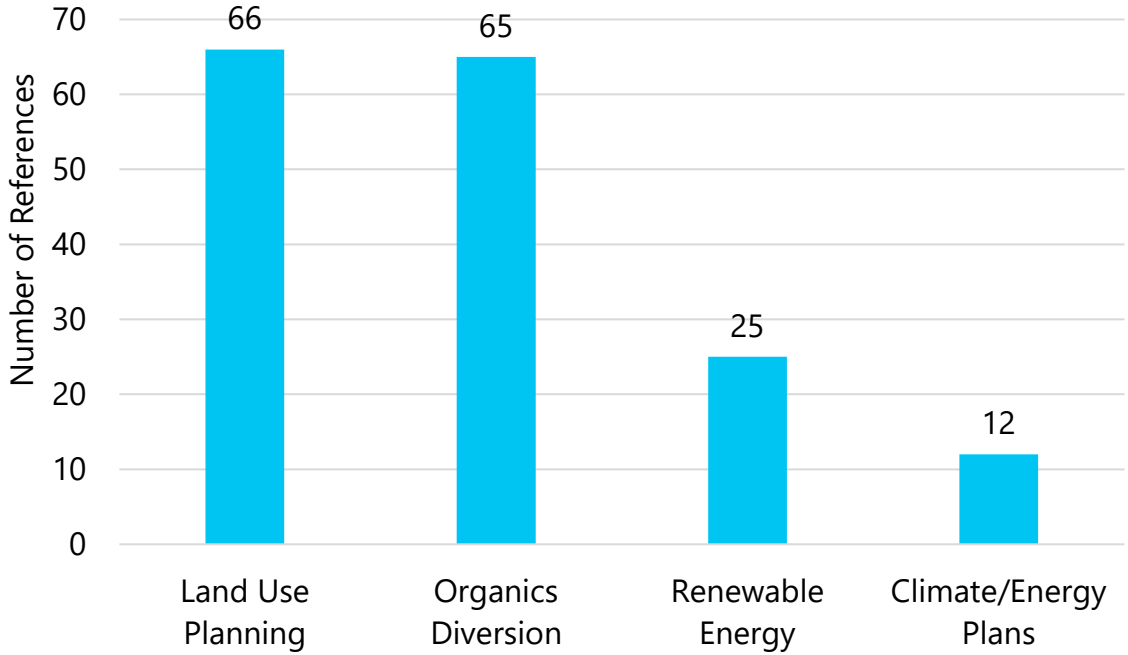
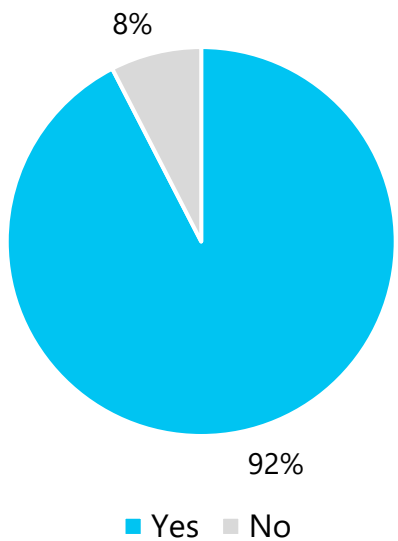
Percentage of Respondents Reporting Transportation Initiatives



Year 1 Survey Outcomes (2022)

Community Initiatives

Percentage of Respondents Reporting Community-Level Initiatives



Communities Pathway Initiatives

LGCAP Year 2 Design

Local Government Climate Action Program

Years 2 and 3 – Setting the stage

Substantive climate action

Emissions reductions

Climate preparedness

Report to Treasury Board



Substantive Climate Action Top 12

BC Energy Step Code	EV readiness	Building carbon standards, retrofits to existing buildings	Risk assessment / Adaptation plan / Emergency preparedness plan
Corporate & community GHG reporting	Complete Communities	Clean/active transportation	Natural assets
Net-zero commitment	Low carbon materials and practices	ESG reporting	Climate lens

Proposed Year 2 Mandatory Requirements

- Modern Treaty Nation / Climate Action Charter
- Measure & report corporate emissions
- Align with CleanBC Roadmap **and/or** Climate Preparedness and Adaptation Strategy
- Dedicate funds to climate action
- Publicly attest to actions



Proposed Year 2 Mandatory Requirements

Measure and report corporate emissions

- Optional in year 1
- Mandatory in year 2
- Will this be a challenge?
 - If so, how can we support?





10 Minute Break

Potential LGCAP Components?

Carbon Neutrality

Acknowledgement Program





Regional Collaboration Hubs and Peer Learning Networks

Definitions

Regional Collaboration Hub

Coordinated regional approach for local governments to:

- a) Advance local and regional progress on climate action
- b) Strengthen local and regional capacity for climate action

by leveraging resources and knowledge to support shared climate action needs/priorities.

Peer Learning Networks

Facilitated opportunities for professionals working in similar disciplines, roles or sectors to learn from each other on specific topics/areas through:

- knowledge sharing
- mentoring
- exchange of practical, applied experience.

Why Regional Collaboration Hubs?



“Bound together by a shared focus on place, Regional Climate Collaboratives are harnessing the power of networks to build resilience to climate impacts and...to reduce the emissions driving those impacts.”

~Institute for Sustainable Communities (2019)



When does it make sense to collaborate?

- Common / shared needs
- Cross-jurisdictional issues
- Region-wide importance

AND

- A coordinated effort will deliver significant benefits beyond acting in isolation

Climate adaptation, preparedness, risk and resilience efforts are particularly well suited for regional collaboration

Examples of Hub Activities and Benefits

Activities

- Climate research and analysis
- Tools and training
- External funding
- Convening and engaging stakeholders
- Climate policy and planning
- Advocacy
- Public communications

Benefits

- Build relationships
- Increase capacity
- Leverage scarce resources
- Realize economies of scale
- Provide regional voice
- Avoid maladaptation
- Maintain continuity when administrations change

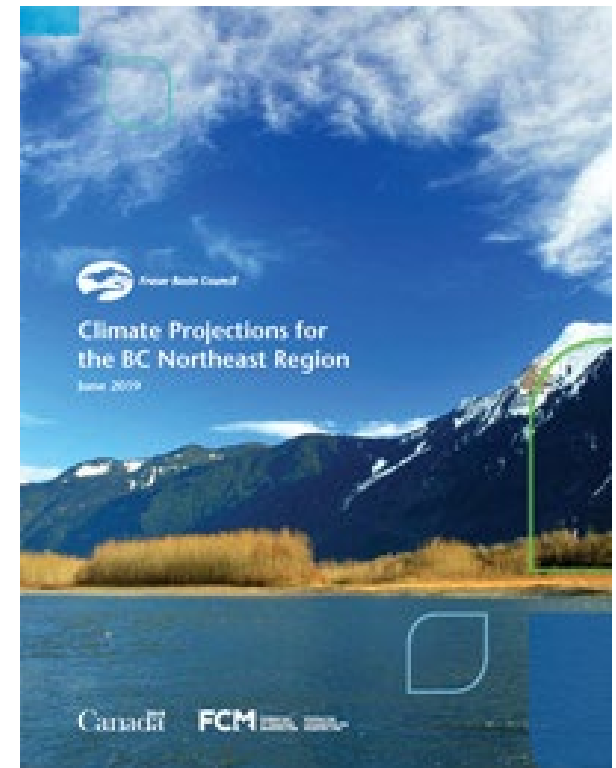
How are regional hubs helping accelerate climate action?

20+ regional climate collaboratives in Canada and US have already been successful at building local capacity via:

- knowledge exchange and peer learning
- training and tool development
- regional research and analysis

BC Examples:

- TO-CAN
- Northeast Climate Resilience Network
- VICC-CLP



Peer Learning Networks

How do they help accelerate climate action?

Accelerating peer-to-peer knowledge sharing on climate action equips local government staff to tackle climate-related priorities and can bring greater momentum for specific initiatives.



Types of Peer Learning Networks

Local government-focused networks

- FCM Partners for Climate Protection
- BCIT EcoCity Peer Learning Network

Specialized networks

- CEA Peer Networks for Step Code, Retrofits, EVs, or Embodied Carbon.
- BC Hydro Community Energy Managers Network

Broad sectoral networks

- CanAdapt
- BC Climate Risk Network

Professional associations and CoP

- Planning Institute of BC
- Engineers and Geoscientists of BC
- PIEVC Practitioners Network

Questions (poll)

1. Are you aware of any regional climate collaborations between local governments in your/this region?
2. What are the leading opportunities for regional collaboration on climate adaptation, preparedness and resilience in your/this region?

Regional Collaboration Hub Questions



Questions (poll)

1. What's needed for a regional climate collaboration hub to be successful?
2. Does your local government have the capacity to participate in a regional climate collaboration hub?
3. What concerns/flags, if any, do you have about the regional collaboration hub approach?



Questions (poll)

1. What climate-focused peer learning networks are staff in your local government currently participating in?
2. Thinking about the climate action needs of your local government, what topics are priorities for peer learning networks?

Peer Learning Networks



Questions (discussion)

1. Where do you see **key gaps** in peer learning networks and regional climate hubs?
2. What are the most **significant challenges/barriers to participating** in regional hubs and peer learning networks?
3. **What's needed for** climate action-focused peer learning networks and regional hubs to be **successful**?



Lunch (30 min)





LGCAP Year 2 Survey (2023)



Annual Survey

- Purpose
- Alignment with CleanBC & CPAS
- How was funding used?

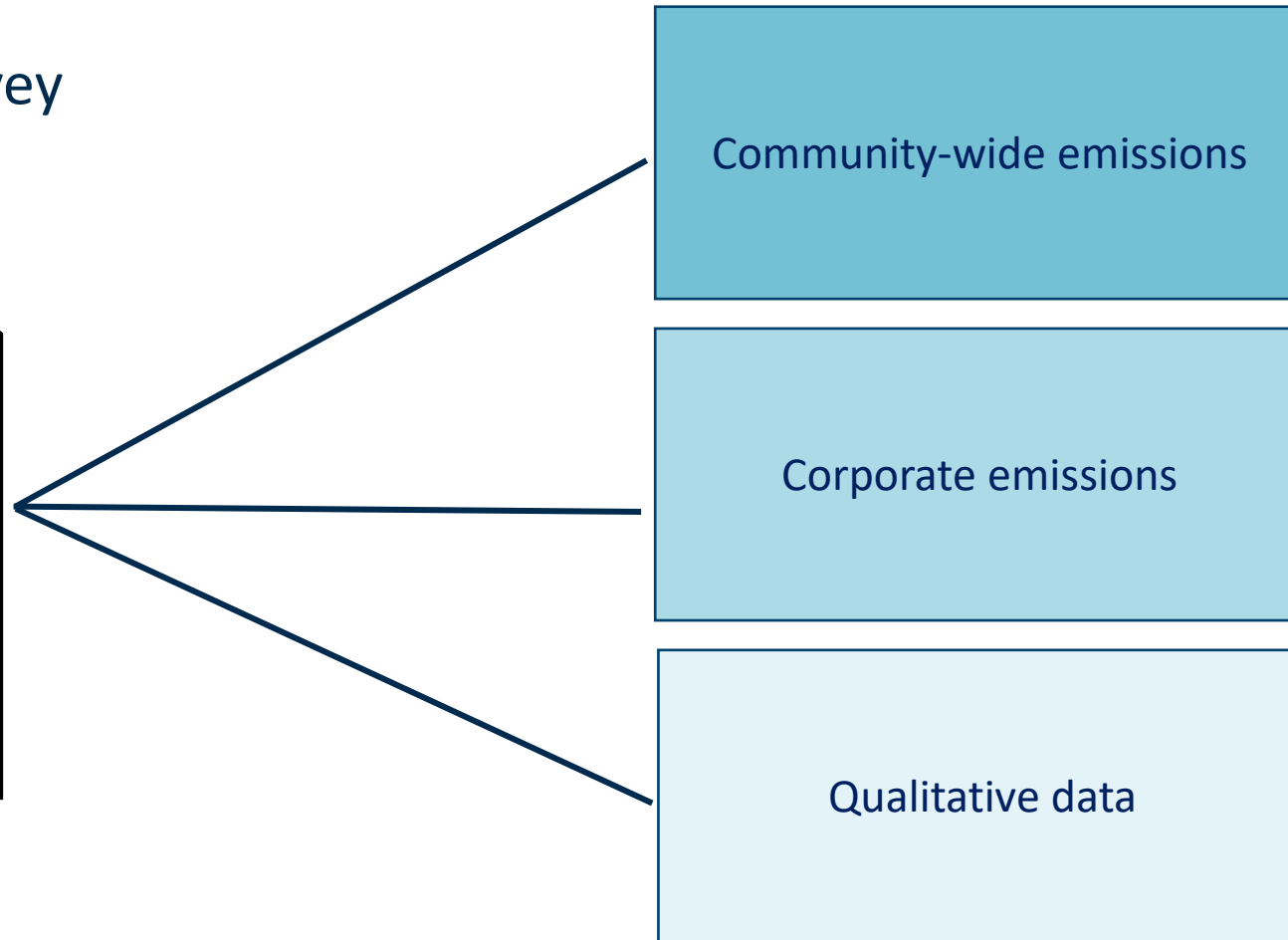
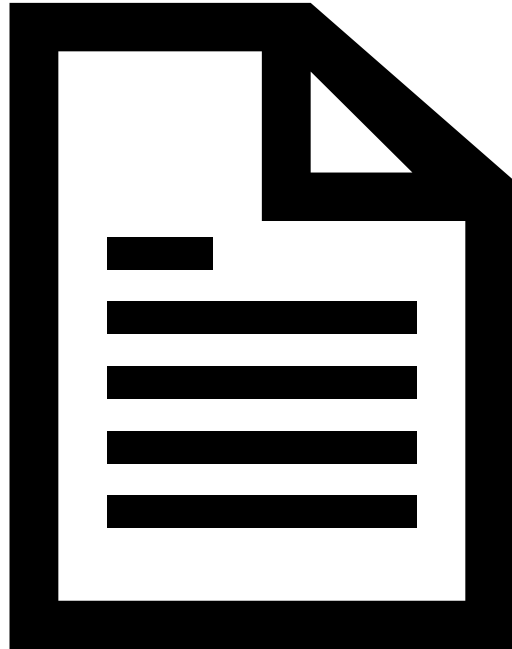
LGCAP@gov.bc.ca



Access to LGCAP Information and Data

Access to Program Information and Data

LGCAP Reporting Survey



Access to Program Information and Data

Do you intend to use this data?

Is other communities' data of use to you?

Is year over year comparison important to you?

How would you like to interact with the data?

Access to LGCAP Data and
Information



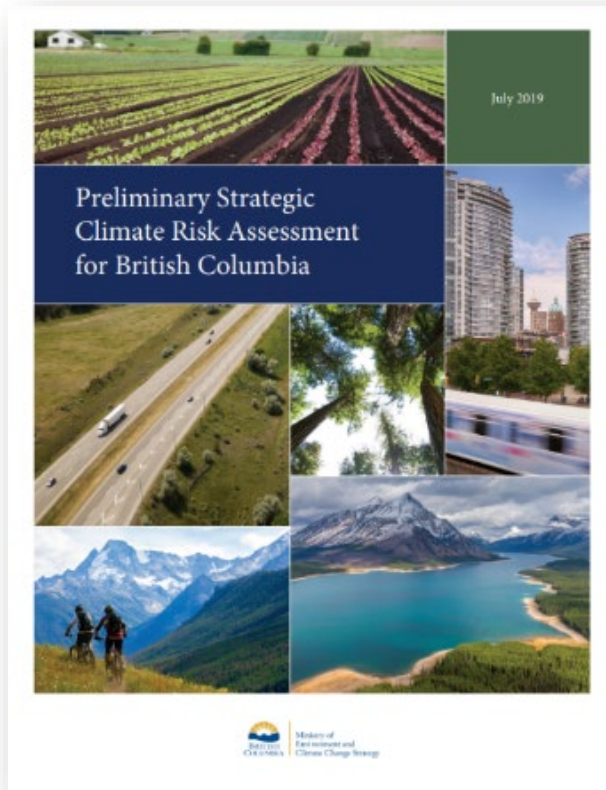
Climate Risk and Resilience Assessment



Climate Risk & Vulnerability Assessment & Hazards, Risk and Vulnerability Assessment

- Next version of the Climate Risk Assessment for British Columbia
- Upcoming changes to the *Emergency Program Act*
- Implications for local governments

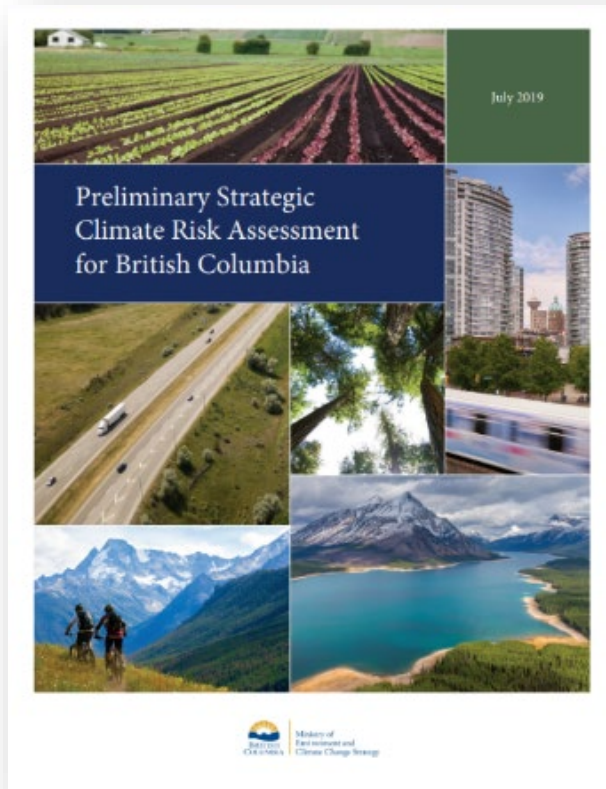
Preliminary Strategic Climate Risk Assessment for B.C.



What it **did** do:

- First Provincial Climate Risk Assessment in Canada
- Defined scenarios of 15 provincially-significant climate risk events and evaluates their likelihood and potential consequences (presently and in 2050)
- Represented risk solely from the perspective of the provincial government
- Used standardized risk assessment methodology grounded in western science

Preliminary Strategic Climate Risk Assessment for B.C.



What it **did not** do:

- Consider or evaluate risks to Indigenous cultural values, ways of life, laws, rights, and title
- Acknowledge the unique relationship or disproportionate impacts of climate change on Indigenous peoples
- Represent perspectives of actors outside of the provincial government (no engagement with communities, partners, etc.)
- Provide sufficient information to prioritize provincial investments in climate adaptation
- Provide information at a regional or local level

Climate Risk & Vulnerability Assessment

Next Risk Assessment by 2025

Provincial objectives for
assessing climate risks &
resilience

1. To meet legislated commitment under the
Climate Change Accountability Act

Excerpt from the
Climate Change Accountability Act

(2) In 2020, and in every fifth calendar year after that, the [Minister's Climate Change Accountability] report must include a determination of climate change risks.

(3) In a year not referred to in subsection (2), the report must include the most recent information about climate change risks.

Climate Risk & Vulnerability Assessment

Next Risk Assessment by 2025

Provincial objectives for assessing climate risks & resilience

2. To inform provincial investments in climate adaptation

- Understand and explore climate risks, resilience and adaptive capacity
- Identify high-priority actions to build resilience
- Basis for policy development and funding requests (Cabinet and Treasury Board decisions)

Climate Risk & Vulnerability Assessment

Next Risk Assessment by 2025

Proposed approach: key pillars

1. Co-develop the 2025 assessment with Indigenous Peoples
2. Take an equity-informed approach
3. Engage local, regional, Provincial, and subject matter experts:

Climate Risk & Vulnerability Assessment

Next Risk Assessment by 2025

- **NEW Direction** to partner with Emergency Management and Climate Readiness to conduct the Provincial Climate Risk and Resilience Assessment and the Hazard Risk and Vulnerability Assessment **as one process**

Next steps:

- Engage with advisories on proposed approach
- Develop a suite of options for the 2025 Assessment based on different levels of funding
- Make a recommendation to leadership and if necessary, request additional funding

Climate Risk & Vulnerability Assessment

Modernizing B.C.'s Emergency Management Legislation and Regulations

[Modernized emergency management legislation - Province of
British Columbia \(gov.bc.ca\)](#)

Climate Risk & Vulnerability Assessment

Ministry of Emergency Management and Climate Readiness
New *Emergency Program Act* will include:

- Provincial ministries, local authorities
- (e.g., municipalities and regional districts),
and critical infrastructure owners will be required to consider
climate change in risk assessments.

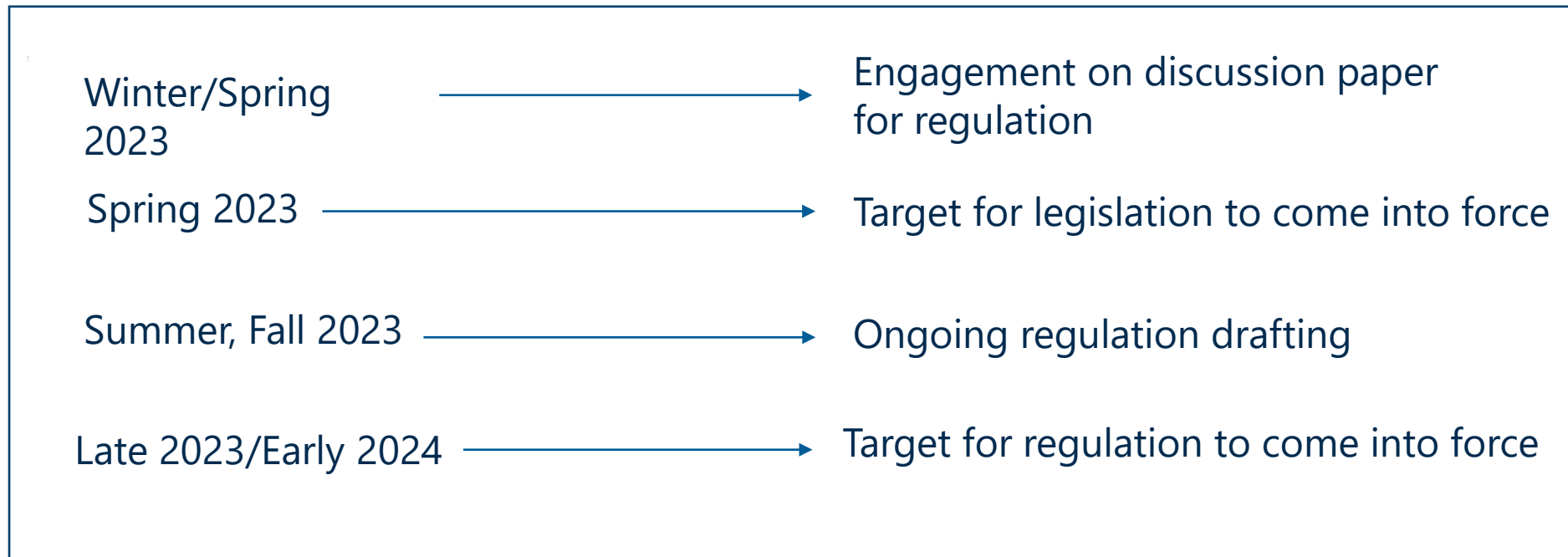
Climate Risk & Vulnerability Assessment

Local Authority Emergency Management Regulation will include:

1. Risk Assessment
2. Emergency Management Plans
3. Collaboration
4. Equity-denied Populations

Climate Risk & Vulnerability Assessment

Local Authority Regulation Timeframe



BC Climate Risk Landscape Assessment

Current project covering:

- Status of climate risk assessment efforts across BC communities
- Current capacities & challenges in understanding and managing climate risks
- Local government collaboration on climate risk and resilience
- Options to enable/accelerate understanding and management of climate risks

Climate risk assessment (CRA) – scope

For the purposes of this project, climate risk assessment includes:

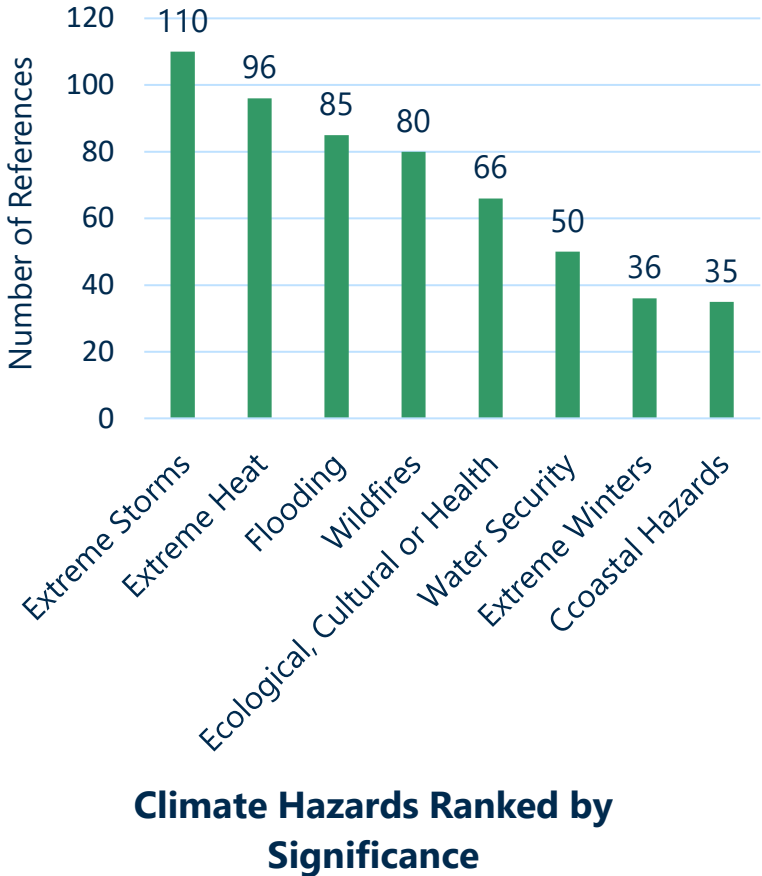
- **Climate risk assessment** for one or more climate risks
- **Vulnerability assessment** for one or more climate risks
- **Hazard, Risk and Vulnerability Assessment** for one or more hazards with consideration of climate change (Local Authority Emergency Management Regulation)

Status of CRA in BC

Known issues/challenges:

- Staff and financial capacity
- Technical expertise
- Access to local data
- Competing priorities
- Two pathways – emergency management AND climate adaptation/preparedness
- Various methodologies
- No standards

# Local Climate Risk Assessments Completed	
Yes	62
No	123



Questions

Capacity to assess and manage climate risks

1. Does your community have dedicated staff for climate adaptation/risk management? (yes/no)
2. Has your community a) completed a CRA, b) is it planning to undertake a CRA in the next 12 months, c) no plans to undertake a CRA
3. If you have completed a CRA, what climate risks were addressed?

Understanding and assessing
climate risks



Questions

Capacity to assess and manage climate risks

4. How would you rate your local government's overall understanding of its most significant climate risks? (1-5)
5. Are climate risks considered in your municipal planning and decision making: a) regularly, b) most of the time, c) some of the time, d) infrequently, e) never.
6. How important is it to have a standard climate risk assessment framework for local governments? (1-5)

Understanding and assessing
climate risks



Plenary

Collaboration with other local governments

7. Is your local government currently collaborating with any other local governments in your region on any initiatives related to climate risk assessment?
 - **If yes**, what does that look like - e.g., who, what, where?

Plenary

8. What would be the most effective strategies to help local government accelerate action on climate risk assessment (CRA)?

Some options to consider:

- Regional collaboration on CRA
- Establish regional teams of experts/advisors to support communities with their CRA efforts
- Help fund a dedicated climate preparedness/adaptation LG staff position to help communities address their CRA needs
- Other?

10 Minute Stretch Break





Roundtables

Roundtable 1

Complete Communities

Clean Transportation Action Plan

Circular Economy

Roundtable 1: Complete Communities Initiative

Initiative supports:

- Increased profile of land use decision-making
- Focus on transit and active transportation

Complete communities:

- Diversity of housing
- Range of amenities, services, and employment opportunities

Complete Communities Initiative

- \$10M Complete Communities funding program
- Complete Communities Guide
- Data provision

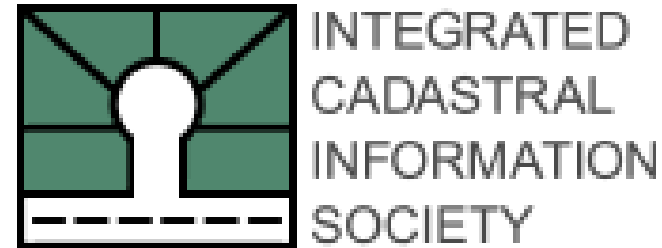
Complete Communities Initiative

Free Complete Communities User Conferences

- Nanaimo - February 14
- Abbotsford - February 16
- Prince George - March 1
- Kelowna - March 7
- Cranbrook - March 9

Registration: <https://www.icisociety.ca/events/>

Contact PLUM@gov.bc.ca

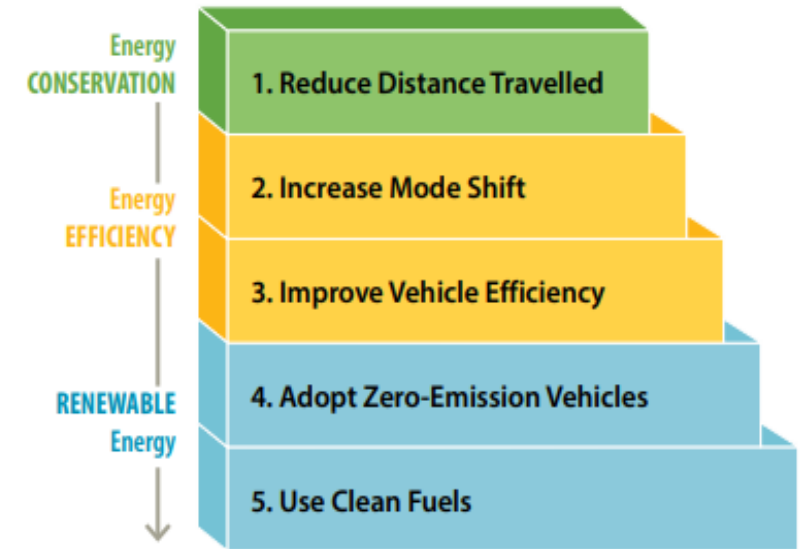


Purpose of Clean Transportation Action Plan

Roadmap 2030 Commitment:

“In addition to the specific actions in this Roadmap, we will develop a comprehensive Clean Transportation Action Plan in 2023. The Plan will highlight additional steps government will take to reduce emissions in the transportation sector, including ports and airports, to meet our 2030 targets and align with the development of complete, compact, connected communities to reduce vehicle travel.”

- Single point of reference; a comprehensive plan that links to other existing work and fills the gaps.
- Short-term actions with long-term view to achieve net zero 2050 & beyond



CTAP targets

What is the role of local governments (LGs) to support GHG reduction and achieve the CTAP targets?

- **Vehicle kilometers traveled (VKT) reduction targets:**
 - Reduce light-duty VKT by 25% by 2030, compared to 2020.
- **Mode share targets:**
 - Increase share of trips (e.g., commuting for work and personal activities) made by walking, cycling, transit to 30% by 2030, 40% by 2040, and 50% by 2050.
- **Energy intensity targets for personal and commercial transportation:**
 - Reduce the energy intensity of goods movement (tonne-kilometres) by at least 10% by 2030, 30% by 2040, and 50% by 2050, relative to 2020.

CTAP targets cont'd

Zero-emission vehicle (ZEV) targets:

- Accelerated *Zero Emission Vehicle Act* targets - 26% of new light-duty vehicles by 2026, 90% by 2030, 100% by 2035; and
- New ZEV targets for medium- and heavy-duty vehicles aligned with California.

Low carbon fuel targets:

- Reduce carbon-intensity for gas & diesel using 30% by 2030 (relative to 2010) as a starting point for further analysis and consultations.



Examples of how LGs can help achieve CTAP targets

- Establish personal and commercial transportation target goals and measures
- Bylaw updates:
 - Prioritize energy-efficient transportation hierarchy for public space (i.e., pedestrians first)
 - Encourage pedestrian- and transit-oriented development
 - Eliminate parking minimums near transit
 - Develop EV Ready bylaws
- Streamline hydrogen fuelling station permitting process
- Require new and/or existing gasoline and card lock fuel stations to include ZEV infrastructure development
- Implement ZEV first procurement policy for all local government on and off-road vehicles purchases
- Implement a ZEV preference or requirement for contracted work from a service provider

Input – we want to hear from you

- What are your community's key interests, needs, and gaps to reach climate and transportation-related targets?
- How can the Province support efforts to meet community targets?
- Opportunities for additional, written input:
 - Submit input directly CleanTransport@gov.bc.ca
 - CTAP technical consultation seeking written input beginning January/February



ROUNDTABLE 2

B.C.'s Circular Economy Strategy

A commitment under the CleanBC Roadmap to develop a Circular Economy Strategy in 2022, supporting both our climate goals and our economy



cleanBC
our nature. our power. our future.

Roadmap to 2030



What is a Circular Economy?

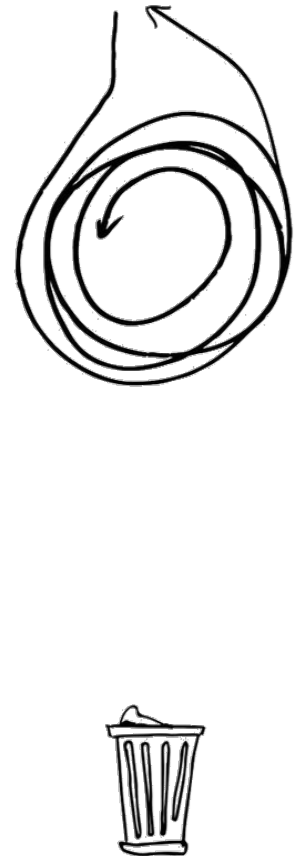
LINEAR ECONOMY



RECYCLING ECONOMY



CIRCULAR ECONOMY



Circular Principles

Advancing a healthy B.C. economy through key principles:

- Design out waste from the products and services we produce and use
- Use resources at their highest economic and environmental value for as long as possible
- Ensure greenhouse gas reduction, environmental protection, and regeneration of the land
- Enable innovation in B.C. and its economy
- Advance true, lasting, and meaningful reconciliation with Indigenous Peoples

Supporting the Inclusive and Clean Growth goals of StrongerBC and moving towards a low carbon economy in line with the CleanBC Roadmap.



Why does B.C. need a strategy?

A Provincial circular economy strategy can:

- Help B.C. industry, governments, and communities reduce their emissions and find new economic opportunities
- Promote and facilitate new and sustainable approaches to producing, using, and managing materials and products
- Reduce waste across **all** sectors, e.g., mining, forestry, communities

Further Information

Avery Gottfried

(avery.gottfried@gov.bc.ca)

Senior Policy Specialist

Environmental Protection Division

Ministry of Environment and Climate
Change Strategy

Connor McNee

(connor.mcnee@gov.bc.ca)

Senior Policy Analyst

Climate Action Secretariat

Ministry of Environment and Climate
Change Strategy



Discussion Questions

Complete Communities

Clean Transportation
Action Plan

Circular Economy

What is your community doing to implement each of these initiatives?

How can LGCAP best support your community in implementing these initiatives?

Roundtable 2

***Building Initiatives (Energy Step Code,
Retrofit Code, etc)***

Equity, Indigenous Communities, and Youth

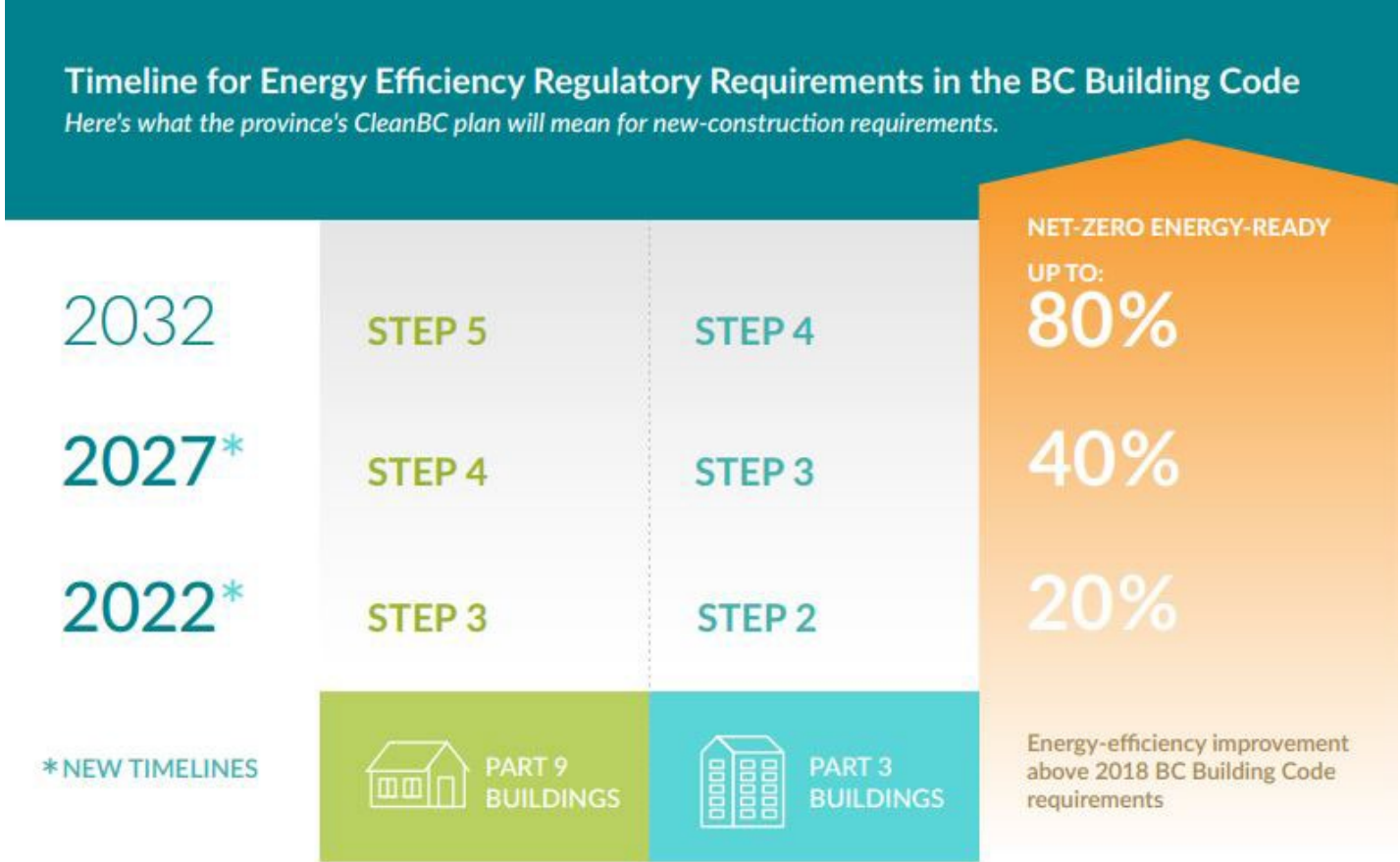
Roundtable 3: Buildings

- BC Energy Step Code
 - [Energy Step Code](#)
- BC Existing Buildings Retrofit Strategy
 - [Existing buildings renewal strategy - Province of British Columbia \(gov.bc.ca\)](#)

BC Energy Step Code

By 2032, all new buildings must be constructed to be net-zero energy ready

Carbon intensity targets are under development



BC Existing Buildings Retrofit Strategy

The Existing Buildings Renewal Strategy will develop a path for today's buildings to become more energy and water efficient, cleaner, and safer for British Columbians during events like earthquakes, wildfires and wildfire smoke, heat waves, drought, and floods.

- Will target GHG mitigation, energy consumption and resilience to future climate

BC Existing Buildings Retrofit Strategy

- BC Existing Buildings Retrofit Strategy – Discussion paper to be released mid-2023
- National Alterations to Existing Buildings Code. – release in 2024
- BC strategy to be aligned with national code

Roundtable 3: Equity, Indigenous Communities & Youth

Provincial hazard risk vulnerability
assessment (2024 release)

- Equity – a key pillar
- Co-develop with Indigenous partners
- Methodology – transferrable





Engaging B.C.'s Youth on Climate Change

- BC is committed to engaging with B.C.'s youth and young adults
- Youth are important partners in climate solutions
- Young people are aware, concerned and looking for ways to contribute locally to climate action

Engaging B.C.'s Youth

- **LGCAP:** A great opportunity to work with youth
- **Fraser Valley youth:** Free booklets to help vulnerable populations prepare for and navigate extreme weather events
- **Kamloops youth:** Reducing barriers to composting in local community



Photo Credit: Urban Tree Project, District of North Vancouver



cleanBC
our nature. our power. our future.

CleanBC
Roadmap to 2030

Tools, Resources and Events

Resources:

- [Municipal Youth Engagement Handbook](#)
- [Climate Action for Youth Resources Page](#)
- LGCAP: Funding can be used for working with youth on climate action projects

Engagement 2023: Two youth engagement opportunities this spring will support:

- Learning about climate solutions resources and projects
- Engaging and building awareness of Provincial climate change programs and strategies

Contact Tara Todesco for additional information: Tara.Todesco@gov.bc.ca

Discussion Questions

Building Initiatives

Equity, Indigenous
Communities, and Youth

How is your community reducing emissions and considering resilience in your buildings?

How does your community incorporate equity into their climate action work?

Wrap up and next steps

Email LGCAP@gov.bc.ca with any further thoughts, questions or feedback.



Dear Mayor and Council,

The month of May is Lyme Disease Awareness Month across Canada. In order to raise awareness, members of BC Lyme are reaching out to their communities to support their efforts by lighting up their cities on May 3rd with Green lights. You can participate by:

1. Light up Green at any location in the city that supports green lighting.
2. and /or Share information to raise awareness on your social media.

The main awareness day is on May 3rd, but for those who can light up longer and share information on social media, this is very much appreciated as the entire month of May is Lyme Disease awareness month. I am hoping that the Village of Kaslo will participate in this awareness campaign.

This year will be our 3rd year where the month of May was declared BC Lyme Awareness month by the Provincial Government. We are very proud of this accomplishment.

BC Lyme is a Support Group that continues to meet on Zoom since Covid. It is an informal group attended by Lyme sufferers all across the province. Attendance is free and open to all, including family and friends of those suffering from Lyme disease. The group invites prominent guest speakers and shares current information on all aspects of Lyme disease.

Lyme disease is the most common and fastest-growing vector-borne infection in Canada and the United States. It is caused by the bacteria *Borrelia Burgdorferi* transmitted by a tick. The tick also carries many co-infections such as Bartonella, Babesia, Anaplasmosis, Ehrlichiosis, Mycoplasma and many more! It has now spread to every province and state in North America and it is directly impacting people in our community.

Lyme disease and other tick-borne diseases are preventable. By taking the right precautions and spreading the word, we can effectively protect all from Lyme. As we spend more time outdoors in beautiful BC, it is more important than ever that people are well informed on how to protect themselves and their loved ones from this vector borne disease. This is why this Awareness campaign is very important. Prevention is our best chance to avoid infection! You will find information on prevention, safe tick removal, transmission and more on our website <https://www.bclyme.com/>

I can provide you with information on prevention, safe tick removal, transmission, etc. that can be shared on your social media.

I hope the Village of Kaslo will participate in the May 3rd Green light event and light up the City Hall and any other location in the city will support green lighting. If possible, we would appreciate you keeping the lights green a little longer in May and post information about Lyme on your social media.

If you require more information, please do not hesitate to ask.

I look forward to hearing back from you

Regards,

A handwritten signature in blue ink, appearing to be 'Jen Brett', written in a cursive style.

Jen Brett
Volunteer, BC Lyme
Non-Profit Society



WHAT'S HAPPENING AT NKLT...

Big things have been happening at NKLT in accessibility, sustainability and new media. Here's a quick snapshot of March and what's coming in April for both your guests and your business.

~ March Summary ~

- [Kootenay Calendar](#) - new feed on the NKLT Events Calendar page - check it out and add your events to the KCR calendar!
- [Sustainability Assessment](#) - next steps are underway recognizing people, place and profit.
- [Accessibility](#) - our first story captures the Civic Theatre's neurodivergent films. If you have accessible products please let us know.
- [Inspirational photos](#) - see the many local photographer in residence.
- [Events Manual updated](#) - please share with anyone planning an event in the region - awesome resource.
- [IG Story Takeover](#) - 18 local influencers to date. Want to do a takeover?
- [Link Back Building with Members](#) - please ensure you have NKLT linked on your website to continue being a member in 2023 - see emails and letter coming soon.



~ April Activities ~

- [14 Days of Poutine](#) - Nelson Star's Annual event runs April 10-23.
- [EV Car Charger](#) - get funding from Destination BC for a charger at your business.
- [Specials this Spring and Summer](#) - send us your specials (hotels and activities) and get them added to our reservation system.
- [Kaslo River Trail Tour AND Egg-cellent Easter Hunt](#) - explore the trail using our self-guided tour and collect your prize package at participating businesses on April 7 and 8.
- [Mountain Biking Brochure](#) - new tri-fold brochure for visitors coming in April.
- [West Koot Route](#) - formerly Kootenay Road Trip has changed it's name and added in Arrow Slokan Tourism.
- **New Media Plan** - a media assessment was completed by an outside agency that has NKLT shifting our audience and media for 2023 - new plan coming soon.
- **Bathroom Signs** - 80 signs have been ordered for us to put in both visitor and staff. washrooms to help promote tourism-related initiatives. Get ready - coming mid-April.

We're proud of our work and relationships with over 350 tourism-related businesses around Kootenay Lake, reaching over 11 million people annually through our marketing channels.

THANK YOU FOR SUPPORTING TOURISM!

Photos by Jackie Zelt, Kaslo River Trail

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: March 23, 2023

SUBJECT: Utilities and Technology Committee Repealing Bylaw 1286, 2023

PURPOSE: To consider adoption of a bylaw to repeal Bylaw 1244 (A bylaw to establish a Utilities & Technology Committee)

OPTIONS:

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

1. **Adopt the bylaw as presented. *The committee will be disbanded.***
2. Do not adopt the bylaw. *Third reading must be rescinded before any changes can be made to the bylaw.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Village of Kaslo Utilities and Technology Committee Repealing Bylaw No. 1286, 2023 be finally adopted.

ANALYSIS:

- A. **Background:** In 2019, Council adopted bylaw 1244, a bylaw to establish a Utilities and Technology Committee. This bylaw repealed the earlier Village of Kaslo Utilities Coordination Committee Bylaw, No.1168, 2015. As the duties of the Utilities and Technology Committee fall within the scope of the new Asset Management Committee, the Utilities and Technology Committee is no longer required. As it was established by bylaw, a bylaw is required to disband the committee. The proposed bylaw received three readings at the 2023.03.14 Regular Meeting.
- B. **Discussion:** Council can establish committees by resolution or by bylaw. At the 2023.01.10 Regular Meeting, Council adopted terms of reference for an Asset Management Committee with a mandate to ensure public assets are managed in a proactive and sustainable manner for current and future generations. Among other duties, this committee will make recommendations to Council on broadband connectivity matters and will function as a Utilities Coordination Committee.
- C. **Attachments:**
- Bylaw 1286 – A bylaw to repeal Village of Kaslo Utilities and Technology Committee Bylaw, No.1244, 2019
 - Asset Management Committee – Terms of Reference
 - Village of Kaslo Utilities and Technology Committee Bylaw, No.1244, 2019
- D. **Financial Implications:** Nil
- E. **Corporate Priority:** Nil

- F. **Communication Strategy:** Notice of the schedule of meetings for the Asset Management Committee will be posted on the Village's website.

CAO Approval: [date]

VILLAGE OF KASLO

BYLAW NO. 1286

A BYLAW TO REPEAL VILLAGE OF KASLO UTILITIES AND TECHNOLOGY COMMITTEE BYLAW No. 1244, 2019

WHEREAS Council desires to repeal Village of Kaslo Utilities and Technology Committee Bylaw 1244, 2019.

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

1. Title

This Bylaw may be cited as "Village of Kaslo Utilities and Technology Committee Repealing Bylaw No. 1286, 2023"

2. Repeal

Village of Kaslo Utilities and Technology Committee Bylaw 1244, 2019 and all amendments thereto are hereby repealed.

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 "____ Bylaw No. _____, 202_"

CORPORATE OFFICER



ASSET MANAGEMENT COMMITTEE

EFFECTIVE DATE: January 10, 2023

RESOLUTION #: 11/2023

PURPOSE: The committee is a Select Committee, established by Council resolution to consider or inquire into any matter and to report its findings and opinion to the council. (CC s.141)

Mandate

The committee provides leadership and engagement activities to ensure public assets are managed in a proactive and sustainable manner for current and future generations. The committee will make recommendations to Council regarding municipal infrastructure, including the water and sewer utilities, buildings, Aerodrome and other physical and natural assets. The Asset Management Committee will also function as a Utilities Coordination Committee, advising Council on broadband connectivity matters, including fibre optic infrastructure installation along Village rights-of-way.

Reporting

The committee will report to Council at least annually.

Schedule

Meetings shall be held at the call of the Chair.

MEMBERSHIP: All appointments to voting positions must be made by resolution of Council.

Term

Appointments shall be for a 4 year term. Appointments may be rescinded at any time by Council and vacancies may be filled by Council resolution.

Composition

The voting members of the Committee shall be:

- The Mayor of Kaslo
- 1 additional member of Council
- up to 5 members of the public

Staff may attend meetings at the discretion of the CAO, to provide procedural or subject matter advice, but will not have voting rights.

Quorum

Quorum shall be 4 voting members (one must be a member of Council) of the Committee.

RESOURCING:

The Corporate Officer or their designate will ensure that meeting notices are posted, agenda packages are distributed, minutes are recorded, and meeting materials are available for public inspection.

PROCEDURE:

Council may refer specific matters to the Committee at any time.

The provisions in the Council Procedures Bylaw regarding Committees will apply.

VILLAGE OF KASLO

BYLAW NO. 1244

BEING A BYLAW TO ESTABLISH A UTILITIES AND TECHNOLOGY COMMITTEE

WHEREAS the Council of the Village of Kaslo has entered into agreements with the Columbia Basin Broadband Corporation (CBBC) and Kaslo Infonet Society (KiN) to provide point of presence hosting and municipal right of way access for the benefit of residents and businesses;

AND WHEREAS the Council may, by bylaw, delegate to a committee discussion, reporting, review and recommended coordination of telecommunications broadband infrastructure on municipal property or in municipal rights-of-way;

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

1. This Bylaw may be known and cited as the "Village of Kaslo Utilities and Technology Committee Bylaw, No.1244, 2019".

2. **INTERPRETATION**

"Fibre" refers to telecommunications optical fibre conduit.

"Broadband" refers to high speed internet services that provide bit-rates considerably higher than that available using a 56 kbit/s modem.

"Broadband Infrastructure" is technology that includes ADSL and cable internet equipment, VDSL, wireless networks and optical fibre.

"Village" means the municipal corporation of the Village of Kaslo.

"Council" means the governing body of the Village of Kaslo.

"KiN" means the Kaslo Infonet Society or successor organization.

"Municipal Access Agreement" means the Municipal Access Agreement between the Village and KiN.

3. **ESTABLISHMENT OF COMMITTEE**

(a) A Committee to be officially known as the "Utilities Coordination Committee" is established and shall be comprised of:

- (i) Two voting members of Council
 - (ii) One voting member from KiN
 - (iii) One voting member of the public at large, who is a resident of the municipality;
 - (iv) Two non-voting Village of Kaslo municipal staff members being the Chief Administrative Officer and Public Works Foreman;
 - (v) One non-voting representative for either the Columbia Basin Broadband Corporation or Columbia Basin Trust may also attend and participate in meetings.
 - (vi) The Mayor may attend and participate in meetings in an ex-officio (voting) capacity.
- (b) Voting members shall be appointed to the Committee by Council for a term of up to four (4) years, aligning with the term of Council, and may serve for a maximum term of eight (8)

consecutive years.

- (i) Council may appointment corresponding alternates to serve in place of the voting member when the voting member is absent.
- (c) The voting members appointed by Council shall, at the first regular meeting of the Committee in each calendar year, elect a Chair and Vice Chair from amongst themselves.
- (d) Non-voting members of the committee are appointed by their own organizations or this bylaw by title.
- (e) In the event of death, resignation, removal from office or other inability to serve as a voting member of the Committee, Council shall appoint a new voting member to fulfill the term of the vacancy.
- (f) In the case of the member of KiN being unable to continue, KiN shall recommend a member to fulfill the term of the vacancy for Council's consideration.
- (g) The members of the Committee shall:
 - i. serve without remuneration,
 - ii. be compensated for actual and reasonable expenses incurred in the discharge of their duties in accordance with a budget approved by Council and municipal policies.
- (h) Council may remove any member it has appointed.

4. DUTIES OF THE COMMITTEE

- (a) The Committee shall review, coordinate and recommend to Council all information and measures required for the safe, legal and advantageous development of broadband infrastructure in municipal rights of way and on municipal property.
- (b) The Committee shall regularly review and make recommendations with respect to the Municipal Access Agreement;
- (c) Projects recommended by the Committee shall be completed the standards outlined in the Municipal Access Agreement and the current *Ministry of Transportation and Highways Utility Policy Manual* or successive document as guidelines to be applied where practical.
- (d) The Committee shall document project implementation and its rationale where its recommendation varies from that of the *Ministry of Transportation and Highways Utility Policy Manual*.
- (e) The Committee shall propose an evolving plan for broadband provision and maintenance for all municipal buildings, including tenants within the Kemball Memorial Centre.
- (f) The Committee shall review and make recommendations to Council with respect to any broadband proposal submitted to the Village that requires a budgetary contribution or municipal project management.
- (g) The Committee shall recommend any related broadband measures to enhance the economic objectives of the Village, as articulated in the Village's bylaws and plans, including sub-regional connectivity or integration between Kaslo and Electoral Area 'D' broadband infrastructure.
- (h) The Committee shall investigate opportunities, report on, and recommend Village projects for energy generation, energy efficiency, reducing greenhouse gas emissions, and any other matter referred by Council to the Committee related to utilities, technology and infrastructure.
- (i) The Committee shall review this bylaw within the first year of the term of Council and recommend amendments to Council.
- (j) The Committee shall undertake the aforementioned duties in the knowledge that the Village is not:
 - a. an Internet Service Provider;
 - b. operating a public internet service or broadband utility; or,
 - c. providing any assistance to a business prohibited under the Community Charter.

5. PROCEDURES GOVERNING THE CONDUCT OF THE COMMITTEE

- (a) The Committee is governed by this bylaw and the Village of Kaslo procedures bylaw.
- (b) At all meetings of the Committee, three voting members shall constitute a quorum.

- (c) The Committee shall meet at least quarterly.
- (d) A Committee member may request a special meeting to deal with a matter that cannot reasonably be delayed until the next regular meeting.
- (e) Following meetings, interim status reports shall be appended to minutes with respect to any new infrastructure planned or imminent under the Municipal Access Agreement.
- (f) No recommendation, motion or other proceeding of the Committee shall be valid unless it is duly authorized by resolution at a meeting of the Committee and a subsequent resolution of Council.
- (g) Minutes of all meetings of the Committee shall be recorded and copies circulated to and received by Council, KiN and the Columbia Basin Broadband Corporation.
- (h) The Committee shall, on or before June 30th each year, submit a report to Council outlining the Committee's activities in the previous year, and providing recommendations for Council as to the continuation or modification of the Committee, its structure or governance.
- (i) The Committee may, at any time, recommend for Council's approval, modifications to any Village policy in order to address specific infrastructure requirements, needs or concerns.

6. FINANCES

- (a) Before September 30th in each year, the Committee shall prepare any budgetary proposals for the next fiscal year, to be submitted for Council's approval.
- (b) Proposals with budgetary implications for the Village's fiscal year must be approved by Council no later than February 28th so the funding can be allocated in the annual budget.
- (c) Proposals that require Village funding or oversight must be discussed and submitted to Council with reasonable lead time for full discussion, analysis and decision-making.

7. REPEAL

- (a) Village of Kaslo Utilities Coordination Committee Bylaw, No.1168, 2015 is hereby repealed.

READ A FIRST TIME this 13th day of August, 2019.

READ A SECOND TIME this 13th day of August, 2019.

READ A THIRD TIME this 13th day of August, 2019.

RECONSIDERED AND ADOPTED this 3rd day of September 2019.

Mayor

Chief Administrative Officer

CERTIFIED CORRECT:

Chief Administrative Officer



Date: March 22, 2023

PLANNING REPORT ON PROPOSED SUBDIVISION of PID 009-027-777 including the required Development Variance Permit and Stream Protection Development Permit

Description of Property to be Subdivided

LOT A, DISTRICT LOT 208 KOOTENAY
DISTRICT PLAN NEP16239

Registered Owners (the Applicant):
Lahiji, Beate & Ramin

Folio: 533.00537.050
Size: 1,359 m²; 0.14 ha

Background

The applicant applied for a subdivision of this land in 2022. A Preliminary Approval Report was prepared by the Village's Approving Officer on June 1, 2022. This report provides a summary of the information contained in the Preliminary Approval Report along with the conditions to be met by the applicant to achieve subdivision approval and a review of the current status of the subdivision application.

Overview

The applicant proposes to sever a 0.14 ha parcel to create two residential lots. The severed parcel is intended for construction of a new residential dwelling. The remnant parcel contains a single-family dwelling.

The dimensions of the existing parcel are 200' (30.4m) wide by a varying depth of up to 79' (24m).

Covenants or Legal Notices on Title

The title document of lot to be subdivided (PID 009-027-777) does not list any legal notifications or covenants.

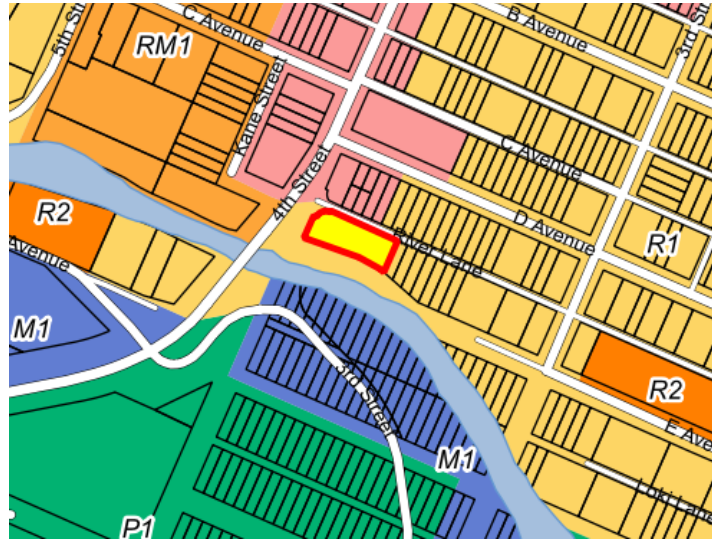


Land Use Regulations

Official Community Plan (Bylaw 1098)

Section 6.2.2. of the Official Community Plan states that the Village will encourage subdivision for residential infill.

The proposed lot is within the Village Core Residential land use designation and is be subject to a Development Permit Area regulation for Stream Protection because it is within 30 metres of Kaslo River.



Zoning (Bylaw 1130)

The existing and proposed lot is zoned R-1, Single and Two-Family Residential, in the Village's Land Use Zoning Bylaw 1130 as amended.

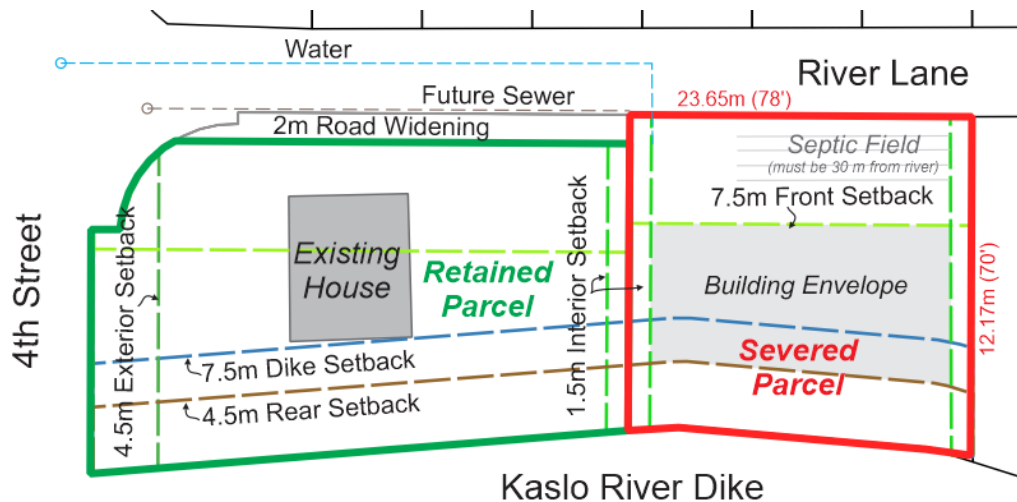
The minimum requirements for a single-family (R-1) dwelling are:

Minimum Lot size:	464 square metres
Street Frontage:	15 metres
Max. Building Height:	10 metres
Front Yard Setback	7.5 metres
Internal Side Yard Setback	1.5 metres
External Side Yard Setback	4.5 metres
Projections (i.e. overhangs)	0.6 metres into the required setback
Site Coverage	40% (maximum area of the lot that can be covered by buildings)
Minimum Open Space	30% of the lot and 33% of rear yard (minimum area left as open space, not used for buildings or parking)
Accessory Structures:	Max. floor area of 80 square metres; max. height 5 metres (i.e. applies to sheds, workshops, detached garages)

Parking: Minimum 1 parking space per dwelling, which must be located behind the front face of the dwelling.



If divided into 2 lots of equal width, the new lots would meet the minimum lot size requirement for a single-family dwelling with an area of 679.7m² for the westerly lot and 679.9m² for the easterly lot. The applicant would like the retained lot to have a greater width than the subdivided lot to maximize the use and privacy of their remaining property. The smaller subdivided lot is sized to meet the minimum lot size requirements for a single-family dwelling.



The existing house does not meet the current minimum front yard setback requirement of 7.5 metres from the property line. The estimated setback of the building is 5.6 metres. The building meets other zoning setback requirements.

Due to the shallowness of the subdivided lot and excess width it would seem to make sense to reduce the front yard setback for a future home on the new lot. However, the report provided by the applicant on the potential location for a septic field indicates that the field must be located in the front yard due to the minimum setback requirement if the field from Kaslo River (more on this in the Sewerage and Soil Conditions section of this report).

Other Zoning requirements can be verified through the building permit process once the owner is ready to develop the new lot.

A minimum of one parking space must be provided on the property as per Section 4 of the bylaw. The Village's Road allowance cannot be used for required parking. The subdivided and remnant lots much each have their own driveway entrance from the street. Culverts and ditching are at the owner's expense.

Development must not affect drainage from the property on to the adjacent land. Note that the terrain is low-lying and slopes towards the neighbouring property at 328 River Lane. The site is currently well-drained, but drainage will be affected by impervious surfaces, such as roofs and driveways, so attention to drainage during development is needed.

Floodplain (Bylaw 1193)

This property is within an area regulated by Village of Kaslo Floodplain Management Bylaw No.1193 and subject to the following:

Minimum setback from dike right-of-way	7.5 metres
Flood construction level	543 metres elevation

The Kaslo River dike runs along the south side of the property. The setback is measured from the property line, which is the boundary of the dike right-of-way. The neighbouring dwelling at 328 River Lane is much closer than this setback and is considered to be legally non-conforming as it was built before the regulation came into force. The existing house at 344 River Lane is outside of the setback area, so no variance is required. The setback can be reduced by applying for a Development Variance Permit, if a reduction is desired for future construction on either the subdivided or retained lots, as provided under section 9.e. of the Bylaw.

As noted in the Zoning section of this report, it is desirable to situate a future house on the subdivided lot towards the rear of the property. A variance is required to reduce the 7.5 metre dike setback to the 4.5 metre zoning rear yard setback.

The Flood Construction Level is the elevation of the underside of the floor of the living area of the dwelling. Refer to Section 8 of the bylaw for further details.

The elevation at the approximate centre of the subdivided lot is 542.3 metres based on digital elevation model data.

Subdivision Servicing Bylaw Requirements (Bylaw 1039)

Sewerage and Soil Conditions

The applicant provided a sketch plan prepared by an authorized person qualified to act as a Registered Onsite Wastewater Practitioner or Professional under the BC Sewerage System Regulation. The stamped sketch shows the possible location of the proposed effluent handling system on the subdivided lot and confirms the suitability of the ground and site for the discharge field (percolation test). The sewerage system for the remnant parcel is entirely located on that parcel. Although that system does not meet current standards, the Professional found it to be in good order and acceptable.

Final drawings stamped by the engineer must be provided with the final subdivision application, along with a declaration that they “An Authorized Person qualified to act as Registered Onsite Wastewater Practitioner or Professional under the BC Sewerage System Regulation,” pursuant to Interior Health requirements. Permits are issued by the BC Ministry of Health.

The Village is planning the expansion of the municipal sewer system to this area, depending on when funding for the project becomes available, which could be in the next few years. A portion of this sewer system was recently installed during reconstruction of the Kaslo River Bridge. Extension of the sewer service pipe from the end of River Lane to the front of the new subdivided parcel for future connection to the system is required at the property owner’s expense. In the meantime, development of the site will use the onsite sewerage system meeting the requirements noted above.

Water service

A municipal watermain is on 4th Street, running along the east side of the street. The existing dwelling is connected to this watermain with a service line at the west side of the property.

Construction of a municipal water line to the subdivided property, including excavation and restoration of the Village’s street right-of-way and road surface, is at the expense of the applicant. A 50mm municipal line along River Lane connecting to the watermain on 4th St will terminate at the front of the subdivided lot, where a residential service line and valve will be installed to the property line. There is an existing connection between the main and 328 River Lane, but this line is not adequate to serve two dwellings. Village crew must make the final connection of the water service to the watermain, including installation of a curb stop valve. Work performed by municipal staff is charged at the rates specified in Schedule C of the Fees & Charges Bylaw. An estimate of these fees has been provided to the applicant.

The current fee for a new connection to the Village water system is \$3,400 for a 20mm (3/4”) service or \$4,000 for a 25mm (1”) service, plus the annual water user fee of \$354 (2022 rate).

A Municipal fire hydrant is approximately 46 metres from the proposed lot. The distance from the hydrant to the building site on the subdivided lot is within the 90-metre maximum distance specified by the Subdivision Servicing Bylaw.

Electricity

Fortis electrical service is present on River Lane. It is the responsibility of the applicant to enquire with Fortis as to the availability of electrical capacity and infrastructure, and any related costs for the proposed development, and provide a copy of written confirmation to the Village.

Roads

The proposed and remnant parcels front on River Lane. River Lane is 6 metres wide and does not meet the current minimum standard for a local street as specified under the Subdivision Servicing Bylaw. The Subdivision Servicing Bylaw specifies a road dedication of 9.15 metres from the existing road centreline where the current width of the road allowance is inadequate. Due to the constraints in this area, it is not possible or reasonable to upgrade the road to the standard. However, the road allowance is inadequate to support two-way traffic, water and sewer utilities.

Water and sewer lines require a minimum separation distance and setbacks from adjacent property lines.

The Approving Officer requested a 2-metre-wide road dedication along the front of the subdivided and retained lots to accommodate the road, utilities and future maintenance is a requirement of approval of the subdivision. This could have worked if the lot was equally divided into two. But because the applicant wishes to maximize the retained portion, a 2 metre road dedication on the smaller subdivided lot would render it undevelopable, because of the size and location required for the new septic field. The applicant is willing to dedicate 2 metres along the front of the retained lot so that a future sewer line can be accommodated but has requested relief from the 2 metre requirement for the subdivided portion.

Another concern is that the narrowness of River Lane and the recent closure of the west end of the lane as a result of the Kaslo River Bridge construction constricts emergency access, because vehicles cannot pass each other on the lane and manoeuvring space is limited. Dedication of the 2 metres along the front of the subdivided lot also does not solve the problem that the rest of the lane towards Third Street remains very narrow.

The application was referred to the Kaslo District Fire Chief for comment. He felt that the short section of 2 metre widening did not make a difference. Fire apparatus can be staged at the intersection of 4th St and D Ave and be able to extend lines to either property from there in addition to an apparatus blocking River Lane. The trail on top of the Kaslo River Dike can also support emergency access.

A variance to the Subdivision Servicing Bylaw is required to reduce the right-of-way dedication.



Note: Imagery date is 2017

Conclusion

The proposed subdivision does not meet some of the requirements of the applicable Village bylaws as noted. The applicant is requesting the following variances to the requirements of the Village of Kaslo Floodplain Management Bylaw #1193 and the Village of Kaslo Subdivision Servicing Bylaw #1039 so that the Approving Officer may consider approving the subdivision:

1. A decrease in the standard dike setback requirement under Section 6.e. of the Floodplain Management Bylaw from 7.5 metres to 4.5 metres for a single-family dwelling.
2. To reduce the requirement for a road right-of-way dedication under section 6.2.b.i. of the Subdivision Servicing Bylaw from 9.15 metres (from the road centre line) to widening the existing right-of-way by 2 metres for the retained lot and 0 metres for the severed lot.

A Stream Protection Development Permit is also required under the Official Community Plan, because the lot is within 30 metres of the natural boundary of Kaslo River. Due to the presence of the structural flood control dike, there is no environmental impact to the river's natural riparian area. Therefore, an environmental assessment is not required. The septic field for the subdivided lot will be located in the front yard of the property, outside of the 30 metre setback required from the River.

The Village received one item of correspondence from a nearby property owner in response to the permit notice that was sent to properties within 60 metres of the proposed subdivision. The property owner expressed support for the application.

Approval of the Development Variance Permit and Stream Protection Development Permit are requirements of approval of the subdivision, and the Approving Officer recommends Council's approval of these permits. By approving these permits, Council is not approving the subdivision because subdivision approval is the exclusive statutory role of the Village's Approving Officer. Before the Approving Officer's final approval of the subdivision, the applicant will be required to install the new water service to the subdivided property, confirm design details of the onsite sewerage system, location of driveways for both the retained and severed lots, provide a survey, and pay required fees and deposits. If approved, the surveyor will submit the subdivision plan and required forms to the Land Titles Office for registration of the new titles. If Council denies the permits, the Approving Officer will deny the subdivision unless the applicant can make sufficient changes to their application to revise or eliminate the variances, or they may appeal to the Board of Variance for relief.

Ian Dunlop
Approving Officer
Village of Kaslo
March 22, 2023



VILLAGE OF KASLO

Notice of an application for a Development Permit and a Development Variance Permit in your neighbourhood.

A subdivision application was submitted by Beate & Ramin Lahiji for the purpose of subdividing their parcel of land on River Lane into two lots. Approval of the subdivision requires the applicant to first obtain a Development Permit and Development Variance Permit to ensure that the subdivision can proceed under Village bylaws.

The *Local Government Act* and *Village of Kaslo Development Procedures Bylaw No.1283* requires us to give you notice that the Council of the Village of Kaslo will consider issuing the Development Variance Permit and a Stream Protection Development Permit (File #DVP-2023-01) at their Regular Meeting on **March 28, 2023**, which starts at 6:00 p.m. in the Council Chambers at City Hall located at 413 Fourth Street in Kaslo.

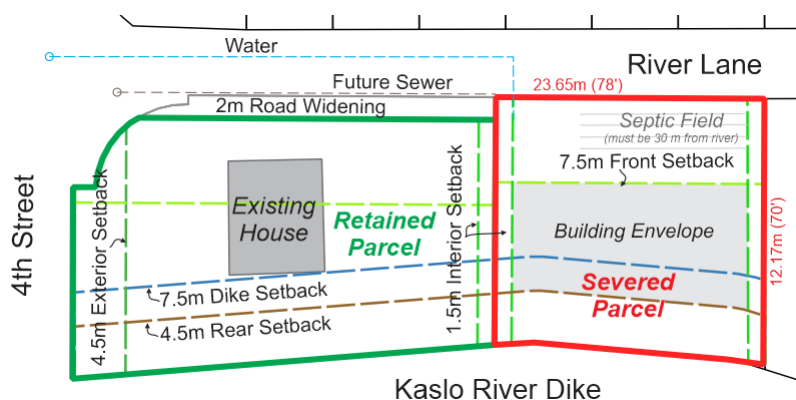
CIVIC ADDRESS: **344 River Lane**
PARCEL IDENTIFIER: **009-027-777**
LEGAL DESCRIPTION: **LOT A DISTRICT LOT 208 KOOTENAY DISTRICT PLAN 16239 EXCEPT PLAN EPP110153**

The applicant is requesting the following variance to the requirements of the Village of Kaslo Floodplain Management Bylaw #1193 and the Village of Kaslo Subdivision Servicing Bylaw #1039:

- 1) A decrease in the standard dike setback requirement under Section 6.e. of the Floodplain Management Bylaw from 7.5 metres to 4.5 metres for a single-family dwelling.**
- 2) To reduce the requirement for a road right-of-way dedication under section 6.2.b.i. of the Subdivision Servicing Bylaw from 9.15 metres (from the road centre line) to widening the existing right-of-way by 2 metres for the retained lot and 0 metres for the severed lot.**

Explanation:

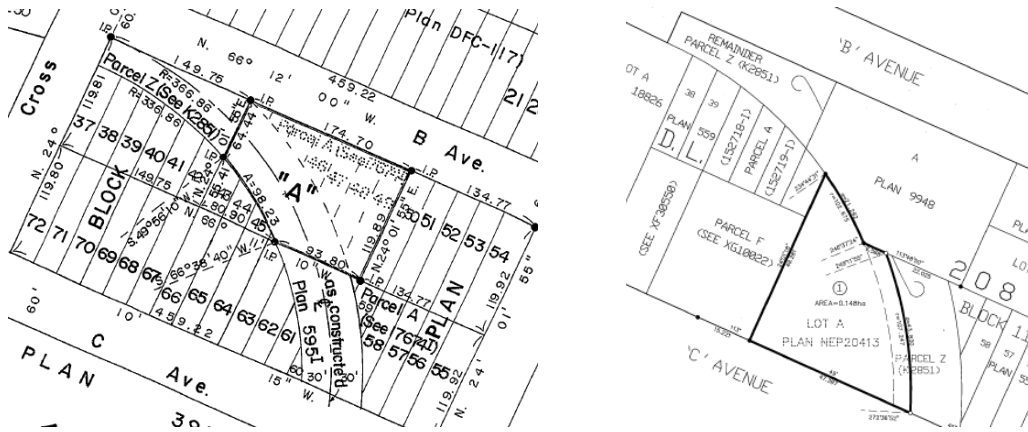
The Variances are necessary to ensure the viability of the subdivided lot for development by providing a sufficient building envelope for a future dwelling. This section of the Kaslo River is protected from flooding by an engineered dike. The Floodplain Management Bylaw normally requires a 7.5 metre setback from a dike, but Council can approve an exception to this requirement. A Stream Protection Development Permit is also required, because the lot is within 30 metres of the natural boundary of Kaslo River, but due to the presence of the dike, there is no environmental impact to the river's natural riparian area.



Anyone who believes that approval of DVP-2023-01 will affect their interests is invited to provide their comments to the Village. Written submissions can be sent by email, facsimile, mail, or hand delivered to the contact below. All submissions must be received by 12:00 pm on Wednesday, March 22, 2023, to be considered.

Village of Kaslo

PO Box 576, 413 4th Street, Kaslo, B.C. V0G 1M0
Telephone: 250-353-2311; Facsimile: 250-353-7767
Email: admin@kaslo.ca



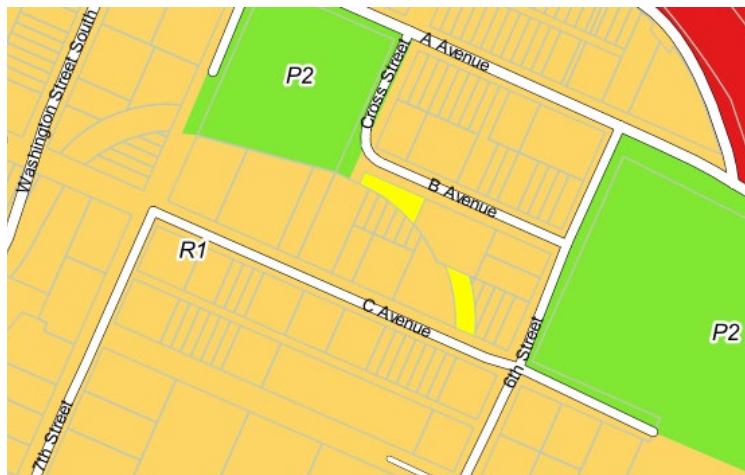
The shapes of the two parts of Parcel Z are irregular. The northerly part fronting onto B Avenue has an area of 573 m² and the southerly remainder has an area of 586 m².

Land Use Regulations

Official Community Plan (Bylaw 1280)

The proposed lot is within the Neighbourhood Residential land use designation and is not subject to a Development Permit Area regulation or building design guidelines. Section 5.2.1. of the Official Community Plan states that the purpose of this land use designation is “To create strong residential neighbourhoods supporting a variety of housing types and explore opportunities to meet current and future housing needs by developing vacant and under-utilized land where services can be extended.”

A general residential objective in Section 5.1.2 is to “facilitate a diversity of residential housing types in the village to accommodate a wide range of socio-economic, age and ability groups.” Subdivision of this parcel meets these purposes and objectives of the Official Community Plan.



Zoning (Bylaw 1130)

The existing and proposed lot is zoned R-1, Single and Two-Family Residential, in the Village’s Land Use Zoning Bylaw 1130 as amended.

The minimum requirements for a single-family (R-1) dwelling are:

Minimum Lot size:	464 square metres
Street Frontage:	15 metres
Max. Building Height:	10 metres
Front Yard Setback	7.5 metres
Internal Side Yard Setback	1.5 metres
External Side Yard Setback	4.5 metres
Projections (i.e. overhangs)	0.6 metres into the required setback
Site Coverage	40% (maximum area of the lot that can be covered by buildings)
Minimum Open Space	30% of the lot and 33% of rear yard (minimum area left as open space, not used for buildings or parking)
Accessory Structures:	Max. floor area of 80 square metres; max. height 5 metres (i.e. applies to sheds, workshops, detached garages)

Parking: Minimum 1 parking space per dwelling, which must be located behind the front face of the dwelling.

The sizes of the parts do not meet the minimum lot size requirement for a two-family (duplex) dwelling, which is 765 square metres.

Northerly part of Parcel Z (B Avenue frontage)

Based on its size, the northerly part of Parcel Z lot could meet the single-family dwelling zoning requirements for R-1 except for the front yard setback due to the very shallow depth of the lot. Lot depth varies between 9.1 and 19.6 metres. The diagram below shows the area required for setback, which would only leave a small triangle at the southeast corner of the property for building. A variance to the front yard setback to reduce this requirement is necessary to enable building a house on the property. It is also necessary to place the house closer to the B Avenue side due to the steep slope along the rear of the property.



The engineer's report submitted with the application recommends a variance to allow a 1 metre setback from the front property line to accommodate a 2-bedroom house and septic disposal field.

Other Zoning requirements will be verified through the building permit process once the owner is ready to develop the new lot. The driveway entrance will be from B Avenue near the west end of the lot. A minimum of one parking space must be provided on the property as per Section 4 of the bylaw. The Village's road allowance cannot be used for required parking.

Culverts and ditching for drainage are at the owner's expense and must be approved by the Village. Development must not affect drainage from the property on to the adjacent land. The engineer's report also recommends a concrete block retaining wall and a "custom elevated sewerage treatment process" due to the proximity to steep slopes.

A development variance permit or a covenant on title of the new lot must include the specifications for the location of the sewerage field, retaining wall and limitation on the house size as recommended by the engineer. A Development Variance Permit can be considered by Village Council or the Board of Variance to allow the reduced setback.

Southerly part of Parcel Z (C Avenue frontage)

This lot currently contains outbuildings for 515 Sixth Street. The outbuildings straddle the lot lines between Parcel Z and Lots 59 to 60. Land Use Bylaw 1130 does not allow an accessory structure to be located on its own lot, separate from the principal dwelling, in an R-1 zone. Therefore, the subdivided lot and all of the lots comprising 515 Sixth Street (Lots 55 to 60) must be merged into a single title.



Subdivision Servicing Bylaw Requirements (Bylaw 1039)

Sewerage and Soil Conditions

The applicant provided a report and sketch plan prepared by an authorized person qualified to act as a Registered Onsite Wastewater Practitioner or Professional under the BC Sewerage System Regulation. The stamped sketch showing the location of the proposed effluent handling system on the northerly lot and confirms the suitability of the ground and site for the discharge field provided that the system is constructed to certain specifications including a sand-lined bed with pressure distribution and timed field dosing.

The design will need to meet the permitting requirements of the BC Ministry of Health.

Water service

A municipal watermain is available on B Avenue which runs along the north side of the street. Construction of the service line, including excavation and restoration of the Village's street right-of-way and road surface, is at the expense of the applicant. Village crew must make the final connection of the water service to the watermain, including installation of a curb stop valve near the property line. Work performed by my municipal staff is charged at the rates specified in Schedule C of the Fees & Charges Bylaw. An estimate of these fees will be provided to the applicant and a must be paid prior to subdivision approval.

The current fee for a new connection to the Village water system is \$3,400 for a 20mm (3/4") service or \$4,000 for a 25mm (1") service, plus the annual water user fee of \$354 (2022 rate).

Municipal fire hydrants are approximately 90 metres from the proposed lot. The closest hydrant is at the intersection of Cross Street and A Avenue.

Electricity

Fortis electrical service is present on B Ave. Fortis has confirmed the availability of electrical capacity and infrastructure to service a dwelling on the lot.

Roads

The northerly parcel fronts on B Avenue and the southerly parcel fronts on C Avenue. These streets meet the minimum standard for a paved local rural road as specified under the Subdivision Servicing Bylaw.

The Village may require installation of a culvert under the driveway and ditch within the boulevard of B Avenue fronting the lots to allow for water drainage to the satisfaction of the Village's Public Works Foreman. The culvert shall be corrugated steel pipe designed for H2O loading, minimum 300mm diameter, plus a minimum bury of 300mm.

There is an existing driveway on the southerly portion that will remain.

Other Works and Services

The proposed subdivision creates one new residential lot in an area already serviced by municipal infrastructure. Therefore, many of the provisions and requirements of the Subdivision and Servicing Bylaw 1039 are not applicable, as those requirements are meant for development

typically involving the division of 3 or more lots and the provision of roads and services where none already exist.

Address

The proposed single-family dwelling to be constructed on the northerly parcel will be assigned a civic address once application for a building permit for a residential dwelling has been made.

Conclusion of Preliminary Review

The preliminary review found that the proposed subdivision does not meet some of the requirements of the applicable Village bylaws as noted, but the applicant may be able to address these deficiencies to make it viable. Development of the northerly parcel is challenging due to the shallow depth from the street and steep slopes along the south side of the property. The engineer's report notes that the size of the dwelling should be limited to a two-bedroom house under 2,000 square feet. A geotechnical report to confirm slope stability will also be required before the subdivision is approved. However, residential development of the lot fits the goals and objectives of the Official Community Plan and enables the land to be used to its highest potential.

If the variance to reduce the front yard setback is denied, the subdivision can still proceed so that the two discontinuous parts have separate titles, but the northerly lot would not be developable under Village regulations. A no-build covenant would be placed on the title of the B Ave lot. The applicant will also be required to consolidate the C Ave lot with 515 Sixth Street regardless of the variance outcome. The applicant can appeal a denial of the variance to the Board of Variance and their decision is final.

The Village received two letters from nearby property owners within the 60-metre notification area, who are opposed to the variance and expressed concerns about the narrowness of the lot, steep slopes, slope stability, loss of trees and privacy, and constraints on B Avenue for snow clearing and driveway access that would be caused by the reduced setback.

Ian Dunlop
Approving Officer
Village of Kaslo
March 22, 2022



VILLAGE OF KASLO

Notice of an application for a Development Variance Permit in your neighbourhood.

A subdivision application was submitted by Margaret Edwards for the purpose of subdividing their parcel of land on B Avenue into two lots. Approval of the subdivision requires the applicant to first obtain a Development Variance Permit to determine if the subdivided lot can be developed under the Village's bylaws.

The *Local Government Act* and *Village of Kaslo Development Procedures Bylaw No.1283* requires us to give you notice that the Council of the Village of Kaslo will consider issuing the Development Variance Permit (File # DVP-2023-02) at their Regular Meeting on **March 28, 2023**, which starts at 6:00 p.m. in the Council Chambers at City Hall located at 413 Fourth Street in Kaslo.

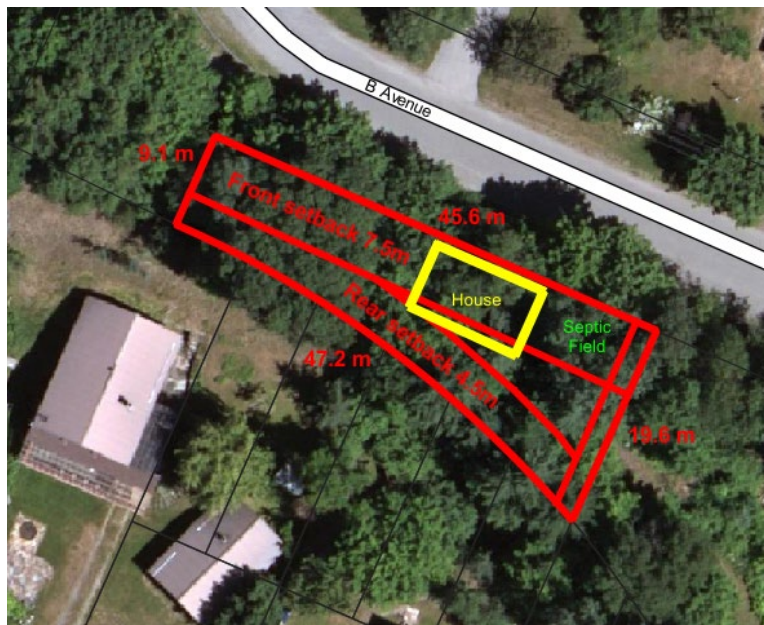
CIVIC ADDRESS: **C Avenue**
PARCEL IDENTIFIER: **016-278-488**
LEGAL DESCRIPTION: **PARCEL Z (SEE K2851) BLOCK 11 DISTRICT LOT 208 KOOTENAY DISTRICT PLAN 559 EXCEPT PLANS 9948 AND NEP85487**

The applicant is requesting the following variance to the requirements of the Village of Kaslo Land Use Bylaw #1130:

- 1) A decrease in the required front yard setback from 7.5 metres to 1.0 metres for a single-family dwelling.**

Explanation:

Due to the unusual shape of the lot and sloped terrain, the Variance is necessary to ensure the viability of the new lot for development by providing a sufficient building envelope for a future dwelling and a septic field.



Anyone who believes that approval of DVP-2023-02 will affect their interests is invited to provide their comments to the Village. Written submissions can be sent by email, facsimile, mail or hand delivered using the contact information below. All submissions must be received by 12:00 pm on March 22, 2023, to be considered.

Village of Kaslo

PO Box 576, 413 4th Street, Kaslo, B.C. V0G 1M0
Telephone: 250-353-2311; Facsimile: 250-353-7767
Email: admin@kaslo.ca

Subject: DVP-2023-02 Subdivision and variance application

From: Robert and Sherry Bennett
Sent: Tuesday, March 21, 2023 11:31 AM
To: admin@kaslo.ca; mike.holden
Subject: Re: DVP-2023-02 Subdivision and variance application

To the Kaslo Council:

These are the reasons/concerns that we have and why we are opposed to this development.

- 1- We believe that a house on that property will devalue our house and property.
- 2- Our privacy will be affected with where the house/ property is situated.
- 3- We are worried about how their septic field will affect the banks and land between our property and their property.
- 4- We are concerned with the digging of a foundation and construction other buildings. We think it will weaken the land and banks right above our property and house.
- 5- They will be cutting down trees that stabilize the land/ banks that overlook our property. The lack of trees will diminish the stability of other trees.
- 6- Existing wildlife will be affected. There are many wildlife paths running north and south as well as east and west that will disappear.
- 7- The banks above us will be weakened and disturbed !!!!

Thanks

Bo and Sherry Bennett
642 C Avenue

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Michael and Daria Holden

March 20, 2023

The Village of Kaslo
PO Box 576
Kaslo BC, V0G 1M0

Re: DVP-2023-02 Subdivision and variance application

Dear Sirs:

The purpose of this correspondence is to object to the subdivision and variance application referenced above. The reasons are set out below, but first we would like to provide you with some information about us.

Our family has had ties to this area since 1972 (up the lake - at Salisbury Creek). Daria's Mother has lived in Kaslo since 1999. We have been resident in Alberta until now but a few years ago we began looking for property in Kaslo and in December of 2021 we purchased the house and land at 650 C Avenue. That winter the heavy snow pushed the chimney over causing damage to the roof and the chimney all the way down to the ground floor. The construction repair was finally finished at the end of February 2023 and the house is now habitable. We are planning to move in this July after our 6 year old daughter finishes the school year at her current school in Alberta. She will start grade one in Kaslo in September.

We have several concerns about the proposed subdivision and variance.

1. It is a particularly bad location for reduction of the front yard setback. The path that school kids use that runs below the hospital feeds onto the street at the corner of B Avenue and Cross Street and the children walk down B Avenue to get to the school. In winter the snow plow pushes the snow from that corner up to and over the bank where the proposed building site is. It is the only way to keep the end of the path open to the street. Reducing the frontage setback will impair snow removal ability and further complicate the pedestrian and vehicle traffic situation at the corner creating heightened risk to pedestrians (school children in particular as they are often oblivious).

2. Parking: The OCP provides that driveways should be encouraged to be off of laneways to reduce parking on public boulevards. The Land Use Zoning bylaw requires that there be a minimum of 1 off street parking space per dwelling unit and sets out the required dimensions thereof. However there is no safe, reasonable access off B Avenue for off street parking at this site because of the path, the corner (intersection of B Avenue and Cross Street), the concrete barrier (which is there for a reason presumably), and the very steep bank. The narrow lot and steepness of the bank also make us question whether the dimensions for off street parking set out in the Land Use Zoning Bylaw could even be met. It seems like snow removal from the parking area would have to be over our back fence. Furthermore, if parking were to be on the

street it would force the school children off the edge of the road and onto the street on their way to school.

3. Because of the height and steepness of the bank on which it is proposed to build the house there will be a bird's eye view from the proposed house over our backyard and heretofore very private deck. The Land Use Zoning Bylaw limits the height of residential buildings to 10 meters. This proposed building would violate that in spirit if not in law.

4. We are generally concerned about any disturbance at the top of this steep bank. The trees and bushes currently growing there help to stabilize the bank and they would have to be removed for the house and for the off street parking. It will create greater risk of erosion onto the properties below.

We will bring some photos to the meeting (included below) to better show some of our concerns around location and the steepness of the bank.

Sincerely,

A handwritten signature in black ink that reads "Daria Holden". The signature is written in a cursive style with a large initial "D".A handwritten signature in black ink that reads "Michael Holden". The signature is written in a cursive style with a large initial "M".

Daria and Michael Holden

View down to our deck:



The steep bank:



The Off Street Parking:







DAVID RUSSELL



March 26, 2023

Village of Kaslo
P.O. Box # 576
Kaslo, BC V0G-1M0

Attn: CAO Ian Dunlop, Mayor Suzan Hewat, Councils

Dear Sirs/Madams:

RE: DVP – 2023 – 02

**Concerns: (1) Residents & Owners of 683 ‘C’ Avenue, Kaslo
(2) Owners of rental property @ 681 ‘C’ Avenue, Kaslo**

Although we are “second-row” neighbors in relation to the Edwards property, we believe we are impacted parties with respect to the proposed development.

The reason for this viewpoint is that the proposed residence would be significantly elevated relative to the whole of the local community of lower “C” Avenue. This therefore would be visible and impactful to a number of neighbors, including ourselves, beyond the “first row” neighbors.

We strongly support the objections made by the “first-row” Bennett’s and Holden’s concerning loss of privacy amongst several other issues brought forth. Our personal impacts would be more from the standpoint of an “eyesore” on the horizon and more importantly, loss of greenspace both of which we believe devalues the properties.

Please register this letter as a very strong objection to the proposed development.

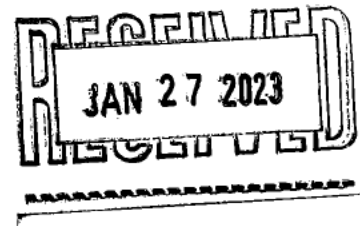
Thanks for your consideration.

Yours truly,



David Russell and Mabel Russell

Leah Honkanen
PO Box [REDACTED]
Kaslo, BC V0G 1M0



27th January, 2023

Mayor and Council
Village of Kaslo
PO Box 576
Kaslo, BC V0G 1M0

Dear Mayor Hewat and Village Councillors,

Re: Proposed Subdivision of PID 016-278-488 with a Development Variance Permit for the Northerly part of Parcel Z.

I, Leah Honkanen, am representing my mother, Margaret Irene Edwards of 515 -6th Street Kaslo, and the owner of

**PARCEL Z (see K2851) BLOCK 11 DL 208 KOOTENAY
DISTRICT PLAN 559 Except Plan 9948 and NEP 85487**

This discontinuous parcel is part of the former Kaslo & Slocan Railway right-of-way purchased by my parents I believe in the early 1970's. Parcel A, Plan 9948 between these two pieces was created in 1976 when it was sold to a neighbour. The southerly part of Parcel Z was further reduced in 2007 when a sliver was sold to the neighbour on Lot 1 to the west.

Both parts are irregular shapes. The north piece is 573 m² and the south piece is 586 m². Each piece meets the minimum lot size for a single-family dwelling (Zoning Bylaw 1130).

My mother wishes to subdivide Parcel Z in order to correctly merge the southerly portion which contains outbuildings for 515 Sixth Street, with all the lots comprising 515 Sixth Street (Lots 55-60). This would satisfy Land Use Bylaw 1130 which does not allow an accessory structure to be located on its own lot.

The northerly part of Parcel Z (B Avenue frontage) could meet the single-family dwelling zoning requirements for R-1 except for the front yard setback due to the shallow depth of the lot. A preliminary review of the proposed subdivision has been completed by CAO Ian Dunlop.

Subdivision of this parcel meets the purposes and objectives of the Official Community Plan. By developing this vacant lot, with accessible services, it creates an opportunity to meet current and future housing needs within the village. This would increase the village tax base and provide an affordable lot for a small single-family dwelling. The lot is ideally situated between the hospital and the school.

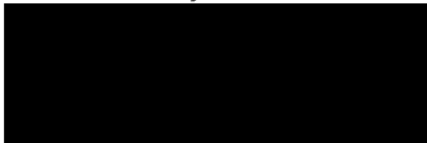
A report and sketch plan has been prepared by D.T. Russell of T.W, Developments Inc. a Registered Onsite Wastewater Practitioner and Professional under the BC Sewerage System Regulations. His report confirms the suitability of the ground and site for the discharge field provided that the system is constructed to certain specifications. The engineer's report recommends a variance to allow 1 meter setback from the front property line to accommodate a 2-bedroom house and septic disposal field. The slope near the rear of the property is steep making this variance necessary.

The proposed subdivision creates one new residential lot in an area already serviced by municipal infrastructure. Municipal water service is available on B Avenue and appropriate steps will be taken to tie-in when needed. Fortis electrical service is present on B Avenue as well. The application process with Fortis is underway. The street meets the minimum standard required under the Subdivision Servicing Bylaw, and allows a driveway entrance from B Avenue near the west end of the lot.

The development of this new residential lot is not expected to incur any long term negative effects on the neighbouring homes. The current trees on the property are mostly shrubby maple, poplar, cottonwood and small Douglas Fir. As the lot steps down from B Avenue, neighbouring views will not be highly affected.

In order to make this lot available for a single-family dwelling within the municipality, please consider this application for a Development Variance Permit to the front yard setback to reduce the requirements that are necessary to enable building a single-family house on the property.

Sincerely,

A solid black rectangular box used to redact the signature of Leah Honkanen.

Leah Honkanen



Date: March 22, 2023

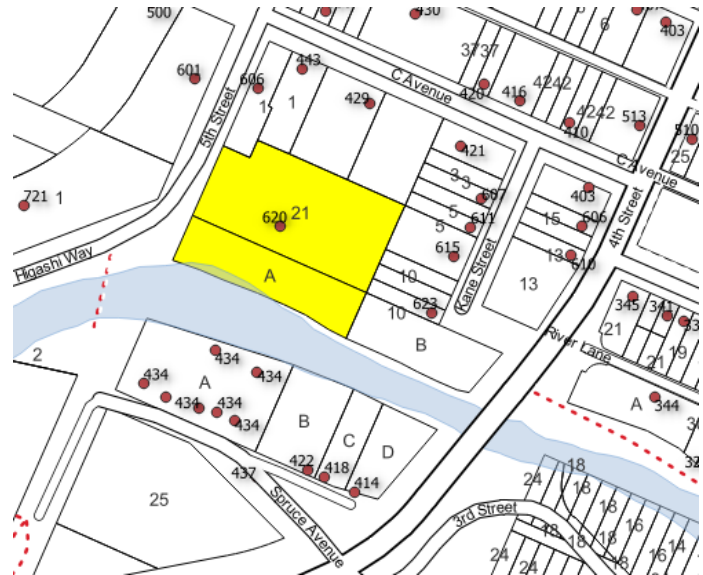
PLANNING REPORT ON THE PROPOSED SUBDIVISION of PID 016-287-517 & 013-021-885 including the required Stream Protection Development Permit

Description of Property to be Subdivided

LOT 21 PLAN NEP393A
DISTRICT LOT 208 KOOTENAY
LAND DISTRICT & DL 209, EXC
(1) PCL A (SEE 14009I) (2) PCL B
(SEE 23683I) (3) PL 6024, and
LOT A PLAN NEP10130
DISTRICT LOT 208 KOOTENAY
LAND DISTRICT

Registered Owners (the Applicant):
Jennifer Diosy and Derek
Meulendyks

Folio: 533.00264.025 and 533.00260.000
Size: 2,030 m²; 0.2 ha + 4,064 m²; 0.4 ha



Background

The application for subdivision of this land started with the property's previous owner in 2022. A Preliminary Approval Report was prepared by the Village's Approving Officer on July 15, 2022. This report provides a summary of the information contained in the Preliminary Approval Report along with the conditions to be met by the applicant to achieve subdivision approval and a review of the current status of the subdivision application.

Overview

The applicant proposes to consolidate and then sever two parcels totaling approximately 0.6 ha to create two residential lots. The severed parcel is intended for construction of a new residential dwelling. The remnant parcel contains an existing single-family dwelling and secondary suite.

For reference, the two existing parcels will be referred to as Lot A, which is the lot fronting Kaslo River, and Lot 21, which is the upland lot. The severed parcels will be referred to as Lots 1, which

Box 576, Kaslo, BC V0G 1M0
Tel. 250-353-2311 ext. 201 Fax. 250-353-7767
E-mail: cao@kaslo.ca
<http://www.kaslo.ca>

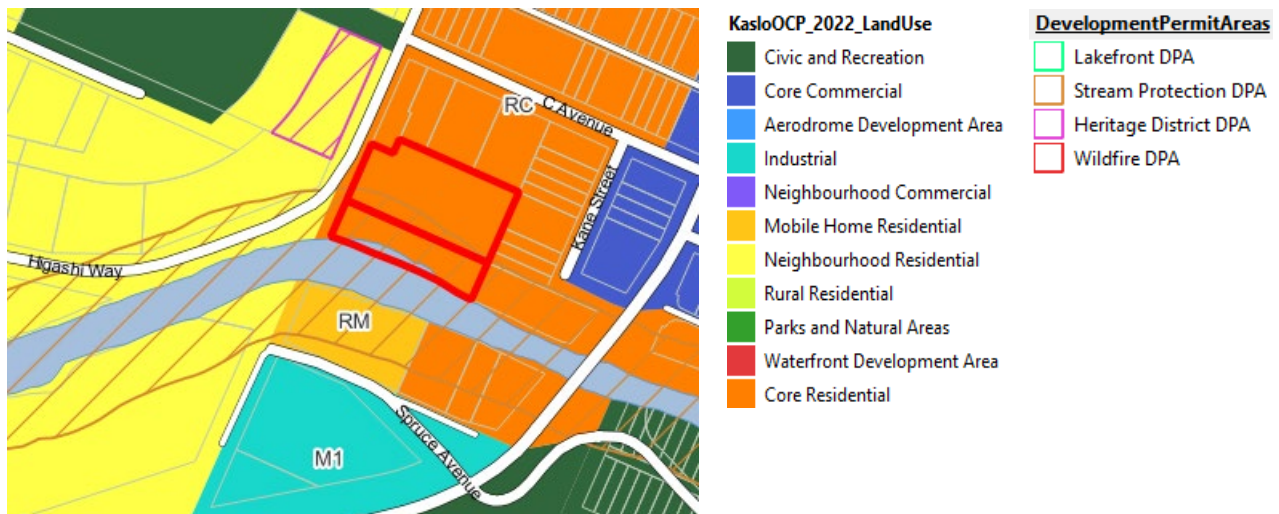
will be the vacant residential parcel, and Lot 2, which is the parcel containing the existing house, consistent with the proposed subdivision plan submitted with the application.

Land Use Regulations

Official Community Plan (Bylaw 1098)

The proposed lot is within the Village Core Residential land use designation. Section 6.2.2. of the Official Community Plan states that the Village will encourage subdivision for residential infill. The subdivision is subject to the Development Permit Area (DPA) regulation for Stream Protection, which requires that development, including subdivision, is regulated to protect aquatic and riparian habitat and to maintain flow capacity. New development requires a 25 metre setback from the edge of the riverbank. The continued erosion of the north bank of the river over recent years means that Lot A is almost entirely within this setback.

The Stream Protection DPA requires an environmental assessment to assess the impact of proposed development on the natural environment and consider slope and bank stability. A copy of the report from Masse Environmental is attached to this planning report.



Zoning (Bylaw 1130)

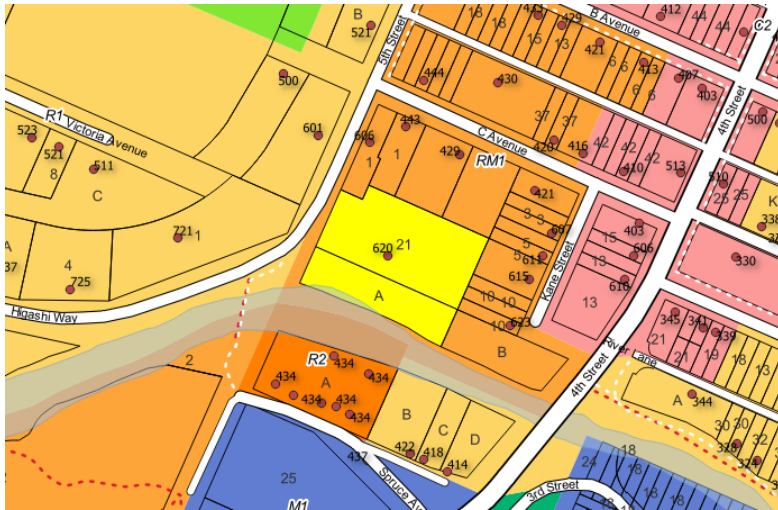
The existing and proposed lot is zoned RM-1, Multiple Residential, in the Village’s Land Use Zoning Bylaw 1130 as amended. The RM-1 zone also permits single and two-family dwellings subject to the R-1 zone regulations.

The minimum requirements for the RM-1 zone are:

- Minimum Lot size: 1,000 square metres
- Street Frontage: 22 metres
- Max. Building Height: 10 metres
- Front Yard Setback 7.5 metres
- Rear Yard Setback 7.5 metres (4.5 m for R-1)
- Internal Side Yard Setback 1.5 metres
- Exterior Side Yard Setback 7.5 metres (4.5 m for R-1)
- Projections (i.e. overhangs) 0.6 metres into the required setback

Site Coverage	40% (maximum area of the lot that can be covered by buildings)
Minimum Open Space	30% of the lot and 33% of rear yard (minimum area left as open space, not used for buildings or parking)
Accessory Structures:	Max. floor area of 80 square metres; max. height 5 metres (i.e. applies to sheds, workshops, detached garages)

Parking: Minimum 1.5 parking space per dwelling.



Zoning Map

Proposed Lots 1 and 2 meet the minimum requirements for the RM-1 zoning in terms of lot size and frontage. The potential to develop more than one or two dwellings on Lot 1 will depend on the capacity of the water connection and potential septic field. The distance from the nearest fire hydrant to a potential build site on Lot 1 is greater than 90 metres and the watermain on 5th Street south of C Avenue is only 100mm, so the available fire protection is not adequate to meet the minimum standard for multi-residential. Therefore, the R-1 zoning applies.

Under the R-1 regulations, the options for Lot 1 are a single-family dwelling, a duplex, or a single-family dwelling with a secondary suite or carriage house. The existing house on Lot 2 is like a single-family dwelling with a carriage house. Although both dwellings are under the same roof, they are physically separated. The maximum floor area for a secondary suite or carriage house is the lesser of 90 m² or 60% of the size of the principal dwelling.

Other Zoning requirements can be verified through the building permit process once the new owner is ready to develop Lot 1.

A minimum of one parking space must be provided on the property for each dwelling as per Section 4 of the bylaw. Lots 1 and 2 each require their own driveway entrance from the street. Culverts and ditching are at the owner's expense. If it is not practical to construct a separate driveway for Lot 1, it is acceptable to access Lot 1 from Lot 2's driveway entrance if there is an easement on the titles for the shared portion of the driveway and entrance. Please confirm which approach you would like to take.

There appears to be ample space for driveways and parking on both lots.

Floodplain (Bylaw 1193)

This property is within an area regulated by Village of Kaslo Floodplain Management Bylaw No.1193 and subject to the following:

Construction within 30 metres of the natural boundary of Kaslo River or within an area designated as Class 'E' floodplain must conform to the minimum flood construction level requirements.

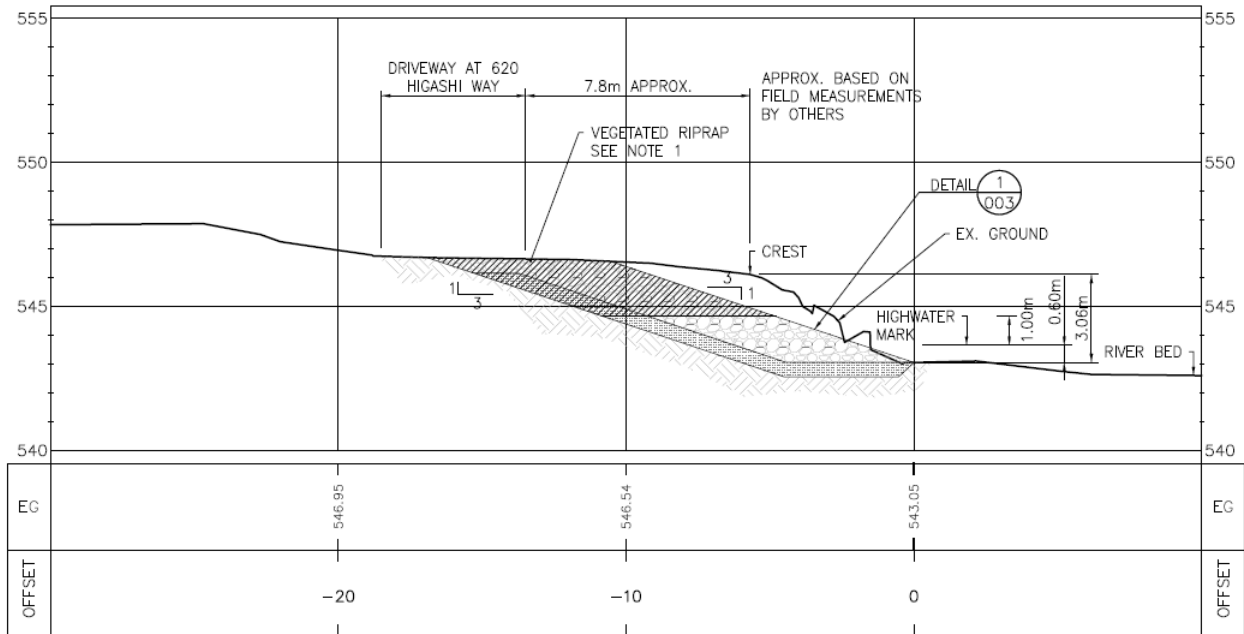
The Flood Construction Level is the elevation of the underside of the floor of the living area of the dwelling. Refer to Section 8 of the bylaw for further details. A Class 'E' floodplain can be subject to “flooding and erosion from high velocity flows, avulsions, debris flows or bank stability problems possible.”

No new construction is planned within the floodplain risk area because Lot 1 is entirely outside the risk area. The Class 'E' floodplain is shown below:



The Village commissioned Austin Engineering (now BBA) to look at the riverbank along Lot A and come up with a design to control bank erosion and mitigate flood risk. The Village received permit approvals and some funding through a Structural Flood Mitigation Program for the project, which includes 5 other sites along the river. The work could go ahead in Fall 2022/Winter 2023 if the funding is sufficient to cover the construction costs.

The proposed design for this site involves excavation and armouring of the riverbank to create a 3 to 1 slope from the river edge. Under this design, the some of mature trees between the riverbank and driveway will be removed, which will change the appearance of the bank in this area. But further erosion of the bank will be minimized. A cross-section of the proposed work is shown below. The design has since been modified to have a steeper slope, which will reduce the ground disturbance and tree removal required.



SECTION 3B DESIGN
SCALE 1:150

For the work to proceed, the property owner must give permission and agree to the landscape changes, assist with revegetation of the riparian area, relocate/reconstruct portions of the driveway, and grant a statutory right of way to the Village to access the property to complete the work and maintain the bank in future. Environmental permits from provincial and federal authorities have been obtained by the Village for the work to proceed. Council has approved the work to begin this month, which also allows this subdivision application and development permit to move forward. The Village has also entered into a construction access agreement with the property owner so the work can proceed before the land is subdivided and a statutory right of way can be registered on the new titles.

Subdivision Servicing Bylaw Requirements (Bylaw 1039)

Sewerage and Soil Conditions

A sketch plan prepared by an authorized person qualified to act as a Registered Onsite Wastewater Practitioner or Professional under the BC Sewerage System Regulation was provided. This report included a percolation test to confirm the suitability of the ground and site for the discharge field. The sewerage system for the existing house is located entirely on Lot 2.

Final drawings stamped by the engineer must be provided with the final subdivision application, along with a declaration that they “An Authorized Person qualified to act as Registered Onsite Wastewater Practitioner or Professional under the BC Sewerage System Regulation,” pursuant to Interior Health requirements. Permits are issued by the BC Ministry of Health.

Water service

A municipal watermain is on 5th Street, running along the east side of the street. The existing dwelling is connected to this watermain with a service line at the west side of the property.

Construction of a municipal water line to the subdivided property, including excavation and restoration of the Village's street right-of-way and road surface, is at the expense of the applicant. Work performed municipal staff is charged at the rates specified in Schedule C of the Fees & Charges Bylaw. An estimate of these fees can be provided.

The current fee for a new connection to the Village water system is \$3,400 for a 20mm (3/4") service or \$4,000 for a 25mm (1") service, plus the annual water user fee of \$354 (2022 rate). If a secondary dwelling on Lot A is planned, a 25mm service should be used.

A Municipal fire hydrant is approximately 75 metres from the proposed lot at the intersection of 5th Street and C Avenue. As noted earlier, the watermain and hydrant distance do not meet the minimum standards for multiple residential (RM-1) development on the property without an upgrade to the watermain and a new hydrant at the expense of the developer.

Electricity

Fortis electrical service is present on 5th St. It is the responsibility of the applicant to enquire with Fortis as to the availability of electrical capacity and infrastructure, and any related costs for the proposed development, and provide a copy of written confirmation to the Village.

Roads

The Lots front on a municipal street where it transitions from 5th Street to Higashi Way.

Other Works and Services

The applicant must confirm the availability of telecommunications, either Telus or Kaslo InfoNet, to the subdivided property.

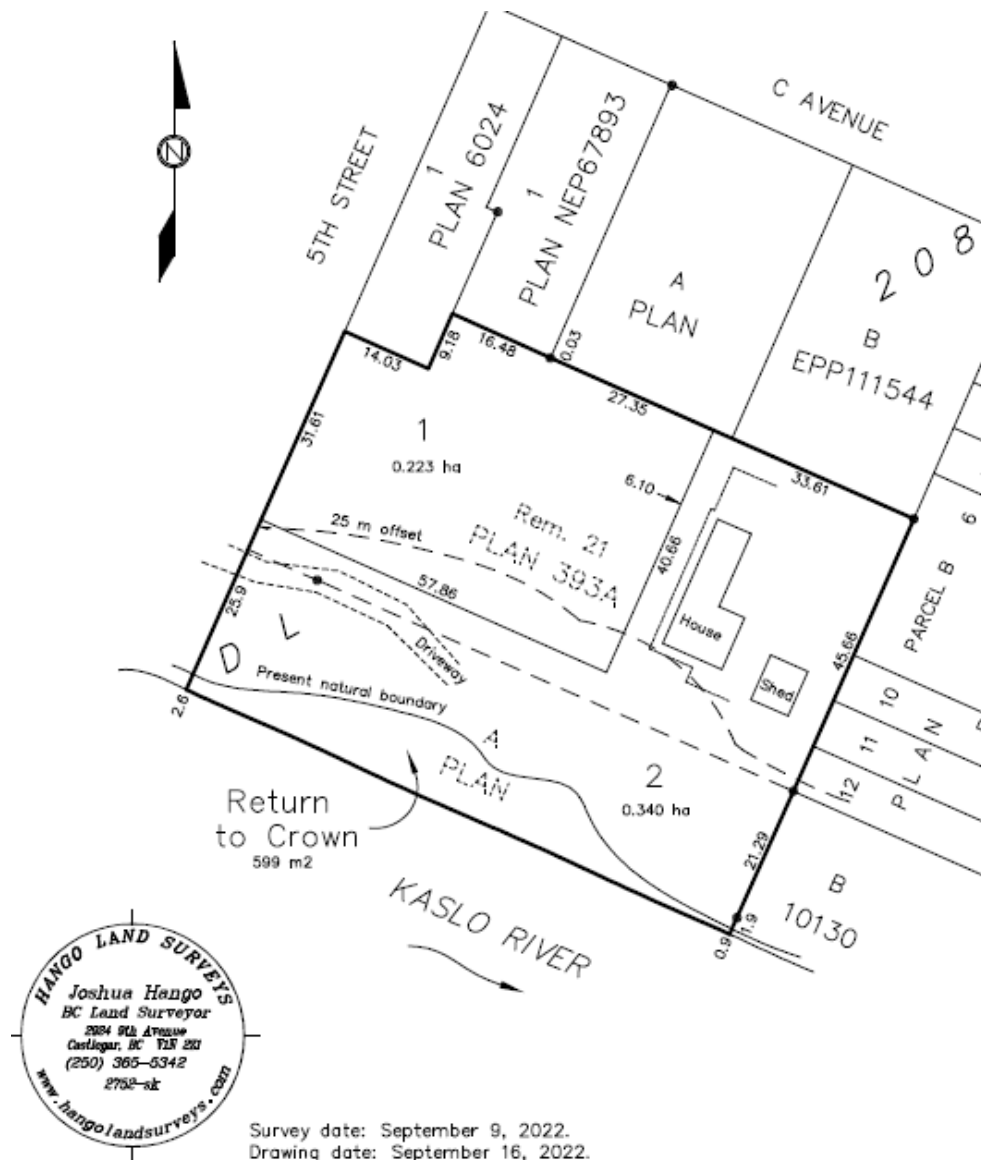
Address

A dwelling to be constructed on Lot 1 will be assigned a civic address once application for a building permit for a residential dwelling has been made. The home on Lot 2 was assigned an address on Higashi Way. Lot 1 may be assigned the address on 5th Street.

Proposed Subdivision Plan

Lot A on its own is not buildable because of the required setbacks from Kaslo River, so it will be consolidated with Lot 21 by eliminating the interior lot line. Doing this also ensures that Lot 2 can meet the minimum street frontage required by bylaw. The old Lot A will be used as the area for the statutory right of way in favour of the Village for access to the riverbank works.

Lot A is defined by Plan NEP10130. The plan refers to the Natural Boundary of Kaslo River (see below), which has changed considerably since the lot was established in 1976 due to riverbank erosion. The natural boundary of the river may need to be resurveyed to confirm the lot line and setback requirements applicable to the Stream Protection Development Permit



Conclusion of Preliminary Review

The proposed subdivision meets requirements of the applicable Village bylaws as noted. There are other specific obligations that the applicant must fulfill prior to final subdivision approval, including but not limited to providing stamped engineer’s drawings for the proposed sewage disposal system, granting the Village a statutory right of way for access to the Kaslo Riverbank erosion control works, and an easement for a shared driveway entrance to serve both lots will also be required unless a separate driveway entrance can be constructed.

The Approving Officer recommends that Council approves the Stream Protection Development Permit because application meets the intent of the guidelines in the Official Community Plan.

The Village received one item of correspondence from a nearby property owner in response to the permit notice that was sent to properties within 60 metres of the proposed subdivision. The property owner expressed support for the application.

Approval of the Stream Protection Development Permit is a requirement of approval of the subdivision, and the Approving Officer recommends Council's approval of this permit. By approving the permit, Council is not approving the subdivision because subdivision approval is the exclusive statutory role of the Village's Approving Officer and the applicant must still fulfill other requirements.

Ian Dunlop
Approving Officer
Village of Kaslo
March 22, 2023

Jen Diosy
620 Higashi Way
Kaslo, BC.

16 September 2022

Re: 620 Higashi Way Subdivision Application

The Village of Kaslo has requested that an Environmental Impact Assessment be completed to support your proposed subdivision of two lots (Lot 21 and Lot A) located at 620 Higashi Way, in Kaslo, B.C. Lot A fronts the Kaslo River, and Lot 21 is the upland lot. The proposed subdivision consists of amalgamating the two existing lots, and then subdividing the amalgamated lot into Lots 1 and 2. The objective of the subdivision is to enable the creation of a new residential dwelling on Lot 1. Lot 2 will be the parcel that contains the existing residence that is located on Lot 21. A plan showing the proposed subdivision is provided in Attachment A.

Stream Protection Development Permit

The Village of Kaslo Official Community Plan requires that a development permit be obtained prior to the subdivision of land for lots within Development Permit Areas (DPAs). Lot A lies almost entirely within the streamside protection area as noted in Schedule C of the OCP. One of the information requirements for a development permit is an Environmental Impact Assessment that includes:

- a) Information regarding potential impacts of the proposed development, mitigation options and design alternatives;
- b) Evidence that the development will not result in Harmful Alterations, Disruption, or Destruction of riparian areas;
- c) Indicate that the slope stability will not be jeopardized if the area has a slope of 30% or more; and
- d) Identifies measures that will be required to maintain the integrity of the riparian area.

The lots do not include any areas with slopes of > 30 %, so point c does not apply.

Lot description.

Lot A borders the Kaslo River. Riparian habitat consists of mature conifers (Interior Douglas fir, Western red cedar) with a sparse understory between the riverbank and the driveway for the residence at 620

Higashi Way (Photo 1, Photo 2). The distance between the highwater mark and the existing driveway in 2021 varied from 8.5 m at the upstream end to 4 m at the downstream, and averages 6.6 m. The riverbank along Lot A has undergone significant erosion (Photo 3) since the original lot survey, and the Village of Kaslo has obtained permits to complete a bank stabilization project on the riverbank as part of structural flood mitigation program.

The upland side of the driveway (Photo 4) is Lot 21. Vegetation consists primarily of lawn, with a few larger conifers along the driveway. The eastern portion of the lot has been developed and includes the existing house and carriage house.



Photo 1. View of riparian vegetation at downstream end of Section 3b. Private driveway visible on right.



Photo 2. View of riparian vegetation at upstream end of Section 3b. Private driveway visible on right.



Photo 3. View of recently eroded bank.



Photo 4. View of existing private driveway and lawn to the north.

Proposed Development

The proposed subdivision is a paper exercise with the intent of creating a new lot (Lot 1) that would allow an additional residential dwelling to be constructed. At this stage, no detailed plans for future development are available. Under the current lot configuration, Lot A has no opportunity for further development as it lies entirely within the stream protection area. The new Lot 1 includes developable areas that are > 30 m from the highwater mark of the Kaslo River., which should allow for development outside of the stream protection area.

No additional development would occur on proposed Lot 2, which includes the existing house, carriage house and driveway.

Measures to Protect Integrity of the Riparian Area

As the proposed subdivision does not involve any development at this stage, there will be no impacts to the riparian area.

The Village of Kaslo has a design to complete erosion protection along the riverbank at 620 Higashi Way as part of their Structural Flood Mitigation Program and has received environmental permits from the Province of BC and Fisheries and Oceans Canada to complete this work. The permitted design for the erosion protection is shown in Figure 1. The design extends into the existing driveway to achieve the designed slope while ensure the toe of the slope matches the current location of the riverbank (Photo 5). The existing riparian vegetation that is present between the driveway and the river would be removed as part of the project, an area of ~ 250- 300 m². To mitigate for the loss of riparian vegetation, the design includes the use of vegetated riprap in the upper half of the bank design, beginning at ~ 1 m above the high-water elevation mark. An additional 200 m² of riparian vegetation would be re-established within a 5 m wide strip along the top of the bank between the edge of the re-established driveway and the vegetated riprap. A mix of native deciduous shrubs and trees (paper birch, willow, saskatoon, alder) has been proposed.

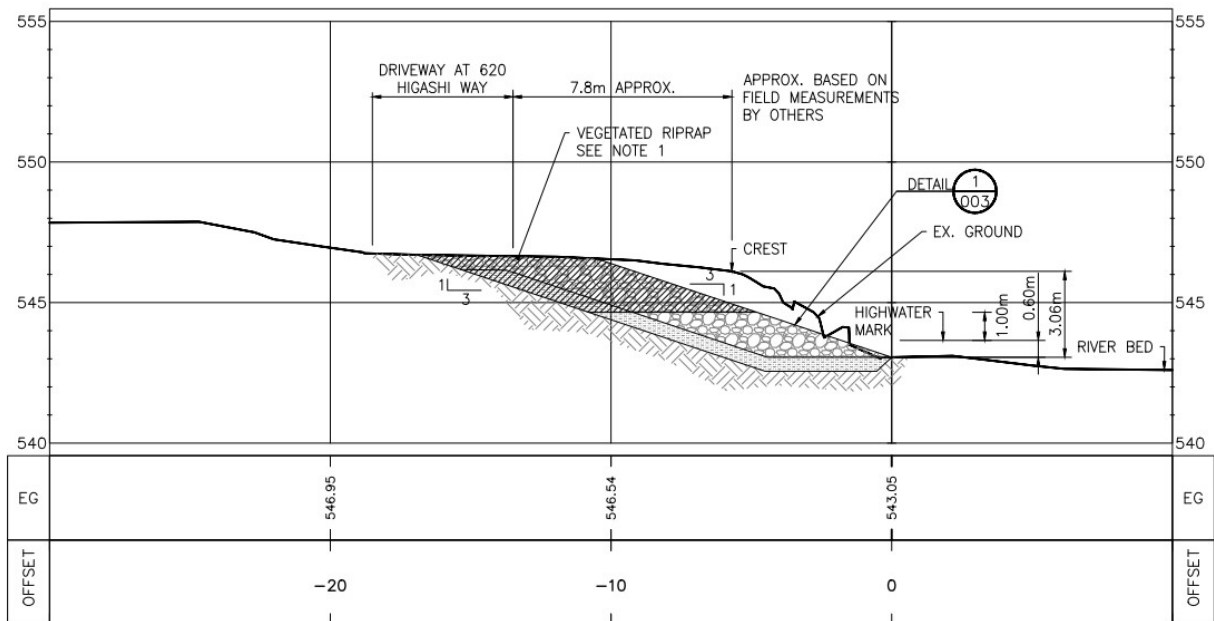


Figure 1. Bank stabilisation design for Kaslo River in Lot A, 620 Higashi Way. View looking downstream.



Photo 5. Upstream view of riverbank within Lot A showing general design of proposed scour protection.

As outlined in the preliminary review of the proposed subdivision, the project requires the permission and agreement of the property owner(s), and the property owner(s) may be required to assist with revegetation and relocation/reconstruction of the driveway. The proposed subdivision layout should be designed to accommodate the future location of the driveway and the proposed revegetation commitments on new Lot 2.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ico de Zwart', with a horizontal line drawn through it.

Ico de Zwart, RP Bio

Masse Environmental Consultants Ltd.

E: ico@masse-env.com

Attachment 1. Map



30 m offset
from HWM

Trees

Lawn

Lot 21

HWM

Trees

Driveway

Kaslo River

Lot A

Maxar



VILLAGE OF KASLO

Notice of an application for a Stream Protection Development Permit in your neighbourhood.

A subdivision application was submitted by Jennifer Diosy and Derek Meulendyks for the purpose of subdividing their parcel of land on Higashi Way & 5th Street into two lots. Approval of the subdivision requires the applicant to first obtain a Stream Protection Development Permit, as required under the Official Community Plan.

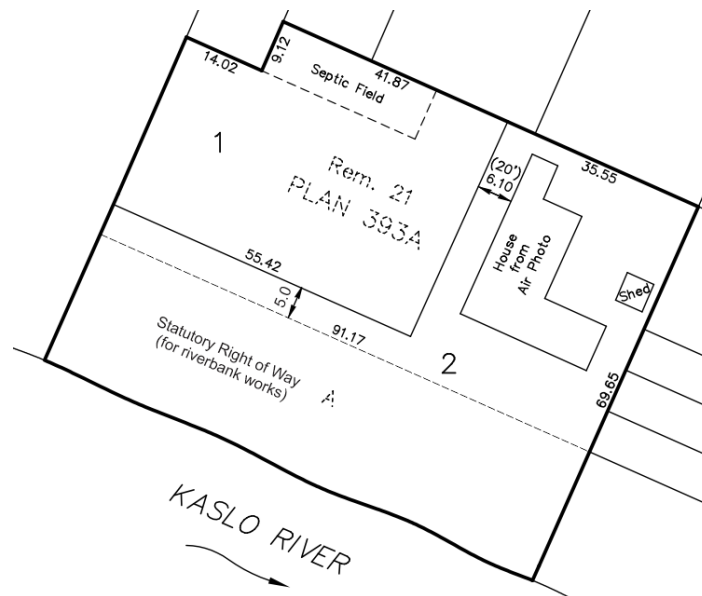
The *Local Government Act* and *Village of Kaslo Development Procedures Bylaw No.1283* requires us to give you notice that the Council of the Village of Kaslo will consider issuing the Development Permit (File # DP-2022-06) at their Regular Meeting on **March 28, 2023**, which starts at 6:00 p.m. in the Council Chambers at City Hall located at 413 Fourth Street in Kaslo.

CIVIC ADDRESS: **620 Higashi Way**
PARCEL IDENTIFIER: **016-287-517 and 013-021-885**
LEGAL DESCRIPTION: **Lot 21, Plan 393A and Lot A, Plan 10130**

The applicant is requesting approval of a Stream Protection Development Permit under Section 16.5 of the Kaslo Official Community Plan Bylaw 1280, 2022.

Explanation:

The subject land consists of two lots (Lot A and Lot 21) but Lot A is not developable due to its proximity to Kaslo River. The applicant is proposing to redraw the lot lines to create one new residential lot (proposed Lot 1) and retain a lot with the existing residence (proposed Lot 2), as shown below. Subdivision of land within 30 metres of the Kaslo River requires a Stream Protection Development Permit along with an Environmental Impact Assessment. The riverbank of the Kaslo River in front of this property is already part of a flood mitigation project by the Village for which permits have already approved. A statutory right-of-way in favour of the Village for the riverbank works is also a requirement of subdivision approval.



Anyone who believes that approval of DP-2022-06 will affect their interests is invited to provide their comments to the Village. Written submissions can be sent by email, facsimile, mail or hand delivered using the contact information below. All submissions must be received by 12:00 pm on March 22, 2023, to be considered.

Village of Kaslo
PO Box 576, 413 4th Street, Kaslo, B.C. V0G 1M0
Telephone: 250-353-2311; Facsimile: 250-353-7767
Email: admin@kaslo.ca



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: March 24, 2023

SUBJECT: Participation in CBT Symposium

PURPOSE: To authorize attendance at the 2023 CBT Symposium, with expenses paid.

OPTIONS:

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

1. **Authorize attendance. *Related expenses will be covered by the Village.***
2. Do not authorize attendance. *No expenses will be paid.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Mayor Hewat, CAO Dunlop and Councillor(s) _____ be authorized to attend the CBT Symposium in Trail on June 9-10, 2023, with expenses paid.

ANALYSIS:

- A. **Background:** CBT regularly holds symposia across the Basin to share information and exchange ideas with residents. Local leaders are encouraged to attend. A Council resolution is required to authorize expense reimbursement.
- B. **Discussion:** Attendance at the Trail event is strongly encouraged as it is the closest and therefore least expensive option. There is no cost to participate and meals are included, but accommodation and travel expenses are not covered by CBT. Registration will open soon and advance Council authorization will allow staff to book accommodation and register attendees.
- C. **Attachments:** CBT Symposium invitation
- D. **Financial Implications:** There is no cost for registration, and meals are provided at the event. Council members are eligible for a per diem allowance as well as reimbursement of transportation and accommodation costs, as per Remuneration & Expense Bylaw 1199 (as amended).

Estimated per person attendance costs are as follows:

Item	Cost
Mileage (Kaslo-Trail, return)	\$150
Accommodation (1 night - estimate)	\$200
Per Diem (Friday only)	\$75
Total	\$425

- E. **Corporate Priority:** Nil
- F. **Communication Strategy:** Nil



symposia

The Trust is hosting three symposia, in Cranbrook, Trail and Golden. These events are open to people living in the Columbia Basin and will allow us to celebrate the region, reconnect and imagine our future together.

why attend?

*Learn about and celebrate the area you call home.
Gather with like-minded people—and chat with folks with wildly different views.
Get to know your neighbours, from both near and far.
Express your thoughts about the region: where it is now and where it's going.
Stimulate your intellect—and have fun!*

Attend a Trust symposium and you'll discover all this and more. You'll also get to hear about the input we've received so far during the Our Trust, Our Future engagement, plus the chance to provide your own thoughts, too.

And just as important as the day's discussions are the evening's activities, a festive occasion of food, art and entertainment.



what to expect

Whichever symposium you choose—Cranbrook, Trail or Golden—the core content and schedule remain the same, so please attend the one that works best for your schedule and makes sense for you travel-wise.

The event is free to attend, as is the evening entertainment. Meals, snacks and beverages during the one and a half day event are provided free of charge.

Participants are required to arrange for and pay for their own accommodations and travel, if required.

Agenda

You can expect a full roster of activities beginning Friday afternoon and ending on Saturday evening.

Stay tuned for more details!



when & where

Save the date and sign up to receive updates and event details.

Cranbrook Symposium – May 26 & 27

Cranbrook

College of the Rockies

Join us to celebrate the region, reconnect and imagine our future together.

Registration coming soon!

[save the date](#) [send me updates](#)



Trail Symposium – June 9 & 10

Trail

Trail Memorial Centre

Join us to celebrate the region, reconnect and imagine our future together.

Registration coming soon!

[save the date](#) [send me updates](#)





Golden Civic Centre

Join us to celebrate the region, reconnect and imagine our future together.

Registration coming soon!

[save the date](#) [send me updates](#)



speakers and keynote

To be announced in the spring 2023.
Watch this page for details and sign up for email updates.

[subscribe to email updates](#)

accommodation

We will provide accommodation



required.

contact us

Have a question, comment or accessibility consideration? Email future@ourtrust.org.

email us

To get the latest information about Our Trust, Our Future, sign up for our email updates.

subscribe



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PREPARED BY: Catherine Allaway, Corporate Officer

DATE: March 23, 2023

SUBJECT: Kaslo Baseball Association Requests – Insurance, Service Provider Agreement, Sponsorship

PURPOSE: To consider the Kaslo Baseball Association’s requests related to the delivery of baseball programming for residents in 2023.

OPTIONS:

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

1. **Work towards a service provider agreement and temporary signage but do not provide insurance. Staff will work out details with the group and bring the matter back to Council for approval.**
2. Accommodate all requests. *Staff will prepare amendments to the Sign Bylaw and MIABC Associate Member policy.*
3. Deny all requests. *The group will be advised of Council’s decision.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Kaslo Baseball Association be advised that they do not meet the Village’s requirements for MIABC Associate Membership; and

THAT staff is directed to work with the Kaslo Baseball Association to develop a Service Provider Agreement for Council’s consideration; and

THAT staff is directed to work with the Kaslo Baseball Association to develop a proposal for temporary sponsor signage for Council’s consideration.

ANALYSIS:

- A. **Background:** In 2022, the Village of Kaslo entered into a Service Provider Agreement with the Kaslo Baseball and Softball Association to deliver youth and adult programming in Murray Pearson Ball Park. As a result of this arrangement, the Village was able to sponsor the Kaslo Baseball & Softball Association as an Associate Member of the Municipal Insurance Association of BC, and the group was able to obtain very affordable liability insurance. This was a trial arrangement that expired on December 31, 2022.
The Kaslo Baseball association appeared as a delegation at the 2023.03.14 Regular Meeting, seeking a continuation of the arrangement.
- B. **Discussion:** There are three separate requests that have been made by the Kaslo Baseball Association which are addressed individually:
 1. Request for Insurance
The MIABC Associate Member Criteria Policy was adopted by Council at the 2023.02.28 Regular Meeting. The Kaslo Baseball Association does not meet the criteria established by the policy, as they have not demonstrated compliance with the practices, procedures and

policies of the Village, and they collect sensitive personal information (such as age) for their participants.

At the 2023.02.28 Regular Meeting, Council awarded a municipal grant of \$500 to the group to offset their insurance costs.

2. Request for a Service Provider Agreement

Entering into a Service Provider Agreement with the Kaslo Baseball Association would allow the group to use Murray Pearson Ball Park for their regular activities (practices and games) without paying the rental fee of \$30/day, as was done in 2022. The group has invested a significant amount of volunteer time and effort to improving the facility and this arrangement will recognize their contributions. Regular ball-field rental fees will still apply for tournaments involving out-of-town teams and for other groups that have not assisted with the development of the facility. Staff can work with the Kaslo Baseball Association to develop a Service Provider Agreement for Council's consideration that clearly outlines the responsibilities and expectations for each party.

3. Request for Sponsor Signage

In order to consider this request, further details are required. The Village is prohibited by legislation from providing assistance to business, so a fair market value must be determined for third-party advertising space. There are also regulations, established by Sign Bylaw 1104, that govern the permitted type and placement of signage. Advertising signs are not permitted in the Park & Open Space zone that contains the ball field facilities, however there is an exception available for temporary signs authorized by Council resolution. Staff can work with the Kaslo Baseball Association to develop a more robust proposal regarding temporary advertising signage for Council's consideration.

C. **Attachments:**

- 2023.04.17 email from Kaslo Baseball Association
- MIABC Associate Member Criteria Policy
- Sign Bylaw 1104 (2011)
- Correspondence dated 2023.03.21 from A. Malik

D. **Financial Implications:** There are no direct costs associated with the requests, beyond the staff time required to develop and administer the agreements. It is estimated that a minimum of 20 hours of senior staff time will be required.

E. **Corporate Priority:** Nil

F. **Communication Strategy:** Council's decision will be communicated to the group.

CAO Approval: [Date approved by CAO]

Subject: Insurance. Service agreement. Sponsors

-----Original Message-----

From: Jo Davie

Sent: Friday, March 17, 2023 1:58 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Insurance. Service agreement. Sponsors

Hey village,

The Kaslo Baseball Association is requesting insurance for the year, to sign a service agreement, and to allow sponsors to hang signs on the fence. We will be proving a plan for the dugouts at the next council meeting.

See you then and thank you!



POLICY TITLE: MIABC Associate Member Criteria

EFFECTIVE DATE: 2023.02.28

RESOLUTION #: 57/2023

POLICY STATEMENT: Organizations delivering services on behalf of the Village of Kaslo may apply to be designated as an Associate Member and obtain liability coverage through the Village of Kaslo from the Municipal Insurance Association of BC, provided that they meet the established criteria. All applications are subject to the approval of the Municipal Insurance Association of BC, as well as the Council of the Village of Kaslo.

POLICY SCOPE: The policy will apply to all organizations that are seeking Associate Member status with MIABC through the Village of Kaslo. The following groups are excluded from the policy, as they are already designated as Associate Members through the Village of Kaslo:

- Kootenay Lake Historical Society
- Kaslo Outdoor Trails and Recreation Society
- Kaslo Community Garden Society

POLICY PURPOSE: The purpose of the policy is twofold:

- To ensure that access to affordable liability insurance through the MIABC Associate Membership program is equitable and fair.
- To ensure that the Village has the capacity to adequately mitigate liability risk, limiting the impact of possible claims and associated premium increases on the taxpayer.

DEFINITIONS:

Associate Member means an approved participant in the Village's coverage through the MIABC Liability Protection Agreement

Liability Protection Agreement means the liability insurance coverage available to the Village of Kaslo through MIABC

MIABC means the Municipal Insurance Association of British Columbia

Service Provider Agreement means the standard form Service Provider Agreement provided by MIABC

Village means the Village of Kaslo

ELIGIBILITY CRITERIA:

1. Organizations must be delivering services on behalf of the Village of Kaslo. A Service Provider Agreement is required.
2. Membership in the organization must be open to the general public. Participation in programs delivered by the organization must be available to the general public.
3. Organizations must be in good standing with the Village of Kaslo, and other regulatory bodies.
4. Organizations must be able to demonstrate compliance with the practices, procedures and policies of the Village.

5. Organizations must not be collecting personal information, beyond basic contact information, for their members or event participants. Collection of sensitive personal information is not permitted.

PROCEDURE:

1. Applicants must submit a letter of request to the Council of the Village of Kaslo, requesting designation as an Associate Member.
2. Applicants must sign a Service Provider Agreement with the Village.
3. A Council resolution is required.
4. Approval from MIABC is required.
5. The applicant may be required to cover the additional premium cost associated with Associate Member coverage.

VILLAGE OF KASLO

BYLAW 1104

A BYLAW TO REGULATE SIGNS WITHIN THE VILLAGE OF KASLO

WHEREAS Sections 8(4) and 65 of the Community Charter provides that a local government may, by bylaw, regulate the erection, placing, alteration, maintenance, demolition and removal of signs, sign boards, advertisements, advertising devices and structures;

AND WHEREAS the Council considers it necessary and in the public interest to regulate signs in the Village of Kaslo;

NOW THEREFORE the Council of the Village of Kaslo enacts as follows:

1. This bylaw may be cited for all purposes as the “Sign Bylaw” .

Interpretation

2. For the purpose of this Bylaw, unless the context other requires, the following definitions shall apply:

“advertising sign” means a sign advertising a product, a commodity, a business, or event of a commercial nature;

“area” in relation to the a sign means the total surface area of a sign exclusive of frame work and supporting structure and, in the case of a double-faced sign, means the area of one face only;

“awning” means a temporary shelter supported entirely from the exterior wall of a building and composed of non- rigid materials except for the supporting framework;

“backlit sign” means a sign composed of a translucent material lit from behind in the case of a single-sided sign, or from within in the case of a double or multiple-sided sign;

“banner sign” means a temporary sign composed of lightweight material mounted or suspended so as to allow movement of the sign caused by air currents:

“Building Bylaw” means the Building Bylaw of the Village of Kaslo;

“building frontage” means the linear length of a building facing a street;

“Building Inspector” means the person or person authorized by Council to administer the Building Bylaw;

“canopy” means a permanent roof- like shelter extending from part or all of the building face, and constructed of one or more durable materials;

“CAO” means the Chief Administrative Officer of the Village of Kaslo;

“community activity sign” means a sign indicating that a community activity is about to be, or is being, carried on;

“community information sign” means a sign, or a group of signs at a single location designated as a community information stop, providing information on attractions, services, and facilities available in the community and surrounding area, and includes a community entrance or welcome sign;

“Council” means the municipal council of the Village of Kaslo;

“directional sign” means a sign which serves solely to designate the location of direction of any place or area;

“directory sign” means a sign listing religious activities, service club activities, and other similar community activities;

“externally illuminated sign” means a sign lit by a spotlight;

“facia sign” means a sign displayed on the surface of a building, or attached to the building with the sign parallel to the building wall;

“flashing sign” means a sign which contains an intermittent or flashing light source, or which includes the illusion of intermittent or flashing light by means of animation or an externally-mounted intermittent light source;

“free standing sign” means a sign which is not connected in any way to a building, and is self supporting;

“home occupation sign” means a sign identifying a use which is accessory to a residential use and permitted as a home occupation under the Land Use Bylaw;

“Land Use Bylaw” means the Land Use Bylaw of the Village of Kaslo;

“Municipality” means the Village of Kaslo;

“owner” means the registered owner of real property on which a sign is located, or the owner or lessee of a sign or his authorized representative;

“political sign” means a sign erected to promote voting at an election for a particular candidate or in support of, or opposition to, a particular party or issue;

“prohibition sign” means a sign indicating a prohibition or penalty respecting the property on which it is located;

“projecting sign” means a sign projecting at an angle from a building or structure and attached to the building or structure or to a canopy or awning;

“public building sign” means a sign located on the property of a public building, including a church, library or school, and indicating thereon only the name of the building and the activities pertaining to that building;

“real estate sign” means a sign indicating only that the property on which it is located is for sale or rent, or has been sold or rented;

“scenic route sign” means a standardized blue and white sign erected by the Ministry of Transportation and Infrastructure and designed to aid motorists who wish to follow a designated scenic route;

“service and attraction sign” means a standardized blue and white sign erected by the Ministry of Transportation and Infrastructure and designed to direct motorists to specific tourist services, facilities and attractions; or any sign erected or authorized by the Village for the purpose of directing the public to specific services or historic or other attractions;

“sign” means any visual representation or attention drawing device which communicates information or advertising for any purposes, displayed out of doors or on the exterior of a building, but does not include a traffic control device;

“street” means and includes streets, roads, lanes, sidewalks, public squares, boulevard and rights-of-way open to the public;

“temporary sign” means a sign which is not permanently affixed, and includes banner signs, pennants, portable and wheeled signs, sandwich board signs, sidewalk or curb signs, and balloons or other air or gas filled figures which exceed 2 metres in any dimension other than circumference;

“third party sign” means a sign

- (a) whether on a billboard or other structure primarily intended for the display of advertising, or upon the exterior of a building, wall, fence or other structure primarily intended for other purposes; and
- (b) which advertises other than the occupants of the premises or the goods and services available on the premises of which the sign is displayed;

“tourist area sign” or “tourist region sign” means a sign erected to identify entry points into designated tourist areas or regions within the Province of B.C.;

“Travel Info sign” or “Travel InfoCentre sign” means a sign indicating the location of information of interest to travellers or the location of a travel information centre which provides information to travellers, and includes advance warning signs for travel information or a travel information centre;

“warning sign” means a sign erected by a public authority and indicating a danger or hazard; and

“zone” means one of the zones into which the Municipality is divided under the Land Use Bylaw.

Application and Administration

- 3. (1) The provisions of this Bylaw shall apply to the whole of the area within the boundaries of the Municipality.
- (2) No sign shall hereafter be erected, place, altered or moved unless in conformity with this Bylaw.
- (3) Nothing in this Bylaw shall be interpreted as relieving any person from complying with the provisions of any other bylaw of the Municipality.
- (4) Notwithstanding anything herein to the contrary, where the Municipality has established a development permit area under Section 919.1 of the *Local Government Act*, any condition with respect to the type, size, or placement of signs which is included in a development permit issued under Section 920 of the *Act* shall apply in place of the requirements set out in the Bylaw.
- (5) The CAO, or such other person as may be appointed by Council resolution to administer this Bylaw,

- (a) shall keep records of applications received, permit fees paid, sign permits issued, and such other records as he may deem necessary in relation to this Bylaw,
 - (b) shall issue permits when, to the best of his knowledge, the proposed sign complies with the requirements of this and any other applicable bylaws, and
 - (c) may revoke any permit where there is a violation of any condition under which the permit was issued, or a violation of this or any other relevant bylaw.
- (6) The CAO or the Building Inspector may
- (a) enter, at all reasonable times, upon any property on which a sign is being, or has been, erected where the sign is subject to the provisions of this Bylaw, and
 - (b) direct the immediate cessation or correction of all or any portion of the work relating to the erection or placement of a sign whenever such work is to the best of the his knowledge not in conformance with the provisions of this Bylaw.

Exemptions

4. The following signs are exempt from the provisions of this Bylaw:
- (a) signs painted on an awning;
 - (b) temporary signs authorized by Council resolution;
 - (c) signs displayed within a building or structure, except as provided for in subsection 5(4);
 - (d) signs owned or leased by the Municipality for its own purposes;
 - (e) traffic control signs as defined in the Motor Vehicle Act;
 - (f) signs required to be posted and maintained by any municipal bylaw or Federal or Provincial statute or regulation;
 - (g) signs relating to construction which are located on the land on which the construction is currently being carried on;

- (h) real estate signs not exceeding 1.0 square metre in area;
- (i) third party signs on benches located on public lands where the design and location of the bench has been approved by the Municipality, and where the sign is displayed on the face of the backrest of the bench only and does not exceed 2.5 metres in length or 0.7 metres in height;
- (j) memorial plaques, cornerstones, historical tablets, and similar signs;
- (k) on-site directional signs, not exceeding 1.0 square metres in area, intended to facilitate the movement of pedestrians and vehicles on which such signs are located;
- (l) emblems or insignia of any nation, province or territory of Canada, or of any political, civic, philanthropic, cultural, educational or religious organization;
- (m) house numbers and name plates not exceeding 0.3 square metres in area for each dwelling unit;
- (n) signs advertising garage sales or yard sales, provided such signs do not exceed 1.0 square metre in area, and are located on the premises on which the sale is to take place or is taking place; and
- (o) notice or bulletin boards not exceeding 2.0 square metres in area for medical, public, charitable or religious institutions where the same are located on the premises of the said institution.

Prohibitions

- 5. (1) Except as provided elsewhere in this bylaw, the following are prohibited:
 - (a) flashing signs;
 - (b) signs located on the roof of a building, or which are attached to a building and project above the highest point of the roof of that building;
 - (c) signs in residential zones as identified in the Land Use Bylaw;

- (d) signs erected on or over Municipally owned property, or a highway under the jurisdiction of the Municipality, where such signs are not either erected by the Village or authorized by Council resolution; and
 - (e) backlit signs.
- (2) No person shall post or exhibit placards, playbills, advertising signs, writings or pictures on walls, fences, trees, electric power or telephone poles, street light standards, or on any other similar structures on or adjacent to a highway or public place.
 - (3) No sign shall be erected which, in the opinion of the CAO, by reason of its size, location, movement, content, coloring or manner of illumination, might reasonably be confused with or construed as a traffic control device, or the light of an emergency or road equipment vehicle, or which would interfere with the safe and efficient movement of vehicular or pedestrian traffic or the visibility of any traffic control device.
 - (4) No third party signs shall be permitted in residential zones except as provided for in clause (h) of Section 4. Notwithstanding the definition of a third party sign in section 2, where a sign in excess of 1.0 square metres is located within a building or structure, or on the interior of a fence, in such manner that the sign is intended to be read from off of the premises on which the sign is located, if such sign advertised other than the occupants of the premises or the goods and services available on the premises on which the sign is displayed, it shall be deemed to be a third party sign for the purposes of this bylaw.
 - (5) No person shall park any unlicensed or inoperable vehicle or trailer so as to be visible from a street or public property, if the basic purpose of the vehicle or trailer is to advertise products, services, or events located on the same or nearby property or any other premises. This clause shall not be interpreted so as to prohibit any advertising or other sign which is attached to or painted on a licensed motor vehicle and is incidental to the use and operation of that vehicle.

General Requirements

- 6. (1) The signs described therein shall conform to the requirements set out in the following table.

Sign	Maximum area in sq.metres	Permitted Zones	Permitted Type
Advertising	10.0	Commercial Industrial	Facia, free standing or projecting
Community activity	2.0	All zones	Facia or free standing
Community information	None	All zones	Free standing
Directional	0.4	All zones	Free standing
Directory	6.0	All zones	Free standing
Home occupation	0.4	Residential	Facia or free standing
Political	6.0	Residential Commercial Industrial	Facia or free standing
Prohibition	0.6	All zones	Facia or free standing
Public building	2.0	All zones	Facia or free standing
Real estate	3.0	All zones	Facia or free standing
Scenic route	None	All zones	Free standing
Service & attraction	None	All zones	Free standing
Tourist area/region	None	All zones	Free standing
Travel info/infoCentre	None	All zones	Free standing
Warning	2.0	All zones	Facia, free standing or projecting

7. (2) No person shall erect any of the following signs without first obtaining a sign permit pursuant to the bylaw:
- (a) a projecting sign exceeding 0.2 square metres in area,
 - (b) a facia sign or free standing sign exceeding 3.0 square metres in area.
- (3) Notwithstanding subsection (2), where a sign permitted by this Bylaw constitutes a structure requiring a permit under the building Bylaw, a sign permit shall not be required in addition to the building permit.
- (4) Signs and sign structures shall be designed and constructed as provided for in this Bylaw, and in accordance with the Building Bylaw to resist wind and seismic and dead loads.

- (5) Canopy Signs
 - (a) A sign attached to the underside of a canopy, roof overhang, or similar structure shall have a minimum vertical clearance of 2.6 metres from the adjacent street level.
 - (b) a sign affixed to a canopy face shall not extend beyond the horizontal or vertical face of the canopy, and shall not project more than 0.3 metres from the said face.
- (6) Facia Signs
 - (a) Facia signs attached to a building wall shall not extend beyond the horizontal or vertical face of the wall, and shall not project more than 0.3 metres from the said wall.
 - (b) The total area of a facia sign or signs shall not exceed a ratio of 1 square metre for each 2 metres of building frontage on the street on which the sign or signs face.
- (7) The height of a free standing sign shall not exceed the lesser of:
 - (a) the maximum building height permitted under the Land Use Bylaw within the zone in which the sign is located; or
 - (b) 12.0 metres from the adjacent ground level.
- (8) Illuminated signs shall be connected to an electrical circuit on the premises on which the signs are located, and all electrical installations shall be approved by the Building and Safety Standards Branch of the Province of British Columbia.
- (9) Political signs shall not be located on any highway or other public lands, shall not be erected more than 45 days prior to the election to which they relate, and shall be removed within 7 days after the election. The organization or candidate on behalf of whom such signs have been erected shall be responsible for their removal.
- (10) Projecting signs shall not extend beyond the property line except in commercial zones where an overhang not exceeding 1.0 metres is permitted onto a street, providing the projection is structurally sound, the overhang has a minimum vertical clearance of 2.6 metres from the adjacent street level, and the sign is not higher than the roof line of the building or the structure to which it is attached.

Responsibilities of Owners

8. (1) No owner or other person shall commence the installation, nor authorize or permit the installation, of a sign unless any permit required by this Bylaw or Building Bylaw has first been obtained.
- (2) Every owner shall ensure the removal of any sign erected on his property when the purpose of the sign or the message thereon is no longer applicable.
- (3) Every owner shall ensure that all signs erected on his property are constructed and maintained in a safe and secure manner to avoid the risk of injury to any person or damage to any property.
- (4) Neither the granting of a sign permit, nor the acceptance of plans and specification, or any inspection which may be made by the Building Inspector, shall relieve the owner from responsibility for fully complying with the requirements of this Bylaw, the Building Bylaw if applicable, and any conditions attached to the sign permit.

Application for Sign Permit

9. (1) An application for sign permit shall be completed on the form attached hereto as Schedule A and forming a part of this Bylaw, and shall be accompanied by a permit fee of \$20.00.
- (2) In addition to the information on the application form and any requirements of the Building Bylaw, the applicant shall provide a sketch plan of the proposed sign including the text or other material to be included in the sign message.

Sign Permits

10. (1) Where the CAO is satisfied that an application for a sign permit, and the proposed sign, complies with the requirements of the Bylaw and any other applicable bylaw and the permit fee has been paid, the CAO shall issue a sign permit in the form prescribed in Schedule A.
- (2) A sign permit is void if construction of the sign is not completed within 6 months of the date on which the permit was issued.

Removal of Signs

11. (1) Council may, in accordance with Section 65 of the Community Charter, authorize the removal of a sign which contravenes the Bylaw, or which Council believes in an unsafe condition, and shall provide for 30 days' notice of the contemplated action to be given the owner, tenant or occupier of the property on which the sign is located.
- (2) Council may, in accordance with Section 250 of the Community Charter, by resolution direct and order the removal of a sign which the Council believes is so dilapidated as to be offensive to the community, and the order may provide that, in case of default by the owner, agent, lessee or occupier to comply with the order within the period named in it, the Municipality may enter and remove the sign at the expense of the person defaulting, and may further order that the charges for doing so, if unpaid on December 31 in any year, shall be added to and form part of the taxes payable on the land as taxes in arrears.

Offences and Penalties

12. Every person who
 - (a) violates any provision of this Bylaw, or
 - (b) causes, suffers, or permits any act or thing to be done in contravention or in violation of any provision of this Bylaw, or
 - (c) neglects or refrains from doing anything required to be done by any provision of the Bylaw, or
 - (d) fails to comply with any order, directive or notice given under this Bylaw, is guilty of an offence under this Bylaw and, upon summary conviction, is liable to a fine of not more than \$2,000.

Effective Date of Bylaw

13. Bylaw 811, Sign Bylaw, is hereby repealed.
14. This Bylaw shall come into full force and effect upon adoption.

READ A FIRST TIME this 12th day of April, 2011.

READ A SECOND TIME this 12th day of April, 2011.

READ A THIRD TIME this 12th day of April, 2011.

RECONSIDERED AND FINALLY ADOPTED this 26 day of April, 2011.

SKETCH PLAN OF PROPOSED SIGN (including the text or other material to be
included in the sign message)

(for Village use only below this line)

SIGN PERMIT

This permit is issued on the basis of the information provided in the application and accompanying sketch plan, and on the condition that the proposed sign will comply with all requirements of the Sign Bylaw and any applicable requirement of the Building Bylaw.

Receipt of the \$20.00 permit fee is acknowledged, and this permit is issued on _____,
20____.

TABLE OF METRIC AND IMPERIAL MEASUREMENTS

(Note: This table is provided solely as a convenience to users in converting the metric measurements in Bylaw 1104 to approximate Imperial equivalents.)

Square Metres to Square Feet

0.1 square metres	=	1.1 square feet
0.2 square metres	=	2.1 square feet
0.3 square metres	=	3.2 square feet
0.4 square metres	=	4.3 square feet
0.5 square metres	=	5.4 square feet
0.6 square metres	=	6.5 square feet
0.7 square metres	=	7.5 square feet
0.8 square metres	=	8.6 square feet
0.9 square metres	=	9.7 square feet
1.0 square metres	=	10.8 square feet
2.0 square metres	=	21.5 square feet
3.0 square metres	=	32.3 square feet
4.0 square metres	=	43.0 square feet
5.0 square metres	=	53.8 square feet
6.0 square metres	=	64.6 square feet
7.0 square metres	=	75.3 square feet
8.0 square metres	=	86.1 square feet
9.0 square metres	=	96.9 square feet
10.0 square metres	=	107.6 square feet

Metres to Inches and Feet

0.3 metres	=	11.8 inches
0.7 metres	=	2.3 feet
1.0 metres	=	3.3 feet
2.0 metres	=	6.6 feet
2.5 metres	=	8.2 feet
2.6 metres	=	8.5 feet
12.0 metres	=	39.4 feet

Subject: Baseball Field Perimeter Fence Advertising

From: The Maliks

Sent: March 21, 2023 11:41 AM

To: Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>; Catherine Allaway <allaway@kaslo.ca>

Subject: Baseball Field Perimeter Fence Advertising

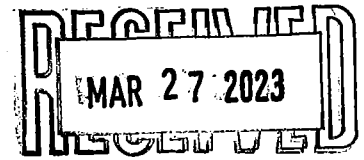
Further to the delegation request for advertising signs on the baseball field perimeter fence:

Natural beauty was the single largest response to the OCP Survey Question “What do you value most about Kaslo today that you think should be **supported in the Official Community Plan?**”

Advertising at any height on the baseball field perimeter fence will impair the visual landscape. Bylaw 1104 also states that advertising signs are permitted in Commercial and Industrial zones. The baseball field is within a Park and Open Space zone and is immediately adjacent to a Residential zone.

For your consideration,

Anne Malik



March 27, 2023

Re: Possibility of Signage on Fence at Kaslo's Murray Pearson Ballpark

Dear Mayor Hewat and Village of Kaslo council members:

It has come to our attention that the baseball association is thinking of getting permission to have advertising/signage placed along the frost fence around the ballpark!

We live on 2nd street directly facing the ballpark. We want to inform you that **we are absolutely opposed any type of advertising being placed along the ballpark fence.** We know several of our neighbours feel the same way.

Any signage placed along on the fence:

- a) Would definitely impede our views of the ball games (which we do enjoy watching from our porch), also, any other activities happening in the park, and certainly our view of the lake.
- b) Would be downright unattractive and ugly and not in keeping with the look and atmosphere of Kaslo in general.

Since the frost fence went in last year, on all four sides of the park yet, a few of us now jokingly refer to the park as "the prison yard".

We never thought to complain when it was being installed, because we realized that it (more or less) served a practical purpose.

However, even with the fence in place, we still got lots of balls hitting our house, or landing in the yard or in the hedge.

There are other options to raise funds.

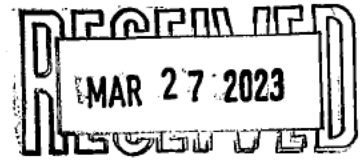
Perhaps small plaques, that businesses or private citizens could sponsor, could be placed on the walls of the dugouts - similar to the small ones on the sides of the Unity Bridge.

[As an important aside: Would advertising signage ever even have been considered for the sides of the Unity or Trailblazers' Bridges? Or, on the fence at Legacy Park beside City Hall? Or, on the fence behind the public washrooms and stage at Front Street Park? Or, along the fence by the SS Moyie?

For certain, absolutely not].

Village council must listen to the views and valid concerns of residents who oppose any sort of advertising being placed on the fence surrounding the ballpark.

Erwin & Ursula Poettcker
523-2nd street
Kaslo



March 27, 2023

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There are other options to raise funds.

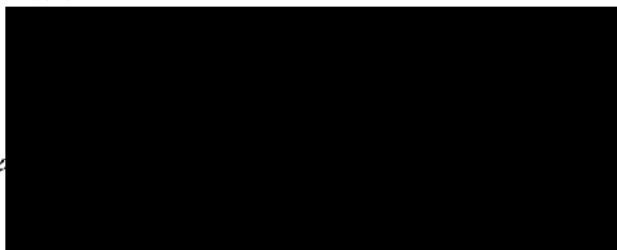
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For certain, absolutely not].

Village council must listen to the views and valid concerns of residents who oppose any sort of advertising being placed on the fence surrounding the ballpark.

Erwin & Ursula Poettcker



PREPARED BY: Recreation Grants Committee

DATE: March 23, 2023

SUBJECT: 2023 Spring Recreation Grants

SUMMARY: The Recreation Grants Committee met on 2023.03.23 to consider the applications submitted for funding in the Spring Recreation Grant intake and make recommendations regarding the allocation of grant funds.

RECOMMENDATION:

THAT the Recreation Grant Committee recommends to Council that the 2023 Spring Recreation Grants be awarded as follows:

- Kaslo Baseball Association - \$500.00
- iDIDaRide - \$500.00
- Kaslo Riding Club - \$500.00
- Kaslo Disc Golf - \$500.00
- Kaslo & District Public Library Association- \$500.00
- Kaslo Outdoor Recreation and Trails Society - \$500.00
- Kaslo Racquet Club - \$500.00
- Kootenay Lake Independent School Society - \$500.00
- JVH Outdoor Ed - \$250.00
- Kaslo & Area Youth Council - \$250.00
- Kaslo Logger Sports - \$250.00

DISCUSSION:

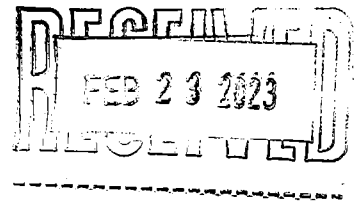
There is \$10,000 available annually for Kaslo & Area D Recreation Grants. This amount is provided to the Village by the RDCK and includes contributions from both the Village and Area D. Typically \$5,000 is used for the spring intake and the remaining \$5,000 is available for the fall intake. This year there is \$14,990.75 available as the unallocated amounts from prior years' grants are carried forward (of the \$4,990.75 being carried forward to 2023 only \$500 was from 2022).

The members of the Recreation Grants Committee recommend awarding \$4,750 at this time. They recommend that 8 applications be fully funded, as their activities are eligible and all reporting requirements have been met. The committee recommends not funding the Kootenay Lake Historical Society as they have already received funds for Pirate Day (in 2019) which have not yet been expended. The applications from Kaslo Logger Sports, JVH Outdoor Ed, and the Kaslo & Area Youth Council are recommended for partial funding as they did not complete the required reporting prior to the deadline.

VILLAGE OF KASLO			2023 SPRING RECREATION GRANT		
Request From:	Request	Approved	Purpose	Financial	Report
Baseball Association	\$ 500.00	\$ 500.00	Buy baseball equipment for youth	YES	YES
iDIDaRide	\$ 500.00	\$ 500.00	Buy race-day course signage & participant bibs	YES	YES
JVH Outdoor Ed	\$ 500.00	\$ 250.00	Cover costs for the Outdoor adventure program	YES	YES
Kaslo Logger Sports	\$ 500.00	\$ 250.00	Show expenses, maintenance & improvements	YES	NO
Kaslo Riding Club	\$ 500.00	\$ 500.00	Purchase new horse jumping equipment	YES	YES
Kaslo & Area Yout Council	\$ 500.00	\$ 250.00	Cover costs for annual events	YES	YES
Kaslo Disc Golf	\$ 500.00	\$ 500.00	Installation of signage, build disc library & lost disc box	YES	YES
Kaslo & District Public Library Association	\$ 500.00	\$ 500.00	Adult program - Wreck This Journal	YES	YES
Kootenay Lake Historical Society	\$ 400.00	\$ -	Pirate Day event	YES	NO
Kootenay Lake Independent School Society	\$ 500.00	\$ 500.00	Gardening Supplies	YES	Interm
KORTS	\$ 500.00	\$ 500.00	Trail map signs for trailheads	YES	YES
Racquet Club	\$ 500.00	\$ 500.00	Pickleball paddles	YES	YES
Totals	\$ 5,900.00	\$ 4,750.00			
			*Reported late or money not spent.		



VILLAGE OF KASLO
 RECREATION GRANT FUNDING APPLICATION
 Box 576 Kaslo, B.C. V0G 1M0
 Deadline 12 Noon **Friday, March 17th, 2023**



Only one (1) application is accepted from each group.
Maximum application amount is Five Hundred Dollars (\$500*)
NO applications will be accepted from individuals or businesses**.
The most current financial statement MUST accompany this application.
Activity must be conducted within the Village of Kaslo and Area D.
Organizations already receiving operational funding from the Kaslo & Area D Recreation Service will be given lower priority.
Recreation is considered to be activities which promote well-being.

**Please consider whether a maximum \$500 grant is absolutely necessary as high levels of subscription to the program could lead to reduced grant awards for all successful applicants.*

***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: KASLO YOUTH BASEBALL

Mailing Address: P.O. Box 392, Kaslo, B.C. V0G 1M0

Executive: President MATTHEW BROWN

Vice Pres _____

Secretary _____

Treasurer _____

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING FUNDING: EQUIPMENT FOR YOUTH INCLUDING
BALLS, SKILLS BUILDING EQUIPMENT (i.e. TEES, TARGETS)
BATS, BUCKETS.

OTHER SOURCES OF REVENUE: REGISTRATION DONATIONS, GRANTS

LOCATION OF ACTIVITIES: MURRAY PEARSON MEMORIAL FIELD

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:
KNSLO YOUTH BASEBALL PLAYERS, THEIR FAMILIES
AND COMMUNITY MEMBERS WHO WATCH BALL

CURRENT BANK BALANCE: \$ _____

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:
 YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: Matthew Brown

Print Name: MATTHEW BROWN

Phone num [REDACTED] Date: FEB. 19, 2023

 OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW FUNDING WAS SPENT BY THE RECIPIENT PRIOR TO AUGUST 31 OF THE APPROPRIATE FINANCIAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED

OTHER SOURCES OF REVENUE: _____

Participant registration fees, Sponsorships from local businesses,
and a Village Municipal Grant.

LOCATION OF ACTIVITIES: Recreational trails above Kaslo Airport. Start/Finish at Kaslo Arena.

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

Participants, volunteers and local merchants will all benefit from the event.

CURRENT BANK BALANCE: \$ \$3,214.11

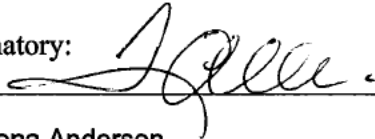
MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: _____



Print Name: Fiona Anderson

Phone nu _____

Date: March 15, 2023

OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW FUNDING WAS SPENT BY THE RECIPIENT PRIOR TO AUGUST 31 OF THE APPROPRIATE FINANCIAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED



VILLAGE OF KASLO
RECREATION GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0
Deadline 12 Noon **Friday, March 17th, 2023**

Only one (1) application is accepted from each group.
Maximum application amount is Five Hundred Dollars (\$500*)
NO applications will be accepted from individuals or businesses**.
The most current financial statement MUST accompany this application.
Activity must be conducted within the Village of Kaslo and Area D.
Organizations already receiving operational funding from the Kaslo & Area D Recreation Service will be given lower priority.
Recreation is considered to be activities which promote well-being.

**Please consider whether a maximum \$500 grant is absolutely necessary as high levels of subscription to the program could lead to reduced grant awards for all successful applicants.*

***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: JVH Outdoor Adventures Program

Mailing Address: 500 6 St, Kaslo BC

Executive: President Ron Sherman (Principal)

Vice Pres Grace Broadfoot (teacher in charge)

Secretary Marlene Wiens

Treasurer Ron Sherman

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING

FUNDING: I am requesting funding on behalf of our Outdoor Adventures Program at JVH. This program gives students lifelong skills for travelling + recreating safely outdoors. Students complete certifications in Wilderness First Aid, Avalanche Safety Training, and Canoeing; and participate in multiple outdoor excursions including hiking, canoeing, rock climbing, snowshoeing, skiing and

snowboarding. Students work really hard to fundraise throughout the year to supplement our district budget so that we can have these experiences. Any additional funding helps a lot, as cost is our biggest barrier to getting students outside!

OTHER SOURCES OF REVENUE:

- Student fundraising projects
- District outdoor education budget
- Grants (will also apply for spring rec. grant)

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

Students aged 13-18 at Jvtt.

CURRENT BANK BALANCE: \$ 9420.31

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO (emailed in)

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: *Grace Broadbot*

Print Name: Grace Broadbot

Phone number: [REDACTED] Date: Feb 21, 2023

OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW FUNDING WAS SPENT BY THE RECIPIENT PRIOR TO AUGUST 31 OF THE APPROPRIATE FINANCIAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED



VILLAGE OF KASLO
RECREATION GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0
Deadline 12 Noon **Friday, March 17th, 2023**

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Recreation is considered to be activities which promote well-being.

**Please consider whether a maximum \$500 grant is absolutely necessary as high levels of subscription to the program could lead to reduced grant awards for all successful applicants.*

***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: **Kaslo Logger Sports**

Mailing Address: **Box 177, Slocan, BC V0G 2C0**

Executive: President **Chair - Andrea Hand**

Vice Pres **Co-Chair - Glenn Erikson**

Secretary **Rachel Burns**

Treasurer **Debra Corbett**

AMOUNT REQUESTED: \$ **500.00**

REASON FOR REQUESTING

FUNDING: **This traditional Logger Sports Competition has become a must see**

destination event for over 47 years. Each year the success and reputation of the event grows, drawing about 70 competitors and over 2000 spectators, from all over the world. Not only does this show celebrate our history, by showcasing the speed, skill and strength of local, national and international competitors, but it also compliments the Village of Kaslo's Annual May Days Festivities; promotes the beautiful Village of Kaslo; and supports local businesses in Kaslo, Area D and the greater West Kootenay region. Traditionally, Kaslo Logger Sports has the honor of being the first show of the CanLog Logger Sports season. This year Kaslo Logger Sports has been awarded 5 Canadian Championship events. What a great way to kick off the 2023 season.

This show is organized and run by volunteers - supported financially through sponsors and donations. No admission is charged. The show is free to the public. Funds received are used to run the show, maintain/improve infrastructure and is paid out as prize money to the competitors, in order to attract the highest quality athletes. Your support would be greatly appreciated.

OTHER SOURCES OF REVENUE: Sponsorships and Donations

LOCATION OF ACTIVITIES: Kaslo Logger Sports Grounds

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:
competitors, spectators, local businesses,
businesses in Area D + West Kootenays, the Village of Kaslo overall

CURRENT BANK BALANCE: \$ 25,421.39

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:
 YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: Debra Corbett

Print Name: Debra Corbett

Phone number: [REDACTED] Date: Mar.16.2023

 OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW FUNDING WAS SPENT BY THE RECIPIENT PRIOR TO AUGUST 31 OF THE APPROPRIATE FINANCIAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED

VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0

Name of Organization: Kaslo Riding Club

Mailing Address: PO Box 506, Kaslo, BC V0G1M0

Executive: President Martin Cyr

Vice Pres Fiona Daniels

Secretary Barbara Cyr

Treasurer Rebecca Rutherford

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING
FUNDING: _____

Kaslo Riding club is in need of some new equipment for horse jumping. The
equipment we currently have is very old. Most of it is unusable or unsafe. We have
several members who enjoy jumping and several more who are interested in learning.

We have a new, younger generation of keen equestrians and it is important to keep
them safe while also offering the enjoyment and excitement of horse jumping.

This aspect of the sport tends to be of interest to younger riders. Attracting even
more new riders would improve the health and viability of our club overall.

Jumping can be beneficial for horse and rider. Both horse and rider build confidence,
strength, precision and responsiveness. It helps build the partnership between horse
and rider and contributes to lifelong physical and emotional health.

OTHER SOURCES OF
REVENUE: _____

We are seeking other grant opportunities but have not yet applied for other funds.

Equipping the club with a full set of jumping tools will require multiple grants.

In-kind contributions from members with building skills is also a possibility provided
that would meet safety requirements.

LOCATION OF ACTIVITIES: Kaslo Riding Arena on Arena Rd.

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES NO

WHO WILL BENEFIT FROM THIS

EVENT/PROGRAM: Members of Kaslo Riding Club. Our club was established in 1969 and is still going strong with members of all ages and backgrounds. The seniors in our club who have been around since the beginning, tell stories of Kaslo youth being very active in groups of friends and horses and this is part of our dream.


CURRENT BANK BALANCE: \$ 2188.47

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A MUNICIPAL GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: 

Print Name: Barbara Cyr, secretary, Kaslo Riding Club

Phone num 250 252 2676 Date: March 12, 2023

OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW FUNDING WAS SPENT BY THE RECIPIENT PRIOR TO AUGUST 31 OF THE APPROPRIATE FISCAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.



VILLAGE OF KASLO
RECREATION GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0
Deadline 12 Noon **Friday, March 17th, 2023**

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Recreation is considered to be activities which promote well-being.

**Please consider whether a maximum \$500 grant is absolutely necessary as high levels of subscription to the program could lead to reduced grant awards for all successful applicants.*

***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: Kaslo & Area Youth Council

Mailing Address: PO Box 476, Kaslo BC V0G 1M0

Executive: President Suzan Clancy

Vice Pres Linda Kelly

Secretary Joy Lukacs

Treasurer Joy Lukacs

AMOUNT REQUESTED: \$ 500.00

REASON FOR REQUESTING FUNDING:

We are requesting funds to help cover the costs of our annual events - Kaslo Pride, May Days Youth Booth, and Skate Jam. Funds will be spent on supplies, wages & food

for all of our volunteers
who help out with Kaslo Pride, May Days
Youth Beach & Skate Jam.

OTHER SOURCES OF
REVENUE: Kaslo & Up the Lake Youth Fund.
provided \$200.00 specifically for Kaslo
pride celebration.

LOCATION OF ACTIVITIES: Legacy Park - Vimy Park - Skate Park

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

The community will benefit from these events.

CURRENT BANK BALANCE: \$ Gaming \$58.96 Main 4917.31

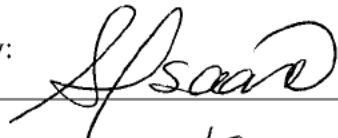
MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS
PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A
WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory:



Print Name: Shannon Isaac

Phone number

Date: MAR. 6, 2023

OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW
FUNDING WAS SPENT BY THE RECIPIENT PRIOR TO AUGUST 31 OF THE
APPROPRIATE FINANCIAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED



VILLAGE OF KASLO
RECREATION GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0
Deadline 12 Noon **Friday, March 17th, 2023**

Only one (1) application is accepted from each group.
Maximum application amount is Five Hundred Dollars (\$500*)
NO applications will be accepted from individuals or businesses**.
The most current financial statement MUST accompany this application.
Activity must be conducted within the Village of Kaslo and Area D.
Organizations already receiving operational funding from the Kaslo & Area D Recreation Service will be given lower priority.
Recreation is considered to be activities which promote well-being.

**Please consider whether a maximum \$500 grant is absolutely necessary as high levels of subscription to the program could lead to reduced grant awards for all successful applicants.*

***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: KASLO DISC GOLF CLUB

Mailing Address: 506 BECKER ST. P.O. BOX 1276, KASLO, B.C., V0G 1M0

Executive: President STEVE WILLOTT

Vice Pres KELLIE KNOLL

Secretary ERIN CARR

Treasurer FRASER BONNER

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING FUNDING: INSTALLATION OF SIGNAGE. BUILDING

OF DISC LIBRARY AND LOST DISC BOX.

PURCHASE OF DISCS FOR DISC LIBRARY AND

BEGINNERS. DISCS AND DISCATCHER FOR

BEGINNER AND YOUTH DEVELOPMENT PROGRAM.

OTHER SOURCES OF

REVENUE: CBT GRANTS, SPONSORSHIP, KNL
GRANTS.

LOCATION OF ACTIVITIES: KASLO AND SURROUNDING AREA.

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

RESIDENTS OF KASLO AND SURROUNDING
AREA, DISC GOLFERS.

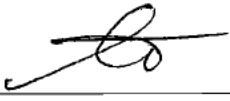
CURRENT BANK BALANCE: \$ 4740.17 (ACTUAL FUNDS = 2473.50)
(SEE ATTACHED SHEET)

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: 

Print Name: STEVE WILLOTT

Phone num [REDACTED] Date: MAR. 14/2023

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SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED



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Recreation is considered to be activities which promote well-being.

**Please consider whether a maximum \$500 grant is absolutely necessary as high levels of subscription to the program could lead to reduced grant awards for all successful applicants.*

***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: Kaslo & District Public Library Association

Mailing Address: PO Box 760, 413 4th Street, Kaslo BC, V0G 1M0

Executive: President C. Anne Heard

Vice Pres John Whitehead

Secretary Eva J.A. Kelemen

Treasurer John Whitehead - acting

AMOUNT REQUESTED: \$ 500.00

REASON FOR REQUESTING

FUNDING: First offered at KDPL for teens (thoroughly enjoyed), we'd like to offer this quirky & creative program for adults.

Participants will each receive their own copy of Wreck This Journal by Keri Smith: a subversive illustrated

book that challenges readers to muster up their best mistake- and mess-making abilities to fill the pages

of the book—or destroy them. Through a series of creative and quirky prompts, acclaimed guerilla artist

Keri Smith encourages journalers to engage in a new way of art- and journal-making, discovering novel

ways to escape the fear of the blank page and fully engage in the creative process. Unlocking the fear
of creating, this program is accessible even for those who feel like they don't do art well.

OTHER SOURCES OF

REVENUE: Kootenay Library Federation and the KDPL fund held with Osprey (annual grant)

LOCATION OF ACTIVITIES: Kaslo & District Public Library

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

Adults and seniors

CURRENT BANK BALANCE: \$82,863 - Operating Account

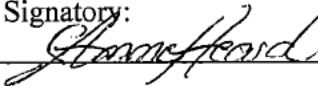
MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory:



Print Name: C. Anne Heard

Phone nu

[REDACTED]

Date: March 10, 2023

OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW FUNDING WAS SPENT BY THE RECIPIENT PRIOR TO AUGUST 31 OF THE APPROPRIATE FINANCIAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED



VILLAGE OF KASLO
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Recreation is considered to be activities which promote well-being.

**Please consider whether a maximum \$500 grant is absolutely necessary as high levels of subscription to the program could lead to reduced grant awards for all successful applicants.*

***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: Kootenay Lake Historical Society

Mailing Address: P.O. Box 537, Kaslo, BC V0G 1M0

Executive: President Past President: Gillian Froese

Vice Pres Vacant

Secretary Elizabeth Scarlett

Treasurer Christine Tyers

AMOUNT REQUESTED: \$400.00

REASON FOR REQUESTING

FUNDING: Due to the Covid pandemic and rehabilitation work

on the ship, the Historical Society has not been able to hold

its annual Pirate Day event at the SS Moyie since 2019.

In fact the ship was not open last year. Pirate Day has been

a popular event in the past, bringing local and out of town

families to have some fun at the Moyie site with games & prizes for best costumes. The Society would like to put on this event this year as part of the celebration of the Moyie's 125th anniversary. The hope is this will bring back visitors to enjoy our National Historic site and community.

OTHER SOURCES OF REVENUE:

Admission fees to the ship on other days (this will be a free event for 'pirates'), We will seek prizes from local business donations.

LOCATION OF ACTIVITIES: 324 Front Street, SS Moyie National Historic Site

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM: children & families. The community from bringing visitors to the area - boosting the economy.

CURRENT BANK BALANCE: \$ 177,000, but most is allocated for rehabilitation work on the ship.

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: Elizabeth A. Scarlett

Print Name: ELIZABETH SCARLETT

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Recreation is considered to be activities which promote well-being.

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Name of Organization: Kootenay Lake Independent School Society (KLISS)

Mailing Address: PO Box 1136 Kaslo, BC V0G 1M0

Executive: President Chantal Gainer

Vice Pres N/A

Secretary Dynell Sicotte

Treasurer Franz Kocher

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING FUNDING: Periwinkle Children's Centre Gardening Supplies

Kootenay Lake Independent School Society (KLISS) dba Periwinkle Children's

Centre is a non-profit society and the only licensed daycare serving families with

children aged 30 months to school age in the Village of Kaslo and RDCK Area D.

Periwinkle is seeking funding to purchase gardening supplies as part of its nature-based

Waldorf style curriculum. The supplies purchased will include bulbs, seeds, soil and landscaping ties, and will be used to help the children plant raised garden beds.

OTHER SOURCES OF REVENUE: Daycare fees

LOCATION OF ACTIVITIES: 503 First St, Kaslo BC (beside Vimy Park)

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

Village of Kaslo and RDCK Area D children attending Periwinkle Children's Centre.

CURRENT BANK BALANCE: \$ 104,596 as of February 28, 2023 *

* Periwinkle is currently undergoing a \$350,000 building expansion scheduled for completion in summer 2023.

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: Heike Reeg-Smith

Print Name: Heike Reeg-Smith

Phone number: [REDACTED] Date: March 15, 2023

OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW FUNDING WAS SPENT BY THE RECIPIENT PRIOR TO AUGUST 31 OF THE APPROPRIATE FINANCIAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED



VILLAGE OF KASLO
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***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: Kaslo Outdoor Recreation & Trails Society

Mailing Address: PO Box 1024 Kaslo BC V0G 1M0

Executive: President Dan Miles

Vice Pres Francois Blouin

Secretary Stu Heard

Treasurer Ken Butt

AMOUNT REQUESTED: \$500

REASON FOR REQUESTING

FUNDING:

~~A \$500 Rereation Grant will help offset KORTS direct costs to print new 2023 Kaslo & Area trail map signs for trailhead kiosks. Each year we print a new version of the Kaslo & Area trail maps in conjunction with Pennywise Visit Kaslo publication, then print large format versions that get mounted at the major trailhead kiosks and other locations in Kaslo such as the Moyie Info Centre, KORTS bulletin board at Front St Market.~~

OTHER SOURCES OF

REVENUE: KORTS operating funds & trail budget

LOCATION OF ACTIVITIES: 10 Trailhead kiosks & 4 other locations in Kaslo

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

All trail users

CURRENT BANK BALANCE: \$278,796 Unspoken funds = \$16,471

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

Yes YES NO

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory: *Stu Heard*

Print Name: Stu Heard

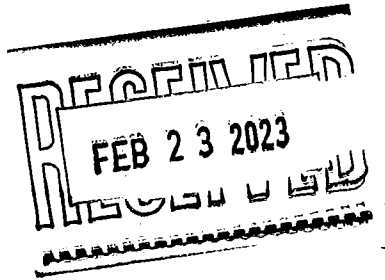
Phone number: [REDACTED] Date: March 4 2023

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SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED



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**Please consider whether a maximum \$500 grant is absolutely necessary as high levels of subscription to the program could lead to reduced grant awards for all successful applicants.*

***Pursuant to Section 25(1) of the Community Charter, Council cannot generally provide a grant to a business.*

Name of Organization: Kaslo Racquet Club

Mailing Address: P.O. Box 405

Executive: President Mabel Russell

Vice Pres Doug Yee (1st) Barb Pobrowski (2nd)

Secretary Maurice Broadfoot

Treasurer Dean Leach

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING FUNDING:

To purchase pickleball paddles (approx. 5) that will be used when we host open houses and invite the community and or students from JVH to play.

We plan to host more of these events
when our new courts are constructed
this summer as we will have more capacity.

OTHER SOURCES OF
REVENUE: _____

Player fees that help cover insurance
costs. no other source for paddles.

LOCATION OF ACTIVITIES: KRC (Arena Avenue)

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

The community (people wanting to learn the sport)

CURRENT BANK BALANCE: \$ 7642.00

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES ~~NO (attached)~~

NO GRANT CONSIDERATION WILL BE GIVEN TO ANY GROUP WHICH HAS
PREVIOUSLY RECEIVED A RECREATION GRANT AND FAILED TO SUBMIT A
WRITTEN REPORT.

The above information is correct, to the best of my knowledge:

Authorized Signatory:

MB Broadfoot

Print Name: Maurer Broadfoot

Phone num [REDACTED] Date: Feb 23/2023

OFFICE USE ONLY: WRITTEN REPORT RECEIVED STATING HOW
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APPROPRIATE FINANCIAL YEAR.

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: March 23, 2023

SUBJECT: 2023 Parcel Tax Roll

PURPOSE: To provide a summary of updates made to the 2023 Parcel Tax Roll, establish a Roll Review Panel and set a tentative meeting date to hear requests for further adjustments.

SUMMARY: The Village imposes a parcel (frontage) tax on properties that are served by water or sewer, in accordance with the values listed on the Parcel Tax Roll. Owners are entitled to make requests for changes to the Roll, and these must be considered by the Roll Review Panel, which is composed of three individuals appointed by Council (typically Council members).

OPTIONS:

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

1. **Appoint a Roll Review Panel and set the meeting date. *Public notice will be given and the meeting will be held if requests for changes are received before the deadline.***
2. Appoint a Roll Review Panel of a different composition and set an alternate meeting date. *Public notice will be given and the meeting will be held if required.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the following Council members be appointed to the 2023 Parcel Tax Roll Review Panel, to be held in Council Chambers on Tuesday, April 11th at 5:30 p.m.: Mayor Hewat, Councillor _____, Councillor _____ (and Councillor _____ as alternate).

ANALYSIS:

- A. **Background:** The collector has updated the Parcel Tax Roll to adjust water and sewer frontages on 9 properties. Four new strata lots were created by subdivision, errors were identified and corrected for three parcels where no taxable frontage had been attributed to the lots, and two folios had the actual frontage reduced and the taxable frontage adjusted to reflect the amount of frontage that is actually serviced.
- B. **Discussion:** Owners are entitled to make requests for further changes to the Roll, and these must be considered by the Roll Review Panel, which is composed of three individuals appointed by Council. Typically, the Mayor and two members of Council are appointed to the Roll Review Panel, with one additional member of Council appointed as an alternate. The Roll Review Panel will consider the requests and exercise their authority to amend the roll, resulting in a new authenticated Parcel Tax Roll.

The Roll Review Panel will only meet if the Village receives requests from affected property owners for amendments. If required, the Roll Review Panel meeting will be held at 5:30 p.m. on Tuesday, April 11, 2023, in Council Chambers. Notice of the proposed meeting date will be provided in accordance with the legislation.

C. **Attachments:**

- Summary of changes to 2023 Parcel Tax Roll
- Notice of Parcel Tax Roll availability
- 2021 Water System Capital Parcel Tax Bylaw 1263
- 2021 Sewer System Capital Parcel Tax Bylaw 1264

D. **Financial Implications:** The total taxable frontage will increase by 430' for water and 50' for sewer as a result of these corrections to the Parcel Tax Roll. Based on the current rates of \$1.10 per taxable foot of frontage (as established in 2021 by bylaws 1263 and 1264) this will result in increases of \$473 to the amount collected for water and \$55 for sewer. The actual financial impact will be determined when new rates are set in the 2023 bylaws.

E. **Corporate Priority:** Nil

F. **Communication Strategy:** Notices were placed on the Village's website and bulletin boards, and in the March 9th edition of the Valley Voice. Letters were mailed directly to the owners of properties to which changes were made. Public notice will be given regarding the proposed Roll Review Panel meeting at 5:30 p.m. on Tuesday, April 11, 2023.

CAO Approval: [Date approved by CAO]

Summary of Updates to the 2023 Parcel Tax Roll

Folio	Actual Water Frontage (ft.)	Taxable Water Frontage (ft.)	Actual Sewer Frontage (ft.)	Taxable Sewer Frontage (ft.)	Civic Address	Staff comment
230002	115	115	0	0	BRENNAND ST	Property was not being charged frontage tax (correcting error)
342040	110	110	0	0	625 8TH ST S	Actual frontage was lowered from 365' to 110' and taxable frontage was reduced from the maximum of 125' to 110' because servicing only extends along 110' of frontage.
342160	110	110	0	0	8TH ST	Actual frontage was decreased from 354 feet to 110 and the taxable frontage was increased from 25 feet to 110 because servicing extends along 110' of frontage.
434515	141	120	0	0	VICTORIA AVE	Property was not being charged frontage tax but servicing extends along 120' of frontage (correcting error)
359515	75	75	0	0	N WASHINGTON ST	Property was not being charged frontage tax but servicing extends along the entire frontage (correcting error)
042026	50	25	50	25	A - 218 AVE	New folio created by subdivision as per the current parcel tax bylaws max frontage on a strata unit is 25 feet.
042028	50	25	50	25	B - 218 A AVE	New folio created by subdivision as per the current parcel tax bylaws max frontage on a strata unit is 25 feet.
042030	50	25	50	25	A - 222 A AVE	New folio created by subdivision as per the current parcel tax bylaws max frontage on a strata unit is 25 feet.
042032	50	25	50	25	B - 222 A AVE	New folio created by subdivision as per the current parcel tax bylaws max frontage on a strata unit is 25 feet.



VILLAGE OF KASLO

PARCEL TAX ROLL

The Parcel Tax Rolls related to **water & sewer works** improvement are available for inspection at City Hall from 10:00 a.m. – 3:00 p.m. on weekdays except statutory holidays.

Any person who owns a parcel included on the parcel tax roll may request that the roll be amended on one or more of the following grounds, but only in relation to the person's own property:

- There is an error or omission respecting a name or address on the parcel tax roll
- There is an error or omission respecting the inclusion of a parcel
- There is an error or omission respecting the taxable area or the taxable frontage of a parcel
- An exemption has been improperly allowed or disallowed

In order to be considered for the 2023 taxation year, all requests for amendments must be received no later than 3:00 p.m. on Monday, April 10, 2023. Requests can be submitted to:

Village of Kaslo
By Mail: PO Box 576, Kaslo, BC, V0G 1M0
In Person: 413 Fourth Street
Via Email: admin@kaslo.ca

**VILLAGE OF KASLO
BYLAW NO. 1263**

BEING A BYLAW TO IMPOSE A PARCEL TAX ON OWNERS OF LAND TO PROVIDE A MUNICIPAL WATER SYSTEM, 2021

WHEREAS the *Community Charter* provides that Council may levy a parcel tax to meet the cost of works and services that benefit land within the municipality;

AND WHEREAS certain capital costs have been incurred or are planned towards improving and maintaining the water supply and distribution system to service land within the municipality, and it is desirable and expedient to levy a parcel tax on land benefiting from such service to meet those capital costs;

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

1. This bylaw may be cited for all purposes as the **“2021 Water System Capital Parcel Tax Bylaw”**.
2. In this bylaw, unless the context otherwise requires:
 - “actual frontage”** means the distance that a parcel of land abuts on the water system or a highway;
 - “Collector”** means the Chief Financial Officer of the Village of Kaslo;
 - “lane”** means a highway having a right-of-way width of less than 50 feet;
 - “parcel”** means any lot, including a group of lots comprising a folio, block or other area in which land is held or into which it is subdivided, but does not include a highway;
 - “taxable frontage”** means the actual frontage or, if applicable, the distance that a parcel of land is deemed to abut on the work or highway, and in respect of which parcel the parcel tax is levied;
 - “total actual frontage”** means the sum of the actual frontage of the parcels of land that abut on the work or highway.
3. A parcel tax is hereby imposed upon the owners of every parcel of land within the municipality which is capable of being connected to the water system, whether or not that parcel is connected to the water system.
4. The parcel tax shall be levied on each parcel of land described in section 3, and the amount thereof, unless otherwise provided in this bylaw, shall be the product of the taxable frontage and the annual rate.
5. The annual rate shall be **\$1.10** per foot of taxable frontage.
6. The parcel tax shall remain in force and effect until the complete discharge and satisfaction by the municipality of all obligations presently incurred, and to be incurred, in respect of the service described herein.
7. For the purposes of this bylaw, a regularly shaped parcel of land is rectangular.

8. For a parcel that is irregularly shaped, to levy the parcel tax on a fair and equitable basis, the actual frontage of irregular parcels shall be determined by the Collector including:
 - a. a parcel abutting the water system that is wholly or in part unfit for building purposes;
or
 - b. a parcel that does not abut the water system but is connected to it.
9. In determining the actual frontage for an irregular parcel, the Collector shall consider the condition, situation, value, and surficial area of the parcel as compared with regularly shaped parcels of land and the benefit derived from the water service.
10. The taxable frontage shall be the actual frontage, except that:
 - a. the maximum taxable frontage is 120 feet; and,
 - b. the minimum taxable frontage of 25 feet.
 - c. In the case of all strata title parcels sharing a single connection to the Village's Water Service, the taxable frontage per parcel will be deemed 25 feet.
11. For a parcel that is exempt from taxation, a fee equivalent to the parcel tax that would otherwise apply to that parcel shall be payable from its owner or assign.
12. Bylaw 1254, Water Parcel Tax 2020, is hereby repealed.
13. This bylaw shall come into full force and effect upon its final adoption.

READ A FIRST TIME this 13th day of April, 2021.

READ A SECOND TIME this 13th day of April, 2021.

READ A THIRD TIME this 4th day of May, 2021.

RECONSIDERED AND ADOPTED this 11th day of May, 2021.

Mayor Hewat

Chief Administrative Officer

Certified correct:

Chief Administrative Officer

**VILLAGE OF KASLO
BYLAW NO. 1264**

BEING A BYLAW TO IMPOSE A PARCEL TAX ON OWNERS OF LAND TO PROVIDE A MUNICIPAL SEWER SYSTEM, 2021

WHEREAS the *Community Charter* provides that Council may levy a parcel tax to meet the cost of works and services that benefit land within the municipality;

AND WHEREAS certain capital costs will be incurred towards improving and maintaining the sanitary sewer system to service the Specified Area within the municipality, and it is desirable and expedient to levy a parcel tax on land benefiting from such service to meet those capital costs;

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

1. This bylaw may be cited for all purposes as the **“2021 Sewer System Capital Parcel Tax Bylaw”**.
2. In this bylaw, unless the context otherwise requires:
 - “actual frontage”** means the distance that a parcel of land abuts on the sewer system or a highway;
 - “Collector”** means the Chief Financial Officer of the Village of Kaslo;
 - “lane”** means a highway having a right-of-way width of less than 50 feet;
 - “parcel”** means any lot, including a group of lots comprising a folio, block or other area in which land is held or into which it is subdivided, but does not include a highway;
 - “taxable frontage”** means the actual frontage or, if applicable, the distance that a parcel of land is deemed to abut on the work or highway, and in respect of which parcel the parcel tax is levied;
 - “total actual frontage”** means the sum of the actual frontage of the parcels of land that abut on the work or highway.
3. A parcel tax is hereby imposed upon the owners of every parcel of land within the municipality which is capable of being connected to the sewer system, whether or not that parcel is connected to the sewer system.
4. The parcel tax shall be levied on each parcel of land described in section 3, and the amount thereof, unless otherwise provided in this bylaw, shall be the product of the taxable frontage and the annual rate.
5. The annual rate shall be **\$1.10** per foot of taxable frontage.
6. The parcel tax shall remain in force and effect until the complete discharge and satisfaction by the municipality of all obligations presently incurred, and to be incurred, in respect of the service described herein.
7. For the purposes of this bylaw, a regularly shaped parcel of land is rectangular.

8. For a parcel that is irregularly shaped, to levy the parcel tax on a fair and equitable basis, the actual frontage of irregular parcels shall be determined by the Collector including:
 - a. a parcel abutting the sewer system that is wholly or in part unfit for building purposes;
or
 - b. a parcel that does not abut the sewer system but is connected to it.
9. In determining the actual frontage for an irregular parcel, the Collector shall consider the condition, situation, value, and surficial area of the parcel as compared with regularly shaped parcels of land and the benefit derived from the sewer service.
10. The taxable frontage shall be the actual frontage, except that:
 - a. the maximum taxable frontage is 120 feet; and,
 - b. the minimum taxable frontage is 25 feet.
 - c. In the case of all strata title parcels sharing a single connection to the Village's Water Service, the taxable frontage per parcel will be deemed 25 feet.
11. For a parcel that is exempt from taxation, a fee equivalent to the parcel tax that would otherwise apply to that parcel shall be payable from its owner or assign.
12. This bylaw shall come into full force and effect upon its final adoption.

READ A FIRST TIME this 13th day of April, 2021.

READ A SECOND TIME this 13th day of April, 2021.

READ A THIRD TIME this 4th day of May, 2021.

RECONSIDERED AND ADOPTED this 11th day of May, 2021.

Mayor Hewat

Chief Administrative Officer

Certified correct:

Chief Administrative Officer