



REGULAR MEETING OF COUNCIL AGENDA

DATE: 2023.10.10

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 2023.10.10 Council Meeting

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.09.12 Council Meeting

4. Delegations

5. Information Items

5.1 Council Reports

- 5.1.1 Mayor Hewat
- 5.1.2 Councillor Bird
- 5.1.3 Councillor Brown
- 5.1.4 Councillor Lang
- 5.1.5 Councillor Leathwood

5.2 Committee Minutes

- 5.2.1 2023.09.26 Health Advisory Committee Minutes DRAFT
- 5.2.2 2023.09.27 Kaslo Accessibility Committee Minutes DRAFT

5.3 Staff Reports

- 5.3.1 CAO Report
- 5.3.2 Q3 Financial Report
- 5.3.3 Community Garden Update

5.4 Correspondence

- 5.4.1 Ministry of Housing – Re: Land Inventory
- 5.4.2 UBCM – Completion of 2021 Asset Management Planning Program
- 5.4.3 Request for Flag Raising
- 5.4.4 Thank you – Kaslo Raquet Club

5.5 2023.10.10 Circulation Package

6. Question Period

7. Business

7.1 Development Variance Permit Application DVP 2023-08 Edwards

To consider a request for a Development Variance Permit to reduce the front yard setback to allow construction of a single-family dwelling.

7.2 Temporary Use Permit TUP 2023-03 Crookshanks

To consider a Temporary Use Permit for an RV while building a residence.

7.3 Kaslo & District Public Library Lease

To authorize the renewal of the Kaslo & District Public Library lease

7.4 2023-2026 Strategic Plan

To consider adoption of the Village's updated Strategic Plan

7.5 Community Heritage Register – Masonic Hall

To consider adding the Masonic Hall to the Village's Community Heritage Register

7.6 Nelson Dialysis Service

To consider a recommendation from the Health Advisory Committee regarding the lack of dialysis services in Nelson.

7.7 Downtown Parking Signs

To consider a recommendation from the Accessibility Committee regarding the visibility of signage regulating downtown parking.

7.8 Floodplain Amendment Bylaw 1297, 2023

To give three readings to a bylaw that amends the floodplain designation.

7.9 Zoning Amendment Bylaw No. 1298, 2023 (QP Developments)

To consider first reading of an amendment to Land Use Bylaw No. 1130 for lands along the Kootenay Lake shoreline south of the Kaslo River to change the use from industrial to a mix of residential, RV park, and parkland uses.

7.10 Zoning Amendment Bylaw No. 1295, 2023 (Rogers Tower)

To consider requiring that the applicant host a public information session pursuant to Section 9.4 of the Development Procedures Bylaw No. 1283, 2022 prior to third reading.

7.11 Housing Accelerator Fund

To consider approving an application by the Village of Kaslo to the CMHC Housing Accelerator Fund.



8. Late Items

9. In Camera Meeting

10. Raised from In Camera Meeting

11. Adjournment





REGULAR MEETING OF COUNCIL MINUTES

DATE: 2023.09.12

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:	14

1. Call to Order

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

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

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.09.12 Council Meeting

255/2023

Moved, seconded and CARRIED

THAT the Agenda for the 2023.09.12 Regular Meeting of Council be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.08.22 Council Meeting

256/2023

Moved, seconded and CARRIED

THAT the Minutes for the 2023.08.22 Regular Meeting of Council be adopted as presented.

257/2023

Moved, seconded and CARRIED

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

4. Delegations

4.1 Local Conservation Fund

Juliet Craig from the Kootenay Conservation Program presented information to Council about the local conservation fund program.

4.2 Kaslo Racquet Club

Mabel and David Russell presented information about completed and planned upgrades to the Kaslo Racquet Club facilities.

5. Information Items

5.1 Council Reports

- 5.1.1. Mayor's Report – Mayor Hewat provided a written report and answered questions from Council.
- 5.1.2. Councillor Bird advised that a report on the risk of wildfire to the downtown core has been prepared and a meeting is scheduled for the evening of September 27th at the Seniors Hall. Research regarding composting toilets will be shared with the CAO.

5.2 Committee Minutes – Nil

5.3 Staff Reports

- 5.3.1. CAO Report – CAO Dunlop provided a written report and answered questions from Council
- 5.3.2. DP2023-13 Heritage Development Permit Report

5.4 Correspondence

- 5.4.1. UBCM Grant – City of Nelson

5.5 202309.12 Circulation Package

6. Question Period

6.1 Leah Honkanen – DVP2023-08

Leah Honkanen spoke in favour of DVP2023-08.

6.2 Public comments

Several members of the public spoke for and against DVP2023-08.

258/2023

Moved, seconded and CARRIED

THAT Council rise without reporting from Committee of the Whole at 7:06 p.m.

7. Business

7.1 Development Variance Permit Application DVP 2023-08 Edwards

7.1.1. Letters of Opposition

7.1.2. Letters of Support

259/2023

Moved, seconded and CARRIED

THAT Development Variance Permit application DVP 2023-08 to vary the requirements of the Village of Kaslo's Land Use Bylaw #1130 to permit relaxation of the front lot line setback from 7.5m to 3.0m to allow for subdivision of the property having a PID of 016-278-488 be deferred to the October 10, 2023 meeting.

7.2 Development Variance Permit Application DVP 2023-12 James

260/2023

Moved, seconded and CARRIED

THAT Development Variance Permit 2023-12 be approved to vary the front setback requirement of Village of Kaslo Bylaw 1130 from 7.5 metres to 4.5 metres for an accessory building (carport).



7.3 Temporary Use Permit TUP 2023-03 Crookshanks

261/2023

Moved, seconded and CARRIED

THAT the Village of Kaslo give notice of its intention to issue a Temporary Use Permit for 418 North Marine Drive, (Lots 2 & 3, District Lot 208, Kootenay District Plan 9523), authorizing the property owner to reside on site in a recreational vehicle while constructing their residence.

7.4 AMAIS Conference Attendance

262/2023

Moved, seconded and CARRIED

THAT the Deputy Clerk-Treasurer and the Accounting Clerk are authorized to attend the 2023 AMAIS Tech fall conference in Nelson, with expenses paid.

7.5 Kaslo Community Acupuncture Fundraiser – Beer Garden

263/2023

Moved, seconded and CARRIED

THAT a Beer Garden Licence be granted to Kaslo Community Acupuncture Society for September 23-24, 2023, subject to compliance with all government requirements and washroom use arrangements acceptable to the campground operator.

Councillor Lang left the meeting at 7:12 p.m.

7.6 Kaslo & District Public Library Lease

264/2023

Moved, seconded and CARRIED

THAT public notice be given of the Village's intent to lease improvements known as the Kaslo Public Library, located at 413 4th Street, to the Kaslo and District Public Library Association for the purpose of operating a public library, for a 5-year term ending December 31, 2028, at a cost of \$ 6,368.50 in 2023 with 2% increases in each subsequent year.

8. Late Items – Nil

9. In Camera Meeting

265/2023

Moved, seconded and CARRIED

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

The open meeting recessed at 7:13 p.m.

The open meeting reconvened at 9:21 p.m.

10. Raised from In Camera Meeting

10.1 Gravel Pit Lease – Stan Baker Trucking Ltd.

Moved, seconded and CARRIED



IC97/2023 ***THAT resolution IC90/2023 be rescinded, and
THAT the Village of Kaslo issue a Temporary Licence of Occupation to Stan Baker
Trucking Ltd. for use of municipal lands at the Reservoir Gravel Pit for the storage and
sale of aggregate materials.***

11. Adjournment

The meeting was adjourned at 9:21 p.m.

CERTIFIED CORRECT:

Corporate Officer

Mayor Hewat

DRAFT





Mayors Report

Regular Council Meeting

Tuesday, October 10, 2023

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

September 8th – Area D Climate Action meeting – Lardeau Valley Community Hall

September 11th – Kaslo & Area D Economic Development Commission

September 12th

Regular Council Meeting

September 13th

RDCK – Joint Resource Recovery meeting

The motions passed were to:

1. Enter into an MOU with the RDCKB outlining the responsibilities and expectations of the RDCK and RDCKB in regard to the delivery and receiving of organic waste originating with the RDCKB.
2. Amend Resource Recovery Bylaw to include a tipping fee for ‘Out of Area Kitchen Waste.’
3. Approving entering into a Services Agreement with Andex Rentals for the supply and maintenance at various Resource Recovery Facilities.

September 14th

RDCK – Board meeting – since I was participating in the FCM Board meeting today, Councillor Lang, as alternate director, attended the meeting in my place.

Councillor Lang will provide a report on his attendance at the meeting.

Columbia Basin Trust AGM

I attended their meeting held at the Royal Canadian Legion along with approximately 20 other members of the public.

September 17th to 22nd – UBCM Conference in Vancouver – reported on separately.

September 25th – Health Advisory Committee – the minutes of this meeting are part of the agenda package for this meeting.

September 26th – Kaslo Accessibility Committee meeting– the minutes of this meeting are part of the agenda package for this meeting.

September 27th

RDCK All Recreation Committee





Mayors Report

Fire Smart Neighbourhoods meeting

RDCK Wildfire Mitigation Specialist Jesse Lay hosted an informational meeting. In attendance were Neighbourhood Champions from different areas in Kaslo and Area D, including the Bayview area of Kaslo, Lardeau and Pineridge as representatives from the Kaslo and Balfour Fire Departments and the Ministry. There were also members of the downtown area of Kaslo. The champions shared what they have done fire smart their neighbourhoods.

September 28th

West Kootenay Boundary Investment Co-Op

Their Annual General Meeting was held in Kaslo this year. This was the fifth anniversary of the co-op.

October 3rd

Kaslo & Area D Climate Action meeting

There were approximately 30 members of the public who attended the meeting. Staff had put up story boards around the room and were there to answer questions. I had good conversations with some of the attendees about the plan and encouraged them to submit their feedback.

October 4th

West Transit Services Committee

I was elected as Chair of the Committee.

Daynika White from BC Transit provided an overview to the committee regarding BC Transit.

Tom Dool gave a presentation on the public transit services in RDCK.

Daynika also spoke about the change of contractor for Kootenay West Paratransit.

There was extensive discussion regarding the three-year expansion plan memorandum of understanding that affects Castlegar and Area, North Shore Slokan Valley and Kootenay Lake West Transit services. Due to the late posting of the package, committee members were reluctant to approve the MOU. The motion was passed and members were encouraged to reach out to Tom Dool to get further information. I have provided a copy of the report to CAO Dunlop and he can provide it to any members of council who would like to review it.

Langham 50th Anniversary planning committee meeting

This was the second meeting of the group. The draft plans for next year were discussed and the subcommittees will meet then report back to the next meeting.

Upcoming Meetings and Events

October 10th – Regular meeting of Council

October 11th – SS Moyie 125th Anniversary Committee meeting

October 12th – Langham 50th Anniversary Gala planning committee meeting

October 13th – Celgar Stakeholders meeting in Castlegar

October 15th – Kaslo & District Public Library Author Reading Fundraising Event at the Langham





Mayors Report

October 16th - Kaslo & Area D Economic Development Commission

October 17th - RDCK Community Sustainable Living Advisory Committee

October 18th

RDCK Joint Resource Recovery Committee

Periwinkle Children's Centre Open House

October 19th - RDCK Board Meeting

October 22nd - SS Moyie 125th Anniversary Gala at the Royal Canadian Legion

October 23rd - North Kootenay Lake Services Committee

October 25th

Sinixt Office Opening Event in Nelson

West Kootenay-Boundary Regional Hospital District Meeting

Respectfully submitted,
Mayor Suzan Hewat



Report from Erika Bird

UBCM Conference in Vancouver, September 18 – 21, 2023

On the first day I attended seminars on economic resiliency, and housing.

Economic Resiliency: This seminar raised more questions for me than it supplied solutions that could work in Kaslo.

- A fair bit of attention was on marketing to tourists. One town went the full branding route, essentially giving their town a new look. A coordinated advertising campaign followed, online via targeted ads and more traditionally, through highway billboards. Integrating the look of the town by installing giant timber archways is not something I can imagine doing here (and reminds me of a tourism promotion report for Kaslo that was commissioned in the 1990s).
- One speaker talked about efforts to attract skilled workers (especially construction) and promoting their town as ideal for remote work. But their housing availability was just as tight as everywhere else, so some families who were interested were unable to settle there.
- Promoting your town online: A good piece of advice I heard was to start with excellent photos and get them in the Destination BC image bank. It's been a few years, but the last time I checked Destination BC's image bank there were very few photos of Kaslo. This discussion about provincial and regional tourism marketing did make me want to know more about Kaslo's relation with our DMO, Nelson Kootenay Lake Tourism.
- One town began an economic development study through surveys of local businesses. It occurred to me that the Economic Development Commission could poll local businesses and ask them what barriers they face in staying and expanding their businesses, and if they had to start over with a new business, would they choose Kaslo. The EDC could also contribute to a review of Kaslo bylaws and policies.
- It's worthwhile checking out pentiction.ca and then clicking on Start Here Penticton. Does the Village website point to tourist sites and the chamber? Time to take a longer look.
- City of Mission adopted a new logo to reflect indigenous values.

Housing: (2 seminars)

(Castlegar) Developers have told the city that having development cost charges waived or adding other incentives is less appealing than certainty, i.e.: they want to see guaranteed timelines for permitting. The city has to apply levies to pay for repair/expansion of infrastructure (CACs or Community Amenity Charges.) It's also working with Kalesnikoff to develop pre-approved building plans.

(Sparwood) 10 year tax exemption for non-profits creating affordable housing.

Land: Indigenous people are unable to purchase Crown land (!) unless they form a society. I wonder about the Crown land around Kaslo that is currently unallocated. Ministry of Housing staff seemed to be aware of Kaslo's land potential. I spoke to both the Minister of Housing Ravi Kahlon and Premier Eby about being land rich but capacity poor both in planning capacity dollars and expertise and difficulty in attracting developers.

Tiny homes okay if certified – 2 BC manufacturers make certified tiny homes. Pre-fabricated housing is the future.

Vacancy tax: Min of Finance Katrine Conroy says the speculation tax has been very successful but stresses it has to be a regional program

Legislation is coming to allow 3 – 4 units on a single family lot. A rural district director notes that that could contribute to urban sprawl.

Did not hear anything about community land trusts, was looking for a “toolkit” but was referred to BC Builds.

What the province is doing:

- Community Housing Fund to be extended annually until 2026. Penny Lane apartments was built under this program. Could we be ready for the fall 2024 intake?
- developing a co-op strategy
- full review of Residential Tenancy Act, increased staffing, adding pro-active enforcement, looking at special rules for supportive housing to allow wellness checks
- improving data on short term rentals
- providing half a billion dollars for buying legacy rental properties
- Building Code: “working on it” A position paper will be published for comment before anything will change.
- Developing a Mass Timber Action Plan
- Developing a Rural Strategy
- Expanding Trades training
- Offering secondary suite incentive dollars for homeowners (up to 40K) but only for municipalities, not rural districts
- pressuring the federal government to help fund expanded infrastructure, including hospitals and schools

Other seminars and addresses were more wide-ranging and conceptual in nature. I also went on an accessibility tour.

Some notes:

Read and understand UNDRIP, then the Truth and Reconciliation Report. There are maybe 22 action items for municipalities. Pick some and work on them.

Climate/emergency preparedness:

- collaborate with First Nations to release more funding (Wildland urban interface work)
- when reviewing bylaws ask, Do they interfere with potentially climate-friendly innovations?
- Interior Health has a toolkit to develop a community's emergency response plan to keep people safe during an extreme heat event
- Have your heat response plan ready and publicly understood by April. Regular monthly updates on ways to escape the heat (flyers in mailboxes, newspaper ads, social media posts...) Check out Port Hardy's A Safer Place to Be program.

Accessibility:

- Shown the value of a “quiet tent” at a festival for neuro-diverse people
- Wayfinding examples, good and bad
- learned about the Disability Alliance
- Came home with a folder of information about resources

Code of Conduct:

- Salmon Arm's Code of conduct allows for cuts in remuneration as a disincentive or penalty for bad behaviour.
- Advised to make it a priority to establish effective informal resolution processes. Formal sanctions usually result in the perpetrator digging in their heels, accepting the sanction while still maintaining that their behaviour was justifiable.

Active Transportation:

- Goal is to move away from cars
- Vision Zero: The movement to eliminate vehicular accidents involving pedestrians. Annual funding opportunity. Next intake for funding will be announced October of this year.

Civil Discourse: I attended the Breaking Down Barriers for women in politics

- Some jurisdictions really do have problems. The most difficult to deal with is bad behaviour in in-camera situations. Something to pay attention to when we develop our Code of Conduct
- Should our code of conduct also address situations where the bully is a member of the public? Being respectful and supportive of each other in the Village workplace and around the council table is one thing... How best to be supportive of each other if a member of the public, either in person or online, disrespects staff or Mayor and Council?

Voting on Resolutions:

I was very impressed by all aspects of this exercise. Because there were so many resolutions (over 200!) and many resolutions for which I had a poor background, I was forced to consider the factors that led me to vote one way or the other.

When you are very familiar with a subject and have as much information as you think you need (a subjective call, of course) it's not hard to vote with confidence. When the subject matter is unfamiliar, what do I rely on in making my decision to endorse or not endorse? How much weight do I give the proponent's reasoning, how much more weight does the last speaker's points carry than the first? The passion of those speaking to the issue? How does my own upbringing, current family/economic situation, personal politics, the situation of one or two people I may know who are affected by the issue play a part in my vote? Bottom line, I came away from that marathon of decision making wondering how any of us, but especially me, arrives at wisdom.

October 02, 2023

Councillor's report for Matthew Brown

UBCM Council Report –

I am thankful for the opportunity to have attended this year's UBCM in Vancouver. Here is a brief outline of the sessions that I attended while there.

I attended sessions on economic resilience, building homes and communities, exploring the health impacts of wildfire, climate action and forest management, creating climate resilient communities, and attended numerous networking opportunities to meet other elected officials to share the work we're doing in Kaslo and learn from what is being done throughout our province. I had the honor to vote on the over 200 resolutions brought to UBCM and learned a great deal in the process.

I had the opportunity to briefly speak with the Premier, as well as the ministers of health, education and immigration and advocated for our community.

I found the experience to be very informative and enjoyable and I thank the Village of Kaslo for the opportunity.

Kaslo & District Community Forest Society Meeting – September 14, 2023

A REDIP grant application will be submitted to look at a feasibility study for Biomass energy production to utilize the wood waste that is created by the community forest. This project could both assist in reducing our energy draw from the grid, as well as increase our FireSmart efforts in clearing the debris from the forest. There was a field visit on Saturday, September 30 in which a group of community members toured the area affected by the Briggs Creek fire. It was eye opening to see species that resisted the fire as well as how quickly the fire moved over a large swath of land. Many positive conversations were had about the future of our forest and how we can best keep our community safe. Jessie Lay has been hired to help with marketing and admin related tasks, while Annick Trobak was hired to do bookkeeping for the Society.

Kaslo Baseball & Softball Association AGM

The current board of directors was re-elected. Funding for new dugouts is doing very well and we anticipate having the work done in the 2024 season. Board members are currently applying for grants from CBT, Area D & Kaslo, as well as an amazing opportunity through the Blue Jays Foundation. The winter will be used to raise more funds to finish the dugouts and address future work we would like to see done such as building a batting cage/bullpen, purchasing and installing a digital scoreboard, improving seating for spectators, and rounding off the outfield to accommodate the batting cage/bullpen within the field's footprint.

To: Village of Kaslo Mayor and Council

From: Councillor Lang

Date: October 1, 2023

Subject: Union of BC Municipalities conference report

Monday, September 18, 2023

Morning: Building Economic Resiliency

- Strategies for dealing with natural disasters

Afternoon: Building Homes, Building Community

- Typical issues:
 - Zoning
 - Infrastructure
 - Building capacities in non-profits
 - Finding suitable partners
 - Lack of tradespeople
 - One statistic that stood out to me was the number of permits outstanding with no action taken

Tuesday, September 19, 2023

Morning: Small Talk Forum

- Extreme heat planning
- Active transportation planning - wondered how much applied to Kaslo
- Other topics:
 - Food security
 - RCMP funding
 - HR challenges
 - Affordable housing (Sparwood)
 - Recreational facilities
 - Borrowing to replace fire apparatus
 - Grant funding

Climate action, forest management

- Extremely interesting session
- The BCFS admitted that their approach to reforestation was extremely flawed
- Biodiversity was the key buzz word
- Instead of just planting crop trees, an emphasis is on returning the forest to its natural state.

Wednesday, September 20, 2023

Morning: Opening Session

- Keynote was John Herdman, famous soccer coach
- Quite energetic

Resolutions Session:

- One takeaway was almost all resolutions called for more government spending. Where is the money coming from?

Afternoon: Cabinet Town Halls

- Housing
 - Lots of anecdotal information from various communities
 - Observation– room was extremely crowded with poor ventilation

Thursday, September 21, 2023

Morning: Resolutions Session

- Voting by cell phone seemed relatively seamless

Afternoon:

- Natural Asset Management
 - Looks at all the natural assets in your community and steps you can take to protect them
 - May have some application to our asset management strategy

DATE: 2023.09.25

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair	Mayor Hewat
	Members	Councillor Bird, Elizabeth Brandrick, Deb Borsos, Kate O’Keefe, Victoria McAllister
	Regrets	Leni Neumeier, Liz Ross
	Staff	CO Allaway
	Public	Nil

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 2023.09.25 Health Advisory Committee Meeting.

Moved, seconded and CARRIED

THAT the agenda for the 2023.09.25 Health Advisory Committee Meeting be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.07.17 Health Advisory Committee Meeting.

Moved, seconded and CARRIED

THAT the minutes for the 2023.07.17 Health Advisory Committee Meeting be adopted as amended.

4. Delegations – Nil**5. Information Items**

5.1 Member Reports

5.1.1 Senior Coordinator’s Report - Brandrick

5.2 Correspondence

5.2.1 Hemodialysis Services in Nelson – Bird 2023.07.21

Moved, seconded and CARRIED

THAT the Committee recommend to Council that the request for dialysis service at the Nelson hospital be forwarded to the West Kootenay Boundary Regional Hospital District Board.

- 5.2.2 British Columbia Rural Health Matters – Mid Summer Update
- 5.2.3 British Columbia Rural Health Matters – August 2023 Edition
- 5.2.4 British Columbia Rural Health Matters – Mid Month Update
- 5.2.5 British Columbia Rural Health Matters – September 2023 Edition
- 5.2.6 Radon in BC: Does your community need to test?
- 5.2.7 British Columbia Rural Health Network – Ground-Breaking Recommendations
- 5.2.8 British Columbia Rural Health Matters – Mid Month Update

6. Question Period – Nil

7. Business

7.1 West Kootenay Boundary Regional Hospital District Update

Mayor Hewat reported on the WKBRHD meetings with the Premier and Housing Minister at UBCM.

7.2 Radon Testing Program

The Village of Kaslo has been accepted to participate in the program and training sessions for staff are being scheduled.

8. Late Items – Nil

9. Next Meeting

The next Health Advisory Committee meeting will be held on November 20, 2023 at 6:00 p.m. in City Hall.

10. Adjournment

The meeting was adjourned at 6:40 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair Hewat



DATE: 2023.09.26

LOCATION: Council Chambers – City Hall

TIME: 4:15 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair:	Mayor Hewat
	Members:	Councillor Leathwood, Lawna Bourassa, Cheryl King, Russell Semenoff
	Regrets:	Karin Fraser
	Staff:	CO Allaway
	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 4:15 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.09.26 Accessibility Committee Meeting

Moved, seconded and CARRIED

THAT the Agenda for the 2023.09.26 Accessibility Committee meeting be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.08.15 Accessibility Committee Meeting.

Moved, seconded and CARRIED

THAT the Minutes for the 2023.08.15 Accessibility Committee meeting be adopted as presented.

4. Information Items

4.1 Suggestion List – Fraser 2023.08.27

4.2 Downtown Walkabout Summary

5. Question Period – Nil**6. Business**

6.1 **DRAFT Accessibility Plan**

To consider the content of the Accessibility Plan and recommend changes.

6.1.1 **Consultation Process** – *The Committee discussed obtaining feedback from a variety of groups or organizations.*

6.1.2 **Setting Priorities** – *The Committee discussed priority actions and timelines for completion.*

Moved, seconded and CARRIED

THAT the Committee recommend to Council that parking signage in the downtown core be reviewed and adjustments made to ensure visibility for approaching vehicles.

7. **Late Items** – Nil

8. **Next Meeting**

The next meeting is scheduled for Monday, November 27, 2023 at 4:15 p.m. in Council Chambers.

9. **Adjournment**

The meeting was adjourned at 5:39 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair Hewat

DRAFT





*Village of
Kaslo*

Regular Meeting of Council

Chief Administrative Officer's REPORT

REPORT TO: Mayor & Council
FROM: Chief Administrative Officer

DATE: October 6, 2023

SUBJECT: CAO Report for October 10, 2023, Regular Meeting of Council

Good evening, Mayor Hewat and Members of Council,

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

CAO Activities

- CRI, WRR and FireSmart Project.
 - FireSmart Coordinator position could be made full-time with the new funding arrangement from the province that grants \$200,000 per year. Confirming if the Village is eligible for the new allocation-based funding model.
 - Attended FireSmart Working Group meeting on September 28. Discussed CWRP update, 2023 grant status, treatment plans, video production.
 - Meeting with Cathro Consulting next week to wrap up current grant-funded work and discuss hand-off of next phase of the project.
- Arena Project
 - CBT engineering consultant toured the arena to look at the next phase of proposed renovations and improvements so we can submit a Community Readiness Grant.
 - Fire alarm contractor waiting for alarm inspector and engineer to sign off.
- Kaslo River Dike & Bank Project
 - Drafted property access agreements for the work to proceed this fall.
- Kemball Building Renovations
 - Town Architecture Inc. has been engaged to provide design and drawing services for interior renovations including accessible washrooms.
 - Energy modelling report received from Harmony Engineering. Report confirms that replacement of all windows and lighting with LED will provide the most energy savings. An air-tightness test could not be performed successfully due to the amount of air leakage, typical for an unrenovated building of its age.
 - CERIP grant currently expires at the end of March 2024. Project can be completed under REDIP grant program. Details to come at next meeting along with the budget update.
- Planning & Development
 - No new applications since last report.
 - Met with applicant of a DVP for a carport at 428 Washington St to look at modifications to reduce the setback variance requested.

- Rezoning application for “South Beach” is on this evening’s agenda.
- Finance
 - UBCM Asset Management grant received, \$4,909.40 received. \$10,000 budgeted but this project is under budget and most other expenses will be covered by FCM.
 - Q3 budget variance report is available on this evening’s agenda.
 - Revised 2023 budget will be presented to Council at the next meeting.
- Fire/Emergency Management
 - Southern Interior Regional Emergency Operations Centre reduced to Level 1 as fire activity in the region subsides.
 - Meeting with Regional District Fire Chief Hannon later this week to discuss Kaslo & District Fire Chief recruitment and feasibility of incorporating Village bylaw enforcement into the job to make it a full-time position.
- Asset Management
 - Asset Management Coordinator finished working full-time as of the end of September but will stay on part-time, take NAMS Asset Management Planning online training supported by FCM, and finish the map data.
 - Met with consultant regarding continuing support for the project and hosting the mapping portal on the Civitas system. CAO can provide a demonstration of this at the next meeting.
 - Attended West Kootenay Asset Management Community of Practice meeting hosted by City of Rossland (virtual) and presented Kaslo’s progress on asset management, discussed natural assets, and asset retirement obligations that need to be included in the 2024 financial statements.
- Corporate
 - Continuing to work on policy and bylaw updates as per Council direction.
 - A Jazzfest debrief is scheduled in mid-October.
 - Still awaiting response from boat clubs to complete their lease renewals.
 - Fall Recreation Grant intake is now open.
 - CO Allaway attended the Clerks & Corporate Officers’ Forum in Nanaimo, October 4 to 6.
 - Looking at McDonald Creek Water System long-term agreement with RDCK, which is coming to an end in 2 years.
- Public Works
 - Assembly of the timber frame structure of the equipment shelter is complete. Roof will be installed by PW crew by the end of this month. Project is over-budget due to extra engineering and assembly costs from the supplier. This will be explained during the budget revision presentation at the next meeting.
 - Yard waste cleanup is week of October 23rd.
 - Working on Dike Management Plan, annual water report and updating the emergency plan.
- Other activities:
 - Met with Regional Fire Chief Hannon to discuss Fire Chief and bylaw enforcement position. Follow-up meeting with corporate officers late Sept.
 - Acoustic dampening panels were installed at Front Street Park stage.

CAO Schedule

- Oct 10 RDCK Building Bylaw meeting with Chris Gainham
Kootenay Lake Partnership
Regular Council Meeting
- Oct 12 Staff Meeting
Regional District Fire Chief
FireSmart Planning Meeting
- Oct 16 Economic Development Commission
- Oct 18 REDIP Grant Q&A with provincial advisor
Periwinkle Open House
- Oct 23 North Kootenay Lake Shared Services
- Oct 24 CERIP Grant Meeting RE Kemball Project
Kaslo Jazz, etc Festival Debrief
Regular Council Meeting
- Oct 26 MIABC Seminar on Climate Change
Emergency Preparedness Committee

Village of Kaslo Budget Variance Report

30-Sep-23

	BUDGET	Y-T-D	% of Budget	
REVENUE	2023	2023	2023	Notes
General Tax Revenue	(732,000.00)	(732,003.07)	100.0%	Taxes paid and payable.
Grants-in-Lieu	(32,708.62)	(13,218.86)	40.4%	Federal received. Fortis and Telus are still payable.
Tax Penalties & Interest	(13,400.00)	(14,001.06)	104.5%	Penalties were applied to current year taxes outstanding after July 4.
Sale of Services	(60,180.00)	(38,007.65)	63.2%	Mostly bag tag and recycling revenue to August.
Licenses & Permits	(18,236.00)	(18,260.00)	100.1%	Business licenses on target. Dog licenses lower.
Planning & Development	(11,000.00)	(11,725.00)	106.6%	On target.
Rental & Leases	(101,083.63)	(80,163.38)	79.3%	On target.
Other Income	(23,434.00)	(60,090.20)	256.4%	Excess due to donations to Library, which will transfer to reserve.
Investment Income	(60,000.00)	(87,665.87)	146.1%	Roughly half is income and half is due to holding accts and reserves.
Campground	(37,000.00)	(33,157.84)	89.6%	On target, revenue to August.
Aerodrome	(14,000.00)	(10,772.56)	76.9%	On target.
Cemeteries	(12,000.00)	(13,925.00)	116.0%	Cemetery revenue is up but includes a payment from Area D.
Capital & Project Funding	(2,730,148.00)	(177,065.25)	6.5%	More grant revenue will be realized but will be well below target.
Non-Capital Conditional Funding	(810,676.00)	(498,365.31)	61.5%	Includes funding for programs such as FireSmart, REDIP, CDP
Unconditional Funding	(365,600.00)	(351,000.00)	96.0%	Small Community Grant is \$14,400 less than expected.
Sale of Assets & Land	0.00	0.00	0.0%	None.
Transfers between Accounts	(103,501.40)	0.00	0.0%	Transfers between operating, water and sewer are recorded later.
Transfers from Reserves	(375,661.00)	(18,468.93)	4.9%	Most transfers will be recorded in Nov/Dec, before year-end.
Transfers from Surplus	(320,844.40)	0.00	0.0%	Transfer from surplus will be determined at year end.
Water Rates & Charges	(290,140.00)	(319,583.87)	110.1%	Water bills paid. Connection fees and other revenue on target.
Water Taxation	(75,139.00)	(75,139.52)	100.0%	Water parcel tax paid and payable.
Water Other Revenue	0.00	0.00	0.0%	
Water Capital Funding	(245,400.00)	0.00	0.0%	ICIP funding will be received in arrears.
Sewer Rates & Charges	(153,437.00)	(134,922.00)	87.9%	Sewer bills paid. Connection fees and other revenue are expected.
Sewer Taxation	(16,764.00)	(16,764.50)	100.0%	Sewer parcel tax paid and payable.
Sewer Other Revenue	(6,950.47)	(3,790.00)	54.5%	Sani dump and campground fees; to August recorded so far.
Sewer Capital Funding	0.00	0.00	0.0%	No capital projects are budgeted this year.
Collections for Others	(1,365,143.19)	(1,365,142.40)	100.0%	
TOTAL REVENUE	(7,974,446.70)	(4,073,232.27)	51.1%	Under budget because some revenue for large projects will not be realized until expenses are incurred.

30-Sep-23

	BUDGET	Y-T-D	% of Budget	
EXPENSE	2023	2023	2023	Notes
Council & Administration	641,092.77	516,547.99	80.6%	On target.
Supplies & Services	121,181.00	113,699.05	93.8%	Audit, insurance higher. Also includes annual renewal fees.
Protective Services	330,200.48	67,006.13	20.3%	FireSmart program in progress.
Planning & Economic Development	289,059.00	56,372.84	19.5%	Planning projects in progress or not started.
Facilities	150,700.18	115,138.89	76.4%	On target. Includes annual property insurance premium.
Recreation & Culture	106,182.67	103,270.82	97.3%	On target.
PW Operations	312,379.55	212,475.62	68.0%	On target.
PW Fleet & Equipment	84,104.00	56,463.86	67.1%	Maintenance for Ranger and Dump Truck higher but overall on target.
Environmental Services	103,679.97	68,136.62	65.7%	On target.
Campground	19,335.78	21,726.60	112.4%	Campground maintenance overbudget due to electrical upgrade.
Aerodrome	13,213.45	12,512.11	94.7%	Insurance higher but expect this to be overall on target.
Cemeteries	2,360.45	5,283.92	223.9%	Higher than budgeted part due extra maintenance, records, volunteer shortage.
Debt Servicing	26,686.00	17,309.60	64.9%	On target (dump truck financing)
Capital & Projects	2,456,104.00	630,998.99	25.7%	On target. Water treatment plant project not started.
Transfers between Accounts	61,808.90	718.08	1.2%	Adjustments are done closer to year-end
Transfers to Reserves	1,164,489.73	17,934.02	1.5%	Reserve transfers will be done between now and year-end.
Water Personnel	110,202.32	44,569.17	40.4%	On target. More staff expense expected with capital project start.
Water Operating	106,559.00	55,544.42	52.1%	On target.
Water Debt Servicing	0.00	0.00	0.0%	
Water Emergency Management	0.00	0.00	0.0%	
Water Capital Expenditures	245,400.00	81,553.51	33.2%	A Ave completion and start of ICIP treatment plant upgrade.
Transfer to Water Reserve	95,639.00	0.00	0.0%	Final amount to reserve depends on year-end revenue.
Sewer Personnel	95,253.01	45,516.87	47.8%	On target.
Sewer Operating	36,971.00	22,229.32	60.1%	On target.
Sewer Debt Servicing	0.00	0.00	0.0%	
Sewer Capital Expenditures	0.00	0.00	0.0%	
Transfer to Sewer Reserve	36,701.23	0.00	0.0%	Final amount to reserve depends on year-end revenue.
Collections for Others	1,365,143.19	1,313,979.46	96.3%	Final installments will be payable by year-end.

TOTAL EXPENDITURES 7,974,446.70 3,578,987.89 44.9% Below target due to collections for others not yet payable, and some major projects not started.

Karissa Stroshein

Subject: FW: your email of July 28, 2023

From: HOUS Housing Policy Branch HOUS:EX <Housing.Policy@gov.bc.ca>

Sent: Monday, September 18, 2023 1:32:11 PM

To: Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>

Subject: Re: your email of July 28, 2023

Ian Dunlop
cao@kaslo.ca

Dear Ian Dunlop:

Thank you for your email of July 28, 2023, addressed to the Housing Policy Branch, regarding available lands for possible future affordable housing. As the Executive Lead, Housing Innovations, I am pleased to respond.

Thank you for taking the time to gather information on available land in the Village of Kaslo and sharing it with the Ministry of Housing. To take effective action on housing solutions, all communities in BC, large and small, need to work together to provide homes for people. Identifying available land is a critical step in ensuring everyone in British Columbia has a safe, affordable place to call home and we appreciate your help on this project.

The Ministry of Housing will be cataloguing your response with other responses from the UBCM survey, and the information received will be passed along to BC Builds for consideration. BC Builds is a new program that is dedicated to delivering more middle-income homes by bringing together public lands, low-cost financing, faster provincial and local government approvals, and innovative development tools. The Ministry may be in contact with you prior to the launch of BC Builds if more information is required, or if there is an option to expedite progress on an identified site.

I encourage you to watch for more information on BC Builds as it is released in the autumn of 2023. Thank you again for your contribution to ensuring all British Columbians have access to attainable, affordable housing.

Sincerely,

John Thomson
Executive Lead
Housing Innovations
Ministry of Housing

CLIFF: 61021

September 13, 2022

Mayor Suzan Hewat and Council
Village of Kaslo
413 Fourth Street, PO Box 576
Kaslo, BC V0G 1M0
Via email: cao@kaslo.ca

RE: 2021 Asset Management Planning Program (Kaslo Asset Management Implementation Project)

Dear Mayor Hewat and Council,

Thank you for providing a final report and financial summary for the above-noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$9,818.80. Based on this, a payment in the amount of \$4,909.40 will follow shortly by electronic funds transfer. This transfer represents full payment of the grant and is based on 50% of the total reported expenditure to the approved grant maximum.

I would like to congratulate the Village of Kaslo for undertaking this project and responding to the opportunity to advance asset management practice in your local government.

If you have any questions, please contact Local Government Program Services at 250-351-7123 or lpacey@ubcm.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "L Pacey".

Lynsay Pacey, Program Officer
Local Government Program Services

cc: Ian Dunlop, CAO

The Asset Management Planning program is funded by the Province of BC

To Kaslo Village Council,

I am writing to inquire if the Village of Kaslo would be open to raising the Metis flag for Metis Awareness Month in November 2023. In School District 8, Metis Awareness Month has been celebrated in November. This is a way for our community to recognize and honour the Metis community who have made the Kootenay Lake School District their home. As of recently, we are no longer to raise a second flag on our pole due to federal guidelines.

I am wondering if in a gesture of reconciliation and collaboration with youth, the Village of Kaslo would be open to collaborating on a joint ceremony where students from J.V. Humphries could come participate in the raising of the Metis Flag at City Hall, and community members and families could share a few words. Ideally, this would happen in early November, and take place during the 8:45-2:45 school day so that as many students as possible could attend. I am also in the process of reaching out to Metis families in our community to see in what ways they would like to participate.

Thank you for considering my request. If you would like to move forward, I can be reached at hannah.lunn@sd8.bc.ca, or during working hours at 250.551.4224

Sincerely,

Hannah Lunn

English/Socials Secondary Teacher

Aboriginal Academic Success Teacher

J.V. Humphries School

Kaslo, B.C.

Ian Dunlop (CAO Kaslo)

From: Catherine Allaway
Sent: September 29, 2023 11:42 AM
To:
Cc: Karissa Stroshein; Ian Dunlop (CAO Kaslo); Mayor Hewat
Subject: Metis flag at City Hall

Hello Hannah,

Thank you very much for your letter and for your suggestion. We looked into the rules for flying flags at City Hall and because we have just one flag pole we are only supposed to be flying the Canadian flag. We've learned that even flying the Kaslo flag on the same flag pole as the maple leaf is unacceptable so we are removing it and exploring other options for flying additional flags at City Hall. Our goal is to ensure we can comply with all the flag-related protocols and also complete the installation in a manner that is sympathetic to the character of a historic building. It's not as simple as we had initially hoped and since we don't have a solution at this point we can't make any commitments about November. Thanks again for bringing this to our attention. I'm sorry that we can't offer an alternate location for the Metis flag at this time. The Village is interested in pursuing reconciliation-related activities, so if there are other ways that we can participate or support your efforts please don't hesitate to reach out.

Kind regards,
Catherine





Kaslo Racquet Club

P.O. Box 485

Kaslo, BC V0G 1M0

Phone: 250-353-2258

Email: kasloracquetclub@gmail.com

October 2, 2023

VILLAGE OF KASLO

P.O. Box # 576

Kaslo, BC V0G-1M0

(Sent via email)

ATTENTION: CAO Ian Dunlop, Mayor Suzan Hewitt, and all Counsellors

Dear Sirs/Madams:

RE: Village of Kaslo Permissive Tax Exemption for Year 2023

On behalf of all the members and the Executive Board of the Kaslo Racquet Club, we thank you and the Village of Kaslo for granting the Permissive Tax Exemption of \$1424.91. This has greatly assisted the Club's finances and frankly without this exemption, we will be up the creek, so to speak!

Gratefully yours,

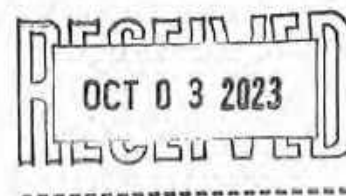
KASLO RACQUET CLUB

"signed"

Mabel Russell

President

Mayor Suzan Hewat
Village of Kaslo
Box 576 413-4th Street
Kaslo, BC
V0G 1M0



Dear Mayor,

Save the date! Exciting changes will make Gala 2023 a fresh and distinctive experience.

We are thrilled to announce that this year's Gala is evolving! Our goal is to provide an interactive and engaging experience that truly showcases the essence of Selkirk College and launches our Remarkable Together appeal. The refreshed event will align with hospitality trends and better serve the needs of our adventurous students.

You are invited to join us for an evening of celebration. Tickets are now on sale.

This year will feature an open dining experience where you can indulge in a wonderful array of culinary delights. In place of assigned seating, we encourage everyone to unite, interact and connect in a festive atmosphere.

A musical showcase performed by our world-class instructors will cap the evening, highlighting the quality of education provided to our students. You are also invited to a Gala kick-off concert on Saturday, November 18, at the Shambhala Music Hall, showcasing up-and-coming student talent at Selkirk College.

We look forward to an evening of making memories, forging connections and supporting students. Together, we can make an incredible impact on our students and community.

Sincerely,



Andrew Jupp
Manager, Advancement & Alumni Relations
Selkirk College

Kaslo & District Arena Association

Board Meeting Agenda Date: Monday October 2 ,2023

Present to the meeting: Josh (Director), Rick, Jo, Blair, Nate, Conner.

1. **Call to order** – 7:00 pm
2. **Adoption of the Agenda**

THAT the agenda for the 2023.10.02 KDAA Board Meeting be approved as presented

Carried

3. **Adoption of the Minutes**

THAT the minutes of the 2023.09.11 KDAA Board Meeting be approved as presented

Carried

4. **Unfinished Business**

Lockers

Dressing room #1- Jambo and Hippies

Dressing room #2- Doug/ Gmac

Dressing room #3- Minor hockey/ Mike Guttensohn/ Eric Early

Dressing room #4- Minor Hockey

Dressing room#5- Cider / Ice kings ?

Burners room- Karm/ Sara Burns/ Erin Gillies

Contact Tracey to see if minor hockey can fit into 1 locker and free up the other one for the girls to use.

See if we could condense some lockers to free up another locker. Mike and eric could possible share one.

See if the hippies use their locker still?

Dressing room 5 has been cleaned out and could be used for storage/locker.

New Roles

We need to find a new treasurer and a liaison for minor hockey.

Staff help

Damon asked Steve Scott to help around the rink for Christmas time and New years.

Start Time

Ice will be ready for Tuesday October 10th.

5. **Treasurer's Report**

Receive financials

Carried

6. **Next Meeting** - Monday Oct.30 , 2023

7. **Adjourn-** 7:45 pm

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Kaslo & District Arena Association

Board Meeting Agenda Date: Monday Sept. 11, 2023

Present to the meeting: Molly (president), , Josh (Director), Rick, Jo, Blair, Rogan, Conner.

1. **Call to order** – 7:00 pm
2. **Adoption of the Agenda**

THAT the agenda for the 2023.09.11 KDAA Board Meeting be approved as presented

Carried

3. **Adoption of the Minutes**

THAT the minutes of the 2023.08.15 KDAA Board Meeting be approved as presented

Carried

4. **Unfinished Business**

1. Nets are back ordered. Should find out soon when they will arrive. It's paid for already.
2. The new toilets and shower heads are getting installed Sept. 14th.
3. Slab in decent shape. If we want, we can send in a sample.
4. Organize arena fundraiser for next year? Start finding donations.
5. New user fee?
6. Update website. Put google calendar to see what days the arena is booked.
7. Renting out tables and chairs. \$1.00 per chair/ \$5.00 per table. Put a deposit down just in case of damage.
8. Molly look into kitchen grant with Ian.
9. Put in a Kaslo memorabilia cabinet in the lobby?

Damon

- Schedule for ice times is almost completed.
 - Make a template for renting the mezzanine.
 - Needs a volunteer for Sept. 24-26th
 - Order new tires, and extra spare parts for the Zamboni.
-
- Fire safe check list. GFI in the bathroom, door out to the front deck doesn't open all the way.

5. **Treasurer's Report**

Receive financials

Carried

6. **Next Meeting** - Monday Oct. 2, 2023

7. **Adjourn-** 7:40 pm

From: EMCR Community Relations <EMCR.communications@gov.bc.ca>

Sent: Wednesday, September 13, 2023 9:06 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Find resources to support your community

Find resources to support your community

[Web Version](#)



Ministry of
Emergency Management
and Climate Readiness

COMMUNITY NEWS

This year has been the most destructive wildfire season on record in British Columbia. Over two million hectares of forest and wildland burned, tens of thousands forced to evacuate, and hundreds of homes lost. This is in addition to significant flooding and the worst drought on record. B.C. is taking action to support communities and to reduce the impacts of hazards across the province.

Below are resources and information to support people leading emergency program work on behalf of their communities. Thank you for your support in amplifying these messages.



Find resources to support your community

Visit the provincial [wildfire recovery resources webpage](#) for information on resources for people, businesses and communities to support re-entry and recovery.

A new hub for [emergency program coordinators](#) offers links to planning resources and funding programs that support Indigenous communities and local governments as they plan and move forward with recovery.

The [steps to recovery for residents](#) provides a checklist to help evacuees plan their re-entry once local authorities confirm a community or area is safe.



Free fire resources for people in B.C.

Did you know that you can order free post-fire guides to support residents in your community? The guides include information to help guide people through tasks they may need to do after a home fire. [Order free copies](#) for your community.

[FireSmart BC](#) has also recently been updated with new critical last-minute FireSmart tips, while the [FireSmart BC Education Program](#) provides resources for educators and students on safety, fire science, ecosystem stewardship, and wildfire mitigation and prevention.



Access mental health services

Mental health supports are available for people and emergency responders who have been and continue to cope with displacement, loss, and other effects from this historic wildfire season.

Anyone can call the [BC Mental Health Support Line](#) for free, around the clock, at 310-6789 for help.

For the Wellness helpline for Indigenous people, call 1-855-242-3310.

In the Interior region, First Nations, Métis or Inuit people, including health-care and front-line care providers are encouraged to contact the Aboriginal Mental Wellness Team at aboriginalmentalwellness@interiorhealth.ca

The Province, health authorities and other agencies continue to support people at the community level and connect them to vital mental health services.



Financial assistance for local governments, First Nations impacted by wildfire

Disaster Financial Assistance (DFA) is now available for local governments and First Nations in regions that have been adversely affected by wildfires this season.

DFA is available to help community authorities cover disaster-related losses that are not covered by insurance, such as wildfire damage to public infrastructure – including roads, bridges and other publicly-owned infrastructure.

For information on who is eligible and how to apply, visit [Disaster Financial Assistance for communities](#).



Every drop counts

[Drought continues to be a major concern](#) throughout the province, with most of B.C.'s water basins at drought level 4 or level 5.

Recognizing the impact on people and businesses, the situation will continue to be monitored to balance water uses with environmental flow needs. [Water infrastructure funding](#) is available for local governments.

The Province has also developed a poster campaign to help spread awareness about the importance of water conservation and to share some helpful tips about how British Columbians can cut back on water use. Communities are encouraged to print and hang these posters in appropriate public spaces, and to remind individuals and businesses that, right now, every drop counts.

Click the links below for posters translated into the following languages:

[English](#)
[Punjabi](#)
[Traditional Chinese](#)
[Simplified Chinese](#)
[French](#)



Connect with us at UBCM

The Union of BC Municipalities convention (UBCM) is taking place September 18 – 22 in Vancouver. Staff from the Ministry of Emergency Management and Climate Readiness will be on hand to share information on the [PreparedBC](#) and [ClimateReadyBC](#) programs and how to access educational material and financial support for your communities – including the [Community Emergency preparedness Fund](#).

In February 2023, the Province provided \$180 million to the fund, bringing the total provincial investment in the program to \$369 million since its establishment in 2017. More than \$164 million has been provided to First Nations and local governments through the program for almost 1,600 projects. The fund is administered by UBCM on behalf of the Province.



Learn about new emergency management legislation

To help local authorities prepare for implementation of new [emergency management legislation](#) on this fall, the Ministry of Emergency Management and Climate Readiness has been delivering webinars in partnership with the BC Association of Emergency Managers.

The next live webinar is Wednesday, September 13 from 11 am to 12 pm and will focus on consultation and cooperation. Click [here](#) to sign up.

Recordings of past webinars are available on the [BC Association of Emergency Managers website](#).

Subscribe to the [modernized emergency management legislation](#) page for regular updates on the proposed legislation.

If you have received this by way of forward, consider [subscribing](#).

We acknowledge with respect that Emergency Management and Climate Readiness operates throughout British Columbia on the traditional territories of Indigenous Peoples.

We invite you to learn which [territories](#) you work/live on and how to respectfully [acknowledge the land](#).

Please add EMCR.communications@gov.bc.ca to your address book or safe sender list so our emails get to your inbox. .
[Report Abuse](#) | [Unsubscribe](#) | [Edit Profile](#)

SHARE THIS EMAIL



For Immediate Release | Oct. 4, 2023

Interior Health releases first ever five-year Climate Change and Sustainability Roadmap to create a resilient health-care system

KELOWNA – Interior Health (IH) has released a five-year Climate Change and Sustainability Roadmap that provides long-term, strategic direction for preparing for and mitigating the health impacts of climate change. IH is committed to being a leader in creating a sustainable and resilient health-care system that equitably contributes to the well-being of clients, patients, staff, communities and the planet.

The 2023–2028 IH Roadmap, which is the first of its kind, builds on direction from the provincial government, action already taking place within IH, and the increasing impacts of climate change on our region. The 20 actions detailed in the report are designed to strengthen Aboriginal partnerships, build a healthy and resilient health-care system, and support climate adaptation in B.C.'s Interior communities.

"The link between the health and well-being of British Columbians, and the health and well-being of our environment, is clear," said Susan Brown, president and CEO of Interior Health. **"The IH Roadmap is grounded in a health equity approach, and positions IH to not only respond effectively to the threat of climate change, but to support our most vulnerable communities, as well as Aboriginal partners in their efforts to prepare for climate change. It builds on the significant momentum we've already created as we strive for a healthier environment for those that we serve."**

The IH Roadmap was co-created with staff, physicians and external partners, including representatives from Aboriginal communities, local government, municipalities in the Interior region, and specialists in emergency management, climate resilience and public health.

"This is an important moment for everyone at Interior Health, and I am extremely proud of the work our teams are doing to promote climate resilience, energy reduction and environmental sustainability," said medical health officer Dr. Sue Pollock. **"The IH Roadmap will serve as a guide towards a more sustainable future as an organization, health-care provider and community member."**

Of the 20 actions detailed in the report, many are already in progress, including the development of an electric vehicle strategy; conducting climate risk assessments for our facilities; the integration of environmental sustainability into clinical operations; creating and implementing surveillance and early warning systems for extreme heat, cold and air quality events; and a climate change and health vulnerability and adaptation assessment.

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

"The Roadmap provides IH a compass by which we will continue to build environmentally sustainable health-care operations and services," said Lorne Sisley, corporate director, Facilities Management and Operations. "It's a cohesive document that will be integrated into all areas of our operations and service delivery so that together, we can help strengthen our health-care system to adapt and mitigate climate change impacts."

The IH Roadmap will also support IH in meeting its 2030 greenhouse gas emissions targets. As a public sector organization, IH contributes **to B.C.'s legislated target** to reduce greenhouse gas emissions by 40 per cent below 2007 levels by 2030. IH has been carbon neutral since 2010, as outlined in the 2022 PSO Climate Change Accountability Report.

View and download the IH [Climate Change and Sustainability Roadmap 2023–2028](#).

- 30 -

From: Gail Mitchell <gail.mitch44@gmail.com>
Sent: Friday, September 22, 2023 3:25 PM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: Request for your attention to an important issue

September 15, 2023

To all municipal governments of British Columbia,

We are writing to seek your help in getting an important piece of provincial legislation amended.

The Cemetery, Interment and Funeral Services Act of British Columbia needs to be amended because it only allows for burial or fire-based cremation. Using large tracts of land for cemeteries is no longer a viable option and cremation has become the most widely chosen form of human disposition, by up to 90% of BC residents. Crematoria are huge emitters of carbon. The smoke from these facilities makes them unpopular in any neighbourhood. Thus, bodies are being brought to Vancouver Island from Vancouver for the process with the ashes returned to the city.

There is a better option. Aquamation or Alkaline Hydrolysis is gaining recognition in Canada, the US and around the world as being an environmentally friendly and economically viable alternative. To gain information on this process, please see the list of references. There is also an attachment showing where AH is legal in North America.

Established goals of carbon reduction require our provincial government to broaden the definition of "cremation" to include flameless or water cremation (alkaline hydrolysis or aquamation).

We are asking you to consider the attached template, formulated by the District of Esquimalt, and use it to help us lobby the provincial government to make the necessary change to this piece of legislation, sooner rather than later. Your letters, with the resolution, to the Union of BC Municipalities and your MLA would be powerful.

Thank you for your attention to this important matter.

References:

1. www.aquamationbc.ca
2. www.cremationassociation.org/page/alkalinehydrolysis
3. <https://agoodgoodbye.com/tools-of-the-trade/the-latest-on-alkaline-hydrolysis-for-people-and-pets/>

4. <https://www.kamloopsthisweek.com/local-news/aquamation-instead-of-cremation-5402741>
5. <https://www.thedailybeast.com/aquamation-and-human-composting-are-opening-up-eco-friendly-burial-options-for-funerals?ref=author>
6. <https://www.youtube.com/watch?v=7Le7rLbkFe4>
7. <https://biosafeeng.com/divisions/life-science/resources/alkaline-hydrolysis/>

Sincerely,

Representative advocates for legalizing Aquamation in BC:

Ruth Davis, North Cowichan,

Ellie Hallman, Cowichan Bay,

Gail Mitchell, North Cowichan,

Stuart Westie, Williams Lake

*A RESOLUTION OF THE _____
SUPPORTING THE INCLUSION OF AQUAMATION aka ALKALINE HYDROLYSIS,
IN THE CEMETERY, INTERMENT AND FUNERAL SERVICES ACT OF THE
PROVINCE OF BRITISH COLUMBIA.*

*WHEREAS, every Municipality in the Province of British Columbia has an
obligation to encourage industry to reduce harmful climate emissions by adopting
greener technology; and*

*WHEREAS, flame cremation contributes to environmental air pollution by
consuming fossil fuels and emitting harmful CO2 into the atmosphere; and*

*WHEREAS, local industry has available technology that will significantly reduce
environmentally harmful air pollution and the consumption of fossil fuels; and*

*WHEREAS, current regulations regarding the types of disposition of deceased
persons do not allow for Alkaline Hydrolysis as an approved method of
disposition; and*

*WHEREAS, four Canadian Provinces namely, Quebec, Ontario, Saskatchewan and
Newfoundland as well as the Northwest Territories recognize Alkaline Hydrolysis
as an acceptable process of disposition of a deceased person.*

*NOW, THEREFORE, BE IT RESOLVED that the Council of the _____
_____ supports the amendment to the CIFSA Act
and/or regulations therein, to allow for Alkaline Hydrolysis to be included as a
permitted form of disposition of deceased persons in the Province of British
Columbia.*

From: LCRB Cannabis Regulation and Policy LCRB:EX <cannabisregs@gov.bc.ca>
Sent: Monday, September 25, 2023 10:35 AM
Subject: Bulletin 23-08: Cannabis industry sampling

Hello,

This email is to inform you of changes that affect the following licence and authorization holders:

- Cannabis Retail Store
- Producer Retail Store

Please review the change on our website in [Bulletin 23-08: Cannabis industry sampling](#), as well as the updated:

- [Cannabis Retail Store Licensee Handbook \[PDF, 319KB\]](#)
- [Producer Retail Store Licensee Handbook \[PDF, 606KB\]](#)

Liquor and cannabis bulletins are sent to local government, Indigenous nation, and police partners. If you have questions about the policy, why you are receiving this information, or to update your communications preferences, please contact cannabisregs@gov.bc.ca.

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

From: MCF Info MCF:EX <MCF.Info@gov.bc.ca>

Sent: Tuesday, September 26, 2023 3:02 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: E-mail from the Honourable Mitzi Dean, Minister of Children and Family Development

VIA E-MAIL

Ref: 281051

Your Worship Mayor Suzan Hewat
Village of Kaslo
E-mail: admin@kaslo.ca

Dear Mayor and Council:

Since 1990, October has been declared a time to celebrate and honour the caregivers in our communities across British Columbia who make the unconditional commitment to protect and care for some of our most vulnerable children and youth. I am pleased to announce that this October will mark the 33rd Foster Family Month in British Columbia.

As Minister of Children and Family Development, I would like to offer my sincere gratitude to caregivers who have stepped up when they are needed most. By embracing the challenges and rewards of caring for these children, they have made a huge difference in their lives, as well as the communities in which they reside. I have the deepest respect for the hard work that they have done and continue to do as caregivers. In being part of the lives of these young people, they fulfill many roles, including parent, mentor, teacher, friend, and cheerleader. Their efforts and compassion create a safe haven and a home while responding to each unique family situation. I wish to express my sincere gratitude for the warmth and dedication these caregivers and foster families have shown to the children and youth in their care. The support, guidance, and love they have shown will last a lifetime.

To help these children and youth, as part of *Budget 2023*, the Ministry of Children and Family Development increased monthly payments for foster caregivers by as much as 47 percent to ensure that these young people and those who care for them will have the support they need to build safe, stable and happy futures.

Please join me in celebrating October as Foster Family Month to show those in your community how important the role of a foster caregiver is. I encourage you to celebrate foster families for the selfless work they do for the children, youth, and families of British Columbia.

On behalf of the Government of British Columbia and its citizens, thank you for your continued support in recognizing foster caregivers.

Sincerely,

Mitzi Dean
Minister

Sent on behalf of the Minister by:

 **Client Relations Branch**
Executive Operations
Ministry of Children and Family Development

From: MCF Info MCF:EX <MCF.Info@gov.bc.ca>

Sent: Tuesday, September 26, 2023 3:02 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: E-mail from the Honourable Mitzi Dean, Minister of Children and Family Development

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Sincerely,

Mitzi Dean
Minister

Sent on behalf of the Minister by:



This communication and any accompanying document is confidential and is intended solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: MCF.Info@gov.bc.ca.

From: BC Ombudsperson <consult@bcombudsperson.ca>

Sent: Thursday, September 28, 2023 12:09 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Register now: Fairness Day with the Ombudsperson - October 18, 2023 - Wosk Centre, Vancouver



Want to learn how to be more fair in your work?

Join BC Ombudsperson Jay Chalke and staff at our

FAIRNESS DAY

for employees of provincial and local public bodies.

Wednesday, October 18

SFU Wosk Centre

580 West Hastings Street, Vancouver

SCHEDULE

Open House: 10:00 am - 1:00 pm

Remarks by Jay Chalke: 10:30 am *and* 12:00 pm

Fairness in Practice Workshop: 1:00 pm - 4:00 pm

Choose which events you attend...

Drop in to our **Open House** to pick up some useful fairness resources on fair decision-making, complaint handling, bias and discretion. Find out more about the Ombudsperson's fairness workshops, resources and consultations.

Attend our popular **Fairness in Practice workshop**. This interactive three-hour workshop will provide an introduction to administrative fairness and topics covered will include how to follow a fair decision-making process, make fair decisions and deliver services fairly.

Register Now!

Space is limited. Please register by clicking above.
Please share this invitation with your colleagues.



OMBUDSPERSON
BRITISH COLUMBIA

Email sent to: admin@kaslo.ca
BC Ombudsperson
PO Box 9039 Stn Prov Govt
Victoria, British Columbia | V8W 9A5 | Canada
Toll Free: 1.800.567.3247 | info@bcombudsperson.ca
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cyberimpact



OMBUDSPERSON
BRITISH COLUMBIA

August 31, 2023

Ian Dunlop
Chief Administrative Officer
Village of Kaslo
PO Box 576
KASLO BC V0G 1M0

Dear Ian Dunlop,

RE: Office of the Ombudsperson Quarterly Report: April 1 - June 30, 2023

This package of documents details the complaint files the Office of the Ombudsperson closed for Village of Kaslo between April 1 and June 30, 2023. Though no action is required on your part, we hope that you will find this information useful and share it within your organization.

These reports provide information about the complaint files we closed regarding your organization within the last quarter, including both files we investigated and files we closed without investigation. Files currently open with the office are not included in these reports.

Enclosed you will find detailed reports containing the following:

- A one-page report listing the number of files closed and the category under which they were closed. The categories we use to close files are based on the sections of the Ombudsperson Act, which gives the Ombudsperson the authority to investigate complaints from the public regarding authorities under our jurisdiction. A more detailed description of our closing categories is available on our website at: <https://bcombudsperson.ca/assets/media/QR-Glossary.pdf>.
- If applicable: Copies of closing summaries written about the complaint files we investigated. These summaries provide an overview of the complaint received, our investigation and the outcome. Our office produces closing summaries for investigated files only, and not for enquiries or those complaints we chose not to investigate.
- If applicable: A summary of the topics identified in the complaint files closed during the quarter. We track general complaint topics for all complaints we receive, and when applicable, we include authority-specific and/or sector-specific topics for your organization and/or sector. Our office tracks the topics of complaints we investigate and those we close without investigation, but not for enquiries. Because complaints to our office are confidential, we do not share complaint topic information if we received too few complaints to preserve the complainants' anonymity.

If your organization received too few complaints to produce a summary of complaint topics but you would like further information about the complaints our office received about your



OMBUDSPERSON
BRITISH COLUMBIA

organization, our Public Authority Consultation and Training (PACT) Team can provide further details upon request.

If you have questions about our quarterly reports or notice any inaccuracies in the data provided, or if you would like to sign up for our mailing list to be notified of educational opportunities provided by our Public Authority Consultation and Training Team, please contact us at 250-508-2950 or consult@bcombudsperson.ca.

Yours sincerely,

Jay Chalke
Ombudsperson
Province of British Columbia

Enclosures



Type of complaint closure for Authority: Village of Kaslo	# closed
Enquiries – Many people who contact us are not calling to make a complaint, but are seeking information or advice. These contacts are classified as <i>Enquiries</i> to distinguish them from <i>Complaints</i> , which are requests that our office conduct an investigation.	1
Complaints with No Investigation – Our office does not investigate every complaint it receives. First, we determine whether we have authority to investigate the complaint under the <i>Ombudsperson Act</i> . We also have discretion to decline to investigate for other reasons specified in the <i>Ombudsperson Act</i> .	0
Early Resolution Investigations – Early Resolution investigations provide an expedited process for dealing with complaints when it appears that an opportunity exists for the authority to take immediate action to resolve the issue. Typical issues that are addressed through Early Resolution include timeliness, communication, and opportunities for internal review.	0
Complaint Investigations – When we investigate a complaint we may conclude with a determination that a complaint is not substantiated, or with a negotiated settlement of the complaint, or with public findings and recommendations. We may also exercise discretion to cease investigation for a number of other reasons specified in the <i>Ombudsperson Act</i> .	0
Reason for closing an Investigation	
Pre-empted by existing statutory right of appeal, objection or review.	0
Investigation ceased with no formal findings under the <i>Ombudsperson Act</i> .	
More than one year between event and complaint	0
Insufficient personal interest	0
Available remedy	0
Frivolous/vexatious/trivial matter	0
Can consider without further investigation	0
No benefit to complainant or person aggrieved	0
Complaint abandoned	0
Complaint withdrawn	0
Complaint settled in consultation with the authority – When an	0



investigation leads us to conclude that action is required to resolve the complaint, we try to achieve that resolution by obtaining the voluntary agreement of the authority to settle the complaint. This allows matters to be resolved fairly for the complainant and authority without requiring a formal finding of maladministration.

Complaint substantiated with formal findings under the <i>Ombudsperson Act</i> .	0
----------------------------------------------------------------------------------	---

Complaint not substantiated under the <i>Ombudsperson Act</i> .	0
-----------------------------------------------------------------	---

Ombudsperson Initiated Investigations – The Ombudsperson has the authority to initiate investigations independently from our process for responding to complaints from the public. These investigations may be ceased at the discretion of the Ombudsperson or concluded with formal findings and recommendations.	0
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---



The tables below summarize the complaint topics we are tracking for your sector and/or authority and the number of times this topic was identified in the files (investigated and non-investigated complaints) that were closed in the most recent quarter.

If you would like more information on the types of complaints we receive, please contact our Public Authority Consultation and Training Team: email us at consult@bcombudsperson.ca or call us at 250-508-2950.

Sector-Specific Complaint Topics – All Local Government

Business Licensing	2	1%
Bylaw Enforcement	44	29%
Council Member Conduct (incl. Conflict of Interest)	13	9%
Fees/Charges (incl. Taxes)	13	9%
Official Community Plan/Zoning/Development	25	17%
Open Meetings	6	4%
Other	31	21%
Procurement	2	1%
Response to Damages Claim	4	3%
Services (incl. Garbage, Sewer, Water)	11	7%

General Complaint Topics – All Local Government

Accessibility	12	6%
Administrative Error	10	5%
Communication	21	10%
COVID-19	3	1%
Delay	8	4%
Disagreement with Decision or Outcome	80	38%
Discrimination	3	1%
Employment or Labour Relations	3	1%
Other	8	4%



Process or Procedure	43	20%
Review or Appeal Process	5	2%
Treatment by Staff	15	7%

BC Ombudsperson releases new report

FAIRNESS IN A CHANGING CLIMATE

In a report released yesterday, [*Fairness in a Changing Climate: Ensuring disaster supports are accessible, equitable and adaptable*](#) BC Ombudsperson Jay Chalke finds that emergency support programs are outdated, under-resourced, inaccessible and poorly communicated and calls on government to take urgent action to better support people who are increasingly being displaced from their homes due to climate-related disasters.

The report is a case study of government's response to the 2021 fires and floods that displaced thousands of people from their homes and communities, some to this day. While volunteers and communities came together to help evacuees, existing government programs do not sufficiently support people displaced from their homes after a disaster. The report also finds the current one-size-fits-all approach to emergency support services unfairly creates barriers for people to access the supports they need.

"The events of this past summer have further demonstrated that government urgently needs to fix the shortcomings our investigation uncovered. Government needs a comprehensive plan for how to address the needs of those who are being displaced from their homes for longer and longer. The time to act is now."

- BC Ombudsperson, Jay Chalke

JOIN US FOR A WEBINAR on Thursday, October 26 to learn more about our investigation

[Register for the webinar now!](#)

The Office of the Ombudsperson is an oversight office, independent of government, that investigates complaints about administrative unfairness and makes recommendations for system-wide improvements. The office also offers advice and investigates allegations of serious wrongdoing from BC public servants. Our Consultation and Training Team offers educational webinars, training workshops and individual consultation with public organizations to support fairness and continuous improvement across the public sector. For more information, please contact us at consult@bcombudsperson.ca



Email sent to: admin@kaslo.ca

BC Ombudsperson
PO Box 9039 Stn Prov Govt
Victoria, British Columbia | V8W 9A5 | Canada
Toll Free: 1.800.567.3247 | info@bcombudsperson.ca

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REGIONAL DISTRICT OF
CENTRAL KOOTENAY

Representing Diverse Communities in the Kootenays

RDCK Board Highlights - September 2023

September 22, 2023

Assent Voting - Fire Protection Service Loan Authorization

Assent voting will be held on December 2, 2023 on the North Shore (Electoral Area F) for the approval of a 20-year financing term up to \$368,018 for the purchase of a new fire engine for the North Shore Fire Department, within the North Shore fire protection service area. You must be a resident or non-resident property owner of the North Shore Fire Protection Service Area in Electoral Area F to vote.

In the past the RDCK has used a combination of short term financing (which does not need voter assent) and capital reserves to purchase fire engines. However, due to inflation, a new fire engine is anticipated to cost up to \$750,000. The North Shore Fire Department has contributions from capital reserves (\$237,000) and the Growing Communities Fund (\$144,982) to offset the cost of the fire engine. The RDCK has chosen long-term financing over 20 years to reduce the burden on the tax payer. If residents were to vote against long-term financing, the service will need to purchase new fire engines under short-term financing.

For more information www.rdck.ca/NSfireengine

Electoral Area F to join Local Conservation Fund

Electoral Area F has officially joined the Local Conservation Fund. The Board approved the amendment to the Local Conservation Fund Service Establishment Bylaw No. 2420, 2014 to include Electoral Area F as a participant and \$15 per parcel of land will be collected annually. The bylaw received electoral approval via the Alternative Approval Process. Just one electoral response form was received during the process.

In partnership with the Kootenay Conservation Program (KCP), Electoral Area F will join Areas A, D, E, and H in the local conservation fund service. The service creates dedicated funding to support local high-priority conservation projects. Since 2016 the fund has generated \$535,000 and has leveraged over \$2 million in additional funding and in-kind support.

Staff Safety and Harassment Policy

A Staff Safety and Harassment Policy has been adopted by the RDCK Board. The RDCK is committed to providing a safe workplace for its staff, free of physical or psychological violence, bullying and harassment and this policy formally defines inappropriate behaviour for the purpose of the RDCK's public-facing operations. In addition to setting the basic expectations for public behaviour at RDCK facilities, the policy outlines the steps that will be followed when incidents occur and ensures that the RDCK will adhere to the principles of procedural fairness in any incident involving members of the public.

Regional Accessibility Advisory Committee

The Board approved the creation of the Regional Accessibility Advisory Committee by adopting a bylaw and appointing RDCK Directors Arnold DeBoon (Town of Creston) and Andy Davidoff (Electoral Area I) to the committee. Establishing this committee is a requirement for the RDCK resulting from the Accessible BC Act enacted by the

province in 2021. The Committee will advise the RDCK and provide input and recommendations on the development of the accessibility plan. By removing barriers, accessibility encourages public engagement and may provide new opportunities within programs, services, initiatives or facilities for individuals interacting with the RDCK.

West Transit Services Committee

A new committee to improve governance of West Kootenay Transit has officially been created. The objectives of the West Transit Services Committee are to improve the overall functioning of transit services in the RDCK, provide a platform for engagement between ridership and transit decision makers, and streamline decision making about transit funding and service improvements. The committee includes the following services: Kootenay Lake West Transit, Slocan Valley North Shore Transit, and Castlegar and Area Transit.

The inaugural meeting of the committee will be held Wednesday, October 4.

Recording votes at RDCK Board Meetings

The Board directed staff to prepare a report with the pros, cons and options to support transparency, including the potential to record those votes that are opposed to motions, at RDCK Board Meetings.

Director's Reports

RDCK Directors provide monthly reports outlining what they have been working on. [Click here](#) to read the September reports in the Board minutes (agenda item 4.4, pg. 96).

RDCK Quarterly Report

For the latest RDCK Quarterly Report, which details the current projects and initiatives of the RDCK, please [follow the link](#).

[Click here](#) to view a print-friendly PDF version.

The content on this page was last updated September 22 2023 at 6:57 AM

From: Heritage BC <info@heritagebc.ca>
Sent: Wednesday, September 27, 2023 11:15 AM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: The Heritage BC Update

[View this email in your browser](#)

The Heritage BC UPDATE



Help Heritage come alive through the power of people! This May 1-3 in Nelson, BC, join us in learning about the benefits of putting people first in our heritage work. Explore how collaboration with local voices empowers communities to add their stories to the historical narrative, how inclusive heritage conservation centers the human experience, and how prioritizing the needs of community can ensure a more authentic and sustainable heritage legacy. Together, we'll explore how putting people at the forefront leads to shared ownership and increased support for heritage. Don't miss this opportunity to connect with passionate advocates and learn how to make heritage truly by and for the people.

Early Bird Registration opens January 8, 2024

[Visit our Website](#)

[Visit our Website](#)

CALL FOR SUBMISSIONS

Now Open

Submissions for the 2024 Conference is now open!

Types of submissions we are accepting:

- A topic, idea or challenge we are facing in the sector that you believe should be addressed during the conference.
- A proposal for a conference presentation where you would be a speaker.

Proposals should focus on examples of putting people first in your work.
The deadline for submissions is November 6th, 2023.

[Learn More](#)

[Learn More](#)

National Day for Truth and Reconciliation

September 30th



This Saturday, September 30th is the National Day for Truth and Reconciliation and Orange Shirt Day. A day to honour the resilience, dignity and strength of survivors and intergenerational survivors and remember the children who never came home. It's a chance to engage and educate people about BC's colonial history and how it has and continues to impact Indigenous communities. We encourage all of those in the heritage sector community to commit a part of your day on September 30th to listening and learning.



HeritageBC
heritagebc.ca

Setting the Bar

A HERITAGE BC PROJECT IN PARTNERSHIP WITH THE BC HERITAGE SOCIETY AND THE BC HERITAGE SECTOR

We also encourage all those in the heritage industry to take a look at our document [Setting the Bar](#). Created in 2021 with the support of an extraordinary group of advisors, this document offers a set of ten standards and calls to action to drive heritage organizations forward, beyond conversation, to take concrete, measurable action. *Setting the Bar* is part of Heritage BC's commitment to support BC's heritage sector's efforts toward redress and reconciliation and expanded recognition of cultural heritage of Indigenous and culturally diverse peoples.

[Download Setting the Bar](#)

[Download Setting the Bar](#)



A reminder that our Climate Disaster Response Fund has reopened. This fund is a one-time grant opportunity that provides limited resources to heritage-focused organizations with heritage resources damaged by recent climate and natural disasters in British Columbia.

[Program Details](#)

[Program Details](#)

NEW on the
Heritage BC
Job Board

Request for Proposals: Columbia River Treaty Heritage Project Implementation

The Columbia River Treaty Heritage Project Steering Committee is leading the development of a branded heritage touring route linking a series of commemorative elements, including interpretive signage, at key locations in the Columbia Basin. For more details visit [Heritage BC's Job Board](#).



Check out these articles we find interesting!

BC Government News - [BC Culture Days offer arts, cultural activities throughout province](#)

Canadian Geographic, CNW Newswire - [Vancouver Island and Coast communities receive over \\$2.6 million to revitalize public spaces and enhance tourism experiences](#)

Light House - [A Blueprint for Change: Preventing Demolition Waste Through Home Relocation & Deconstruction](#)

Connect with us on social media



BECOME A MEMBER

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

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

[Become a member today!](#)

Statement of Acknowledgement

As an organization of provincial scope, Heritage BC recognizes that its members, and the local history and heritage they seek to preserve, occupy the lands and territories of B.C.'s Indigenous peoples. Heritage BC asks its members and all people to reflect on the places where they reside and work, and to respect the diversity of cultures and experiences that form the richness of our provincial heritage. [Learn more about whose land you live on.](#)

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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You can [update your preferences](#) or [unsubscribe](#)

From: Selkirk Innovates <jjones1@selkirk.ca>

Sent: Monday, September 18, 2023 8:01 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: State of the Basin Focus - Selkirk Innovates Survey Explores Regional Well-Being



State of the Basin Focus

Stories of well-being in our region

2023 - Special Issue



Selkirk Innovates Survey Explores Regional Well-being

Residents of the Columbia Basin-Boundary Region are invited to participate in a well-being survey that will help guide informed decision-making and create better outcomes for communities.

Over a four-week period starting September 15, Selkirk Innovates is polling residents of the region about their perspectives on well-being. This includes personal well-being, community well-being, economic well-being, and other determinants of well-being such as tourism, environmental health and access to services. After the survey closes on October 11, the applied research and innovation division of Selkirk College will compile the survey data into a publicly available report that will be released in 2024 to help inform local governments, businesses and non-profit organizations in policy decisions.

"This subjective well-being research provides residents with an opportunity to share their perspectives on a wide range of topics that impact our rural communities," says Jayme Jones, the faculty researcher at Selkirk Innovates that is leading project. "This information then helps inform decision-making from a variety of contexts. This can include local governments deciding on policy options, business owners deciding to expand to a new community, or residents deciding to make a major life decision such as moving."

Aimed at motivating discussion for collective action, it is vital to explore trends over time. The subjective well-being research has been conducted multiple times over the years, with the last two periods of data collection being in 2019 and 2021. Ever-changing variables impacting well-being, including major events such as the COVID-19 pandemic and inflation, make checking in on residents imperative.

Discovery Research, an independent consulting firm, is facilitating the data collection on behalf of Selkirk Innovates. A total of 2,000 invitations to complete the survey have been mailed to residents throughout the Columbia Basin-Boundary Region. Addresses were selected randomly, as it is important to get responses from a wide range of residents from across the region. However, all residents 18 years of age and older are also invited to participate in the online survey at:

<https://selkirk.ca/survey>

The Columbia Basin-Boundary Region includes all municipalities and electoral areas in the Regional Districts of Central Kootenay, Kootenay Boundary, East Kootenay, and the Northern Basin (Columbia-Shuswap Regional District Electoral Areas A and B, Town of Golden, City of Revelstoke, and Village of Valemount).

In appreciation of resident participation, Selkirk Innovates is offering a prize draw to all respondents. This draw is voluntary and contact information will not be entered with survey data or used in the analysis in any way. There are three prizes: a two-night stay at the Elizabeth Lake Lodge in Cranbrook; a two-night stay at the Best Western Plus in Revelstoke; and a two-night stay at the Prestige Mountain Resort in Rossland.

If you have any questions about this survey, please contact [Jayme Jones](#). The Selkirk College Research Ethics Board has approved this research study.

Visit the State of the Basin for more information about [subjective well-being](#).

Take the survey!

To learn more about other indicators of well-being, please visit the
State of the Basin website stateofthebasin.ca.

We want to hear from you! Your feedback matters to us.

Click here to share your feedback!



Selkirk Innovates gratefully acknowledges the support of Columbia Basin Trust.

State of the Basin Focus is a monthly e-newsletter highlighting stories of well-being in our region. You are receiving this email because you have attended a Selkirk College event, are a Selkirk College stakeholder, or have subscribed to receive updates on the State of the Basin.

Selkirk College acknowledges the First Nations of the West Kootenay and Boundary regions on whose traditional territories we are honoured to operate: the Sn̓íçay̓čkstx (Sinixt), the Syilx (Okanagan), the Ktunaxa, and the Secwépemc (Shuswap). The State of the Basin initiative also extends to the traditional territory of the Lheidli T'enneh First Nation. We are grateful to these Nations as keepers of the lands and value their efforts to enhance resilience and well-being across the region.



Selkirk Innovates
Selkirk College
301 Frank Beinder Way
Castlegar BC V1N 4L3
[Preferences](#) | [Unsubscribe](#)

From: Selkirk Innovates <jjones1@selkirk.ca>

Sent: Tuesday, September 26, 2023 8:00 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: State of the Basin Focus - 2022 Consumer Bankruptcy Levels Lower Than Pre-Pandemic



State of the Basin Focus

Stories of well-being in our region

2023 - Issue 07



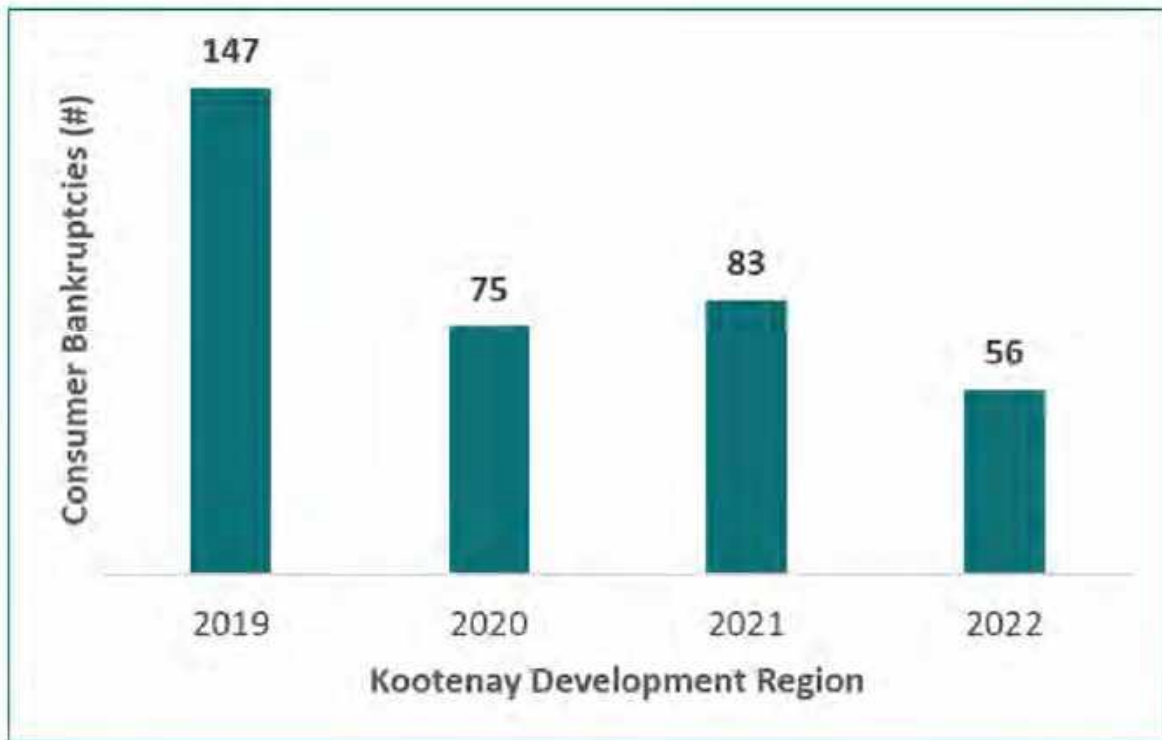
2022 Consumer Bankruptcy Levels Lower Than Pre-Pandemic

Rising inflation is impacting Canadian households and their well-being. A survey by Statistics Canada in late 2022 showed that many [Canadians are having difficulties with finances](#), with 1 in 4 respondents indicating they would be unable to cover unforeseen costs.

Consumer bankruptcy is an option for some individuals who cannot meet their financial obligations. There are many reasons why a person might be unable to meet their financial obligations, such as [job loss](#), illness or disability, major financial troubles, or changes in economic conditions, like increases in interest rates or a recession/depression.

The 2008/2009 recession brought the highest number of consumer bankruptcies in recent memory (339 bankruptcies in the Kootenay Development Region in 2009). However, the COVID-19 pandemic and

resulting economic impacts have many wondering about increasing consumer bankruptcies on the horizon. Despite a slight uptake in consumer bankruptcies in the Kootenay region in 2021 (one-year increase of 10.7%, up to 83 bankruptcies), levels remained below pre-pandemic levels in 2022. Consumer bankruptcies decreased by 61.9% between 2019 and 2022 (down from 147 bankruptcies in 2019 to 56 bankruptcies in 2022).



Unfortunately, consumer bankruptcies are predicted to increase as [lingering effects of the pandemic](#), the ultra-expensive [housing market](#), [high interest rates](#), and inflation take their toll on the economy and individuals' financial situations.

Learn more about regional trends by visiting the State of the Basin's [Consumer Bankruptcies](#) indicator.

To learn more about other indicators of well-being, please visit the
State of the Basin website stateofthebasin.ca.

Subjective Well-being Survey Now Open!

The 2023 Subjective Well-being survey is open for responses until October 11.

This is an opportunity for Columbia Basin-Boundary residents to provide their perspectives on well-being across a variety of areas. This includes personal well-being, community well-being, economic well-being, and other determinants of well-being such as tourism, environmental health, and access to services.

[Take the survey!](#)

Advanced Manufacturing in the Kootenays

Selkirk Innovates partnered with the Kootenay Association for Science and Technology (KAST) to research the state of the Advanced Manufacturing sector in the Kootenays. Together, they created resources and reports to support economic growth in the industry and regional youth recruitment and skilled worker retention.

[Learn more!](#)

StrongerBC Future Skills Grant

Upgrade your skills and take your career to the next level with the StrongerBC future skills grant! You could be eligible to receive up to \$3,500 to help cover tuition fees for select short programs starting this fall.

[Learn more!](#)

We want to hear from you! Your feedback matters to us.

[Click here to share your feedback!](#)




Selkirk Innovates gratefully acknowledges the support of Columbia Basin Trust.

State of the Basin Focus is a monthly e-newsletter highlighting stories of well-being in our region.

You are receiving this email because you have attended a Selkirk College event, are a Selkirk College stakeholder, or have subscribed to receive updates on the State of the Basin.

Selkirk College acknowledges the First Nations of the West Kootenay and Boundary regions on whose traditional territories we are honoured to operate: the Sn̓cay̓čkstx (Sinixt), the Syilx (Okanagan), the Ktunaxa, and the Secwépemc (Shuswap). The State of the Basin initiative also extends to the traditional territory of the Lheidli T'enneh First Nation. We are grateful to these Nations as keepers of the lands and value their efforts to enhance resilience and well-being across the region.



 **Share**

 **Tweet**

 **Share**

 **Forward**

Selkirk Innovates

Selkirk College

301 Frank Beinder Way

Castlegar BC V1N 4L3

[Preferences](#) | [Unsubscribe](#)

From: CKISS <info@ckiss.ca>

Sent: Tuesday, October 3, 2023 10:55 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Volunteer & job opportunities with CKISS! 🌱

Seeking volunteers for a half day of native planting in the
Slocan Valley and Selkirk College Career Fair. CKISS will be
there!

[View this email in your browser](#)

VOLUNTEERS NEEDED NATIVE PLANTING DAY

**Hunter Siding Wetland
Enhancement Project**

- ✓ Wednesday October 11, 2023
- ✓ 10:00 am - 1:00 PM



SIGN UP



www.ckiss.ca/events

Native Planting Day at Hunter Siding Wetland – Volunteers Wanted!

We are looking for volunteers to join CKISS and the Slocan Lake Stewardship Society for a day of native planting and maintenance at the Hunter Siding Wetland Enhancement site that is part of the [Bonanza Biodiversity Corridor Project](#). The wetland in this area support a wide range of ecosystems and wildlife habitats in the Slocan Valley area. The wetland located just north of New Denver B.C. is important to protect and enhance because it supports the Slocan Lake Watershed functions, recreation activities and has cultural significance.

Sign up today by clicking the button below!

[Click here to volunteer!](#)

Event Details:

Date: Wednesday October 11, 2023

Time: 10:00 am – 1:00 pm

Location: Hunter Siding Wetland – just North of New Denver BC

Where to meet: Hills Firehall – we will carpool to the site from there since a 4 x 4 vehicle is required. Please note that it is a 20 min walk into the site on uneven terrain.



This project was undertaken with the financial support of:
Ce projet a été réalisé avec l'appui financier de :



Environment and
Climate Change Canada

Environnement et
Changement climatique Canada

Additional support has been provided by Columbia Basin Trust and the Government of B.C.

SELKIRK CAREER FAIR

October 12, 2023



9 AM- 3 PM



Castlegar Campus

Find the CKISS table to learn
about job opportunities
with our organization!

[For more info on the career fair click here](#)



Share



Forward



Tweet

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Our mailing address is:

Suite 19-622 Front St, Nelson BC, V1L 4B7

1-844-352-1160

info@ckiss.ca

[unsubscribe from this list](#) [update subscription preferences](#)

This email was sent to admin@kaslo.ca

[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)

Central Kootenay Invasive Species Society - Suite 19, 622 Front Street - Nelson, British Columbia V1L 4B7 - Canada



British Columbia Youth Parliament (BCYP) is about youth taking responsibility and initiative to make a positive impact in their communities. BCYP is a non-profit, non-partisan, parliamentary education and service organization. BCYP is an extraordinarily unique organization - for youth and by youth.

For a full year, 97 members pool their resources, creativity and determination for a common purpose: to advance, better and improve the youth of British Columbia. BCYP brings together youth from across the Province and unites them to fulfill the motto of "Youth Serving Youth". The youth of BCYP reach out and make a difference across British Columbia.

Why?

Because they Can!

And more importantly, because they care.



BCYP is unique in that it is not simply a "mock" or model parliament - the legislation members debate translates into real action in the community.

BCYP Session and all BCYP events will follow all BC COVID-19 safety protocols .

CONTACT US

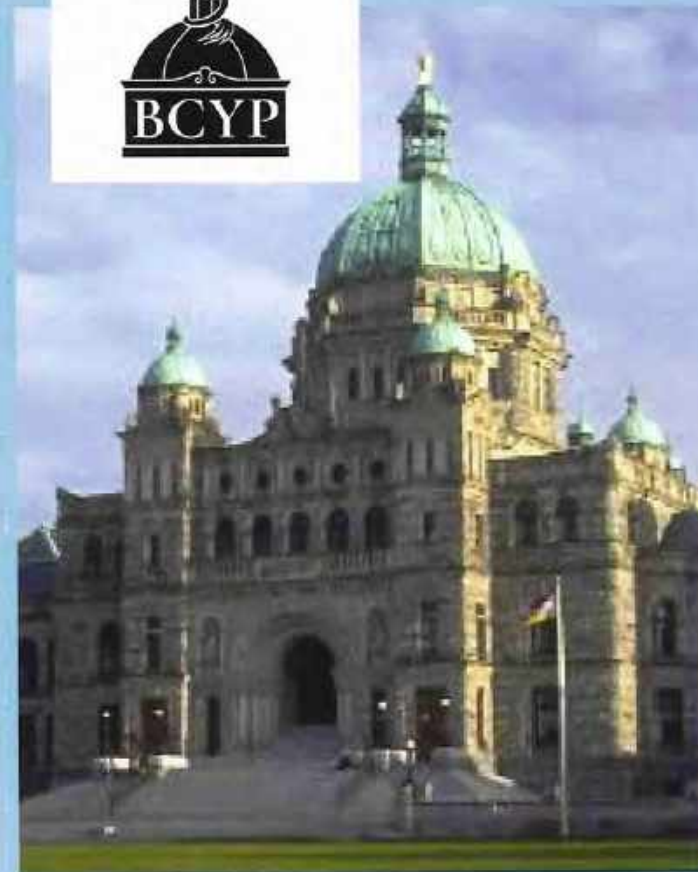
For more information on BCYP and its projects, visit our website:

www.bcyp.org

or contact the Premier:

premier@bcyp.org

For application info contact our Registrar
registrar@bcyp.org



BRITISH COLUMBIA YOUTH PARLIAMENT

Youth Serving Youth

Why We Are a Parliament

British Columbia Youth Parliament began as the TUXIS Older Boys' Parliament in 1924. It became the BC Youth Parliament in 1974, upon the admittance of girls, and 2018 marked its 90th Session.

Each year, between December 27th and 31st, 95 young people from across BC gather at the

Legislative Chambers in Victoria for BCYP's annual session. Members sit as independents; they do not represent any political party and they vote according to their own consciences. They learn about parliamentary process, debate topics of interest, and plan activities for the coming year.

Proposed activities are presented in the form of government bills. The debate is led by a Cabinet of experienced youth parliamentarians who spend months before preparing to present their plans. First-time members are also able to raise issues through debate on government legislation and by writing and presenting Private Members' Resolutions dealing with issues ranging from local to international in scope.

Once BCYP's bills are passed they must be put into effect. This is where BCYP differs from other youth parliaments in that BCYP is not a "model" or "mock" parliament - the legislation members pass translates directly into positive action in the community.



Youth Serving Youth

BCYP members plan and participate in group service events organized around the province. Members come together to volunteer with different organizations or special events, or provide service to the community in ways of their own devising. They volunteer with summer camps, food banks, charity walks, soup kitchens, community support services, and other service organizations.

As well, all over British Columbia throughout the year, individual members of BCYP perform solo acts of service in their communities and lend a hand through their involvement with other organizations. Across the province, BCYP members help others in myriad ways, limited only by their imaginations and the will to carry out the projects they envision.



Community Fundraising

Each year BCYP organizes a variety of fundraising events across the province. Members work in groups and in their communities to raise the funds required to run BCYP's projects and cover its operational expenses. They also engage in service-related fundraising, working in groups and individually to raise money for a variety of causes.

Members participate in a variety of fundraisers such as pledge events, car washes, and BCYP's annual auction. Members also solicit donations from local businesses and prominent members of their local communities.

Regional Youth Parliaments

To increase the number of youths who are able to participate in Youth Parliament activities, BCYP members organize and run Regional Youth Parliaments in various regions of the province. Through these events, BC Youth Parliament furthers its goals of promoting community service, education in the parliamentary process, and training in public speaking and debating.

More local in scope than BCYP, Regional Youth Parliaments hold weekend-long Sessions aimed at high school students between the ages of 14 and 18. Regional Youth parliament members gather to discuss local, national, and international issues in a parliamentary setting.



Camp Phoenix

Camp Phoenix is BCYP's most ambitious project. It involves BCYP members organizing and running a summer camp for children from across BC who would otherwise be unable to live the summer camp experience. It is about pushing our limits and redefining terms like "hard work" and "commitment". It is about truly making a huge difference in the community.

This project is fully initiated, developed, and staffed by volunteer members of our organization. Our fundraising and efforts throughout the year come together to send up to 50 children aged 8-12 to enjoy a very special week of their summer and their lives. Camp Phoenix moves to different campsites across BC so that it provides the opportunity for children from all regions of the Province to attend. This major project can comprise almost half of BCYP's annual budget. This project if held will comply with all BC COVID-19 safety guidelines.

Youth Parliament of British Columbia



Alumni Society Unit B – 1211 Roy Road
Victoria, BC V8Z 2X8

registrars@bcyp.org

14 September 2023

Dear Mayor and Council:

Re: British Columbia Youth Parliament, 95th Parliament

The British Columbia Youth Parliament will hold its 95th Parliamentary Session in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2023.

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

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

Each applicant who is accepted to attend as a member of BCYP must pay a **\$425** registration fee. Thanks to private donations and fundraising, a portion of the cost of transportation and accommodation is covered for all members. We encourage municipalities or youth councils to contribute towards the application fee for applicants who are in financial need. If the approval of financial support causes any delay, we encourage the applicant to send in their forms on time along with a note saying that the cheque will arrive after the deadline. In this case, if we receive the completed form and personal statement before the deadline, it will be considered received on time. If you are not able to aid, a limited number of bursaries are available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant's chance of being selected as a member. (See <https://bcyp.org/session>)

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

I have enclosed an application form and a brochure about BCYP. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. A soft copy of the form, brochure and poster are available from our website at <https://bcyp.org/session>.

All applications must be received by October 27, 2023. Applicants will be notified whether they have been selected in mid-November. If you require more information, please contact me by telephone or e-mail as indicated above or visit our website at www.bcyp.org.

Yours truly,

Ambrose Yung
Registrar, Youth Parliament of B.C. Alumni Society



British Columbia Youth Parliament

Application Package & Background Information

95th Parliamentary Session
December 27-31, 2023 - Victoria, BC

WHAT IS BCYP?

British Columbia Youth Parliament (BCYP) is a youth organization that recognizes every young person's potential to lead and serve in the community. Since 1924, BCYP has provided a forum for young people to develop skills in leadership, organization, public speaking, and the parliamentary process, and to put these skills into practice through service to youth in their local communities.

BCYP is not affiliated with any political party and is a non-profit organization.

Membership in BCYP begins with attending the Parliamentary Session in Victoria and continues throughout 2024. For detailed information about BCYP's activities, visit our website, www.bccyp.org.

BCYP'S ACTIVITIES

BCYP's year begins with the Parliamentary Session from December 27 - 31, 2023. Members sit in the Legislative Assembly in Victoria and use the parliamentary style of debate to plan educational and service projects, establish BCYP's financial commitments, and amend BCYP's governing legislation.

At Session, Members:

- Meet young people from all over the province;
- Debate Cabinet's legislation which sets out BCYP's activities for 2024;
- Debate current local, national, and international issues;
- Learn about debating and the rules of parliamentary procedure;
- Elect BCYP's Premier, Deputy Speaker, and Leader of the Opposition for the 96th Parliament.

After Session, Members put into action the plans made at Session, which usually include:

- Volunteer service projects in their home communities;
- Group volunteer service projects with summer camps, food banks charity walks, soup kitchens, and other service groups;
- Special projects which vary depending on annual legislation but have included summer festivals, children's day camps and Camp Phoenix;
- Regional Youth Parliaments;
- Fundraising events;
- Social activities with other Members.

WHO CAN ATTEND?

Each year 97 youth are "elected" to BCYP as representatives of their communities. Each applicant must be nominated by an organization committed to youth (i.e. a school, community group, club, Municipality or church). Five members of that group must indicate their support by signing the application form.

To be eligible for membership you must be:

- Age 16 - 21 (inclusive) as of Dec. 31, 2023;
- A resident of British Columbia;
- Nominated by an organization committed to youth;
- Willing and able to participate in BCYP's activities for one year.

Due to the limited number of seats in the Provincial Legislature and public health guidelines, only 97 applicants will be selected to become Members this year.

SESSIONAL ARRANGEMENTS

Accommodations: Accommodation at the Marriott Hotel Inner Harbour, Victoria is provided for all Members for the nights of December 27 - 30 (inclusive). Members will share hotel rooms. BCYP will follow all Provincial public health orders.

Transportation: Transportation for Members residing outside the Victoria area is included in the registration fee. Members living in the Interior, North, or North Island will be required to travel on December 26 and January 1.

Meals: Each Member is responsible for the cost of meals in Victoria. Some dinners will be at assigned restaurants, others free-choice.

PRE-SESSIONAL INFORMATION

The Registrar will notify all applicants by email or mail as to their acceptance status by mid-November. Accepted Members are provided with an orientation package prior to Session and are invited to attend one of the Pre-Sessional Workshops held in different regions of the province. The details of the workshops as well as travel and health & safety info will be announced in the acceptance letters.

FOR MORE INFORMATION

Inquiries from applicants, parents, teachers and nominating organizations are welcomed.

Please contact: **Ambrose Yung, Registrar**
registrar@bccyp.org

APPLICATION PROCEDURE

Complete the attached application form (pages 3 and 4 of this package) and forward it with your personal statement and registration fee. Members who require financial support can email to request a Financial Aid Application.

Ambrose Yung, Registrar
Unit 8 - 1211 Roy Road
Victoria, BC. V8Z 2X8

e-mail: registrar@bccyp.org

Applications must be **RECEIVED** by **Tuesday, October 27, 2023** by mail or email attachment. If you send the application by email attachment, please mail the original signed copy with your application fee.

Please print clearly. Illegible or incomplete applications may be rejected. You email a LEGIBLE scan of your form BY THE DEADLINE and send your hard copy of your form and cheque by other means such as courier. Original signed hard copies must be received to consider your application complete.

REGISTRATION FEE

The registration fee for each member is **\$425**. A cheque or money order made payable to the **Youth Parliament of B.C. Alumni Society** must be sent with the application form or follow an e-mail with the original signed application as soon as possible (any acceptance is not final until a registration fee is received). An eTransfer can be sent to payment@bccyp.org. **Be sure to include the full name of the applicant in the comments section and email us your password.** Registration fees will be held onto (but not cashed) for those on the waitlist and returned to those not accepted. **NSF cheques are subject to a \$45 fee.**

Applicants who are in financial need are first encouraged to approach school and community groups to contribute to the cost of the application fee. For those who are not able to secure outside funding, a limited amount of **financial support is available from BCYP**. For more information, please contact the Registrar **before the October 27 application deadline** to request a financial Aid application form. Requests for financial assistance will not impact membership selection. So that we can provide support for as many members as possible, we encourage applicants to submit a cheque for whatever portion of the application fee they can afford. Requests for financial assistance cannot be considered after applicants have been accepted as members.

CANCELLATION

Accepted individuals who cancel on or before **December 1** will be refunded their registration fee minus a **\$25 administration fee and minus the price of a non-refundable travel already purchased** for them. No refunds will be issued for cancellations after December 1.

THANKS TO OUR SPONSOR

British Columbia Youth Parliament is sponsored by the Youth Parliament of BC Alumni Society, a registered, non-profit organization composed of past members of BCYP.

Please keep this information page for future reference

APPLICATION FORM – NINETY FIFTH BC YOUTH PARLIAMENT

LAST name: _____ FIRST name: _____ GENDER: _____ Room with: ☐ M ☐ F

☐ I identify as someone with indigenous ancestry

CURRENT ADDRESS (including temporary/University residence):

STREET / PO BOX: _____ CITY: _____

POSTAL CODE: _____ PHONE: (____) _____

E-MAIL: _____ CELL PHONE: (____) _____

PERMANENT ADDRESS (i.e. parents) or STREET ADDRESS if DIFFERENT from above:

STREET / PO BOX: _____ CITY: _____

POSTAL CODE: _____ HOME PHONE: (____) _____

TRANSPORTATION TO VICTORIA REQUIRED FROM:

CURRENT/TEMPORARY ADDRESS ☐ PERMANENT ADDRESS ☐ OTHER: _____

BIRTHDATE: (YYYY/MM/DD) _____ SCHOOL/UNIVERSITY: _____

NOMINATING ORGANIZATION: _____

STREET: _____ CITY: _____

POSTAL CODE: _____ PHONE: (____) _____

CONTACT TEACHER / COORDINATOR NAME: _____ E-MAIL: _____

SIGNATURE OF TEACHER / GROUP COORDINATOR: _____

Would you (teacher/coordinator) like to receive a print and e-mail copy of the application package each year?

☐ Yes ☐ No ☐ Already on the list

THE FOLLOWING MEMBERS/STUDENTS of _____ NOMINATE

(NAME OF ORGANIZATION/SCHOOL)

_____, A MEMBER/STUDENT OF OUR ORGANIZATION/SCHOOL TO SIT AS A BCYP MEMBER.

FIVE NOMINATING SIGNATURES REQUIRED: (other members/students of the organization/school)

	Name	Signature	email
1			
2			
3			
4			
5			

APPLICATIONS MUST BE RECEIVED BY OCTOBER 27, 2023

PERSONAL STATEMENT

At the Parliamentary Session in Victoria, Members of BCYP participate in parliamentary debating and plan activities and community service for the upcoming year. During the year, Members are responsible for service and fundraising in their communities, and organize and participate in projects such as Regional Youth Parliaments, fundraising events, community outreach projects, and other service and debating activities.

All **new** applicants must attach a **one-page** personal statement, outlining:

1. Why you would like to be a Member of BCYP;
2. What community service have you been/are, or intend to become, involved with in your community;
3. Any activities you have been/are involved with that relate to debate or public speaking;
4. With reference to the preceding paragraphs, how you believe you can personally contribute to BCYP, including debate at Session AND its projects and other activities throughout the Sessional year.

YOUTH PARLIAMENT EXPERIENCE

Have you attended BCYP before? ☐ Yes ☐ No

If **yes**, do you wish to become a member of the Alumni Society?

☐ Yes ☐ No ☐ Already on the list

If **"Yes" or "Already on the list"** above, do you consent to receive e-mail communications from the Alumni Society, which may include requests for donations or other items of a commercial nature? (Note: answering "No" below means you will not receive any e-mails, including the Alumni Society's newsletter *The Speaker* or email invitations to alumni events.)

☐ Yes ☐ No

Have you attended a Regional Youth Parliament as a Member or Ambassador?

☐ Yes (as a member) ☐ Yes (as an ambassador); If yes, which one(s)? _____ ☐ No

How did you **first** hear about BCYP? (Please choose one option)

☐ From a teacher ☐ From a group leader ☐ Saw a poster/brochure (where? _____)
☐ Through a Regional Youth Parliament ☐ From a member or of BCYP or RYP alumni
(which one? _____) (name of individual: _____)
☐ Facebook ☐ Instagram ☐ Twitter ☐ Other (please specify: _____)

WAIVER

In consideration for acceptance to British Columbia Youth Parliament (BCYP), the undersigned on behalf of the Applicant and all heirs, executors and administrators, waives any and all claims for damages against BCYP and the Youth Parliament of British Columbia Alumni Society, and their directors, officers, and agents for any and all injuries or loss which the Applicant may suffer during, or in connection with any BCYP Session, trip, or any other activity, or transportation to or from Session or any other activity.

Applicant's Signature: _____ (Applicant should sign even if a parent or guardian is also required to sign.)

If **under 19**, Signature of Parent or Guardian: _____

Printed Name of Parent or Guardian Signing: _____

Please remember to:

☐ Save a legible scan of this form for your records. As a backup, please email the scan to:

registrar@bcyp.org

☐ Mail or courier a signed hard copy of this completed form along with a cheque for \$425. **We must receive original signed hard copies for anyone under the age of 19. Your application will not be considered complete until the hard copy is received.**

Unit B – 1211 Roy Road Victoria, BC V8Z 2X8

LOCAL GOVERNMENT CLIMATE ACTION PROGRAM NEWSLETTER

ISSUE 1 • SUMMER 2023



LGCAP Updates

This summer edition provides updates to Local Government Climate Action Program (LGCAP) participants and includes climate initiative shout-outs, key dates and events, and more. If you would like to showcase your work, let us know at [LGCAP.gov.bc.ca](https://lgcap.gov.bc.ca).

Year Two of the LGCAP has Launched

To support reporting, new and updated tools and resources are available on [the LGCAP website](https://lgcap.gov.bc.ca) including improved reporting tools such as ones for corporate inventories. The reporting window ran from May 15 to July 31, 2023. Funds will be distributed in September 2023 followed by a report summarizing data gathered from participants.

Save the Date! Climate Leadership Symposium: October 18-19, 2023

The Symposium offers an opportunity to learn from climate leaders across B.C. and is open to participants from both public sector organizations and local governments. The event will focus on building collaborative relationships through networking and facilitated discussions. Registration details and the agenda will be shared soon. We hope to see you in person at Thompson Rivers University in Kamloops!

Top 12 Actions

The top 12 CleanBC climate actions can help focus and prioritize efforts to achieve British Columbia's targets. These actions align with the principles and strategies outlined in CleanBC and the Climate Preparedness and Adaptation Strategy.

This newsletter edition covers:

1. BC Energy Step Code
2. Building carbon standards
3. Risk assessments and adaptation
4. Complete communities

Future editions will cover:

5. Corporate and community GHG reporting
6. EV readiness
7. Clean/active transportation
8. Natural assets
9. Net-zero commitments
10. Low carbon materials and practices
11. ESG reporting
12. Climate lens application

Spotlight: Ashcroft Asset Specific Consumption Tool

[The public site](#) maps and graphs asset specific consumption as well as total consumption. Select the asset group from the accordion on the right and then click the report icon.

Step Code for Energy-Efficient New Construction

The Energy Step Code offers a performance pathway to reduce the energy consumption and efficiency of buildings by providing standards for air tightness, the quality of the building envelope, and mechanical systems for heating, cooling, and ventilation.

On May 1 2023, there were changes to the [Energy Step Code](#):

- Step 2 will be the new minimum standard for Part 3 buildings, such as large commercial, retail, and residential units;
- Step 3 will be the new minimum standard for Part 9 buildings, such as single-family dwellings and duplexes.

Zero Carbon Step Code

B.C. has now introduced a [Zero Carbon Step Code](#) that can regulate the carbon emissions associated with operating buildings, unlike the Energy Step Code which only regulates overall energy consumption (regardless of type).

As of May 1 2023, the greenhouse gas intensity of most new Part 3 buildings can be measured through energy modelling required by the performance pathway of the [Energy Step Code](#). There are no province-wide requirements for Part 9 buildings, but local governments will now have the authority to incentivize or require Moderate, Strong, or Zero Carbon performance for new buildings built after May 1.



Provincial Survey on Building Code Updates

Changes to the [B.C. Building Code](#), based on the 2020 National Model Codes with some B.C.-specific variations, is anticipated to be enacted in December 2023. The changes will address a range of issues, including accessibility, cooling requirements, mass timber construction, earthquake design, radon safety and ventilation.

Emergencies in B.C.

As this newsletter is being prepared, B.C. is experiencing record-breaking wildfires, heat, and drought conditions. Municipalities across B.C. are literally on the front lines of the extreme conditions stemming from our changing climate. Note that Local Government Climate Action Program funds can be used to prepare for exceptionally challenging events such as these.



ClimateReadyBC

[ClimateReadyBC](#) is a new Provincial portal to:

- Learn lessons from past emergencies
- Address disaster and climate risk
- Build capacity and resilience to face current challenges
- Prepare B.C. communities to mitigate risk from future disasters

Provincial Disaster and Climate Risk and Resilience Assessment

The Ministry of Emergency Management and Climate Readiness and the Ministry of Environment and Climate Change Strategy are working together to develop a new provincial Disaster and Climate Risk and Resilience Assessment (DCRRA). This will build on the 2019 [Preliminary Strategic Climate Risk Assessment](#) and 1997 Hazard Risk and Vulnerability Assessment. The DCRRA is expected to be completed in 2024.

The Province has developed [new emergency management legislation](#) to replace the Emergency Program Act (EPA). Under the new legislation, it is expected that municipalities and regional districts will be required to prepare and maintain risk assessments, starting in 2026. Further detail on these requirements and related regulations will be provided this fall via future editions of this newsletter.

Achieving CleanBC Roadmap goals means using less fossil fuels in our communities.

[CleanBC](#) provides a roadmap to achieve GHG emission reduction targets for 2030, 2040 and 2050. Achieving these targets requires bold action.

This means:

- Increasing adoption of the [Energy Step Code](#) for buildings.
- Increasing adoption of the [Zero Carbon Step Code](#) for buildings.
- Encouraging reductions in energy consumption and accelerating fuel transition through [CleanBC Better Homes](#) and [CleanBC Better Buildings](#) rebates and financing.
- Switching to electrification and moving away from burning fossil fuels (coal, oil, natural gas) wherever possible (industries, transportation, built environment).
- Supporting BC Hydro's electrification plan to ensure reliable, affordable and clean electricity is available to meet future demand.

Funding Climate Action

The [B.C. Community Climate Funding Guide](#) is an all-in-one guide of funding opportunities for climate action projects. A new addition to the funding opportunities includes the [Community Emergency Preparedness Fund \(CEPF\)](#): a suite of provincial funding streams to support projects that help local governments and First Nations prepare for and reduce the impacts of natural hazards.

Electricity Emissions Factor Update

The Electricity Emissions Intensity Factors (EEIFs) methodology was updated in 2021 to include net imports and a four-year rolling average. The EEIFs have been back casted and posted to the [Electricity emission intensity factors for grid-connected entities webpage](#). The factors should be updated in local government GHG measurement tools to ensure a consistent application of quantification methodology.

Complete Communities

The [Complete Communities program](#) supports local governments and First Nations in advancing identified community goals through the creation of more complete communities. The program supports communities in undertaking assessments to inform land use decision-making, considering housing need, supply, and location; providing transportation options including increased walkability; and making connections to infrastructure investment and servicing decisions.

The next [application deadline](#) is January 12, 2024.



Healthy Built Environment Linkages Toolkit

The [Healthy Built Environment Linkages Toolkit](#) by the Provincial Health Services Authority describes how population health is influenced by the design of our neighbourhoods, housing, transportation systems, natural environments, and food systems. It brings together research based key messages that correlate land-use planning decisions, impacts on the built environment and population health. Health professionals and others working to assist local governments to provide well-informed and credible recommendations will find this resource useful to draw from.



Karissa Stroshein

Subject: UBCM Tradeshow follow-up- from Cathy Peters and the Anti Human Trafficking Initiative booth

From: ca.peters@telus.net <cathy@telus.net>
Sent: Wednesday, September 27, 2023 9:43 AM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: UBCM Tradeshow follow-up- from Cathy Peters and the Anti Human Trafficking Initiative booth

Dear Mayor Suzan Hewat and Kaslo Village Council,
Thank you to the BC Mayors, Councillors and Directors who visited the Anti Human Trafficking Initiative booth 623 at UBCM.

Child Sex Trafficking is the fastest growing crime in the world and it is here in BC.
Attached is the "**Overview of the Problem in Canada**" and "**8 Strategies for Cities and Municipalities**".

Below is a **2004 UBCM Resolution on Child Sex Trafficking** that went to FCM.
This Resolution needs to be re-instated with action outcomes identified.
<https://www.ubcm.ca/convention-resolutions/resolutions/resolutions-database/approach-end-trafficking-children>

What you can do:

1. I am available for presentations to groups in your communities in January 2024.
2. Please purchase my book and place it in your schools, libraries, churches and medical facilities. It is a textbook on the issue for Canada; it is readable and relatable with resources.
3. Redraft a Resolution on Child Sex Trafficking for next year's UBCM.

Sincerely, Cathy Peters
BC anti human trafficking educator, speaker, advocate
beamazingcampaign.org
1101-2785 Library Lane, North Vancouver, BC V7J 0C3
604-828-2689
Queen's Platinum Jubilee Medal recipient for my anti human trafficking advocacy work
Author: "**Child Sex Trafficking in Canada and How to Stop It**".

PREPARED BY: Ian Dunlop, CAO

DATE: September 8, 2023

SUBJECT: DVP 2023-08 – Parcel Z, B Avenue

PURPOSE: This application requests a **Development Variance Permit** to reduce the required front yard setback for a future single-family dwelling from 7.5 metres to 3 metres due to the unique shape of the lot.

ANALYSIS:

- A. **Background:** The applicant, Leah Honkanen on behalf of the owner, Irene Edwards, has applied for relief from the front setback requirement of Village of Kaslo Land Use Bylaw No. 1130.

The applicant applied for a subdivision of this land in 2022. The subdivision application is to divide Parcel Z, a discontinuous parcel with two parts under a single title, into two separately titled residential lots. Parcel Z is part of the former Kaslo & Slocan Railway right-of-way. For a subdivision to be approved, the viability of the lot for development must first be considered.

Through the subdivision process, a requirement for a development variance permit (DVP) for the portion of Parcel Z fronting on B Avenue was identified. This parcel has a shallow depth and a steep slope at the rear of the property, which necessitates that a future dwelling be granted a variance to be closer to the front property line than is permitted by the Village's Land Use Bylaw.



The applicant previously applied for a variance for this property to reduce the front setback to 1.0 metre. The application was denied by Council on April 25, 2023.

- B. **Discussion:** The new variance application is to reduce the front setback to 3.0 metres, instead of the previously requested 1.0 metres. The change appears to address concerns raised the last time council considered the application that a future house would be too close to the road and could impede pedestrian traffic between the school and the public path beside the hospital grounds. The proposed 3.0 metre setback is about the same as the existing house at 637 B Avenue, immediately to the east. The setback is measured from the property line, not the edge of the pavement of the road.

The applicant provided a topographic survey and rationale letter with the application, which notes that the distance from the edge of the pavement of B Avenue, plus the proposed 3-metre setback, would total about 10 metres.

If the variance is approved, the applicant will need to provide additional information to the approving officer before the subdivision can be approved. This includes a geotechnical report

prepared by a qualified professional as to the suitability of the property for residential development, which will also consider the impact of tree removal on the stability of the slopes along with any mitigative measures that may be needed. A more detailed plan of the proposed sewerage system will also be required, along with location of the driveway/parking, other utility connections and drainage.

C. Conclusion

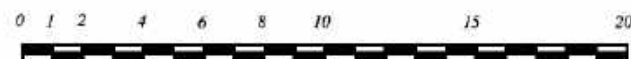
The requested variance to the front setback enables future residential development of the subdivided lot. All other zoning and building regulations still apply. However, residential development of the lot fits the goals and objectives of the Official Community Plan and enables the land to be used to its highest potential. If denied, the subdivision may proceed with a no-build covenant placed on title, which does not preclude a future variance application to enable development.

D. Attachments:

- Topographic plan and draft plan of subdivision.
- Staff report from the previous variance application (April 25)
- DVP2023-08 Application Package including additional information provided by the applicant.
- Letters of opposition and support.

CAO Approval: 2023.09.08

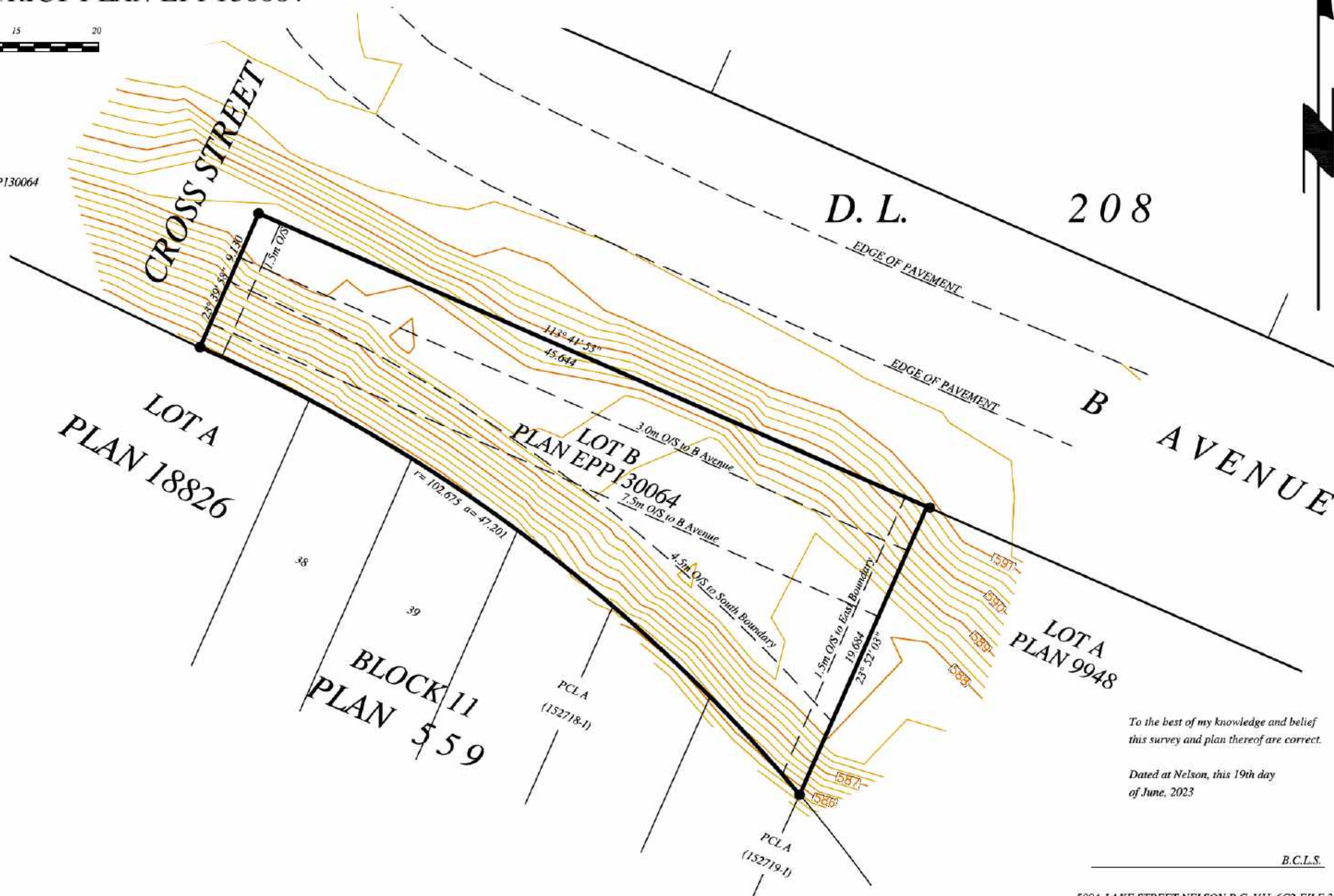
TOPOGRAPHIC SURVEY OF
LOT B DISTRICT LOT 208
KOOTENAY DISTRICT PLAN EPP130064



SCALE = 1 : 250

LEGEND

Bearings are Grid, derived from Plan EPP130064
All distances are in metres
Contours are 0.25m



To the best of my knowledge and belief
this survey and plan thereof are correct.

Dated at Nelson, this 19th day
of June, 2023

B.C.L.S.



This survey and plan does not purport
to establish property boundaries

Not valid unless "Originally" Signed and Sealed.

*LOTS 55 AND 56; PARCELS A (SEE 17674-I) OF LOTS 57, 58, 59 AND 60;
AND PARCEL Z (SEE K2851) EXCEPT PLANS 9948 AND NEP85487;
ALL IN BLOCK 11 D.L. 208 KOOTENAY DISTRICT PLAN 559
PURSUANT TO SECTION 67 OF THE LAND TITLE ACT
B.C.G.S. 82F.096*

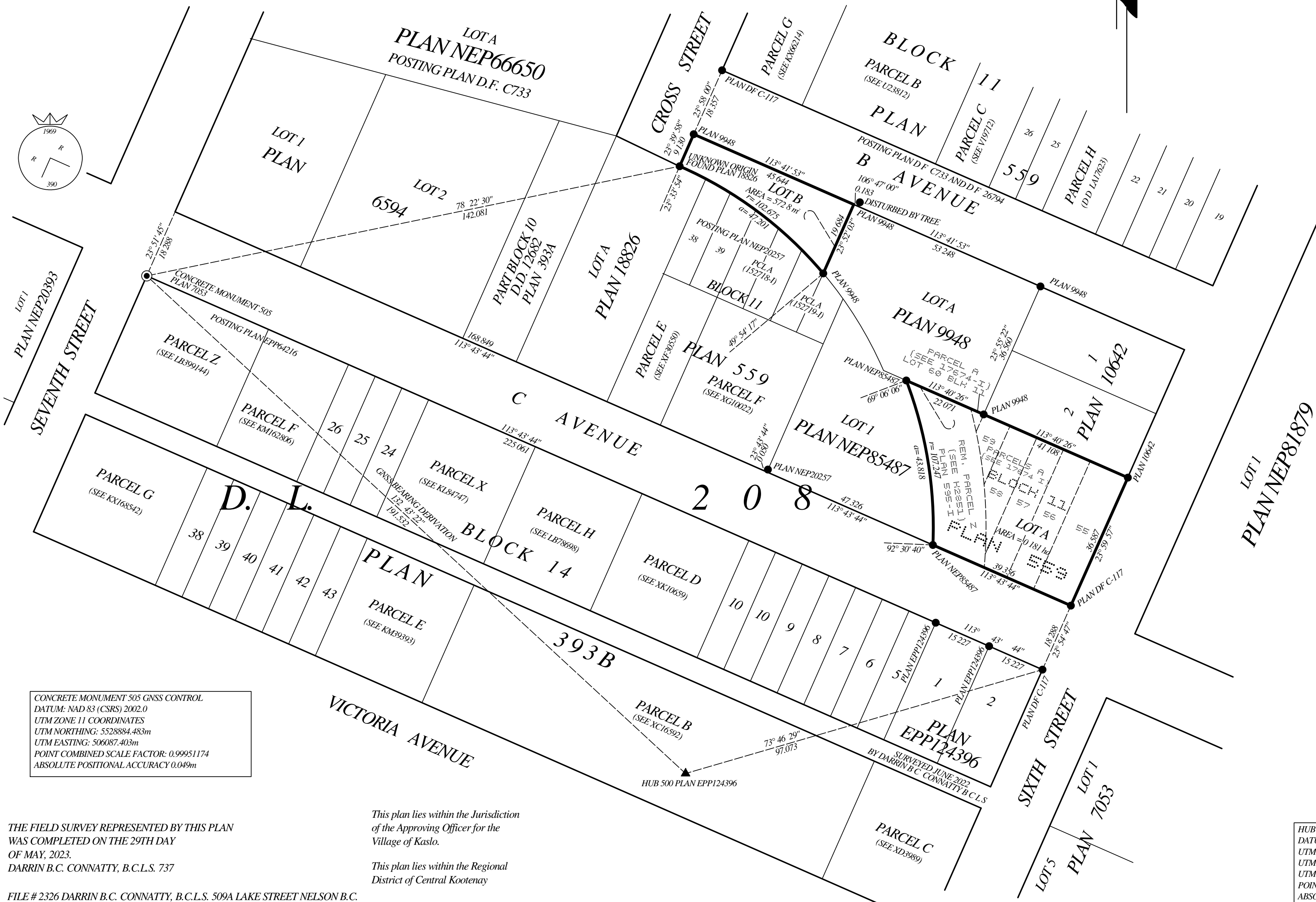
The intended plot size of this plan is 432mm in height and 560mm in width (C size) when plotted at a scale of 1:750.



Grid bearings are derived from differential dual frequency GNSS observations and are referred to the central meridian UTM Zone 11. The UTM coordinates and estimated absolute accuracy achieved are derived from dual frequency GNSS observations to Natural Resources Canada Precise Point Positioning Service. This plan shows horizontal ground level distances, unless otherwise specified. To compute grid distances, multiply ground level distances by the average Combined Scale Factor 0.99951223. The average Combined Scale Factor has been determined based on an ellipsoidal elevation of 563m at hub 500.

- | | |
|-----------|-----------------------------------------------------|
| ⊙ | <i>Denotes concrete monument found in place</i> |
| ● | <i>Denotes iron post found</i> |
| ○ | <i>Denotes standard galvanized iron post placed</i> |
| <i>Mp</i> | <i>Denotes metal marker post</i> |
| ▲ | <i>Denotes traverse hub found</i> |

EPP130064



THE FIELD SURVEY REPRESENTED BY THIS PLAN
WAS COMPLETED ON THE 29TH DAY
OF MAY, 2023.
DARRIN B.C. CONNATTY, B.C.L.S. 737

FILE # 2326 DARRIN B.C. CONNATTY, B.C.L.S. 509A LAKE STREET NELSON B.C.

*This plan lies within the Jurisdiction
of the Approving Officer for the
Village of Kaslo.*

This plan lies within the Regional District of Central Kootenay

HUB 500 PLAN EPP124396 GNSS CONTROL
 DATUM: NAD 83 (CSRS) 2002.0
 UTM ZONE 11 COORDINATES
 UTM NORTHING: 5528754.605m
 UTM EASTING: 506228.038m
 POINT COMBINED SCALE FACTOR: 0.99951223
 ABSOLUTE POSITIONAL ACCURACY 0.048m

DVP-2023-02 SUBDIVISION AND VARIANCE APPLICATION

Clarifications and Additional Information

Prepared for: Village of Kaslo Council
Prepared by: Leah Honkanen on
behalf of Irene Edwards
July 24, 2023

The Property: Parcel Z

Parcel Z is a non-contiguous parcel with two parts under a single title. The intent is to amalgamate the southerly portion with the parcels that comprise 515 Sixth Street to comply with the current Bylaw 1130 that does not permit an accessory structure to be located on its own lot as was allowed when it was constructed.

The remaining portion is an irregular-shaped corner lot, bordered on the west by Cross Street (ostensibly) and the north by B Avenue. At 573 m², it meets the minimum requirements for a single-family dwelling (R-1). Its odd shape makes construction of a dwelling within the setback boundaries limited to a triangular-shaped home, of which there are no other circumstances of a “wedge” home having been built in the Village of Kaslo.



A municipal watermain is available on B Avenue. Fortis BC has provided documentation that electrical service is available.

The Variance Request

The DVP application for a one-meter variance was based on the site plan prepared by Mr. Russel of T. W. Development Inc. showing a 40' x 25' 1,000 sq ft/floor two-bedroom home and represents the maximum allowable size. However, there are many options available of various floor plans less than 1,000 sq ft., including rectangular and wedge-shaped homes.

A full survey has now been completed, including a topographic survey, and corner posts have been identified. These documents have been attached. Given this new information, I propose a **change to the variance application to three meters**. A three-meter setback is consistent with the current setback of the neighbouring house to the east. There are other examples within the VOK of reduced setbacks, including some of recent approval (e.g., Larch Drive, Downtown Kaslo).

The *Topographic Survey of Lot B District Lot 208 Kootenay District Plan EPP13006* (attached) shows the proposed three-meter setback and the property lines. When scaling off the drawing, the proposed three-meter setback results in a distance of 10 meters (over 32 feet) from the proposed three-meter setback to the closest edge of pavement for B Avenue. Note that this plan shows contour lines for Lot B only, it does not include the contours extending into the neighbouring lots to the south.

Should the Development Variance Permit be approved by Council, a geotechnical study will be completed, as requested, and will address land stability, the affect of tree removal, the suitability of the material to support the building foundation, drainage, and other legitimate concerns of the neighbours.

Specific concerns relating to the DVP noted at the April 25, 2023 VOK Council meeting:

- **Lack of corner posts:** these are now clearly identified by Darrin B.C. Connatty B.C.L.S. A.L.S. P.Eng
- **Potential tree removal:** to the best of our knowledge there is currently no Village of Kaslo bylaw prohibiting removal of trees on private property.
- **B Avenue path:** as the walking path below the hospital is on hospital property and as there is consideration of expansion of the hospital facilities, the long-term fate of that section of the path is unknown, regardless. The path terminates at Cross Street, thus it does not enter the property owned by my mother.
- **Consideration for a future sidewalk:** Topographical Survey of Lot B drawing indicates seven meters from the property line to the pavement suggesting ample room for a future sidewalk on Village property.

Appeal to the Board of Variance

Should the Board of Variance deny the variance, we understand the decision is final and the only remaining recourse is a challenge through the BC Supreme Court.

It is a reasonable reflection that following a recent BC Supreme Court ruling (*Hammer Head Equities Inc. v. Rossland [City]*) in which the City of Rossland lost an appeal by an applicant, Duff Conacher, founder of Democracy Watch and a PhD candidate in law at University of Ottawa, stated councillors should ensure they make their decisions in a fair, democratic and transparent manner and that “If you're going to serve the public, you have to serve the public well and fairly, or you are going to be held accountable.”

Septic System

Professional Engineer David T. Russell was contracted and compensated on two occasions to assess the suitability of the property for residential development. On both occasions, he 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. (As a matter of background, the first occasion was in 2012 and due to a combination of failure of action contributed to an incumbent change in the VOK CAO position and Glenn Edwards [my brother making the application on behalf of my mother at the time] moving to Salmon Arm, the application was dropped. The second occasion was to support this current application.)

Leah Honkanen

Telephone: [REDACTED]

Email: [REDACTED]

July 24, 2023

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

Attention: Mayor Suzan Hewat and Council members

Dear Sirs/Madams:

Re: DVP-2023-02 Subdivision and Variance Application

We are writing to respectfully request that the Village of Kaslo Council reconsider the decision of April 25, 2023 to deny the above variance permit. Per the YouTube recording of the meeting as posted on the VOK website available to the public and as reported on May 4th in the Valley Voice, the decision was made in part because of Council members "not having all the information in front of us". The lack of corner posts, potential tree removal, the B Avenue path, and consideration for a future sidewalk were also suggested as reasons for consideration.

In the meeting recording there is reference to the platform for viewing Agenda documents being down for part of the day, thus it is possible and understandable if Council members did not have sufficient time to thoroughly review and understand the information that was available including the CAO's report and recommendations.

We understood the only requirement to be included with the *Application for Preliminary Layout Review* of the subdivision was the proposed sewage method. To meet this requirement, we provided a *Sewerage Disposal System Report*, dated July 12, 2022, prepared by Professional Engineer David T. Russell, an authorized person qualified as a Registered Onsite Wastewater Practitioner under the BC Sewerage System Regulation. This plan was accepted by CAO Ian Dunlop, who states in his report "the stamped sketch, showing the location of the proposed effluent handling system on the northerly lot, 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." It is concerning that two further documents were submitted, one that was permitted as a last-minute agenda addition from David Russell (dated the evening prior to the meeting at 9:28 pm). This email references the LWMC minutes that is misleadingly suggestive of misrepresentation on my part regarding an "Approved Sewerage & Soil condition plan". The LWMC minutes do not include any reference to the above the DVP. It is understood that there are several requirements to be met before building can take place, including a complete septic plan approved by the Interior Health Authority and a geotechnical survey. It is out of the ordinary that the considerable costs for these be incurred prior to knowing if the variance is approved.

In the days since Council's decision to deny the application, several Kaslo residents have approached us and encouraged us to pursue this further due to a perceived lack of transparency, full consideration, and fairness. We believe that to support these attributes, Councillors could have deferred the decision until they were satisfied they had all the information needed to make an informed decision.

Leah Honkanen

Telephone: [REDACTED]

Email: [REDACTED]

While deferral to the Board of Variance is a potential next step, we are concerned that as a member of the Board, Mr. Dave Russell's documented opposition to the DVP will have influence on the other Board members even if he is precluded from voting. We are also concerned that the tone and partially incorrect reporting in the Valley Voice may have influence. It should also be noted that there is an additional fee (\$300) for this step.

A variance enables this irregular-shaped lot to be used to its highest potential for a small residential home compatible with the goals and objectives of the Official Community Plan. The neighbours' concerns are understandable as it is always sad and disappointing to lose a vacant lot next door. However, it is only because of the variance proposal that they were given the opportunity to respectfully express their concerns to Council.

I have been acting on behalf of my mother in making this application. She is a long-time resident of Kaslo, perhaps the longest, and has paid taxes on this property for over fifty years. During that time, she has witnessed considerable development around her property, providing new homes for many new neighbours for which she, rightfully, has had no input. Mr. Lang kindly expressed sympathetic concern for those who pay taxes on property in the Village that cannot be developed. We don't believe that needs to be the case for this property and that this small development for a small residence deserves to be given a chance.

We propose the requested variance be amended from one meter to three meters. A three-meter setback is consistent with the current setback of the neighbouring house to the east. The *Topographic Survey of Lot B District Lot 208 Kootenay District Plan EPP130064* (attached) shows that there is sufficient flat ground to build a small home and sufficient flat ground for a sewerage disposal system away from the backyard setback. It also shows the ample distance from the edge of the paved road to the proposed 3-meter setback is 10 meters.

We respectfully request the Council reconsider the variance application, with the amendment to three meters, at its Regular Meeting of the Council on August 8, 2023. To assist Council members in their review of the application, we have consolidated the available information and provided clarification for some of the concerns raised, in the attached document entitled *DVP-2023-02 SUBDIVISION AND VARIANCE APPLICATION -- Clarifications and Additional Information*. I am available for discussions and a site visit with any or all council members who would like clarification. I can also provide copies of any documents relating to this application dating back to June 14, 2022. I will attend the proposed meeting should further questions arise.

Sincerely,

Leah Honkanen, Acting on behalf of Margaret Irene Edwards

[REDACTED]

July 28, 2023

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

Dear Mayor Suzan Hewat and Council members

Re: Proposed Subdivision of PID 016-288-488 with a Development Variance Permit for the northerly B Avenue frontage of PARCEL Z (see K2851) BLOCK 11 DL 208 KOOTENAY.

I, Leah Honkanen, am representing my mother, Margaret Irene Edwards of 515 6th Street Kaslo, and the owner of the above property. Following my letter of July 24, 2023, addressed to Mayor and Council in which I requested reconsideration of my previous application for a one-meter setback with a change to a **three-meter setback**, I have been advised by VOK staff to submit a new application and fee, to which I have complied.

It is understood that the previous request for variance was denied in part because of Council members not having all information. To assist you in making an informed decision for this new application, I am writing to highlight salient points for your consideration. Please also refer to the "Clarifications and Additional Information" sheet provided with the previous letter (attached).

- At 572.8 m², the lot meets the minimum requirements for a single-family dwelling (R-1) but is limited by the front yard setback due the shallow depth of the lot.
- One could build on this lot without a variance, but it would be exceptionally challenging and mean a triangular-shaped house inconsistent with the character of other homes in the community.
- 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.
- This vacant lot with accessible services is ideally situated between the hospital and the school. It supports the Village by providing an affordable opportunity for a small single-family dwelling. My mother has paid taxes on this lot, zoned residential, for >50 years. This lot needs to be given a chance.
- A full survey has now been completed including a topographic survey. These documents have been attached.
- The *Topographic Survey of Lot B District Lot 208 Kootenay District Plan EPP13006* shows the proposed three-meter setback, the property lines, and contour lines.
- When scaling off the topographic drawing, the proposed three-meter setback results in a distance of 10 meters (over 32 feet) from the proposed setback to the closest edge of pavement for B Avenue. As a point of reference, the girth of the Moyie is 30.1 feet.
- A three-meter setback is consistent with the current setback of the neighbouring house to the east. There are other examples within the VOK of reduced setbacks, including some of recent approval (e.g., Larch Drive, Downtown Kaslo).

- With regard to the specific concerns relating to the previous DVP noted at the April 25, 2023 VOK Council meeting:
 - Lack of corner posts:** these are now clearly identified by Darrin B.C. Connatty B.C.L.S. A.L.S. P.Eng
 - Potential tree removal:** to the best of our knowledge there is currently no Village of Kaslo bylaw prohibiting removal of trees on private property.
 - B Avenue path:** as the walking path below the hospital is on hospital property and as there is consideration of expansion of the hospital facilities, the long-term fate of that section of the path is unknown. Regardless, the path terminates at Cross Street, thus it does not enter the property owned by my mother.
 - Consideration for a future sidewalk:** Topographical Survey of Lot B drawing indicates seven meters from the property line to the pavement suggesting ample room for a future sidewalk on Village property.

Should the Development Variance Permit be approved by Council, a geotechnical study will be completed by a certified engineer, as required, and will address land stability, the effect of tree removal, the suitability of the material to support the building foundation, drainage, and any legitimate concerns of the neighbours. As well, a second Septic Site Investigation with conceptual design to meet Interior Health Authority specifications as defined in the *Standard Practice Manual* and the subdivision bylaw act will be completed.

I respectfully request this application receive thorough and fair review. If you haven't already, please refer to the recommendations made by CAO Ian Dunlop and please read and be familiar with the information we provided in the letter dated July 24, 2023.

I am available for discussions and a site visit with any or all council members and members of the public who would like clarification. I can also provide copies of any documents relating to this application dating back to June 14, 2022. I will attend the proposed meeting should further questions arise.

Sincerely,

Leah Honkanen, Acting on behalf of Margaret Irene Edwards

[REDACTED]

[REDACTED]

Attachments:

- 2326 Preliminary Survey
- 2326 Topographic Preliminary Survey
- July 24, 2023 Letter to Mayor and Council
- Clarifications and Additional Information



Date: April 25, 2023

SUPPLEMENTAL PLANNING REPORT ON PROPOSED SUBDIVISION of PID 016-278-488 and the required Development Variance Permit

Description of Property to be Subdivided

PARCEL Z (see K2851) BLOCK 11
DISTRICT LOT 208 KOOTENAY
DISTRICT PLAN 559 Except Plans 9948
and NEP85487

Registered Owners (the Applicant):
Margaret Irene Edwards

Folio: 533.00290.030

Size: 1,159 m²; 0.11 ha; 0.25 ac



Background

The applicant applied for a subdivision of this land in 2022. Through the subdivision process, a requirement for a development variance permit (DVP) for the portion of the property fronting on B Avenue was identified. This parcel has a shallow depth and a steep slope at the rear of the property, which necessitates that a future dwelling be granted a variance to be closer to the front property line than is permitted by the Village's Land Use Bylaw.

The DVP application first came to Council on March 22, 2023, and was deferred to a later meeting due to concerns raised about the variance. This report clarifies the rationale for the variance in light of the concerns raised.

Discussion

An important part of the subdivision process is to ensure that the resulting lot conforms to land use regulations, is developable. However, land use regulations are not one-size-fits-all, and sometimes a variance is required to accommodate this. If a lot is undevelopable, the subdivision may not be approved, or restrictions will be placed on title, so a potential purchaser is aware of this.

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>

Land Use Regulations

Official Community Plan (Bylaw 1280)

Development of the parcel meets the objectives of the Official Community Plan. 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 Village’s Land Use Zoning Bylaw 1130 is more specific in the requirements for residential development. A front yard setback of 7.5 metres is normally required, but this would place a future dwelling too far towards the rear of the shallow lot, encroaching into the required 4.5 metre rear yard setback and a steep slope. Relief from the front yard setback requirement through a variance will enable development of the lot. Development of the parcel can meet the other land use bylaw requirements.

A reduction of the front yard setback to 1.0 metre does not mean that the house will be just 1 metre from the edge of the pavement on B Avenue. There is a wide boulevard along the street. The front of the house would be approximately 5 metres back from the edge of pavement. By comparison, the neighbouring house to the east has a setback of approximately 3 metres from the front property line but it was likely constructed before the current bylaw regulations came into effect, thereby making it legally non-conforming to the requirement.

Servicing

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. The engineer further recommends a property survey to confirm the boundaries and ensure there is adequate area for the disposal field, and an advanced type of effluent handling system that is compact and suitable for the size of the area. A peer review, or second opinion by another engineer is recommended.

Slope and Terrain

Concern was raised about the stability of the terrain. Due to the steep slope, a geotechnical report will be required before subdivision approval. This requirement is also specified in the Official Community Plan for potential hazard lands. The report must confirm that the land is stable, composed of suitable material to support the building foundation and that drainage is contained within the site. If the geotechnical report is inadequate, development of the property will be restricted regardless of the issuance of a DVP for the setback.

Conclusion

Granting of the development variance permit to reduce the front setback meets the objectives of the Official Community Plan to build strong neighbourhoods and provide a variety of housing types. However, by granting the variance, Council is not approving the subdivision, as that authority lies with the approving officer under legislation. Approval of the subdivision will also require completion of a geotechnical study, confirmation of the layout and design of the proposed sewerage system and drainage, along with a plan showing the location of the proposed driveway and parking area.

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.

Ian Dunlop
Approving Officer
Village of Kaslo
April 25, 2023



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-2023-08) at their Regular Meeting on **September 12, 2023**, which starts at 6:00 p.m. in the Council Chambers at City Hall located at 413 Fourth Street in Kaslo.

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: September 28, 2023

SUBJECT: Temporary Use Permit 2023-03 William Crookshanks

PURPOSE: To consider a Temporary Use Permit for an RV while building a residence.

OPTIONS:

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

1. **Renew the permit. *The applicant will be allowed to continue to reside in his RV during construction.***
2. Renew the permit with conditions [to be specified]. *The permit will be issued subject to the stated conditions.*
3. Do not proceed with the renewal process. *The applicant will be advised that they need to remove the RV immediately.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village of Kaslo issue a Temporary Use Permit for 418 North Marine Drive, (Lots 2 & 3, District Lot 208, Kootenay District Plan 9523), authorizing the property owner to reside on site in a recreational vehicle while constructing their residence.

ANALYSIS:

- A. **Background:** At the 2020.07.14 Council Meeting, the following resolution was adopted by Council, to issue a Temporary Use Permit (TUP) to William Crookshanks, allowing him to reside in an RV on his property while constructing a home:

THAT Temporary Use Permit TUP-2020-01 be approved subject to receipt of payment of the security deposit and connection of power to the property within 30 days.

The maximum term of a TUP is 3 years and TUP 2020-01 has now expired. As construction of the home is not complete, the applicant is seeking to renew the TUP. TUPs can be renewed once, upon re-application to the municipality. Land Use Bylaw 1130 (as amended) requires security deposit equal to 2.5% of the estimated construction cost of the residence. Additional conditions can be imposed at the discretion of Council.

At the 2023.09.12 Council meeting, the following resolution was adopted:

THAT the Village of Kaslo give notice of its intention to issue a Temporary Use Permit for 418 North Marine Drive, (Lots 2 & 3, District Lot 208, Kootenay District Plan 9523), authorizing the property owner to reside on site in a recreational vehicle while constructing their residence.

Public notices were placed on the Village website and bulletin boards, and in the September 18th edition of the Valley Voice. No public input was received in response to the advertising. A Council resolution is required to issue the permit.

- B. **Discussion:** Construction of the home is underway but not yet complete, so staff recommends allowing renewal of the TUP. The applicant is aware that only a single renewal is permitted by provincial legislation. The security deposit required by Land Use Bylaw 1130 was paid in 2020. If a renewed TUP is issued it will specify the conditions that must be met for return of the deposit.
- C. **Attachments:**
- 2023.08.16 letter and supporting documents from W. Crookshanks
 - TUP 2023-03 Public Notice
 - TUP excerpt from Land Use (Zoning) Bylaw 1130
- D. **Financial Implications:** The application fee for a TUP is set at \$250, which covers the cost of issuing the required public notice. The Village has retained the security deposit of \$2750 that was paid in 2020. Since the permit expired and the owner failed to cease the temporary use within the time limits specified a new deposit may be required.
- E. **Corporate Priority:** Nil
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** Public notice were posted on the bulletin boards at City Hall, on the Village's website, and in the newspaper.

CAO Approval: 2023.10.05

Subject: Renewal of Temp use permit

From: William Crookshanks
Sent: Wednesday, August 16, 2023 1:31 PM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: Renewal of Temp use permit

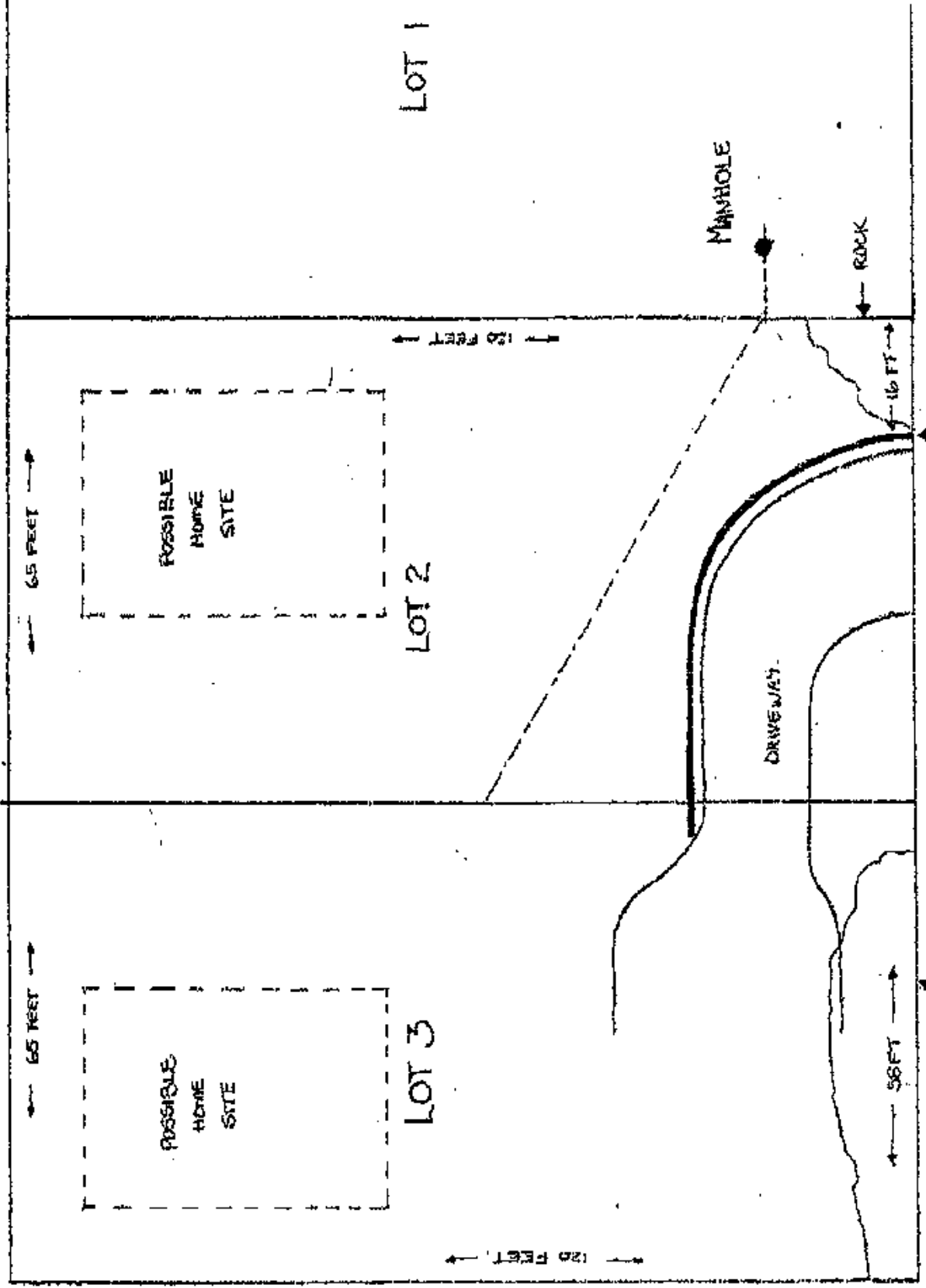
This to clarify details of request to renew temporary use permit . The reason for renewal of temporary use permit....Is to allow me to continue construction on my site and have residence.

Thank-you
Sincerely William Crookshanks



TO: ROB FORTUINE FAX: 604-860-3367

% STANLEY ASSOCIATES ENG. LTD.



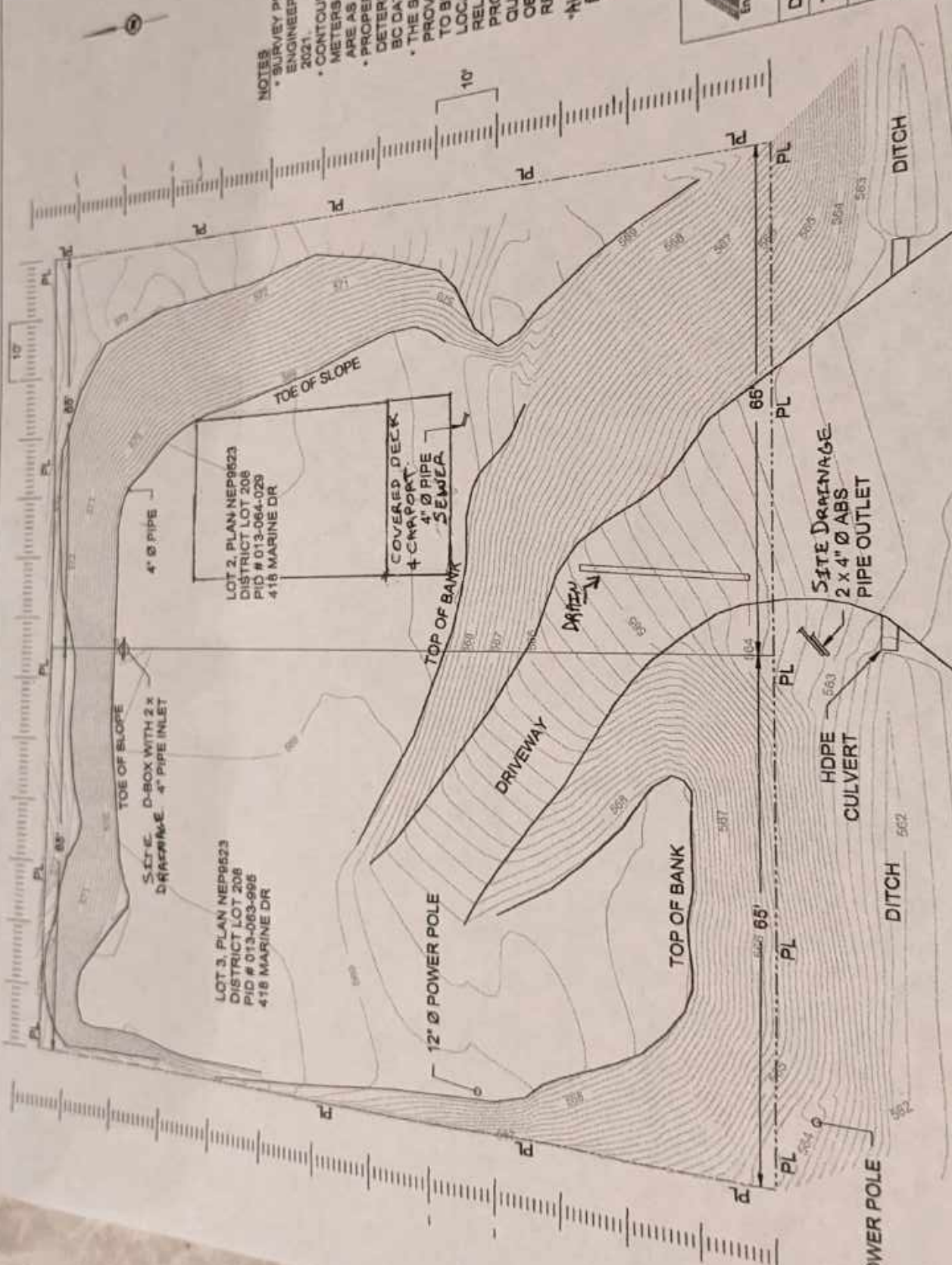
RETAINING WALL TO BE AT THE LEVEL OF ROCK AT FRONT OF LOT 3 (APPROX 11 FT).

BILL + MARDI CROOKSHANKS. — OWNERS LOT 2 + 3 PLAN 9523 D.L.208

KASLO, B.C.

365-7659 CASTLEGAR, B.C.

4-5



- NOTES**
- * SURVEY PERFORMED BY SNT ENGINEERING LTD. ON MARCH 30, 2021.
 - * CONTOUR ELEVATIONS ARE IN METERS. ALL OTHER DIMENSIONS ARE AS INDICATED.
 - * PROPERTY LINE LOCATION WAS DETERMINED USING PARCEL MAP BC DATA.
 - * THE SURVEY INFORMATION PROVIDED HEREIN IS ESTIMATED TO BE ACCURATE TO ± 0.1M. LOCATION OF STRUCTURES RELATIVE TO ESTABLISHED PROPERTY LINES REMAIN QUESTION. IT IS RECOMMENDED THAT THE CLIENT OBTAIN AN OPINION FROM A REGISTERED BC LAND SURVEYOR.
- ALL ADDITIONS & DELETIONS TO BE DRAWN TO SCALE**

SNT Engineering Ltd.
SUITE 3 - 385 BAYVIEW AVE
SCARBOROUGH, ONTARIO M1S 5T8
Tel: (416) 291-1111
Email: info@snt.ca

Drawn By:	R. VO MEYER
Title:	SITE PLAN
Address:	418 NORTH KASLO, BC
Client:	WILLIAMSON
Proj. No.:	

EDGE OF PAVEMENT



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: September 28, 2023

SUBJECT: Library Lease Renewal

PURPOSE: To authorize the renewal of the Kaslo & District Public Library lease.

OPTIONS:

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

1. **Authorize the lease. *The lease will be executed.***
2. Don't renew the lease. *No municipal revenue will be generated and the library will be required to vacate their current space.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village lease improvements known as the Kaslo Public Library, located at 413 4th Street, to the Kaslo and District Public Library Association for the purpose of operating a public library, for a 5 year term ending December 31, 2028, at a cost of \$ 6368.50 in 2023 with 2% increases in each subsequent year.

ANALYSIS:

- A. **Background:** The Kaslo and District Library leases space on the lower level of City Hall. The current lease agreement will expire at the end of December 2023. Prior to entering into a lease agreement, public notice is required. A Council resolution is required to authorize advertising the lease arrangements. The agreement will be brought back to Council, along with any comments received in response to the public notice, for consideration prior to signing the lease. The library has been located in the basement of City Hall for many years. The current lease has an option to renew for an additional 5 years. The Library Board met over the summer and staff provide the renewal lease figures. Public notice has been provided in accordance with the legislation and a Council resolution is required to authorize signing the lease agreement.
- B. **Discussion:** The Kaslo and District Library is actively pursuing grant opportunities with the aim of constructing a new library facility on municipal lands at the corner of Front Street and 5th Street. This work will not be completed before December 31, 2023, when the current lease expires, so the Library wishes to exercise the renewal option in their current lease agreement. This will allow their continued occupation of the current space for an additional five year term, although the agreement can be terminated by the Village with 30 days' notice. One item of correspondence was received in response to the advertising, attached for Council's information.
- C. **Attachments:**
 - Draft Lease Agreement
 - Public Notice
 - 2023.09.27 correspondence from K. Ashenhurst

- D. **Financial Implications:** The proposed lease agreement imposes lease fees of \$6,368.50 in 2024, with 2% increases in each subsequent year, as well as advertising costs in the first year. The 2024 amount represents a 2% increase over the 2023 rates. The fee is paid monthly, \$530.71 in 2024. Over the course of the agreement, the Village will generate \$33,141.93 in rental fees. However, the Village covers electricity and major repair costs, which over the current term of the lease included radon remediation and conversion of fluorescent lights to LED.

Year	Lease Fees (+GST)
January 1, 2024-December 31, 2024	\$6,368.50
January 1, 2025-December 31, 2025	\$6,495.87
January 1, 2026-December 31, 2026	\$6,625.79
January 1, 2027-December 31, 2027	\$6,758.31
January 1, 2028-December 31, 2028	\$6,893.48

- E. **Corporate Priority:** Supporting the relocation of the Kaslo and District Public Library was identified as a priority in the Village's 2021 Strategic Plan.
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** Public notices were placed on the Village's website, on the Public Notice Boards at City Hall, and published in the September 18th edition of the Pennywise.

CAO Approval: 2023.10.05

To Mayor and Council

Kaslo Library Lease

With our public library to be even subjected to the dark and dreary basement of the Village Hall and then to asked for payment for a lease of village property is absurd. Leasing of Kaslo's public space for \$6,386.5 in 2024 inflating to ~ \$7,000 in five years, is yet another money grab by the Village. This lease cost is more than doubled for a comparable twice the square footage for a house, built above ground, in Kaslo. The library is not a commercial entity.

The volunteer Village archives are an inhabitable space. The old prison in the basement of Kimbal building, has no heat, poor lighting and subject to radon gases is rent free "for now" from the Village. Currently spending time in the archives is formidable for this day and age, and is not sustainable for volunteers and prevention of the deterioration of the valuable collection. Hopefully when the library moves out of the Village Hall basement, with improvements, Archives can be housed lease free. These archives are a bustling concern for visitors and those tracing their lineage.

Kit Ashenhurst

Kaslo

VILLAGE OF KASLO

Intention to Lease Property

It is the intention of the Village of Kaslo to lease improvements known as the Kaslo Public Library, 413 4th Street, to the Kaslo & District Public Library Association for a 5 year term for an annual fee of \$6,368.50 in the first year (increasing annually by 2%) for the purpose of operating a public library.

For further information, contact the Village office at 413 Fourth Street, Kaslo BC at 250-353-2311 weekdays between the hours of 10 am to 3 pm prior to 12 noon, Tuesday October 3, 2023.

Chief Administrative Officer, Village of Kaslo



LEASE

THIS LEASE made the _____ day of _____, 20____.

UNDER THE LAND TRANSFER FORM ACT, PART 2

BETWEEN:

VILLAGE OF KASLO

Box 576, Kaslo BC. V0G 1M0

(the "Landlord")

OF THE FIRST PART

AND:

KASLO AND DISTRICT PUBLIC LIBRARY ASSOCIATION

PO Box 760, Kaslo, BC V0G 1M0

(the "Tenant")

OF THE SECOND PART

WHEREAS the Landlord is the owner of the premises herein;

AND WHEREAS the Tenant has requested and the Landlord has agreed to grant a lease in the following terms (the "**Lease**");

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the rents, covenants and agreements of the Tenant and the Landlord in this Lease, the Tenant and the Landlord agree as follows:

1.0 Premises

- 1.1 The Landlord leases to the Tenant the premises described in Schedule "A" annexed to this Lease (the "**Premises**") situate in Kaslo, British Columbia.

2.0 Term

- 2.1 For the term of 60 months commencing on the 1st day of January 2024, and ending on the 31st day of December, 2028 (the "**Term**").

3.0 Use

- 3.1 The Tenant shall use the Premises for the purpose of a Public Library and for no other purpose without the prior written consent of the Landlord. Conditions of use are listed in Schedule "B".

4.0 Rent

- 4.1 The Tenant shall pay to the Landlord a rent of six thousand three hundred and sixty eight dollars and fifty cents (\$6,368.50) plus applicable taxes in the first year and 2% increases in each subsequent year of the Term, due and payable on the first day of each year during the Term.

Year	Lease Fees (+GST)
January 1, 2024-December 31, 2024	\$6,368.50
January 1, 2025-December 31, 2025	\$6,495.87
January 1, 2026-December 31, 2026	\$6,625.79
January 1, 2027-December 31, 2027	\$6,758.31
January 1, 2028-December 31, 2028	\$6,893.48

- 4.2 In the first year of the lease the Tenant shall also pay the costs of advertising the disposition of land in accordance with the provisions of the *Community Charter*.
- 4.3 The Tenant shall pay all rents and additional rents reserved under this Lease.

5.0 Taxes

- 5.1 The Tenant shall pay all taxes, rates, duties, and assessments whatsoever, whether municipal, provincial, federal, or otherwise, now charged or hereafter to be charged upon the Premises, or upon the Tenant, on account thereof, except such taxes, rates, duties, and assessments which the Tenant is by law exempted from.

6.0 Utilities

- 6.1 The Tenant shall pay as they become due all charges for utilities used on the Premises, except electricity.

7.0 Construction

- 7.1 The Tenant shall not renovate or alter the Premises, unless, prior to any construction or alteration, having first obtained the written consent of the Landlord, and any permits and inspections required by law.

8.0 Repair and Maintenance

- 8.1 The Tenant shall give immediate notice to the Landlord of any defect in any water, gas and electrical fixtures, glass, pipes, faucets, locks, fastenings, hinges, heating and cooling apparatus in, on or attached to the Premises;
- 8.2 The Tenant shall repair and shall keep and leave whole and in good repair all water, gas and electrical fixtures, glass, pipes, faucets, locks, fastenings, hinges, heating and cooling apparatus in, on or attached to the Premises;
- 8.3 The Landlord may at all reasonable times without prior notice enter and view the state of repair of the Premises and the Tenant will repair within thirty (30) days of receiving written notice any defect in water, gas and electrical fixtures, glass, pipes, faucets, locks, fastenings, hinges, heating and cooling apparatus in, on or attached to the Premises;
- 8.4 Sections 8.2 and 8.3 shall not apply to reasonable wear and tear, or damage by any peril the risk of which has been insured against pursuant to section 12.2.
- 8.5 The Tenant shall at all times maintain the premises to an excellent standard of maintenance.

9.0 Assign or Sublet

- 9.1 The Tenant shall not assign nor sublet, licence, sub-licence or grant any other right or interest in the Premises without prior written consent of the Landlord.
- 9.2 The Landlord's consent to assignment or subletting shall not release or relieve the Tenant from its obligations to perform all the terms, covenants and conditions that this Lease requires the Tenant to perform, and the Tenant shall pay the Landlord's reasonable costs incurred in connection with the Tenant's request for consent.

10.0 Nuisance

- 10.1 The Tenant shall not carry on or do or allow to be carried on or done on the Premises anything that:
- (a) may be or become a nuisance to the Landlord or the public;
 - (b) increases the hazard of fire or liability of any kind;
 - (c) increases the premium rate of insurance against loss by fire or liability upon the Premises;

- (d) invalidates any policy of insurance for the Premises; or
- (e) directly or indirectly causes damage to the Premises.

11.0 Regulations

- 11.1 The Tenant shall comply promptly at its own expense with all statutes, regulations, bylaws and other legal requirements (collectively, "**Laws**") of all federal, provincial or local authorities, including an association of fire insurance underwriters or agents, and all notices issued under them that are served upon the Landlord or the Tenant.

12.0 Insurance

- 12.1 The Tenant shall take out and maintain during the Term a policy of commercial general liability insurance against claims for bodily injury, death or property damage arising out of the use and occupancy of the Premises by the Tenant in the amount of not less than Two Million Dollars (\$2,000,000.00) per single occurrence or such greater amount as the Landlord may from time to time require, naming the Landlord as an additional insured party thereto, and shall provide the Landlord with a certified copy of such policy or policies.
- 12.2 All policies of insurance required by this Lease shall contain a waiver of subrogation clause in favour of the Landlord and shall also contain a clause requiring the insurer not to cancel or change the insurance without first giving the Landlord thirty (30) days prior written notice.
- 12.3 If the Tenant does not provide or maintain in force the insurance required by this Lease, the Landlord may take out the necessary insurance and pay the premium for periods of one year at a time, and the Tenant shall pay to the Landlord as additional rent the amount of the premium immediately on demand.
- 12.4 If both the Landlord and the Tenant have claims to be indemnified under any insurance required by this Lease, the indemnity shall be applied first to the settlement of the claim of the Landlord and the balance, if any, to the settlement of the claim of the Tenant.

13.0 Indemnification

- 13.1 The Tenant shall indemnify the Landlord from and against all lawsuits, damages, losses, costs or expenses which the Landlord may incur by reason of the use or occupation of the Premises by the Tenant or the carrying on upon the Premises of any activity in relation to the Tenant's use or occupation of the Premises and in respect of any loss, damage or injury sustained by the Tenant, or by any person while on the Premises for the purpose of doing business with the Tenant or otherwise dealing with the Tenant, or by reason of non-compliance by the Tenant with Laws or by reason of any defect in the Premises, including all costs and legal

costs, taxed on a solicitor and client basis, and disbursements and this indemnity shall survive the expiry or sooner determination of this Lease.

- 13.2 For the purposes of section 13.1, "Tenant" includes any assignee, sub-tenant, licensee or sub-licensee of the Tenant.

14.0 Builders Liens

- 14.1 The Tenant shall indemnify the Landlord from and against all claims for liens for wages or materials or for damage to persons or property caused during the making of or in connection with any excavation, construction, repairs, alterations, installations and additions which the Tenant may make or cause to be made on, in or to the Premises, and the Tenant shall promptly take all legal action necessary to cause any lien to be discharged. The Landlord shall be at liberty to file a notice of interest against title to the Premises pursuant to the *Builders Lien Act*.

15.0 Possession

- 15.1 The Tenant shall upon the expiration or earlier termination of this Lease peaceably surrender and give up possession of the Premises without notice from the Landlord, any right to notice to quit or vacate being hereby expressly waived by the Tenant, despite any law or custom to the contrary.

16.0 Condition of Premises

- 16.1 The Tenant acknowledges that it has with due diligence investigated and satisfied itself with respect to the condition of the Premises and its suitability for the uses permitted by this Lease, including without limitation with respect to its size, dimensions, state, condition, environmental condition or impact, presence or absence of any substances or conditions (whether hazardous or not), soil and water condition, usefulness, topography, legal access, services and zoning.

17.0 Environmental Matters

17.1 Definitions

For the purposes of this section 17.0:

- (a) "Contaminants" means any pollutants, contaminants, deleterious substances, underground or above-ground tanks, lead, asbestos, asbestos-containing materials, hazardous, corrosive, or toxic substances, hazardous waste, waste, polychlorinated biphenyls ("PCBs"), PCB-containing equipment or materials, pesticides, defoliants, fungi, including mould and spores arising from fungi, or any other solid, liquid, gas, vapour, odour, heat, sound, vibration, radiation, or combination of any of them, which is now or hereafter prohibited, controlled, or regulated under Environmental Laws; and

- (b) "Environmental Laws" means any statutes, laws, regulations, orders, bylaws, standards, guidelines, protocols, criteria, permits, code of practice, and other lawful requirements of any government authority having jurisdiction over the Premises now or hereafter in force relating in any way to the environment, environmental assessment, health, occupational health and safety, protection of any form of plant or animal life or transportation of dangerous goods, including the principles of common law and equity.

17.2 Tenant's Covenants and Indemnity

The Tenant covenants and agrees as follows:

- (a) not to use or permit to be used all or any part of the Premises for the sale, storage, manufacture, handling, disposal, use, or any other dealing with any Contaminants, without the prior written consent of the Landlord;
- (b) to strictly comply, and cause any person for whom it is in law responsible to comply, with all Environmental Laws regarding the use and occupancy of the Premises;
- (c) to promptly provide to the Landlord a copy of any environmental site investigation, assessment, audit, report or test results relating to the Premises conducted by or for the Tenant at any time;
- (d) to waive the requirement, if any, for the Landlord to provide a site profile for the Premises under the *Environmental Management Act* or any regulations under that Act;
- (e) to maintain all environmental site investigations, assessments, audits, reports, and test results relating to the Premises in strict confidence except as required by law, or to the Tenant's professional advisers and lenders on a need-to-know basis, or with the prior written consent of the Landlord, which consent may not be unreasonably withheld;
- (f) to promptly notify the Landlord in writing of any release of a Contaminant or any other occurrence or condition at the Premises or any adjacent property that could contaminate the Premises or subject the Landlord or the Tenant to any fines, penalties, orders, investigations, or proceedings under Environmental Laws;
- (g) on the expiry or earlier termination of this Lease, or at any time if requested by the Landlord or required by any government authority under Environmental Laws, to remove from the Premises all Contaminants, and to remediate by removal any contamination of the Premises or any adjacent property resulting from Contaminants, in either case, brought onto, used at, or released from the Premises by the Tenant or any person for whom it is in law responsible. The Tenant will perform these obligations promptly at

its own cost and in accordance with Environmental Laws. The Tenant will provide to the Landlord full information with respect to any remedial work performed under this sub-clause and will comply with the Landlord's requirements with respect to such work. The Tenant will use a qualified environmental consultant approved by the Landlord to perform the remediation and will obtain the written agreement of the consultant to the Landlord relying on its report. The Tenant will, at its own cost, obtain such approvals and certificates from the BC Ministry of Environment and other applicable government authorities in respect of the remediation as are required under Environmental Laws or by the Landlord, including without limitation, a certificate of compliance evidencing completion of the remediation satisfactory to the Ministry and the Landlord. All such Contaminants will remain the property of the Tenant, notwithstanding any rule of law or other provision of this Lease to the contrary and notwithstanding the degree of their affixation to the Premises; and

- (h) to indemnify the Landlord and its shareholders, directors, officers, employees, agents, successors, and assigns from any and all liabilities, actions, damages, claims, remediation cost recovery claims, losses, costs, orders, fines, penalties and expenses whatsoever, (including any and all environmental or statutory liability for remediation, all legal and consultants' fees and expenses and the cost of remediation of the Premises and any adjacent property) arising from or in connection with:
 - (i) any breach of or non-compliance with the provisions of this section 17.0 by the Tenant; or
 - (ii) any release or alleged release of any Contaminants at or from the Premises related to or as a result of the use and occupation of the Premises or any act or omission of the Tenant or any person for whom it is in law responsible.

The obligations of the Tenant under this section 17.0 will survive the expiry or earlier termination of this Lease.

18.0 Quiet Enjoyment

18.1 The Landlord covenants with the Tenant for quiet enjoyment.

19.0 Termination and Re-entry

19.1 If the Tenant defaults in the payment of rent, or the payment of any other sum payable under this Lease, or fails to perform any covenant under this Lease and if such default shall continue for thirty (30) days after the giving of written notice by the Landlord to the Tenant, then the Landlord may terminate this Lease and may re-enter the Premises and the rights of the Tenant with respect to the Premises

shall lapse and be absolutely forfeited.

- 19.2 The Landlord may terminate this lease 30 days after giving written notice to the Tenant of the intention to terminate the lease.

20.0 Forfeiture

- 20.1 The Landlord, by waiving or neglecting to enforce the right to termination and forfeiture of this Lease or the right of re-entry upon breach of any covenant, condition or agreement in it, does not waive the Landlord's rights upon any subsequent breach of the same or any other covenant, condition or agreement in this Lease.

21.0 Distress

- 21.1 If the Landlord is entitled to levy distress against the goods and chattels of the Tenant, the Landlord may use enough force necessary for that purpose and for gaining admittance to the Premises and the Tenant releases the Landlord from liability for any loss or damage sustained by the Tenant as a result.

22.0 Destruction

- 22.1 If the Premises or any part of them are at any time during the Term burned down or damaged by fire, flood, lightning, explosion, tempest, earthquake or tsunami:
- (a) the rent or a proportionate part of it according to the nature and extent of the damage sustained shall be suspended and abated until the Premises or any building or structure on the Premises has been rebuilt or made fit for the purpose of the Tenant; or
 - (b) if the Tenant elects not to undertake restoration, repair or replacement this Lease shall terminate and, for the purpose of this subparagraph (b), if the Tenant does not advise the Landlord concerning the Tenant's intention within thirty (30) days of the damage occurring, the Tenant shall be deemed to have elected not to undertake restoration, repair and replacement.
- 22.2 If the Tenant elects to undertake restoration, repair or replacement of damage referred to in section 22.1, the Tenant shall complete such restoration, repair or replacement within twelve (12) months of the damage occurring.

23.0 Fixtures

- 23.1 Unless the Tenant, upon notice from the Landlord, removes them, all buildings, structures or improvements constructed, placed or installed on the Premises by the Tenant, save and except for moveable business fixtures of the Tenant, shall, at the termination or expiry of this Lease, become the sole property of the Landlord at no cost to the Landlord.

24.0 Holding Over

- 24.1 If the Tenant holds over following the Term and the Landlord accepts rent, this Lease becomes a tenancy from month to month subject to those conditions in this Lease applicable to a tenancy from month to month.

25.0 Landlord's Payments

- 25.1 If the Landlord incurs any damage, loss or expense or makes any payment for which the Tenant is liable or responsible under this Lease, then the Landlord may add the cost or amount of the damage, loss, expense or payment to the rent and may recover the cost or amount as additional rent.

26.0 Landlord's Repairs

- 26.1 If the Tenant fails to repair or maintain the Premises in accordance with this Lease, the Landlord, its agents, employees or contractors may, upon ninety-six (96) hours notice or without notice in the event of an emergency, enter the Premises and make the required repairs or do the required maintenance and recover the cost from the Tenant.
- 26.2 In making the repairs or doing the maintenance under section 26.1, the Landlord may bring and leave upon the Premises all necessary materials, tools and equipment, and the Landlord will not be liable to the Tenant for any inconvenience, annoyance, loss of business or injury suffered by the Tenant by reason of the Landlord effecting the repairs or maintenance.

27.0 Insolvency

- 27.1 If
- (a) the Term or any of the goods or chattels on the Premises are at any time seized or taken in execution or attachment by any creditor of the Tenant;
 - (b) a writ of execution issues against the goods or chattels of the Tenant;
 - (c) the Tenant makes any assignment for the benefit of creditors;
 - (d) the Tenant becomes insolvent;
 - (e) the Tenant is an incorporated company or society and proceedings are begun to wind up the company or society; or
 - (f) the Premises or any part of it becomes vacant and unoccupied for a period of thirty (30) days or is used by any other person or persons for any purpose other than permitted in this Lease without the written consent of the Landlord;

the Term shall, at the option of the Landlord, immediately become forfeited and the then current month's rent for the three months next following shall immediately become due and payable as liquidated damages to the Landlord, and the Landlord may re-enter and repossess the Premises despite any other provision of this Lease.

- 27.2 If the Tenant becomes bankrupt this Lease shall terminate immediately without any further act or notice of the Landlord.

28.0 Removal of Goods

- 28.1 If the Tenant removes its goods and chattels from the Premises, the Landlord may follow them for thirty (30) days.

29.0 Renewal

- 29.1 Upon the expiration of the Term the parties may mutually agree to enter into a new lease of the Premises containing agreed terms and conditions.

30.0 Time

- 30.1 Time is of the essence of this Lease.
- 30.2 The Landlord may terminate this Lease by giving thirty (30) days written notice of termination and the termination shall be effective at the expiration of the 30 day period.

31.0 Notices

- 31.1 Any notice required to be given under this Lease shall be deemed to be sufficiently given:

- (a) if delivered, at the time of delivery, and
- (b) if mailed from any government post office in the Province of British Columbia by prepaid, registered mail addressed as follows:

If to the Landlord:

Village of Kaslo
413 Fourth Street
PO Box 576
Kaslo, BC V0G 1M0

If to the Tenant:

Kaslo and District Public Library Association

413 Fourth Street
PO Box 760
Kaslo, BC V0G 1M0

or at the address a party may from time to time designate, then the notice shall be deemed to have been received forty-eight (48) hours after the time and date of mailing. If, at the time of the mailing the notice, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow-down, lock-out or other labour dispute then the notice may only be given by actual delivery of it.

32.0 Fitness of Premises

- 32.1 The Landlord has made no representation or warranties as to the condition, fitness or nature of the Premises and by executing this Lease, the Tenant releases the Landlord from any and all claims which the Tenant now has or may in future have in that respect.

33.0 Net Lease

- 33.1 This Lease shall be a complete carefree net lease to the Landlord as applicable to the Premises and the Landlord shall not be responsible during the Term for any cost, charges, expenses or outlays of any nature whatsoever in respect of the Premises or the contents thereof except those mentioned in this Lease.

34.0 Binding Effect

- 34.1 This Lease shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.

35.0 Amendment

- 35.1 The parties hereto may by agreement amend the terms of this Lease, such amendment to be evidenced in writing and executed by both parties.

36.0 Law Applicable

- 36.1 This Lease shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

37.0 Registration

- 37.1 Despite section 5 of the *Property Law Act*, the Landlord is not obligated to deliver this Lease to the Tenant in registrable form. The Tenant may, at its own expense,

present to the Landlord for execution an instrument rendering this Lease registrable and register the same.

38.0 Interpretation

- 38.1 When the singular or neuter are used in this Lease they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require.
- 38.2 All provisions of this Lease are to be construed as covenants and agreements as though the words importing covenants and agreements were used in each separate paragraph.
- 38.3 The headings to the clauses in this Lease have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Lease or any provision of it.
- 38.4 Unless expressly stated otherwise, any reference in this Lease to a requirement for the consent or permission of the Landlord is deemed to be a reference to the consent or permission of the Landlord granted or withheld in the Landlord's sole, arbitrary and unfettered discretion.

IN WITNESS WHEREOF the parties have executed this Lease on the _____ day of _____, 20____.

VILLAGE OF KASLO
by its authorized signatories

Name:

Name:

Title:

Title:

**KASLO AND DISTRICT PUBLIC
LIBRARY ASSOCIATION**
by its authorized signatories

Name:

Title:

Name:

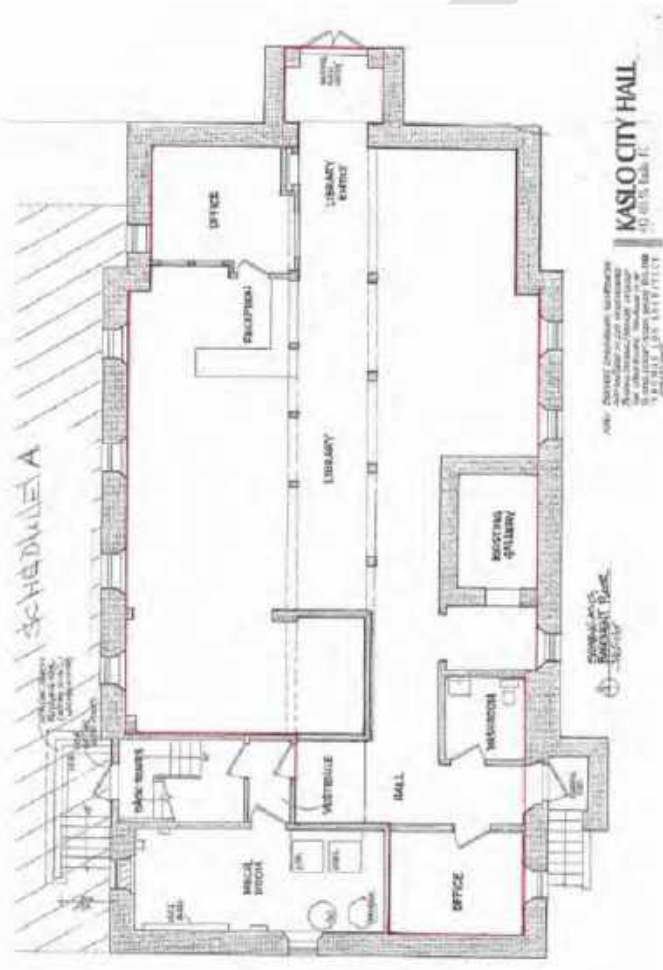
Title:

DRAFT

SCHEDULE A

(LEGAL DESCRIPTION)

The ground floor of Kaslo City Hall at 413 4th Street, Kaslo, BC the lands legally described as Parcel Identifiers: 024-433-713, 024-433-756, 024-433-781, 024-433-845 and 0234-701-777 AFB/IFB: 20/327/3168K, Lots 46-48, Block 10, Plan NEP393, District Lot 208, Kootenay Land District, as outlined in red on the sketch plan below (the "Premises")



SCHEDULE B
(CONDITIONS OF USE)

The Tenant is a registered charity in good standing and incorporated under the *Library Act*, RSBC 1996, c.264.

The Tenant is responsible for arranging waste collection services. The Landlord will not provide garbage or recycling collection services as part of this agreement.

DRAFT



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: September 29, 2023

SUBJECT: 2023-2026 Strategic Plan

PURPOSE: To consider adoption of the Village's updated Strategic Plan

OPTIONS:

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

1. **Adopt the plan as presented. *The adopted plan will be posted on the Village's website.***
2. Adopt the plan as amended [specify changes]. *The plan, including specified changes, will be posted on the Village's website.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village of Kaslo's 2023-2026 Strategic Plan be adopted as presented.

ANALYSIS:

- A. **Background:** The current Strategic Plan for the Village was adopted in 2021 by the previous council. An updated plan has been developed, following the 2022 General Local Election. A Council resolution is required to adopt the plan.
- B. **Discussion:** The 2023-2026 Strategic Plan outlines areas of focus for the Village and will be used to prioritize work and guide which projects are undertaken. Council attended a facilitated workshop in July 2023 to discuss the themes and objectives of the new plan.
- C. **Attachments:** 2023-2026 Strategic Plan DRAFT
- D. **Financial Implications:** There are no costs associated with adoption of the plan, although all projects and activities identified in the plan will have financial implications.
- E. **Corporate Priority:** The 2023-2026 Strategic Plan will establish corporate priorities for the coming years.
- F. **Environmental Impact:** There are no environmental impacts associated with adoption of the plan, although many projects and activities identified in the plan will result in environmental impacts.
- G. **Communication Strategy:** Once adopted the plan will be available on the Village's website.

CAO Approval: 2023.10.05



CORPORATE STRATEGIC PLAN 2023-2026

Kaslo



CONTENTS

Vision	2
2023-2026 Corporate Strategic Plan	3
CONTEXT	3
ORGANIZATION STRUCTURE	4
STRATEGIC PLANNING PROCESS	5
Focus Areas and Actions	6
Planning & Development	10
Community Health	11
Economy	12
Parks & Natural Areas	13
Capacity	14
Governance	15
Capital Projects	16
Arts, Culture & Heritage	17
Appendix A:	18
CAPITAL PROJECTS FROM 2023-2027 YEAR FINANCIAL PLAN	18



Vision

"Kaslo supports a full, productive, and meaningful life for all citizens through policies, services and programs that respect community values of inclusivity, diversity, accessibility, and sustainable development."

"Kaslo is a diverse, inclusive, and welcoming community that aspires to be a model for small, mountain communities across British Columbia and around the world."

Official Community Plan, 2022.



2023-2026 Corporate Strategic Plan

CONTEXT

The Village of Kaslo is the oldest incorporated community in the Kootenay region of British Columbia, located within the unceded lands of the Ktunaxa and other indigenous peoples who have traversed Kootenay Lake the Selkirk and Purcell Mountain ranges through the ages. Known for its rich history, stunning natural beauty, and vibrant cultural scene, Kaslo offers residents and visitors a tranquil and scenic environment. From historic sites and recreational activities to community events and local businesses, Kaslo's unique blend of heritage and contemporary living makes it an inviting place to call home.

Our community of over 1,000 residents is also home to two beautifully restored National Historic Sites that are representative of the area's development during the colonial period, Kaslo City Hall and the S.S. Moyie sternwheeler. Kaslo is a progressive village with many amenities, established service organizations, a variety of arts & culture offerings and amazing outdoor recreation opportunities.

The Village of Kaslo provides essential services to residents of the community, including drinking water treatment and distribution, sewage collection and treatment, roads, waste disposal, sidewalks, streetlights, parks, planning & development, recreation, finance, and administration. A 5-member council provides legislative and financial oversight, and importantly, sets the strategic agenda for the community's long-term sustainability, growth and governance.

The Mayor represents the Village as a director on the Regional District of Central Kootenay (RDCK) Board. The RDCK provides regional and sub-regional local government services to Kaslo and the surrounding electoral Area 'D', such as fire protection, economic development, transit, resource recovery, regional parks, and community development programs.

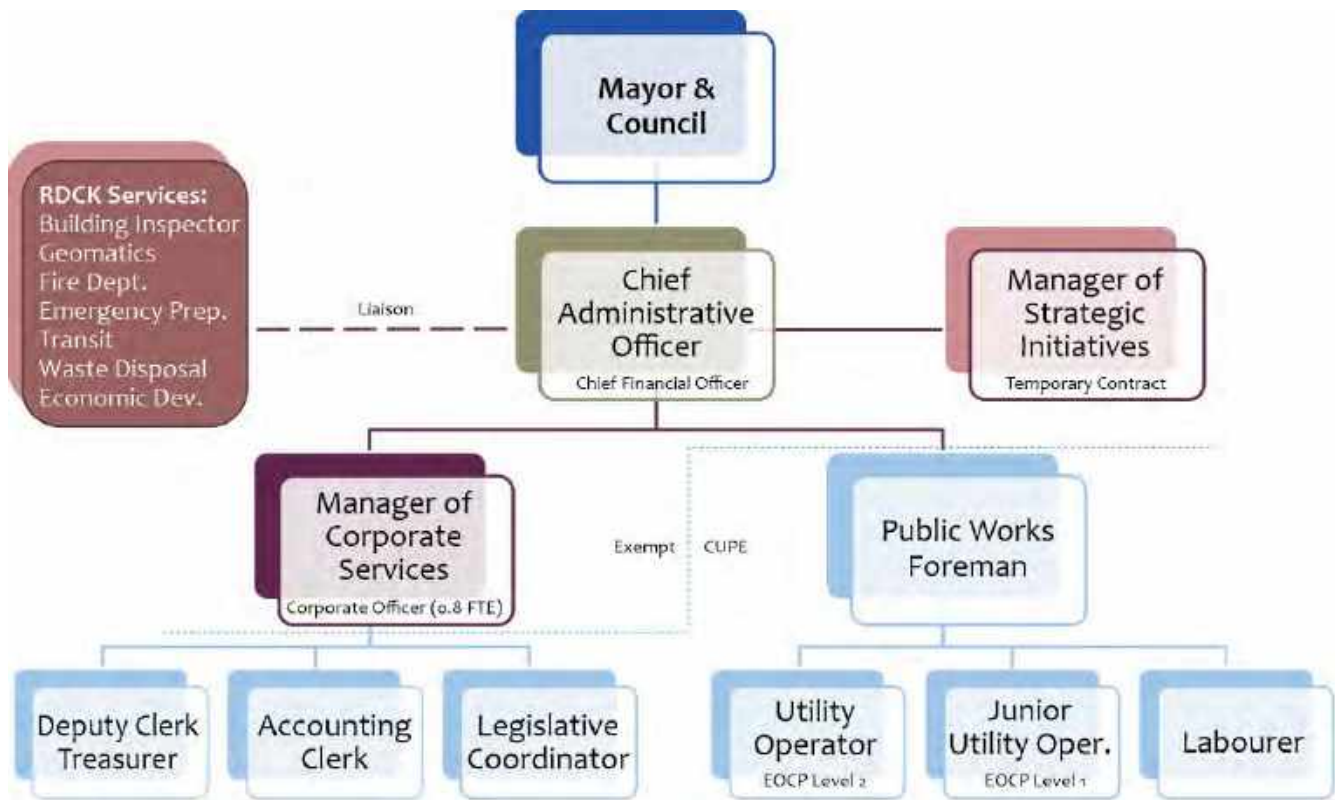
The organisation chart on the next page details the staff complement and roles.



Village Council 2022-2026, from left, Councillors Leathwood, Bird, Lang, Mayor Hewat and Councillor Brown.



ORGANIZATION STRUCTURE



The Village's staff team consists of 9 permanent employees. The structure follows the "one employee model," a governance structure in which the Chief Administrative Officer (CAO) serves as the sole employee reporting directly to the Council of a municipality. In this model, the CAO acts as the bridge between the elected Council and the operational management of the municipality. The CAO is responsible for executing the Council's decisions, policies, and directives, while also providing expert advice and recommendations to aid in the decision-making process. This streamlined approach enhances communication and accountability, ensuring that the Council's vision is translated into actionable strategies and initiatives that benefit the community.

Kaslo's CAO is also the Chief Financial Officer. Until 2021, the CAO was also the Corporate Officer, a special legislative role defined by the Local Government Act, and the only management/exempt member of staff. A Manager of Corporate Services was hired in 2021 to

fulfill the Corporate Officer's statutory role and assist the CAO in overseeing the administrative and financial functions of the Village. The administrative and financial roles are filled by the Deputy Clerk-Treasurer, Accounting Clerk and Legislative Coordinator. These three roles, along with all Public Works roles, are defined under the Collective Agreement with the Canadian Union of Public Employees.

The Public Works Foreman is responsible for the supervision and day-to-day utility and infrastructure operations of the Village, overseeing a crew of three. The Foreman and Utility Operators are certified in water and sewer treatment, collection, and distribution through the Environmental Operators Certification Program. Constant training and maintaining hours of experience are required for certification. Our water and sewer systems are rated at Level 2, so we must have at least one operator certified at that level in each of the 4 certification categories. A longtime Utility Operator is retiring in 2023. A Labourer working



towards Level 1 was promoted to a Junior Utility position and a new Labourer will be hired. There is a lot of competition provincially for certified operators, so we aim to invest in training our crew with a long-term view of moving them up the ranks as they gain experience.

The organization chart indicates the liaison role that the CAO fills for the services provided by the RDCK through the North Kootenay Lake Shared Services Committee, along with the Mayor who serves as the Village's RDCK Board Director. The Village collects taxes on behalf of the RDCK for the services provided.

A new contract position was added this year thanks to funding through a Rural Economic Diversification and Infrastructure (REDIP) grant. The Manager of Strategic Initiatives will provide much-needed capacity for managing projects and grants to help move Council's strategic priorities forward. Although the funding is only confirmed for one-year, the role could be extended through other project-related funding. Over the long-term, a permanent Manager of Operations and Assets position is desirable if the current level of grant-funded projects and operational needs is to be sustained. But so far, filling this position has been challenging.

STRATEGIC PLANNING PROCESS

The current council was elected in October 2022 for a 4-year term. The first year of a council's term involves a lot of learning, including learning how to work together. During this time, the strategic initiatives of the previous council are still being worked on, or wrapping up, as the new council begins to formulate what they would like to accomplish over their term. A new Corporate Strategic Plan becomes the action plan of the Village's current and future goals, and the planned projects to achieve those goals, which guide and support staff in prioritizing and undertaking those projects within the constraints of our own capacity and resources.

Since being elected, Council has had three strategic planning sessions, the most recent being a full day facilitated workshop held on July 23, 2023. The earlier sessions focused on getting the new council up to speed on current projects, legislative requirements, and financial planning. With that knowledge, and now more seasoned in their roles, the July meeting focused on identifying and reaffirming council's vision and thence the focus areas and actions to be undertaken.

A Corporate Strategic Plan incorporates the unique vision and goals of the community, is agreed to by the council, and tied firmly to Village financial plans to keep residents, staff, and elected representatives focused on the business, as well as the vision, of the Village and how to make the community a better place.

- A Corporate Strategic Plan is an action plan of the Village's current and future goals and planned projects to achieve those goals within a term of Council.
- A process, by which the Village defines its strategy or direction and makes decisions about allocating its resources – both financial and staff, is needed to pursue this strategy and actions under it.
- Is a guiding document, not a static plan, which sets out the vision and priorities of the Village.
- The plan establishes a framework that the Village's operations and services can align with.
- Unlike an Official Community Plan (OCP), which focusses on a vision for land use and development for up to 20 years of community planning, a Corporate Strategic Plan (CSP) is a plan of 4 to 5 years coinciding with the term of Council.



Focus Areas and Actions

The 2022 OCP sets out 9 theme areas:

OCP Theme	OCP Sub-Themes
Housing and Future Growth	Village land development and disposition, school, childcare, health, housing needs assessment
Environment and Sustainability	Waste, climate change, wildfire, hazard, and sensitive areas
Social Well-being and Health	Accessibility, health facilities, ageing in community, youth/families/seniors, inclusivity, diversity, reconciliation, and environmental stress.
Parks, Recreation and Natural Assets	Climate change, accessibility, governance, conservation
Infrastructure, Technology and Energy	Water, sewer, internet, utilities, West Kootenay 100% Renewable Energy Plan, GHG reduction, asset management
Land Use Plan and Special Permit Areas	Growth, property development rights, public facilities
Economic Development and Recovery	Business retention and expansion, employment, transportation, role of Village with EDC/Chamber
History and Heritage	Downtown, tourism, urban design, indigenous and cultural values
Kaslo Bay and Waterfront	Access, boating, recreation, jurisdiction, connectivity, Kootenay Lake Partnership

The previous 2021 CSP had 8 focus areas, which align well with the 2022 OCP themes. These focus areas were utilized for the purposes of the July workshop and CSP. Councillors agreed that these focus areas are still relevant and are appropriate groupings for the strategic priorities. The focus areas are:





Council recognizes that the 2022 OCP emphasized the importance of climate action, housing, and accessibility throughout. Along with asset management, these “super themes” have, or will soon have, working groups or committees formed to address them under the new Village Council. These super themes can be found intertwined within the strategic focus areas.

In determining actions and priorities under the new CSP, the following needed to be considered:

- Actions that are legislatively required (Legislative)
- Actions that have Grants and Funding already in place or available (Finance) or are in need of funding through the 5-year financial plan.
- Staff Capacity (Resources)
- Timelines for Implementation or Action, Year 1, Year 2 and 3, Year 4
- Any outstanding actions that remain from the previous 2021 CSP.

The “Corporate Strategic Priorities Grid” from the previous CSP was also reviewed. The Grid covers all the areas of focus and includes 70 corporate directives and actions – a daunting number for a Village with a small staff and resources. Yet in 2022, 46 of the actions were addressed and 19 achieved. The most significant being the new OCP. A new Corporate Strategic Priorities Grid is introduced in this CSP.

The Village of Kaslo continues to be reliant on grant funding to remain sustainable due to the limited local tax base. Although grant funding has been generous recently, particularly with the \$910,000 Growing Communities Funding we received in 2023, we must be cautious of what lies ahead and how the money is spent. Staff capacity, training and succession will be a significant challenge, as the job of running the Village does not get any easier.

The Village currently has grant applications or involvement in projects totaling over \$17 million in value, which will require thousands of hours of staff time to administer and execute on top of the normal day-to-day management activities. This situation underscores the urgent need for additional management capacity at the Village Office.

This Corporate Strategic Plan is a living document that is regularly reviewed by Council.

The next section looks at each of the focus areas and lists their strategic priorities. An “At a Glance” sheet provides a summary of the priorities, which will be available to each councillor at regular meetings. The Grid, which follows, provides more details on each priority, the super themes it contributes to, and the current status of funding in 2023.

Village of Kaslo Corporate Strategic Priorities – AT A GLANCE

Planning & Land Use



- Active Transportation Plan.
- Kaslo South lands planning.
- Kaslo Bay and waterfront planning.
- Amend zoning to allow a range of housing types appropriate for the servicing available.
- Create a policy and update zoning for temporary uses and mobile businesses.
- Review the parking requirements of the zoning bylaw.
- Update zoning bylaw to align with 2022 OCP.
- Regulate short-term rental accommodation to improve long-term housing availability.



Economy

- Kaslo Economic Infrastructure Acceleration Project.
- Waterfront redevelopment.
- Kaslo South lands development (housing).
- Kemball Rural Innovation Centre (Tech-Hub)
- Land disposition.
- Aerodrome area development.
- Business retention and expansion (BR&E).
- Continue collaboration with Kaslo & Area D Economic Development Commission.

Community Health



- Adopt an Accessibility Plan.
- Continue support of the Health Advisory Committee's advocacy to expand health services.
- Review and update the Housing Needs Assessment.
- Adopt an Attainable Housing Strategy.
- Explore development mechanisms for Kaslo South.
- Develop community amenities in Kaslo South, such as community gardens, playgrounds.
- Support policies and advocacy for seniors ageing in place.
- Improve address mapping and signage for emergency response.
- Increase child care availability.
- Achieve Bear Smart Community recognition.



Parks, Recreation & Natural Areas

- Implement Tree Planting Plan and integrate the existing Tree Policy into one.
- Water conservation bylaw.
- Arena improvements to accessibility, make it more multi-use and usable for emergencies.
- Benches and memorial monuments policy.
- Campground improvements.
- Consider long-term planning and objectives for Vimy Park, Campground, Loggersports and adjacent beaches.
- Continue working towards making Kaslo a FireSmart community through the Community Resiliency Investment and other wildfire risk reduction programs.
- Support inter-agency FireSmart collaboration and emergency preparedness and programs.
- Continue Kaslo River dike and bank flood and erosion control planning and improvements.
- Explore options for removing Golf Course irrigation from the treated water system.
- Continue the Village's involvement with the Kootenay Lake Partnership.
- Maintain a working relationship with the Community Forest.

Village of Kaslo Corporate Strategic Priorities – AT A GLANCE



Capacity

- Implement an Asset Management Plan.
- Cemetery maintenance plan.
- Succession planning and training.
- Records management.
- Move from grant-reactive to grant-ready.
- Reserve bylaw review and investment diversification.
- Project management.
- City Hall office space reorganization.
- Public communication and engagement.
- Foster partnerships with non-profit service providers (operators of municipally-owned facilities).

Governance



- Implement the Asset Management Plan
- Indigenous reconciliation and relationship-building.
- Incorporate asset management into 5-year financial plan and all aspects of operations.
- Update reserve bylaw.
- Bylaw modernization: Sewer, water, animal control, ticketing, street & traffic (boulevards).
- Bylaw enforcement policy.
- Improve communications and engagement through regular newsletters, online means, and encouraging feedback.
- Development cost charges to help fund infrastructure expansion.
- Improve availability of Council agenda documents.
- Review policies and rescind obsolete policies.
- Liaise with RDCK on shared interests for the new library, housing and land use planning.
- Explore options for boundary and service expansion.



Capital Projects

- Implement an Asset Management Plan.
- Complete Front Street Park.
- Moyie Slope Stabilization & Amphitheatre.
- Kaslo River dike and bank flood and erosion control planning and improvements.
- Rainbow Drive rock work and resurfacing.
- Streetlight conversion to LED.
- Water Treatment Plant UV system and upgrades.
- Replacement of underground PRVs.
- Street paving program.
- Wastewater Treatment Plant expansion.
- Sewer system expansion in Lower Kaslo.
- Wharf demolition and redevelopment.
- Kaslo Bay Park toilet.
- New Library building.
- Directional signage.
- Kemball renovations (Kemball Rural Innovation Ctr.).
- City Hall backup power.
- Kaslo South land servicing and roads.
- Aerodrome and area improvements.
- Storm water and drainage management.
- Active Transportation Plan implementation.

Arts, Culture & Heritage



- Revisit "10 Minutes for the Arts"
- Continue the Public Art Program (Legacy Park).
- Events Committee coordinates special events in the Village with partner organizations.
- Establish maintenance program for the historic City Hall through asset management.
- Review the Heritage Building Design Guidelines and develop a related policy for temporary uses.
- Implement a Grant Support Policy.
- Review Municipal Grant program and expand criteria.



Planning & Development



STRATEGIC ACTIONS	Super Theme	Funding	Started	2023	2024	2025	2026	Notes
Active Transportation Plan.				■	■			Requires consultant and public input. Include review of zoning bylaw parking requirements. Funding ends Mar '24.
Kaslo South lands planning.			■	■	■			Feasibility, servicing, roads, housing types. Development strategy. OCP sub-area plan.
Kaslo Bay waterfront planning.			■	■	■			Wharf demolition, public dock, boat clubs, tenure, water surface zoning, recreation and amenities, shipyard.
Amend zoning to allow a range of housing types appropriate for the servicing available.						■		More housing where services can support it. Implement recommendations of Kaslo South planning.
Create a policy and update zoning for temporary uses and mobile businesses.					■			Address inequities between permanent and temporary businesses. Improve sidewalk accessibility.
Review the parking requirements of the zoning bylaw.					■			Implementation from recommendations of Active Transportation Plan.
Campground expansion.						■	■	Identify areas for campground expansion and develop a master plan. Potential for seasonal housing.
Update zoning bylaw to align with 2022 OCP.					■			Review the OCP and current zoning to ensure development meets OCP's policies and objectives.
Regulate short-term rental accommodation to improve long-term housing availability.					■			As with the above, review zoning and business policies to appropriately maximize housing availability.

Super Themes

	Housing
	Environment & Climate
	Accessibility
	Asset Management

Funding

	Fully funded
	Not committed
	Unfunded
	Internal/staff costs



Community Health



STRATEGIC ACTIONS	Super Theme	Funding	Started	2023	2024	2025	2026	Notes
Adopt an Accessibility Plan.		○	■	■	■			Accessibility Committee and a plan are legislated requirements, leading to ongoing improvements.
Continue support of the Health Advisory Committee's advocacy to expand health services.		○	■	■	■	■	■	Supporting advocacy at the political level.
Review and update the Housing Needs Assessment.		○		■	■			This will be part of the Kaslo South planning assignment.
Adopt an Attainable Housing Strategy.		○			■			An anticipated outcome of the housing needs assessment and planning work.
Explore development mechanisms for Kaslo South.		○			■	■		The Village as developer, a private-public partnership, or land trust and proactive zoning can be considered are some of the options that can be considered.
Develop community amenities in Kaslo South, such as community gardens, playgrounds.		⊖					■	Amenities will be considered in the planning process. Construction will be funded through the development.
Support policies and advocacy for seniors ageing in place.		○	■	■	■	■	■	Ongoing advocacy.
Improve address mapping and signage for emergency response.		⊖			■			NG911 funding to fix address and mapping issues, street names for lanes. Improved signage is unfunded.
Increase childcare availability.		⊖			■	■		Identify and pursue opportunities to provide more child care spaces and age groups.

Super Themes

	Housing
	Environment & Climate
	Accessibility
	Asset Management

Funding

	Fully funded
	Not committed
	Unfunded
	Internal/staff costs



Economy



STRATEGIC ACTIONS	Super Theme	Funding	Started	2023	2024	2025	2026	Notes
Kaslo Economic Infrastructure Acceleration Project.				■	■			Funding through REDIP Economic Capacity grant for Manager of Strategic Initiatives to get projects going.
Waterfront redevelopment.				■		■	■	Pursue funding for wharf demolition to open up the waterfront's development potential.
Kaslo South lands development (housing).					■	■	■	Planning leads to development of the land, and provide options for how servicing gets funded.
Kemball Rural Innovation Centre (Tech-Hub)			■	■	■			Assessments and project planning are underway but the project is under-funded to get everything done.
Land disposition.					■	■		Planning of Kaslo South will unlock this potential, along with possible sale of other smaller parcels for development.
Aerodrome area development.			■			■	■	Hangar lease lots were created but Aerodrome needs infrastructure investment to unlock potential.
Business retention and expansion.					■	■	■	Consider local entrepreneurship and innovation in when updating land use, business bylaws and new programs.
Continue collaboration with Kaslo & Area D Economic Development Commission (EDC).			■	■	■	■	■	Continue the EDC partnership to support broad initiatives but be open consider Village opportunities independently. Bring up our projects at North Kootenay Lake Shared Services (RDCK).

Super Themes

	Housing
	Environment & Climate
	Accessibility
	Asset Management

Funding

	Fully funded
	Not committed
	Unfunded
	Internal/staff costs



Parks & Natural Areas



STRATEGIC ACTIONS	Super Theme	Funding	Started	2023	2024	2025	2026	Notes
Implement Tree Planting Plan and integrate the existing Tree Policy into one.			■	■	■	■	■	Update the policies and ensure funding is included in annual budget for tree planting each year.
Water conservation bylaw.					■			Watering guidelines are currently just a policy. Conservation makes better use of water infrastructure.
Arena improvements to accessibility, make it more multi-use and usable for emergencies.					■	■	■	Building on the recently completed upgrades, need funding for new kitchen, ventilation and accessibility.
Benches and memorial monuments policy.					■			Park and boulevard amenities can be improved through a memorial program instead of ad-hoc.
Campground improvements.			■	■	■	■		Continuous improvement of campground sites and facilities, and a new management plan.
Long-term planning and objectives for Vimy Park, Campground, Loggersports, beaches.						■	■	Ties in with Campground improvements planning objective.
Explore options for removing Golf Course irrigation from the treated water system.						■		Pursue funding to study options for raw water irrigation, construction costs and potential partnerships.
FireSmart, Community Resiliency Investment and other wildfire risk reduction programs.			■	■	■	■	■	Update the Community Wildfire Resiliency Plan, provide education and awareness, and FireSmart Village lands.
Support inter-agency FireSmart collaboration and emergency preparedness.			■	■	■	■	■	Continue emergency preparedness partnership with RDCK and maintain FireSmart Working Group.
Continue Kaslo River dike and bank flood and erosion control planning and improvements.			■	■	■	■	■	Need to pursue funding for next phases of planning, engineering, construction, and dike maintenance.
Continue the Village's involvement with the Kootenay Lake Partnership.			■	■	■	■	■	Recognize that the Kootenay Lake Partnership's role in planning and environmental protection.
Maintain a working relationship with the Community Forest.			■	■	■	■	■	Continue liaising with the KDCFS and coordinate mutually beneficial wildfire risk reduction activities.

Super Themes

	Housing
	Environment & Climate
	Accessibility
	Asset Management

Funding

	Fully funded
	Not committed
	Unfunded
	Internal/staff costs



Capacity								
STRATEGIC ACTIONS	Super Theme	Funding	Started	2023	2024	2025	2026	Notes
Asset Management planning.			■	■	■			Work on asset management registry, condition and risk assessments will lead to an Asset Management Plan.
Cemetery maintenance plan.			■	■	■			New mapping and records management started. Village needs to actively manage maintenance and operations. Seek commitment from RDCK towards a share of the costs.
Succession planning and training.			■	■	■	■	■	The small staff team (PW and admin) needs to be nimble and be able to cover positions. Recruitment challenges.
Records management.			■	■	■			The LGMA Records Management model will be used to get paper and digital records in order but is time-consuming.
Move from grant-reactive to grant-ready.					■	■		Invest in infrastructure project planning and design so grant applications are stronger.
Reserve bylaw review and investment diversification.					■			Reserve balances are healthy but need to be tied to asset management and priorities to know if we really have enough.
Project management.				■	■			Funding through REDIP Economic Capacity grant for Manager of Strategic Initiatives to get projects going.
City Hall office space reorganization.					■			Service BC to move into large office and Village staff workspace reorganized. Requires cooperation of province.
Public communication and engagement.					■	■	■	Publish regular newsletters, more social media engagement, encourage feedback (2-way communication).
Foster partnerships with non-profit service providers (operators of municipally owned facilities).			■	■	■	■	■	The Village owns many facilities that are operated by societies. Supporting their fundraising and projects is important for asset management and other goals.

Super Themes

	Housing
	Environment & Climate
	Accessibility
	Asset Management

Funding

	Fully funded
	Not committed
	Unfunded
	Internal/staff costs



Governance



STRATEGIC ACTIONS	Super Theme	Funding	Started	2023	2024	2025	2026	Notes
Implement the asset management plan.					■	■	■	Asset management planning work is underway and will lead to an AM Plan to be implemented.
Indigenous reconciliation and relationship-building.					■	■	■	Fulfill the objectives and policies of the OCP towards reconciliation and build lasting relationships.
Incorporate asset management into 5-year financial plan and all aspects of operations.			■	■	■	■	■	Asset management is built into 5-year financial plan and make contributions to reserve funds.
Update reserve bylaw.					■			Make incremental contributions to capital reserves to fund future asset renewal, the Village's contribution to grant-funded infrastructure projects, and avoid borrowing.
Bylaw modernization: Sewer, water, animal control, ticketing, street/traffic/boulevards.			■	■	■			Council will prioritize which bylaws are to be modernized. This has implications for services the Village provides.
Bylaw enforcement policy.			■	■				Provide consistency in how complaints are handled and followed-up. Consider bylaw enforcement roles.
Improve communications and engagement.					■	■	■	Publish regular newsletters, social media engagement, encourage feedback (2-way communication) in the form desired.
Development cost charges to help fund infrastructure expansion.					■			Consider DCCs on new development and subdivision to support infrastructure and future capital investments.
Improve availability of Council agenda documents.			■	■				New website and tools will be used to share information with Council and the public more effectively.
Review policies and rescind obsolete policies.			■	■	■			Similar to bylaw modernization, this task will take considerable staff time but needs to be done.
Liaise with RDCK on shared interests for the new library, housing and land use planning.					■	■	■	Ensure RDCK will support new Library and engage RDCK in broader planning and boundary expansion talks.

Super Themes

	Housing
	Environment & Climate
	Accessibility
	Asset Management

Funding

	Fully funded
	Not committed
	Unfunded
	Internal/staff costs



Capital Projects



STRATEGIC ACTIONS	Super Theme	Funding	Started	2023	2024	2025	2026	Notes
Implement Asset Management Plan.					■	■	■	Timely renewal and replacement of infrastructure is critical.
Complete Front Street Park			■	■				Put the finishing touches on Front Street Park
Moyie Slope Stabilization & Amphitheatre.					■			Funding may be available from Front Street Park surplus funds. Requires engineered design.
Kaslo River dike and bank flood and erosion control planning and improvements.			■	■	■	■		Phases 1 and 2 will be complete in 2024 but more planning and funding is needed for future work.
Rainbow Drive rock work and resurfacing.						■		Removal of rock knoll and widening to 2-lanes.
Streetlight conversion to LED.			■	■	■			Conversion will save electricity consumption by approx. 50% once completed.
Water Treatment Plant UV system and upgrades.				■	■	■		Project required to meet Interior Health standards by 2025 includes other plant upgrades to improve reliability.
Replacement of underground PRVs.						■		PRV 2 and 4 replacement with above ground cabinets to eliminate unsafe confined space.
Street paving program.					■		■	Front St east of Third and Second St from Front to D Ave done by 2024. Fourth St from Front to A and other sections next.
Wastewater Treatment Plant expansion.						■	■	Effluent balancing tank will improve operating efficiency and capacity. Start design work in 2024 with existing funds.
Sewer system expansion in Lower Kaslo.							■	Phase 2 expansion south to D Ave and connect to highway crossing. Start design work in 2024 with existing funds.
Wharf demolition and redevelopment.						■	■	Apply for REDIP funding for demolition. Requires vision for what will replace it.
Kaslo Bay Park toilet.					■			Toilet with water and sewerage in a central location in the park for greater convenience and accessibility.
New Library building.					■	■		Project is dependent on GICB grant and fundraising to proceed.
Directional signage.						■		Destination signage will aid navigation, accessibility and tourism. New street signs improve emergency response.
Kemball Building renovations (Kemball Rural Innovation Centre).			■	■	■			Time-limited funding needs to be supplemented with other sources to do the necessary work.
City Hall backup power.					■			Backup power enables Village services to function during prolonged power outage.
Kaslo South land servicing and roads.						■	■	Funding for roads and services will be recovered through development but needs to be paid upfront. Staging plan.
Aerodrome and area improvements.							■	Development at west end of runway and gravel pit area for industrial use. Runway repaving and road improvements.
Storm water and drainage management.								More frequent and severe rain events and freshet will put strains on existing drainage infrastructure.
Active Transportation Plan implementation.						■	■	The plan will identify future capital projects.



Arts, Culture & Heritage



STRATEGIC ACTIONS	Super Theme	Funding	Started	2023	2024	2025	2026	Notes
Resume "10 Minutes for the Arts"	Accessibility	Not committed	■		■	■	■	Approach local artists and organizations to make this a regularly scheduled part of council meetings. Consider honoraria.
Continue Public Art Program (Legacy Park).	Environment & Climate	Not committed	■	■	■	■	■	Incorporate Castlegar Sculpture Walk art rental into annual budget.
Events Committee coordinate events in the Village with partner organizations.	Accessibility	Not committed	■	■	■	■	■	Committee will arrange periodic events, such as Kaslo's Birthday and Citizen of the Year. Requires ongoing funding.
Establish maintenance program for the historic City Hall through asset management.	Environment & Climate	Not committed			■	■	■	Continue reserve contribution and establish schedule for maintenance, such as exterior painting.
Review the Heritage Building Design Guidelines and add a policy for temporary uses.	Environment & Climate, Accessibility	Internal/staff costs			■			Update design guidelines while considering FireSmart and accessibility principles.
Implement a Grant Support Policy.	Accessibility	Internal/staff costs		■				Provide grants-in-aid on a consistent basis following a policy.
Offer a second Municipal Grant intake yearly and expand the criteria.	Accessibility	Not committed			■			Enable groups to access funding for facility rentals, insurance and other costs following policy implementation.

Super Themes

	Housing
	Environment & Climate
	Accessibility
	Asset Management

Funding

	Fully funded
	Not committed
	Unfunded
	Internal/staff costs



Appendix A:

CAPITAL PROJECTS FROM 2023-2027 YEAR FINANCIAL PLAN

SUMMARY OF CAPITAL PROJECTS IN THE 5-YEAR FINANCIAL PLAN				
Project	Project Budget	Target Completion	Status (as of Oct/23)	Sources of funding
Arena Fire Alarm System	\$ 147,740	2023	Nearing Completion	Grant + Reserve
Asset Management	\$ 75,000	2023	Nearing Completion	Grants + Operating
City Hall Upgrades	\$ 50,000	2023	Funded	Reserve
CRI (FireSmart)	\$ 321,497	2023	Ongoing	Grants
Electric PW Truck	\$ 93,444	2023	Completed	Grant + Reserve
EV Charging Station	\$ 20,000	2023	Completed	Grant + Reserve
Front Street Park	\$ 90,000	2023	Nearing Completion	Grant + Reserve
Kaslo River Dike Project	\$ 425,000	2023	Nearing Completion	Grant + Reserve
LED Streetlights	\$ 30,000	2023	Funded	Reserve
Moyie Beach Swim Dock	\$ 15,000	2023	Completed	Reserve
Planning Project	\$ 87,059	2023	Funded	Grants
Public Works Facility	\$ 89,000	2023	Completed	Reserve
Vimy Park	\$ 19,800	2023	Completed	Grant
Zero-Turn Mower	\$ 15,000	2023	Funded	Grants + Reserve
Active Transportation Plan	\$ 30,000	2024	Funded	Grants + Operating
EcDev Capacity Building	\$ 150,000	2024	Funded	Grants + Operating
Kaslo Bay Washroom	\$ 110,000	2024	Not Funded	TBD
Kemball Building	\$ 1,214,173	2024	Underfunded	TBD
Moyie Amphitheatre	\$ 260,000	2025	Partly Funded	Grants + Reserve
PRV 2 & 4 Replacement	\$ 300,000	2025	Not Funded	TBD
WTP UV Treatment	\$ 1,018,000	2025	Funded	Grants + Reserve
WWTP Plant Expansion	\$ 3,312,123	2025	Not Funded	TBD
Library	\$ 4,739,200	2026	Partly Funded	TBD
Paving Program	\$ 850,000	2026	Not Funded	Reserve
Water Asset Management	\$ 1,577,441	2026	Not Funded	TBD
Sewer Asset Management	\$ 150,000	2027	Not Funded	TBD
Sewer Expansion Phase 2	\$ 2,300,000	2027	Not Funded	TBD

Total project value: \$17.5 million



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: September 11, 2023

SUBJECT: Community Heritage Register – Masonic Hall

PURPOSE: To consider adding the Masonic Hall to the Village's Community Heritage Register

OPTIONS:

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

1. **Add the Masonic Hall. *The Community Heritage Register will be amended and the province will be notified.***
2. Do not add the Masonic Hall. *No changes will be made to the Community Heritage Register.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Kaslo Masonic Hall at 301 A Avenue be added to Kaslo's Community Heritage Register.

ANALYSIS:

- A. **Background:** In 2011, the Village of Kaslo created a Community Heritage Register, listing historically significant buildings and locations within the municipal boundaries. The Kaslo Masonic Lodge has requested that their building be added to the register and has prepared the required background documentation. A Council resolution is required to amend the Community Heritage Register.
- B. **Discussion:** The Kaslo Masonic Hall is a good example of a heritage building in the community, as detailed in the Statement of Significance that has been prepared for the property. Because the supporting documentation has already been prepared by qualified individuals and meets the required standards, the impact of the request on staff capacity is minimal. There is no downside to expanding the Community Heritage Register.
- C. **Attachments:**
 - Kaslo Community Heritage Register (2011)
 - 2023.08.16 correspondence from T. Dobie
 - Masonic Hall Statement of Significance
 - Masonic Hall History (2022)
 - Establishing a Community Heritage Register (guide)
- D. **Financial Implications:** There are no hard costs associated with the proposed activities beyond staff time to update the Community Heritage Register and notify the Province.
- E. **Corporate Priority:** Supports the history and heritage theme of the OCP.
- F. **Environmental Impact:** Nil

- G. **Communication Strategy:** The updated Community Heritage Register will be added to the Village website.

CAO Approval: 2023.10.05

Community Heritage Register

Village of Kaslo



The following properties are listed on the Village of Kaslo's Community Heritage Register:

Name	Address	Legal Description	Date Added
1896 Building	331 Front Street	Plan NEP393 District Lot 208, Kootenay Land District, Parcel G, BEING A CONSOLIDATION OF LOTS 16 & 17, SEE LB533771	2011.07.26
St Andrews United Church	500 Fourth Street	Parcel H, Block 17, Plan NEP393, District Lot 208, Kootenay Land District, BEING A CONSOLIDATION OF LOTS 23 & 24, SEE CA4482695	2011.07.26
Vimy Park	Second Street	Block 15, District Lot 208 KOOTENAY DISTRICT PLAN 393	2011.07.26
St Marks Anglican Church	601 Fifth Street	Block 13, Plan NEP393A, District Lot 208, Kootenay Land District, PT 56/100 ACRES AS DESCRIBED INAFP B NO 11 FOLIO 479 AFB 21/341/992A CHURCH	2011.07.26
SS Moyie	324 Front Street	Lots 4-17, Block 3, Plan NEP393, District Lot 208, Kootenay Land District	2011.07.26
Sacred Heart Catholic Church	313 Fifth Street	District Lot 208, Kootenay Land District, PL AFB VOL 11 FOL 595 NO 1389A, PT OF RAILWAY RESERVE, CORNER A AVE & FIFTH ST	2011.07.26
Langham	447 A Avenue	Lot 23 & 24, Block 10, Plan NEP393, District Lot 208, Kootenay Land District	2011.07.26
Kaslo City Hall	413 Fourth Street	Lots 44-48 Block 10, Plan NEP393, District Lot 208, Kootenay Land District	2011.07.26
Kaslo Bay	Kaslo Bay Road	Lot A, District Lot 208, Kootenay District Plan 18699	2011.07.26

BC Register of Historic Places (Full Record)

Common Name: 1896 Building

Unique Provincial ID

Other Name

R & K Block

The Book Store

LOCATION

Address #	Street	Community	Locality	PID#
331	Front Street	Kaslo		012-472-026, 012-472-000

Location Description The 1896 Building is a single building located on two lots at 331 Front Street at the eastern end of downtown.

Latitude	Longitude
49.9115286	-116.9027533

DESCRIPTION

Description The 1896 building is a two-story classical style brick building with two wooden pillars framing the front entrance, the large windows on both sides, and a second front entrance leading to the top floor. This historic place includes the building on its lot, located at the eastern end of downtown Kaslo.

Heritage Value The value of this historic place lies in its architecture and construction materials. It is a unique example of a classical two-story brick building in Kaslo, with a tie-bar, bull nose detailing, and brick arched windows. Value lies in the historical relevance of being one of the first buildings to be made of brick from the Kaslo based Millington Brothers Brick and Tile Yard, which demonstrates the cultural importance of early citizen's commitment to make a living on Kootenay Lake.

Built in 1896 for Riedel & Kuester Bakers & Grocers, this historic place has value because it exemplifies an important stage in the economic development of Kaslo and immediately evokes an era when early businesses took a foot-hold. The 1896 Building is also valued for its role in the continuum of economic and spiritual development within our community.

Character-Defining Elements

- The late nineteenth-century character architectural detailing of the building, as seen in such elements as the tie-bar, the arched window openings and the corbelled bullnose detail
- All material dating to the time of construction, including bricks, window frames, and 1896 sign
- The two-story scale
- Two large street level windows
- Separate street level second floor entrance with glassed door and transom window
- Use as commercial space

Documentation Location Kaslo Village Office

OTHER INFORMATION

Function		Contributing Resources	
Type	Era	#	Type
Shop or Wholesale Establishment	Current	1	Building
Shop or Wholesale Establishment	Historic		
Office or Office Building	Historic		
Religious Facility or Place of Worshi	Historic		
Shop or Wholesale Establishment	Historic		
Eating or Drinking Establishment	Historic		
Shop or Wholesale Establishment	Historic		

BC Register of Historic Places (Full Record)

Common Name: 1896 Building

Themes

Theme

Trade and Commerce

Category

Developing Economies

Category of Property

Private

Architect/Builder

Associated Dates

Type

Construction

From

1896

To

1896

FORMAL RECOGNITION

IMAGES

FileName

Image Type

Description

Caption

Front_View_1982_KLHS_resized

Exterior View

1896 Building taken from Front Street in circa 1982 showing both front and side view in Kaslo B.C.

1896 Building taken from Front Street

1896 Building angled front view

Exterior View

1896 Building front view during masonry restoration taken from Front St. by Celina Gabriel on March 3, 2011, Kaslo BC

1896 Building front view during masonry restoration

1896 Building corbelled bullnose detail_resized

Exterior View

Photo of the 1896 Building revealing the corbelled bullnose detail taken by Celina Gabriel on March 3, 2011, Kaslo BC

1896 Building revealing the corbelled bullnose detail

LINKS

COMMENTS and INFORMATION (not used by registrar)

Riedel and Kuester were the original proprietors of the building and Riedel and Kuester Bakers & Grocers.

In 1974, new owners restored the nearly derelict building to much of it's former beauty.

331 Front St. Kaslo, British Columbia

One of the first brick buildings to be made in Kaslo

Made of bricks from the Taynton & Millington Bros. brick yard

Where bakers Riedel & Kuster owned and operated their grocer & baker company

One of the oldest standing brick buildings on Front St.

Has housed everything from a church and a beauty shop, to a bakery and a grocery store

Is presently housing the books and silver shop owned and operated by Ian and Tamara Fraser

Andy Pritchard of A.P. Building Services did masonry restoration work in the spring of 2011

Author: Dale Callan, Jerem Date Modified: 2011-03-09 12:16:00 PM

BC Register of Historic Places (Full Record)

Common Name: St. Andrew's United Church

Unique Provincial ID

Other Name

St. Andrew's

LOCATION

Address #	Street	Community	Locality	PID#
500	Fourth Street	Kaslo		024-440-663, 024-440-655

Location Description St. Andrew's United Church comprises two lots located at 500 4th Street in Kaslo.

Latitude	Longitude
49.9102732	-116.9047449

DESCRIPTION

Description St. Andrew's United Church is a white-painted wood frame modest gothic style building with an imposing belfry and spire, and a cedar shingle roof. It is located on the corner of B. Avenue and 4th Street, across from Kaslo City Hall, on a thoroughfare in Kaslo, BC. The designation applies to the building itself.

Heritage Value St. Andrew's United Church, originally named Robertson Presbyterian Church, is valued as the first church of Kaslo constructed in 1893 and is believed to be the oldest continuously operating church in British Columbia. It is a testament to the spiritual beliefs and commitment of the early settlers in Kaslo that donated materials and volunteered their labour to build this church.

St. Andrew's important cultural and social value is demonstrated in the tradition of providing sanctuary and charity for the community in times of need, such as for people who lost their homes in the large fire in 1894, even before interior construction of the church was completely finished, and also providing refuge for more people following the flood later that same year. St. Andrew's United Church's history of welcoming the Japanese Canadian (Nikkei) Mission, under the leadership of Rev. K. Shimizu during 1942 to 1945 to share the church for services reflects the accepting and embracing spirit of the church members.

This church is a landmark in Kaslo and valued for the modest gothic design, including the spire topped belfry containing the bell which was purchased in 1896 and used as an early warning system for the village, and is still in use today. The spacious sanctuary with its high ceiling and windows that let in natural light contributes to the sense of quiet and reverence in this place of worship. The design of the sanctuary and the superb resulting acoustics are valuable for church and community musical events such as concerts, chorale workshops and jazz vespers.

With many original features and furnishings remaining intact, the church interior is valued for its ability to evoke the sense of early twentieth century life with the original flooring, pews, the first Estee organ, and the pot-bellied stove. The church also houses the original Methodist organ, pulpit and minister's chair from the Methodist church built in 1895 which joined congregations with Presbyterian Church in 1925 to form St. Andrew's United Church.

Value lies in the fact that St. Andrew's is maintained by volunteers, and has been since 1893. It is regarded as a vibrant "people centre", and a symbol of the resilient spirit of the people who live in the Kootenays. This historic place is further valued for its role as a social and community service centre, providing resources for the cultural, recreational, educational, and spiritual needs within the community. It is important that the basement level currently houses the regionally significant North Kootenay Lake Community Services (NKLCS) Food Security Project which services a food bank and other food related initiatives. It is notable that St. Andrew's Heritage Hall, rebuilt in 1967 following a fire and located at the south end of the sanctuary, is used by over thirty different community groups.

BC Register of Historic Places (Full Record)

Common Name: St. Andrew's United Church

Character-Defining Elements	<ul style="list-style-type: none"> -The definitive church form with the belfry and spire -Wood frame structure and cedar-shingle roof -All historic materials dating to the time of construction, such as the flooring, the pews, the pulpit, the church bell, the Estee organ, the pot-bellied stove, the Methodist organ, and the minister's chair -The windows, including four sets of double windows on both the East and West sides, and triple windows on the North end -The Sanctuary with high ceiling and excellent acoustics -Heritage Hall community space -The Brass recognition plaque of St. Andrew's role in providing sanctuary in 1894 and 1942-1945 mounted at the exterior sanctuary entrance -The Signage at the hall entrance reading "St. Andrew's By The Lake, Established 1893, Community Heritage Resource" -Ongoing use for spiritual, cultural, and social activities including musical events
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Documentation Location Kaslo Village Office

OTHER INFORMATION

Function		Contributing Resources			
Type	Era	#	Type		
Religious Facility or Place of Worshi	Current	1	Building		
Food Storage Facility	Current				
Religious Facility or Place of Worshi	Historic				
Themes		Category of Property			
Theme	Category	Not for profit			
Philosophy and Spirituality	Expressing Intellectual and Cultural Life				
Social Movements	Building Social and Community Life				
Community Organizations	Building Social and Community Life				
Architect/Builder		Associated Dates			
Name	Association	Type	From	To	
Rev. D.A. Martin and volunt	Builder	Construction	1893	1896	

FORMAL RECOGNITION

Recognition Type	Reference #	Recognition Date
Heritage Designation	bylaw #765	1990 Sept.

IMAGES

FileName	Image Type	Description	Caption
Front_View_circa195_KLHS_resized	Exterior View	St. Andrew's Church front view taken from B Ave, summertime, circa 1950's	Front historic view of St. Andrew's Church
St. Andrew's United Church angled front view	Exterior View	Front view of St. Andrews United Church wintertime taken on the corner of fourth street and B Ave. by Celina Gabriel on March 3, 2011	Front view of St. Andrews United Church

LINKS

COMMENTS and INFORMATION (not used by registrar)

Author: Mary Stickel, Celin Date Modified: 2011-03-09 5:14:00 PM

BC Register of Historic Places (Full Record)

Common Name: Vimy Park

Unique Provincial ID

Other Name

Kaslo Municipal Campground

LOCATION

Address #	Street	Community	Locality	PID#
		Kaslo		

Location Description

Latitude	49.9084415	Longitude	-116.8990373
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DESCRIPTION

Description Vimy Park is a large multi-purpose recreation area including a daycare, the Kaslo maypole, a large gazebo, a campground, baseball diamond, and treed park grounds. The park is situated at the eastern end of Kaslo, close to Kootenay Lake.

Heritage Value Vimy Park is of value because it is a mainstay for recreational and social activities within the community of Kaslo both in the present and the past. There is significant value in the cultural tradition of celebrating the maypole dance during Victoria Day weekend celebrations (May Days) dating back to 1923 in the community and continuing annually in Vimy Park since 1945. The park also facilitates entertainment and sporting events that contribute to the heritage of community tradition.

Opened in 1924 with impressive ceremony by the Governor General of Canada Lord Byng, Vimy Park is valued as a symbol of gratitude to honor members of the community who served in the 54th Kootenay Battalion for their country at Vimy Ridge, France, during WWI.

The park also has great value for its views of Kootenay Lake and the Se kirk and Purcell mountain ranges, the grass fields and the many fine mature trees.

Located in the northwest part of the park is the distinctive camperdown elm (Ulmus glabra „Camperdownii“). This historic tree reflects the perseverance and strength of the community with its elegant presence today after originally being brought to Kaslo in 1898 and replanted once more before being planted in 1940 where it currently grows.

Vimy Park is also valued because it provides a safe and quiet setting for a children's centre, which is situated near to the center of the park. The children attending the daycare have access to the playground and the safe natural surroundings, all conveniently provided within the park grounds.

The campgrounds and picnic tables are notable contributors to the value of Vimy Park as they provide tourists and locals with a close connection to nature at the heart of the park.

Character-Defining Elements

- Vimy Ridge Memorial Plaque placed on large boulder at edge of corner of the maypole area (N 49° 54.527 W -116° 53.966)
- Camperdown elm, (N 49° 54.565 W -116° 53.935) which is over 113 years old
- All trees throughout the park including willows and maples which provide homes for local birds and shade during the summer months
- Park grounds, baseball diamond, and playground
- Gazebo which hosts music events and theatre
- The children's centre
- The maypole which is used for the May Days celebrations
- Campgrounds and picnic areas including tables and benches
- Panoramic view of Purcell and Se kirk mountains and Kootenay Lake

Documentation Location Kaslo Village Office

BC Register of Historic Places (Full Record)

Common Name: Vimy Park

OTHER INFORMATION

Function		Contributing Resources		
Type	Era	#	Type	
Park Fixture	Current	5	Landscape(s) or Landscape Feature(s)	
Sports Facility or Site	Current	3	Building	
Tourist Facility	Current	6	Structure	
Park	Current			
Civic Space	Current			
Nature Element	Current			
Fisheries Site	Historic			
Themes		Category of Property		
Theme	Category	Public (local)		
Sports and Leisure	Expressing Intellectual and Cultural Life			
Learning and the Arts	Expressing Intellectual and Cultural Life			
Education and Social Well-Being	Building Social and Community Life			
Philosophy and Spirituality	Expressing Intellectual and Cultural Life			
Architect/Builder		Associated Dates		
		Type	From	To
		Construction	1924	1924

FORMAL RECOGNITION

IMAGES

FileName	Image Type	Description	Caption
Diamond_Jubilee_1953_KLHS_resized	Historic Photo	Kaslo's Diamon Jubilee Marching Band parade during celebration at Vimy Park playing grounds circa 1953, Kaslo BC	Kaslo's Diamon Jubilee Marching Band parade at Vimy Park
Vimy Park Gazebo	Exterior View	Winter time view of Vimy Park Gazebo located at Maypole Dance area taken by Jeremy Taylor on February 14 2011	Vimy Park Gazebo
Vimy Park Camperdown elm _resized	Exterior View	View of Camperdown Elm from Second Street Kaslo B.C. taken by Jeremy Taylor on February 14, 2011	Wintertime view of Camperdown Elm

LINKS

COMMENTS and INFORMATION (not used by registrar)

Built on property bought by the city from the McQueen, Butler, and Whittaker families.

The pavillion (currently the children's centre) was built by C.H. Goodwin.

The Camperdown Elm was first brought to Kaslo in 1898 by C.W. McAnn.

1910 Charles Caldwell moves the Camperdown Elm to his residence at A Avenue and Washington St.

1940 the Camperdown Elm is moved to it's current location at the municipal campgrounds (inVimy Park). A year later the trout rearing pond opened, and the now famous tree positioned in the middle of the pond provided shade for the growing trout.

-1945 Maydays are established at Vimy Park with the help from the Kaslo Recreation Associatn

BC Register of Historic Places (Full Record)

Common Name: Vimy Park

- 1969 The Kaslo Riding club held it's first gymkhanas just south of Vimy Park playing field during Mayday
s
- 1980 Kaslo Day Care Society is formed and is granted permission to move into the pavilion in Vimy Park

-Latitude and Longitude

Vimy park Lat N49° 54.465 Long W-116° 54.013

Campgrounds Lat N49° 54.573 Long W-116° 54.941

Camperdown Elm Lat N49° 54.573 Long W-116° 53.935

Author: Dale Callan, Jerem Date Modified: 2011-03-09 5:15:00 PM

BC Register of Historic Places (Full Record)

Common Name: **St. Mark's Anglican Church**

OTHER INFORMATION

Function		Contributing Resources		
Type	Era	#	Type	
Religious Facility or Place of Worshi	Current	1	Building	
Recreation Centre	Current	1	Landscape(s) or Landscape Feature(s)	
Religious Facility or Place of Worshi	Historic			
Recreation Centre	Historic			
Themes		Category of Property		
Theme	Category	Not for profit		
Learning and the Arts	Expressing Intellectual and Cultural Life			
Philosophy and Spirituality	Expressing Intellectual and Cultural Life			
Social Movements	Building Social and Community Life			
Architect/Builder		Associated Dates		
		Type	From	To
		Construction	1895	1895

FORMAL RECOGNITION

IMAGES

FileName	Image Type	Description	Caption
St. Mark's Anglican Church	Exterior View	Angled front view taken from Fifth Street on Feb.24, 2011 by Deborah Nelson	Angled front veiw of St. Marks Anglican Church.

LINKS

COMMENTS and INFORMATION (not used by registrar)

The first service was held in the new church on Sunday November 10th, 1895 and was conducted by Rev. W. Stobart.

During the summer of 1899 a six room vicarage was added to the church, through the munificence of Mr. Tomlinson who paid about \$800 for the structure. Since that time the vicarage had been torn down and replaced by another building named in memory of Mary and Norm Miller.

On August 21st, 1938, two beautiful stain glass windows were installed and dedicated in memory of Rev. H. Beer and his wife who both served the church for thirty years. The windows were designed and hand crafted in England specifically for Saint Marks Anglican Church in Kaslo.

St. Mark's Anglican Auxiliary Church is currently active providing services within the community such as Tai Chi, a knitting guild and Alcoholics Anonymous meetings.

In July 1934 the parish of S. Mary Stafford in England donated a missionary boat named, S. Mary Stafford, to access remote communities on Kootenay Lake. This was one of two boats that were brought to Canada from England.

On July 19, 1910 a joint funeral service was held for five miners, who died in a fire at the Lucky Jim mine at Retallack. A sixth man died a week later. In their memory a beautiful carved plaque was donated to the church.

Author: Celina Gabriel, Ca Date Modified: 2011-03-09 6:19:00 PM

BC Register of Historic Places (Full Record)

Common Name: The Langham

Unique Provincial ID

Other Name

Langham Cultural Society

LOCATION

Address #	Street	Community	Locality	PID#
447	A Avenue	Kaslo	Near Downtown	016-323-858, 016-323-840

Location Description The Langham is a single building located on two lots at 447 A. Avenue downtown Kaslo.

Latitude	Longitude
49.9117347	-116.9066548

DESCRIPTION

Description The Langham is a three-story; Victorian style wooden building with ten dormer windows located on a corner lot on the major thoroughfare near Downtown Kaslo, British Columbia. The designation is for the building itself.

Heritage Value The value of this historic place lies in the integral role it has played and continues to play in the cultural and social development of the community. It has continuously evolved to meet the needs of the community, originally as boarding house, then as a bank, a bottling works, and lumber office to name a few, and currently as a cultural hub and museum.

This historic place is valued because it is the only one of the hotels erected during the mining boom and bust era in Kaslo that still exists in its original form. It exemplifies the Victorian style décor at the time of its construction in 1896.

The Langham stands as a monument to the Japanese Canadian internment that occurred between 1942 and 1946 in Kaslo. The Japanese Canadian Museum located in the Langham illustrates the significant social impact of the internment on the village of Kaslo, the Kootenays and the Japanese Canadian (Nikkei) community during that time.

The Langham symbolizes the important historical and cultural values prevalent in Kaslo, in the fact that it was scheduled to be demolished in the early 1970's but a group of local young citizens formed the Langham Cultural Society and restored the building. Today, the Langham is valued as a multimedia outlet for artists and performers.

Character-Defining Elements

- All historic materials dating to the time of construction, such as the original stained glass windows on the front and rear of building, the original central stair case, and the original interior door and window trim throughout.
- All elements of the Victorian style architecture, such as the ten dormer windows, the parapet front, rooftop cornice and gable end detail.
- Three-story scale and massing.
- The Japanese Canadian Museum of Nikkei internees, including the room dedicated to the Konno family sleeping room replicating its circa 1941 condition
- Continuing display of the documentation of the redress agreement that was signed by Prime Minister Brian Mulroney and National Association of Japanese Canadians president Art Miki on September 22 1988.
- Use as a cultural centre.

Documentation Location Kaslo Village Office

OTHER INFORMATION

Function		Contributing Resources	
Type	Era	#	Type
Exhibition Centre	Current	1	Building
Food and Beverage Manufacturing F	Historic	1	Collection

BC Register of Historic Places (Full Record)

Common Name: S.S. Moyie National Historic Site of Canada

Unique Provincial ID

Other Name

S.S. Moyie

LOCATION

Address #	Street	Community	Locality	PID#
324	Front Street	Kaslo	south shore of Kaslo Bay	

Location Description The SS moyie is comprised of the vessel itself which is located at 324 Front street on the south shore of the bay in Kaslo.

Latitude	49.9117303	Longitude	-116.902256
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DESCRIPTION

Description The S.S. Moyie National Historic Site of Canada is a late 19th-century, steam-propelled, stern-wheeler, located on the south shore of Kaslo Bay on Kootenay Lake. She has been in dry dock since 1958. Official recognition refers to the vessel itself. The additional structures of the S.S. Kuskanook Saloon, the Mirror Lake Post Office, the miner's cabin, the caboose and visitor centre, plus the historic collections throughout the site are included for the Kaslo Community Register.

Heritage Value The S.S. Moyie was designated a national historic site of Canada in 1958 and reaffirmed in 1983, because:

- Upon retirement she was the oldest Canadian-built paddle wheeler in service;
- The significant role played by such vessels in the opening up and development of the interior of British Columbia;

The heritage value of this site resides in its historical associations, in the physical properties of the vessel itself, and in the collections of historical items and artifacts housed within the vessel.

The S. S. Moyie was built and assembled in 1898 at the Canadian Pacific Railway shipyard at Nelson, British Columbia. She is typical in most respects of steam-powered vessels on western and northern inland waters but is distinguished from other steamers by the composite construction of her hull, comprised of steel frame with wooden planking. Her steel frame and propulsion machinery were supplied by Bertram Engine Works of Toronto.

The S. S. Moyie was built to provide marine service across Kootenay Lake from Nelson to Kootenay Landing, thereby connecting the Crowsnest Pass Railway with the Canadian Pacific lines to the west. Her interior arrangements suit this use, with plenty of dining room and lounge space, and sleeping cabins. Operated by the Canadian Pacific Railway's British Columbia Lake and River Service, the S.S. Moyie provided various services on Kootenay Lake from her launch in 1898 until her retirement in 1957.

Sources: Historic Sites and Monuments Board of Canada, Minutes, November 1958, November 1983; Commemorative Integrity Statement, 2000.

Value is added to this historic place by the presence of several structures that represent the importance of transportation, communication, and mining of the early twentieth century in the Kootenays. The S.S. Kuskanook ladies saloon, built in 1906, contributes to the passenger focused relevance of the S.S. Moyie National Historic Site, and symbolizes the increased need of sternwheeler transportation on Kootenay Lake.

The Mirror Lake Post Office with its original mail slot and small scale demonstrates the utility and respect in communication methods of the 1900's in the Kootenays. The miner's cabin, built by Matt Oledo in 1906, has value because it illustrates the living conditions of prospectors in the area and contrasts the conditions present on the sternwheelers. The caboose is valued because it represents the connection of goods and passenger

BC Register of Historic Places (Full Record)

Common Name: S.S. Moyie National Historic Site of Canada

transportation between railway and sternwheelers. The visitors centre provides valuable context and information, plus contributes to the welcoming sense of this historic site.

Character-Defining Elements

- Her location next to Kootenay Lake;
- Her original massing, scale and proportions, surface material, color, hull configuration, and interior and exterior elements;
- Surviving working-life components of the vessel's fabric, including the hull, superstructure, propulsion and auxiliary systems, external components such as smoke stack, paddle wheel, hog posts and chains, capstan, interior layout, and fittings;
- Features typical of steam-powered lake vessels, including a shallow-draft, wood-sheathed hull, a lightly built superstructure, and a single, stern-mounted paddle wheel;
- Her single, stern-mounted paddle wheel, 5.9 meters in diameter, with 17 buckets;
- Her hull length of 49.4 meters with a beam of slightly more than 9.2 meters;
- Her four rudders;
- Her composite hull construction, consisting of steel frames to which wood planking is bolted;
- The propulsion machinery, including the locomotive-type boiler and 2 single-piston high-pressure horizontal engines
- The collection of historical items and artifacts housed on the S.S. Moyie
- The S.S. Kuskanook Ladies Saloon and all original components
- The Mirror Lake Post Office
- The cabin built by Matt Oledo
- The caboose
- The visitor's centre

Documentation Location

Kaslo Village Office

OTHER INFORMATION

Function

Type

Museum

Vessel

Era

Current

Historic

Contributing Resources

Type

1 Collection

3 Structure

3 Building

Themes

Category of Property

Not for profit

Architect/Builder

Name

n/a

Bertram Engine Works

Association

Architect / Desig

Builder

Associated Dates

Type

Construction

From

To

1898/01/0

FORMAL RECOGNITION

Recognition Type

Reference

Recognition Date

IMAGES

FileName

Image Type

Description

Caption

SS_Moyie_Unloading_Kaslo_Bay_K
LHS_resized

Historic Photo

The SS Moyie unloading in Kaslo Bay

The SS Moyie unloading in Kaslo Bay

S.S. Moyie

Exterior View

The S.S. Moyie at her current location in Kaslo, taken by Darren Rossiter on March 3, 2011

The S.S. Moyie at her current location in Kaslo

BC Register of Historic Places (Full Record)

Common Name: **S.S. Moyie National Historic Site of Canada**

LINKS

Type	URL	Description
Historic place web site	http://www.historicplaces.ca/en/rep-reg/	National Historic Sites

COMMENTS and INFORMATION (not used by registrar)

Author: Adapted by Celina Date Modified: 2011-03-09 4:50:00 PM

BC Register of Historic Places (Full Record)

Common Name: Sacred Heart Catholic Church

Unique Provincial ID

Other Name

Sacred Heart

LOCATION

Address #	Street	Community	Locality	PID#
313	Fifth Street	Kaslo		016-744-446

Location Description Sacred Heart comprises one commercial lot located at 313 5th Street in Kaslo.

Latitude	Longitude
49.9118303	-116.9067615

DESCRIPTION

Description Sacred Heart Church is a modestly constructed white wooden building with gothic style windows, located across from the post-office on 5th Street in Kaslo, BC. The place includes the church and the surrounding grounds.

Heritage Value Sacred Heart has historical value because it has continuously held service since it was built in 1902 at its current location. This historic place is a manifestation of the catholic presence in the community, providing a place of worship and solace for its members and signifying its spiritual value. The name of this church as Sacred Heart contributes to this historic place's association in the larger community of the Catholic faith, and holds value for that.

Value lies in the original wooden pews and the gothic style windows that together illustrate early twentieth century design styles of Catholic churches in the Kootenays. The windows, with both clear and stained glass panes, are valued because they allow natural light in that adds to the spiritual experience within the space. The surrounding grassy grounds and forested landscape behind are valued because they preserve the quiet nature of the church.

Character-Defining Elements

- Use as a Catholic church
- Name of church as Sacred Heart
- Gothic style windows
- Original pews
- Surrounding grassy grounds

Documentation Location Kaslo Village Office

OTHER INFORMATION

Function		Contributing Resources		
Type	Era	#	Type	
Religious Facility or Place of Worshi	Current	1	Building	
Single Dwelling	Current	1	Landscape(s) or Landscape Feature(s)	
Religious Facility or Place of Worshi	Historic			

Themes		Category of Property
Theme	Category	
Philosophy and Spirituality	Expressing Intellectual and Cultural Life	Not for profit

Architect/Builder		Associated Dates		
Name	Association	Type	From	To
Father Cote & volunteers	Builder	Construction	1902	1902

BC Register of Historic Places (Full Record)

Common Name: Sacred Heart Catholic Church

FORMAL RECOGNITION

IMAGES

FileName	Image Type	Description	Caption
Front_View_KLHS_resized	Historic Photo	Street level front view of Sacred Heart Church (date unknown) , Kaslo B.C.	Historic front view of Sacred Heart Church
Sacred Heart Catholic Church front view	Exterior View	Street level front view of Sacred Heart Church taken from 5th Street by Celina Gabriel on March 3 2011, Kaslo B.C.	Street level front view of Sacred Heart Church
Sacred Heart Entrance Stained Glass	Exterior View	Close view of stained glass above entrance and a large gothic style window with cross taken by Jeremy Taylor on February 25, 2011	Large gothic style window with cross over entrance to Sacred Heart Church

LINKS

COMMENTS and INFORMATION (not used by registrar)

- Enhancing the walls are pieces of artwork painted locally in Kaslo.
- Property was purchased for \$500 and the final costs were \$2,488 with building and land included
- First confirmation at Sacred Heart church was performed in 1907.
- Prior to being replaced by father Nicolas Coccola in 1903, father Stephan Cote was first responsible for serving the Sacred Heart church and overseeing its completion in 1902.
- Father Nicolas Coccola played a role in establishing the St. Eugene hospital and church, the St. Peters church, and the St. Eugene mine.
- To construct the pews, money was raised for from a performance at the opera house.
- The new ceiling in the church was made from materials salvaged from the old school gymnasium

Author: Dale Callan, Jerem Date Modified: 2011-03-09 5:19:00 PM

BC Register of Historic Places (Full Record)

Common Name: The Langham

Unique Provincial ID

Other Name

Langham Cultural Society

LOCATION

Address #	Street	Community	Locality	PID#
447	A Avenue	Kaslo	Near Downtown	016-323-858, 016-323-840

Location Description The Langham is a single building located on two lots at 447 A. Avenue downtown Kaslo.

Latitude	Longitude
49.9117347	-116.9066548

DESCRIPTION

Description The Langham is a three-story; Victorian style wooden building with ten dormer windows located on a corner lot on the major thoroughfare near Downtown Kaslo, British Columbia. The designation is for the building itself.

Heritage Value The value of this historic place lies in the integral role it has played and continues to play in the cultural and social development of the community. It has continuously evolved to meet the needs of the community, originally as boarding house, then as a bank, a bottling works, and lumber office to name a few, and currently as a cultural hub and museum.

This historic place is valued because it is the only one of the hotels erected during the mining boom and bust era in Kaslo that still exists in its original form. It exemplifies the Victorian style décor at the time of its construction in 1896.

The Langham stands as a monument to the Japanese Canadian internment that occurred between 1942 and 1946 in Kaslo. The Japanese Canadian Museum located in the Langham illustrates the significant social impact of the internment on the village of Kaslo, the Kootenays and the Japanese Canadian (Nikkei) community during that time.

The Langham symbolizes the important historical and cultural values prevalent in Kaslo, in the fact that it was scheduled to be demolished in the early 1970's but a group of local young citizens formed the Langham Cultural Society and restored the building. Today, the Langham is valued as a multimedia outlet for artists and performers.

Character-Defining Elements

- All historic materials dating to the time of construction, such as the original stained glass windows on the front and rear of building, the original central stair case, and the original interior door and window trim throughout.
- All elements of the Victorian style architecture, such as the ten dormer windows, the parapet front, rooftop cornice and gable end detail.
- Three-story scale and massing.
- The Japanese Canadian Museum of Nikkei internees, including the room dedicated to the Konno family sleeping room replicating its circa 1941 condition
- Continuing display of the documentation of the redress agreement that was signed by Prime Minister Brian Mulroney and National Association of Japanese Canadians president Art Miki on September 22 1988.
- Use as a cultural centre.

Documentation Location Kaslo Village Office

OTHER INFORMATION

Function		Contributing Resources	
Type	Era	#	Type
Exhibition Centre	Current	1	Building
Food and Beverage Manufacturing F	Historic	1	Collection

BC Register of Historic Places (Full Record)

Common Name: The Langham

Bank or Stock Exchange	Historic
Hotel, Motel or Inn	Historic
Eating or Drinking Establishment	Historic
Multiple Dwelling	Historic
Studio	Historic
Studio	Current
Historic or Interpretive Site	Current
Special or Training School	Current

Themes

Theme	Category
Education and Social Well-Being	Building Social and Community Life
Learning and the Arts	Expressing Intellectual and Cultural Life
Trade and Commerce	Developing Economies
Architecture and Design	Expressing Intellectual and Cultural Life

Category of Property

Not for profit

Architect/Builder

Associated Dates

Name	Association	Type	From	To
Chas J. Kapps	Builder	Construction	April 1896	1896

FORMAL RECOGNITION

IMAGES

FileName	Image Type	Description	Caption
Front_Side_Angle_View_KLHS	Historic Photo	Front side view of the Langham taken from the North side of A. Ave	Winter setting of the historic Langham
The Langham front view 2	Exterior View	Front view of the Langham taken from the North side of A.Ave by Deborah Nelson on Feb.15, 2011	Front view of the Langham
The Langham back view 1	Exterior View	Back view of the Langham taken from Fifth Street by Deborah Nelson on Feb.15, 2011	Rear view of the Langham

LINKS

Type	URL	Description
Other	http://www.thelangham.ca/	The Langham Cultural Centre website

COMMENTS and INFORMATION (not used by registrar)

In 1977 the Langham Cultural Society was awarded The Park and Tilford Trophy from Heritage Canada and received the National Prize Award, "for an outstanding contribution to heritage conservation in Canada".

On September 22, 1988 the redress agreement that formally apologized to the Japanese Canadian interned in the Langham and elsewhere in Kaslo was signed by Prime Minister Brian Mulroney and National Association of Japanese Canadians president Art Miki.

Author: Celina Gabriel, Ca Date Modified: 2011-03-09 5:01:00 PM

BC Register of Historic Places (Full Record)

Common Name: Kaslo Municipal Hall National Historic Site of Canada

Unique Provincial ID

Other Name

City hall

Municipal hall

Village hall

Kaslo city hall

LOCATION

Address #	Street	Community	Locality	PID#
413	fourth street	Kaslo		024-433-756, 024-433-781, 024-433-845, 024-701-777, 024-433-713

Location Description Kaslo municipal hall is comprised of one district lot located at 413 fourth street in the village of Kaslo

Latitude	Longitude
49.9103595	-116.9047386

DESCRIPTION

Description Kaslo Municipal Hall National Historic Site of Canada is located in the heart of the municipality of Kaslo, British Columbia. A two-storey, wood frame building with a truncated hipped roof that rests on a rubble stone and brick foundation, the building's design adopts a classical vocabulary in its use of columns and pediments that were often associated with public buildings in the late 19th century. A prominent central entrance accessed by a double-curved staircase defines the main elevation. The entrance is framed by a projecting portico, which rises two storeys and is surmounted by a substantial belfry featuring open arcades and a decorative base. These elements accentuate the verticality of the building and convey a sense of dignity and importance that has made it an enduring landmark within the community. Official recognition refers to the building on its footprint.

Heritage Value The Kaslo Municipal Hall was designated a national historic site of Canada in 1984 because:

- this wood-frame structure is the oldest remaining town hall on the British Columbia mainland;
- it typifies a combined-function town hall, similar to many modestly scaled Canadian civic halls erected at the end of the 19th century.

Built at the height of the great mining boom that transformed the Kootenay region of British Columbia, and just five years after the establishment of Kaslo as an important service, transportation and administrative centre, this municipal hall symbolized the aspirations and optimism of its citizens for the future of their community.

The Kaslo Municipal Hall was built to house the municipal council chambers and administrative offices, the provincial court, the fire and police departments, and the jail. Combining numerous functions under one roof, this substantial building became an enduring landmark that conveyed an air of progress and stability for the young municipality.

Designed by the architectural firm of Ewart and Carrie of Nelson, British Columbia, the design demonstrates the architectural and decorative potential of British Columbia wood, evident in the classically inspired detailing around the windows, doors, cornice, entrance portico, and belfry. The interior has undergone relatively few changes since its construction and it provides an excellent example of an important public building constructed of wood.

Source: Historic Sites and Monument Board of Canada, Minutes, November 1984, June 1986

BC Register of Historic Places (Full Record)

Common Name: Kaslo Municipal Hall National Historic Site of Canada

Character-Defining Elements

Aspects of this site which contribute to its heritage value include:

- the continuous function of the building as a municipal hall;
- the exterior forms, massing and design features of the building, including the prominent rubble stone basement with brick corner quoins, its exterior wood finishes including v-jointed siding and corner boards, belt courses, a decorative frieze, the two-storey front portico and staircases (including columns, railings, and decorative wood detailing), the belfry (including decorative wood detailing, bell, and associated equipment), roof profiles and surfaces, all original entrances and windows, and the associated surround detailing;
- the major original interior elements including the historic spatial organization, front entrance hall and staircase including the newel posts and railings, the rear staircase and surviving remnants of the rear hall, the vault, the court room and the subsidiary chambers on the second floor, the original lath and plaster wall surfaces, wainscoting, the original window and door openings and surrounds, and the historical inscriptions on the building's exterior and interior doors;
- the footprint of the building and the historical relationship between the building and its site, including setbacks and the spatial relationship to surrounding properties;
- the sightlines of the building from Fourth Street and other vantage points, which contribute to its landmark status within the community.

Documentation Location

Kaslo Village Office

OTHER INFORMATION

Function

Type

Town or City Hall

Town or City Hall

Era

Current

Historic

Contributing Resources

#

1

Type

Building

Themes

Theme

Government and Institutions

Category

Governing Canada

Category of Property

Public (local)

Architect/Builder

Name

A.C. Ewart and Alexander

D.J. McLachlan

Association

Architect / Desig

Builder

Associated Dates

Type

Construction

From

1898

To

1898

FORMAL RECOGNITION

Recognition Type

Heritage Designation

Community Heritage Register

Reference #

bylaw # 586

Recognition Date

1976 Januar

IMAGES

FileName

Cityhallpostcard_The_Gowen_Sutton_CoLTD_circa1920_KLHS

Kaslo Municipal Hall front view_resized

Image Type

Historic Photo

Exterior View

Description

City hall postcard by the Gowen Sutton CoLTD circa 1920s

Front view of Kaslo Municipal Hall during renovations taken on 4th Street by Celina Gabriel on March 3, 2011

Caption

City hall postcard by the Gowen Sutton CoLTD circa 1920s

Front view of Kaslo Municipal Hall during renovations in 2011

LINKS

BC Register of Historic Places (Full Record)

Common Name: Kaslo Municipal Hall National Historic Site of Canada

Type

Historic place web site

URL

<http://www.historicplaces.ca/en/rep-reg/>

Description

National Historic Sites

COMMENTS and INFORMATION (not used by registrar)

Author:

Date Modified:

2011-03-09 4:52:00 PM

BC Register of Historic Places (Full Record)

Common Name: Kaslo Bay

Unique Provincial ID

Other Name

The Bay

LOCATION

Address # Street

Community

Locality

PID#

Kaslo

Location Description

Kaslo Bay is a small, sheltered bay located to the immediate northwest corner of downtown Kaslo

Latitude

49.9149083

Longitude

-116.907835

DESCRIPTION

Description

Kaslo Bay is a small, sheltered bay located to the immediate northwest corner of downtown Kaslo. The beach head and Kaslo Bay Park lies at the end of Center Street which travels down the southeast side of the bay from downtown. The Northeast corner of the bay has a noticeable small bluff and can be accessed from Highway 31 by travelling down Rainbow Drive. To the east of Kaslo Bay lies the open water of Kootenay Lake.

Heritage Value

Kaslo Bay is valued for the integral role it has played in the industrial, economic, and social development of Kaslo and surrounding area, because of its ideal geographic features. It is significant that sternwheelers and the railway met in Kaslo Bay, serving the shipping and transportation needs of people and industries all along Kootenay Lake and in the Slocan mining division from the late 1890s up until the late 1950s.

Value lies in the fact that the first staked claim of the Kaslo area occurred at Kaslo bay by George Owen Buchanan in 1889, because of its prime boat landing site. There is also significance in the recognition of this bay as being one of the best on Kootenay Lake by numerous early settlers to the region.

Kaslo Bay holds notable cultural and spiritual value because First Nations visited this place before settlement. Prior to intervention, Ktunaxa and Sinixt utilized this historic site for processing argillite, a slate-like rock, plus gathering and processing fish and game which contributes to the historical value of the bay.

Kaslo Bay is a valuable area to this community because both historically and today it has served and continues to serve as a natural gathering place for swimming, boating, and other leisure activities. Kaslo Bay also contributes value by hosting a long standing annual international music festival.

Character-Defining Elements

- Natural sheltered on the sides
- Unobscured scenic view of the Purcell Mountains
- Kaslo Bay Park, including several picnic tables, benches, a public dock, sandy beach and swimming area.
- The Kaslo boat club
- Several docks, boat house, and moored boats
- The grassy area located on the West side of the bay
- The noticeable small bluff on the north corner of the bay
- The entrance to the Kaslo Shipyard

Documentation Location

Kaslo Village Office

OTHER INFORMATION

Function

Contributing Resources

BC Register of Historic Places (Full Record)

Common Name: Kaslo Bay

Type	Era	#	Type
Park	Current	1	Landscape(s) or Landscape Feature(s)
Pool or Beach	Current		
Harbour Facility	Current		
Dock or Dry Dock	Historic		
Dock or Dry Dock	Current		
Harbour Facility	Historic		

Themes	Category	Category of Property
Theme		Public (local)
People and the Environment	Peopling the Land	

Architect/Builder	Associated Dates
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FORMAL RECOGNITION

IMAGES

FileName	Image Type	Description	Caption
Loading_Concentrates_at_sampler_circa1900_KLHS_resized	Historic Photo	A historic photo of Kaslo Bay showing two Sternwheelers and the Ore Sampler in the background, circa 1900	Srenwheelers at Sampler in Kaslo Bay, circa 1900
Kalso_Bay_1915_KLHS_resized	Historic Photo	A view overlooking Kaslo Bay, taken 1915	Overlooking Kaslo Bay, taken 1915
Kaslo Bay 002	Exterior View	View of Kaslo Bay and boat houses taken from Centre Street by Cameron McGregor on Feb. 18, 2011	View of Kaslo Bay and boat houses taken from Centre Street by Cameron McGregor on Feb. 18, 2011

LINKS

COMMENTS and INFORMATION (not used by registrar)

- The Kaslo Bay Lumber Co. was established by George. Buchanan in 1893
- Established in 1895 the Cockle Brothers built various boats on the shores of Kaslo Bay.
- W.E cook lumber Co. which was located on the North corner of the bay, opened for business in 1912. The box factory later burned down in 1925.
- The Sawmill was sold to Andersons in 1955 who later sold to K.F.P.

Author: Deborah Nelson, D Date Modified: 2011-03-09 5:16:00 PM

From: [Kaslo Lodge No. 25](#)
To: [Ian Dunlop \(CAO Kaslo\)](#); [Karissa Stroshein](#)
Cc: [Tyler Dobie](#)
Subject: Kaslo Masonic Lodge building
Date: August 16, 2023 8:34:31 PM
Attachments: [Kaslo Masonic Hall - S of S - 2020.docx](#)
[Kaslo Lodge No 25 - history, revised 2022-Jul-08.docx](#)
[Valley voice - june 30 2022 - page 27.png](#)

To Mayor, Council and Staff of the Corporation of the Village of Kaslo,

A few years ago, a Statement of Significance for the Kaslo Masonic Hall at 301 A Avenue was submitted for your consideration.

We requested that Council pass a resolution identifying the Kaslo Masonic Hall as a Municipally significant heritage building.

This request was submitted to the previous council.

It is my understanding that a 'statement of significance' is a document that can be passed as a resolution of council to identify a building as a municipal heritage building.

This is often the first step in being recognized as a historic site of Provincial or Federal significance.

This action would also allow our building to be listed in the database of Canada's Historic Places.

Other examples:

[HistoricPlaces.ca - HistoricPlaces.ca](#)

[HistoricPlaces.ca - HistoricPlaces.ca](#) (Kaslo Municipal Hall)

[HistoricPlaces.ca - HistoricPlaces.ca](#) (1896 Building)

[HistoricPlaces.ca - HistoricPlaces.ca](#) (St. Mark's Anglican)

[HistoricPlaces.ca - HistoricPlaces.ca](#)

[HistoricPlaces.ca - HistoricPlaces.ca](#) (S.S. Moyie)

Another recognized heritage building with historical significance can only further raise Kaslo's profile as a destination for B.C. History.

The last thing I heard was that one of the staff were looking into the legalities of declaring municipal historic buildings, but I haven't heard anything since.

I completely understand that Staff and council are busy, and this may have fallen through the cracks, so please allow me to humbly put this request back on your table.

Attached is the S.o.S. document as written by the Kootenay Lake Historical Society – Elizabeth Scarlett and Doug Yeo.

As mentioned, the Kaslo Masonic Hall is the oldest Wooden Masonic Lodge building in British Columbia.

We were presented with a Bronze Plaque from the Grand Lodge of British Columbia and Yukon in 2022 as part of their 150th anniversary legacy project to identify the historic value of our building to

the Craft of Freemasonry in B.C. – this bronze plaque was presented by the Grand Master and his suite of officers to the Brethren of Kaslo Lodge in a public ceremony on June 26, 2022. (Valley Voice article attached) - Mayor Hewat was in attendance, as well as the K.L.H.S. Archivist, Elizabeth Scarlett.

Other resources:

[Kaslo Masonic Lodge - Heritage BC](#)

[KASLO MASONIC LODGE - Masonic Markers \(bcy.ca\)](#)

Thank you for your consideration.

--

Sincerely,

W. Bro. Tyler Dobie

Lodge and Society Secretary & Past Master

~

Kaslo Lodge No. 25 – A.F. & A.M. - established 1895

Meetings tyle at 7pm: first Friday, Mar. - Dec.

c/o **Kaslo Masonic Holding Society**

301 A Avenue, PO Box 921, Kaslo BC, V0G 1M0

email: Lodge25@Kaslo.org

fb: <https://www.facebook.com/KasloLodge>

Ancient, Free and Accepted Masons

Grand Registry: B.C.& Yukon - <https://grandlodge.bcy.ca/>

More info about Freemasonry: <https://freemasonry.bcy.ca/info.html>

Begin you: <https://beginyou.bcy.ca/>

Kaslo Lodge No 25

In 1894, after the fire and flood that the city of Kaslo suffered that year, Freemasons of the town combined to obtain a charter for a Masonic Lodge. A petition was drawn up, signed and sent to the Grand Master of British Columbia. The list of petitioners was an interesting one, the signers coming from all areas and occupations - miners, construction workers, merchants, jewelers, hotel keepers, prospectors, railway employees, etc. There was no tie between the signers other than Freemasonry. Five came from Ontario, five from the United States, four from what was then the Grand Lodge of Manitoba, four had been members of other Lodges in British Columbia, two from Scotland, and one from Nova Scotia. The list gives a fair cross-section of the Kootenay people at that time.

In August 1894 the Deputy Grand master visited and found a “nice Lodge room, well-furnished and a number of very worthy Freemasons” and so he reported that the petition should be granted.

The effort to form a Lodge in Kaslo was encouraged by Worshipful Brother Elon Ezra Chipman – a Past Master of an Ontario Lodge, who was destined to become a Grand Master of British Columbia (1902). He attended all meetings and affiliated with the Lodge when it was ready for work. Most Worshipful Brother Chipman served as Kaslo City Clerk from 1896 to 1900. He was appointed by the Provincial Government as Government Agent, Gold Commissioner, Stipendiary Magistrate and official Administrator of the Kaslo District.

The first meeting of the Kaslo Lodge was held October 1st, 1894. It was held in a room above W.B. Livingstone's Leather Goods store on Front Street. The location is where the Government Liquor store is today. The first Worshipful Master was Duncan C. MacGregor, a builder of many of the buildings in the city of Kaslo. The secretary was E. E. Chipman. A.J. McMillan was Senior Warden and Alex McKenzie , Junior Warden. According to the minutes of that meeting there were 10 other masons in attendance and three applications for membership. It was to be known as the Kaslo Lodge and would meet on the first Monday of the month.

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The charter to Kaslo Lodge No 25 was therefore granted June 24, 1895 and the Lodge was constituted on Nov. 4, 1895 by R.W. Brother Henry Hoy of Union Lodge No. 9.

This Kaslo Masonic building was built in 1894 by the Green Brothers who had lost their store on Front Street in the fire of February 1894. They had a store on the lower floor. The Kaslo Post Office was in the back of the building. In 1897 a second-floor addition was added by D.C. MacGregor (contractor). It was reported in *The Kootenaiian*, newspaper of Jan. 2, 1897 that the upper story was to be "fifteen feet in the clear and appropriately fitted up for the exclusive use of the Masonic fraternity. The entrance to the upper story will be from 3rd St." As you will see, many of the furnishings are still in place. This is the oldest wooden Masonic Lodge building in western Canada still in regular use - practicing Freemasonry monthly for well over a century now. Many of its masons have served as Grand Masters of British Columbia.

The Green Brothers eventually moved their store and Post Office to Front Street. Henry Giegerich of Byers, Green and Giegerich Company (a former Worshipful Master himself) passed over the ownership of the building to the Masons in 1938. During the internment of 1200 Japanese Canadians in Kaslo from 1942 - 1946, Dr. Shimo Takahara had a medical clinic on the lower floor here, as did Dr. Banno, a dentist.

Kaslo Lodge also housed a chapter of Royal Arch Masons for many years, Kootenay Chapter No. 3. Henry Giegerich, served as a Grand First Principal of B.C, in 1927. Charles Sherwin, manager of Bluebell mine in Riondel in the 1920s, was a Grand First Principle of B.C. Royal Arch in 1922.

Kaslo Lodge sponsored the Bluebell Lodge of Instruction in Riondel from 1951 to 1969 on the east shore of Kootenay Lake. While the Bluebell mine was in operation, many members of Kaslo Lodge came from Riondel.

Author credit:

Elizabeth Scarlett, Archivist,
Kootenay Lake historical Society, Kaslo.

July 8, 2022.

KASLO MASONIC HALL - Statement of Significance

Description of the Historic Place

The Masonic Hall is located at 301 A Avenue in Kaslo, British Columbia, at the corner of A Avenue and Third Street. It is a two-storey wooden frame structure built for local merchants, the Green brothers, as a replacement for their earlier store destroyed by fire. Local tax records first included the new building in 1894. Masonic Lodge #25 received its charter in 1895, and in 1896 entered a lease agreement for the second floor. This space was then furnished as a Lodge room, which remains largely unchanged. In 1938 the building was acquired by the Lodge, when Henry Giegerich of the then Byers, Green and Giegerich company passed over the ownership of the building to the Masons, and it is today the property of the Kaslo Masonic Holding Society. The building is in good condition, and although the exterior is covered by synthetic siding its overall form is retained. It is the oldest wooden Masonic Hall in use in British Columbia. It is still in its original state and has been in regular use since its founding. Its Lodge room has held meetings in 10 months of each year since 1897.

The second story was added in 1897 at a cost of \$1,200 for the purpose of a Masonic Lodge room, the builder was also the first Worshipful Master of Kaslo Lodge No. 25, Mr. D.C. McGregor – a builder of many prominent buildings in Kaslo at the time.

Key Heritage Values of the Historic Place

1. The building is a familiar landmark dating from Kaslo's early years.
2. The physical form of the building, particularly the Lodge room.
3. The strong relationship in Kaslo's early years between Masonic Lodge #25 and prominent citizens, particularly mayors, councilors, and businessmen.
4. the first Kaslo Post Office was in the back of the building.
5. The wartime relocation of Japanese-Canadians to Kaslo and other interior communities, as represented Dr. Shimo Takahara and the dentist Dr. Banno, who remained and practised in the lower floor of the Masonic Hall for several years.

Principal Character-defining Elements

1. The building's size and form and its very visible street corner location.
2. The well-preserved second storey Lodge room and its interior arrangement.
3. The large exterior Masonic emblem on the north face of the building, overlooking the adjacent street corner.

W.B. Yeo MA
2019 Feb 10

*** updated in 2020



Kaslo Masonic Hall 1890s

Photographs of 301 A Avenue

Kaslo Masonic Lodge
Throughout its history.



Kaslo Masonic Hall 2019

Original Fire escape : (1980s)



Supplementary Lodge history:

Kaslo Lodge also housed a chapter of Royal Arch Masons for many years, Kootenay chapter #3. Henry Giegerich, the original owner of the building, served as a Grand First Principal of BC in 1927. Charles Sherwin, manager of Bluebell mine in Riondel in the 1920s, was a GFP of BC in 1922.

Kaslo Lodge sponsored the Bluebell Lodge of Instruction in Riondel from 1951 to 1969 on the east shore of Kootenay Lake. While the Bluebell mine was in operation, many members of Kaslo Lodge came from Riondel.

The Green Bros eventually moved the store and post Office to Front Street. The “Big G” was in the Kootenay Lake Farmer's Institute.

In 1894, after the fire and flood, Freemasons of the town combined to obtain a charter for a Masonic Lodge. A petition was drawn up, signed and sent to the Grand Master of BC. The list of petitioners was an interesting one, the signers coming from all areas and occupations - miners, construction workers, merchants, jewelers, hotel keepers, prospectors, railway employees, etc. There was no tie between the signers other than Freemasonry. Five came from Ontario, five from United States, four from what was then the Grand Lodge of Manitoba, four had been members of other Lodges in British Columbia, two from Scotland, and one from Nova Scotia. The list gives a fair cross-section of the Kootenay people at that time. The first meeting was held in October 1894 and the charter to Lodge No 25 was granted June 24 1895. The first worshipful master was D.C McGregor, a builder for many

of the buildings in the City.

This effort to form a Lodge in Kaslo was encouraged by W Bro Elon Ezra Chipman – a past master of an Ontario Lodge who was destined to become a Grand Master of British Columbia – he was not a charter member of Kaslo Lodge, but attended all meetings and affiliated with the Lodge when it was ready for work. MW Bro Chipman served as the first Clerk of the city of Kaslo, and later as a magistrate.

Heritage BC:

[Kaslo Masonic Lodge - Heritage BC](#)

Masonic Marker:

(June 26, 2022)

[KASLO MASONIC LODGE - Masonic Markers \(bcy.ca\)](#)

Plaque unveiled at Kaslo Masonic Hall to celebrate Freemason history in BC and Kaslo

submitted

A new high-tech plaque was unveiled in Kaslo on Sunday, June 26, in honour of the 150th anniversary of the Freemasons in the province, and the 125th anniversary of Kaslo Lodge – the second Masonic Lodge in the Kootenays.

The cast bronze plaque is mounted on the front steps of Kaslo's Masonic Hall. It features a QR code that can

be scanned with a phone and will connect immediately to websites, photos, videos, and information about the hall's history and its role in shaping the past 150 years of the Freemasons in the province.

By scanning the QR code, visitors will also be able to take a virtual tour of lodge halls throughout BC and the Yukon, and learn about how they shaped the west coast of Canada before the formation

of a provincial Grand Lodge in 1871.

This is one of 45 dedications of Masonic Markers across the province and territory, and the first in our district.

"Freemasonry has been an active but relatively quiet part of BC communities for 150 years," explained Most Worshipful Grand Master Don MacKenzie, head of Freemasonry in BC and

Yukon from June 2020 through June 2022. "People see our buildings but don't know what goes on inside. So, this an invitation to get to know us."

Kaslo Masonic Lodge No. 25 received its charter in 1895 and in 1896, entered into a lease agreement for the second floor of the building at 301 A Avenue in Kaslo. The building was acquired by the Lodge in 1938. It is one of

the oldest Masonic Halls in use in Western Canada, and the oldest original wooden structure free-standing Lodge building in BC. The room upstairs is in its original state, and 10 meetings per year have been held there since 1895.

The unveiling was attended by Kaslo Mayor Suzan Hewat; Elizabeth Scarlett of the Kootenay Lake Historical Society; the new Grand Master of BC and Yukon, Most Worshipful Brother Ken Overy; past master of Kaslo Lodge, Worshipful Brother Tyler Dobie of Kaslo; current

master of Kaslo Lodge, Right Worshipful John Dunne of Nelson; District Deputy Grand Master, Right Worshipful Brother William Baird; and about 25 Freemasons from around the province.

Freemasonry is considered to be the oldest and the largest fraternal organization in the world whose mission is to improve themselves and the societies in which they live. Several million men of all backgrounds, religions, vocations and cultural groups call themselves Masons across the globe.



Elizabeth Scarlett of the Kootenay Lake Historical Society speaks at the unveiling of the bronze Masonic Marker at Kaslo Masonic Lodge on June 26.

Establishing Community Heritage Registers



A Guide for Local Governments and Heritage Organizations



**BRITISH
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**Ministry of Tourism, Sport
and the Arts**



**Canada's
Historic Places**

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du Canada**

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Table of Contents

Introduction 4.
About Community Heritage Registers 5.
The Benefits of a Community Heritage Register 5.
Reporting Requirements for Community Heritage Registers 6.
Eligibility for Listing on a Community Heritage Register 6.
Steps to Creating a Community Heritage Register 7.
Statements of Significance 8.
Electronic Management of Community Heritage Registers 8.
The Government of British Columbia Heritage Branch Community Heritage Register Program 9.
Appendix 1: The Legislation 10.
Appendix 2: Glossary 11-12.

INTRODUCTION

A *Community Heritage Register (CHR)* is an official list of *historic places*, specific to a community, which have been identified by the local government as having *heritage value* or *heritage character*. Among other things, a CHR enables a local government to understand and identify the significance of a community's historic places, to monitor heritage properties for proposed changes, and to integrate heritage conservation activities into other local government land use planning processes. This document outlines the benefits of Community Heritage Registers and provides guidelines for the creation and maintenance of a CHR by local governments.

The creation of a Community Heritage Register, in accordance with section 954 of the *Local Government Act (LGA)* or section 582 of the *Vancouver Charter (VC)*, ensures the inclusion of a community's historic places on the *British Columbia Register of Historic Places (BCRHP)*, the official provincial listing of historic places that have been formally recognized for their heritage value by the provincial or local governments. Listings on the BCRHP may also be included on the *Canadian Register of Historic Places (CRHP)*, a register of registers which will become the most important Internet-based heritage tool for planners, policymakers, developers, industry, community organizations, teachers and students across Canada. When fully realized, the CRHP will include a listing of approximately 20,000 formally recognized Canadian historic places and will be the keystone of the *Historic Places Initiative (HPI)* - the most significant and ambitious heritage conservation program in Canada's history.



ABOUT COMMUNITY HERITAGE REGISTERS

A Community Heritage Register:

- is a planning tool, utilized by communities interested in integrating heritage conservation activities into other local government land use planning processes.
- provides formal recognition for historic places.
- must be adopted by a local government resolution.
- has legal status.
- provides access to powerful tools within the Local Government Act and Community Charter.
- may be created from a new list of historic places, or from an existing inventory.

A Community Heritage Register **does not**:

- put a limit on the changes a heritage property owner may make to his or her historic place.
- require agreement from a heritage property owner to include a historic place as a register listing.
- constitute designation or any other type of formal protection of an historic place.
- create financial liability for the local government.

THE BENEFITS OF A COMMUNITY HERITAGE REGISTER

- It can enhance the public's appreciation of the identity and character of the community.
- It can facilitate public access to heritage information.
- It provides a means of informing property owners and prospective buyers of a property's heritage value.
- It can facilitate the integration of heritage conservation into community planning and play a role in enhancing community sustainability.
- It provides a tool for determining eligibility for heritage programs and incentives.
- It provides eligibility for special provisions within the BC Building Code Heritage Building Supplement for heritage properties.
- It allows a local government to consider and, if necessary, undertake protective action such as temporarily withholding demolition permits and building and development approvals, ordering heritage inspections, or monitoring changes in properties through a licensing and permit application process for historic places listed on a Community Heritage Register.

REPORTING REQUIREMENTS FOR COMMUNITY HERITAGE REGISTERS

When a local government places a property on its Community Heritage Register, legislation requires that notice of this listing be sent to the provincial government. With the development of new technologies and the implementation of new documentation standards, the province is undertaking a major upgrade of its records, including those submitted by local governments. These updated records will meet the statutory requirement under the *Heritage Conservation Act (HCA)* to maintain records of enactments made under the HCA, the Local Government Act, and the Vancouver Charter, and will serve as a tool to identify, recognize and assist in the protection of BC's historic places. It is intended that the BCRHP documentation standards will meet or exceed the national documentation standards to ensure that the most up-to-date and informative records are accessible to government authorities, land-use planners, developers, owners, educators, researchers, heritage professionals and the public.

ELIGIBILITY FOR LISTING ON A COMMUNITY HERITAGE REGISTER

In order for a historic place to be listed on a Community Heritage Register, it should meet the criteria established by the British Columbia Register of Historic Places documentation standards in accordance with the Canadian Register of Historic Places documentation standards. Such a listing will:

1. Meet the definition of “heritage property”: In relation Community Heritage Registers, heritage property is any historic place which is legally protected, or, in the opinion of a municipal council, has sufficient heritage value or heritage character to justify its conservation.

2. Indicate the reasons why the historic place is considered to have heritage value or heritage character. This is a ‘must’ under the Local Government Act, and the BCRHP Documentation Standards indicates that each historic place record on a CHR must include a *Statement of Significance*, a three-part statement which includes the description, the heritage value, and the character-defining elements of the historic place.

3. Meet the required documentation standards. A register record must meet the minimum documentation requirements identified in the BCRHP Documentation Standards Handbook. These requirements include information on the identification, formal recognition, location, description, documentation, and administration, as well as images of the historic place.

STEPS TO CREATING A COMMUNITY HERITAGE REGISTER

1. Determine the reason(s) for creating a Community Heritage Register. A Community Heritage Register is the first step in implementing a community heritage program. It should be implemented as part of a carefully planned heritage program to achieve clearly stated community goals.

2. Identify community heritage values (i.e. aesthetic, historical, social, scientific, spiritual etc.) and the types of places – such as buildings, structures, districts, landscapes and/or archaeological sites – which embody those values. Develop Community Heritage Register criteria that meet the heritage management and commemoration needs of the community.

3. Review existing information, and undertake historical research, historical context studies, field surveys and other necessary activities to select historic places to be included on the register. A community's historic places should reflect the community's heritage values. Include all protected heritage property as part of the register. Also, include historic places which may be under threat, or which may be in need of rehabilitation; these places will benefit most from properly completed Register records.

4. Compile and organize required documentation information for each historic place. Follow the documentation standards for the British Columbia Register of Historic Places.

5. Write a *Statement of Significance* for each historic place. Refer to the Statement of Significance guidelines within the *Canadian Register of Historic Places: Documentation Standards Handbook*.

6. Undertake review, discussion and quality control of documentation and Statements of Significance to ensure that CHR records reflect the community's heritage values. Consider review within the local government or Community Heritage Commission. Refer to the *Guidelines for Updating Community Heritage Registers and Writing Statements of Significance* for step-by-step processes for the Community Heritage Register documentation process.

7. Compile the completed Register records into a manageable electronic database. Utilize a database system which is compatible with IT systems already in place within your local government in order to manage your Register in the most effective way.

8. Make the Community Heritage Register official by having Council adopt it through a resolution. Make a presentation and/or submit a report to your local government Council about the Community Heritage Register.

9. Notify property owners and the Minister Responsible for the Heritage Conservation Act within 30 days of Council's resolution. Notify property owners and the Minister responsible for the Heritage Conservation Act each time a property is added or deleted from the CHR.

10. Maintain and regulate the Community Heritage Register. Conduct periodic reviews of the content of the Community Heritage Register. Add or remove historic places to or from the list as necessary, following the required documentation standards and the legislation found in the Local Government Act.

STATEMENTS OF SIGNIFICANCE

According to section 954 of the Local Government Act, a Community Heritage Register “must indicate the reasons why property included in a community heritage register is considered to have heritage value or heritage character”. For this reason, the Statement of Significance will be the most important component of the mandatory documentation for every historic place included on a register. The Statement of Significance will explain to a broad audience what the formal recognition applies to, why the place is important or significant, and which principal features of the place must be retained in order to preserve its heritage value.

A properly written Statement of Significance will ensure that the formal recognition for each historic place listed on a register is based on heritage value. The three parts of a Statement of Significance are:

1. The Description of the Historic Place: This provides a general description of what the formal recognition applies to, and paints a picture of the historic place in two or three sentences.

2. The Heritage Value of the Historic Place: This explains why a historic place has aesthetic, historic, scientific, cultural, social, or spiritual importance or significance for past, present or future generations. The statement of heritage value is generally one or two paragraphs long.

3. The Character-Defining Elements of the Historic Place: This is a point-form list of how the heritage value is manifested in such elements as the materials, physical layout, uses, or cultural associations of the historic place.

For detailed information on writing Statements of Significance, refer to the Statement of Significance guidelines within the Canadian Register of Historic Places: Documentation Standards Handbook.

ELECTRONIC MANAGEMENT OF COMMUNITY HERITAGE REGISTERS

The new provincial and national heritage documentation standards are conducive to the establishment of electronic Community Heritage Register databases, which will provide for simpler records management, and allow for easy access and dissemination of heritage information.

Because the levels of information technology development vary widely from community to community, recommending a specific software product would be counterproductive. It is most important, however, to choose a management tool – preferably some type of relational database software – which is compatible with electronic systems already in place within your local government.

Once an electronic database is established, it is beneficial to incorporate other forms of electronic documentation, such as GIS (geographic information systems), into the register. Among other reasons, putting heritage resource information on a GIS is useful because it provides for the accurate display of spatial data, provides a basis for integration with other land-use management processes, and literally puts historic places ‘on the map’.

THE GOVERNMENT OF BRITISH COLUMBIA, HERITAGE BRANCH COMMUNITY HERITAGE REGISTER PROGRAM

The Heritage Branch will invest up to 100% of the total eligible costs, to a maximum of **\$20,000** per project, to support the development of Community Heritage Registers by local governments, consistent with the documentation standards of the B.C. Register of Historic Places (BCRHP). Each applicant to this program must demonstrate how the Community Heritage Register has assisted community heritage planning and management.

Projects may include:

- converting an existing Community Heritage Inventory to a Community Heritage Register to the BCRHP documentation standards;
- updating an existing Community Heritage Register to the BCRHP documentation standards;
- adding to an existing Community Heritage Register; or
- creating a new Community Heritage Register to the BCRHP documentation standards.

For further information on the Community Heritage Registers Program, please visit:

http://www.tsa.gov.bc.ca/heritage/loc_govt/comherregister.htm

APPENDIX 1: THE LEGISLATION

Local Government Act: Community Heritage Register

- 954** (1) A local government may, by resolution, establish a community heritage register that identifies real property that is considered by the local government to be heritage property.
- (2) The community heritage register
- (a) must indicate the reasons why property included in a community heritage register is considered to have heritage value or heritage character, and
 - (b) may distinguish between heritage properties of differing degrees and kinds of heritage value or heritage character.
- (3) Within 30 days after including a property in a community heritage register or deleting property from a community heritage register, the local government must give notice of this
- (a) to the owner of the heritage property in accordance with section 974, and
 - (b) to the minister responsible for the *Heritage Conservation Act* in accordance with section 977.
- (4) The protection of heritage property is not affected by an error or omission in a community heritage register.

APPENDIX 2: GLOSSARY

British Columbia Register of Historic Places (BCRHP): The British Columbia Register of Historic Places is the official provincial listing of historic places that have been formally recognized for their heritage value by the provincial or a local government.

Canadian Register of Historic Places: The Canadian Register of Historic Places is a national listing of historic places across Canada. The CRHP is essentially a register of registers and includes nominations from local, provincial, territorial, and federal government heritage registers.

Canadian Register of Historic Places: Documentation Standards Handbook: This handbook sets out the *Canadian Register Documentation Standards*. It describes the procedures for nominating historic places to the Canadian Register, and the procedures for listing, updating, and de-listing. It also describes the roles and responsibilities of the Federal, Provincial and Territorial Registrars.

Community Heritage Register: A community heritage register identifies real property that is considered by the local government to be heritage property. It must indicate the reasons why the property included is considered to have heritage value or character. It may distinguish between heritage properties of differing degrees and kinds of heritage value or character.

Heritage Character: The overall effect produced by traits or features which give property or an area a distinctive quality or appearance.

Heritage Conservation Act (HCA): The HCA is an official provincial act with the purpose of encouraging and facilitating the protection and conservation of heritage property in British Columbia.

Heritage Inventory: An informal list of properties that are deemed to possess architectural, historical, or cultural value. A heritage inventory has no legal status.

Heritage Property: property that, in the opinion of a body or person authorized to exercise a power under the Local Government Act in relation to the property, has sufficient heritage value or heritage character to justify its conservation, or is protected heritage property.

Heritage Value: The historical, cultural, aesthetic, scientific or educational worth or usefulness of property or an area.

(continued next page)

APPENDIX 2: GLOSSARY (continued)

Historic Place: a structure, building, group of buildings, district, landscape, archaeological site or other place that has been formally recognized for its heritage value by an appropriate authority.

Historic Places Initiative (HPI): HPI is a national initiative developed by the Department of Canadian Heritage and the Parks Canada Agency in collaboration with provinces and territories to identify and conserve historic places in Canada.

Local Government Act (LGA): The LGA is an official act with the following purposes: to provide a legal framework and foundation for the establishment and continuation of local governments to represent the interests and respond to the needs of their communities; to provide local governments with the powers, duties and functions necessary for fulfilling their purposes; and to provide local governments with the flexibility to respond to the different needs and changing circumstances of their communities.

Statement of Significance: The portion of each Community Heritage Register record that identifies the *description, heritage value, and character-defining elements* of a historic place.

Vancouver Charter (VC): The VC is the equivalent to the Local Government Act, but responds specifically to the requirements of the City of Vancouver.



Acknowledgement

The development of these guidelines for Community Heritage Registers has been supported in part by Canada's Historic Places Initiative - a Federal, Provincial, Territorial Collaboration.

<http://www.historicplaces.ca>



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: September 29, 2023

SUBJECT: Nelson Dialysis Service

PURPOSE: To consider a recommendation from the Health Advisory Committee regarding the lack of dialysis services in Nelson.

OPTIONS:

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

1. **Endorse the recommendation. A letter will be sent to the WKBRHD Board explaining the need for dialysis service in Nelson.**
2. Do not endorse the recommendation. *No further action will be taken.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village of Kaslo write to the West Kootenay Boundary Regional Hospital District Board explaining the need for dialysis service in Nelson.

ANALYSIS:

- A. **Background:** At the 2023.05.15 Health Advisory Committee meeting Councillor Bird presented information about the need for hemodialysis services in Nelson. A letter was sent to IHA in July seeking additional information but no response has been received. The committee is seeking the assistance of Council and the West Kootenay Boundary Regional Hospital District Board to pursue the matter.
- B. **Discussion:** The lack of hemodialysis services in the area present a hardship for local individuals requiring this life-saving treatment. Making dialysis available in Nelson would have significant benefits for the health and well-being of patients and their families.
- C. **Attachments:**
 - May 2023 Report – Erika Bird
 - 2023.07.21 email to Lannon deBest (IHA)
 - September 2023 Update – Erika Bird
- D. **Financial Implications:** Nil
- E. **Corporate Priority:** Working towards additional health care capacity in Kaslo was identified as a priority in the 2021-2025 Strategic Plan. While this request for service is focused on Nelson, it would benefit local residents by reducing their travel times.
- F. **Environmental Impact:** Travel for medical care contributes to GHG emissions.
- G. **Communication Strategy:** Nil

CAO Approval: 2023.10.05

From: [Erika Bird](#)
To: [Lannon deBest](#)
Cc: [Karissa Strosheim](#); [Mayor Hewat](#)
Subject: Hemodialysis services in Nelson and Area
Date: Friday, July 21, 2023 7:55:47 AM

Dear Mr. DeBest,

I am hoping you could give me an update on Interior Health's plans regarding establishing a community hemodialysis unit in Nelson. There is ample evidence of the need, especially since the termination in May of the medical transport line from Nelson to Trail that was operated by Nelson CARES.

[REDACTED], who has been advocating for a hemodialysis clinic in Nelson for almost 4 years now, wrote to me recently: "When I go for dialysis on Saturdays, out of 9 dialysis stations in Trail, 6 of them are patients from Nelson and beyond (Six Mile, Ainsworth, Woodbury Creek.) I see that there are 10 patients from Nelson and north of Nelson, on a weekly basis. Some go 3xs and some 2xs weekly, depending what they require. This proves a very real need for dialysis unit in Nelson."

I'm going to guess that you are not in a position to divulge the discussions that go into your 5-year strategic planning. But perhaps you can identify for me the barriers that the Interior Health Authority is facing, as yet another year goes by without any hint that Nelson and Area patients have a hope for dialysis services closer to home.

Is it lack of sufficient data? A lack of trained personnel? Lack of appropriate space? Funding?

Finally, I am wondering if, as part of your strategic planning, you have investigated other models of hemodialysis delivery. One of the nurses looking after renal patients in Trail mentioned that he used to work for Ontario Renal. There was a mobile system established there. He used to travel from clinic to clinic in his rural area. Here's a link to the Ontario Renal Network. <https://www.ontariorenalnetwork.ca/en/local-services>

I thank you in advance for your time and consideration of this matter,

Erika Bird
Councillor, Village of Kaslo and member of Kaslo's Health Advisory Committee

(CC Mayor Suzan Hewat and the Village of Kaslo)

Report from Erika Bird

Update on my efforts to advocate for dialysis patients, May 8, 2023

Note: Any person suffering renal failure or chronic kidney disease needs dialysis to keep living. Dialysis filters the blood, although not nearly as efficiently as functioning kidneys. It takes almost 4 hours for the dialysis machine to do its work.

Current Situation:

The only In-Centre Hemodialysis Units (ICHD) is at the Trail Regional Hospital because it can offer the full spectrum of renal services.

Grand Forks and Creston each have a Community Dialysis Unit (CDU). CDUs provide an option for medically stable and relatively independent outpatients.

Public Transportation Options: Patients in Area D have no public transportation options. For Nelson Area patients the Kootenay Seniors Transportation Program will cease to provide services at the end of May.

Renal Advocacy Team for Nelson: Since 2018, a group of dialysis patients who live in Area D and the Nelson Area (including the Slocan) have been advocating for Community Dialysis Clinic to be established at Kootenay Lake Hospital in Nelson. For Chris Freyta, a resident of Ainsworth and formerly the leader of the Advocacy Team, being dependent on dialysis means driving to Trail 3 times a week – she basically loses 3 days out of every 7 because of all the driving – not to mention the 4 hours she is hooked up to the blood filtering machine. Chris is a senior and was very active in trying to persuade Interior Health to open up a CDU in Nelson. She has given me all her files which include case histories, letters to Interior Health, John Horgan (then premier), the Minister of Health, and Brittney Anderson. The date of her last correspondence is June, 2022.

IHA Guidelines for Community Hemodialysis Units : This document explains the conditions that are necessary before the province will consider funding a Community Dialysis Unit. Crucial is the demand (number of patients), staffing, and the availability of appropriate clinic space.

Actions undertaken by Erika

- Reviewed the IHA Guidelines for Community Hemodialysis Units.
- Reviewed all of Chris Freyta's correspondence, which includes a petition that was sent to Brittny Anderson and tabled at the Third Session, 42nd Parliament (2022) Wednesday, May 18, 2022: *"B. Anderson: I rise to table a petition from Robin Wood regarding the need for dialysis machines at the Kootenay Lake Hospital in Nelson."*
- Reviewed the correspondence of the Advocacy Team
- Emailed Donna Jansons, Program Director, Renal Services, Interior Health, and spoke on the phone.
- Emailed Dr. Marie Michaud, renal medical director for Interior Health, based in Kelowna. No reply.
- Emailed Britny Anderson. The following pages are her reply to me, and some information that was passed to her and the Advocacy Team last year, at the time that Brittny tabled it in parliament.
-

Hi Erika,

The Ministry of Health responded to Robert Wood, who was the author of the petition. I believe there were some issues with the process of the petition. I will see if I can locate and release a copy of that letter to you.

That being said, we are continuing to advocate for this from our office every chance we get. I have asked the Ministry of Health for an update and will get back to you when I hear back from them. We are being told that home dialysis is being offered, although our position is that this doesn't work for everyone, particularly seniors. They also said they don't have the numbers to justify staffing another dialysis unit at other locations (such as KLH).

This is going to become a bigger issue for many with the Kootenay Seniors Transportation Program stopping services at the end of May (we just found this out last week).

I'll let you know what we hear back.

In your service, Sarah Wasilenkoff, constituency Assistant to Brittny Anderson, MLA for Nelson-Creston

(Letter from Interior Health to Advocacy team in 2022 and forwarded to me by Brittny Anderson, edited for length by me. Brittny did not tell me who the author of this letter was.)

I was recently made aware of your petition regarding access to dialysis treatment in Nelson and am pleased to respond on behalf of the Ministry of Health (the Ministry).

The Ministry and BC Renal acknowledge the impact of travelling to another community for dialysis on both patients and their families. BC Renal, in cooperation with health authority renal programs, coordinates kidney care services across the province for people with chronic kidney disease.

CDUs provide an option for treatment closer to home for medically stable and relatively independent outpatients. These units are staffed and equipped for this level of care only, and patient safety is the main consideration in deciding whether dialysis at a CDU is appropriate.

The dialysis unit in Trail is an ICHD. The possibility of adding a CDU at Kootenay Lake Hospital in Nelson has been raised in the past, but Interior Health Authority has no imminent plans to do so. For staff to maintain their clinical competency, a steady volume of patients is needed. Although dialysis is administered by a nurse with specialized training, a CDU must also have a dedicated renal physician on active duty at the facility.

In British Columbia, the process for renal care facility and equipment planning is a collaborative one and involves both BC Renal and the health authority renal programs. Proposals outlining the needs based on patients currently receiving dialysis, as well as those with progressive kidney dysfunction who are likely to require dialysis, are submitted to BC Renal's Facilities and Planning Committee. These proposals are then ranked by the Committee based on objective and equitable criteria. This planning process is done annually on a five-year cycle.

Best practices in kidney care today emphasize early intervention and a focus on independent dialysis options, which have proven health and quality of life benefits.

While the growth of facility-based dialysis is decreasing provincially, work is ongoing to explore ways to offer safe and sustainable transportation options to support patients travelling for medical services.

In addition to continuing to provide province-wide, high quality kidney care services, a primary goal of BC Renal and the health authorities is to improve early diagnosis of kidney disease and work with patients to maintain their kidney function at a level that does not require dialysis.

BC Renal regularly reviews kidney service delivery throughout the province and would consider expanding service if facility and equipment needs are identified through their planning process.

Backgrounder on recent advocacy for a hemodialysis unit at the Nelson Hospital:

For the last 4 years a group of dialysis patients, numbering about 12, have been advocating for Hemodialysis Services in Nelson. All of them have to travel to Trail two or three times a week for the 4 hour procedure that keeps them alive. There are three patients that I am aware of who travel from Area D. The numbers fluctuate since some people have died since 2019 when the advocacy group started, and a few have just given up because the driving is just too hard on them and their families.

Grand Forks has a community dialysis centre, as does Creston.

Interior Health states that there is a threshold number of patients that would be required before they would consider budgeting, building and staffing for a community dialysis centre in Nelson. That number is 10. Also important is available space, plus waiting area, and the availability of a nephrologist. (I have a printed copy on what is needed to create a community clinic like the ones in Grand Forks and Creston.)

MLA Brittney Anderson has also been advocating on behalf of dialysis patients who would have a much better quality of life if they didn't have to drive 6 - 12 hours a week for dialysis. Her advocacy elicited a response from Interior Health claiming the number of patients in the Nelson area is currently 9.

I sent the following letter to Lannon DeBest, Director, Clinical Operations for Interior Health. He is based out of Kelowna. I have not had a reply.

From: Erika Bird^[L]_[SEP]Sent: July 21, 2023 7:55 AM^[L]_[SEP]To: lannon.debest@interiorhealth.ca^[L]_[SEP]<lannon.debest@interiorhealth.ca>^[L]_[SEP]Cc: Karissa Stroshein <admin@kaslo.ca>; Mayor Hewat <mayor@kaslo.ca>^[L]_[SEP]Subject: Hemodialysis services in Nelson and Area

Dear Mr. DeBest, I am hoping you could give me an update on Interior Health's plans regarding establishing a community hemodialysis unit in Nelson. There is ample evidence of the need, especially since the termination in May of the medical transport line from Nelson to Trail that was operated by Nelson CARES.

Christine Freyta, who has been advocating for a hemodialysis clinic in Nelson for almost 4 years now, wrote to me recently: "When I go for dialysis on Saturdays, out of 9 dialysis stations in Trail, 6 of them are patients from Nelson and beyond (Six Mile, Ainsworth, Woodbury Creek.) I see that there are 10 patients from Nelson and north of Nelson, on a weekly basis. Some go 3xs and some 2xs weekly, depending what they require. This proves a very real need for

dialysis unit in Nelson."

I'm going to guess that you are not in a position to divulge the discussions that go into your 5-year strategic planning. But perhaps you can identify for me the barriers that the Interior Health Authority is facing, as yet another year goes by without any hint that Nelson and Area patients have a hope for dialysis services closer to home.

Is it lack of sufficient data? A lack of trained personnel? Lack of appropriate space? Funding?

Finally, I am wondering if, as part of your strategic planning, you have investigated other models of hemodialysis delivery. One of the nurses looking after renal patients in Trail mentioned that he used to work for Ontario Renal. There was a mobile system established there. He used to travel from clinic to clinic in his rural area. Here's a link to the Ontario Renal Network.

<https://www.ontariorenalnetwork.ca/en/local-services>

I thank you in advance for your time and consideration of this matter,

Erika Bird, Councillor, Village of Kaslo and member of Kaslo's Health Advisory Committee

(CC Mayor Suzan Hewat and the Village of Kaslo)

I've not received a reply from Mr DeBest.

With no reply from Interior Health I touched base with MLA Anderson's office. Sarah Wasilenkoff, Constituency Assistant to Brittny Anderson, MLA replied:

"Recently we did receive the stats from Interior Health on how many folks from Nelson are getting dialysis treatment in Trail and were told there are 6 from Nelson and 3 from outlying areas.

Sarah also copied a letter her office had received from Interior Health on the subject. Sarah only offered me the contents of the letter. I don't know who at Interior Health wrote the following:

I was recently made aware of your petition regarding access to dialysis treatment in Nelson and am pleased to respond on behalf of the Ministry of Health (the Ministry). I appreciate that dialysis patients in Nelson travel regularly to receive treatment at Kootenay Boundary Regional Hospital in Trail. The Ministry and BC Renal acknowledge the impact of travelling to another community for dialysis on both patients and their families.

BC Renal, in cooperation with health authority renal programs, coordinates kidney care services across the province for people with chronic kidney disease. Dialysis services are delivered through Community Dialysis Units (CDUs) and In-Centre Hemodialysis Units (ICHDs). Eligible patients also have access to independent dialysis options, including home dialysis and peritoneal dialysis.

- CDUs provide an option for treatment closer to home for medically stable and relatively independent outpatients. These units are staffed and equipped for this level of care only, and patient safety is the main consideration in deciding whether dialysis at a CDU is appropriate.
- ICHDs are based in acute care hospitals and offer the full spectrum of renal services. The Interior Health Authority has eight CDUs and four ICHDs. The dialysis unit in Trail is an ICHD.

The possibility of adding a CDU at Kootenay Lake Hospital in Nelson has been raised in the past, but Interior Health Authority has no imminent plans to do so. Unfortunately, it is not feasible to have a dialysis unit in every community given the significant human resources and support services required. Patient volumes and staffing requirements are important considerations when establishing a CDU. For staff to maintain their clinical competency, a steady volume of patients is needed. Although dialysis is administered by a nurse with specialized training, a CDU must also have a dedicated renal physician on active duty at the facility. Furthermore, not all dialysis patients are eligible for the type of care provided at a CDU.

Those with complex medical conditions may require the specialized services of an ICHD, especially in the event of acute complications. ...2 - 2 -

In British Columbia, the process for renal care facility and equipment planning is a collaborative one and involves both BC Renal and the health authority renal programs. Proposals outlining the needs based on patients currently receiving dialysis, as well as those with progressive kidney dysfunction who are likely to require dialysis, are submitted to BC Renal's Facilities and Planning Committee. These proposals are then ranked by the Committee based on objective and equitable criteria. This planning process is done annually on a five-year cycle.

Best practices in kidney care today emphasize early intervention and a focus on independent dialysis options, which have proven health and quality of life benefits. While the growth of facility-based dialysis is decreasing provincially, work is ongoing to explore ways to offer safe and sustainable transportation options to support patients travelling for medical services.

In addition to continuing to provide province-wide, high quality kidney care services, a primary goal of BC Renal and the health authorities is to improve early diagnosis of kidney disease and work with patients to maintain their kidney function at a level that does not require dialysis. BC Renal regularly reviews kidney service delivery throughout the province and would consider expanding service if facility and equipment needs are identified through their planning process.



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: September 29, 2023

SUBJECT: Downtown Parking Signs

PURPOSE: To consider a recommendation from the Accessibility Committee regarding the visibility of signage regulating downtown parking.

OPTIONS:

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

1. **Endorse the recommendation. Staff will adjust the signage for greater visibility.**
2. Do not endorse the recommendation. *No further action will be taken.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT that parking regulation signage in the downtown core be reviewed and adjustments made to ensure visibility for approaching vehicles.

ANALYSIS:

- A. **Background:** The Kaslo Accessibility Committee members participated in a walkabout of the downtown area on 2023.08.29. Several areas for improvement were identified, and it was noted that the signs that designate handicapped parking spaces are not visible to approaching vehicles. The committee is seeking Council's support to have this problem resolved.
- B. **Discussion:** By re-orienting the existing signs their visibility to approaching vehicles can be increased. This is a relatively low-cost measure that will make downtown more accessible to individuals facing mobility barriers.
- C. **Attachments:** Nil
- D. **Financial Implications:** Crew time will be required to make the adjustments. No additional signage will be installed at this time.
- E. **Corporate Priority:** Supporting accessibility is included in Kaslo's OCP and Corporate Strategy Vision.
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** The committee will be updated on Council's decision and any resulting actions.

CAO Approval: 2023.10.05



REQUEST FOR COUNCIL DECISION

PREPARED BY: Ian Dunlop, CAO

DATE: October 10, 2023

SUBJECT: Floodplain Amendment Bylaw 1297, 2023

PURPOSE: To consider reading a bylaw to amend the Floodplain Management Bylaw No. 1193 by adding updated mapping for regulating flood construction levels in the Kaslo River floodplain.

OPTIONS:

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

1. **Adopt the bylaw. *The new mapping will be added to the bylaw.***
2. Do not adopt the bylaw. *The original language will remain unchanged.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Floodplain Amendment Bylaw No. 1297, 2023 be given first, second, and third reading.

ANALYSIS:

- A. **Background:** Section 524 of the Local Government Act empowers local governments to enact bylaws to regulate development in floodplains. The bylaw can specify the “flood construction level” (FCL), which is the elevation above a designated flood level that the floor of a habitable dwelling may be constructed. The intent of this regulation is to ensure that, in the event of overland flooding, living spaces will not be inundated by the floodwater, which reduces property damage and life risk. Basements are not allowed in areas with flood construction levels, although a crawl space may be permitted.

B. **Discussion:**

The current floodplain bylaw uses floodplain and FCL mapping dating to 1990. The FCL mapping is incomplete, so for areas where an FCL is not specified, there is currently a requirement that the FCL is 0.6m (2 feet) above the crest of the adjacent municipal road.

The Regional District of Central Kootenay received a series of reports from BCG Engineering Inc., the “RDCK Floodplain and Steep Creek Study”. The Village of Kaslo supported in this project through pooled grants. The report on the Kaslo River was released in 2020, along with new “Clearwater Flood Construction Level 2020” mapping for the lower Kaslo River watershed. The new mapping was based on high-accuracy LiDAR (light detection and ranging), which maps land elevation to the nearest centimetre, and can even see through the tree canopy to determine elevations. Using these data takes the guesswork out of determining areas susceptible to flood inundation and the required FCLs. The mapping is available as a layer in the Village’s GIS software and can be accessed by the general public through the RDCK’s online web map service, to which the Village subscribes.

The proposed changes to Bylaw 1193 involve updating Section 7 and adding a new Schedule B to designate the FCL mapping for Kaslo River.

Original Language	Proposed Language
<p>7. The following elevations are specified as flood construction levels:</p> <ul style="list-style-type: none"> a. on land protected by standard dikes, not lower than whichever is higher of <ul style="list-style-type: none"> i. 0.6 metres above the crown of the adjacent municipal road, or ii. elevation 536.5 metres Geodetic Survey of Canada datum; and iii. the minimum Flood Construction Level prescribed for the primary stream or lake adjacent to the dike. b. on land unprotected by standard dikes, not lower than <ul style="list-style-type: none"> i. elevation 536.5 metres Geodetic Survey of Canada datum for locations within the Kootenay Lake floodplain as shown on Schedule 'A'; ii. the flood construction level for the Kaslo River as determined to the satisfaction of the Ministry of Environment or; iii. where a site specific flood construction level referred to in b.ii above has not been determined, <ul style="list-style-type: none"> (1) 3.0 metres above the natural boundary of the Kaslo River, (2) 0.6 metres above the natural boundary for the areas of the McDonald Creek Fan, as shown on Schedule 'A', designated with a non-standard flooding an erosion rating (NSFER) of 1. (3) 1.5 metres above the natural boundary of a swamp, pond or other watercourse not mentioned by name in this section. 	<p>7. The following elevations are specified as flood construction levels:</p> <ul style="list-style-type: none"> a. on land protected by standard dikes, not lower than the higher of: <ul style="list-style-type: none"> i elevation 536.5 metres Geodetic Survey of Canada datum; or, ii. the minimum Flood Construction Level prescribed by the Clearwater Flood Construction Levels 2020 Mapping as shown in Schedule 'B'. b. on land unprotected by standard dikes, not lower than: <ul style="list-style-type: none"> i elevation 536.5 metres Geodetic Survey of Canada datum for locations within the Kootenay Lake floodplain as shown on Schedule 'A'; or, ii the flood construction level for the Kaslo River as prescribed by the Clearwater Flood Construction Levels 2020 Mapping as shown in Schedule 'B'; or, iii. 0.6 metres above the natural elevation for the areas of the McDonald Creek Fan, as shown on Schedule 'A', designated with a non-standard flooding an erosion rating (NSFER) of 1; or, iv. 1.5 metres above the natural boundary of a swamp, pond or other watercourse not mentioned by name in this section.

The revisions provide better clarity for property owners wishing to develop land in the Kaslo River floodplain area, as the FCL is easier to determine. Areas within the Kaslo River floodplain, but outside the FCL area, are no longer subject to the FCL regulations.

However, the new mapping should not create a total sense of security that parts of lower Kaslo are not subject to potentially catastrophic flooding. The FCL mapping is based on a 200-year flood level baseline. Climate change can bring about increased risk of severe flood events. A debris flow event has the potential to block the river or cause severe erosion leading to dike over-topping or failure. Although this is a remote risk, we recognize that lower Kaslo is built on a dynamic alluvial fan, which is why the floodplain bylaw includes a disclaimer. The bylaw is intended to reduce risk, but it cannot eliminate risk.

C. Attachments:

- Section 524 of Local Government Act
- Bylaw 1297 Draft
- Schedule B Map
- Bylaw 1193 Current

D. Financial Implications: None.

E. Corporate Priority: Bylaw modernization is included in the Corporate Strategic Plan.

F. Environmental Impact: The proposed bylaw amendment uses the latest and most accurately available data to identify land susceptible to flood risk and limits development thereon.

G. Communication Strategy: Nil

CAO Approval: 2023.10.09

Local Government Act

Requirements in relation to flood plain areas

524 (1) In this section:

"environment minister" means the minister charged with the administration of the [*Environmental Management Act*](#);

"Provincial guidelines" means the policies, strategies, objectives, standards, guidelines and environmental management plans, in relation to flood control, flood hazard management and development of land that is subject to flooding, prepared and published by the environment minister under section 5 of the [*Environmental Management Act*](#);

"Provincial regulations" means, in relation to a local government, any applicable regulations enacted under section 138 (3) (e) [*general authority to make regulations — flood hazard management*] of the [*Environmental Management Act*](#).

(2) If a local government considers that flooding may occur on land, the local government may, by bylaw, designate the land as a flood plain.

(3) If land is designated as a flood plain under subsection (2), the local government may, by bylaw, specify

- (a) the flood level for the flood plain, and
- (b) the setback from a watercourse, body of water or dike of any landfill or structural support required to elevate a floor system or pad above the flood level.

(4) In making bylaws under this section, a local government must

- (a) consider the Provincial guidelines, and
- (b) comply with the Provincial regulations and a plan or program the local government has developed under those regulations.

(5) A bylaw under subsection (3) may make different provisions for one or more of the following:

- (a) different areas of a flood plain;
- (b) different zones;
- (c) different uses within a zone or an area of a flood plain;
- (d) different types of geological or hydrological features;
- (e) different standards of works and services;
- (f) different siting circumstances;
- (g) different types of buildings or other structures and different types of machinery, equipment or goods within them;
- (h) different uses within a building or other structure.

(6) If a bylaw under subsection (3) applies,

- (a) the underside of any floor system, or the top of any pad supporting any space or room, including a manufactured home, that is used for
 - (i) dwelling purposes,
 - (ii) business, or
 - (iii) the storage of goods that are susceptible to damage by floodwater must be above the applicable flood level specified by the bylaw, and
- (b) any landfill required to support a floor system or pad must not extend within any applicable setback specified by the bylaw.

(7) Subject to the Provincial regulations and a plan or program a local government has developed under those regulations, the local government may exempt a person from the application of subsection (6), or a bylaw under subsection (3), in relation to a specific parcel of land or a use, building or other structure on the parcel of land, if the local government considers it advisable and either

- (a) considers that the exemption is consistent with the Provincial guidelines, or
- (b) has received a report that the land may be used safely for the use intended, which report is certified by a person who is
 - (i) a professional engineer or geoscientist and experienced in geotechnical engineering, or
 - (ii) a person in a class prescribed by the environment minister under subsection (9).

(8) The granting of an exemption, and the exemption, under subsection (7) may be made subject to the terms and conditions the local government considers necessary or advisable, including, without limitation,

- (a) imposing any term or condition contemplated by the Provincial guidelines in relation to an exemption,
- (b) requiring that a person submit a report described in subsection (7) (b), and
- (c) requiring that a person enter into a covenant under section 219 of the [*Land Title Act*](#).

(9) The environment minister may make regulations prescribing a class of persons the minister considers qualified, for the purposes of this section, to certify reports referred to in subsection (7) (b).

A BYLAW TO AMEND VILLAGE OF KASLO FLOODPLAIN MANAGEMENT BYLAW NO.1193

WHEREAS Council desires to amend the Village of Kaslo Floodplain Management Bylaw No. 1193, 2016;

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

1. Title

This Bylaw may be cited as "Floodplain Amendment Bylaw No. 1297, 2023".

2. Provisions

2.1. Section 7 of the Village of Kaslo Floodplain Management Bylaw No. 1193 is deleted and replaced with the following:

7. The following elevations are specified as flood construction levels:
 - a. on land protected by standard dikes, not lower than the higher of:
 - i elevation 536.5 metres Geodetic Survey of Canada datum; or,
 - ii. the minimum Flood Construction Level prescribed by the Clearwater Flood Construction Levels 2020 Mapping as shown in Schedule 'B'.
 - b. on land unprotected by standard dikes, not lower than:
 - i elevation 536.5 metres Geodetic Survey of Canada datum for locations within the Kootenay Lake floodplain as shown on Schedule 'A'; or,
 - ii the flood construction level for the Kaslo River as prescribed by the Clearwater Flood Construction Levels 2020 Mapping as shown in Schedule 'B'; or,
 - iii. 0.6 metres above the natural elevation for the areas of the McDonald Creek Fan, as shown on Schedule 'A', designated with a non-standard flooding an erosion rating (NSFER) of 1; or,
 - iv. 1.5 metres above the natural boundary of a swamp, pond or other watercourse not mentioned by name in this section.

SCHEDULE

2.2. Schedule "B" is hereby added the Village of Kaslo Floodplain Management Bylaw No. 1193 as per the Schedule attached hereto.

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

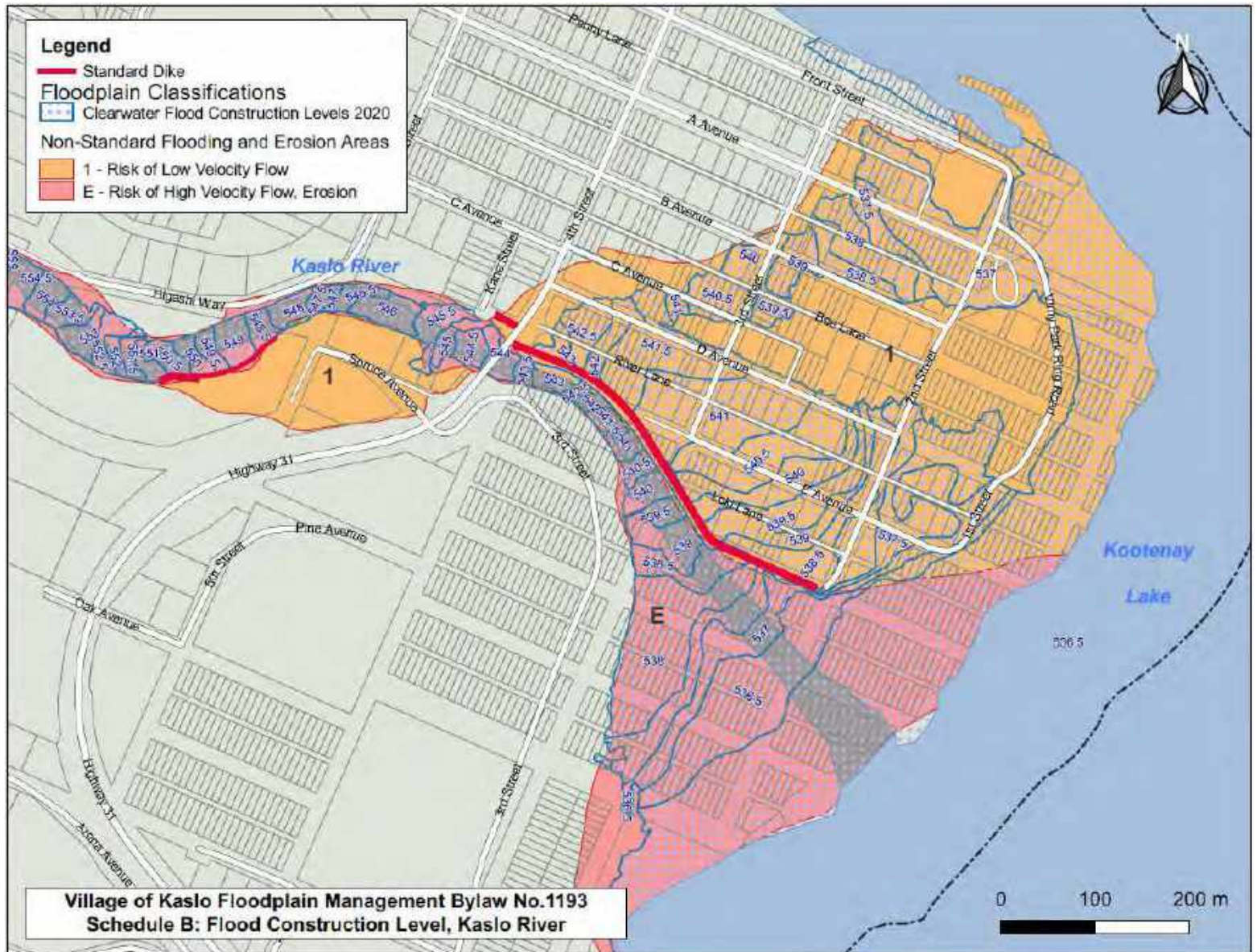
CORPORATE OFFICER

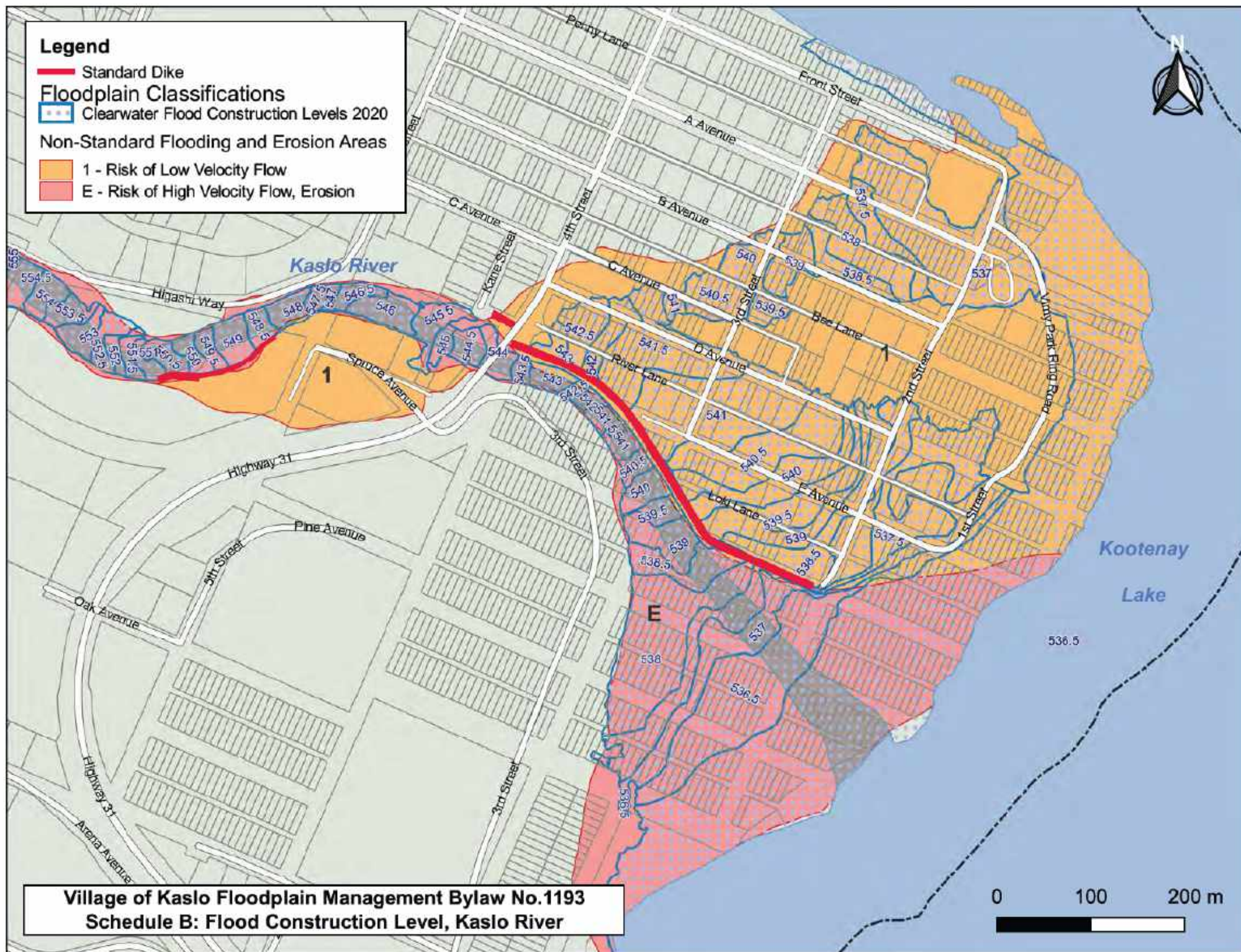
Certified to be a true copy of "Floodplain Amendment Bylaw No. 1297, 2023"

CORPORATE OFFICER

SCHEDULE

This Schedule shall be attached to Bylaw 1193, as amended, as Schedule 'B' to that bylaw.





VILLAGE OF KASLO

BYLAW NO.1193

A bylaw to establish floodplain management provisions

Whereas the Village of Kaslo, where it is considered that flooding may occur on land, may enact a floodplain bylaw pursuant to the *Local Government Act*;

Now therefore the Council of the Village of Kaslo, in open meeting assembled, enacts as follows:

Citation

1. This bylaw may be cited for all purposes as the "Village of Kaslo Floodplain Management Bylaw No.1193".

Purpose

2. The purpose of the floodplain management provisions is to reduce the risk of injury, loss of life, and damage to buildings and structures as a result of flooding. Nothing in this bylaw shall be deemed or construed as a representation to any person that any building or structure, including a manufactured home, used, constructed or located in accordance with the floodplain provisions will not be damaged by flooding or avulsion.

Definitions

3. For the purposes of this Bylaw, the following definitions apply:

"Manufactured Home" means a structure, transportable in one or more sections, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to provide residential accommodation and to be moved from one place to another by being towed or carried and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle" but does include "modular homes" and "mobile homes."

"Flood Construction Level" means a designated flood level plus an allowance for freeboard, or where a designated flood level cannot be determined, a specified height above a natural boundary, natural ground elevation or any obstruction that could cause ponding.

Floodplain Designation

4. The following land within the Village of Kaslo is designated as a floodplain:
 - a. The floodplain and alluvial fan of the Kaslo River, the floodplain of Kootenay Lake and floodplain of McDonald Creek as shown on Schedule 'A'.

Floodplain Regulation

5. The regulations prescribed in this Bylaw apply to all land and buildings within the areas designated as floodplain in Schedule 'A'.

Floodplain Setbacks

6. The following distances are specified as floodplain setbacks, except that where more than one floodplain is applicable, the greater distance shall be the floodplain setback:
- a. 15 metres from the natural boundary of Kootenay Lake;
 - b. 7.5 metres from reservoirs (unless otherwise specified);
 - c. 7.5 metres from the natural boundary of a small lake, pond, swamp or marsh area;
 - d. 7.5 metres from a structure for flood protection or seepage control;
 - e. 7.5 metres from any standard dike right-of-way;
 - f. 30 metres from the natural boundary of the Kaslo River or from a bridge over the Kaslo River;
 - g. 15 metres from the natural boundary of any other watercourse not mentioned in this section.

Flood Construction Levels

7. The following elevations are specified as flood construction levels:
- a. on land protected by standard dikes, not lower than whichever is higher of
 - i 0.6 metres above the crown of the adjacent municipal road, or
 - ii elevation 536.5 metres Geodetic Survey of Canada datum; and
 - iii the minimum Flood Construction Level prescribed for the primary stream or lake adjacent to the dike.
 - b. on land unprotected by standard dikes, not lower than
 - i elevation 536.5 metres Geodetic Survey of Canada datum for locations within the Kootenay Lake floodplain as shown on Schedule 'A';
 - ii the flood construction level for the Kaslo River as determined to the satisfaction of the Ministry of Environment or;

- iii. where a site specific flood construction level referred to in b.ii above has not been determined,
 - (1) 3.0 metres above the natural boundary of the Kaslo River,
 - (2) 0.6 metres above the natural boundary for the areas of the McDonald Creek Fan, as shown on Schedule 'A', designated with a non-standard flooding an erosion rating (NSFER) of 1.
 - (3) 1.5 metres above the natural boundary of a swamp, pond or other watercourse not mentioned by name in this section.
- c. Applications for construction on or subdivision of land located in the McDonald Creek Fan that is designated on Schedule 'A' with a non-standard flooding and erosion rating (NSFER) of E, must be accompanied by a geotechnical report, including a complete hazard assessment, showing the siting of proposed buildings and containing site specific recommendations for protection from flooding and other hazards, in accordance with the *Community Charter* or the *Land Title Act*, as applicable.

Application of the Floodplain Specifications

- 8. a. In accordance with the *Local Government Act*, as amended, the underside of any floor system, or top of any pad supporting any supporting any space or room, including a manufactured home, that is used for dwelling purposes, business or the storage of goods which are susceptible to damage by floodwater must be above the applicable flood construction levels specified in this bylaw;
- b. The area below the flood construction level must not be used for the installation of furnaces, major electrical switchgear, or other fixed equipment susceptible to damage by floodwater;
- c. Structural support or compacted landfill or a combination of both may be used to elevate the underside of the floor system or the top of a pad above the specified flood construction levels. The structural support and/or landfill shall be protected against scour and erosion from flood flows, wave action, ice and other debris and shall not be located within the floodplain setback;
- d. The Building Official, Approving Officer or such person appointed by Council may require that a British Columbia Land Surveyor's certificate be required, at the cost of the proponent, to verify compliance with the flood construction levels and floodplain setback requirements specified in this bylaw.

- e. When a building permit is applied for on lots with frontage on Kootenay Lake the Building Official or Approving Officer may request, at the cost of the proponent, a structurally engineered foundation or geotechnical report if any part of a footing up to and including the level of a slab, or portion of the foundation is intended by its design to be submersible or subject to water fluctuation below 536.5 metres or wave action.
9. Unless a building is situated on land with a natural elevation above the specified flood construction level or greater:
- a. basements are prohibited in the building;
 - b. crawl spaces in the building must not exceed 1.2 metres in height to the underside of the floor joists;
 - c. all entry points for flood or debris flow material, such as windows and doors, must be located above the flood construction level;
 - d. the building foundation shall be constructed to withstand the hydrostatic forces during inundation up to the flood construction level; and
 - e. all applicable engineering requirements related to the applicable NSFEA rating must be satisfied.

General Exemption

10. a. In accordance with the *Local Government Act*, as amended, Council may exempt a person from the application of flood construction levels and floodplain setbacks requirements specified in Sections 6 and 7 of this Bylaw;
- b. Council cannot exempt a person from the application of Provincial regulations with respect to dikes and watercourses.

Exemptions for Specific Types of Development

11. The elevation requirements in Section 7, 8 and 9, inclusive, shall not apply to
- a. a renovation of an existing building;
 - b. an addition to an existing building which increases the floor area by less than 25 per cent;
 - c. that portion of a building to be used as a carport or garage;

- d. on-loading and off-loading facilities associated with water-oriented industry and portable sawmills. Main switchboxes shall be placed above the flood construction level;
 - e. Hot water tanks and furnaces located behind standard dikes;
 - f. Picnic shelters, washroom and shower facilities, and laundry or campground space facilities;
 - g. Industrial uses which are required to flood proof to the flood construction level, except for Parcel A, District Lots 208 and 209A, K.D., Plan 108889-I for which the full elevation requirements of the sections shall apply.
12. If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
13. This bylaw shall take effect upon the date of its adoption.

READ A FIRST TIME this 13th day of September 2016.

READ A SECOND TIME this 13th day of September 2016.

READ A THIRD TIME this 13th day of September 2016.

RECONSIDERED AND ADOPTED ON THIS 11th day of October 2016.

Mayor

Chief Administrative Officer

CERTIFIED CORRECT:

Chief Administrative Officer

VILLAGE OF KASLO

BYLAW NO. 1298

A BYLAW TO AMEND VILLAGE OF KASLO LAND USE BYLAW NO. 1130

WHEREAS the *Community Charter* provides that Council may, by bylaw, may regulate land use through the enactment or amendment of a Zoning Bylaw;

AND WHEREAS an application has been made by CTQ Consultants Ltd. on behalf of Quality Property Developments Inc. to rezone the subject land being generally described as approximately 30 acres of land south of Kaslo River fronting on the shore of Kootenay Lake extending to the Village's southerly municipal boundary, as identified on the maps attached hereto;

AND WHEREAS the Village of Kaslo Official Community Plan designates the subject land as Waterfront Development Area, which allows a range of uses but limits development on floodplain to passive recreational uses;

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

1. This Bylaw may be cited as "**Land Use Amendment Bylaw No. 1298, 2023**".
2. Land Use Bylaw No. 1130 is hereby amended by inserting "C-4 Commercial Recreation – RV Camping" to the list of Zones in Section 1.3.
3. Land Use Bylaw No. 1130 is hereby amended by inserting the Zoning Regulations for "C-4 Commercial Recreation – RV Camping" as Section 3.8, as per the attached Schedule A, and then renumbering sections 3.8 to 3.12 as sections 3.9 to 3.13.
4. The map in Schedule 'B' (the "Zoning Map") of Land Use Bylaw No. 1130 is hereby amended to change the designation of those portions of "BLOCKS 26, 30, 33, 34, 35 and 36, of PLAN NEP393, and BLOCK 32 of PLAN NEP393A, DISTRICT LOT 208, KOOTENAY LAND DISTRICT" from "M-1 General Industrial" to "C-4 Commercial Recreation – RV Camping, RM-1 Residential – Multiple, and P-1 Park and Open Space" as shown in the attached Schedule B.
5. If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
6. This bylaw shall come into full force and effect on the adoption thereof.

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

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

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

VILLAGE OF KASLO
BYLAW NO. 1298, 2023

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

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Land Use Amendment Bylaw No. 1298, 2023"

CORPORATE OFFICER

**VILLAGE OF KASLO — BYLAW 1298
SCHEDULE A**

3.8 C-4 – COMMERCIAL RECREATION – RV CAMPING

Purpose

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

3.8.1 Permitted Uses

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

3.8.2 Accessory Uses

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

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

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

3.8.3 Height

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

3.8.5 Other

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

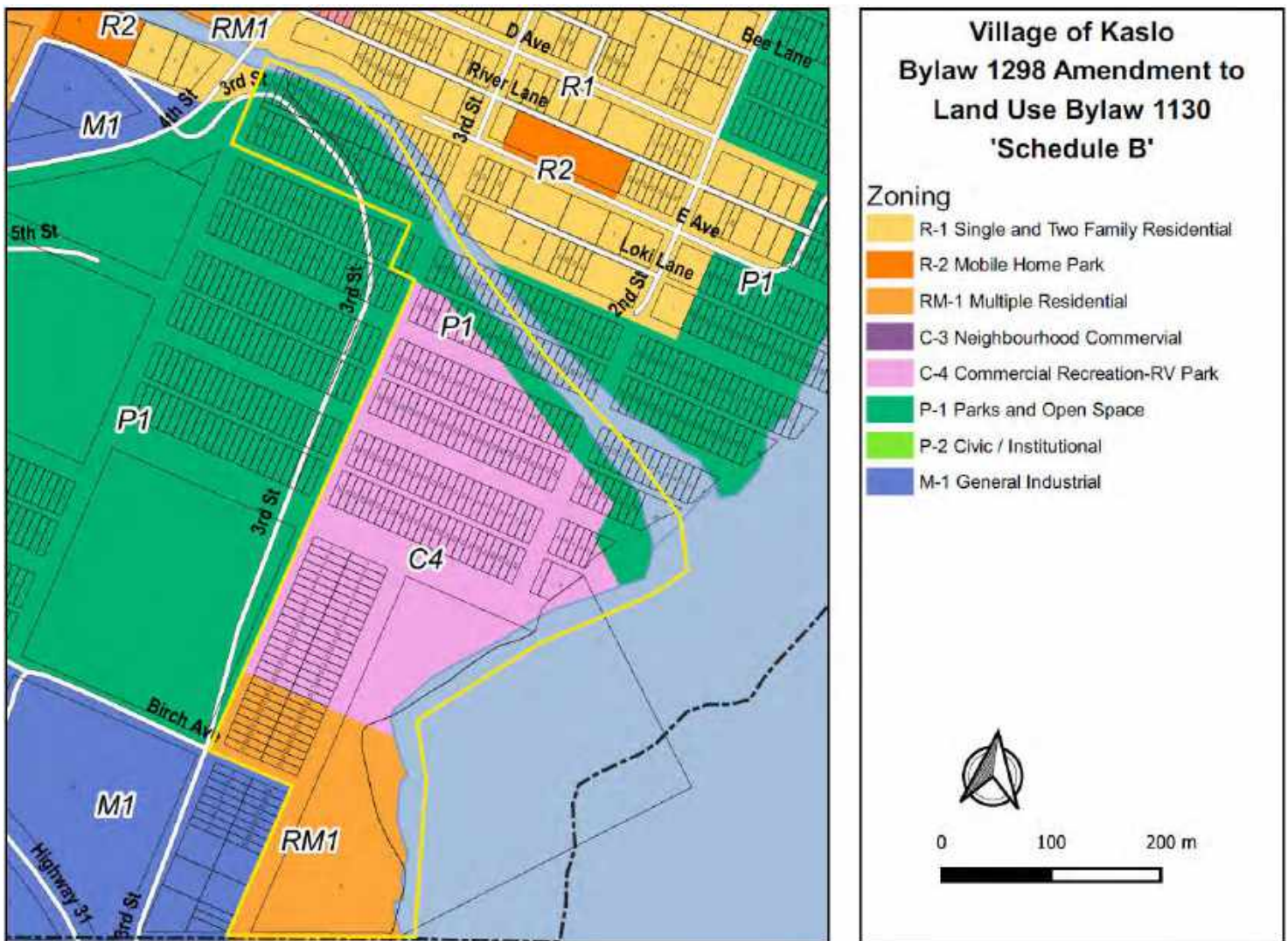
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| <p>e. Maximum site coverage</p> <p>f. Minimum pad depth</p> <p>c. Parking</p> | <p>10%</p> <p>20 m from edge of internal road</p> <p>In addition to the parking regulations in Section 4 of this bylaw:</p> | <p>1 parking space provided at each RV stall and 1 visitor parking space per 4 RV stalls.</p> |
|----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|

VILLAGE OF KASLO — BYLAW 1298 SCHEDULE B

The map in Schedule 'B' (the "Zoning Map") of Land Use Bylaw No. 1130 is hereby amended to change the designation of those portions of

1. BLOCKS 30, 33, 34, 35, 36, PLAN NEP393 AND BLOCK 32, PLAN NEP393A DISTRICT LOT 208, KOOTENAY LAND DISTRICT from "M-1 General Industrial" to "C-4 Commercial Recreation – RV Park", and;
2. BLOCKS 30, 33 and 34, PLAN NEP393 DISTRICT LOT 208, KOOTENAY LAND DISTRICT from "M-1 General Industrial" to "P-1 Parks and Open Space"; and,
3. BLOCK 32, PLAN NEP393A DISTRICT LOT 208, KOOTENAY LAND DISTRICT from "M-1 General Industrial" to "RM-1 Multiple Residential",

as shown below:





VILLAGE OF KASLO DEVELOPMENT APPLICATION FORM

(for use with Bylaw 1283)

TYPE OF APPLICATION

<input checked="" type="checkbox"/>	Rezoning/Land Use Bylaw Amendment	<input type="checkbox"/>	Type of Development Permit
<input type="checkbox"/>	Official Community Plan Amendment	<input type="checkbox"/>	Heritage & Commercial Core
<input type="checkbox"/>	Development Permit _____	<input checked="" type="checkbox"/>	Lakefront Protection
<input type="checkbox"/>	Development Variance Permit	<input checked="" type="checkbox"/>	Stream Protection
<input type="checkbox"/>	Temporary Use Permit	<input type="checkbox"/>	Wildfire

Refer to the current Fees and Charges Bylaw for current application fees.

Do not use this form for Building Permit or Subdivision applications.

DESCRIPTION OF PROPERTY

Civic Address: _____ PID: _____

Legal Description (from title document):

See Attached Description of Entire Ownerships

CONTACTS

Applicant:

Name Ed Grifone, MCIP, RPP, M.A.		Company CTQ Consultants Ltd.	
Address 1334 St Paul Street		City Kelowna, BC	
Email egrifone@ctqconsultants.ca		Postal Code V1Y2E1	
Phone 250 979 1221	Cell [REDACTED]	Fax	
Signature of Applicant [REDACTED]		Date June , 2023	

Owner, if the Applicant is not the Owner:

Name Dale Unruh, President & CEO		Company Quality Property Developments Inc.	
Address 8712A 109 Street		City Edmonton, AB	
Email dunruh@qualityprop.ca		Postal Code T6G 1E9	
Phone 780-439-1683	Cell [REDACTED]	Fax	

The "Authorization of Owner" form signed by the owner(s) is also required.

OFFICE USE ONLY

Date	Dev. File No.
Received By	Folio No.
Receipt No.	Fees \$



VILLAGE OF KASLO DEVELOPMENT APPLICATION FORM

Authorization of Owner to make an Application

Re: Civic Address _____

I/We Dale Unruh, Pres & CEO, Quality Property Development Inc.

are the registered owner(s) of (legal description) See Full Legal of Private Lands

I/We hereby authorize Ed Grifone, Senior Consultant, CTQ Consultants Ltd.
(please print name)

to apply for the following:

- ☒ **Rezoning/Land Use Bylaw Amendment**
- ☐ **Official Community Plan Amendment**
- ☐ **Development Permit**
- ☐ **Development Variance Permit**
- ☐ **Temporary Use Permit**

and to be my/our representative in this matter.

_____ Signature of Owner	<u>June, 2023</u> Date	_____ Signature of Witness
_____ Name of Owner (print) Dale Unruh	<div style="background-color: black; width: 200px; height: 20px;"></div>	_____ Name of Witness
_____ Address	_____ Phone	_____ Signature of Witness
_____ Signature of Owner	_____ Date	_____ Signature of Witness
_____ Name of Owner (print)	_____ Phone	_____ Name of Witness
_____ Address	_____ Phone	_____ Signature of Witness

This form must be signed by all persons named on the title certificate.



VILLAGE OF KASLO DEVELOPMENT APPLICATION FORM

A complete application for Rezoning and or Development Permit contains:

- ☒ Fully completed application form
- ☒ Letter explaining details of the proposal, rationale, and justification (see attached “Rationale for your proposal” sheet for guidance)
- ☒ Copy of current Certificate of Title, no older than 30 days, including any title restrictions e.g. restrictive covenants, easements, rights of way.
- ☐ Site, Servicing and Landscape Plans (see attached “Plan Submission Details” sheet for guidance)
- ☒ Plan of survey or BC Land Surveyors Certificate (BCLS) confirming current parcel size, location of existing and proposed buildings and if subdivision is proposed, the lot layout and sizes
- ☐ Plans and elevations of proposed construction.
- ☒ One complete sets of the above plans in hardcopy form printed at a clearly legible size
- ☒ One complete set of the above plans in electronic PDF document format.
- ☒ Application Fees (the appropriate fees must be submitted at the time of application although additional fees or securities may be assessed later and must be submitted prior to issuance of a permit)

Village staff can assist you with obtaining a certificate of title and plan documents, photocopying, and scanning documents to PDF for set fees. Depending on the nature of your application, a hand-drawn sketch may be accepted in some cases, or we may require drawings professionally prepared by a surveyor, architect, or engineer. An application is not considered complete until all of the documents necessary to review the application are submitted.

Supplementary Information (to be determined based on the development size and permit type)

- ☐ Archaeological Impact Assessment
- ☒ Environmental Impact Assessment
- ☒ Geotechnical Engineering Report
- ☒ Infrastructure Impact Study (i.e. transportation, parking, water, sewer, drainage)
- ☒ Contaminated Sites Information if required under the Environmental Management Act
- ☐ Three-Dimensional scale renderings showing the massing and siting of the proposed development in relation to neighbouring buildings
- ☐ FireSmart Assessment
- ☒ Other information specified in the Official Community Plan guidelines for specific permit areas.



VILLAGE OF KASLO DEVELOPMENT APPLICATION FORM

Plan Submission Details *(all plans must be submitted in metric)*

Site Plan Data Table

- owner/applicant's name,
- civic and legal address,
- project description,
- site area and site coverage (net after dedication of road and park),
- total floor area ratio (FAR/FSR),
- all setbacks,
- number of units by type and size,
- parking requirements and calculations,
- height of building,
- total impervious surface area (building footprints, paved and covered areas),
- ratio of open space to total site area; and
- notation of any requested variances

Site and Servicing Plan

- North arrow and scale
- Dimensions of property lines, rights of way, easements
- Dimensions and setbacks of proposed and existing buildings and structures; separation to all buildings on and off site
- Projections/overhangs into setback areas
- Location of existing and proposed access, sidewalks, curbs, boulevards, edge of pavement and transit stops at grade
- Location, numbering and dimensions of all vehicle and bicycle parking, disabled persons' parking, maneuvering aisles, vehicle stops and loading at grade
- Natural and finished grades of site at buildings and retaining walls (indicate source of grade data)
- Existing and proposed contour intervals of 0.5 m
- Elevations at parcel corners and spot elevations along property lines, at curb, at building corners and other key locations
- Locate all existing water lines, wells, septic fields, sanitary sewer and storm drain facilities, including sizes
- Location and dimensions of all free-standing signs
- Dimensions of area meeting Open Space requirement
- Existing and proposed covenant/easement areas
- Conceptual servicing both on and off-site (water, sewer, storm drains, hydro, telephone, cable, gas, including water flows according to Fire Underwriters Survey)
- All site and boulevard trees within the area to be developed with numbers referencing numbered metal tree tags affixed to trees; show protected root zone or critical root zone

Floor Plans, Elevations and Sections (min. scale 1:100)

- Uses of spaces and building dimensions
- Building finishes, materials and colours (including product numbers and sample colour chips of exterior finishes)
- Natural, average and finished grades; elevations of finished floor(s), roof & building height
- Locations and sizes of roof mechanical equipment, stairwells and elevator shafts that protrude above the roof line
- Building sign details (location, type, dimension, illumination)
- Minimum of 2 sections of site and building (from curb/property line to curb, as applicable); in perpendicular directions (e.g. N-S, E-W)
- Sections to include portions of building dedicated to vertical circulation of people and vehicles



VILLAGE OF KASLO DEVELOPMENT APPLICATION FORM

(e.g. stairwells, ramps etc.)

- Location of sections to be shown on the Site and Servicing Plan

Landscape Plan (same scale as Site Plan)

- Conceptual Landscape plan showing location, size, species of proposed plantings and trees, and existing vegetation to be retained; installation as per BCLNA/BCSLA standards noted on plans
- Major topographical features (e.g. watercourse, outcrops)
- Surface storm water management features (rain gardens, swales, permeable paving)
- Rare or endangered species or habitats
- Existing and proposed covenant areas
- All screening (garbage/refuse collection), paving, retaining walls, fencing and other details
- Cost estimate for hard and soft landscaping
- Contour intervals of 0.5 m
- Elevations at parcel corners and spot elevations along property lines, at curb, at building corners and other key locations
- Extent of underground structures in dashed line

Contaminated Sites Information

Under section 40 of the *Environmental Management Act*, an applicant for some matters referred to in this Bylaw must submit to the municipality a Site Profile in respect of properties that are or were used for commercial or industrial purposes, as defined in the *Environmental Management Act* and the Contaminated Sites Regulation, Schedule 2 - Activities. For specific requirements see the Act and Regulation.

Site profile and other forms are available at:

<http://www.env.gov.bc.ca/epd/remediation/forms/index.htm>

More information is available at <http://www.env.gov.bc.ca/epd/remediation/cs101.htm>

Please indicate if the subject property qualifies for any of the exemptions from requiring a Site Profile under section 4 of that Regulation and state your reasons:

N/A

Signature of Applicant

Date



VILLAGE OF KASLO DEVELOPMENT APPLICATION FORM

Rationale for Your Proposal

A complete application includes a letter addressed to Mayor and Council, or a report, explaining details of the proposal that also provides a rationale and justification for the application. This information is required to assist Council, staff, and the community in the review of your proposal. The following questions are provided to guide you in the preparation of your letter and application (some or all may be applicable):

- ☒ Does the proposal conform to the recommendations of the Official Community Plan and any other relevant municipal policies?
- ☒ What are the economic, environmental and social/cultural benefits of your proposal e.g. increased tax base, number of jobs, housing affordability etc.?
- ☒ What is the demonstrated public need or demand for the proposal? Does the location meet a demand or need which is not met in this location?
- ☒ Is the public infrastructure (e.g. sewer, storm sewer, water, roads, sidewalks, parks etc.) adequate in this area to meet your proposal? If not how does your proposal address infrastructure and service requirements?
- ☒ Does your proposal complement or improve conditions existing in the surrounding area? What other effects would this proposal have on the immediate neighbours? Consider traffic, noise, activity levels, odours, removal of natural landscape and trees, privacy, views etc?
- ☒ How well does the proposed development relate to the community? Is the design in keeping with existing or anticipated development in the community? Consider building height, massing, orientation, setbacks and streetscape. Consider also historical and heritage features in the area and whether they are addressed in Kaslo's Official Community Plan.
- ☐ How does your proposed development consider energy efficiency, the use of fire-resistive building materials and landscape practices so it is less susceptible to environmental hazards and the impacts of climate change.
- ☐ If you are applying for a Development Variance Permit, why is it not possible or practical for your proposed development to conform with the bylaw requirements? Have you considered alternatives that would reduce the variances needed?
- ☐ If you are applying for a Heritage and Commercial Core Development Permit, please indicate the Heritage Design Guidelines and Colours applicable to your development or why it is not possible or practical to comply with certain guidelines.



LETTER OF AUTHORIZATION

**REZONING APPLICATION FOR PROPERTIES LOCATED NEAR MOUTH OF KASLO RIVER
ADJACENT KOOTENAY LAKE** (See Figure of Site Area as there is no Civic Address or recognized
Street Name at time of application)
Village of Kaslo, BC

This letter is provided to the Village of Kaslo to indicate that Quality Property Developments Inc, part owner of said lands and proponent of the proposed development, hereby authorizes CTQ Consultants Ltd (Ed Grifone, Senior Consultant) to serve as the Agent and main contact for this application. Since part of the holdings include Village-owned land (Road allowances, etc), similar authorization from the Village is expected.

I, Dale Unruh, President and CEO of Quality Property Developments Inc (8712A – 109 Street, Edmonton, Alberta) authorize Ed Grifone of CTQ Consultants Ltd (1334 St Paul Street, Kelowna, BC) to serve as our Agent on all matters associated with this application, and serve in related communication between Quality Property Developments and the Municipality for the benefit of seeing this application through to fruition in accordance to Village of Kaslo development approval requirements.

[Redacted Signature]

(Quality Property Developments Inc) Signature of Owner

DALE H. UNRUH

Printed Name of Authorizing Owner

July 14, 2023

Date of Authorization

Contact Information of Owner

C: [Redacted]
E: d.unruh@qualityprop.ca

AGENT:
CTQ Consultants Ltd

Signature of Agent and Date

Printed Name of Agent _____ Contact Information/Phone No. _____

Quality Property Developments Inc.
8712A 109 Street
Edmonton, AB T6G 1E9
P 780-439-1683



ENGINEERING • LANDSCAPE ARCHITECTURE • URBAN PLANNING

July 27, 2023

CTQ # 20090

Proposed Rezoning – Kaslo River RV Park, Kaslo, BC (Quality Property Developments Inc)
June, 2023

RATIONALE for the Application

1. Introduction

This component of our submission to the Village of Kaslo is in keeping with the requirements of a Rezoning Application to change the permitted use to allow the development of a private Recreational Vehicle Park (majority) and multiple residential (minor). The overall area of interest (OAI) is approximately 26 acres with approximately 15 acres developable. The design area for the RV Park is approximately 12 acres. The project area is somewhat unique in that it consists of a combination of private and public landholdings. Although there are some public rights of way included (shown as roads and laneway allowances), they exist from original platting in the 1800s and have never been used as they are not functionally appropriate due to limiting physical features such as steep slopes and inundated by water (lake and river). The intent is to request a consolidation of property to allow a contiguous land area for an efficiently developable site.

The OAI is currently zoned *M1 – General Industrial* that reflects an historical use, a former lumber sawmill that operated at the lakefront for approximately two decades. The Official Community Plan (OCP) land use designation for the subject area was amended as part of the major update in 2022. It is now designated as a *Waterfront Development Area*. This designation respects the potential and importance of using the waterfront to promote a balance between development of sustainable tourism and recreational amenities, while protecting the environmental integrity of the proximity to the Kaslo River and Kootenay Lake. The current *Industrial Zone* is no longer appropriate in this location.

The following offers more specific rational and justification for the rezoning application.



2. Conformance to the OCP

The proponent, Quality Property Developments Inc has worked with the Municipality over the past two and a half years to investigate a suitable arrangement for the efficient use of the subject lands. It was recognized that highest and best use would need to respect the opportunity and constraints of the site. Although the majority share is in the interest of the private landowner, consolidation with the public but unutilized lands would be necessary.

Similarly, protection of the environmental values would be critical for the community as well as to maximize the tourism value of the spectacular location at the mouth of the Kaslo River and along Kootenay Lake. An RV camping location with full respect of shoreline development guidelines and protection of the river's riparian area could easily meet the full intent of the new *Waterfront Development Area* designation.

The policies of this OCP designation would also apply to a small area of Residential development at the end of Birch Avenue where there are spectacular views of the lake and mountains. Although outside the area of sanitary sewer service for the foreseeable future, road access, water supply and septic system would suffice for a small cluster of much needed residential units for Kaslo.

3. Site Suitability

The subject lands are visibly isolated from the remainder of the main townsite of Kaslo. However, the physical proximity in distance is very short, with convenient access by foot, bicycle or vehicle. The connection from the subject site to the downtown core of Kaslo has recently been enhanced by the new bridge along Highway 31, including the pedestrian sidewalk and the extension of the entry road off Highway 31 to the site. The fan area at the mouth of the River at Kootenay Lake is a collection of relatively flat alluvium and colluvium deposits where the sawmill was once located. (It is understood that the engineered relocation of the river occurred in the early 1900s after the floods that devastated the old townsite in the late 1800s and again in 1904.)

The proposed site of the RV Camping Park is in an area that is physically contained by the Lake (to the east); River (to the north/northeast); and a significant hillside slope below the Kaslo Golf Course. The proposed residential component is located near the southeast corner of the Golf Course. Both the residential and RV park areas are accessible from the Highway and via 3rd Street.

The RV Park is one of the best uses to add value to the community especially since the elevation within a floodplain area would restrict construction of any major structures (commercial, residential, etc.) without significant fill/grade changes. Although the Village continues to upgrade dykes along various reaches of the river, typical urban development would be compromised in these lower reaches. However, suitability for an RV campground development has been assessed and confirmed



from a hydrological hazard perspective, complete with adequacy for a septic system. (This opinion was confirmed by senior Building Inspection staff from the Regional District of Central Kootenay when the initial investigation was made regarding floodplain status.)

Site suitability for the RV development has also been assessed as follows:

- Space for approximately 75 to 90 camp sites
- Space for entry, internal roads/lanes, septic disposal, playfield/outdoor amenity and small maintenance/wash and restroom building
- Access to trails
- Access to waterfront (includes small boat launch)
- Convenient location near golf course (includes potential for golf cart access)
- Walking distance to services and amenities in downtown Kaslo
- Ability to include a public trail/access to the Lake along the River's riparian corridor.
- Convenient entry at Highway and along 3rd Street to permit safe turning movements for large trailers; plus other options available (noted below under #5)
- Immediately located water recreation avoiding construction of swimming pools or other man-made amenities at the RV Park
- Continued protection of shoreline for public use
- Economic feasibility for a Strata RV development and Seasonal use

Regarding the residential rezoning suitability, we have determined that 4 to 8 units may be feasible in a MF format. * Location, accessibility, and compatibility with surrounding uses is excellent. Some rerouting of the access road (extension of Birch) may be required due to topographic issue. Septic disposal to be confirmed for number of units.

4. Respecting Environmental and Economic Principles (Incl Tourism Implications)

Many of the Village's Planning and Policy documents acknowledge the importance of supporting environmental and economic (development) principles as the community grows. Tourism, as a main supporter of the retail sector, has been further acknowledged as a significant driver of the local economy. Tourism in Kaslo is largely tied to the natural amenities of the region as well as the other attributes such as sport, culture/music and festivities. Camping has been recognized as one of the most significant complementary elements of a summer season tourist destination in BC. Whether the camping opportunity is supplied by public or private sector, the economic spin-off is usually directly attributed to consumption of gas and automotive supplies and service, groceries, restaurants, hardware, alcohol, clothing, outdoor gear, souvenirs, and attendance at many other



attractions. The economic impact of rental and/or purchase of RV sites is very significant compared to regular short-term camping. RV Camping associated with Golf Courses continues to be in significant demand around BC. The construction period economic impacts are also deemed to be considerable, especially if contractors and supplies can be sourced locally, leading to direct, indirect, and induced economic impacts. Tax implications can also be notable for the municipality, as will upgrades to infrastructure supplied by the developer.

The plans for rezoning the area incorporated a detailed Environmental Impact Assessment undertaken by Ecoscape Environmental Consultants of Kelowna. Particular attention was given to both the river and lake protection. Sufficient setback and environmental mitigation have been prescribed by the environmental scientists, and incorporated into the plan to locate infrastructure and complement the recommendations of the hydrological engineers to address any flood hazard and debris flows or scouring concerns of the river. Watershed Engineering conducted the hydrotechnical engineering assessment and along with CTQ Engineering team called for a low wall along the river side of the proposed RV Park to mitigate any risk of debris flow or scouring. The lock-block wall would be constructed on the development side of the riparian area, leaving ample space and opportunities for alignment of a new public trail to the lakefront.

5. Adequate Infrastructure

The lower site area is currently served by the following infrastructure:

- Municipal Water Line – to center of site (standpipe/fire hydrant)
- Electrical Power – to center of site
- Road – Main access off new entry at Highway 31 (3rd Street/F Avenue) near bridge. * 3rd Street can be used as an alternative entry off Highway 31, but it is not all paved, and not recommended as an exit with large RV. 4th Street (at Balfour Avenue and Hwy) is yet another option for entry and exit at Highway 31)
- Engineered Septic System has been designed in accordance with Provincial legislation (approx. 80 RV units plus support/washrooms)

The upper area is currently served by the following:

- Municipal water - Main line to end of Birch Avenue at 3rd Street
- Fire hydrant at 4th Street and Birch Avenue (East side of 4th)
- Electrical Power – Fortis Pole at 4th Street and Birch Avenue
- Road Frontage – Birch Avenue extension (off 3rd Street)
- 3rd Street Right of Way (Below physically constructed 3rd Street)
- Septic system to be confirmed for amount of residential development units



*Roadway upgrade of entry into site area was completed in 2022 along with bridge replacement at Kaslo River, Realignment of intersection of Spruce Avenue and F Avenue. (New name to be assigned to new public road that will access proposed RV Park.)

6. Access to Waterfronts/Trail

It is acknowledged that the foreshore of the Kootenay Lake and the riparian area along the Kaslo River are very important attributes to the environmental health of the region and the character of Kaslo. The protection of the two water bodies and maintaining public access is integral to the proposed development for this application. Although the area along the river is not subject to a Provincially designated RAR, the consulting Environmental specialists have recognized DP guidelines set out in the OCP. Setback has been established at 30 meters from top of bank and impact mitigation has been prescribed. The setback area will be dedicated lands in the interest of the crown/municipality. A public access trail will be provided along the length of the edge of the RV Park property. This pathway will be 'field fit' into the natural environment as called for in the Environmental Impact Assessment.

The Lakefront will maintain a 15-meter setback from the lake's edge as prescribed by the Environmental specialists and Provincial legislation. Further setback is imposed by delineation with a split rail fence, and restoration of the lake foreshore is also called for to respect the aquatic environment.

Although public access has been historically restricted to the lakefront due to private land ownership and the compromised/non-functional rights of way, new access will be provided along the riparian area trail. Public access to the lakefront will also be acknowledged by the restoration, while maintaining the lake's recreational benefits to the patrons of the RV Park. Furthermore, any municipal or emergency vehicle access to mouth of the river or the lakefront will be granted by agreement for passage through the RV Park.

7. Relationship to Surrounding Land Uses – Sound, Visual, Activities, Traffic

Rezoning to a commercial type of RV Park development will give rise to concerns for compatibility with surrounding existing land uses. As noted above under #3, the proposed site for the 80+/-unit development is appropriately isolated from much of the community's residential neighborhoods. Although not known to be a typically noisy activity (or demographic), the RV Park will be well attenuated by distance, topography, the river and design. Similarly, the location enjoys a significant separation with respect to visual impact. Further landscaping will continue to enhance the screening from the existing community north of the river. Extensive outdoor recreation is focused on the use of Kootenay Lake, the nearby Golf Course and use of other activities and amenities in the Kaslo



townsite and beyond. Compatibility with the Golf Course is deemed to be excellent. RV camping trailers and towing vehicles are not expected to provide any major disruption to Kaslo's traffic or roadways. These are destination-oriented vehicles with minor movement or intermittent trip generation. Fuel and sani-dump services (when needed) will be off-site.

8. Mobility and Linkages to Downtown/Golf Course

Rezoning typically give rise to concerns about transportation linkages created by the new use/users. Although traffic generation will rise ever so slightly by the addition of the RV Park and the minor residential, it does not warrant a Traffic Impact Study, especially as it may relate to the implications for Provincial Highway 31.

As noted earlier, the subject lands are conveniently located with respect to access (egress and ingress) with more than one option. Connections from the proposed RV Park site can also be made for convenience shopping and entertainment/dining in the downtown core. The improved roadway link can accommodate pedestrian and cyclist traffic and connect onto Highway 31 via the new bridge. It is assumed that MOTI will be a referral agency for this application which affects property within their jurisdiction of responsibility.

9. Lakeside DP Streamside and Lakeside DP

This submission contains the required Environmental Impact Report (Ecoscape Environmental Consultants Ltd) that acknowledged both DP Guidelines as well as Provincial legislation. With regard to the river, the proposed rezoning respects the need to work within the hydrogeotechnical and the environmental parameters.

10. Proposed Uses/Zones: RV Park Development and Residential

The current Zoning Bylaw does not contain a zoning category that reflects the intended use of a *Strata RV Park Development*. A new zone with appropriate regulations that will control the uses and conditions of development will be prepared along with this application and finalized for adoption with Village staff. Other municipalities in BC reference such development within a *Commercial Recreation Zone*. This would be in keeping with the goals of the *Waterfront Development Area* designation of the OCP.

Discussions with Village staff have suggested that the current RM-1 Zone – Multiple Residential, can accommodate the intended uses, provided septic service for wastewater is feasible in this location.

C-4 – COMMERCIAL RECREATION – RV CAMPING

Purpose

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

Permitted Uses

- Recreational Camping
- Recreational Strata Lots
- Seasonal Camping
- Temporary Camping
- Recreational Vehicles
- Travel Trailers

Accessory Uses

- Roadways and pathways
- Commercial recreation amusement and play area
- Washroom, toilets, shower building
- Laundry room building
- Outdoor storage (screened)
- Storage building
- Support infrastructure and services (Includes block wall)
- Caretaker residence (Modular home only if meeting permitted elevation in floodplain)
- Access to Lake, includes Boat Launch

Ancillary Uses of Strata Lot

- Deck
- Ramada (Porch)
- Parking (Tow vehicle, golf cart or boat trailer only)

- Regulated landscaping for screening only

Street Frontage/Site Area

- Perimeter.....
- Frontage.....

Density

- Strata lots will be no less thanSquare meters
- Frontage will be no less thanSquare meters

Coverage

- Maximum parcel coverage for the RV Park shall be, with municipal water service.
- Maximum RV per space: 1
- Ancillary structure per space: 2 (deck/ramada)

Setback Minimum (RV Site)

- Front (to roadway): 2 meters
- Rear: 1.5 meters
- Side: 1.5 meters

Parking

- Tenant Parking at RV lot only
- Parking may consist of hard pack base or pavers/stone for permeability.
- See Parking Regulations Section of this Bylaw. (Schedule.....)

Height

- Building Maximum: 10 meters
- RV Maximum: 5 meters (RVs will be parked at finished ground elevation)
- Accessory Building Maximum: 5 meters

Subdivision Regulations

- Parcel Area:
- Parcel Dimensions:

General Regulations

Deck Areas:

- A roofed deck or patio space may not be enclosed except that such areas may be enclosed by screened partitions.
- Roofed deck or patio areas may not exceed 25% of the vehicle space area.
- Decks/patios must be constructed independent of the Recreation Vehicle.

Private Open Space:

- A minimum of 10% of the gross area of the Recreational Vehicle Park must be provided as Private Open Space.

Ancillary and Accessory Buildings:

- No accessory and ancillary building or structure or storage buildings shall be used for sleeping or habitation purposes at any time.
- All accessory buildings are solely for the tenants of the Recreational Vehicle Park.
- All storage uses (indoor and outdoor) are solely for the tenants of the Recreational Vehicle Park and must not exceed 20% of the total area.

Internal Roadways:

- Internal roads must have a minimum width of 6 meters, paved or crush packed surface designed in accordance with.....standards. (BC Building Code?)
- Emergency access to the RV Park shall be provided and always maintained. Secured Access shall be provided with Village of Kaslo approved Lock or Boxes and opening devices.
- Access road design will respect DP Guidelines in the Shoreline Protection DP Area.

- Pedestrian and Golf Cart pathways must be designed and located to avoid conflict with motor vehicles. Where a crossing of an internal road may need to occur, precautions with signs and speed limits must be imposed.
- No parking or storage on or along internal access roads will be permitted.

Other Regulations

- The Strata Corporation or Club (as per Societies Act) may set out terms of season that RVs/Trailers will be permitted (typically April to October).
- The Strata Corporation (or Club) will set out strict design guidelines, in collaboration with the municipality (through the Development Permit Process) regarding any temporary covers for the RV trailers remaining longer than a typical season term.

Developable Land Lakefront RV Park Kaslo, BC

Legend

- Hydrant
- Power Pole
- Bank Line
- Trails
- Water Main
- Power Line
- MOTI Bridge
- Lake
- Water
- Area of Interest (AOI)
- Design Area
- RV Camp Site Parcels
- Steep Slope (>45%)
- 30 m Riparian Buffer
- Private Developable Land
- Public Developable Land
- Land Owner Type
 - Municipal
 - Private
 - Water Lot (Ownership TBC)
 - Municipal (Ownership TBC)

Land within AOI	Area in AOI (ac)	Private/Public Land of Total AOI	Developable Land Area (ac)	Developable Land of Total Private/Public	Developable Private/Public Land of Total Developable
Private Land (excluding Water shown on map)	18.47	70.89%	11.08	59.97%	70.71%
Public Land (excluding Water shown on map)	7.58	29.11%	4.59	60.49%	29.29%
Total in AOI (ac)	26.06		15.66		
Design Area Only	Design Area (ac)	Private/Public Land of Total Design Area	Developable Land Area (ac)	Developable Land of Total Private/Public	Developable Private/Public Land of Total Developable
Private Land	6.38	61.49%	6.31	98.94%	62.51%
Public Land	4.00	38.51%	3.78	94.74%	37.49%
Total in Design Area (ac)	10.38		10.10		

Scale 2,000 (11" x 17")

0 25 50 75 100 m

Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address: Lots are located along following: E Avenue, F Avenue, Lakeview Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

AREA OF INTEREST AND DEVELOPABLE LAND ANALYSIS

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

Scale 1:1000

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



Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address: Lots are located along to below: E Avenue, F Avenue, Lakeview Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

SURVEY PLAN-1 of 2

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

Pursuant to Section 66 of the Land Title Act.

BCGS 82F.096

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



LEGEND

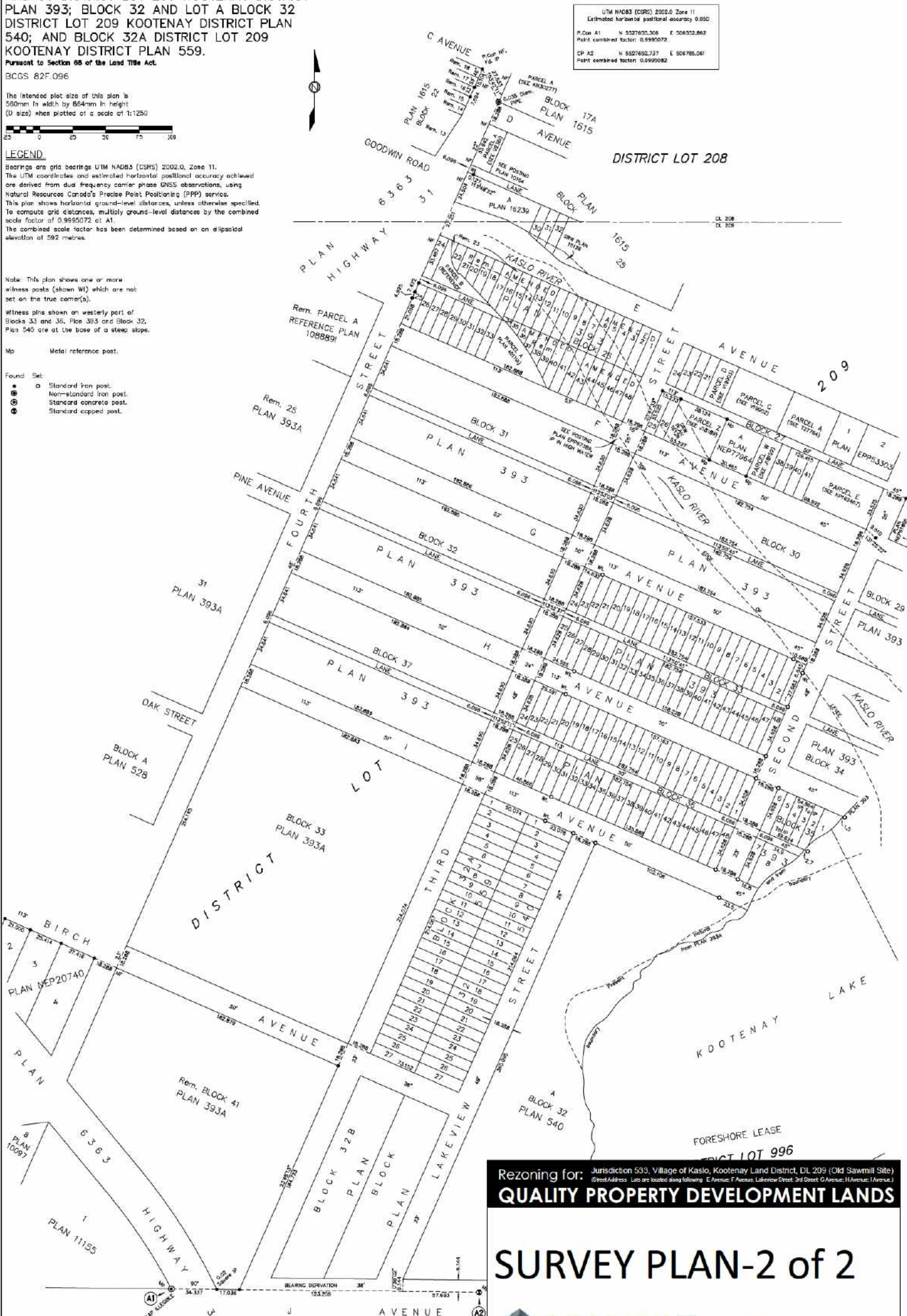
Bearings are grid bearings UTM NAD83 (CSRS) 2002.0, Zone 11.
The UTM coordinates and estimated horizontal positional accuracy achieved
are derived from dual frequency carrier phase GNSS observations, using
Natural Resources Canada's Precise Point Positioning (PPP) service.
This plan shows horizontal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

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

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

WP Metal reference post.

Found Set
• Standard iron post.
• Non-standard iron post.
• Standard concrete post.
• Standard capped post.



Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address Lots are located along following E Avenue; F Avenue; Lakeview Street; 3rd Street; G Avenue; H Avenue; I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

SURVEY PLAN-2 of 2

SCHEDULE B
VILLAGE OF KASLO LAND USE BYLAW NO. 1130 ZONING MAP
(Showing consolidated amendments by Bylaws 1163, 1216, 1226, 1246 and 1270)



CONSOLIDATED Village of Kaslo Land Use Bylaw No. 1130

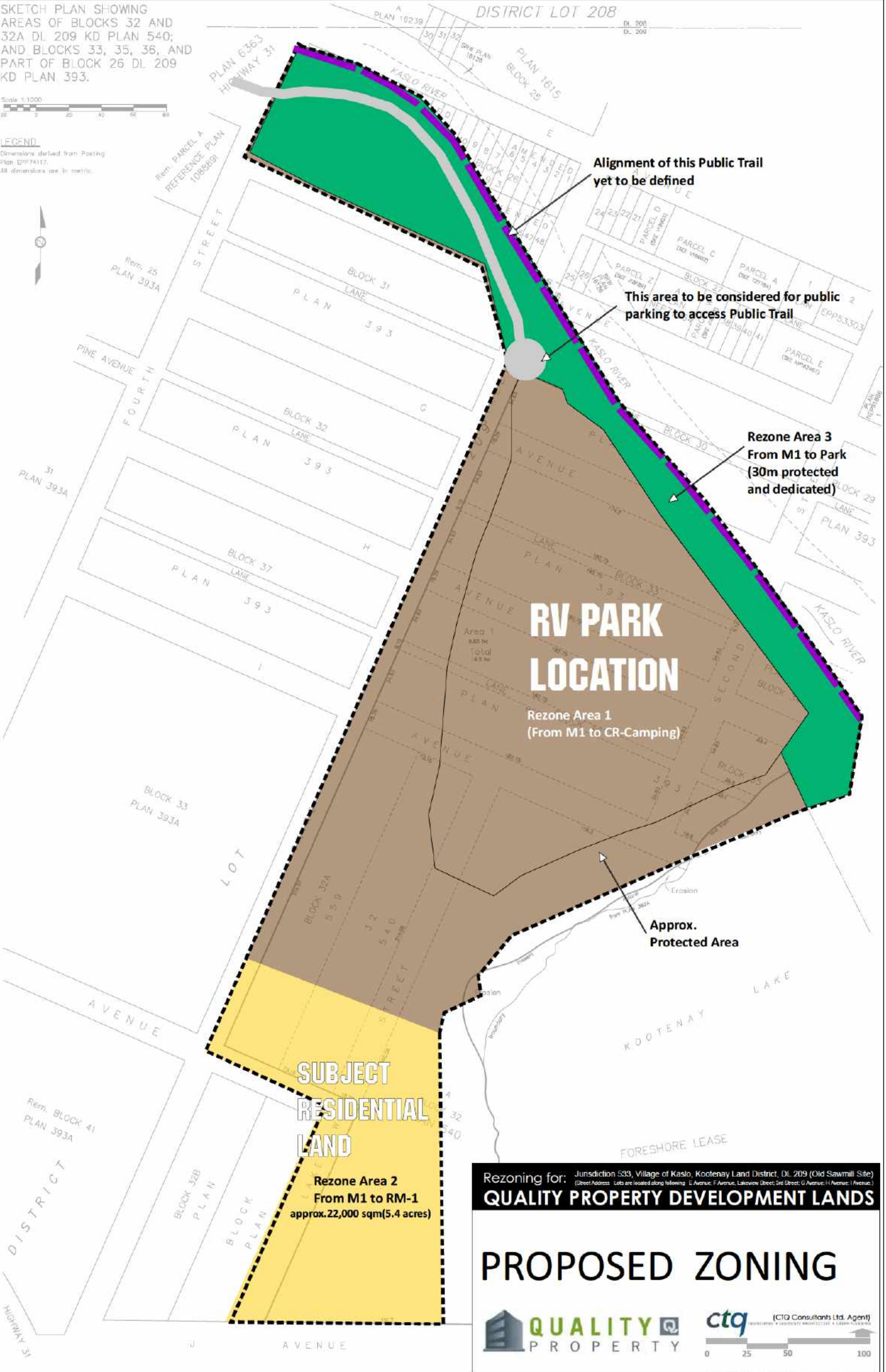
Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address: Lots are located along following: E Avenue, F Avenue, Lakeview Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

EXISTING ZONING

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



LEGEND
Dimensions derived from Posting
Plan 0074117.
All dimensions are in metric.



RV PARK LOCATION

Rezone Area 1
(From M1 to CR-Camping)

SUBJECT RESIDENTIAL LAND

Rezone Area 2
From M1 to RM-1
approx. 22,000 sqm (5.4 acres)

Alignment of this Public Trail
yet to be defined

This area to be considered for public
parking to access Public Trail

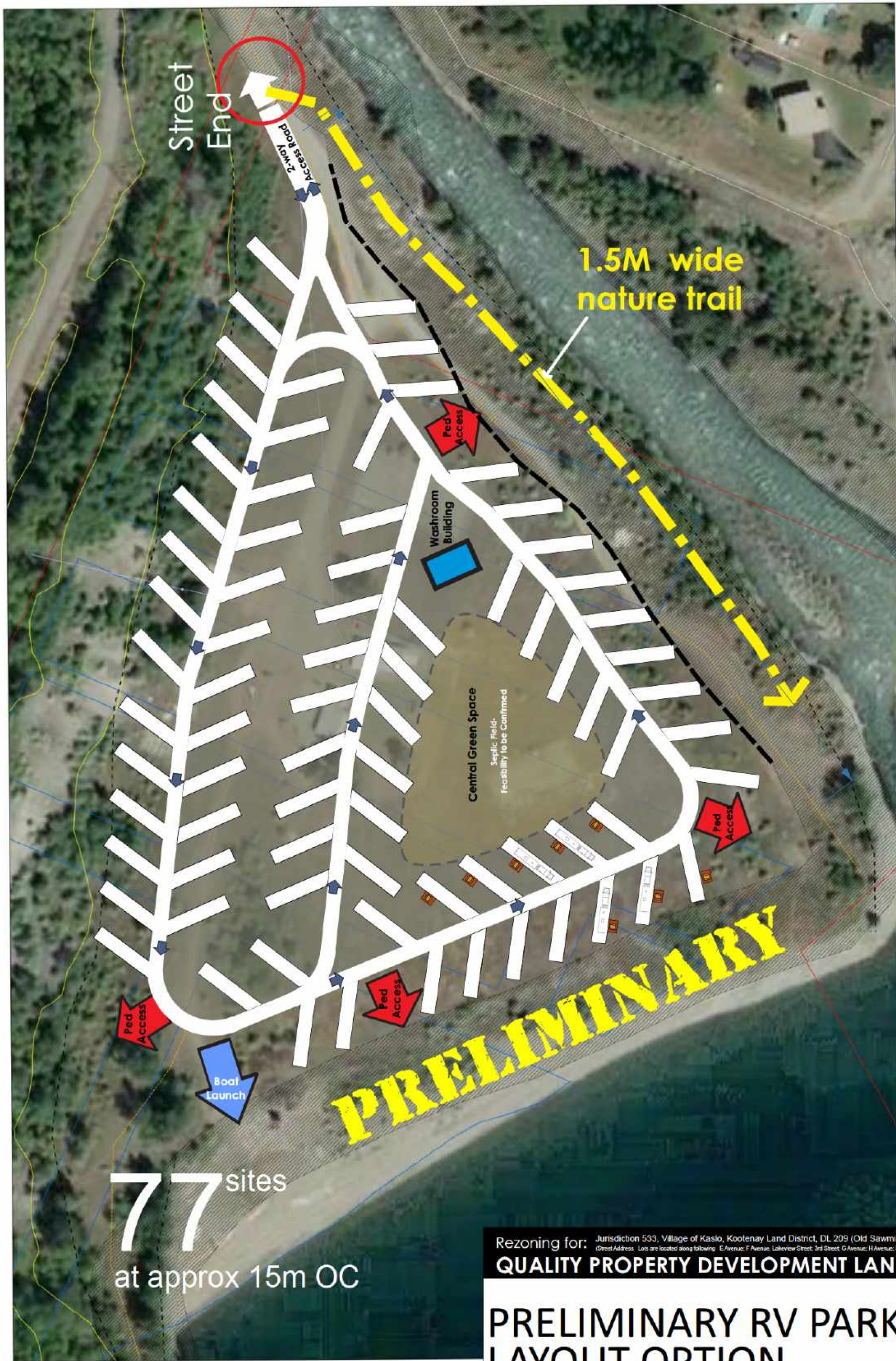
Rezone Area 3
From M1 to Park
(30m protected
and dedicated)

Approx.
Protected Area

Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address: Lots are located along following: E Avenue, F Avenue, Lakeshore Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

PROPOSED ZONING





77 sites
at approx 15m OC

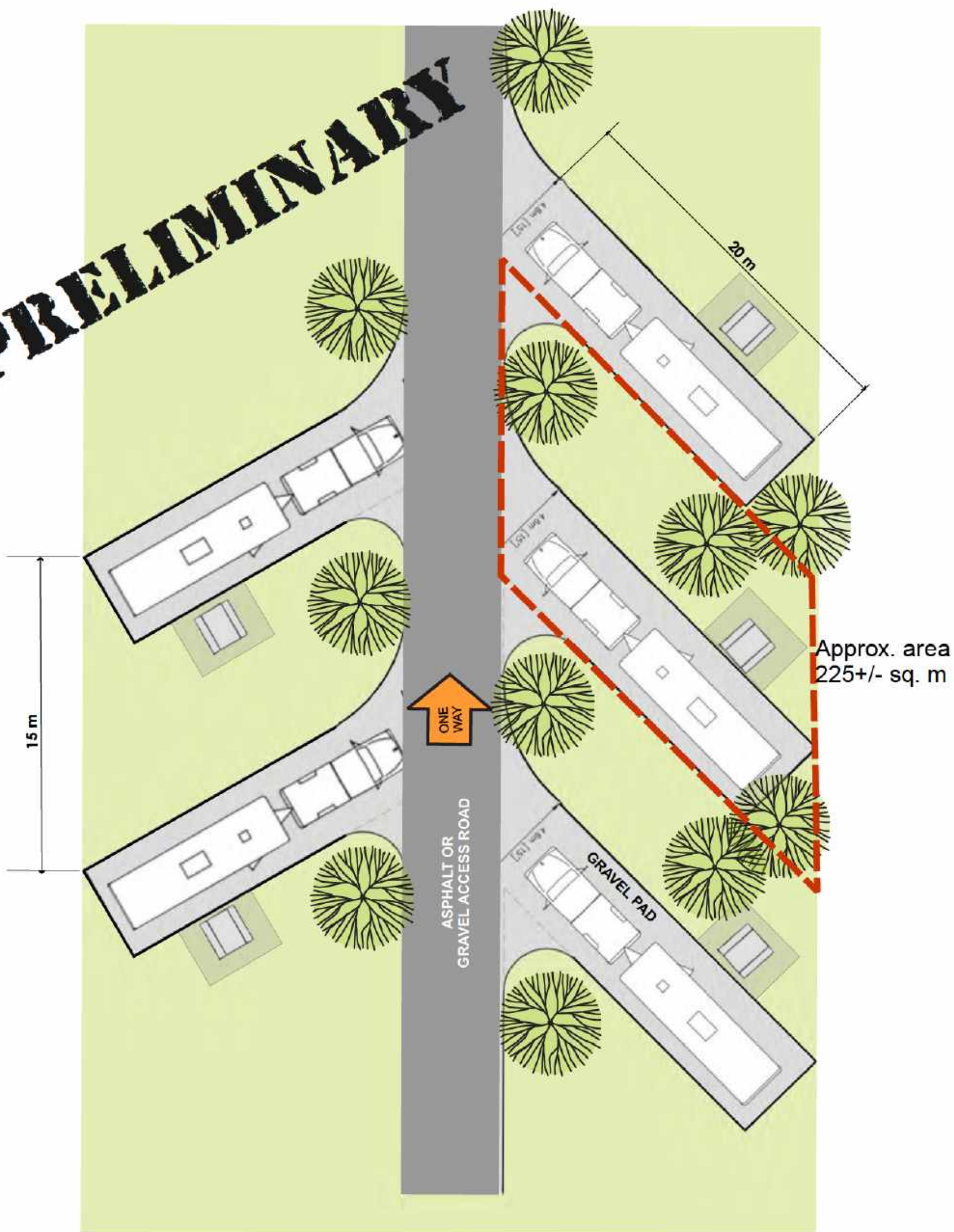
Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address: Lots are located along following: E Avenue, F Avenue, Lakeview Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

PRELIMINARY RV PARK LAYOUT OPTION



(CTQ Consultants Ltd., Agent)
UNDESIGNED - LANDSCAPE ARCHITECTURE - GRADE PLANNING

PRELIMINARY



Typical 15.0m on centre

Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address: Lots are located along following: E Avenue, F Avenue, Lakeview Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

PRELIMINARY RV PARK LAYOUT OPTION



(CTQ Consultants Ltd., Agent)

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

Scale 1:1000

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



Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address: Lots are located along following: E Avenue, F Avenue, Lakeview Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

PROPOSED ROAD and LANE CLOSURES

(CTQ Consultants Ltd., Agent)

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

Scale 1:1000

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



Trail to be Field Fit
within dedicated
Riparian Area

This area to be considered for public
parking to access Public Trail



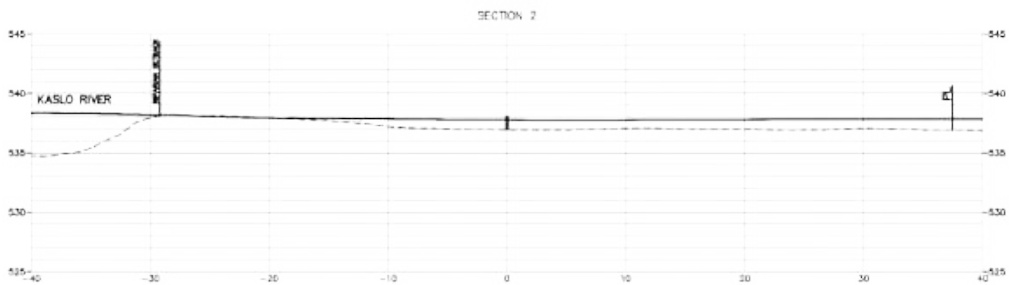
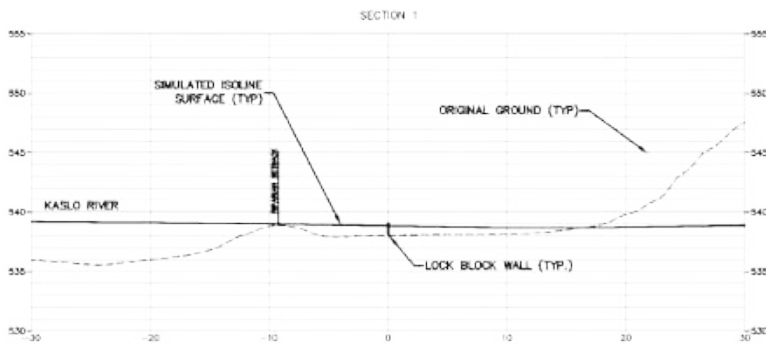
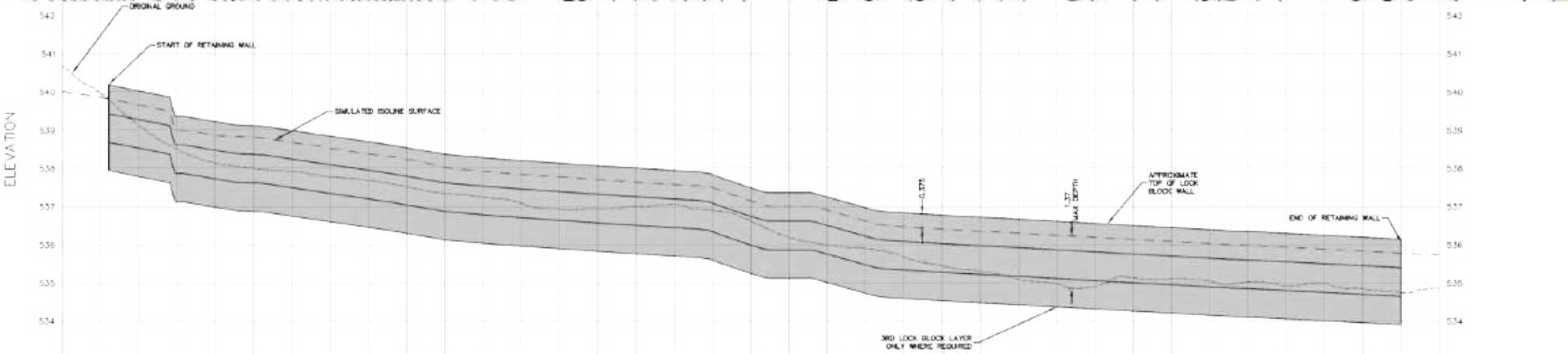
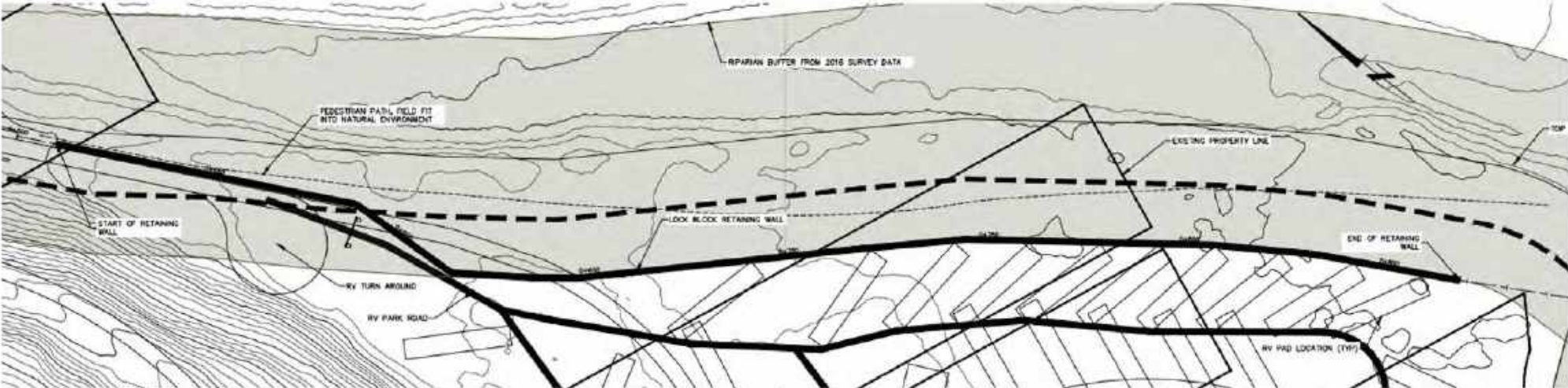
NATURE TRAIL

Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address: Lots are located along following: E Avenue, F Avenue, Lakeview Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT LANDS

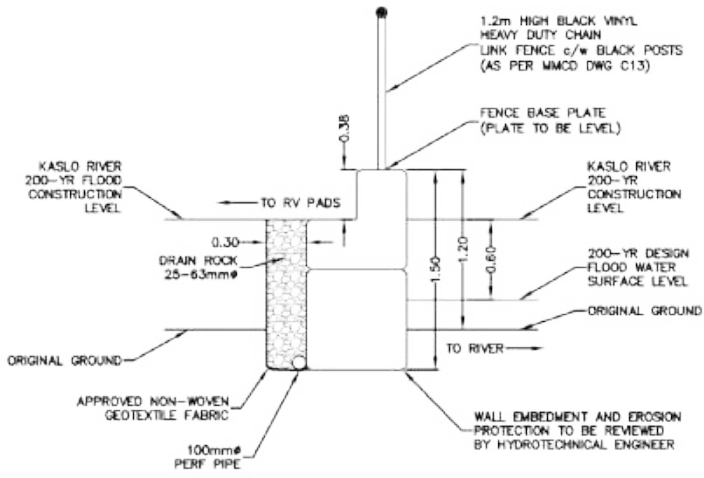
**PROPOSED DEDICATED PARK LAND
and TRAIL ALONG THE RIVER**



ctq (CTQ Consultants Ltd., Agent)
INCORPORATED • LANDSCAPE ARCHITECTS • DESIGN PLANNERS



SECTION VIEWS
SCALE 1:250



LOCK BLOCK WALL DETAIL
SCALE 1:25

Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Site Address. Lots are located along following: E Avenue, F Avenue, Lakeshore Street, 3rd Street, D Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT Lands

PROPOSED FLOOD MITIGATION SITE PLAN Lock Block Wall



August 1, 2023

DTC File No: J21-01950

CTQ Consultants Ltd.
1334 St. Paul Street
Kelowna, BC
V1Y 2E1

Attention: Ed Grifone

**Re: Sewage Dispersal Assessment for
Proposed Lakefront RV Park, Kaslo, BC**

1.0 INTRODUCTION

DeansTech Consulting Ltd. (DTC) has been retained by CTQ Consultants Ltd., property owner representative, to conduct a preliminary sewage dispersal assessment on the above noted property, which is intended to be rezoned and developed into an 82 site RV Park. We understand that the property currently consists of approximately 182 individual archived lots that total 26 acres in size. These properties have historically been used as one lot and now need to be legally amalgamated into one legal lot.

DTC's scope of work included the excavation of testpits in areas proposed for sewage dispersal on the proposed new 82 site RV Park and to conduct percolation testing and preparation of a letter report and plans presenting the findings of our investigation. DTC's scope of work was designed to meet and or exceed the Standard Practice Manual (Version 3) (SPM).

2.0 FIELD ASSESSMENT

2.1 Background

The parent property has no civic address but is located east of 3rd Street and north of J avenue and south of E Avenue, in Kaslo, BC.

The property is currently vacant and is mainly cleared in the northeast portion of the site. The western part of the site is tree covered and slopes down steeply to the east where the majority of the area is fairly flat. The site borders the Kaslo River to the north and Kootenay Lake to the east. There is industrial land use to the southwest and a golf course to the west.

DTC personnel attended the site on March 29 & 30, 2021 to carry out field testing and monitor the excavation of testpits and conduct percolation testing. The findings of our site reconnaissance and field assessment are presented in the following subsections. The property boundary and proposed RV lot layout are presented on the attached Figure 1.

2.2 Site Topography and Features

The topography of the proposed dispersal areas for the property can be described as flat to gently sloping overall down to the east. The slope in the areas proposed for sewage dispersal was measured to be from 2 to 4 %.

2.3 Soil Conditions

DTC monitored the excavation of 22 testpits for the proposed dispersal areas on the site.

The testpits were generally excavated in the potential sewage dispersal areas and are located approximately 50 feet apart. The testpits were excavated from 5.0 to 8.0 feet below present grade and the soil conditions observed in the testpits generally consisted of loam to various thickness (maximum of 3.0 feet) overlying gravelly sand to 8.0 feet. The loam had trace gravel, was compact, damp and was greyish brown. The gravelly sand had some cobble, was loose, dry and was dark greyish brown.

Detailed soil logs are presented on the attached Table 1 and testpit locations are presented on Figure 1.

2.4 Percolation Rates

A total of 22 percolation tests were carried out and percolation results for the proposed lots ranged from 0.5 to 5 minutes per inch at depths ranging from (2.0 to 4.0 feet) below grade. The locations of the percolation tests and rates are presented on the attached Figure 1 and the rates are also presented with the soil logs in Table 1.

Based on visual observations of the soil conditions on the site, the percolation rates measured appear reasonable for the soil type encountered. Generally, the soil and percolation rates encountered on the property are considered favourable for sewage effluent dispersal purposes and the fine granular nature of the soil is key to sufficient renovation of the effluent.

2.5 Water Wells

A search of the BC water well registry indicates that the closest offsite water well was measured to be 450 metres from the proposed sewage dispersal areas. The water well search results are attached for reference.

Two groundwater monitoring wells were installed in the testpits TP-21 and TP-22 to a depth of approximately 8 feet below grade. The monitoring wells were observed to be dry upon completion of backfill. They were monitored again in May 2021 and were observed to be dry as well.

3.0 ASSESSMENT SUMMARY

Based on DTC's field investigation and preliminary design calculations, the subject site can accommodate the proposed 82 RV sites. Twenty two testpits were excavated and sandy soils with good percolation and filtering capability were encountered.

The field investigation confirmed there is significant vertical separation to groundwater and sufficient space available for dispersal areas. Two dispersal areas are planned with a lineal length of 1100 feet. They will contain 9 zones and they will be located a minimum of 200 feet from the lake.

DTC proposes 9 individual sewage systems servicing 9 zones. Each zone will have 8 to 10 RV sites and is designed for a daily domestic sewage flow of 800 to 1000 Imperial gallons (Ig). Type 2 treated effluent & pressure systems are proposed and the systems will be simple to operate and maintain. The proposed systems will meet Provincial Standard Practice Manual Requirements and should be accepted by IHA as 9 individual dispersal systems.

DTC understands that a small portion of the property on the southern tip of the main parcel approximately 2.0 acres in size is being considered for re-zoning to RM-1 residential. DTC did not assess this area, however, it is DTC's opinion that there may be sufficient space available for a dispersal area on the main parcel to service the proposed new 2.0 acre residential parcel. Further field testing is required to determine a suitable location.

4.0 CLOSURE

Use of this report is subject to the attached General Conditions. The reader's attention is specifically drawn to these conditions, as it is essential that they be followed for the proper use and interpretation of this report. We trust this report meets with your approval. Should you have any questions or comments, please contact the undersigned.

Respectfully submitted,

Prepared by,



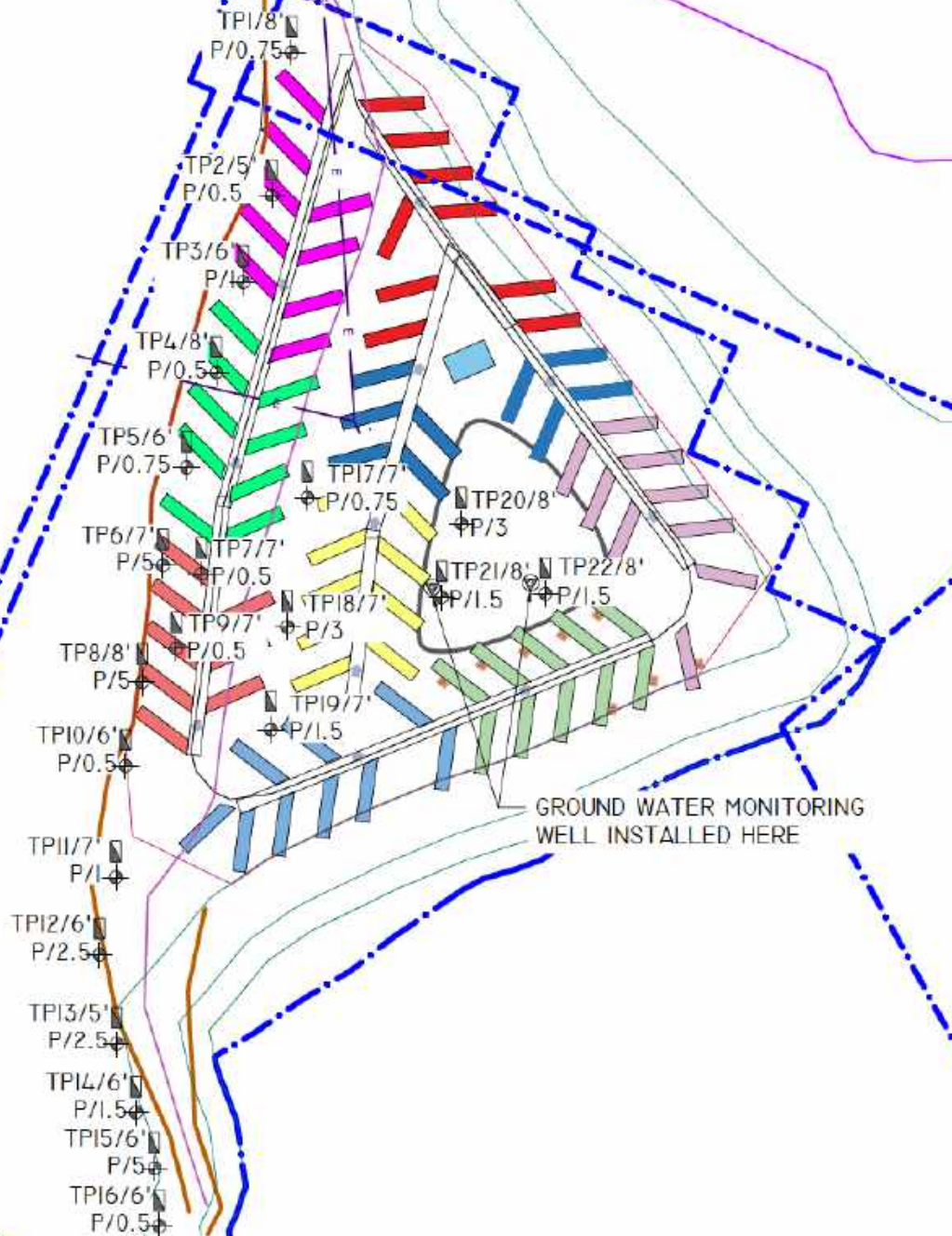
Richard Deans, C. Tech, ROWP # 0340
Groundwater Technician

Attachments: Table 1, Detailed Soil Logs
Figure 1, Overall Lot Layout & Testing Location Plan
Figure 2, Proposed System Layout
Waterwell Search Results
General Conditions

C: CTQ Consultants Ltd.
Ed Grifone

Phone-250-979-1221

DTC -



LEGEND	
	TESTPIT LOCATION / DEPTH FT
	PERCOLATION TEST / MIN/INCH
	GROUND WATER MONITORING WELL

DEANSTECH
CONSULTING
10563 OKANAGAN CNTR. RD. W.
LAKE COUNTRY BC V2V 2H8

CLIENT: CTQ / DALE UNRUH
ADDRESS: KASLO RV CAMPGROUND
DRAWING NAME: FIGURE 1

SITE PLAN AND TESTING LOCATIONS			
PROJECT #:	SCALE:	DRAWN BY:	DATE:
J21-01950	1:2500	JP	AUG 01, 2023



RESERVED BACKUP
SEWAGE DISPERSAL
AREA 5' X 500'
SEEPAGE BED 5' X 500'

ECOFLO EC7-4000-G
EFFLUENT TREATMENT
UNIT (TYP.)

RESERVED BACKUP SEWAGE DISPERSAL AREA 5' X 600'
SEEPAGE BED 5' X 600'

APPROX.
30M FROM RIVER

FIRE HYDRANT

TANK NEST
2 - 2000 IG TWO CHAMBER
SEPTIC TANKS WITH LIFT
PUMP (TYP.)

APPROX.
30M FROM LAKE



DEANSTECH
CONSULTING
10553 OKANAGAN CNTR. RD. W.
LAKE COUNTRY BC V2V 2H8

CLIENT: CTQ / DALE UNRUH
ADDRESS: KASLO RV CAMPGROUND
DRAWING NAME: FIGURE 2

SEPTIC SYSTEM LAYOUT

PROJECT #:
J21-01950

SCALE:
1:1250

DRAWN BY:
JP

DATE:
AUG 01, 2023

TABLE 1
SOIL DESCRIPTION
Kaslo RV Park, Kaslo, BC

Testpit #	Depth (feet)	Location	Percolation Test Result minutes/inch	Slope Angle (%)	Soil Description, depth in inches
1	8.0	See Figure 1	0.75 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 30.0 – LOAM (Fill) – trace gravel, metal debris, damp, compact, dark greyish brown. 30.0 – 96.0 – SAND & GRAVEL – cobbles, some boulders, damp, coarse grained, compact, light medium brown. No groundwater, no bedrock.
2	5.0	See Figure 1	0.5 @ 3 ft	2	0 – 6.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 6.0 – 38.0 – LOAM (Fill) – some cobbles, metal & wood debris, damp, compact, dark greyish brown. 38.0 – 60.0 – GRAVELLY SAND – cobbles, some boulders, damp, coarse grained, loose, dark brown. No groundwater, no bedrock.
3	6.0	See Figure 1	1.0 @ 3 ft	2	0 – 12.0 – GRAVEL (Fill) – dry, loose, dark brown. 12.0 – 32.0 – LOAM (Fill) – some cobbles, metal & wood debris, damp, compact, dark greyish brown. 38.0 – 72.0 – GRAVELLY SAND – some cobble, damp, coarse grained, loose, dark brown. No groundwater, no bedrock.
4	8.0	See Figure 1	0.5 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 18.0 – SILTY LOAM – some cobbles, damp, compact, dark greyish brown. 18.0 – 96.0 – SAND & GRAVEL – cobbles, some boulders, trace silt, damp, coarse grained, compact, light medium brown. No groundwater, no bedrock.
5	6.0	See Figure 1	0.75 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 30.0 – LOAM – trace gravel, dry, fine grained, firm, greyish brown. 30.0 – 72.0 – SAND – some gravel, trace cobble, damp, fine grained, loose, medium brown. No groundwater, no bedrock.
6	7.0	See Figure 1	5.0 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 20.0 – SAND – some gravel, trace silt, damp, firm, greyish brown. 20.0 – 84.0 – GRAVELLY SAND (Till) – some cobble, damp, coarse grained, hard, greyish brown.

DTC –

Table 1 continued

7	7.0	See Figure 1	0.5 @ 2 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 18.0 – LOAM – trace gravel, dry, fine grained, firm, greyish brown. 18.0 – 84.0 – SAND – some gravel, trace cobble, damp, medium grained, loose, medium brown. No groundwater, no bedrock.
8	8.0	See Figure 1	5.0 @ 3 ft	2	0 – 6.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 6.0 – 96.0 – GRAVELLY SAND (Till) – some cobble, damp, coarse grained, hard, greyish brown. No groundwater, no bedrock.
9	7.0	See Figure 1	0.5 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 36.0 – LOAM – trace gravel, dry, fine grained, firm, greyish brown 36.0 – 84.0 – GRAVELLY SAND – some cobble, damp, coarse grained, some isolated cemented pockets, dark greyish brown. No groundwater, no bedrock.
10	6.0	See Figure 1	0.5 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 36.0 – LOAM – trace gravel, dry, fine grained, firm, greyish brown 36.0 – 72.0 – GRAVELLY SAND – some cobble, damp, coarse grained, some isolated cemented pockets, dark greyish brown. No groundwater, no bedrock.
11	7.0	See Figure 1	1.0 @ 4 ft	2	0 – 48.0 – LOAM (Fill) – trace gravel, metal & wood debris, dry, fine grained, firm, greyish brown. 48.0 – 84.0 – SILTY LOAM – some cobble, some boulders, damp, some isolated cemented pockets, dark greyish brown. No groundwater, no bedrock.
12	6.0	See Figure 1	2.5 @ 2 ft	2	0.0 – 18.0 – LOAM – some organics, damp, compact, dark greyish brown. 18.0 – 72.0 – LOAM – cobble, some boulders, damp, compact, dark grey. No groundwater, no bedrock.
13	5.0	See Figure 1	2.5 @ 2 ft	2	0.0 – 18.0 – LOAM – some organics, damp, compact, dark greyish brown. 18.0 – 60.0 – LOAM – cobble, some boulders, damp, compact, dark grey. No groundwater, no bedrock.
14	6.0	See Figure 1	1.5 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 36.0 – LOAM – trace gravel, dry, fine grained, firm, greyish brown 36.0 – 72.0 – GRAVELLY SAND – some cobble, trace to some silt, damp, coarse grained, dark greyish brown. No groundwater, no bedrock.

DTC –

10553 Okanagan Centre Road West, Lake Country, B.C. V4V 2H8

Phone: (250) 766-0533 p Fax: (250) 766-0513 p Cell: (250) 317-6728 p e-mail: deans1@shaw.ca

Table 1 continued

15	6.0	See Figure 1	5.0 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 36.0 – SAND – some gravel, trace cobble, damp, medium grained, loose, medium brown. 36.0 – 72.0 – GRAVELLY SAND (Till) – some cobble, trace to some silt, damp, coarse grained, dark greyish brown. No groundwater, no bedrock.
16	6.0	See Figure 1	0.5 @ 3 ft	2	0 – 3.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 3.0 – 24.0 – LOAM – trace gravel, dry, fine grained, firm, greyish brown 24.0 – 72.0 – GRAVELLY SAND – some cobble, clean, damp, coarse grained, dark greyish brown. No groundwater, no bedrock.
17	7.0	See Figure 1	0.75 @ 4.0 ft	2	0.0 – 48.0 – LOAM (Fill) – trace gravel, damp, firm, dark grey. 48.0 – 84.0 – GRAVELLY SAND – some cobble, clean, damp, coarse grained, light greyish brown. No groundwater, no bedrock.
18	7.0	See Figure 1	3.0 @ 4 ft	2	0.0 – 48.0 – LOAM (Fill) – trace gravel, damp, firm, dark grey. 48.0 – 84.0 – GRAVELLY SAND – some cobble, clean, damp, coarse grained, light greyish brown. No groundwater, no bedrock.
19	7.0	See Figure 1	1.5 @ 3 ft	2	0.0 – 30.0 – LOAM (Fill) – trace gravel, damp, firm, dark grey. 30.0 – 84.0 – GRAVELLY SAND – some cobble, clean, damp, medium grained, light greyish brown. No groundwater, no bedrock.
20	8.0	See Figure 1	3.0 @ 3 ft	2	0 – 4.0 – ORGANICS – topsoil, sandy, dry, loose, dark brown. 4.0 – 26.0 – SAND & GRAVEL FILL – damp, loose, single grain structure, dark grey, some roots. 26.0 – 42.0 – LOAMY SAND – some gravel, some cobbles, damp, loose, single grain structure, light grey, some roots. 42.0 – 96.0 – SAND & GRAVEL – cobbly, some boulders, damp, loose, single grain structure, dark grey, some roots to 51 inches. No groundwater, no bedrock.
21	8.0	See Figure 1	1.5 @ 3 ft	2	0 – 6.0 – SANDY LOAM – topsoil, some gravel, damp, loose, single grain structure, dark brownish grey, many fine roots 6.0 – 42.0 – SAND – trace gravel, damp, loose, single grain structure, medium brownish grey, some roots to 27 inches. 42.0 – 96.0 – GRAVELLY SAND – some cobbles, damp, loose, single grain structure, dark grey. No groundwater, no bedrock.

DTC –

Table 1 continued

22	8.0	See Figure 1	1.5 @ 3 ft	2	<p>0 – 6.0 – SANDY LOAM – topsoil, some gravel, damp, loose, single grain structure, dark brownish grey, many fine roots</p> <p>6.0 – 42.0 – SAND – trace gravel, damp, loose, single grain structure, medium brownish grey, some roots to 27 inches.</p> <p>42.0 – 96.0 – GRAVELLY SAND – some cobbles, damp, loose, single grain structure, dark grey.</p> <p>No groundwater, no bedrock.</p>
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 DTC –



Water Resources Atlas

Legend

Groundwater Wells - All

ARTESIAN_COND

Reported Artesian Well

Well

PMBC Parcel Cadastre - Ou

0 0.37 0.73 km

1: 18,056

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Datum: NAD83

Projection: BC Albers

Key Map of British Columbia



This report incorporates and is subject to these “General Conditions”.

1. USE OF REPORT AND OWNERSHIP

This sewage dispersal report pertains to a specific site, a specific development and a specific scope of work. It is not applicable to any other sites nor should it be relied upon for types of development other than that to which it refers. Any variation from the site or development would necessitate a supplementary assessment. This report and the recommendations contained in it are intended for the sole use of DeansTech’s client. DeansTech does not accept any responsibility for the accuracy of any of the data, the analyses or the recommendations contained or referenced in the report when the report is used or relied upon by any party other than DeansTech’s client unless otherwise authorized in writing by DeansTech. Any unauthorized use of the report is at the sole risk of the user. This report is subject to copyright and shall not be reproduced either wholly or in part without the prior, written permission of DeansTech. Additional copies of the report, if required, may be obtained upon request.

2. NATURE AND EXACTNESS OF DATA

Some data reviewed during this assessment was produced by others and has been relied upon by DeansTech to form opinions of the site. The accuracy of the data reviewed has not been confirmed. Some data was collected from sources readily available to the public. Other data and information was obtained from the client for use in this report.

3. LOGS OF TEST HOLES AND WATER WELL RECORDS

The test hole logs are a compilation of conditions and classification of soils and rocks as obtained from field observations and laboratory testing of selected samples carried out by others. Soil and rock zones have been interpreted. Change from one geological zone to the other, indicated on the logs as a distinct line, can be, in fact, transitional. The extent of transition is interpretive. Any circumstance, which requires precise definition of soil or rock zone transition elevations, may require further investigation and review.

4. STRATIGRAPHIC AND GEOLOGICAL INFORMATION

The stratigraphic and geological information indicated on drawings contained in this report are inferred from the information reviewed. Stratigraphy is known only at the location of the drill hole/testpit or other drill holes/testpits in the area. Actual geology and stratigraphy between drill holes/testpits and/or exposures may vary from that shown on these drawings. Natural variations in geological conditions are inherent and are a function of the historic environment. DeansTech does not represent the conditions illustrated as exact but recognizes that variations will exist. Where knowledge of more precise locations of geological units is necessary, additional investigation and review may be necessary.

5. SURFACE WATER AND GROUNDWATER CONDITIONS

Surface and groundwater conditions mentioned in this report are those observed at the times recorded in the report. These conditions vary with geological detail between observation sites; annual, seasonal and special meteorologic conditions; and with development activity. Interpretation of water conditions from observations and records is judgmental and constitutes an evaluation of circumstances as influenced by geology, meteorology and development activity. Deviations from these observations may occur during the course of development activities.

6. WATER QUALITY

Water quality information was based on the results of water samples obtained from the well(s). The chemical analysis results can vary from season to season and at different depths within a well.

7. STANDARD OF CARE

Services performed by DeansTech for this report have been conducted in a manner consistent with the level of skill ordinarily exercised by members of the profession currently practising under similar conditions in the jurisdiction in which the services are provided. Technical judgment has been applied in developing the conclusions and/or recommendations provided in this report. No warranty or guarantee, express or implied, is made concerning the test results, comments, recommendations, or any other portion of this report.



ENVIRONMENTAL ASSESSMENT

Kaslo RV Park
Village of Kaslo



Prepared By:
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Prepared For:
Quality Property Developments Inc.

July 21, 2023

KASLO RV PARK DEVELOPMENT ENVIRONMENTAL ASSESSMENT

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TABLE OF CONTENTS

1.0 Introduction.....	1
1.1. Proposed Works	1
1.2. Information Sources	2
1.3. Study Area	2
2.0 Environmental Assessment Inventory Phase.....	3
2.1. Ecosystem Communities and Vegetation	3
2.2. Aquatic Resources	5
2.3. Riparian Setback Assessment.....	7
2.4. Wildlife	7
2.4.1 Important Habitat Features	8
2.5. Species and Ecosystems at Risk	8
2.6. Environmentally Sensitive Areas.....	9
2.6.1 Very High (ESA – 1)	10
2.6.2 High (ESA – 2).....	10
2.6.3 Moderate (ESA – 3)	10
2.6.4 Low (ESA – 4).....	11
3.0 Impact Assessment	11
4.0 Recommended Mitigation Measures	13
4.1. Applicable Regulations and Best Management Practices.....	13
4.2. Planning and Site Preparation.....	14
4.2.1 Timing Windows	14
4.2.2 Work Limits and Protection of Sensitive Areas	15
4.3. During Construction	17
4.3.1 Erosion, Sediment and Deleterious Substance Control.....	17
4.3.2 Wildlife Management	19
4.3.3 Tree Protection	20
4.3.4 Air Quality and Greenhouse Gas Reduction	21
4.3.5 Fire Prevention and Response Plan	22
4.3.6 Waste Management	22
4.3.7 Noxious Weed Control.....	22
4.4. Post Construction	24
4.4.1 Site Clean-up	24
4.4.2 Riparian and Foreshore Use.....	25
5.0 Restoration Plan	25
5.1. Native Grass Seed.....	25
5.2. Native Plantings.....	26
5.3. Invasive Species Management	27
6.0 Environmental Monitoring	27
7.0 Conclusions.....	28
8.0 Limitations.....	29
9.0 Closure	30
References	31

LIST OF TABLES

Table 1. Ecosystem communities occurring within the study area.	3
Table 2. Native and exotic plants observed within the study area.	4
Table 3. Fish species present in Kootenay Lake and Kaslo River.	6
Table 4. Bird species observed within the study area during the site visit.	8
Table 5. BC CDC at-risk species occurrences within one km of the study area.	9
Table 6. Environmentally sensitive areas observed in the study area.	11
Table 7. Percent composition of ESAs lost to development within the study area.	12
Table 8. Summary of applicable best management practices (BMPs).	13
Table 9. DFO Tree Replacement Criteria.	25
Table 10. Native restoration plantings for the restoration area in Figure 6.	27

LIST OF APPENDICES

APPENDIX A:	General Terms and Conditions
APPENDIX B: Kaslo RV Park – Flood Hazard Assessment Prepared by Watershed Engineering Ltd.	
APPENDIX C:	Septic Plan and Site Layout
APPENDIX D:	Site Photos
Figures	

LIST OF FIGURES

Figure 1. Site Location	APPENDIX D
Figure 2. Proposed Works, Lakefront and Stream Protection Setbacks	APPENDIX D
Figure 3. Ecosystem Polygons.....	APPENDIX D
Figure 4. Environmental Sensitivity Analysis	APPENDIX D
Figure 5. Impact Assessment	APPENDIX D
Figure 6. Restoration Plan	APPENDIX D

1.0 INTRODUCTION

Ecoscape Environmental Consultants Ltd. (Ecoscape) was retained by Quality Property Developments Inc. (the Client) to provide an assessment of multiple properties east of 3rd Street and southwest of Kaslo River in Kaslo, BC (study area) as required by the Village of Kaslo. The subject properties are zoned as General Industrial (M1) within the Village of Kaslo (the Village; Figure 1). Land transaction negotiations are underway to merge multiple parcels into one single parcel that will be developed into an RV Park. The remnants of the subject properties that fall below the natural boundary of Kaslo River will be returned to the Village, as well as the group of properties to the north along the existing access road. The study area is located within the Village's Stream and Lakefront Protection Development Permit Areas (DPA), which requires an environmental impact assessment (EIA) be completed for a Development Permit (DP) and rezoning application.

The purpose of this report is to address the conditions of the DPA guidelines, as described by the Kaslo Official Community Plan (OCP, Bylaw No. 1280). This report provides an assessment of existing aquatic and terrestrial resource values, provides an impact assessment for the proposed works, and provides recommendations, best management practices, and mitigation measures for how to maintain the natural integrity of existing ecological communities. This report is bound by the terms and conditions provided in **Appendix A**.

1.1. Proposed Works

Ecoscape understands that the client intends to develop an RV Park and associated site servicing at the confluence of Kaslo River and Kootenay Lake. In addition, the Village is proposing a gravel trail approximately 1.5 m in width to function as public access to the lakeshore. Earthworks will be required in order to service the proposed RV lots, inclusive of the installation of a septic system. The riparian setback (see Section 2.3) associated with Kaslo River is proposed to be owned and maintained by the Village as a public right-of way access to the lake. A concrete lock block wall is also proposed along the Kaslo River riparian setback to mitigate the risk of flooding the study area. It is understood that the concrete lock block wall will be constructed on the development side of the riparian setback from Kaslo River as a flood mitigation measure (**Appendix B**).

It is also understood that the client is interested in constructing a boat launch along the foreshore of Kootenay Lake, which would fall under the Lakefront DPA as described in the Village's OCP. As per the Lakefront DPA guidelines, boat launch ramps must be located on stable, non-erosional banks and no motorized boat launch is permitted east and south of Moyie Beach to the mouth of Kaslo River (Bylaw No. 1280). The construction of the proposed boat launch would require a *Water Sustainability Act* Section 11 permit approved and in the possession of the owner and contractor prior to works. The boat launch will

require engineering drawings to ensure that the launch is structurally to code and constructed on a stable bank within the study area boundaries.

The development footprint of the proposed works has been depicted in Figure 2. The septic plan and site layout is provided in **Appendix C**.

1.2. Information Sources

A desktop review of published literature and data collected by government agencies was completed for the study area and surrounding area. The results with reference to the source of information are provided in each subsection in Section 2.0. Limitations and information gaps are provided in each section if they exist.

The following databases were queried on April 27, 2022 to find relevant information on the study area and surrounding lands:

- BC Conservation Data Centre (CDC);
- BC Ecosystems Explorer;
- BC Habitat Wizard;
- CTQ Consultants Ltd. Terms and background information; and,
- Species at Risk Act Public Registry.

1.3. Study Area

The subject property occurs within the West Kootenay Dry Warm Interior Cedar – Hemlock biogeoclimatic zone (ICHdw1), described by the Biogeoclimatic Ecosystem Classification (BEC) program for British Columbia (Lloyd et al., 1991). The ICHdw biogeoclimatic zone is situated within valley bottoms and lower slopes of Lower Arrow Lake, upper Granby River Columbia River, Slocan River and Kootenay River valleys, as well as the Goat and Southern Moyie Rivers. The ICHdw1 subzone is one of two Dry subzones within the ICH (Ketcheson et al., 1991).

The study area was formerly a lumber mill in the 1960s/1970s, and was decommissioned approximately in the 1980s. Industrial activities included the storage, sorting and milling of lumber during that time. The study area is bound by 3rd Street to the west, Kaslo River to the north and west, and Kootenay Lake to the west and south. The study area is largely disturbed/cleared with minimal native vegetation in the flat portions and forested up the steep slopes to the west. Surrounding landuse is still primarily Industrial. There is an existing access road off of Highway 31 / Fourth Street to the north that runs along the right bank of Kaslo River (Photo 1). There are two septic holding tanks within the study area that belong to the Village on the west side of the existing access road. In addition, the study area already has existing water wells and utilities.

Photographs of the study area and any relevant nearby features have been included as Appendix D.

2.0 ENVIRONMENTAL ASSESSMENT INVENTORY PHASE

A site visit was conducted by Leanne McDonald, B.Sc., R.P.Bio., P.Ag., Natural Resource Biologist with Ecoscape, at the study area between February 15th and 16th, 2022. Existing biological and physical conditions were documented at this time. It should be noted that the site is 10.8 ha in size and the entire study area was not walked. The assessment focused on the areas proposed for development. Furthermore, the site assessment was conducted in the winter when there was significant snow cover and consequently, some site conditions may not have been visible.

The following section presents the results of the environmental assessment.

2.1. Ecosystem Communities and Vegetation

Vegetation communities and ecosystems were determined within the study area and described as per *A Field Guide to Site Classification and Identification for Southeast British Columbia: The South-Central Columbia Mountains* (MacKillop et al., 2016).

Table 1 provides a summary of the ecosystem communities that were observed within the study area at the time of the site visit and their associated site series names and provincial status. Ecosystems can be seen in Figure 3. Table 2 provides a summary of native and exotic plant species that were observed within the study area and their provincial and federal status. Species at risk are identified in the context of provincial and national ranking systems. The provincial ranking system applies to species that have been assessed by the British Columbia Conservation Data Center (CDC, 2021). The national ranking system applies to species that have been assessed by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC).

Table 1. Ecosystem communities occurring within the study area.

Ecosystem Code	Site Series	Site Series Name	BC List ¹
101	01	Western Redcedar/Interior Douglas-fir – Prince's pine - Twinflower	Yellow
111	05	Western Redcedar / Western Hemlock – Devil's Club – Lady's Fern	Yellow
Bb	-	Beachland	-
LA	-	Lake	-
RI	-	River	-
RP	-	Permanent Road	-
RR	-	Rural	-

¹**Provincial status:** Red = endangered or threatened. Blue = of special concern. Yellow = not at risk. NA = Not listed.

Note: Species status was determined using the BC Species and Ecosystems Explorer tool: <https://a100.gov.bc.ca/pub/eswp/> on 2023-07-21.

Note: COSEWIC status is not provided here because there are no COSEWIC listings for ecosystem communities

Table 2. Native and exotic plants observed within the study area.

Family	Scientific Name	Common Name	BC List	COSEWIC ¹
Native Plant Species				
Asteraceae	<i>Achillea</i> sp.	Yarrow	-	-
Berberidaceae	<i>Berberis aquifolium</i>	Tall Oregon-grape	Yellow	-
Betulaceae	<i>Alnus</i> sp.	Alder	Yellow	-
Betulaceae	<i>Betula occidentalis</i>	Water Birch	Yellow	-
Betulaceae	<i>Betula papyrifera</i>	Paper Birch	Yellow	-
Caprifoliaceae	<i>Symphoricarpos albus</i>	Common Snowberry	Yellow	-
Cupressaceae	<i>Juniperus scopulorum</i>	Rocky Mountain Juniper	Yellow	-
Cupressaceae	<i>Thuja plicata</i>	Western Redcedar	Yellow	-
Elaeagnaceae	<i>Shepherdia canadensis</i>	Soopolallie	Yellow	-
Pinaceae	<i>Pinus contorta</i>	Lodgepole Pine	Yellow	-
Pinaceae	<i>Pinus monticola</i>	White Pine	Yellow	-
Pinaceae	<i>Pseudotsuga menziesii</i>	Interior Douglas-fir	Yellow	-
Pinaceae	<i>Tsuga heterophylla</i>	Western Hemlock	Yellow	-
Rosaceae	<i>Amelanchier alnifolia</i>	Saskatoon	Yellow	-
Rosaceae	<i>Rosa</i> sp.	Rose	Yellow	-
Salicaceae	<i>Populus trichocarpa</i>	Black Cottonwood	Yellow	-
Exotic Plant Species				
Asteraceae	<i>Centaurea stoebe</i>	Spotted Knapweed	Exotic -	-
Asteraceae	<i>Tanacetum vulgare</i>	Common Tansy	Exotic	-
Scrophulariaceae	<i>Verbascum thapsus</i>	Great Mullein	Exotic	-

¹**COSEWIC status:** NAR = Not at Risk: A wildlife species that has been evaluated and found to be not at risk of extinction given the current circumstances. SC = Special Concern: A wildlife species that may become threatened or endangered because of a combination of biological characteristics and identified threats. E = Endangered: A wildlife species facing imminent extirpation or extinction. T = Threatened: A wildlife species that is likely to become endangered if nothing is done to reverse the factors leading to its extirpation or extinction. DD = Data Deficient: A category that applies when the available information is insufficient (a) to resolve a wildlife species' eligibility for assessment or (b) to permit an assessment of the wildlife species' risk of extinction.

Note: Species status was determined using the BC Species and Ecosystems Explorer tool: <https://a100.gov.bc.ca/pub/eswp/> on 2023-07-21.

The study area is generally characterized by non-sensitive disturbed habitats (i.e., roads, rural), a zonal forested ecosystem, riparian, river and lake ecosystems. Ecoscape divided the subject property into polygons representing distinct habitat types based on vegetation cover and adapting the nomenclature and site series used by MacKillop et al. (2016). The subject property was divided into 23 distinct polygons representing seven ecosystems (Figure 3; Table 1).

Western Redcedar/Interior Douglas-fir – Prince's pine - Twinflower ecosystem represents a zonal forested ecosystem along the cool aspect slopes along the western study area boundary. These ecosystems generally have a neutral moisture regime, where the receiving and shedding are approximately equal. The overstory is diverse and continuous and comprised of Interior Douglas-fir, Western Redcedar, Western Hemlock, and Western White Pine, with Lodgepole Pine and Paper Birch are common in earlier successional stages,

much like this forest. The understory is also diverse, and generally comprised of Falsebox (*Paxistima myrsinites*), Black Huckleberry (*Vaccinium membranaceum*), Prince's Pine (*Chimaphila umbellata*) and Twinflower (*Linnaea borealis*). This ecosystem was observed to be at a young forest structural stage.

Western Redcedar / Western Hemlock – Devil's Club – Lady's Fern ecosystem represented the riparian ecosystems of Kaslo River and Kootenay Lake. These ecosystems typically occupy toe of slopes with seepage, or where the water table is at 30-50 cm below the soil surface and are commonly associated with riparian habitats. The overstory is predominantly Western Redcedar and Western Hemlock, with Black Cottonwood occurring in riparian areas, such as within the study area. The understory is typically represented by Devil's Club (*Oplopanax horridus*), Wild Ginger (*Asarum caudatum*), Foamflower (*Tiarella trifoliata*), Sweet-scented Bedstraw (*Galium triflorum*) and a variety of leafy mosses. This ecosystem was observed to be at a young forest structural stage.

The remaining ecosystems are non-sensitive and include permanent roads, rural, beach, lake and river. The roads and rural areas are largely disturbed by agronomic grasses and non-native vegetation.

2.2. Aquatic Resources

The study area is bound by Kootenay Lake to the east and southeast and occurred along Segment 77 of the 2013 Kootenay Lake Foreshore Inventory and Mapping (FIM) and Aquatic Habitat Index (AHI; Cormano and Schleppe, 2013). Segment 77 was described as 35% rural, 10% single family and 55% natural land use with a medium level of impact (10-40%) and a moderate erosion potential. The foreshore type was classified as 20% gravel and 80% stream confluence, with substrates composed of 20% sand, 30% fine gravels, 30% coarse gravels, 15% fine cobbles and 5% coarse cobbles. The littoral zone was wide and the shrub coverage was classified as moderate (10-50%) with tree coverage classified as moderate (10-50%). Kokanee spawning was considered 'potential'. The Aquatic Habitat Index (AHI) rating was considered to be Very High for this segment with juvenile rearing rated as High (Cormano and Schleppe, 2013). The condition of the foreshore within the study area is consistent with adjacent properties and generally consistent with the FIM.

In addition to Kootenay Lake, the study area is bound by Kaslo River to the north and northeast. Kaslo River is a 4th order watercourse approximately 31.79 km in total length. Kootenay Lake's tributaries, including Kaslo River, are known to support adfluvial spawning Bull Trout, and no sport fishing has been permitted in these tributaries for decades, consequently. Kaslo River is known to support one or more various forms of Bull Trout populations. Bull Trout assessments have been undertaken to learn more about the population. In 2009, a redd survey of the river estimated a total of 689 redds, where only 8 of those were in the 8 km reach from the lake confluence and the resistivity counter. A total

of 1,219 Bull trout kelts were recorded emigrating from the Upper Kaslo River in 2009 (Andrusak, 2010).

Native and non-native fish species documented to occur in both Kootenay Lake and Kaslo River are identified in the Table 3 below (FIDQ, 2022).

Table 3. Fish species present in Kootenay Lake and Kaslo River.				
Family	Scientific Name ¹	Common Name	BC List	COSEWIC
Kootenay Lake				
<i>Acipenseriformes</i>	<i>Acipenser transmontanus</i>	White Sturgeon	Red	Endangered
<i>Anodonta</i>	<i>Anodonta</i> spp.	Floater Mussels	Yellow	-
<i>Catostomidae</i>	<i>Catostomus catostomus</i>	Longnose Sucker	Yellow	-
<i>Catostomidae</i>	<i>Catostomus macrocheilus</i>	Largescale Sucker	Yellow	-
<i>Centrarchidae</i>	<i>Lepomis gibbosus</i>	Pumpkinseed	Exotic	-
<i>Centrarchidae</i>	<i>Micropterus salmoides</i>	Largemouth Bass	Exotic	-
<i>Cottidae</i>	<i>Cottus asper</i>	Prickly sculpin	Yellow	-
<i>Cottidae</i>	<i>Cottus cognatus</i>	Slimy sculpin	Yellow	-
<i>Cottidae</i>	<i>Cottus rhotheus</i>	Torrent Sculpin	Yellow	-
<i>Cyprinidae</i>	<i>Mylocheilus caurinus</i>	Peamouth chub	Yellow	-
<i>Leuciscidae</i>	<i>Ptychocheilus oregonensis</i>	Northern Pikeminnow	Yellow	-
<i>Leuciscidae</i>	<i>Rhinichthys cataractae</i>	Longnose dace	Yellow	-
<i>Leuciscidae</i>	<i>Richardsonius balteatus</i>	Redside shiner	Yellow	-
<i>Lotidae</i>	<i>Lota lota</i>	Burbot	Yellow	-
<i>Percidae</i>	<i>Perca flavescens</i>	Yellow Perch	Exotic	-
<i>Salmonidae</i>	<i>Coregonus clupeaformis</i>	Lake Whitefish	Yellow	-
<i>Salmonidae</i>	<i>Oncorhynchus clarkii</i>	Cutthroat Trout	Blue	-
<i>Salmonidae</i>	<i>Oncorhynchus clarkii lewisi</i>	Westslope Cutthroat Trout	Blue	Special Concern
<i>Salmonidae</i>	<i>Oncorhynchus mykiss</i>	Rainbow Trout	Yellow	-
<i>Salmonidae</i>	<i>Oncorhynchus nerka</i>	Kokanee	-	-
<i>Salmonidae</i>	<i>Prosopium coulterii</i>	Pygmy Whitefish	Yellow	-
<i>Salmonidae</i>	<i>Prosopium williamsoni</i>	Mountain whitefish	Yellow	-
<i>Salmonidae</i>	<i>Salvelinus confluentus</i>	Bull Trout (anadromous Pacific pop. and freshwater)	Blue	NAR
<i>Salmonidae</i>	<i>Salvelinus fontinalis</i>	Brook Trout	Yellow	-

Table 3. Fish species present in Kootenay Lake and Kaslo River.

Family	Scientific Name ¹	Common Name	BC List	COSEWIC
Salmonidae	<i>Salvelinus malma</i>	Dolly Varden	Yellow	-
Kaslo River				
Salmonidae	<i>Oncorhynchus clarkii lewisi</i>	Westslope Cutthroat Trout	Blue	Special Concern
Salmonidae	<i>Oncorhynchus mykiss</i>	Rainbow Trout	Yellow	-
Salmonidae	<i>Oncorhynchus nerka</i>	Kokanee Bull Trout	-	
Salmonidae	<i>Salvelinus confluentus</i>	(anadromous Pacific pop. and freshwater)	Blue	NAR
Salmonidae	<i>Salvelinus fontinalis</i>	Brook Trout	Yellow	-

¹Fish species occurrences were determined using the Fisheries Information Summary System waterbody query tool: <http://a100.gov.bc.ca/pub/fidg/viewSingleWaterbody.do> on 2023-07-21.

Note: Species status was determined using the BC Species and Ecosystems Explorer tool: <https://a100.gov.bc.ca/pub/eswp/> on 2023-07-21.

2.3. Riparian Setback Assessment

Riparian setback requirements for the study area is regulated under the Village of Kaslo Floodplain Management Bylaw No. 1193 and Section 4.2.2 and 4.2.4 of the Official Community Plan Bylaw No. 1098. As per Section 2(1)(b) of the provincial *Riparian Areas Protection Regulation*, the study area does not fall under the jurisdiction of the Regulation.

As per Section 6 of Bylaw No. 1193 and the *Streamside Protection Regulation*, the riparian setbacks are as follows and displayed in Figure 2:

- 15 m from the Natural Boundary of Kootenay Lake;
- 30 m from the Natural Boundary of Kaslo River.

The top of bank survey from 2016 was used to bench mark the 30 m Stream Protection Setback from Kaslo River and the Present Natural Boundary from 2016 of Kootenay Lake was utilized to benchmark the 15 m Lakefront Protection Setback.

2.4. Wildlife

Detailed wildlife surveys were not conducted during the site visit; however, incidental observations included deer (*Odocoileus* sp.) tracks and scat. Online species data sharing platforms were queried, such as iNaturalist and eBird (eBird, 2022; iNaturalist, 2022). A total of 112 species have been documented on eBird and 124 species on iNaturalist in Kaslo, BC.

Incidental bird species observations from the site visit are summarized in Table 4 below.

Table 4. Bird species observed within the study area during the site visit.					
Family	Scientific Name	Common Name	BC List	MBCA ¹	COSEWIC
Corvidae	Corvus corax	Common Raven	Yellow	No	-
Picidae	Colaptes auratus	Northern Flicker	Yellow	Yes	-

¹**Migratory Birds Convention Act (MBCA):** whether a species is protected under the MBCA as determined using the Birds Protected in Canada online search tool: <https://www.canada.ca/en/environment-climate-change/services/migratory-birds-legal-protection/list.html> on 2023-07-21.

Note: Species status was determined using the BC Species and Ecosystems Explorer tool: <https://a100.gov.bc.ca/pub/eswp/> on 2023-07-21.

2.4.1 Important Habitat Features

Important habitat features have been identified within the study area, although they are limited. These features support wildlife and are important to the long-term preservation of local wildlife communities and populations. It is not typically possible to determine whether features are deemed Critical or to determine the specific influence they may have on populations without large scale assessments. As a result, we have identified important features for reference, but because of data limitations, do not provide comment on possible cumulative impacts associated with them.

- Mature native trees within the study area function as wildlife trees and can be seen in Figure 3 and Photos 2-4. The trees with blown out tops and cavities, as well as dead snags provide important habitat for a variety of wildlife and bird species and should be retained where possible. Native cavity nesters were observed during the site visit (i.e., Northern Flicker) and it is likely that they are using wildlife trees for nesting and winter shelter.
- Rock outcrops and/or shallow soils with pockets of exposed bedrock were observed along the steep, forested slope along the western study area boundary. Rock outcrops such as these provide valuable, obligate habitat for a variety of species, particularly herptiles.

2.5. Species and Ecosystems at Risk

The online British Columbia Conservation Data Centre (CDC, 2022) was assessed on 2023-07-21 and reviewed for at-risk ecological communities, plants and wildlife that occur within a one km radius of the study area. The query results included Species and Ecosystems at Risk, Critical Habitat for Federally-listed Species, and Wildlife Species Inventories (WSI) of provincially Red- and Blue-listed species.

Search results for species at risk occurrences are provided in Table 5 and no critical habitat occurrences were revealed within a one km radius. The Great Blue Heron record was an

incidental observation from 2003 that stated “south side of Kaslo River, Herons all winter and into June”. The beach and riparian areas on the study area would be suitable foraging and roosting habitat. It should be noted that the nests of the Great Blue Heron are on a list of 18 species whose nests are protected year-round unless shown to be abandoned as per the updated Migratory Birds Regulation 2022 (MBR, 2022).

The Lewis’ Woodpecker observation was from a 2006 survey funded by the Ministry of Environment. These woodpeckers prefer open forest or grassland with scattered trees, riparian forests adjacent to open areas and burns with large diameter trees for perching and nesting and a diverse understory (COSEWIC, 2010). These conditions are minor but exist within the riparian areas within the study area.

Table 5. BC CDC at-risk species occurrences within one km of the study area.

Scientific Name ¹	Common Name	BC List	COSEWIC	Occurrence ID	Distance (m)	Likelihood ²
<i>Acipenser transmontanus</i>	White Sturgeon (Upper Kootenay River Population)	Red	Endangered	4745	1	Low
<i>Ardea herodias herodias</i>	Great Blue Heron	Blue	-	53093	0	High
<i>Melanerpes lewis</i>	Lewis’ Woodpecker	Blue	Threatened	396949	330	Moderate

¹**Species at risk occurrences** were determined using the BC CDC imap tool: <http://maps.gov.bc.ca/ess/hm/cdc/> on 2023-07-21.

²**Likelihood:** an estimate determined by the qualified environmental professional of how likely a species or habitat will occur within the subject property taking into consideration the environmental features within the subject property.

Note: Species status was determined using the BC Species and Ecosystems Explorer tool: <https://a100.gov.bc.ca/pub/eswp/> on 2023-07-21.

2.6. Environmentally Sensitive Areas

The inventory phase of the environmental assessment from the site visit and desktop review of available information was summarized in Sections 2.1 to 2.5 above. Using this information, professional judgment was used to evaluate the ecosystem polygons identified in Section 2.1, based on criteria including habitat availability, rare and endangered species occurrence potential, landscape condition (i.e., connectivity, fragmentation), successional stage, regional rarity, relative biodiversity, level of disturbance, edge effects and cumulative impacts.

The Village nor the Regional District of Central Kootenay does not have a specific methodology for ranking ecosystems for their inherent value, and as such ecosystem polygons were ranked using the four-class system of environmental sensitivity described in the RDCO terms of reference for professional reports (RDCO, 2014). Environmental Sensitivity Area (ESA) values include: Very High (ESA 1), High (ESA 2), Moderate (ESA 3), and Low (ESA 4) and are described below.

2.6.1 Very High (ESA – 1)

- Contain rare physical features, plants and animals or are ecologically functioning natural systems. Various types of habitats will qualify on the basis of sensitivity, vulnerability, connectivity and biodiversity. All wetlands, high value foreshore, locally/regionally rare plant communities, animals and habitats will be considered as Very High.
- Avoidance and conservation of Very High ESA designations should be the primary objective. Every effort must be made to not disturb these areas. If development is required and justified, mitigation measures must be in place to reduce impacts. It is expected that there will be 100% retention of Very High value habitat. No more than 20% disturbance is allowed within these areas and all disturbance must be compensated at a 3:1 ratio (see Section 4: Recommended Mitigation Measures below).

2.6.2 High (ESA – 2)

- Contain physical features, plants, animals and habitat characteristics which contribute toward the overall diversity and contiguous nature of the surrounding natural features. These will include Sensitive Ecosystems (SEI) as refined according to the ESA stratification criteria at the appropriate scale for the site. These may also include areas used to buffer ecological functions of Very High ecosystems.
- Some degree of development may be considered as long as this does not have any potential impact on Very High priority ESA's on the site. If development is pursued in these areas, portions of the habitat should be retained (40% – 80%) and integrated to maintain the contiguous nature of the landscape. Any loss over 20% to these ESAs will be offset by 2:1 by habitat improvements to the remaining natural areas found on property and must ensure habitat function is maintained or improved in the retention areas.

2.6.3 Moderate (ESA – 3)

- Contain important features or remnant stands/sites with ecological value that are not identified in the Sensitive Ecosystems Inventory as refined according to the ESA stratification criteria at the appropriate scale for the site and are not locally/regionally rare.
- The moderate ESA still contributes to the diversity and connectivity of the landscape, and may contain natural habitats, and some features of interest (e.g. tree patches, rock outcroppings, drainages and corridors). Based on the condition and adjacency, portions of moderate ESA may have significant ecological functions within the landscape (e.g. buffers to ESA 1 or 2, corridors) that should be retained.

2.6.4 Low (ESA – 4)

- Polygons contribute little or no value to the overall diversity of vegetation, soils, terrain and wildlife characteristics of the area. These areas have generally experienced anthropogenic disturbances (e.g. a driveway or other approved land clearing but does not include land cleared for agriculture) with little or no possibility for recovery or rehabilitation.
- Development is encouraged to be focused to these sites before consideration developing higher rated sites of the area. These areas shall not be considered as areas for restoration and enhancement or as recruitment as higher value ESA in offsetting development in other areas.

The ESA composition of the subject property is summarized in Table 6 and depicted in Figure 4.

Table 6. Environmentally sensitive areas observed in the study area.		
ESA Value	Area (m ²)	Percentage of Property (%)
Very High (ESA 1)	9,179	8.5
High (ESA 2)	54,896	50.9
Moderate (ESA 3)	39,679	36.8
Low (ESA 4)	4,016	3.7
Total	107,770	100

Very High valued ecosystems were limited to the riparian areas of Kaslo River, and the toe of the steep forested slope towards Kootenay Lake. High valued ecosystems consisted of the beach area of Kootenay Lake and the upland forested ecosystem. Moderate valued ecosystems were comprised of the disturbed, flat portion of the study area where historic milling and associated industrial activities has degraded the overall value. Finally, Low valued areas were limited to the existing road surface.

3.0 IMPACT ASSESSMENT

The following section discusses the potential environmental impacts associated with the proposed works. The proposed works within the study area include the development of an RV Park and associated site servicing at the confluence of Kaslo River and Kootenay Lake. In addition, the Village is proposing a gravel trail approximately 1.5 m in width to function as public access to the lakeshore. Earthworks will be required in order to service the proposed RV lots, inclusive of the installation of a septic system. The 30 m riparian setback associated with Kaslo River is proposed to be owned and maintained by the Village as a public right-of-way access to the lake. A concrete lock block wall is also proposed along the Kaslo River riparian setback to mitigate the risk of flooding the study area. It is understood

that the concrete lock block wall will be constructed on the development side of the riparian setback from Kaslo River (Figure 5).

The impacts have been broken out between client proposed impacts and the Village proposed impacts. The Village imposed impacts includes any development outside of the study area (i.e., road upgrades) and the public access trail adjacent to the Kaslo River. The development as currently proposed will result in a relative loss of 0.2% of ESA-1, 6.2% of ESA-2, 30.3% of ESA-3 and 2.2% of ESA-4. The Village imposed impacts, associated with the proposed access road and public trail in all areas outside of the study area account for a relative loss of 2.1% ESA-1, 0.1% of ESA-2, 1.1% of ESA-3 and 17.5% of ESA-4 (Table 7). Both the client proposed impacts and the Village proposed impacts, maximize development within Moderate and Low valued ecosystems.

Table 7. Percent composition of ESAs lost to development within the study area.

ESA Value	Total Area (m ²)	Total Area Lost (m ²)	Relative Percent ESA Lost (Total Impact %)
Development Impacts			
Very High (ESA 1)	9,179	254	0.2
High (ESA 2)	54,896	6,708	6.2
Moderate (ESA 3)	39,679	32,630	30.3
Low (ESA 4)	4,016	2,371	2.2
Subtotal	107,770	41,962	38.9
Village Impacts			
Very High (ESA 1)	3,626	131	2.1
High (ESA 2)	102	9	0.1
Moderate (ESA 3)	727	68	1.1
Low (ESA 4)	1,876	1,105	17.5
Subtotal	6,330	1,313	20.8

Ecoscope anticipates that if all recommendations and mitigation measures within this report are adhered to, the potential environmental effects of the works on the local flora and fauna will be minimized and are unlikely to result in a harmful alteration, disruption or destruction of the natural features, functions and conditions that support fish life processes. However, if proper mitigation measures are not adhered to during construction, the following environmental issues may occur:

- Potential to directly or indirectly impact wildlife and wildlife habitat during construction, including disruption of migration, breeding, or other behavior as a result of construction noise, impacts to air quality, and other alterations to existing wildlife habitat and cover. This includes herptiles, mammals and avian species that could potentially be foraging or nesting in the area;
- Potential for the release of fine sediments into natural areas and/or watercourses through erosive processes during construction activities;

- Potential to encounter water during excavations which may result in the release of turbid water to nearby watercourses or connecting drainages;
- Potential for the release of other deleterious substances (e.g., fuel, oil, hydraulic fluid, construction materials, debris) to the environment as a result of improper storage, equipment re-fueling, and/or poorly maintained equipment; and,
- Potential to introduce or facilitate the spread of invasive and noxious plant species resulting from ground disturbance and seed dispersal.

Section 4.0 below provides specific recommendations to mitigate these potential impacts.

Our assessment does not consider all the possible cumulative effects of the proposed works at a landscape level, which may extend beyond the study area to nearby watercourses and/or sensitive ecosystems. It should be noted that the study area has been previously disturbed from historic industrial activities. However, as with any land development, there will be an incremental loss of natural lands, and this incremental loss has not been fully considered in a regional Cumulative Impacts Analysis. However, A Cumulative Impacts Analysis goes beyond what is typical of an EIA for sites of this size, as they are typically completed for larger, more regional-type assessments.

4.0 RECOMMENDED MITIGATION MEASURES

The hierarchy of approach as per the BC Environmental Mitigation Policy is first to avoid impacts, then minimize impacts, or lastly, offset impacts to environmentally sensitive areas first through onsite restoration or as a very last resort, offsite restoration (BC MOE, 2014). Every effort must be made to avoid disturbance in areas of Very High and High environmental value (ESA-1 and ESA-2). If development is near or within these areas, mitigation measures must be in place to minimize impacts. Offsetting with a minimum of a 3:1 replacement ratio will be required if environmentally valuable areas are impacted. Offsetting includes enhancing areas within the study area to have higher environmental value.

4.1. Applicable Regulations and Best Management Practices

The following are applicable best management practices for the proposed works.

Table 8. Summary of applicable best management practices (BMPs).

BMP	Organization
Standards and Best Management Practices for Instream Works (2004)	MFLNRORD
Guidelines for Amphibian and Reptile Conservation during Urban and Rural Land Development in British Columbia (2014)	MFLNRORD
Guidelines for Amphibian and Reptile Conservation During Road Building and Management Activities in British Columbia (2020)	MFLNRORD
Best Management Practices for Amphibian and Reptile salvages in British Columbia (2016)	MFLNRORD

Table 8. Summary of applicable best management practices (BMPs).

BMP	Organization
Develop with Care Environmental Guidelines for Urban and Rural Development (2014)	MFLNRORD
Approved Water Quality Guidelines for Turbidity	MFLNRORD
Ministry of Forests, Lands, Natural Resource Operations and Rural Development (MFLNRORD); British Columbia Ministry of Environment (BC MOE); Department of Fisheries and Oceans Canada (DFO)	

4.2. Planning and Site Preparation

4.2.1 Timing Windows

4.2.1.1. Instream Least-risk Work Window

Fisheries timing windows ensure that instream works avoid causing harm to spawning habitat, fish eggs, and juvenile fish, while also preventing impacts to adults and juveniles that may be migrating, over-wintering, or rearing (MFLNRO, 2018).

It is our understanding that a boat launch may be constructed along the foreshore of Kootenay Lake. If this is pursued, and Environmental Management Plan and Engineering drawings to support a *Water Sustainability Act* Section 11 permit application will be required. No work can occur without the approved Section 11 permit in the possession of the Village, client and contractor. Furthermore, works must be completed within the least risk timing window, which is between August 20th and October 15th on both the Kaslo River and Kootenay Lake.

It is our understanding that no other instream works are being considered at this time. However, if a dyke, erosion protection or other works that have the potential to impact the watercourses or are proposed to occur below the High-Water Mark, another Section 11 permit will be required, and works must be completed within the least risk timing window, for both the Kaslo River and Kootenay Lake as described above.

4.2.1.2. Avian Least-risk Work Window

Avian nesting periods must be considered to protect nesting birds within and adjacent to the proposed work area. Section 34 of the *Wildlife Act* protects all birds and their eggs, and Section 34(c) as well as Section 6 of the *Migratory Birds Convention Regulation* protects their nests while they are occupied by a bird or egg.

The study area falls within the Canadian Avian Nesting Zone A2 (MECCS, 2022). Kaslo falls within the Central Columbia Mountains ecodistrict within A2, with a **specific nesting period for all bird species in this ecodistrict between February 1st to September 15th** (Rousseau et al., 2015). Further information and mitigation measures regarding the protection of avian species are as follows:

- Vegetation clearing should be scheduled outside of the identified avian nesting

period whenever possible. When this is not possible and vegetation clearing must be completed during the identified avian nesting period, pre-clearing nesting surveys must be conducted by the Qualified Environmental Professional (QEP) to identify active nests.

- Survey limits will be established by a QEP for the proposed clearing activities. Survey limits will include a buffer around the clearing activities to ensure birds within proximity to the area are not impacted. The size of the buffer will depend on expected bird species within the area.
- If active nests are found within the survey limits, a no-disturbance buffer will be established around the nest until such time that the QEP can determine that the nest has become inactive. The size of the buffer will depend on the species and, nature of the surrounding habitat and proposed activities. Buffer sizes will generally follow provincial BMP guidelines or other accepted protocols (e.g., Environment Canada). In general, a minimum 20 m buffer will be established around songbird nests or other non-sensitive (i.e., not at risk) species.
- Clearing and other construction activities must be conducted within 72 hours following the completion of the pre-clearing nesting surveys. If works are not conducted in that time, the nesting surveys are considered to have expired, and a follow-up survey will be completed to ensure that no new nests have been constructed.
- The nests of the Bald Eagle, Golden Eagle, Peregrine falcon, Gyrfalcon, Osprey, and Burrowing Owl are protected year-round whether they are active or not as per Section 34(b) of the Wildlife Act. Best management practices relating to raptors and their nests can be found in Guidelines for Raptor Conservation during Urban and Rural Land Development in BC (2013).
- The nests of the Great Blue Heron as well as the Pileated Woodpecker (found within the Kootenays) are on a list of 18 species whose nests are protected year-round unless shown to be abandoned as per the Migratory Birds Regulation 2022 (MBR, 2022).
- Wherever possible, trees with high wildlife value, such as veteran trees and large snags, must be conserved. Hazardous trees with wildlife value within the vicinity of the construction works should be assessed by a certified wildlife/danger trees assessor to determine levels of risk.

4.2.2 Work Limits and Protection of Sensitive Areas

- Prior to any disturbance within the site, the limits of disturbance with site grading and lot establishment must be clearly marked in the field by a legal surveyor and delineated with brightly coloured snow fence to prevent unnecessary

encroachment into adjacent steep slopes and natural areas. Permanent fencing may be necessary along some buffers where development is anticipated.

- To mitigate the establishment of invasive plants and to maintain existing ecological value, native vegetation, including trees, shrubs, and groundcover, must be retained where possible.
- Standing dead trees (snags) and coarse woody debris should also be retained where possible for the critical wildlife habitat value they provide.
- Vegetation, soil, and rock excavated from the development footprint must be taken offsite and disposed of/recycled appropriately or stored onsite within disturbed areas of the development footprint if reuse onsite is proposed.
- No sidecasting of material over steep slopes or storage of material can occur outside of the development footprint. Exception: larger trees that require removal should be relocated on the site as coarse woody debris, where possible; this should be completed under the guidance of the QEP.
- In the event that land and/or natural vegetation is disturbed or damaged beyond the development footprint area, these areas must be restored and/or replanted with plants indigenous to the area under the direction of the QEP.
- Equipment and vehicle access must use existing roads, trails, and other disturbed areas to minimize the disturbance footprint.
- Limit cuts and fills and wherever possible, alter the development to suit the local topography.
- Maintain natural drainage patterns where feasible.
- Prevention of the spread of invasive plants can be achieved by limiting disturbance to soils and native vegetation where possible. Areas that have been disturbed should be restored with native plantings or grass seeding. Infestation areas must be controlled with regular manual removal of weeds (e.g., mowing, pulling).
- Exposed soils must be seeded immediately following any activities that result in disturbance to native vegetation and soils. Grass seed mixes must be comprised of native species, appropriate for the environmental conditions and certified as Canada #1 Grade by Agriculture Canada to minimize the weed seed count. The QEP must review all seed mixes prior to purchase and use. Ecoscape can provide the client recommendations regarding local suppliers who can provide appropriate upland seed mixes based on the ecological communities within the site. If hydroseeding is proposed, then it must be completed before installation of plantings, or in a way that will prevent smothering of plantings after application.

4.2.2.1. Wildlife Connectivity

The study area is generally disturbed and surrounded by industrial landuse and low-density rural development and is considered isolated from surrounding critical habitat values; therefore, it is not considered a prime wildlife corridor. However, wildlife tends to traverse along the toe of slopes, ridges and adjacent to watercourses. The following recommendations are provided to mitigate impacts to wildlife movement:

- No fencing should be erected along the property lines. Fencing, if utilized along the riparian areas should be a low split rail design to minimize impacts to wildlife movement. It is currently proposed that split rail fencing be erected along the boundary of the riparian areas to minimize human disturbance/encroachment while maintaining wildlife movement.
- Any trail development within the study area must not impede wildlife movement or significantly fragment surrounding ecosystems. It should be noted that a Village trail is proposed within the riparian area of Kaslo River.

4.3. During Construction

4.3.1 Erosion, Sediment and Deleterious Substance Control

The Erosion and Sediment Control Plan (ESCP) described below provides mitigation measures that must be followed throughout construction to protect identified watercourses and other environmentally sensitive habitats. The objective of erosion control is to reduce the need for management of sediment or sediment laden water. These recommendations focus on strategies to reduce erosion throughout the study area.

- The implementation of mitigation measures will be discussed between the QEP and contractor to ensure a mutual understanding of methods of installation and expectations of effectiveness. The contractor shall inspect the mitigation measures daily and additional measures will be installed, maintained, and repaired or replaced as required using a field-fit, adaptive management approach.
- The release of silt, sediment, sediment-laden water, raw concrete, concrete leachate, or any other deleterious substances into any drainage or areas of high environmental value (i.e., watercourses and lakefront and stream setbacks) must be prevented at all times.
- Silt fencing will be installed following construction documents or as directed by the QEP in a field-fit manner, generally along the clearing and grading limits and/or in areas where sediment-laden flows may be conveyed offsite such as steep slopes.
 - Silt fence must be staked into the ground and trenched a minimum of 15 cm to prevent flow underneath the fence, as per the manufacturer's specifications. Silt fencing will be monitored on a regular basis and any

- damages or areas where the integrity and function of the fencing has been compromised must be repaired or replaced promptly.
- Silt fence must remain in place where required until the completion of the project. Other sediment and erosion control measures may include check dams (e.g., rock, sand bag, hay bales) to slow flows along drainage channels and ditch lines, sumps, or other settling areas for turbid waters.
 - Silt fencing should be installed along the base of a slope to capture mobilized sediments originating from sheet erosion along the slope.
- On steep slopes, sediment control should include:
 - All steep slopes should be monitored on a weekly basis and prior to any storm warning or predicted storm event.
 - Install ditches, where safe to do so, to direct water away from the exposed soil slopes and convey water to an appropriate drainage system.
 - Install slope breaks, such as water diversions or benches, and, slope energy dissipators, such as wattles, to slow runoff and reduce sediment mobilization.
 - Erosion control for temporary access roads used for construction should follow the Forest Road Engineering Guidebook (BC MOF, 2002). This guidebook provides numerous specifications for culverts, culvert spacing, road grading, and other important information to reduce erosion. Develop roads, utilities, and building sites with as little soil excavation and disturbance as possible.
 - Construction activities involving ground disturbance should not be conducted during heavy rains wherever feasible to reduce the potential for sediment and erosion issues.
 - Exposed soils and stockpiles must be at least 30 m away from any watercourses or connecting drainages and stabilized and covered where appropriate using: geotextile fabric, poly sheeting, tarps, or other suitable materials to reduce the potential for erosion and/or mobilization of sediment resulting from rainfall, seepage, or other sources of surface water flows. Seeding of stockpiles with an appropriate seed mix that will be unused or remain in place for periods longer than 1 month (or as directed by the QEP).
 - Exposed embankments shall be covered and stabilized as soon as possible and erosion reducing measures will be installed (e.g., slope breaks, reducing slope angles).

- Use appropriate soil covering materials in ditches and swales used for storm water management. Appropriate soil covers include erosion blankets, angular rock, check dams, or other suitable types of sediment reducing mitigation measures.
- Consider incorporating more permeable surfaces into development areas where it is practical and safe to do so, as a design best practice. This will encourage water infiltration to ground instead of increasing overland flow and runoff.
- Natural drainage patterns will be maintained where possible. All drainage will be controlled to reduce velocity, promote infiltration, and reduce scour at points of discharge from ditches, storm pipes or other constructed infrastructure.
- Stormwater and sediment-laden runoff must be directed away from exposed soils within the construction area and directed to sumps, ditches, or other appropriate storm water catchments.
- Sediment-laden water must not be directed to any surface water feature or other drainage system without appropriate treatment and / or permits required to do so.
- Reduce erosion on slopes by reducing slope angles, reducing slope length through installation of slope breaks / check dams, and using erosion reducing materials such as erosion control blankets. All materials used for these purposes must be free of silt, overburden, debris and other deleterious substances.

4.3.2 Wildlife Management

Managing wildlife that may enter a construction site is important. The following are recommendations to help avoid human wildlife conflicts during construction:

- Works must be conducted in accordance with the *Species at Risk Act*, *Migratory Birds Convention Act*, and other Best Management Practices to avoid direct or indirect impacts to wildlife.
- Contractors must be made aware and educate their staff for the potential presence of sensitive species, large wildlife (e.g., bears), and must ensure that all direct and indirect impacts to individuals and wildlife do not occur.
- All reported sightings will be discussed with work crews on a regular basis, using tool box meetings or other appropriate educational materials;
- Garbage and refuse will be stored in wildlife-proof containers (provided by the contractor). All potential attractants, including food, beverages, and other strong smelling or perfumed materials, will be kept secured within vehicles, trailers, or other inaccessible locations. Food waste will be removed from the site on a daily basis. The presence of nuisance wildlife will be reported immediately.
- Interactions or encounters with large mammals (e.g., caribou, bear, cougar, wolverine, coyote, elk, moose, deer, mountain goat, etc.) will be reported

immediately to the QEP. Contractors should remain calm, form groups and slowly move to take refuge in their vehicle until the animal leaves the area.

- Any trapped wildlife or wildlife that will not leave the site may require a professional animal control company, depending upon the species, particular concern (i.e., entrapment), and location.
- Feeding, baiting or luring of any wildlife will not be conducted by the contractor at any time.
- Pets are not permitted to be within the construction site.

4.3.3 Tree Protection

Wildlife trees and snags were noted in a couple of select areas within the study area, as displayed in Figure 3, which are known to provide valuable habitat to multiple species, such as blue-listed Lewis' Woodpecker in the region. *Furthermore, it should be noted that the change to the Migratory Birds Regulation came into effect following the site assessment. Consequently, it is strongly recommended that a survey conducted by a QEP to identify any Pileated Woodpecker nesting cavities or Great Blue Heron nest sites within the study area, particularly any trees that is proposed for removal as these nest sites cannot be disturbed.*

Snags and veteran wildlife trees should be retained where possible as they provide nesting opportunities for various bird species and potential roosts for bats. Coarse woody debris is scattered on the forest floor throughout the study area, providing habitat for various small mammals, herptiles, and other wildlife. Retention of coarse and large woody debris is recommended for the valuable wildlife habitat it provides.

Specific measures should be made for protecting tree species within the property, particularly those of high value such as mature/veteran trees, wildlife trees, and large snags. Since the majority of the trees are outside of the limit of disturbance, it is anticipated that there should be minimal disturbance to these trees, and that efforts will be made to retain the trees that do occur within development. The following recommendations are proposed:

- Trees with high wildlife value, such as veteran trees (mature trees greater than 60 cm DBH) and snags (standing dead trees with cavities, coarse woody debris), must be conserved for their habitat value for a range of species including birds, bats, and other small mammals.
- Equipment/machinery used must not be operated or stored within the drip line of the trees and equipment must not come into contact with the tree, which could result in physical damage to the bark or limbs.
- If roots are damaged or exposed with excavation activities, the roots must be cut clean with a saw to minimize the potential for disease and mortality.

- Soil and other construction materials must not be stockpiled adjacent the tree boles or beneath the tree dripline.

4.3.4 Air Quality and Greenhouse Gas Reduction

Dust control can be achieved by reducing the spatial extents and amount of time that soils are exposed to construction activities. Reducing traffic speed and volume can also reduce dust concerns. Surface and air movement of smoke and dust during project activities can be mitigated through preventive measures and design criteria.

- Where suitable, exposed soils should be watered as required to suppress dust. Sediment-laden runoff water must not be conveyed to adjacent watercourses, off the project site, or over steep slopes. Oil and other petroleum products must not be used for dust suppression.
- Idle time of construction equipment and contractor vehicles should be kept to a minimum to reduce the release of greenhouse gases. The contractor should inform and educate employees and sub-contractors on the importance of minimizing idling time and develop guidelines to direct the practice of eliminating unnecessary idling.
 - All vehicles not in use will be turned off.
 - Low sulphur fuels must be used.
 - Vehicles and equipment will be maintained in good working order and proactive maintenance must occur to reduce and prevent emissions.
 - All hauling equipment entering or exiting the site must have adequate free board to ensure that materials are not spilled or lost during transit.
- All impermeable road surfaces must be kept clean and free of fine materials (i.e., swept or scraped) regularly to prevent the increase of airborne particulate matter.
- Dust generating activities should be ceased or avoided during periods of very low precipitation, unless appropriate dust suppressant activities are occurring in conjunction with the works.
- All soils, aggregates, and other construction materials must be handled as little as possible to reduce dust generation from construction activities. This also includes limiting drop heights from machinery during excavation and loading materials.
- Vehicle emissions must be reduced by:
 - Optimizing truck hauling routes to and from or within the construction site.
 - Proactively maintaining vehicles and making necessary repairs following the manufacturers guidelines.

- Perform routine maintenance checks of construction equipment and the vehicle fleets for the project.

4.3.5 Fire Prevention and Response Plan

Fires must be prevented through the safe use, storage, and disposal of flammable materials. MSDS for all potentially hazardous materials will be kept onsite during construction activities. Contractor personnel may attempt to control any potential fire, if it is safe to do so.

- Fire extinguishers will be kept readily available in all vehicles and equipment used onsite. The contractor will maintain a water truck onsite.
- In the case of emergency, the contractor or worker shall take immediate action to extinguish the fire, provided it is safe to do so. The QEP and Owners representative shall be notified of any fire immediately and the Contractor will contact any necessary fire fighting groups to help with extinguishment.
- If working remotely, an Evacuation Plan is recommended to help safely move staff and onsite personnel from the worksite during a fire or forest fire.
- Fires or burning of waste material is not permitted.
- The contractor and employees, including sub-contractors, will take care while smoking and dispose of cigarette butts in an appropriate receptacle.
- All wildfires will be reported to BC Wildfire at 1-800-355-5555 or *5555 on a cell phone.

4.3.6 Waste Management

- Construction debris and stockpiled material must be removed from the site regularly and disposed of appropriately.
- All potential wildlife attractants, including food, beverages, and other strong smelling or perfumed materials must be removed from the site daily.

4.3.7 Noxious Weed Control

The basic principles of the weed management plan include:

- Suppression of weed growth.
- Prevention or suppression of weed seed production.
- Reduction of weed seed reserves in the soil.
- Prevention or reduction of weed spread.

Invasive plant species can be spread from a variety of mechanisms, including but not limited to:

- Entering the site on equipment that has worked in areas where invasive species have established through mud, debris, or other mechanisms.
- Establishment on the site following earth disturbances, where invasives tend to outcompete the native plant assemblage.
- From importation of soils, aggregates, or other materials onto the construction site.

The following are specific recommendations to aid with invasive species control. These recommendations are not considered an invasive species management plan, which would be more inclusive and contain species specific recommendations.

- Identification of existing weed populations and prevention of spread is the most efficient form of weed management. To this end, the QEP will employ the following weed management plan measures:
 - The QEP will identify and delineate any existing species and populations of weeds present within the work site.
 - The QEP will inform and educate the contractor about the weed species and locations onsite. If necessary, weed infested areas will be delineated with flagging tape or snow fencing to prevent access.
 - Where feasible, the existing weeds will be removed (by hand pulling) and disposed of offsite at an appropriate landfill.
 - Areas where weed populations have been identified will not be used for excavation and placement of fill. If excavation of weed infested areas is required, the soils will be disposed of offsite.
 - Pesticides, herbicides, or other chemical control measures will not be used in the lakefront or stream protection setback areas.
- Prevention of the spread of invasive plant species can be achieved by limiting disturbance to soils and native vegetation.
- Equipment used onsite must arrive with tracks free of soil and vegetation fragments to minimize addition and spread of invasive plant species to the study area.
- Works in areas with invasive species cover must be avoided if at all possible, and any materials contaminated with invasive seeds should be disposed in an appropriate location, in discussion with the QEP.
- Contractor clothing should also be inspected daily for signs of weed seeds. If found, weed seeds should be disposed of in a contained refuse bin for offsite disposal.
- Invasive species removal should occur before peak flowering times to avoid seed distribution and further spread of invasive species.

- Invasive species should be disposed of offsite at an appropriate landfill; however, invasive species material must not be composted in the yard waste section of the landfill. Invasive plant species must not be transported to or deposited in other natural areas.
- The Contractors employees should be trained on invasive species identification and noxious weeds to help report occurrences to the QEP and help prevent further establishment.

4.4. Post Construction

4.4.1 Site Clean-up

Site cleanup and restoration refers to activities used to return disturbed areas within the study area to a state resembling the original habitat characteristics. Protection of existing ecosystems is generally much more efficient than ecosystem enhancement and restoration following construction as per the BC Environmental Mitigation Policy (BC MOE, 2014), therefore disturbance should be minimized during works. Further, site restoration should occur as soon as possible following completion of construction to help prevent establishment of non-native or invasive species.

- Salvaged organic material and topsoil should be stockpiled onsite for top-dressing as needed and should be stored following recommended erosion and sediment control guidelines. It is recommended the application of suitable native grass seed mix will follow top dressing and will be monitored for invasive plants.
- Hydroseed and or hand broadcasted seed will be applied to exposed soils as soon as possible once final grading has been completed. No fertilizer is permitted in tackifier within 30 m of any watercourse. Grass seed mix must be Certified Canada Grade #1 to minimize the weed seed count. The seed mixture will include native species appropriate for the ecological conditions and will be reviewed by the QEP prior to application.
- Silt fencing and other temporary mitigation features will be removed upon substantial completion of works if the risk of surface erosion and sediment transport has been adequately mitigated with other permanent measures.
- All equipment, supplies, waste, and other non-biodegradable materials will be removed from the site by the contractor.
- If work is taking place during the winter months, it is recommended that these sites be re-evaluated in the spring/summer to determine further opportunities for restoration.
- All slopes slated for restoration shall:
 - Maintain the natural drainage patterns.

- Be re-graded to as low a slope as possible.
- Have appropriate surface roughening for grass seeding and revegetation.
- Include minor slope breaks to help retain soil moisture that are parallel to the slope.

4.4.2 Riparian and Foreshore Use

Tree removals that occur at any time within the lakefront and stream setback should adhere to the Department of Fisheries and Oceans (DFO) Tree Replacement Criteria outlined in (DFO Tree Replacement Criteria, 1996).

Table 9. DFO Tree Replacement Criteria.		
Trees to be Removed	Replacement / Compensation Tree Requirements ¹	
Diameter at Breast Height (DBH)	Quantity	Size (min. height)
DBH < 151 mm	2	1.5 m or 4 shrubs
152 mm-304 mm	3	1.5 m
305 mm-456 mm	4	2.0 m
457 mm-609 mm	6	2.0 m
610 mm-914 mm	8	2.0 m
DBH > 914 mm	Individual approval	Individual criteria

¹Tree replacement criteria requirements as per the Department of Fisheries and Oceans Canada and Ministry of Environment Lands and Parks, 1996.

5.0 RESTORATION PLAN

The following restoration works are proposed within the proposed Village right-of-way, within the stream protection setback area (9,880 m²) and within the Lakefront Protection Setback Area (3,865 m²) as shown on Figure 6. Ecoscape understands that no formal landscape plan has been prepared to date. If a formal landscape plan is prepared that includes landscaping within the stream and/or lakefront protection setback areas it must be approved by a QEP prior to implementation.

The following subsections detail the proposed restoration plan for the study area to restore, improve and enhance fish and wildlife habitat.

5.1. Native Grass Seed

All disturbed areas must be hydroseeded with tackifier or broadcast hand seeded with native grass seed. Seeding should occur in both spring and fall and may be required over multiple years to gain sufficient coverage. Grass seed must be Canada Agricultural Grade #1 to minimize weed seed counts and a native mix of hydroseed grasses. It is recommended that the disturbed area be seeded with a target of 85% coverage.

The grass seed mix must be reviewed and approved by the QEP prior to application. **The grass seed mix must not contain noxious or invasive species. Fodder species such as clover and alfalfa must NOT be included in the mixture.**

5.2. Native Plantings

The proposed restoration area is within the Western Redcedar / Western Hemlock – Devil’s Club – Lady’s Fern ecosystem, as displayed on Figure 3. These ecosystems typically occupy toe of slopes with seepage, or where the water table is at 30-50 cm below the soil surface and are commonly associated with riparian habitats. The overstory is predominantly Western Redcedar and Western Hemlock, with Black Cottonwood occurring in riparian areas, such as within the study area. The understory is typically represented by Devil’s Club (*Oplopanax horridus*), Wild Ginger (*Asarum caudatum*), Foamflower (*Tiarella trifoliata*), Sweet-scented Bedstraw (*Galium triflorum*) and a variety of leafy mosses. This ecosystem was observed to be at a young forest structural stage.

The prescribed target plantings for the Streamside Protection Restoration area is 210 trees and 1,957 shrubs, or a 50% coverage of the restoration area, which was determined by taking into consideration the previously existing forest density as well as wildfire mitigation recommendations. Whereas the Lakefront Protection Restoration Area has target plantings of 27 trees and 328 shrubs or a 20% coverage of the restoration area, as there are already areas of naturally regenerating Black Cottonwoods, so plantings would be field fit planting pockets. The total restoration area is then 13,745 m², which results in an overall compensation ratio of approximately 2:1 for lost ESA-1 and ESA-2 from development. To account for the lack of irrigation and any disturbance to the planted stock that may result in losses, 1.5 x the target plant density is prescribed for a total of 356 trees and 3,429 shrubs. All plantings must be secured with beaver wire to prevent predation and promote success of the planted stock. Additional plantings may be required if disturbance exceeds the estimated area shown on Figure 5.

In addition, as shown in Figure 6, a split rail fence starting from the south end of the concrete lock block wall west to the edge of the existing forest between the proposed development and the 15 m Lakefront Protection Setback is proposed to protect the riparian and aquatic habitat of Kootenay Lake from post-development disturbances. This area provides important leaf and litter drop for at-risk White Sturgeon and other aquatic species, as well as a number of terrestrial species. The intent of the split rail fencing is to prevent numerous entry points to the lakefront from each of the RV lots and as such, it is assumed that two access points through the split rail fencing will be provided to RV residents to allow access to the lakefront that will prevent harm to the riparian area.

Table 10. Native restoration plantings for the restoration area in Figure 6.

Common Name	Scientific Name	Minimum Size	Target	1.5 x Target Density ¹
Trees				
Black Cottonwood	<i>Populus trichocarpa</i>	1 gal		
Paper Birch	<i>Betula papyrifera</i>	1 gal		
Western Hemlock	<i>Tsuga heterophylla</i>	1 gal		
Western Redcedar	<i>Thuja plicata</i>	1 gal		
		Total	237	356
Shrubs				
Common Snowberry	<i>Symphoricarpos albus</i>	1 gal		
Devil's Club	<i>Oplopanax horridus</i>	1 gal		
Falsebox	<i>Paxistima myrsinites</i>	1 gal		
Mountain Alder	<i>Alnus incana</i>	1 gal		
Prickly Rose	<i>Rosa acicularis</i>	1 gal		
Soopolallie	<i>Shepherdia canadensis</i>	1 gal		
Tall Oregon-grape	<i>Berberis aquifolium</i>	1 gal		
Water Birch	<i>Betula occidentalis</i>	1 gal		
Western Yew	<i>Taxus brevifolia</i>	1 gal		
		Total	2,286	3,429

¹**1.5 x Density:** Overplanting may be required if high death rates are expected among the plantings, i.e., if irrigation is not proposed or if high numbers of invasive species are present.

Note: Any changes to the specified plant list or number of species must be reviewed with the QEP. Planted species must be native to the Central Kootenays.

5.3. Invasive Species Management

The proposed development has significant potential to facilitate the spread of invasive species during construction and throughout operation and as such, it is strongly recommended that a robust, long-term invasive species management plan be prepared and implemented. The plan should include a yearly invasive species management schedule (i.e., when and where mechanical and chemical controls will be implemented, when and where offset planting for the removal of invasives will be conducted etc.). General invasives species management best practices during construction are provided in Section 4.3.7.

6.0 ENVIRONMENTAL MONITORING

The Village may require that a QEP is retained during the proposed works to document compliance with mitigation measures and recommendations and provide guidance for implementation of best practices. In the event that greater disturbance occurs due to unforeseen circumstances, the QEP will recommend further measures to protect/restore the natural integrity of the study area. The QEP must be notified a minimum of 48 hours prior to initiation of works in order to schedule site visits. An environmental monitoring schedule and standard requirements are as follows:

- A pre-construction meeting must be held between the QEP and the contractor(s) undertaking the work onsite to ensure a common understanding of the mitigation measures and best practices required for the project. The proposed location of erosion and sediment control measures will be reviewed.
- The QEP will be authorized to halt construction activities should an incident arise that is causing undue harm (unforeseen or from lack of due care) to terrestrial, aquatic or riparian resource values.
- Environmental monitoring is typically conducted on a minimum monthly basis for the duration of the works. However, this will be dependent on the nature of the works occurring, construction schedule, and the Village and other permit requirements.
- A copy of the development permit and this EIA report must be kept readily available at the site for reference while the work is being conducted.
- Summary monitoring reports will be completed on a regular basis and submitted to the owner, contractors and the Village. A final report will be submitted upon substantial completion of works. Follow-up monitoring visits one- and two-years post construction may be required to document survival of hydroseeding and plantings within restoration areas (if required).

7.0 CONCLUSIONS

The purpose of this report was to address the conditions of the DPA guidelines, as described by the Kaslo Official Community Plan (OCP, Bylaw No. 1280). This report provided an assessment of existing aquatic and terrestrial resource values, provides an impact assessment for the proposed works, and recommendations, best management practices, and mitigation measures for how to maintain the natural integrity of existing ecological communities.

The proposed works within the study area include the development of an RV Park, concrete lock block wall and associated site servicing at the interface of Kaslo River and Kootenay Lake. In addition, the Village is proposing a 1.5 m width gravel public trail within the Kaslo River riparian setback area, which is proposed to be designated as a Village right-of-way.

The impacts have been broken out between client proposed impacts and the Village proposed impacts. The Village imposed impacts includes any development outside of the study area (i.e., road upgrades) and the gravel public trail. The development as currently proposed will result in a relative loss of 0.2% of ESA-1, 6.2% of ESA-2, 30.3% of ESA-3 and 2.2% of ESA-4. The Village imposed impacts, associated with the proposed access road and public trail in all areas outside of the study area account for a relative loss of 2.1% ESA-1, 0.1% of ESA-2, 1.1% of ESA-3 and 17.5% of ESA-4 (Table 7). Both the client proposed impacts

and the Village proposed impacts, maximize development within Moderate and Low valued ecosystems.

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

8.0 LIMITATIONS

Although our study area may extend beyond the subject property to nearby streams and sensitive ecosystems that may be directly impacted by the proposed works, our assessment does not consider all the possible cumulative effects of the proposed development on the larger terrestrial or aquatic area or the cumulative impacts originating from developments across the region and similar proposals occurring within nearby habitats or within a specific municipality at a landscape level. As with any land development, there will be an incremental loss of natural lands, and this incremental loss has not been fully considered in a Cumulative Impacts Analysis as part of this report. A Cumulative Impacts Analysis goes beyond what is typical of an EIA for sites of this size, as they are typically completed for larger, more regional-type assessments.

Detailed wildlife surveys and comprehensive vegetation surveys were not conducted as part of this assessment, as they are not within the scope of a typical EIA. Consequently, the presence or absence of rare or endangered plant species, species at risk, and critical habitat cannot be confirmed. Additional surveys conducted over multiple seasons may be required, depending on the nature of the study area and proposed development.

This report has been prepared by Ecoscape and is intended for the sole and exclusive use of Quality Property Developments Inc., for the purposes set out in this report. Ecoscape has prepared this report with the understanding that all available information on the past, present, and proposed conditions of the study area have been disclosed. Ecoscape has relied upon personal communications with Quality Property Developments Inc. and other information sources to corroborate the documents and other records available for the study area. Quality Property Developments Inc. has also acknowledged that in order for Ecoscape to properly provide the professional service, Ecoscape is relying upon full disclosure and accuracy of this information.

Any use of this report by a third party, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. Ecoscape accepts no responsibility for damages, if any, suffered by any third party as a result of actions or decisions made based on this report.

9.0 CLOSURE

We trust that this report satisfies the present requirements. Should you have any questions or comments, please contact the undersigned at your convenience.

Respectfully Submitted
Ecoscape Environmental Consultants Ltd.,

Written By:



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Reviewed By:



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Village of Kaslo. 2022. Official Community Plan. Bylaw No. 1280.

Village of Kaslo. Floodplain Management Plan. Bylaw No. 1193.

APPENDIX A: General Terms and Conditions



Naturally, A Higher Standard

ECOSCAPE ENVIRONMENTAL CONSULTANTS LTD.

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General Conditions

This report applies and is subject to these “General Conditions”.

Use of Report

This report concerns a specific site and a specific scope of work, and is therefore not applicable to any other sites or any other developments not referred to in the report. Any deviation from the specific site or scope or work would require a supplementary investigation and assessment.

Conclusions and recommendations contained in this report are solely intended for the use of Ecoscape’s client. Ecoscape bears no responsibility for the accuracy of information, the analysis of data or recommendations contained or referenced in this report when the report is utilized by or relied upon by any party other than Ecoscape’s client, unless otherwise authorized in writing by Ecoscape. Any unauthorized application of this report is at the discretion and sole risk of its user.

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Limitations of Report

This report was derived solely from the conditions that were present on site during Ecoscape’s investigation. The client, and any other parties making use of this report with the express written consent of the Ecoscape and the client, are aware that conditions affecting the environmental condition of the site can vary both temporally and spatially, and that the conclusions and recommendations included in this report are temporally sensitive.

The client, and any other parties making use of this report with the express written consent of the Ecoscape and the client, are also aware that conclusions and recommendations included within this report emanate from limited observations and information, and that both on-site and off-site conditions may vary, which in turn could affect the conclusions and recommendations that were made.

The client is aware that Ecoscape is not qualified to, nor is it making any recommendations in terms of purchase, sale, investment or development of the subject property, as such decisions are the sole responsibility of the client.

Information Provided to Ecoscape by Others

During the extent of the preparation and work carried out in this report, Ecoscape may have relied upon information provided by parties other than the client. While Ecoscape strives to validate the accuracy of such information when instructed to do so by the client, Ecoscape accepts no responsibility for the validity of such information which may affect the report.

Limitation of Liability

The client acknowledges that property containing hazardous wastes and contaminants poses a high risk of claims brought by third parties stemming from the presence of those materials. Accounting for these risks, and in consideration of Ecoscape providing the requested services, the client agrees that Ecoscape’s liability to the client, with respect to any issues relating to hazardous wastes or contaminants located on the subject property shall be limited to the following:

With respect to any claims brought against Ecoscape by the client arising out of the provision or failure to provide services hereunder shall be limited to the amount of fees paid by the client to Ecoscape under this Agreement, whether the action is based on breach of contract or tort;

With respect to claims brought by third parties arising out of the presence of contaminants or hazardous wastes on the subject property, the client agrees to indemnify, defend and hold harmless Ecoscape from and against any and all claim or claims, action or actions, demands, damages, penalties, fines, losses, costs and expenses of every nature and kind whatsoever, including solicitor-client costs, arising or alleged to arise either in whole or part out of services provided by Ecoscape, whether the claim be brought against Ecoscape for breach of contract or tort.

Disclosure of Information by Client

The client agrees to fully cooperate with Ecoscape with respect to the provision of all available information on the past, current, or proposed conditions on the site, including historical information respecting the use of the site. The client acknowledges that in order for Ecoscape to properly provide the service, Ecoscape is relying on full disclosure and accuracy of any such information. Ecoscape does not accept any responsibility for conclusions drawn from erroneous, invalid, or inaccurate data provided to us by another party and used in the preparation of this report.

Standard of Care





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Services performed by Ecoscape for this report have been completed in a manner consistent with the level of skill ordinarily exercised by members of the profession currently practicing under similar conditions in the jurisdiction in which the services are provided. Professional judgement has been applied in developing the conclusions and/or recommendations made in this report. No warranty or guarantee, express or implied, is made concerning the results, comments, recommendations, or any other portion of this report.

Notification of Authorities

The client acknowledges that in certain instances the discovery of hazardous materials, contaminants or conditions and materials may require that regulatory agencies and other parties be informed and the client agrees that notification to such parties or persons as required may be done by Ecoscape in its reasonably exercised discretion. Further, Ecoscape reserves the right to notify Provincial agencies when rare or endangered flora or fauna are observed, whether the species classifications are identified as such at the local, Provincial, or Federal levels of government.

Ownership of Instruments of Professional Service

The client acknowledges that all reports, plans, and data generated by Ecoscape during the performance of the work and other documents prepared by Ecoscape are considered its professional work product and shall remain the copyright property of Ecoscape.

Alternate Report Format

Where Ecoscape submits both an electronic file and hard copy versions of reports, drawings and other project-related documents and deliverables (collectively termed Ecoscape's instruments of professional service), the client agrees that only the signed and sealed hard copy versions shall be considered final and legally binding. The hard copy versions submitted by Ecoscape shall be the original documents for record and working purposes, and, in the event of a dispute or discrepancies, the hard copy versions shall govern over the electronic versions. Furthermore, the client agrees and waives all future right to dispute that the original hard copy signed version archived by Ecoscape shall be deemed to be the overall original for the Project.

The client agrees that both electronic file and hard copy versions of Ecoscape's instruments of professional service shall not, under any circumstances, no matter who owns or uses them, be altered by any party other than Ecoscape. The client warrants that Ecoscape's instruments of professional service will be used only and exactly as submitted by Ecoscape.

The client recognizes and agrees that electronic files submitted by Ecoscape have been prepared and submitted using specific software and hardware systems. Ecoscape makes no representation about the compatibility of these files with the client's current or future software and hardware systems.



APPENDIX B: Kaslo RV Park – Flood Hazard Assessment Prepared by Watershed Engineering Ltd.

TECHNICAL MEMORANDUM

Date:	May 05, 2023	File No.	2022.002.001
To:	Dale H. Unruh, CEO	From:	Watershed Engineering Ltd.
Client:	Quality Property Developments Ltd.		
Project Name:	Kaslo RV Park – Proposed Development		
Reference:	Flood Hazard Assessment		

1. BACKGROUND

Quality Property Developments is proposing to develop an RV Park on the former mill site in the Village of Kaslo, located on the south bank of the Kaslo River and Kootenay Lake. The site consists of several legal parcels and an inactive road right-of-way, as shown on Figure 1.0. Watershed Engineering Ltd. was retained to complete a flood hazard assessment for the purpose of providing recommendations for the safe development of the property with regard to flood hazard. A proposed RV site layout plan prepared by CTQ Consultants is shown in Figure 2.0. The scope of the study included:

- Site visit to inspect existing site conditions, flood hazard areas, review areas of potential erosion, riverbed changes and investigate bed stability.
- Review relevant studies applicable to the project including the *2020 Regional District of Central Kootenay Kaslo River Floodplain and Steep Creek Study*.
- Prepare a report summarizing the findings of the investigation and provide a flood assurance statement to specify whether the property is safe for the intended use.

1.1 Applicable Standards and Guidelines

The proposed subdivision is located within the Village of Kaslo and development is regulated by the Village planning and zoning bylaws. The Village of Kaslo Floodplain Bylaw Management No. 1193 provides guidance on floodplain setback and flood construction levels (FCLs) for development within the Village. Schedule A of the floodplain bylaw shows the hazard areas within the Village and identifies the proposed development site as Fan Rating Class 'E'. See Figure 3.0.

The *EGBC Guidelines for Legislated Flood Assessments in a Changing Climate in BC 2018 version 2.1* were used to develop the methodology and recommendations in this report.

2. SITE DESCRIPTION AND ASSESSMENT

The Kaslo River is a fourth order watershed located in the Lower Kootenay Basin Hydrologic Zone on the eastern slopes of the Selkirk Mountains. The Water Survey of Canada operates a hydrometric station on Kaslo River below Kemp Creek (Station 08NH005) which has peak flow data from 1914-1920 and 1964-

2020 with 45 years of available peak instantaneous flow. The highest recorded peak instantaneous flow was 252 m³/s which was recorded on June 24, 1988.

The site is located at the mouth of Kaslo River on Kootenay Lake, which is situated on an alluvial fan (see Figure 4.0). The Kaslo river at the upstream property boundary is confined to a single incised channel approximately 25 m wide with diking on the left bank. Where Kaslo River discharges into Kootenay Lake the channel widens, and an alluvial fan has formed from channel shifting and sediment deposition. The site was previously developed and is mainly cleared with vegetation along the Kaslo River riparian area and at the toe of the terrace slope below 3rd Street. The proposed development area of the property slopes at approximately 4% to the southwest. The lower portion of the development area is located within the Kootenay Lake Floodplain (see Figure 5.0). Kaslo River, at the project site, has a watershed area of 449 km², a maximum and minimum elevation of 2790 m and 532 m respectively and an average channel gradient of 1.9% through the Village of Kaslo (BGC Engineering Inc., 2020).

2.1 Site Inspection

A site inspection was completed by Caleb W. Pomeroy, P.Eng. on March 4, 2022 to review existing site conditions, flood hazard areas, review areas of potential erosion, riverbed changes, review geomorphology that could impact flood levels, and investigate bed stability. Below are the key findings of the site visit:

- The Kaslo River at the site is confined by a dike on the left (north) bank and a high right bank which ranges in height from 2 m to 6 m above the natural boundary of the river (Photo 1).
- An area of erosion was noted on the right bank near the upstream boundary of the development site at the access off 3rd Street. The bank is over-steepened and undercut from what appears to be toe erosion caused by shear stress from the Kaslo River. The bank height at this location is approximately 6 m (Photo 2).
- The right bank is vegetated with mature cedar and fir along most of the right bank riparian corridor. The right bank has no riprap erosion protection and has varying bank slopes ranging from near vertical to 2H:1V (Photo 3).
- The right bank has an area of erosion damage measuring approximately 50 m in length where the vegetation and natural bank protection have eroded leaving a near vertical cut bank with exposed fine-grained soils. The bank height at this location is approximately 2.0 m (Photo 4).
- Kaslo River flows in cobble channel along the site boundary with an estimated D₅₀ substrate size of 150 mm. Some evidence of bed scour was noted near the upper reach right bank; however, the channel appeared generally stable (Photo 5).
- A discontinuous berm offset from the right top of bank with a crest width of 1.5 m is present and appears to be a remnant of a previous flood protection berm (Photo 6).
- The majority of the site is cleared with minimal vegetation (Photo 7).
- At the mouth of Kaslo River a small gravel delta has formed from sediment deposition (Photo 8).
- The Highway 31 Kaslo River bridge was upgraded in 2021 and is located directly upstream of the site access on 3rd street. A pedestrian bridge is located 200 m upstream of Highway 31.
- During the site inspection the site was covered with 300 mm-450 mm of snow along the riparian area of Kaslo River.

3. BACKGROUND REVIEW

A review of relevant documents was completed to compile results of previous studies and details that may impact the suitability of the property for its intended use. A list of relevant documents is provided below:

- BGC Engineering Inc. – RDCK Floodplain and Steep Creek Study, Kaslo River, March 2020
- BGC Engineering Inc. – Kaslo River Bridge Replacement (Structure No. 00907) Hydrotechnical Assessment, December 2020
- Austin Engineering – Kaslo Riverbank and Dike Remediation, June 2020
- Village of Kaslo Floodplain Bylaw Management No. 1193

3.1 Background Report Review Summary

Key background information, findings and recommendations include:

- Where the river flows through the Village of Kaslo, the average bankfull width is approximately 20 to 30 m. The river is confined in the valley bottom by dikes and displays a low sinuosity, single channel morphology. The average channel gradient is approximately 2% (0.02 m/m) (BGC Engineering Inc., 2020)
- Approximately 450 m of dike has been constructed on the left (north) bank of Kaslo River, which is managed by the Village of Kaslo and regulated under the Dike Maintenance Act. The dike was designed with 2H:1V slopes on the river side and a 1 m thick layer of riprap (BGC Engineering Inc., 2020)
- BGC completed a geomorphic analysis including aerial photo imagery review from 1957 to 2017 which were georeferenced for special analysis using GIS software to estimate the net change in riverbank positions between each set of imagery. Figure 8.0 shows the historical channel changes and areas of bank erosion and deposition from 1957-2017 (BGC Engineering Inc., 2020)
- BGC notes that 25% of the riparian forest has been disturbed with a majority of the disturbance from mountain pine beetle and forest fire activity. The watershed has a low equivalent clearcut area of 5.3%. (BGC Engineering Inc., 2020)
- The climate-change adjusted peak discharges for Kaslo River range from 110 m³/s (2-year flood) to 320 m³/s (500-year flood). The climate change impact assessment results were difficult to synthesize to select climate-adjusted peak discharges on a site-specific basis. Consequently, a 20% increase in peak discharge was adopted (BGC Engineering Inc., 2020).
- A 2D numerical model developed using HEC-RAS was employed to simulate the chosen hazard scenarios on Kaslo River. An FCL map that combines the estimated water surface elevation for 200-year return period event plus a 0.6 m freeboard was prepared to guide future development (BGC Engineering Inc., 2020).
- Numerical modelling indicates that the surveyed dike crest elevation is typically greater than 1 m higher than the calculated 200-year return period flood elevation (BGC Engineering Inc., 2020).
- Allowances should be permitted for stakeholders to apply for a site-specific reduction in the FCLs contingent on a report by a suitably qualified Professional Engineer, preferably using a risk-based approach (BGC Engineering Inc., 2020).

- Analysis suggests that Kaslo River is prone to clearwater floods, and that the river is unlikely to be prone to debris floods. A Melton Ratio for the Hwy 31 Bridge site was calculated to be 0.11 indicating clearwater floods dominate at the site. BGC concluded that while the river is not very active from a hydrogeomorphic perspective, damaging floods accompanied by sediment transport can still occur. Kaslo River has overtopped its banks several times since the founding of the Village in the late 1800s, the most significant being 1894 and 1948. These events also consisted of lake flooding from Kootenay Lake. High water levels in Kaslo River and a debris flood on Kemp Creek occurred in 2012. The 2012 flows in the Village of Kaslo were approximately equivalent to a 50-year flood. (BGC Engineering Inc., 2020) .
- Based on field observations, no riprap presently exists on the right bank and no significant signs of erosion were observed during the site visit, except for a small section of the bank located approximately 10 m upstream from the existing bridge. Erosion may occur in the future with increased peak flows anticipated as a result of climate change (BGC Engineering Inc., 2020).
- Recommended riprap sizing for the protection of the riverbank in the location of the upgraded Hwy 31 bridge was class 100 kg with a nominal thickness of 700 mm.
- In 2016 Austin Engineering Ltd. prepared a report to repair areas of erosion on Kaslo River, including one area on the right bank (Site 5, see Figure 2.0). A detailed work plan and design were provided, and grant funding was received through the Provincial Flood Mitigation Program to complete the work (Austin Engineering Ltd., 2020). To date the work has not been completed.
- The Village of Kaslo defines the flood construction level as 536.5m for locations within the Kootenay Lake floodplain and for Kaslo River as determined to the satisfaction of the Ministry of Environment (Village of Kaslo).
- Where a site-specific flood construction level has not been determined, the flood construction level is 3.0 metres above the natural boundary of the Kaslo River (Village of Kaslo).
- Schedule A of the floodplain management bylaw identifies the site a Fan Rating Class E which is defined as “Flooding and erosion from high velocity flows, avulsions, debris flows or bank stability problems possible. Typical of areas on alluvial/debris flow fans or larger streams, moderate sized streams with steeper slopes or erodible banks in the floodway of large rivers (Village of Kaslo).

3.2 Site Hydrology

The RDCK Floodplain and Steep Creek Study on Kaslo River included a comprehensive hydrological study completed by BGC Engineering Inc. in 2020. The methodology undertaken was a regional index flood method. The index-flood method involves the development of a dimensionless regional growth curve assumed to be constant within a homogenous region (BGC Engineering Inc., 2020). See Appendix C.

Climate change analysis in the Kaslo River Floodplain and Steep Creek Study resulted in a 20% upward adjustment for climate change as per the *EGBC Guidelines for Legislated Flood Assessments in a Changing Climate in BC 2018 Version 2*.

The RDCK Floodplain and Steep Creek Study on Kaslo River calculated the 200-year climate-adjusted peak flow on Kaslo River at the project site as 270m³/s, which was selected as the design flow for the *Kaslo RV Flood Hazard Assessment Study*. Corresponding flood depths and flood construction levels are provided in Figure 5.0 and Figure 6.0.

3.3 Transfer of Risk

The term “transfer of risk” refers to the scenario in which changes are made at one location on a watercourse and/or floodplain resulting in a measurable increase in flood or erosion risk elsewhere during the design flood. The transfer of risk of flooding/erosion in this case is associated with the placement of the proposed structural flood mitigation berm set back from the right bank along the development site (see Figure 7.0). The difference in water surface elevation profiles and average channel velocities between the existing condition and proposed condition with the flood berm would need to be developed to assess and quantify the transfer of risk.

3.4 Discussion

Based on the review of available background information, the following considerations are provided in determining the necessary recommendations for the safe development of the site related to flood hazard:

- The development site is located on an alluvial fan that is subject to flooding from Kootenay Lake and the Kaslo River. Given the temporary nature of the proposed occupancy below the Kootenay Lake flood construction level of 536.5m and the nature of lake level rise over the freshet, it was determined that risk to public safety resulting from RV camping sites being located within the Kootenay Lake floodplain can be managed with an operation procedure and evacuation plan developed by a qualified professional to mitigate this risk.
- The site is located within the 200-year Kaslo River floodplain. To develop the site for the intended use mitigation of overland flooding is required to maintain public safety during a flood event. Structural flood mitigation works or raising the site elevation are required in order to develop the site.
- With the potential erosion hazard on the right bank and the single access in and out of the site, provisions for potential erosion of the right bank need to be considered to ensure the access is not compromised in the future.
- The existing eroded area (Photo 4) on the right bank will continue to erode and will impact downstream bank stability if not addressed.
- The recent comprehensive report completed on the Kaslo River by BGC Engineering Inc. for the RDCK included hydrologic and hydraulic modelling, which has established flood construction levels on the proposed site. These are suitable for use in developing recommendations for the mitigation of flood hazard on the development site.

4. CONCLUSIONS AND RECOMMENDATIONS

The technical review completed in this study has determined that although flood risk is present, the property can be safely developed for its intended use provided the following recommendations are implemented.

1. The RDCK Kaslo River Floodplain and Steep Creek Study provides maximum instantaneous 200-year flood levels plus 0.6 m freeboard that can be used for flood mitigation design. Refer to Figure 6.0 for isolines representing the FCLs.

2. All permanent infrastructure on the site must be located above the 200-year Kootenay Lake Floodplain elevation of 536.5 m.
3. Flood mitigation can consist of either: raising the site elevation to the flood construction levels identified on Figure 6.0 or constructing a flood mitigation berm to prevent overland flooding from the Kaslo River during a 200-year event. The flood mitigation berm crest or fill elevation should be constructed to the FCL isoline elevations provided in BGC Engineering Inc. (2020) as shown in Figure 6.0. The flood protection measures (Figure 7.1-7.3) can either be constructed with a concrete lock block wall on the development side of the Kaslo River 30m riparian setback to support fill (Figure 7.1-7.3) necessary to raise the site or with an earthfill berm. A concrete wall would be required to be designed to withstand scour and debris loading in addition to geotechnical requirements. Berm construction, if selected should include a minimum crest width of 4.0 m and side slopes of 2H:1V. To protect the berm the riverside face should be protected with riprap for erosion protection placed on a gravel filter layer. At the time of detailed design appropriately sized riprap can be selected based on the peak flow velocities. Geotechnical design of the berm or grade control wall should be in conformance with the BC Dike Design and Construction Guide (BC Ministry of Water, Land and Air Protection, 2003).
4. Develop a plan to maintain access should future erosion occur along the upstream access road along Kaslo River. If required in the future the access road can be moved over to accommodate river erosion. A minimum 2H:1V projection from the toe of the right riverbank to the edge of shoulder is recommended as a design approach. See Figure 7.0.
5. Develop an RV Park operations plan to mitigate the impact of flooding from Kootenay Lake to establish trigger points for evacuation alert and evacuation order conditions for the property.
6. Prior to detailed design the proposed flood mitigation measures should be modelled in the existing HEC-RAS 2D model to assess the impact of water levels and velocities on the Village of Kaslo dike to quantify the transfer of risk.
7. The river channel survey and LiDAR data used in the BGC Kaslo River floodplain analysis were collected using the CGVD2013 vertical datum and the horizontal control is NAD83(CSRS) UTM Zone 11N. For establishing the benchmarks and elevation control for FCLs the referenced controls must be used.

We trust this memo meets your requirements. Should you have any questions, please contact the undersigned.

Sincerely,

Watershed Engineering Ltd.

Prepared By:

Reviewed By:



Caleb W. Pomeroy, P.Eng, PMP
Principal Engineer
Direct Line: 250.803.1150
caleb.pomeroy@watershedengineering.ca

Dr. Adrian Chantler, P.Eng.
Consulting Hydrotechnical Engineer

List of Figures:

- Figure 1.0 CTQ Developable Land Site Plan
- Figure 2.0 Proposed Development Site Plan
- Figure 3.0 Kaslo OCP Bylaw 1098 Schedule A Hazard Areas
- Figure 4.0 Kaslo River Alluvial Fan Extents
- Figure 5.0 BGC Kaslo River 200-Year Flood Hazard
- Figure 6.0 BGC Kaslo River 200-Year Flood Construction Levels
- Figure 7.0 2H:1V Setback line from Kaslo River Toe of Bank
- Figure 7.1 CTQ Proposed Flood Mitigation Site Plan
- Figure 7.2 CTQ Flood Protection Plan Profile
- Figure 7.3 CTQ Site Sections and Proposed Grade Control
- Figure 8.0 BGC Historical Channel Change
- Figure 9.0 Ecoscape Riparian Setbacks

List of Appendices:

- Appendix A: Flood Assurance Statement
- Appendix B: Site Visit Photo Log March 15, 2022

5. REFERENCES

Austin Engineering Ltd. (2020). *Kaslo River Bank and Dike Remediation - Environmental Management Plan*.

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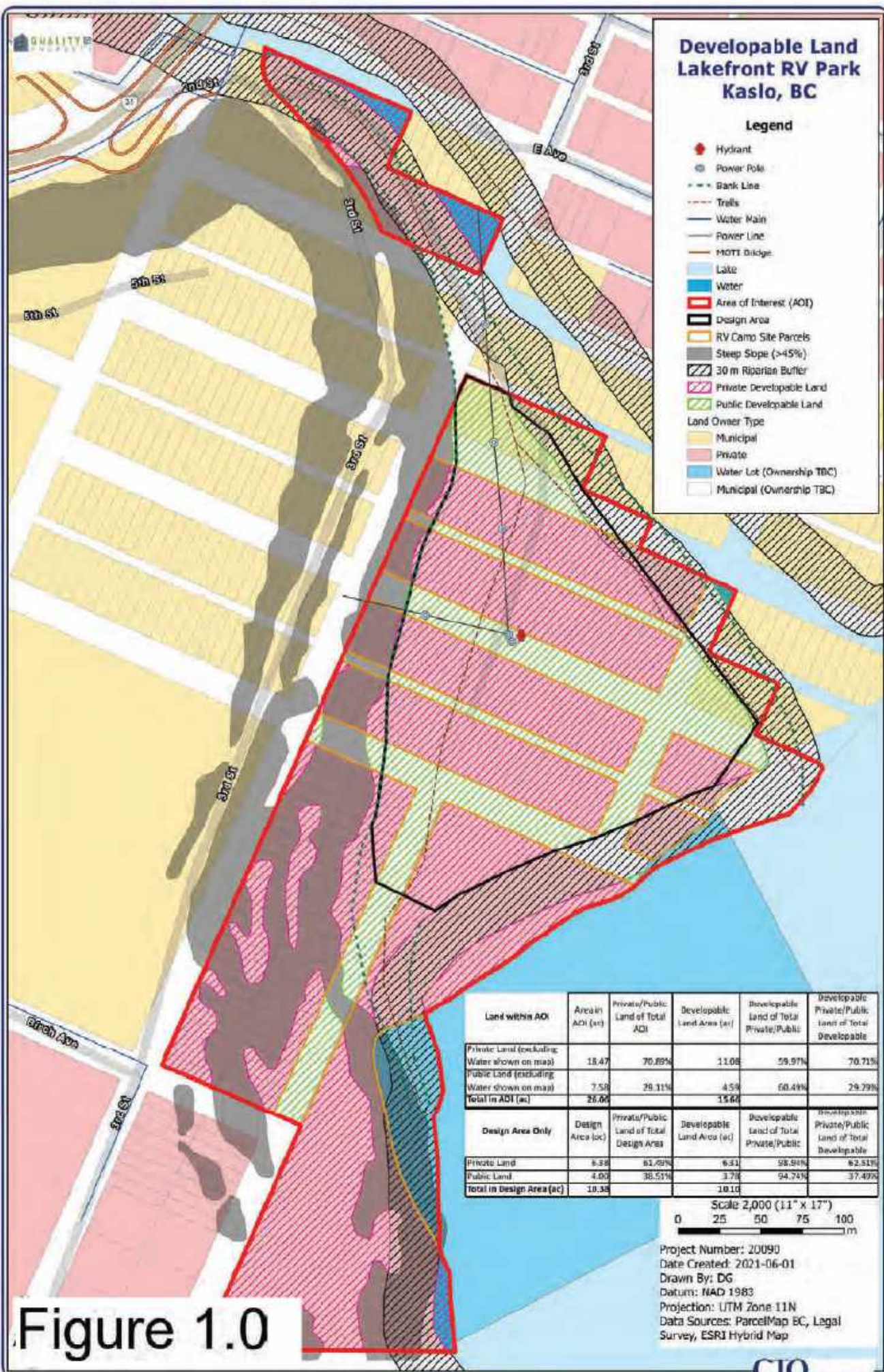
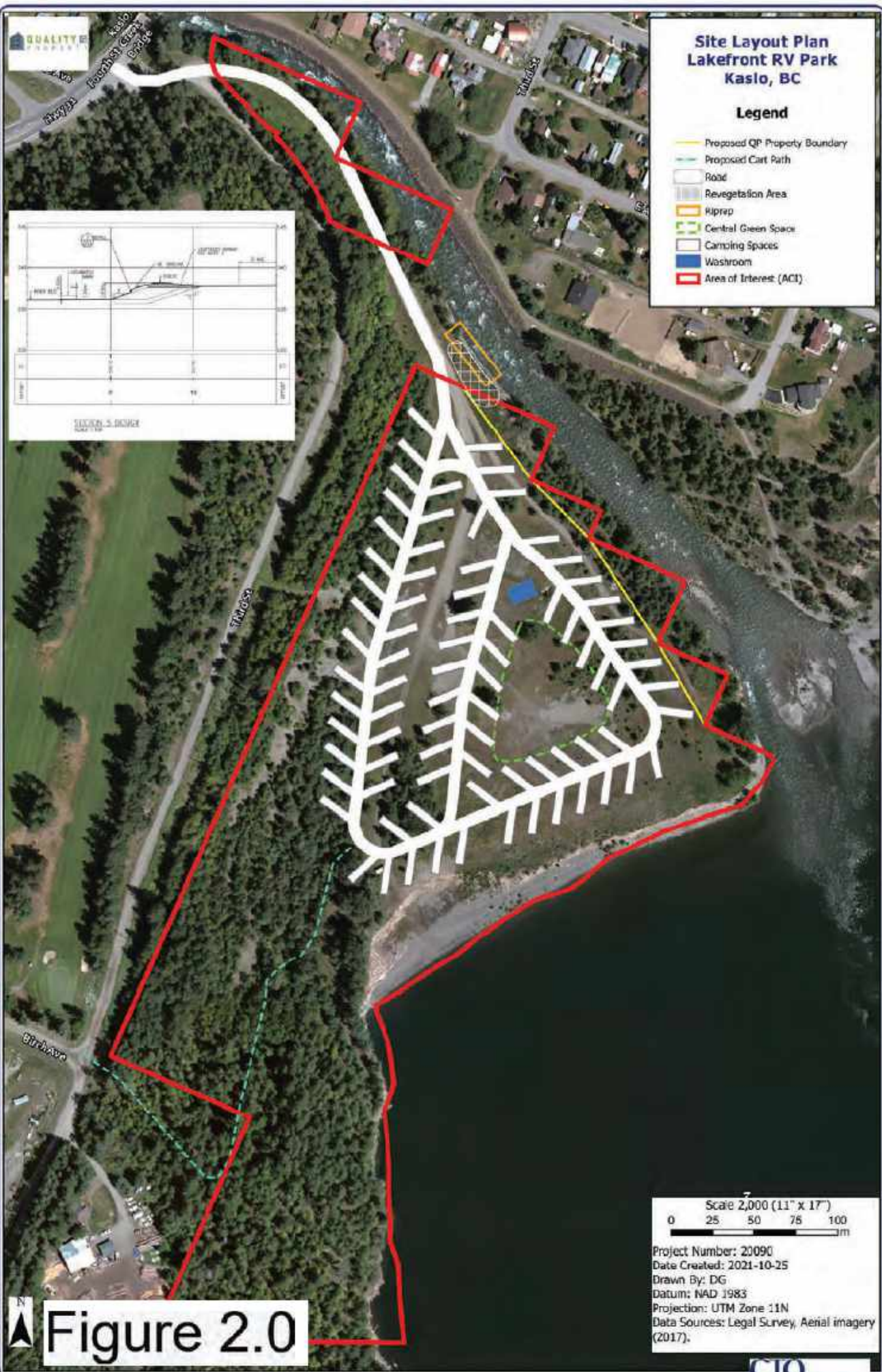


Figure 1.0



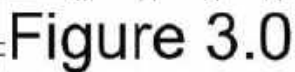




Figure 4.0

LEGEND
 FLOOD PROTECTION DWE
 MODERN ALLUVIAL FAN

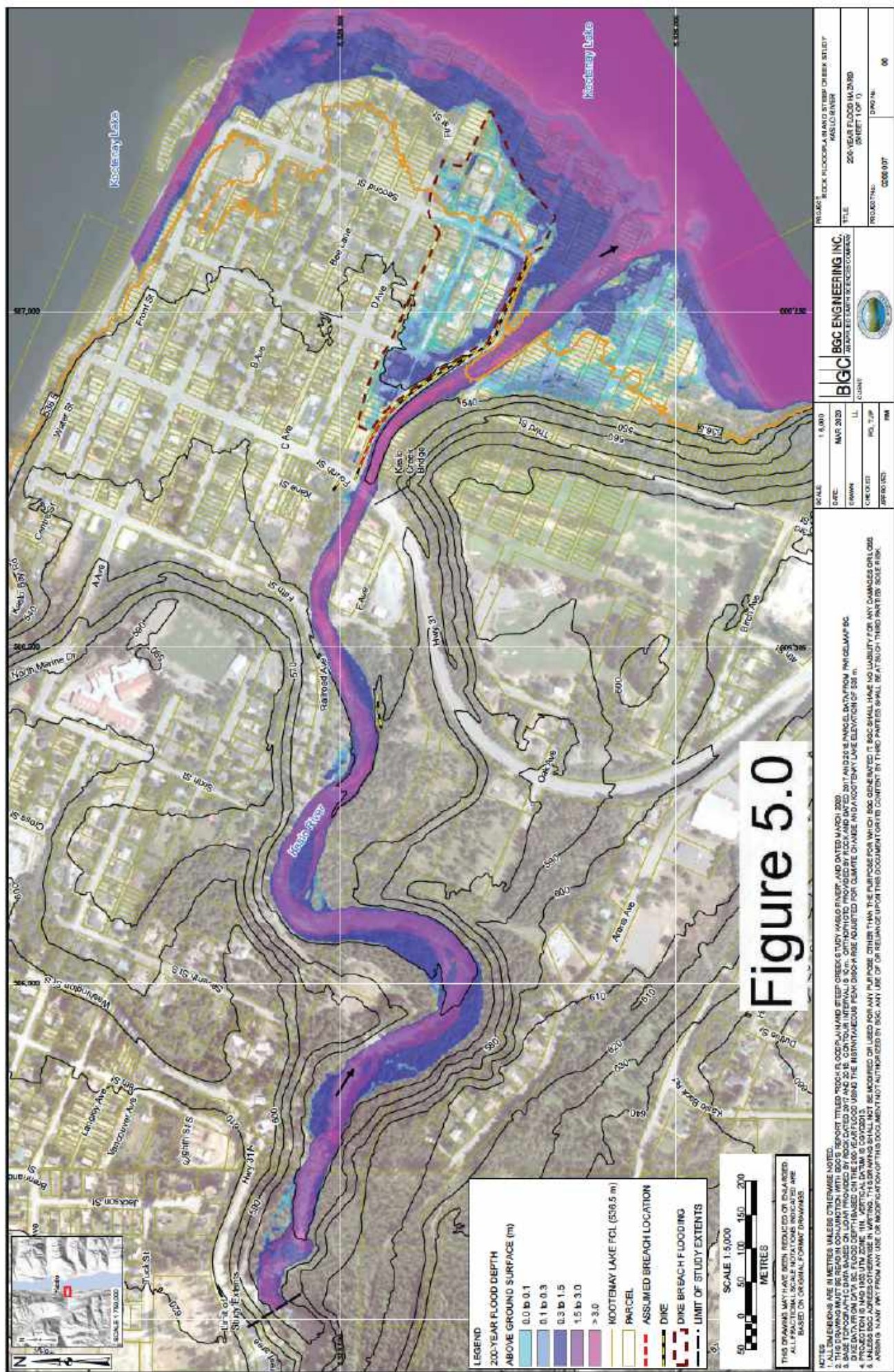
PROJECT	KASLO RIVER BRIDGE REPLACEMENT HYDROTECHNICAL ASSESSMENT
TITLE	OVERVIEW MAP OF KASLO RIVER CROSSING AND ALLUVIAL FAN - CBTRIPICITS
PROJECT NO.	DWG 4.0
DATE	02/28/14
BY	CS

SCALE	1:50,000
DATE	DEC 2010
DRAWN	LL
CHECKED	AM
APPROVED	BS

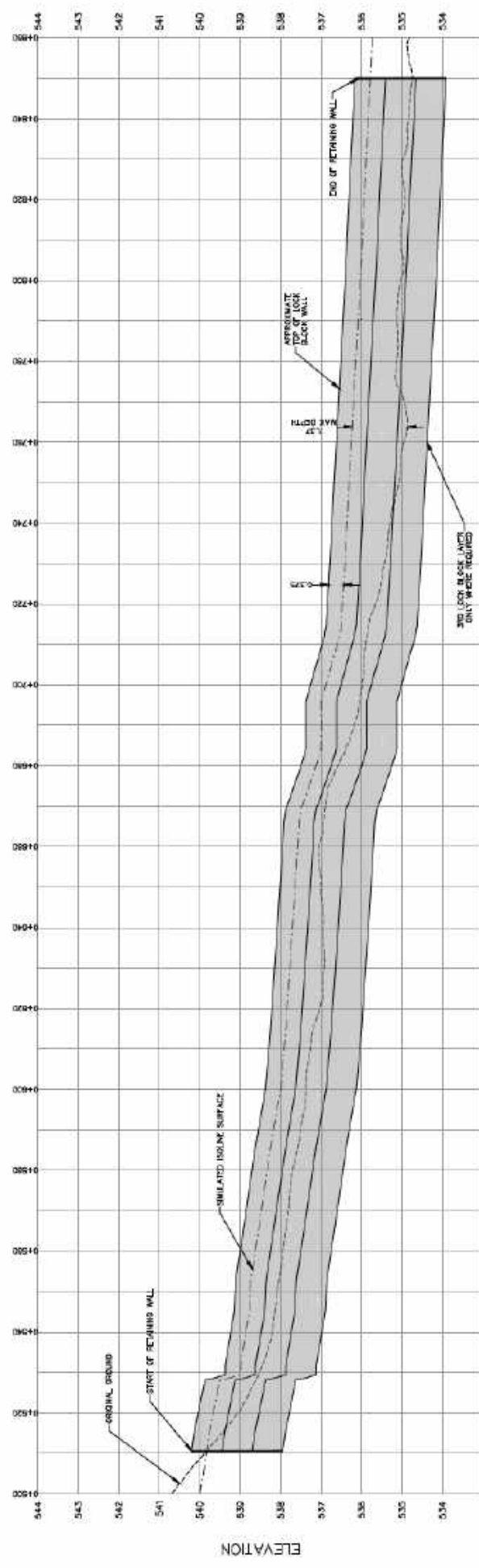
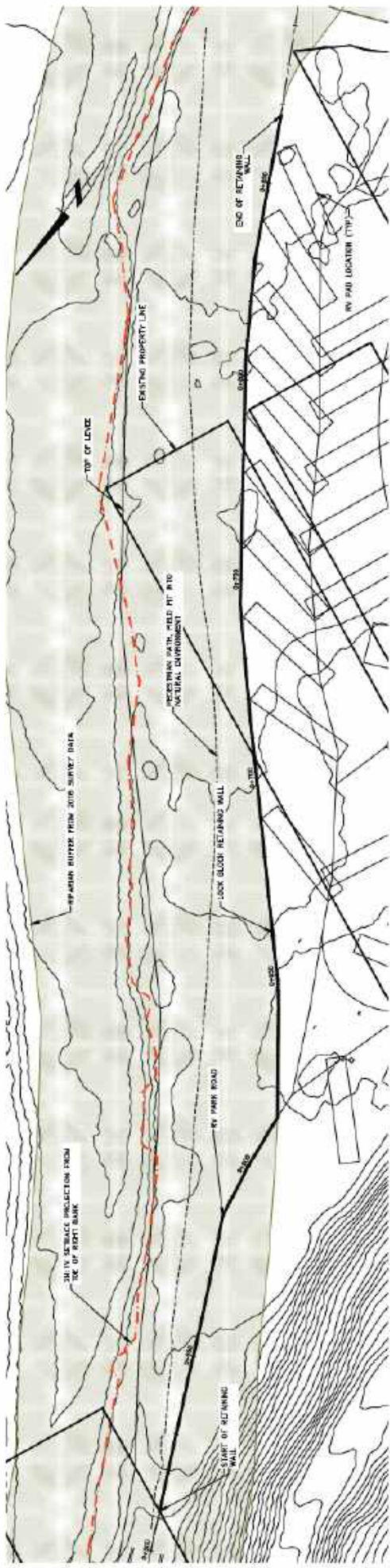
CLIENT	BGC ENGINEERING INC.
CLIENT ADDRESS	1000 EAST 10TH STREET, SUITE 100, KASLO, BC V9A 1A1
CLIENT PHONE	(250) 866-1111
CLIENT FAX	(250) 866-1112
CLIENT EMAIL	info@bgc.ca
CLIENT WEBSITE	www.bgc.ca

PROJECT NO.	02/28/14
DATE	02/28/14
BY	CS

NOTES:
 1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE NOTED.
 2. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
 3. COORDINATE SYSTEM IS NAD 83 UTM ZONE 18N. VERTICAL DATUM IS CGVD2011.
 4. UNLESS BGC NOTES OTHERWISE IN WRITING, THIS DRAWING SHALL NOT BE MODIFIED OR USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH BGC GENERATED IT.
 5. BGC SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS DOCUMENT ACT AUTHORIZED BY BGC ANY USE OF OR RELIANCE UPON THIS DOCUMENT ON ITS CONTENT BY THIRD PARTIES SHALL BE AT SUCH THIRD PARTIES SOLE RISK.







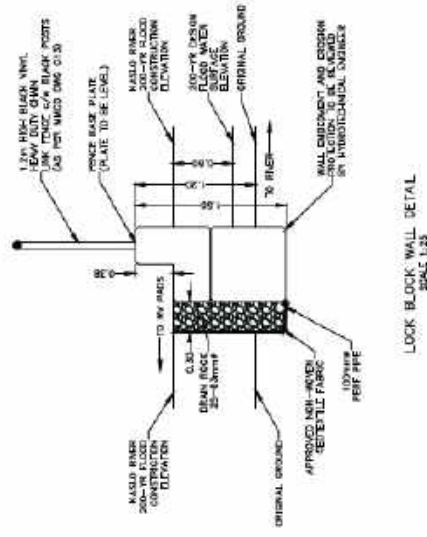
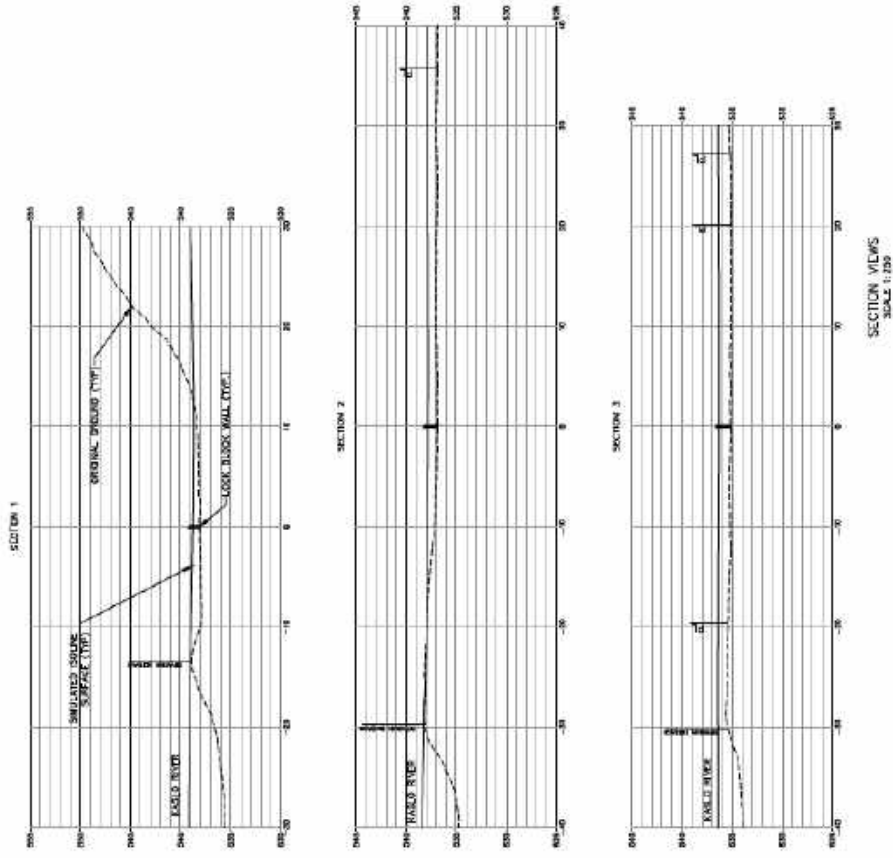


Figure 7.3 - CTQ Site Sections and Proposed Grade Control

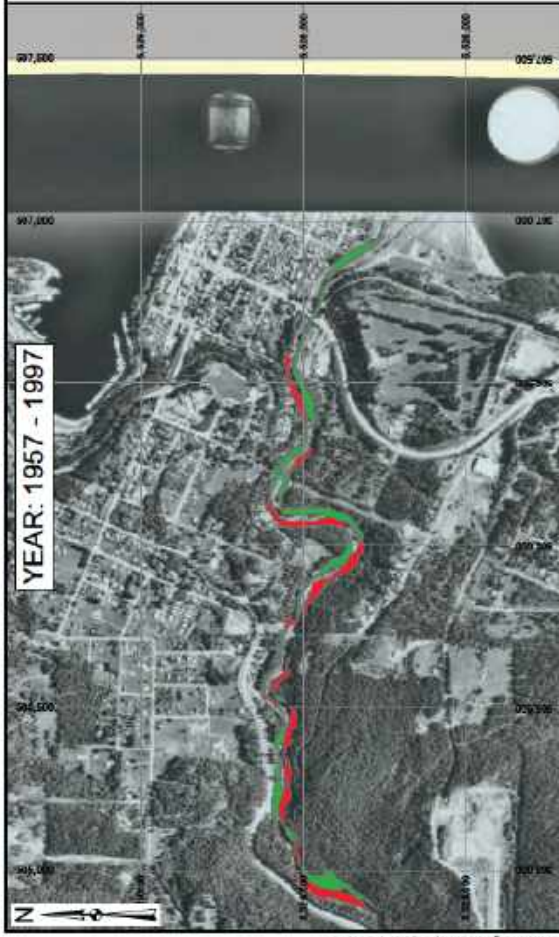


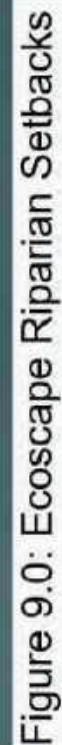
Figure 8.0

<p>NOTES:</p> <ol style="list-style-type: none"> 1. THIS MAP WAS PREPARED BY BGC ENGINEERING INC. FOR THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 2. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 3. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 4. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 5. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 6. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 7. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 8. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 9. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 10. THE DATA FOR THIS MAP WAS OBTAINED FROM THE CITY OF KASLOO AND SHOULD BE USED FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH IT WAS PREPARED. 		<p>PROJECT: ROCK FLOODPLAIN AND STEEP CHANNEL STUDY KASLOO RIVER</p>
<p>SCALE: 1:15,000</p> <p>DATE: MAY 2020</p> <p>BY: BGC</p> <p>CHECKED: BGC</p> <p>APPROVED: BGC</p>		<p>BGC ENGINEERING INC.</p> <p>1000 EAST 10TH AVENUE, SUITE 100 KASLOO, BC V2Y 1A1</p> <p>CLIENT: KASLOO RIVER</p>
<p>LEGEND</p> <ul style="list-style-type: none"> CHANNEL THALWEG (2019) CHANNEL THALWEG (1957) CHANNEL THALWEG (1997) DEPOSITION STABILIZATION 		<p>TITLE: HISTORICAL CHANNEL CHANGE</p> <p>PRODUCT: 0000-007</p> <p>DWG NO: 06</p>

Project:	Environmental Assessment
Location:	Village of Kado
Project No.:	22-4165
Prepared for:	Quality Property Developments Inc.
Prepared by:	Ecotope Environmental Consultants Ltd.
Coordinate System:	Dan Ayrault, GIS Specialist
Imagery:	NAD83 UTM Zone 11
Field Visit:	ESRI World Imagery (2017)
Map Date:	February 15-16, 2022
	April 28, 2023

Proposed Split Rail Fence
Top of Bank (2016)
Present Natural Boundary (2016)
Lakefront and Stream Protection Setbacks
Proposed Development
Proposed Access Road
Proposed Segale Infrastructure
Proposed Pedestrian Path
Proposed Restoration
Study Area

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The data depicted
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from the publisher.



Appendix A

FLOOD ASSURANCE STATEMENT

Note: This statement is to be read and completed in conjunction with the current Engineers and Geoscientists BC *Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC* (the guidelines) and is to be provided for flood assessments for the purposes of the *Land Title Act*, *Community Charter*, or the *Local Government Act*. Defined terms are capitalized; see the Defined Terms section of the guidelines for definitions.

To: The Approving Authority

Date: May 2, 2023

Village of Kaslo

Box 576, Kaslo BC V0G 1M0

Jurisdiction and address

With reference to (CHECK ONE):

- ☐ *Land Title Act* (Section 86) – Subdivision Approval
- ☒ *Local Government Act* (Part 14, Division 7) – Development Permit
- ☐ *Community Charter* (Section 56) – Building Permit
- ☐ *Local Government Act* (Section 524) – Flood Plain Bylaw Variance
- ☐ *Local Government Act* (Section 524) – Flood Plain Bylaw Exemption

For the following property ("the Property"):

Refer to site map for multiple parcels

Legal description and civic address of the Property

The undersigned hereby gives assurance that he/she is a **Qualified Professional** and is a **Professional Engineer** or **Professional Geoscientist** who fulfills the education, training, and experience requirements as outlined in the guidelines.

I have signed, sealed, and dated, and thereby certified, the attached Flood Assessment Report on the Property in accordance with the guidelines. That report and this statement must be read in conjunction with each other. In preparing that Flood Assessment Report I have:

[CHECK TO THE LEFT OF APPLICABLE ITEMS]

- ☒ 1. Consulted with representatives of the following government organizations:
Village of Kaslo
- ☒ 2. Collected and reviewed appropriate background information
- ☒ 3. Reviewed the Proposed Development on the Property
- ☐ 4. Investigated the presence of Covenants on the Property, and reported any relevant information
- ☒ 5. Conducted field work on and, if required, beyond the Property
- ☒ 6. Reported on the results of the field work on and, if required, beyond the Property
- ☒ 7. Considered any changed conditions on and, if required, beyond the Property
- 8. For a **Flood Hazard** analysis I have:
 - ☒ 8.1 Reviewed and characterized, if appropriate, **Flood Hazard** that may affect the Property
 - ☐ 8.2 Estimated the **Flood Hazard** on the Property
 - ☒ 8.3 Considered (if appropriate) the effects of climate change and land use change
 - ☒ 8.4 Relied on a previous **Flood Hazard Assessment (FHA)** by others
 - ☒ 8.5 Identified any potential hazards that are not addressed by the **Flood Assessment Report**
- 9. For a **Flood Risk** analysis I have:
 - ☐ 9.1 Estimated the **Flood Risk** on the Property
 - ☐ 9.2 Identified existing and anticipated future **Elements at Risk** on and, if required, beyond the Property
 - ☐ 9.3 Estimated the **Consequences** to those **Elements at Risk**

FLOOD ASSURANCE STATEMENT

10. In order to mitigate the estimated Flood Hazard for the Property, the following approach is taken:

- ☒ 10.1 A standard-based approach
- ☐ 10.2 A Risk-based approach
- ☐ 10.3 The approach outlined in the guidelines, Appendix F: Flood Assessment Considerations for Development Approvals
- ☐ 10.4 No mitigation is required because the completed flood assessment determined that the site is not subject to a Flood Hazard

11. Where the Approving Authority has adopted a specific level of Flood Hazard or Flood Risk tolerance, I have:

- ☒ 11.1 Made a finding on the level of Flood Hazard or Flood Risk on the Property
- ☒ 11.2 Compared the level of Flood Hazard or Flood Risk tolerance adopted by the Approving Authority with my findings
- ☒ 11.3 Made recommendations to reduce the Flood Hazard or Flood Risk on the Property

12. Where the Approving Authority has not adopted a level of Flood Hazard or Flood Risk tolerance, I have:

- ☒ 12.1 Described the method of Flood Hazard analysis or Flood Risk analysis used
- ☒ 12.2 Referred to an appropriate and identified provincial or national guideline for level of Flood Hazard or Flood Risk
- ☒ 12.3 Made a finding on the level of Flood Hazard or Flood Risk tolerance on the Property
- ☒ 12.4 Compared the guidelines with the findings of my flood assessment
- ☒ 12.5 Made recommendations to reduce the Flood Hazard or Flood Risk

☒ 13. Considered the potential for transfer of Flood Risk and the potential impacts to adjacent properties

☒ 14. Reported on the requirements for implementation of the mitigation recommendations, including the need for subsequent professional certifications and future inspections.

Based on my comparison between:

[CHECK ONE]

- ☒ The findings from the flood assessment and the adopted level of Flood Hazard or Flood Risk tolerance (item 11.2 above)
- ☐ The findings from the flood assessment and the appropriate and identified provincial or national guideline for level of Flood Hazard or Flood Risk tolerance (item 12.4 above)

I hereby give my assurance that, based on the conditions contained in the attached Flood Assessment Report:

[CHECK ONE]

- ☐ For subdivision approval, as required by the *Land Title Act* (Section 86), "that the land may be used safely for the use intended":

[CHECK ONE]

- ☐ With one or more recommended registered Covenants.
- ☐ Without any registered Covenant.
- ☒ For a development permit, as required by the *Local Government Act* (Part 14, Division 7), my Flood Assessment Report will "assist the local government in determining what conditions or requirements it will impose under subsection (2) of this section [Section 491 (4)]".

- ☐ For a building permit, as required by the *Community Charter* (Section 56), "the land may be used safely for the use intended":

[CHECK ONE]

- ☐ With one or more recommended registered Covenants.
- ☐ Without any registered Covenant.
- ☐ For flood plain bylaw variance, as required by the *Flood Hazard Area Land Use Management Guidelines* and the *Amendment Section 3.5 and 3.6* associated with the *Local Government Act* (Section 524), "the development may occur safely".
- ☐ For flood plain bylaw exemption, as required by the *Local Government Act* (Section 524), "the land may be used safely for the use intended".

FLOOD ASSURANCE STATEMENT

I certify that I am a Qualified Professional as defined below.

May 2, 2023

Date

Caleb W. Pomeroy, P.Eng.

Prepared by

Caleb W. Pomeroy, P.Eng.

Name (print)

Signature

1718 Ridgedale Avenue

Address

Penticton, BC V2A 2S6

1.250.803.1150

Telephone

caleb.pomeroy@watershedengineering.ca

Email

Dr. Adrian Chantler, P.Eng.

Reviewed by

Dr. Adrian Chantler, P.Eng.

Name (print)

A.G. Chantler

Signature

(Affix PROFESSIONAL SEAL here)

If the Qualified Professional is a member of a firm, complete the following:

I am a member of the firm Watershed Engineering Ltd, Permit to Practice No.: 1000852

and I sign this letter on behalf of the firm.

(Name of firm)

Appendix B – Site Visit Photo Log



Photo 1: Looking downstream from left bank at right bank



Photo 2: View of right bank erosion near site entrance off 3rd Street

Appendix B – Site Visit Photo Log



Photo 3: Looking upstream from left bank at right bank riparian vegetation



Photo 4: Looking downstream at right bank erosion



Photo 5: Looking downstream from right bank at cobble bed substrate



Photo 6: Looking downstream at beginning of offset berm feature

Appendix B – Site Visit Photo Log

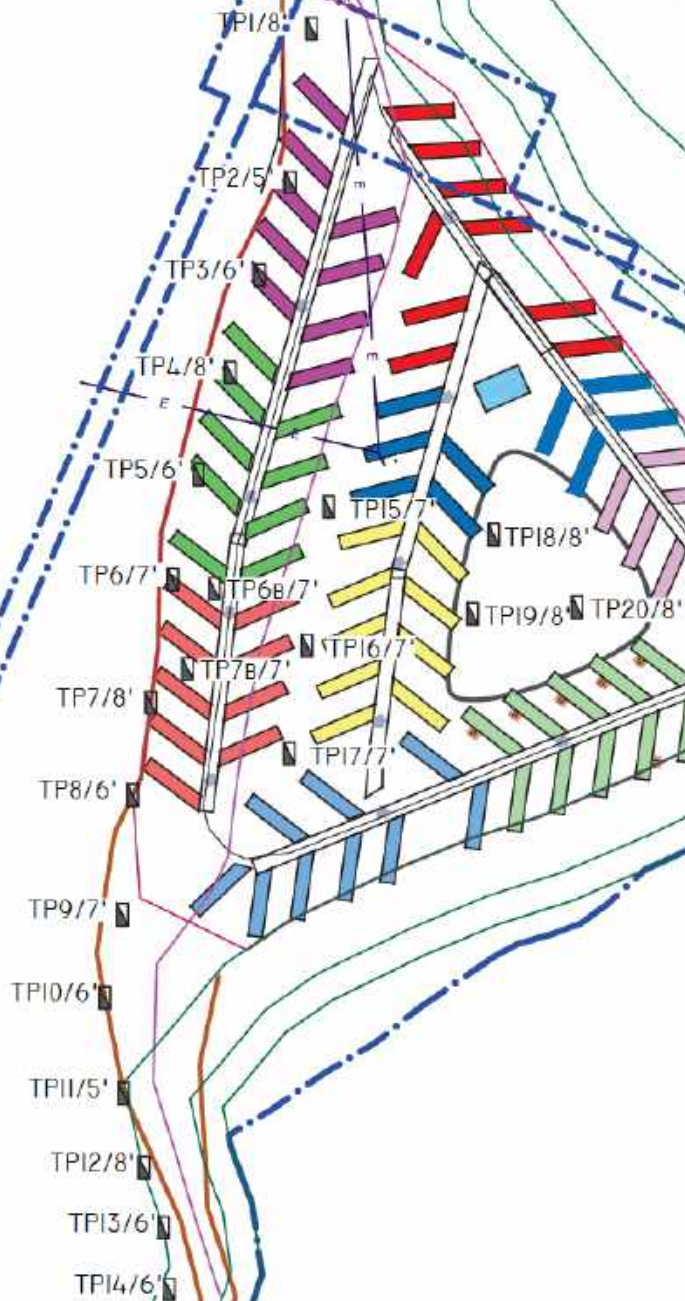


Photo 7: Looking northwest from Kootenay Lake shoreline



Photo 8: Looking southeast at Kaslo River mouth

APPENDIX C: Septic Plan and Site Layout



LEGEND	
	TESTPIT LOCATION / DEPTH FT
	PERCOLATION TEST / MIN/INCH

DEANSTECH
CONSULTING
10553 OKANAGAN CNTR. RD. W.
LAKE COUNTRY BC V2V 2H8

CLIENT: KASLO			
ADDRESS: KASLO RV CAMPGROUND			
DRAWING NAME: FIGURE 1			
SITE PLAN AND TESTING LOCATIONS			
PROJECT #:	SCALE:	DRAWN BY:	DATE:
J21-01950	1:2500	JP	MAY 18, 2021



SEEPAGE BED 5' X 500'

ECOFLO EC7-4000-G
EFFLUENT TREATMENT
UNIT (TYP.)

SEEPAGE BED 5' X 600'

RIVER

APPROX.
30M FROM RIVER

FIRE HYDRANT

TANK NEST
2 - 2000 IG TWO CHAMBER
SEPTIC TANKS WITH LIFT
PUMP (TYP.)

APPROX.
30M FROM LAKE



DEANSTECH
CONSULTING
10553 OKANAGAN CNTR. RD. W.
LAKE COUNTRY BC V2V 2H8

CLIENT: KASLO
ADDRESS: KASLO RV CAMPGROUND
DRAWING NAME: FIGURE 2

SEPTIC SYSTEM LAYOUT

PROJECT #:	SCALE:	DRAWN BY:	DATE:
J21-01950	1:1250	JP	MAY 18, 2021

APPENDIX D: Site Photos



Photo 1. View of existing access road through the study area (Photo taken February 15, 2022).



Photo 2. View of wildlife tree Black Cottonwood adjacent to the proposed development (Photo taken February 16, 2022).



Photo 3. View of future wildlife tree (Black Cottonwood) adjacent to the proposed development (Photo taken February 16, 2022).



Photo 4. View of wildlife trees (Black Cottonwoods) adjacent to the proposed development (Photo taken February 15, 2022).



Photo 5. View of Kaslo River looking towards the outlet to Kootenay Lake from the top of riprap (Photo taken February 15, 2022).



Photo 6. View of patch of vegetation mapped as 10-105-5C within the proposed development area (Photo taken February 15, 2022).



Photo 7. View of narrow riparian band along Kootenay Lake (10-111-5M) and steep sloped, forested ecosystem (10-105-5C) (Photo taken February 15, 2022).



Photo 8. View of lakefront protection area of Kootenay Lake looking west (Photo taken February 15, 2022).



Photo 9. View of lakefront protection area of Kootenay Lake looking east (Photo taken February 15, 2022).



Photo 10. View of proposed development area looking north (Photo taken February 16, 2022).



Photo 11. View of proposed development area looking west (Photo taken February 16, 2022).



Photo 12. View of proposed development area looking northeast (Photo taken February 16, 2022).



Photo 13. View of proposed development area looking west (Photo taken February 16, 2022).



Photo 14. View of stream protection area of Kaslo River looking east (Photo taken February 16, 2022).



Photo 15. View of proposed development area looking northwest (Photo taken February 16, 2022).

Figures

Figure 1. Site Location

Figure 2. Proposed Works, Lakefront and Stream Protection Setbacks

Figure 3. Ecosystem Polygons

Figure 4. Environmental Sensitivity Analysis

Figure 5. Impact Assessment

Figure 6. Restoration Plan

FIGURE 2

Proposed Works, Lakefront and Stream Protection Setbacks

Project: Environmental Assessment
Location: Village of Kaslo
Project No.: 22-4165
Prepared for: Quality Property Developments Inc.
Prepared by: Ecoscope Environmental Consultants Ltd.
Coordinate System: NAD83-UTM Zone 11
Imagery: ESRI World Imagery (2017)
Field Visit: February 15-16, 2022
Map Date: May 5, 2023

LEGEND

- Proposed Concrete Lock Block Wall
- Top of Bank (2016)
- Present Natural Boundary (2016)
- 15m Setback
- Lakefront and Stream Protection Setbacks
- Proposed Development
- Proposed Access Road
- Proposed Septic Infrastructure
- Proposed Pedestrian Path
- Study Area



DISCLAIMER
 The data displayed is for conceptual purposes only and should not be interpreted as a legal survey or for legal purposes. If discrepancies are found between the data presented and the actual conditions on the ground, the legal survey will supersede any data presented herein.

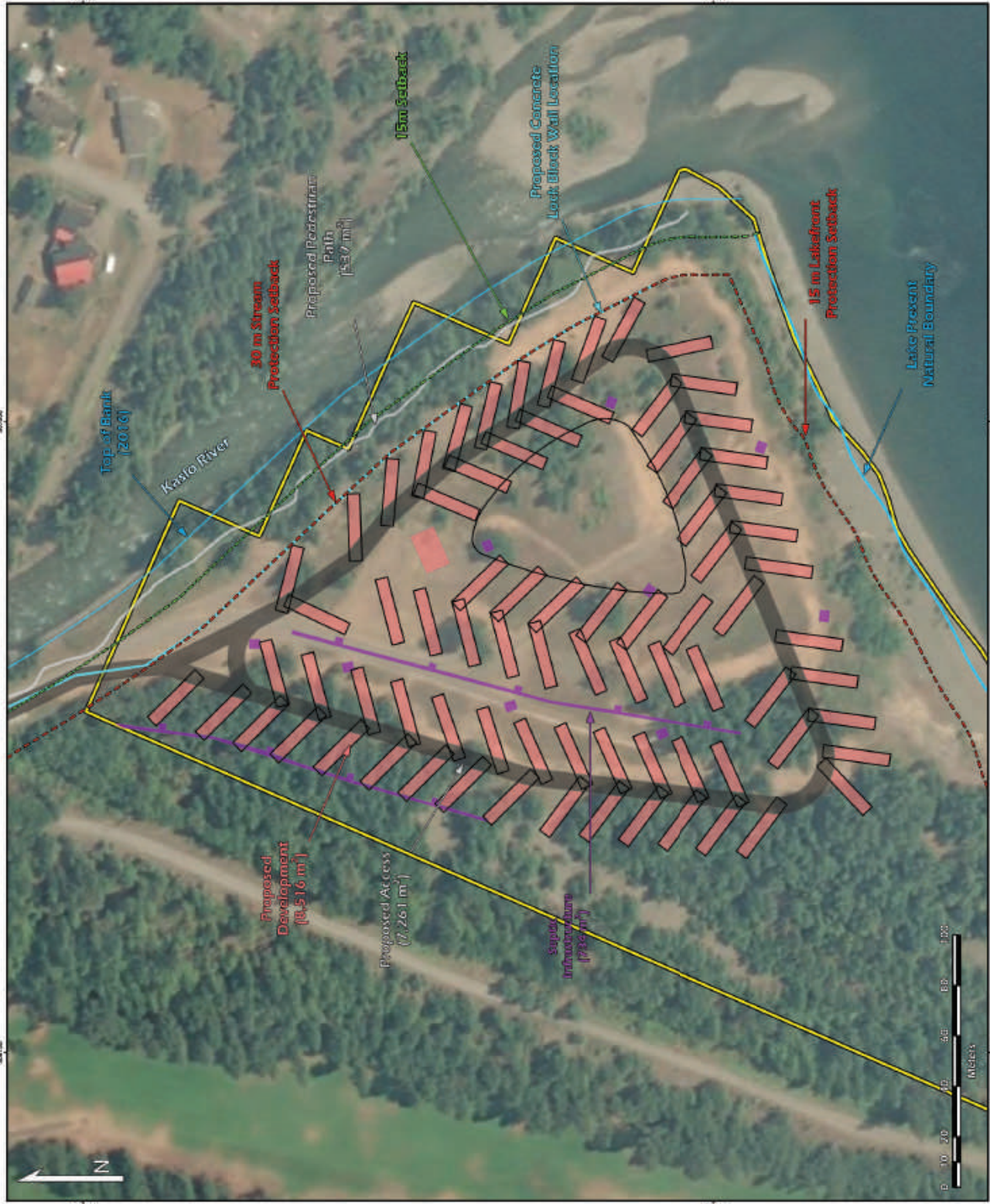


FIGURE 3
Ecosystems

Project: Environmental Assessment
Location: Village of Kaslo
Project No.: 23-4-165
Prepared For: Quality Property Developments Inc.
Prepared By: Ecospac Environmental Consultants Ltd.
Coordinate System: Dan Austin, GIS Specialist
Imagery: NAD83-UTM Zone 11
Field Visit: ESRI World Imagery (2017)
Map Date: February 15/16, 2022
Map Date: April 28, 2023

LEGEND

-  Wildlife Tree
-  Ecosystem Polygons
-  Study Area



ICHdu1 - Ecosystem Unit








- 101 CwPd - Prince's pine - Twinflower
- 111 CwHw - Devil's club - Lady fern
- Bb Beachland
- LA Lake
- RI River
- RP Permanent Road
- RR Rural
- Structural Stage
- S Young Forest
- Scnd Modifier
- C Coniferous
- M Mixedwood



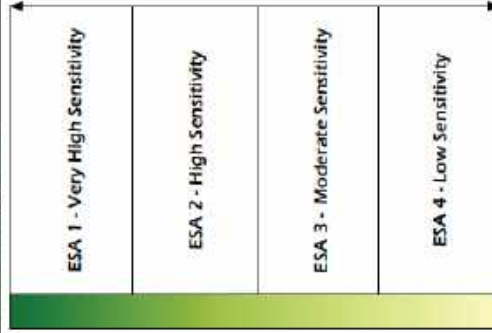
FIGURE 4
Environmental Sensitivity Analysis

Project: Environmental Assessment
Location: Village of Kaslo
Project No.: 23-4-165
Prepared For: Quality Property Developments Inc.
Prepared By: Ecoscape Environmental Consultants Ltd.
Coordinate System: NAD83-UTM Zone 11
Imagery: ESRI World Imagery (2017)
Field Visit: February 15-16, 2022
Map Date: April 28, 2023

LEGEND

-  Wetland Tree
-  Study Area
-  Environmental Sensitivity
-  Very High (ESA 1)
-  High (ESA 2)
-  Moderate (ESA 3)
-  Low (ESA 4)

Environmental Sensitivity Gradient



DISCLAIMER:
The data displayed is for conceptual purposes only and should not be interpreted as a legal survey or for legal purposes. If discrepancies are found between the data presented and the actual conditions on the ground, the legal survey will supersede any data presented herein.



FIGURE 5
Impact Assessment

Project: Environmental Assessment
Location: Village of Kaslo
Project No.: 22-4-165
Prepared for: Quality Property Developments Inc.
Prepared by: Ecoscape Environmental Consultants Ltd.
Coordinate System: Dan Austin, GIS Specialist
Imagery: NAD83-UTM Zone 11
Field Visit: ESRI World Imagery (2017)
Map Date: February 15-16, 2022
Map Date: April 28, 2023

LEGEND

- Wildfire Tree
- Study Area
- Limit of Disturbance
- Environmental Sensitivity
- Very High (ESA 1)
- High (ESA 2)
- Moderate (ESA 3)
- Low (ESA 4)

Area (m ²)	Developer Disturbance	Kaslo Disturbance	Outside Disturbance	Total
Very High (ESA 1)	254	121	12,420	12,804
High (ESA 2)	8,708	9	48,742	57,459
Moderate (ESA 3)	22,000	4	7,767	29,771
Low (ESA 4)	1,117	1,117	20,326	22,560
Total	31,962	2,341	70,815	105,118

DISCLAIMER:
 The data displayed is for conceptual purposes only and
 should not be interpreted as a legal survey or for legal
 purposes. If discrepancies are found between the data
 presented and the actual field conditions, the field
 survey will supersede any data presented herein.



FIGURE 6
Restoration Plan

Project: Environmental Assessment
Location: Village of Kaslo
Project No.: 22-4165
Prepared for: Quality Property Developments Inc.
Prepared by: Ecoscape Environmental Consultants Ltd.
Coordinate System: NAD83-UTM Zone 11
Imagery: Dan Austin, GIS Specialist
Field Visit: ESRI World Imagery (2017)
Map Date: February 15-16, 2022
Map Date: April 28, 2023

LEGEND

- Proposed Split Rail Fence
- Top of Bank (2016)
- Present Natural Boundary (2016)
- Lakefront and Stream Protection Setbacks
- Proposed Development
- Proposed Access Road
- Proposed Septic Infrastructure
- Proposed Pedestrian Path
- Proposed Restoration
- Study Area



DISCLAIMER
 The data displayed is for conceptual purposes only and should not be interpreted as a legal survey or for legal purposes. If discrepancies are found between the data presented and the actual conditions on the ground, the legal survey will supersede any data presented herein.



TECHNICAL MEMORANDUM

Date:	July 15, 2022	File No.	2021.002.001
To:	Dale H. Unruh, CEO	From:	Watershed Engineering Ltd.
Client:	Quality Property Developments Ltd.		
Project Name:	Kaslo RV Park – Proposed Development		
Reference:	Flood Hazard Assessment		

1. BACKGROUND

Quality Property Developments is proposing to develop an RV Park on the former mill site in the Village of Kaslo, located on the south bank of the Kaslo River and Kootenay Lake. The site consists of several legal parcels and an inactive road right-of-way, as shown on Figure 1.0. Watershed Engineering Ltd. was retained to complete a flood hazard assessment for the purpose of providing recommendations for the safe development of the property with regard to flood hazard. A proposed RV site layout plan prepared by CTQ Consultants is shown in Figure 2.0. The scope of the study included:

- Site visit to inspect existing site conditions, flood hazard areas, review areas of potential erosion, riverbed changes and investigate bed stability.
- Review relevant studies applicable to the project including the *2020 Regional District of Central Kootenay Kaslo River Floodplain and Steep Creek Study*.
- Prepare a report summarizing the findings of the investigation and provide a flood assurance statement to specify whether the property is safe for the intended use.

1.1 Applicable Standards and Guidelines

The proposed subdivision is located within the Village of Kaslo and development is regulated by the Village planning and zoning bylaws. The Village of Kaslo Floodplain Bylaw Management No. 1193 provides guidance on floodplain setback and flood construction levels (FCLs) for development within the Village. Schedule A of the floodplain bylaw shows the hazard areas within the Village and identifies the proposed development site as Fan Rating Class 'E'. See Figure 3.0.

The *EGBC Guidelines for Legislated Flood Assessments in a Changing Climate in BC 2018 version 2.1* were used to develop the methodology and recommendations in this report.

2. SITE DESCRIPTION AND ASSESSMENT

The Kaslo River is a fourth order watershed located in the Lower Kootenay Basin Hydrologic Zone on the eastern slopes of the Selkirk Mountains. The Water Survey of Canada Operates a hydrometric station on Kaslo River below Kemp Creek (Station 08NH005) which has peak flow data ranging from 1914-1920 and

1964-2020 with 45 years of available peak instantaneous flow. The highest recorded peak instantaneous flow was 252 m³/s which was recorded on June 24, 1988. The site is located at the mouth of Kaslo River on Kootenay Lake, which is situated on an alluvial fan (see Figure 4.0). The Kaslo river at the upstream property boundary is confined to a single incised channel approximately 25 m wide with diking on the left bank. Where Kaslo River discharges into Kootenay Lake the channel widens, and an alluvial fan has formed from channel shifting and sediment deposition. The site was previously developed and is mainly cleared with vegetation along the Kaslo River riparian area and at the toe of the terrace slope below 3rd Street. The proposed development area of the property slopes at approximately 4% to the southwest. The lower portion of the development area is located within the Kootenay Lake Floodplain (see Figure 5.0). Kaslo River, at the project site, has a watershed area of 449 km², a maximum and minimum elevation of 2790 m and 532 m respectively and an average channel gradient of 1.9% through the Village of Kaslo (BGC Engineering Inc., 2020).

2.1 Site Inspection

A site inspection was completed by Caleb W. Pomeroy, P.Eng. on March 4, 2022 to review existing site conditions, flood hazard areas, review areas of potential erosion, riverbed changes, review geomorphology that could impact flood levels, and investigate bed stability. Below are the key findings of the site visit:

- The Kaslo River at the site is confined by a dike on the left (north) bank and a high right bank which ranges in height from 2 m to 6 m above the natural boundary of the river (Photo 1).
- An area of erosion was noted on the right bank near the upstream boundary of the development site at the access off 3rd Street. The bank is over-steepened and undercut from what appears to be toe erosion caused by shear stress from the Kaslo River. The bank height at this location is approximately 6 m (Photo 2).
- The right bank is vegetated with mature cedar and fir along most of the right bank riparian corridor. The right bank has no riprap erosion protection and has varying bank slopes ranging from near vertical to 2H:1V (Photo 3).
- The right bank has an area of erosion damage measuring approximately 50 m in length where the vegetation and natural bank protection have eroded leaving a near vertical cut bank with exposed fine-grained soils. The bank height at this location is approximately 2.0 m (Photo 4).
- Kaslo River flows in cobble channel along the site boundary with an estimated D₅₀ substrate size of 150 mm. Some evidence of bed scour was noted near the upper reach right bank; however, the channel appeared generally stable (Photo 5).
- A discontinuous berm offset from the right top of bank with a crest width of 1.5 m is present and appears to be a remnant of a previous flood protection berm (Photo 6).
- The majority of the site is cleared with minimal vegetation (Photo 7).
- At the mouth of Kaslo River a small gravel delta has formed from sediment deposition (Photo 8).
- The Highway 31 Kaslo River bridge was upgraded in 2021 and is located directly upstream of the site access on 3rd street. A pedestrian bridge is located 200 m upstream of Highway 31.
- During the site inspection the site was covered with 300 mm-450 mm of snow along the riparian area of Kaslo River.

3. BACKGROUND REVIEW

A review of relevant documents was completed to compile results of previous studies and details that may impact the suitability of the property for its intended use. A list of relevant documents is provided below:

- BGC Engineering Inc. – RDCK Floodplain and Steep Creek Study, Kaslo River, March 2020
- BGC Engineering Inc. – Kaslo River Bridge Replacement (Structure No. 00907) Hydrotechnical Assessment, December 2020
- Austin Engineering – Kaslo Riverbank and Dike Remediation, June 2020
- Village of Kaslo Floodplain Bylaw Management No. 1193

3.1 Background Report Review Summary

Key background information, findings and recommendations include:

- Where the river flows through the Village of Kaslo, the average bankfull width is approximately 20 to 30 m. The river is confined in the valley bottom by dikes and displays a low sinuosity, single channel morphology. The average channel gradient is approximately 2% (0.02 m/m) (BGC Engineering Inc., 2020)
- Approximately 450 m of dike has been constructed on the left (north) bank of Kaslo River, which is managed by the Village of Kaslo and regulated under the Dike Maintenance Act. The dike was designed with 2H:1V slopes on the river side and a 1 m thick layer of riprap (BGC Engineering Inc., 2020)
- BGC completed a geomorphic analysis including ariel photo imagery review from 1957 to 2017 which were georeferenced for special analysis using GIS software to estimate the net change in riverbank positions between each set of imagery. Figure 8.0 shows the historical channel change and areas of bank erosion and deposition from 1957-2017. (BGC Engineering Inc., 2020)
- BGC notes that 25% of the riparian forest has been disturbed with a majority of the disturbance from mountain pine beetle and forest fire activity. The water shed has a low equivalent clearcut area at 5.3%. (BGC Engineering Inc., 2020)
- The climate-change adjusted peak discharges for Kaslo River range from 110 m³/s (2-year flood) to 320 m³/s (500-year flood). The climate change impact assessment results were difficult to synthesize to select climate-adjusted peak discharges on a site-specific basis. Consequently, a 20% increase in peak discharge was adopted (BGC Engineering Inc., 2020).
- A 2D numerical model developed using HEC-RAS was employed to simulate the chosen hazard scenarios on Kaslo River. An FCL map that combines the estimated water surface elevation for 200-year return period event plus a 0.6 m freeboard was prepared to guide future development (BGC Engineering Inc., 2020).
- Numerical modelling indicates that the surveyed dike crest elevation is typically greater than 1 m higher than the calculated 200-year return period flood elevation (BGC Engineering Inc., 2020).
- Allowances should be permitted for stakeholders to apply for a site-specific reduction in the FCLs contingent on a report by a suitably qualified Professional Engineer, preferably using a risk-based approach (BGC Engineering Inc., 2020).

- Analysis suggests that Kaslo River is prone to clearwater floods, and that the river is unlikely to be prone to debris floods. A Melton Ratio for the Hwy 31 Bridge site was calculated to be 0.11 indicating clearwater floods process at the site. BGC concluded that while the river is not very active from a hydrogeomorphic perspective, damaging floods accompanied by sediment transport can still occur. Kaslo River has overtopped its banks several times since the founding of the Village in the late 1800s, the most significant being 1894 and 1948. These events also consisted of lake flooding from Kootenay Lake. High water levels in Kaslo River and a debris flood on Kemp Creek occurred in 2012. The 2012 flows in the Village of Kaslo were approximately equivalent to a 50-year flood. (BGC Engineering Inc., 2020) .
- Based on field observations, no riprap presently exists on the right bank and no significant signs of erosion were observed during the site visit, except for a small section of the bank located approximately 10 m upstream from the existing bridge. Erosion may occur in the future with increased peak flows anticipated as a result of climate change (BGC Engineering Inc., 2020).
- Recommended riprap sizing for the protection of the riverbank in the location of the upgraded Hwy 31 bridge was class 100 kg with a nominal thickness of 700 mm.
- In 2016 Austin Engineering Ltd. prepared a report to repair areas of erosion on Kaslo River, including one area on the right bank (Site 5, see Figure 2.0). A detailed work plan and design were provided, and grant funding was received through the Provincial Flood Mitigation Program to complete the work (Austin Engineering Ltd., 2020). To date the work has not been completed.
- The Village of Kaslo defines the flood construction level as 536.5m for locations within the Kootenay Lake floodplain and for Kaslo River as determined to the satisfaction of the Ministry of Environment (Village of Kaslo).
- Where a site-specific flood construction level has not been determined, the flood construction level is 3.0 metres above the natural boundary of the Kaslo River (Village of Kaslo).
- Schedule A of the floodplain management bylaw identifies the site a Fan Rating Class E which is defined as “Flooding and erosion from high velocity flows, avulsions, debris flows or bank stability problems possible. Typical of areas on alluvial/debris flow fans or larger streams, moderate sized streams with steeper slopes or erodible banks in the floodway of large rivers (Village of Kaslo).

3.2 Site Hydrology

The RDCK Floodplain and Steep Creek Study on Kaslo River included a comprehensive hydrological study completed by BGC Engineering Inc. in 2020. The methodology undertaken was a regional index flood method. The index-flood method involves the development of a dimensionless regional growth curve assumed to be constant within a homogenous region (BGC Engineering Inc., 2020). See Appendix C.

Climate change analysis in the Kaslo River Floodplain and Steep Creek Study resulted in a 20% upward adjustment for climate change as per the *EGBC Guidelines for Legislated Flood Assessments in a Changing Climate in BC 2018 Version 2*.

The RDCK Floodplain and Steep Creek Study on Kaslo River calculated the 200-year climate-adjusted peak flow on Kaslo River at the project site as 270m³/s, which was selected as the design flow for the *Kaslo RV Flood Hazard Assessment Study*. Corresponding flood depths and flood construction levels are provided in Figure 5.0 and Figure 6.0.

3.3 Transfer of Risk

The term “transfer of risk” refers to the scenario in which changes are made at one location on a watercourse and/or floodplain resulting in a measurable increase in flood or erosion risk elsewhere during the design flood. The transfer of risk of flooding/erosion in this case is associated with the placement of the proposed structural flood mitigation berm set back from the right bank along the development site (see Figure 7.0). The difference in water surface elevation profiles and average channel velocities between the existing condition and proposed condition with the flood berm would need to be developed to assess and quantify the transfer of risk.

3.4 Discussion

Based on the review of available background information, the following considerations are provided in determining the necessary recommendations for the safe development of the site related to flood hazard:

- The development site is located on an alluvial fan that is subject to flooding from Kootenay Lake and the Kaslo River. Given the temporary nature of the proposed occupancy below the Kootenay Lake flood construction level of 536.5m and the nature of lake level rise over the freshet, it was determined that risk to public safety resulting from RV camping sites being located within the Kootenay Lake floodplain can be managed with an operation procedure and evacuation plan developed by a qualified professional to mitigate this risk.
- The site is located within the 200-year Kaslo River floodplain. To develop the site for the intended use mitigation of overland flooding is required to maintain public safety during a flood event. Structural flood mitigation works or raising the site elevation are required in order to develop the site.
- With the potential erosion hazard on the right bank and the single access in and out of the site, provisions for potential erosion of the right bank needs to be considered to ensure the access is not compromised in the future.
- The existing eroded area (Photo 4) on the right bank will continue to erode and will impact downstream bank stability if not addressed.
- The recent comprehensive report completed on the Kaslo River by BGC Engineering Inc. for the RDCK included hydrologic and hydraulic modelling, which has established flood construction levels on the proposed site. These are suitable for use in developing recommendations for the mitigation of flood hazard on the development site.

4. CONCLUSIONS AND RECOMMENDATIONS

The technical review completed in this study has determined that although flood risk is present, the property can be safely developed for its intended use provided the following recommendations are implemented.

1. The RDCK Kaslo River Floodplain and Steep Creek Study provides maximum instantaneous 200-year flood levels plus 0.6 m freeboard that can be used for flood mitigation design. Refer to Figure 6.0 for isolines representing the FCLs.

2. All permanent infrastructure on the site must be located above the 200-year Kootenay Lake Floodplain elevation of 536.5 m.
3. Flood mitigation can consist of either: raising the site elevation to the flood construction levels identified on Figure 6.0 or constructing a flood mitigation berm to prevent overland flooding from the Kaslo River during a 200-year event. The flood mitigation berm crest elevation should be constructed to the FCL isoline elevations provided in BGC Engineering Inc. (2020) and shown in Figure 6.0. The geometry of the flood mitigation berm is proposed to include a crest width of 4.0 m and side slopes of 2H:1V. The riverside face of the berm is to be protected with riprap for erosion protection placed on a gravel filter layer. At the time of detailed design appropriately sized riprap can be selected based on the peak flow velocities. Geotechnical design of the berm shall be in conformance with the BC Dike Design and Construction Guide (BC Ministry of Water, Land and Air Protection, 2003).
4. Develop a plan to maintain access should future erosion occur along the upstream access road along Kaslo River. If required in the future the access road can be moved over to accommodate river erosion. A minimum 2H:1V projection from the toe of the right riverbank to the edge of shoulder is recommended as a design approach. See Figure 7.0.
5. Develop an RV Park operations plan to mitigate the impact of flooding from Kootenay Lake to establish trigger points for evacuation alert and evacuation order conditions for the property.
6. It is recommended that the Village request that the RDCK retains BGC Engineering Inc. to model the proposed flood mitigation berm scenario in the existing HEC-RAS 2D model to assess the impact of water levels and velocities on the Village of Kaslo dike to quantify the transfer of risk.
7. The river channel survey and LiDAR data used in the BGC Kaslo River floodplain analysis were collected using the CGVD2013 vertical datum and the horizontal control is NAD83(CSRS) UTM Zone 11N. For establishing the benchmarks and elevation control for FCLs the referenced controls must be used.

We trust this memo meets your requirements. Should you have any questions, please contact the undersigned.

Sincerely,

Watershed Engineering Ltd.

Prepared By:

Reviewed By:

Caleb W. Pomeroy, P.Eng, PMP
Principal Engineer
Direct Line: 250.803.1150
caleb.pomeroy@watershedengineering.ca

Dr. Adrian Chantler, P.Eng.
Consulting Hydrotechnical Engineer

List of Figures:

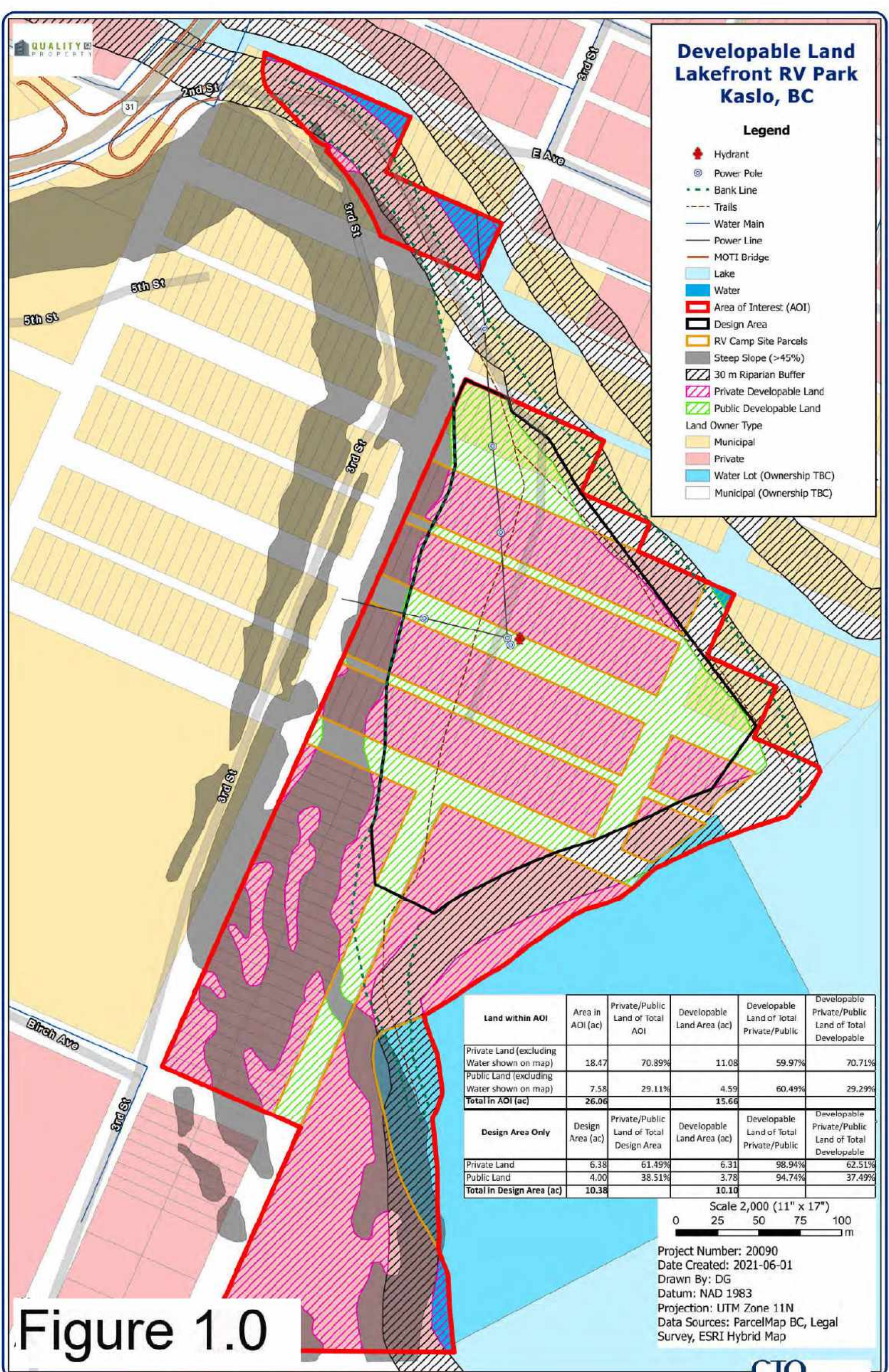
Figure 1.0	CTQ Developable Land Site Plan
Figure 2.0	Proposed Development Site Plan
Figure 3.0	Kaslo OCP Bylaw 1098 Schedule A Hazard Areas
Figure 4.0	Kaslo River Alluvial Fan Extents
Figure 5.0	BGC Kaslo River 200-Year Flood Hazard
Figure 6.0	BGC Kaslo River 200-Year Flood Construction Levels
Figure 7.0	CTQ Preliminary Flood Mitigation Design Drawings
Figure 8.0	BGC Historical Channel Change

List of Appendices:

Appendix A:	Flood Assurance Statement
Appendix B:	Site Visit Photo Log March 15, 2022
Appendix C:	RDCK Floodplain and Steep Creek Study, BGC Engineering Inc., 2020

5. REFERENCES

- Austin Engineering Ltd. (2020). *Kaslo River Bank and Dike Remediation - Environmental Management Plan*.
- BC Ministry of Water, Land and Air Protection. (2003). *Dike Design and Construction Guide*.
- BGC Engineering Inc. (2020). *Kaslo River Bridge Replacement - Hydrotechnical Assessment*.
- BGC Engineering Inc. (2020). *RDCK Floodplain and Steep Creek Study - Kaslo River*.
- EGBC. (2018). *Legislated Flood Assessments in a Changing Climate in BC*.
- Village of Kaslo. (2018). *Official Community Plan Bylaw 1098*.
- Village of Kaslo. (n.d.). *Village of Kaslo Floodplain Management Bylaw No. 1193*.



Developable Land Lakefront RV Park Kaslo, BC

Legend

- Hydrant
- Power Pole
- Bank Line
- Trails
- Water Main
- Power Line
- MOTI Bridge
- Lake
- Water
- Area of Interest (AOI)
- Design Area
- RV Camp Site Parcels
- Steep Slope (>45%)
- 30 m Riparian Buffer
- Private Developable Land
- Public Developable Land
- Land Owner Type
 - Municipal
 - Private
 - Water Lot (Ownership TBC)
 - Municipal (Ownership TBC)

Land within AOI	Area in AOI (ac)	Private/Public Land of Total AOI	Developable Land Area (ac)	Developable Land of Total Private/Public	Developable Private/Public Land of Total Developable
Private Land (excluding Water shown on map)	18.47	70.89%	11.08	59.97%	70.71%
Public Land (excluding Water shown on map)	7.58	29.11%	4.59	60.49%	29.29%
Total in AOI (ac)	26.06		15.66		
Design Area Only	Design Area (ac)	Private/Public Land of Total Design Area	Developable Land Area (ac)	Developable Land of Total Private/Public	Developable Private/Public Land of Total Developable
Private Land	6.38	61.49%	6.31	98.94%	62.51%
Public Land	4.00	38.51%	3.78	94.74%	37.49%
Total in Design Area (ac)	10.38		10.10		

Scale 2,000 (11" x 17")
0 25 50 75 100 m

Project Number: 20090
Date Created: 2021-06-01
Drawn By: DG
Datum: NAD 1983
Projection: UTM Zone 11N
Data Sources: ParcelMap BC, Legal Survey, ESRI Hybrid Map

Figure 1.0

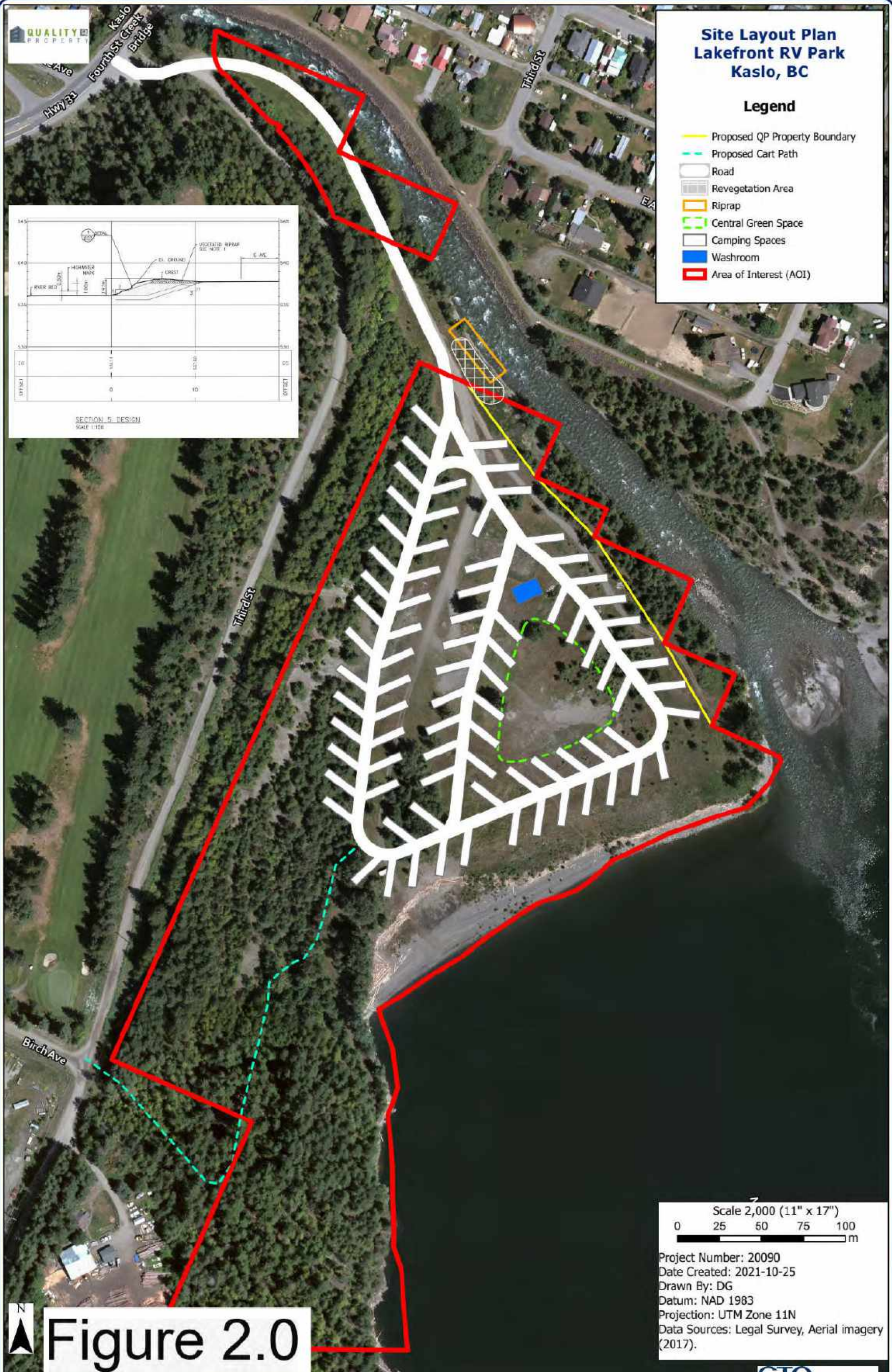
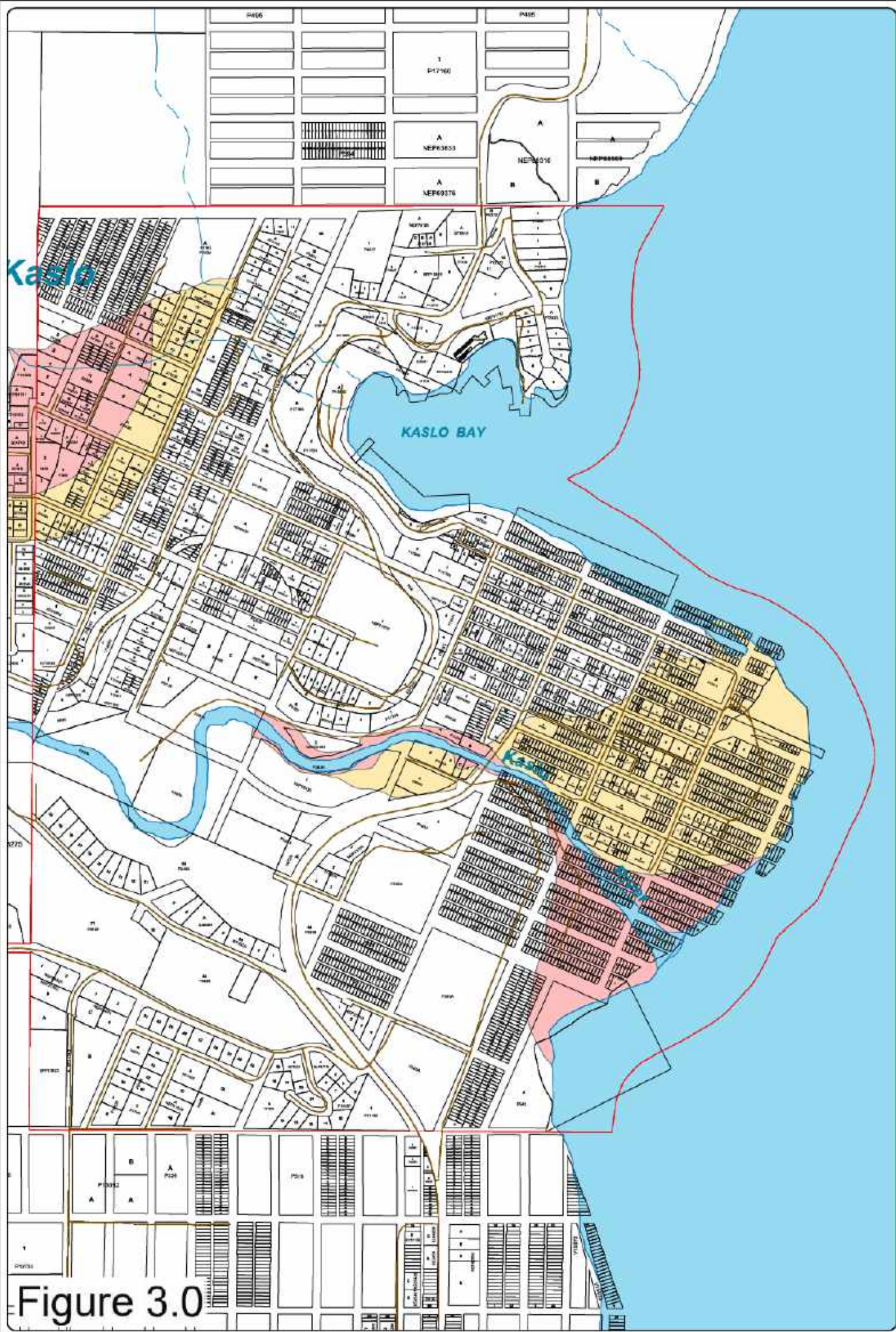


Figure 2.0



The Village of Kaslo

**Official Community Plan
Bylaw 1000, Schedule A
Hazard Areas**

Hazard Rating

Class 1
Yellow: Areas with a low to moderate risk of flooding, typically in low-lying areas or near water bodies.

Class E
Pink: Areas with a high risk of flooding, typically in low-lying areas or near water bodies.

Notes: The information contained in this map is for informational purposes only. It is not intended to be used as a basis for any legal action. The Village of Kaslo is not responsible for any errors or omissions in this map.

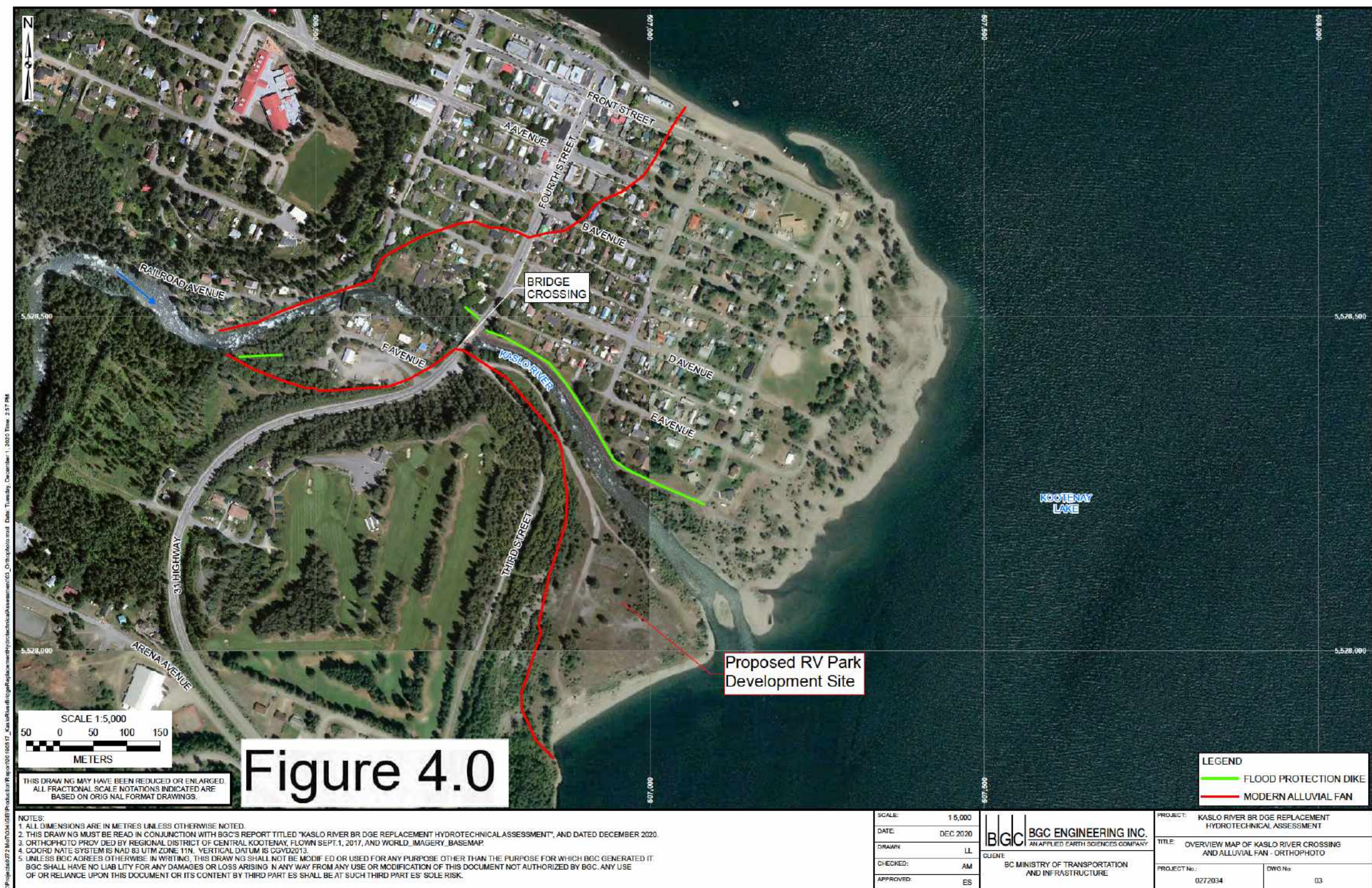
DATA SOURCES

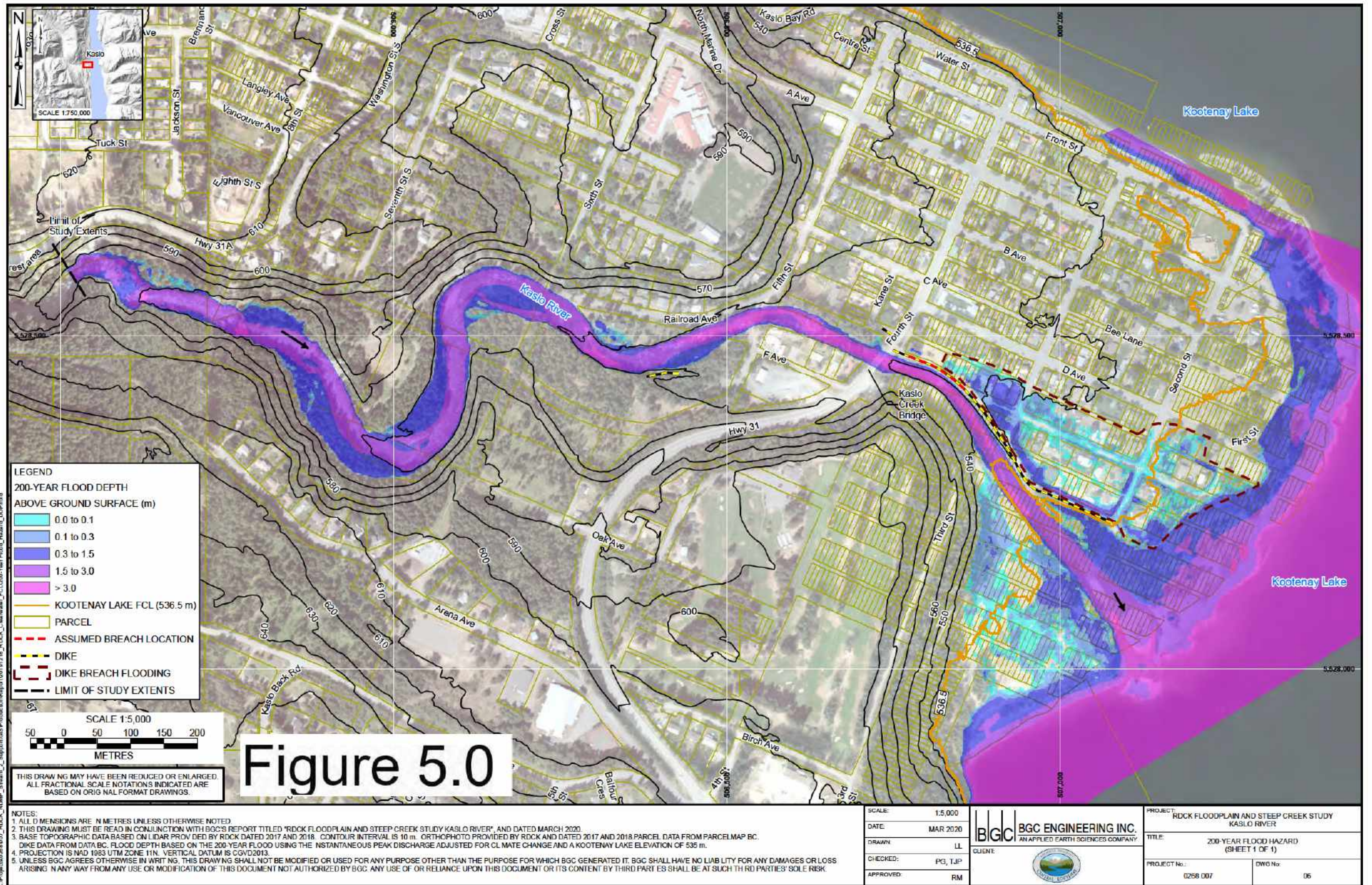
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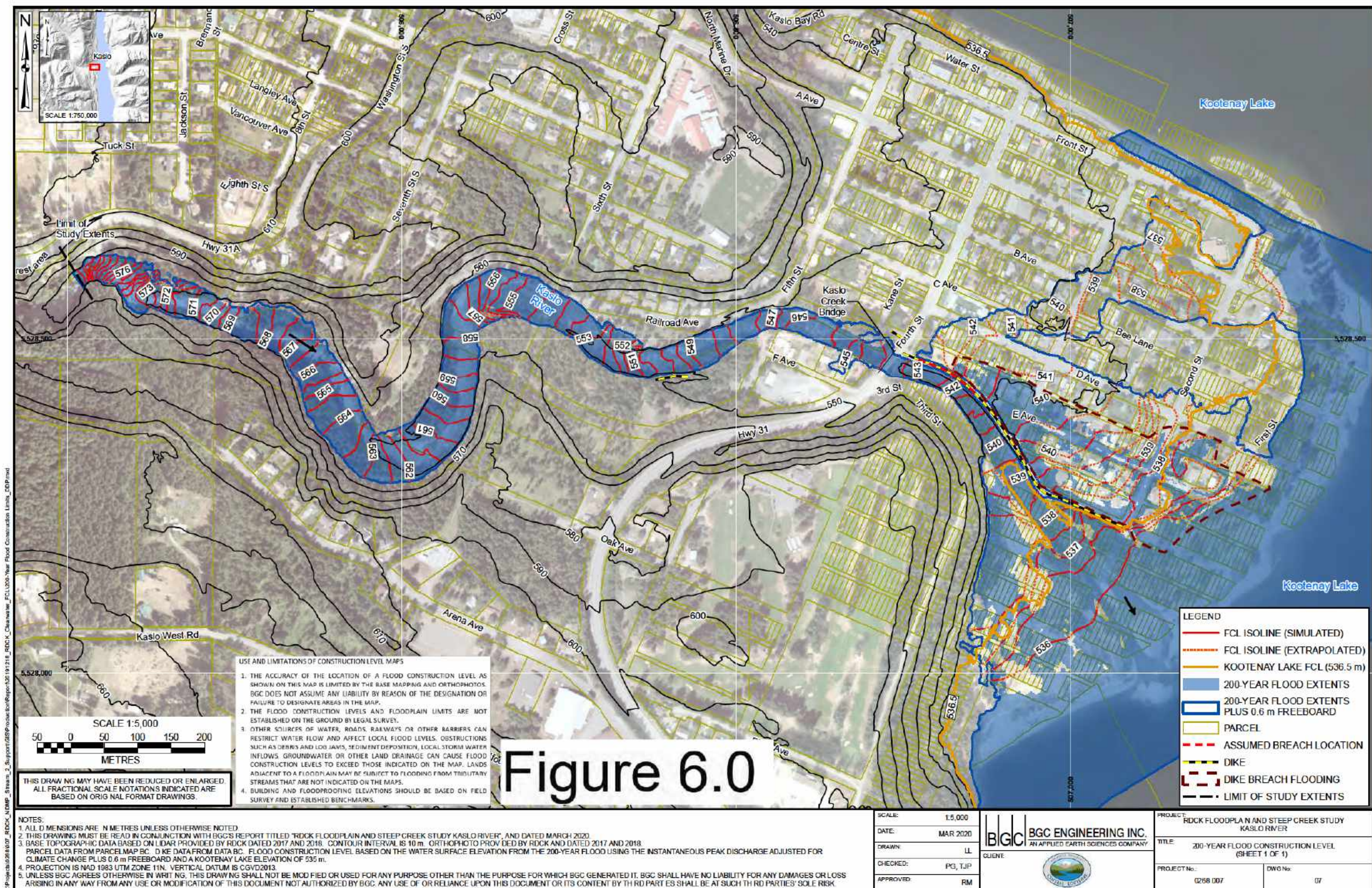
- Geographic Information Systems (GIS) data provided by the Village of Kaslo.
- Topographic maps and aerial photography.
- Historical maps and records.
- Public works department records.
- Other relevant data sources.

Kaslo, BC

Figure 3.0







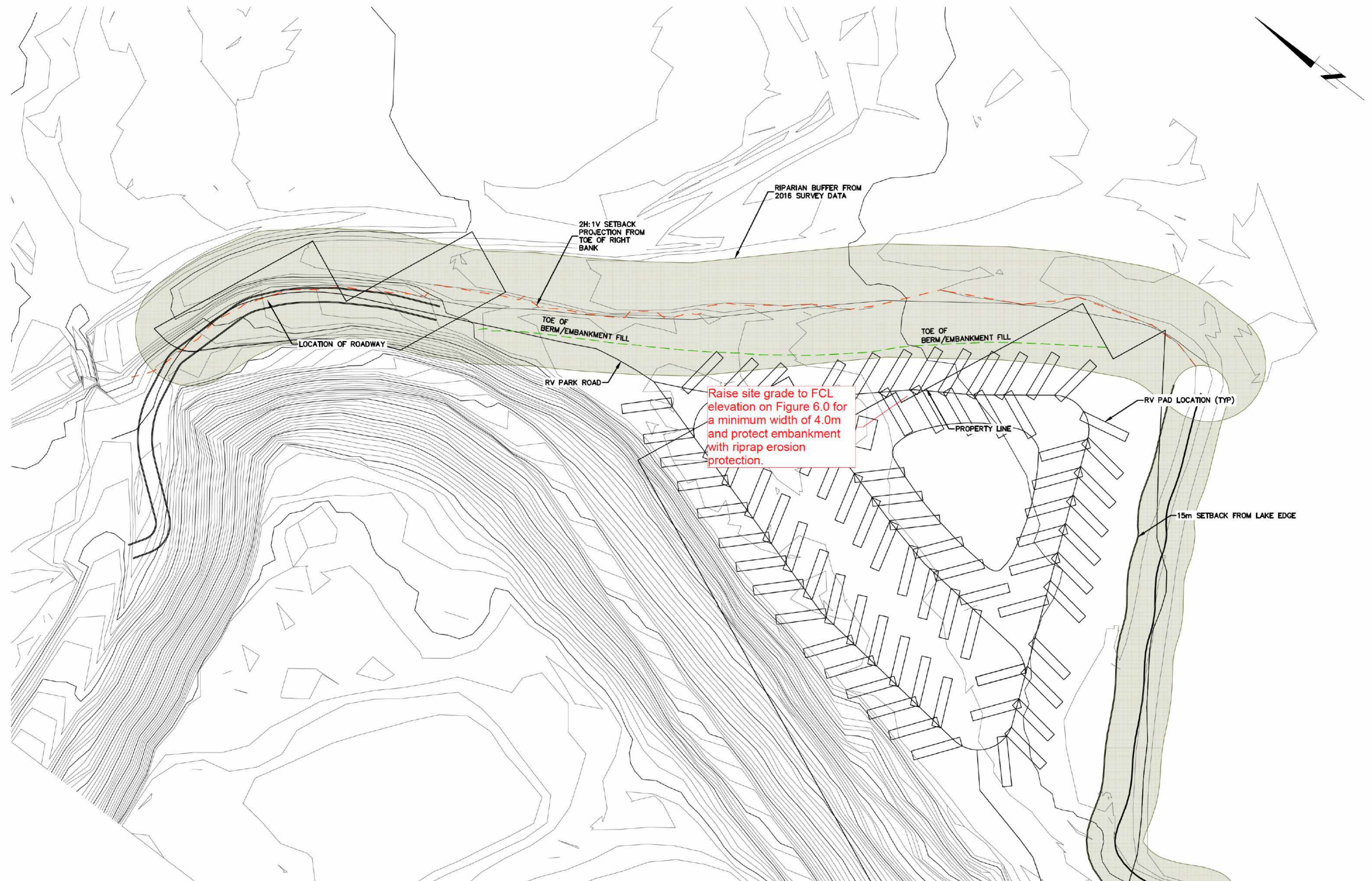
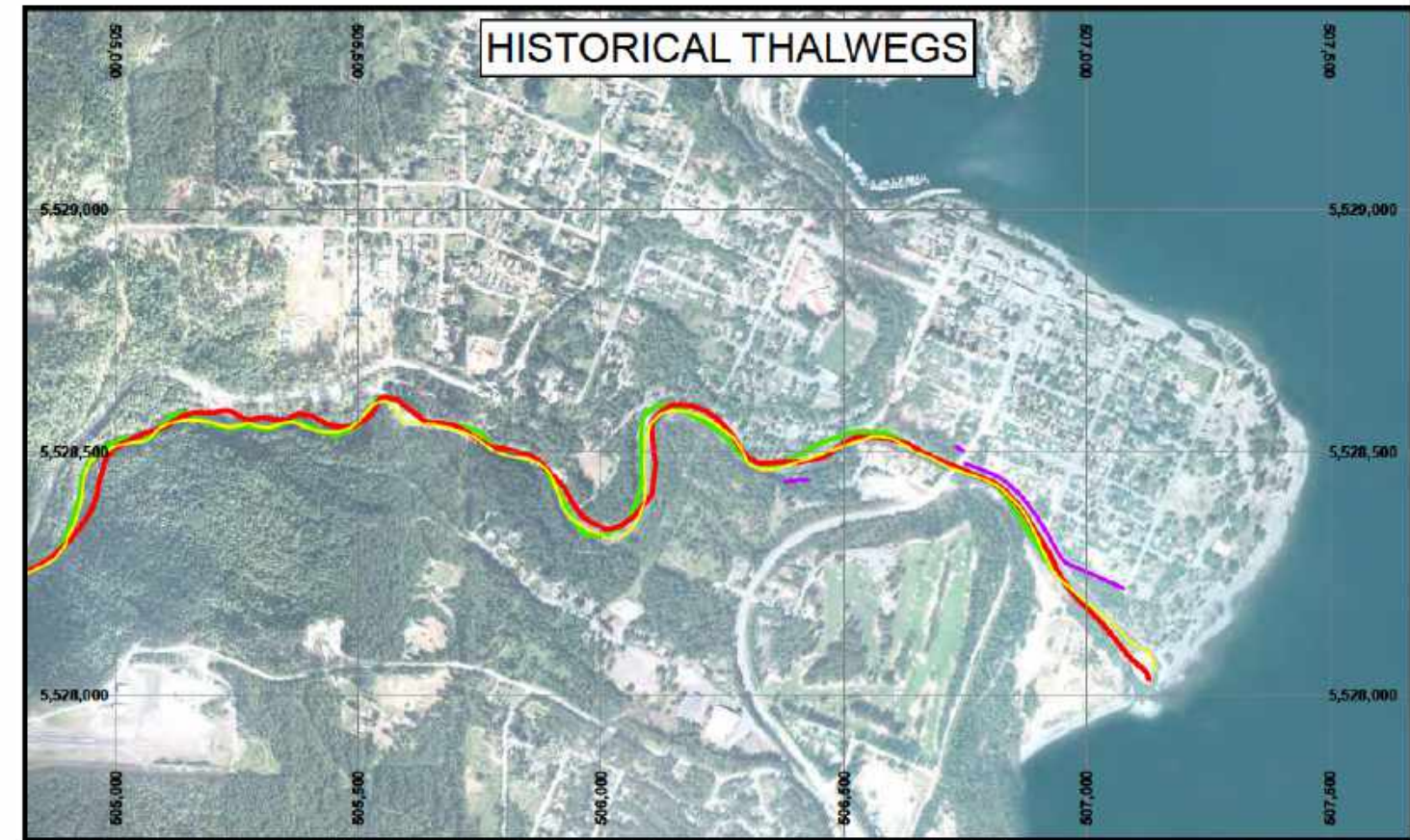
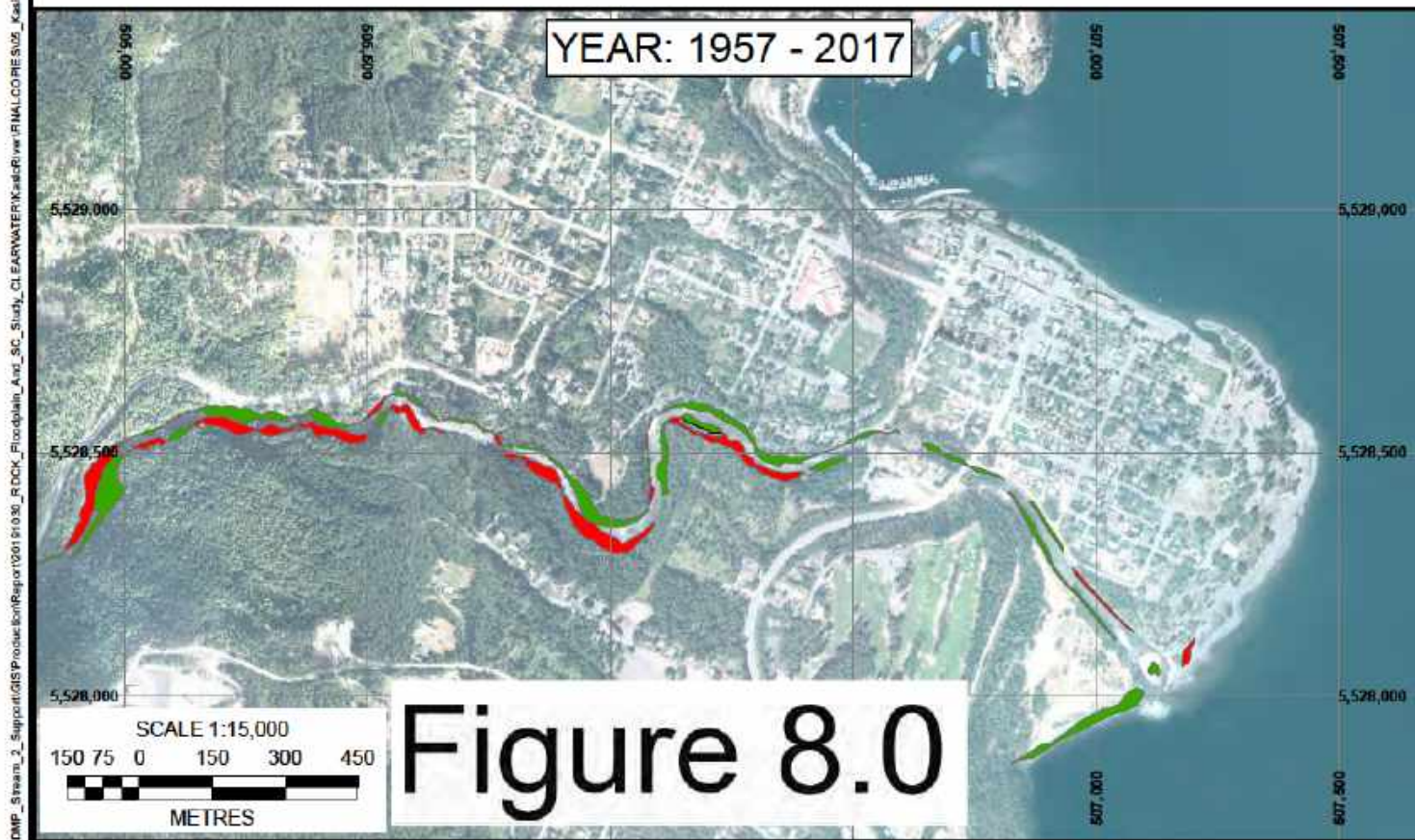
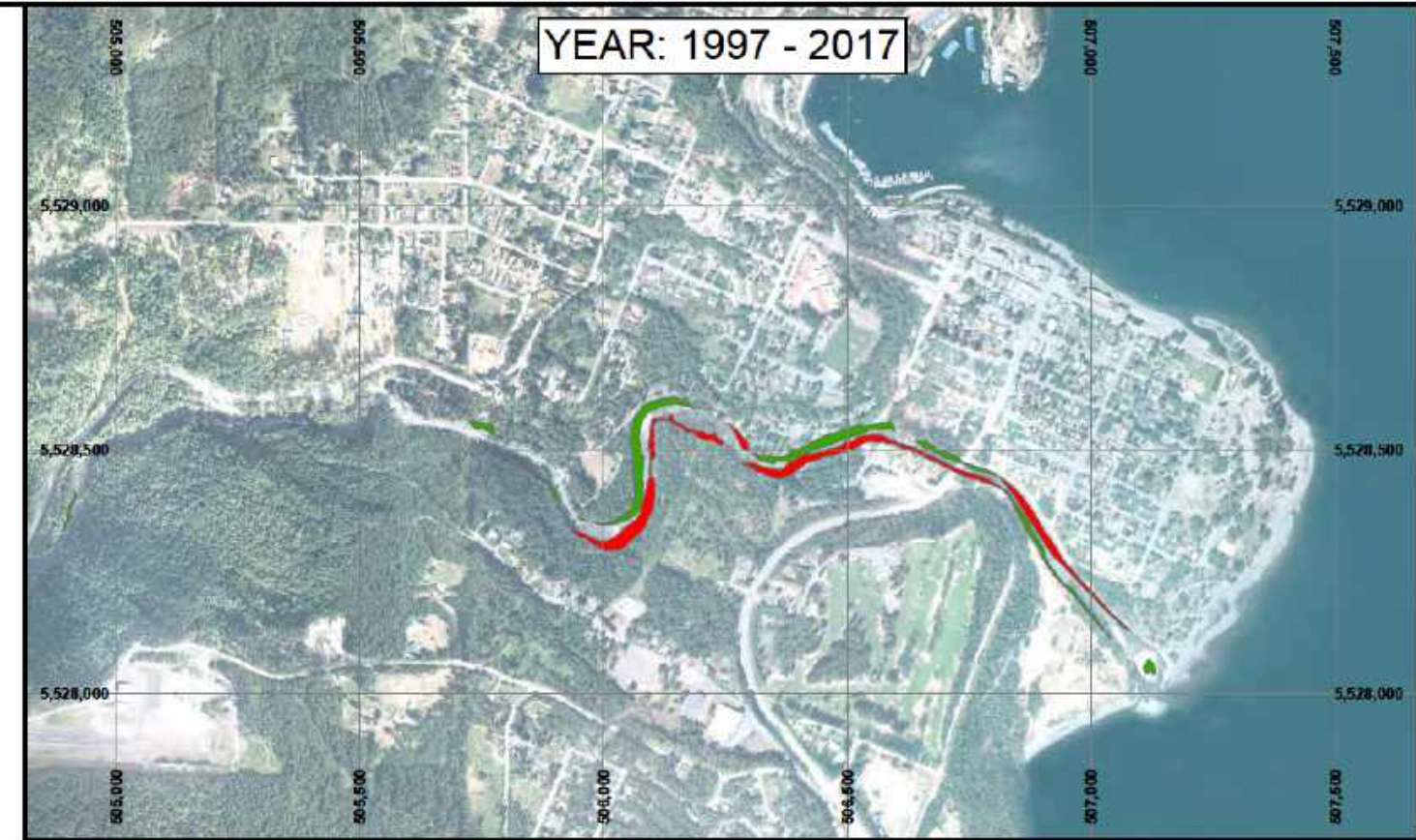
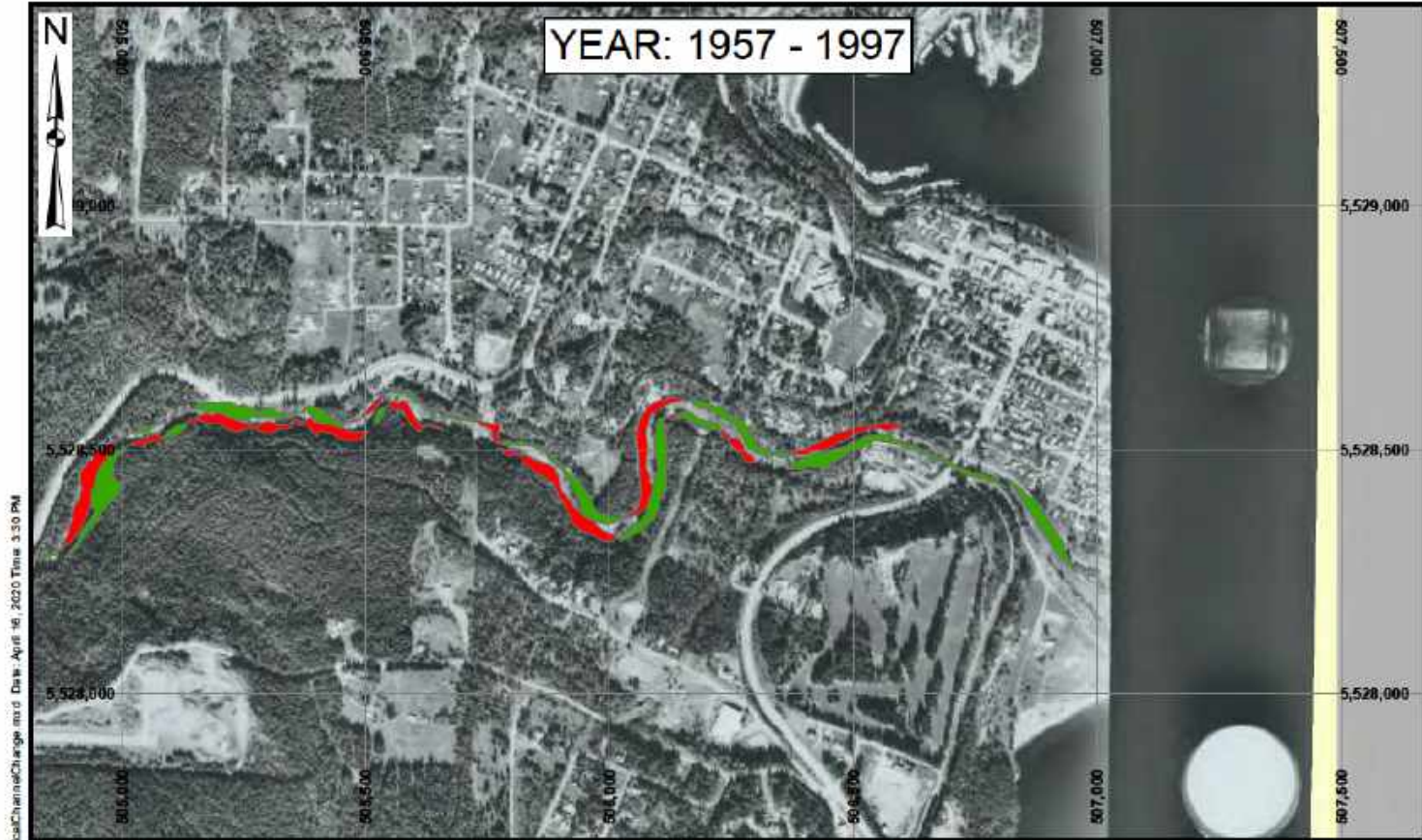


Figure 7.0



NOTES:

1. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE NOTED.
2. THIS DRAWING MUST BE READ IN CONJUNCTION WITH BGC'S REPORT TITLED "ROCK FLOODPLAIN AND STEEP CREEK STUDY - KASLO RIVER", AND DATED MARCH 2020.
3. BASE TOPOGRAPHIC DATA BASED ON LIDAR PROVIDED BY REGIONAL DISTRICT OF CENTRAL KOOTENAY DATED 2018. BASE IMAGERY REFERENCES IN TABLE 4-2 OF REPORT.
4. COORDINATE SYSTEM IS NAD 1983 UTM ZONE 11N. VERTICAL DATUM IS UNKNOWN.
5. DIKE LOCATIONS FROM FLOOD PROTECTION WORKS: STRUCTURAL WORKS DATASET PROVIDED BY BC MLNR (2017). CHANGE DETECTION CRITERIA DESCRIBED IN TABLE 4-5 OF REPORT.
6. HISTORICAL THALWEGS INTERPRETED FROM PHOTOGRAPHS AND MANUALLY DIGITIZED.
7. UNLESS BGC ADDRESSES OTHERWISE IN WRITING, THIS DRAWING SHALL NOT BE MODIFIED OR USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH BGC GENERATED IT. BGC SHALL HAVE NO LIABILITY FOR ANY DAMAGES OR LOSS ARISING IN ANY WAY FROM ANY USE OR MODIFICATION OF THIS DOCUMENT NOT AUTHORIZED BY BGC. ANY USE OF OR RELIANCE UPON THIS DOCUMENT OR ITS CONTENT BY THIRD PARTIES SHALL BE AT SUCH THIRD PARTIES' SOLE RISK.

LEGEND	
CHANNEL THALWEG (2019)	DIKE
CHANNEL THALWEG (1997)	BANK EROSION, CHANNEL MIGRATION
CHANNEL THALWEG (1957)	DEPOSITION, STABILIZATION

SCALE:	1:15,000
DATE:	MAR 2020
DRAWN:	MW
CHECKED:	ESVC
APPROVED:	RM

BGC ENGINEERING INC.
AN APPLIED EARTH SCIENCES COMPANY

CLIENT:

PROJECT: ROCK FLOODPLAIN AND STEEP CREEK STUDY KASLO RIVER	
TITLE: HISTORICAL CHANNEL CHANGE	
PROJECT No.: 0258-007	DWG No.: 05

Appendix B – Site Visit Photo Log



Photo 1: Looking downstream from left bank at right bank



Photo 2: View of right bank erosion near site entrance off 3rd Street

Appendix B – Site Visit Photo Log



Photo 3: Looking upstream from left bank at right bank riparian vegetation



Photo 4: Looking downstream at right bank erosion



Photo 5: Looking downstream from right bank at cobble bed substrate



Photo 6: Looking downstream at beginning of offset berm feature

Appendix B – Site Visit Photo Log



Photo 7: Looking northwest from Kootenay Lake shoreline



Photo 8: Looking southeast at Kaslo River mouth



ENGINEERING • LANDSCAPE ARCHITECTURE • URBAN PLANNING

Project No.: 20090

August 3, 2023

Quality Property Developments Inc.
8712A 109th Street
Edmonton, AB, T6G 1E9

Attention: Mr. Dale H. Unruh, President and CEO

RE: Traffic Impact Review
RV Campground Kaslo, BC

We are pleased to provide the following review of the anticipated traffic generated by the proposed development of the Old Sawmill site as an RV Campground.

SITE CONTEXT

The site is proposed with a build out of up to 80 RV Camping Spots on the lakefront portion of the site and up to six residential lots on the upper portion of the site. The site is located just to the south of the Kaslo River on the shoreline of Kootenay Lake. The Kaslo Golf Club is located to the west and rural/industrial lands are to the south. Access to the Old Mill site and proposed RV Campsite is via 3rd Street just off Highway 31. The residential area is accessed from just to the north of the 3rd Street and Birch Avenue intersection. The Site area is shown on the attached Proposed Zoning Plan.

BACKGROUND INFORMATION

The Village of Kaslo Official Community Plan 2022 provides the following related to the site:

- The site is designated as a Waterfront Development Area as part of the Land Use Plan;
- The site is impacted by the Lake Front Protection Development Permit Area, and the Stream Protection Development Permit Area;
- There are several existing Municipal Road allowances on the site. The road allowances are undeveloped and are a remnant from the local history of the Village as a gold mining town that was laid out with road allowances that were never developed nor discharged. The attached Proposed Road and Lane Closure Plan identifies the proposed Road Allowances to be discharged and consolidated as part of the new subdivision plan.



TRAFFIC GENERATION AND DISTRIBUTION

Development Traffic

The analysis period used in this study are the weekday AM and PM peak hours that coincide with the peak hour periods on the adjacent streets. The basis of traffic generation data used for the study is the Institute of Transportation Engineers (ITE) 10th Edition Trip Generation Rates Manual.

The *Institute of Transportation Engineers Trip Generation 10th Edition Manual* is used as an industry standard to provide estimates of vehicle trips for specific developments. The rates are based on information collated from actual traffic studies and presented for the average weekday Peak Hour volumes the specific land use will generate, during normal operations.

The site is anticipated to generate traffic of a similar proportion and distribution to the *Institute of Transportation Engineers Trip Generation 10th Edition Manual* for the Single Family ITE Land Use Code 210 and the Campground / RV Park ITE Land Use Code 416 as presented in Table 1.

ITE Trip Generation Rates - 10th Edition

Description ITE Code	Units	ITE Vehicle Trip Generation Rates						Expected Units	Total Generate		Total Distribution of Generated Trips			
		AM	PM	AM In	AM Out	PM In	PM Out		AM Hour	PM Hour	AM In	AM Out	PM In	PM Out
Single Family Homes 210	DU	0.75	1.00	25%	75%	63%	37%	6	5	6	1	3	4	2
Campground / RV Park 416	Acres	0.48	0.98	42%	58%	69%	31%	80	38	78	16	22	54	24
									43	84	17	26	58	27

Table 1 – RV Campground and Residential Development Traffic

The RV Park would be anticipated to generate an average of 38 two-way vehicle trips during the AM Peak Hour (16 inbound and 22 outbound) and 78 two-way vehicle trips during the PM Peak Hour (54 inbound and 24 outbound with access onto Highway 31, via 3rd Street.

The residential would be anticipated to generate an average of 6 two-way vehicle trips during the AM Peak Hour (1 inbound and 3 outbound) and 6 two-way vehicle trips during the PM Peak Hour (4 inbound and 2 outbound with access onto Highway 31 via 4th Street.



ENGINEERING • LANDSCAPE ARCHITECTURE • URBAN PLANNING

EXISTING INFRASTRUCTURE

3rd Street is a rural road cross section and has a 7m wide gravel surface, with a gravel shoulder. Beyond the gravel shoulder there is minimal room for on street parking and there are currently no parking restrictions. There are no sidewalks on either side of the roadway.

The site is within the 800m distance of controlled access to a provincial highway intersection and thus falls within the review process of the Ministry of Transportation and Highways. With the anticipated site generated traffic below the threshold of 100 vehicle trips during the PM Peak Hour a full traffic analysis is not warranted or necessary for the proposed 80-unit RV Campground and six residential home sites.

We trust the above meets your needs in reviewing the impact of the proposed RV Park / residential development on the existing Kaslo infrastructure. We anticipate the performance, operation and configuration of the development site will operate safely with minimal impact on the existing neighborhood and municipal roadways.

Sincerely,

CTQ CONSULTANTS LTD.

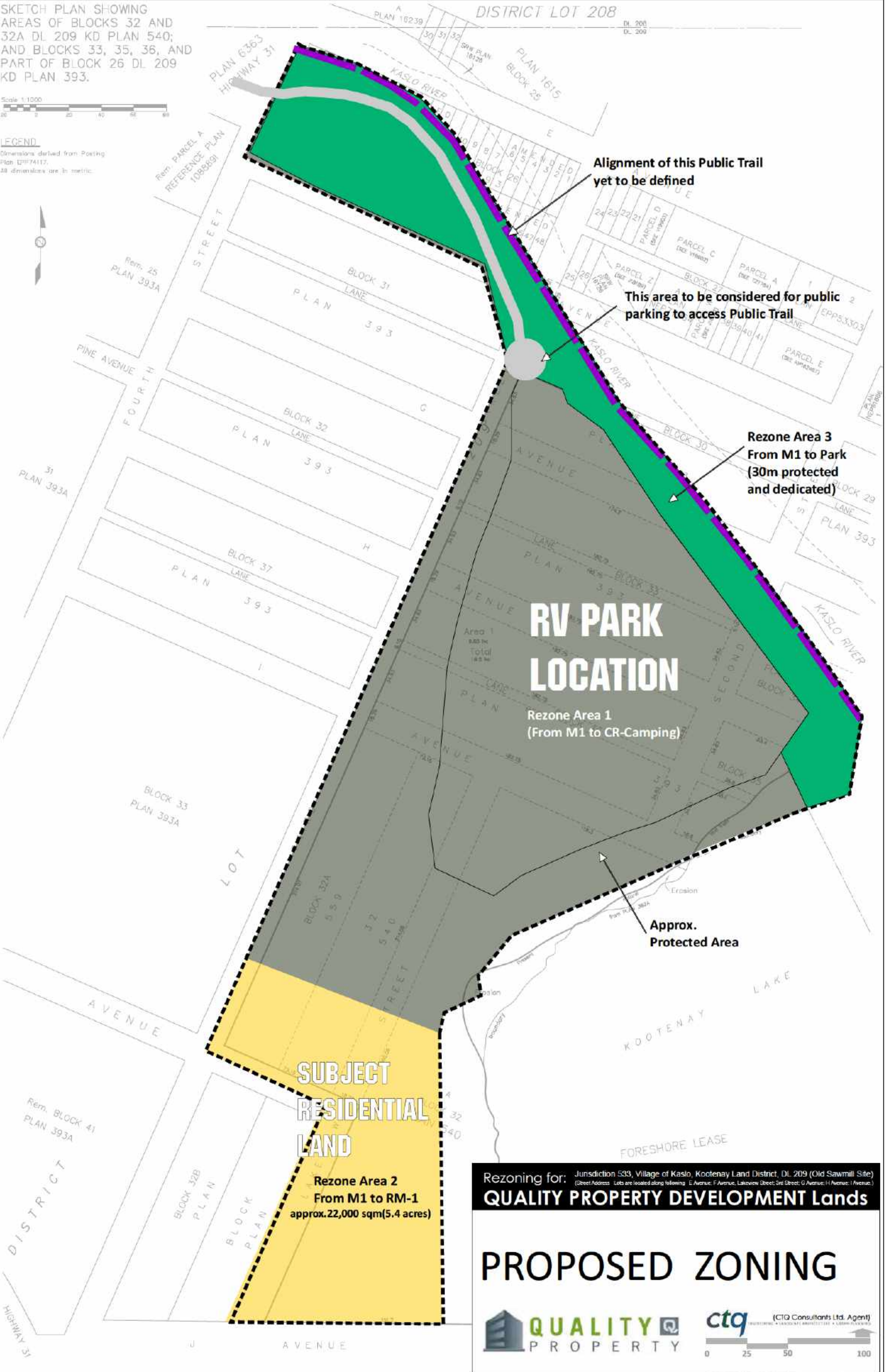
Per:

Mr. David D. Cullen, P.Eng.
Transportation Engineer

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

Scale 1:1000

LEGEND
Dimensions derived from Posting
Plan 10774117.
All dimensions are in metric.

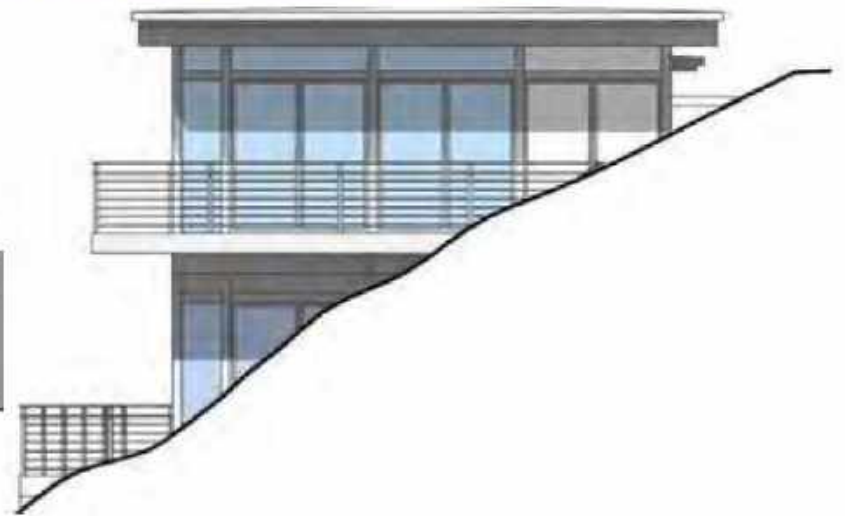
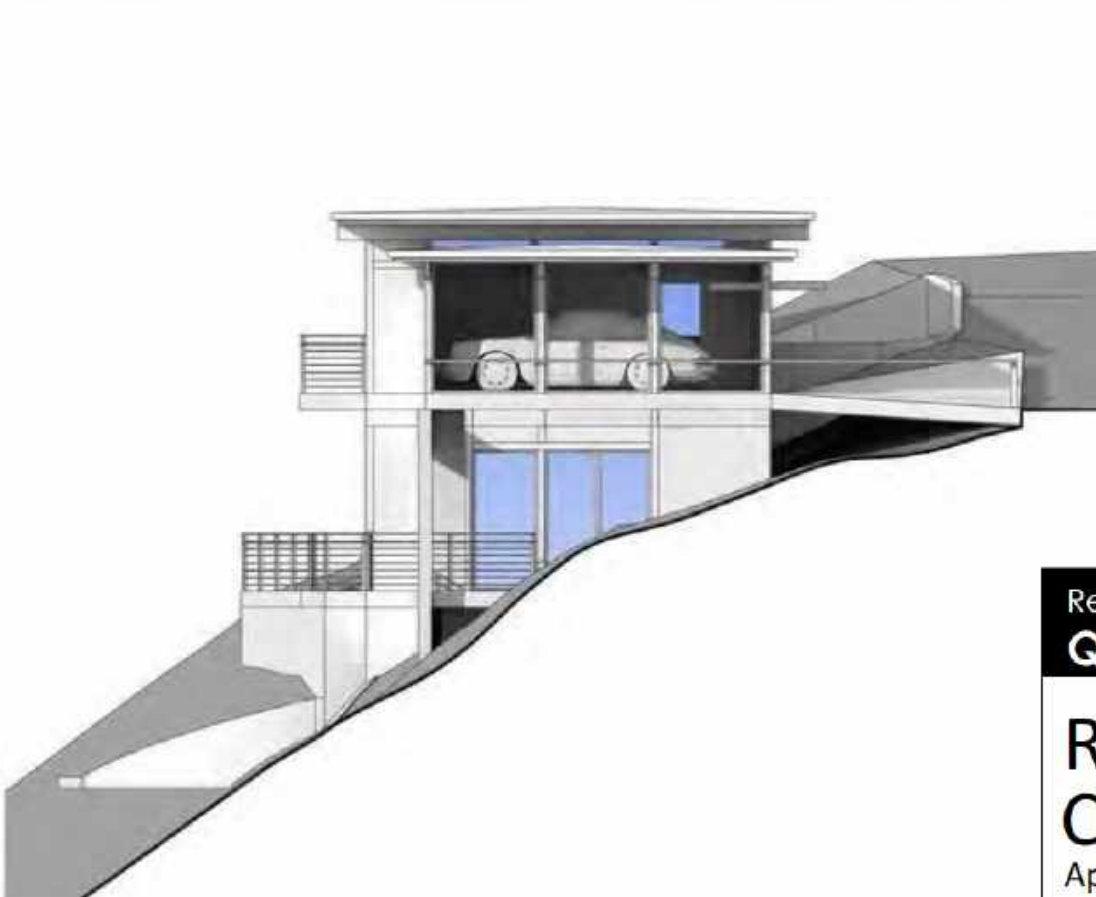


Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
(Street Address Lots are located along following E Avenue, F Avenue, Lakeside Street, 3rd Street, G Avenue, H Avenue, I Avenue.)
QUALITY PROPERTY DEVELOPMENT Lands

PROPOSED ZONING

DL 208
DL 208

(CTQ Consultants Ltd, Agent)



Rezoning for: Jurisdiction 533, Village of Kaslo, Kootenay Land District, DL 209 (Old Sawmill Site)
 (Street Address) Lots are located along following E Avenue; F Avenue; Lakeview Street; 3rd Street; G Avenue; H Avenue; I Avenue.

QUALITY PROPERTY DEVELOPMENT LANDS

RESIDENTIAL CHARACTER IMAGES

Approx. 4-8 units in Townhouse Form - End of Birch Avenue



(CTQ Consultants Ltd., Agent)



ENGINEERING ▪ LANDSCAPE ARCHITECTURE ▪ URBAN PLANNING

RV CAMPGROUND - KASLO BC

ENGINEERING SERVICING

Prepared By: David Cullen, P.Eng.

Date: August 3, 2023

Water System Flow Test Results

CTQ completed a flow test (attached) of the existing hydrant (located in the red circle on the site photo below) on the site on July 17, 2023 with the following results:

- Static Pressure – 94 psi
- Residual Pressure – 54 psi
- Orifice Pressure – 22 psi
- Hydrant Field Flow – 644 Imp gal per min / 49 litres per second
- Estimated Flow at 20 psi – 897 Imp gal per minute / 68 litres per second

The hydrant was in good working order and condition.



Site Air Photo and Hydrant Location



HYDRANT FLOW TEST REPORT

PROJECT NAME: Lakefront RV Park Kaslo
PROJECT NUMBER: 20090
FLOW TESTING APPARATUS: 2" Pitoless Nozzle

FILE NUMBER: 20090-8
FLOW TEST DATE: 2023-07-17
FLOW TEST TIME: 10:00am

MUNICIPALITY: Village Of Kaslo
WATER PROVIDER:

FLOW TESTED BY: JP
DATA ENTERED BY: JP

TEST HYDRANT ID	STREET ADDRESS	UTM COORDINATES (NAD 83)	HYDRANT TYPE
		NORTHING:	MAKE:
		EASTING:	MODEL:
STATIC PRESSURE (psi)	RESIDUAL PRESSURE (psi)	ORFICE PRESSURE (psi)	
94	54	22	
HYDRANT FIELD FLOWS		ESTIMATED FLOW AT 20 PSI	
Flow	Units	Flow	Units
773	US-Gallons Per Minute	1078	US-Gallons Per Minute
644	Imp-Gallons Per Minute	897	Imp-Gallons Per Minute
49	Litres Per Second	68	Litres Per Second

RESIDUAL HYDRANT ID	STREET ADDRESS	UTM COORDINATES (NAD 83)	HYDRANT TYPE
		NORTHING:	MAKE:
		EASTING:	MODEL:
STATIC PRESSURE (psi)	RESIDUAL PRESSURE (psi)		



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer
SUBJECT: Zoning Amendment Bylaw No. 1295, 2023

DATE: August 18, 2023

PURPOSE: To consider giving first and second reading to Zoning Amendment Bylaw No. 1295, 2023

OPTIONS:

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

1. **Give 2 readings to the bylaw as presented. *The bylaw will be placed on a future agenda for third reading. Changes can be made to the bylaw before third reading.***
2. Give 1 reading to the bylaw as presented. *The bylaw will be placed on a future agenda for second and third reading. Changes can be made before second or third reading.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Zoning Amendment Bylaw No. 1295, 2023 be given first and second reading.

ANALYSIS:

- A. **Background:** The current Land Use Planning (Zoning) Bylaw was adopted in January 2023 and has been amended several times since then. The current amendment is presented in response to a request from Rogers Communications, who wish to install a telecommunications tower at the Kaslo Golf Course. In accordance with the provisions of the Official Community Plan, the installation of a new tower requires a site specific, development specific amendment to the Zoning Bylaw.
- B. **Discussion:** The proposed bylaw will create a new zone for the subject lands, that permits all of the existing uses of the parcel, as well as authorizing a new telecommunications tower. Rogers Communications has indicated that their preferred site for a tower is to the west of the clubhouse, near the existing Bell Media tower. Because the lands are owned by the Village (and leased to the Kaslo Golf Club) an additional process must be followed in order to authorize Rogers Communications' use of the land and allow them to proceed with installation.
- C. **Attachments:**
 - DRAFT Zoning Amendment Bylaw 1295, 2023
 - Land Use Bylaw Amendment application & Info Package – Rogers Communications
- D. **Financial Implications:** The Land Use Bylaw Amendment fee of \$1,000 has been paid.
- E. **Corporate Priority:** Nil
- F. **Environmental Impact:** The proposed bylaw will allow an additional telecommunications tower to be installed at the site. The proposed tower location will not impact views from the Golf

Course Clubhouse. The top of the tower will be visible from lower Kaslo but sightliness will be mitigated by the surrounding trees. Removal of trees will be kept to a minimum at the site.

- G. **Communication Strategy:** Public notice of the proposed bylaw amendment was distributed in accordance with the legislation. Copies were placed on the Village's website and bulletin boards, in the August 21st edition of the Pennywise, and mailed to occupiers within 60m of the subject lands. Rogers Communications is responsible for conducting public consultation prior to installing a new tower, as required by the Canadian Radio-television and Telecommunications Commission (CRTC).

CAO Approval: 2023.08.16

VILLAGE OF KASLO

BYLAW NO. 1295

A BYLAW TO AMEND VILLAGE OF KASLO LAND USE BYLAW NO. 1130

WHEREAS the *Community Charter* provides that Council may, by bylaw, may regulate land use through the enactment or amendment of a Zoning Bylaw;

AND WHEREAS the Village of Kaslo Official Community Plan requires that the installation of equipment or facilities for wireless telecommunication towers be based on a site specific, development specific, amendment to the Zoning Bylaw;

AND WHEREAS an application has been made by Cypress Land Services on behalf of Rogers Communications Inc. to install such a facility in the vicinity of the Kaslo Golf Club;

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

1. This Bylaw may be cited as **"Land Use Amendment Bylaw No. 1295, 2023"**.
2. Land Use Bylaw No. 1130 is hereby amended by inserting "P-1A Park and Open Space Special Zone A" to the list of Zones in Section 1.3.
3. Land Use Bylaw No. 1130 is hereby amended by inserting the Zoning Regulations for "Park and Open Space Special Zone A" as Section 3.12, as per the attached Schedule A.
4. The map in Schedule 'B' (the "Zoning Map") of Land Use Bylaw No. 1130 is hereby amended to change the designation of that portion of "BLOCK 25, PLAN NEP393A, DISTRICT LOT 208, KOOTENAY LAND DISTRICT, EXCEPT PLAN REF PL 108889I" shown in the attached Schedule B from "P-1 Park and Open Space" to "P-1A Parks and Open Space Special Zone A".
5. If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
6. This bylaw shall come into full force and effect on the adoption thereof.

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_.

VILLAGE OF KASLO
BYLAW NO. _____, 202_

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Land Use Amendment Bylaw No. 1295, 2023"

CORPORATE OFFICER

**VILLAGE OF KASLO — BYLAW 1295
SCHEDULE A**

3.12 P-1A – PARK AND OPEN SPACE SPECIAL ZONE A

Purpose

The purpose of the P-1A Park and Open Space Special Zone A is to provide a zone that permits the erection of a wireless communications tower pursuant to the provisions of Section 13.3.8 of the Official Community Plan, and to recognize the other uses present on the land as of the date the bylaw was amended.

3.12.1 Permitted Uses

- a. Golf Course
- b. Wireless Communications Tower
- c. Low Impact Recreation

3.12.2 Accessory Uses

- a. Clubhouse with restaurant
- b. Office/workshop
- c. Utility and storage buildings

3.12.3 Height

- | | |
|------------------------------|-----|
| a. Building height (maximum) | 12m |
| b. Mast height (maximum) | 30m |

3.4.5 Other

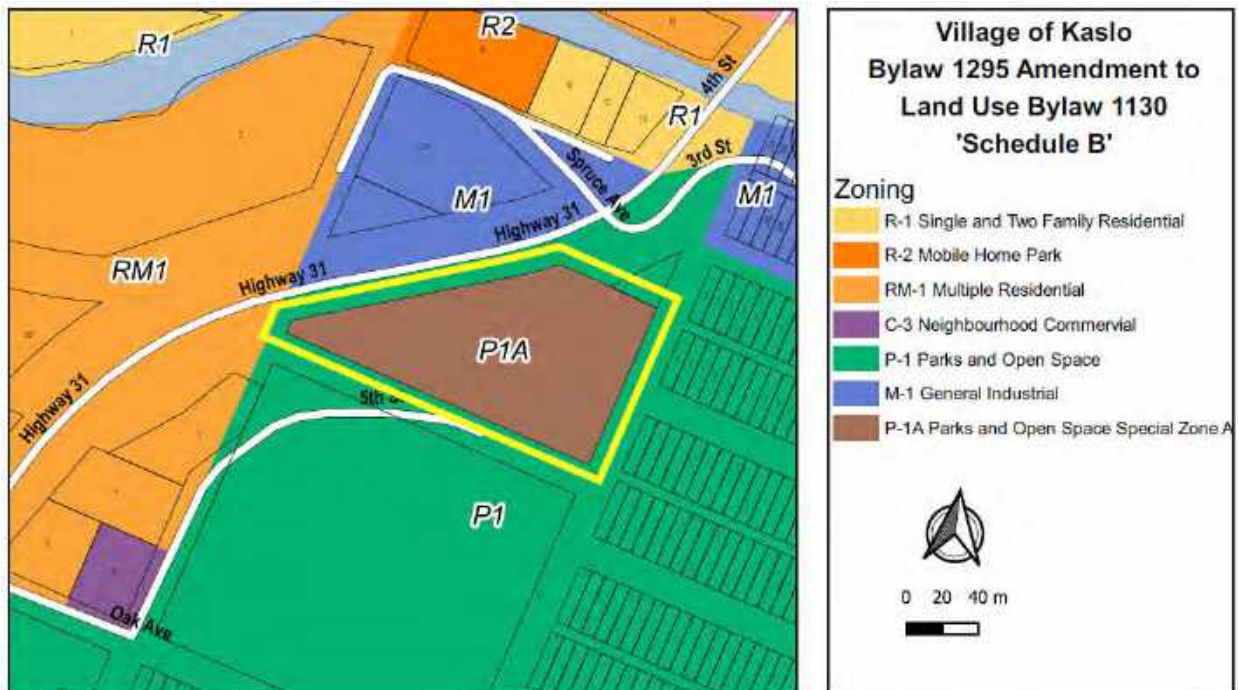
- a. All other P-1 Zone regulations apply

VILLAGE OF KASLO — BYLAW 1295 SCHEDULE B

The map in Schedule 'B' (the "Zoning Map") of Land Use Bylaw No. 1130 is hereby amended to change the designation of that portion of

BLOCK 25, PLAN NEP393A, DISTRICT LOT 208, KOOTENAY LAND DISTRICT, EXCEPT PLAN REF PL 108889I

from "P-1 Park and Open Space" to "P-1A Park and Open Space Special Zone A", as shown below.





Canada Mortgage
and Housing Corporation

- Uploaded Files
- My Activities
- View Agreement Reports

This application is assigned to **Ian Dunlop of Village of Kaslo**

- CHANGE
- ASSIGN TO ME
- MANAGE CONTRIBUTORS

Application Information

Application Reference Number	Project Title	Program
27152248	Village of Kaslo	Housing Accelerator Fund
Date Submitted	Current Date	Status
	30 September 2023	Draft

Organization Information

Organization	Organization Legal Name
Village of Kaslo	Village of Kaslo
Main Phone	Legal Entity Type
2503532311	Other Level of Government
Fax	Web Site
	https://kaslo.ca

Office Address

Street Number and Name

413 Fourth

Street Type

Street

Street Direction**Unit****City**

Kaslo

Province/Territory

British Columbia

Postal Code

V0G 1M0

Contact information

Salutation

Mr.

First Name

Ian

Last Name

Dunlop

Email

cao@kaslo.ca

Business Phone

250-353-2311

Mobile Phone**Preferred Language**

English Canada

Office Address

Street Number and Name

413 Fourth

Street Type

Street

Street Direction**Unit****City**

Kaslo

Province/Territory

British Columbia

Postal Code

V0G 1M0

Select the Program and provide Proponent information

Program you're applying for

Housing Accelerator Fund

By clicking “I Agree”, I certify that I am authorized to create an application for and on behalf of the Applicant. I certify that the information provided is, to the best of my knowledge and ability, complete, accurate and correct. I have read and understood the terms and conditions described and acknowledge and accept that they shall apply upon the creation of, or my attempt to create, an application. I confirm the Applicant has voluntarily consented to the collection, use and disclosure of information as set forth in these terms and conditions.

I Agree

Project Details

Program you're applying for

Housing Accelerator Fund

Project Name

Village of Kaslo

Project Type

New Construction

CMHC Client Solutions Representative

Cleo Corbett

Additional Project Details

Question	Status
Application Stream	Answered
Proponent Type	Answered
Municipality Type	Answered
Housing Needs Assessment	Answered

Additional Information

Question	Answer	Details	Eligibility
What is the annual housing supply growth rate?	1. Over 2.50%		Yes
What is the annual growth rate percentage change?	1. Over 20.00%		Yes
Is there a current housing needs assessment?	1. Yes, a current report is available		Yes

Initiatives

Initiative Name	Estimated Start Date	Estimated Completion Date	Estimated Number of Units the Initiative will Incent - Within the Program Period	Score	Created On
Relax minimum lot size for residential development (/en-CA/initiativedetails/?id=cfa900d5-0e5f-ee11-a81c-0022483d8c72)	2024-01-02	2024-03-31	2	14.00	2023-09-29
Reduce parking requirements (/en-CA/initiativedetails/?id=893188dc-155f-ee11-a81c-0022483d8c72)	2024-01-02	2024-03-31	10	20.00	2023-09-29
Development of Village-owned land (/en-CA/initiativedetails/?id=278bda2c-1d5f-ee11-a81c-0022483d8c72)	2024-01-02	2025-12-31	10	14.00	2023-09-29
Work with Housing Society on Affordable Housing (/en-CA/initiativedetails/?id=a87df767-235f-ee11-a81c-0022483d8c72)	2024-03-01	2026-10-01	10	14.00	2023-09-29
Increase Seniors Housing (/en-CA/initiativedetails/?id=423b435f-2a5f-ee11-a81c-0022483d8c72)	2024-01-02	2025-12-31	10	16.00	2023-09-30

My Document

06_Kaslo Provincial Summary Form.pdf

2022 Financial Statements.pdf

haf-application-form-en.xlsx

05_Kaslo Community Summary.pdf

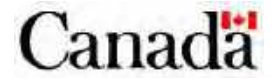
03_North Kootenay Lake Sub-Regional Report.pdf

integrity-declaration-en_signed.pdf

preliminary-attestation-en_signed.pdf

Close Application Summary

Terms and Conditions (<https://www.cmhc-schl.gc.ca/en/about-cmhc/terms-conditions>) |
 Transparency (<https://www.cmhc-schl.gc.ca/en/about-cmhc/corporate-reporting/transparency>)



Karissa Stroshein

Subject: Periwinkle Children's Centre invites you to our Open House: Wed Oct 18th, 6 - 8 pm in Kaslo, BC

From: Periwinkle Children's Centre <periwinkle.kliss@gmail.com>

Sent: Thursday, October 5, 2023 9:52 PM

To: Mayor Hewat <mayor@kaslo.ca>; Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>

Subject: Periwinkle Children's Centre invites you to our Open House: Wed Oct 18th, 6 - 8 pm in Kaslo, BC

Dear Mayor Suzan Hewat:

We invite you to join us on Wednesday, Oct 18 from 6 - 8 pm at Periwinkle Children's Centre in Kaslo, BC to an Open House celebrating our daycare expansion!

Periwinkle is a Group Child Care facility that recently completed a 600 sq ft addition to its existing building and increased its license from 12 to 20 spaces, thereby improving daycare access for families in the Village of Kaslo and RDCK Area D.

The Village made this project possible by adding outdoor space to our lease agreement, approving a municipal grant, writing numerous letters of support and, of course, providing approval and encouragement of our plans from inception to completion. This was in addition to ongoing Village support for our program through various operating grants and a property tax exemption each year.

An RSVP is appreciated so we can allow sufficient time for funding representatives to say a few words. We are located at 503 First St in Kaslo, near the lake in the little purple house beside Vimy Park.

We hope that you'll be able to let us show our appreciation for the Village of Kaslo's support of our program!

Sincerely,

Heike Reeg-Smith

Manager, Kootenay Lake Independent School Society / Periwinkle Children's Centre
and the Periwinkle Board of Directors



**OPEN
HOUSE**

COME CELEBRATE WITH US!

WEDNESDAY, OCTOBER 18th, 6 – 8 PM

503 FIRST ST, KASLO

in the little purple house beside Vimy Park

PERIWINKLE IS EXPANDING!

8 NEW GROUP CHILD CARE SPACES WILL BE ADDED IN SEPTEMBER

This project was made possible by



THE COMMUNITY FUND
OF NORTH KOOTENAY LAKE

Special thanks to
ROGAN ELECTRIC
and all our many
donors and volunteers!



PETE'S CARPENTRY * PURCELL CUSTOM WOOD PRODUCTS

COVER ARCHITECTURAL * ACE BUILDING CENTRE – KASLO

BOLEN ENGINEERING * MARTIN LANE