



REGULAR MEETING OF COUNCIL AGENDA

DATE: 2023.08.22

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 2023.08.22 Council Meeting

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.08.08 Council Meeting

4. Delegations

4.1 Louise DePape – Kaslo Senior Citizens Association

5. Information Items

5.1 Council Reports

5.2 Committee Minutes

5.2.1 2023.07.25 Events Committee Minutes DRAFT

5.2.2 2023.08.14 Design Review Committee Minutes DRAFT

5.2.3 2023.08.15 Accessibility Committee Minutes DRAFT

5.3 Staff Reports

5.3.1 CAO Report

5.3.2 DP2023-09 Moyie

5.3.3 Kaslo Seniors Centre CBT Grant Final Report

5.3.4 Draft Accessibility Plan

5.3.5 Expression of Interest – CBT Community Readiness Program

5.4 Correspondence

5.4.1 Seniors Municipal Grant Thanks

5.4.2 Forest and Fire Management

5.4.3 2023.08.09 email from J. Braley

5.4.4 Kaslo Community Garden

5.5 **2023.08.22 Circulation Package**

6. Question Period

7. Business

7.1 **Noise Control Bylaw No. 1290, 2023**

To consider adopting Noise Control Bylaw No. 1290, 2023.

7.2 Municipal Ticketing Bylaw No. 1294, 2023

To consider adopting Municipal Ticketing Bylaw No. 1294, 2023.

7.3 Zoning Amendment Bylaw No. 1295, 2023

To consider giving first and second reading to Zoning Amendment Bylaw No. 1295, 2023.

7.4 Development Permit Application DP2023-10 (ArtScape)

To consider a Development Permit Application for a mural on the east side of 403 Front Street (Kaslo Community Pharmacy).

7.5 Old English Car Show Street Closure

To consider a temporary road closure request for the Old English Car Show event.

7.6 Aerodrome Hangar Lease – Eclipse Helicopters

To obtain Council authorization to lease hangar lot 7 at the Kaslo Aerodrome.

7.7 Community Tourism Planning Program

To consider participation in the Destination BC Community Tourism Planning Program.

8. Late Items

9. In Camera Meeting

10. Raised from In Camera Meeting

11. Adjournment



DATE: 2023.08.08

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: 3

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 2023.08.08 Council Meeting

230/2023

Moved, seconded and CARRIED

THAT the Agenda for the 2023.08.08 Regular Meeting of Council be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.07.25 Council Meeting

231/2023

Moved, seconded and CARRIED

THAT the Minutes for the 2023.07.25 Regular Meeting of Council be adopted as presented.

232/2023

Moved, seconded and CARRIED

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

4. Delegations – Nil

5. Information Items

5.1 **Council Reports**

5.1.1 **Mayor's Report**

Mayor Hewat provided a written report summarizing her recent activities.

5.1.2 **Councillor Leathwood**

Invitation to the public to attend Kaslo's birthday party on Friday, August 11th, 2023 at 12noon.

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 Local Government Climate Action Program Year 2 Survey

5.3.3 Municipal Land Inventory

5.3.4 DP2023-06 KSCU

5.3.5 EV Charging Stations

5.4 Correspondence

5.4.1 Old English Car Show – Request for Road Closure (Notice)

5.4.2 RDCK Board Highlights

5.4.3 2018 CEPF: Structural Flood Mitigation

5.4.4 2023/2024 Community Wood Smoke Reduction Program

5.4.5 BC Assessment Authority – UBCM Meeting

5.5 2023.08.08 Circulation Package

6. Question Period – Nil

233/2023 Moved, seconded and CARRIED
THAT Council rise without reporting from Committee of the Whole.

7. Business

7.1 Noise Control Bylaw 1290, 2023

234/2023 Moved, seconded and CARRIED
THAT Noise Control Bylaw No. 1290, 2023 be read a third time.

7.2 Municipal Ticketing Bylaw 1294, 2023

235/2023 Moved, seconded and CARRIED
THAT Municipal Ticketing Bylaw 1294, 2023 be read a third time as amended.

7.3 Bylaw Enforcement Policy

236/2023 Moved, seconded and CARRIED
THAT the Bylaw Enforcement Policy be adopted as presented.

7.4 Temporary Licence of Occupation – Kaslo RC Club

237/2023 Moved, seconded and CARRIED
THAT a Temporary Licence of Occupation be issued to the Kaslo RC Club for a one year term, to permit their occasional use of lands at the Kaslo Aerodrome, subject to the provision of acceptable insurance coverage.

7.5 2024 Woodstove Exchange Program

238/2023 Moved, seconded and CARRIED



THAT the Village of Kaslo participate in the 2024 RDCK Community Wood Smoke Reduction Program, and provide \$100 in funding per stove exchanged, to a maximum of 5.

7.6 Corporate Officers Forum Attendance

239/2023

Moved, seconded and CARRIED

THAT the Corporate Officer be authorized to attend the 2023 Corporate Officers Forum in Nanaimo, on October 4-6, 2023, with expenses paid.

7.7 Next Generation 911 Funding

240/2023

Moved, seconded and CARRIED

THAT the CAO is authorized to sign the agreement with UBCM for up to \$45,000 in 2023 Next Generation 911 Funding.

8. Late Items – Nil

9. In Camera Meeting

241/2023

Moved, seconded and CARRIED

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

The open meeting recessed at 6:34 p.m.

The open meeting reconvened at 7:48 p.m.

10. Raised from In Camera Meeting

IC85/2023

Moved, seconded and CARRIED

THAT Mayor Hewat, Councillor Leathwood, Lawna Bourassa, Karen Fraser, and Russell Semenoff be appointed to the Accessibility Committee.

11. Adjournment

The meeting was adjourned at 7:48 p.m.

CERTIFIED CORRECT:

Corporate Officer

Mayor Hewat





The Revitalization of the
Kaslo Seniors' Hall

CELEBRATING

50

YEARS!



**1972
-
2022**



Our Seniors Hall Photo Journey

The picturesque Village of Kaslo is proud of its history and many of its buildings reflect that pride. Our restored Village Hall (built in 1898) and the paddle wheeler, the S. S. Moyie are both prominent National Historic Sites. Our Kaslo Senior Citizens' Hall, built in 1920 has been used as a meeting and socialization site for elders since 1972, when it became branch #81 of the Senior Citizens' Association of BC. Over the past three years a concerted effort has gone into revitalizing this beloved little hall and today we are almost there!!



Hall Interior – Before and After



Flooring Before



Flooring After

Hall Interior – Before and After



Kitchen Before



Kitchen After

Hall Interior – Heat Pump & HRV

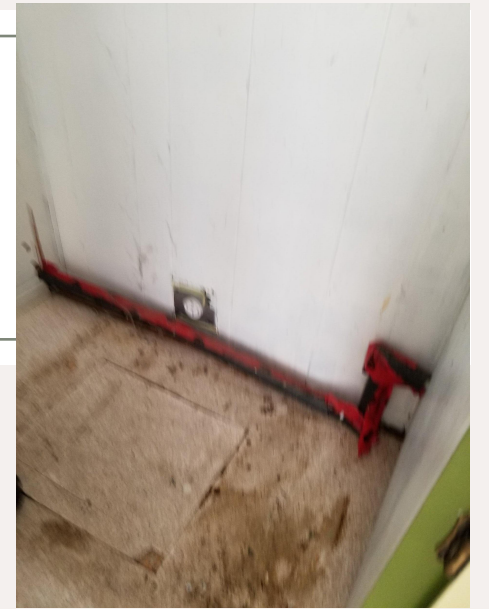


Heat Pump

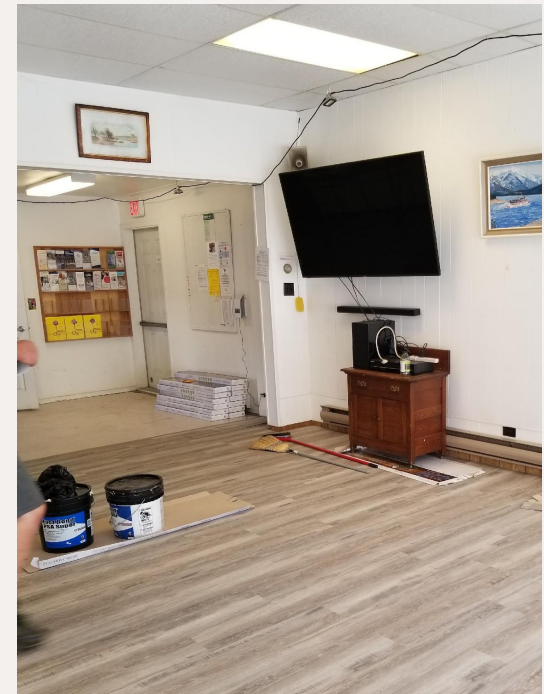


Heat Recovery Ventilator

Interior Before



Interior After



Exterior Before



Front Building Corner



Seniors Hall (prior to Reno)



Damaged Historical
Detailing

Exterior During Renovations



Exterior After



Members' Activities



Christmas Lunch December 2022



BINGO!!



Members' Activities



Introducing New Technology to Seniors



Kaslo Seniors' 50th Anniversary Celebration





Thank you to Our
Sponsors and Volunteers
You Made It Happen!



Sponsors



Funded in part by the
Government of Canada's
New Horizons for Seniors Program

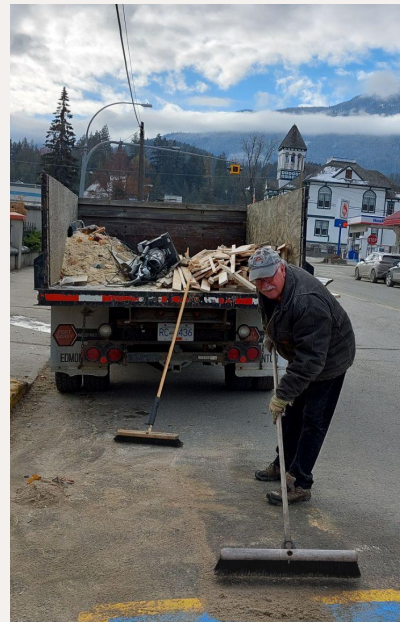


The Community Fund of
North Kootenay Lake

Volunteers



Board Members 2022



Senior Citizens' Association Executive Members 2023

President: - Louise De Pape, 1st VP - Richard Hayter, 2nd VP - Val Koenig,
Treasurer - Mabel Russell, and Secretary - David Russell.





Let's
Continue
Our Good
Work!



The Board and
Members of the Kaslo
Senior Citizens'
Association



Mayors Report to Council

Regular Council Meeting

Tuesday, August 22, 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.

Kaslo's current Community Development Fund balance is provided at the bottom of the report.

August 9th

RDCK Kaslo & Area D Dialogue Circle

Below is a description of the meeting.

The intent of the Dialogue Circles is two-fold:

- Through listening to each other we can constructively further understand the diverse perspectives and experiences across the RDCK; and,
- We generate ideas to influence actions proposed in RDCK Climate Actions.

The Dialogue Circles are designed to be inclusive and non-judgmental spaces for open conversations about regional experiences and responses to climate change. The aim is to have facilitated, meaningful dialogue that embraces all points of view.

To achieve this, we will:

1. Hear each other's perspectives on what is happening in the world - **What key events, trends, or changes over the last 5-7 years are affecting our way of life in RDCK?** This is not meant for debate; rather, it aims to provide a platform for everyone to share their thoughts on current events.
2. Discuss the impact of what's happening in the world on our lives and the different ways we are responding - **How are we responding to those trends?**
3. Explore changes that could be made to RDCK Climate Actions.

Kaslo's was the first meeting in the series. RDCK staff members Dan Seguin and Alex Leffelaar conducted the meeting and there were 14 member of the public were in attendance.

August 11th

Kaslo's Birthday Celebration and Citizen of the Year presentation

Thank you, Councillor Leathwood, for taking the lead on organizing and setting up for the day. She also got some help from Marley and Shelby.

Thank you also to Councillors Bird, Brown and Lang for assisting and being there.

Public Works also helped with set up and take down.

Attendees were treated to some lovely music by Mountain Weather and lemonade and birthday cake.

By now, you will all know that Kaslo's 2023 Citizen of the Year is Pauline Carlson! Congratulations Pauline and thank you for all you do for our community.

August 15th

RDCK Community Sustainable Living Advisory Committee

This meeting was cancelled because staff have been busy undertaking the additional consultation on the RDCK Climate Action Plan.

Kaslo Accessibility Committee meeting





Mayors Report to Council

Kaslo & Area Chamber of Commerce meeting
I have provided the minutes of the July meeting.

August 16th - Joint Resource Recovery

The motions from this meeting were forwarded to the Board meeting.

August 17th

RDCK Board

1. We had a delegation from the Interior Lumber Manufacturer's Association (ILMA) members Paul Rasmussen (ILMA President), Ken Kalesnikoff (Kalesnikoff Lumber Co) and Mark Semeniuk (Atco Wood Products). A copy of their presentation has been provided.
2. Adoption of Building Amendment Bylaw No 2908, 2023 has been deferred to the September board meeting to allow for more time for consultation with municipalities.
3. The following motions were passed at the meeting.
 - From the July 24th Kaslo and Area Economic Development Commission meeting
That the Board direct staff to prepare an amendment for the Kaslo and Area D Economic Development Commission Bylaw No. 2482, 2016 to refine procedure and review membership.
 - From the Joint Resource Recovery meeting
That the Board direct staff to prepare a service establishment Bylaw for Curbside Collection Services within the recommended Service Area Boundaries for Electoral Areas F, H and J.
 - From the August 14th Kaslo and Area Economic Development Commission meeting
That the Board direct staff to submit an application to the Rural Economic Diversification and Infrastructure Program (REDIP) to study the feasibility of a commercial kitchen in Kaslo and Area D and assess how to increase the utilization of the Kaslo and District Arena.
 - Board resolutions.
That the Regional Accessibility Advisory Committee Bylaw No. 2904, 2023 be read a FIRST and SECOND time by content.

I have provided a copy of this bylaw to CAO Dunlop and CO Allaway for information.

That the Board approves Emergency Program staff continue to promote emergency preparedness planning by residents in our communities by way of the Neighbourhood Emergency Preparedness Program.

I have provided a copy of the RDCK staff report to CAO Dunlop and CO Allaway.

Upcoming Meetings and Events

August 21st – North Kootenay Lake Services Committee

This meeting has been cancelled as Director Watson is unavailable.

August 29th - Imagine Kootenay Steering Committee Planning Session

September 5th – FCM BC Regional Caucus virtual meeting

September 6th – FCM Environmental Issues and Sustainable Development committee virtual meeting





Mayors Report to Council

September 7th – FCM Social Economic Development committee virtual meeting

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

September 11th to 15th – Federation of Canadian Municipalities (FCM) Board meetings in Yellowknife
There is the possibility that due to the fire situation in Yellowknife, these meetings may be conducted virtually.

September 12th - Regular Council Meeting

If I am away in Yellowknife for FCM meetings, Councillor Leathwood will be chairing the meeting as Acting Mayor. If they are changed to virtual meetings, I will be here for the meeting.

September 17th to 22nd – UBCM Conference in Vancouver

Respectfully submitted,
Mayor Suzan Hewat

KASLO	2022 carry forward			\$	94,113.45
	Kootenay Lake Historical Society	16-Mar-23	6,500.00		
	Village of Kaslo	16-Mar-23	5,000.00		
	2023 Budget Allocation	31-Mar-23			22,625.00
	Village of Kaslo	18-May-23	19,640.50		
	2023 Allocation Increase	4-Jul-23			15,650.74
	Total grants issued to date		31,140.50		
	Total Available Funds			\$	101,248.69





Interior Lumber Manufacturers' Association

RDCK Director's Mtg, August 17, 2023

ILMA Representatives:

Paul Rasmussen – ILMA President

Ken Kalesnikoff – ILMA Chair – Kalesnikoff Lumber



The ILMA - who we are

Current status and outlook

Opportunities

Discussion / Questions / Next Steps



**Interior Lumber
Manufacturers'
Association**

ILMA – Who we are

“Rooted in BC’s Communities”

- **15 Manufacturing facilities (across 12 members), one Community Forest Corporation, located in BC’s Southern Interior. 75+ Associate Members, and growing.**
- **Small and medium sized, independent, mostly family owned, BC based companies.**
- **Diverse product lines, mainly “Value Added” - Finger jointing, beams, CLT, veneer, plywood, utility poles, panelling, decking, fencing, siding. Also, lumber and wood fibre products**
- **2 to 3 times more jobs per unit input, compared across other lumber mills in BC.**
- **Resilient, innovative, prefer to keep operating**
- **Provide needed diversity to BC’s Forest Sector**



**Interior Lumber
Manufacturers'
Association**

ILMA – Current Status and Outlook

#1 ILMA need: Sustainable, Suitable and Affordable Fibre (log) Supply, urgently needed. Some Key Drivers:

- **New and pending uncertainties on the landbase.**
 - **Old Growth, biodiversity emphasis, caribou and species at risk recovery, additional parks and protected areas, watershed security.**
- **Declining AAC's, a timber volume “crunch”, importance of BCTS volume being fairly auctioned, and timely**
- **ILMA members don't have enough tenure, capital and cash-flow to manage through extended “tough times”**



Interior Lumber
Manufacturers'
Association

ILMA – Opportunities -TOGETHER, for our communities

- **UBCM – Advocate for the Forest Sector, partner with the ILMA**
- **Talk to us, keep us involved – where do you think the biggest needs are in your community? What are you hearing about us that is good or bad? What do you think we can improve upon?**
- **Is there something that ILMA can do to support your efforts? Potential examples:**
 - **Planning and managing operating areas around your communities – community forest, recreation, visuals, wildfire risk reduction, watershed management, etc.**



Interior Lumber
Manufacturers'
Association



Interior Lumber
Manufacturers'
Association

RDCK Director's Mtg, August 17, 2023

QUESTIONS AND DISCUSSION

THANK YOU!!

Contact: Paul.Rasmussen@ILMA.com

250 608 1077





Chamber Board Meeting Minutes

for Tuesday, July 18, 2023

6:30 pm, Kaslo Arena (upstairs), Kaslo, BC

Attendance: Jeff Davie, Isaac Maxfield, Chyvonne Lynch, Emily Smith, Cassie Gerretsen, Karma Halleran, Brett Frankson,
Regrets: Alana Jenkins

Call to Order:

Land Acknowledgement: With respect and gratitude the Kaslo & Area Chamber of Commerce acknowledges the ancestors and keepers of the land of the Sinixt, the Ktunaxa and Syilx peoples upon whose unceded territories we live, work and play.

Approval of minutes from June 20, 2023: Jeff & Brett

Additions to Agenda: None

Approval of Agenda: Karma & Jeff

A. Delegations: None

B. Reports:

- 1) **Financial Report** (Jeff): KSCU May Bank Statement attached. Brett asked where the \$3,750 deposit came from – Columbia Power \$750 and the Village \$3,000.
- 2) **Choose Local Report** (Jeff): The new brochure is under review and will be ready to be sent out shortly.
- 3) **NKLT Report:** requested (last update was March 2023). None
- 4) **Village Rep Report** (Suzan): None
- 5) **Kaslo Artscape** (Chyvonne): Attached – highlights; Indigenous colours to be added around the canoe. Wards concerns have been addressed. The youth group may be invited to help prime the building. Will be complete by the end of September.
- 6) **Admin Report** (Alana): Attached
- 7) **Gala Committee** (Cassie/Emily): Date to be December 9th – will be confirmed by the next meeting.

C. Discussion

- 1) Website hosting. The email address accounts@kaslochamber.com needs to either be moved to the current host, or we change our host to Zeb. - We have learned that our website is hosted by Flywheel. This was initiated by Pat and Sarah. We are paying the base rate - Jeff has details... for another \$80 (US) a month they will monitor the website, makesure the updates are done and installed. We have approx 23 updates needed now. Sarah Sinclair offered to turn on auto updates, but I do not recommend that without someone monitoring...

Recommendations

Zeb on the Web:

Adrian Wagner i9design.com

Travis Martin (Emily's Cousin)

- 2) Digital storage space required – any progress with google? Need to be able to store our purchased photographs for future use, may have lost some provided by Jesse S. Isaac recommends that we set up a Chamber GSuite now (5-\$20/mo) so we have it. Eventually we will be approved as a non-profit and get it for FREE? Isaac is suggesting that Alana will do this set up
- 3) Strategic Plan – next steps

D. Other Business:

- 1)

E. Review action items from June 20, 2023 meeting

Item	Person	Status
ACTION: Isaac will follow up re cloud storage/file storage.	Isaac	Ongoing
ACTION: Provide Alana with draft of Choose Local brochure for distribution and feedback from membership	Jeff/Alana	Ongoing
ACTION: Draft a letter re Tamara's Hand Painted Cards and May Days	Alana	Complete

ACTION: Connect with Trish at the municipal campground re reserving sites for May Days	Alana	Complete and none available
ACTION: Follow up with Emily re Gala Booking	Alana/Emily	Complete
ACTION: Strategic Plan next steps	Isaac	Ongoing

Date of Next Meeting: August 15, 2023

Motion to Adjourn:

Adjourned: 1854



KASLO EVENTS COMMITTEE MINUTES

DATE: 2023.07.25

LOCATION: Council Chambers – City Hall

TIME: 4:15 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair	Mayor Hewat
	Members	Councillor Leathwood
	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 4:16 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.07.25 Kaslo Events Committee Meeting
Moved, seconded and CARRIED

THAT the Agenda for the 2023.07.25 Events Committee meeting be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.06.14 Kaslo Events Committee Meeting
Moved, seconded and CARRIED

THAT the Minutes of the 2023.06.14 Events Committee meeting be adopted as presented.

4. Information Items – Nil

5. Question Period – Nil

6. Business

6.1 **Village of Kaslo's Birthday**

- Decorations, cups and napkins have been purchased
- Rent three tents from Saturday Market (\$75 = 3@\$25)
- 3 cakes ("Happy Birthday Kaslo") & lemonade from Front Street Market
- Music arrangements (Councillor Leathwood to confirm)
- Citizen of the Year Plaque (collection to be arranged)
- Ice (day of, from Mohawk)

7. Late Items – Nil

8. Next Meeting

The next meeting of the Kaslo Events Committee will be held at the call of the chair.

9. Adjournment

The meeting was adjourned at 4:48 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair

DRAFT





DESIGN REVIEW COMMITTEE MINUTES

DATE: 2023.08.14

LOCATION: Council Chambers – City Hall

TIME: 4:00 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair	Dana Blouin
	Members	Pat Desmeules, Molly Leathwood, Chyvonne Lynch, Elizabeth Scarlett, Ward Taylor
	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 4:17 p.m.

2. Election of Chair

2.1 Councillor Leathwood nominated Dana Blouin for the role of Chair.

Dana Blouin indicated her willingness to accept the nomination. No further nominations were received.

2.2 Dana Blouin was elected by acclamation.

2.3 The Corporate Officer confirmed Dana Blouin as Chair of the Design Review (ArtScape) Committee for 2023.

3. Adoption of the Agenda

3.1 Adoption of the Agenda for the 2023.08.14 Design Review Committee Meeting
Moved, seconded and CARRIED

THAT the Agenda for the 2023.08.14 Design Review Committee meeting be adopted as amended.

4. Information Items

Nil

5. Question Period

Nil

6. Business

6.1 **ArtScape Mural Design**

Moved, seconded and CARRIED (Pat Desmeules recorded as opposed)

THAT the Design Review Committee recommends to Council that the Village of Kaslo approve the Development Permit for 403 Front Street to allow for installation of the proposed mural on the East side of the Kaslo Community Pharmacy building.

- *Installation is expected to begin on September 8, 2023.*
- *A request for sidewalk closure be included in the recommendation to Council.*
- *All contractors working on the project must carry \$2M general liability insurance with the Village of Kaslo listed as an additional insured.*

7. Late Items

Nil

8. Next Meeting

No further meetings are planned.

9. Adjournment

The meeting was adjourned at 4:34 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair



DATE: 2023.08.15

LOCATION: Council Chambers – City Hall

TIME: 4:15 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair:	Mayor Hewat
	Members:	Councillor Leathwood, Lawna Bourassa, Karin Fraser, Russell Semenoff
	Staff:	CO Allaway
	Public:	1

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. Election of Chair

2.1 Councillor Leathwood nominated Mayor Hewat for the role of Chair

Mayor Hewat indicated her willingness to accept the nomination. No further nominations were received.

2.2 Mayor Hewat was elected by acclamation.

2.3 The Corporate Officer confirmed Mayor Hewat as the Chair of the Accessibility Committee for 2023.

3. Adoption of the Agenda

3.1 Adoption of the Agenda for the 2023.08.15 Accessibility Committee Meeting

Moved, seconded and CARRIED

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

4. Information Items

4.1 Review Framework

4.1.1 Provincial Legislation

4.1.2 Committee Terms of Reference

4.1.3 Draft Workplan

The committee reviewed the framework for their activities.

5. Question Period

Nil

6. Business

6.1 DRAFT Accessibility Plan

- 6.1.1 Consultation – Process
- 6.1.2 Consultation – Key Themes
- 6.1.3 Barriers – Committee Input
- 6.1.4 Priorities – Goals
- 6.1.5 Priorities – Action Plan

Moved, seconded and CARRIED

THAT the Accessibility Committee recommend to Council that the Draft Accessibility Plan be made public so additional feedback can be gathered.

6.2 Meeting schedule

Moved, seconded and CARRIED

THAT the Accessibility Committee will participate in a walking tour of downtown Kaslo on Tuesday, August 29, 2023 beginning at 4:15 p.m. at City Hall; and THAT the next meeting of the Accessibility Committee be scheduled for 4:15 p.m. on Tuesday, September 26, 2023.

7. Late Items

Nil.

8. Next Meeting

The next meeting will be held at 4:15 p.m. on Tuesday, September 26, 2023 in Council Chambers.

9. Adjournment

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

CERTIFIED CORRECT:

Corporate Officer

Chair Hewat





Village of
Kaslo

Regular Meeting of Council

Chief Administrative Officer's REPORT

REPORT TO: Mayor & Council
FROM: Chief Administrative Officer
DATE: August 18, 2023

SUBJECT: CAO Report for August 22, 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.
 - Booth at Jazzfest and Kaslo's Birthday.
- Arena Project
 - No update.
- Kaslo River Dike & Bank Project
 - DFO extension confirmed.
 - Meeting engineer on Aug 23 to review work planned for this fall.
 - Grant funds from 2018 UBCM CEPF program received, covering Phase 1.
- A Avenue Watermain Project
 - Culvert reinstalled to be correct distance from watermain to meet Interior Health separation requirements. Pavement patching was also completed.
- Kemball Building Renovations
 - No update.
- Planning & Development
 - Report on the Heritage Development Permit for two small shed structures at the S.S. Moyie site is provided for information on tonight's agenda.
 - Invoices were sent out to finalize two subdivision applications.
 - 4 building permit applications reviewed.
 - Site visit for DVP application, 220 B Ave
 - Heritage DP application for ArtScape mural on Fourth St at Front.
 - DVP and Wildfire DP application for carport at 585 Arena Ave.
- Finance
 - First installment of Canada Community Building Fund received.
 - UBCM grant funding for 2018 Kaslo River project and 2020 CRI project received.
 - Local Government Climate Action Program inventory was completed. Copy attached.
- Fire/Emergency Management

- Residents are reminded to sign up for VoyentAlert by installing the app on their iPhone or Android device.
- South East and Central Regional Operations Centre is at activation Level 3.
- RDCK EOC is not activated because there are no evacuation alerts in the region.
- Smoke and dry, unsettled weather is causing concern for increased wildfire risk.
- Asset Management
 - No update.
- Corporate
 - Continuing to work on policy and bylaw updates as per Council direction.
 - A Jazzfest debrief will be arranged for early September.
 - New purchasing policy in draft.
 - Still awaiting response from boat clubs to complete their lease renewals.
 - Accessibility Committee had their first meeting.
 - Kaslo & Area D Economic Development Committee met on Aug 14 and encouraged the Village to submit an expression of interest to CBT for the Community Resiliency Program for Kaslo Arena upgrades that could include a commercial kitchen, which is beneficial for emergency situations and would address an objective of local economic development for food production. A copy of the expression of interest is included in the Agenda package.
 - Preparing for Fall Recreation Grant intake.
 - Please note that Corporate Officer Allaway is away Aug 21-25.
- Public Works
 - Labourer interviews were completed with the short-listed candidates last week.
 - Annual Dike inspection will be completed. Brushing work along the dike will be done later this month.
 - Looking at cost for Front St paving and evaluating gravel supplies.
 - A hazard tree will be removed from a Village-owned property on Victoria Ave.
 - Signage will be ordered for skate park, wharf, EV charging station.
- Other activities:
 - Community Tourism Plan virtual meeting regarding expression of interest.
 - Met with Stephanie Johnson from RDCK regarding Housing Action Plan participation.
 - Attended EDC meeting Aug 10.
 - Signed and returned funding agreement to UBCM for NG911 grant.
 - Completed interviews for the Manager of Strategic Initiatives position. Following up with lead candidate to set up a meeting this week.

CAO Schedule

Aug 22 Regular Council Meeting
 Aug 23 Kaslo River Project site meeting with engineer
 Aug 24 Staff meeting
 Aug 29 Accessibility walkabout tour
 Sept 1-4 Off for Labour Day weekend
 Sept 6 Asset Management meeting
 Sept 18-22 UBCM in Vancouver

Local Government Name:	<i>Village of Kaslo</i>
Year:	<i>2022</i>
Contact Information:	
Name:	<i>Ian Dunlop</i>
Position:	<i>CAO / CFO</i>
Telephone Number:	<i>250-353-2311</i>
Email address:	<i>cao@kaslo.ca</i>

Stationary Emission Sources:					
Building Fuel	Units	Lookup	Consumption	Emissions Factor	Emissions (tCO2e)
02 - Propane (Kemball Bldg)	L	02 - PropaneL	2,447.00	0.001544282	3.78
Electricity - FortisBC (Buildings, club car)	kWh	Electricity - FortisBCkWh	73,380.65	0.000011498	0.84
Mobile Emission Sources:					
Vehicle Class	Units	Lookup	Consumption	Emissions Factor	Emissions (tCO2e)
01 Light-duty Vehicle - Gasoline (Pickups, mowers)	L	01 Light-duty Vehicle - GasolineL	8,081.00	0.002201685	17.79
14 Heavy Duty - Diesel (Loader, skid steer, dump truck)	L	14 Heavy Duty - DieselL	12,384.00	0.002616375	32.40
Total Directly Delivered Services Emissions					54.82
Contracted Mobile Emission Sources:					
Vehicle Class	Units	Lookup	Consumption	Emissions Factor	Emissions (tCO2e)
14 Heavy Duty - Diesel (Garbage collection)	L	14 Heavy Duty - DieselL	2,300.00	0.002616375	6.02
Total Contracted Services Emissions					6.02
Total Corporate GHG Emissions					60.83

PREPARED BY: Ian Dunlop, CAO

DATE: August 9, 2023

SUBJECT: DP 2023-09 – Kootenay Lake Historical Society

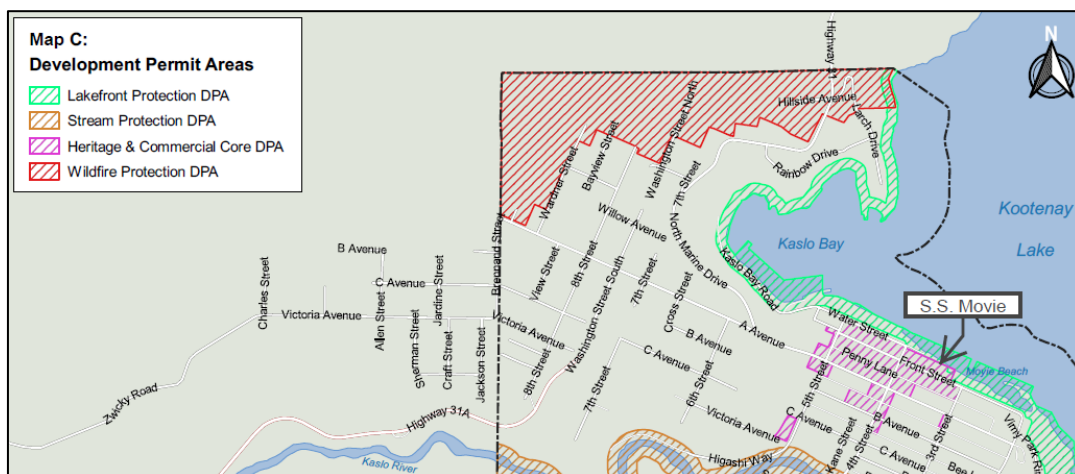
PURPOSE: This application requests a **Heritage and Commercial Core Development Permit** review for constructing two accessory structures on the grounds of the S.S. Moyie.

SUMMARY OF DECISION: Heritage and Commercial Core Development Permit application DP 2023-09 meets the criteria by which staff can approve the permit.

ANALYSIS:

- A. **Background:** The applicant, Kootenay Lake Historical Society (KLHS) on authorization of the owner, Village of Kaslo, propose to construct two small structures of the building located at 324 Front Street, legally described as:
Lots 9 to 17, Block 3, Plan 393
PID: 008-482-551
FOLIO: 533.00020.000

The property is within the Heritage and Commercial Core Development Permit Area, as defined in Section 16.3 and Map C of the Official Community Plan, Bylaw 1280. The Heritage and Commercial Core DPA is established for the purpose of revitalizing the commercial core and preserving the general form and character of commercial and multi-family development in the designated areas. The Heritage and Commercial Core DP is intended preserve Kaslo's historical, artistic, and architectural features, and encourage new development to follow design guidelines that are respective and complimentary to those historical attributes. construction of, addition to, or alteration of a building or structure shall not be commenced unless the owner first obtains a development permit.



Development within the Heritage DPA must follow the Building Design Guidelines in Appendix II of the Official Community Plan, and Appendix III, Colour Design Guidelines. A proposal that

clearly follows these guidelines can be approved by Village administration, otherwise the application must be referred to Council and a Heritage Design Review committee.

- B. **Discussion:** KLHS provided drawings of the proposed sheds. The Building Design Guidelines pertain primarily to the façade, building materials and colour of principal buildings. Accessory structures are not included in the guidelines.

One shed will be used for storage and the other used for the display of a K&S Railway hand car. Both structures are designed with the heritage of the site in mind and will match the colour scheme of the CPR shed, which was built two years ago. The dark colours of these buildings provide a contrast from the bright white and black accents of the S.S. Moyie, maintaining the ship's place of prominence on the site.

The sheds are each under 10 m², so they do not require a building permit. A setback of 1.0m from the westerly property line is required for the shed located there.



C. **Conclusion**

The proposed sheds meet the requirements to enable staff-level approval of the permit as required under section 16.3.5.2.a of the Official Community Plan.

D. **Attachments:**

- Proposal for the sheds provided by Kootenay Lake Historical Society

CAO Approval: 2023.08.09

Kootenay Lake Historical Society

Proposal to install two 10 ft x 10 ft x 8ft high Shed Buildings on the SS Moyie Site

July 10th 2023

Shed #1 10 ft x 10ft

“Tool shed” for equipment storage i.e. Snow blower, lawn mower and trimmer, Christmas lights and other seasonal tools. To be constructed under the supervision of a Red Seal Carpenter

Construction: Typical 2x4 studs and 2x6 floor joists

Foundation: 4 - 17" x 17" x 7" high concrete pyramids inset from shed edge (Non permanent)

Door: Single solid 3'-6"

Windows: 2 - 18" x 30" double pane sealed non opening

Sheathing: Roof and sides $\frac{3}{4}$ "

Siding: 1x5 $\frac{1}{2}$ " Lap Joint (Same as Tool house and Visitors Centre)

Power: No (If funds allow simple self contained 12v solar panel light)

Heat: No

Paint: CPR colours (Same as Tool House)

Shed #2 10 ft x 10ft

“K & S Hand Rail Car” Shed for display

Same construction as Tool Shed but to have two double solid 3'-6" doors.

Attached:

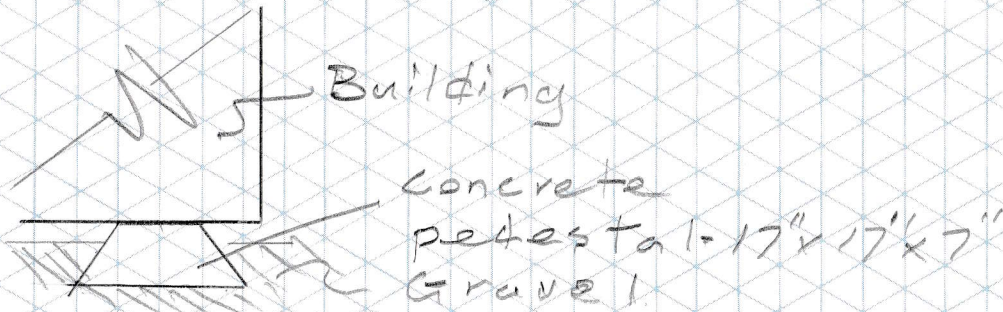
Shed sketch

Location plan

Concrete pyramids foundation

K & S Hand Car

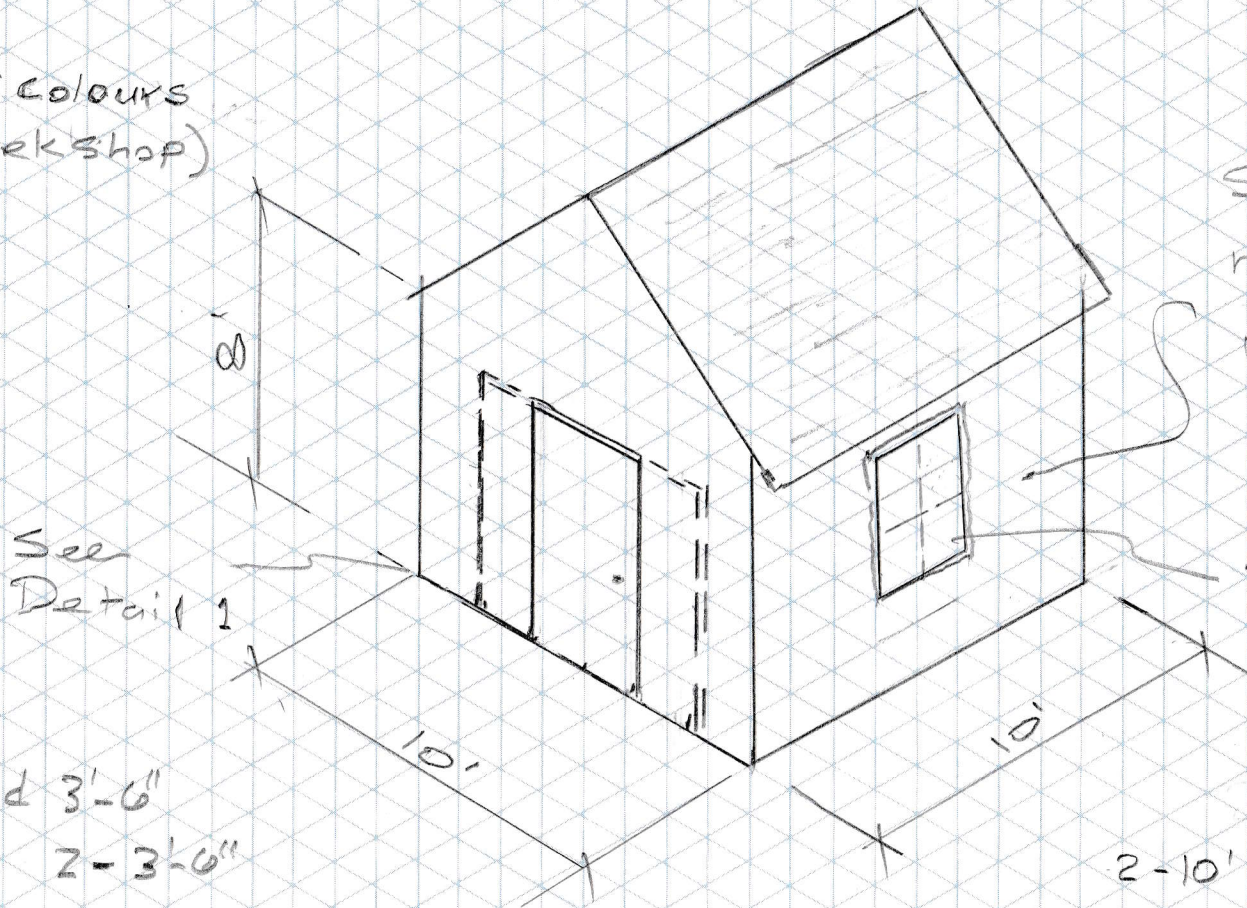
Any concerns or questions contact: Kit Ashenurst email kit@ahtec.ca or 3253 2024



Detail 1

- 2 - Windows,
- 2" x 4" construction
- 3/4" sheathing
- 5 1/2" lap siding

CPR Paint colours
(same as workshop)

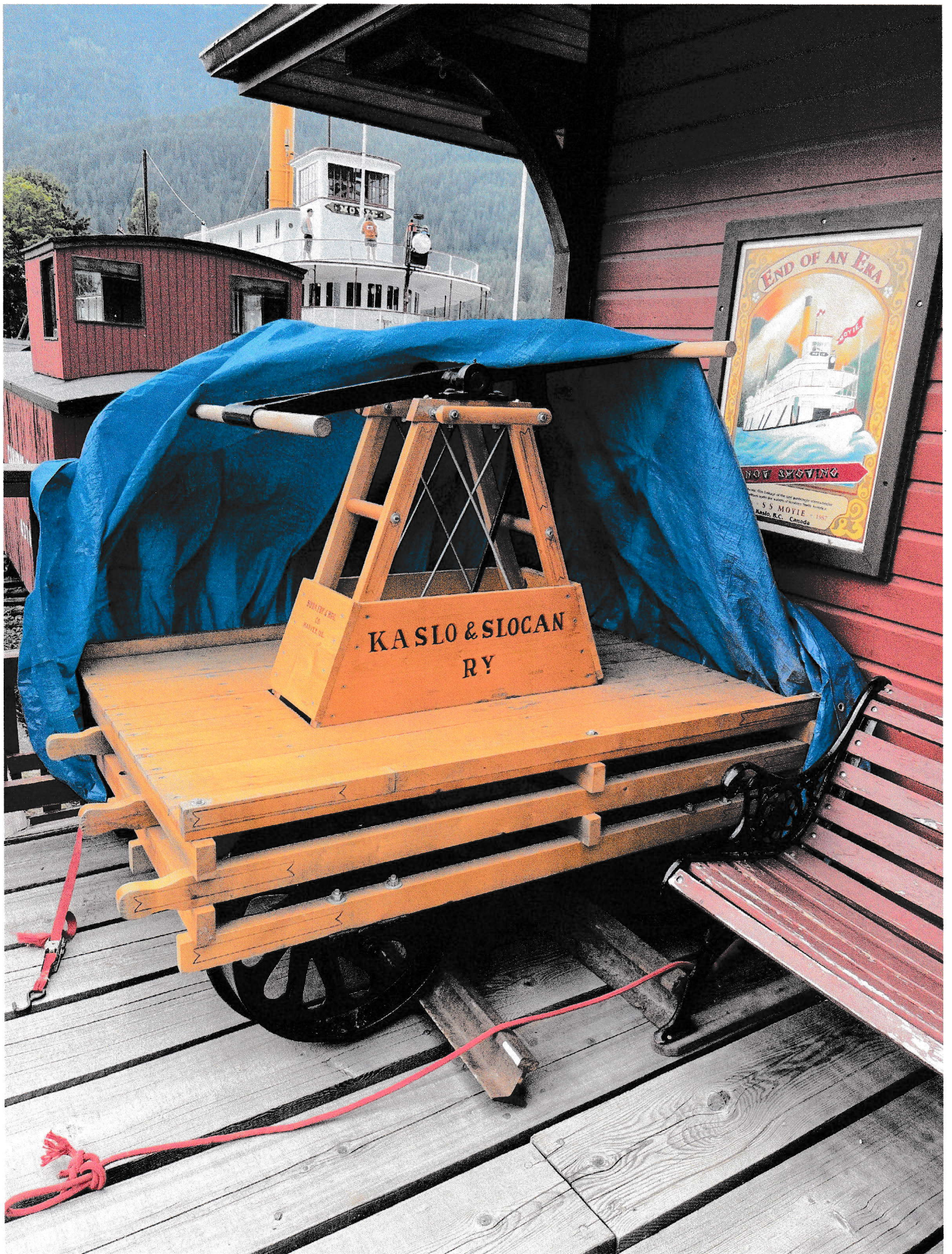


Siding to match CPR workshop and Visitors Centre,
2-18" x 36" windows

Doors:
Storage shed 3'-6"
Display shed 2-3'-6"

- 2-10' x 10' SHEDS,
- 1 - Storage
- 1 - Display for K&S Hand Car

PROPOSED SHEDS
FOR SS MOYIE SITE



KASLO & SLOCAN
RY

END OF AN ERA
NOT EXISTING
55 MOVIE
Kaslo B.C. Canada

SUBMISSION INFORMATION

Project Title	Kaslo Senior's Centre - Seniors and Elders Capital
Project Number	18492
Final Report Contact	Catherine
Last Name	Allaway
Organization	Village of Kaslo
Phone Number	(250) 353-2311
Email Address	allaway@kaslo.ca
SECTION 1	
Type of Grant Received	Social Grant

<p>Did you complete your Project? Summarize the activities that were carried out, and note anything that changed or evolved as compared to your Contribution Agreement and Application.</p>	<p>The energy efficiency of the Kaslo Seniors' Hall (304 Front Street, Kaslo, BC) has been dramatically improved, and the building has been refreshed both inside and out. Insulation has been added to the building walls and ceiling, a ductless split heat pump and HRV unit have been installed, along with new LED lighting. An new side door has been installed with accessible hardware (because of elevation differences and the lack of a setback the front door can not be made accessible) and the exterior siding has been replaced with fire-resistant material.</p> <p>With funds from other sources, a commercial dishwasher has been added, energy efficient windows were installed, the necessary plumbing and electrical upgrades were completed, and the interior spaces were repainted. The building is now brighter, cleaner, safer and more accessible for its occupants, which include vulnerable members of the community.</p>
<p>How did you use Trust funds? List the particular aspects of your Project that Trust funds were directed toward, and note anything that changed or evolved as compared to your Contribution Agreement.</p>	<p>Trust funds were used for the supply & installation of the following: required building permit, exterior insulation and siding, renovation waste disposal costs, new door with accessible hardware, LED lighting, HRV unit. The costs of the heat pump (contained in the project scope) were funded through the federal New Horizons for Seniors program.</p>
<p>Project Expenses and Revenue</p>	
<p>Actual Project Expenses</p>	

Expense Item	Amount
building permit	\$670
front door (supply & install)	\$3,127
window upgrades	\$1,527
insulation & siding replacement	\$46,103
waste disposal	\$517
plumbing	\$1,038
heat pump	\$9,430
dishwasher	\$5,100
electrical	\$7,322
HRV unit (supply & install)	\$2,853
additional insulation	\$2,198
exterior trim	\$2,508
LED lights	\$2,829
Total Project Expenses	\$85,222.00

Funding Sources

Source	Amount
Columbia Basin Trust	\$60,413
New Horizons for Seniors (federal)	\$19,370
Village of Kaslo	\$10,000
Total Funding Sources	\$89,783.00

In-Kind Contributions

Contribution Item	Amount
labour	\$4,500
Total In-Kind Contributions	\$4,500.00

SECTION 2

<p>Total Project Expenses and the Total Funding Sources do not equal the same amount, please review your numbers. If correct, please explain the reason that they are not equal.</p>	<p>The full amount of the grant from the Village of Kaslo has not yet been expended. These remaining funds will be used for interior painting, advertising costs, and purchase of furnishings in the coming months (elements outside the scope of the CBT grant agreement).</p>
<p>What are your Project's key outcomes so far? Summarize how you are seeing your Project make a difference in relation to your community or target group.</p>	<p>The Kaslo Seniors' Hall has been revitalized! The space now provides a bright and welcoming environment for hosting a wide range of programming for seniors, from weekly coffee drop-ins to technology training, craft workshops and seasonal gatherings. The new side door provides access to the space for seniors with mobility impairments. The temperature and air quality in the hall is much improved by the installation of the heat pump and HRV unit. The members have been commenting on how fresh it is, even though there is smoke in our area. The space can also act as an emergency shelter with backup power (including heat in winter and cooling in summer) if needed. Efficient LED lighting and updated appliances and heating/cooling systems, along with better insulation, will help to reduce operating costs so that available funds can be directed towards programming. By switching to fire-resistant exterior siding, the building is now much more likely to survive in the case of a wildfire.</p>

<p>If applicable, how many vulnerable or potentially vulnerable people benefitted from your Project?</p>	<p>Over 35% of Kaslo's population is 65 or older (2021 census), so approximately 350 potentially vulnerable residents may benefit from this project. There are also many seniors from outside the municipal boundary that use the Seniors' Hall.</p>
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Reasonably estimate the number of jobs that your Project supported. Use the closest definition(s) of those provided below.

Description	Existing Jobs	New Jobs
Full-time	0	0
Part-time	0	0
Seasonal	0	0
Contract	0	8

SECTION 3

<p>Do you have any feedback to share that could be relevant to another organization looking to complete a similar Project?</p>	<p>There were significant supply chain challenges that resulted in delays and the need for additional sourcing efforts. The cost of many supplies increased dramatically between the time that the grant application was submitted and the time the work was done. As well, there were some surprises as we renovated a very old building, and these added to the cost and required time extensions for the project. We were lucky that many of the local contractors provided discounted rates for their work on this project, so that we were able to complete all the proposed work within budget.</p>
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<p>Do you have any feedback on working with the Trust and/or our funding process?</p>	<p>This project involved considerable collaboration between the Village of Kaslo and the Kaslo Senior Citizens' Association and together we've succeeded in delivering great results. Thank you so much to the Trust for providing the funds, agreeing to extend the timelines and supporting the completion of this much-needed project!</p>
<p>Submit Additional Materials</p>	<p>https://forms.ourtrust.org/wp-content/uploads/formidable/1204/Kaslo-Seniors-Hall-Reno-presentation-compressed.pdf</p> <p>https://forms.ourtrust.org/wp-content/uploads/formidable/1204/Seniors-50th-Poster.pdf</p>
<p>I have read and agree to the declaration above.</p>	<p>I Agree</p>
<p>Date</p>	<p>July 27, 2023</p>
<p>Applicant Name</p>	<p>Catherine Allaway</p>
<p>Applicant Title</p>	<p>Corporate Officer, Village of Kaslo</p>

APPLICANT INFORMATION SECTION

Organization Legal Name	Village of Kaslo
BC Registry Incorporation/Registration or Business Number (if applicable)	10698 5443 RT0001
Mailing Address	PO Box 576
City	Kaslo
Province	BC
Postal Code	V0G 1M0
Signing Authority Name	Ian
Last Name	Dunlop
Phone Number	(250) 353-2311
Email Address	cao@kaslo.ca
Is Signing Authority same as the Project Contact?	Check if Signing Authority information is the same as the Project Contact information.
Primary Contact Name	Ian
Primary Last Name	Dunlop
Phone Number	(250) 353-2311
Email Address	cao@kaslo.ca

Organization Mandate	The Village of Kaslo is a municipal government providing services to a resident population of 1,050. The Village is also an important hub and service centre for north Kootenay Lake and RDCK Electoral Area D. 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.
User ID	cao@kaslo.ca
PROJECT DETAILS SECTION	
Project Title	Kaslo & District Arena Resiliency Upgrades
Project Location	Village of Kaslo
Estimated Start Date	January 2, 2024
Estimated End Date	June 30, 2024

What is your project? What will the project do?

Our proposed upgrades to the Kaslo Arena will initially focus on backup power, and climate control improvements, along with assessment and detailed design of kitchen facility enhancements. A fully functional and well-equipped kitchen is crucial for providing sustenance and comfort to evacuees, emergency responders, and volunteers during times of crisis. With the Columbia Basin Trust's support, we aim to implement energy-efficient solutions, add resiliency, and work towards ensuring the kitchen remains operational even in challenging circumstances.

Project objectives:

- Procure and install propane-powered backup generator and transfer switch
- Procure and install heat pumps and air filtration in the main rooms of the building
- Conduct an assessment of the kitchen facility, including ventilation and fire suppression requirements, and prepare detailed design suitable for permitting and a future grant opportunity for construction
- Assess accessibility needs and provide design options for future grant and construction

The Village recently completed an upgrade to the Arena's fire alarm system, added a new dehumidifier and upgraded the ice plant with funding provided through an ICIP-CVRIS grant

	<p>and donations. With future grants and the Village's dedicated reserve fund, which includes generously donated funds, the construction phase of the kitchen and accessibility improvements is feasible. The Community Readiness Grant provides an important step in improving Kaslo Arena to enable it to be used in emergencies.</p>
<p>What issues or opportunities will be addressed? How were they identified</p>	<p>Although Kaslo Arena is an ideal location and size to be a reception centre for Kaslo and the surrounding RDCK Electoral Area D, it is not currently set up properly to support this function and lacks backup power. Heat pumps would provide reliable heating and cooling, and enable air filtration for the comfort of people using the facility. Currently, The facility does not have air conditioning for summertime use and lacks an air handling system that could filter out smoke from wildfires.</p> <p>During last year's Briggs Creek fire, which was just a few kilometres outside the Village, the Arena was used by BC Wildfire crew as a dormitory. The Arena is also located a short distance from Kaslo's Aerodrome, which is an important staging point for emergency response. Kaslo Arena could also be a reception centre for the hundreds of people living at the isolated north end of Kootenay Lake.</p>

<p>Where will the project take place?</p>	<p>The project will be within the existing building envelope of the Kaslo & District Arena, located at 517 Arena Avenue, Kaslo. The Arena is right next door to the Kaslo & Area Emergency Services Centre, which houses the Volunteer Fire Department and Search & Rescue.</p>
<p>Who will be involved in implementing the project?</p>	<p>The Village of Kaslo will implement the project in consultation with the Kaslo & District Arena Association, which operates the arena, and the Regional District of Central Kootenay.</p>
<p>Explain why this project is important to your community?</p>	<p>The benefits of upgrading the Kaslo Arena into an emergency reception centre are manifold. This facility will not only serve as a safe haven for area residents during emergencies but will also allow our community to respond more effectively to disaster situations. By providing a secure space, reliable resources, and essential amenities, we can alleviate stress and uncertainty during crises, fostering a sense of unity and resilience among our residents.</p>
<p>How many people will directly benefit from the project and who are they?</p>	<p>The population of the Village of Kaslo is 1,049 as of the 2021 census. Another 2,000 people live in the surrounding RDCK Electoral Area D.</p>
<p>How will the project be evaluated and how will you know if it has been successful?</p>	<p>Kaslo Arena will be available for use during emergencies as a designated reception centre. Plans will be developed for the next phase of the project, the installation of a well-equipped kitchen suitable for providing sustenance and comfort to evacuees, emergency responders, and volunteers during times of crisis.</p>

<p>Why is your organization best suited to deliver the project?</p>	<p>The Village of Kaslo owns the Kaslo & District Arena, and is a partner with the Regional District of Central Kootenay in coordinating emergency response services.</p>
<p>If your community previously experienced extreme events such as floods, wildfires or sustained power outages please elaborate on the event(s) experienced and the impact this had on your community.</p>	<p>The Briggs Creek Wildfire in 2022 was a wake-up call for the risk of wildfires on our doorstep. BC Wildfire crew used the Arena as a dormitory during the event. Kaslo experiences multiple power outages yearly, some of which exceed 24 hours in duration. Power infrastructure is vulnerable to wildfire and wind events bringing trees down on the line. The Village and surrounding area are isolated, and the area highways are subject to closures due to avalanche and landslides. There is a history of devastating wildfires, floods and landslides in the area dating back to the earliest days of settlement.</p>

PROJECT BUDGET SECTION

Cash Budget Item

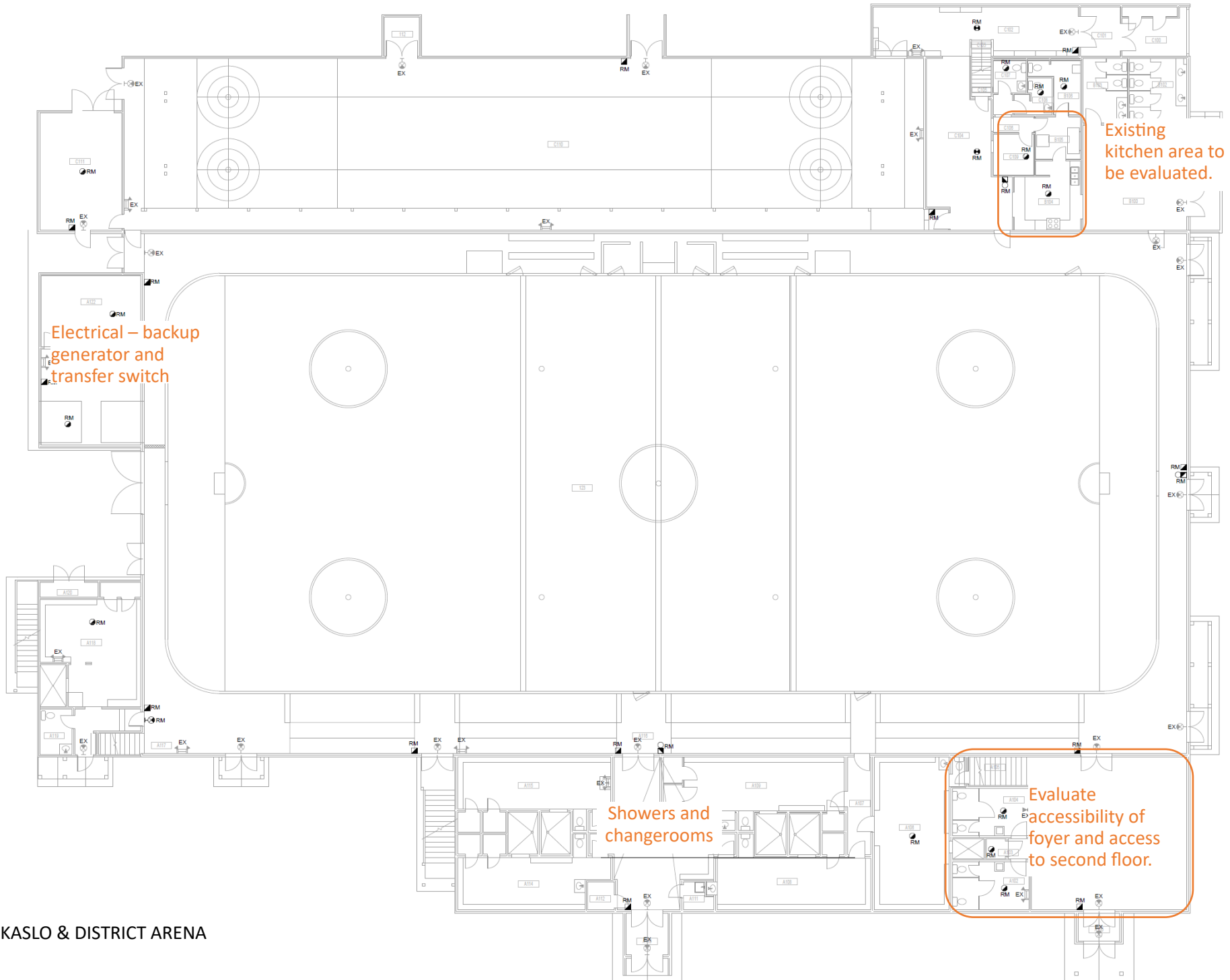
Cash Budget Item	Total Amount Required
Backup Generator & Installation	\$45,000
Heat Pumps & Air Filtration	\$25,000
Commercial Kitchen Assessment	\$50,000
Accessibility Assessment	\$10,000
TOTAL PROJECT CASH BUDGET	\$130,000.00

REVENUE SOURCES

Source Name	Confirmed (Y/N)	Amount
Columbia Basin Trust	No	\$100,000
RDCK, Village of Kaslo	No, No	\$10,000, 20,000

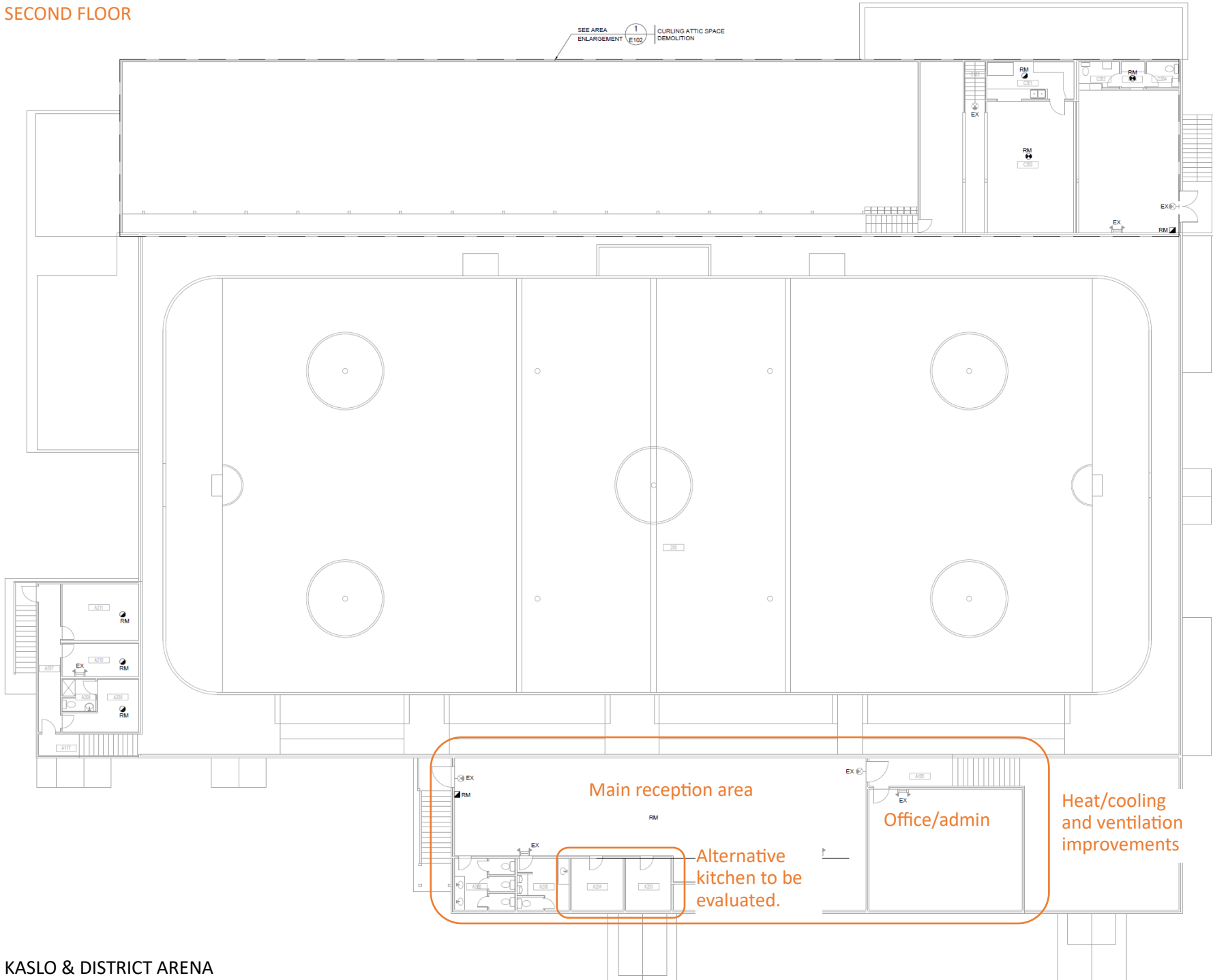
TOTAL CASH REVENUE	\$130,000.00
UPLOADS & ADDITIONAL INFO.	
1.	Arena plans showing locations of the project deliverables
Before uploading your supporting document, ensure the file name is clear and identifies the content.	https://forms.ourtrust.org/wp-content/uploads/formidable/1391/Arena-plans.pdf
Is there anything else you would like to add that has not already been mentioned?	We can arrange for supporting letters from the Kaslo & District Arena Association, Kaslo & Area D Economic Development Commission, emergency services and others.
I have read and agree to the declaration above.	I Agree
Date	August 17, 2023
Applicant Name	Ian Dunlop
Applicant Title	CAO/CFO

FIRST FLOOR



SECOND FLOOR

SEE AREA 1 ENLARGEMENT E102 | CURLING ATTIC SPACE DEMOLITION



Main reception area

Office/admin

Alternative kitchen to be evaluated.

Heat/cooling and ventilation improvements



Kaslo Senior Citizens' Association – Branch #81
Box 925, 304 – 4th Street
Kaslo, BC V0G 1M0

Mayor Suzan Hewat and Council Members
The Village of Kaslo
Box 576, 312 Fourth Street
Kaslo, BC V0G 1M0

August 9, 2023

Re: “Village of Kaslo Municipal Grant Spring 2023”

Dear Mayor Hewat and Council,

On behalf of the Kaslo Senior Citizens' Association – Branch # 81 I would like to thank the Village of Kaslo for the \$500.00 Municipal Grant cheque #023242 that we received towards the purchase of our new blinds.

Using these funds, we have purchased and installed lovely blinds for our two large front windows and one kitchen window and have had them installed. Our members appreciate the added privacy and security that these window coverings provide.

We invite you to feel free to drop by and see them for yourselves.

Thank you again for your ongoing support.

Sincerely,

Louise M. De Pape, President
Kaslo Senior Citizens' Association – Branch # 81

From: [FPBoard, Public Access](#)
Subject: Attn: Mayor & Council, Chief Administrative Officer
Date: Wednesday, August 9, 2023 11:06:01 AM

Dear Mayor & Council, and Chief Administrative Officer,

I would like to draw your attention to a special report recently released by the Forest Practices Board, [Forest and Fire Management in BC: Toward Landscape Resilience](#). The report highlights an urgent need to change how BC's forests and landscapes are managed to reduce the risk of catastrophic wildfire. Over 39 million hectares of public land in BC are at high or extreme threat of wildfire, and the negative effects on health, the environment and the economy affect all British Columbians. The Board is calling for urgent action by the provincial government to create a province-wide vision and action plan to improve landscape resilience and reduce the risk of catastrophic wildfire.

This report aims to raise public and policymaker awareness about the broad negative consequences of catastrophic wildfire, the impacts of climate change, and the inability of current forest and fire management policies to solve this problem. The Board recognizes that the level of action required to address catastrophic wildfire will require coordination and cooperation across all levels of government. We encourage you to read the report, consider how a change in how landscapes are managed could benefit your community, and consider your role in effecting this change.

The Forest Practices Board will be a participant in the 2023 UBCM Convention and tradeshow. Please visit our booth to learn more about the Board's work, including the recommendations in the report.

The Forest Practices Board is BC's independent watchdog for sound forest and range practices, reporting its findings and recommendations directly to the public and government. The board audits forest and range practices on public lands and the appropriateness of government enforcement. It can also make recommendations for improvement to practices and legislation. To find out more, please visit our website at <https://www.bcfpb.ca/>

Sincerely,

Keith Atkinson
Chair, BC Forest Practices Board

Please forward to other persons as appropriate. Many thanks!

Karissa Stroshein

Subject: Lack of Portapotties at the Logger Sports/Skatepark Locations

From: Jill B. <braley@nili.ca>
Sent: Wednesday, August 9, 2023 9:03 AM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: Lack of Portapotties at the Logger Sports/Skatepark Locations

August 8, 2023
Mayor & Council
Village of Kaslo

Dear Council,

RE: Discovery of Human Waste at the Logger Sports Area ~ August 8/23

While walking my doggies through the Logger Sports Area, on August 8/23, the morning after the Jazz Festival came to a close, I was disturbed to see human waste (along with discarded used toilet tissue). The canine nose is very good at discovering anything of interest, and in this case, particularly very foul.

My question to council is....why were there not portapotties in the Logger Sports area and in the vicinity of the Skarkpark? I noted the area across from the skatepark was packed with tents. As you are aware, the Logger Sports area was packed with overflow RV's during the course of the Jazz Festival weekend ie: August 4-6th, 2023. I don't believe it should be left up to the discretion of the current campground operator to make the decision to have portapotties available to the public. Providing mobile washroom facilities should be mandated by council, in the spirit of keeping these busy areas free of human waste.

We would all like to imagine folks will be tidy and respectful, to use the washroom facilities off of 2nd street/Ringroad and/or the washrooms by the gazebo...unfortunately, this was not the case.

Thank you for your consideration.

A reply is requested,
Regards,
Jill Braley

Subject: Kaslo Community Garden Plans

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

From: Stu & Anne Heard <heardas@kaslo.org>

Sent: Wednesday, August 2, 2023 4:04 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Kaslo Community Garden Plans

Hello Village of Kaslo

The Kaslo Community Garden is having another successful season and the compliments keep coming. Gardeners are harvesting edibles and the help yourself garden is flourishing. We again hosted JVH classes in May/June and already there has been two trips to contribute to the food cupboard. Often people entering Kaslo from New Denver stop to enjoy a stroll in the garden and visit with people who are there. Last week I visited with a couple from New York and a women's bike group from Oklahoma. People in our community often stop me to add their praise for the Community Garden and add that the Highway 31A entrance to Kaslo is the most attractive approach to our Village.

When the KCG executive are planning to keep the garden a community resource and tourist attraction we have brilliant ideas. The latest is that we will buy a collection of deer resistant bulbs and this fall plant hundreds into the weedy grass on the corner boulevard on A Ave. These bulbs will give an early flower show for pollinators and thrill everyone hungry for colour in the early spring. These plantings will be low maintenance. When blooms are finished, they can be cut along with the grass when the Village Crew is ready to mow later in the spring .

Letting you know what we are doing.

Best regards

Anne Heard

For The Kaslo Community Garden executiv



2023 Annual General Meeting Agenda
Wednesday July 19, 7:00 P.M

- 1. Call to order: Call to order by Don Scarlett at 19:06**
- 2. Establish a Quorum and establish who can vote: Quorum met 3 guests Travis, Susan all others present can vote. 13 voting members: Don Scarlett, Isaac Maxfield, Jean-Michel Longval, Steve Fawcett, Cassie Gerretsen, Dan Trobak, Tim Ryan, Bob Gazzard, Camille & Derek Baker, Angele Ortega, Quinn (Anmol) Sethi, and Josée Bayeur.**
- 3. Introductions: Everyone present introduced themselves with a brief self history.**
- 4. Approval of Agenda: Isaac moves to approve agenda with amendment of Cassie's name, seconded by Cassie. All in favour: moved.**
- 5. Approval of 2022 AGM minutes: JM moved to approve minutes as circulated, seconded by Isaac. All in favour. Moved.**
- 6. President's Report presented by Don Scarlett. Circulated and read.**
- 7. Financial Report Presented by Isaac Maxfield: Cassie moved to approve the financial report, seconded by Bob. All in favour. Moved.**
- 8. Operations Report presented by Isaac Maxfield: Isaac spoke to the next 4-year plan. Shared the lake loop map.**
- 9. Election of Board Members**

Standing Members: Bob Gazzard
Jean-Michel Longval

Cassie Gerretsen

For re-election: Josée Bayeur

Isaac Maxfield

Don Scarlett

Dan Trobak

JM moves to re-elect 4 members seconded by Bob. All in favour. Moved.

New Candidate: Angele Ortega.

**Cassie moved to elect Angele as a board member seconded by Bob. All in favour.
Moved.**

10. Adjournment: Adjourned at 20:26 by Don Scarlet.

Board Meeting to follow



Connecting and reconnecting with people throughout the region was so important and gratifying as we embarked on renewing the Trust's *Columbia Basin Management Plan*. We are now sharing the draft Plan and we hope you will provide your thoughts.

This draft Plan incorporates ongoing input from residents as well as feedback heard throughout the Our Trust, Our Future community engagement process. Our hope was to discover what people envisioned for the future of the region.

To read the draft Plan and provide input to our online survey, visit ourtrust.org/draftcbmp by September 20, 2023, at 4:30 p.m. PT / 5:30 p.m. MT. You can also call 1.800.505.8998 or email future@ourtrust.org to request a hard copy and share your feedback.

Thank you to everyone who engages with the Trust and who contributes to making the Basin such an incredible place to be.



ourtrust.org | 1.800.505.8998



Columbia Basin Trust gratefully operates on the unceded traditional territories of the Ktunaxa, Lheidli T'enneh, Secwépemc, Sinixt and Syilx Nations.

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

Sent: Wednesday, August 9, 2023 10:47 AM

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

Subject: August Funding Opportunities Summary

Hello all,

I hope you're all having a lovely summer and enjoying some of the great happenings all around the region.

Attached is an updated Funding Opportunities Summary of grants that support community development, including ones from the Provincial and Federal governments, Regional Trusts, and others. It's quite an extensive list, and feel free to share with other colleagues, organizations, and individuals.

The [Ministry of JEDI's REDIP program](#) is accepting applications until October 30th 2023. I've been having lots of conversations with folks around the region developing projects and applications that support rural economic diversification. Prior to submission I encourage you to reach out to me if your organization is putting in an application, and happy to provide feedback or answer questions.

Wishing you all the best.

Cheers,

Jen

PS. Feel free to forward this email onto colleagues or other organizations in your community. If you would like to be added or removed from this list, please email me at jen.comer@gov.bc.ca

Jen Comer (she/her)

Regional Economic Operations Branch – Regional Manager Central Kootenay / Revelstoke

Ministry of Jobs, Economic Development and Innovation

Email: Jen.Comer@gov.bc.ca | O: 778-405-5013 | C: 250-402-8757

Funding Opportunities Update

August 2023

Three sections:

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

Funding with deadlines

[Housing Accelerator Fund \(CMHC\)](#) **NEW**

Description: provides incentive funding to local governments encouraging initiatives aimed at increasing housing supply. It also supports the development of complete, low-carbon and climate-resilient communities that are affordable, inclusive, equitable and diverse.

Eligible applicants:

- **Large/Urban:** Communities in populations of 10,000 or more.
- **Small/Rural/North/Indigenous:** communities in populations under 10,000.

Eligible activities: Incentive funding can be used for prescribed uses, which fall under 4 categories:

- Investments in Housing Accelerator Fund Action Plans
- Investments in Affordable Housing
- Investments in Housing-Related Infrastructure
- Investments in Community-Related Infrastructure that Supports Housing

Deadline: August 18, 2023, at 11:59 pm PST.

Contact: Phone: 1-800-668-2642, Email: contactcentre@cmhc.ca

[Business Scale Up and Productivity Loan Program](#) **NEW**

Description: supports high-growth businesses that are scaling up and producing innovative goods, services or technologies. It offers interest-free, repayable funding to incorporated businesses.

Eligible applicants: open to incorporated high-growth businesses that have been operating in British Columbia for a minimum of 2 years. Preference may be given to small and medium-sized enterprises (SMEs) with less than 500 full-time employees (FTEs).

Eligible activities: List of eligible costs found [here](#).

Deadline: September 22, 2023, at 12:00 pm PST.

Funding amount: Up to 50% of eligible project costs may be requested from PacifiCan: minimum \$200,000; maximum \$5 million per project.

Contact: 1-888-338-9378 or at info@pacifican.gc.ca.

[B.C. Maritime Industries Infrastructure Modernization & Expansion Grant Program](#) **UPDATED**

Description: Projects must contribute directly to the modernization and development of regional infrastructure for boat or ship dry dock, or refit and maintenance facilities.

- Projects that increase in capacity and capability for the new build of smaller coastal craft will also be considered.
- Projects should increase competitiveness for local businesses to compete for federal and commercial contracts, providing increased opportunities for British Columbians.
- Projects should provide widespread economic and environmental benefits in line with StrongerBC Economic Plan of clean and inclusive growth and the legislated emissions reduction targets in the CleanBC Roadmap to 2030.

Eligible applicants: Eligible applicants consist of businesses and for-profit organizations of all sizes (not-for-profit organizations are not eligible) that, as of the date of application to the program;

- Operate in the marine, maritime and/or ship building and repair sector.
- Have been operating in B.C. for at least 24 months.
- Have an existing footprint in the province of British Columbia.

- Can demonstrate being a viable operation through positive cash flow or have net positive assets.
- Are not currently preparing the business for closure, dissolution, bankruptcy or sale.

Organizations can apply individually, or in collaboration with other eligible applicants, if the primary applicant is an eligible entity.

Eligible activities: projects that increase ability of B.C. boat and ship yards to compete for federal and commercial contracts through modernization and expansion of;

- existing boat and ship yard equipment and facilities including, but not limited to, overhead cranes, hydraulic lifts, welding machines and material handling equipment, rail lines, pumps or valves, etc.
- regional dry dock or wharfage infrastructure for both small to large domestic and deep-sea boats and ships to receive vessel life-cycle upgrades, planned overhaul work, scheduled dry docking for class certificate renewal, unplanned maintenance or any type of alongside work.
- infrastructure for construction of smaller boats.

Deadline: September 29, 2023. **NEW**

Funding amount: non-repayable funding contributions are provided through two capital investment streams,

1. Stream 1 - 50% of capital costs up to \$500,000 for equipment and facility modernization OR new small vessel construction infrastructure.
2. Stream 2 - 25% of project capital costs up to \$5 million for dry dock and wharfage expansion for boat and ship overhaul, refit, maintenance, and repair infrastructure.

Contact: Association of British Columbia Marine Industries contact@abcmi.ca

CanExport Community Investments NEW

Description: provides financial support to communities and non-profit organizations to help them attract, retain and expand their foreign direct investment (FDI) activities.

Eligible applicants: communities seeking to improve their capacity to attract, retain and expand FDI and non-profit partnerships at the local community level.

Eligible activities: The program supports activities that will help you attract, expand, or retain greenfield foreign direct investment, such as:

- developing marketing tools aimed at foreign investors
- getting specific foreign direct investment training
- identifying or coordinating with potential investors
- developing and putting in place multi-year strategies to attract and retain international investment

Deadline: Applications open from September 5th to 29th, 2023.

Contact: communities.communautes@international.gc.ca

Rural Economic Diversification and Infrastructure Program (REDIP)

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

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

Eligible activities: three funding streams are available:

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

Deadline: October 30, 2023.

Funding amount:

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

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

Declaration Act Engagement Fund

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

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

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

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

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

Contact: daef@nrtf.ca

BC Community Gaming Grants

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

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

Eligible activities: A program may be eligible if it:

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

Deadline: Three categories with upcoming deadlines - Public Safety: Apply between July 1 and August 31.

Environment: Apply between July 1 and August 31. Human and Social Services: Apply between August 1 and November 30.

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

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

Extreme Weather Preparedness for Agriculture Program NEW

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

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

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

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

Deadline: The Spring 2023 intake for the Program will remain open until all program funds have been committed.

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

Federal Rural Transit Solutions Fund

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

Eligible applicants:

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

Eligible activities:

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

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

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

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

Community Economic Development and Diversification in British Columbia

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

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

Eligible applicants:

- not-for-profit organizations, including industry associations, economic development organizations, cultural organizations and societies
- post-secondary institutions
- co-operatives
- hospitals and regional health care centers
- Indigenous-led not-for-profits and organizations, which may include but not limited to First Nations as represented by their Chief and Council, Tribal Councils, Indigenous representative organizations, Métis and Inuit organizations and Settlements, as well as First Nation/Métis Settlement wholly-owned businesses where all profits accrue solely to the First Nation/Settlement to benefit community members
- municipal governments and organizations created by them
- federal Crown corporations (Treasury Board Secretariat will be consulted prior to any funding decisions for federal Crown corporations.)
- provincial government departments, agencies and crown corporations

Eligible activities: Strong projects demonstrate:

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

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: not specified.

Contact: info@pacifican.gc.ca

Regional Innovation Ecosystems in British Columbia – PacifiCan

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

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

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

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

Deadline: Ongoing until annual funding allocation has been reached.

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

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

Region-Specific Funding (deadlines & continuous)

Northern Development Initiative Trust (NDIT) Summer Intake Misc. Programs *(Region specific)*

August 11, 2023 is the summer intake deadline for eight community development programs and three partner programs. Complete funding application packages to the following programs must be received prior to this application August 11 deadline to be considered for funding as part of the summer intake:

- [BC Hydro GO Fund](#)
- [Community Places](#)
- [Cultural Infrastructure](#)
- [Economic Infrastructure](#)
- [Main Street Revitalization – Planning](#)
- [Main Street Revitalization – Capital](#)
- [Marketing Initiatives](#)
- [Northern Healthy Communities Fund Capacity Building Program](#)
- [Northern Healthy Communities Fund Capital Program](#)
- [Northern Housing Incentive](#)
- [Recreation Infrastructure](#)

Investment Readiness Program – ICET *(Region specific)*

Description: invests in the development of targeted strategies and tools to support and strengthen community and regional economic diversification and investment attraction, as well as strategic regional collaboration initiatives.

Eligible applicants: open to Indigenous communities including Indigenous development corporations, local and regional governments, and not-for-profit organizations.

Eligible activities: six funding streams:

- Economic Development Strategy
- Quick Start
- Technology Attraction Strategy
- Sector Development
- Investment Attraction
- Regional Collaboration

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: can provide up to \$30,000 to cover up to 50% of eligible costs.

Contact: Denice Regnier, Manager, Programs and Corporate Affairs, 250-871-7797, denice@islandcoastaltrust.ca

Community Placemaking Program – ICET *(Region specific)*

Description: funding for communities to collaboratively reimagine and revitalize public spaces to create more welcoming, respectful, walkable, safe, healthy and engaging public spaces for everyone, focusing on the design and management of these places.

Eligible applicants: open to Indigenous communities including Indigenous development corporations, local and regional governments, and not-for-profit organizations.

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: up to \$50,000.

Contact: Denice Regnier, Manager, Programs and Corporate Affairs, 250-871-7797, denice@islandcoastaltrust.ca

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

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

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

Eligible activities: projects eligible for funding may include:

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

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

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

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

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

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

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

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

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

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

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

Community Readiness Program – Columbia Basin Trust (region specific)

Description: supports Basin communities' ability to meet their needs during emergencies and disasters such as floods, wildfires, extreme heat or sustained power and communication interruptions.

Eligible applicants: First Nations, non-profit organizations and local governments representing communities in the [Columbia Basin Trust region](#) for projects taking place within the region. Rural or remote communities, or Reception Centres serving rural and remote communities, will be prioritized. Non-profit organizations must demonstrate the support of their Regional District or municipality.

Eligible activities: Eligible applicants may apply for funding for any or all the following activities:

- the purchase of emergency readiness equipment and supplies to be made available for community-wide benefit;
- enhanced regional emergency communications; and
- improvements to community use facilities that will be used during emergencies, including accessibility improvements.

Deadline: August 18, 2023 at 2:00PM

Funding amount: Up to \$100,000.

Contact: readiness@ourtrust.org or call 1.800.505.8998.

Basin Job Experience Trail Crews Program – Columbia Basin Trust (region specific) **NEW**

Description: helps employers to create short-term jobs while enhancing Basin recreational trails. Basin residents who are unemployed and underemployed, will gain work experience as they advance their skills.

Eligible applicants: non-profit organizations with a mandate to support recreational opportunities and First Nations within the Columbia Basin Trust [region](#).

Eligible activities:

- Wage subsidy
- Training
- Safety equipment
- Maintenance equipment

Deadline: September 27, 2023 at 2:00 p.m. PT / 3:00 p.m. MT.

Funding amount: Refer to [program guide](#) for breakdown by activities

Contact: trailgrants@ourtrust.org or call 1.800.505.8998

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

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

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

Eligible activities: Applications must demonstrate that the:

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

Deadline: Ongoing until annual funding allocation has been reached.

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

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

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

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

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

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

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

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: Not specified. Typically, the Trust will not be the sole funder of projects. Projects that demonstrate that fundraising efforts have been made and/or are being undertaken are more likely to receive funding.

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

For Immediate Release | August 13, 2023

Interior Health heat warning guidance

I H-WIDE – Environment Canada continues to adjust [heat warnings](#) in the Interior Health region due to daytime temperatures in the mid to high 30 degrees Celsius combined with overnight lows near 18 degrees Celsius. No extreme heat emergencies have been declared at this time.

Please check the [Environment Canada website](#) for updates on heat warnings in your area.

Interior Health is reminding people that elevated temperatures increase the risk of heat-related illnesses.

The BC Centre for Disease Control provides a broad range of heat-related guidance on its [website](#), including information on the different types of heat alerts, how to prepare for hot temperatures, symptoms of heat-related illnesses, those most at risk during hot weather and ways to stay cool.

Preparing for and responding to hot weather:

- If you have air conditioning at home, make sure it is in good working order and turn it on.
- If you do not have air conditioning at home:
 - Find somewhere you can cool off on hot days. Consider places in your community to spend time indoors such as libraries, community centres, movie theatres or malls. Also, as temperatures may be hotter inside than outside, consider outdoor spaces with lots of shade and running water.
 - Shut windows and close curtains and blinds during the heat of the day to block the sun and prevent hotter outdoor air from coming inside. Open doors and windows when it is cooler outside to move that air indoors.
 - Ensure that you have a working fan, but do not rely on fans as your primary means of cooling. Fans can be used to draw cooler late-evening, overnight and early-morning air indoors. Keep track of temperatures in your home using a thermostat or thermometer. Sustained indoor temperatures over 31 C can be dangerous for people who are susceptible to heat.
 - If your home gets very hot, consider staying with a friend or relative who has air conditioning if possible.
- Identify people who may be at high risk for heat-related illness. If possible, help them prepare for heat and plan to check in on them.

Who is most at risk?

Everyone is susceptible to heat-related illness. It is important to monitor yourself, family members, neighbours and friends during hot weather. Consider developing a check-in system for friends, family, and neighbours who are at high risk of heat-related illness.

Those who are at highest risk include:

- Older adults, especially those over 60
- People who live alone

We recognize and acknowledge that we are collectively gathered on the traditional, ancestral, and unceded territories of the seven Interior Region First Nations. This region is also home to 15 Chartered Métis Communities. It is with humility that we continue to strengthen our relationships with First Nation, Métis, and Inuit peoples across the Interior.

- People with pre-existing health conditions such as diabetes, heart disease or respiratory disease
- People with mental illnesses such as schizophrenia, depression or anxiety
- People with substance use disorders
- People with limited mobility and other disabilities
- People who are marginally housed
- People who work in hot environments
- People who are pregnant
- Infants and young children

Your health:

- Drink plenty of water and other liquids to stay hydrated, even if you are not thirsty.
- Spray your body with water, wear a damp shirt, take a cool shower or bath or sit with part of your body in water to cool down.
- Take it easy, especially during the hottest hours of the day.
- Stay in the shade and use a broad-spectrum sunscreen with SPF 30 or more.
- Take immediate action to cool down if you are overheating. Signs of overheating include feeling unwell, headache and dizziness. Overheating can lead to heat exhaustion and heat stroke.
- Signs of heat exhaustion include heavy sweating, severe headache, muscle cramps, extreme thirst and dark urine. If you are experiencing these symptoms, you should seek a cooler environment, drink plenty of water, rest and use water to cool your body.
- Signs of heat stroke include loss of consciousness, disorientation, confusion, severe nausea or vomiting and very dark urine or no urine. Heat stroke is a medical emergency.

In the event of a medical emergency, call 911. However, it is important to use 911 responsibly to avoid overwhelming the system.

When to call 911:

- In cases of heat stroke: Loss of consciousness, disorientation, confusion, severe nausea or vomiting or very dark urine or no urine.
- In general: When there is chest pain, difficulty breathing, loss of consciousness, severe burns, choking, convulsions that are not stopping, a drowning, a severe allergic reaction, a head injury, signs of a stroke or a major trauma.

If you have a less urgent health issue:

- You can call HealthLinkBC at 811 and speak with a nurse or go to an urgent care centre or clinic if you can do so safely. That way, our emergency medical dispatch staff and paramedics will be available for people who need their services the most.
- There are also online tools at healthlinkbc.ca, including a “Check Your Symptoms” tool.

Jasperdo, 2018. Fort Steele Heritage Town. Flickr.com. CC BY-NC-ND 2.0



Radon in BC: Does Your Community Need to Test?



**BC LUNG
FOUNDATION**

Executive Summary

All homes should be tested for radon. However, some communities have much higher radon than others. We think it is important for BC residents to know how much radon there is where they live, and encourage local governments to conduct sample community testing. In this report, we explain why sample community testing for radon is important and why communities should ensure they have a good sample size of radon tests to have confidence in local radon levels.

The good news is that for many of BC's larger cities, such as Vancouver, Victoria, Prince George and Kelowna, there are enough radon tests to give high confidence in radon prevalence. However, we found many communities which need more testing to have confidence in radon levels.

We think the highest priority for radon testing should be given to the following communities:

Communities likely to have over 10 percent of homes over Canada's Radon Guideline, but for which more testing is needed.

100 Mile House, Armstrong/Spallumchean, Arrow Lakes/Nakusp, Enderby, Golden, Kootenay Lake/Kaslo, Lumby, McBride/Valemount, Osoyoos, Princeton, Quesnel, Vanderhoof, Williams Lake, Windemere/Radium Hot Springs

Communities with insufficient radon data, but situated in local health areas (LHAs) or health service delivery areas (where the LHA has insufficient data) where at least 10% of homes tested are over the Guideline:

Fort St. James, Grand Forks, Keremeos, Lillooet, Mackenzie, Merritt

We also recommend further community testing to improve sample sizes in the following locations:

BC Communities with insufficient data or require more testing to have a good sample size:

Bella Coola Valley, Burns Lake, Central Saanich, Chetwynd, City of Langley, Dawson Creek, Duncan, Esquimalt, Fort Nelson, Fort St. James, Gibsons, Haida Gwaii, Hope, Kitimat, Ladysmith, Maple Ridge, Metchosin, New Westminster, North Saanich, Oak Bay, Parksville, Pitt Meadows, Port Coquitlam, Port Moody/Annemore/Belcarra, Powell River, Prince Rupert, Sechelt, Sidney, Smithers, Sooke, Southern Gulf Islands (Pender/Galiano/Saturna/Mayne), Tumbler Ridge, View Royal, White Rock

The following communities have decent sample sizes which show there is clearly a radon problem, but still not enough to meet our threshold of confidence (for a given percent of homes over 200 Bq/m³ a 90 percent confident level of plus or minus three percent).

Cranbrook, Creston, Fernie, Kamloops, Kimberley, Penticton, Summerland

In the body of this report, we explain how we define 'community' and obtained the relevant data and the statistical analysis performed. For each community we identify we provide the current sample size, the number of homes tested over 200 Bq/m³ in that sample, the uncertainty range given the sample size, and what an appropriate sample size would be to have 90% confidence in the results with a margin of error of plus or minus 3% (See Table 2, starting on page 11). Our methods could not capture some of BC's smaller communities and rural areas. This does not remove the need for testing in those places, especially where high radon prevalence is found at the larger regional scale.

Authors: Noah Quastel, Director, Law and Policy, Healthy Indoor Environments, British Columbia Lung Foundation.

Date: August 1, 2023

To cite: Quastel, N. 2023 Radon in BC: Does Your Community Need to Test? British Columbia Lung Foundation.

Other credits: This project would not have been possible without the provision of data, data analysis, and extensive help of Dr. David McVea and Jeffrey Trieu of the British Columbia Centre for Disease Control. Additional review was provided by Menn Biagtan and Dr. Anne-Marie Nicol.



To find project documents, visit BC Lung’s website on Community Radon Testing: <https://bclung.ca/radon-community-testing-bc>

About our program. The BC Lung Foundation's Healthy Indoor Environments program is focused on providing education, resources, and policy options for addressing priority indoor air pollutants in British Columbia. Canadians spend 90% of their day indoors, with about 70% at home and 20% at work or school. The air we breathe indoors can contain particulates, gases, allergens and fumes that can significantly affect our health in both the short and long term. Knowing the main indoor air pollutants, their sources, and how to reduce them are key to reducing harm to our health. Radon has been identified as the leading environmental carcinogen in Canada. For more information visit our website at <https://bclung.ca/programs-initiatives/healthy-indoor-environments-program>

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What is Radon?

Radon is an odorless, tasteless, and colorless radioactive gas. It is released through the natural process whereby uranium in soil and rocks decays. Radon emanates from soil and is quickly diluted in air. However, it can build up inside homes and other buildings, and creates a lung cancer risk. While almost all buildings have some radon, some have much more than others. While exposure to any amounts of radon can increase risks of lung cancer, the risks increase at higher radon concentrations. The World Health Organization chose the risk adverse action level of 100 Bq/m³ while Health Canada opted for the compromise of 200 Bq/m³. For new construction, radon levels can be lowered by 50% or more through building in “passive” radon systems—a vent pipe that moves air from under the building slab. Once new occupants move in, they can also test for radon and if elevated levels persist, call in radon mitigation professionals to add a fan. This almost always reduces radon to under 100 Bq/m³.

Radon and Lung Cancer

Currently in Canada, lung cancer makes up 24% of all cancer deaths.¹ For the past thirty years there has been a strong focus on reducing tobacco smoking. We now think there are significant inroads in the fight against cancer to be had from avoiding radon.

Radon is the leading cause of lung cancer after smoking and the leading cause amongst non-smokers. Radon emits alpha particles that can damage lung cells. Approximately 16% of lung cancer deaths can be attributed to radon exposure. According to the Canadian Cancer Society, these numbers result in over 3,300 people a year dying of radon related lung cancer. It is estimated that 1 in 20 Canadians exposed to high radon levels (800 Bq/m³) over a lifetime will develop lung cancer. There is also an increased risk for developing lung cancer for those who smoke combined with long term

exposure to radon. It is estimated that 1 in 3 smokers who live a lifetime in 800 Bq/m³ radon environments will develop lung cancer.² These numbers are not natural and this situation can be changed through testing and fixing existing buildings and putting proper systems into new construction.

Why Learn Local Radon Levels?

Health Canada recommends that every home be tested. As well, there is an increasing push to have passive radon systems installed in all new single family or low rise residential buildings. We think community testing is still important.

People are more likely to act when they can see local radon levels. Testing initiatives in BC have found very high radon prevalence in some parts of BC such as the District of Lake Country (52%)³, Barriere (63%)⁴ and Castlegar (49%).⁵ However, even within regions there can be considerable differences from town to town. In our experience, people are more likely to test their homes and workplaces if they see that there are many homes and other buildings in their community with elevated radon levels. When policy makers know local radon levels, it can be much easier to act. We have seen repeatedly that the press reports on the results of community testing and these efforts improve local knowledge of the problem.⁶ We think the first step should be making sure there is a good sample size of radon tests in all BC communities.

Government can focus attention on higher radon regions. Government dollars are more wisely spent focusing on high radon areas.⁷ If half of homes have radon, we can predict that for each two homes tested, one will be discovered to have high radon. But if only 1 percent of homes have high radon, chances are that for each hundred homes tested, only one will have high radon. For these reasons, it is much more cost effective to address radon in areas with higher prevalence of indoor radon.⁸ Health economists have found that in higher

radon prone locations in BC such as Kelowna, paying for radon testing and mitigation of older homes is a cheaper way for governments to save lives and ensure a good quality of life than many routine hospital procedures.⁹ Ensuring a community has a good sample size showing high radon levels is a first step in garnering attention from higher levels of government.

A better provincial database and map will help expand knowledge Knowledge of radon exposure of a population can help researchers to understand risk factors for cancer at a local level. The last decade has seen a vast improvement in knowledge of local radon levels in BC. The British Columbia Radon Data Repository (BCRDR) collects data from diverse sources, such as Health Canada’s country-wide survey in 2012, data from test kit manufacturers and radon mitigators, and results of testing initiatives from non-profits such as the Donna Schmidt Lung Cancer Memorial Society, BC Lung Foundation and Take Action on Radon. This data can be used by health researchers, and is also fed into the BC Radon Map (available online at <https://bccdc.shinyapps.io/bcradonmap/>). We have analyzed the BCRDR data and found many communities do not have a large enough sample size to have confidence in radon levels.

Why Test Homes?

There is a strong correlation of elevated radon in buildings with underlying geography (such as uranium in the soil and bedrock).¹⁰ As well, researchers have found a strong correlation of indoor radon with radon in soil.¹¹ That said, testing indoor air in homes is considered more reliable because this also incorporates dwelling characteristics and user behaviours-- important factors in determining indoor radon levels.¹²

Canada’s Radon Guideline applies to all indoor spaces regularly occupied for four or more hours a day, so workplace testing remains important. That said, most radon exposure occurs in homes.¹³ As well, the vast majority of

radon data collected in BC is of radon levels in homes.

Methodology

BC Lung Foundation requested and received radon data from the BCRDR, updated to November 3, 2022. BCRDR uses the British Columbia Health Administrative Boundaries¹⁴ for data classification purposes. The smallest units are Community Health Service Areas (CHSAs).

Local communities may have conducted further testing after that date. For instance, community testing initiatives were held in Saltspring Island, Kimberley, Mission, Chilliwack, Aggasiz/Harrison and Hope in 2022-2023 which we were not able to include here. These communities may already or soon have much better sample sizes than this report indicates and we also expect the BCRDR and BC Radon Map to be regularly updated.

Sources of radon data remain anonymous, but these measurements are typically results of long-term (ninety-one day plus) alpha track radon detector measurements. To account for variable precision among radon monitors, values were rounded to the nearest 10 Bq/m³. Data was limited to unique residential measurements –if a building had multiple measurements, only the concentration value from the lowest unmitigated space was used.

Delineating Communities

Because of the mismatch between political jurisdictions (e.g. municipalities) and health boundaries we had to create an appropriate unit to reflect ‘community’ from the data classified by health administrative boundary. In larger cities, such as Vancouver, there are several CHSAs, but which taken together fit within the municipal boundary, but in some other towns the CHSA can extend well beyond or cut across municipal borders. Moving up to the next larger unit, the Local Health Area often extends too far beyond municipal boundaries. For instance, the BC

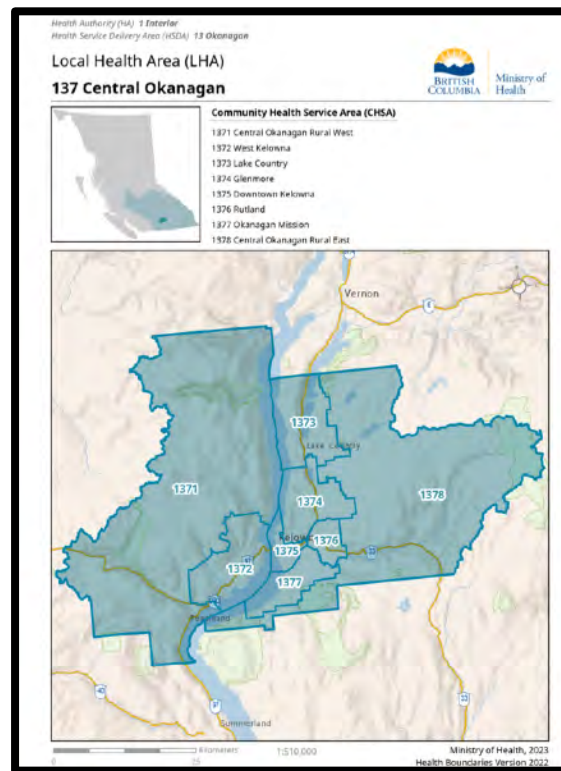
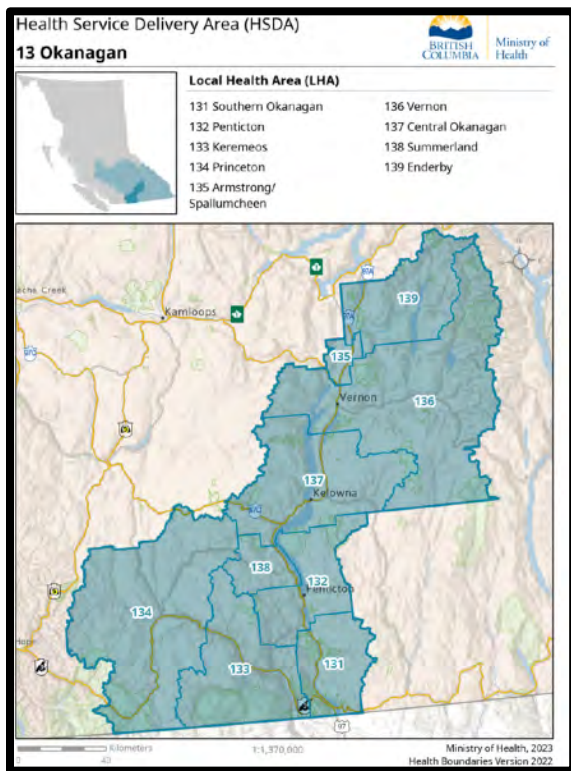


Figure 1: BC Health Administrative Boundaries in Okanagan

Health Administrative Boundaries aggregates 7 CHSAs to form the Local Health Area (LHA) “Central Okanagan” but that LHA encompasses the distinct political boundaries of multiple municipalities (see Fig.1). We created a unique delineation of ‘community’ by aggregating Community Health Service Areas (CHSAs) through visual comparison of health boundary and municipal boundary maps. For “Kelowna” we aggregated numbers for the CHSAs of Glenora (1374), Downtown Kelowna (1375), Rutland (1376), and Okanagan Mission (1377) (see Fig 1 a and b). We eliminated some CHSAs in remote rural locations, as covering very large geographical areas, and so unlikely to represent the small towns that fell within them. In

Appendix 1, Table A we list communities with links to the underlying CHSAs. We also had to eliminate some CHSAs as predominantly rural or covering a very large geographical area (See Appendix B, Table B).

As such, some smaller communities in BC will not be represented on our list. This does not remove the need for testing, especially in locations where high radon prevalence is found at the larger scale such as LHA or Health Service Delivery Area (HSDA). Persons who do not recognize their community in our list should check the Health Administrative Boundaries to locate their CHSA and refer to Appendix 1 to see if they fall within communities we have included or excluded.

Finding the Right Sample Size

First, the existing data for each community was graphed. Even in communities with a small number of initial tests, radon data typically fits to a log-normal distribution.

Second, an estimation was made of how uncertainty decreases with number of samples. Simulations were made using radon measurements from the larger HSDA within which communities were located. By using the HSDA, with many more measurements, it was possible to examine how different sample sizes were affected by random chance (see Figure 2). For each community, a random set of radon measurements was taken from the HSDA, of size equal to the existing sample size of the community. The summary statistic (e.g. number of homes over 200 Bq/m³) was calculated. This random sampling and summary statistic calculation was repeated 100 times for each community, to give a wide range of percentages of homes over 200 Bq/m³. We treated the 5th to 95th percentile range as a proxy 90% confidence interval of the distribution for each community.

Figure 2 compares different Okanagan and South Vancouver Island communities, showing

variation in sample size between communities and how uncertainty decreases with sample size. It also shows how it is possible to move along the x axis (e.g. number of samples) to find a sample size that would reduce the uncertainty in the percentage of homes over 200 Bq/m³ to an acceptable level. Specifically, we sought the minimum number of tested homes that would yield a distribution of percentages of homes over 200 Bq/m³ whose 90th percentile range was no wider than 6%. Note that for South Vancouver Island, the lower radon concentrations means fewer tests are needed for a sufficient sample size. A similar analysis was done for all HSDAs (see Table 1). In this manner, we generated for each community a sufficient sample size for 90 percent confidence for a percentage over 200 Bq/m³ plus or minus 3 percent. Ultimately, the choice of confidence level and allowable margin of error is a judgment call and we chose this on the basis of combining pragmatic considerations of cost and effort in testing with intuitions as to how precise knowledge of local radon prevalence needs to be.

Table 2 list all the communities we could define using CHSA data, provides the existing

Table 1: Sample Sizes for 90% Confidence plus or minus 3% on the basis of HSDA			
HSDA the Community Falls In	Desired sample size	HSDA the Community Falls In	Desired sample size
Central Vancouver Island	20	Northeast	115
East Kootenay	280	Northern Interior	335
Fraser East	70	Northwest	100
Fraser North	60	Okanagan	380
Fraser South	20	Richmond	20
Kootenay Boundary	470	South Vancouver Island	45
North Shore-Coast Garibaldi	20	Thompson Cariboo Shuswap	340
North Vancouver Island	20	Vancouver	30

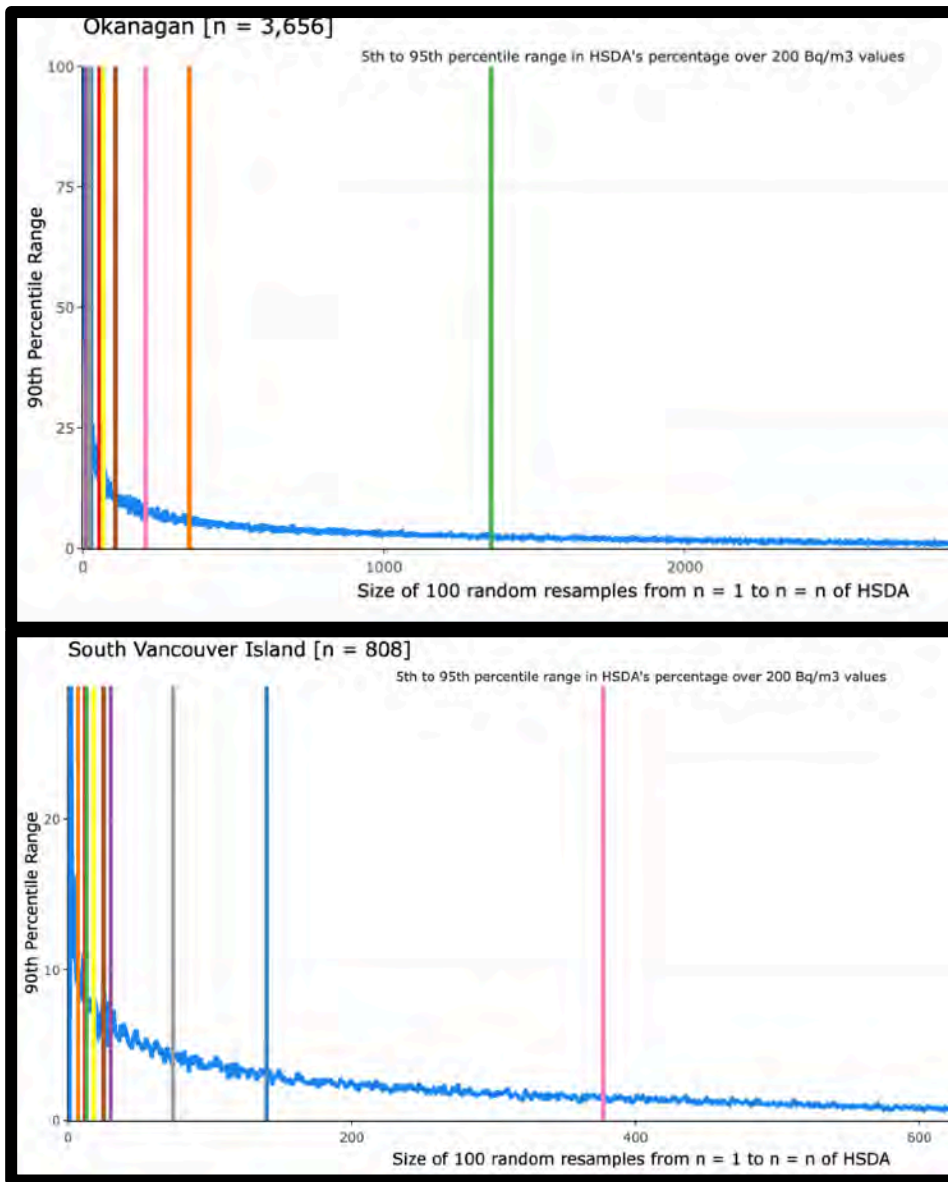


Figure 2: Uncertainty Curves. Vertical coloured lines show readings for particular communities. For Okanagan: Green–Kelowna, orange–Lake Country, pink–Penticton, brown–Osoyoos, yellow–Lumby, red–Armstrong–Spallumcheen, blue–Enderby, grey–Princeton. For South Vancouver Island: Pink–Cental Sannich, dark blue–Colwood, grey–Saltspring Island, purple–Langford/Highlands, brown–Oak Bay, yellow–North Saanich; green–Esquimalt, orange–Southern Gulf Islands, red–Sooke, light blue–View Royal. Courtesy of BCCDC.

sample size, the current estimated margin of error, and the desired sample size for 90 percent confidence in results plus or minus 3%. Communities with under 20 radon readings are listed as having insufficient data to have meaningful results.

Results and Discussion

We could quickly see that required sampled size for confidence varies with radon concentration. In communities with a lower percentage of homes above 200 Bq/m³, fewer samples were needed to reach a given level of certainty. This means that there are some communities in BC with a small percentage of

homes over 200 Bq/m³ and a small number (such as under 30) readings, but sufficient sample size. There are also communities with fairly large samples (into the few hundred) but for which more readings are needed for certainty.

We have many communities in BC for which we have high certainty that at least 10 percent of homes are over 200 Bq/m³, but for which the low sample size means the margin of error is over plus or minus 5%: **100 Mile House, Armstrong/Spallumchean, Arrow Lakes, Enderby, Golden, Kootenay Lake/Kaslo, Lumby, McBride/Valemount, Osoyoos, Princeton, Quesnel, Vanderhoof, Williams Lake,**

Windemere/Radium Hot Springs (dark blue on Table 2).

We also identified communities with an insufficient sample size for reporting results but for which the larger Local Health Area (LHA) or HSDA have at least 10 percent of homes tested over 200 Bq/m³: **Fort St. James, Grand Forks, Keremeos, Lillooet, Mackenzie, Merritt** (dark orange). These first two groups should be prioritized for testing.

We also found a large number of BC communities not included in the above groups, but which require more testing to have high confidence (90% confidence plus or minus 3%) in radon numbers. **Bella Coola Valley, Burns Lake, Central Saanich, Chetwynd, City of Langley, Dawson Creek, Duncan, Esquimalt, Fort Nelson, Fort St. James, Gibsons, Haida Gwaii, Hope, Kitimat, Ladysmith, Maple Ridge, Metchosin, New Westminster, North Saanich, Oak Bay, Parksville, Pitt Meadows, Port Coquitlam, Port Moody/Annemore/Belcarra, Powell River, Prince Rupert, Sechelt, Sidney, Smithers, Sooke, Southern Gulf Islands (Pender/Galiano/Saturna/Mayne), Tumbler Ridge, View Royal, White Rock** (light orange if insufficient data, light blue otherwise).

One outcome to note is that for communities with higher radon levels, a higher number of tests are needed to be confident of numbers of homes over the Guideline. For instance, Windemere/Radium Hot Springs (n= 54), would need 280 tests to estimate 90 percent confidence in number of homes over 200 Bq/m³ with a margin of error of plus or minus 3 percent. However, the analysis suggests good confidence that between 25% and 38% of homes have radon over Guideline, which is certainly enough information for homeowners and local governments to take the issue seriously.

We used as threshold a margin of error of plus or minus 5% for whether to prioritize further testing in such high radon communities. As such, we listed Windemere/Radium Hot Springs

as a priority for testing (at plus or minus 6.4%), but created a separate group for which we felt there was less urgency for improving the sample size. Communities in this group included **Cranbrook, Creston, Fernie, Kamloops, Kimberley, Penticton, Summerland** (light green). We would still encourage more testing in these communities to increase the accuracy of radon knowledge and because there is a clear need for all homes in these locations to be tested.

In deciding whether to conduct further community testing in such situations, it is worth noting additional benefits of such testing—spreading education and awareness on radon, increasing the numbers of people who have tested, and encouraging yet more people to take the initiative to test on their own.

Limitations

Most radon testing is initiated by homeowners taking the initiative. This creates a possibility of selection bias, and overestimates risk compared to a randomized sample. That said, the degree to which this skews the results is not known and we think it is unlikely that people who chose to test have any special indicia that their homes have higher radon. In order for us to arrive at sample sizes that would give certainty, we needed to assume that the spread of radon levels in buildings in each community would look similar to the broader HSDA (e.g. a uniform distribution). We know this is not always the case. We expect more radon testing in the future will lead to a more nuanced analysis.

These analyses examine the proportion of homes above the 200 Bq/m³ guideline. For more information about the magnitude and range of radon levels in specific communities or regions, please see the BCCDC Radon Map. While rural regions and some smaller towns are not included in these analyses, there is still a need to test homes in these areas. Numbers reported by the BCCDC Radon Map for local health areas can be an entry point in estimating likely radon levels at smaller scales.

Table 2 Legend	
	Insufficient data, but in LHA or HDSA with over 10% of homes tested over 200 Bq/m ³
	Current sample size shows over 10% of homes tested over 200 Bq/m ³ , more testing needed for good sample size (90% confidence in results, plus or minus 3%)
	Insufficient data, in LHA or HDSA with 10% or less of homes tested over 200 Bq/m ³
	Current sample size shows 10% of homes or less tested over 200 Bq/m ³ , more testing needed for good sample size
	Current sample size shows over 10% of homes tested over 200 Bq/m ³ , but margin of error falls between 3% and 5%
	Sufficient sample size for 90% confidence in results, plus or minus 3%

Table 2: Results by Community				
Community	Sample Size	Percent of homes over 200 Bq/m ³	Current margin of error (plus or minus x %)	Estimated Sample size for 90% confidence in results, plus or minus 3 %, based on HSDA
100 Mile House	43	13.05	8.82	340
Abbotsford	190	4.66	1.18	70
Armstrong/Spallumcheen	55	24.43	7.62	380
Arrow Lakes/Nakusp	141	31.23	5.69	470
Bella Coola Valley	Insufficient data			20
Bowen Island/Lions Bay	51	11.06	1.02	20
Burnaby	115	2.25	1.43	60
Burns Lake	21	0.76	7.4	335
Campbell River	34	0.02	0.9	20
Castlegar	1261	48.34	1.19	470
Central Saanich	insufficient data			45
Chetwynd	insufficient data			115
Chilliwack	53	4.29	2.5	70
City of Langley	insufficient data			20
Colwood	140	3.86	1.54	45
Comox	23	0.79	1.3	20
Coquitlam	289	3.17	0.87	60
Courtenay	24	0.01	0.89	20

Table 2: Results by Community				
Community	Sample Size	Percent of homes over 200 Bq/m ³	Current margin of error (plus or minus x %)	Estimated Sample size for 90% confidence in results, plus or minus 3 %, based on HSDA
Cranbrook	211	10.44	3.87	280
Creston	97	17.91	4.58	280
Dawson Creek	72	4.07	3.7	115
Delta	58	0.52	0.69	20
Duncan	35	8.8	2.12	35
Enderby	26	19.12	11.88	380
Esquimalt	Insufficient data			45
Fernie	122	33.96	4.73	280
Fort Nelson	71	6.71	3.56	115
Fort St. James	Insufficient data			335
Fort St. John	147	5.5	2.03	115
Gibsons	Insufficient data			20
Golden	53	21.31	7.05	280
Grand Forks	insufficient data			280
Haida Gwaii	79	0.48	1.82	100
Hope	insufficient data			70
Kamloops	158	12.3	4.56	340
Kelowna	1356	21.67	1.11	380
Keremeos	insufficient data			380
Kimberley	179	32.42	3.45	280
Kitimat	35	0	2.35	100
Kootenay Lake/Kaslo	27	33.65	11.11	470
Ladysmith	insufficient data			35
Lake Country	353	44.47	2.68	380
Langford/Highlands	30	1.29	2.26	45
Langley Township	25	0.53	0.81	20

Table 2: Results by Community				
Community	Sample Size	Percent of homes over 200 Bq/m ³	Current margin of error (plus or minus x %)	Estimated Sample size for 90% confidence in results, plus or minus 3 %, based on HSDA
Lillooet	insufficient data			340
Lumby	67	23.94	7.25	280
Mackenzie	Insufficient data			335
Maple Ridge	41	0.98	2.02	60
McBride/Valemount	77	14.5	6.35	335
Merritt	Insufficient data			340
Metchosin	Insufficient data			45
Mission	Insufficient data			70
Nanaimo	237	0.94	0.71	35
Nelson	909	37.26	1.67	470
New Westminister	Insufficient data			60
North Saanich	Insufficient data			45
North Vancouver	253	1.55	0.23	20
Oak Bay	25	8.74	4.51	45
Osoyoos	107	31.77	5.16	380
Parksville	Insufficient data			35
Penticton	207	21.67	3.44	380
Pitt Meadows	Insufficient data			60
Port Coquitlam	43	0.69	1.79	60
Port Moody/Anmore/Belcarra	44	4.77	2.52	60
Powell River	Insufficient data			20
Prince George	2245	32.04	0.5	335
Prince Rupert	63	0.2	1.92	100
Princeton	20	32.57	12.07	380
Quesnel	66	9.88	6.61	335
Revelstoke	371	40.38	2.7	340

Table 2: Results by Community				
Community	Sample Size	Percent of homes over 200 Bq/m ³	Current margin of error (plus or minus x %)	Estimated Sample size for 90% confidence in results, plus or minus 3 %, based on HSDA
Richmond	99	0.04	0.02	20
Saanich (District of)	377	0.73	0.68	45
Salmon Arm	321	17.57	2.68	340
Saltspring Island	74	8.21	2.03	45
Sechelt	Insufficient data			20
Sidney	Insufficient data			45
Smithers	62	4.26	3.68	100
Sooke	insufficient data			45
Southern Gulf Islands (Pender/Galiano/Saturna/Mayne)	Insufficient data			45
Squamish	63	4.55	1.01	20
Summerland	143	30.87	4.13	380
Surrey	82	0.31	0.49	20
Terrace	127	11.52	2.72	100
Trail	472	30.36	3	470
Tumbler Ridge	Insufficient data			115
Vancouver	343	1.98	0.08	30
Vanderhoof	21	20.82	14.14	335
Vernon	598	29.97	2.28	380
Victoria	65	3.07	2.15	45
View Royal	Insufficient data			45
West Kelowna	486	31.76	2.23	380
West Vancouver	34	1.71	1.23	20
Whistler	47	1.82	0.84	20
White Rock	Insufficient data			20
Williams Lake	60	10.41	8.26	340
Windermere/Radium Hot Springs	54	31.52	6.4	280

Appendix 1: Defining Communities

Table 1, Appendix 1 Defining Communities		
Community Name	Underlying CHSA	CHSA Number(s)
100 Mile House	100 Mile House	1440
Abbotsford	Abbotsford Rural, Central Abbotsford, East Abbotsford, West Abbotsford	2134, 2132, 2131, 2133
Armstrong/ Spallumcheen	Armstrong/Spallumcheen	1350
Arrow Lakes/ Nakusp	Arrow Lakes	1240
Bella Coola Valley	Bella Coola Valley	3360
Bowen Island/ Lions Bay	Bowen Island/Lions Bay	3322
Burnaby	Burnaby Northeast, Burnaby Northwest, Burnaby Southeast & Burnaby Southwest	2221, 2222, 2223 & 2224
Burns Lake	Burns Lake Town Centre	5221
Campbell River	Campbell River	4321
Castlegar	Castlegar	1230
Central Saanich	Central Saanich	4132
Chemainus	Chemainus	4233
Chetwynd	Chetwynd	5312
Chilliwack	North Chilliwack & South Chilliwack	2121 & 2122
City of Langley	City of Langley	2311
Colwood	Colwood	4121
Comox	Comox	4311
Coquitlam	North Coquitlam, South Coquitlam & Southwest Coquitlam	2241, 2242 & 2243
Courtenay	Courtenay	4313
Cranbrook	Cranbrook	1120
Creston	Creston	1150
Dawson Creek	Dawson Creek	5311
Delta	Ladner, North Delta & Tsawwassen	2321, 2322 & 2323
Duncan	Central Cowichan	4212
Enderby	Enderby	1390
Esquimalt	Esquimalt	4119
Fernie	Fernie	1110
Fort Nelson	Fort Nelson Population Centre	5331
Fort St. James	Fort St. James North	5233
Fort St. John	Fort St. John	5321
Gabriola Island	Gabriola Island	4247
Gibsons	Gibsons	3331

Table 1, Appendix 1 Defining Communities		
Golden	Golden	1160
Grand Forks	Grand Forks	3331
Haida Gwaii	Haida Gwaii North & Haida Gwaii South	5101 & 5102
Hope	Hope	2110
Hudson's Hope	Hudson's Hope	5322
Kamloops	Kamloops Centre North & Kamloops Centre South	1431 & 1432
Kelowna	Downtown Kelowna, Glenmore, Okanagan Mission & Rutland	1374, 1375, 1376 & 1377
Keremeos	Keremeos	1330
Kimberley	Kimberley	1130
Kitimat	Kitimat	5150
Kootenay Lake/ Kaslo	Kootenay Lake	1210
Ladysmith	Ladysmith	4231
Lake Country	Lake Country	1373
Langford/ Highlands	Langford/Highlands	4123
Langley Township	Brookwood/Murrayville, North Langley Township & Willoughby	2313, 2314 & 2316
Lillooet	Lillooet	1470
Lumby	North Okanagan/Lumby	1362
Mackenzie	Mackenzie	5247
Maple Ridge	Haney, Maple Ridge Rural	2231, 2233
McBride/ Valemount	McBride/Valemount	5246
Metchosin	Metchosin	4122
Merritt	Merritt	1490
Mission	South Mission	2141
Nanaimo	Cedar/Wellington, Departure Bay, Downtown Nanaimo, Downtown Nanaimo, Nanaimo North/Lantzville, Nanaimo South	4241, 4242, 4243, 4244, 4246
Nelson	Nelson	1220
New Westminster	New Westminster	2210
North Saanich	North Saanich	4133
North Vancouver	North Vancouver City - East, North Vancouver City - West, North Vancouver DM - Central, North Vancouver DM - East & North Vancouver DM - West	3311, 3312, 3313, 3314 & 3315
Oak Bay	Oak Bay	4114
Osoyoos	Southern Okanagan	1310
Parksville	Parksville	4251
Peachland	Okanagan Rural West	1371
Penelakut and Thetis Islands	Penelakut and Thetis Islands	4234

Table 1, Appendix 1 Defining Communities		
Penticton	Penticton	1320
Pitt Meadows	Pitt Meadows	2232
Port Coquitlam	Port Coquitlam	2244
Port McNeill/ Sointula	Port McNeill/Sointula	4342
Port Moody/ Anmore/Belcarra	Port Moody/Anmore/Belcarra	2245
Powell River	Powell River City	3341
Prince George	Prince George City - Central, Prince George City - North & Prince George City - Southwest	5241, 5242 & 5243
Prince Rupert	Prince Rupert City Centre	5121
Princeton	Princeton	1340
Quesnel	Quesnel City Centre	5211
Revelstoke	Revelstoke	1410
Richmond	Blundell, Broadmoor, Gilmore/Shellmont/East/Hamilton, Steveston & Thompson/Seafair	3112, 3113, 3114, 3115, & 3117
Saanich (District of)	Gordon Head/Shelbourne, Quadra/Swan Lake, Interurban/Tillicum, Royal Oak, Cordova Bay, Prospect	4115, 4116, 4117, 4131
Salmon Arm	Salmon Arm	1420
Saltspring Island	Salt Spring Island	4141
Sechelt	Sechelt	3332
Smithers	Smithers Town Centre	5141
Sooke	Sooke	4124
Southern Gulf Islands (Pender/Galiano/Saturna/Mayne)	Gabriola Island, Pender/Galiano/Saturna/Mayne & Salt Spring Island	4142
Squamish	Squamish	3351
Summerland	Summerland	1380
Sidney	Sidney	4134
Surrey	Cloverdale, East Newton, Fleetwood, Guildford, North Surrey, Panorama, South Surrey & Whalley	2331, 2332, 2333, 2334, 2335, 2336, 2337, 2341
Terrace	Terrace City Centre	5171
Trail	Trail	1250
Tumbler Ridge	Tumbler Ridge	5313
Vancouver	Cedar Cottage, Downtown Vancouver, Fairview, Grandview-Woodland, Hastings-Sunrise, Kensington, Killarney, Kitsilano, Mount Pleasant, Oakridge/Marpole, Renfrew-Collingwood, Shaughnessy/Arbutus Ridge/Kerrisdale, South Cambie/Riley Park, Sunset, University of British Columbia, Victoria-Fraserview, West End & West Point Grey/Dunbar-Southlands	3231, 3211, 3213, 3223, 3232, 3251, 3261, 3244, 3252, 3262, 3233, 3241, 3253, 3263, 3243, 3264, 3212 & 3242
Vanderhoof	Vanderhoof	5231
Vernon	Vernon Centre/Coldstream	1361

Table 1, Appendix 1 Defining Communities		
Victoria	Downtown Victoria/Vic West, James Bay/Fairfield, Oaklands/ Fernwood,	4111, 4112, 4113
View Royal	View Royal	4118
West Kelowna	West Kelowna	1372
West Vancouver	West Vancouver - Lower & West Vancouver - Upper	3321 & 3323
Whistler	Whistler	3352
White Rock	White Rock	2342
Williams Lake	Williams Lake/East Cariboo	1462
Windermere/ Radium Hot Springs	Windermere	1140

Agassiz/Kent	2150
Campbell River Rural	4322
Comox Valley Rural	4312
Cowichan Valley West	4220
Burns Lake North	5223
Burns Lake South	5222
Fraser Lake	5234
Houston	5143
Howe Sound Rural	3353
Juan de Fuca Coast	4125
Kettle Valley	1270
Ladysmith Rural	4232
Lower Thompson	1433
Nanaimo Rural	4245
North Thompson	1450
North Mission	2142
Oceanside Rural	4253
Okanagan Rural East	1378
Peace River North Rural	5323
Peace River South Rural	5314

Prince George North Fraser Rural	5245
Prince George Southwest Rural	5244
Qathet Rural	3342
Quesnel Rural	5212
Smithers Rural	5142
Snow Country	5110
South Cariboo	1480
Stikine	5160
Sunshine Coast Rural	3333
Telegraph Creek	5190
Terrace Rural	5172
Upper Skeena	5130
Vanderhoof Rural	5232
West Cariboo	1461

Endnotes

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- ⁴ Take Action on Radon, 2022. Barriere BC 100 Test Kit Challenge Results. <https://takeactiononradon.ca/wp-content/uploads/2022/09/Barrier-BC-Community-Report-2022.pdf>
- ⁵ Results for Castlegar, municipality layer, BC Radon Map. <https://bccdc.shinyapps.io/bcradonmap/>
- ⁶ see e.g. Munro, R. 2021. Deadly radon gas seeping into the majority of homes tested in some Okanagan communities. *Vernon Info News.ca* July 11. <https://infotel.ca/newsitem/deadly-radon-gas-seeping-into-the-majority-of-homes-tested-in-some-okanagan-communities/it84255>
- ⁷ Brenner, D.J., 1994. Protection against radon-222 at home and at work. ICRP publication 65. Section 3.3, para. 62
- ⁸ Gaskin, J., Coyle, D., Whyte, J., Birkett, N. and Krewski, D., 2019. A cost effectiveness analysis of interventions to reduce residential radon exposure in Canada. *Journal of environmental management*, 247, pp.449-461, see also see World Health Organization, 2009. WHO handbook on indoor radon: a public health perspective. World Health Organization, Chapter 4, Cost-Effectiveness of Radon Control. <https://www.who.int/publications/i/item/9789241547673>
- ⁹ Gaskin et .al, *ibid*.
- ¹⁰ Radon Environmental Management Corp. 2019. Mapping the Geological Radon Potential in Canada. <https://static1.squarespace.com/static/5b993fe05cfd798a41d5ad02/t/5d0bc5d261b95000011fd626/1561052639552/mappingMethodology%2BLicense2019.pdf>
- ¹¹ Chen, J. and Ford, K.L., 2017. A study on the correlation between soil radon potential and average indoor radon potential in Canadian cities. *Journal of environmental radioactivity*, 166, pp.152-156.
- ¹² Brenner, *ibid*. para 63; see also Simms, J.A., Pearson, D.D., Cholowsky, N.L., Irvine, J.L., Nielsen, M.E., Jacques, W.R., Taron, J.M., Peters, C.E., Carlson, L.E. and Goodarzi, A.A., 2021. Younger North Americans are exposed to more radon gas due to occupancy biases within the residential built environment. *Scientific reports*, 11(1), pp.1-10.
- ¹³ Chen, J., 2019. Risk assessment for radon exposure in various indoor environments. *Radiation Protection Dosimetry*, 185(2), pp.143-150.
- ¹⁴ British Columbia Government, Ministry of Health, 2023. Health Boundaries. <https://www2.gov.bc.ca/gov/content/data/geographic-data-services/land-use/administrative-boundaries/health-boundaries>

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: August 17, 2023

SUBJECT: Noise Control Bylaw No. 1290, 2023

PURPOSE: To consider adopting Noise Control Bylaw No. 1290, 2023.

OPTIONS:

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

- 1. Adopt the bylaw. *The regulations will take effect.***
2. Make changes to the bylaw before adopting. *Third reading must be rescinded and the amended bylaw must receive third reading. Adoption of the amended bylaw will be delayed.*
3. Do not adopt the bylaw. *The current regulations will remain in effect.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Noise Control Bylaw No. 1290, 2023 be adopted.

ANALYSIS:

- Background:** At the 2022.04.12 meeting Council directed staff to prepare an amendment to Noise Abatement Bylaw 1079 to include an exemption for the horn on the SS Moyie. At the 2023.04.25 meeting an amending bylaw was presented for consideration and Council opted for an altogether new bylaw that more closely reflected the community's desires. A Committee of the Whole meeting was held on 2023.05.30 to discuss Council's approach to regulating noise within the Village and inform the development of a new regulatory bylaw. A draft bylaw was introduced at the 2023.07.25 meeting when it received first and second reading. Amendments were made in response to Council's feedback and the revised bylaw was presented to Council and received third reading at the 2023.08.08 meeting. A Council resolution is required to adopt the bylaw.
- Discussion:** There have been no changes to the version of the draft bylaw that was presented for third reading.
- Attachments:** DRAFT Noise Control Bylaw No. 1290, 2023
- Financial Implications:** Nil
- Corporate Priority:** The new Noise Bylaw supports the corporate strategic priority regarding bylaw review and enforcement policy.
- Environmental Implications:** Control of excessive noise improves the health and wellbeing of our residents.
- Communication Strategy:** A copy of the bylaw will be added to the website upon adoption.

CAO Approval: 2023.08.16

VILLAGE OF KASLO

BYLAW NO. 1290

A BYLAW TO REGULATE NOISE

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

1. Title

This Bylaw may be cited as "Noise Control Bylaw No. 1290, 2023".

2. Definitions

In this Bylaw

"**Quiet Time**" means the period from 22:00 on a given day through 08:00 on the following day.

3. Limits on Noise

- 3.1. No person shall make, cause or permit to be made noises or sounds in or on a highway or elsewhere within the boundaries of the Village of Kaslo, which disturb or are liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons in the neighbourhood or vicinity.
- 3.2. Persons are specifically prohibited from carrying out the following activities from any private or public place within the boundaries of the Village of Kaslo:
 - a. the keeping of any animal which makes sounds that unduly disturb the peace, quiet, rest or tranquillity of the surrounding neighbourhood;
 - b. the use or operation of a motorized vehicle or equipment that produces excessive sounds or noises arising from:
 - i. its state of disrepair;
 - ii. a modified or inadequate exhaust system; or,
 - iii. acceleration causing the wheels to spin.
 - c. the sounding of a horn or other signalling device upon an automobile, motorcycle or other vehicle, except as a danger or warning signal;
 - d. the discharging of a firearm, firecracker or explosive device of any kind.

4. Prohibitions at Specific Times

- 4.1. Persons are specifically prohibited from carrying out the following activities from any private or public place within the boundaries of the Village of Kaslo during Quiet Time:
 - a. the playing or operation of any apparatus, equipment or device that makes, plays, reproduces or amplifies sound in a manner that can be heard on public property or neighbouring private property.

- 4.2. Except between the hours of 07:00 and 19:00 on Monday through to and including Saturday, and between the hours of 09:00 and 17:00 on Sunday, the following activities are prohibited:
- a. the erecting (including excavating), demolishing, constructing, reconstructing, altering or repairing of any structure;
 - b. the mechanical excavation of any roads or grounds;
 - c. the loading to, or unloading from any motor vehicle or trailer in or upon any public or private place or premises,
 - d. the use of motorized landscaping equipment; or,
 - e. a parade or protest.

5. Exceptions

- 5.1. This Bylaw does not apply to the following:
- a. a motor vehicle under the control of emergency responders while responding to an emergency, including a Peace Officer while discharging their duty;
 - b. any activity that is carried on attending to an accident or emergency that threatens public health or safety, or is otherwise deemed necessary and carried out under the authority of the Chief Administrative Officer of the Village of Kaslo or their designate;
 - c. a Village of Kaslo vehicle engaged in the necessary public business of the Village of Kaslo;
 - d. the sounding of bells or chimes from a place of worship or Kaslo City Hall to announce a religious service or commemoration;
 - e. the horn of the S.S. Moyie;
 - f. building or vehicle security alarms or fire alarms except for repeated false alarms from the same building or vehicle.
- 5.2. The provisions of this bylaw may be varied by application to the Village of Kaslo in the form prescribed. Any variance in hours shall be made by resolution of Council adopted in Regular or Special meeting.

6. Enforcement

- 6.1. No person may obstruct, interfere with, impede, hinder or prevent a Bylaw Enforcement Officer, employee of the Village of Kaslo or other person engaged by the Village of Kaslo from performing any duties or exercising any authority under this Bylaw.

7. Penalties

- 7.1. A person who violates any provision of the Bylaw commits an offence and is liable, upon conviction, to the maximum penalties prescribed by the Community Charter and the Offence Act, plus the costs of prosecution.

8. Repeal

8.1. The Village of Kaslo Noise Abatement Bylaw No. 1079, 2008, is hereby repealed.

9. Effective Date

9.1. This bylaw shall take effect upon adoption.

READ A FIRST TIME this 25th day of July, 2023.

READ A SECOND TIME this 25th day of July, 2023.

READ A THIRD TIME this 8th day of August, 2023.

RECONSIDERED AND ADOPTED this _____ day of _____, 2023.

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Noise Control Bylaw No. 1290, 2023"

CORPORATE OFFICER

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: August 17, 2023

SUBJECT: Municipal Ticket Information Bylaw 1294, 2023

PURPOSE: To consider adopting Municipal Ticket Information Bylaw 1294, 2023

OPTIONS:

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

1. **Adopt the bylaw. *The bylaw will take effect and tickets for the stated fine amounts can be issued.***
2. Make changes to the bylaw before adopting. *Third reading must be rescinded and the amended bylaw must receive third reading. Adoption of the amended bylaw will be delayed.*
3. Do not adopt the bylaw. *Many infractions will not be ticketable and fine amounts will not be updated.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Municipal Ticketing Bylaw 1294, 2023 be adopted.

ANALYSIS:

- A. **Background:** Under the authority of the *Community Charter*, the Village of Kaslo has the authority to issue fines in the form of municipal tickets, as a means of bylaw enforcement. The municipal ticketing scheme must be established by bylaw, and tickets must conform to the format specified in provincial legislation. The Village's current ticketing bylaw was adopted in 2006 and requires updating. A draft bylaw was given first and second readings at the 2023.06.13 Council meeting. A Committee of the Whole meeting was held on 2023.07.18 to seek feedback from Council on the proposed draft. Amendments were made in response to Council's feedback and the revised bylaw was presented for third reading at the 2023.08.08 Council Meeting. It was amended to revise the fine for damage to park elements and given third reading at that time. A Council resolution is required to adopt the bylaw.
- B. **Discussion:** The version of the bylaw that is presented for adoption includes just one change from the draft presented for third reading, shown in the table below

Offence	Proposed fine	Proposed at third reading	Previous fine
Kaslo Parks Regulation Bylaw No. 1162, 2014			
Deface, remove, destroy or injure any Park Property or Natural Feature	\$500	\$250	\$200

- C. **Attachments:** Municipal Ticketing Bylaw 1294, 2023
- D. **Financial Implications:** Municipal Ticketing can generate revenues for the municipality, but the cost of enforcement is significant. The maximum fine that can be imposed for a single violation

is \$1,000 and the proposed bylaw has a minimum fine of \$100. Ongoing violations can incur daily fines, which are cumulative.

- E. **Corporate Priority:** The 2021 Strategic Plan calls for establishing a bylaw enforcement policy to set appropriate expectations for enforcement and compliance considering limited capacity.
- F. **Environmental Implications:** Nil
- G. **Communication Strategy:** A copy of the bylaw will be added to the website upon adoption.

CAO Approval: 2023.08.16

VILLAGE OF KASLO

BYLAW NO. 1294

A BYLAW TO IMPLEMENT A MUNICIPAL TICKETING SYSTEM

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

1. Title

This Bylaw may be cited as "Municipal Ticketing Bylaw No. 1294, 2023".

2. Designation of Bylaws to be Enforced by Ticket

The bylaws listed in Column II of Schedule 1 to this bylaw may be enforced by means of a ticket in the form prescribed by regulation under the *Community Charter*.

3. Designation of Bylaw Enforcement Officers

3.1. The persons appointed to the following job positions or titles are designated as Bylaw Enforcement Officers for the purpose of enforcing the bylaws listed in Column II of Schedule 1:

- Bylaw Enforcement Officer
- Chief Administrative Officer
- Corporate Officer
- Royal Canadian Mounted Police

3.2. In addition to the above, the persons who act in the job positions or titles listed in Column III of Schedule 1 to this bylaw are designated as Bylaw Enforcement Officers for the purpose of enforcing the bylaws listed in Column II of Schedule 1 opposite the respective positions.

4. Designation of Offences

4.1. The words or expressions set forth in Column I of Schedules 2 to 15 to this bylaw briefly describe the offence committed under the designated bylaw section number appearing in Column II opposite the respective words or expressions. The wording under that section of the designated bylaw shall prevail in determining the offence.

4.2. The issuance of a ticket under this bylaw shall not diminish any other enforcement measures or fines that may be imposed under a designated bylaw.

5. Designation of Fines

The amounts appearing in Column III of Schedules 2 to 15 to this bylaw are the fines set for the corresponding offences designated in Column I.

6. Schedules

For the purposes of this bylaw, Schedules 1 to 15 are attached to and form part of this bylaw.

7. Severability Clause

If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.

8. Repeal

Village of Kaslo Bylaw Enforcement Ticket Information Bylaw, No. 1037, 2006 and all amendments thereto are hereby repealed.

9. Effective Date

This bylaw shall take effect upon adoption.

READ A FIRST TIME this 13th day of June 2023.

READ A SECOND TIME this 13th day of June 2023.

READ A THIRD TIME this 8th day of August 2023.

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

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Municipal Ticketing Bylaw No. 1294, 2023"

CORPORATE OFFICER

SCHEDULE 1

COLUMN I Schedule	COLUMN II Designated Bylaws	COLUMN III Additional Designated Bylaw Enforcement Officers
2	Village of Kaslo Dog Control Bylaw No. 1147, 2013	Animal Control Officer
3	Village of Kaslo Noise Control Bylaw No. 1290, 2023	
4	Village of Kaslo Business Licence Bylaw No. 1260, 2021	License Inspector
5	Solid Waste Management Bylaw 1119, 2012	
6	Village of Kaslo Animal Attractants Regulation Bylaw No.1155	BC Conservation Officers Animal Control Officer
7	Village of Kaslo Street & Traffic Bylaw No. 1120, 2012	Fire Chief (RDCK)
8	Village of Kaslo Land Use Bylaw No. 1130, 2013	Building Official (RDCK)
9	Village of Kaslo Public Dock Regulation and Fee Bylaw No. 1175, 2015	
10	Kaslo Parks Regulation Bylaw No. 1162, 2014	Municipal Campground Operator
11	The Regional District of Central Kootenay Building Bylaw No. 2200, 2010	Building Official (RDCK)
12	Village of Kaslo Outdoor Burning Regulation Bylaw No. 1213, 2018	Fire Chief (RDCK)
13	Village of Kaslo Prevention of Public Nuisances Bylaw No. 1209, 2017	Building Official (RDCK)
14	Village of Kaslo Waterworks Bylaw No. 1127, 2012	Public Works Foreman
15	Village of Kaslo Sewer Rates and Regulations Bylaw No. 1121	Building Official (RDCK) Public Works Foreman

SCHEDULE 2

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Dog Control Bylaw No. 1147, 2013	Section of Bylaw 1147	Amount of Fine/Penalty
Unlicensed Dog	5.1	\$100
Dog at Large	6.1(a)	\$100
Dog Attack	6.1(b)	\$1,000
Dog barking excessively	6.1(c)	\$100
Fail to restrain Dog in Heat	6.3	\$100
Fail to remove and dispose of feces	6.4	\$100
Vicious Dog improperly in a public place	7.2(a)	\$500
Vicious Dog on private property without consent of occupier	7.2(b)	\$250
Vicious Dog not in building or Enclosure	7.2(c)	\$250
Fail to erect Vicious Dog sign	7.3(a)	\$100
Fail to advise of Vicious Dog's new Owner	7.3(b)	\$100
Fail to advise of Death of Vicious Dog	7.3(c)	\$100
Fail to advise of Vicious Dog Attack	7.3(d)	\$750
Deface or remove Vicious Dog sign	7.4	\$100
Interfering with enforcement	8.1	\$100

SCHEDULE 3

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Noise Control Bylaw No. 1290, 2023	Section of Bylaw 1290	Amount of Fine/Penalty
Making or causing a disturbance	3.1	\$100
Undue animal noise	3.2(a)	\$100
Excessive noise from motorized vehicle or equipment	3.2(b)	\$100
Prohibited vehicle horn noise	3.2(c)	\$100
Use of firearm, firecracker or explosive	3.2(d)	\$250
Use of audio device during Quiet Time	4.1(a)	\$500
Prohibited construction noise	4.2(a)	\$250
Prohibited excavation noise	4.2(b)	\$250
Prohibited loading/unloading noise	4.2(c)	\$100
Prohibited landscaping equipment noise	4.2(d)	\$100
Prohibited parade or protest noise	4.2(e)	\$100
Interfering with enforcement	6.1	\$100

SCHEDULE 4

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Business License Bylaw No. 1260, 2021	Section of Bylaw 1260	Amount of Fine/Penalty
Resident business operating without a Business License	3.1	\$500
Non-resident business operating without a Business License	3.3(a)	\$1,000
Mobile Vendor without a Business License	3.3(b)	\$1,000
Fail to display business license	8.1, 8.2	\$100
Fail to allow entry of license inspector	9.1	\$1,000
Commercial landlord housing an unlicensed business	10.1	\$1,000
Outdoor market, trade show or community event without license or insurance	11.1	\$1,000
Mobile Vendor on Village land without Council approval	13.3	\$1,000
Cannabis Related Business Violation	14.1	\$1,000
Fail to notify of change in business	15.1	\$100

SCHEDULE 5

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Solid Waste Bylaw No. 1119, 2012	Section of Bylaw 1119	Amount of Fine/Penalty
Failure to properly dispose of household or industrial waste	3(1); 3(2)	\$250
Unsecured container	6	\$100
Unsecured plastic bags containing waste	12	\$100
Allow waste to spill onto adjoining public or private property	15	\$100
Container obstructing public pedestrian or vehicular traffic	17; 18	\$100
Interference with a container or stand	24	\$100
Unsecured vehicle carrying waste	26	\$100

DRAFT

SCHEDULE 6

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Animal Attractant Bylaw No. 1155, 2014	Section of Bylaw 1155	Amount of Fine/Penalty
Storing animal attractant or waste in manner that is accessible to animals.	3	\$100
Unsecured container of animal attractant materials.	5(b)	\$100
Failure to repair a damaged container that regularly contains animal attractant materials.	5(c)	\$100
Failure to collect fallen fruit from property.	7	\$100
Failure to secure livestock or beehives from animals by use of electric fencing.	10	\$100

DRAFT

SCHEDULE 7

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Street & Traffic Bylaw No. 1120, 2012	Section of Bylaw 1120	Amount of Fine/Penalty
Install misleading or unauthorized traffic control device	11	\$100
Remove or damage a traffic control device	12; 28	\$100
Obstruct private driveway or access	13	\$100
Vehicle in excess of 5,000 GVW on or across boulevard or sidewalk	15	\$200
Vehicle obstructing intersection	18	\$200
Interfering with ticket enforcement	19	\$100
Park on Highway in the Business District in excess of 2 consecutive hours	22	\$100
Park commercial vehicle or trailer on a Highway other than Arterial Highway	23(a)	\$100
Park overweight vehicle in Business District	23(b)	\$100
Park adjacent to a yellow-painted curb	25	\$100
Overnight occupation of camper, trailer, recreational vehicle or mobile unit on a Highway	27	\$200
Overgrown vegetation from private property obstructing traffic control device or sight distance	34	\$100
Derelect vehicle left in Highway in excess of 72 hours	36	\$100
Unauthorized obstruction of sidewalk or highway	56	\$200

SCHEDULE 8

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Land Use Bylaw No. 1130, 2013	Section of Bylaw 1130	Amount of Fine/Penalty
Use of land or building contrary to permitted use	2.2	\$250
Erect unlawful fence or landscape screen	2.6	\$100
Unlawful home occupation	2.8	\$100
Noxious or offensive home occupation	2.8(g)	\$250
Unlawful secondary suite	2.10	\$250
Unlawful temporary building or structure	2.11(a)	\$250
Fail to obtain Temporary Use Permit	2.11(b)	\$250
Unlawful carriage house	2.13	\$250
Prohibited use	2.17	\$250

DRAFT

SCHEDULE 9

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Public Dock Regulation and Fee Bylaw No. 1175, 2015	Section of Bylaw 1175	Amount of Fine/Penalty
Mooring exceeding 48 hours	4(a)	\$200
Obstruction or damage to facilities	4(b),(d),(g)	\$1,000
Seasonal mooring violations	4 (h), (i)	\$200

DRAFT

SCHEDULE 10

COLUMN I	COLUMN II	COLUMN III
Kaslo Parks Regulation Bylaw No. 1162, 2014	Section of Bylaw 1162	Amount of Fine/Penalty
Unauthorized camping in Municipal Parks	3	\$250
Deface, remove, destroy or injure any Park Property or Natural Feature	4(a),(b),(c),(d)	\$500
Deposit any refuse anywhere in a Park except in a receptacle designated for that purpose	4(e)	\$100
Foul or pollute or introduce any Refuse into a Park or any body of water in a Park	4(f)	\$250
Dispose of holding tank waste other than at sani-dump station.	4(g)	\$1,000
Defecate or urinate in any Park except in facilities designated for that purpose by Posted Notice	4(h)	\$250
Careless disposal of burning substance	4(i)	\$500
Fail to control domestic animal in a park	5	\$100
Unauthorized or unattended fire	7(a),(b)	\$500
Unauthorized activities and Special Events	8, 9	\$250

SCHEDULE 11

COLUMN I	COLUMN II	COLUMN III
THE REGIONAL DISTRICT OF CENTRAL KOOTENAY BUILDING BYLAW No. 2200, 2010	Section of Bylaw 2200	Amount of Fine/Penalty
Failure to obtain building or plumbing permit 1 st and 2 nd offence 3 rd and subsequent	6.1	\$200 \$400
Occupy without an occupancy permit 1st and 2nd offence 3rd and subsequent	6.2	\$200 \$400
Tamper with notice 1st and 2nd offence 3rd and subsequent	6.4	\$200 \$400
Doing construction that is at variance with permit 1st and 2nd offence 3rd and subsequent	6.5	\$200 \$400
Obstruct entry of building inspector 1st and 2nd offence 3rd and subsequent	6.6	\$200 \$400
Fail to obtain inspection and receive acceptance prior to concealing 1st and 2nd offence 3rd and subsequent	18.4	\$200 \$400
Fail to provide proper fencing around swimming pool 1st and 2nd offence 3rd and subsequent	20.2	\$200 \$400
Fail to obey Stop Work order 1st and 2nd offence 3rd and subsequent	22.5	\$200 \$400
Fail to comply with a Do Not Occupy notice 1st and 2nd offence 3rd and subsequent	22.7	\$200 \$400

SCHEDULE 12

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Outdoor Burning Regulation Bylaw No. 1213	Section of Bylaw 1213	Amount of Fine/Penalty
Outdoor burning contrary to Bylaw/Provincial bans	3	\$1,000
Selling of Fireworks within Village limits	14(a)	\$500
Possession or use of fireworks by a minor	14(b)	\$500
Unauthorized/unqualified use of High Hazard Fireworks	14(c)	\$1,000
Use of Consumer Fireworks resulting in a public hazard or nuisance	14(d)	\$1,000
Use of any Fireworks when applicable Provincial bans are in effect	14(e)	\$1,000

DRAFT

SCHEDULE 13

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Prevention of Public Nuisances Bylaw No. 1209, 2017	Section of Bylaw 1209	Amount of Fine/Penalty
Accumulation of stagnant water, rubbish, noxious or offensive substances	2(a)	\$300
Improper disposal of rubbish or litter	2(b)	\$300
Place graffiti	2(c)	\$300
Unsightly accumulation	3(a)	\$500
Fail to remove noxious weeds and overgrowth, vermin, infestation	3(b)	\$500
Violation of Weed Control Act	4	\$500
Fail to remove snow from roof adjacent to a highway posing a hazard	5	\$500
Fail to maintain a fence adjacent to a highway	6(a),(b),(c)	\$300
Wilful damage to the boulevard or thing adjacent to a highway	7(a)	\$300
Fail to maintain the boulevard adjacent to a highway	7(b)	\$300
Fail to remove snow or rubbish from sidewalk adjoining property	7(c),(d)	\$300
Obstructing vision clearance at any intersection by way of tree, shrub, plant, fence, or other structure	8	\$300
Unauthorized removal of street signs	9	\$1,000
Fail to maintain or remove hazardous trees and shrubs on private property	10	\$300
Fail to display a house number	11	\$100
Failure to maintain and control the safety of a demolition site	12(a),(b)	\$500
Failure to control animal attractants	13(a),(b),(c)	\$100
Interfering with enforcement	16(a)	\$100

SCHEDULE 14

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Waterworks Bylaw No. 1127, 2012	Section of Bylaw 1127	Amount of Fine/Penalty
Fail to notify Village of change in use affecting water rates	7(2)(a)	\$1,000
Unlawful taking of water	7(2)(b)	\$1,000
Unauthorized water connection	13, 14	\$1,000
Fail to maintain private water service	15(1)	\$1,000
Unauthorized excavation	15(2)	\$1,000
Fail to seal off abandoned service line	16(1)	\$1,000
Unauthorized turn off/on curb stop	18	\$1,000
Unauthorized watering of lawns outside of designated times	19	\$100
Unlawful sale or distribution of water	20(1)	\$1,000
Interfere or tamper with a fire hydrant	23	\$1,000
Use of a water connection, pipe, apparatus, fitting, or fixture that could damage or contaminate the water system	24	\$1,000

SCHEDULE 15

COLUMN I	COLUMN II	COLUMN III
Village of Kaslo Sewer Rates and Regulations Bylaw No. 1121	Section of Bylaw 1121	Amount of Fine/Penalty
Fail to comply with order to connect	8(a)	\$1,000
Unauthorized alteration or tampering with connection	9(a)	\$1,000
Unlawful discharge to sewer system	9(b)	\$1,000
Damage, uncover, deface or tamper with sewer system	9(c)	\$1,000
Connection of roof drain or storm drain to sewer	9(d),(f)	\$1,000
Unauthorized connection	10	\$1,000
Fail to install building sewer in accordance with building code requirements	12	\$1,000
Fail to seal off abandoned building sewer	16(1)	\$1,000

DRAFT



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_.

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

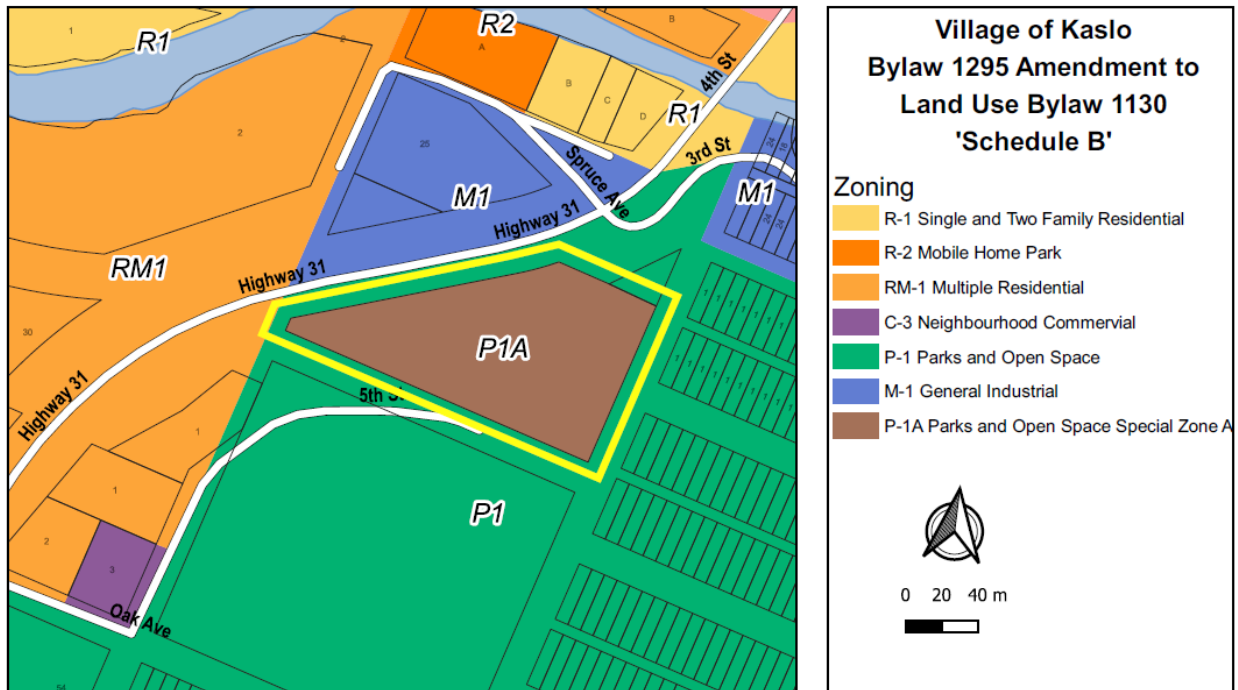
- a. **All other P-1 Zone regulations apply**

**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.



SCHEDULE B – DEVELOPMENT APPLICATION FORM

TYPE OF APPLICATION

- Rezoning/Bylaw Text Amendment**
- OCP Amendment OCP Amendment**
- Development Permit**
- Development Variance Permit**
- Temporary Use Permit**

DESCRIPTION OF PROPERTY

Civic Address: 418 Pine Street, Kaslo, BC PID 016 881 729

Legal Lot(s) 25 & 31 Block _____ Section _____ Range _____ Plan 393A

LOT 25 DISTRICT LOTS 208 AND 209 KOOTENAY DISTRICT PLAN 393A EXCEPT PART INCLUDED IN REFERENCE PLAN 1088891 AND PLAN 6363 (PID: 016-881-729) AND LOT 31 DISTRICT LOT 209 KOOTENAY DISTRICT PLAN 393A (PID: 016-881-771)

CONTACTS

Applicant

Name Kristina Bell		Company Cypress Land Services	
Address 1051 409 Granville Street		City Vancouver	
Email Kristina@cypresslandservices.com		Postal Code V6C 1T2	
Phone 604-620-0877	Cell 604-967-1857	Fax 604-620-0876	

Owner

If the applicant is NOT the owner complete "Owner's Authorization Form"

Name Village of Kaslo (CAO - Ian Dunlop)		Company	
Address 413 Fourth Street, Box 576		City Kaslo	
Email cao@kaslo.ca		Postal Code V0G 1M0	
Phone 250 353-2311 Ext 201	Cell	Fax	

Office Use Only

Date	Dev. File No.
Received By	Folio No.
Receipt No.	Fees \$

Authorization of Owner to make an Application

Date: April 21st, 2023

Re: Civic Address 418 Pine Street, Kaslo

I/We Village of Kaslo

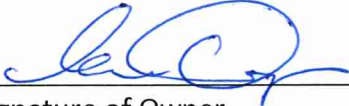
are the registered owner(s) of (legal description) LOT 25 DISTRICT LOTS 208 AND 209 KOOTENAY DISTRICT PLAN 393A EXCEPT PART INCLUDED IN REFERENCE PLAN 1088891 AND PLAN 6363 (PID: 016-881-729) AND LOT 31 DISTRICT LOT 209 KOOTENAY DISTRICT PLAN 393A (PID:016-881-771)

I/We authorize Kristina Bell of Cypress Land Services

to apply for the following:

- Rezoning/Bylaw Text Amendment
- OCP Amendment
- Development Permit
- Development Variance Permit
- Temporary Use Permit

on my/our behalf.



Signature of Owner
CHIEF ADMINISTRATIVE OFFICER
VILLAGE OF KASLO

APRIL 25, 2023

Date

Kristina Bell

Signature of Owner

May 23, 2023

Date

A complete application for Rezoning and or Development Permit contains:

- Fully completed application form
- Letter addressed to Mayor and Council explaining details of the proposal, rationale and justification (see attached sheet for details)
- 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 all at the same scale (see attached sheet for requirements)
- 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
- Floor Plans and elevations at a minimum scale of 1:100
- Four (4) complete sets of plans (Site, Servicing and Landscape Plans, Floor Plans, Elevations, Sections)
- One complete set of plans reduced to 279 mm by 432 mm (11" x 17" tabloid) format
- Building Code Information
- Contaminated Sites Information
- Application Fees (the appropriate fees must be submitted at the time of application)

Supplementary Information (to be determined based on the scale and location of the project)

- Archaeological Impact Assessment
- Riparian Area Assessment
- Traffic/Transportation Impact Study
- Three Dimensional Scale Model showing the massing and siting of the proposed development in relation to neighbouring buildings (only for larger residential or commercial buildings i.e. with 8 or more units).

	Plan Submission Details (all plans must be submitted in metric only)
	Site Plan Data Table
	<ul style="list-style-type: none"> 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
	<ul style="list-style-type: none"> North arrow and scale
	<ul style="list-style-type: none"> Dimensions of property lines, rights of way, easements
	<ul style="list-style-type: none"> Dimensions and setbacks of proposed and existing buildings and structures; separation to all buildings on and off site
	<ul style="list-style-type: none"> Projections/overhands into setback areas
	<ul style="list-style-type: none"> Location of existing and proposed access, sidewalks, curbs, boulevards, edge of pavement and transit stops at grade
	<ul style="list-style-type: none"> Location, numbering and dimensions of all vehicle and bicycle parking, disabled persons' parking, maneuvering aisles, vehicle stops and loading at grade
	<ul style="list-style-type: none"> Extent of underground parking shown in dashed line
	<ul style="list-style-type: none"> Natural and finished grades of site at buildings and retaining walls (indicate source of grade data)
	<ul style="list-style-type: none"> Existing and proposed contour intervals of 0.5 m
	<ul style="list-style-type: none"> Elevations at parcel corners and spot elevations along property lines, at curb, at building corners and other key locations
	<ul style="list-style-type: none"> Locate all existing water lines, wells, septic fields, sanitary sewer and storm drain facilities, including sizes
	<ul style="list-style-type: none"> Location and dimensions of all free-standing signs
	<ul style="list-style-type: none"> Dimensions of area meeting Open Space requirement
	<ul style="list-style-type: none"> Existing and proposed covenant areas
	<ul style="list-style-type: none"> Conceptual servicing both on and off-site (water, sewer, storm drains, hydro, telephone, cable, gas, including water flows according to Fire Underwriters Survey
	<ul style="list-style-type: none"> 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)
	<ul style="list-style-type: none"> Uses of spaces and building dimensions
	<ul style="list-style-type: none"> Building finishes, materials and colours (including product numbers and sample colour chips of exterior finishes)
	<ul style="list-style-type: none"> Natural, average and finished grades; elevations of finished floor(s), roof & building height
	<ul style="list-style-type: none"> Locations and sizes of roof mechanical equipment, stairwells and elevator shafts that protrude above the roof line
	<ul style="list-style-type: none"> Building sign details (location, type, dimension, illumination)

	<ul style="list-style-type: none"> • 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)
	<ul style="list-style-type: none"> • Sections to include portions of building dedicated to vertical circulation of people and vehicles (e.g. stairwells, ramps etc.)
	<ul style="list-style-type: none"> • Location of sections to be shown on the Site and Servicing Plan
	Landscape Plan (same scale as Site Plan)
	<ul style="list-style-type: none"> • 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
	<ul style="list-style-type: none"> • Major topographical features (e.g. watercourse, outcrops)
	<ul style="list-style-type: none"> • Surface storm water management features (rain gardens, swales, permeable paving)
	<ul style="list-style-type: none"> • Rare or endangered species or habitats
	<ul style="list-style-type: none"> • Existing and proposed covenant areas
	<ul style="list-style-type: none"> • All screening (garbage/refuse collection), paving, retaining walls, fencing and other details
	<ul style="list-style-type: none"> • Cost estimate for hard and soft landscaping
	<ul style="list-style-type: none"> • Contour intervals of 0.5 m
	<ul style="list-style-type: none"> • Elevations at parcel corners and spot elevations along property lines, at curb, at building corners and other key locations
	<ul style="list-style-type: none"> • Extent of underground parking shown 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:

Kristina Bell

Signature of Applicant

Date

Rationale for Your Proposal

A complete application includes a letter to Mayor and Council explaining details of the proposal that also provides a rationale and justification for the application. This 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.



Cypress Land Services Inc.
Suite 1051 – 409 Granville Street
Vancouver, BC V6C 1T2

Telephone: 604.620.0877
Facsimile: 604.620.0876
Website: www.cypresslandservices.com

May 25, 2023

Via Email: cao@kaslo.ca

Mayor and Council
Village of Kaslo

Dear Mayor and Council,

Subject: ROGERS Telecommunications Facility Proposal Information Package
Location: 418 Pine Street, Kaslo, BC
PID: 016 881 729
Coordinates: N 49.907016, W 116.908437
ROGERS Site: W2174

Overview

Cypress Land Services Inc., in our capacity as agents to Rogers Communications Inc. (Rogers), is submitting this information package (Information Package) as part of the Development Application that is required to be submitted in relation to the installation and operation of a telecommunications facility in the Village of Kaslo. This new proposed facility will improve wireless services to the Kaslo area. This Information Package formalizes Rogers' consultation with the local land use authority.

Proposed Site

The proposed site location is identified as **PID: 016-881-729**, located just south of central Kaslo at the Kaslo Golf Course (**Schedule A: Tower Site Location**). The proposal is consistent with the OCP, but the property is currently zoned as Parks and Open Space. Power and access are existing at the site. The property is owned by the City of Kaslo and Rogers will be entering into a formal agreement with the Village once the rezoning process is complete.

Rationale

Rogers seeks to maintain and improve high quality, dependable network services to Canadians. In order to improve network performance in Kaslo, Rogers is seeking to add the proposed communications tower.

The proposed site is a result of many considerations. Existing structures, including towers and rooftops, were initially reviewed during the site selection process. After careful examination, it has been determined that there are no viable existing structures in the area that would be suitable for the operations of Rogers' network equipment. There is currently a 20m pole nearby leased by Bell Media for radio retransmission, and there are TELUS transceivers in town that are located on a 30m guyed tower. Both facilities are not structurally adequate to support additional equipment and are too short to support Rogers' network needs. Please see **Schedule B: Map of Existing Towers**.

Tower Proposal Details

Rogers is proposing to install a 30m lattice tripole tower with 6 initial antennas and an equipment shelter at the base, enclosed by a chain-link fence compound area, occupying an area of 10m by 10m. The proposed site was chosen to balance the communications needs of the community with the visual impact towers can have on the landscape. This tower is proposed on the golf course behind the trees in order to limit the visibility of the tower from the rest of town. Rogers has completed preliminary design plans in **Schedule C: Preliminary Plans** and a **Photo-simulation, Schedule D**. The tower may have adequate space for third party equipment should another carrier wish to collocate, depending on the type of equipment.

Consultation Process

Innovation, Science, and Economic Development Canada (ISED), formerly Industry Canada, requires all proponents to consult with the local land use authority and public, notwithstanding that ISED has exclusive jurisdiction in the licensing of telecommunication sites, such as the proposed tower. The Village of Kaslo has not adopted a telecommunications policy but section 13.3.8 of Kaslo's Official Community Plan requires that wireless communications installations be based on a site specific, development specific, amendment to the Zoning Bylaw. When a land use authority does not have its own policies or procedures, ISED's Default Public Consultation Process (as described in the CPC-2-0-0-03 – Radiocommunication and Broadcasting Antenna Systems, commonly referred to as the "CPC") is followed.

Information on the "CPC" consultation process developed by ISED may be found online at:

[CPC-2-0-03 — Radiocommunication and Broadcasting Antenna Systems - Spectrum management and telecommunications](#)

As according to the CPC, in order to obtain comments, concerns, or questions in regard to the proposed tower site, notices will be mailed to owners and residents within a radius of (3) times the tower height, and a notice will be published in the local newspaper. The following comment period is 30 days. Since the rezoning is consistent with the OCP, a public hearing is optional, but Council may want one due to the potential community sensitivity. This consultation plan is subject to the Village's review and any additional requirements of the rezoning process. Rogers is requesting that, subsequent to the completed consultation and rezoning process, a letter or resolution of concurrence is issued by the Village of Kaslo

Health and Safety

Health Canada's Safety Code 6 regulations are applicable to this, and all, telecommunications sites. Safety Code 6 seeks to limit the public's exposure to radiofrequency electromagnetic fields and ensures public safety. Additional information on health and safety may be found on-line at:

Health Canada:

http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php

Transport Canada's Aeronautical Obstruction Marking Requirements

Rogers attests that the radio antenna system described in this package will comply with Transport Canada / NAV Canada aeronautical safety requirements. Applications have been made and no lighting or marking is required.

Engineering Practices

Rogers attests that the radio antenna system described in this notification package will be constructed in compliance with the National Building Code of Canada and comply with good engineering practices including structural adequacy.

Concurrence Requirements

In order to complete the consultation process, Rogers will be requesting concurrence from the Village of Kaslo in a form acceptable by ISED.

Conclusion

Rogers is committed to working with the Village of Kaslo and the community throughout the consultation process.

We look forward to working together during this process. Please do not hesitate to contact us by phone at 604.620.0877 or by email at kristina@cypresslandservices.com.

Thank you in advance for your assistance and consideration.

Sincerely,

CYPRESS LAND SERVICES

Agents for ROGERS



Kristina Bell

Land-use Planner – Government Affairs

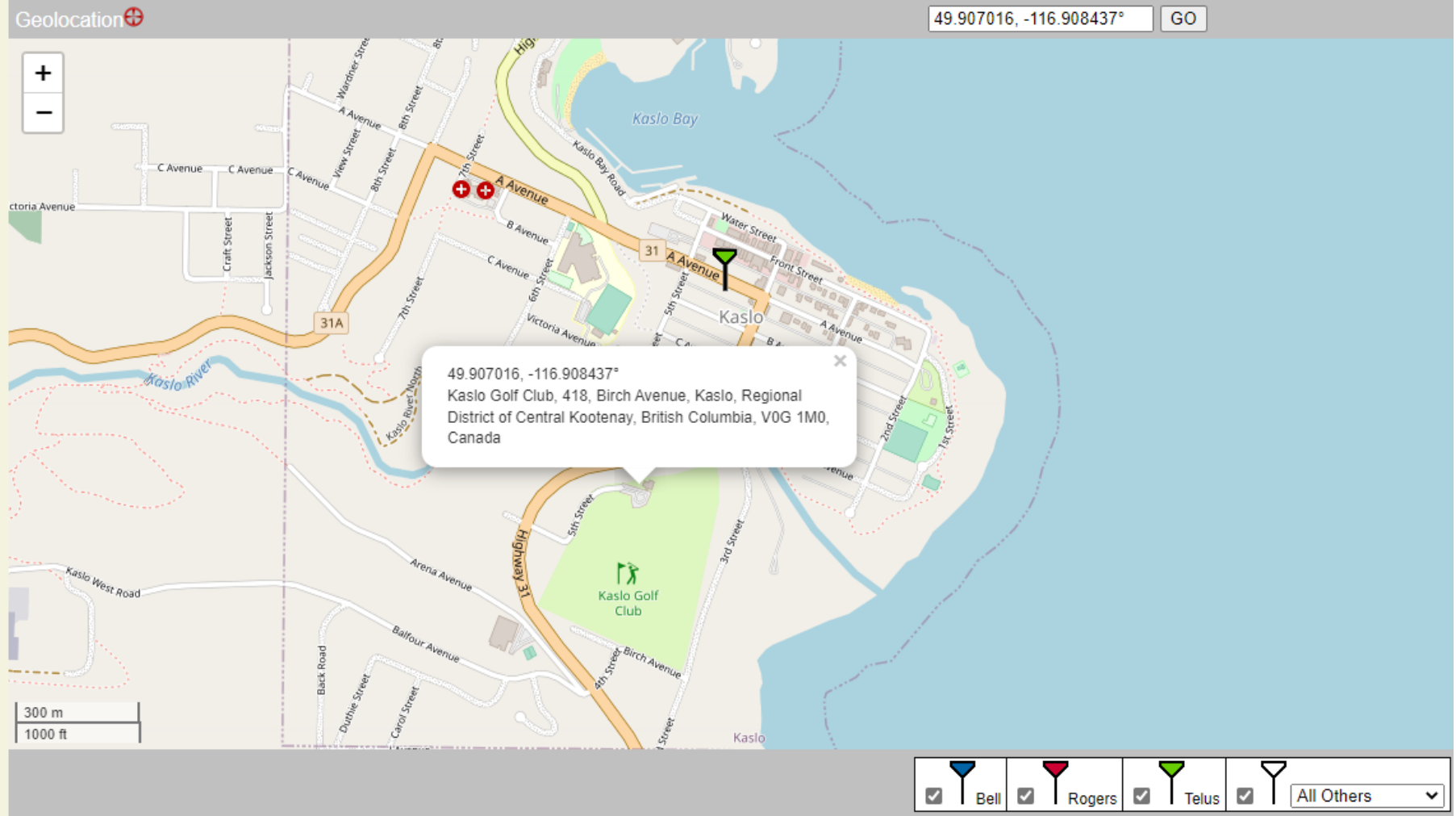
cc: Leroy Cortez, Rogers Communications

**SCHEDULE A
ROGERS TOWER LOCATION**

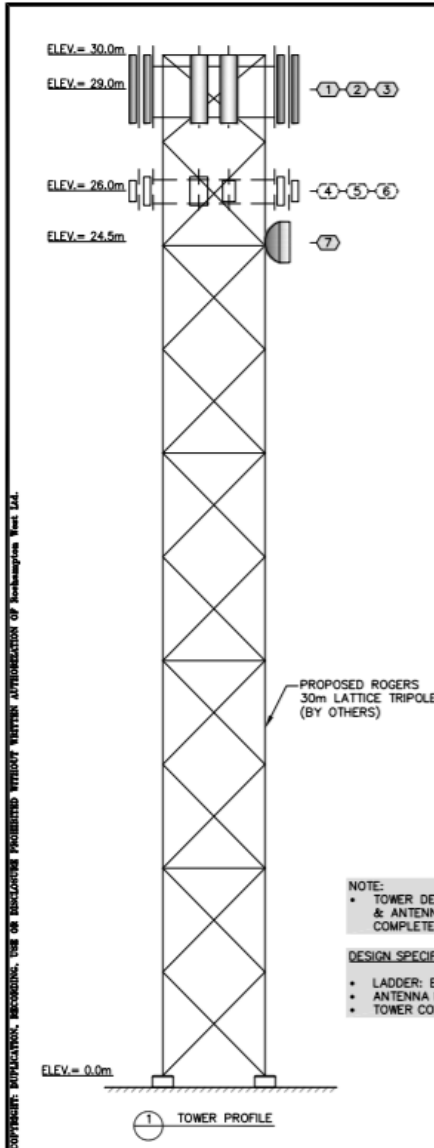


**SCHEDULE B
MAP OF EXISTING SITES**

Canadian Cellular Towers Map



SCHEDULE C PRELIMINARY DESIGN PLANS – TOWER PROFILE



NOTE:

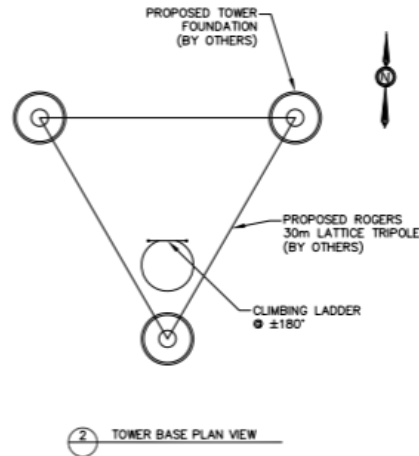
- TOWER DESIGN, TOWER FOUNDATION & ANTENNA MOUNTS TO BE COMPLETED BY OTHERS.

DESIGN SPECIFICATION:

- LADDER: EXTERNAL @ ~180°.
- ANTENNA MOUNTS SHOWN ARE CONCEPTUAL.
- TOWER COLOR – NOT PAINTED GALVANIZED STEEL

RADIO ANTENNA SCHEDULE									
#	ELEV. (m)	ANTENNA/EQUIPMENT			Tx LINE			OWNER	STATUS
		QTY.	MODEL	AZIMUTH(DEG.)	QTY.	MODEL	LENGTH		
1	±29.0	6	FFV4S4-65B-R7-V2	TBD	7B	JUMPERS ±3.0m	ROGERS	PROPOSED	
2	±29.0	21	RRU'S	-	-	-	ROGERS	PROPOSED	
3	±29.0	3/2	MLUP/MLUF	-	3/2	DC & FB ±45.0m	ROGERS	PROPOSED	
4	±26.0	3	AIR322B	TBD	-	-	ROGERS	FUTURE	
5	±26.0	3	AIR327B	TBD	-	-	ROGERS	FUTURE	
6	±26.0	3/2	MLUP/MLUF	-	3/2	DC & FB ±41.0m	ROGERS	FUTURE	
7	±24.5	1	4' M/W VHLPX4-11W	TBD	4	LDF4-50 ±40.0m	ROGERS	PROPOSED	

JUMPERS = LDF4=1/2" DC=1/2-3/4" FIBER = 3/8"-1/2"



- NOTES:**
1. TOWER DESIGN PER CSA-S37-18 TO BE COMPLETED BY OTHERS. OBTAIN SITE SPECIFIC WIND FOR FINAL DESIGN.
 2. ALL WORK TO CONFORM TO LATEST ROGERS SPECIFICATIONS.
 3. ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE.
 4. DRAWINGS ARE NOT TO BE SCALED.

ROGERS

5		
4		
3		
2		
1		
0	CD PRELIMINARY	19 APR 23
NO. BY	DESCRIPTION	DATE

ROEHAMPTON WEST
400 DUNDAS ST. SUITE 500
 MISSISSAUGA, ON L4V 1T2
 TEL: (905) 876-4209
www.roehamptonwest.com | info@roehamptonwest.com

LOCATION: 418 PINE ST, KASLO, BC

TITLE: TOWER PROFILE

PROJECT NAME: NEW SITE - GREENFIELD	PROJECT NO: W2174	DWG. NO: A01
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SCHEDULE C PRELIMINARY DESIGN PLANS – SITE PLAN



NOTES:
1. SITE PLAN OBTAINED FROM SITE VISIT BY ROEHAMPTON WEST, DATED 18 AUG 2022 & GOOGLE MAPS.

CLIENT:

CARRIER:
ROGERS™

5		
4		
3		
2		
1		

0	CD	PRELIMINARY	19 APR 23
NO.	BY	DESCRIPTION	DATE

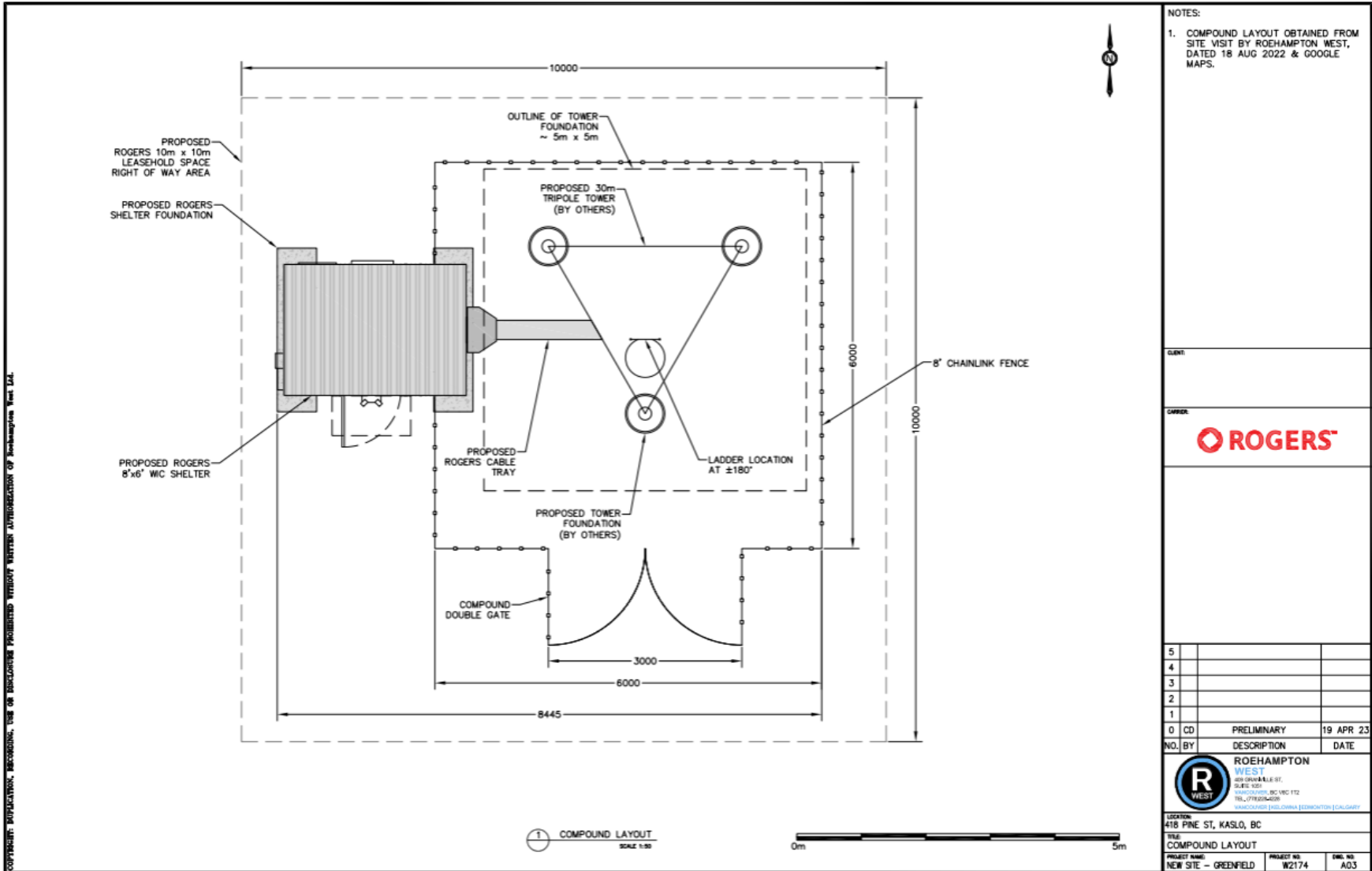
ROEHAMPTON WEST
418 DRUMBLE ST.
SUITE 108
ROEHAMPTON, BC V0C 1T2
TEL: (250) 462-0200
WWW.ROEHAMPTONWEST.COM

LOCATION:
418 PINE ST, KASLO, BC

TITLE:
SITE PLAN

PROJECT NAME: NEW SITE - GREENFIELD	PROJECT NO.: W2174	DWG. NO.: A02
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SCHEDULE C PRELIMINARY DESIGN PLANS - COMPOUND PLAN



**SCHEDULE D
PHOTO-SIMULATION**

BEFORE



AFTER



View: Looking east at tower from 5th Street at the Kaslo Golf Club

*Photo Simulation is a close representation and is for conceptual purposes only – not to scale.
Proposed design is subject to change based on final engineer plans*

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: August 18, 2023

SUBJECT: Development Permit Application DP2023-10 (ArtScape)

PURPOSE: To consider a Heritage & Commercial Core Development Permit Application for a mural on the east side of 403 Front Street (Kaslo Community Pharmacy)

OPTIONS:

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

1. **Approve the permit. *The project will proceed as planned.***
2. Do not approve the permit. *The group will be advised that the project can not proceed.*
3. Approve the permit with changes as specified. *The group will be advised of Council's decision.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Heritage & Commercial Core Development Permit DP2023-10 be approved to allow the installation of a new mural on the East side of the Kaslo Community Pharmacy building at 403 Front Street.

ANALYSIS:

- A. **Background:** At the 2022.04.26 Regular Meeting, Council agreed to submit a grant application to the Community Fund of North Kootenay Lake for a grant to create a new mural, in partnership with the Kaslo & Area Chamber of Commerce, on the east exterior wall of 403 Front Street (the Kaslo Community Pharmacy building).

A Development Permit (DP) is required since the project involves modifying the exterior appearance of a building in the Heritage and Commercial Core Development Permit Area. As murals aren't covered in the Building Design Guidelines or Colour Design Guidelines the permit could not be approved at the staff level. At the 2022.05.24 Council meeting, Council chose to refer the proposal to a Heritage Design Review Committee for a recommendation before making a decision, and the following resolution was adopted:

THAT Dana Blouin, Pat Desmeules, Karma Halleran, Elizabeth Scarlett, Paul Grace-Campbell, Ward Taylor, Molly Leathwood and Chyvonne Lynch be appointed as the Design Review Committee for the ArtScape Mural Development Permit application.

The Design Review Committee met on 2023.08.14 to consider the proposal and made the following recommendation to Council:

THAT the Building Design Review Committee recommends to Council that the Village of Kaslo approve the Development Permit for 403 Front Street to allow for installation of the proposed mural on the East side of the Kaslo Community Pharmacy building.

Upon receipt of a recommendation, Council may authorize or deny the issuance of the DP.

- B. **Discussion:** The Heritage Design Review Committee included representatives from the Chamber of Commerce, the Kaslo Historical Society, Council and the building owner. The proposed design is the result of extensive consultation and collaboration with the artist, as described in the summary from Committee Chair Dana Blouin.
- If approved, the work will begin September 8th, and take approximately 2-3 weeks to complete. During this time, the sidewalk will need to be closed. Adjacent parking spaces will be closed and barricaded to provide a safe route for pedestrian traffic. The group has been advised that all contractors working on the project must carry \$2 million general liability insurance coverage with the Village listed as an additional insured.
- C. **Attachments:**
- Public Notice
 - August 2023 Report from Design Review Committee
 - Development Permit application DP2023-10
 - 2023.07.27 letter from Kaslo and Area Chamber of Commerce
- D. **Financial Implications:** The Development Permit application fee of \$250 has been paid.
- E. **Corporate Priority:** The 2021 Corporate Strategic Plan identified a public art program as a strategic priority. The OCP encourages public art that enhances and fits in with the natural landscape (Sec. 4.2.1.20)
- F. **Environmental Impact:** The project enhances the built environment of Kaslo's downtown area.
- G. **Communication Strategy:** Public notice was distributed to all properties within 60m of the proposed location of the mural and posted on the Village's website and bulletin boards.

CAO Approval: 2023.08.16



VILLAGE OF KASLO

Notice of an application for a Heritage and Commercial Core Development Permit in your neighbourhood.

A Heritage and Commercial Core Development Permit application was submitted by Kaslo & Area Chamber of Commerce for the purpose of changing the exterior to a building by adding a mural.

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 Heritage and Commercial Core Development Permit (File #DP-2023-10) at their Regular Meeting on **August 22, 2023**, which starts at 6:00 p.m. in the Council Chambers at City Hall located at 413 Fourth Street in Kaslo.

CIVIC ADDRESS: **403 Front Street**
PARCEL IDENTIFIER: **012-865-885**
LEGAL DESCRIPTION: **LOT 1 BLOCK 9 DISTRICT LOT 208 KOOTENAY DISTRICT PLAN 393**

The applicant is requesting a Heritage and Commercial Core Development Permit to change the exterior of the commercial building in the Heritage and Commercial Core Area, as required under Section 4.2.1. of the Village's Official Community Plan, Bylaw 1280.



Anyone who believes that approval of DP-2023-10 will affect their interests is invited to provide their comments to the Village. Written submissions can be sent by email, facsimile, mail or hand delivered using the contact information below. All submissions must be received by 12:00 pm on August 18, 2023, to be considered.

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

Kaslo ArtScape 2023 (Kaslo Pharmacy)- Design Committee

Recommendation of Mural Design to Kaslo Village Council

August, 2023

PROJECT BACKGROUND:

What is the project? What will the project do? How will this be achieved?

In 2023, the inaugural project of Kaslo ArtScape will be completed with the goals to bring art on a grand scale to Kaslo, support local artists, and create a unique tourism opportunity to lengthen our tourist season into the shoulder seasons. In 2023 we plan to repaint the existing mural on the pharmacy building in the historic downtown of Kaslo, BC in cooperation with the building owner. We intend to broaden the definition of history in Kaslo and represent our local indigenous history accurately in consultation with the Ktunaxa and Sinixt First Nations as the mural design is finalized. Prior to the repainting of the mural, the existing mural and community members involved in its creation will be honored in a commemorative photograph and small event. Following the painting of the new 3-D mural, an "unveiling" event taking place in autumn to feature the artist, the art, and local musicians. A special media campaign in conjunction with Nelson and Kootenay Lake Tourism in the fall will encourage visitors to "interact" with the new 3-D mural and create momentum and interest in the mural.

What issues or opportunities will be addressed? How were they identified?

A mural was painted on the Kaslo Pharmacy building in 2002 depicting the fabled May Pole dance that was first performed in Kaslo in 1923 but has since faded badly and is outdated. Although the Village of Kaslo is grounded in history, we wish to depict a new, broader vision of our historical village through the creation of this new mural.

The existing mural holds a special place in our community and was created by Kaslo's youth with Tyler Toews as a mentor in 2002. To honor that history the existing mural will be commemorated with a photo and small event. We are very pleased that Tyler Toews has agreed to paint the new mural (Canadian Murals, Slocan, BC) and honor that historical connection in a special way.

The Kaslo and Area economic development plan (2021) highlighted an opportunity to develop a tourism brand and broaden Kaslo's tourism audience to include cultural and art-driven visitors as well as history buffs.

Where will this project take place?

The ArtScape mural project for 2023 will be completed at the Kaslo Pharmacy building in the historic downtown core of Kaslo, BC. The existing mural on the east side of the building is to be painted over and rejuvenated (building owner, Ward Taylor).

Who will be involved in implementing the project?

The ArtScape mural project is being instigated and led by the Kaslo & Area Chamber of Commerce, aided by a committee of members from the Langham Cultural Centre, The Kootenay Lake Historical Society,

The Village of Kaslo, the building owner, and an artist community representative. The committee forms the mural selection committee that will present a final design to the Village of Kaslo as a requirement of the Heritage Development permit. The committee has had several meetings with muralist Tyler Toews (Canadian Murals) and a draft design was completed in 2022. The muralist will complete the painting of the mural in the summer of 2023.

Explain why this project is important to your community. Who will benefit from the project?

Kaslo ArtScape is uniquely positioned to bring together many players within our community for a common goal. The Chamber of Commerce membership, the Langham, the SS Moyie and all cultural facilities will benefit greatly from the increased year-around visitors that this mural and future installations will encourage. The committee and the community will benefit greatly from indigenous involvement in this project and will foster a small step towards cultural reconciliation in our own community. Our historic mainstreet will feature an interactive 3-dimensional mural that will please and amaze residents and visitors alike.

This mural will be the Kaslo ArtScape feature project and act as a catalyst for future art installation interest and development. ArtScape will create an additional draw for Kaslo as a tourism destination and extend the timeframe which people will visit, benefiting Kaslo's businesses and cultural facilities as a result.

How will the project be evaluated and how will you know if it has been successful?

The 2023 mural project project will be evaluated by the community committee to determine if ArtScape can be successfully expanded to become a multi-year concept (fundraising effort, logistics, etc). Feedback will be gathered from the artist and building owner on process and logistics. The community and Chamber members will be engaged via an online survey in fall of 2023 to gather feedback on process and overall impact. Social media traffic, followers and engagement will also be closely monitored and quantified over time. We will deem the project successful when the mural project is complete and our community sees it as an asset for the long-term wellbeing (social, economic, cultural) of our Village.

Describe how your organization is best suited and has the capacity to deliver the project.

The Kaslo & Area Chamber of Commerce has the wellbeing of our community and the businesses that make a living in this community at the heart of our mandate and mission. The Chamber of Commerce is well suited to handle the administration associated with this grant and project with a dedicated Board of Directors and part time administrator on contract. Although the Arts is not the direct focus of our organization, we have worked closely with the Langham Cultural Centre in the past several years to ensure we are representing and engaging the arts community wholly and fairly in this project. The North Kootenay Lake Arts and Heritage Council is unfortunately limited in membership and capacity in our community at the moment, but we hope to establish a relationship with the Council when they are at capacity once again.

Budget/Financial Considerations:

Fundraising has been ongoing since 2021, and we have been successful in raising the funds to complete the mural in 2023. See the below budget:

BUDGET ArtScape Mural 2023

Expenses	Description	Expense
Labour	Artist Commission (All inclusive fee of \$20/ft2 (750 ft2) includes labour, all paint and supplies, insurance, travel costs, scaffolding) + \$800 for 2 designs + GST	\$16,550
	Musicians for unveiling event	\$400
	Contractor to prepare wall (clean, prime, repair as needed)	\$300
Supplies	paint for priming, repair materials as needed	\$200
Advertising	Advertising for unveiling event, social media, printing	\$250
Permits	Development Permit (Village of Kaslo)	\$200
TOTALS		\$17,900

Revenues (all confirmed)

	Community Fund of North Kootenay Lake Society	\$3,500
	Nelson and Kootenay Lake Tourism (Infrastructure Grant)	\$4,500
	Kootenay Savings Credit Union (Community Grant)	\$750
	Building owner contribution	\$4,057
	50/50 Lottery earnings- May Days 2022	\$1,299
	50/50 Lottery earnings- May Days 2023	\$1,294
	ReDi Grant 2023	\$2,500
Totals		\$17,900

Work Plan:

Activity	Overseen by	Start Date	End Date
Fundraising for Mural project	ArtScape Committee/Chamber of Commerce	March 1, 2022	October 30, 2023
Contract with Muralist in place	Kaslo Chamber of Commerce	May 15, 2023	October 30, 2023

Mural initial design/feedback	ArtScape Committee	June 1, 2023	July 1, 2023
Mural input by Sinixt and Ktunaxa First Nations representatives	ArtScape Committee	June 1, 2023	July 1, 2023
Mural final design presented to and approved by Village of Kaslo	ArtScape Committee	July 1, 2023	July 30, 2023
Commemoration event for existing mural	ArtScape Committee/Chamber of Commerce	July 1, 2023	July 30, 2023
Painting of the mural (with appropriate liability insurance in place and ensuring the safety of public)	ArtScape Committee/Chamber of Commerce	August 1, 2023	September 30, 2023
Mural Unveiling Event/live music	ArtScape Committee	August 15, 2023	October 15, 2023

KASLO PHARMACY MURAL SELECTION PROCESS/DESIGN NARRATIVE:

2021:

A request for proposal was circulated amongst the local artist community via social media and direct contact with contacts provided by the Nelson International Mural Festival. Interest was limited and we received feedback that it is difficult for an artist to create a concept with no guarantee of any financial compensation.

2022:

The committee decided to instead reach out to specific artists to develop a relationship. Tyler Toews of Canadian Murals (Nelson) was contacted who had been involved in the original 2002 mural. The historical connection with the Kaslo mural seemed like a good fit, and Tyler was genuinely interested in continuing his legacy in the area. Tyler's previous works seemed like a great fit for the direction of the mural and the goals of the project. Tyler has a particular interest in 3-D murals.

The theme of the mural was to be historical focused, as per the requirements of the Historical Core bylaws of the Village of Kaslo.

A draft design was completed in 2022, but fundraising efforts were not successful to complete that year.

2023:

Fundraising efforts continued through spring/summer of 2023 to successfully raise the funds needed.

Tyler Toews was re-engaged and a 2nd design was requested based on feedback from the committee.

In spring, 2023, ODG Design based in Richmond, BC became involved in the project as the design firm that Ward Taylor hired to complete an exterior upgrade to the pharmacies that he owns (Castlegar, New Denver, Kaslo).

1st version (June 2022):

- Tyler provided an initial design to consider:
 - 3-D focus
 - Elements included depictions of historical photographs and an aerial view of the landscape,
 - many concepts represented
 - Cluttered appearance that did not resonate well with the whole committee
 - Prior to Pharmacy Design team involvement

2st version (May 2023):

Narrative from Tyler:

- After exploring several ideas for this project with many hours contemplating the best options for this wall, I am confident that this version incorporates the necessary elements to satisfy all parties involved.
- In contrast to the previous concepts, which were overly busy in their attempt to incorporate all the elements discussed during the committee meetings, this rendition offers a much cleaner, balanced design. It allows for four historic images to be layered one behind the other, progressively deeper in the center of the mural. Adjacent to these images, on the right side, there are large blossoms that pay homage to the agricultural history of orchards in the Kaslo area. The branch of blossoms arches across the entire mural, disappearing behind an aerial image of the town site, only to reappear bursting through the mountainside as ripening fruit. This can symbolize the fruitful community that Kaslo is today, blossoming from the past.
- The furthest back historic image depicts a First Nations family in a sturgeon-nosed canoe reaching the shore with the waves. I chose to present this scene on the shore as Kaslo is located on the lakefront. This image breaks the pattern of layering, and the canoe appears to be moving forward. This provides another opportunity for interpretation and symbolism.
- The deepest image portrays a First Nations family in a sturgeon-nosed canoe, reflecting their nomadic lifestyle and the use of waterways for transportation.
- To align with the pharmacy's requirements, I have matched the mural's theme with an aerial shot of the town site and a border that complements the other pharmacy murals. This will clearly identify it as part of the series of artworks displayed by the three businesses.
- The historic images will be painted in sepia tones, creating a contrast with the vibrant blossoms and townsite imagery.

First Nations Consultation with Janice Alpine- Business Development Officer/Tourism Engagement, Ktunaxa Nation (July 2023)

- Janice really liked the theme and direction of the mural and appreciated the opportunity to comment.
- She suggested the historical image of the First Nations family in the Sturgeon Nose canoe to be represented in colour to symbolize that First Nations are present day, not only historical.

3rd /final version (July 2023):

Narrative from Tyler: Updates as requested from the Design Committee:

- Blossoms: The blossoms have been updated to cherry blossoms from apple blossoms,
- Theme for the historical imagery was “celebration:
- Slightly more space has been allocated for the historical images, allowing them to stand out better in the design
- Kootenay Lake Landscape: I have included an original photo taken from Wards airplane to depict the Kootenay lake landscape, adding a unique and personal touch to the mural

- Colour/canoe in the First Nations photo: I envision subtle colors from the right side of the image, fading into the sepia-toned water and people in the canoe. As for the wooden canoe, I prefer using the current image that includes the family. While comparing the two boat images, the differences in the photo are hardly noticeable. I will ensure that the canoe in the chosen photo matches the style of the wooden canoe as best I can.

NOTE: The subtle colour that will be added in the First Nations Photograph is not depicted in this design, but will be included.





VILLAGE OF KASLO DEVELOPMENT APPLICATION FORM

(for use with Bylaw 1283)

TYPE OF APPLICATION

- | | | | |
|-------------------------------------|-----------------------------------|-------------------------------------|----------------------------|
| <input type="checkbox"/> | Rezoning/Land Use Bylaw Amendment | <input type="checkbox"/> | Type of Development Permit |
| <input type="checkbox"/> | Official Community Plan Amendment | <input checked="" type="checkbox"/> | Heritage & Commercial Core |
| <input checked="" type="checkbox"/> | Development Permit _____ | <input type="checkbox"/> | Lakefront Protection |
| <input type="checkbox"/> | Development Variance Permit | <input 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: 403 Front Street, Kaslo, BC PID 012-865-885

Legal Description (from title document):

Lot 1 and 2, Block 9, NEP 393, District Lot 208, land District 26

CONTACTS

Applicant:

Name Kaslo & Area Chamber of Commerce		Company	
Address P.O. Box 329		City Kaslo	
Email thekaslochamber@gmail.com		Postal Code VOG 1M0	
Phone [REDACTED]	Cell	Fax	
Signature of Applicant [REDACTED]		Date July 27, 2023	

Owner, if the Applicant is not the Owner:

Name Ward Taylor		Company Kaslo Community Pharmacy	
Address 403 Front Street		City Kaslo	
Email kaslopharm@gmail.com		Postal Code VOG 1M0	
Phone 250-353-2224	Cell	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 403 Front Street, Kaslo, BC

I/We Ward Taylor

are the registered owner(s) of (legal description) Lot 1 and 2, Block 9, NEP 393, District Lot 208, lan

I/We hereby authorize The Kaslo & Area Chamber of Commerce (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.

[Redacted Signature]

Signature of Owner

WARD TAYLOR

Name of Owner (print)

403 FRONT ST.
KASLO, BC
V0G1M0

Address

Signature of Owner

Name of Owner (print)

Address

08/08/23

Date

250 353-2224

Phone

Date

Phone

[Redacted Signature]

Signature of Witness

Dana Blouin

Name of Witness

Signature of Witness

Signature of Witness

Name of Witness

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/overhands 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:


Signature of Applicant

07/27/2023

Date

KASLO AND AREA CHAMBER OF COMMERCE



Village of Kaslo
Box 576
413 4th Street
Kaslo, BC V0G 1M0



July 27, 2023

Dear Mayor and Council Members,

The Kaslo and Area Chamber of Commerce with the Kaslo Community Pharmacy, the Langham Cultural Centre, the Village of Kaslo, the North Kootenay Lake Historical Society, and the North Kootenay Arts Council have embarked on a project to repaint of the historical mural on the Kaslo Pharmacy building as the inaugural project of Kaslo ArtScape. The parties involved and mentioned above form the Kaslo ArtScape Committee and the designated Design Committee for this project as per the Kaslo Village Council Resolution dated 05.24.2022. Please accept this development permit application related to this project as attached.

The existing Maypole mural was painted on the Kaslo Pharmacy building in 2002 by community volunteers associated with the Kaslo Area Youth Group, led by Ursula Ringwald, aided by a Columbia Basin Trust grant. As important as this mural has been to Kaslo's heritage, it has faded tremendously since the initial painting, and we see this as an opportunity to create something new to broaden the interpretation of Kaslo's heritage.

Tyler Toews of Canadian Murals (Nelson, BC) has been contracted by the Kaslo & Area Chamber of Commerce to complete the mural and the design is currently under final review. Tyler is working with the Chamber's ArtScape Committee and ODG Designs, a design firm who has been contracted by pharmacy owner Ward Taylor to redesign the exterior of the Kaslo, Castlegar and the New Denver pharmacies. Fundraising has been ongoing for the past two years and has been successful in raising \$17,900 to cover all costs of this project. Funding sources include the Columbia Basin Trust/RDCK ReDi grant (2023), Community Fund of North Kootenay Lake Society (2022), Nelson and Kootenay Lake Tourism, Kootenay Savings Credit Union, The Kaslo Community Pharmacy, and BC Lottery 50/50 proceeds from 2022 and 2023 May Days raffles.

The Kaslo Pharmacy located at 403 Front Street is part of Kaslo's Heritage and Commercial Core Development Permit Area as per section 16.3.1 of the 2022 Kaslo Official Community Plan. The Heritage and Commercial Core is intended preserve Kaslo's historical, artistic, and architectural features, and encourages new development to follow design guidelines that are respectful and complimentary to those historical attributes. Developments in this area should also enhance the pedestrian experience by engaging the street both visually and physically and highlight the views and connections to the surrounding landscape.

The new mural design honors Kaslo's wide-ranging heritage and includes reproduction of photographs depicting scenes of indigenous and post-colonial life, an aerial scene of Kaslo, and cherry blossoms around the frame of the mural celebrating Kaslo's orcharding history. The mural will be required to follow the Heritage Colour Guidelines (appendix III of Official Community Plan).

We feel this proposed mural is respectful and complimentary to Kaslo's broad history and will significantly aid in enhancing the pedestrian experience of visiting downtown Kaslo. This is an important element of the Chamber of Commerce's interest in this project and part of a broader strategy to further develop Kaslo as a destination for art in the Kootenays in collaboration with Nelson and Kootenay lake Tourism via the Kootenay Lake Road Trip app and the mural tour. Over time as more ArtScape projects are completed, the Chamber is hopeful Kaslo's tourist season will expand into the shoulder seasons.

KASLO AND AREA CHAMBER OF COMMERCE



This development permit only pertains to the east-facing wall of 403 Front Street. No structural changes to the building are required, and the existing mural will be painted over with primer a few days prior to the new mural painting. It is anticipated the sidewalk will need to be blocked off and scaffold set up for the duration of the painting (1 week-10 days, mid September 2023). Appropriate liability insurance will be in place as required by the Village of Kaslo.

We look forward to working with the Village of Kaslo to bring this project to fruition. Thank you.

Sincerely,

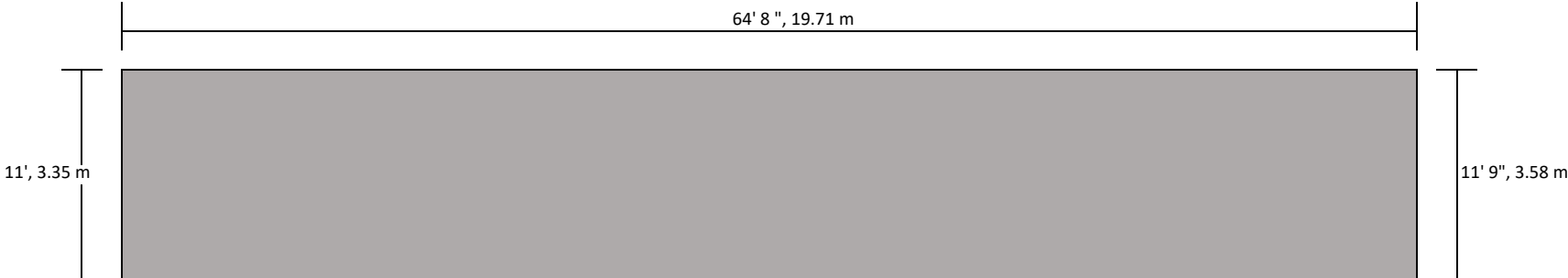
A handwritten signature in black ink that reads "Gerretsen".

Cassie Gerretsen
President and Board Member
Kaslo and Area Chamber of Commerce

A handwritten signature in black ink that reads "Dana Blouin".

Dana Blouin
Kaslo ArtScape Committee Chair

Kaslo Pharmacy Building, 403 Front Street, Kaslo (East outside wall)



PREPARED BY: Catherine Allaway, Corporate Officer
SUBJECT: Old English Car Club 2023 Event Requests

DATE: August 17, 2023

PURPOSE: To consider a temporary road closure request for the Old English Car Show event.

OPTIONS:

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

1. **Approve the road closure. *The group will be advised that the event can proceed as planned.***
2. Do not grant the requests. *The event will not proceed.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT portions of Water Street east of Fifth Street be temporarily closed for the 8th Annual “Brits Invade Kaslo” car show on Sunday, September 10, 2023

ANALYSIS:

- A. **Background:** The Old English Car Club would like to hold their 8th Annual “Brits Invade Kaslo” car show in Kaslo on Sunday, September 10th. In order to safely hold the event, they are requesting a temporary road closure for that portion of Water Street located south of Fifth Street and extending just beyond the Kaslo Hotel. A Council resolution is required to authorize the closure.
- B. **Discussion:** Notice of the proposed road closure was delivered to affected businesses and no comments have been received at City Hall.
- C. **Attachments:**
 - Temporary Street Closure Request
 - Notice of proposed street closure
- D. **Financial Implications:** The permit fee for a street closure is \$20. If more than 100 attendees are expected, a daily Large Event Fee will apply (\$275 for up to 500 attendees, \$750 for up to 1000 attendees or \$1000 for more than 1000 attendees).
- E. **Corporate Priority:** Nil
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** Event advertising will be the responsibility of the organizers.

CAO Approval: 2023.08.16



VILLAGE OF KASLO
NOTICE
TEMPORARY STREET CLOSURE

The Village of Kaslo has received a request from Old English Car Club to close Water Street pursuant to the map below:



DATE: Sunday September 10, 2023

BETWEEN THE HOURS OF: 9:00 AM – 4:00 PM

FOR THE PURPOSE OF: 8th Annual “Brits Invade Kaslo” Car Show

This form may EITHER be returned to the person delivering it OR returned to the Village office by the person who completes the form.

Please return this form to the Village Office at 413 Fourth Street Kaslo B.C. prior to 12 Noon on Tuesday August 15th, 2023 with any comments may you have regarding the proposed closure. Council will be reconsidering this proposal for closure at its Regular Meeting scheduled to be held August 22nd, 2023.

COMMENTS: _____

NAME (printed)

SIGNATURE:

DATE

TEMPORARY STREET CLOSURE

The Village of Kaslo has received a request from:

OLD ENGLISH CAR CLUB
(name of organization)

to close a street or streets pursuant to the map (see over) on:

DATE(S) SEPTEMBER 10, 2023

BETWEEN THE HOURS OF 10 AM TO 4 PM.

FOR THE PURPOSE OF AN ENGLISH CAR SHOW

This form may EITHER be returned to the person delivering it OR returned to the Village office by the person who completes the form.

Please return this form to the Village Office at 413 Fourth Street Kaslo B.C. prior to 12 Noon on Wednesday _____ with any comments may you have regarding the proposed closure. Council will be reconsidering this proposal for closure at its regular meeting scheduled to be held _____.

COMMENTS: WE ARE REQUESTING THE CLOSURE FOR A CAR SHOW AS LAST YEAR 2022. THE TIME IS THE ONLY CHANGE FROM LAST YEAR

KELVIN Woodall Kelvin Woodall July 31 /23
NAME (printed) SIGNATURE: DATE

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: August 16, 2023

SUBJECT: Aerodrome Lease – Lot 7

PURPOSE: To obtain Council authorization to lease hangar lot 7 at the Kaslo Aerodrome.

OPTIONS:

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

1. **Authorize the leases. *Payments will be collected and lease will be executed and filed with BC Assessment Authority.***
2. Don't lease the lands. *No municipal revenue will be generated.*
3. Refer back to staff for further review and report. *Amendments to the lease will be prepared as directed by Council and the matter will be placed on a future agenda.*

RECOMMENDATION:

THAT the Village lease Kaslo Aerodrome Hangar Lot #7 (EPP104448) to Eclipse Helicopters for a term ending December 31, 2026, at a cost of \$1,065.19 in 2023 with 2% increases in each subsequent year.

ANALYSIS:

- A. **Background:** Legal surveys of 9 proposed Hangar Lots at the Kaslo Aerodrome were completed in the fall of 2021 and the subdivisions were authorized by Council at the 2022.01.11 Regular Meeting. At the 2022.05.24 meeting Council authorized lease agreements for Hangar Lots 1-3 & 5-9. The party previously interested in Hangar Lot 7 has withdrawn their interest. At the 2023.07.25 meeting Council authorized advertising the proposed disposition. The required public notice has been provided and a Council resolution is required to authorize signing the agreement.
- B. **Discussion:** Proceeding with these lease arrangements will result in full occupancy of all the hangar lots. To date no comments from the public have been received regarding the disposition of the hangar lots.
- C. **Attachments:**
 - Draft Lease Agreement
 - Advertisement
- D. **Financial Implications:** Hangar lot 7 will generate a revenue of \$1065.79 in 2023, with 2% increases in each year expiring December 31, 2026. The leased lands, and any improvements constructed on them, will also generate tax revenue for the municipality. Long term leases are recorded by BC Assessment Authority, and the tax exemption for municipal lands will cease to apply.
- E. **Corporate Priority:** Establishing leaseholds at the Kaslo Aerodrome was identified as a priority in the Village's 2021 Strategic Plan.

- F. **Environmental Impact:** The proposed lease agreement will result in additional development at the Kaslo Aerodrome.

- G. **Communication Strategy:** Public notice of the intent to lease hangar lot 7 were posted on the Village's website, on the Public Notice Boards at City Hall, and published in the July 27th edition of the Valley Voice.

CAO Approval: 2023.08.18



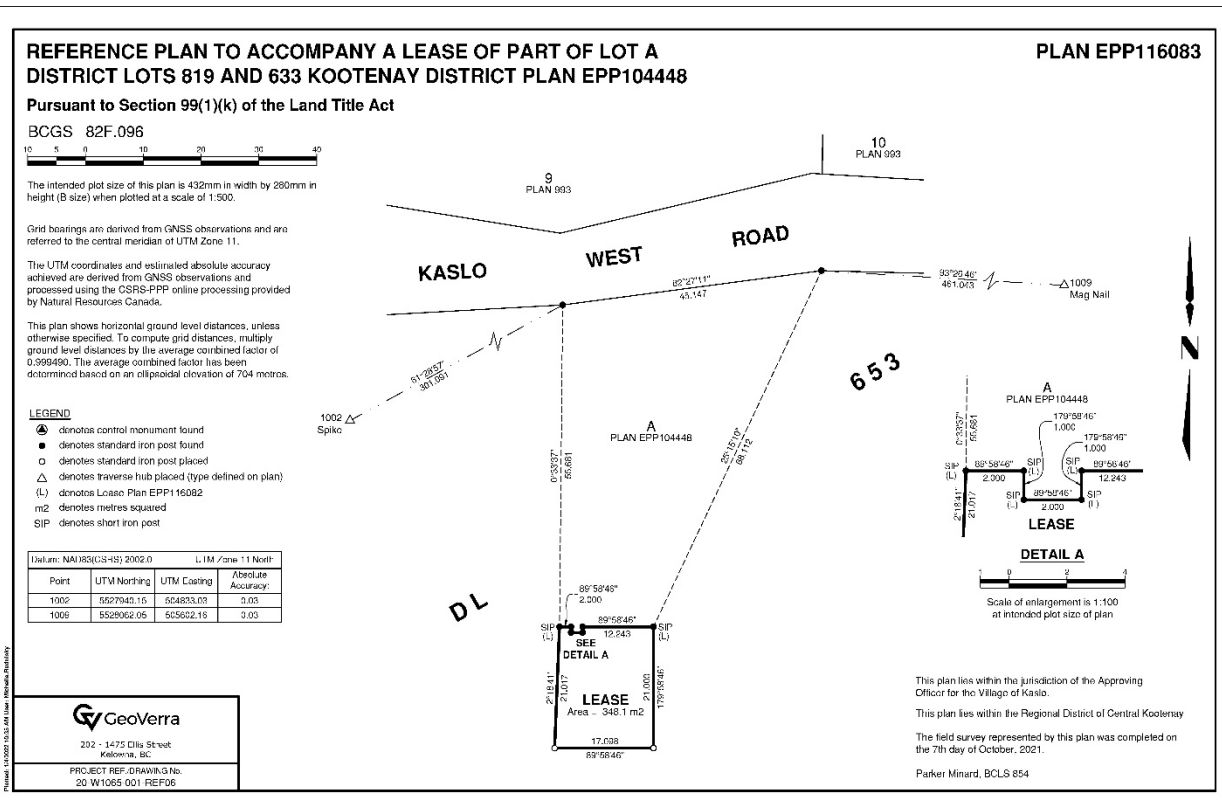
Village of Kaslo

NOTICE OF INTENTION TO LEASE PROPERTY

The Village of Kaslo intends to lease Kaslo Aerodrome Hangar Lot #7 (EPP116083) to Eclipse Helicopters Ltd. for a term ending December 31, 2026, at a cost of \$1,065.19 in 2023 with 2% increases in each subsequent year.

The lease may be viewed at the Village Office in City Hall, 413 Fourth Street, Kaslo, BC on regular working days between the hours of 10 am - 3 pm. Any individual that believes their interests will be affected by this proposed disposition is asked to submit comments to the Village no later than 12 noon on Wednesday, August 16, 2023.

Have questions? Call 250-353-2311 or Email admin@kaslo.ca or Visit www.kaslo.ca



LEASE

THIS LEASE made the _____ day of _____, 2023.

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:

Eclipse Helicopters Ltd.

150 Lancaster Road

Penticton, BC V2A 8X1

(the "**Tenant**")

OF THE SECOND PART

WHEREAS the Landlord is the owner of the land 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 Land

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

2.0 Term

2.1 For the term of 4 years commencing on the 1st day of January, 2023, and ending on the 31st day of December, 2026 (the “**Term**”).

3.0 Use

3.1 The Tenant shall use the Land for the purpose of an aircraft hangar 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 \$1,065.19 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.

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 Land, 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 Land, including without limitation charges for all gas, oil, telephone, electricity and internet used on the Land.

7.0 Construction

7.1 The Tenant shall not construct, place or alter any buildings or structures on the Land, or any signs visible from the exterior of any building on the Land unless, prior to any construction or alteration, having first obtained the written consent of the Landlord, and any permits and inspections required by law.

7.2 Any construction, placement or alteration of buildings or structures on the Land shall be carried out at the cost of the Tenant.

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 Land and any buildings and

structures on the Land;

- 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 Land and any buildings and structures on the Land;
- 8.3 The Landlord may at all reasonable times without prior notice enter and view the state of repair of the Land and any buildings and structures on the Land 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 Land and any buildings and structures on the Land;
- 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 Land and any building or structure on the Land to an excellent standard of maintenance. Maintenance requirements are listed in Schedule "C".

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 Land 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 Land 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 Land or any building or structure on the Land;
 - (d) invalidates any policy of insurance for the Land or any building or structure on the Land; or
 - (e) directly or indirectly causes damage to the Land or any building or structure

on the Land.

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 Land by the Tenant in the amount of not less than Five Million Dollars (\$5,000,000.00) 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 The Tenant shall take out and maintain during the Term a policy of insurance, in a form acceptable to the Landlord, insuring all buildings and structures on the Land to the full insurable replacement value thereof against risk of loss or damage caused by or resulting from fire, flood, lightning, explosion, tempest, earthquake, tsunami or any additional peril against which a prudent Landlord normally insures, naming the Landlord as an additional insured party thereto, and shall provide the Landlord with a certified copy of such policy or policies.

12.3 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.

12.4 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.

12.5 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 Land by the Tenant or the carrying on upon the Land of any activity in relation to the Tenant's use or occupation of the Land and in respect of any loss, damage or injury sustained by the Tenant, or by any person while on the Land 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 Land, 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 Land or any building or structure on the Land, 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 Land 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 Land 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 Land 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 Land 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 Land 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 Land;
- (c) to promptly provide to the Landlord a copy of any environmental site investigation, assessment, audit, report or test results relating to the Land 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 Land 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 Land 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 Land or any adjacent property that could contaminate the Land or subject the Landlord or the Tenant to any

finances, 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 Land all Contaminants, and to remediate by removal any contamination of the Land or any adjacent property resulting from Contaminants, in either case, brought onto, used at, or released from the Land 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 Land 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 Land related to or as a result of the use and occupation of the Land 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 Land and the rights of the Tenant with respect to the Land shall lapse and be absolutely forfeited.

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 Land and any building or structure on the Land 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 Land or any building or structure on the Land 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 Land or any building or structure on the Land 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 Land 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 Land or any building or structure on the Land 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 Land and any building or structure on the Land 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 Land and any building or structure on the Land 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 Land 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 Land 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 Land 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 Land, the Landlord may follow them for thirty (30) days.

29.0 Renewal

29.1 No less than 5 months prior to the expiry of this Agreement, the Landlord shall advise the Tenant whether the Landlord intends to continue leasing the Land for the purpose of aircraft hangar, and the rent it intends to charge for a renewal of the Lease, including any yearly increases (the "Renewal Terms"). The Tenant shall advise the Landlord no less than 4 months prior to the expiry of this Lease whether it accepts the Renewal Terms. If the Tenant accepts the Renewal Terms, this Agreement shall be renewed on the same terms and for the same Term, with rent as stated in the Renewal Terms.

29.2 This Agreement may be further renewed in accordance with the process stated in section 29.1, provided that in no event shall the Term of a renewal agreement expire on or after December 31, 2041

30.0 Time

30.1 Time is of the essence of this Lease.

Notices

30.2 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:

Eclipse Helicopters Ltd.
150 Lancaster Road
Penticton, BC V2A 8X1

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.

31.0 Fitness of Premises

31.1 The Landlord has made no representation or warranties as to the condition, fitness or nature of the Land 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.

32.0 Net Lease

32.1 This Lease shall be a complete carefree net lease to the Landlord as applicable to the Land 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 Land or any building or structure on the Land or the contents thereof except those mentioned in this Lease.

33.0 Binding Effect

33.1 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.

34.0 Amendment

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

35.0 Law Applicable

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

36.0 Registration

36.1 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.

37.0 Interpretation

37.1 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.

37.2 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.

37.3 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.

37.4 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 _____, 2023.

VILLAGE OF KASLO
by its authorized signatory

WITNESS

Name:

Name:

Title:

Date:

Eclipse Helicopters Ltd.
by its authorized signatory

WITNESS

Name:

Name:

Title:

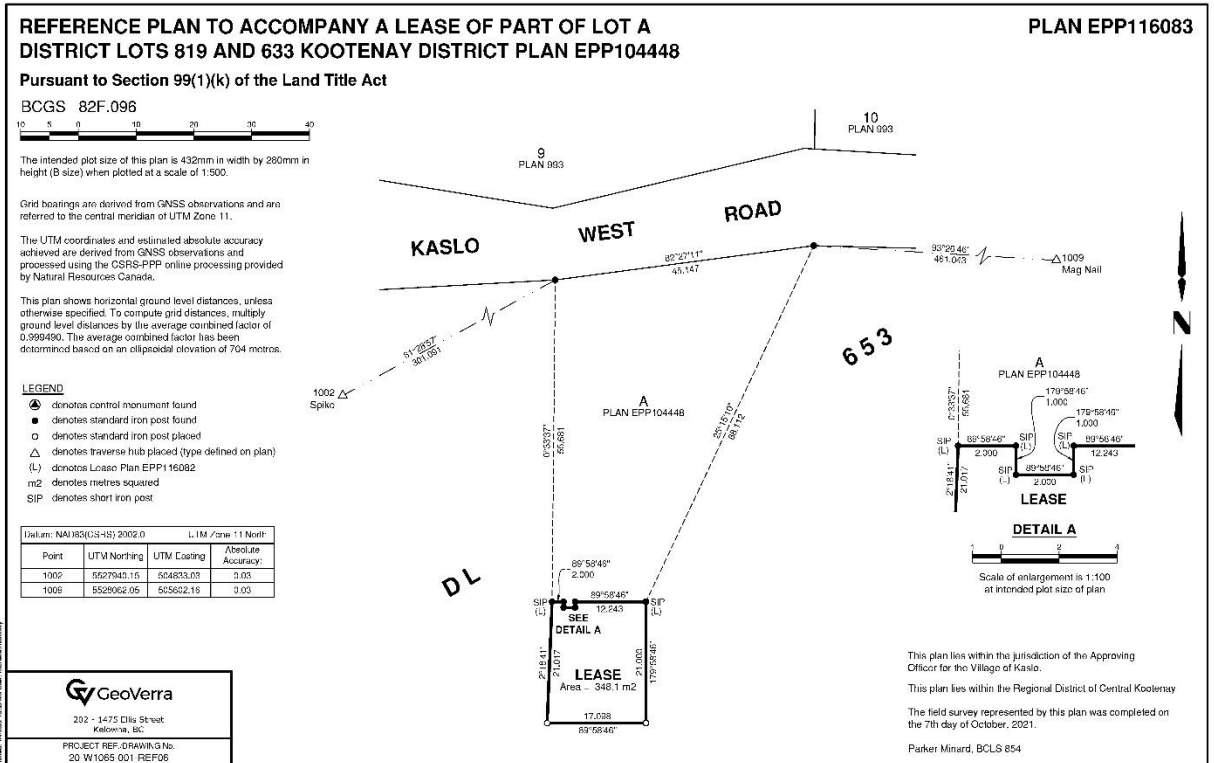
Date:

DRAFT

SCHEDULE A

LEGAL DESCRIPTION

That portion of Lot A, District Lots 819 and 633, Kootenay District Plan EPP104448 shown on Plan EPP116083



SCHEDULE B

CONDITIONS OF USE

- The lands may be used for aircraft-related purposes only.
- Storage of materials unrelated to aircraft use or maintenance is not permitted.
- Storage of bulk fuel (an amount of fuel that exceeds twice the amount that is required to fill the aircraft fuel tank) requires prior approval of the municipality.

DRAFT

SCHEDULE C

MAINTENANCE REQUIREMENTS

- Snow removal is the responsibility of the tenant
- Paved areas must be kept free of dirt and gravel

DRAFT

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: August 17, 2023

SUBJECT: Community Tourism Plan Offer

PURPOSE: To consider participation in the Destination BC Community Tourism Planning Program

OPTIONS:

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

1. **Participate in the program. Staff enter into an agreement with Destination BC and work on the project will begin in September.**
2. Do not participate in the program. *Destination BC will be advised of Council's decision, no further action will be taken.*
3. Refer back to staff for further review and report. *Delays may result in ineligibility.*

RECOMMENDATION:

THAT the Village of Kaslo [decline to] participate in the Destination BC Community Tourism Planning Program.

ANALYSIS:

- A. **Background:** The Village of Kaslo was contacted by Kootenay Rockies Tourism, with an offer to participate in the Community Tourism Plan program delivered by Destination BC, with funding from PacifiCan. The program will provide an experienced consultant to work with the Village to create a Community Tourism Plan, prior to March 2024. A Council resolution is required to authorize participation.
- B. **Discussion:** The Village of Kaslo does not currently have a Tourism Plan, so it is eligible to participate in the program. The program offers an experienced consultant to work with the municipality and other stakeholders to develop a Community Tourism Plan for Kaslo. The general outline of the program is as follows:
- September: kickoff meeting with facilitator
 - Late September: initial engagement session, facilitator visit to Kaslo, interviews with approx. 5 key stakeholders
 - October-November: consultant prepares draft plan
 - November-December: draft plan presented for review
 - December-January: incorporate feedback on draft plan
 - February: finalize plan

The Village of Kaslo is expected to champion the program, elect a lead to work with the facilitator, provide meeting space & snacks, attend planning sessions, provide input on the draft document. The Village will also be responsible for any design or printing costs for the final version of the document (at the Village's discretion), and is expected to support implementation

of the plan in future years. The plan could strengthen future applications for funding related to tourism infrastructure, such as directional signage, beautification or facility enhancements.

- C. **Attachments:** Community Tourism Planning Program backgrounder
- D. **Financial Implications:** The costs of hiring the consultant to prepare the report will be covered by Destination BC. The Village of Kaslo will be responsible for covering the cost of staff time required to support the project, and any costs relating to the engagement activities (venue rental, advertising, refreshments). The staff time is estimated at 24 to 30 hours over the 3 to 4 month duration of the project, with more staff time required later for implementation of the plan recommendations. A budget of \$500 should be established for the stakeholder meeting, room rental (if needed), refreshments and materials (such as printing). The budget could come from general advertising, as it could be considered a marketing-related activity.
- E. **Corporate Priority:** Tourism is identified in the 2022 Official Community Plan as a sub-theme under History and Heritage. The OCP also recognizes that tourism is an important sector of the local economy. However, tourism was not recognized as a priority of Council in the 2021 version of the Corporate Strategic Plan.
- F. **Environmental Impact:** A Community Tourism Plan could help guide the development of sustainable tourism practices and policies.
- G. **Communication Strategy:** If Council chooses to participate, a communication and engagement strategy will be established as part of the initial meeting with the consultant.

CAO Approval: 2023.08.18

Community Tourism Planning Program

Destination British Columbia, with support from PacifiCan, is offering Community Tourism Planning assistance to foster vibrant and resilient communities across the province.

Program Overview

The Community Tourism Planning program is designed to assist BC communities in developing a long-term tourism plan. The program connects communities with an experienced facilitator, contracted through Destination BC, who will guide them through a collaborative planning process. By involving a diverse range of partners in each community, the process encourages the creation of a shared vision for tourism. Additionally, by leveraging each community's inherent strengths, the program facilitates the identification of initiatives that can attract visitors and provide social, cultural, and economic benefits to the community.

Program Audience

- Communities in BC, ideally ones that currently don't have a community tourism plan or have one that is outdated.
- Preference will be given to smaller communities that might not have the financial capacity available to undertake such a process.

Benefits of Participating

- **Community Tourism Plan:** Creation of a comprehensive community tourism plan that serves as a roadmap for your community and tourism partners. The plan will outline clear objectives and deliverables, providing a framework for collective success.
- **Collaboration:** Engage a broad cross-section of community partners, including businesses, Destination Management Organizations, municipal government, Indigenous communities, and local groups, to establish a shared vision, goals, address barriers, and identify tourism opportunities.
- **Sustainable Economic Development:** Effective tourism planning can drive increased economic activity, while also prioritizing the preservation and enhancement of local resources and fostering community pride.

Timeline of the Program

This program is scheduled to be completed by March 31, 2024.

Community Commitment

Communities will play a crucial role in championing the planning process as well as the implementation of the plan, determining the partner engagement list and encouraging local participation. Additionally, communities will be responsible for providing meeting space and covering any associated costs for in-person engagement sessions, such as room rental, audio-visual equipment, and food and beverage. We kindly request that participating community members invest their time, thoughts, and perspectives by attending planning session(s) and providing input into the tourism plan.

For more information, please contact:

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