



# REGULAR MEETING OF COUNCIL AGENDA

DATE: 2024.02.13

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 2024.02.13 Council Meeting

## 3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2024.01.23 Council Meeting

## 4. Delegations

## 5. Information Items

### 5.1 Council Reports

5.1.1 Mayor's Report

### 5.2 Committee Minutes

5.2.1 2024.02.05 Art & Heritage Committee Meeting minutes DRAFT

### 5.3 Staff Report

5.3.1 CAO Report

5.3.2 FireSmart Update

### 5.4 Financial Report

### 5.5 Correspondence

#### 5.5.1 South Beach Correspondence

5.5.1.1 2024.01.29 Denner

5.5.1.2 2024.01.30 Roberts & Mattas

5.5.1.3 2024.02.05 Marie

5.5.1.4 2024.02.05 Maxwell

5.5.1.5 2024.02.05 McClure

5.5.1.6 2024.02.05 Thatcher

5.5.1.7 2024.02.06 Bath

5.5.1.8 2024.02.06 Cheatley

5.5.1.9 2024.02.06 Johnston

5.5.1.10 2024.02.06 Jones

5.5.1.11 2024.02.06 Klassen

5.5.1.12 2024.02.06 Mattas

5.5.1.13 2024.02.06 McCormick

5.5.1.14 2024.02.06 McRae

5.5.1.15 2024.02.06 Miles

- 5.5.1.16 2024.02.06 Mogielka
- 5.5.1.17 2024.02.06 Stickel-Miles
- 5.5.2 AKBLG Convention & Reminders
- 5.5.3 AKBLG re Circular Economy Strategy
- 5.5.4 UBCM CRI 2020 Final Claim
- 5.5.5 Winter in the Forest Grant Approval
- 5.5.6 Kaslo Community Services – Holiday Hampers
- 5.6 **2024.02.13 Circulation Package**

## 6. Question Period

## 7. Business

### 7.1 **Development Permit – 331 Front Street (1896 Building)**

*To consider a Heritage and Commercial Core Development Permit application for the “1896 Building” located at 331 Front Street.*

RECOMMENDATION:

THAT the application for a Heritage and Commercial Core Development Permit for the property located at 331 Front Street be approved.

### 7.2 **Golf Course Request to Place Trailer**

*To consider a request from the Kaslo Golf Club to permit continued use of an RV for staff accommodation.*

RECOMMENDATION:

THAT the Kaslo Golf Club is granted permission to place a travel trailer next to the Maintenance Shop, to provide campground accommodation for the groundskeeper through October 31, 2024, in accordance with existing zoning.

### 7.3 **Kaslo Community Garden – Request to Sponsor Grant Application**

*To request sponsorship from the Village for an application on behalf of the Kaslo Community Garden Society for a grant from the Community Fund of North Kootenay Lake to purchase a composter.*

RECOMMENDATION:

THAT the Village of Kaslo sponsor the Kaslo Community Garden’s application to the Community Fund of North Kootenay Lake for funding for a Jora Canada composter.

### 7.4 **Castlegar Sculpturewalk 2024**

*To seek a decision from Council regarding the recommendation from the Art & Heritage Committee regarding a sculpture for Legacy Park.*

RECOMMENDATION:

THAT the Village of Kaslo lease the sculpture “Song to Mothers” by Zen Wang from Castlegar Sculpturewalk for installation in Legacy Park in 2024.



**7.5 Procurement – Water Treatment Plant Upgrades**

*To consider awarding a contract for the purchase of electronic actuators and controls for the Water Treatment Plant.*

**RECOMMENDATION:**

THAT the Village of Kaslo contract with Mountain Logic Solutions to supply, install and commission two sets of electronic actuators and associated controls to Treatment Train #3 & #1, all for the sum of \$120,650 + GST, as outlined in their proposal dated 22nd January 2024.

**7.6 WildSafe BC 2024 Program**

*To seek Council approval for participation in the 2024 WildSafe BC program*

**RECOMMENDATION:**

THAT the Village of Kaslo provide \$2,000 towards the delivery of a 2024 WildSafe BC program for the area.

**7.7 Donation – D. Unruh**

*To consider accepting a donation towards work on the Kaslo River dike.*

**7.8 Committee of the Whole Meeting**

*To schedule an update from senior staff on various projects*

**RECOMMENDATION:**

THAT a Committee of the Whole Meeting be scheduled for \_\_\_\_ p.m. on \_\_\_\_\_, 2024 to review the status of municipal projects.

**8. Late Items**

**9. In Camera Meeting**

**10. Raised from In Camera Meeting**

**11. Adjournment**





# REGULAR MEETING OF COUNCIL MINUTES

DATE: 2024.01.23

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 Tynan, CO Allaway  
Public: 10

## 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 6:02 p.m.*

## 2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2024.01.23 Council Meeting

014/2024 Moved, seconded and CARRIED

**THAT the agenda for the 2024.01.23 Council Meeting be adopted as presented.**

## 3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2024.01.09 Council Meeting

015/2024 Moved, seconded and CARRIED

**THAT the minutes of the 2024.01.09 Council Meeting be adopted as presented.**

## 4. Delegations

4.1 RCMP – Corporal Venema

*Corporal Venema provided an update regarding the Kaslo RCMP detachment.*

4.2 Langham Cultural Society/Japanese Canadian Legacies Society

*Susanne Tabata, President of the Japanese Canadian Legacies Society spoke to Council about a proposed project at the Langham.*

4.3 Kaslo Golf Course

*George Wilson and Sheila Clare expressed concerns about the proposed rezoning of Golf Course lands to allow a Rogers Telecommunication tower.*

## 5. Information Items

### 5.1 Council Reports

5.1.1 Councillor Leathwood reported on Library Board activities.

5.1.2 Councillor Brown reported on Kaslo Community Forest Society activities.



5.1.3 Mayor Hewat reported on her participation in RDCK affairs.

**5.2 Committee Minutes**

5.2.1 2024.01.15 Art & Heritage Committee Meeting Minutes

5.2.2 2024.01.15 Health Advisory Committee Meeting Minutes

**5.3 Staff Reports**

5.3.1 2024 Municipal Grants ad

5.3.2 CAO Report

*CAO Tynan provided an update on municipal activities and operations.*

**5.4 Correspondence**

5.4.1 2024.01.04 K. O’Keefe re: South Beach

5.4.2 2024.01.05 O. Thatcher re: South Beach

5.4.3 RCMP 2023 Q4 Report

5.4.4 BC Honours and Awards Secretariat

5.4.5 2024.01.15 S. Mutterer re: SAR

**5.5 2024.01.23 Circulation Package**

**6. Question Period**

*One member of the public asked questions of Council about the process for development at South Beach.*

**7. Business**

7.1 **DVP 2023-15 (Kaslo Community Services)**

**016/2024**

Moved, seconded and CARRIED

**THAT Development Variance Permit Application 2023-15 (Kaslo Community Services) be brought back to a future Council meeting.**

7.2 **Heritage BC Award Nomination – SS Moyie Restoration**

**017/2024**

Moved, seconded and CARRIED

**THAT the Village of Kaslo nominate the Kootenay Lake Historical Society’s SS Moyie Restoration Project for a Heritage BC Award.**

7.3 **Infrastructure Planning Grant – Asset Management Investment Plan (Water/Sewer)**

**018/2024**

Moved, seconded and CARRIED

**THAT Council authorizes issuing purchase orders to LandInfoTech for \$11,900 + GST and TRUE Consulting for \$5,000 + GST to complete the work outlined in the 2019 Infrastructure Planning Grant for Asset Management Investment Plans for the Water and Sewer Systems.**

7.4 **Signing Authority Updates**

**019/2024**

Moved, seconded and CARRIED



**THAT Ian Dunlop be removed as a signing officer and Linda Tynan be added as a signing officer for the Village of Kaslo.**

**020/2024** Moved, seconded and CARRIED  
**THAT Ian Dunlop be removed and Linda Tynan be added as an authorized signatory for the Village of Kaslo at Kootenay Savings Credit Union.**

**021/2024** Moved, seconded and CARRIED  
**THAT Ian Dunlop be removed and Linda Tynan be added as an authorized signatory for the Village of Kaslo at Central 1 Credit Union.**

**022/2024** Moved, seconded and CARRIED  
**THAT Mayor Hewat, Councillors Bird, Brown, Lang and Leathwood, CAO Tynan, CO Allaway and Deputy Clerk Treasurer Patience be authorized signatories for the Village of Kaslo at the Royal Bank.**

**8. Late Items – Nil**

**9. In Camera Meeting**

**023/2024** Moved, seconded and CARRIED  
THAT Council now recess and reconvene in-camera with the public excluded under Sections 90(1) (a), and (c) of the Community Charter.

The open meeting recessed at 7:20 p.m.  
The open meeting reconvened at 9:00 p.m.

**10. Raised from In Camera Meeting – Nil**

**11. Adjournment**

The meeting was adjourned at 9:00 p.m.

CERTIFIED CORRECT:

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Mayor Hewat





## Mayors Report

### Regular Council Meeting

Tuesday, February 9, 2024

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

January 8 United Church 1<sup>st</sup> Launch Pad Coaching meeting.

The primary discussion was how uses of the sanctuary could be expanded and what if any changes to the space might be warranted in order to facilitate this.

The next meeting date has not yet been set, but the topic will be how to expand the membership on a committee to increase usage and manage bookings since the group at present is very small.

January 9 West Transit Services Committee.

- This meeting was held with all members attending remotely.
- BC Transit Managers Elise Wren and Seth Wright were introduced.
- Letters were received from residents regarding improvements in Area E, Area D and Kaslo.
- A copy of the application made to ETSI BC for a Transit Values and Cost Apportionment Study was received and Watt Consulting did a presentation on the project.
- Dr. Sarah Breen and Jonnah Ronquillo, Selkirk College presented on the Village of Salmo and Area G Transit Demand Study.
- Discussion regarding combining the 3 transit services was referred to a June 18<sup>th</sup> meeting.

### Regular Meeting of Council

January 15

North Kootenay Lake Services Committee.

- We received the full Kaslo Search & Rescue Budget.
- The budget for S221: Regional Facilities, Recreation and Park Service was presented.
- An update was provided on Fire Services Recruitment.
- 

Kaslo & Area D Economic Development Committee.

- In the absence of an RDCK staff member, CO Allaway conducted the election of Chair. I was elected as Chair for 2024.

Motions passed:

- The Commission Report dated December 20, 2023, from Chelsey Jones, LINKS ED, re: Lardeau Valley Farm Infrastructure Program, has been received.
- That the Kaslo & Area D Economic Development Commission S109 allocate \$5,000.00 in the draft budget to explore Rat Management in Kaslo and Area D.

Art & Heritage Committee.

- The committee reviewed a DVP application for a property in the Heritage Zone with the property owner in attendance to answer questions.
- A recommendation was made to council.
- The minutes of this meeting were received at the January 23<sup>rd</sup> meeting.





## Mayors Report

### Health Advisory Committee.

- The minutes of this meeting were received at the January 23<sup>rd</sup> meeting.
- The committee received the good news that:  
There will be a 4th physician to serve Kaslo. Dr. Martin has signed a contract with IHA and will be returning to Kaslo with a July start date.

### January 16 Kaslo and Area Chamber of Commerce.

- The primary discussion items were May Days planning, Nakusp Ferry Signage and the upcoming membership drive.

### January 17 CAO Candidate meetings.

### January 18

#### RDCK Board.

- Andrea Wilkey, Community Futures Central Kootenay, Erin Rooney and Alison MacDonald, West Kootenay Rural and Northern Immigration Pilot attended as a delegation. They spoke regarding the program and its success in the region. They are hoping that the program will become permanent and seeking funding assistance as there needs to be 10% of the required funds secured locally.

Motions passed at the meeting that I are of interest to and that affect council were as follows.

- That the Board sponsor in the amount of \$1,700 to the Heritage BC's 2024 Annual Conference being held May 1 to 3, 2024 in Nelson, BC being paid from General Administration Service S100.
- That the Board approve Director Hewat be reimbursed for travel expenses and paid a stipend for the September 26, 2023 Imagine Kootenay Steering Committee meeting held in Nelson, BC to be paid from Kaslo and Area D Economic Development Commission Service S109.
- That the Board approve the following funding contributions to the West Kootenay Rural and Northern Immigration Pilot (RNIP) from General Administration Service S100: 2024 \$4,000 2025 \$13,000 2026 \$3,000.

#### **Award: Greenhouse Gas Emissions Reduction Pathways Study**

- The Board Report dated January 3, 2024 from Shari Imada, Senior Energy Specialist, providing the Board with an update on the status of the Greenhouse Gas Emissions Reduction Pathway Study, has been received.
- That the Board direct staff to negotiate with the proponent, Building Energy Solutions Ltd. to achieve highest value to the RDCK, which meets all the required scope of work to deliver a GHG Emissions Reduction Pathway Study for RDCKowned facilities as described in the issued Request for Proposals; AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents, following negotiations, to award the GHG Emissions Reduction Pathway Study contract to Building Energy Solutions Ltd. to the maximum value of \$225,000 with funds to be paid from Service A108 Development Services.
- That the Board direct staff to create a policy on recording the Board Meetings and making the recordings available to the public.

### January 19

#### RDCK Budget

- This was the first budget meeting for 2024.





## Mayors Report

- CFO Yev Malloff took the Board through a presentation and Department heads spoke to their budgets and answered questions.
- The draft budget was reviewed and discussed (I have provided a copy of the Draft Budget page for Kaslo).

### January 23

#### Regional Invasive Species Working Group.

- This was the first meeting of this group.
- RDCK Director Kelly Vandenburg was elected Chair and CKISS staff will act as Secretary.
- Members of the group introduced themselves.
- The Terms of Reference was reviewed, and amendments were proposed. One of the changes was to amend the membership to include all of the areas within the Central Kootenay Invasive Species Society (CKISS) operating area. This added some directors and municipal representatives from RDKB.
- A discussion was held regarding the best times for future meetings.
- There was a presentation by Dave Ralph from the Invasive Species Council of BC on herbicide use in Invasive Plant Control.
- There was a presentation by Hamish Kassa of the Columbia Shuswap Regional District on their program.
- CKISS staff provided updates on Agricultural outreach and the Okanagan Basin Waterboard. Their newsletter was also referenced.
- Topics for future meetings were discussed and any action items reviewed.

#### Regular Meeting of Council.

### January 24

#### RDCK Climate Action Board Workshop.

This was a full day workshop held at the Taghum Hall.

- The goals of the meeting were to explore the 'RDCK Climate Action' and to understand the feedback received from the community.
- The objectives were to: receive resident feedback; fill in the gaps; discuss the parameters of RDCK Climate Action; review and explore options for revising the Climate Action Plan and Brainstorm next steps.

#### West Kootenay Boundary Regional Hospital District.

1. The meeting opened with CAO Horn conducting the elections for Chair and Acting Chair of the Board. I was elected chair for 2024 and Frank Marino was acclaimed as Acting Chair.
2. Appointment of the RDCK and RDKB Directors and Alternate Directors were appointed.
3. There was a presentation on renal services by: Donna Jansons, Renal Program Director for Interior Health, Dr Marie Michaud, Kelowna Nephrologist Renal Medical Director for Interior Health, Dr
4. Adeera Levin, Head, Division of Nephrology at UBC, Executive Director for BC Provincial Renal Agency and Sarah Thomas, lead for BC Renal Agency's integrated palliative care project. There were many questions asked by members of the board. Reference was made to a possible Volunteer Support Program to improve the delivery of home renal services.





## Mayors Report

5. Appointments were made to the Executive Committee.
6. Todd Mastel, Interim Corporate Director, Financial Services and Lannon DeBest, Executive Director, Clinical Operations – Kootenay Boundary provided an update.
7. Several letters of support for a Hemodialysis Unit at Kootenay Lake Hospital were received.
8. The Interior Health Capital Funding Request for the 2024/25 Fiscal Year was received.
9. Motions passed were the following.
  - a. That the Board send a letter of support to Interior Health Authority, Minister of Health and the Premier for a Renal Hemodialysis unit in Nelson.
  - b. That the Board direct staff to send a letter to the City of Nelson with details about the proposal to develop a volunteer support program to improve the delivery of home renal services; and further, that the City be encouraged to work with local service organizations to recruit volunteers.
  - c. Item 9.2 – 2024 UBCM Minister Meeting – Renal Hemodialysis Unit in Nelson be referred to the March 27, 2024 WKBRHD meeting.
  - d. That the WKBRHD consider funding each of the items in the Interior Health Authority's 2024 funding request and that staff be directed to prepare the necessary bylaws for Board review and decision at the March 27, 2024 Board meeting.

### January 25

Workshop: New Emergency Management and Disaster Management Act Feedback

Staff led the board through the changes being proposed and what the possible implications may be for RDCK. They were also seeking feedback for response regarding the changes. The deadline for feedback was January 31, 2024.

### January 31 to February 2 LGLA Forum in Richmond

This was the first time that I was able to attend the forum and I was able to take in almost all of the sessions that were offered.

### January 31

LGLA President Laurey-Anne Roodenburg, Chief of the Musqueam Nation, Wayne Sparrow and City of Richmond, Malcolm Brodie opened the Forum.

A welcome address was given by UBCM President Trish Mandewo.

Keynote address & Question and Answer by Frank Leonard: The Governance-Management Divide “Embrace It, Don’t Fight It”.

- Frank Leonard was Mayor of Saanich and Chair of the Police Board. He also chaired the Municipal Finance Authority of BC, President of UBCM and a Director of the Federation of Canadian Municipalities.
- This session provided some very valuable tips for managing Council-Staff relationships. Council should be providing clear direction to staff and support them in their work.

Plenary Workshop – Identity and Power Dynamics Workshop: Bakau, with presenter Cicely Belle Blain. The session focused on psychological safety and inclusive leadership, touching on identity, power dynamics, and what this means to council, staff, and the public (both in-person and over social media).





## Mayors Report

Indigenous Realities – ‘More Than Halfway, More Than Half of the Time’  
Perspectives on Leading and Living in Both Indigenous and Settler Governments.

The presenters for this session were:

Alberni-Clayoquot Regional District (ACRD) Director **John Jack**/Sayaaçath, Chief Councillor for the Huu-ay-aht First Nations; Adam Olsen / STHENEP, MLA for Saanich North and the Islands and Eric Nyce, Director of Capital, Housing & Facility Operations at Nisga’a Lisims Government.

They spoke about developing relationships with First Nations governments.

### February 1

Municipal Finance Authority Update

MFA CEO, Peter Urbanc provided an update on the MFA. The MFA continues to have a high credit rating. They provide financing and investments to local governments at preferential rates.

BC Assessment – Part 1 of 2

Graham Held spoke about the Provincial and Regional statistics for a variety of property types. The 2024 roll includes some significant growth from non-market change, NMC, which was highlighted in this session.

Opposition Address by MLA Shirley Bond.

Plenary and Q & A – Planning ‘On The Ground’, Making Sense of Current Provincial Legislation

Bill Buholzer, associate counsel at Young Anderson gave a presentation on the new legislation that was introduced this year and what it means for local governments across the province regarding changes to development procedures.

Address by MLA Sonia Furstenau, Leader of the Green Party.

Local Crisis, Global Attention: Political and Fire Department Perspectives on Spokesperson Survival from the 2023 Wildfire in West Kelowna.

West Kelowna Mayor Gord Milsom and Fire Chief Jason Brolund shared their pivotal roles as spokespersons for the McDougall Creek wildfire, one of the most devastating wildfires in BC’s history. Balancing local information needs with international media attention requires a game plan with clear guidelines on who speaks and when, to ensure a clear and consistent message that fosters trust and confidence in a time of crisis. Host Jan Enns of Jan Enns Communications will lead the panel discussion and audience Q&A as our seasoned spokespersons share their first-hand insights on navigating the challenges, opportunities, and outcomes for the City of West Kelowna.

Of note is that Jan Enns was one of the residents who lost their home this wildfire season.

LGLA Staff graciously arranged a room for Mayors of small to medium sized communities to meet to share challenges, opportunities and successes.

Salmo Mayor Diana Lockwood and I attended this meeting with Mayors representing most of the Area Associations in the province.

Natural Asset Management for Local Governments







## Mayors Report

- Roy Brooke is Executive Director of the Natural Assets Initiative, a national not-for profit that works with local governments and others to help them understand, account for, and manage natural assets as a critical part of resilient infrastructure systems.

### Mental Health in Your Term in Office – Accentuating the Positive, Eliminating the Negative.

- Christina Benty, MA is a strategist and human systems change agent. She works with leaders and organizations who want to build a culture of excellence in an environment that is kinder, wiser, and more conscious.

### February 2

#### Integration of Land Use Planning, Climate Action & Asset Management

- This presentation was given by Kim Fowler, Manager, Long Range Planning, Sustainability and Energy with the Regional District of Nanaimo. She is a professional planner and sustainability expert with over 30 years' experience working with local governments in Canada. She is best known for project managing the redevelopment of the Victoria Docks lands, which were awarded the highest LEED™ Platinum point total in the world for the first two development phases by the successful land sale developers.
- She stressed the importance of effective asset management. The temptation might be to not contribute to reserves to keep taxation at a minimum, but that could end up costing more money in the future.
- Local governments have their core assets (roads, sewer and water) to manage as well as many other services expected by their taxpayers. You need to determine what level of service you can deliver.

#### Climate Damage & Risks of Local Government Liability

- Don Lidstone, Lidstone and Company Law Corporation and Maryam Sherkat, General Counsel & Chief Risk Officer, Municipal Insurance Association of BC (MIABC).
- They spoke regarding the risks associated with the changing climate and what local governments can do to mitigate these risks.
- They also spoke regarding claims for negligence and nuisance claims.

#### Building Credibility in Local Government: After the Election.

- Jan Enns, of Jan Enns Communications led this session.
- She spoke about strategies for building and maintaining credibility, particularly when fulfilling election promises.
- This was an interactive workshop to gain five essential steps to boost credibility and trustworthiness in the eyes of your constituents and colleagues, creating a more constructive community legacy.
- She gave tips to boost the ability to tell our story through social media so we can better inform and engage our communities, reduce damage control and do overs, and build trust and reputation along the way.

### February 5

#### Art & Heritage Committee.

- The committee reviewed the top 3 choices of each committee member from the Castlegar Sculpture Walk Catalog and determined a preferred sculpture along with 2<sup>nd</sup> and 3<sup>rd</sup> choices for Council consideration.







## Mayors Report

- The minutes of the meeting are part of the agenda package for tonight's meeting.

### Upcoming Meetings

- February 9 Central Resource Recovery Committee Budget.
- February 12 Front Street Park Design Committee.  
Kaslo & Area D Economic Development Commission.
- February 13 Community Sustainable Living Advisory Committee.  
Regular Meeting of Council.
- February 14 Joint Resource Recovery Committee.
- February 15 RDCK Board.
- February 16 RDCK Budget – 2<sup>nd</sup> meeting.
- February 20 Kaslo and Area Chamber of Commerce.
- February 21 FCM - BC Regional Caucus.
- February 22 FCM – Social-Economic Development Committee.  
Kaslo & Area D – Emergency Preparedness Committee.
- February 23 FCM – Environmental Issues and Sustainable Development Committee.
- February 26 North Kootenay Lake Services Committee.  
Kaslo/Area D Public Budget Review.

Respectfully submitted,  
Mayor Suzan Hewat



**Regional District of Central Kootenay  
Tax Requisition and Calculated Residential Tax Rates - Municipalities  
2024, 2023, and 2022**

| Village of Kaslo                                  |   | 2024           |              |       | 2023           |              |       | 2022           |              |       |
|---|---|----------------|--------------|-------|----------------|--------------|-------|----------------|--------------|-------|
|   |   | Assessment     | Rate/\$1,000 |       | Assessment     | Rate/\$1,000 |       | Assessment     | Rate/\$1,000 |       |
| S100  | GENERAL ADMINISTRATION                  | 36,680,717     | 40,270       | 0.110 | 34,665,769     | 36,309       | 0.105 | 29,178,849     | 23,738       | 0.081 |
| S102  | GIS SERVICE                             | 36,680,717     | 6,405        | 0.017 | 34,665,769     | 6,305        | 0.018 | 29,178,849     | 5,796        | 0.020 |
| S103  | BUILDING INSPECTION                     | 36,680,717     | 30,292       | 0.083 | 34,665,769     | 19,736       | 0.057 | 29,178,849     | 16,099       | 0.055 |
| S105  | COMMUNITY SUSTAINABILITY                | 36,680,717     | 6,244        | 0.017 | 34,665,769     | 6,176        | 0.018 | 29,178,849     | 5,790        | 0.020 |
| S109  | EDC-KASLO AND D                         | 36,680,717     | 7,222        | 0.020 | 34,665,769     | 7,590        | 0.022 | 29,178,849     | 7,495        | 0.026 |
| S280  | FIRE PROTECTION - KASLO                 | 36,680,717     | 250,998      | 0.684 | 34,665,769     | 239,341      | 0.690 | 29,178,849     | 227,266      | 0.779 |
| S150  | JAWS OF LIFE-KASLO AND AREA D           | 36,680,717     | 10,282       | 0.028 | 34,665,769     | 10,766       | 0.031 | 29,178,849     | 9,285        | 0.032 |
| S156  | EMERGENCY COMMUNICATIONS 911            | 36,680,717     | 13,208       | 0.036 | 34,665,769     | 12,035       | 0.035 | 29,178,849     | 9,469        | 0.032 |
| S162  | EMERGENCY PLANNING-KASLO & D            | 36,680,717     | 25,341       | 0.069 | 34,665,769     | 18,361       | 0.053 | 29,178,849     | 17,358       | 0.059 |
| S187  | REFUSE DISPOSAL-CENTRAL SUBREGION       | 36,680,717     | 151,458      | 0.413 | 34,665,769     | 127,589      | 0.368 | 29,178,849     | 110,254      | 0.378 |
| S194  | LIBRARY-KASLO AND DEF D                 | 36,680,717     | 47,696       | 0.130 | 34,665,769     | 49,774       | 0.144 | 29,178,849     | 45,279       | 0.155 |
| S221  | COMM FAC RECREATION & PARKS - KASLO & D | 36,680,717     | 91,996       | 0.251 | 34,665,769     | 92,930       | 0.268 | 29,178,849     | 88,123       | 0.302 |
| S239  | KOOTWEST - AREA D-K, DEF A, EX CRESTON  | 36,680,717     | 24,263       | 0.066 | 34,665,769     | 22,361       | 0.065 | 29,178,849     | 20,899       | 0.072 |
| <b>Regional Requisition</b>                       |   | <u>705,676</u> |              |       | <u>649,271</u> |              |       | <u>586,852</u> |              |       |
| <b>Residential Rate per \$1,000 of Assessment</b> |   | <u>1.924</u>   |              |       | <u>1.873</u>   |              |       | <u>2.011</u>   |              |       |
| <b>Difference (\$) from prior year</b>            |   | 56,405         |              |       | 62,419         |              |       | 47,802         |              |       |
| <b>Percentage Change from prior year</b>          |   | 8.69%          |              |       | 10.64%         |              |       | 8.87%          |              |       |



# RDCK Special Budget Meeting

**Presented by: Yev Malloff**

**Date: January 19, 2024**

**rdck.ca**

This presentation contains DRAFT budget numbers subject to change and is for discussion purposes only



## Outline/Meeting Agenda

- 1 2024 Budget Review Process
- 2 2022 Summary
- 3 Property Taxes & Assessments 101
- 4 2024 Overview Administration
- 5 General & Rural Administration
- 6 GIS
- 7 Building Inspection
- 8 Planning



## Preliminary

- Reminder that the financial plan in its current state is considered a “preliminary draft” as many year-end allocations and adjustments remain that can have a significant effect on items such as prior year surplus carry forwards.
  - More information becomes available on a near daily basis.
  - Many services will have additional reviews of budget revisions at the director and committee/commission level over the coming weeks
  - Reviews are in progress regarding funding levels for shared and contribution services with various municipal and other partners
  - Final General Administrative and IT fees remain to be calculated



## The Budget Review Process

| Board   | Commissions and Committees   | Local Service Committees  | Directors/Participants  |
|---|--|---|---|
| <p>January 19 and February 16</p>   | <p>As Scheduled</p>  | <p>Creston A, B, C and Kaslo, D</p>   | <p>As Scheduled</p>   |
| <ul style="list-style-type: none"> <li>• Core Services (GA, RA, Building, GIS, Planning)</li> <li>• 911 Communications</li> <li>• Emergency Planning</li> </ul> | <ul style="list-style-type: none"> <li>• Parks</li> <li>• Recreation</li> <li>• Riondel Services</li> <li>• Utilities (Some CAC)</li> <li>• Resource Recovery (Subregional &amp; Joint)</li> <li>• West Transit</li> </ul> | <ul style="list-style-type: none"> <li>• Library, Museum, Airport</li> <li>• FR/Search &amp; Rescue</li> <li>• Creston and District Recreation</li> <li>• Kaslo/D Recreation</li> <li>• Economic Development</li> </ul> | <ul style="list-style-type: none"> <li>• Fire</li> <li>• Animal Control</li> <li>• Library, Cemetery, other contribution services.</li> <li>• Economic Development</li> </ul> |

\*\* Public budget review meetings are to be held between February and mid March to allow for a final draft of the budget to be ready for adoption by the Board on March 21 for submission to the ministry by March 31<sup>st</sup>.



## RDCK Services 101

- There are over 180 services in the RDCK, ranging from very small to very large
- Each service has its own budget and funding. Surpluses from one service cannot be used to fund a deficit in another service.
- Services funded with property tax requisitions can have from a few defined properties participating (eg water utilities), to one or more electoral areas & municipalities, to the entire Regional District
- Services are fully costed, including their share of general administration and other shared overhead expenses



## 2023 Review

- Spending on wages, benefits, services and most other operating expenses is trending significantly under budget for 2023
  - Spending on wages is low as many positions remained unfilled through parts of the year
  - Services are curtailed, projects are postponed and other staff are stretched to cover as a result of reduced staffing levels
  - The Utilities construction crew was disbanded in 2023 due to labour shortages
- However, user fees and other sales of services revenue items (eg building permits) are also significantly under budget for 2023
- Capital Project expenditures are also under budget, largely offset by reduced borrowing and transfers from reserves to fund the projects.
- Too early to provide a solid overall financial picture of 2023 as many year end accounting transactions (including adjustments and allocations) remain to be made.
  - Will have a more concise picture for the February Board Special Budget Meeting
- Prior year surpluses are carried forward to reduce taxation in future years

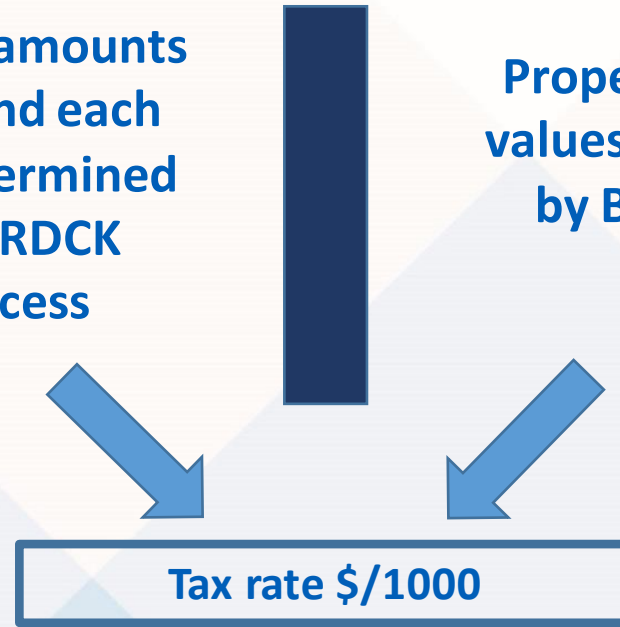




## How are annual property taxes calculated?

Tax requisition amounts required to fund each service are determined through the RDCK budget process

Property assessment values are determined by BC Assessment



Assessed value of each individual property  
=  
Property tax for each individual property



## Market & Non-Market Changes to Assessment Values

### MARKET CHANGE

- Refers to changes in assessment values related to shifts in the real estate market
- Values are determined based on actual sales data in a particular area

### NON MARKET CHANGE

- Generally related to development & growth, including new home construction, which results in an overall increase to the tax base
- Can also be related to shifts in municipal & electoral area boundaries



## Converted Assessment Values

- Converted assessment values are used to calculate the change in tax apportionment between property classes
- For example, residential properties have a conversion factor of 10% while businesses have a conversion factor of 24.5%; therefore, the business tax rate is 2.45 times greater than the residential tax rate.
- Conversion value factors for Regional Districts are prescribed by Provincial regulation.
- For sake of simplicity, **converted residential** assessment values are shown in the RDCK financial plan

| Property Class |                     | Converted Value % |
|----------------|---------------------|-------------------|
| 01             | Residential         | 10.0%             |
| 02             | Utilities           | 35.0%             |
| 03             | Supportive Housing  | 10.0%             |
| 04             | Major Industry      | 34.0%             |
| 05             | Light Industry      | 34.0%             |
| 06             | Business & Other    | 24.5%             |
| 07             | Managed Forest Land | 30.0%             |
| 08             | Rec/Non Profit      | 10.0%             |
| 09             | Farm                | 10.0%             |

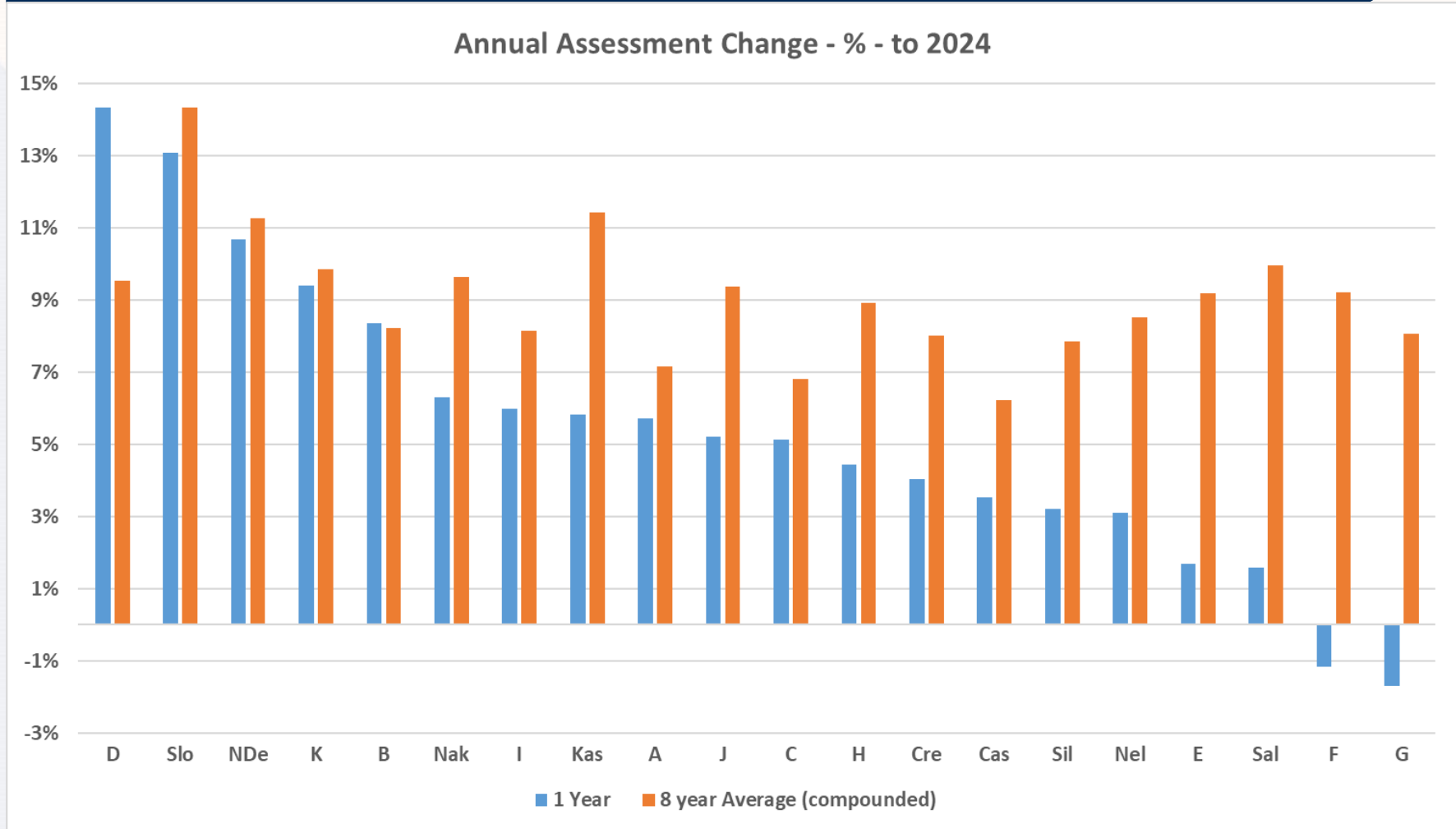


## Residential (Converted) Assessment Changes: 2023 to 2024

| Tax Area              | 2023 Revised         | 2024 Completed       | Total % Change | Market Change | Non Market Change |
|-----------------------|----------------------|----------------------|----------------|---------------|-------------------|
| Electoral Area 'A'    | \$ 115,523,982       | \$ 122,128,742       | 6%             | 5%            | 0.9%              |
| Electoral Area 'B'    | 136,271,199          | 147,668,239          | 8%             | 5%            | 3.0%              |
| Electoral Area 'C'    | 56,879,481           | 59,796,279           | 5%             | 3%            | 1.9%              |
| Electoral Area 'D'    | 59,339,013           | 67,846,066           | 14%            | 13%           | 1.0%              |
| Electoral Area 'E'    | 166,283,287          | 169,089,107          | 2%             | 0%            | 1.5%              |
| Electoral Area 'F'    | 157,783,451          | 155,933,832          | -1%            | -2%           | 0.6%              |
| Electoral Area 'G'    | 65,154,183           | 64,040,055           | -2%            | -2%           | 0.4%              |
| Electoral Area 'H'    | 140,433,312          | 146,669,237          | 4%             | 3%            | 1.6%              |
| Electoral Area 'I'    | 67,584,313           | 71,630,754           | 6%             | 5%            | 0.8%              |
| Electoral Area 'J'    | 103,761,728          | 109,168,899          | 5%             | 4%            | 1.1%              |
| Electoral Area 'K'    | 68,208,552           | 74,614,420           | 9%             | 7%            | 2.1%              |
| City of Castlegar     | 277,203,326          | 286,949,972          | 4%             | 3%            | 0.5%              |
| City of Nelson        | 416,157,288          | 429,070,620          | 3%             | 1%            | 1.8%              |
| Town of Creston       | 137,805,173          | 143,364,884          | 4%             | 3%            | 0.8%              |
| Village of Kaslo      | 34,665,769           | 36,680,717           | 6%             | 4%            | 1.5%              |
| Village of Nakusp     | 42,701,166           | 45,393,695           | 6%             | 5%            | 1.3%              |
| Village of New Denver | 17,100,722           | 18,926,586           | 11%            | 10%           | 0.7%              |
| Village of Salmo      | 23,116,847           | 23,480,409           | 2%             | 1%            | 0.7%              |
| Village of Silverton  | 8,307,346            | 8,573,269            | 3%             | 3%            | 0.1%              |
| Village of Slocan     | 10,024,750           | 11,334,467           | 13%            | 13%           | 0.5%              |
|                       | <b>2,104,304,888</b> | <b>2,192,360,249</b> | <b>4%</b>      | <b>3%</b>     | <b>1.3%</b>       |



## Annual Assessment Change: 1 Year vs 8 Year Average





## Example tax effect of assessment changes

- An individual property's % change in assessment relative to the average % change for all of the tax areas participating in the service can have a material impact on the individual property's tax amount*

|                                  | Year 1<br>Amount | Year 2 - Scenario 1<br>Amount    Change | Year 2 - Scenario 2<br>Amount    Change | Year 2 - Scenario 3<br>Amount    Change |
|----------------------------------|------------------|---|---|---|
| Tax Requisition - \$             | \$ 1,000,000     | \$ 1,080,000    8.0%                    | \$ 1,080,000    8.0%                    | \$ 1,080,000    8.0%                    |
| Total Assessment - \$            | \$ 500,000,000   | \$ 575,000,000    15.0%                 | \$ 575,000,000    15.0%                 | \$ 575,000,000    15.0%                 |
| Tax rate - \$/1000               | 0.00200          | 0.00188    -6.1%                        | 0.00188    -6.1%                        | 0.00188    -6.1%                        |
| Example Property Assessment - \$ | \$ 500,000       | \$ 575,000    15.0%                     | \$ 525,000    5.0%                      | \$ 600,000    20.0%                     |
| Example Property Tax Amount - \$ | \$ 1,000         | \$ 1,080    8.0%                        | \$ 986    -1.4%                         | \$ 1,127    12.7%                       |





## Tax Area Types and Example Services

- The equivalent change in a tax requisition in a smaller tax area will have a much larger tax impact on an individual property than a larger tax area

| Tax Area Type             | Example Service                          | Participating Municipalities & Electoral Areas |     |     |     |     |     |     |     |     |   |   |   |   |   |   |   |   |   |   |   |
|---------------------------|--|--|-----|-----|-----|-----|-----|-----|-----|-----|---|---|---|---|---|---|---|---|---|---|---|
|                           |  | Cas  | Nel | Cre | Kas | Nak | NDe | Sal | Sil | Slo | A | B | C | D | E | F | G | H | I | J | K |
| Entire RDCK               | S100 General Admin                       | X  | X   | X   | X   | X   | X   | X   | X   | X   | X | X | X | X | X | X | X | X | X | X | X |
| Rural Electoral Areas     | S101 Rural Admin                         |  |     |     |     |     |     |     |     |     | X | X | X | X | X | X | X | X | X | X | X |
| Subregion                 | S186 Refuse Disposal (Central Subregion) |  | X   |     | X   |     |     | X   |     |     |   |   |   | X | X | X | X |   |   |   |   |
| Local Group               | S234 Transit - Creston & Area            |  |     | X   |     |     |     |     |     |     | X | X | X |   |   |   |   |   |   |   |   |
| Individual Electoral Area | S199 Public Library - Area F             |  |     |     |     |     |     |     |     |     |   |   |   |   |   | X |   |   |   |   |   |
| Defined Area              | S209 Riondel Rec Facility                |  |     |     |     |     |     |     |     |     | d |   |   |   |   |   |   |   |   |   |   |



# Requisitions and Assessed Value example from 2024

## Electoral Area D Kaslo Rural

|   |   | 2024       |                   |              | 2023       |                   |              |
|---|---|------------|-------------------|--------------|------------|-------------------|--------------|
|   |   | Assessment | Requisition       | Rate/\$1,000 | Assessment | Requisition       | Rate/\$1,000 |
| S100  | GENERAL ADMINISTRATION                  | 67,846,066 | 74,486            | 0.110        | 59,339,013 | 62,151            | 0.105        |
| S264  | DISCRETIONARY GRANTS                    | 67,846,066 | 2,500             | 0.004        | 59,339,013 | -                 | -            |
| S101  | RURAL ADMINISTRATION                    | 67,846,066 | 96,560            | 0.142        | 59,339,013 | 78,876            | 0.133        |
| S102  | GIS SERVICE                             | 67,846,066 | 11,847            | 0.017        | 59,339,013 | 10,792            | 0.018        |
| S103  | BUILDING INSPECTION                     | 67,846,066 | 56,029            | 0.083        | 59,339,013 | 33,783            | 0.057        |
| S104  | PLANNING AND LAND USE                   | 67,846,066 | 49,394            | 0.073        | 59,339,013 | 46,606            | 0.079        |
| S105  | COMMUNITY SUSTAINABILITY                | 67,846,066 | 11,549            | 0.017        | 59,339,013 | 10,571            | 0.018        |
| S106  | FEASIBILITY STUDY SERVICE               | 67,846,066 | -                 | -            | 59,339,013 | -                 | -            |
| S109  | EDC-KASLO AND D                         | 67,846,066 | 13,359            | 0.020        | 59,339,013 | 12,991            | 0.022        |
| S120  | ADVISORY PLANNING-AREA D                | 67,846,066 | 675               | 0.001        | 59,339,013 | 675               | 0.001        |
| S150  | JAWS OF LIFE-KASLO AND AREA D           | 67,846,066 | 19,018            | 0.028        | 59,339,013 | 18,428            | 0.031        |
| S156  | EMERGENCY COMMUNICATIONS 911            | 67,846,066 | 24,430            | 0.036        | 59,339,013 | 20,600            | 0.035        |
| S162  | EMERGENCY PLANNING-KASLO & D            | 67,846,066 | 46,872            | 0.069        | 59,339,013 | 31,429            | 0.053        |
| S187  | REFUSE DISPOSAL-CENTRAL SUBREGION       | 67,846,066 | 280,143           | 0.413        | 59,339,013 | 218,400           | 0.368        |
| S221  | COMM FAC RECREATION & PARKS - KASLO & D | 67,846,066 | 170,160           | 0.251        | 59,339,013 | 159,073           | 0.268        |
| S239  | KOOTWEST - AREA D-K, DEF A, EX CRESTON  | 67,846,066 | 49,165            | 0.072        | 59,339,013 | 45,311            | 0.076        |
| S292  | LOCAL CONSERVATION SERVICE              | 67,846,066 |                   |              | 59,339,013 |                   |              |
| <b>Regional Requisition</b>                       |   |            | <b>\$ 906,186</b> |              |            | <b>\$ 749,686</b> |              |
| <b>Residential Rate per \$1,000 of Assessment</b> |   |            |                   | 1.336        |            |                   | 1.263        |
| <b>Surveyor of Taxes - Collection Fee</b>         |   |            |                   | 0.070        |            |                   | 0.066        |
| <b>Estimated Rate per \$1,000 of Assessment</b>   |   |            |                   | <b>1.406</b> |            |                   | <b>1.330</b> |
| <b>Difference (\$) from prior year</b>            |   |            | 156,500           |              |            | 78,244            |              |
| <b>Percentage Change from prior year</b>          |   |            | <b>20.88%</b>     |              |            | <b>11.65%</b>     |              |
| S184  | MOSQUITO CONTROL AREA D                 | 8,257,772  | 74,340            | 0.900        | 7,669,594  | 70,000            | 0.913        |
| S185  | MOSQUITO CONTROL - PINERIDGE            | 5,469,713  | 13,324            | 0.244        | 4,529,533  | 13,324            | 0.294        |
| S194  | LIBRARY-KASLO AND DEF D                 | 57,203,626 | 74,381            | 0.130        | 49,557,752 | 71,157            | 0.144        |
| S246  | WATER UTILITY-DEF D MACDONALD CREEK     | 2,967,890  | 6,242             | 0.210        | 2,508,160  | 6,242             | 0.249        |
| S259  | WATER UTILITY-DEF D-WOODBURY            | 3,131,510  | -                 | -            | 2,614,210  | -                 | -            |
| S278  | FIRE PROTECTION - AINSWORTH/WOODBURY    | 11,166,865 | 27,478            | 0.246        | 9,599,988  | 23,980            | 0.250        |
| S280  | FIRE PROTECTION - KASLO FIRE            | 33,157,404 | 226,888           | 0.684        | 28,242,245 | 194,992           | 0.690        |





## 2024 Overall Outlook

- CPI Increase on staff salaries and Director stipends – 6.2%. The 2024 CPI increase is a catchup from prior years because of the smoothing calculation (effectively a two year average rather than a one year average) that is used.
- Inflation and supply chain constraints will continue to have a cost impact across many services and projects/initiatives
- Interest rate increases are continuing to put pressure on both short term and long term borrowing costs with a partial offset from increased investment income.
- Projected overall tax increase of approximately 11% for 2024 over 2023 in the draft preliminary budget compared to a 9% tax increase forecast for 2024 in the 2023 5 Year Financial Plan
  - There is potential for the 11% year over year increase to drop to less than 10% by the March board budget meeting, largely driven by year end investment income allocations.



## 2024 Overall Outlook

- Staff recruitment continues to be a challenge
  - Tight supply of qualified labour has somewhat loosened from previous years, but unavailability of affordable housing has increasingly become a significant impediment to attracting workers.
  - High expectations for wages and compensation, workplace flexibility continue
- HR initiatives include:
  - Staff Safety and Harassment – implementation of guidelines and training
  - Bargaining
  - Mental Health Strategy update
  - HR process review
  - Strategic staffing, including succession planning
  - Leadership development
- Continued work on implementing Asset Management Program, including an external consultant's recommendations expected in the late spring of 2024.
- Hybrid work model for staff is continuing to work very well and has reduced the need for building expansion or a new location.



## 2024 Overall Outlook

- Focus on implementing, and tying initiatives, work plans and goals to the strategic plan approved by the board in December 2023 including
  - Effectiveness and efficiency of operations and administration
  - Transparency and engagement with the public



## 2024 Salaried Staff Wage & Director's Stipend Increases

Salaried Staff Compensation Guidelines (referenced in the Terms and Conditions of Employment):

### Salary Grid Increases

Pay grids increase annually by a percentage equivalent to the average of the monthly annual changes to BC CPI, from November 1 to October 30 each year as follows:

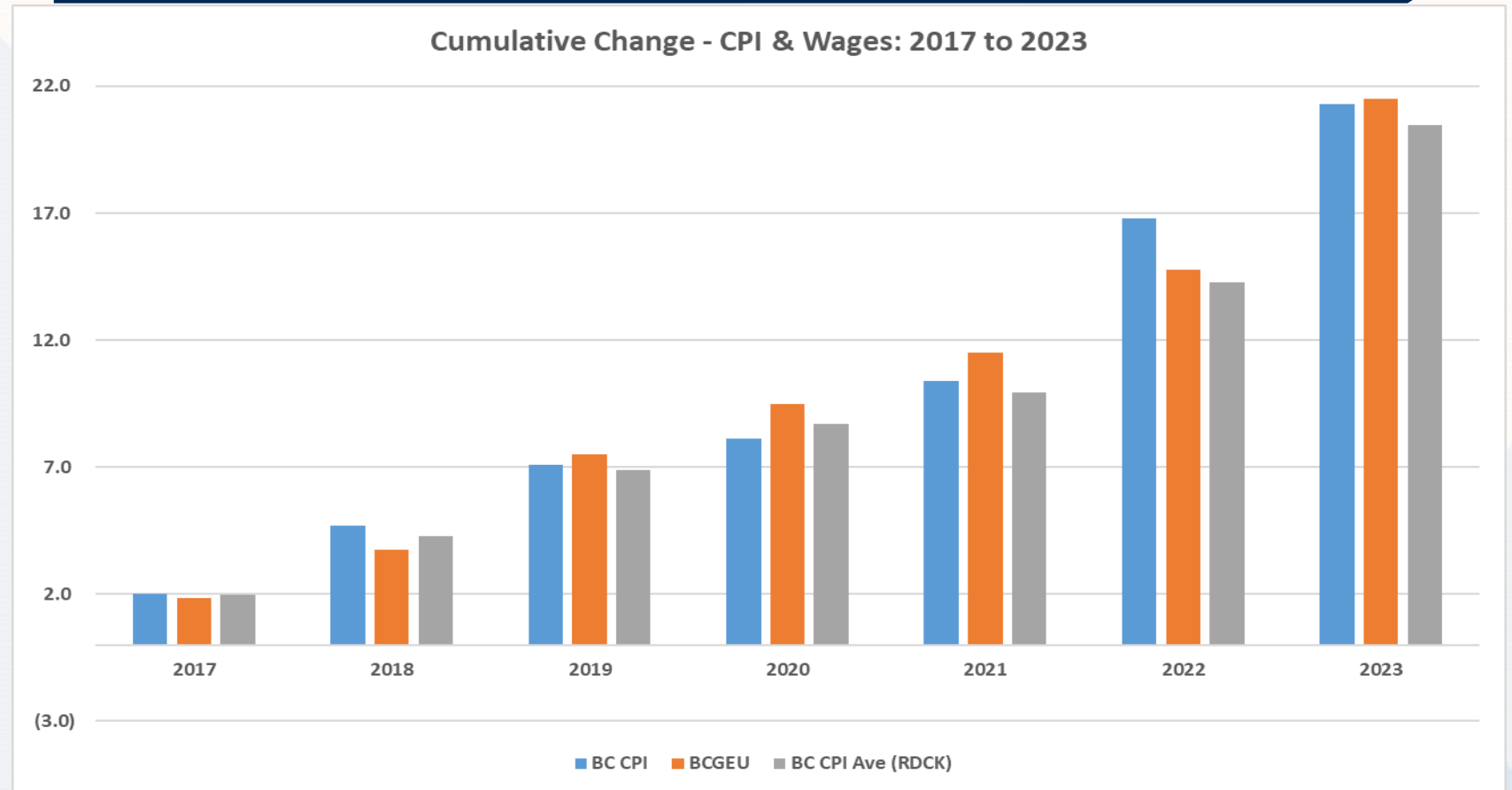
- The RDCK looks at the change for each month from November of the year prior through to October (eg, Nov 2014 to Nov 2015, December 2014 to Dec 2015, and so on to October); the total is then divided by 12.

### Director's Stipend Change Formula from Bylaw 2710 (Director's Remuneration)

- (2) The rates in Schedule A, of this bylaw, will be adjusted annually (effective January 1<sup>st</sup>) by an amount equal to the average monthly change in the British Columbia Consumer Price Index, rounded to one decimal point, for the twelve month period ending October 31<sup>st</sup> of the previous year.



## 2024 Salaried Staff Wage & Director's Stipend Increases – CPI Driver



*\* Note: RDCK salaried staff and directors receive their wage/stipend increase in the year following the calculation of the % increase.*



## 2024 Requisition change in Current Draft Plan vs 2023 5-year Plan

- \$1.1M total increase - \$43.8M vs 42.7M – 2.47%
  - Increase concentrated in 39 services – remaining services have a decrease, or no increase.
  - Services with largest dollar amount increases shown below

| Service | Service(T)  | Account(T)   | 2024 Prior  | 2024 New    | Change - \$ | Change - % |
|---------|---|--------------|-------------|-------------|-------------|------------|
| S187    | Refuse Disposal (Central Subregion)-Nelson, Kaslo,  | Requisitions | (3,659,454) | (3,860,892) | (201,438)   | 6%         |
| S224    | Recreation Facility-Creston and Areas B, C and Area | Requisitions | (4,552,026) | (4,724,041) | (172,015)   | 4%         |
| S222    | Arena (Castlegar Complex)-Castlegar and Areas I an  | Requisitions | (2,971,086) | (3,124,694) | (153,608)   | 5%         |
| S103    | Building Inspection                                 | Requisitions | (988,235)   | (1,138,757) | (150,522)   | 15%        |
| S157    | Emergency Planning-Creston and Areas A, B and C     | Requisitions | (284,146)   | (397,159)   | (113,013)   | 40%        |
| S226    | Recreation Facility-Nelson and Areas F and Defined  | Requisitions | (3,471,983) | (3,569,049) | (97,066)    | 3%         |
| S101    | Rural Administration                                | Requisitions | (1,677,540) | (1,757,037) | (79,497)    | 5%         |
| S202    | Regional Parks-Nelson, Salmo and Areas E, F and G   | Requisitions | (1,193,377) | (1,265,471) | (72,094)    | 6%         |
| S186    | Refuse Disposal (East Subregion)-Creston and Area:  | Requisitions | (1,389,856) | (1,456,039) | (66,183)    | 5%         |
| S238    | Transit-North Shore and Slokan Valley               | Requisitions | (702,699)   | (764,111)   | (61,412)    | 9%         |
| S160    | Emergency Planning-Nelson and Areas E and F         | Requisitions | (175,560)   | (231,881)   | (56,321)    | 32%        |

- Budgets for most of the above services are reviewed in detail at the committee or commission level – more meetings to come between today and the February board budget meeting





# Core Service Budget Summary

| General Admin  | Rural Admin  | Building Inspection  | Planning   | GIS  |
|--|--|--|--|--|
| <b>9% Increase</b>   | <b>12% Increase</b>  | <b>52% Increase</b>  | <b>3% Decrease</b>   | <b>Flat</b>  |
| <ul style="list-style-type: none"> <li>• 6.2% CPI increase in wages, benefits and director stipends</li> <li>• IT initiatives to partially transition to cloud based computing</li> <li>• Full Staffing</li> </ul> | <ul style="list-style-type: none"> <li>• 6.2% CPI increase in wages, benefits and director stipends.</li> <li>• Full Staffing</li> </ul> | <ul style="list-style-type: none"> <li>• 6.2% CPI increase in wages and benefits</li> <li>• Permit fees down substantially</li> <li>• Full Staffing</li> </ul> | <ul style="list-style-type: none"> <li>• 6.2% CPI increase in wages and benefits</li> <li>• Increased grant funding for new housing initiatives</li> </ul> | <ul style="list-style-type: none"> <li>• 6.2% CPI increase in wages and benefits</li> <li>• \$40K for GIS systems efficiency review</li> </ul> |



## S100: General Administration

- *Includes Corporate Administration, Finance, Information Technology, Human Resources, CAO, and municipal directors.*
- *6.2% wage & director stipends increase*
- *Mileage rate set by CRA increased to \$0.70/km on January 1, 2024*
- *Catch up on post-pandemic training opportunities for staff continue*
- *Requisition is basically flat for 2024 compared to 2024 forecast from 2023 5-year financial plan. Year over year increase is 9%.*





## S100: General Administration – Corporate Administration

- *6.2% wage increase*
- *Includes bylaw, policy and procedure development, elections, legislative compliance matters, insurance and risk management, contract management, head office and vehicle fleet maintenance, administrative staff, meeting coordinators, records management, communication etc.*
- *Budget includes \$100K for Nelson lakeside office upgrades, repairs and maintenance (Doors, furniture, signs, board room etc), and \$35K for boardroom AV systems upgrade.*
- *\$65K for an Electric Vehicle and \$24K for a charging station to be funded by grants.*
- *\$70K for completion of new website - authorized by the board in 2023*



## S100: General Administration – Information Technology

- *6.2% CPI increase for salaried staff*
- *Transition to cloud based Microsoft 365 environment (from Office 2016) will require \$50K to \$75K in implementation consulting and \$185K in subscription fees in 2024. This initiative was approved by the board in 2023.*
- *Cyber security initiatives include penetration testing, vulnerability assessments, and end user training as well as continuing to meet cyber insurance requirements.*
- *\$347K in short term borrowing and \$150K in contribution from reserves for the following capital projects*
  - *\$200K for disaster recovery hardware for business continuity purposes.*
  - *\$150K for desktop/laptop replacements for Nelson Lakeside office and hybrid work from home staff*
  - *\$50K for UPS replacement*
  - *\$30K for immutable backup storage replacement*
  - *\$67K for core switch replacements completed in 2023*



## S100: General Administration – Information Technology (cont.)

- *Continued work with internal and external business units to prioritize various IT based projects and initiatives including*
  - *Videoconferencing strategy for both internal and external meetings*
    - *Eg Microsoft Teams & Zoom*
  - *Corporate Intranet (Sharepoint)*
  - *AV equipment upgrades and strategy to improve meeting experience*
  - *Supporting completion of new website*
  - *Planning for move from on-premise to cloud based version of Unit4 accounting system as dictated by Unit4*
  - *Improved reporting*
- *Continued training and development of IT staff*



## S101: Rural Administration

- *Service houses rural director expenses, fire services overhead and bylaw services*
- *6.2% CPI increase in salaries and director stipends over 2023*
- *\$474K UBCM fire training grant supports staff wages, equipment and other training costs.*
- *5.0% (\$80K) total increase in requisitions for 2024 in current budget compared to 2024 from 2023 5-year financial plan, mainly driven by full staffing compliment in bylaw and fire services and 6.2% CPI wage increase.*
- *\$221K spent on unsightly property remediation in 2023 has been submitted to the province for recovery through property taxation for the property owners.*
- *Includes \$75K for a fire services command unit to be funded from reserves*



## S102: Geospatial Information Systems

- *Projected \$79K surplus carried forward from 2023*
- *6.2% CPI Increase for GIS staff*
- *\$40k for GIS strategic assessment to review processes, software and technology to support future initiatives including asset management*
- *2024 requisition is reduced by \$20K from the 2024 period in 2023 5-year financial plan due to increased funding from other services for projects including:*
  - *NG911 implementation*
  - *RDCK and City of Nelson EOC webmap upgrades*
  - *Bus stop field inspection app*
  - *Environmental services support*
- *\$55K included in budget for 2024 for replacement of RTK (real time kinematics) unit and field computer to be funded from reserves*





## S103: Building Inspection

- *6.2% CPI increase for wages and benefits with a fully staffed department to ensure a better turn around on permit issuance and improved customer service*
- *Permit fees are down substantially (over \$300K) from the 2024 period in the 2023 5-year financial plan due to reduced building permit applications. Full staffing is required to service existing active permits. 15% requisition increase over 2024 period in the 2023 5-year financial plan*
- *Construction costs will be assessed using Marshall Swift Estimator which will should drive an increase in permit revenue compared to previous methods*
- *\$30K/year included in budget for phased digitization of historic building permits. \$66K for replacement vehicles, \$12K for CloudPermit implementation and \$18K for CloudPermit annual subscription. \$21 for replacement rugged laptops and \$22K for mobile Starlink hardware*
- *The board may want to consider directing that a portion of the current stabilization reserve balance (\$287K) be used to reduce the taxation bump this year, keeping in mind the uncertainty of building permit revenue levels not only in 2024, but beyond as well.*



## S104: Planning

- *Service is quite predictable as majority of costs are staffing*
- *6.2% CPI increase in salaries for a fully staffed department*
- *\$19K reduction in requisitions for 2024 compared to the 2024 period in the 2023 5-year financial plan.*
- *Opportunity exists for grant and other funding for planning projects from new provincial housing programs*



## Potential New Positions (not reflected in draft budget)

- *Regional Parks Staff*
- *Emergency Program Coordinator*





## Public Budget Review Meeting Dates

- *Directors will be contacted early next week to coordinate meeting dates*
  - *Pending facility availability*
  - *Newspaper, social media and other advertisements*



[rdck.ca](http://rdck.ca)

DATE: 2024.02.05

LOCATION:

Council Chambers – City Hall

TIME: 4:30 p.m.

413 Fourth Street, Kaslo

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PRESENT: Chair: Councillor Leathwood  
Members: Mayor Hewat, Trish Feeney, David Jackson, Rick Nay  
Regrets: Anne Malik  
Staff: CO Allaway  
Public: Nil

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**1. Call to Order**

*The meeting was called to order at 4:30 p.m.*

**2. Adoption of the Agenda**

2.1 Adoption of the Agenda for the 2024.02.05 Art & Heritage Committee Meeting  
Moved, seconded and CARRIED

***THAT the agenda for the 2024.02.05 Art & Heritage Committee Meeting be adopted as presented.***

**3. Adoption of the Minutes**

3.1 Adoption of the Minutes of the 2024.01.15 Art & Heritage Committee Meeting  
Moved, seconded and CARRIED

***THAT the minutes for the 2024.01.15 Art & Heritage Committee Meeting be adopted as presented.***

**4. Question Period – Nil**

**5. Business**

**5.1 2024 Castlegar Sculpturewalk Selection**

Moved, seconded and CARRIED

***THAT the Art & Heritage Committee recommends to Council that the Village of Kaslo lease the sculpture “Song To Mothers” by Zen Wang from Castlegar Sculpturewalk for installation in Legacy Park in 2024.***

**6. Late Items – Nil**

**7. Next Meeting**

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

**8. Adjournment**

*The meeting was adjourned at 5:23 p.m.*

CERTIFIED CORRECT:

---

Corporate Officer

---

Chair Leathwood

DRAFT



Clea Arthur & Brian Denner  
E Avenue  
PO Box  
Kaslo BC V0G1M0  
250-353-

Mayor and Council  
Village of Kaslo, Kaslo B.C.  
29 January, 2024

Re: South Beach/Former mill site Rezoning Application by QP Developments

Dear Mayor and Council:

We are new residents of Kaslo as of May 2023. One of the things that really attracted us to Kaslo is that there is so much public land that is prime lakefront property. So many other places allow their waterfronts to be developed with expensive, exclusive private homes. We love that the beautiful waterfront here is open to everyone.

We oppose the Village selling any municipal property on the south side of the Kaslo River, as requested by QP in their South Beach development proposal. We feel that their proposal is not in the best interests of the Village and that it does not reflect the community's values.

We believe that the Village should prioritize their "brand" and not only be a great place to visit but also a great place to live for people from all different economic walks of life. The long term rental markets all over the world have been disrupted by short term vacation rentals. Work force housing has been taken out of the market when there was already a severe shortage. Tourism can be incredibly beneficial for communities if there is sufficient infrastructure to support it. When employees cannot secure housing in the communities they work then our businesses cannot provide consistent service levels, tourism ultimately suffers and small businesses struggle to survive. It is in the Village's long term interests to encourage and provide sufficient work force housing so that high quality labor can be recruited and retained.

Thank you for your time and consideration of our concerns.

Sincerely,

Clea & Brian

JAN 30 2024

Doug Roberts & Emily Mattas

PO Box [REDACTED]

Kaslo BC. (250)353 [REDACTED]

Mayor and Council  
Village of Kaslo, Kaslo B.C.

29 January, 2024

Re: South Beach/Former mill site Rezoning Application by QP Developments

Dear Mayor and Council:

We do not believe the Village should sell any municipal property on the south side of Kaslo River, as requested by QP in their South Beach development proposal. This is not in the best interests of the Village and goes against the Official Community Plan [OCP].

After many years' hard work and consultation with the citizens of Kaslo, the OCP was finalized and passed as a Bylaw in September of 2022, creating a vision of who we are as a community and what is important to us.

The following are **direct quotes from the Village of Kaslo OCP:**

On page 2, the OCP is described: "An official Community Plan [OCP] is a high-level visionary document to guide the nature and location of land use, development, and services based on identified community values and priorities."

"An OCP provides the framework to allow for effective land use management and decision-making based on its long-term objectives. The OCP is itself a bylaw of the municipality, which is a regulatory document that **cannot be ignored.**"

On page1- "The village of Kaslo is committed to protecting the natural beauty of its surroundings..."

On page11- "The Village is fortunate to have a substantial area of waterfront land in public ownership. **The waterfront areas are perhaps Kaslo's most significant assets.**"

"A recognition that all aspects of the history of a place from the past to present, coupled with the natural and scenic setting, provide a powerful base for development of an attractive village where people wish to live, work, play and visit..."

On page13- **3.10 Sustainable Development**

#3 "To continue the community's legacy of being stewards of the natural environment..."

On page16- **4.2 Existing and Future Land Use** 4.2.1 Objectives:

4. "To ensure that growth ....**protects the natural environment**, including valuable water resources"

5. "To manage and direct growth to where it will have the most positive and least negative impact on community networks and the natural environment."

? 6. "Ensure public confidence that appropriate policies and regulations are in place prior to the potential disposition of municipally owned lands."

10. "To promote new development or redevelopment that strives to be....**sympathetic to the community character and needs.**"

Page17- **4.2.2 Policies** The Village will:

2. "Ensure that the general form of new development is compatible with its quiet, small town and natural characteristics."

Page 28- **Parks and Natural Areas** **9.2 Objectives** The Village will:

1. "...**retain, maintain, connect, and improve existing parkland, open space, and trails.**"

7. ".... protect, maintain and enhance natural areas ... through municipal asset management..."

**9.3 Policies** The Village will:

4. "**Preserve the public lands along lakefront and riverfront areas for parks, trails, and public use.**"

6. "Require that public access be provided along key waterfront lands to achieve a linked multi-use trail system between major parks, greenbelts, dikes, and other recreational features throughout Kaslo and area."

**Figures provided by QP of developable land ownership in the design area of the South Beach area show:**

QP owns 6.31 [62.51%] acres in the form of scattered blocks of 25' x 100' lots.

The Village owns 3.78 [37.49%] acres of public land [equivalent to 1.5 full city blocks or sixty six 25' x 100' lots] in the form of municipally owned lots and road allowances.

**We propose** that the Village-owned land amount [3.78 acres] be consolidated into one piece, removed from the area that QP wants to develop and traded for land between the lake and river riparian zones and zoned parkland.

QTs land would then be consolidated into a single piece, allowing them to proceed with development.

The consolidation of the village lands as parkland would considerably enhance and preserve our natural areas while also satisfying the directives of the OAP.

Thank you for your consideration in this matter

Douglas Roberts

Emily Mattas



# A ROUGH PLAN OF LAND CONSOLIDATION PROPOSAL

X Q

0





- VILLAGE LAND CONSOLIDATED
- RIPARIAN ZONE
- QP LAND CONSOLIDATED



# RDCK Map





 VILLAGE OWNED + RIPARIAN ZONE  
 QP OWNED

Sources: I  
USGS, NG  
N Robinsc  
OS, NMA,  
Geodataset



## Legend

-  Lakes and Rivers
-  Streams and Shorelines

Map Scale:

1:4,514



## Karissa Stroshein

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**Subject:** South Beach Proposal,

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

From: Phyllis Marie

Sent: Monday, February 5, 2024 6:52 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: South Beach Proposal,

I agree with everything that Doug Roberts and Emily Mattas stated in the email they sent me. The maps and letters to council were most informative and easy to understand.

I am 100% against the 80 lot RV park plans, for ALL the reasons that were pointed out.

p.Rustad

Kaslo

## Karissa Stroshein

---

**Subject:** South Beach/Formal mill site Rezoning Application by QP Developments

---

**From:** Gillian Maxwell

**Sent:** Monday, February 5, 2024 9:25 PM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Subject:** South Beach/Formal mill site Rezoning Application by QP Developments

5<sup>th</sup> February 2024

Mayor and Council  
Village of Kaslo,  
Kaslo B.C.

**Re: SOUTH BEACH/FORMAL MILL SITE REZONING APPLICATION BY QP DEVELOPMENTS**

Dear Mayor and Council:

We are writing to give input into the current plan to re-zone the south beach area and sell municipal property to QPD.

We bring your attention to the Official Community Plan (OCP) that was adopted as a Bylaw in September of 2022, creating a vision of who we are as a community and what is important to us, as noted in the plan which was drawn up after direct consultations with the citizens of Kaslo. It clearly states the following:

- “The village of Kaslo is committed to protecting the natural beauty of its surroundings...”
- “The Village is fortunate to have a substantial area of waterfront land in public ownership. The waterfront areas are perhaps Kaslo’s most significant assets.”
- “A recognition that all aspects of the history of a place from the past to present, coupled with the natural and scenic setting, provide a powerful base for development of an attractive village where people wish to live, work, play and visit...”
- “To continue the community’s legacy of being stewards of the natural environment...”
- “To ensure that growth ....protects the natural environment, including valuable water resources”
- “To manage and direct growth to where it will have the most positive and least negative impact on community networks and the natural environment.”

- “Ensure public confidence that appropriate policies and regulations are in place prior to the potential disposition of municipally owned lands.”
- “To promote new development or redevelopment that strives to be....sympathetic to the community character and needs.”
- Policies - The Village will:
- “Ensure that the general form of new development is compatible with its quiet, small town and natural characteristics.”
- Objectives - The Village will:
- “...retain, maintain, connect, and improve existing parkland, open space, and trails.”
- “.... protect, maintain and enhance natural areas ... through municipal asset management...”
- Policies The Village will:
- “Preserve the public lands along lakefront and riverfront areas for parks, trails, and public use.”
- “Require that public access be provided along key waterfront lands to achieve a linked multi-use trail system between major parks, greenbelts, dikes, and other recreational features throughout Kaslo and area.”

An Official Community Plan [OCP] is a high-level visionary document to guide the nature and location of land use, development, and services based on identified community values and priorities.

An OCP provides the framework to allow for effective land use management and decision-making based on its long-term objectives. The OCP is itself a bylaw of the municipality, which is a regulatory document that cannot be ignored.

Given that the citizens of Kaslo made their wishes very clear about future development and given that the OCP is a regulatory document and functions as a bylaw of Kaslo, we strongly believe that the Village should NOT sell any municipal property on the south side of Kaslo River, as requested by QP in their South Beach development proposal. This is not in the best interests of the Village and goes against the OCP as demonstrated above.

We propose that the Village-owned land amount [3.78 acres] be consolidated into one piece, removed from the area that QP wants to develop and traded for land between the lake and river riparian zones and zoned parkland. QPs land would then be consolidated into a single piece, allowing them to proceed with development. The consolidation of the village lands as parkland would considerably enhance and preserve our natural areas while also satisfying the directives of the OAP.

We know that Kaslo has an abundance of RV lots, and a dearth of housing. We recommend that this project be re-worked to create housing in the form of tiny homes and increase the number of townhouses to meet the current and future needs of the community.

Dear Mayor and Council – we have been involved with the community for over 30 years and appreciate the foresight and vision of Kaslo citizens in creating the Official Community Plan as a way of protecting public parklands and lake/riverfront, trails and bike path designated for future generations. Our many guests from all over the world are inspired by the natural beauty of Kaslo and the energetic stewardship of this community that cares for and protects it.

Thank you for your consideration in this matter.

**GILLIAN MAXWELL** and **RICHARD KAY**  
 The Sentinel Retreat & Wellness Centre  
[www.sentinelbc.ca](http://www.sentinelbc.ca)  
*a mindful world beyond convention*



**Karissa Stroshein**

---

**Subject:** South Beach Development

---

**From:** Shelagh Smith

**Sent:** Monday, February 5, 2024 6:32 PM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Subject:** South Beach Development

Mayor and Council

I am in agreement with the premise that no village land should be sold to a developer, especially an area that has profound ecological and recreational features - river and lake riparian zones and delta sands and gravels.

The land swap as proposed by Doug Roberts and Emily Mattas that protects these lands for all future village citizens enjoyment (wildlife too) as well as approval for the development to the south and away from the sensitive areas makes most sense.

Rob McClure

E Ave

Kaslo BC

VOG1M0

## Karissa Stroshein

---

**Subject:** South Beach

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

From: Osa Thatcher

Sent: Monday, February 5, 2024 10:15 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: South Beach

Hello councilors, Mayor, and Catherine Alloway, LynnT. (acting CAO), Ian Dunlop,

After talking to many people in Kaslo about the situation at South Beach and the proposal for 80 trailers sites along the one of the most precious beaches along Kootenay Lake, they are dismayed and astonished that the Village owns a good percentage of the land. Everyone is pleased to know that there is something our community can do to help this development be more aligned with our community values and needs.

Fewer Trailers, More Green-space.

I strongly suggest that before proceeding with the zone change or transfer of any village property, we should have a community meeting to develop our ideas and give the council appropriate feedback on the issues.

Once again Thank You for listening,

Osa Thatcher



## Karissa Stroshein

---

**Subject:** South Beach Development proposal

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

From: Mandy Bath

Sent: Tuesday, February 6, 2024 9:32 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: South Beach Development proposal

Dear Mayor and Council,

I continue to feel very concerned about the proposed development of South Beach by QP Developers.

I concur absolutely with the letters you have received from Emily Mattas and Doug Roberts, dated December 10, 2023 and January 29, 2024, in which they urge Kaslo Council to consolidate Village-owned land into one piece, and remove it from the area that QP wants to develop. Such a consolidation of the village lands as parkland would considerably enhance and preserve our natural areas while also satisfying the directives of the OAP.

Kaslo's Official Community Plan is very clear on the importance of retaining and improving existing parkland, open space and trails:

Page17- 4.2.2 Policies The Village will:

2. "Ensure that the general form of new development is compatible with its quiet, smalltown and natural characteristics."

Page 28- Parks and Natural Areas 9.2 Objectives The Village will:

1. "...retain, maintain, connect, and improve existing parkland, open space, and trails."

7. "... protect, maintain and enhance natural areas ... through municipal assetmanagement..."

9.3 Policies The Village will:

4. "Preserve the public lands along lakefront and river front areas for parks, trails, and public use."

6. "Require that public access be provided along key waterfront lands to achieve a linked multi-use trail system between major parks, greenbelts, dikes, and other recreational features throughout Kaslo and area."

My other major concern is water, and the potential drain on our supply from 80 new RV sites, housing potentially 200-250+ summer-dwellers, at a time when Kaslo is under severe water restrictions. Droughts are projected into the future and our reservoir will be strained further by the needs of this proposed new RV park. 250 people add a full 25% to Kaslo's existing population and our existing infrastructure cannot support it.

Thank you for your consideration of my letter.

Amanda Bath

Water Street

Kaslo

## Karissa Stroshein

---

**Subject:** Sale of South Beach Land to QP Developments

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

From: Doug Broadfoot

Sent: Tuesday, February 6, 2024 11:14 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Sale of South Beach Land to QP Developments

To Whom it May Concern

As per the subject of this email, we are concerned about the intended rezoning, sale, and use of the land in question. We would like confirm that we are both opposed to the sale of this land for the stated use of RV lots, RV rentals etc, (paraphrased).

We are of the opinion that Kaslo is already seems overwhelmed every summer with tourists, and adding more capacity will most likely impact the town in a negative manner.

Transient populations typically care less about the land they occupy, and their neighborhood "culture".

For the record, we welcome tourism and we respect how important it is for the community, but we believe there are better solutions for this land, including rezoning part of that land for park, day use travellers, or additional affordable housing, and perhaps another boat launch.

We believe that should Council proceed regardless of the public feedback; the rezoning of industrial land to commercial zoning (or rezoning of ARL etc), would likely lead to further such transactions; quickly changing the landscape of one of Canada's gems.

Regards

Doug and Maureen Broadfoot

Front Street

## Karissa Stroshein

---

**Subject:** South Beach development

---

**From:** celia cheatley

**Sent:** Tuesday, February 6, 2024 9:30 AM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Subject:** South Beach development

Dear Village Council -

I want to voice my support for the idea that the Village of Kaslo not sell land to QP Developments for their development of the Kaslo South Beach.

Instead through consolidation and fair land exchange with QP, increase the public parklands behind the riparian zones bordering the Kaslo River and Kootenay Lake.

Celia Cheatley

E Ave, Kaslo

**Karissa Stroshein**

---

**Subject:** South Beach Development

---

**From:** Marianne Johnston

**Sent:** Tuesday, February 6, 2024 10:12 AM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Subject:** South Beach Development

To the Village of Kaslo

Re: South Beach Development

I oppose any sale of village lands to QP Developments. Any and all recreational lands should benefit the residents of the village, no exceptions.

I also oppose the rezoning of the south end section to RM1.

Regards,

Marianne Johnston

--

*Marianne Johnston*

*BDR Products*

*Kaslo, B.C. VOG 1M0*

[www.backdirtroad.com](http://www.backdirtroad.com)

## Karissa Stroshein

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**Subject:** South Beach Land Development Project

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

From: Michael & Sandra Jones

Sent: Tuesday, February 6, 2024 11:55 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: South Beach Land Development Project

Hello Mayor and council.

Please find our input below regarding the headlined proposal.

It is our belief that the village council should promote the QP Developments proposal but do so in a way that will encourage the following:

-A population of year round residents who are most likely to contribute to the fabric of the community. Summer residents are more likely to use the resources of the community then leave. Residents with a vested interest are more likely to join the fire department or join in local politics etc. Residents without a vested interest are more likely to operate jet skis in the bay and then go home.

-A reduction in the number of RV sites

-Protection of the riparian zone along the foreshore of the lake and River.

To this end we encourage the Kaslo village Council to consider not selling the Village land to QP developments. It is our belief that land consolidation and land exchange should be effected such that QP consolidation is located behind a buffer created by village land consolidation and that this buffer not serve solely as a place to install a QP lands protection dyke.

The current proposal will only serve to increase Kaslo's summer population. Our restaurants, services and infrastructure are already overwhelmed in the summer. This results in winter closures of our valued businesses and jobs for their staff. We cannot support this proposal as it stands.

Thank you,  
Michael and Sandra Jones

Sent from my iPad

## Karissa Stroshein

---

**Subject:** South Beach Development Proposal

On Tue, Feb 6, 2024 at 10:54 AM Christopher Klassen wrote:

Mayor and Council  
Village of Kaslo  
Kaslo, BC

Feb. 6th 2024

Dear Mayor and Council,

Would you please consider the following concerns I have with regard to the application for the proposed development of South Beach.

The proposal as such has way too much density. Half the number of RV sites should be considered, at maximum. There are a number of reasons for this.

- 1) The riparian zones need to be much bigger, both along the river and beside the lake. The small, thin strips proposed don't allow flora and fauna the necessary room to establish and flourish. Additionally, the proposed thin strips only serve to concentrate the trappings of human feet on ground needed by plants, insects, birds and animals.
- 2). The Village is giving away far too much land for far too cheap a price when, in fact, it has the bargaining power to retain much more land for parkland, pathways and riparian zone protection than is proposed.
- 3) We are in a water crisis! We well know that every warm day of this winter is increasing the probability we will be facing a severe drought this spring, summer and fall. We desperately need to plan ahead for this! Adding this many more water consuming units to our already overburdened water system is unconscionable. We are already under water restrictions in the summer! We need to keep our village green if we are to avoid the kind of incineration that villages like Litton have suffered. We need MORE water, not less!
- 4) How can it be possible that this many proposed units can all be served by a septic system? It seems that the fast perk of a gravel alluvial plane will send the sewage into the lake without sufficient treatment? Doesn't this number of units really need its own sewage system?
- 5) This area is so well suited to the spillover from Jazz Fest. Where are all those people going to go? Jazz Fest is an established revenue generator. Why would we want to compromise a relationship we have worked so long to establish and integrate? It wasn't easy and now we are expected to increase the summer traffic load by this huge increase?!

Please consider the effects on our small town by such a radical increase in demand for services that are already

straining.

Thank you for your considerations of my concerns.

christopher klassen

Kaslo



**From:** Emily Mattas

**Sent:** Tuesday, February 6, 2024 11:10 AM

**To:** Mayor Hewat <mayor@kaslo.ca>

**Cc:** Molly Leathwood <leathwood@kaslo.ca>; Erika Bird <bird@kaslo.ca>; Matthew Brown <brown@kaslo.ca>; Rob Lang <lang@kaslo.ca>

**Subject:** South Beach Development Proposal

Dear Mayor and Council

We have been talking with community members about QP's proposed development of South Beach and want to share the same letter and attached maps with you. With more time to refine our map illustrations, we think these 2 attachments are an improvement over the ones we sent in our last letter to you on 29 January.

We appreciate your continued work on this issue.

Thank you,  
Emily Mattas  
Doug Roberts

Please read and consider forwarding to anyone you feel would be interested.

Dear Kaslo Community Members 2024

### **RE Kaslo South Beach Development**

If you have ever visited the South Beach, you are probably aware that it is one of the nicest beaches in the area. With its natural wild lands bordering the lake and River, all within the Village limits, it's one of our great natural assets.

Are you aware of the proposed development now before Council by QP Developments [QP] to build an RV Park in this area? We have been following the proposal process, and are very concerned with what is going on.

We realize that there are many important issues relating to this potential development, **but at this point the most pressing concern is the possible sale of Village land, as well as the implications of re-zoning.**

### **Land Ownership, Proposed Sale, and Rezoning**

The South Beach Delta area comprises **39.7% Village-owned** properties and undeveloped road allowances, and **62.51% properties owned by QP.** [See attached maps]

QP proposes to buy all the Village-owned land for their use, except for a 30m strip along the river which would provide lakefront access. They have already submitted one offer to buy the Village land, but it was rejected by Council as being too low.

QP is also asking for a zoning change from Industrial [M-1] to Commercial Recreation [C-4] within the OCP. Although making the area non-industrial would be a positive move, C-4 zoning would allow development of their proposed 78 unit RV park with **Strata Title status**. This would permit **selling or renting RV sites annually**. QP is also planning some sites for short term tourist RV travellers, as well as an area at the very south end zoned for 4 Townhouses [RM-1].

We believe no Village land should be sold to QP. According to the OCP\* it should be protected. So instead, we propose the entire Village owned lands, through consolidation and fair land exchange with QP, be located behind the riparian zones bordering the River and Lake, and zoned as Parkland. [see maps in pdf]

QPs holdings would then be consolidated into a single piece behind the Village land/park area and re-zoned, enabling development. In addition, zoning a **Strata Title RV park** could turn the area into an RV storage lot. We would hope a plan that benefits the community and addresses its needs could be developed...but that is a separate discussion at this point.

What do **you** think? The proposal is at the 3rd reading stage, but there is still time for your input. Tell Council ASAP what you think and help them in their decision-making process. They want input. Consider sending a quick email to the Mayor and Council, [admin@kaslo.ca](mailto:admin@kaslo.ca) and get your voice heard!

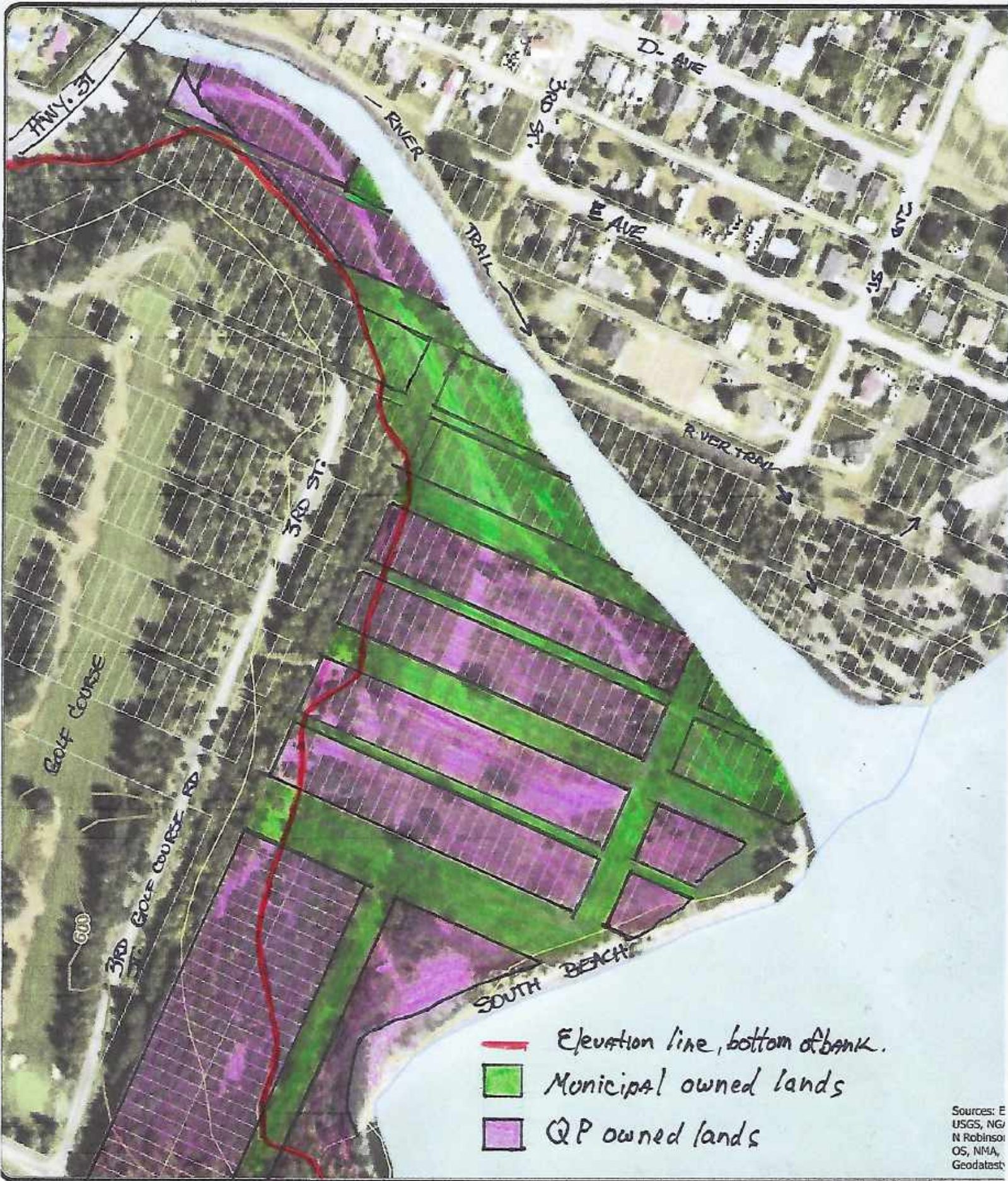
Thank you for your consideration,




Doug Roberts and Emily Mattas

\*see our attached PDFs of relevant maps and letters to Council with excerpts from the Official Community Plan or see entire OCP at <https://kaslo.ca/p/planning-permits> [scroll down to Bylaws section to find the Official Community Plan



# RDCK Map





-  Elevation line, bottom of bank.
-  Municipal owned lands
-  QP owned lands

Sources: E  
USGS, NGS  
N Robinson  
OS, NMA,  
Geodataset



## Legend

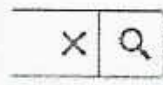
-  Lakes and Rivers
-  Streams and Shorelines

Map Scale:

1:4,514










Our Primitive Attempt  
 To show 40% - 60%  
 Property Rearrangement  
 (scissors cut + Paste)

Kootenay Lake

-  Elevation line bottom of bank.
-  Village of Kaslo Parkland
-  QP developments.



Box  
Pine Ridge Rd  
Kaslo, BC  
February 6<sup>th</sup>, 2024

Mayor & Council  
Village of Kaslo  
Kaslo, BC

RE: South Beach Development

I have recently become aware of discussions/proposals for developing the South Beach area. Although not a resident of the Village, I have concerns about what is being proposed.

I am concerned that this is one more starry-eyed proposal by a developer, one which has the potential to end up like the Kaslo Bay development of nearly 20 years ago. Valuable land, partially developed, then abandoned, sitting as an empty eyesore. Council should weigh ANY proposal extremely carefully to avoid a repeat of that fiasco.

Does Kaslo really need twice the number of (RV?) campsites that it now has? Is this proposal the best possible future use of that land? What about beach access and possible park development, both of which would benefit the Village and make far better use of that attractive piece of land? What about space for Tiny Home developments, something that would help fill a need for affordable housing, an issue that hasn't been addressed locally.

I am also concerned that the proposed development seems to be in violation of the Village's own OCP. I have a certain amount of cynicism around OCPs generally. Well over a decade ago, a number of residents of Pine Ridge participated in discussions to develop our own OCP. Since that time, every single one of the objectives in that plan has been ignored. If there is an OCP, then my feeling is that relevant governments need to make a sincere attempt to follow through.

It is my feeling that the Village should not sell ANY land to the developer but rather engage in a fair land swap so that the developer could have a compact piece of land on which to develop something that would really benefit the Village and area. This could include some housing and/or some RV lots, but it should be seen to fill a need. The Village should maintain ownership of a connected parcel of land that would encompass all of the River bank and the beach area which should be developed into a park, something which would enhance the area for all residents of Kaslo and area.

Sincerely,

Dave McCormick

## Karissa Stroshein

---

**Subject:** T and H bay. Rivermouth

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

From: Glen Mcrae

Sent: Tuesday, February 6, 2024 10:01 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: T and H bay. Rivermouth

Hi

Bad idea to sell this land

Glen mcrae

Sent from my iPhone

## Karissa Stroshein

---

**Subject:** Possible sale of the South Beach village land

---

**From:** Dan Miles

**Sent:** Tuesday, February 6, 2024 11:06 AM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Cc:** Shelley Stickel-Miles; Doug Roberts

**Subject:** Possible sale of the South Beach village land

I have been following quite closely the proposal to develop the South Beach area.

I understand that the developer owns 62% of the property at South Beach and, as such, he has the right to develop what fits the village requirements.

I am concerned about the 38% of the land that currently belongs to the village. This is a beautiful area and a pristine beach that Kalsovians treasure. Once it has been sold, we will never be able to get back what we have now.

I believe no Village land should be sold to QP. According to the OCP it should be protected. So instead, we propose the entire Village owned lands, through consolidation and fair land exchange with QP, be located behind the riparian zones bordering the River and Lake, and zoned as Parkland.

A PDF has been circulated to show this land.

QPs holdings would then be consolidated into a single piece behind the Village land/park area and re-zoned, enabling development.

**I urge the council to not sell the land it owns on South Beach** but instead to negotiate re-organizing the parcels so the developer can build but **the village does not lose any land it owns already.**

Thank you for your consideration on this issue.

Dan Miles

Enjoying the adventures of semi-retirement!

## Karissa Stroshein

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**Subject:** South Beach Development

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**From:** Dale Mogielka

**Sent:** Tuesday, February 6, 2024 10:18 AM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Subject:** South Beach Development

To the Village of Kaslo

Re: South Beach Development

I oppose any sale of village lands to QP Developments. Any and all recreational lands should benefit the residents of the village, no exceptions.

I also oppose the rezoning of the south end section to RM1.

Dale Mogielka

Village resident



## Karissa Stroshein

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**Subject:** Kaslo Village Council

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**From:** shelly Stickel-Miles

**Sent:** Tuesday, February 6, 2024 11:31 AM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Subject:** Kaslo Village Council

Dear Council members

One of the loveliest and easiest places to swim in Kaslo is South Beach. I and a number of people swim there in all seasons so love that shoreline. Though we know that the owners have the right to develop it I hope that they will look to the greater good of Kaslo as stipulations in the OCP tried to guide people toward and have their plan example the best in 'Small Town development' for sustainable environment, water, safety, living for persons of all income levels, and natural beauty.

Considerations about water usage, housing for residents, keeping public lands public and usable both for wild animals and people are part of the OCP considerations. Keeping Kaslo a real community, not just land taken over by holiday folks in one season for leisure activities is important.

I am grateful for the work that Doug and Emily have put into evaluating the amount of property owned by the village and therefore their suggestion that the plan be adjusted to show that equitable village land base.

Perhaps the owner and developers could come back to a fuller discussion about what would contribute to Kaslo community goals and OCP. Thank you for carefully considering the points that are brought forward by Doug and Emily, their views reflect mine.

Shelley Stickel (Rev.)

--

Peace friends, from Shelley Stickel, Ceremony Encourager

Let's assume there are no insiders or outsiders.

**From:** [AKBLG Admin Coordinator](#)  
**To:** [Administrative Coordinator](#)  
**Subject:** Reminders - 2024 Convention & AGM  
**Date:** January 25, 2024 11:36:49 AM

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## 2024 AKBLG Convention and AGM to be held in the Village of Radium Hot Springs (April 19-21<sup>st</sup>)

Convention planning is well underway – a few reminders:

1. **Resolutions:** Deadline for resolution submission **is February 16, 2024**. Remember that the deadline will not be extended this year! Contact [Resolutions@akblg.ca](mailto:Resolutions@akblg.ca) with any questions regarding format, submission, background material etc. Resolutions and background material should also be sent to [resolutions@akblg.ca](mailto:resolutions@akblg.ca). More information on resolution submission is available on the website at [www.akblg.ca](http://www.akblg.ca).
2. The Convention committee will be developing a slideshow featuring images of communities within the Kootenay-Boundary region to play throughout the Convention. To be included, please send photos of your community to [admin@akblg.ca](mailto:admin@akblg.ca). Please ensure that the photos belong to your local government and can be used for display (*ie photo credits will not be included in the slideshow*) by AKBLG. Please send a maximum of 10 photos per community.
3. **Convention & AGM Accommodation:**  
Reminder that there is no accommodation directly linked to the convention venue so there will be a shuttle service to get delegates to the venue in the mornings and back to their accommodation in the evenings. Please note the following information:

**The daytime portion of the convention will be held at the Radium Hot Springs Centre (4863 Stanley St) which only has 25 parking spots.** There is accessible parking available. We ask all delegates to please consider the needs of others when deciding whether to drive to and park at the Centre.

Within the Village of Radium Hot Springs, there are many options for accommodation, many of which are within walking distance of the Centre. To best facilitate a shuttling schedule to and from the Centre, as well as the reception and banquet, the following accommodation locations have been designated as official shuttle stops:

**Bighorn Meadows Resort** (100+ rooms), 10 mins walk (700m)

To book a room at Bighorn Meadows Resort, call 250-347-2323 ext. 0 and refer to the group code 'AKBLG' for best pricing.

**Prestige Resort Radium** (80+ rooms), 9 mins walk (650m)

To book a room at the Prestige Resort Radium, call 250-347-2300 and ask for the 'Government rate' for best pricing.

**Crystal Springs Motel** (approx. 25 rooms), 3 mins walk (260m)

To book a room at Crystal Springs Motel, [go online with this link](#) or from

[www.crystalspringslodge.ca](http://www.crystalspringslodge.ca), use the code 'b554441'.

**Delegates who are not staying at one of these three locations should contact the Convention Coordinator, Andrea Tubbs, [conventioncoord@akblg.ca](mailto:conventioncoord@akblg.ca) to see if alternate transportation/shuttle arrangements are possible.**

Please do not hesitate to contact me at [admin@akblg.ca](mailto:admin@akblg.ca) with any questions!! More details regarding the program and registration will be coming soon!

**From:** [AKBLG Admin Coordinator](#)  
**To:** [admin@akblg.ca](mailto:admin@akblg.ca)  
**Subject:** Message from AKBLG President Keith Page  
**Date:** January 26, 2024 9:48:07 AM

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Please see a message below from AKBLG, President Keith Page:

Dear AKBLG Members,

We are reaching out to gather your perspectives on an initiative by the Climate Action Secretariat at B.C.'s Ministry of Environment and Climate Change Strategy. They are in the process of developing B.C.'s Approach to the Circular Economy, aligned with the CleanBC Roadmap to 2030, and requesting feedback from local government members.

As representatives of the Kootenay and Boundary regions, our collective insights are essential in shaping the approach. We have an opportunity to contribute to a strategy that will impact our local service delivery, environments, economies, and the broader provincial landscape.

I encourage you to share your experiences, insights, and ideas related to the application of circular economy principles in your area. Your input will help shape the strategy to be comprehensive, practical, and reflective of our diverse regional realities.

Please send your feedback to [admin@akblg.ca](mailto:admin@akblg.ca) by February 23rd. This will allow us to compile a unified response that accurately represents the viewpoints of our member communities.

Your contribution to this initiative is valuable and much appreciated. It is through our collaborative efforts that we can support the development of policies that are beneficial for our rural communities and the people of British Columbia.

Thank you for your attention to this matter and your continued commitment to our communities.

Warm regards,

Keith Page

President, Association of Kootenay and Boundary Local Governments

January 23, 2024

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

Reference: CRI-181

**Re: 2020 CRI - FireSmart Community Funding Supports– PHASED FM - Kaslo  
Wildfire Risk Reduction Project**

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Dear Mayor Hewat and Council,

Thank you for submitting final report documentation for the above noted Community Resiliency Investment project. The CRI Working Group has reviewed your submission and the reporting requirements have been met.

The final report notes total project costs of \$120,600.00. Based on this, payment of \$30,200 will follow shortly by electronic funds transfer. This represents full payment for the project less the progress payment of \$90,600.00 made in August 2023 and is based on one hundred per cent (100%) of total eligible costs to the grant maximum.

On behalf of the Working Group, I congratulate you on the successful completion of this project and offer best wishes for future community safety work in your community.

If you have any questions, please contact Community Resiliency Investment at 250-356-7123 or [cri@ubcm.ca](mailto:cri@ubcm.ca)

Sincerely,

A handwritten signature in black ink, appearing to read "Jonas Woodrow".

Jonas Woodrow, Program Officer, Local Government Program Services

*The Community Resiliency Investment program is funded by the Province of BC*

*cc: Ian Dunlop, CAO*

**From:** [BC Recreation and Parks Association](#)  
**To:** [Catherine Allaway](#)  
**Subject:** You have been approved for a Family Day 2024 Grant  
**Date:** February 5, 2024 3:49:34 PM

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BC Recreation and Parks Association

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□□□□□□

Dear Catherine Allaway,

Thank you for your 2024 BC Family Day Activities Grant application.

We are pleased to announce that your application has been approved for \$1,000 to fund your Family Day activities at Kaslo Airport Lands. This grant program enables communities to host activities that bring people and families together, and we are happy to support you in this.

The funding approval is based on the conditions outlined in the application that states your activity is:

- Hosted in-person and/or online by the local government, or First Nation Band/Community\*
- Held in-person and/or online within the applicant's community\*\* during the Family Day long weekend on Feb 16, 17, 18, or 19 and for the applicants' community
- Free of cost for all participants, and accessible to anyone who wants to participate.\*\*\*
- Family oriented
- Designated and branded as a "BC Family Day" activity
- (For Local Government applicants only) Supports and celebrates Equity, Diversity, and Inclusion (EDI), including support for Indigenous peoples and communities, and equity seeking groups.

\* The activity is presented by, or in conjunction with or on behalf of, the local government or First Nation band/community (ie: they are a 'signature provider' of the activity).

\*\* The activity is planned and executed, and/or actively supported (ie: through collaboration or produced in partnership with – not simply promoted or 'endorsed') by, the Local Government or First Nation band/council.

\*\*\* The activity is open to all members of the general public to attend and there are no financial requirements of the general public to attend the activity. Parents are welcome and able to participate in the activity – not for children/youth, etc only.

### Grant Payment

Grant money is to help cover facility costs, equipment rentals, basic refreshments, etc. of your activity.



BCRPA's default payment method is direct deposit Electronic Funds Transfer (EFT). If your organization is not already set up for EFT, we will be in contact with you.

### Provincial Support Requirements

As part of the grant criteria, you must properly acknowledge the support of the B.C. government on all related public materials.

To do this, you must:

1) Use the "Supported by the Province of British Columbia" Mark on all Print and Web Material

You must include the "Supported by the Province of British Columbia" Mark on all public materials, including print ads, your website, flyers and posters.

You can download the logos and usage guidelines here:

<https://www2.gov.bc.ca/gov/content/governments/services-for-government/policies-procedures/bc-visual-identity/download-marks>

The Province must approve all materials that use the BC Mark. This is to make sure the logo is correctly placed. Please submit proofs of your materials (for online the use screenshots are fine) along with the [application form](#) to [TAClogos@gov.bc.ca](mailto:TAClogos@gov.bc.ca).

Please refrain from printing promotional materials until you receive final approval from the Province's graphics team. Approval is typically provided within 72 hours. If you have further questions, please call 250 387-0104.

2) Post an Acknowledgement Statement on Your Website

In addition to the logo, please post a statement on your website or activity page acknowledging the Province support. Here are some examples:

"We gratefully acknowledge the financial support of the Province of British Columbia."

"The Province of British Columbia has provided Village of Kaslo a grant in support of our free, community Family Day activity. To learn more visit:

<https://www2.gov.bc.ca/gov/content/governments/celebrating-british-columbia/bc-family-day>"

3) Acknowledge the Province in Advertising

Please include a line in any advertising acknowledging provincial support, whether that's radio ads, TV spots, print ads or ads on social channels. Please use this phrase:

"Made possible thanks to the support of the B.C. government"

#### 4) Thank the Province on Social Media

Write at least one post thanking the Province for the support via your social media channels. Make sure to tag the B.C. government (@BCGovNews) and use the hashtag #BCFamilyDay

If you have any questions about how to recognize the province, please contact:

Logo Approval – [TAClogos@gov.bc.ca](mailto:TAClogos@gov.bc.ca) | 250 387-0104

Ministry of Tourism, Arts and Culture – [artsandculture@gov.bc.ca](mailto:artsandculture@gov.bc.ca)

Full details on acknowledging these funders are located here:

[https://www.bcrpa.bc.ca/media/380712/family\\_day\\_provincial\\_acknowledgement.pdf](https://www.bcrpa.bc.ca/media/380712/family_day_provincial_acknowledgement.pdf)

#### Post-Activity Reporting

You are required to complete and submit a post-activity budget and activity report by March 15. You will also be given the option to submit up to 5 photos of your activity. You may submit your report and photos at the following link:

<https://survey.alchemer.com/s3/7633868/2024-BC-Family-Day-Activity-Grant-Report>

If you have any questions, please contact the BCRPA at [grants@bcrpa.bc.ca](mailto:grants@bcrpa.bc.ca)

We wish you every success with your Family Day activity.

Sincerely,

Leslie Dickout  
Director, Engagement & Communications  
BC Recreation and Parks Association  
[ldickout@bcrpa.bc.ca](mailto:ldickout@bcrpa.bc.ca)  
[bcrpa.bc.ca](https://www.bcrpa.bc.ca)

PO Box 2196 Stn Terminal, Vancouver, BC V6B 3V7  
T: 604-629-0965  
[registration@bcrpa.bc.ca](mailto:registration@bcrpa.bc.ca) | <https://www.bcrpa.bc.ca>

You are receiving this transactional email because you performed an action that initiated it. These actions may include, creating an account, resetting your password, registering for an event or sending us an email.

If you believe you are receiving this email in error, please let us know immediately.

**From:** Jane Ballantyne <janeballantyne@kaslo.services>  
**Sent:** Monday, February 5, 2024 3:57 PM  
**To:** Karissa Stroshein <admin@kaslo.ca>  
**Cc:** Patrick Steiner <patricksteiner@kaslo.services>  
**Subject:** Holiday Hampers

Dear Mayor and Council,

Thank you so much for the generous contribution towards our 2023 Holiday Hamper program.

With the help of 58 volunteers, including the JVH Grade 4/5/6 class, we packed and distributed 105 hampers to local individuals and families in need, living in Kaslo and RDCK Area D. Each hamper contained food for a festive meal, gifts for children, small gifts for adults (eg \$10 gift certificate) and a few treats including made-in-Kaslo soap and cookies. All purchases were made locally in Area D, Kaslo and Nelson, so we were also happy to be supporting local businesses over the holidays.

Warm Regards,  
*Jane Ballantyne*

**Jane Ballantyne**

Co-Executive Director – Finance and Administration

**Hours:** Monday to Thursday from 9am to 4pm

Preferred Pronouns: She, Her, Hers



**Kaslo Community Services Society**

*(formerly North Kootenay Lake Community Services)*

336 'B' Avenue

Box 546 Kaslo V0G 1M0

Phone: 250 353 7691 ext. 201

Fax: 250 353 7694

Web: [www.nklcss.org](http://www.nklcss.org)

*Kaslo Community Services works on the stolen territories of the Ktunaxa, Sinixt and Syilx nations. We acknowledge the impacts of colonization, both past and present, and we seek to deliver our services in a manner that honours the land and the Indigenous peoples living here today.*

*This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, re-transmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.*



Box 546, 336 'B' Avenue, Kaslo V0G 1M0  
Tel: 250 353 7691 • Fax: 250 353 7694  
office@kaslo.services • www.kaslo.services

*Serving the communities of  
North and Central Kootenay Lake and the Lardeau Valley*

Oct 11, 2023

Village of Kaslo

413 Fourth Street,

Kaslo, BC V0G 1M0

Dear Mayor and Council,

I am writing to ask for assistance with our Holiday Hamper program for December 2023. Kaslo Community Services has been running this program since 2010, providing Holiday Hampers to families and individuals in need, living in Kaslo and RDCK Area D.

In 2022, we provided 101 Hampers at a total cost of \$11,000 cash plus generous donations of food and gifts from local businesses and individuals. As you can well imagine, in this current climate of increasing cost of food, both need and costs are increasing, so I am hoping that the Village of Kaslo will be able to help out this year.

RDCK Area D has committed \$3,500 towards our estimated budget of \$12,500 for the 2023 Holiday Hamper program. I would like to request that Village of Kaslo match that contribution of \$3,500. We will be seeking an additional grant of \$2,000 from Columbia Power as well as asking for donations. With the generous help of JVH students, we have consistently been able to raise \$3,500 in donations from local groups and individuals.

I have submitted a formal request for a Village of Kaslo Community Development grant in the amount of \$3,500 through the RDCK website.

Thank you for your consideration,

Sincerely,

Jane Ballantyne

Co-Executive Director

# CHAMBER NEWS

The official newsletter of The Kaslo & Area Chamber of Commerce

## Kaslo & Area

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## CHAMBER of COMMERCE

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### IN THIS ISSUE

**CHAMBER CASH SHINES  
BRIGHT AT CHRISTMAS**

**GET INVOLVED AS A  
BOARD DIRECTOR**

**COLUMBIA BASIN TRUST  
SUMMER WORKS WAGE  
SUBSIDY PROGRAM**

**SECURING SMALL  
BUSINESS REBATE**

**BC MANUFACTURING  
JOBS FUND**

## Membership Renewal

As we usher in a new year, we want to express our gratitude for your continued support as a valued member of the Kaslo & Area Chamber of Commerce. Your support means the world to our buzzing business community. Now as January 31 sneaks up on us, it's that time again - membership renewal!

Renewing is like unlocking a treasure chest of perks - from networking events to social media love and awesome discounts through our Member Advantage Program. The Chamber is not just a platform; it's a dynamic community where your voice is heard, your business thrives, and your impact on the local scene is profound. Let's keep the good times rolling and make 2024 another year of wins for both your business and Kaslo. So, mark your calendar and renew by January 31 - let's keep the good vibes and success stories coming!

For the current list of Member Advantage program perks please click [here](#). Remember to check back regularly as updates are made often.



## Chamber Cash Shines Bright at Christmas!



We're thrilled to share the success of our Chamber Cash Program over the holiday season as we saw a great uptick in purchases over the last year. The Chamber is proud to present this effort allowing everyone to give the gift of shopping local with choice.

The process could not be simpler with a quick and easy exchange for e-transfer or cheque available, or simply keep the gift certificate and use it when next making your next purchase in town. A big shoutout to everyone contributing to the program's growth and bringing more customers to our beloved local businesses.

Thank you for choosing to shop local!

## Get Involved - Consider Joining Our Board of Directors

Ever wanted to play a key role in shaping Kaslo's business scene? Here's your chance! The Kaslo Chamber of Commerce is looking for passionate individuals to join our Board of Directors. As a board member, you can influence strategic decisions, champion initiatives, and contribute to the growth of local businesses. It's an excellent opportunity to network, develop leadership skills, and make a positive impact on Kaslo's economic future.

### Why Consider Joining:

- **Community Impact:** Be a catalyst for fostering a thriving business environment in Kaslo.
- **Networking Opportunities:** Connect with like-minded business leaders, entrepreneurs, and community stakeholders.
- **Professional Growth:** Develop leadership and decision-making skills that extend beyond the boardroom.
- **Advocacy:** Stand as a voice for the needs and interests of our business community on a broader scale.

**Getting Involved:** If you have a passion for Kaslo, a commitment to supporting local businesses, and a desire to contribute to the community's success, consider joining the Kaslo Chamber of Commerce Board of Directors. Reach out to us at [thekaslochamber@gmail.com](mailto:thekaslochamber@gmail.com) to express your interest or gather more information about this exciting opportunity.

# Summer Works Wage Subsidy Program

Columbia Basin Trust's Summer Works Wage Subsidy Program will begin accepting applications on February 1st. The program provides small businesses with a wage subsidy to hire full-time high school and post secondary students for full-time entry-level and career-related jobs in the the Columbia Basin during the school summer break. One student is eligible to be hired per business with subsidies of \$7/hour for entry-level positions and \$8/hour for career related jobs. Students can begin work as early as April 7th for work for between 6 to 22 weeks. For more information click [here](#), call 1-877-489-2687 ext. 3644 or email [summerworks@ourtrust.org](mailto:summerworks@ourtrust.org)

SUMMER WORKS  
PROGRAM

A PROGRAM OF  
Columbia Basin **trust**

ADMINISTERED & MANAGED BY  
 COLLEGE OF  
THE ROCKIES



## Securing Small Business Rebate

The Ministry of Jobs, Economic Development and Innovation has launched its \$10.5 million Securing Small Business Rebate Program, which will provide small businesses with funds for eligible commercial property crime and vandalism repairs or to implement eligible preventative measures. Administered by the BC Chamber of Commerce, the program offers two rebates: Reparative (up to \$2,000 for each of 2023 and 2024) and Preventative (up to \$1,000 for either 2023 or 2024).

The application portal opened on November 22, 2023, and closes on January 31, 2025. For more information and to apply, visit the [program webpage](#). Contact the BC Chamber of Commerce at [ssbr@bccchamber.org](mailto:ssbr@bccchamber.org) with questions.



## BC Manufacturing Jobs Fund

The BC Manufacturing Jobs Fund (MJF) will help manufacturing companies modernize, innovate, and grow by providing funding for capital projects in all regions in B.C., particularly in communities affected by economic impacts or downturns.

The program intake is open and welcomes applications from all manufacturing sectors. There will be a particular focus on helping the forestry sector retrofit and develop new, sustainable value-added business lines that reduce dependency on old growth logging and make innovative use of biomaterials. Eligible capital projects must:

- Be located in B.C.
- Contribute to long-term regional economic growth, sustainability and/or diversity
- Be financially viable and leverage market demand
- Create, maintain or diversify job opportunities for local workers
- Have a high degree of readiness and bring direct benefits to communities
- Demonstrate alignment with program goals

For more information head to their [website](#) for the full Program Guide.

## Join the ESS Volunteer Team

Ever considered being a local hero during emergencies? Here's your opportunity! Emergency Support Services (ESS) is seeking volunteers to assist during disasters. As an ESS volunteer, you'll play a crucial role in identifying reception centers, recruiting and training volunteers, and collaborating with local businesses and government agencies. Your duties also include providing essential assistance such as food, shelter, clothing, emotional support, and family reunification to those affected by disasters. Whether staffing ESS Reception Centres during evacuations or working alongside Search and Rescue teams, your contribution makes a real impact.

If you have compassion, good communication skills, can respond on short notice, and work well in a team, reach out to the RDCK Emergency Program at 250-428-0299, and they'll connect you with your local ESS Director. No worries if you're new – full training is provided. As an ESS volunteer, you'll meet great people, gain valuable emergency awareness skills, and receive Work Safe and liability insurance while on assignment. Make a difference – become an ESS volunteer today!

**Sick of rising health and dental premiums?**

**Chambers Plan has the cure.**

Chambers Plan  
Employee Benefits



## Survey on Succession Planning for your BC-based Business

Locally-owned businesses are vital to the BC economy, particularly when it comes to employment and ensuring that wealth remains in communities. As many business owners are thinking about retirement and succession planning, CoActive Developments Worker Co-op (CoActive) is looking to explore the key considerations, challenges, barriers, and opportunities for owners to sell their businesses, potentially to their own employees.

Please take this [7 mins survey](#) to share your thoughts on succession planning for your BC-based business! Responses will remain anonymous and will be used to inform critical research on resources and support for business-owners exploring retirement, success planning and employee ownership.



## Seeking Ecopreneurs for the Project Zero Circular Economy Incubator Program

Synergy Foundation is seeking BC-based entrepreneurs and start-ups operating within the circular economy for the Project Zero Incubator Program. Whether you're an entrepreneur with a great green idea or an established business with an

idea for a new product or service, Project Zero can help you make an impact! This free eight-month program offers a foundation of entrepreneurial skills, circular economy expertise, ongoing mentorship, and access to a network of like-minded organizations and leaders. Apply by 11:59 pm PST on Monday, February 26 at [project-zero.ca/bc-incubator](https://project-zero.ca/bc-incubator).

**Kaslo & Area**  
CHAMBER of COMMERCE



# Kaslo & Area

CHAMBER of COMMERCE



**REACH HUNDREDS OF THOUSANDS OF TRAVELERS!  
ADVERTISE WITH BROCHURE RACKING ON THE  
KOOTENAY LAKE FERRY.**

*Photo by: Ashley Voykin/KootenayRockies.com*

**Promote your business to a captive audience! The Kaslo & Area Chamber of Commerce offers a Brochure Racking service to members on the Osprey 2000, Kootenay Lake Ferry.**



## **ATTRACT NEW CUSTOMERS WITH EVERY FERRY RIDE**



### **Visibility**

Your brochures will be prominently displayed on the ferry, catching the eyes of both locals and tourists.



### **Target Audience**

Connect with potential customers actively exploring the beautiful Kootenay Lake Region.



### **Affordability**

For only \$100 per year you can showcase your business to upwards of 400,000 ferry passengers.

[WWW.KASLOCHAMBER.COM](http://WWW.KASLOCHAMBER.COM)

CONTACT US 250-354-9792

[THEKASLOCHAMBER@GMAIL.COM](mailto:THEKASLOCHAMBER@GMAIL.COM)



# WHY SHOULD YOU Stay A Member?



## Get Connected

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As a member you have the opportunity to attend networking events, meet local business owners and learn about the community's needs and priorities while voicing your own. You'll be able to participate in community events and initiatives, and have access to resources and support that can help your business thrive. It's an excellent way to build relationships, grow your business, and make a positive impact in your community.

## Social Media Support

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Want to increase your social media visibility? As a member you benefit from our support in liking, sharing, commenting and promoting your social media posts, helping you connect with a wider audience and boosting your brand's online influence. With the online presence of both Kaslo Choose Local and the Kaslo Chamber of Commerce, your membership grants access to a significant online audience.

## Member Advantage Program

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Unlock Exclusive Savings with Our Member Advantage Program! Through strategic vendor partnerships, enjoy discounts on a wide range of products and services, including an unbeatable employee benefits plan, merchant processing assistance, online marketing support, payroll solutions, and discounted office supplies. But that's not all – as a member, you'll also gain access to exclusive travel and hospitality perks, from reduced hotel and car rental rates to savings on fuel and fleet costs. We're constantly adding new benefits to enhance your experience. For a full list of available offers, click [here](#) and start maximizing your advantages today!

## **Advocacy**

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The Chamber is here to advocate for change to support the needs of our members to various levels of government and its agencies. Together with the BC Chamber of Commerce we work to create and promote policies that support local business growth and success. Your membership connects you with nearly 100 other Chambers and Boards of trade in BC which provides a platform for businesses to collaborate and share ideas.

## **Advertising**

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The Chamber Newsletter reaches a wide audience and members are encouraged use the platform to share their news and special promotions. It also promotes business resources and opportunities such as grants and training programs.

Members also have the option of purchasing space for their brochures on the Kootenay Lake Ferry, providing the potential to reach upwards of 400,000 ferry passengers annually.

Sponsorships of our well attended Community Events are also available.

## **Give Back to the Community**

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Did you know that the Kaslo & Area Chamber of Commerce has been active since 1898? We are committed to the community and show that love by putting on great events and promotions. To name a few;

- Kaslo May Days
- Light Up!
- Chamber Cash
- Choose Local
- Great Gift Giveaway!
- Caught in the Act

**Kaslocal**  
KASLO & AREA CHAMBER OF COMMERCE

All the best,

Alana Jenkins  
Administration Manager

**Kaslo & Area Chamber of Commerce**



# Kaslo & District Arena Association

**Board Meeting Agenda Date: Monday November 27 ,2023**

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

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

*THAT the agenda for the 2024.1.29 KDAA Board Meeting be approved as presented*

*Carried*

3. **Adoption of the Minutes**

*THAT the minutes of the 2023.11.27 KDAA Board Meeting be approved as presented*

*Carried*

4. **Unfinished Business**

- Alicia Sergeant will be filling in as treasurer while Brett is on vacation.
- All adult leagues and minor hockey will be paid up by the end of March.
- We are looking into installing more lockers in the arena.
- Mashup will be held on Sat. March 2nd and Sun. Mar. 3rd.
- We are having some electrical problems. We asked Mark Thayer to looking into it and how much to fix the panel and wiring.
- There will not be a figure skating show this year since Nikita is injured.
- Since how popular Monday nights beginners have been we have decided to cancel public skating on Friday. We are replacing it with family hockey 6-730 instead, starting Friday Feb.9. \$5 per skater.
- Sticks and pucks will be cancelled on Sunday Feb.11
- We will be having a community skate on Feb. 25<sup>th</sup>.
- Molly is looking into a Grant from RDCK for next year skating for beginners.
- We are discussing another fundraiser game Fri. Mar.16th.
- Beer gardens is a go. Volunteers must have serve it rite. We need couple more volunteers.
- Matt Mclanders will be helping at the arena 1 day a week.
- Rob Barker will be coming in the near future to teach the refrigeration course to the staff and some of the board members.

5. **Treasurer's Report**

Receive financials.

Carried

6. **Next Meeting -** Monday February 26, 2024

7. **Adjourn-** 8:05 pm





**YOUR VOICE  
MATTERS**

# Help shape the future of healthcare in the Kootenay Boundary Region

**ONLY TAKES 5 MINUTES!**



**PAPER SURVEYS CAN BE FOUND AT:**

**CASTLEGAR- 1005 3 ST**

**TRAIL- 1505 BAY AVE**

**NELSON- 602 STANLEY ST**

**KASLO- 413 4TH ST**

**GRAND FORKS- 7342 5 ST**

**MIDWAY- 612 6 AVE**

**STUDY CONDUCTED BY THIRD-YEAR RURAL PRE-MEDICINE STUDENTS AT SELKIRK COLLEGE IN PARTNERSHIP WITH THE PATIENT ADVISORY COMMITTEE & COMMUNITY**

**From:** Heritage BC <info@heritagebc.ca>  
**Sent:** Wednesday, January 31, 2024 11:00 AM  
**To:** Karissa Stroshein <admin@kaslo.ca>  
**Subject:** The Heritage BC Update

[View this email in your browser](#)

# The Heritage BC UPDATE



This month offers the opportunity for us to celebrate and delve into the remarkable achievements and contributions of BC's Black and African diasporic communities. Despite the historical and ongoing challenges of inequality, oppression, and erasure they have faced, this month serves as a powerful occasion to honor their resilience and profound impact.

Here is a short list of some of the organizations that you can support and learn more from, about the history and heritage of BC and Canada's Black community:

[Black & Rural Project](#) is a nationally funded artistic inquiry, led by Shayna Jones. The project explores the experiences of Black individuals living in Canada's countryside. Their website serves as a digital gallery and includes insights, reflections, interview clips, music, poetry, and more.

[British Columbia Black History Awareness Society](#) (BCBHAS) celebrates the achievements of Black people in BC by creating awareness and stimulating interest in the historical and contemporary contributions of persons of African ancestry to BC and Canada in the arts, education, government, sports, science etc. Visit their website for a list of all their upcoming [Black History Month events](#).

[Hogan's Alley Society](#) (HAS) is non-profit organization comprised of a diverse group of individuals, including civil rights activists, business professionals, community organizations, artists, writers, and academics. They are dedicated to preserving and honoring the historical significance of Hogan's Alley in the cultural landscape of Vancouver.

## Heritage BC Awards 2024 Nominations Close February 9th



**Nominations are closing soon.** Don't miss the opportunity to celebrate the outstanding achievements and best practices that have impacted and strengthened all forms of heritage as a valued cultural resource in your community. Recognize the achievements of individuals, organizations, groups, businesses, and local and regional governments.

Nominate someone or a project that stands out in your community. Nominations close **February 9, 2024**.

[Nominate Today](#)

Nominate Today

## Celebrate Heritage Week February 19 - 25

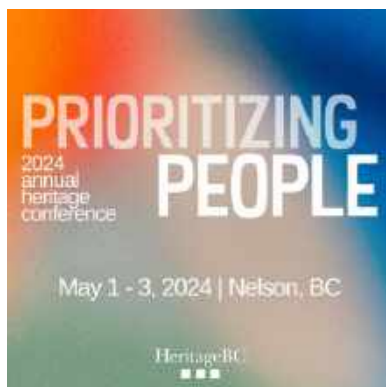


From February 19th to 25th, we invite culture and heritage organizations across the province to [host an event](#) in their community to celebrate Heritage Week. We also encourage everyone to [attend an event](#) in their community, spread awareness about Heritage Week on social media using our promotional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

[Learn More](#)

Learn More

## 2024 Annual Heritage Conference Schedule is Now Live!



The Conference Schedule is now Available Online!

Join us this May in Nelson and the Central Kootenays where we'll learn about the benefits of putting people first in our heritage work.

We anticipate that these sessions, field trips, and workshops will spark and cultivate meaningful conversations that extend far beyond our time together.

[View the Conference Schedule](#)

View the Conference Schedule

## Sponsor Spotlight: Columbia Basin Trust



Columbia Basin Trust supports the ideas and efforts of the people in the Columbia Basin.

We take our lead from residents and communities. Whatever the situation calls for, we adapt our role: from providing resources, to bringing people together, to leading an entire initiative. The Trust is here to offer experience and support to all Basin residents.

Learn more at [Columbia Basin Trust](#).

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## Thank you to all of our 2024 conference sponsors



Interested in Sponsoring? [Contact us](#) or [view sponsor opportunities available](#).

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### Check out these articles, blogs, & resources we find interesting!



Watch [Black Life: Untold Stories](#) an 8-part documentary series available on CBC Gem

Cision - [The Government of Canada announces funding for Black Communities in British Columbia](#)

The Georgia Straight - [The secret queer history of BC's wild west](#)

This is Vancouver Island Podcast - [Working together to bring WSÁNEĆ culture back to Mayne Island](#)

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Connect with us on social media







### **BECOME A MEMBER**

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

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

[Become a member today!](#)

### **Statement of Acknowledgement**

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



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Thank you for receiving The Heritage Update.

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

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Date: January 9, 2024

File No: 0390-20-AVICC

---

**RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention**

---

***Pre-Hospital Care | Demands on Local Governments***

City of Port Alberni

***WHEREAS*** the provision of pre-hospital care is a critical aspect of health care in British Columbia and Fire Departments, funded by local governments, have traditionally played a significant role in delivering pre-hospital care and that pre-hospital care falls under the jurisdiction of the provincial government;

***AND WHEREAS*** the increasing workload related to pre-hospital care, particularly in the area of medical first response, has put significant pressure on local governments arising from the need to allocate additional resources for training, fuel, vehicle maintenance, consumables, and staffing;

***THEREFORE, BE IT RESOLVED*** that AVICC & UBCM urgently appeal to the Province of British Columbia to take immediate steps to adequately staff and operate pre-hospital care services autonomously, assuming full responsibility for pre-hospital care, alleviating the burden on local governments and ensuring the provision of efficient and effective emergency medical services OR alternatively, that the Province Of British Columbia take immediate steps to provide adequate funding to local governments to cover the cost of Fire Department First Responder programs to help alleviate the financial strain on local governments and ensure the continued provision of essential pre-hospital care services.

Date: January 9, 2024  
File No: 0390-20-AVICC

## **RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention Pre-Hospital Care | Demands on Local Governments**

---

In alignment with Council's *2023-2027 Corporate Strategic Plan* and the goals of "fostering a complete community that is safe, healthy and inclusive" and ensuring the "provision and maintenance of quality services" Council for the City of Port Alberni is submitting the attached resolution for consideration.

The provision of pre-hospital care is a critical aspect of health care in British Columbia. Fire Departments, funded by local governments, have traditionally played a significant role in delivering pre-hospital care. However, the increasing workload related to pre-hospital care, particularly in the area of medical first response, has put significant pressure on local governments. This pressure arises from the need to allocate additional resources for training, fuel, vehicle maintenance, consumables, and staffing. As pre-hospital care falls under the jurisdiction of the provincial government, it is crucial to address the challenges faced by Fire Departments and ensure the provision of adequate resources and support.

1. **Increasing Workload:** Fire Departments are experiencing a sharp increase in their workload related to pre-hospital care. The demand for medical first responder services has risen significantly, leading to an increased number of emergency calls. This surge in call volume has stretched the resources of Fire Departments, making it difficult for them to meet the growing demands effectively.
2. **Financial Burden on Local Governments:** The increased workload in pre-hospital care has resulted in additional operating costs for local governments. These costs include training programs for firefighters, fuel expenses for emergency vehicles, maintenance of vehicles and equipment, consumables such as medical supplies, and the need for additional staffing. The financial burden on local governments is becoming unsustainable, as they struggle to allocate sufficient funds to support the growing demands of pre-hospital care.
3. **Provincial Responsibility:** Pre-hospital care is a crucial aspect of healthcare and falls under the jurisdiction of the provincial government. As such, it is the responsibility of the provincial government to ensure the provision of adequate resources and support for pre-hospital care services. By doing so, the provincial government can ensure the effective and efficient delivery of emergency medical services to the public.

In light of the challenges faced by Fire Departments and the financial burden on local governments, it is imperative to urgently appeal to the provincial government for action as follows:

1. **Autonomy of Pre-Hospital Care:** The provincial government should take immediate steps to adequately staff and operate pre-hospital care services autonomously. By assuming full responsibility for pre-hospital care, the provincial government can alleviate the burden on local governments and ensure the provision of efficient and effective emergency medical services.



2. Funding for Fire Department First Responder Programs: Alternatively, if the provincial government is unable to operate pre-hospital care autonomously, it should provide adequate funding to local governments to cover the cost of Fire Department First Responder programs. This funding would help alleviate the financial strain on local governments and ensure the continued provision of essential pre-hospital care services.

The increasing workload in pre-hospital care and the financial burden on local governments necessitate urgent action from the provincial government. The proposed resolution requests that AVICC and UBCM appeal to the provincial government to either assume full responsibility for pre-hospital care or provide immediate and adequate funding to support Fire Department First Responder programs. By addressing these concerns, the provincial government can ensure the provision of high-quality emergency medical services and relieve the strain on local governments.

**Attachments:**

*Appendix 'A' | Port Alberni Fire Call Volume Categories Graph*

*Appendix 'B' | Fire Responder Call Volume Table*

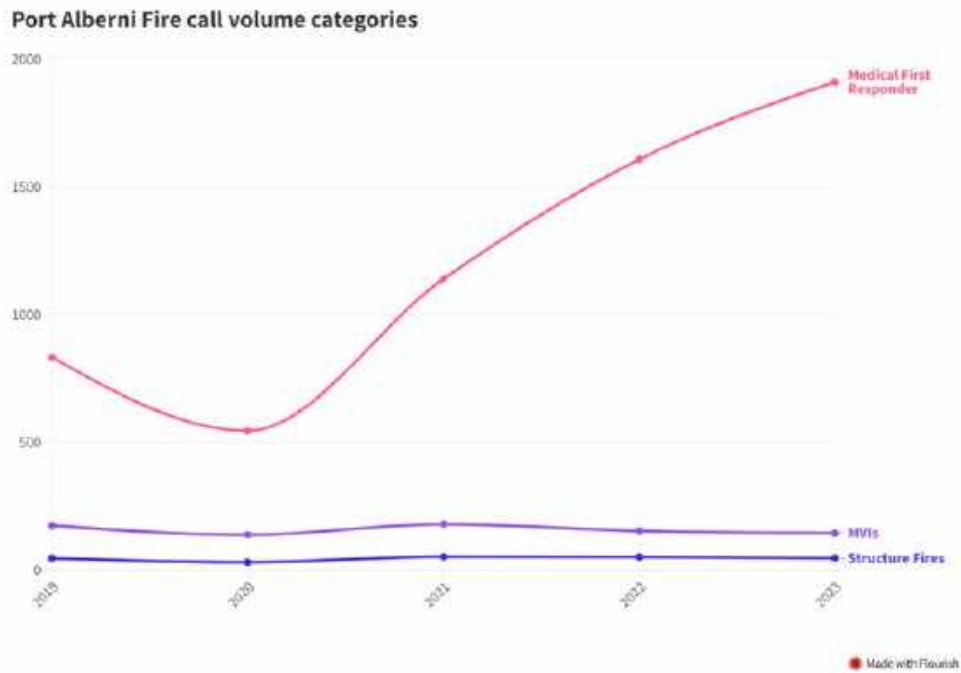
Yours truly,  
CITY OF PORT ALBERNI



**Sharie Minions**  
**Mayor**

c: City Council  
M. Fox, CAO  
D. Monteith, Director of Corporate Services  
UBCM Member Municipalities

**Appendix 'A'**



**Appendix 'B'**

|      | First Responder | Total PAFD Calls | % Calls |
|------|-----------------|------------------|---------|
| 2005 | 456             | 1140             | 40      |
| 2006 | 576             | 1307             | 44      |
| 2007 | 534             | 1140             | 47      |
| 2008 | 548             | 1193             | 46      |
| 2009 | 535             | 1162             | 46      |
| 2010 | 574             | 1197             | 48      |
| 2011 | 596             | 1186             | 50      |
| 2012 | 560             | 1162             | 48      |
| 2013 | 544             | 1137             | 48      |
| 2014 | 631             | 1272             | 50      |
| 2015 | 563             | 1186             | 47      |
| 2016 | 671             | 1325             | 51      |
| 2017 | 786             | 1492             | 53      |
| 2018 | 872             | 1605             | 54      |
| 2019 | 832             | 1572             | 53      |
| 2020 | 544*            | 1281*            | 42      |
| 2021 | 1141            | 1989             | 57      |
| 2022 | 1609            | 2459             | 65      |
| 2023 | 1912            | 2823             | 68      |

Date: January 9, 2024

File No: 0390-20-AVICC

---

**RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention**

---

***Enhancing Communications for Municipal Fire Departments Responding to Motor Vehicle Incidents***

*City of Port Alberni*

***WHEREAS*** fire departments play a crucial role in responding to motor vehicle incidents outside of fire protection boundaries on behalf of Emergency Management and Climate Readiness (EMCR) and that both EMCR and the municipality have a shared responsibility for the health and safety of responders;

***AND WHEREAS*** one of the significant challenges faced by municipal fire departments is the lack of adequate [or any] communications infrastructure in the areas they respond to, making it difficult for responders to coordinate their efforts, request additional resources, or seek assistance from other agencies and hampering the effectiveness and efficiency of response operations, potentially compromising the safety of both responders and the public;

***THEREFORE, BE IT RESOLVED*** that AVICC & UBCM urgently request the Province of British Columbia to provide modern and reliable communications, such as Starlink, to responding agencies that are handling motor vehicle incidents on the province's behalf to ensure seamless communication and enhance the safety and effectiveness of responders;

***AND BE IT FURTHER RESOLVED***, that the Province of British Columbia collaborate with telecommunication providers to improve overall communications infrastructure in areas where motor vehicle incidents occur frequently including expanding coverage, improving network reliability, and exploring innovative solutions to address communication challenges in remote and underserved areas.

Date: January 9, 2024  
File No: 0390-20-AVICC

---

**RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention**  
**Enhancing Communications for Municipal Fire Departments Responding to Motor Vehicle Incidents**

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In alignment with Council's *2023-2027 Corporate Strategic Plan* and the goals of "fostering a complete community that is safe, healthy and inclusive" and ensuring the "provision and maintenance of quality services" Council for the City of Port Alberni is submitting the attached resolution for consideration.

Municipal fire departments play a crucial role in responding to motor vehicle incidents outside of fire protection boundaries on behalf of Emergency Management and Climate Readiness. However, many of the areas where these incidents occur lack adequate communications infrastructure, posing significant challenges to the safety and effectiveness of responders. This backgrounder aims to support the resolution proposed urging the Province of British Columbia to provide modern and reliable communications, such as Starlink, to responding agencies.

1. **Municipal Fire Department Response:** Municipal fire departments are often called upon to respond to motor vehicle incidents outside of their fire protection boundaries. These incidents may occur in remote or rural areas where specialized resources and expertise are required. Municipal firefighters are trained and equipped to handle these situations, ensuring the safety of individuals involved and minimizing the potential risks.
2. **Inadequate Communications Infrastructure:** One of the significant challenges faced by municipal fire departments is the lack of adequate communications infrastructure in the areas they respond to. In some cases, there may be no communications at all, making it difficult for responders to coordinate their efforts, request additional resources, or seek assistance from other agencies. This lack of communication hampers the effectiveness and efficiency of response operations, potentially compromising the safety of both responders and the public.
3. **Responsibility for Health and Safety:** Both Emergency Management and Climate Readiness and the municipality have a shared responsibility for the health and safety of responders. It is essential to provide responders with the necessary tools and resources to carry out their duties effectively and safely. Reliable communications play a vital role in ensuring the well-being of responders, enabling them to communicate critical information, coordinate their actions, and request assistance when needed.

To address the challenges posed by inadequate communications infrastructure, the City of Port Alberni proposes the following:

1. **Provision of Modern, Reliable Communications:** That AVICC and UBCM urgently request the Province of British Columbia to provide modern and reliable communications, such as Starlink, to responding agencies that are handling motor vehicle incidents on the province's behalf. Starlink, a satellite internet service, offers high-speed and reliable connectivity, even in remote and underserved areas. By

providing this technology to responding agencies, the provincial government can ensure seamless communication and enhance the safety and effectiveness of responders.

2. Collaboration with Telecommunication Providers: In addition to the provision of Starlink, the Province of British Columbia should collaborate with telecommunication providers to improve overall communications infrastructure in areas where motor vehicle incidents occur frequently. This collaboration can involve expanding coverage, improving network reliability, and exploring innovative solutions to address communication challenges in remote and underserved areas.

The lack of adequate communications infrastructure in areas where municipal fire departments respond to motor vehicle incidents poses significant challenges to the safety and effectiveness of responders. The proposed resolution requests that AVICC and UBCM urge the Province of British Columbia to provide modern and reliable communications, such as Starlink, to responding agencies. By doing so, the provincial government can enhance the safety and efficiency of response operations, ensuring the well-being of responders and the effective management of motor vehicle incidents.

**Attachments:**

*Appendix 'A' | Telus Coverage Map in BC*

*Appendix 'B' | Rogers Coverage Map on Vancouver Island*

Yours truly,  
CITY OF PORT ALBERNI

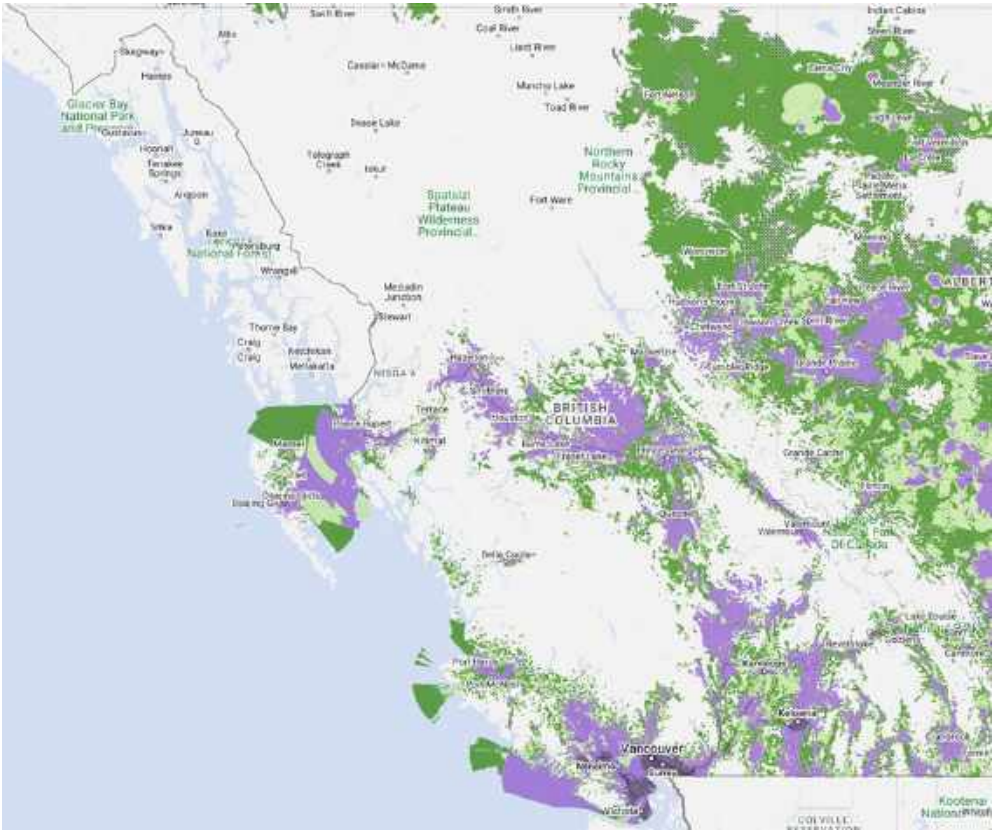


**Sharie Minions**  
**Mayor**

c: City Council  
M. Fox, CAO  
D. Monteith, Director of Corporate Services  
UBCM Member Municipalities

**Appendix 'A'**

Telus Coverage Map in BC



**Appendix 'B'**

Rogers Coverage Map on Vancouver Island



Date: January 16, 2024

File No: 0390-20-AVICC

---

**RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention**

---

***Equitable Funding of Police Services***

*City of Port Alberni*

***WHEREAS*** the City of Port Alberni funds the greatest number of RCMP members and pays significantly higher police costs per capita and per household compared to other municipalities in the Alberni Valley, placing a significant burden on its taxpayers under the current Police Services funding model for British Columbia that does not take into account the financial commitment or funding contribution of each jurisdiction;

***AND WHEREAS*** systemic social issues outside of a municipality's mandate, such as poverty, addiction, and mental health challenges, contribute to increased call volumes and demands on police services, creating high police services costs that are further exacerbated by the need to respond to and manage the impacts of these systemic social issues;

***THEREFORE, BE IT RESOLVED*** that AVICC & UBCM urgently appeal to the Province of British Columbia to develop an equitable Police Services funding program for all BC municipalities and regional districts that takes into account the financial capacity and population size of each jurisdiction, as well as the additional demands placed on police services due to systemic social issues outside of a municipality's mandate.



Date: January 16, 2024

File No: 0390-20-AVICC

## **RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention Equitable Funding of Police Services**

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In alignment with Council's *2023-2027 Corporate Strategic Plan* and the goals of "fostering a complete community that is safe, healthy and inclusive" and ensuring the "provision and maintenance of quality services" Council for the City of Port Alberni is submitting the attached resolution for consideration.

The City of Port Alberni, located in the Alberni Valley, faces significant challenges in funding its police services. The current Police Services funding model in British Columbia does not consider the financial commitment or funding contribution of each jurisdiction, leading to inequitable distribution of costs. Furthermore, systemic social issues such as poverty, addiction, and mental health challenges contribute to increased demands on police services, placing an additional burden on the City of Port Alberni. The resolution urges the Province of British Columbia to develop an equitable Police Services funding program that considers the financial capacity, population size, and the impact of systemic social issues on police services for all municipalities and regional districts in the province.

- 1. Financial Disparity:**  
The City of Port Alberni funds the highest number of RCMP members in the Alberni Valley and pays significantly higher police costs per capita and per household compared to other municipalities in the region. This financial burden places a significant strain on the city's taxpayers, who bear the brunt of the costs. The current funding model does not take into account the financial capacity of each jurisdiction, leading to an unfair distribution of costs and an unsustainable financial situation for the City of Port Alberni.
- 2. Impact of Systemic Social Issues:**  
Systemic social issues such as poverty, addiction, and mental health challenges have a direct impact on the demands placed on police services. While these issues are outside the mandate of municipalities, they contribute to increased call volumes and the need for police intervention. The City of Port Alberni, like many other communities, faces the challenge of responding to and managing the impacts of these issues, further increasing the demands on its police services. Without adequate funding to address these systemic social issues, the burden falls on the City of Port Alberni and its taxpayers.
- 3. Equitable Funding:**  
To ensure fairness and sustainability in funding police services, it is crucial to develop an equitable funding program that considers the financial capacity and population size of each jurisdiction. The current funding model fails to account for these factors, resulting in disparities in funding and placing an unfair burden on certain municipalities. By developing an equitable funding program, the Province of British Columbia can ensure that all municipalities and regional districts have access to the necessary resources to provide effective and efficient police services.

---

The City of Port Alberni's high police services costs, exacerbated by the impact of systemic social issues, have placed a significant burden on its taxpayers. It is imperative that the Province of British Columbia takes immediate action to develop an equitable Police Services funding program that considers the financial capacity, population size, and the impact of systemic social issues on police services for all municipalities and regional districts in the province. By doing so, the province can ensure fairness, sustainability, and effective community safety measures for all communities in British Columbia.

**Attachments:**

*Appendix 'A' | Policing costs for Representative Residential Properties in the Alberni Valley for 2023*

Yours truly,  
CITY OF PORT ALBERNI



**Sharie Minions**  
**Mayor**

c: City Council  
M. Fox, CAO  
D. Monteith, Director of Corporate Services  
UBCM Member Municipalities

## Appendix 'A'

### Policing costs for Representative Residential Properties in the Alberni Valley for 2023

| Area                  | Property Value | Police Tax rate | Police tax on ARPV |
|-----------------------|----------------|-----------------|--------------------|
| Area B – Beaufort     | 736,937        | 0.1096          | \$ 80.77           |
| Area D – Sproat Lake  | 807,187        | 0.0550          | \$ 44.40           |
| Area E – Beaver Creek | 687,640        | 0.1244          | \$ 85.54           |
| Area F – Cherry Creek | 568,942        | 0.1216          | \$ 69.18           |
| City of Port Alberni  | 530,609        | 1.3364          | \$ 709.09          |

- The ACRD uses the Average Residential Property Value, whereas the City use the Average Single-Family Residential property when comparing.
- City Police costs are net of all revenue received from RCMP

Date: January 16, 2024

File No: 0390-20-AVICC

**RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention**

---

***Sustainable and Equitable Funding of Library Services***

*City of Port Alberni*

***WHEREAS*** public libraries play a vital role in communities by providing access to resources, promoting literacy, supporting job seekers and small businesses, advancing reconciliation with Indigenous peoples, and promoting equity and inclusion;

***AND WHEREAS*** public libraries in British Columbia are primarily funded by levies paid by local governments, and provincial funding for libraries has remained stagnant; while the costs to deliver library services and the demand for library services have increased exponentially over time;

***THEREFORE, BE IT RESOLVED*** that AVICC & UBCM appeal to the Province of British Columbia to provide long-term sustainable funding for public libraries in BC;

***AND BE IT FURTHER RESOLVED*** that the Province ensures that BC libraries receive regular increases to Provincial Government funding in subsequent years.

Date: January 16, 2024

File No: 0390-20-AVICC

## **RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention Sustainable and Equitable Funding of Library Services**

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In alignment with Council's *2023-2027 Corporate Strategic Plan* and the goals of "fostering a complete community that is safe, healthy and inclusive" and ensuring the "provision and maintenance of quality services" Council for the City of Port Alberni is submitting the attached resolution for consideration.

Public libraries are essential institutions that play a vital role in communities across British Columbia. They provide access to resources, promote literacy, support job seekers and small businesses, advance reconciliation with Indigenous peoples, and promote equity and inclusion. However, public libraries in British Columbia face significant funding challenges. The current funding model which relies primarily on levies paid by local governments, while provincial funding for libraries remains drastically low in comparison, places a significant burden on its taxpayers.

1. Importance of Public Libraries:

Public libraries serve as community hubs, offering a wide range of services and resources that benefit individuals of all ages and backgrounds. They provide access to books, digital materials, educational programs, and technology, fostering a love for reading and learning. Public libraries also support job seekers by offering resources for career development, resume building, and job search assistance. Additionally, libraries play a crucial role in advancing reconciliation with Indigenous peoples by providing access to Indigenous literature, supporting Indigenous language revitalization efforts, and promoting cultural understanding.

2. Funding Challenges:

The current funding model for public libraries in British Columbia relies heavily on levies paid by local governments. This model has resulted in stagnant provincial funding, which fails to keep pace with the increasing costs of delivering library services and the growing demand from communities. Libraries face rising costs for materials, technology, staff salaries, and maintaining and upgrading facilities. Without sustainable funding, libraries struggle to meet the evolving needs of their communities and provide the necessary resources and services.

3. Increasing Demand for Library Services:

Over time, the demand for library services has increased exponentially. Libraries are no longer just repositories of books but have become dynamic community spaces that offer a wide range of programs and services. They provide access to digital resources, e-books, and online databases, catering to the changing needs of library users. Libraries also play a crucial role in promoting digital literacy and bridging the digital divide by offering technology training and internet access to those who may not have it at home. The increasing demand for these services requires adequate funding to ensure that libraries can continue to meet the needs of their communities.

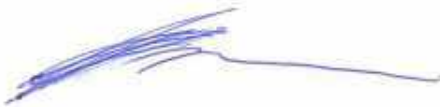
4. Long-Term Sustainable Funding:

To ensure the continued success and impact of public libraries in British Columbia, it is essential to provide long-term sustainable funding. This funding should consider the increasing costs of delivering library services, the evolving needs of communities, and the role of libraries in promoting literacy, supporting job seekers, advancing reconciliation, and promoting equity and inclusion. By providing sustainable funding, the Province of British Columbia can support the growth and development of public libraries, ensuring that they remain vibrant and accessible community resources for generations to come.

Public libraries in British Columbia play a vital role in promoting literacy, supporting job seekers and small businesses, advancing reconciliation, and promoting equity and inclusion. However, the current funding model has resulted in stagnant provincial funding, hindering the ability of libraries to meet the growing demands of their communities and placing a significant burden on its taxpayers as library costs continue to increase exponentially.

It is crucial for the Province of British Columbia to provide long-term sustainable funding for public libraries and ensure regular increases in provincial government funding in subsequent years. By doing so, the province can invest in knowledge, support community development, and ensure that public libraries continue to be valuable resources for all British Columbians.

Yours truly,  
CITY OF PORT ALBERNI



**Sharie Minions**  
**Mayor**

c: City Council  
M. Fox, CAO  
D. Monteith, Director of Corporate Services  
UBCM Member Municipalities



Date: January 16, 2024

File No: 0390-20-AVICC

**RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention**

---

***Increased Funding for [Rural] Colleges***

*City of Port Alberni*

***WHEREAS*** colleges in rural British Columbia play a crucial role in providing accessible and high-quality education and training opportunities for students across the province, including a closer to home education for those who otherwise cannot access training or education to provide necessary skills for employability; and that they face increasing demands and challenges, including rising operating costs, growing student populations, and the need to adapt to changing industry needs;

***AND WHEREAS*** adequate funding is essential to ensure that rural colleges can continue to provide quality education, support student success, and meet the evolving needs of students and industries; colleges in rural British Columbia are challenged by distance and numbers when trying to meet the same requirements as colleges in more heavily populated areas;

***THEREFORE, BE IT RESOLVED*** that AVICC & UBCM appeal to the Province of British Columbia to increase funding for rural colleges in British Columbia to support their operations, programs, and services and develop a standard of college funding more closely reflecting the real costs of providing required training and education to the population of rural British Columbia.

Date: January 16, 2024

File No: 0390-20-AVICC

## **RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention Increased Funding for Rural Colleges**

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In alignment with Council's *2023-2027 Corporate Strategic Plan* and the goals of "fostering a complete community that is safe, healthy and inclusive" and ensuring the "provision and maintenance of quality services" Council for the City of Port Alberni is submitting the attached resolution for consideration.

Colleges in rural British Columbia play a crucial role in providing accessible and high-quality education and training opportunities for students across the province. These institutions serve as vital resources for individuals who may not have access to training or education in more urban areas. However, rural colleges face unique challenges, including rising operating costs, growing student populations, and the need to adapt to changing industry needs. Adequate funding is essential to ensure that rural colleges can continue to provide quality education, support student success, and meet the evolving needs of students and industries.

- 1. Accessibility and Proximity:**  
Rural colleges in British Columbia provide education and training opportunities closer to home for individuals who may not have the means or ability to access training in more heavily populated areas. These colleges serve as a lifeline for students in rural communities, allowing them to pursue post-secondary education without the need to relocate. By increasing funding for rural colleges, the Province of British Columbia can ensure that individuals in these areas have equal access to quality education and training, regardless of their geographical location.
- 2. Meeting Unique Challenges:**  
Rural colleges face specific challenges that differ from their counterparts in more urban areas. Distance and smaller student populations make it more difficult for rural colleges to meet the same requirements and standards as colleges in heavily populated areas. Adequate funding is necessary to address these challenges and ensure that rural colleges have the resources and support they need to provide high-quality education and training. By increasing funding, the Province of British Columbia can help bridge the gap between rural and urban colleges, ensuring that all students have access to the same opportunities.
- 3. Adapting to Changing Industry Needs:**  
Industries are constantly evolving, and colleges must adapt their programs and curriculum to meet the changing demands of the job market. Rural colleges play a crucial role in providing training and education that aligns with the specific needs of industries in their regions. However, adapting to these changing needs requires adequate funding to update programs, invest in modern equipment and technology, and provide professional development opportunities for faculty. By increasing funding for rural colleges, the Province of British Columbia can ensure that students in these areas receive the training and education necessary to succeed in their local job markets.

4. **Supporting Economic Development:**  
Investing in rural colleges has a significant impact on the economic development of rural communities. By providing accessible education and training, rural colleges contribute to the development of a skilled workforce, attracting investment and driving economic growth. Additionally, these colleges often collaborate with local businesses and industries, fostering innovation, entrepreneurship, and job creation. By increasing funding for rural colleges, the Province of British Columbia can support the economic development of rural communities and ensure their long-term sustainability.

Rural colleges in British Columbia play a vital role in providing accessible and high-quality education and training opportunities for students in rural communities. However, these colleges face unique challenges and require increased funding to meet the evolving needs of students and industries. By increasing funding for rural colleges and developing a standard of college funding that reflects the real costs of providing training and education in rural British Columbia, the Province of British Columbia can ensure that all students have equal access to quality education, support student success, and contribute to the economic development of rural communities.

Yours truly,  
CITY OF PORT ALBERNI



**Sharie Minions**  
**Mayor**

c: City Council  
M. Fox, CAO  
D. Monteith, Director of Corporate Services  
UBCM Member Municipalities

**From:** CKISS <info@ckiss.ca>

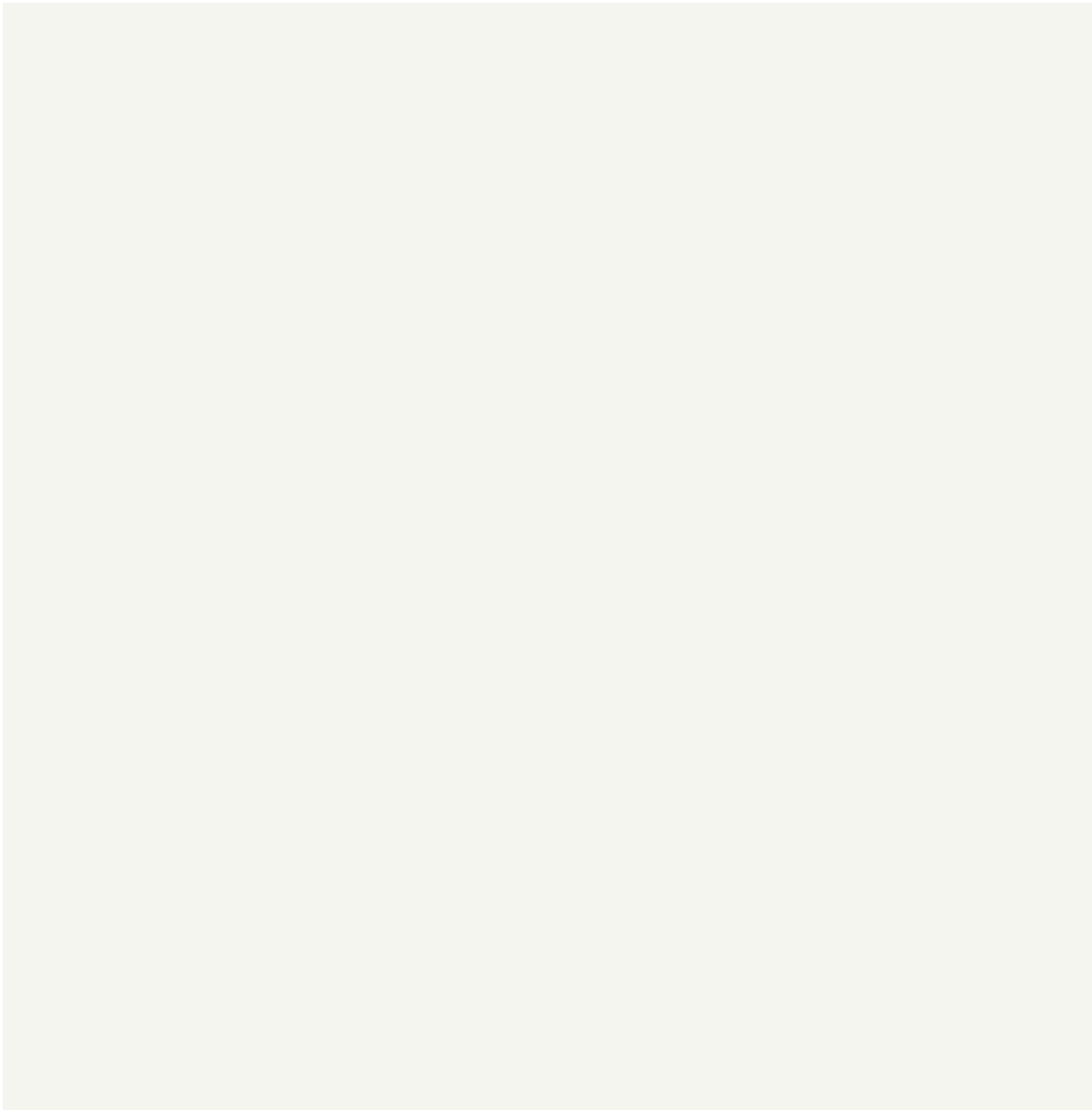
**Sent:** Monday, January 29, 2024 1:19 PM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Subject:** Exciting Job Opportunities at CKISS - Apply Now!

Exciting news – CKISS is currently hiring for Invasive Species Technicians and an Outreach & Aquatics Program Assistant! Apply early, as positions may be filled before the deadline if suitable candidates are found. Don't miss out on this opportunity to be part of our team!

[View this email in your browser](#)



Are you passionate about protecting the Central Kootenay region from invasive species? Do you want to make a meaningful impact on our ecosystems, communities, and economy? CKISS has exciting opportunities for you to become part of our dedicated team! We are currently seeking candidates for the following positions:

- **Outreach & Aquatics Assistant** Are you ready to make a tangible impact on environmental conservation while enjoying a dynamic and varied work environment? As an Outreach & Aquatics Assistant with CKISS, you'll have the opportunity to support vital invasive species education and aquatics programs. Duties include leading engaging community weed pulls and youth field trips, hosting the CKISS outreach booth and creating original content for social media, the CKISS website and iNaturalist projects. Additionally, you will gain valuable hands-on fieldwork experience by assisting with invasive mussel monitoring efforts. This role offers a blend of office and fieldwork that promises excitement and fulfillment. This position is perfect for individuals passionate about protecting our ecosystems and making a real difference in their community.
- **Invasive Species Technicians** Are you ready to get your hands dirty in the fight against invasive species? Become an Invasive Species Technician and work alongside a small field crew to conduct surveys and manual removal of invasive plants in priority locations. You'll

also assist with various tasks such as sign installation and removal, landowner outreach, and biological control agent surveys.

[Click here to see Outreach & Aquatics Assistant Job Posting](#)

[Click here to see Invasive Species Technician Job Posting](#)

The deadline for all applications is 4:00 pm Feb 23, 2024.

**We encourage you to apply early!**

Applications will be reviewed as they're received and positions may be filled prior to the deadline if an appropriate candidate is found.



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**Our mailing address is:**

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

1-844-352-1160

[info@ckiss.ca](mailto:info@ckiss.ca)

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



**From:** Selkirk Innovates <jjones1@selkirk.ca>

**Sent:** Tuesday, February 6, 2024 8:01 AM

**To:** Karissa Stroshein <admin@kaslo.ca>

**Subject:** State of the Basin Focus - Understanding Diversity in the Columbia Basin-Boundary Region



## State of the Basin Focus

*Stories of well-being in our region*

2024 - Issue 1



# Understanding Diversity in the Columbia Basin-Boundary Region

In February each year, Canada celebrates [Black History Month](#). Canada is known for its multiculturalism. According to a [2020 General Social Survey](#), 92% of the population agreed ethnic or cultural diversity is a Canadian value. Diversity in Canada encompasses a rich array of languages and cultures, shaping the nation's identity. From language to ethnic heritage to visible minority status, diversity brings together individuals with varied perspectives, talents, and experiences. Acknowledging and embracing this diversity fosters inclusion and enriches the social fabric of our country and region. One of the many

benefits of diversity is increased creativity from the unique insights, ideas, and ways of thinking individuals of diverse ethnic or cultural backgrounds bring. This diversity helps generate innovation and better problem-solving.

## What indicators give us an understanding of diversity in the Columbia Basin-Boundary Region?

Analyses of various datasets from the 2021 Census of Population provide an indication of the diversity in the region. These include:

### Language

Residents in the region primarily speak English (96.5%), followed by non-official languages (2.8%) and French (0.6%). Aside from English and French, 41 other languages are reported as being spoken most often at home in the Columbia Basin-Boundary Region. The communities with the largest number of residents who speak other languages include Golden (7.1%), Silverton (6.7%), Radium Hot Springs (6.0%), Valemount (5.2%), Castlegar (4.9%), and Nelson (4.9%). Of the non-official languages spoken most often at home, the top ten include Punjabi (Panjabi), Tagalog (Pilipino, Filipino), German, Korean, Spanish, Russian, Mandarin, Yue (Cantonese), Italian, and Hindi.

There is less language diversity in the region than in British Columbia and Canada. Visit the [Language](#) indicator for more information.

### Ethnic Origin

Ethnic or cultural origin pertains to the ancestral ethnic or cultural background of an individual. Ancestors may have Indigenous roots, come from various countries, or have other origins not necessarily tied to specific countries. For the 2021 Census, Statistics Canada asked respondents to self-identify their [ethnic and cultural origins](#). Respondents could provide multiple answers.

In the Columbia Basin-Boundary Region, 188 unique self-identified ethnic origins were identified (compared with 249 in BC and 250 in Canada). As Census respondents self-identified their ethnic origins, answers were very diverse. Some examples include African Canadian, Icelandic, Manitoban, Newfoundlander, Venezuelan, and many more.

Columbia Basin-Boundary communities with larger populations also show higher ethnic or cultural diversity. The table below summarizes the top ten communities in the region with the largest number of self-identified ethnic and cultural origins.

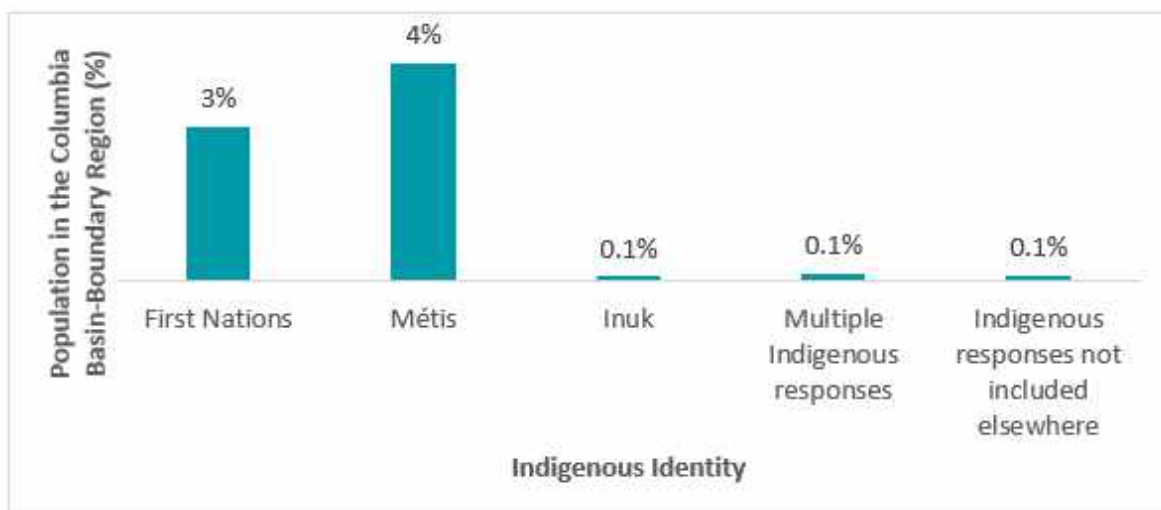
| Geography          | Self-Identified |                   |
|--------------------|-----------------|-------------------|
|                    | Ethnic Origins  | Population (2021) |
| Nelson             | 97              | 11,106            |
| Cranbrook          | 95              | 20,499            |
| Trail              | 73              | 7,920             |
| Fernie             | 70              | 6,320             |
| Revelstoke         | 70              | 8,275             |
| Castlegar          | 69              | 8,338             |
| Kimberley          | 65              | 8,115             |
| Central Kootenay E | 64              | 3,897             |
| Creston            | 61              | 5,583             |
| Rossland           | 61              | 4,140             |

Visit the [Ethnic Origin](#) indicator for more information.

## Indigenous Identity

In addition to the question on ethnic origin, the Census of Population had a separate question on [Indigenous identity](#). Of the total population of the Columbia Basin-Boundary Region, 7.3% identify as Indigenous peoples. Of those who identify as Indigenous, 4% identify as Metis, 3% as First Nations, and a very small percent of respondents identify as Inuk, have multiple Indigenous identifies, or have Indigenous identity responses not included elsewhere (i.e., membership in a First Nation or Indian Band). See the figure below.

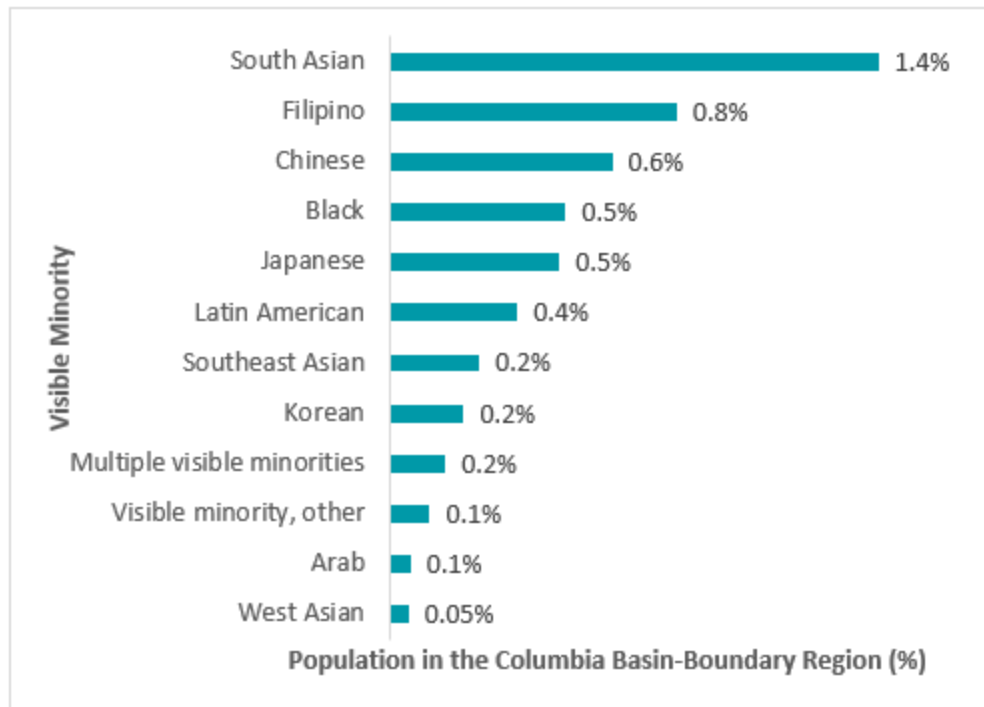
Visit the [Indigenous Identity](#) indicator for more information.



## Visible Minorities

Being a member of a [visible minority](#) group is another measure of diversity. Visible minorities are individuals who are non-Caucasian or non-white. This measure also does not include Indigenous peoples. In the Columbia Basin-Boundary Region, 4.9% of the population identifies as belonging to a visible

minority group. The figure below summarizes the proportion of the regional population belonging to visible minority groups.



Information regarding the diversity of the population serves various purposes for governments, businesses, community groups, healthcare providers, and more. These data can be used to promote more equitable opportunities across our communities, and employers can utilize these data to assess the alignment of their workforce characteristics with those of the local population.

Embracing diversity and inclusion is essential for the vibrant tapestry of Canada. From languages and ethnic heritage to visible minority status, acknowledging and valuing our differences enriches our shared identity. Collectively, we contribute to a stronger and more harmonious society by fostering inclusivity.

To learn more about other indicators of well-being, please visit the State of the Basin website [stateofthebasin.ca](https://stateofthebasin.ca).

## Data 101 Webinar Series - Next Session February 7th

The Economic Trust of the Southern Interior and Community Futures East Kootenay are hosting a free webinar series on unlocking the power of data. Selkirk College researchers will take the lead in two insightful sessions. On February 7, Jayme Jones will guide participants on effectively using existing data. On February 21, Dr. Sarah-Patricia Breen will address the common mistakes in data collection and interpretation and how to avoid them. Attend any sessions you like or all the webinars in this free series.

[Register here](#)

## Pollination Pathways Research to Action Speaker Series

Join Kootenay Native Plant Society researchers for two evenings of presentations showcasing their discoveries that are driving the recovery of pollination networks in the West Kootenay region. From the wet camas communities along the Columbia River to the upslope milkweed meadows, their research findings are contributing to restoration actions that will help combat the effects of climate change and result in more resilient ecosystems that will sustain plant-pollinator relationships for many years to come.

This event is happening in-person at the Nelson Museum Archives & Gallery, on February 8 and February 15, 2024.

[Get more info](#)

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

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



*Selkirk Innovates gratefully acknowledges the support of Columbia Basin Trust.*

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

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

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



 Share

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 Forward

Selkirk Innovates

Selkirk College

301 Frank Beinder Way

Castlegar BC V1N 4L3

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

**From:** Heritage BC <HeritageBc@wildapricot.org>  
**Sent:** Tuesday, February 6, 2024 11:04 AM  
**To:** Karissa Stroshein <admin@kaslo.ca>  
**Subject:** Heritage BC Funding & Programs Updates!



Dear Suzan,

***The 2024 Heritage Legacy Fund intake opens soon!***

As a valued Heritage BC Member, we wanted to ensure you heard it from us first!

Intake for applications opens **Friday March 8, 2024**, however we encourage all potential applicants to read and review this year's [guidelines](#) and worksheets on our website. This will provide you with all the key information you need to ensure your project is eligible. **Project eligibility checks are now open.** Contact Imogen Goldie at [igoldie@heritagebc.ca](mailto:igoldie@heritagebc.ca) to verify your project's eligibility before **Friday April 12th**. Group, Corporate, & Government Heritage BC Members qualify for the Heritage Legacy Fund.

For more updates and information please visit our [website](#), [subscribe](#) to our bi-weekly newsletter, or follow us on [social media](#).



The deadline for nominations to the 2024 Heritage BC Awards is quickly approaching. This **Friday February 9th** is your last chance to submit your nomination and celebrate outstanding achievements and best practices in heritage!



Don't miss this opportunity to recognize a project, organization, or individual for their dedication to heritage in our communities. You can nominate a deserving project or candidate in six different categories:

- Conservation (includes small but mighty award for small-scale projects)
- Education, Communications, and Awareness
- Planning and Management
- Indigenous and Diverse Cultures: Reconciliation, Redress, and Expanded Recognition
- Volunteer (Ruby Nobbs or Outstanding Impact Volunteer)
- Professional Achievement (Emerging Professional or Lifetime Achievement)

Learn more about the award categories on [our website](#) and submit your nomination [here](#) before the closing date.

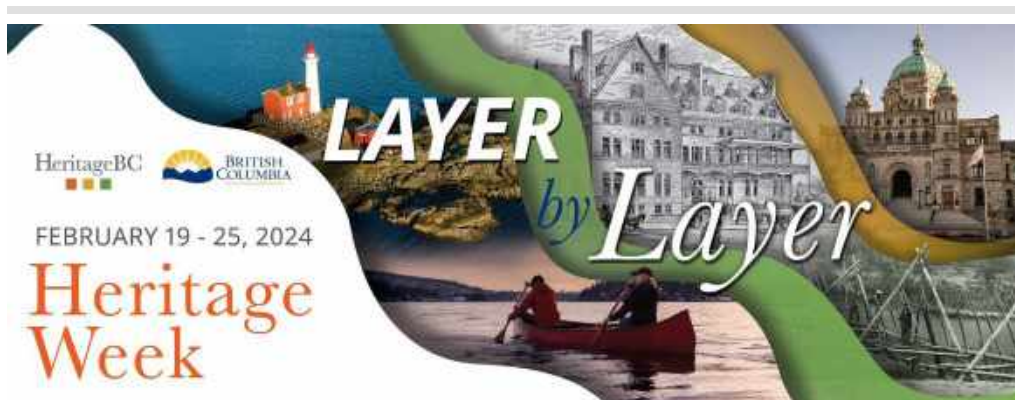
***We will be celebrating our award winners on Thursday May 2nd at our annual conference in Nelson, BC.***



**The conference schedule is now live!** View it on our [website](#).

Also don't forget that the early bird registration for the Annual Heritage Conference in Nelson, BC this May is only open until the end of February! As a Heritage BC member, you receive a discounted conference rate. And don't forget, Group, Corporate, and Government level members are able to use up to three discounted registrations.

Learn more about the conference on our [website](#) or [register here](#).



## Celebrate Heritage Week 2024 with us!

From February 19th to 25th, we invite you, our members to join us in celebrating Heritage Week this year. There are so many ways you can get involved! We encourage those who can to [host an event](#) in your community to celebrate Heritage Week. We also encourage everyone to [attend an event](#) in their community, spread awareness about Heritage Week on social media using our promotional tools & resources, and encourage municipalities to [advocate for heritage](#) by issuing a proclamation formalizing the week.

Heritage is the layering of stories that describe the uniqueness of a community's past and present while informing the future. This year's Heritage Week: Layer by Layer, invites you to dig deeper into your community's past and explore the many layers and stories that your unique community holds. Take some time this week to learn something new about the many "layers" of the place you call home. Learn more on our [website](#).

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Connect with us on social media 



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### Statement of Acknowledgement

*As an organization of provincial scope, Heritage BC recognizes that its members, and the local history and heritage they seek to preserve, occupy the lands and territories of B.C.'s Indigenous peoples. Heritage BC asks its members and all people to reflect on the places where they reside and work, and to respect the diversity of cultures and experiences that form the richness of our provincial heritage.*

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This message was sent to you by [Heritage BC](#)  
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City of Campbell River  
From the Office of the Mayor

February 2, 2024

The Honourable Minister Farnworth  
Minister of Public Safety and Solicitor General  
Via email: [PSSG.Minister@gov.bc.ca](mailto:PSSG.Minister@gov.bc.ca)

Dear Minister Farnworth,

**Re: Community Safety Act and Community Safety Amendment Act**

You recently received a letter from the Mayor of Fort St. John, Lilia Hansen, highlighting crime-related challenges in their community stemming from specific properties. Mayor Hansen recounts a specific case where a much-loved community space has become the center of frightening and unsettling incidents and asks the Province to reconsider the *Community Safety Act and Community Safety Amendment Act* to help address challenges such as these.

Mayor Hansen's letter resonated with Campbell River City Council, as we tragically see similarities within our own community. Like Fort St. John, Campbell River has experienced a rise in criminal and illegal activity and associated threats to public safety from specific properties. These properties can be a hub for organized crime and drug trafficking, opioid use and sadly deaths, and weapons-related violence, and they serve to undermine the sense of safety and wellbeing of immediate neighbors and the wider community. Despite police, bylaw and fire services interventions, the challenges with these properties persist and escalate over time if left unchecked, as we have seen here in Campbell River. As Mayor Hansen relates, the compounding risks can lead to tragedy and leave local governments wondering why there aren't more tools available.

The province of BC previously drafted the *Community Safety Act and Community Safety Amendment Act*, similar to legislation which is in force in several Canadian provinces and the Yukon. The powers within this legislation are an effective and reasonable response from provincial authorities to chronic and illegal behavior from problem properties. To echo the words of Mayor Hansen, it is frustrating and disheartening that the tools set out in this Act are not available to local governments, and as a result, we are unable to address the community safety challenges we face today.

We feel compelled to add the City's voice to the call for stronger support from the Province to better meet persistent threats of crime and disorder within our local communities. We ask you to consider bringing into force the *Community Safety Act* and *Community Safety Amendment Act* along with the necessary law enforcement resources to effectively implement such legislation. If this is not possible, we request that the Province look at other effective tools and interventions which could help us respond to problem properties in the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Dahl', with a stylized flourish at the end.

Kermit Dahl  
Mayor

**From:** [ETSI-BC](#)  
**To:** [Catherine Allaway](#)  
**Subject:** Spring Intake Opens March 11 - Register for an Info Session!  
**Date:** January 25, 2024 8:00:26 AM

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[View this email in your browser](#)



## Spring 2024 Funding Intake Opens March 11, 2024

We are pleased to announce that ETSI-BC will be accepting applications for our Spring Funding Intake from March 11 to April 12, 2024. We hope to have a higher than ever allocation for our Spring 2024 Intake so we can support more innovative projects than ever before!

This Funding Intake is focused on our [Building Economic Development Capacity](#) and [Innovating and Advancing Key Sectors](#) funding streams. Both of these have had changes to reflect our new Strategic Plan, so make sure you read the updated [Application Guides](#) and speak to one of our friendly Project

Consultants before applying.

Applications will be accepted on the [Grant Application Portal](#) starting March 11, 2024 and will be accepted up until 4 pm PST on April 12, 2024.

**Register now for a Spring 2024 Funding Intake Info Sessions:**

Tuesday, February 13 at 1pm (PST) > [CLICK HERE.](#)

Tuesday, February 20 at 10am (PST) > [CLICK HERE.](#)

If you are unable to attend an Info Session, or have questions about your application, please contact our Program Administrator, Mary Beadman, [info@etsi-bc.ca](mailto:info@etsi-bc.ca), tel. 236.420.3680, ext. 1. Mary will be delighted to connect you with your Project Consultant.

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### **About ETSI-BC**

ETSI-BC, the Economic Trust of the Southern Interior, was created in 2006 with a \$50 million endowment from the Province of BC to assist in the growth and diversification of the economy of the Southern Interior of BC. The Trust is governed by a 13-member Board of Directors, receiving input from Regional Advisory Committees made up of elected officials from both the Thompson-Okanagan and Columbia-Kootenay regions. We provide funding for projects in five key funding streams:

1. Building economic development capacity
2. Supporting business resilience and growth
3. Innovating and advancing key sectors
4. Developing human capital
5. Creating value for the economic development ecosystem

For more information about ETSI-BC, visit us at [www.etsi-bc.ca](http://www.etsi-bc.ca).

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[www.etsi-bc.ca](http://www.etsi-bc.ca)

**Our mailing address is:**

201-460 Doyle Ave

Kelowna, BC V1Y 0C2

Canada

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January 31, 2024

File: 0530-003/0400-60

*Via email*

UBCM Member Municipalities

Dear UBCM Members:

**Re: Support for Resolution**

I am writing on behalf of Abbotsford City Council, requesting favourable consideration and resolutions of support for our proposed UBCM Resolution for additional detox beds to be added to the Fraser Health Region at the upcoming LMLGA Convention, in advance of the UBCM Convention this fall.

At the January 30, 2024 Council Meeting, City Council approved the following resolution:

WHEREAS the Province of BC, through their 2023 Pathway to Hope progress report committed to “eliminating gaps in the mental health care and substance use treatment system,” and to “building an integrated system of care that includes access to a full spectrum of treatment and recovery options” so that “no one falls through the cracks”<sup>1</sup>;

AND WHEREAS the Fraser Health Region which covers nearly two million people in 20 diverse communities from Burnaby to Fraser Canyon has only one publicly funded facility that offers rapid access to detox with a total of 24 beds for both youth and adults which results in wait times for persons wishing to enter detox;

AND WHEREAS wait times for detox beds are a known barrier for those seeking the option of treatment for addiction when they are ready;

THEREFORE BE IT RESOLVED that the Union of BC Municipalities lobby the provincial government in order to provide more funding to open detox centres in the Fraser Health Region where they are needed and where accessing existing ones would be difficult for individuals needing the service.

We look forward to, and appreciate your support on this matter.

Sincerely,

Ross Siemens  
Mayor

c. Council members  
Peter Sparanese, City Manager

<sup>1</sup> [https://www2.gov.bc.ca/assets/gov/government/ministries-organizations/ministries/mental-health-addictions/a\\_pathway\\_to\\_hope\\_progress\\_report.pdf](https://www2.gov.bc.ca/assets/gov/government/ministries-organizations/ministries/mental-health-addictions/a_pathway_to_hope_progress_report.pdf)

**Mayor**

Ross Siemens

**Councillors**

Les Barkman

Kelly Chahal

Patricia Driessen

Simon Gibson

Dave Loewen

Patricia Ross

Dave Sidhu

Mark Warkentin



# THE LITTLE ~~ENGINE~~ THAT COULD:

## Supporting Active Transportation in Williams Lake

LGCAP Virtual Engagement | 28 November 2023

Natalie Swift  
Indigenous Relations & Climate Action  
/ Active Transportation Coordinator

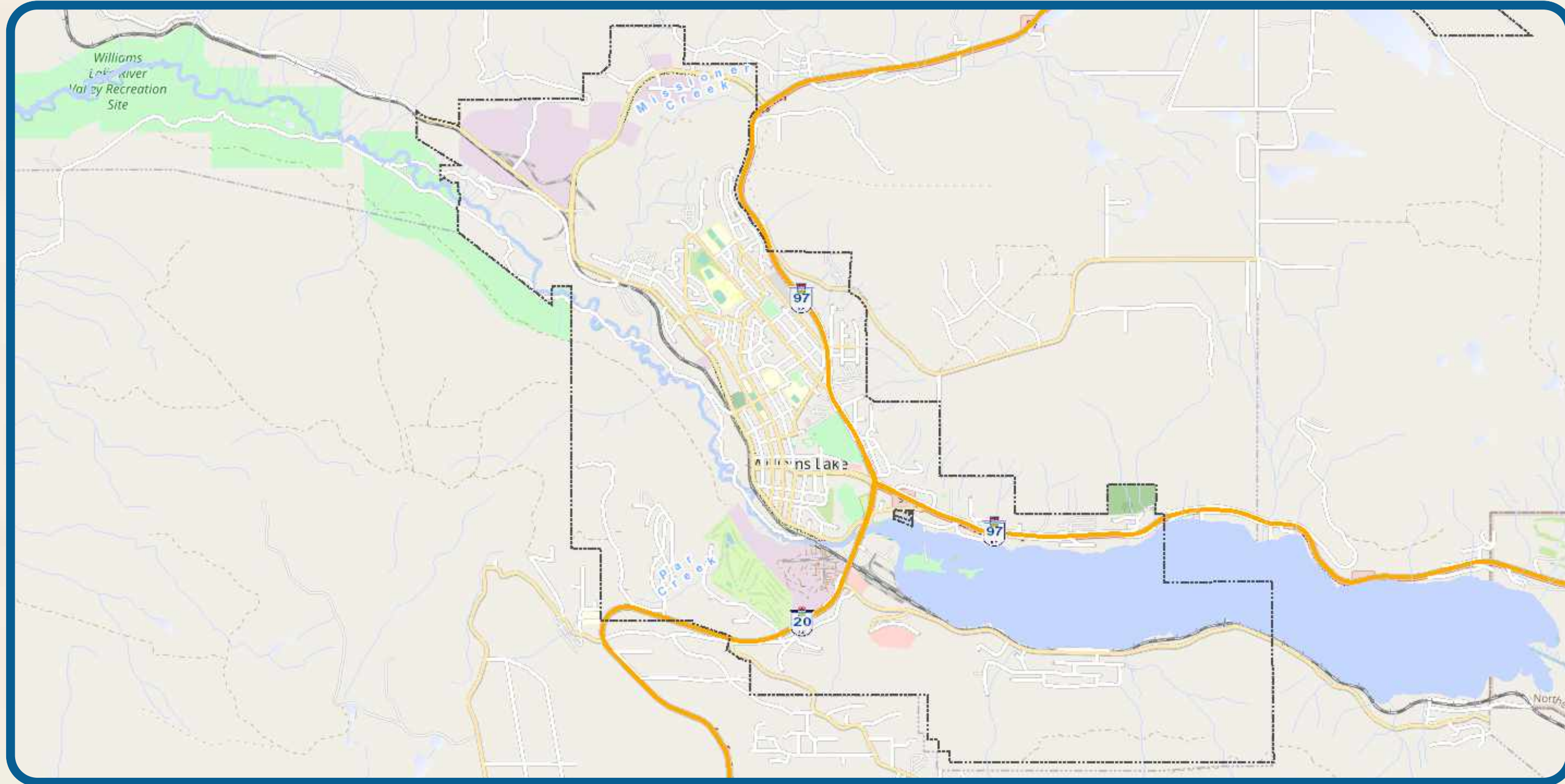
[nswift@williamslake.ca](mailto:nswift@williamslake.ca)

# WHERE THE JOURNEY STARTS



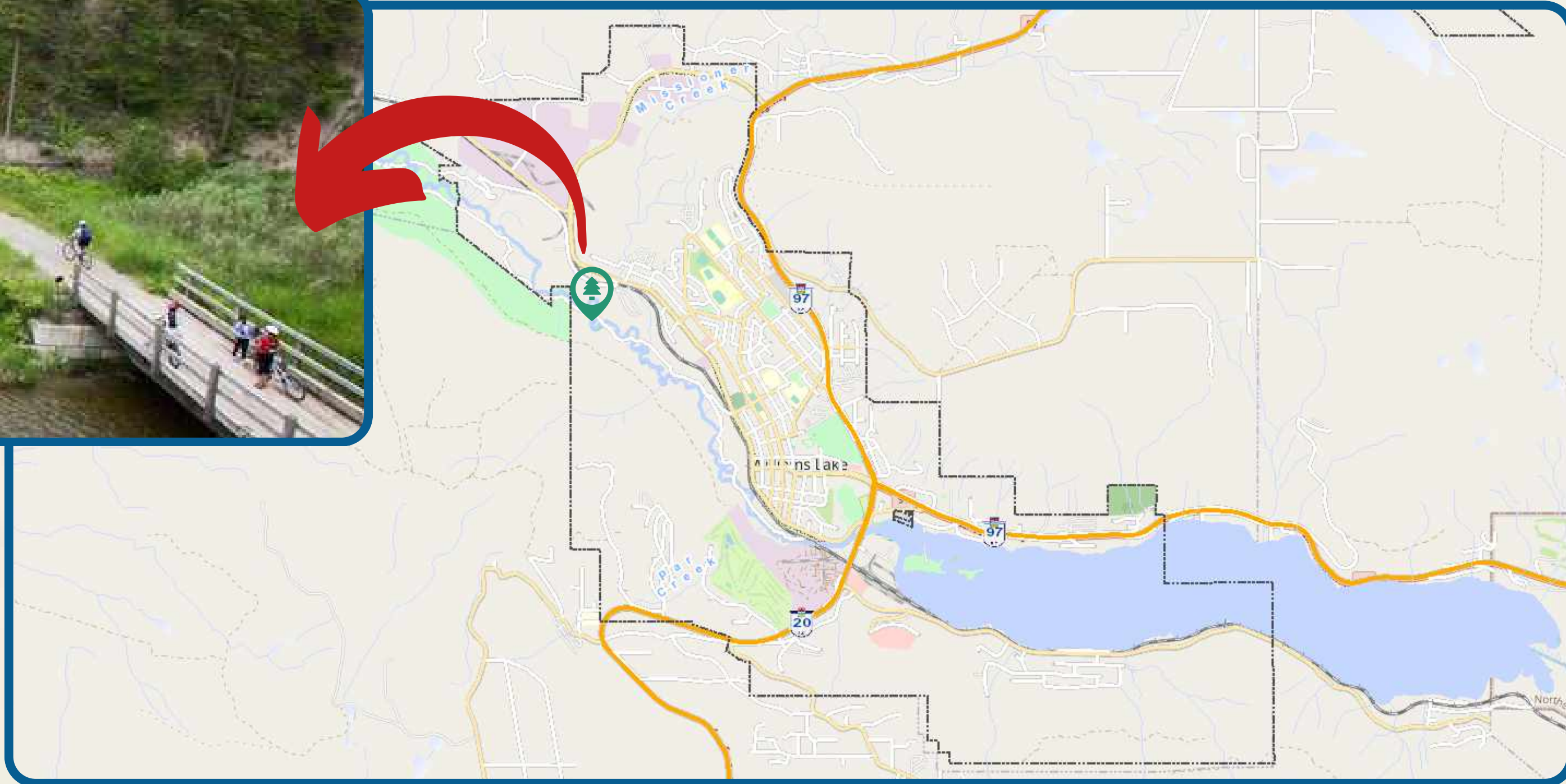


# WHERE THE JOURNEY STARTS



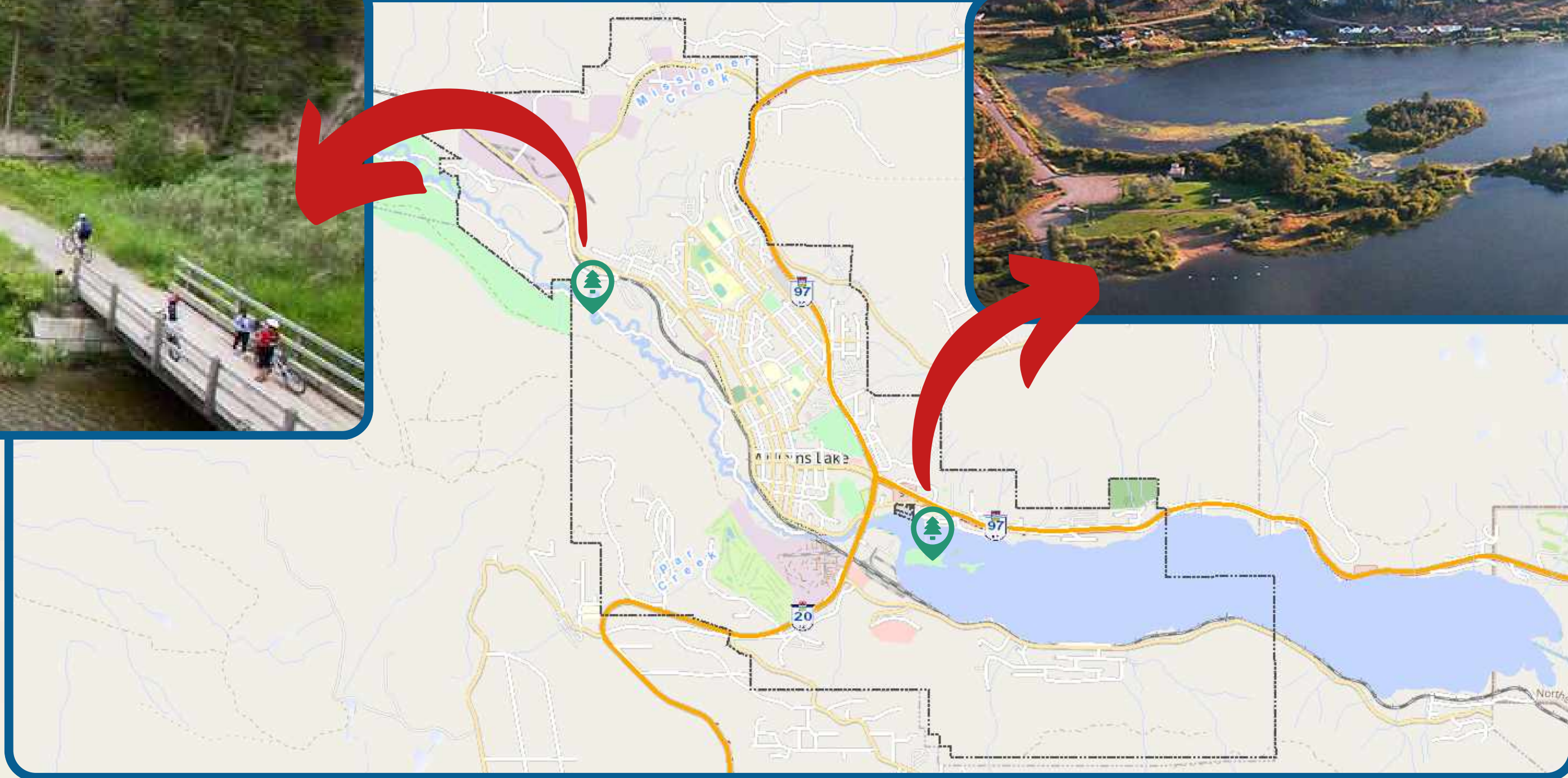


# WHERE THE JOURNEY STARTS



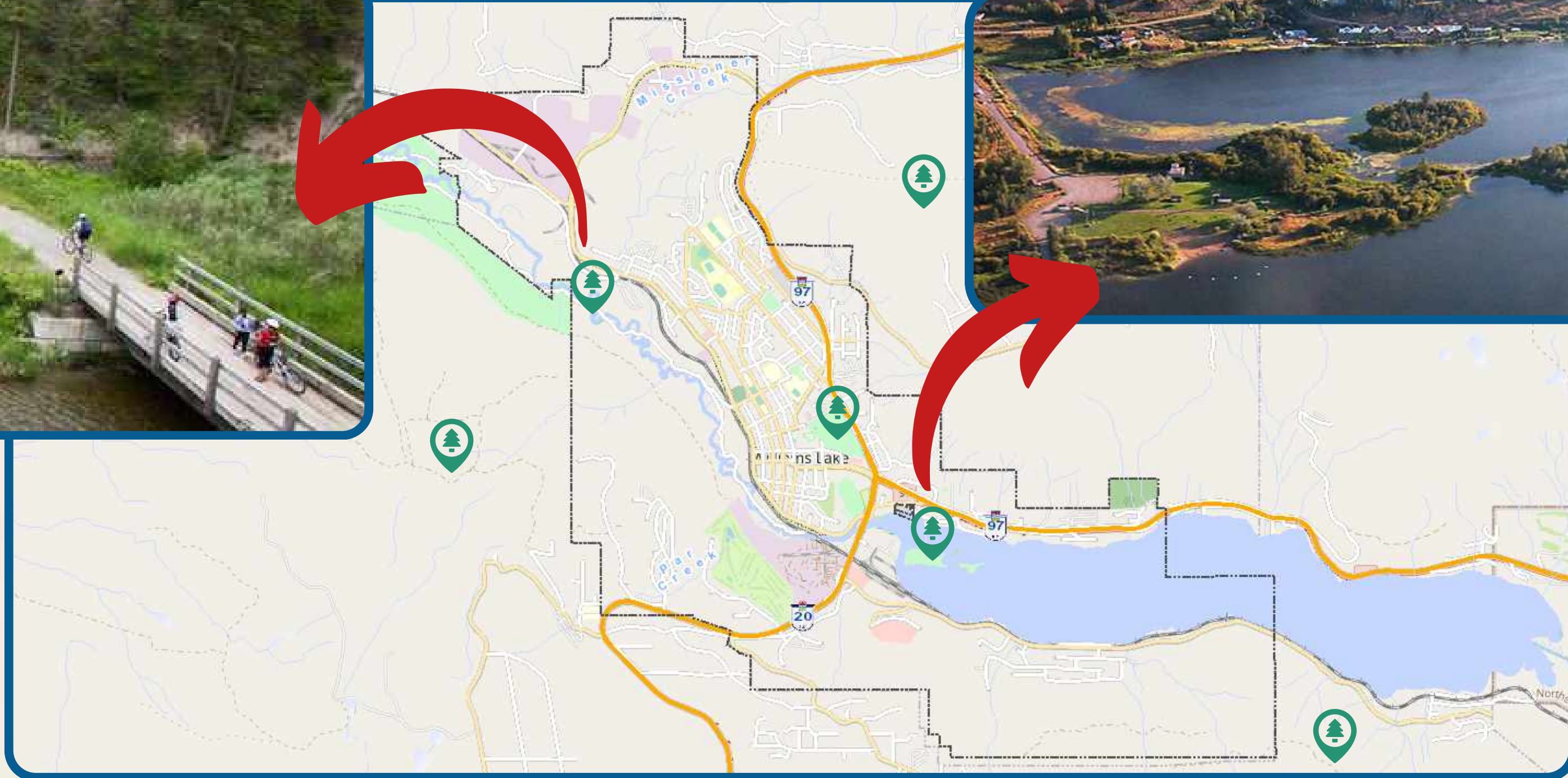


# WHERE THE JOURNEY STARTS





# WHERE THE JOURNEY STARTS





# WHERE THE JOURNEY STARTS





# WHERE THE JOURNEY STARTS





# WHERE THE JOURNEY STARTS





# WHERE THE JOURNEY STARTS





# WHERE THE JOURNEY STARTS





# PLANNING THE PATH FORWARD: Policy Context

## Official Community Plan

Create a comfortable, direct, and safe network of walking and cycling facilities [...] that connect most destinations in the city...

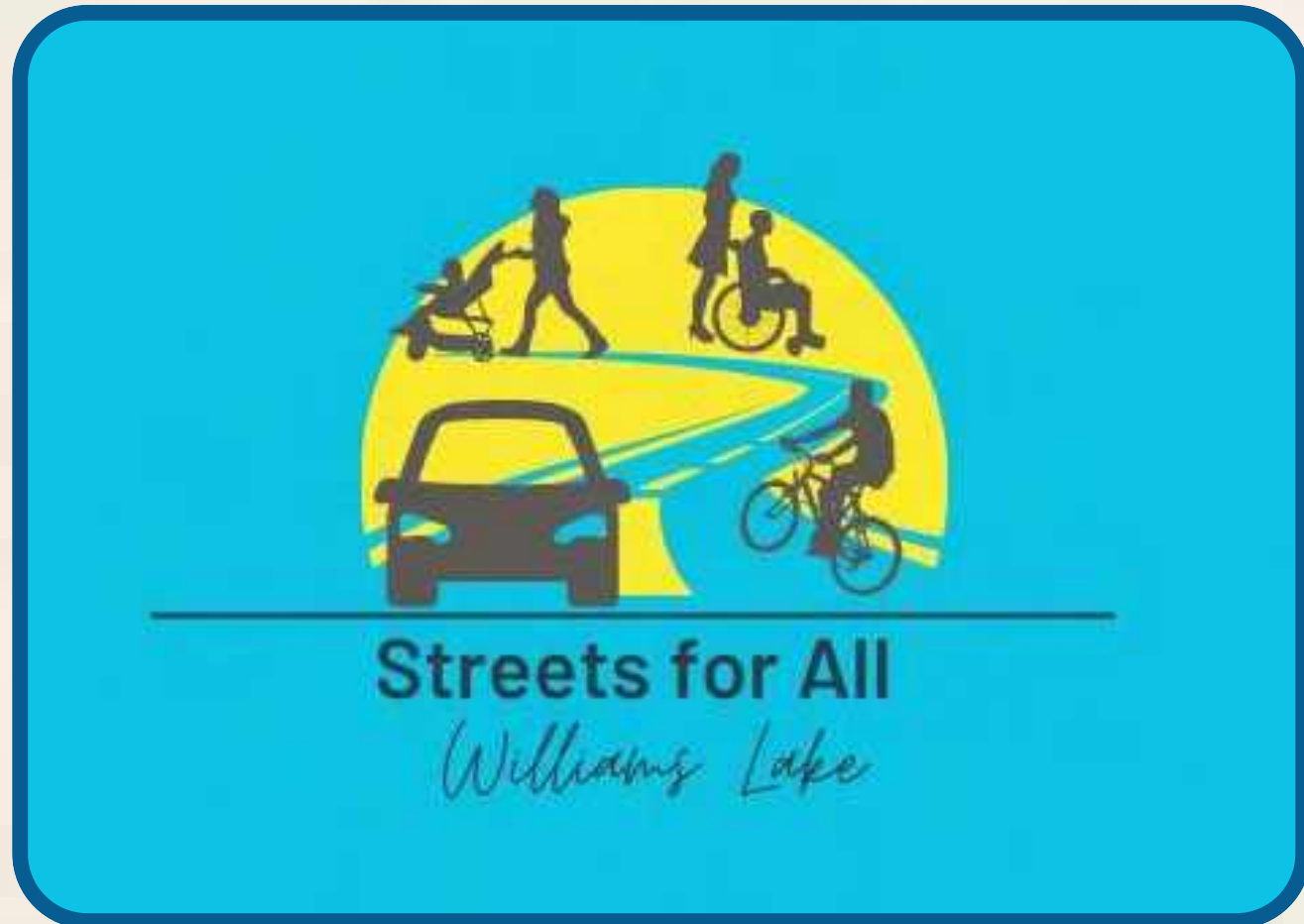
## Parks, Trails, Outdoor Recreation Master Plan

- Safe highway crossings
- Safe routes to school
- River valley extension



# ON OUR WAY: Existing Initiatives

Community & Council Advocacy

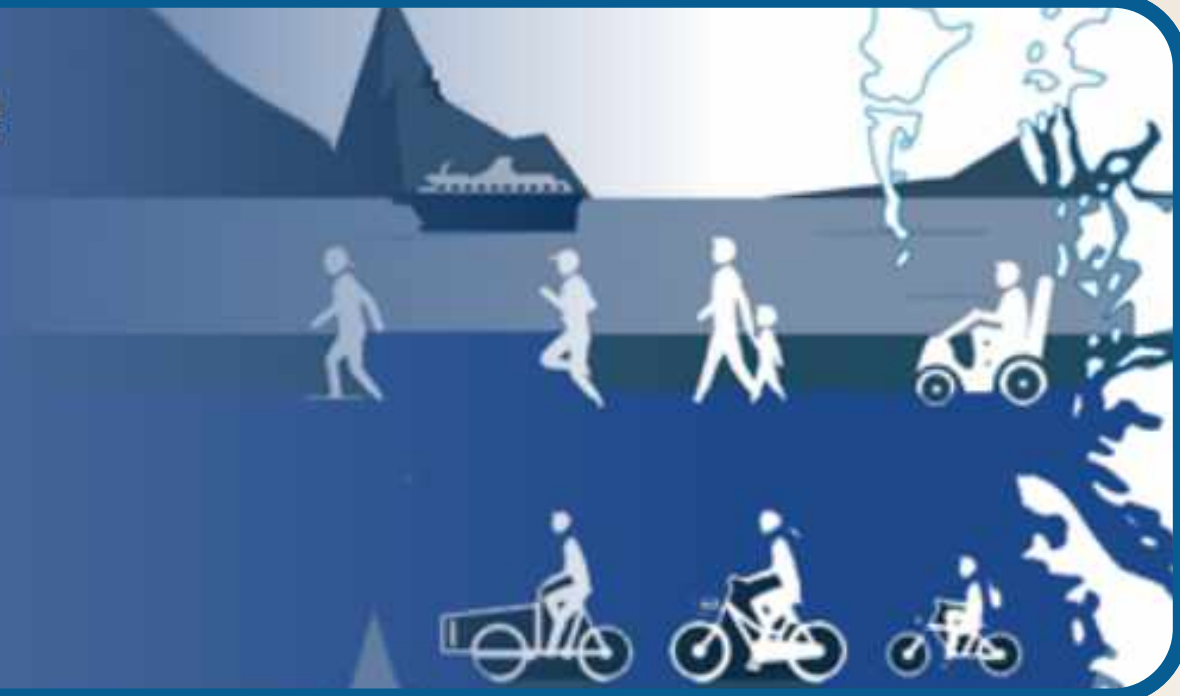


# ON OUR WAY: Existing Initiatives

Active Transportation Network Plan Grant Application

## B.C. Active Transportation Infrastructure Grants Program

Cost-sharing funding for Indigenous and local governments





# ON OUR WAY: Existing Initiatives

## Pedestrian/Bike Lanes



# ON OUR WAY: Existing Initiatives

## Crosswalks





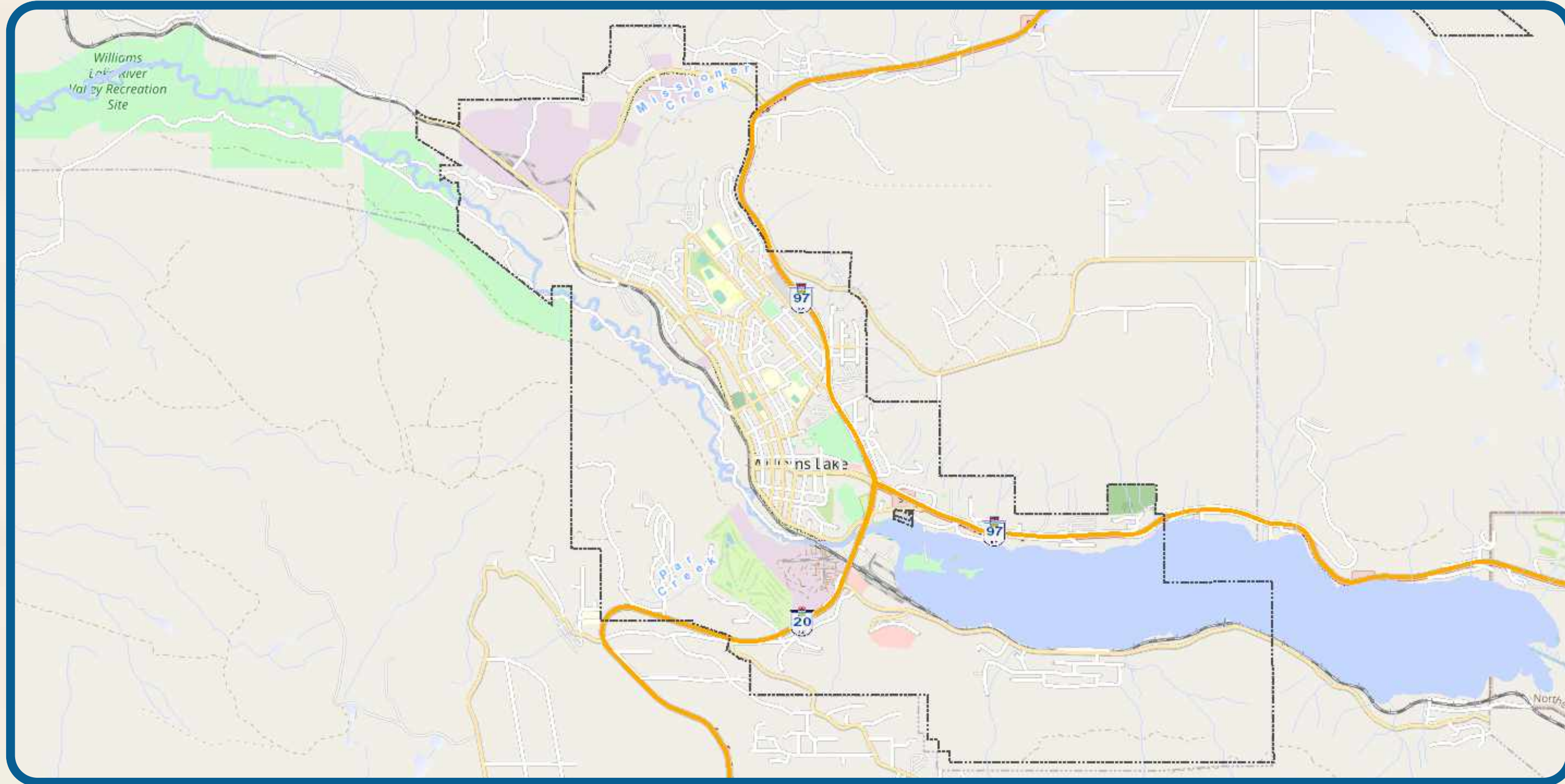
# ON OUR WAY: Existing Initiatives

## Pedestrian/Bike Bridges



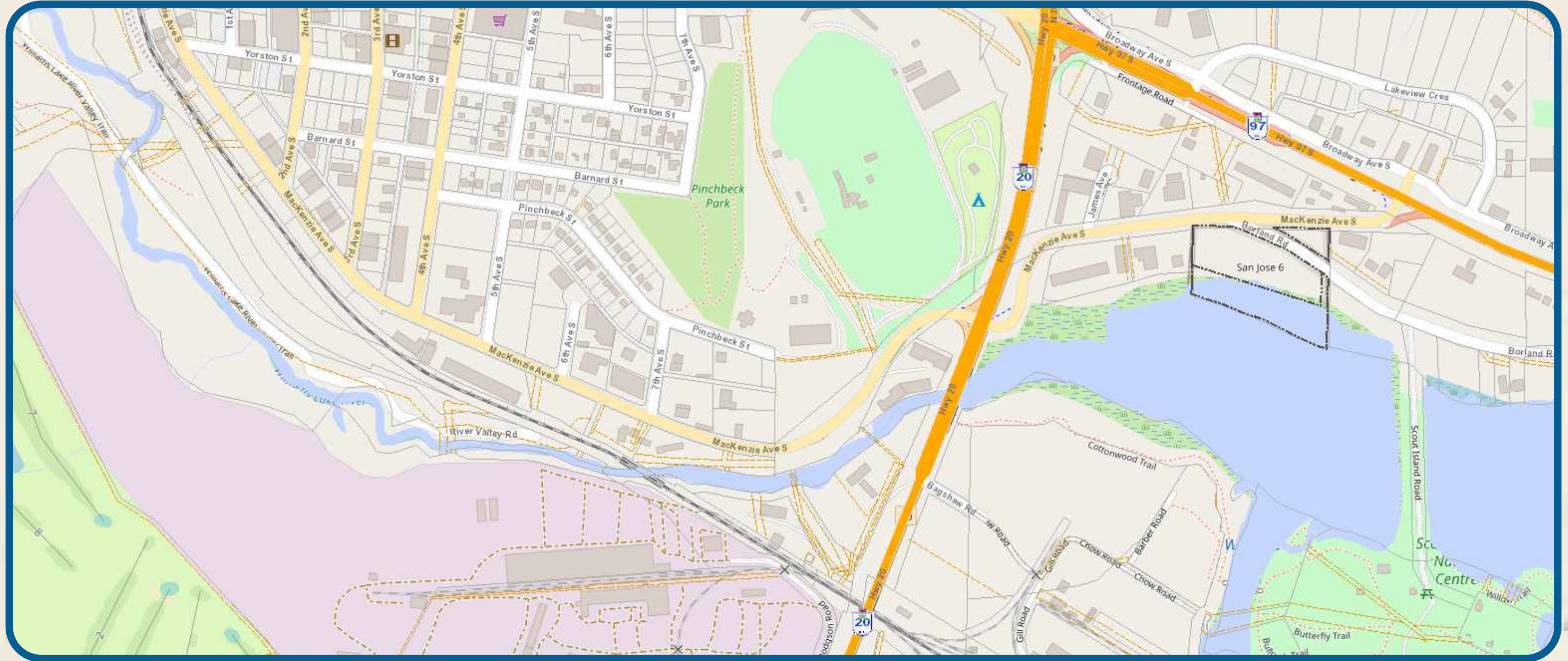


# OUR CURRENT PATH: The Little Connection That Could



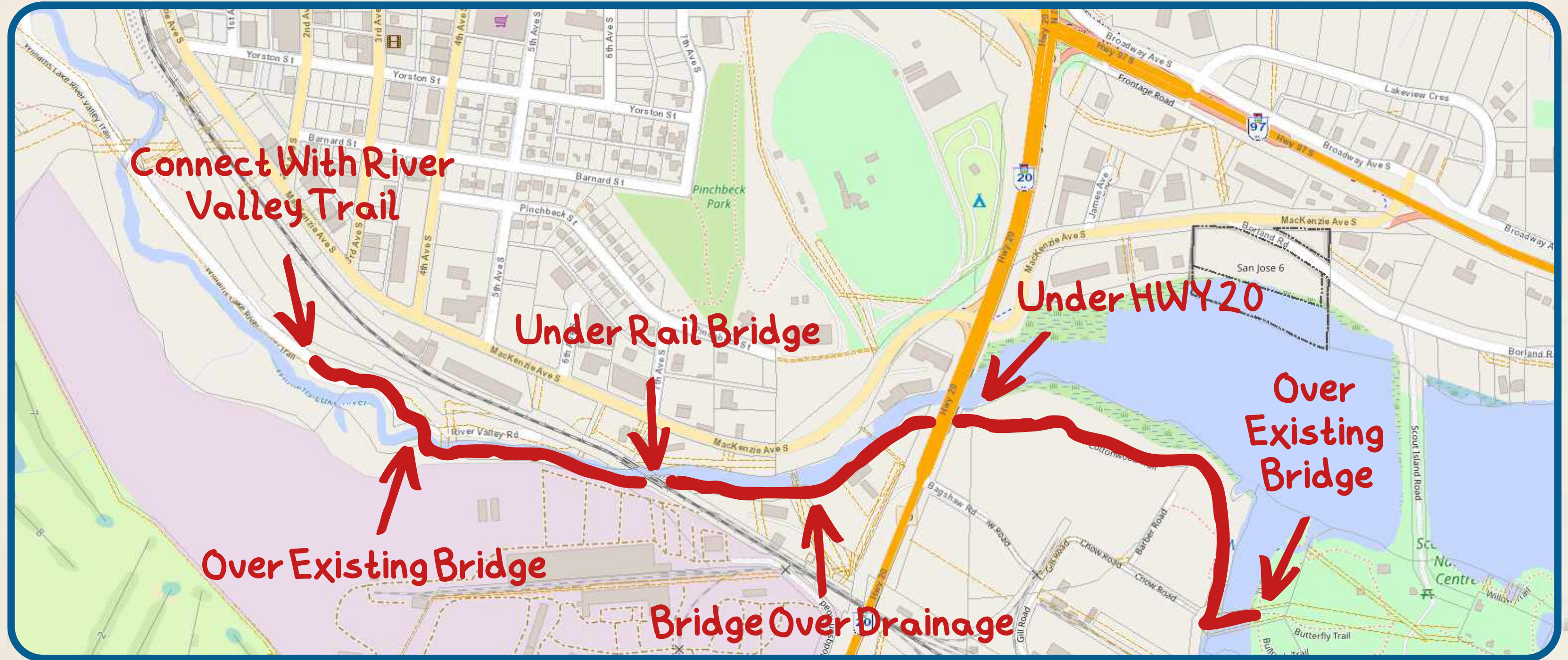


# OUR CURRENT PATH: The Little Connection That Could





# OUR CURRENT PATH: The Little Connection That Could





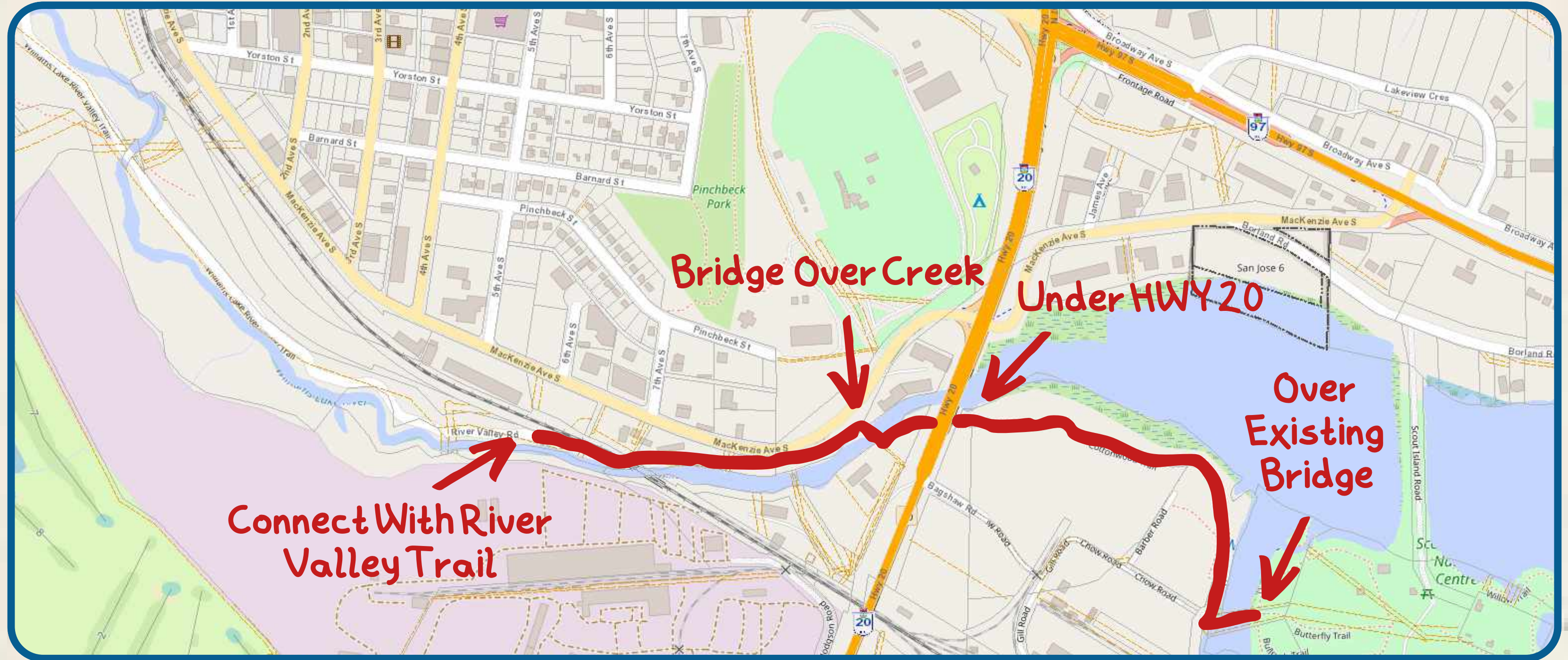
# OUR CURRENT PATH: The Little Connection That Could





# OUR CURRENT PATH: The Little Connection That Could

NEW





# OUR CURRENT PATH: The Little Connection That Could

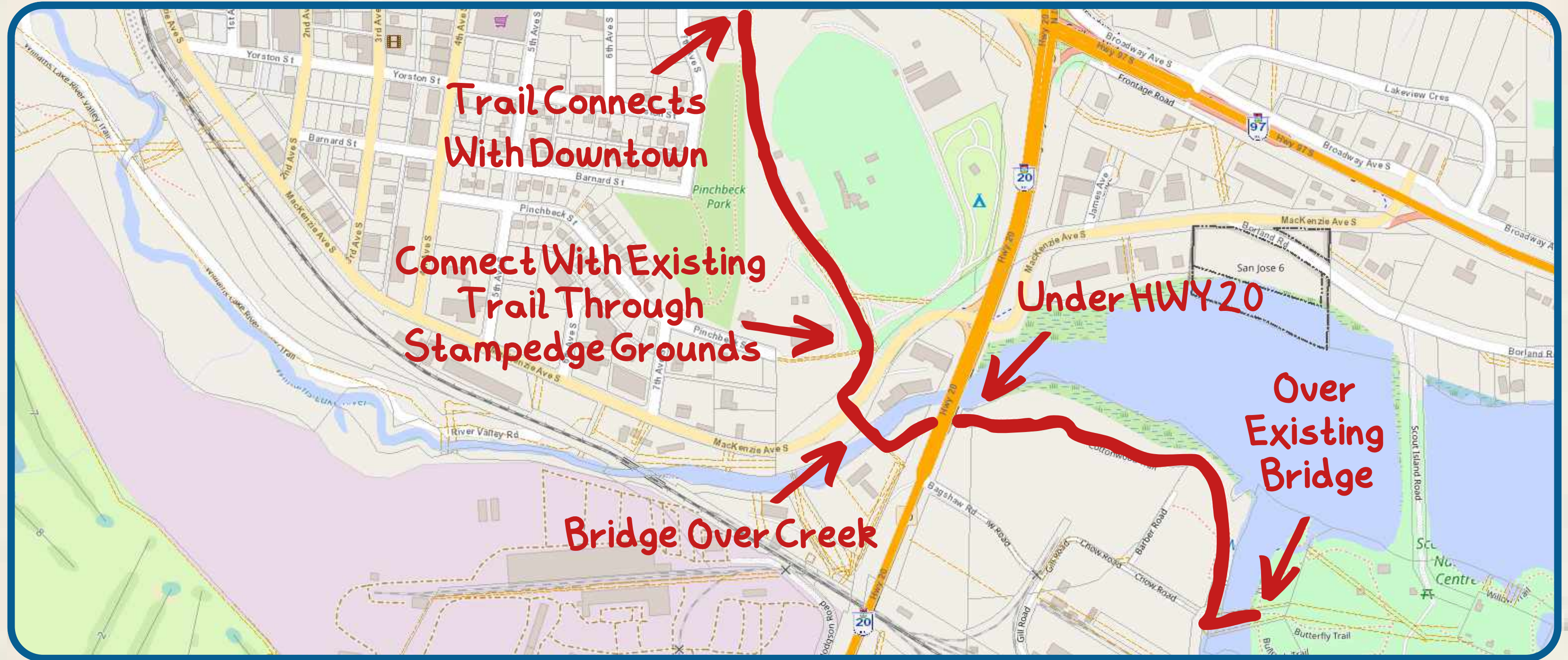
NEW





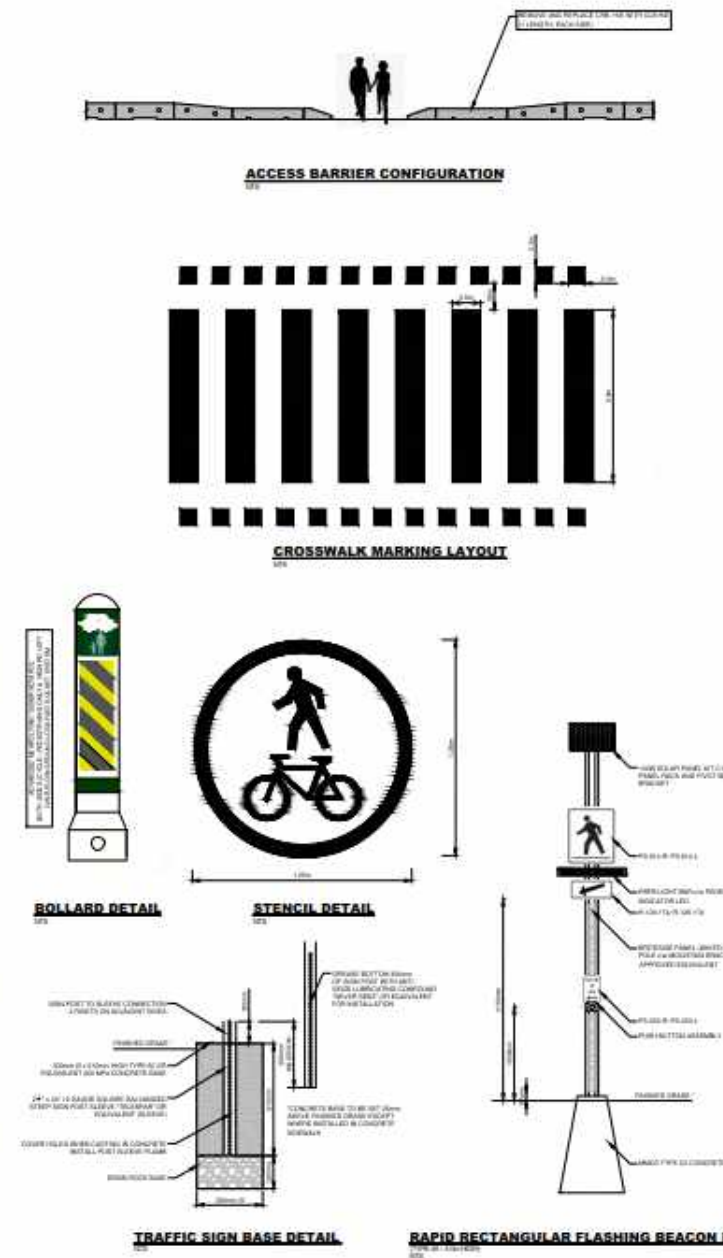
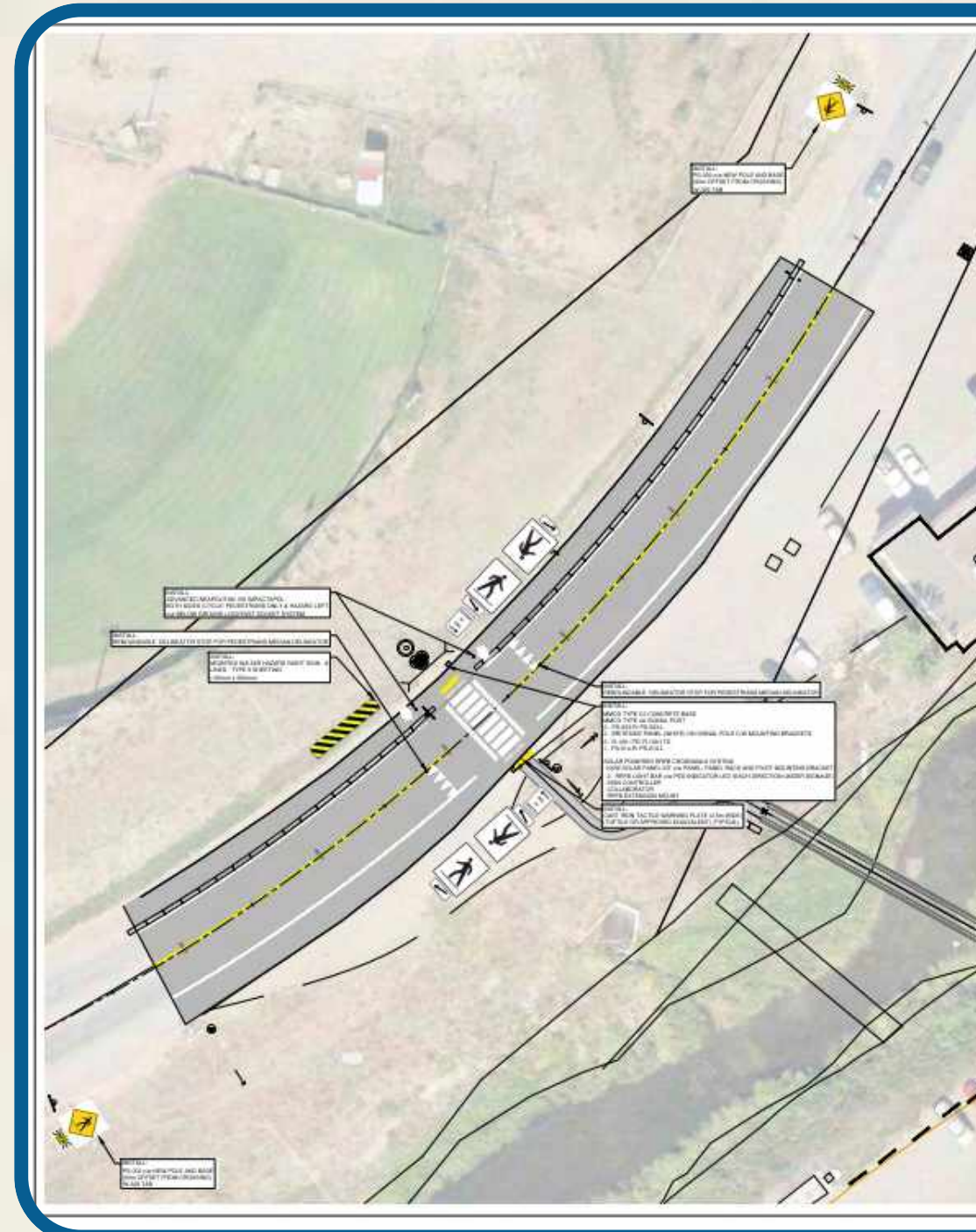
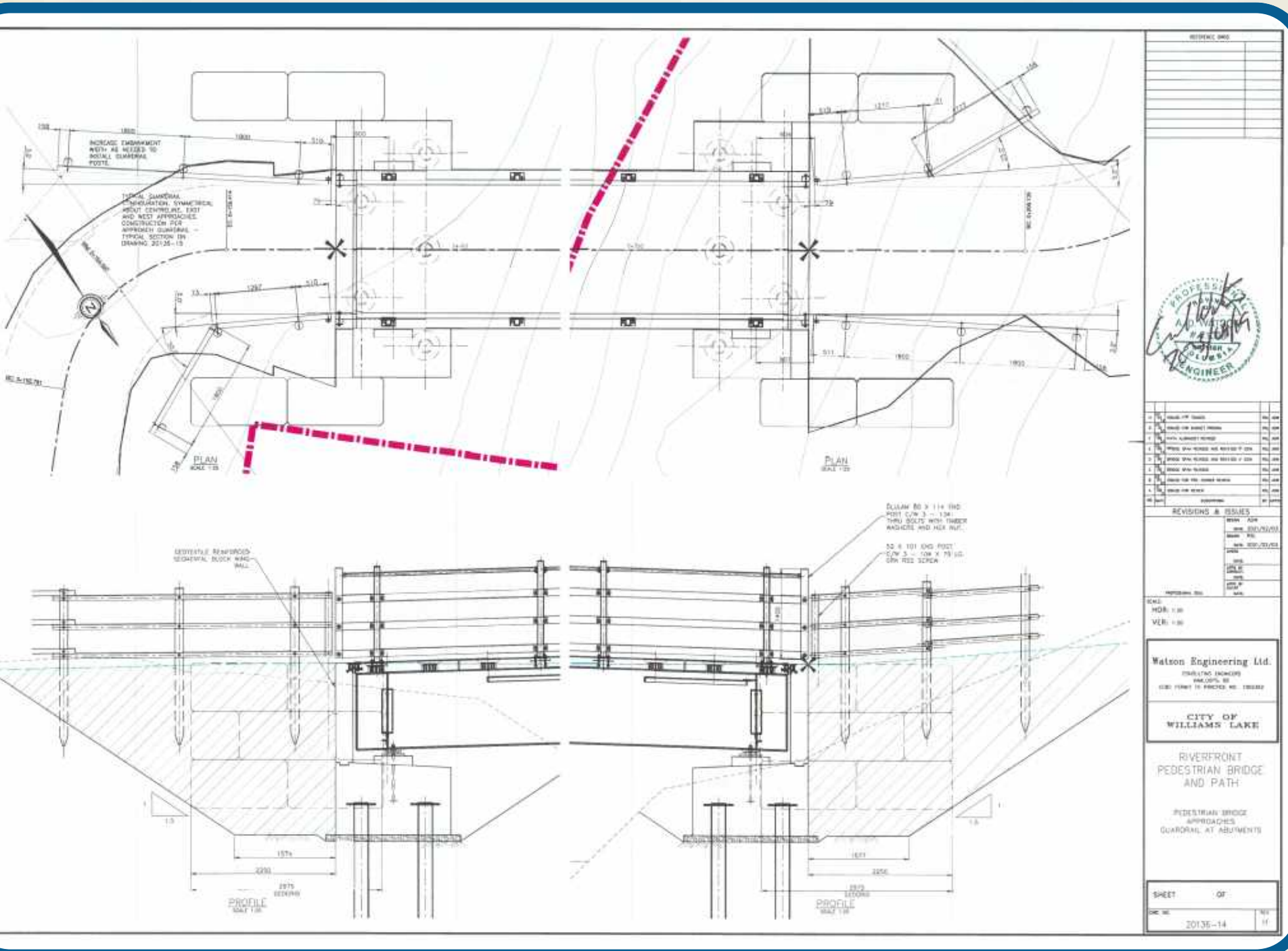
# OUR CURRENT PATH: The Little Connection That Could

NEWER





# WE MADE IT: The Little Connection Could!





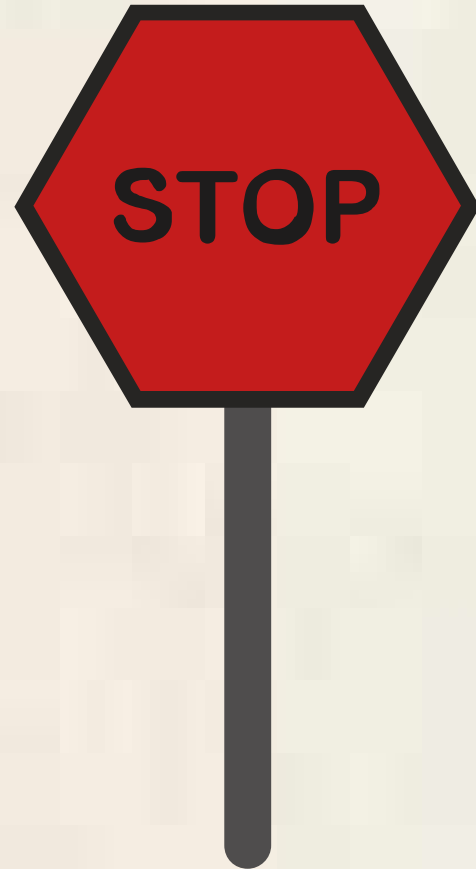
# WE MADE IT: The Little Connection Could!





# WE MADE IT: The Little Connection Could!

Core “Challenge Areas” Along The Way



- Feasibility
- Funding
- Land Ownership & ROWs

# THE LITTLE CONNECTION THAT COULD

## Summary

- There is a vision and need for AT connectivity in Williams Lake
- Various initiatives are underway in Williams Lake to support AT
- An “I think I can” attitude helped make “our little connection” happen!

Feel free to get in touch:

Natalie Swift . [nswift@williamslake.ca](mailto:nswift@williamslake.ca)

Indigenous Relations & Climate Action / Active Transportation Coordinator



## **FOR IMMEDIATE RELEASE**

Fraser Lake, BC - January 24, 2024

### **RE: West Fraser Timber Co. Ltd. Announces Permanent Closure of Fraser Lake Sawmill**

On January 22, 2024 West Fraser Timber declared the permanent closure of its operations at the Fraser Lake Sawmill. The decision is attributed to West Fraser's inability to access economically viable fibre in the region.

The announcement has stunned communities throughout the region, including Municipal, Regional, and First Nations governments. The substantial consequences of this development on the local community, which is impacting friends, neighbours, and families, is deeply disconcerting.

In response to this situation, the surrounding area is mobilizing efforts to explore viable alternatives that will ensure economic sustainability for the affected communities. A key focus is on preserving the fibre resources within the region.

Despite the challenges, the Fraser Lake area stands resilient and vibrant. Chief Michell of Stellat'en First Nation, Chief Louie of Nadleh Whut'en First Nation, Chair Parker (Electoral Area D Director) Regional District of Bulkley-Nechako, and Mayor Storey from the Village of Fraser Lake have engaged in discussions with Provincial and Federal Government officials, seeking various forms of government support.

The impacted communities are uniting their efforts to find solutions and resources for those most affected by the closure. This collaborative approach involves regular communication and an intensified economic partnership to address the challenges posed by this development.

As the region faces this significant change, stakeholders are committed to working together to mitigate the impacts and forge a path towards a sustainable and prosperous future. All levels of government are committed to a strong communication of relevant developments and supportive initiatives.

Together we will get through this challenging time in our history and find a pathway forward.

Sincerely,

**Sarrah Storey**  
Mayor  
Village of Fraser Lake

**Marten Louie**  
Chief  
Nadleh Whut'en

**Robert Michell**  
Chief  
Stellat'en

**Mark Parker**  
Chair/Director, Electoral  
Area D, Regional District  
of Bulkley-Nechako

CC: Premier David Eby  
Bruce Ralston, Minister of Forests  
Nathan Cullen, Minister of Water, Land, and Resource Stewardship  
Brenda Bailey, Minister of Jobs, Economic Development and Innovation

**District of Sicamous**

446 Main Street  
PO Box 219  
Sicamous, BC  
VOE 2V0

**T:** 250 836 2477  
**F:** 250 836 4314  
**E:** info@sicamous.ca  
sicamous.ca



January 26, 2024

The Honourable David Eby, MLA  
Premier of the Province of British Columbia  
premier@gov.bc.ca

*DELIVERED VIA EMAIL*

**Re: Support for Bill-34**

---

Dear Premier,

District of Sicamous council would like to express its support for Bill 34 and the *Restricting Public Consumption of Illegal Substances Act*.

We are disappointed by the Supreme Court's decision to grant a temporary injunction against Bill-34, which would protect children and youth from being exposed to illicit drug use and impose fines on those who choose to use drugs openly in public parks, sports fields and beaches.

Council urges the Province to appeal the Supreme Court decision.

When decriminalization came into force, council saw that the pilot program lacked guardrails and undermined provincial legislation regulating the possession and consumption of alcohol, tobacco and cannabis in public spaces.

For Sicamous, it was important to ban drug use in our parks, aligning with existing prohibitions for smoking, alcohol and cannabis. We knew we had to keep parks safe and welcoming for families. Amending our parks regulation bylaw allowed the District to implement its own guardrails and we were pleased to see the Province taking a similar approach.

Public spaces should continue to be enjoyed and used for their intended purpose.

Decriminalization aims to reduce the stigma that prevents illicit drug users from accessing lifesaving supports and services. We fear decriminalization will not solve the toxic drug crisis. Many of us have either lost a friend or loved one from toxic drugs or know someone who has lost a friend or family member. The number of overdoses, the lives lost, in our Province is devastating.

Increased funding and immediate access to addiction supports and treatment beds are



needed to help individuals and families suffering from addiction.

When help is sought, and a glimmer of hope exists, it must be available at that moment for there to be healing and change.

Sincerely,

A handwritten signature in black ink that reads "Colleen Anderson". The signature is fluid and cursive, with the first name "Colleen" and the last name "Anderson" clearly legible.

Colleen Anderson, Mayor  
**DISTRICT OF SICAMOUS**

cc. Mel Arnold, MP North-Okanagan Shuswap  
Greg Kylo, MLA Shuswap  
B.C. Municipalities and Regional Districts

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: February 5, 2024

SUBJECT: Development Permit Application – 331 Front Street

**PURPOSE:** To consider a Heritage and Commercial Core Development Permit application for the “1896 Building” located at 331 Front Street.

**OPTIONS:**

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

1. **Approve the application. Renovations will proceed as planned.**
2. Deny the DP. *The proposed changes to the building will not be allowed.*
3. Refer back to staff for further review and report.

**RECOMMENDATION:**

THAT the application for a Heritage and Commercial Core Development Permit for the property located at 331 Front Street be approved.

**ANALYSIS:**

- A. **Background:** The 1896 Building is located on the south side of Front Street between the Angry Hen (to the west) and a vacant parcel, in the Heritage and Commercial Core Development Permit Area (DPA) identified in the Village’s Official Community Plan (OCP). The building was constructed in 1896 and was formally designated as a heritage structure in 2011. The building is listed in Kaslo’s Community Heritage Register, on the BC Register of Historic Places and Canada’s Register of Historic Places (<https://www.historicplaces.ca/en/rep-reg/place-lieu.aspx?id=19034>)

The owners of the building have submitted an application for a Heritage and Commercial Core Development Permit (DP) which is required prior to alteration of the building exterior. Staff reviewed the application and found inconsistencies with the Design Guidelines in the OCP so it was forwarded to Council for consideration. Council referred the matter to the Art & Heritage Committee, which met on 2024.01.15 to review the application. The applicant presented information to the committee indicating compliance with the Design Guidelines and the committee’s report is attached, along with supplemental information from the applicant.

As required by the OCP, notice of the proposed DP was provided to all property owners within 60m of the subject property. Only one response was received, in support of the application. A Council resolution is required to issue the DP.

- B. **Discussion:** According to the Statement of Significance for the heritage asset, the primary value lies in the architecture and construction materials. Key character defining elements include the brick details, arched window openings, with the bricks, window details and 1896 sign dating to the time of construction. The proposed design will preserve these elements.

C. **Attachments:**

- Development Permit Application
- Art & Heritage Committee Report
- 2024.01.16 Correspondence from C. Jakovickas
- 2024.02.02 Letter of support from S. Fawcett
- 1896 Building Statement of Significance (Community Heritage Register)
- Heritage and Commercial Core Guidelines (OCP excerpt)
- Building Design Guidelines

D. **Financial Implications:** The \$250 application fee has been paid.

E. **Corporate Priority:** Nil

F. **Environmental Impact:** Nil

G. **Communication Strategy:** Notice of the proposed development was mailed to all property owners within 60m of the subject lands and posted on the bulletin board at the Village Office.

CAO Approval: [Date approved by CAO]

PREPARED BY: Art & Heritage Committee

DATE: January 15, 2024

SUBJECT: Development Permit Application – 331 Front Street (1896 Building)

**SUMMARY:** The Art & Heritage Committee met on 2024.01.15 to consider a Development Permit application for the 1896 Building, located at 331 Front Street.

**RECOMMENDATION:**

THAT the Art & Heritage Committee recommends to Council that the Development Permit Application for 331 Front Street be **approved subject to the following conditions**

- Explanation of any environmental considerations that lead to changes in the character defining elements
- Confirmation that the character defining elements are being preserved
- Confirmation that original bricks will be used for façade changes
- Justification for changes to window material and any new openings
- Submission of a “typical” drawing for window/door openings that preserves the heritage character
- Addition of detailing on the black beam across the façade
- Confirmation that there are no changes to the 1896 sign, and that the same typeface will also be used for house numbering
- Confirmation of the location of exterior gooseneck light
- Specification of window trim colours, and colours of front façade board and batten
- Inclusion of the design rationale for all the above

**DISCUSSION:**

The following material was consulted in relation to the application:

- Village of Kaslo Official Community Plan – Heritage and Commercial Core DPA
- Building Design Guidelines
- Colour Design Guidelines
- Village of Kaslo Community Heritage Register

The following elements were considered during the evaluation process:

- General form & character
- Environmental considerations (wind, rain, snow, ice)
- Pattern
- Secondary Facades
- Maintenance
- Façade Elements (exterior wall materials, wall openings, ornamentation, cornice treatments)
- Signage (typeface and colour)
- Overhangs
- Colour (historic colours, colour schemes)



## RATIONALE:

The Art & Heritage Committee provide the following justification for their recommendation:

| Criterion                    | Comments  |
|------------------------------|---|
| General form & character     | No changes proposed, no concerns.   |
| Environmental considerations | Covering the coal chute is acceptable to protect the foundation and prevent water from entering.  |
| Streetscape style            | No changes proposed, no concerns.   |
| Setback                      | No changes proposed, no concerns.   |
| Scale                        | No changes proposed, no concerns.   |
| Proportion                   | <p>The addition of transom windows above the existing main floor windows is consistent with the heritage design guidelines. The building originally had a plate glass front.</p> <p>The size and shape of the upper windows will remain unchanged. All upper windows should have decorative muntins, whether they open or not.</p>  |
| Pattern                      | Key character defining elements are being maintained (transom window above front door, front pillars, front doors, brick details and window patterns).  |
| Secondary Facades            | The utility room exterior door will be bricked over with original bricks.   |
| Maintenance                  | Changing the window material from wood to aluminum clad wood is acceptable to reduce maintenance.   |
| Façade Elements              | <p>The key façade elements will be maintained, with original brick used if possible. Brick details, including corbelled bull-nose trim, light colour banding and arches above upper windows will remain unchanged.</p> <p>The addition of transom windows above the existing main floor windows is consistent with the heritage design guidelines. The building originally had a plate glass front.</p> <p>New wall openings are acceptable as they are required by code for fans/vents.</p> <p>The black beam across front façade requires some decorative detail.</p> |
| Signage                      | No changes will be made to the 1896 sign. The same typeface should be continued for house numbering.  |
| Overhangs                    | Council permission is required if the gooseneck light will project over the sidewalk.   |
| Colour                       | Window trim colours, and colours of front façade board and batten must be specified and must follow the Colour Guidelines.  |

January 16, 2023

Kaslo Art & Heritage Committee  
Mayor Suzan Hewat and Council  
Village of Kaslo  
PO Box 576  
Kaslo, BC V0G 1M0

Dear Mayor Hewat, Council, and the Kaslo Art & Heritage Committee:

Re: Development Permit Application – 331 Front Street (1896 Building)

Thank you for your consideration of our development permit application. In response to your request to satisfy the following conditions, please see below as an elaboration of our letter that was previously submitted:

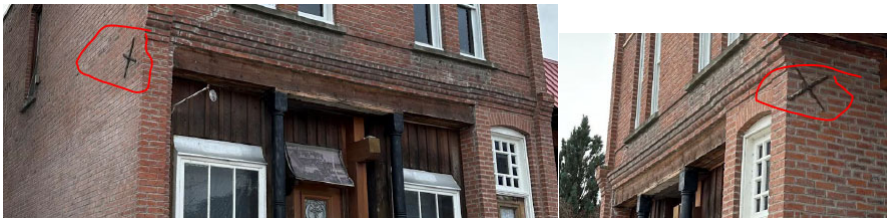
**Explanation of any environmental considerations that lead to changes in the character defining elements**

No character defining elements have been changed. See discussion below regarding the window replacement.

**Confirmation that the character defining elements are being preserved**

Canada's Historic Places lists the late nineteenth-century architectural detailing and character defining elements of the building as follows:

- The tie-bar – will be retained and preserved.



- The arched window openings – existing arched window openings will be retained and preserved on all sides of the building (exception being the fire exposure risk door opening that is being bricked in – see below).



- Corbelled bullnose brick detail – will be retained and preserved



- Front pillars - will be black and will be maintained and preserved.



### **Confirmation that original bricks will be used for façade changes**

We have collected nearly 1,000 original bricks from the property that will be used for the façade change which specifically includes bricking in the existing door on the West wall. In consultation with our architect and the RDCK, the opening was eliminated due to fire exposure to the window in the adjacent suite. In addition to maintaining heritage aspects of the building, our goal and requirement per the building permit is to increase the life safety of the building.

### **Justification for changes to window material and any new openings**

Details regarding the window and door in the utility room were provided in the original cover letter however there are no other new openings being added at this time. The original window frames were made of wood and the new window material will be aluminum clad wood with a finished frame colour of black. In addition to maintaining heritage aspects of the building, our goal and requirement per the building permit is to increase the energy efficiency of the building.

### **Submission of a “typical” drawing for window/door openings that preserves the heritage character**

It's important to note that the physical appearance of all window frames and trim will look nearly identical to the current window installation with the exception of the window trim being black. The new windows will be recessed 4 inches into the brick opening, as they are now. The trim size will be the same as the current windows. The street facing door openings are not changing. Below is an example of the window frame and trim of a typical window opening:



### **Addition of detailing on the black beam across the façade**

The beam separating the first and second story will have a finished colour of black and finished details according to the picture below:





**Confirmation that there are no changes to the 1896 sign, and that the same typeface will also be used for house numbering**

I can confirm the existing 1896 sign will be preserved and retained and the same typeface will be used for the house numbering at the commercial space entrance.

**Confirmation of the location of exterior gooseneck light**

As depicted in the rendering submitted with the application, the gooseneck light will be above the street numbering at the entrance of the building. The lighting is expected to stay on our property and not encroach the public sidewalk.

**Specification of window trim colours, and colours of front façade board and batten**

As mentioned in the cover letter, all window trim colours will be black and the front façade board and batten wood cladding will be oxidized with “Lifetime Wood Preserver” resulting in a natural grey wood colour matching the existing façade.

**Inclusion of the design rationale for all the above**

Included in each condition point.

I would like to confirm the existing transom window above the west door on the front façade will be retained and maintained. The two original doors on the street façade will be retained and maintained. The entrance to the bottom back apartment will be a door appropriately matching the street facing doors. There will also be a transom window consistent with the heritage times added above door in the bottom back apartment.

I would also like to clarify that a dividing horizontal mullion will be added to the upper front façade windows to match the look of the existing windows.



Thank you for your help and collaboration on this project. If additional details are needed, please reach out.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cassidy Jakovickas'.

Cassidy Jakovickas

831-601-6313

Cassidy@1896building.ca

# STAND

ARCHITECTURE

To: Mayor and Council  
Village of Kaslo

Re: Renovations to 331 Front Street, Kaslo BC

Stand Architecture, on behalf of our client, Cassidy Jakovickas, has prepared the following rationale to accompany our application for a development permit and building permit.

The property, known as the 1896 building, is an important element of Kaslo's Heritage and Commercial Core. The building is 127 years old, and has held a variety of occupancies over the years, including a commercial bakery.

Most recently, and for an undetermined amount of time, the property has contained 3 residential suites, and one commercial suite at the street face of the building.

The intention for the project is to renovate all 4 suites with no change to the type of occupancies.

The exterior of the building will not be substantially altered. There will be no new openings created in any of the facades. Most windows will be replaced with new energy efficient windows to match those currently in place. All doors and window frames will be black.

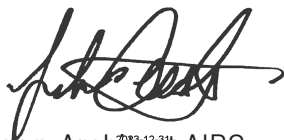
The exceptions to this include the window into the new shared utility room which will be replaced with a door. In the same room, the window in the west wall will be bricked over to eliminate the fire exposure to the window in the adjacent suite. Please see attached plans for reference.

On the street facade, due to code, on the upper floor two of the double hung windows need to be full pane glass to allow fire access, and will be awning windows. Their dimensions will remain unchanged. The remaining two windows will be single hung as per the current windows.

At the street level, the facade will be refreshed, using the current facade and a historical photo for reference.

Please refer to the images on the next page and the submitted drawings for further information.

Please be in touch with any questions,



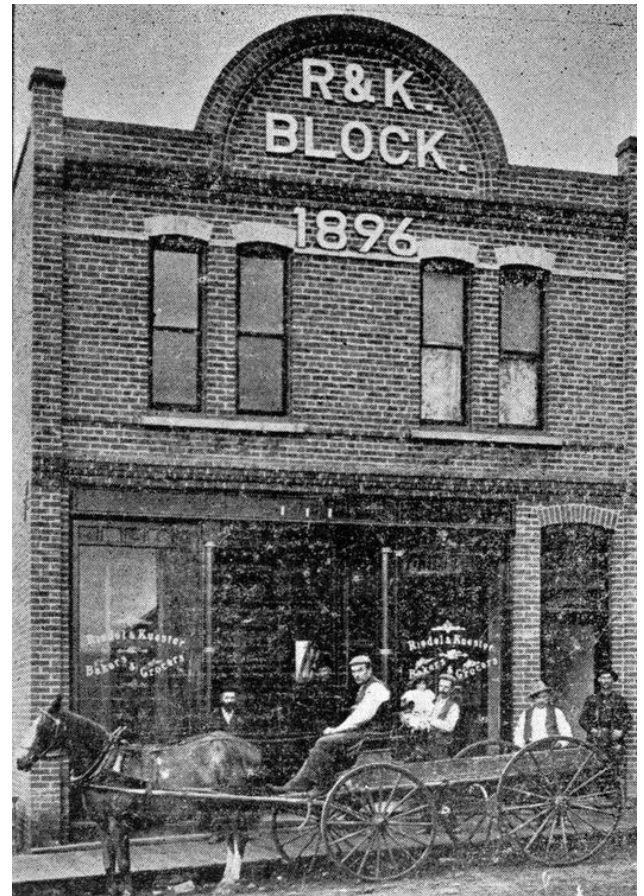
Lukas Armstrong, Architect AIBC  
Stand Architecture  
lukas@standarchitecture.com  
250 219 1878

# STAND

ARCHITECTURE



Current Facade



Reference Image



Proposed Facade

The proposed facade is a mix between the current facade and the reference image.

The rendered image is not totally accurate. All existing brick elements will remain unchanged.

The current wood cladding has been replaced with new matching wood cladding, oxidized with "Lifetime Wood Preserver".

The post and beam have been returned to the original black.

The walls run behind the post and beam to improve energy efficiency. The street number is located on a new section of wall that hides the offset 1990's post that was installed. A classic gooseneck light fixture will illuminate the street numbers.

Two of the upper windows are single hung to match existing. Two are large fixed panes to meet fire code. The lower windows are large fixed panes with transom windows above in reference to the historical windows. All frames are black, as in the reference image.

**From:** [Stephen Fawcett](#)  
**To:** [Karissa Stroshein](#)  
**Subject:** Development Permit for 331 Front Street  
**Date:** February 2, 2024 12:57:58 PM

---

To Whom it may Concern;

I live across the lane from the 1896 Building. This heritage building has been in need of upgrading for many years. I'm very pleased to see the amount of time, effort, and money being spent on refurbishing the building. When the work is complete, the building will be ready to provide rental accommodation for many years to come. I am completely in favour of this project.

- Stephen Fawcett





# 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 type="checkbox"/> Heritage & Commercial Core |
| <input 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: \_\_\_\_\_ PID \_\_\_\_\_

Legal Description (from title document):  
\_\_\_\_\_

## CONTACTS

### Applicant:

|                        |      |             |  |
|------------------------|------|-------------|--|
| Name                   |      | Company     |  |
| Address                |      | City        |  |
| Email                  |      | Postal Code |  |
| Phone                  | Cell | Fax         |  |
| Signature of Applicant |      | Date        |  |

### Owner, if the Applicant is not the Owner:

|         |      |             |  |
|---------|------|-------------|--|
| Name    |      | Company     |  |
| Address |      | City        |  |
| _____   |      | _____       |  |
| _____   |      | Postal Code |  |
| _____   |      | _____       |  |
| Phone   | 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 \$       |

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ARCHITECTURE

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Village of Kaslo

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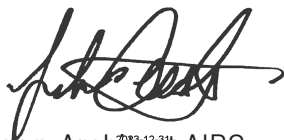
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Please be in touch with any questions,



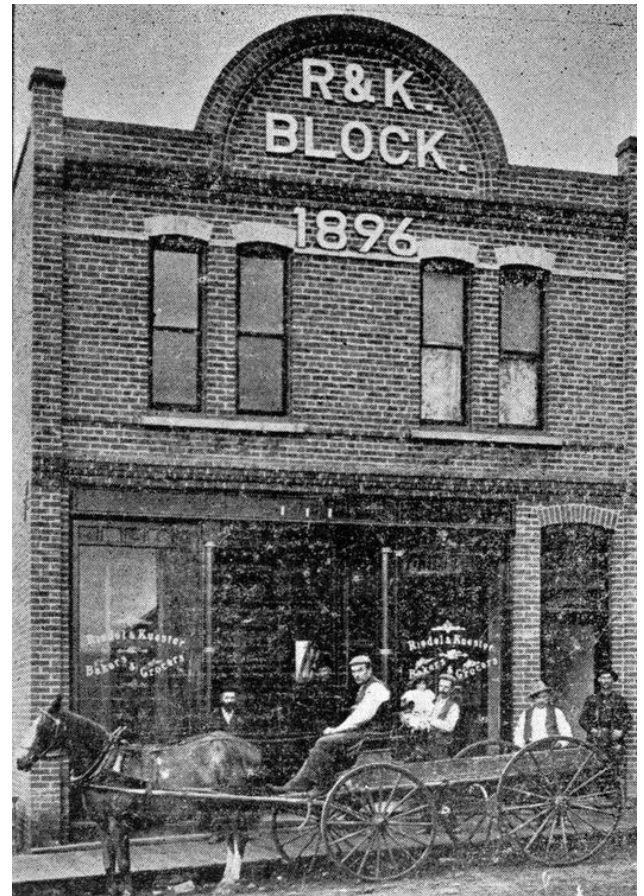
Lukas Armstrong, Architect AIBC  
Stand Architecture  
lukas@standarchitecture.com  
250 219 1878

# STAND

ARCHITECTURE



Current Facade



Reference Image



Proposed Facade

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# 331 FRONT STREET RENOVATION

ISSUED FOR DEVELOPMENT/BUILDING PERMIT  
2023-12-29

**PROJECT NAME**

331 FRONT STREET RENOVATION

**ADDRESS**

331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**

OWNER

**DRAWING NOTES**

IMAGES ON THIS DRAWING ARE INCLUDED FOR CONCEPTUAL UNDERSTANDING ONLY AND ARE NOT TO BE USED FOR CONSTRUCTION REFERENCES.

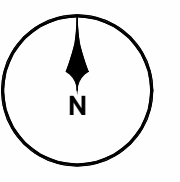
**DRAWING LIST**

- A0 COVER
- A1 INFO
- A2 LIFE SAFETY
- A3 SCHEDULES
- A4 SITE
- A5 BASEMENT
- A6 LEVEL 1
- A7 LEVEL 2
- A8 ROOF
- A9 ELEVATIONS
- A10 ELEVATIONS
- A11 ELEVATIONS
- A12 SECTIONS
- A13 DETAILS
- A14 ACCESSIBILITY
- A15 FIRESTOPPING

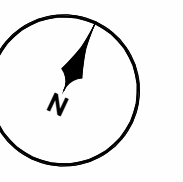


**SEAL**

**TRUE**



**PROJECT**



**USE**



**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | -           |

**SHEET NAME**

COVER

**SHEET NO.**

A0

**REV. NO.**



# GRAPHIC LEGEND

NORTH

SECTION REFERENCE

ELEVATION REFERENCE

LEVEL REFERENCE

**ROOM NAME**  
**AREA**  
**101**

ROOM TAG

KEYNOTE

WALL TAG

FLOOR TAG

CEILING TAG

ROOF TAG

WINDOW TAG

DOOR TAG

PLUMBING TAG

APPLIANCE TAG

FURNITURE TAG

BEAM TAG

COLUMN TAG

FOOTING TAG

CONCRETE

EARTH

GRAVEL

G.W.B.

INSULATION BATT/BLOWN

METAL

PLYWOOD

WOOD

NOT IN SCOPE

NEW

EXISTING

DEMOLISH

NOT IN SCOPE

# GENERAL NOTES

- ALL DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO CONSTRUCTION. COORDINATE WITH CONSULTANT ANY DISCREPANCIES PRIOR TO CONSTRUCTION.
- ALL EXTERIOR DIMENSIONS ARE REFERENCED FROM THE OUTSIDE FACE OF SHEATHING OR OUTSIDE FACE OF CONCRETE, TYPICALLY IDENTIFIED BY GRIDS.
- ALL INTERIOR DIMENSIONS ARE REFERENCED FROM THE WALL STRUCTURE CENTRELINE.
- DRAWINGS ARE NOT INTENDED TO BE SCALED. COORDINATE REQUIRED DIMENSIONS WITH CONSULTANT.
- THIS DRAWING PACKAGE IS NOT ACCOMMODATED BY MASTER FORMAT SPECIFICATIONS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PROCURE COMPATIBLE AND BCBC COMPLIANT PRODUCTS AND INSTALL THEM ACCORDING TO THEIR MANUFACTURER'S INSTRUCTIONS.
- MECHANICAL AND ELECTRICAL ITEMS SHOWN ON THESE DRAWINGS ARE FOR GENERAL LOCATION PURPOSES ONLY. THEY ARE TO BE VERIFIED AND INSTALLED TO CODE BY THEIR RESPECTIVE RED SEAL SUB CONTRACTORS.
- THE CONTRACTOR SHALL HIGHLIGHT AND ADVISE OF ANY MISSING ELEMENTS, DEFICIENCIES, AND DISCREPANCIES WITHIN THESE DRAWINGS AS WELL AS IN RELATION TO THE SITE.
- ALL PRODUCTS PROCURED ARE TO BE IN COMPLIANCE WITH THE BCBC AND INSTALLED AS PER SUPPLIER/MANUFACTURER'S SPECIFICATION. SHOULD THEIR SPECIFICATION ALTER THE DESIGN, CONSULT THE DESIGNER.
- SHOP DRAWINGS ARE TO BE ISSUED TO THE CONSULTANT FOR REVIEW PRIOR TO CARRYING OUT THE WORK. THE CONSULTANT'S REVIEW DOES NOT ALLEVIATE THE CONTRACTOR FROM ENSURING THEY CONFORM WITH THE DESIGN.
- DEPICTION OF GRADE IS APPROXIMATE. THE CONTRACTOR SHALL MAKE NECESSARY ADJUSTMENTS TO ACHIEVE INTENDED DESIGN.
- PRODUCTS DAMAGED AS A RESULT OF CONSTRUCTION OR DEMOLITION SHALL BE REPAIRED TO MATCH ADJACENT SURFACES.
- SHOULD ANY DUCTS, PIPES, CONDUITS, WIRING, OUTLET BOXES, OR OTHER "PENETRATIONS" PENETRATE A FIRE SEPARATION, CONTRACTOR TO SUPPLY FIRESTOPPING CUTSHEET OF PROPOSED FIRESTOPPING FOR THE CONSULTANTS' REVIEW. CONTRACTOR SHALL NOT PROCEED UNTIL THE CONSULTANT PROVIDES WRITTEN APPROVAL OF FIRESTOPPING CUTSHEET. CONTRACTOR TO SUBMIT PHOTOS AND REQUEST PERMISSION PRIOR TO CONCEALING.

# ABBREVIATIONS

|        |                                   |     |                        |     |                        |
|--------|-----------------------------------|-----|------------------------|-----|------------------------|
| AB     | AIR BARRIER                       | ENG | ENGINEERED             | SOG | SLAB-ON-GRADE          |
| ASBE   | AS SPECIFIED BY ENGINEER          | EW  | EACH WAY               | SPF | SPRUCE-PINE-FIR        |
| ASBEC  | AS SPECIFIED BY ENERGY CONSULTANT | FDN | FOUNDATION             | T&G | TONGUE AND GROOVE      |
| ASBDI  | AS SPECIFIED BY INTERIOR DESIGNER | GWB | GYPSUM WALL BOARD      | TD  | TRAVEL DISTANCE        |
| ASBM   | AS SPECIFIED BY MANUFACTURER      | MAX | MAXIMUM                | TBD | TO BE DETERMINED       |
| APPROX | APPROXIMATELY                     | MIN | MINIMUM                | UNO | UNLESS NOTED OTHERWISE |
| BU     | BUILT UP                          | OAE | OR APPROVED EQUIVALENT | UG  | UNDERGROUND            |
| CIP    | CAST-IN-PLACE                     | OC  | ON-CENTRE              | VB  | VAPOR BARRIER          |
| CIRC   | CIRCULATION                       | OSB | ORIENTED STRAND BOARD  | WH  | WATER HEATER           |
| CMU    | CONCRETE MASONARY UNITS           | RCP | REFLECTED CEILING PLAN |     |                        |

# ELECTRICAL LEGEND

CEILING-MOUNTED LIGHT

WALL-MOUNTED LIGHT

CEILING FAN

SWITCH-DIMMER

EMERGENCY LIGHTING

SMOKE ALARM

EXHAUST FAN

SERVICE PANEL

# VERTICAL ASSEMBLIES

**W1-EXISTING STONE FOUNDATION**

EXTERIOR

INTERIOR

- 13" (APPROX.) STACKED STONE

**W2-EXISTING FOUNDATION**

EXTERIOR

INTERIOR

- C.I.P. REINFORCED CONCRETE (THICKNESS VARIES)

**W3-EXISTING EXTERIOR BRICK-3 ROWS | >2HR | D-2.1.1.**

EXTERIOR

INTERIOR

- 3 1/2" BRICKS
- 1/2" MORTAR
- 3 1/2" BRICKS
- 2" MORTAR
- 3 1/2" BRICKS

**W4-EXISTING EXTERIOR BRICK 2 ROWS | >2HR | D-2.1.1.**

EXTERIOR

INTERIOR

- 3 1/2" BRICKS
- 2" MORTAR
- 3 1/2" BRICKS

**W5-EXISTING EXTERIOR 2X4**

EXTERIOR

INTERIOR

- BOARD AND BATTEN
- WOOD PANELS
- AIR/MOISTURE BARRIER
- 2X4 WOOD STUDS @ 16" O.C.

**NOT TAGGED-EXISTING/NEW INTERIOR 2X4**

EXTERIOR

INTERIOR

- 1/2" G.W.B.
- 2X4 WOOD STUDS @ 16" O.C.
- 1/2" G.W.B.

**W7-NEW INTERIOR 2X6**

EXTERIOR

INTERIOR

- 1/2" G.W.B.
- 2X6 WOOD STUDS @ 16" O.C.
- 1/2" G.W.B.

**W8-NEW EXTERIOR 2X6 | 1HR | EW1A**

EXTERIOR

INTERIOR

- BRICK CLADDING (MATCH EXIST)
- 1/2" CAVITY
- AIR/MOISTURE MEMBRANE
- 1/2" PLYWOOD SHEATHING
- 2X4 WOOD STUDS @ 2'-0" O.C.
- R24 BATT INSULATION IN CAVITY
- 5/8" TYPE-X G.W.B.

**W9-INTERIOR 2X4 FURRING**

EXTERIOR

INTERIOR

- ASSEMBLY W3 OR W4
- 1/2" CAVITY
- 2X4 WOOD STUDS @ 2'-0" O.C.
- R15 BATT INSULATION IN CAVITY
- 1/2" G.W.B.

**W10-INTERIOR 2X4 FURRING | 1HR | EW1A**

EXTERIOR

INTERIOR

- ASSEMBLY W3 OR W4
- 1/2" CAVITY
- 2X4 WOOD STUDS @ 2'-0" O.C.
- R24 BATT INSULATION IN CAVITY
- 5/8" TYPE-X G.W.B.

\*ASSEMBLY "W9" MAY BE USED AS AN ALTERNATIVE SHOULD ASSEMBLY "C2" RUNS DIRECTLY TO ASSEMBLY "W3"

**W11-INTERIOR 2X6 | 1HR | 53STC | W5D**

EXTERIOR

INTERIOR

- 1/2" TYPE-X OR TYPE-C G.W.B.
- 1/2" TYPE-X OR TYPE-C G.W.B.
- 2X6 WOOD STUDS @ 2'-0" O.C.
- BATT INSULATION IN CAVITY
- RESILIENT METAL CHANNELS @ 16"-2'-0" O.C.
- 1/2" TYPE-X OR TYPE-C G.W.B.
- TAPE AND FINISH OUTER LAYERS
- ACOUSTIC SEALANT AROUND PERIMETER

# HORIZONTAL ASSEMBLIES

**F1-EXTERIOR S.O.G.**

EXTERIOR

INTERIOR

- 6" REINFORCED C.I.P. CONCRETE C.W. BROOM FINISH
- 4" GRANULAR FILL
- COMPACTED SOIL
- NATIVE SOIL

**F2-INTERIOR S.O.G.**

EXTERIOR

INTERIOR

- FLOOR FINISH (VARIES)
- 4" REINFORCED C.I.P. CONCRETE
- 10-MIL POLYETHYLENE VAPOR BARRIER
- RIGID INSULATION
- 4" COMPACTED GRANULAR FILL C.W. RADON PIPE
- NATIVE SOIL

**F3-EXISTING INTERIOR 2X10**

EXTERIOR

INTERIOR

- 2" WOOD SUBSTRATE
- 2X10 WOOD JOISTS @ 16" O.C.

**F4-EXISTING EXTERIOR 2X8**

EXTERIOR

INTERIOR

- EXISTING FINISH
- 3/4" WOOD SUBSTRATE
- 2X8 WOOD JOISTS @ 16" O.C.

**R1-EXISTING SLOPED METAL**

EXTERIOR

INTERIOR

- METAL ROOFING
- 1 1/2" STRAPPING SPACED A.P.M.
- AIR/MOISTURE MEMBRANE (UNCONFIRMED)
- PLYWOOD (UNCONFIRMED)
- 2 1/2" MIN. CAVITY
- R30 BATT INSULATION
- 2X8 RAFTERS
- 6-MIL POLY VAPOR BARRIER

**R2-EXISTING SLOPED SBS**

EXTERIOR

INTERIOR

- SBS OR TORCH-ON MEMBRANE
- PLYWOOD SHEATHING
- 2 1/2" MIN. CAVITY
- 2X8 TOP CHORD
- R50 BATT INSULATION IN CAVITY
- 2X8 BOTTOM CHORD
- 6-MIL POLY VAPOR BARRIER

**C1-STANDARD**

EXTERIOR

INTERIOR

- 1/2" G.W.B.

**C2-SEPARATING SUITES | 1HR | 51 STC | F9G**

EXTERIOR

INTERIOR

- ASSEMBLY F3
- ABSORPTIVE MATERIAL IN CAVITY
- RESILIENT METAL CHANNELS @ 16"-2'-0" O.C.
- 1/2" TYPE-X OR TYPE-C G.W.B.
- 1/2" TYPE-X OR TYPE-C G.W.B.
- TAPE AND FINISH BOTH LAYERS

**C3-EXTERIOR SEPARATING SUITES | 1HR | 51 STC | F9G**

EXTERIOR

INTERIOR

- ASSEMBLY F4
- CLOSED-CELL FOAM INSULATION IN CAVITY
- RESILIENT METAL CHANNELS @ 16"-2'-0" O.C.
- 1/2" OR 5/8" DENSEGLASS
- 1/2" OR 5/8" DENSEGLASS
- FINISH
- TAPE AND FINISH BOTH LAYERS

**C4-EXTERIOR RATED | 45MIN | D-2.3.4.**

EXTERIOR

INTERIOR

- ASSEMBLY F4
- 5/8" DENSEGLASS
- FINISH

**C5-SOFFIT**

EXTERIOR

INTERIOR

- ASSEMBLY R1
- >0.38MM PERFORATED METAL SOFFIT

**C6-DROPPED CEILING**

EXTERIOR

INTERIOR

- 2X6 WOOD JOISTS @ 2'-0" O.C.
- 1/2" G.W.B.

**PROJECT NAME**  
331 FRONT STREET RENOVATION

**ADDRESS**  
331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

**DRAWING NOTES**

**SEAL**

**TRUE**

**PROJECT**

**USE**

**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

**SHEET NAME**  
INFO

**SHEET NO.**  
**A1**

**REV. NO.**



# LIFE SAFETY LEGEND

- FIRE RATED ASSEMBLY
- FIRE SEPARATION
- LONGEST PATH OF TRAVEL
- RATED DOOR (CLOSURE)
- RATED WINDOW (CLOSURE)
- SMOKE ALARM
- EMERGENCY LIGHTING
- EXIT SIGN
- OCCUPANT LOAD SIGNAGE
- UNOCCUPIED
- SERVICE (CONSTITUTING FIRE HAZARD)
- COMMON AREA
- SUITE 101 RESTAURANT
- SUITE 102 DWELLING UNIT
- SUITE 201 DWELLING UNIT
- SUITE 202 DWELLING UNIT

# CODE SUMMARY

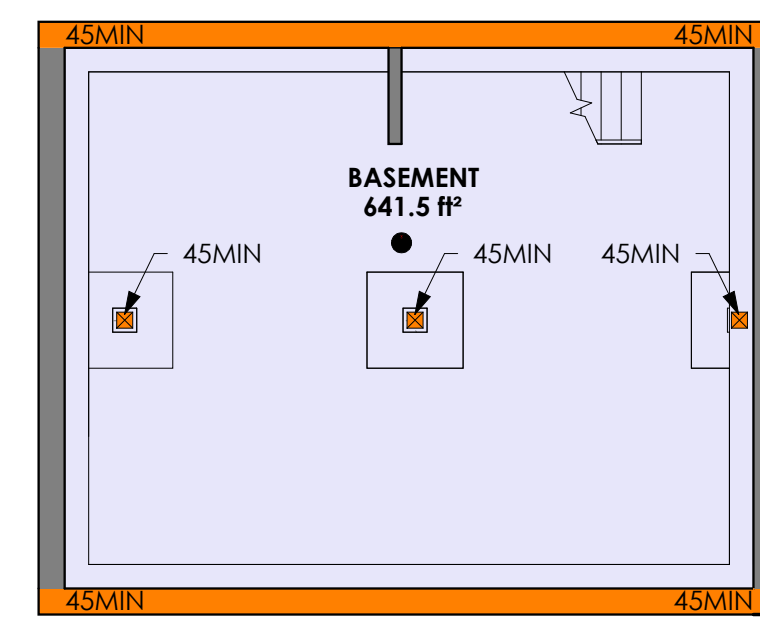
| ITEM                         | DESCRIPTION            | REFERENCE        |
|------------------------------|------------------------|------------------|
| 1. TYPE                      | 1. RENOVATION          | 1. A-1.1.1.1.    |
| 2. MAJOR OCCUPANCY           | 2. C, D                | 2. 9.10.2.1.3.   |
| 3. MINOR OCCUPANCY           | 3. NO                  | 3. 9.10.2.5.     |
| 4. OCCUPANT LOAD             | 4. 24                  | 4. 3.1.17.1.     |
| 5. AREA                      | 5. 170.0M <sup>2</sup> | 5. A-1.4.1.2.    |
| 6. STOREYS                   | 6. 2+BASEMENT          | 6. A-1.4.1.2.    |
| 7. PART                      | 7. 9                   | 7. A-1.3.3.3.    |
| 8. STREETS                   | 8. 2                   | 8. 3.2.2.10.     |
| 9. SPRINKLERED               | 9. NO                  | 9. 9.10.         |
| 10. CONSTRUCTION             | 10. COMB+NON           | 10. 9.10.14.5    |
| 11. CLADDING                 | 11. COMB+NON           | 11. 9.10.14.5    |
| 12. FLOORS                   | 12. 45MIN              | 12. 9.10.8.1.    |
| 13. MEZZANINES               | 13. 0                  | 13. 9.10.8.1.    |
| 14. ROOFS                    | 14. 0                  | 14. 9.10.8.1.    |
| 15. LOADBEARING              | 15. -SUPPORTED         | 15. 9.10.8.3.    |
| 16. FIRE ALARM               | 16. NO                 | 16. 9.10.18.2.   |
| 17. FIRE DETECTORS           | 17. NO                 | 17. 9.10.18.4.   |
| 18. SMOKE DETECTORS          | 18. NO                 | 18. 9.10.18.4.   |
| 19. SMOKE ALARMS             | 19. NO                 | 19. 9.10.19.1.   |
| 20. EMERGENCY LIGHTING       | 20. YES                | 20. 9.9.12.3.    |
| 21. EXIT SIGNS               | 21. NO                 | 21. 9.9.11.3.    |
| 22. D EXIT TRAVEL DISTANCE   | 22. 40.0M              | 22. 9.9.8.2.     |
| 23. D EGRESS TRAVEL DISTANCE | 23. 25.0M              | 23. 9.9.7.4.     |
| 24. D TO C SEPARATION        | 24. 1HR                | 24. 9.10.9.11.   |
| 25. D TO SERVICE SEPARATION  | 25. 1HR                | 25. 9.10.10.3.   |
| 26. C TO C SEPARATION        | 26. 45MIN              | 26. 9.10.9.14.   |
| 27. C TO SERVICE SEPARATION  | 27. 1HR                | 27. 9.10.10.3.   |
| 28. D EXIT SEPARATION        | 28. N.A.               | 28. 9.9.8.2.     |
| 29. D WASHROOMS              | 29. 1                  | 29. 3.7.2.2. (2) |

# EXPOSING BUILDING FACES

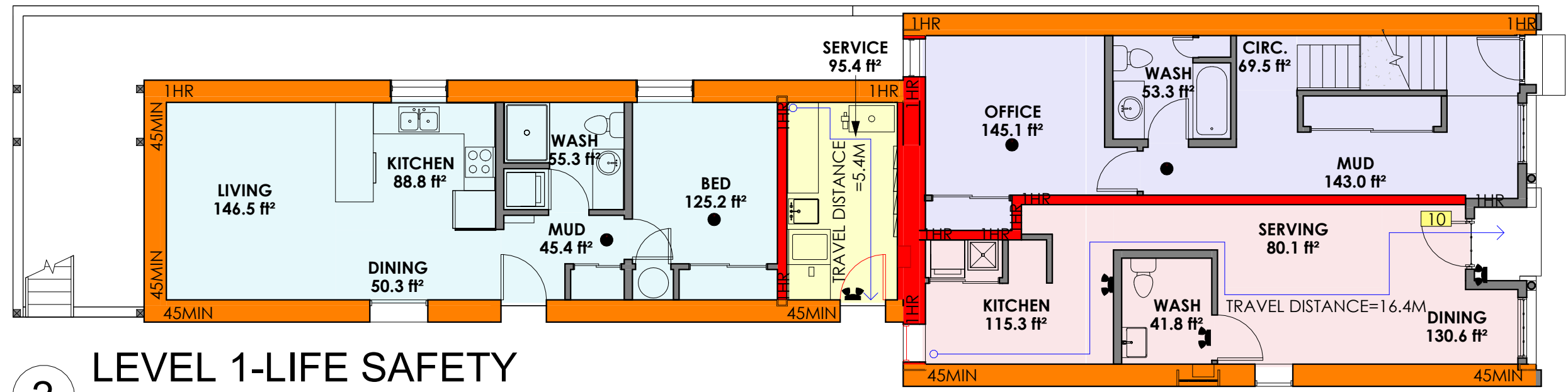
| ITEM  | NORTH     | SOUTH     | EAST      | WEST     |
|---|-----------|-----------|-----------|----------|
| 1. LIMITING DISTANCE (M)                            | 1. 9.1    | 1. 6.0    | 1. 7.6    | 1. 0.1   |
| 2. AREA (M <sup>2</sup> )                           | 2. 61.7   | 2. 50.8   | 2. 221.8  | 2. 221.8 |
| 3. UNPROTECTED OPENINGS PERMITTED (%)               | 3. 100.0  | 3. 56.1   | 3. 26.3   | 3. 28.5  |
| 4. UNPROTECTED OPENINGS PERMITTED (M <sup>2</sup> ) | 4. 61.7   | 4. 28.5   | 4. 58.4   | 4. 17.8  |
| 5. UNPROTECTED OPENINGS PROPOSED (M <sup>2</sup> )  | 5. 14.5   | 5. 8.0    | 5. 17.8   | 5. 6.3   |
| 6. FIRE RESISTANCE RATING REQUIRED                  | 6. 0      | 6. 45MIN  | 6. 45MIN  | 6. 1HR   |
| 7. CONSTRUCTION (COMBUSTIBLE AND/OR NON)            | 7. EITHER | 7. EITHER | 7. EITHER | 7. NON   |
| 8. CLADDING (COMBUSTIBLE AND/OR NON)                | 8. EITHER | 8. EITHER | 8. NON    | 8. NON   |

# OCCUPANCIES

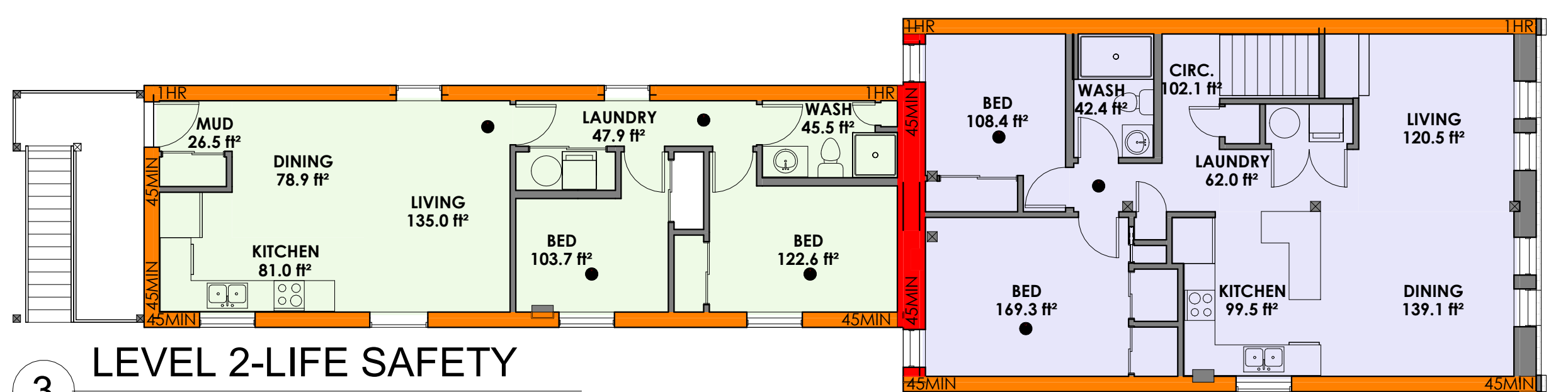
| NAME          | SUITE     | OCCUPAN CY | CODE EQUIVALENT                 | AREA                  | LOAD FACTOR         | OCCUPANT LOAD |
|---------------|-----------|------------|---------------------------------|-----------------------|---------------------|---------------|
| SERVICE       | SERVICE   |            |                                 | 8.86 m <sup>2</sup>   |                     |               |
| SERVICE: 1    |           |            |                                 | 8.86 m <sup>2</sup>   |                     | 0.0           |
| KITCHEN       | SUITE 101 | D          | KITCHENS                        | 10.71 m <sup>2</sup>  | 9.30 m <sup>2</sup> | 1.2           |
| SERVING       | SUITE 101 | D          | KITCHENS                        | 7.44 m <sup>2</sup>   | 9.30 m <sup>2</sup> | 0.8           |
| WASH          | SUITE 101 | D          | UNOCCUPIED                      | 3.88 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| DINING        | SUITE 101 | D          | DINING, BEVERAGE, AND CAFETERIA | 12.13 m <sup>2</sup>  | 1.20 m <sup>2</sup> | 10.1          |
| SUITE 101: 4  |           |            |                                 | 34.17 m <sup>2</sup>  |                     | 12.1          |
| LIVING        | SUITE 102 | C          | DWELLING UNIT                   | 13.61 m <sup>2</sup>  | 0.00 m <sup>2</sup> |               |
| KITCHEN       | SUITE 102 | C          | DWELLING UNIT                   | 8.25 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| DINING        | SUITE 102 | C          | DWELLING UNIT                   | 4.67 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| MUD           | SUITE 102 | C          | DWELLING UNIT                   | 4.22 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| WASH          | SUITE 102 | C          | DWELLING UNIT                   | 5.14 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| BED           | SUITE 102 | C          | SLEEPING ROOM                   | 11.63 m <sup>2</sup>  | 5.82 m <sup>2</sup> | 2.0           |
| SUITE 102: 6  |           |            |                                 | 47.52 m <sup>2</sup>  |                     | 2.0           |
| BASEMENT      | SUITE 201 | C          | DWELLING UNIT                   | 59.60 m <sup>2</sup>  | 0.00 m <sup>2</sup> |               |
| OFFICE        | SUITE 201 | C          | DWELLING UNIT                   | 13.48 m <sup>2</sup>  | 0.00 m <sup>2</sup> |               |
| WASH          | SUITE 201 | C          | DWELLING UNIT                   | 4.95 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| CIRC.         | SUITE 201 | C          | DWELLING UNIT                   | 6.46 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| MUD           | SUITE 201 | C          | DWELLING UNIT                   | 13.29 m <sup>2</sup>  | 0.00 m <sup>2</sup> |               |
| DINING        | SUITE 201 | C          | DWELLING UNIT                   | 12.93 m <sup>2</sup>  | 0.00 m <sup>2</sup> |               |
| KITCHEN       | SUITE 201 | C          | DWELLING UNIT                   | 9.24 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| BED           | SUITE 201 | C          | SLEEPING ROOM                   | 15.73 m <sup>2</sup>  | 7.87 m <sup>2</sup> | 2.0           |
| BED           | SUITE 201 | C          | SLEEPING ROOM                   | 10.07 m <sup>2</sup>  | 5.04 m <sup>2</sup> | 2.0           |
| WASH          | SUITE 201 | C          | DWELLING UNIT                   | 3.94 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| CIRC.         | SUITE 201 | C          | DWELLING UNIT                   | 9.48 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| LAUNDRY       | SUITE 201 | C          | DWELLING UNIT                   | 5.76 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| LIVING        | SUITE 201 | C          | DWELLING UNIT                   | 11.19 m <sup>2</sup>  | 0.00 m <sup>2</sup> |               |
| SUITE 201: 13 |           |            |                                 | 176.13 m <sup>2</sup> |                     | 4.0           |
| MUD           | SUITE 202 | C          | DWELLING UNIT                   | 2.46 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| DINING        | SUITE 202 | C          | DWELLING UNIT                   | 7.33 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| KITCHEN       | SUITE 202 | C          | DWELLING UNIT                   | 7.53 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| LIVING        | SUITE 202 | C          | DWELLING UNIT                   | 12.54 m <sup>2</sup>  | 0.00 m <sup>2</sup> |               |
| BED           | SUITE 202 | C          | SLEEPING ROOM                   | 9.63 m <sup>2</sup>   | 4.85 m <sup>2</sup> | 2.0           |
| LAUNDRY       | SUITE 202 | C          | DWELLING UNIT                   | 4.45 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| WASH          | SUITE 202 | C          | DWELLING UNIT                   | 4.22 m <sup>2</sup>   | 0.00 m <sup>2</sup> |               |
| BED           | SUITE 202 | C          | SLEEPING ROOM                   | 11.39 m <sup>2</sup>  | 5.57 m <sup>2</sup> | 2.0           |
| SUITE 202: 8  |           |            |                                 | 59.56 m <sup>2</sup>  |                     | 4.0           |
|               |           |            |                                 | 326.24 m <sup>2</sup> |                     | 22.1          |



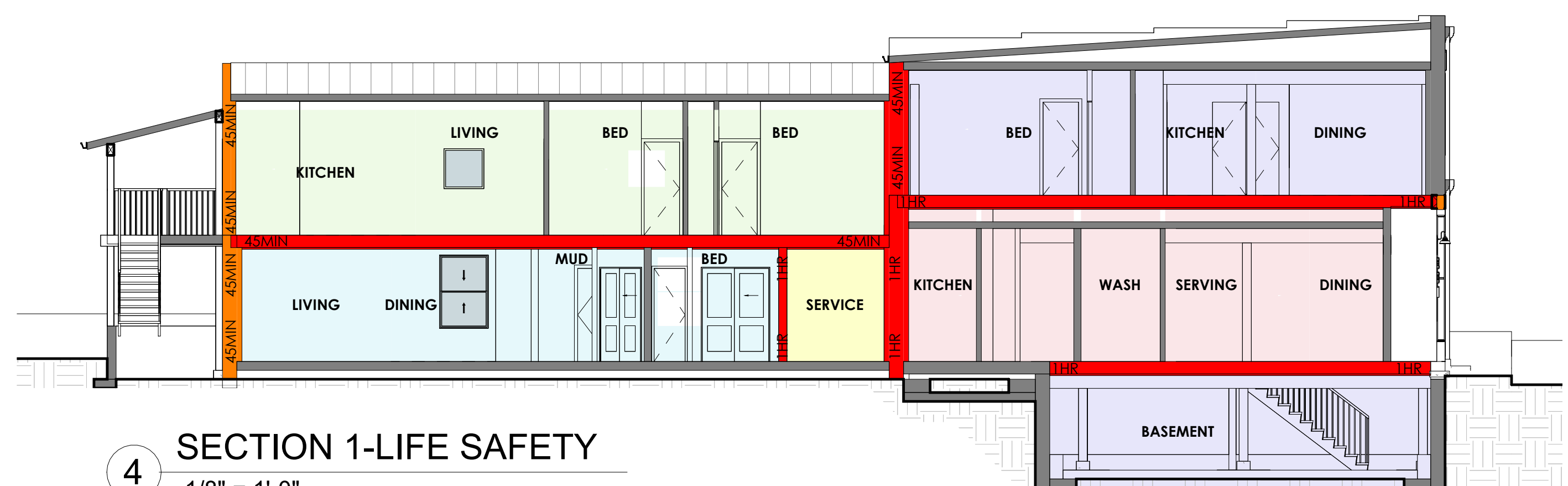
1 BASEMENT-LIFE SAFETY  
1/8" = 1'-0"



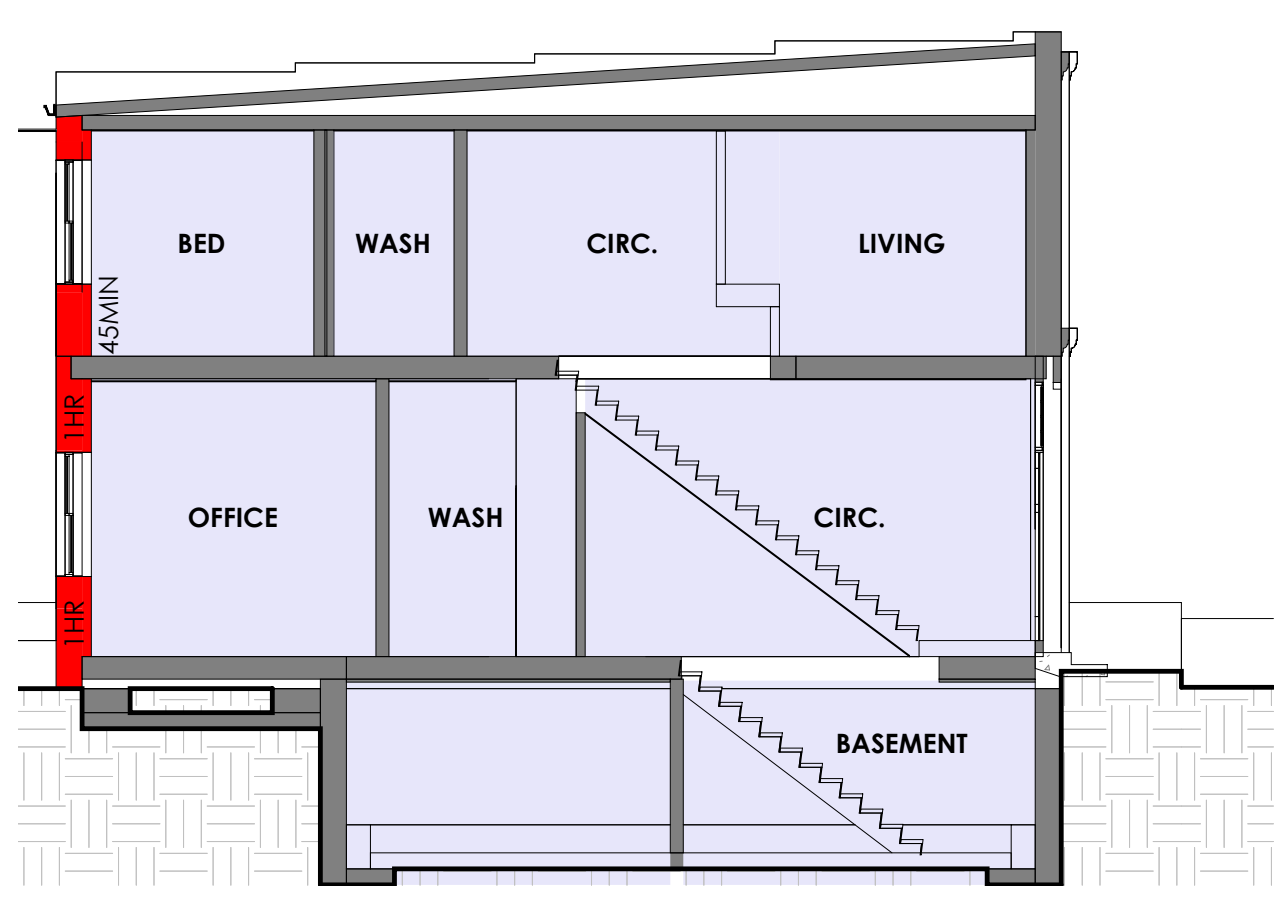
2 LEVEL 1-LIFE SAFETY  
1/8" = 1'-0"



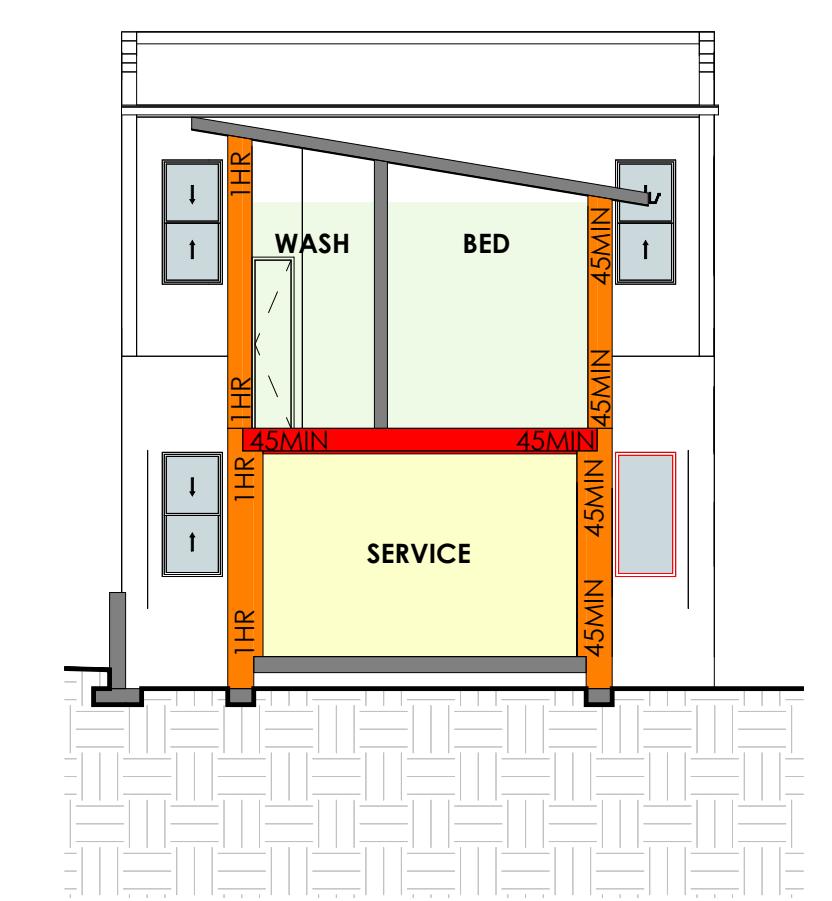
3 LEVEL 2-LIFE SAFETY  
1/8" = 1'-0"



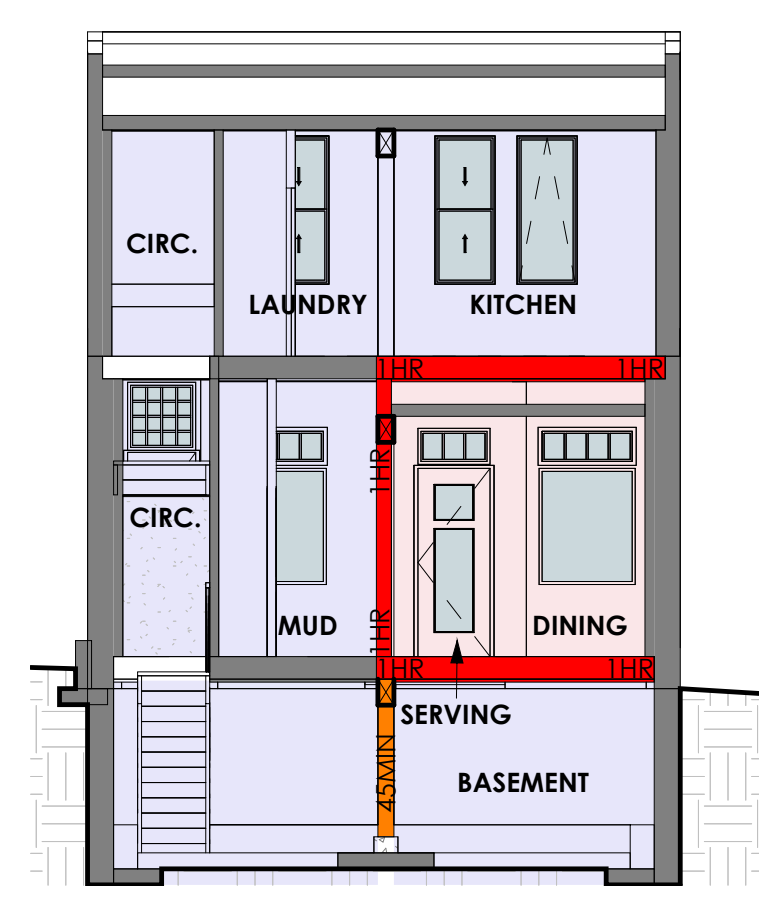
4 SECTION 1-LIFE SAFETY  
1/8" = 1'-0"



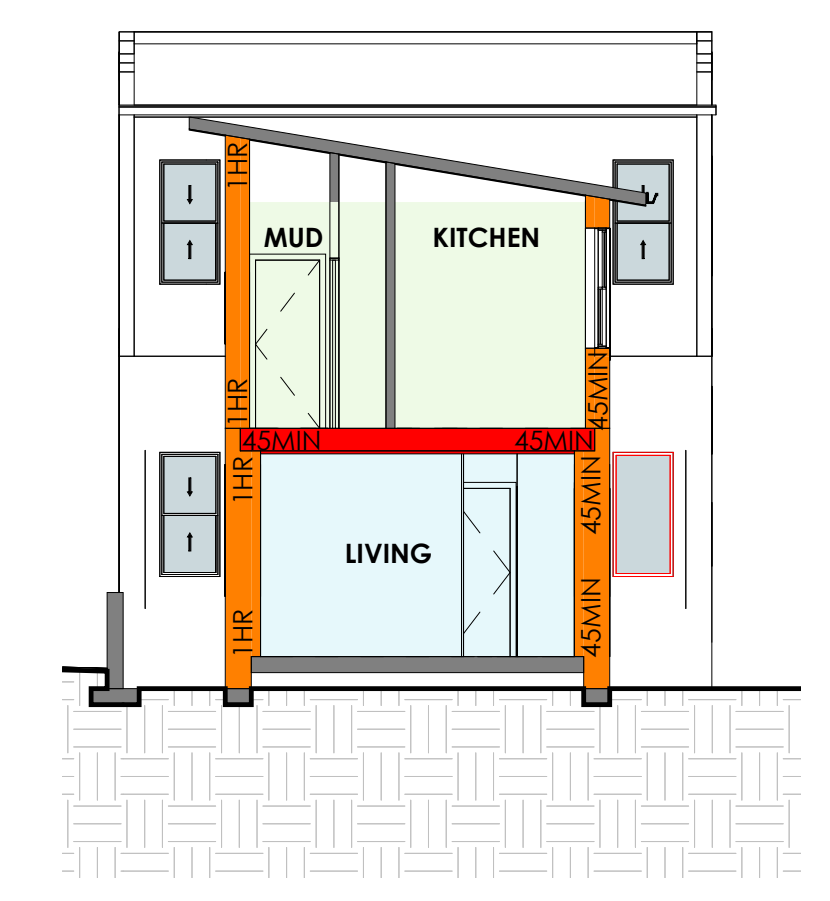
5 SECTION 2-LIFE SAFETY  
1/8" = 1'-0"



6 SECTION 3-LIFE SAFETY  
1/8" = 1'-0"



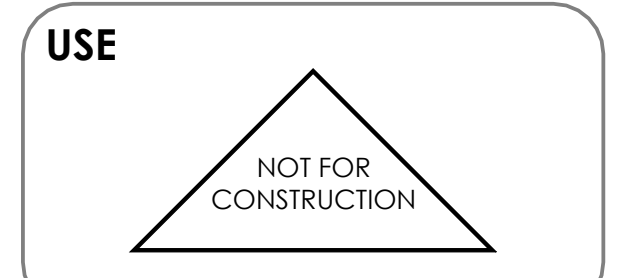
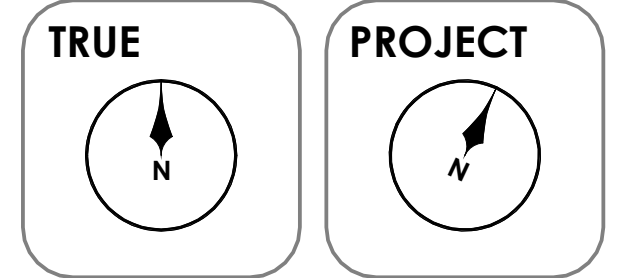
7 SECTION 4-LIFE SAFETY  
1/8" = 1'-0"



8 SECTION 5-LIFE SAFETY  
1/8" = 1'-0"

### DRAWING NOTES

### SEAL



| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

### SHEET NAME

LIFE SAFETY

SHEET NO. **A2** REV. NO.

| KEYNOTES |  |
|----------|--|
| NO.      | NOTE TEXT  |
| 1        | WRAP RATED G.W.B. UP EDGES SO AS TO FULLY PROTECT FRAMING                                |
| 2        | INSTALL ENGINEERED STEEL LINTEL  |
| 3        | INSTALL SINK ROUGH-IN  |
| 4        | WRAP EXPOSED BASEMENT AND LEVEL 1 HEAVY TIMBER BEAMS AND COLUMNS WITH 1/2" TYPE-X G.W.B. |

| FINISHES |          |           |                        |          |              |             |            |            |           |           |                |               |        |             |          |
|----------|----------|-----------|------------------------|----------|--------------|-------------|------------|------------|-----------|-----------|----------------|---------------|--------|-------------|----------|
| NUMBER   | NAME     | SUITE     | AREA                   | HEIGHT   | FLOOR FINISH | BASE FINISH | NORTH WALL | SOUTH WALL | EAST WALL | WEST WALL | CEILING FINISH | CORNER GUARDS | FRAMES | COUNTERTOPS | MILLWORK |
| 131      | BASEMENT | SUITE 201 | 641.50 ft <sup>2</sup> | 8.50 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 132      | LIVING   | SUITE 102 | 146.55 ft <sup>2</sup> | 8.56 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 133      | KITCHEN  | SUITE 102 | 88.83 ft <sup>2</sup>  | 8.56 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 134      | DINING   | SUITE 102 | 50.28 ft <sup>2</sup>  | 8.56 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 135      | MUD      | SUITE 102 | 45.39 ft <sup>2</sup>  | 8.56 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 136      | WASH     | SUITE 102 | 55.32 ft <sup>2</sup>  | 8.56 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 137      | BED      | SUITE 102 | 125.18 ft <sup>2</sup> | 8.56 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 138      | SERVICE  | SERVICE   | 95.38 ft <sup>2</sup>  | 8.56 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 139      | KITCHEN  | SUITE 101 | 115.32 ft <sup>2</sup> | 11.56 ft |              |             |            |            |           |           |                |               |        |             |          |
| 140      | SERVING  | SUITE 101 | 80.10 ft <sup>2</sup>  | 11.56 ft |              |             |            |            |           |           |                |               |        |             |          |
| 141      | WASH     | SUITE 101 | 41.77 ft <sup>2</sup>  | 11.56 ft |              |             |            |            |           |           |                |               |        |             |          |
| 142      | DINING   | SUITE 101 | 130.61 ft <sup>2</sup> | 11.56 ft |              |             |            |            |           |           |                |               |        |             |          |
| 143      | OFFICE   | SUITE 201 | 145.15 ft <sup>2</sup> | 11.56 ft |              |             |            |            |           |           |                |               |        |             |          |
| 144      | WASH     | SUITE 201 | 53.32 ft <sup>2</sup>  | 11.56 ft |              |             |            |            |           |           |                |               |        |             |          |
| 145      | CIRC.    | SUITE 201 | 69.50 ft <sup>2</sup>  | 11.56 ft |              |             |            |            |           |           |                |               |        |             |          |
| 146      | MUD      | SUITE 201 | 143.05 ft <sup>2</sup> | 11.56 ft |              |             |            |            |           |           |                |               |        |             |          |
| 147      | DINING   | SUITE 201 | 139.13 ft <sup>2</sup> | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 148      | KITCHEN  | SUITE 201 | 99.51 ft <sup>2</sup>  | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 149      | BED      | SUITE 201 | 169.32 ft <sup>2</sup> | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 150      | BED      | SUITE 201 | 108.39 ft <sup>2</sup> | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 151      | WASH     | SUITE 201 | 42.40 ft <sup>2</sup>  | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 152      | CIRC.    | SUITE 201 | 102.08 ft <sup>2</sup> | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 153      | LAUNDRY  | SUITE 201 | 61.99 ft <sup>2</sup>  | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 154      | LIVING   | SUITE 201 | 120.47 ft <sup>2</sup> | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 155      | MUD      | SUITE 202 | 26.46 ft <sup>2</sup>  | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 156      | DINING   | SUITE 202 | 78.92 ft <sup>2</sup>  | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 157      | KITCHEN  | SUITE 202 | 81.03 ft <sup>2</sup>  | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 158      | LIVING   | SUITE 202 | 134.99 ft <sup>2</sup> | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 159      | BED      | SUITE 202 | 103.69 ft <sup>2</sup> | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 160      | LAUNDRY  | SUITE 202 | 47.92 ft <sup>2</sup>  | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 161      | WASH     | SUITE 202 | 45.47 ft <sup>2</sup>  | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |
| 162      | BED      | SUITE 202 | 122.61 ft <sup>2</sup> | 9.42 ft  |              |             |            |            |           |           |                |               |        |             |          |

| DOORS-EXISTING & DEMOLISH |          |              |       |             |              |     |          |          |
|---------------------------|----------|--------------|-------|-------------|--------------|-----|----------|----------|
| TAG                       | PHASE    | TYPE         | COUNT | CLEAR WIDTH | CLEAR HEIGHT | FRR | HARDWARE | DEMOLISH |
| D1                        | EXISTING | OPENING      | 1     | 3' - 8"     | 8' - 0"      |     |          | DEMO     |
| D2                        | EXISTING | FLUSH-SINGLE | 1     | 2' - 8"     | 6' - 8"      |     |          | DEMO     |
| D3                        | EXISTING | OPENING      | 1     | 2' - 11"    | 7' - 9"      |     |          | DEMO     |
| D4                        | EXISTING | FLUSH-SINGLE | 4     | 2' - 6"     | 7' - 0"      |     |          | DEMO     |
| D5                        | EXISTING | FLUSH-2 LITE | 2     | 2' - 10"    | 7' - 10"     |     |          | <varies> |
| D6                        | EXISTING | OPENING      | 1     | 2' - 5"     | 6' - 6"      |     |          | DEMO     |
| D7                        | EXISTING | FLUSH-SINGLE | 3     | 2' - 8"     | 7' - 0"      |     |          | DEMO     |
| D9                        | EXISTING | FLUSH-SINGLE | 1     | 3' - 0"     | 7' - 0"      |     |          | None     |
| D10                       | EXISTING | FLUSH-SINGLE | 1     | 3' - 2"     | 7' - 5"      |     |          | DEMO     |

| COLUMNS-EXISTING & DEMOLISH |                      |       |           |          |      |  |
|-----------------------------|----------------------|-------|-----------|----------|------|--|
| TAG                         | TYPE                 | COUNT | W X D (") | PHASE    | DEMO |  |
| C1                          | CONCRETE-RECTANGULAR | 3     | 12X12     | EXISTING | None |  |
| C2                          | ENG TIMBER           | 12    | 8X8       | EXISTING | None |  |
| C3                          | 6X6 DORIC            | 2     | 6X6 DORIC | EXISTING | None |  |
| C4                          | BRICK PILASTER       | 4     | 17X10     | EXISTING | None |  |
| C5                          | CONCRETE-RECTANGULAR | 2     | 10X10     | EXISTING | None |  |
| C6                          | ENG TIMBER           | 12    | 6X6       | EXISTING | None |  |

| BEAMS-EXISTING & DEMOLISH |               |       |           |          |          |  |
|---------------------------|---------------|-------|-----------|----------|----------|--|
| TAG                       | TYPE          | COUNT | W X D (") | PHASE    | DEMOLISH |  |
| B1                        | BUILT UP BEAM | 5     | 8x12      | EXISTING | <varies> |  |
| B2                        | BUILT UP BEAM | 5     | 6x10      | EXISTING | None     |  |
| B3                        | BUILT UP BEAM | 1     | (6) 2X12  | EXISTING | None     |  |

| DOORS-NEW |       |              |       |             |              |       |                                 |          |
|-----------|-------|--------------|-------|-------------|--------------|-------|---------------------------------|----------|
| TAG       | PHASE | TYPE         | COUNT | CLEAR WIDTH | CLEAR HEIGHT | FRR   | HARDWARE                        | DEMOLISH |
| D7        | NEW   | FLUSH-SINGLE | 11    | 2' - 8"     | 7' - 0"      |       |                                 |          |
| D9        | NEW   | FLUSH-SINGLE | 2     | 3' - 0"     | 7' - 0"      |       |                                 |          |
| D11       | NEW   | FLUSH-DOUBLE | 1     | 5' - 0"     | 7' - 0"      |       |                                 |          |
| D12       | NEW   | SLIDING      | 1     | 8' - 0"     | 7' - 0"      |       |                                 |          |
| D13       | NEW   | SLIDING      | 4     | 5' - 0"     | 7' - 0"      |       |                                 |          |
| D14       | NEW   | SLIDING      | 3     | 4' - 0"     | 7' - 0"      |       |                                 |          |
| D16       | NEW   | POCKET       | 1     | 1' - 2"     | 7' - 0"      |       |                                 |          |
| D17       | NEW   | FLUSH-SINGLE | 1     | 1' - 4"     | 7' - 0"      |       |                                 |          |
| D18       | NEW   | SLIDING      | 3     | 3' - 0"     | 7' - 0"      |       |                                 |          |
| D19       | NEW   | FLUSH-SINGLE | 1     | 1' - 6"     | 7' - 0"      |       |                                 |          |
| D20       | NEW   | SLIDING      | 1     | 4' - 6"     | 7' - 0"      |       |                                 |          |
| D21       | NEW   | FLUSH-SINGLE | 1     | 2' - 4"     | 7' - 0"      |       |                                 |          |
| D22       | NEW   | FLUSH-2 LITE | 1     | 3' - 0"     | 7' - 10"     |       |                                 |          |
| D23       | NEW   | FLUSH-SINGLE | 2     | 2' - 0"     | 7' - 0"      |       |                                 |          |
| D26       | NEW   | FLUSH-SINGLE | 1     | 3' - 0"     | 7' - 0"      | 45MIN | LATCH, CLOSER, SWEEP, PSF FRAME |          |

| COLUMNS-NEW |      |       |           |       |      |
|-------------|------|-------|-----------|-------|------|
| TAG         | TYPE | COUNT | W X D (") | PHASE | DEMO |

| BEAMS-NEW |      |       |           |       |          |
|-----------|------|-------|-----------|-------|----------|
| TAG       | TYPE | COUNT | W X D (") | PHASE | DEMOLISH |

| WINDOWS-EXISTING & DEMOLISH |          |                   |       |             |              |             |          |          |
|-----------------------------|----------|-------------------|-------|-------------|--------------|-------------|----------|----------|
| TAG                         | PHASE    | TYPE              | COUNT | CLEAR WIDTH | CLEAR HEIGHT | SILL HEIGHT | HARDWARE | DEMOLISH |
| G1                          | EXISTING | FIXED             | 4     | 3' - 10"    | 5' - 6"      | 2' - 6"     |          | DEMO     |
| G2                          | EXISTING | FIXED             | 2     | 3' - 0"     | 6' - 7"      | 2' - 0"     |          | DEMO     |
| G3                          | EXISTING | FIXED             | 1     | 2' - 6"     | 2' - 8"      | 3' - 9"     |          | DEMO     |
| G4                          | EXISTING | FIXED             | 2     | 3' - 10"    | 5' - 0"      | 2' - 6"     |          | DEMO     |
| G5                          | EXISTING | FIXED             | 4     | 2' - 6"     | 6' - 2"      | 3' - 0"     |          | DEMO     |
| G6                          | EXISTING | FIXED             | 4     | 3' - 8"     | 5' - 4"      | 3' - 0"     |          | DEMO     |
| G7                          | EXISTING | FIXED             | 1     | 3' - 7"     | 6' - 3"      | 2' - 7"     |          | DEMO     |
| G8                          | EXISTING | FIXED             | 1     | 2' - 2"     | 6' - 3"      | 2' - 8"     |          | DEMO     |
| G9                          | EXISTING | FIXED-MULTI-PANEL | 1     | 2' - 10"    | 2' - 10"     | 8' - 5"     |          | DEMO     |
| G10                         | EXISTING | FIXED             | 1     | 3' - 0"     | 6' - 3"      | 2' - 8"     |          | DEMO     |
| G11                         | EXISTING | FIXED             | 2     | 3' - 10"    | 3' - 0"      | 3' - 6"     |          | DEMO     |

| FIXTURES |                     |          |       |
|----------|---------------------|----------|-------|
| TAG      | TYPE                | WDXH (") | COUNT |
| P1       | SINK-KITCHEN-SINGLE | 20X20    | 1     |
| P2       | TUB                 | 60X30X18 | 1     |
| P3       | UTILITY SINK        | 20X24X36 | 1     |
| P4       | SINK-VANITY-ROUND   | 19Ø      | 4     |
| P5       | WATER HEATER        | 24Ø      | 4     |
| P6       | SINK-KITCHEN-DOUBLE | 32X20    | 4     |
| P7       | SHOWER              | 48X36    | 1     |
| P8       | TOILET              | 20X32X16 | 5     |
| P9       | SINK-MOP            | 24X24X6  | 1     |
| P10      | LAVATORY            | 24X20    | 1     |
| P11      | SHOWER              | 36X36    | 1     |
| P12      | SHOWER              | 60X36    | 1     |
|          |                     |          | 25    |

| APPLIANCES/EQUIPM... |                     |                      |       |
|----------------------|---------------------|----------------------|-------|
| TAG                  | TYPE                | WDXH (")             | COUNT |
| A1                   | WASHER DRYER STACK  | 27X30X80             | 4     |
| A2                   | REFRIGERATOR-DOUBLE | 36X34X68             | 2     |
| A3                   | RANGE STOVE         | 24X24X36             | 3     |
| A4                   | REFRIGERATOR-DOUBLE | 30X34X68             | 1     |
| A5                   | DRYER               | 28x35x35             | 1     |
| A6                   | WASHER              | 28x35x35             | 1     |
| A7                   | BOILER              | 21X32X36             | 1     |
| A8                   | ELECTRICAL PANEL    | SEE ELEC.            | 4     |
| A9                   | DISHWASHER          | 24X24X33.5           | 3     |
| A10                  | Wirybird            | ROOF VENT-VMAX-102-1 | 4     |
|                      |                     | 2                    |       |
| A11                  | Wirybird            | ROOF VENT-VMAX-201-1 | 2     |
|                      |                     | 2                    |       |

| FURNITURE |                    |              |       |
|-----------|--------------------|--------------|-------|
| TAG       | TYPE               | WDXH (")     | COUNT |
| F1        | BAR STOOL          | 12ØX20       | 5     |
| F2        | TABLE-NIGHTSTAND   | 24X18X30     | 16    |
| F3        | TABLE-COFFEE       | 48X24X24     | 3     |
| F4        | SOFA-TRIPLE-SMALL  | 76X32        | 6     |
| F5        | TELEVISION         | 60X4X30 2    | 2     |
| F6        | CHAIR-DINING       | 16X16X18     | 15    |
| F7        | COAT HOOK          | 2X4          | 2     |
| F8        | BED                | QUEEN-60X80  | 3     |
| F9        | PULL-OUT           | QUEEN-80X86  | 1     |
| F10       | TABLE-DINING       | 72X36        | 2     |
| F11       | BED                | DOUBLE-54X80 | 1     |
| F12       | BED                | KING-76X80   | 1     |
| F14       | TABLE-DINING       | 60X30X30 2   | 1     |
| F15       | CHAIR-OFFICE       | 18X18X18     | 1     |
| F16       | TABLE-DINING       | 60X24X30     | 1     |
| F17       | FIREPLACE-ELECTRIC | 80X18X48     | 1     |

| FOOTINGS-EXIST/DE... |                 |          |          |          |
|----------------------|-----------------|----------|----------|----------|
| TAG                  | TYPE            | LWXD (") | PHASE    | DEMOLISH |
| F1                   | RECTANGULAR     | 48X48X8  | EXISTING | None     |
| F3                   | RECTANGULAR     | 42X48X8  | EXISTING | None     |
| F4                   | Wall Foundation | 24X8 2   | EXISTING | None     |

| WINDOWS-NEW |       |                   |       |             |              |             |          |                            |
|-------------|-------|-------------------|-------|-------------|--------------|-------------|----------|----------------------------|
| TAG         | PHASE | TYPE              | COUNT | CLEAR WIDTH | CLEAR HEIGHT | SILL HEIGHT | HARDWARE | DEMOLISH                   |
| G1          | NEW   | FIXED             | 2     | 3' - 10"    | 5' - 6"      | <varies>    |          |                            |
| G3          | NEW   | FIXED             | 1     | 2' - 6"     | 2' - 8"      | 3' - 9"     |          |                            |
| G9          | NEW   | FIXED-MULTI-PANEL | 2     | 2' - 10"    | 2' - 10"     | <varies>    |          |                            |
| G12         | NEW   | HUNG-DOUBLE       | 2     | 2' - 6"     | 6' - 2"      | 3' - 0"     |          |                            |
| G13         | NEW   | HUNG-DOUBLE       | 4     | 3' - 8"     | 5' - 6"      | <varies>    |          |                            |
| G14         | NEW   | HUNG-DOUBLE       | 3     | 2' - 6"     | 5' - 2"      | <varies>    |          |                            |
| G15         | NEW   | HUNG-DOUBLE       | 1     | 3' - 8"     | 5' - 0"      | 3' - 4"     |          |                            |
| G16         | NEW   | FIXED             | 2     | 4' - 0"     | 4' - 10"     | 3' - 0"     |          |                            |
| G17         | NEW   | FIXED             | 1     | 3' - 8"     | 5' - 0"      | 3' - 4"     |          |                            |
| G18         | NEW   | FIXED             | 2     | 3' - 0"     | 3' - 0"      | 3' - 6"     |          |                            |
| G19         | NEW   | FIXED             | 1     | 2' - 6"     | 5' - 2"      | 3' - 4"     |          | WIRED GLASS OR GLASS BLOCK |
| G20         | NEW   | AWNING-SINGLE     | 2     | 2' - 6"     | 6' - 2"      | 3' - 0"     |          |                            |
| G40         | NEW   | FIXED-MULTI-PANEL | 2     | 4' - 0"     | 1' - 6"      | 8' - 0"     |          |                            |
| G46         | NEW   | FIXED-MULTI-PANEL | 1     | 3' - 0"     | 1' - 6"      | 8' - 0"     |          |                            |

| FOOTINGS-NEW |                 |          |       |          |
|--------------|-----------------|----------|-------|----------|
| TAG          | TYPE            | LWXD (") | PHASE | DEMOLISH |
| F2           | Wall Foundation | 24X8     | NEW   | None     |

stand  
ARCHITECTURE

Lukas Armstrong, Architect AIBC  
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V1L6K7

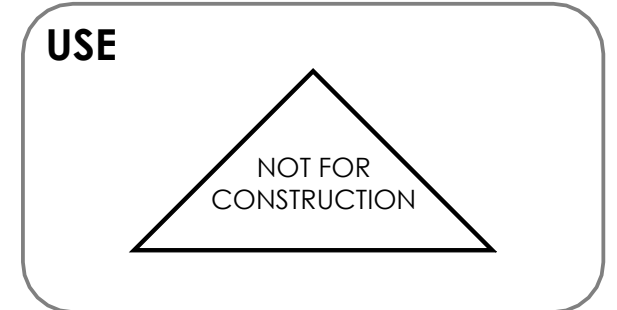
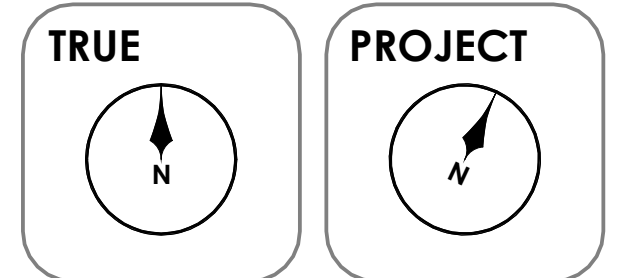
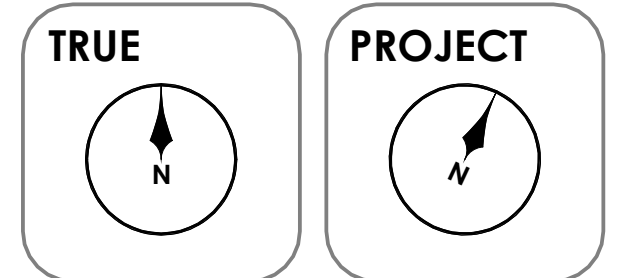
**PROJECT NAME**  
331 FRONT STREET RENOVATION

**ADDRESS**  
331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

**DRAWING NOTES**

**SEAL**



**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

**SHEET NAME**  
**SCHEDULES**

**SHEET NO.**  
**A3**

**REV. NO.**



# ZONING BYLAW SUMMARY

| ITEM               | DESCRIPTION  |
|--------------------|--|
| CIVIC ADDRESS      | 331 FRONT ST KASLO   |
| LEGAL ADDRESS      | PARCEL G, PLAN NEP393, DISTRICT LOT 208, KOOTENAY LAND DISTRICT, BEING A CONSOLIDATION OF LOTS 16 & 17, SEE LB533771, PID: 029-477-000 |
| AJH                | RDCK   |
| ZONING DESIGNATION | C2-CENTRAL BUSINESS DISTRICT ZONE  |
| BYLAW REFERENCED   | VILLAGE OF KASLO LAND USE BYLAW 1130 (2022-11-15)  |
| OCP DESIGNATION    | CORE COMMERCIAL  |
| OCP REFERENCED     | VILLAGE OF KASLO OFFICIAL COMMUNITY PLAN (2022-09-27)  |
| DPA DESIGNATION    | HERITAGE & COMMERCIAL CORE   |



## C2-CENTRAL BUSINESS DISTRICT ZONE ZONING BYLAWS

| ITEM                     | PERMITTED   | PROPOSED                         |
|--------------------------|---|----------------------------------|
| 1. PRINCIPAL USE         | 1. A. RETAIL<br>B. OFFICE<br>C. SERVICE<br>D. RECREATION/ENTERTAINMENT<br>E. RESTAURANT<br>F. NEIGHBOURHOOD PUB<br>G. SCHOOL<br>H. LIGHT INDUSTRIAL/PARKING<br>I. CHURCH, HOSPITAL, PERSONAL CARE, DAY CARE<br>J. PUBLIC BUILDINGS<br>K. ACCESSORY USES<br>L. RM-1 ZONE USES* | 1. RM-1 ZONE USES*<br>RESTAURANT |
| 2. SITE AREA (M²)        | 2. >765   | 2. 511.0 (EXISTING)              |
| 3. STREET FRONTAGE (M)   | 3. > 1/10 LOT PERIMETER= 97.6/10=9.76   | 3. 15.2 (EXISTING)               |
| 4. HEIGHT (M)            | 4. <12.0  | 4. 8.7 (EXISTING)                |
| 5. FRONT SETBACK (M)     | 5. 0.0  | 5. 0.0 (EXISTING)                |
| 6. REAR SETBACK (M)      | 6. 4.5  | 6. 3.0 (EXISTING)                |
| 7. INTERIOR SETBACK (M)  | 7. 0.0  | 7. 0.0 (EXISTING)                |
| 8. EXTERIOR SETBACK (M)  | 8. 0.0  | 8. N.A.                          |
| 9. PROJECTIONS (M)       | 9. 0.6  | 9. N.A.                          |
| 10. PARKING COUNT        | 10. RETAIL=1/46M²<br>OFFICE=1/46M²<br>ENTERTAINMENT=1/5 SEATS<br>RESTAURANT=1/5 SEATS   | 10. EXISTING                     |
| 11. PARKING SIZE (W X L) | 11. A. 0°=2.4 X 6.7<br>B. 30°=2.4X4.9<br>C. 45°=2.4X5.6<br>D. 60°=2.4X5.6<br>E. 90°=2.4 X 5.5   | 11. EXISTING                     |
| 12. AISLE WIDTH          | 12. A. 0°=3.7<br>B. 30°=3.7<br>C. 45°=3.7<br>D. 90°=6.75  | 12. EXISTING                     |

## \*USES PERMITTED IN THE C-1 ZONE, WATERFRONT COMMERCIAL AND RM-1 ZONE, MULTIPLE RESIDENTIAL, SUBJECT TO THE RESPECTIVE REGULATIONS APPLICABLE IN THOSE ZONES

### RM-1 - MULTIPLE RESIDENTIAL ZONING BYLAWS

| ITEM                     | PERMITTED   | PROPOSED             |
|--------------------------|---|----------------------|
| 1. PRINCIPAL USE         | 1. A. MULTIPLE DWELLING<br>B. SINGLE FAMILY, TWO FAMILY (R-1)<br>C. SCHOOL, CHURCH, HOSPITAL, PERSONAL CARE, DAY CARE<br>D. PUBLIC BUILDINGS<br>E. ACCESSORY USES<br>F. HOME OCCUPATION<br>G. BED & BREAKFAST | 1. MULTIPLE DWELLING |
| 2. SITE AREA (M²)        | 2. >1000.0  | 2. 511.0 (EXISTING)  |
| 3. STREET FRONTAGE (M)   | 3. >22.0  | 3. 15.2 (EXISTING)   |
| 4. DENSITY (UNITS)       | 4. <60/10,000M²=3.066   | 4. 3 (EXISTING)      |
| 5. HEIGHT (M)            | 5. <12.0  | 5. 8.7 (EXISTING)    |
| 6. FRONT SETBACK (M)     | 6. 7.5  | 6. 0.0 (EXISTING)    |
| 7. REAR SETBACK (M)      | 7. 7.5  | 7. 3.0 (EXISTING)    |
| 8. INTERIOR SETBACK (M)  | 8. 1.5  | 8. 0.0 (EXISTING)    |
| 9. EXTERIOR SETBACK (M)  | 9. 7.5  | 9. N.A.              |
| 10. PROJECTIONS (M)      | 10. 0.6   | 10. N.A.             |
| 11. SITE COVERAGE (%)    | 11. 40  | 11. 35.7 (EXISTING)  |
| 12. OPEN SITE SPACE (%)  | 12. 30 LOT AREA, 33 REAR YARD   | 12. EXISTING         |
| 13. PARKING COUNT        | 13. 1.5/DWELLING UNIT   | 13. EXISTING         |
| 14. PARKING SIZE (W X L) | 14. A. 0°=2.4 X 6.7<br>B. 30°=2.4X4.9<br>C. 45°=2.4X5.6<br>D. 60°=2.4X5.6<br>E. 90°=2.4 X 5.5   | 14. EXISTING         |
| 15. AISLE WIDTH          | 15. A. 0°=3.7<br>B. 30°=3.7<br>C. 45°=3.7<br>D. 90°=6.75  | 15. EXISTING         |
| 16. AMENITY AREAS (M²)   | 16. A. 10<br>B. 15<br>C. 20<br>D. 30<br>E. 40   | 16. EXISTING         |

## 4.24 EXEMPTION OF EXISTING BUILDINGS FROM PARKING AND LOADING REQUIREMENTS

THE REGULATIONS CONTAINED IN THIS SECTION SHALL NOT APPLY TO BUILDINGS, STRUCTURES AND USES EXISTING ON THE EFFECTIVE DATE OF THIS BYLAW EXCEPT THAT:

A. OFF-STREET PARKING AND LOADING SHALL BE PROVIDED AND MAINTAINED IN ACCORDANCE WITH THIS SECTION FOR ANY ADDITION TO ANY EXISTING BUILDING AND STRUCTURE OR ANY CHANGE OR ADDITION TO SUCH EXISTING USE INCLUDING HOME OCCUPATIONS.

B. OFF-STREET PARKING AND LOADING PROVIDED PRIOR TO THE ADOPTION OF THIS BYLAW SHALL NOT BE REDUCED BELOW THE APPLICABLE OFF-STREET PARKING REQUIREMENTS OF THIS SECTION.

# DEVELOPMENT PERMIT AREA SUMMARY

## 16.3 HERITAGE AND COMMERCIAL CORE DPA

16.3.1 CONTEXT AND PURPOSE  
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, PURSUANT TO SECTIONS 488(1)(D) AND 488(1)(F) OF THE LOCAL GOVERNMENT ACT.

THE LANDS WITHIN THE HERITAGE AND COMMERCIAL CORE DPA ARE DEFINED IN MAP C. THIS DPA ALSO INCLUDES PROPERTIES THAT ARE DESIGNATED IN MUNICIPAL, PROVINCIAL, OR NATIONAL HERITAGE REGISTRIES, INCLUDING TWO NATIONAL HISTORIC SITES. THIS AREA IS THE HISTORICAL COMMERCIAL CENTRE OF KASLO AND THE PRIMARY FOCUS OF PEDESTRIAN-SCALE RETAIL, COMMERCIAL AND INSTITUTIONAL SERVICES. THE HERITAGE AND COMMERCIAL CORE DP IS INTENDED PRESERVE KASLOS HISTORICAL, ARTISTIC, AND ARCHITECTURAL FEATURES, AND ENCOURAGE NEW DEVELOPMENT TO FOLLOW DESIGN GUIDELINES THAT ARE RESPECTIVE AND COMPLEMENTARY TO THOSE HISTORICAL ATTRIBUTES.

16.3.2 REGULATED DEVELOPMENT  
WITHIN THE HERITAGE AND COMMERCIAL CORE DPA, LAND SHALL NOT BE SUBDIVIDED AND CONSTRUCTION OF, ADDITION TO, OR ALTERATION OF A BUILDING OR STRUCTURE SHALL NOT BE COMMENCED UNLESS THE OWNER FIRST OBTAINS A DEVELOPMENT PERMIT.

## 16.3.3 GUIDELINES

- THE DESIGN GUIDELINES FOR THE HERITAGE AND COMMERCIAL CORE DPA ARE SPECIFIED IN APPENDIX II: HERITAGE DESIGN GUIDELINES, AND APPENDIX III: COLOUR DESIGN GUIDELINES. THESE DOCUMENTS WERE ORIGINALLY PRODUCED BY HERITAGE DESIGNER ROBERT INWOOD IN 1991 THROUGH CAREFUL RESEARCH INTO KASLO'S COLONIAL PERIOD ARCHITECTURE AND HISTORIC STREETScape OF THE 1890S THROUGH 1930S, WHICH RESULTED IN A SUCCESSFUL HERITAGE AREA REVITALIZATION PROGRAM THAT RESTORED AND REVITALIZED SEVERAL DOWNTOWN BUILDINGS IN THE 1990S.
- 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.
- DEVELOPMENT OF COMMERCIAL AND MULTI-FAMILY RESIDENTIAL PROPERTIES WITHIN THE HERITAGE AND COMMERCIAL CORE DPA ARE SUBJECT TO GENERAL FORM AND CHARACTER GUIDELINES BUT NOT NECESSARILY TO PARTICULARS OF THE LANDSCAPING OR OF THE EXTERIOR DESIGN AND FINISH OF BUILDINGS AND OTHER STRUCTURES.
- A DEVELOPMENT PERMIT ISSUED IN THE HERITAGE AND COMMERCIAL CORE DEVELOPMENT PERMIT AREA MAY INCLUDE CONDITIONAL REQUIREMENTS RESPECTING THE CHARACTER OF THE DEVELOPMENT INCLUDING THE SITING, MASSING, GENERAL LANDSCAPING, FORM, EXTERIOR DESIGN AND COLOUR CHOICES OF BUILDINGS AND STRUCTURES, AND THE DESIGN AND INSTALLATION OF SIGNAGE.

## 16.3.4 EXEMPTIONS

- DEVELOPMENT PERMITS ARE NOT REQUIRED WITHIN THE HERITAGE AND COMMERCIAL CORE DPA FOR:
  - INTERNAL ALTERATIONS THAT DO NOT AFFECT THE OUTER APPEARANCE OF A BUILDING, OR
  - FOR ROUTINE EXTERIOR MAINTENANCE, INCLUDING PAINTING PROVIDED THAT THE PAINT COLOUR IS COMPATIBLE WITH THE COLOUR DESIGN GUIDELINES.
- SINGLE-FAMILY DWELLING AND DUPLEX RESIDENTIAL DEVELOPMENT ARE NOT SUBJECT TO THE HERITAGE AND COMMERCIAL CORE DPA.
- STREET PATIOS AND CHATELLES PLACED IN PUBLIC SPACE SHALL BE SUBJECT TO REGULATION BY BYLAW OR POLICY.

## 16.3.5 APPLICATION AND REVIEW PROCEDURE

- AN APPLICATION FOR A HERITAGE AND COMMERCIAL CORE DP SHOULD INCLUDE A STATEMENT OR REPORT DESCRIBING THE DESIGN RATIONALE AND HOW THE BUILDING DESIGN GUIDELINES AND COLOUR DESIGN GUIDELINES HAVE BEEN CONSIDERED IN THE PROPOSED DEVELOPMENT.
- AFTER RECEIPT OF A COMPLETE APPLICATION, VILLAGE STAFF SHALL REVIEW THE APPLICATION AND, WITHIN 10 BUSINESS DAYS, MAY:
  - APPROVE THE APPLICATION IF IT CLEARLY MEETS THE HERITAGE AND COMMERCIAL CORE DPA REQUIREMENTS;
  - APPROVE THE APPLICATION WITH CONDITIONS RELATING TO GENERAL FORM AND CHARACTER;
  - REQUEST ADDITIONAL DESIGN DETAILS OR PROFESSIONALLY RENDERED DRAWINGS FROM THE APPLICANT;
  - REFER THE APPLICATION TO COUNCIL, OR;
  - E. MAY DENY THE PERMIT IF THE DEVELOPMENT IS NOT COMPATIBLE WITH THE HERITAGE AND COMMERCIAL CORE DPA REQUIREMENTS.
- A DENIAL, OR CONDITIONS OF APPROVAL, MAY BE APPEALED TO COUNCIL BY THE APPLICANT.
- AN APPLICATION THAT PROPOSES SIGNAGE, AWNINGS, OVERHANGS, LIGHTING, OR DECORATIVE FACADE FEATURES, SUCH AS CORNICES, THAT PROJECT INTO OR OVER THE PUBLIC STREET MUST BE APPROVED BY COUNCIL.
- IF AN APPLICATION IS REFERRED OR APPEALED TO COUNCIL, THE VILLAGE SHALL NOTIFY PROPERTY OWNERS WITHIN 60 METRES OF THE PROPERTY OF COUNCIL'S INTENTION TO CONSIDER THE APPLICATION AT LEAST SEVEN DAYS BEFORE THE COUNCIL MEETING.
- WHEN FIRST CONSIDERING THE APPLICATION, COUNCIL MAY ASSIGN A HERITAGE DESIGN REVIEW COMMITTEE TO REVIEW THE APPLICATION AND MAKE A RECOMMENDATION BEFORE DECIDING.
- THE HERITAGE DESIGN REVIEW COMMITTEE MUST PROVIDE ITS RECOMMENDATION TO COUNCIL WITHIN 21 DAYS OF COUNCIL'S FIRST CONSIDERATION OF THE APPLICATION.

# OFFICIAL COMMUNITY PLAN SUMMARY

## 6.2 CORE COMMERCIAL

6.2.1 PURPOSE  
KASLO'S HISTORIC COMMERCIAL CORE AREA IS RECOGNIZED FOR ITS EARLY-COLONIAL CHARACTER THAT MAKES THE AREA VERY WALKABLE, COMPACT, AND VIBRANT. THE AREA IS HOME TO DOZENS OF BUSINESSES AND RESIDENCES. ALONGSIDE COMMUNITY SERVICES AND AMENITIES THESE OBJECTIVES AND POLICIES AIM TO SUSTAIN THE AREA'S UNIQUE CHARACTERISTICS AND ITS ROLE AS THE MAIN SERVICE AND EMPLOYMENT CENTRE FOR THE VILLAGE AND SURROUNDING AREA.

## 6.2.2 OBJECTIVES

- TO ENCOURAGE A COMPACT, VISUALLY APPEALING COMMERCIAL CORE THAT OPERATES YEAR-ROUND TO PROVIDE A WIDE RANGE OF GOODS AND SERVICES.
- TO ENCOURAGE THE HIGHEST AND BEST USE OF THE LAND THROUGH MIXED-USE DEVELOPMENTS THAT INCLUDE COMPATIBLE GROUND-FLOOR, STREET-FRONT COMMERCIAL USES WITH OFFICES OR RESIDENCES ABOVE OR TO THE REAR.
- TO DISCOURAGE NEW RESIDENTIAL-ONLY DEVELOPMENT ON FRONT STREET BETWEEN 3RD AND 5TH STREETS.

## 6.2.3 POLICIES

- IN ADDITION TO THE GENERAL COMMERCIAL POLICIES, THE VILLAGE WILL:
- MAINTAIN THE HERITAGE AND COMMERCIAL CORE DEVELOPMENT PERMIT AREA.
  - DEVELOP A DOWNTOWN MASTER PLAN AIMED AT MAINTAINING THE VIBRANCY AND CHARACTER OF THE COMMERCIAL CORE INCLUDING CONSIDERATION OF IMPROVEMENTS TO WALKING, CYCLING, PARKING, ACCESSIBILITY, STREETSCAPES, AND CULTURAL AMENITIES.
  - CONTROL MIXED-USE DEVELOPMENT THROUGH ZONING REGULATIONS.

## DEFINITIONS

AMENITY AREA  
MEANS THAT PART OF A BUILDING OR LOT INTENDED FOR THE USE OF THE OCCUPANTS EXCLUSIVE OF ENTRANCES, HALLWAYS, DRIVEWAYS AND PARKING AREAS.

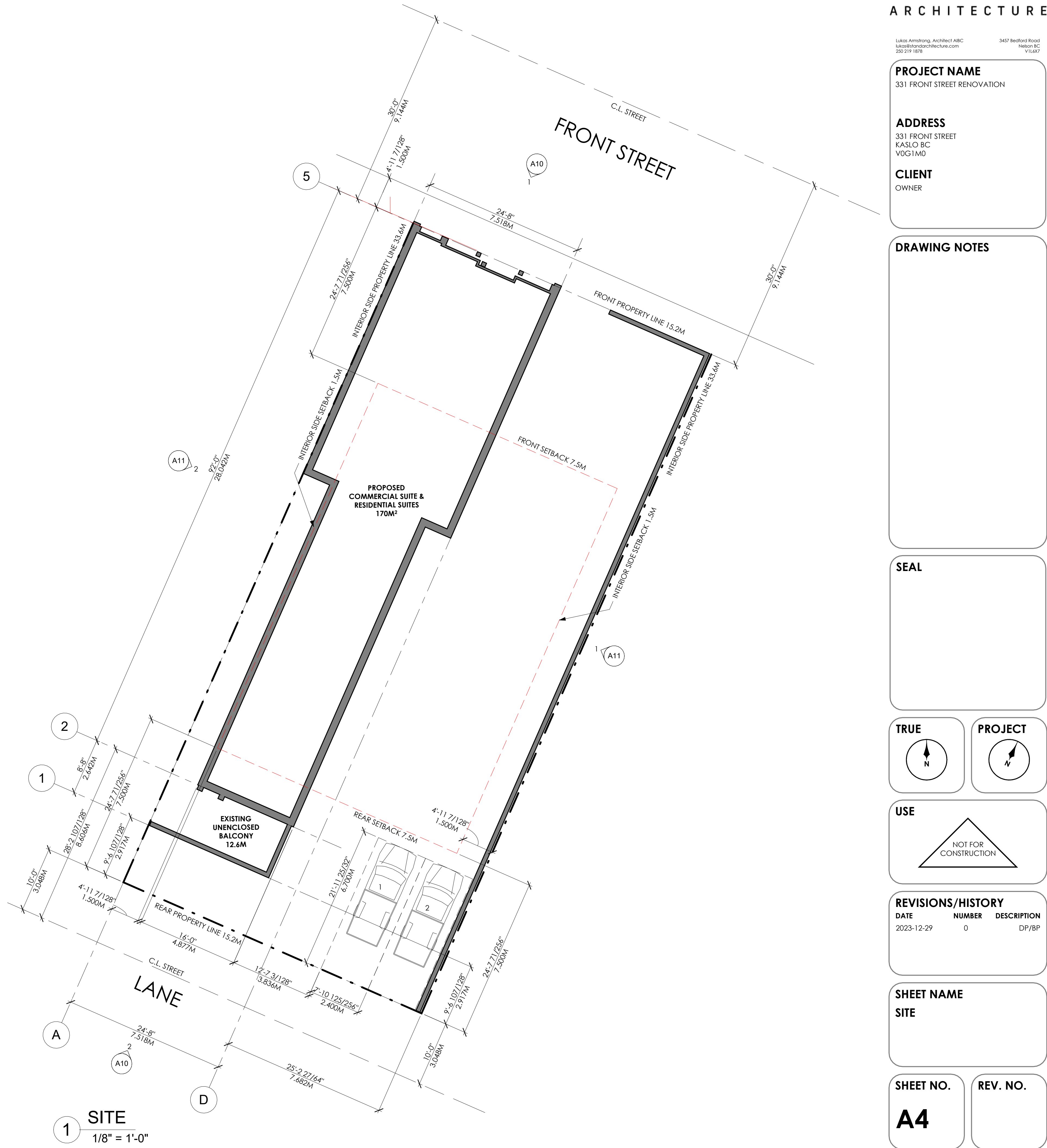
MULTIPLE DWELLING  
MEANS A BUILDING CONTAINING THREE OR MORE SELF-CONTAINED DWELLING UNITS.

TWO FAMILY DWELLING  
MEANS A BUILDING ENTIRELY COMPRISED OF TWO SELF-CONTAINED DWELLING UNITS.

SECONDARY SUITE  
MEANS A SEPARATE DWELLING UNIT WHICH IS COMPLETELY CONTAINED WITHIN A PRINCIPAL BUILDING AND IS SUBORDINATE TO A PRINCIPAL DWELLING UNIT ON THE SAME PARCEL.

SITE COVERAGE  
MEANS THAT PERCENTAGE OF THE AREA OF THE WHOLE OF A LOT WHICH IS COVERED BY OR BENEATH ONE OR MORE BUILDINGS.

OPEN SITE SPACE  
MEANS THAT PORTION OF A LOT WHICH IS LANDSCAPED AND PERMEABLE, NOT OCCUPIED OR OBSTRUCTED BY ANY BUILDING, PORTION OF BUILDING, DRIVEWAY OR PARKING LOT OR COVERED BY ANY IMPERMEABLE SURFACES.



**PROJECT NAME**  
331 FRONT STREET RENOVATION

**ADDRESS**  
331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

## DRAWING NOTES

## SEAL

**TRUE** **PROJECT**

**USE**

NOT FOR CONSTRUCTION

**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

**SHEET NAME**  
SITE

**SHEET NO.**  
**A4**

**REV. NO.**



**PROJECT NAME**  
331 FRONT STREET RENOVATION

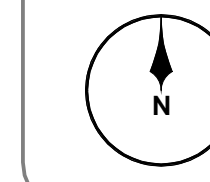
**ADDRESS**  
331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

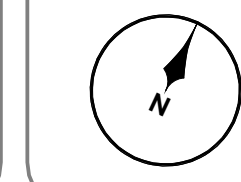
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**SEAL**

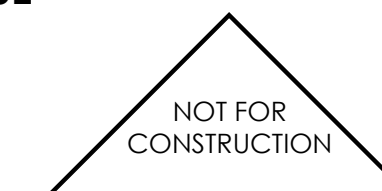
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**PROJECT**



**USE**



**REVISIONS/HISTORY**

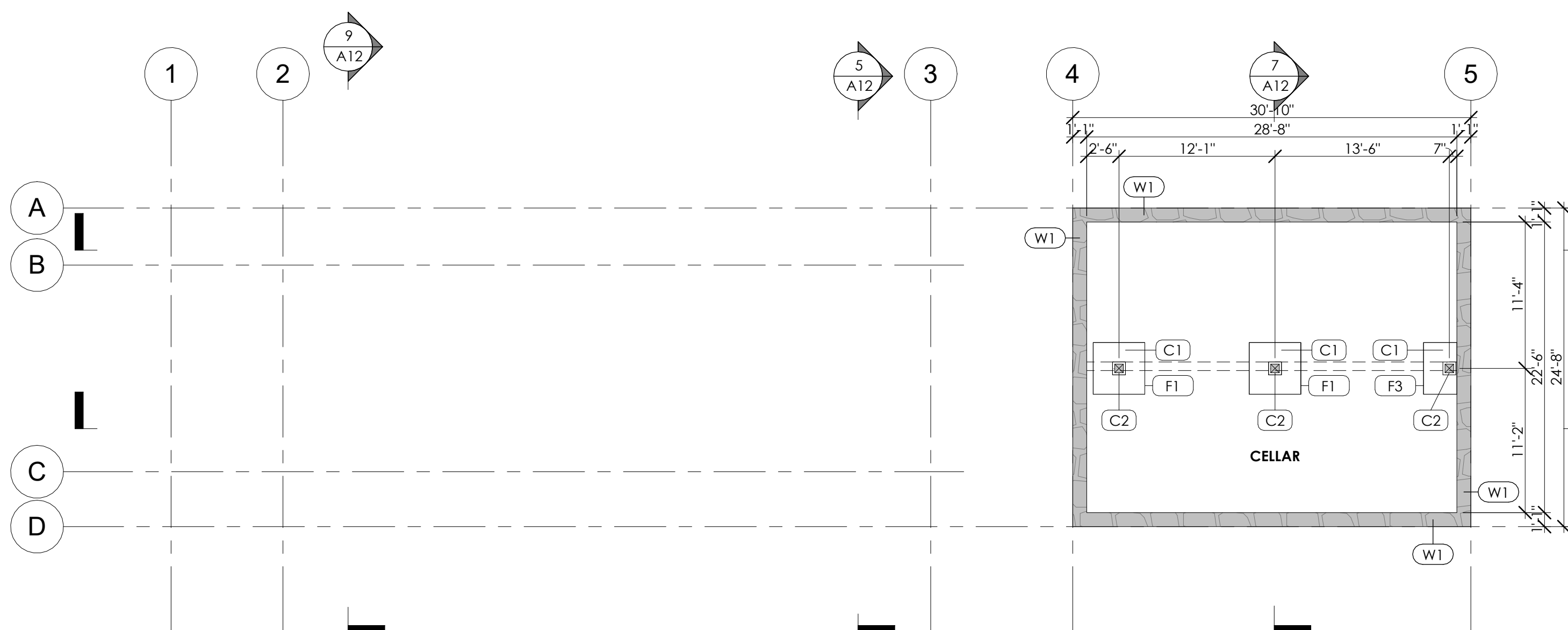
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**SHEET NAME**  
BASEMENT

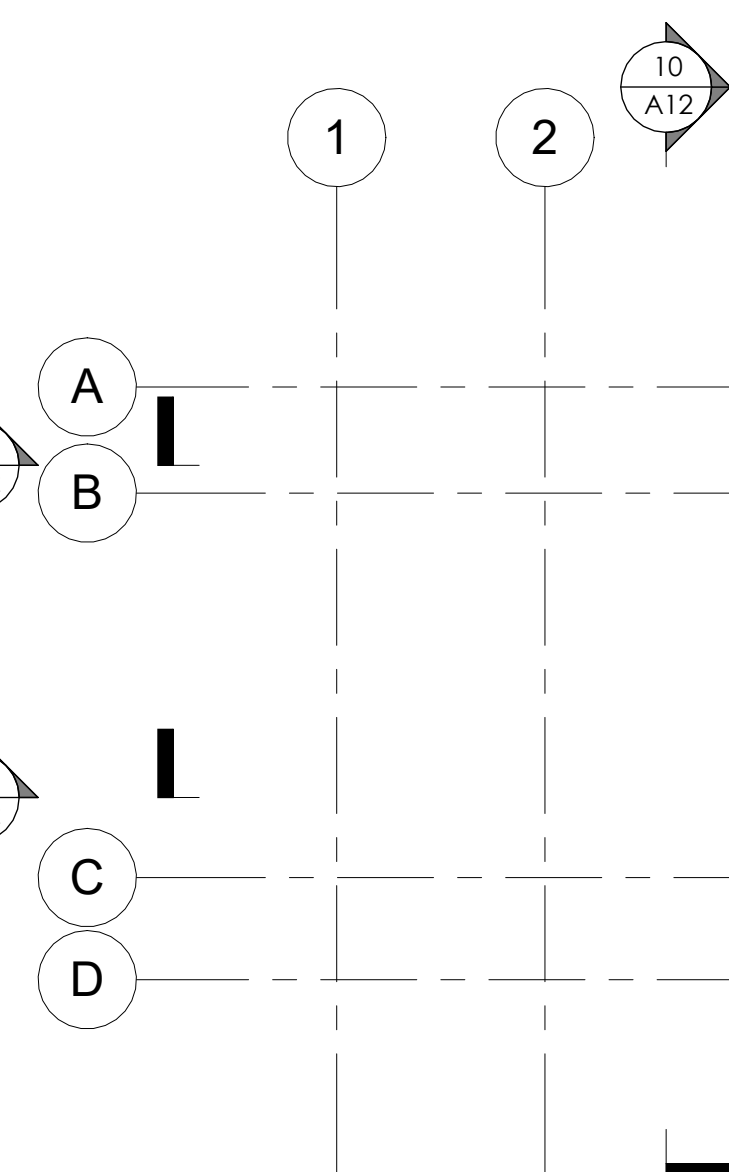
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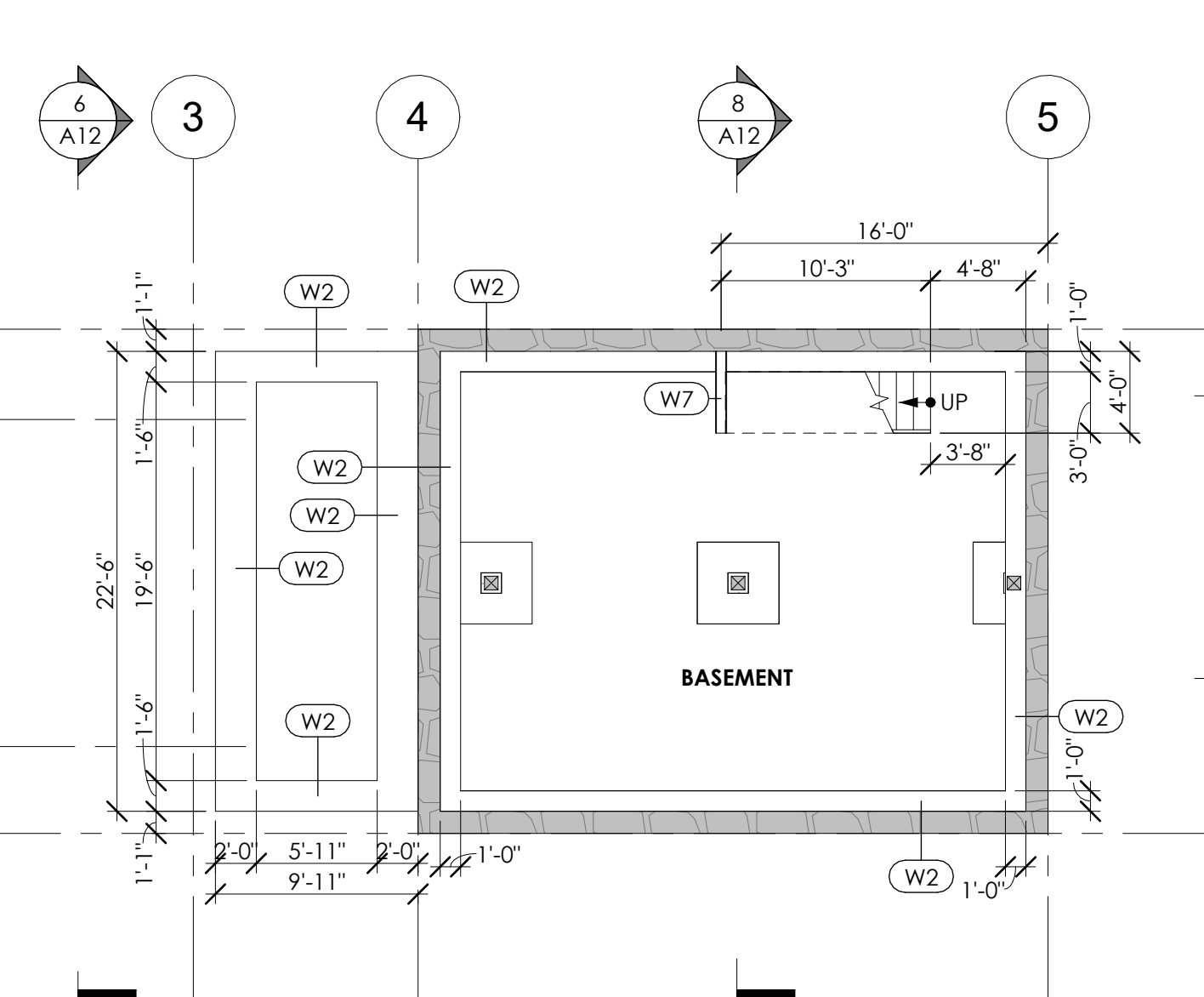
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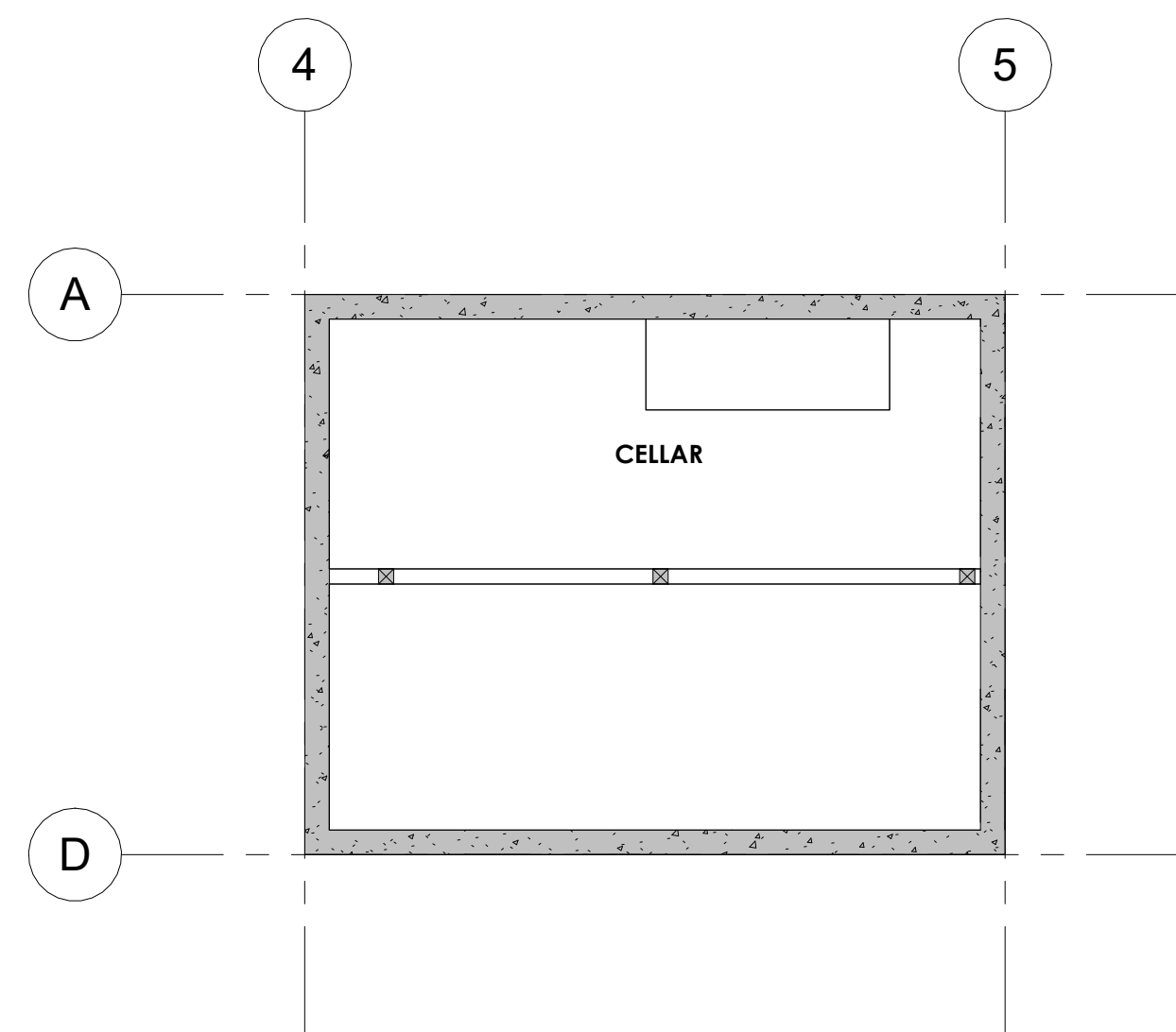
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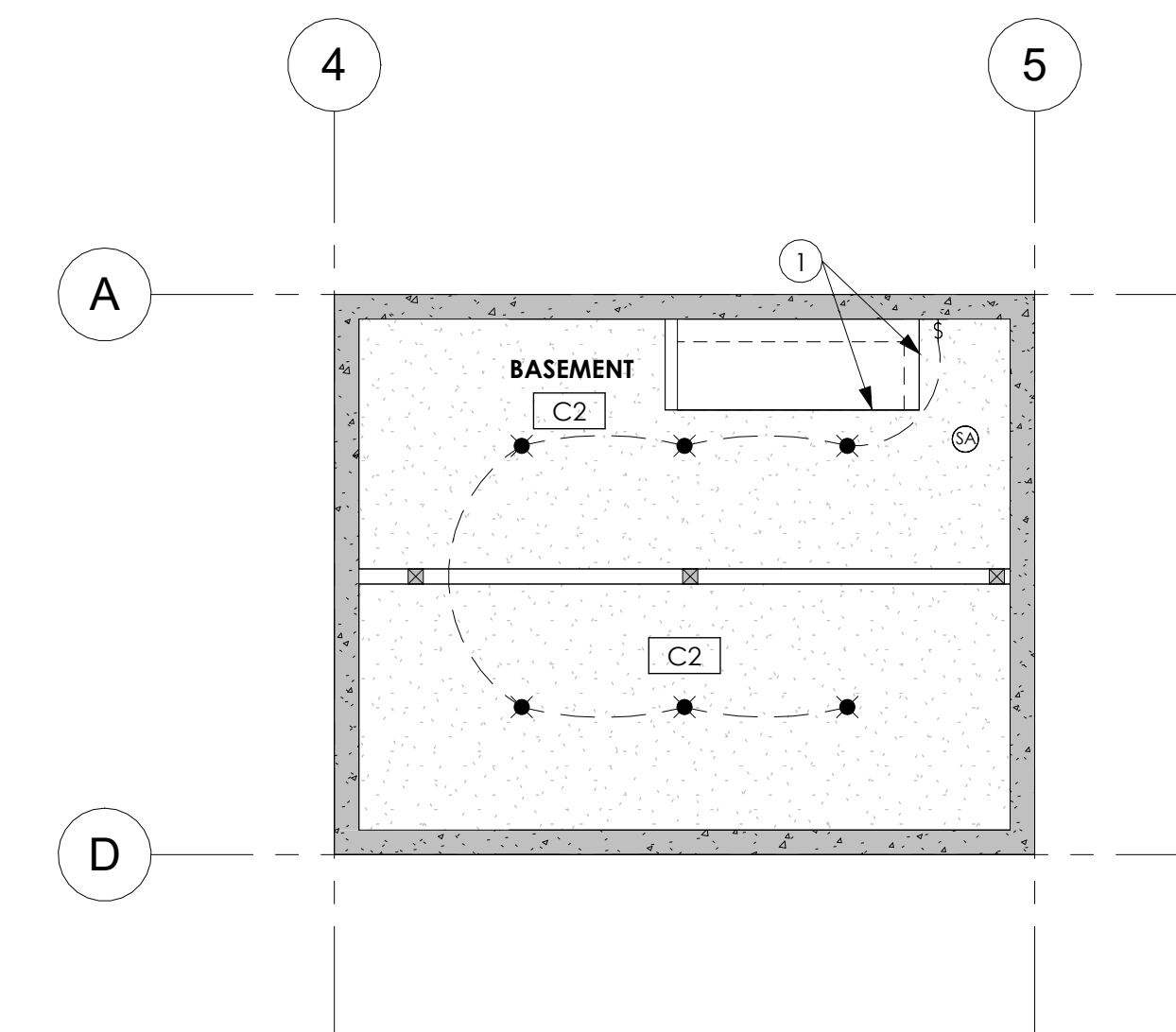
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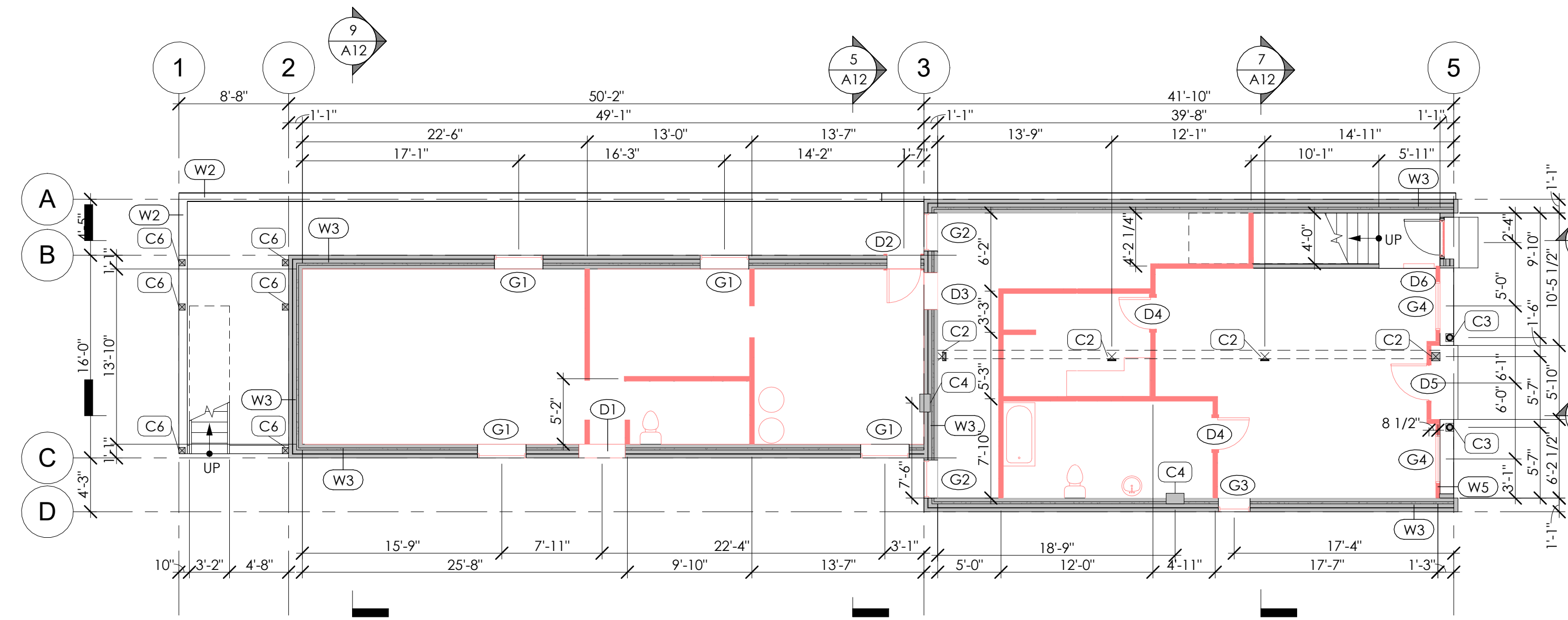


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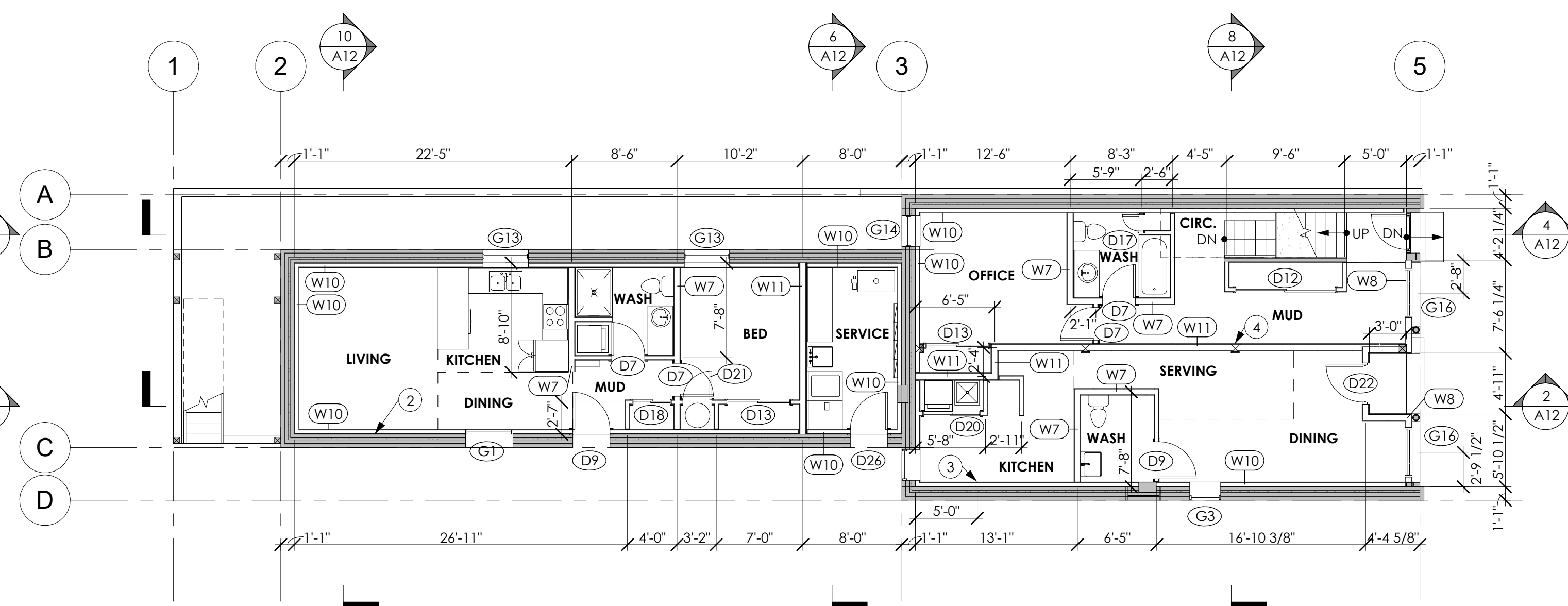


**3 BASEMENT RCP-DEMO**  
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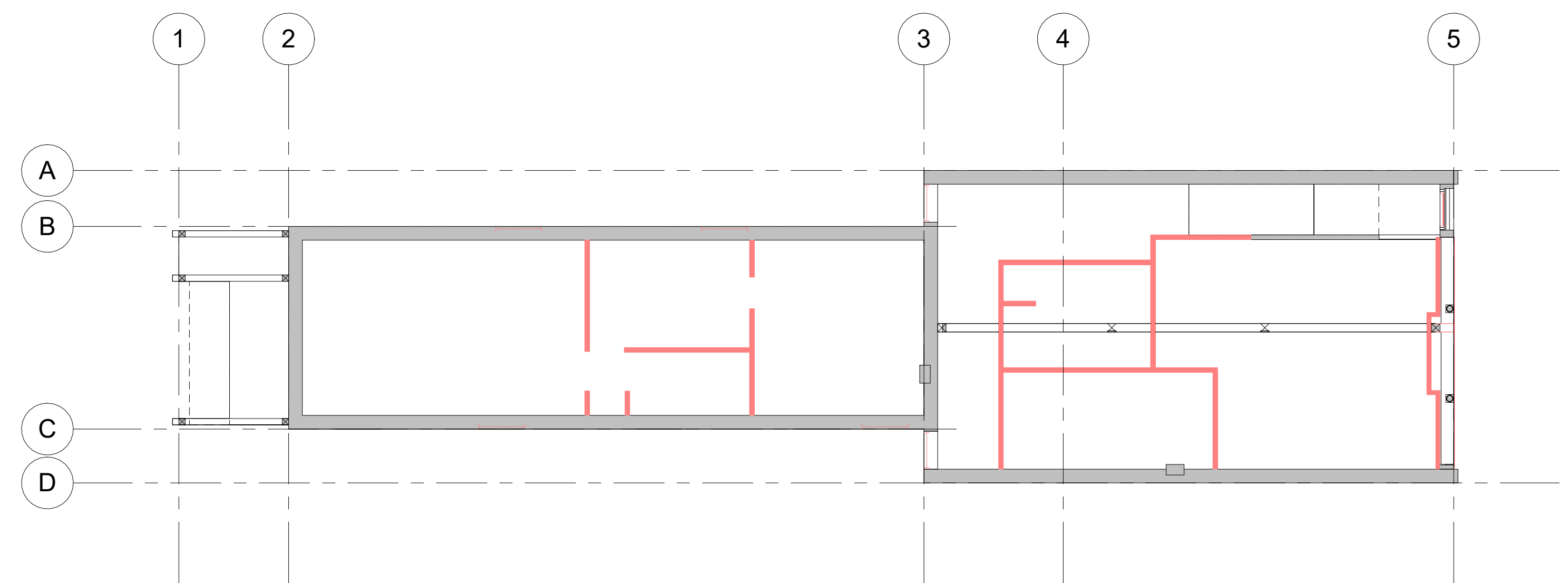




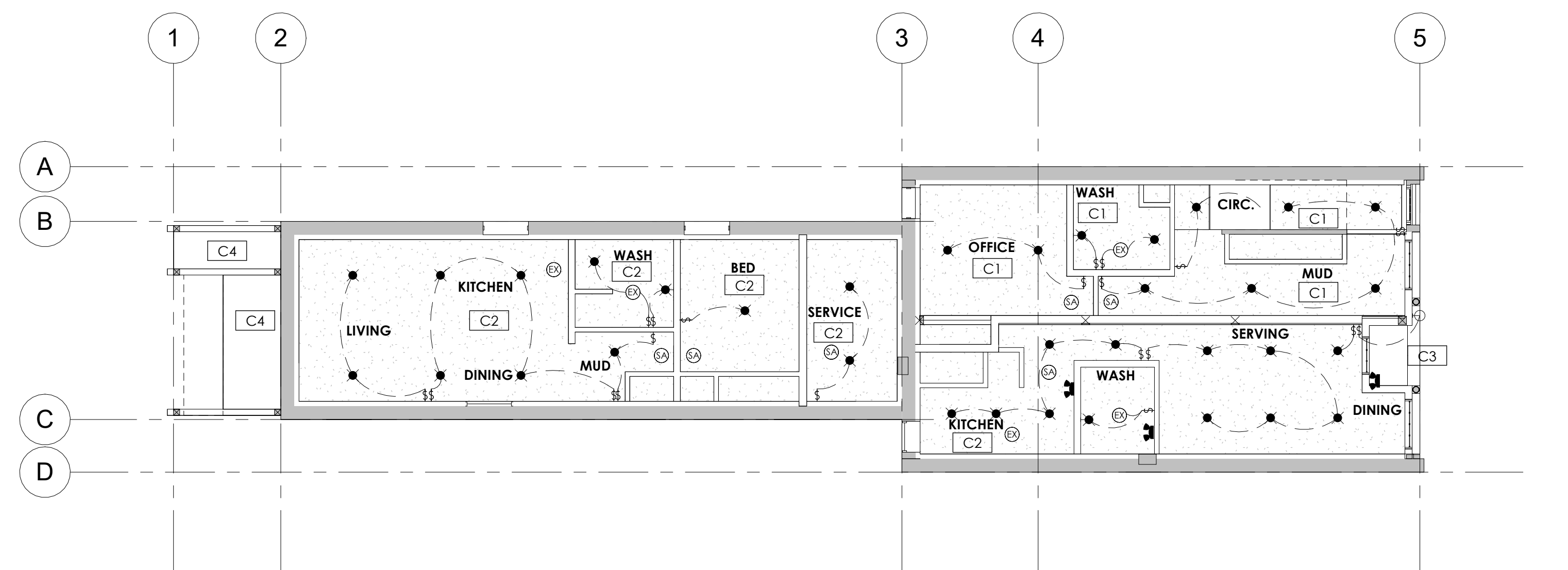
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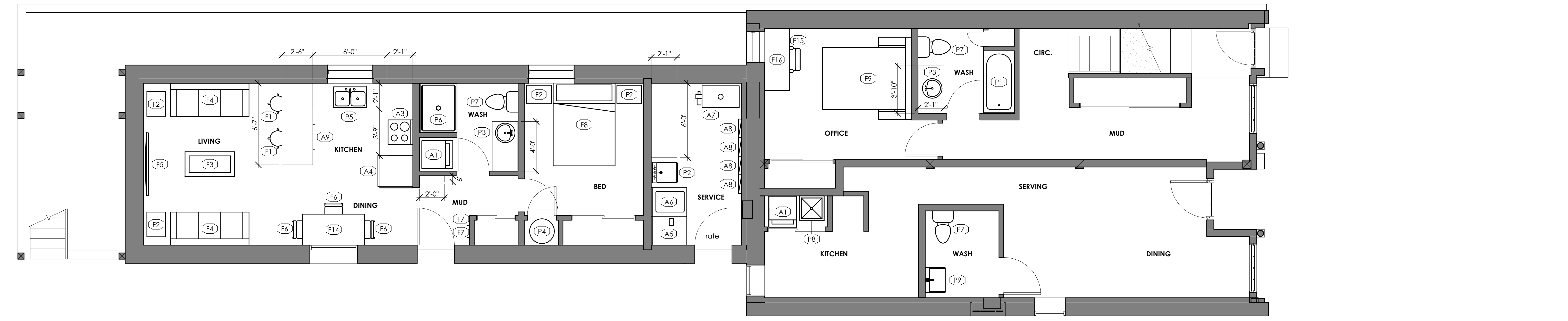
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1/8" = 1'-0"



**3 LEVEL 1 RCP-DEMO**  
1/8" = 1'-0"



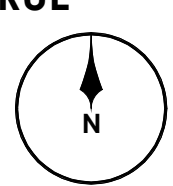
**4 LEVEL 1 RCP-NEW**  
1/8" = 1'-0"

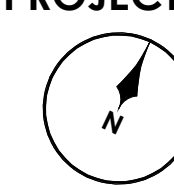


**5 LEVEL 1-FURNITURE**  
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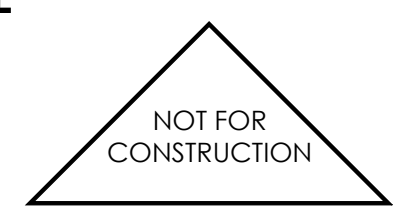
**DRAWING NOTES**

**SEAL**

**TRUE** 

**PROJECT** 

**USE**



NOT FOR CONSTRUCTION

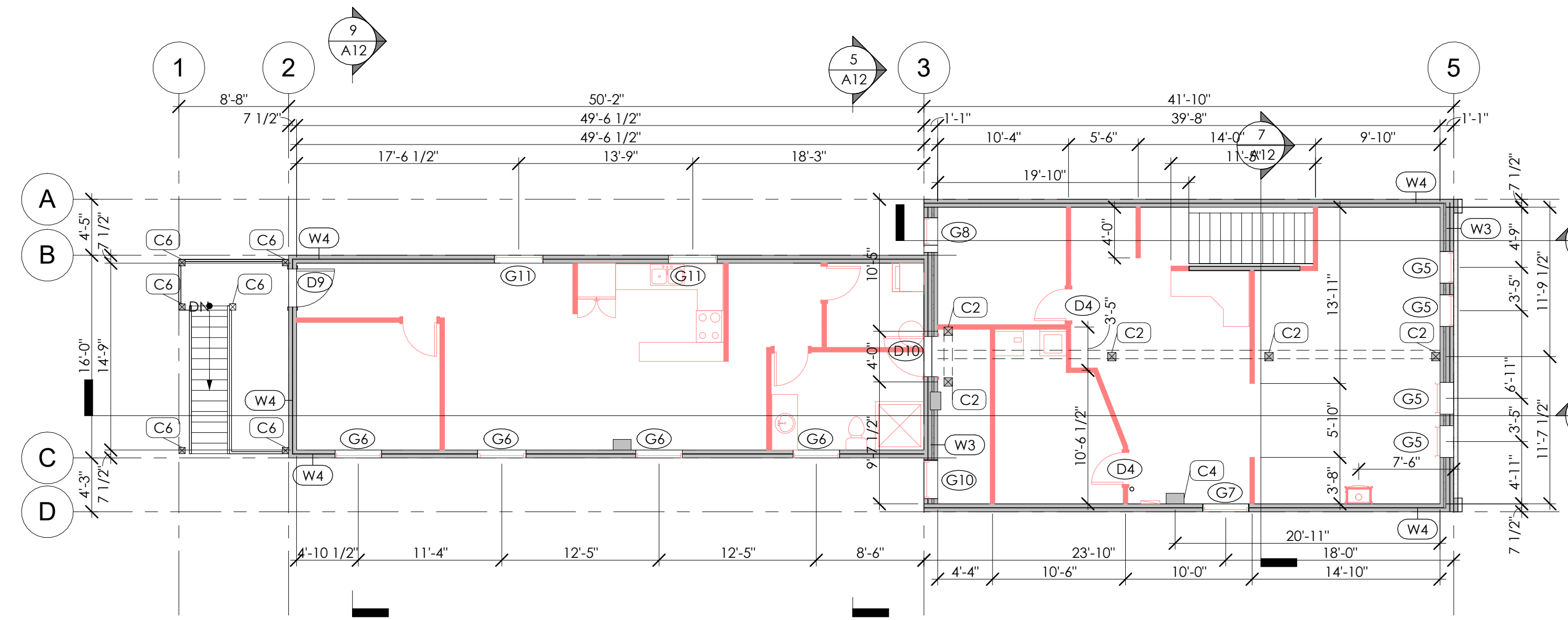
**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

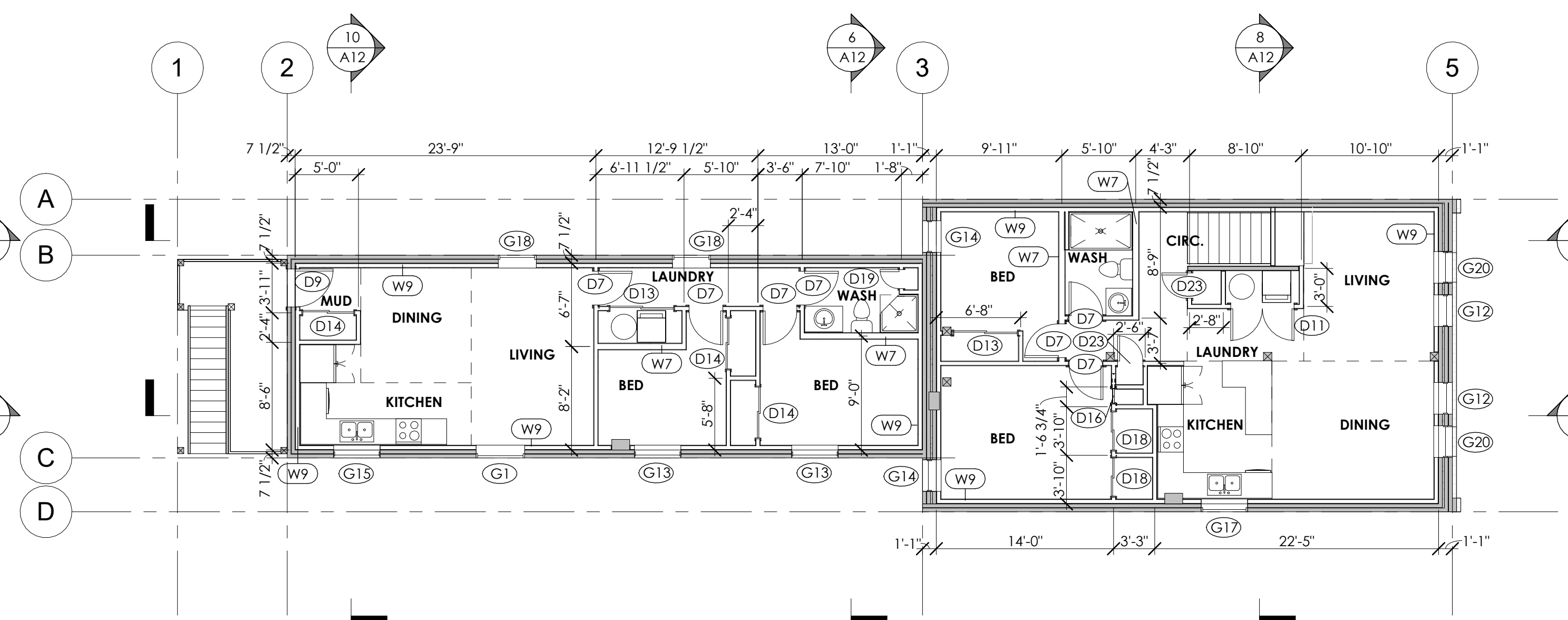
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LEVEL 2

**SHEET NO.**  
**A7**

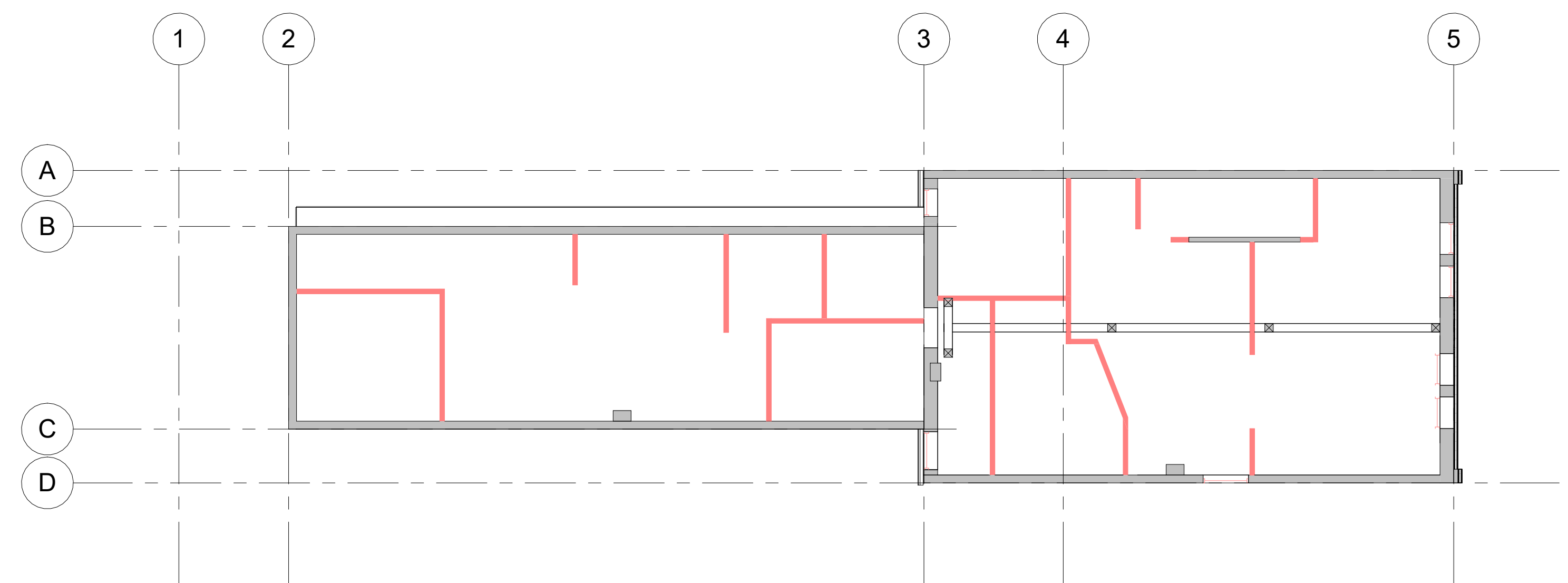
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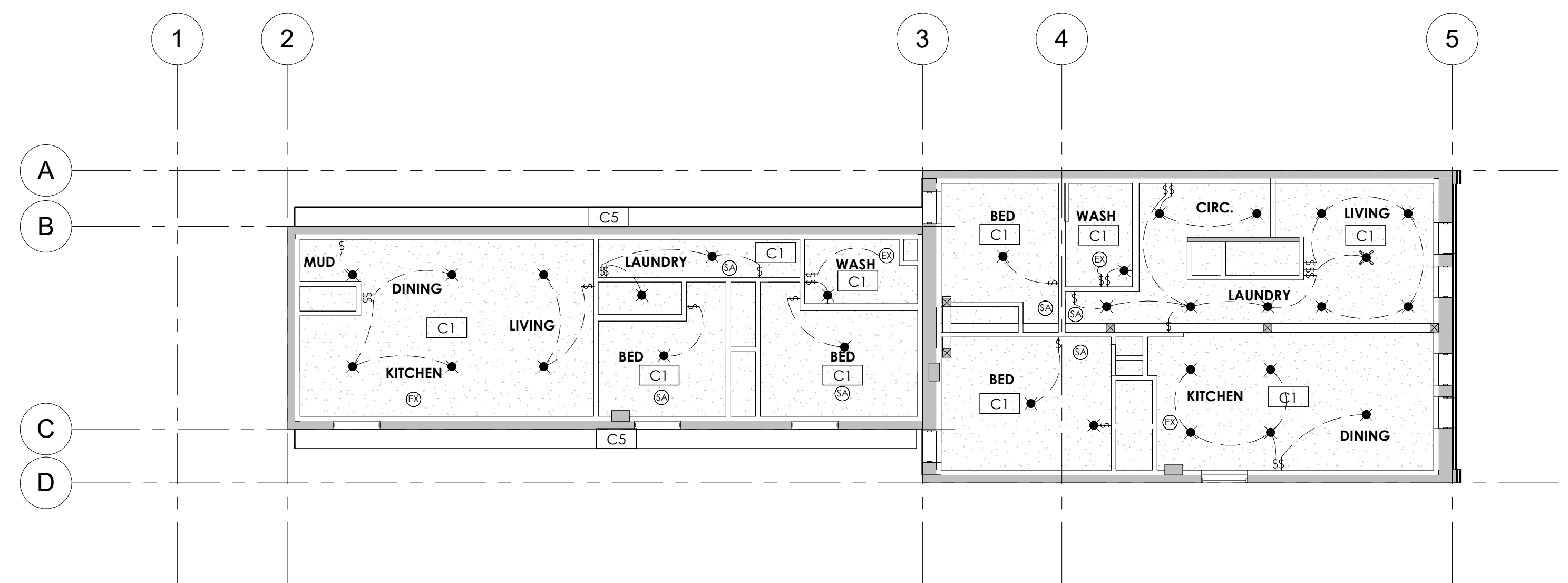
**1 LEVEL 2-DEMO**  
1/8" = 1'-0"



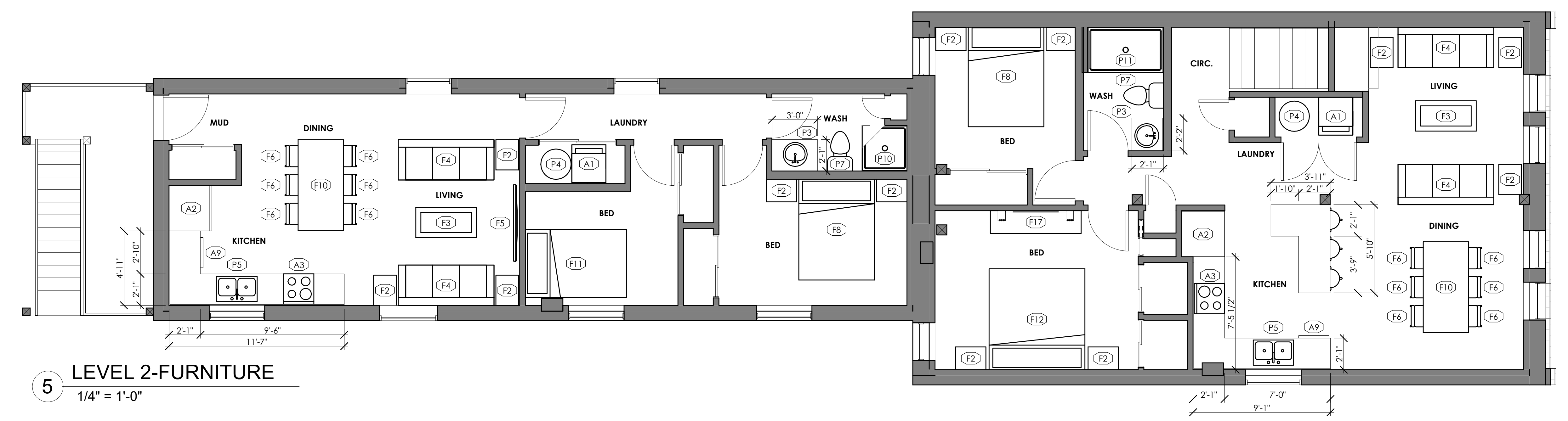
**2 LEVEL 2-NEW**  
1/8" = 1'-0"



**3 LEVEL 2.5 RCP-DEMO**  
1/8" = 1'-0"



**4 LEVEL 2.5 RCP-NEW**  
1/8" = 1'-0"



**5 LEVEL 2-FURNITURE**  
1/4" = 1'-0"



**PROJECT NAME**  
331 FRONT STREET RENOVATION

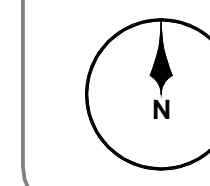
**ADDRESS**  
331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

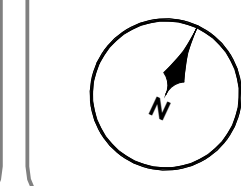
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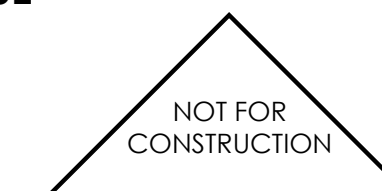
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**PROJECT**



**USE**



**REVISIONS/HISTORY**

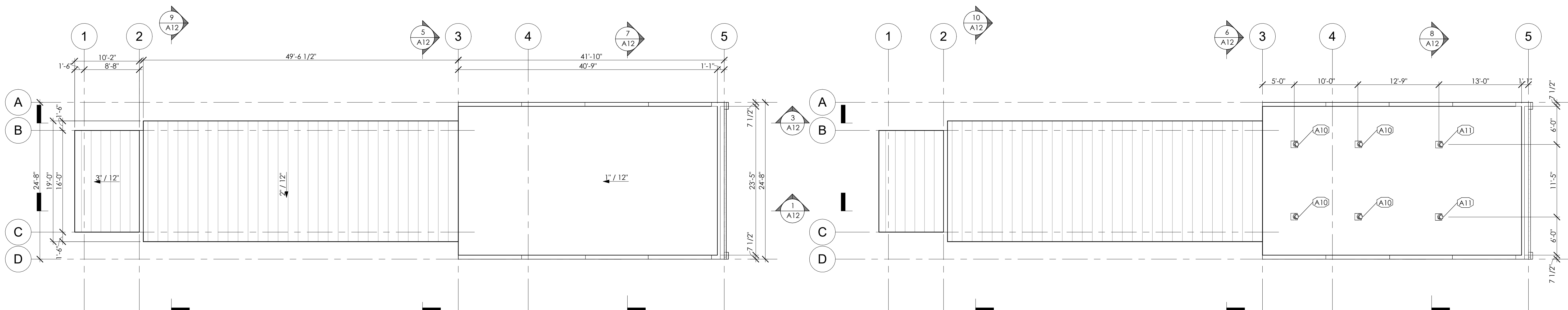
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|------------|----------|-------------|
| 2023-12-29 | Approver | Checker     |

**SHEET NAME**  
ROOF

**SHEET NO.**

**A8**

**REV. NO.**



**1 ROOF-DEMO**  
1/8" = 1'-0"

**2 ROOF-NEW**  
1/8" = 1'-0"



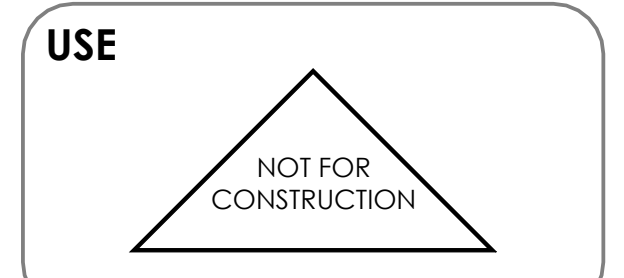
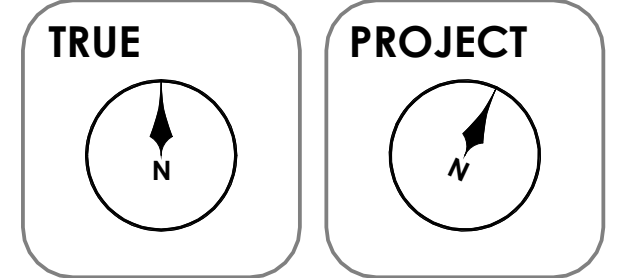
**PROJECT NAME**  
331 FRONT STREET RENOVATION

**ADDRESS**  
331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

**DRAWING NOTES**

**SEAL**

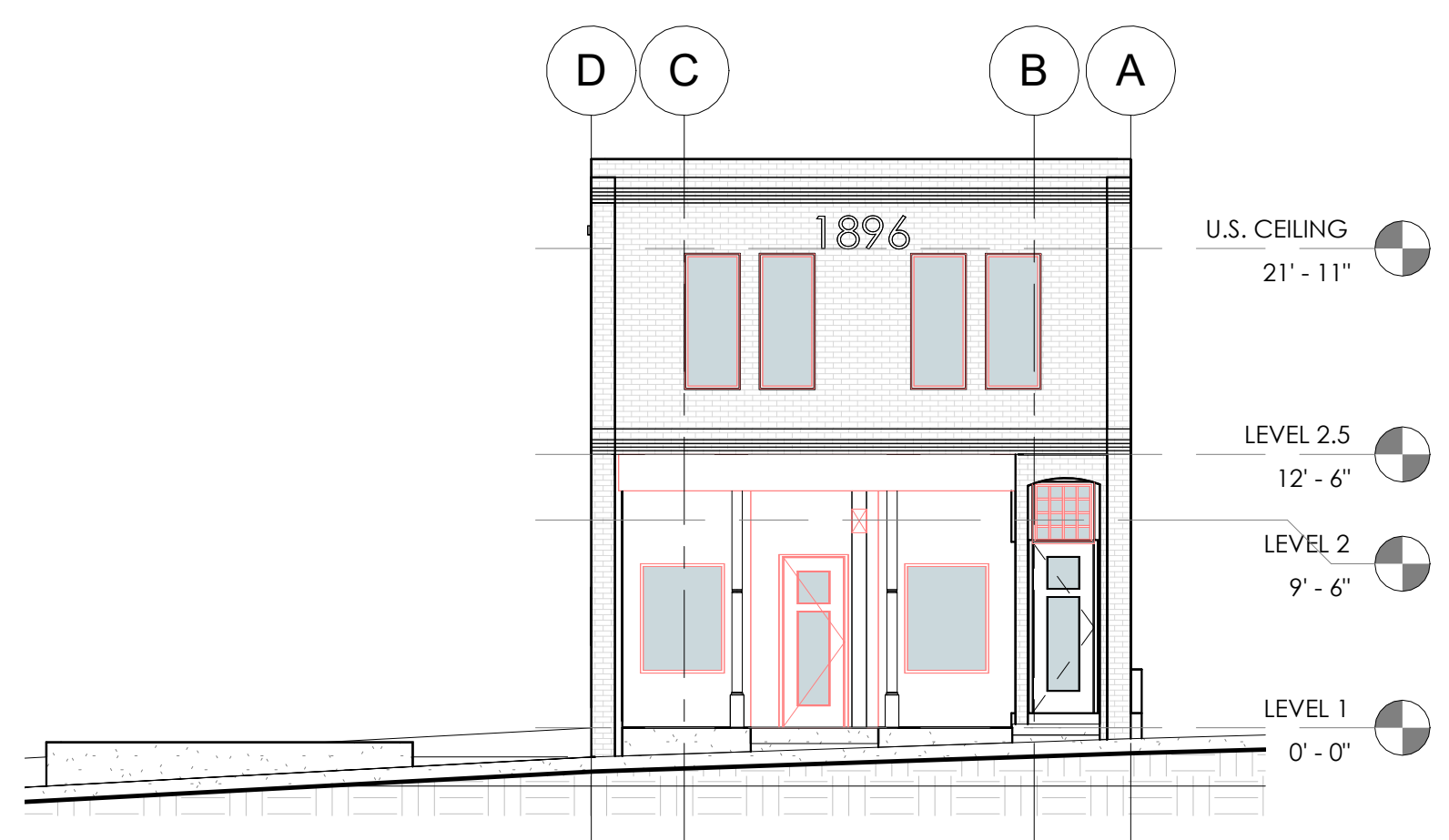


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|-------------------|--------|-------------|
| DATE              | NUMBER | DESCRIPTION |
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**SHEET NAME**  
ELEVATIONS

**SHEET NO.**  
**A9**

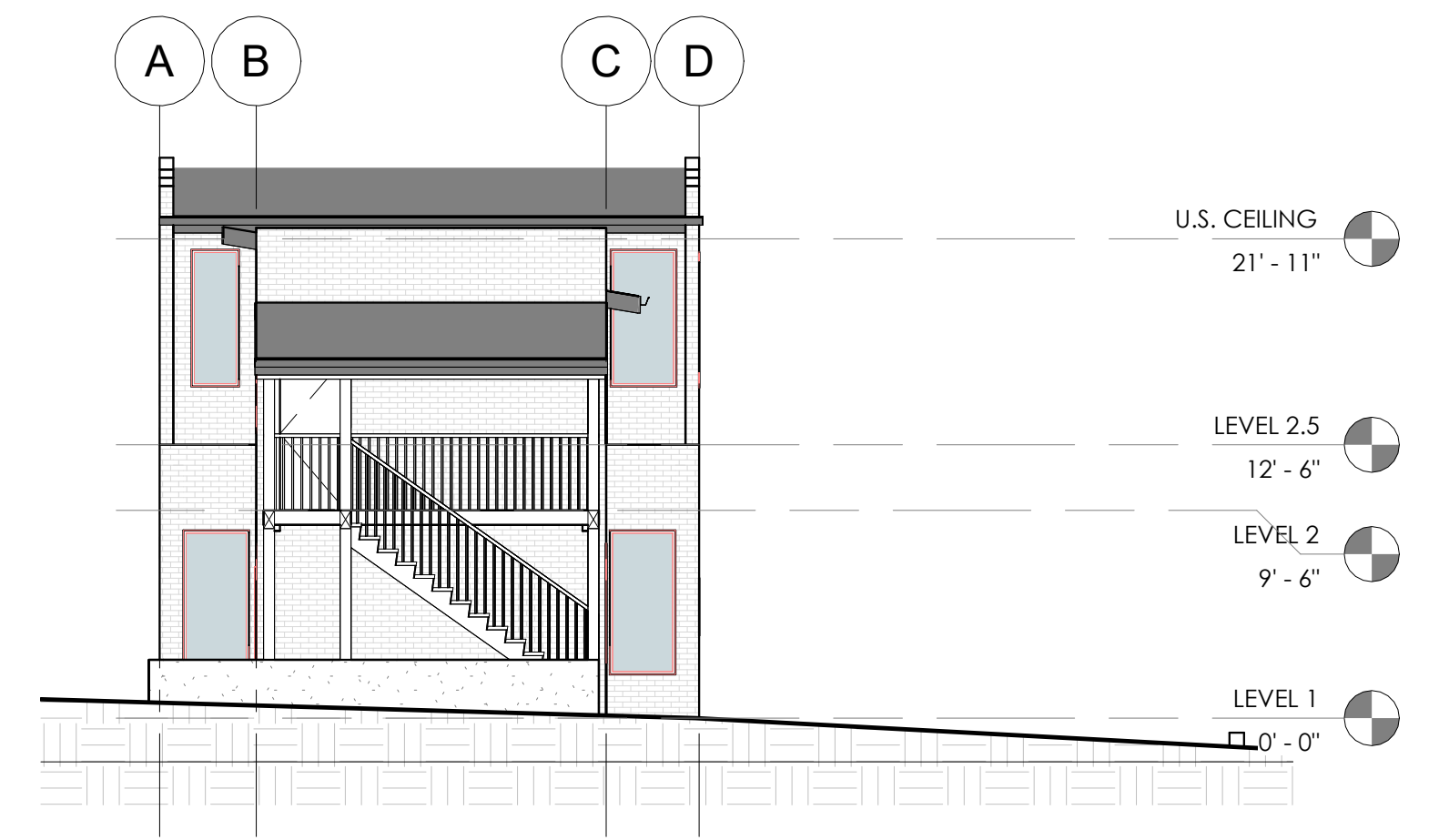
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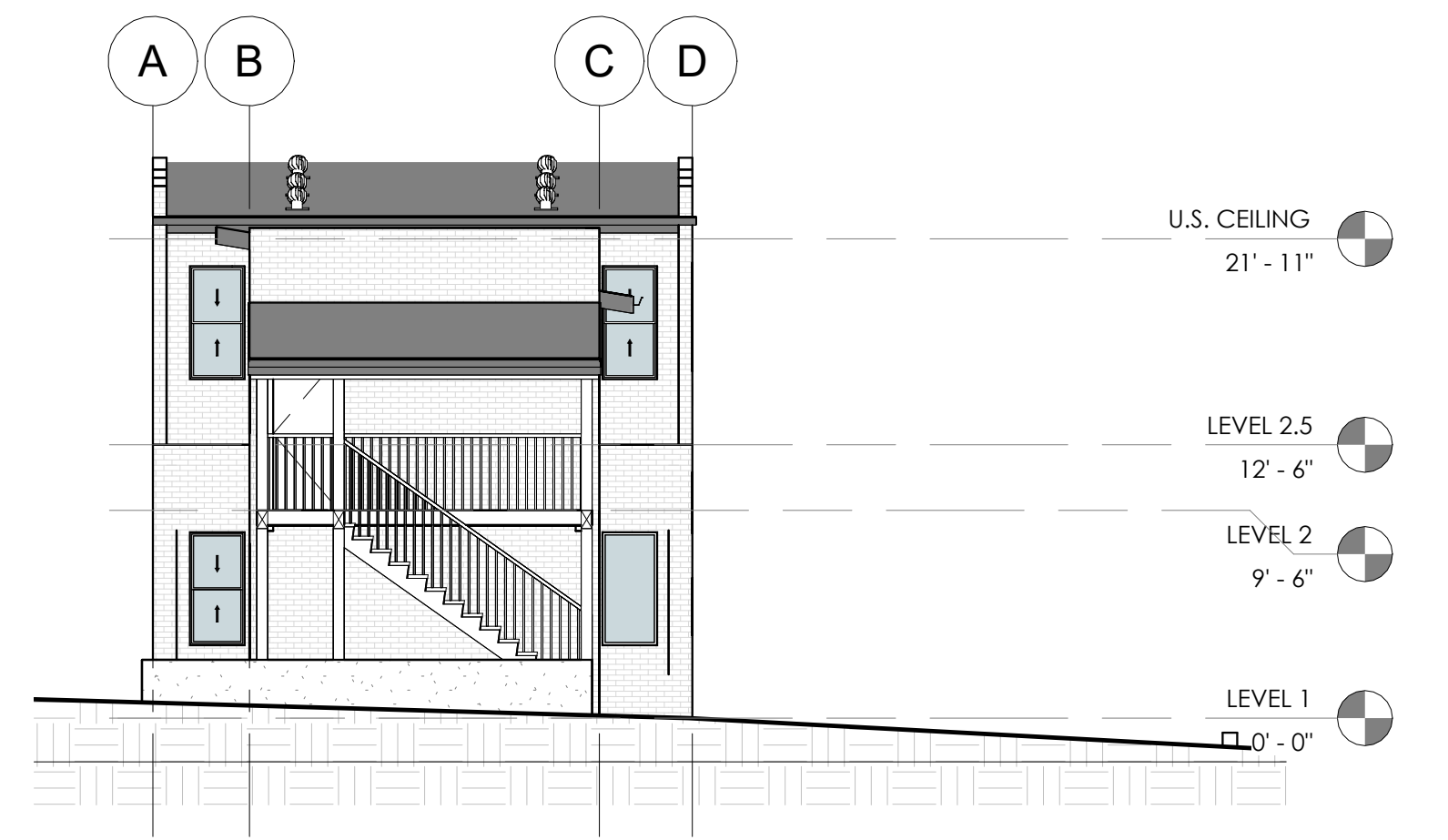
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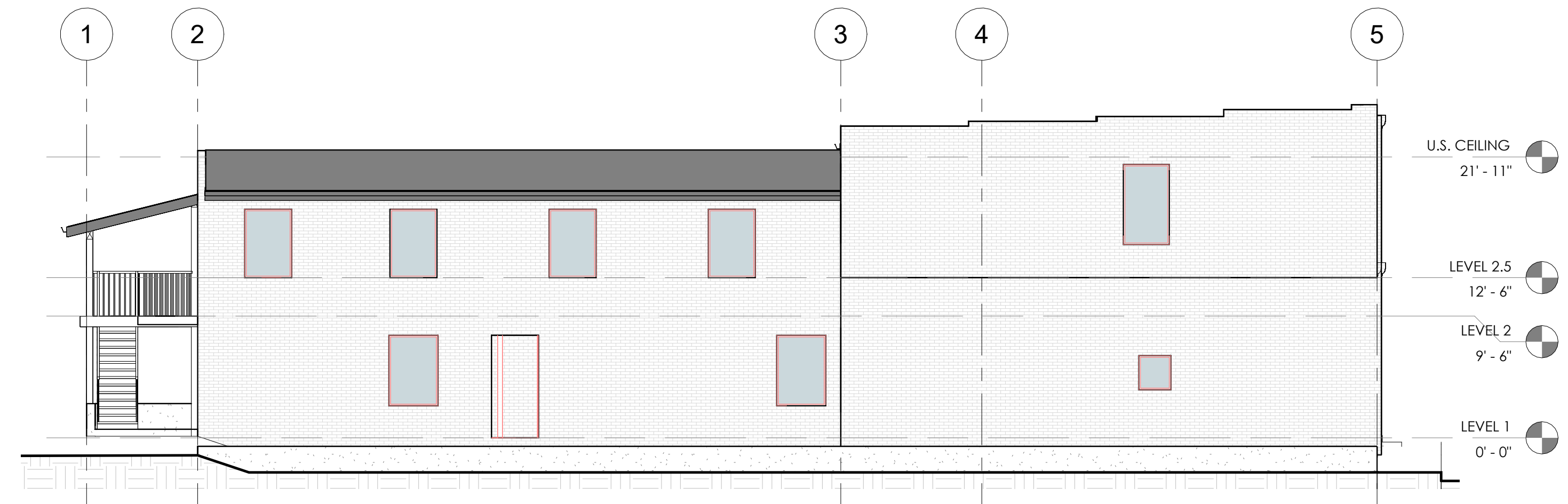
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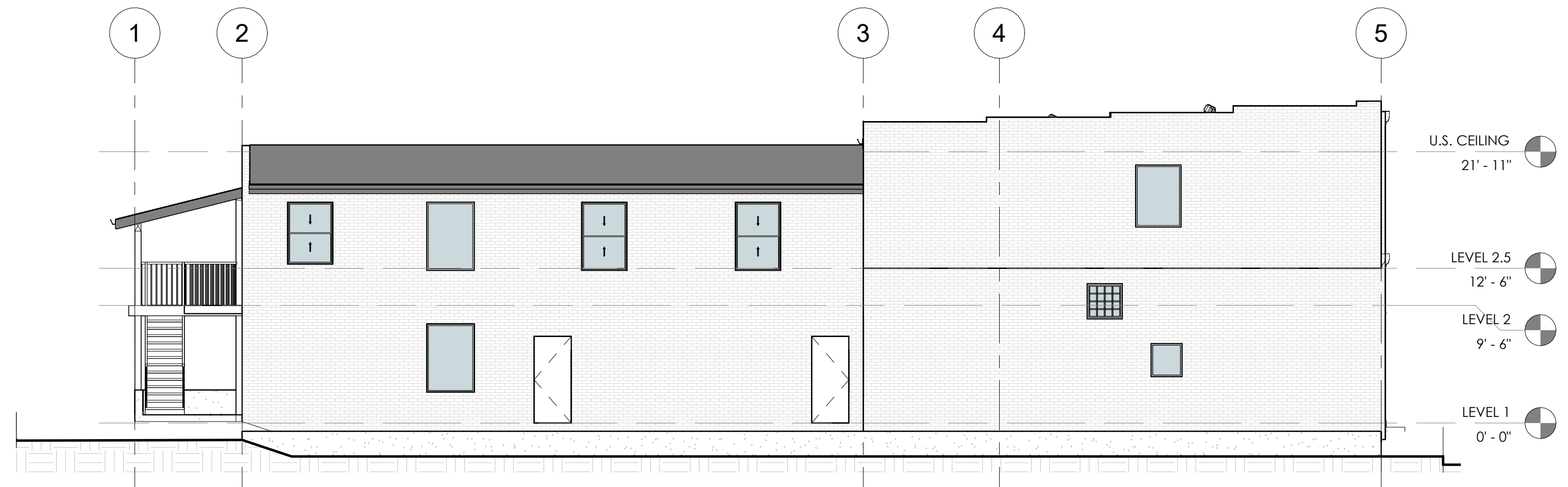
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1/8" = 1'-0"



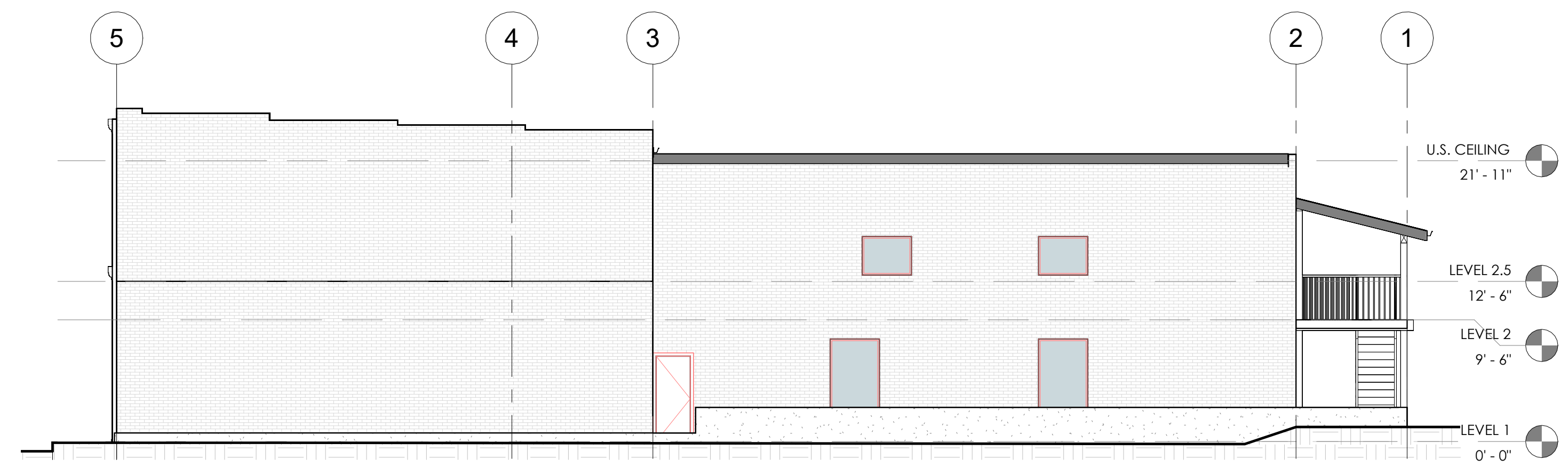
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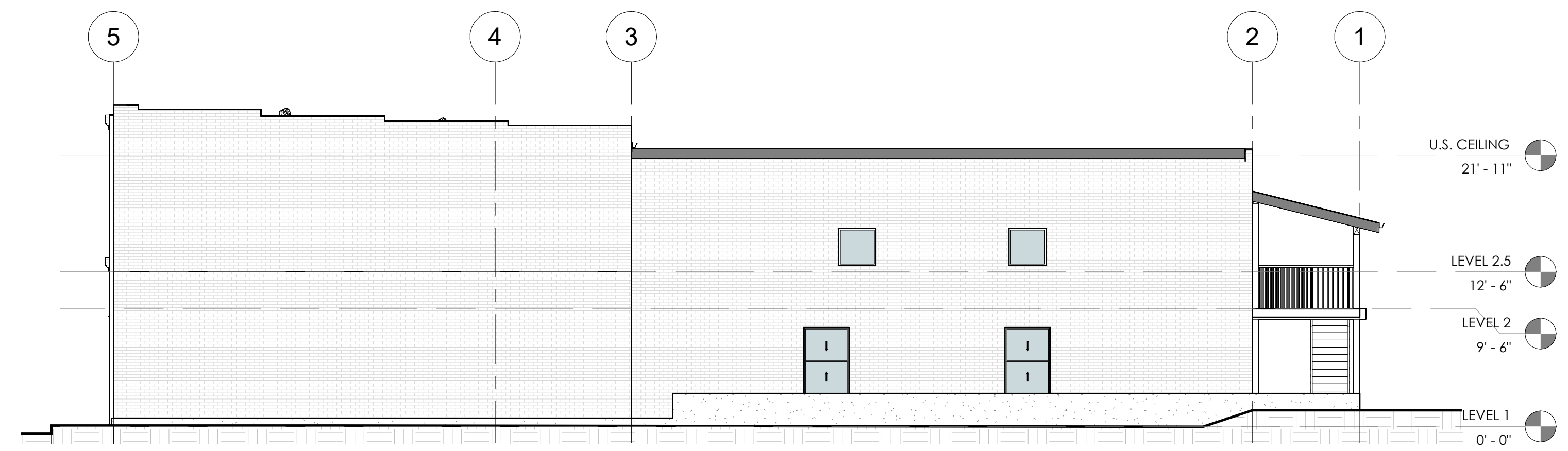
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1/8" = 1'-0"



**6 EAST-NEW**  
1/8" = 1'-0"



**7 WEST-DEMO**  
1/8" = 1'-0"



**8 WEST-NEW**  
1/8" = 1'-0"





1 NORTH-RENDER  
1/4" = 1'-0"



2 SOUTH-RENDER  
1/4" = 1'-0"

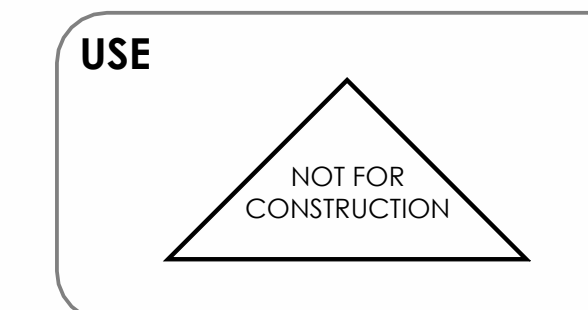
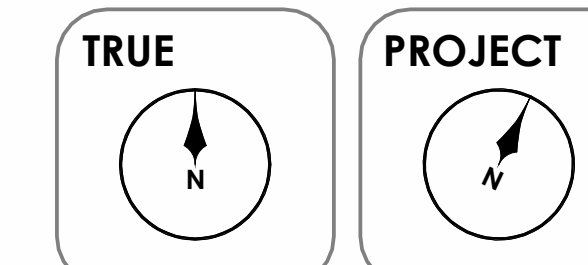
**PROJECT NAME**  
331 FRONT STREET RENOVATION

**ADDRESS**  
331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

**DRAWING NOTES**

**SEAL**



**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

**SHEET NAME**  
ELEVATIONS

**SHEET NO.**  
**A10**

**REV. NO.**



**PROJECT NAME**

331 FRONT STREET RENOVATION

**ADDRESS**

331 FRONT STREET  
KASLO BC  
VOG1M0

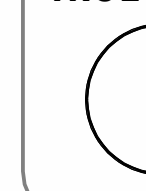
**CLIENT**

OWNER

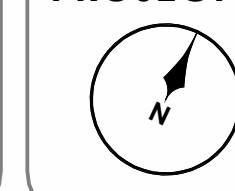
**DRAWING NOTES**

**SEAL**

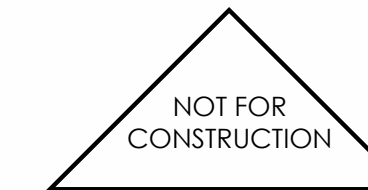
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**PROJECT**



**USE**



**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

**SHEET NAME**

ELEVATIONS

**SHEET NO.**

**A11**

**REV. NO.**



**1 EAST-RENDER**  
1/4" = 1'-0"



**2 WEST-RENDER**  
1/4" = 1'-0"



**PROJECT NAME**

331 FRONT STREET RENOVATION

**ADDRESS**

331 FRONT STREET  
KASLO BC  
VOG1M0

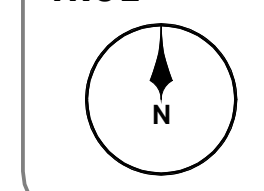
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OWNER

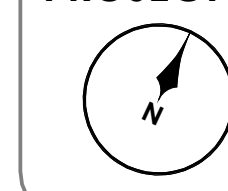
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**SEAL**

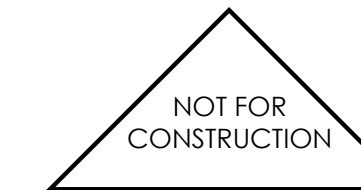
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**PROJECT**



**USE**



**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
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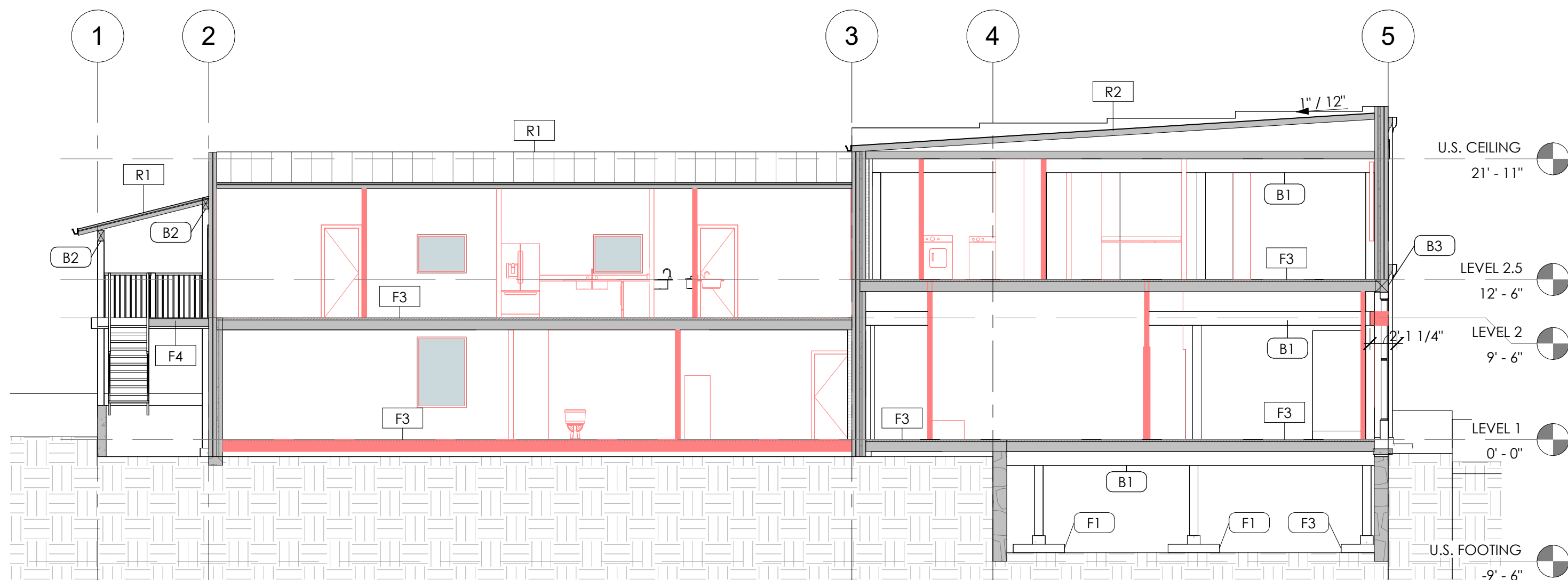
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SECTIONS

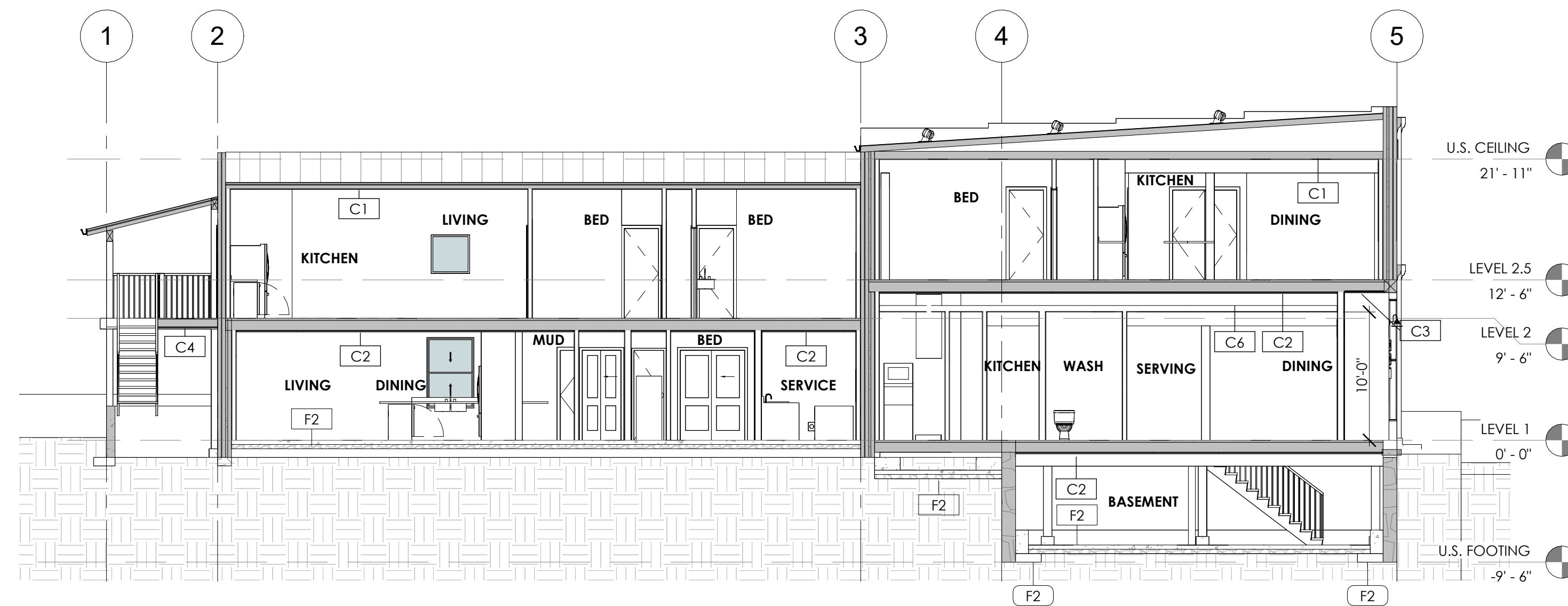
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**A12**

**REV. NO.**



1 SECTION 1-DEMO  
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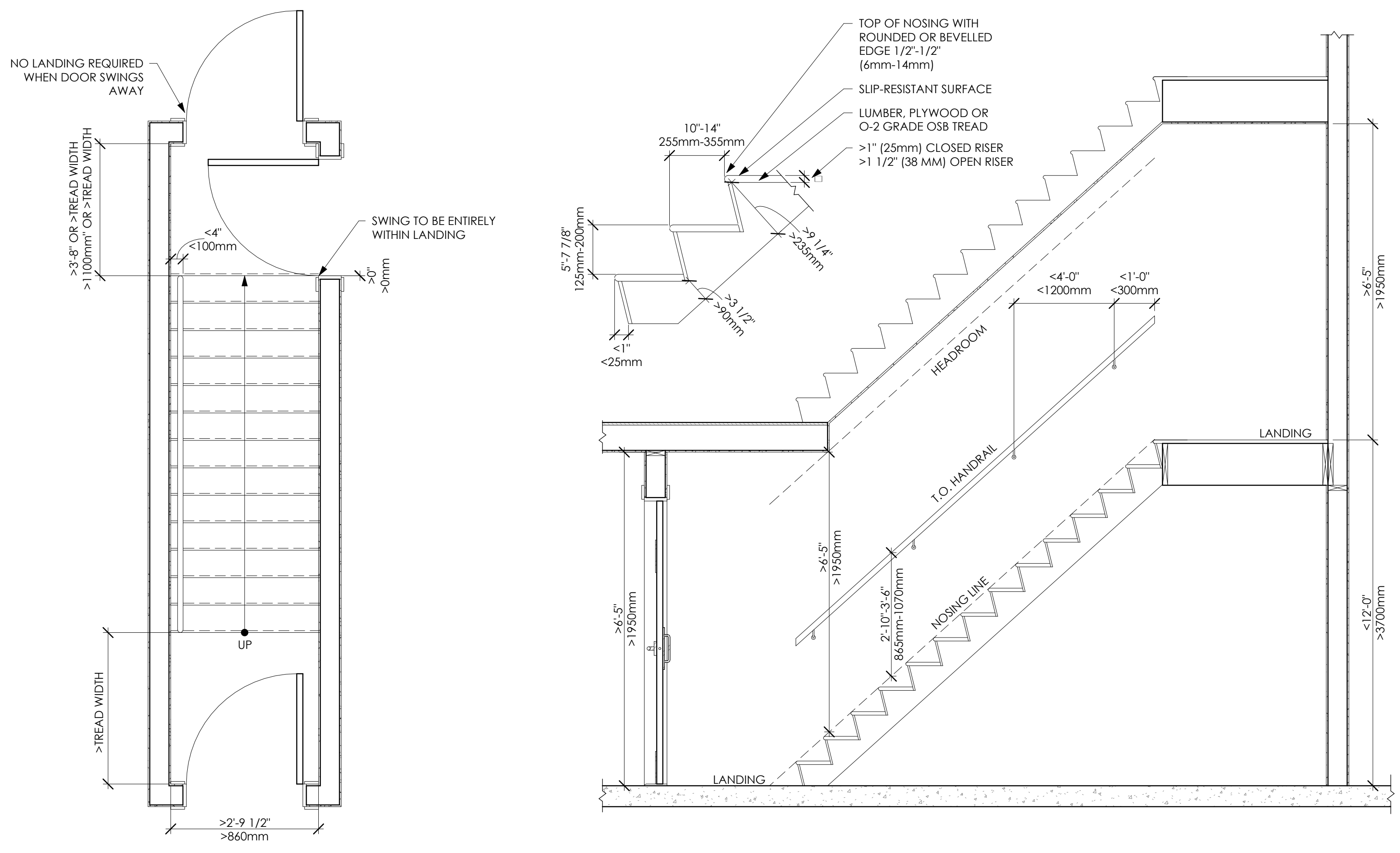


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331 FRONT STREET RENOVATION

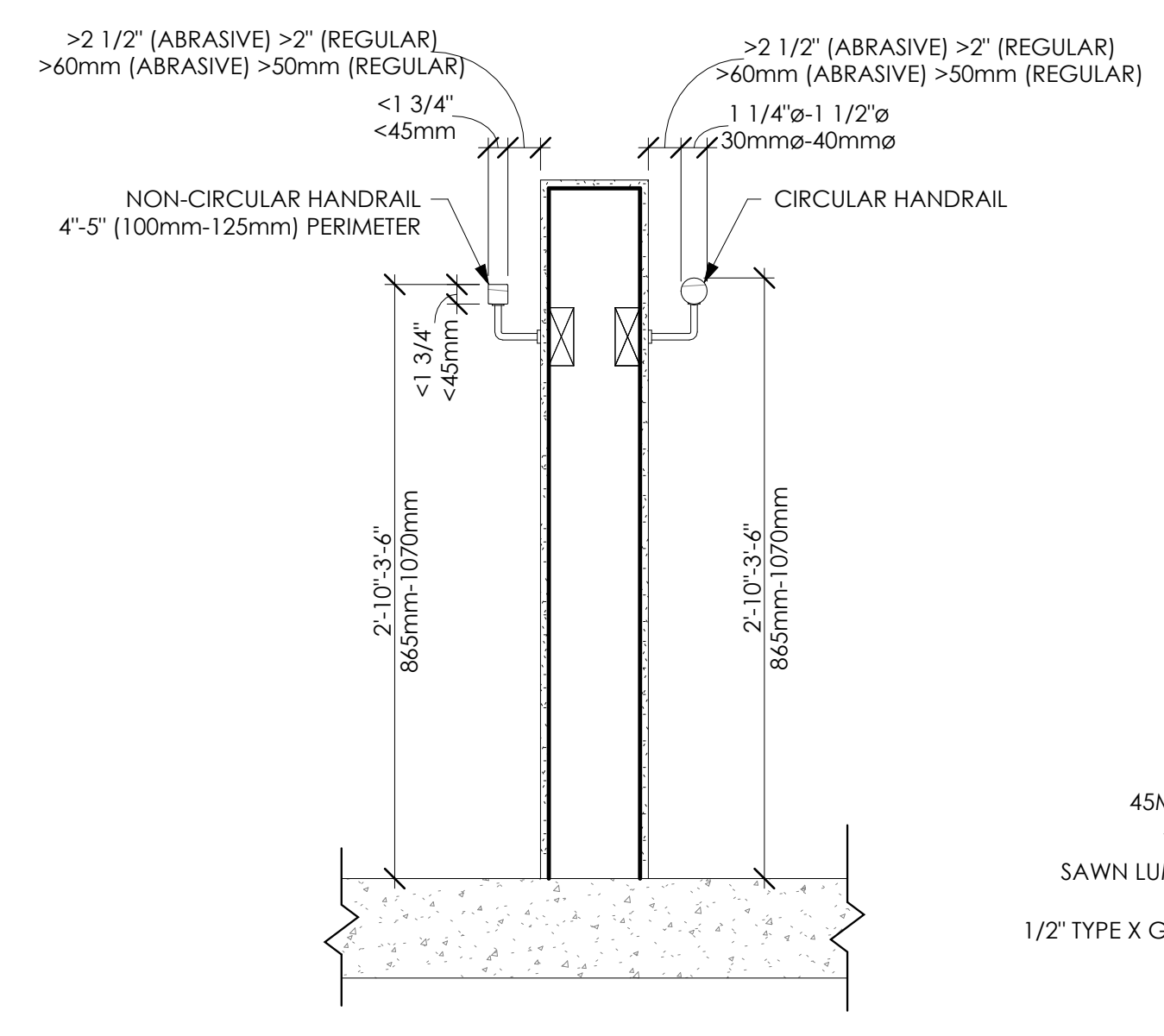
**ADDRESS**  
331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

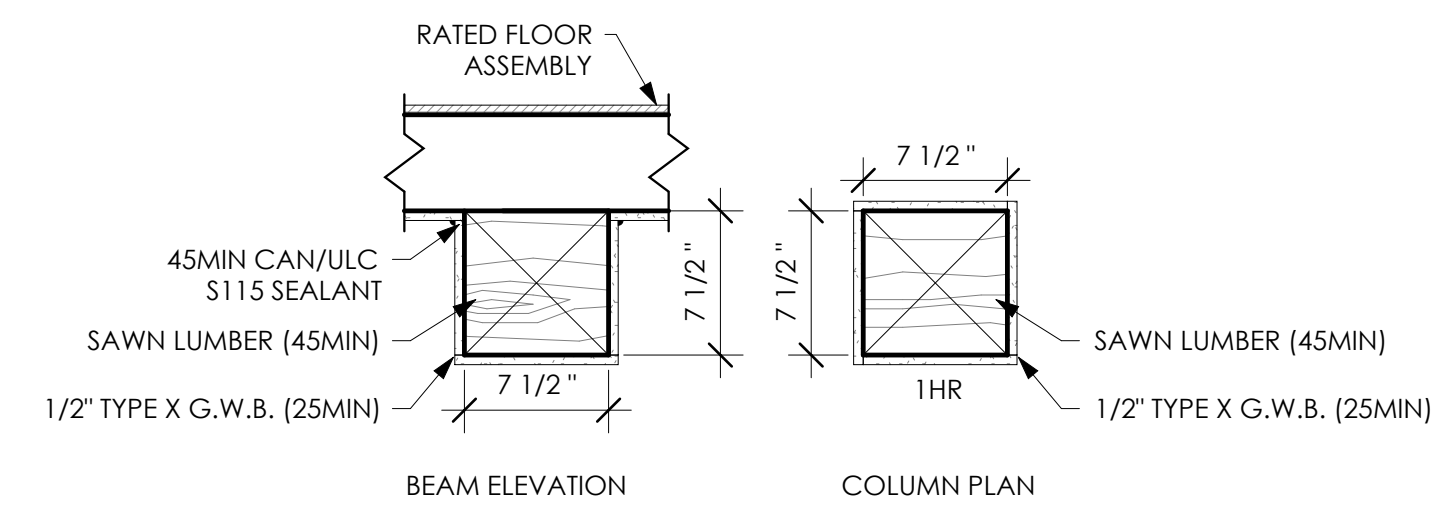
**DRAWING NOTES**



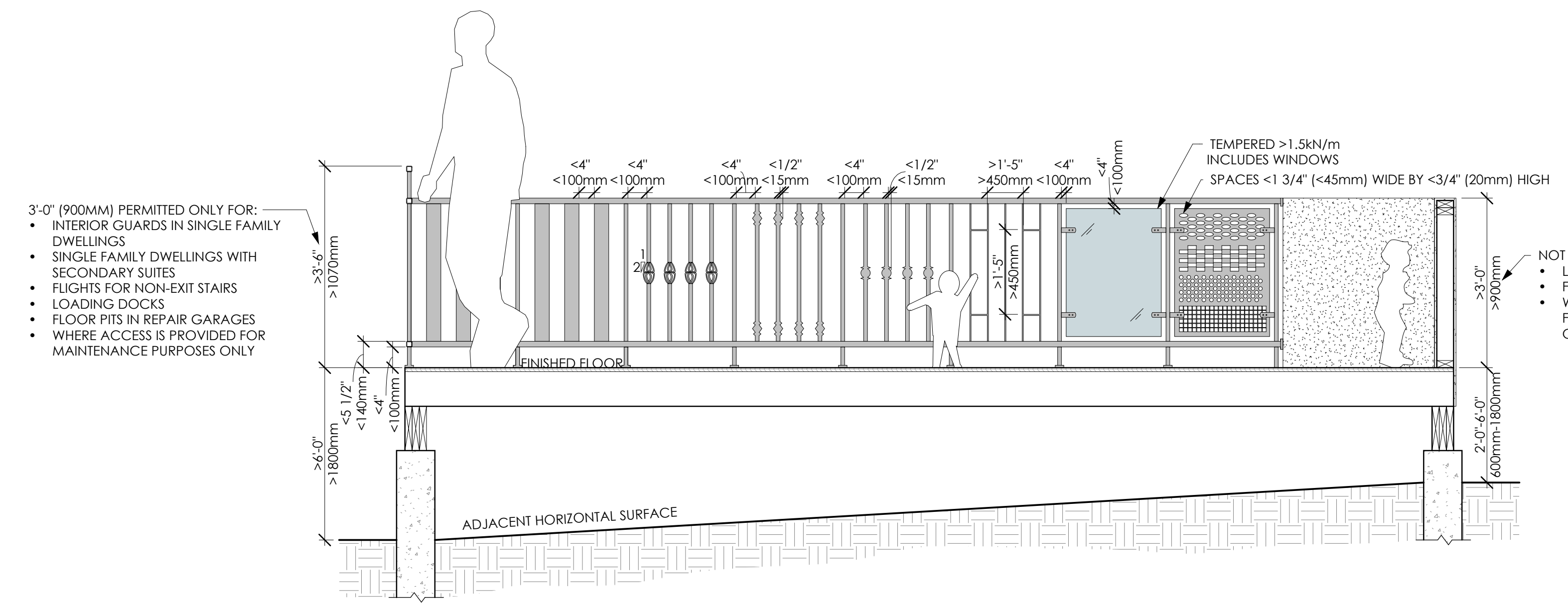
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1/2" = 1'-0"



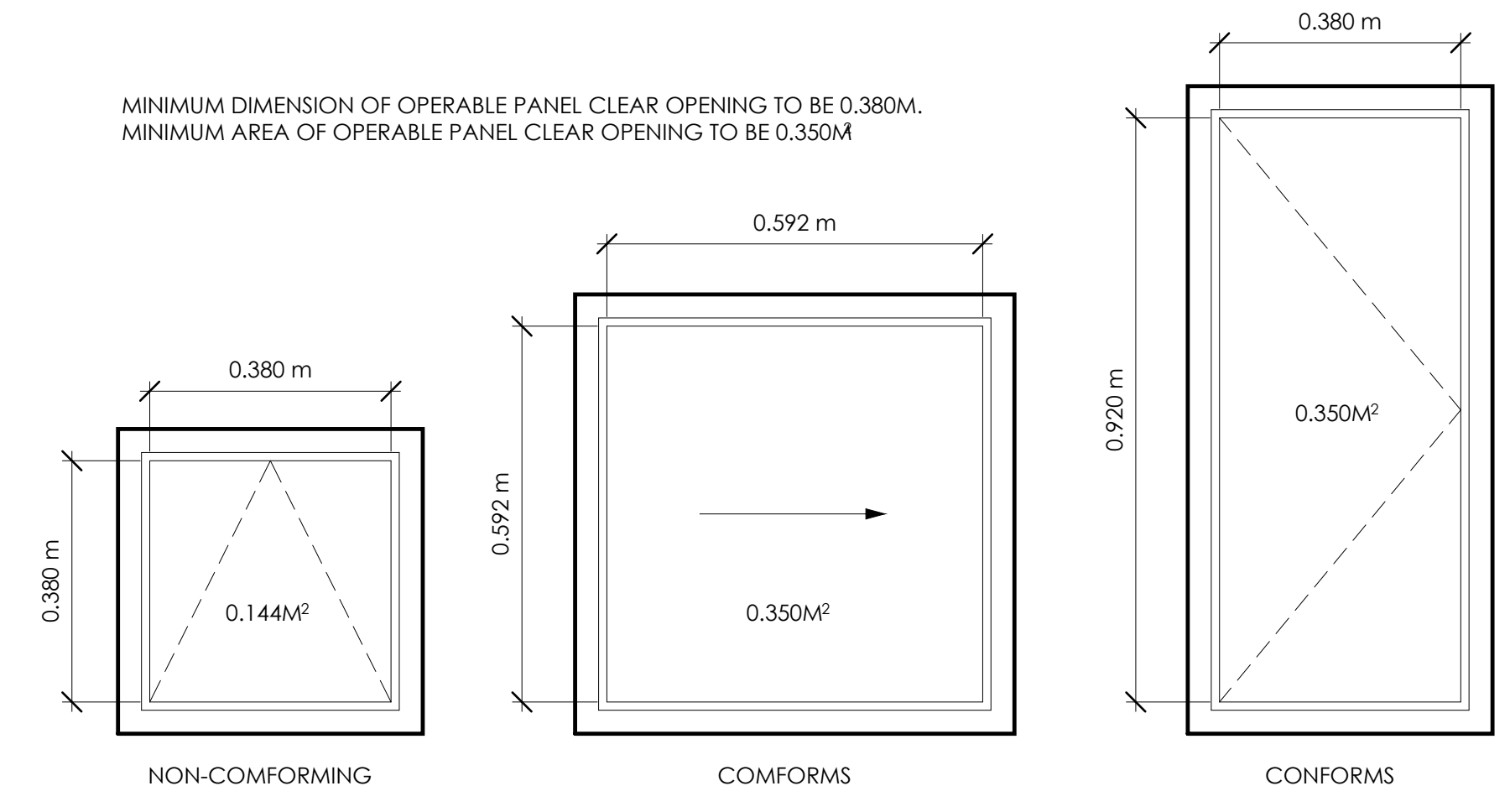
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1 : 10



**3 TIMBER PROTECTION**  
1 : 10



**4 GUARDS TYP.**  
1 : 20



**5 EGRESS WINDOWS**  
1 : 10

**SEAL**

**TRUE**

**PROJECT**

**USE**

NOT FOR CONSTRUCTION

**REVISIONS/HISTORY**

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

**SHEET NAME**  
DETAILS

**SHEET NO.**  
**A13**

**REV. NO.**

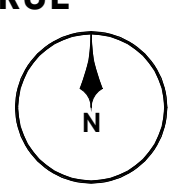
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331 FRONT STREET RENOVATION

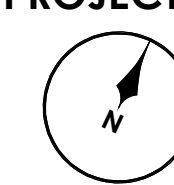
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331 FRONT STREET  
KASLO BC  
VOG1M0

**CLIENT**  
OWNER

**DRAWING NOTES**

**SEAL**

**TRUE** 

**PROJECT** 

**USE**

NOT FOR CONSTRUCTION

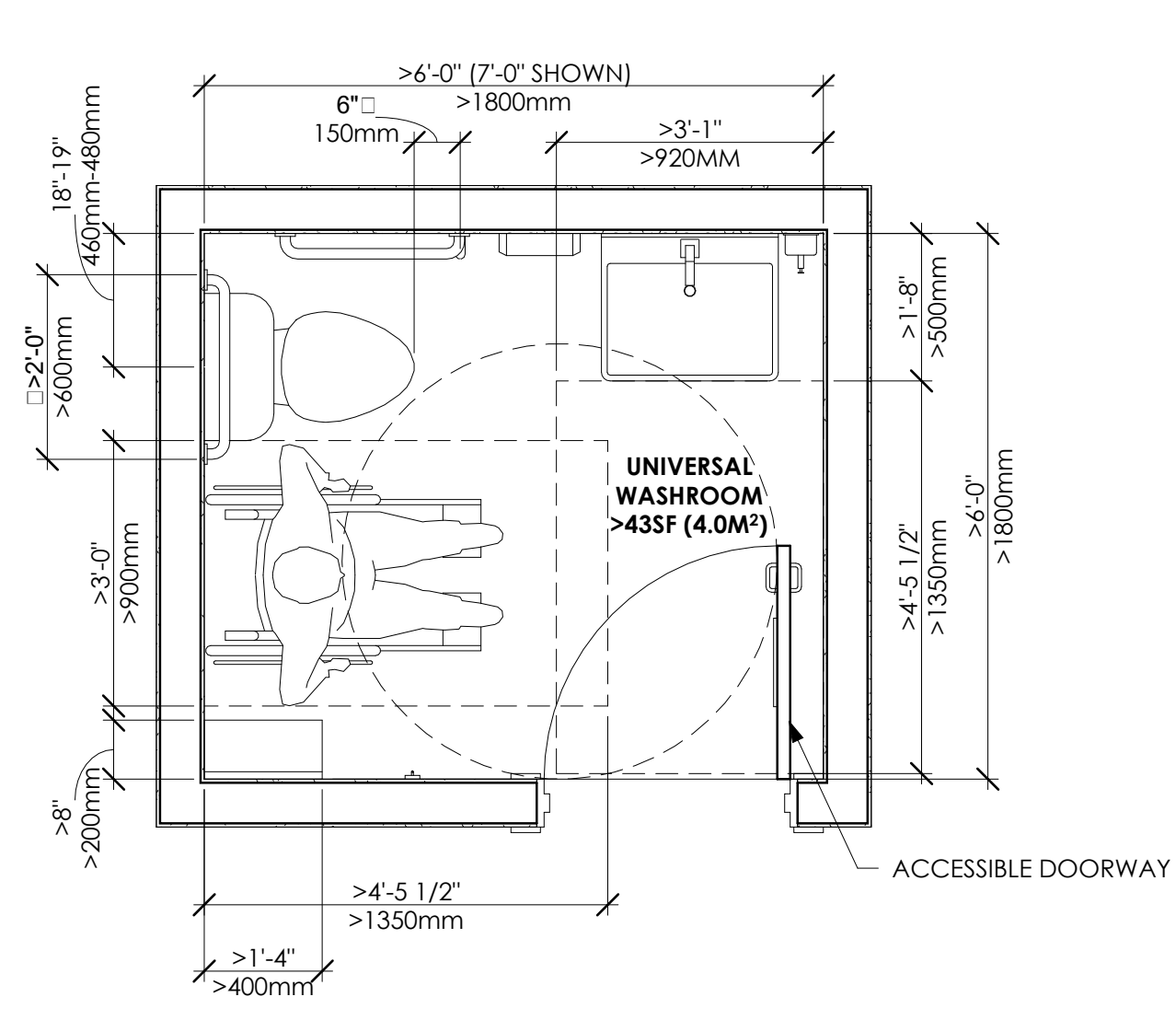
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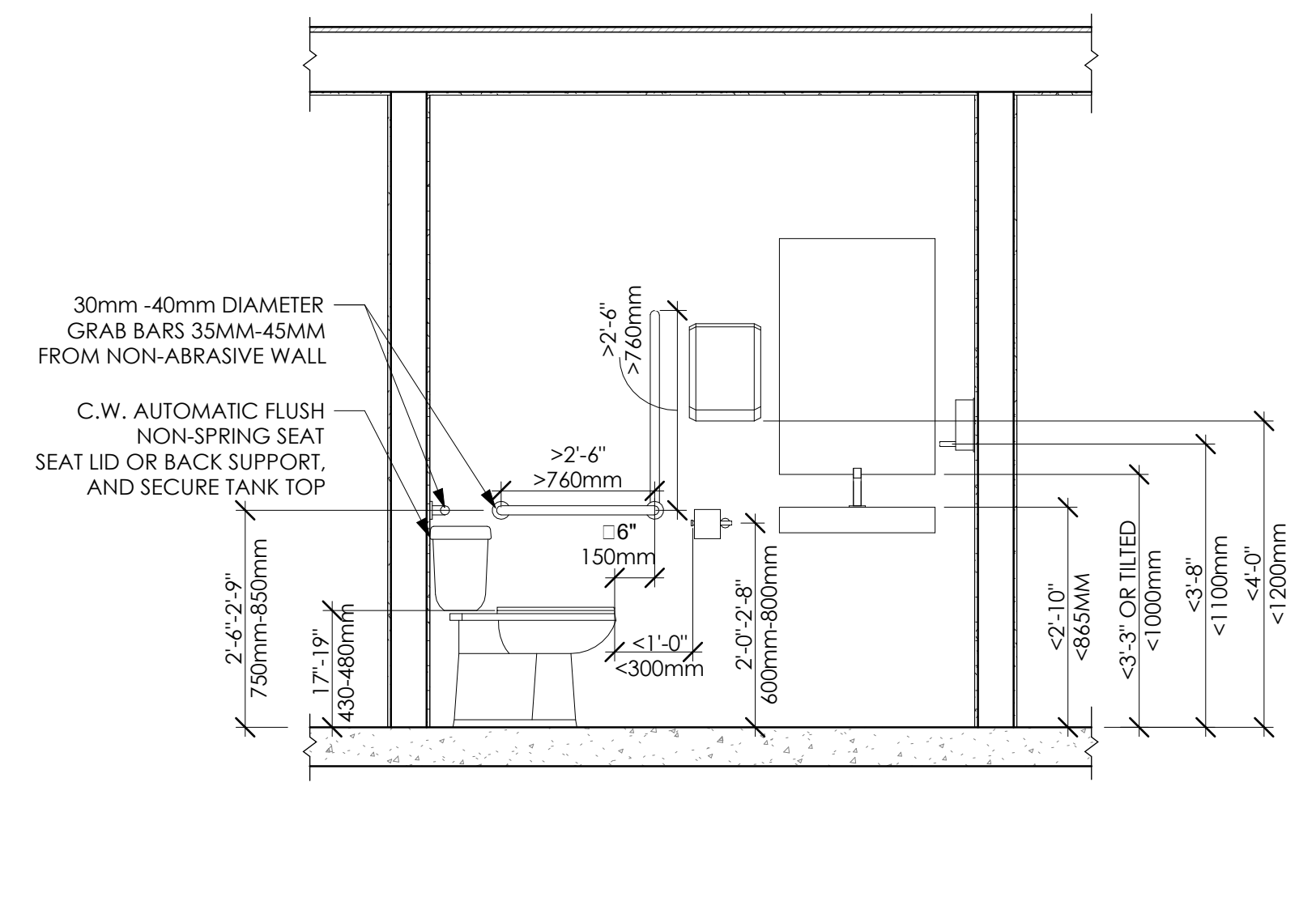
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ACCESSIBILITY

**SHEET NO.**  
**A14**

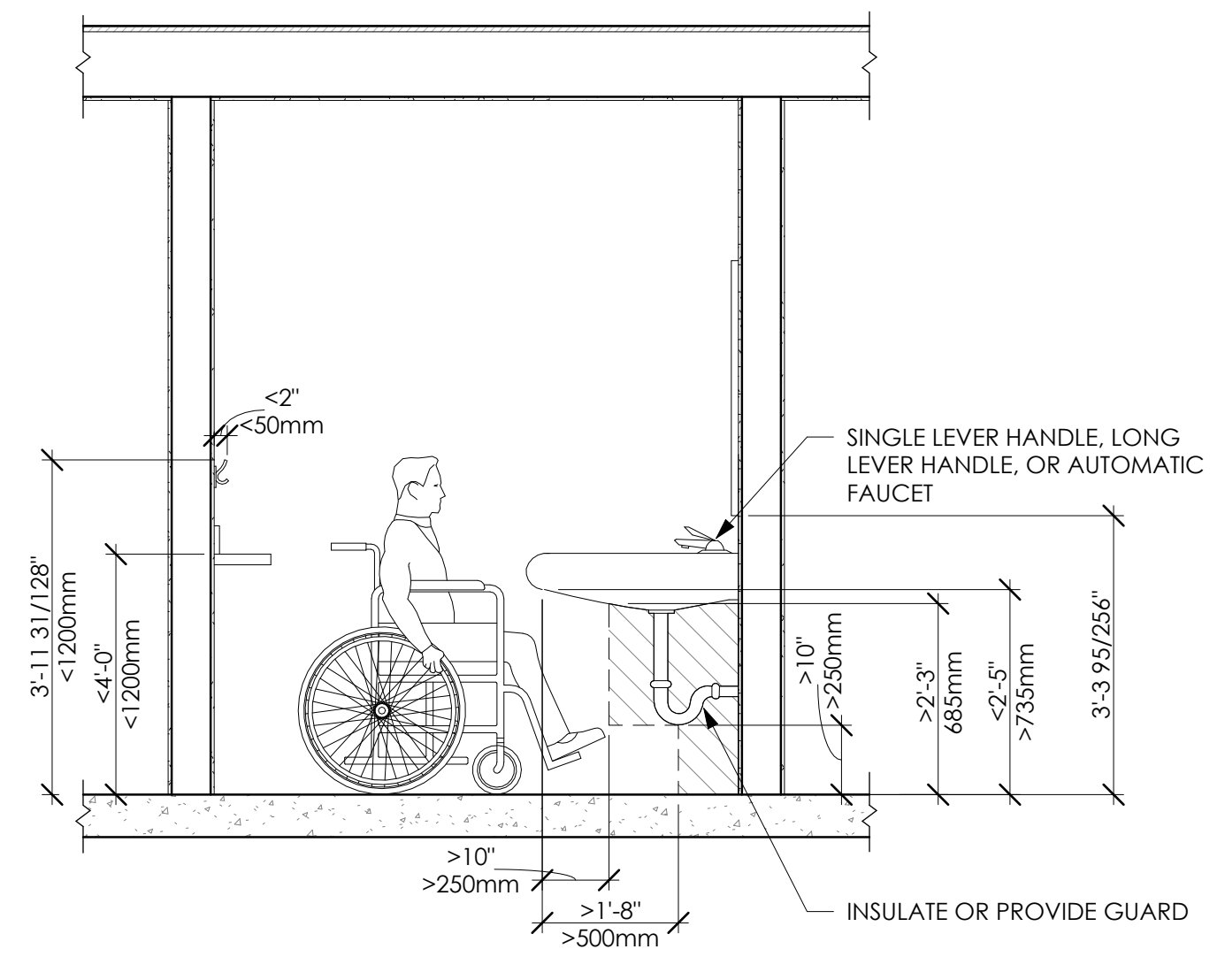
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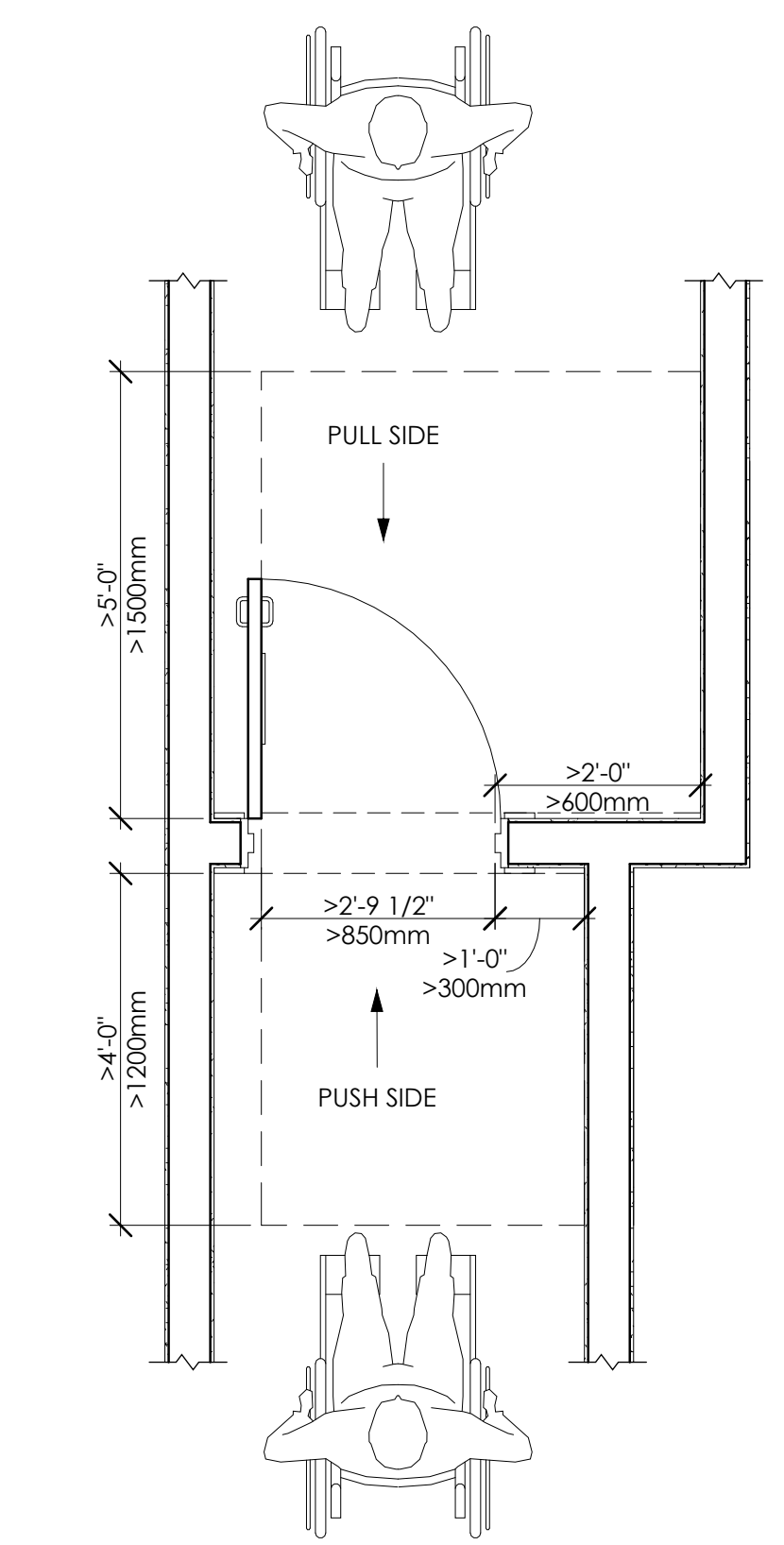
UNIVERSAL WASHROOM  
PLAN



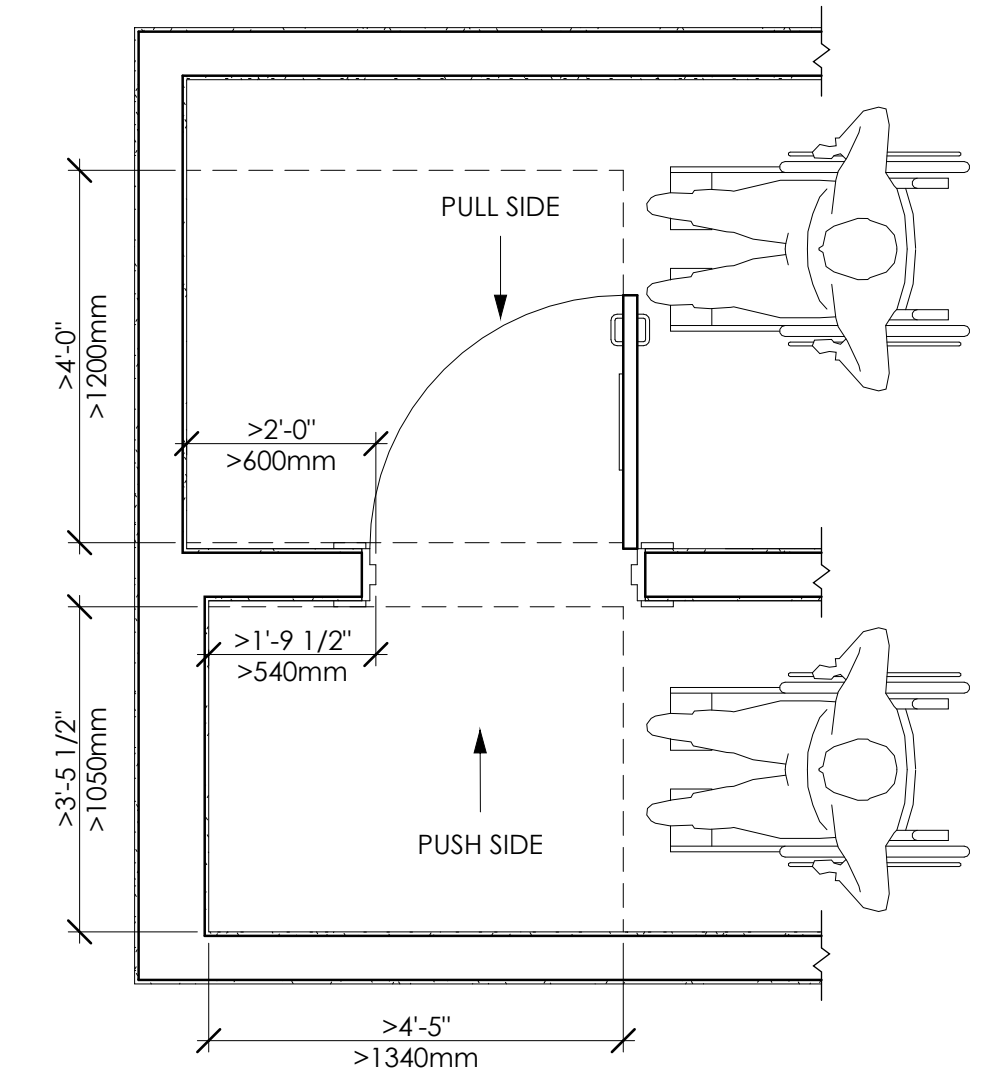
UNIVERSAL WASHROOM  
SECTION 1



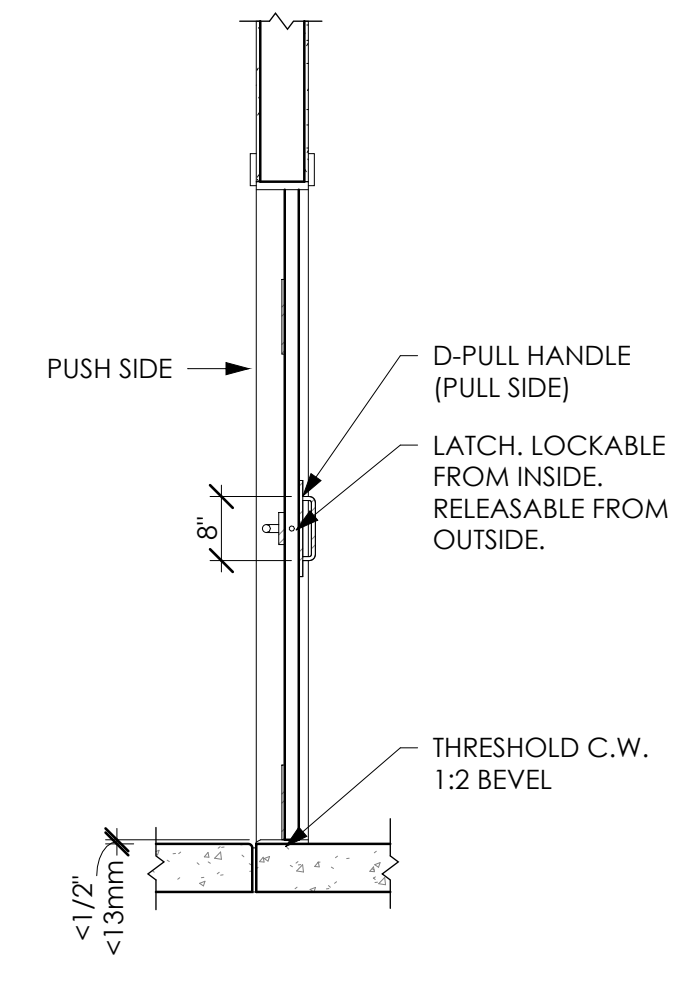
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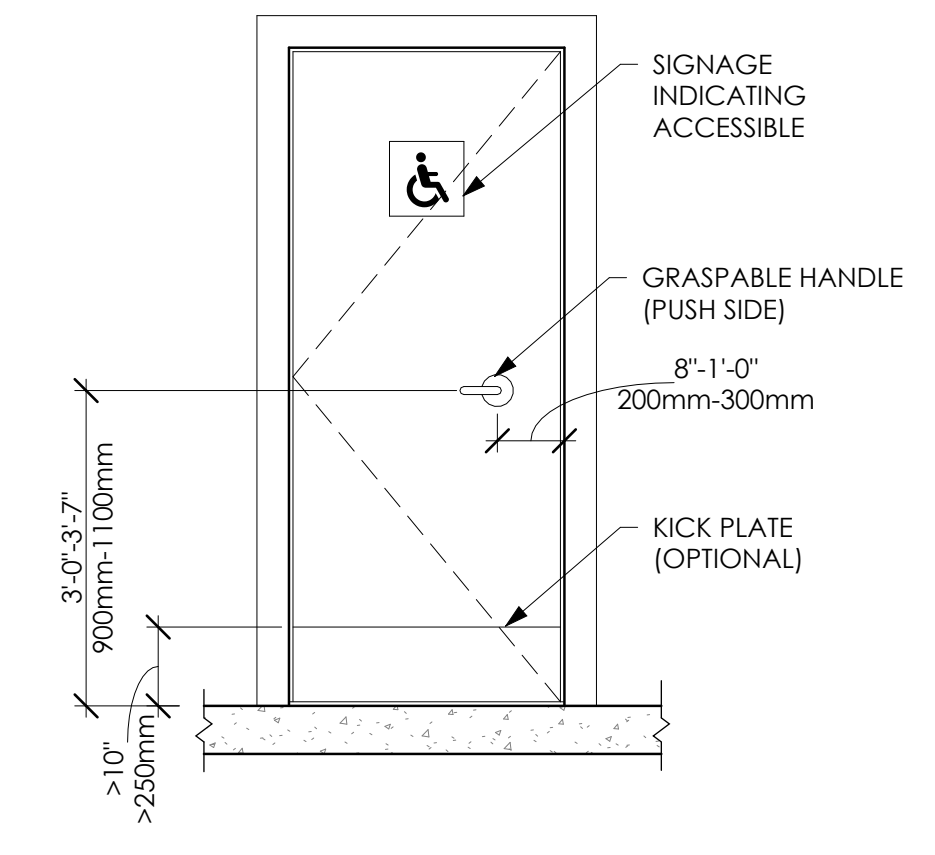
ACCESSIBLE DOORWAY  
FRONT APPROACH



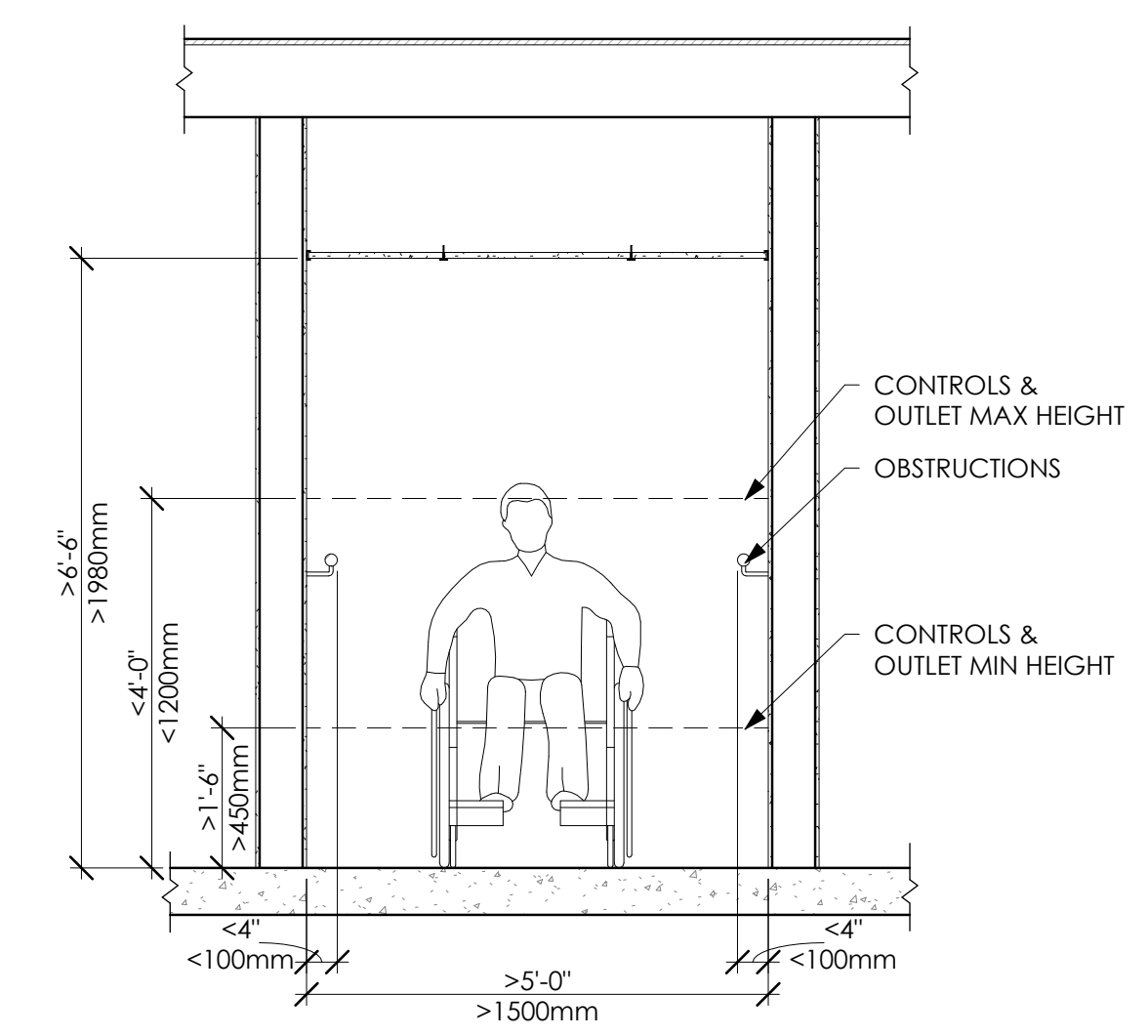
ACCESSIBLE DOORWAY  
PERPENDICULAR APPROACH



ACCESSIBLE DOORWAY  
SECTION



ACCESSIBLE DOORWAY  
PUSH SIDE



ACCESSIBLE  
PATH OF TRAVEL

**1** ACCESSIBILITY  
1/2" = 1'-0"



## OVERVIEW

THIS PROJECT INCLUDES AND REQUIRES FIRE SEPARATIONS. A FIRE SEPARATION MEANS A CONSTRUCTION ASSEMBLY THAT ACTS AS A BARRIER AGAINST THE SPREAD OF FIRE. FIRE SEPARATIONS ARE COMPROMISED WHEN ELEMENTS PUNCTURE OR PENETRATE THE FIRE SEPARATION. ELEMENTS PENETRATING A FIRE SEPARATION MUST BE PROTECTED WITH A FIRE STOP. A FIRE STOP MEANS A SYSTEM CONSISTING OF A MATERIAL, COMPONENT AND MEANS OF SUPPORT USED TO FILL GAPS BETWEEN FIRE SEPARATIONS OR BETWEEN FIRE SEPARATIONS AND OTHER ASSEMBLIES, OR USED AROUND ITEMS THAT WHOLLY OR PARTIALLY PENETRATE A FIRE SEPARATION.

A FIRE STOP SHALL BE INSTALLED IN CONFORMANCE WITH CERTIFIED TESTING. IT IS UNREALISTIC FOR THE CONSULTANT TO PROVIDE ALL FIRESTOPPING DETAILS FOR THIS PROJECT. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR REVIEWING THE DRAWINGS AND/OR EXISTING CONDITIONS AND PROVIDING TESTED FIRESTOPPING CUTSHEETS THAT SATISFY THE CODE. THE CONTRACTOR IS NOT TO PROCEED UNTIL THE FIRESTOPPING DETAIL HAS BEEN APPROVED. TYPICAL FIRESTOPPING DETAILS MAY BE FOUND VIA LINK BELOW:

HYPERLINK "HTTPS://WWW.HILTI.CA/FIRESTOPS"HTTPS://WWW.HILTI.CA/FIRESTOPS SHOULD THE CONTRACTOR BE UNABLE TO PRODUCE THE DETAILS, THE CONTRACTOR SHALL SUPPLY THE CONSULTANT WITH THE FOLLOWING INFORMATION FOR THE CONSULTANT TO PRODUCE: PENETRATING ITEM, BARRIER TYPE, FIRE SEPARATION RATING, MINIMUM ANNULAR SPACE, MAXIMUM ANNULAR SPACE, AND IF THE USE OF SLEEVES ARE VIABLE, THE CONSULTANT MAY REQUIRE ADDITIONAL INFORMATION SUCH AS: THE DESIRED PRODUCT, APPLICATION METHOD, INSULATION TYPE, MAXIMUM PERCENT FULL T-RATING, L-RATING, W-RATING, STC RATING, MOLD AND MILDEW RESISTANCE REQUIREMENTS, AND SEISMIC PERFORMANCE.

ONCE INSTALLED, THE CONTRACTOR IS NOT TO PROCEED UNTIL THE CONSULTANT HAS APPROVED THE INSTALLATION. UPON INSPECTION, CONCEALED FIRESTOPPING SHALL BE UNCONCEALED TO VERIFY CONFORMITY TO ENSURE THE OCCUPANTS SAFETY. CONCEALED, UNDOCUMENTED FIRESTOPPING WILL RESULT IN A FAILED INSPECTION AND SHALL REQUIRE DEMOLITION. THE TYPICAL DETAILS BELOW ARE INCLUDED SOLELY TO INFORM THE CONTRACTOR OF TRADE COORDINATION AND TO HIGHLIGHT SOME, BUT NOT LIMITED TO ALL, TYPICAL DETAILS REQUIRING FIRESTOPPING. CODE EXCERPTS ARE INCLUDED SOLELY TO HIGHLIGHT THE NECESSITY OF THIS REQUIREMENT.

### 9.10.9.6. PENETRATION OF FIRE SEPARATIONS

1) PIPING, TUBING, DUCTS, CHIMNEYS, WIRING, CONDUIT, ELECTRICAL OUTLET BOXES AND OTHER SIMILAR SERVICE EQUIPMENT THAT PENETRATE A REQUIRED FIRE SEPARATION SHALL BE TIGHTLY FITTED OR FIRE STOPPED TO MAINTAIN THE INTEGRITY OF THE SEPARATION. (SEE NOTE A-9.10.9.6.(1).)

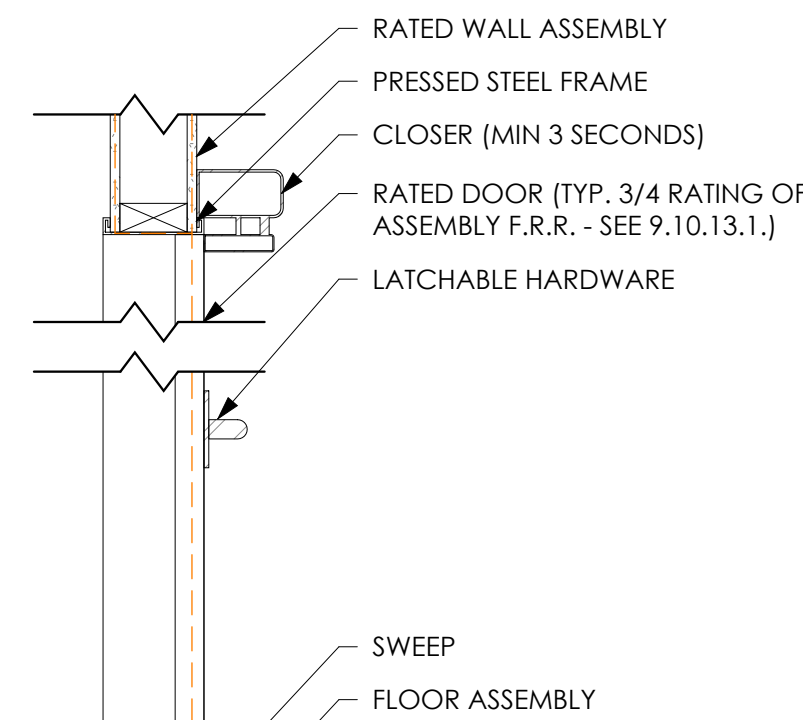
**A-9.10.9.6.(1) PENETRATION OF FIRE-RATED ASSEMBLIES BY SERVICE EQUIPMENT.** THIS SENTENCE, TOGETHER WITH ARTICLE 3.1.9.1, IS INTENDED TO ENSURE THAT THE INTEGRITY OF FIRE-RATED ASSEMBLIES IS MAINTAINED WHERE THEY ARE PENETRATED BY VARIOUS TYPES OF SERVICE EQUIPMENT. FOR BUILDINGS REGULATED BY THE REQUIREMENTS IN PART 3, FIRE STOP MATERIALS USED TO SEAL OPENINGS AROUND BUILDING SERVICES, SUCH AS PIPES, DUCTS AND ELECTRICAL OUTLET BOXES, MUST MEET A MINIMUM LEVEL OF PERFORMANCE DEMONSTRATED BY STANDARD TEST CRITERIA. THIS IS DIFFERENT FROM THE APPROACH IN PART 9, BECAUSE OF THE TYPE OF CONSTRUCTION NORMALLY USED FOR BUILDINGS REGULATED BY THE REQUIREMENTS IN PART 9. IT IS ASSUMED THAT THIS REQUIREMENT IS SATISFIED BY THE USE OF GENERIC FIRE STOP MATERIALS SUCH AS MINERAL WOOL, GYPSUM PLASTER OR PORTLAND CEMENT MORTAR.

### A-3.1.9. PENETRATIONS.

IN THE APPLICATION OF SUBSECTION 3.1.9., A BUILDING SERVICE IS CONSIDERED TO PENETRATE AN ASSEMBLY IF IT PASSES INTO OR THROUGH THE ASSEMBLY. IN SOME SITUATIONS A SERVICE ITEM ENTERS AN ASSEMBLY THROUGH A MEMBRANE AT ONE LOCATION, RUNS

WITHIN THE ASSEMBLY, AND THEN LEAVES THE ASSEMBLY THROUGH A MEMBRANE AT ANOTHER LOCATION. THE TERM "MEMBRANE PENETRATION" USUALLY DESIGNATES AN OPENING MADE THROUGH ONE SIDE (WALL, FLOOR OR CEILING MEMBRANE) OF AN ASSEMBLY, WHEREAS THE TERM "THROUGH-PENETRATION" DESIGNATES AN OPENING THAT PASSES THROUGH AN ENTIRE ASSEMBLY. FIRE STOPPING OF MEMBRANE PENETRATIONS INVOLVES INSTALLING A MATERIAL, DEVICE OR CONSTRUCTION TO RESIST FOR A PRESCRIBED TIME PERIOD THE PASSAGE OF FLAME AND HEAT THROUGH OPENINGS IN A PROTECTIVE MEMBRANE CAUSED BY CABLES, CABLE TRAYS, CONDUIT, TUBING, PIPES OR SIMILAR ITEMS. FIRE STOPPING OF A THROUGH-PENETRATION INVOLVES INSTALLING AN ASSEMBLY OF SPECIFIC MATERIALS OR PRODUCTS THAT ARE DESIGNED, TESTED AND FIRE-RESISTANCE RATED TO RESIST FOR A PRESCRIBED PERIOD OF TIME THE SPREAD OF FIRE THROUGH PENETRATIONS. PRODUCTS FOR FIRE STOPPING WITHIN A BARRIER ARE REQUIRED TO ADDRESS MOVEMENT OF THE ASSEMBLY AND TO CONTROL SMOKE SPREAD; AS SUCH, THE FLEXIBILITY OF THE MATERIAL USED AT THE FLEXIBLE JOINTS AS WELL AS THE NATURE OF THE ASSEMBLY AND ITS POTENTIAL MOVEMENT MUST BE TAKEN INTO CONSIDERATION

## DOORS



### 9.10.13.1. CLOSURES

1) EXCEPT AS PROVIDED IN ARTICLE 9.10.13.2., OPENINGS IN REQUIRED FIRE SEPARATIONS SHALL BE PROTECTED WITH A CLOSURE CONFORMING TO TABLE 9.10.13.1. AND SHALL BE INSTALLED IN CONFORMANCE WITH CHAPTERS 2 TO 14 OF NFPA 80, "FIRE DOORS AND OTHER OPENING PROTECTIVES," UNLESS OTHERWISE SPECIFIED HEREIN. (SEE ALSO ARTICLE 9.10.3.1.)

### 9.10.13.2. SOLID CORE WOOD DOOR AS A CLOSURE

1) A 45 MM THICK SOLID CORE WOOD DOOR IS PERMITTED TO BE USED WHERE A MINIMUM FIRE-PROTECTION RATING OF 20 MIN IS PERMITTED OR BETWEEN A PUBLIC CORRIDOR AND A SUITE PROVIDED THAT THE DOOR CONFORMS TO CAN/ULC-S113, "WOOD CORE DOORS MEETING THE PERFORMANCE REQUIRED BY CAN/ULC-S104 FOR TWENTY MINUTE FIRE RATED CLOSURE ASSEMBLIES;" (SEE NOTE A-9.10.13.2.(1).)

2) DOORS DESCRIBED IN SENTENCE (1) SHALL HAVE NOT MORE THAN A 6 MM CLEARANCE BENEATH AND NOT MORE THAN 3 MM AT THE SIDES AND TOP.

### 9.10.13.6. STEEL DOOR FRAMES

1) STEEL DOOR FRAMES FORMING PART OF A CLOSURE IN A FIRE SEPARATION, INCLUDING ANCHORAGE REQUIREMENTS, SHALL CONFORM TO CAN/ULC-S105, "FIRE DOOR FRAMES MEETING THE PERFORMANCE REQUIRED BY CAN/ULC-S104;"

### 9.10.13.16. DOOR STOPS

1) WHERE A DOOR IS INSTALLED SO THAT IT MAY DAMAGE THE INTEGRITY OF A FIRE SEPARATION IF ITS SWINGS IS UNRESTRICTED, DOOR STOPS SHALL BE INSTALLED TO PREVENT SUCH DAMAGE

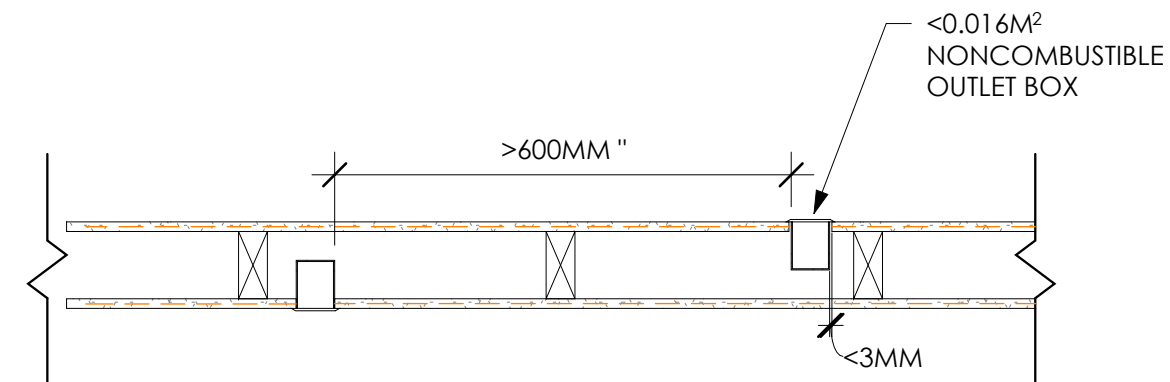
## OUTLET BOXES

\*OUTLET BOXES INCLUDE, BUT ARE NOT LIMITED TO, ELECTRICAL BOXES, JUNCTION BOXES, HIGH AND LOW VOLTAGE OUTLETS, SWITCHES, ENCLOSURES FOR ELECTRICAL EQUIPMENT, LAUNDRY BOXES, AND SHOWER DIVERTERS.

### 9.10.5.1. PERMITTED OPENINGS IN WALL AND CEILING MEMBRANES

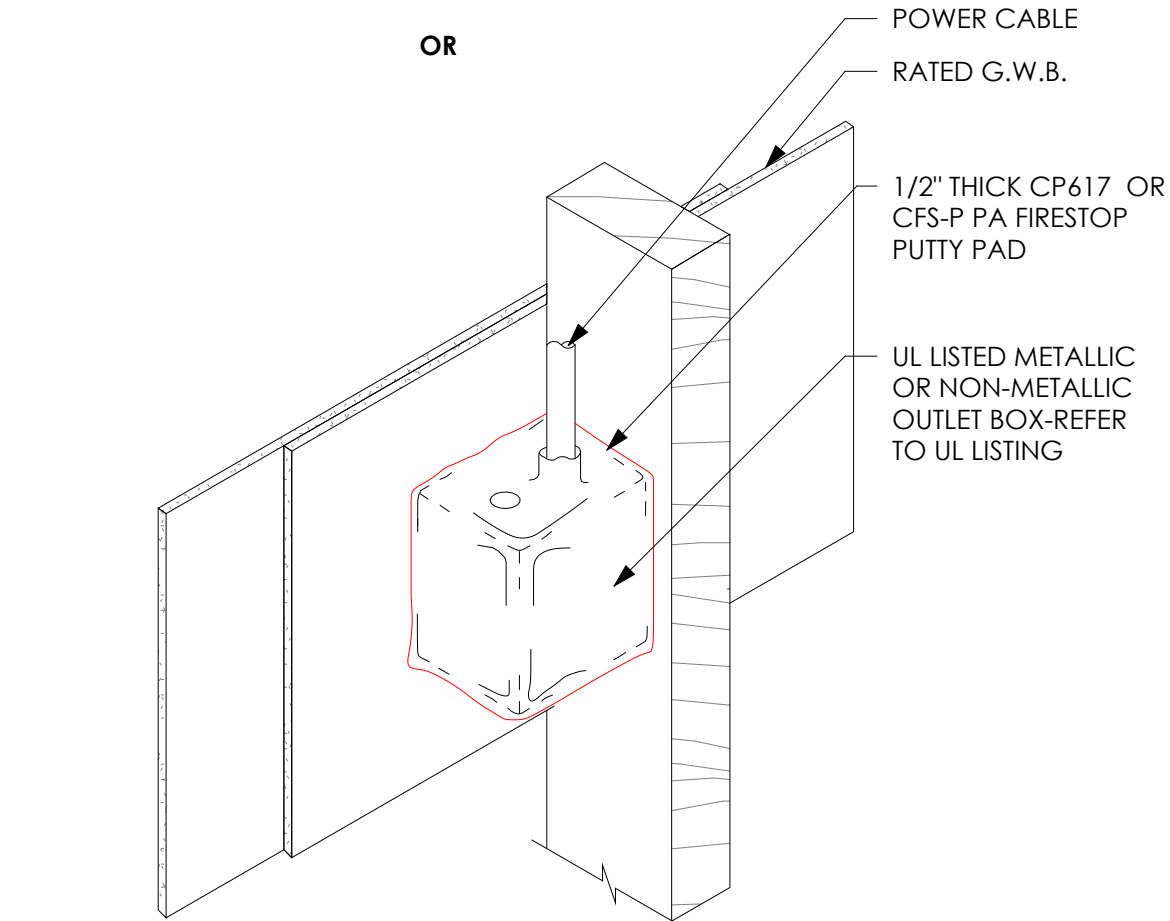
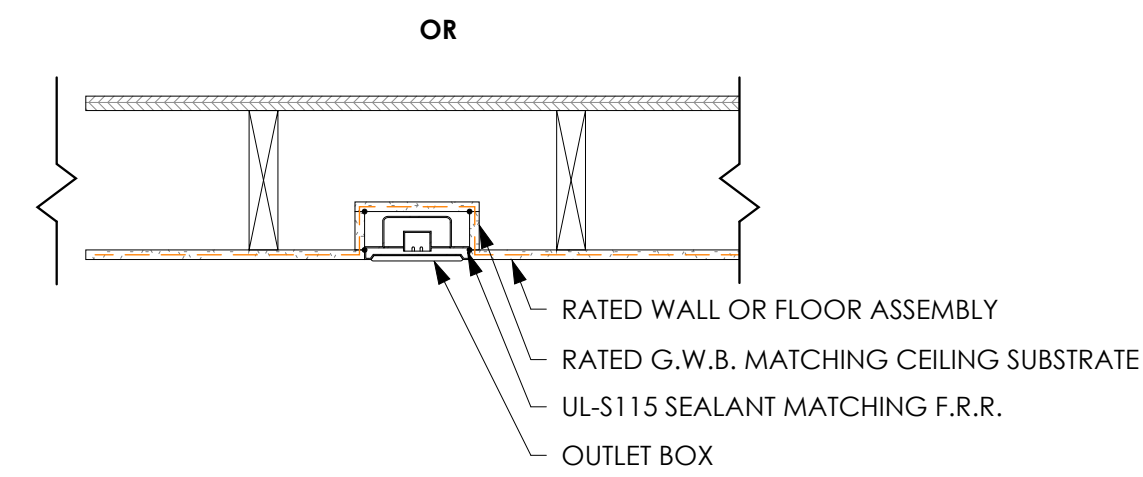
2) A WALL OR CEILING MEMBRANE FORMING PART OF AN ASSEMBLY REQUIRED TO HAVE A FIRE-RESISTANCE RATING IS PERMITTED TO BE PIERCED BY OPENINGS FOR ELECTRICAL AND SIMILAR SERVICE OUTLET BOXES PROVIDED SUCH OUTLET BOXES ARE TIGHTLY FITTED.

3) WHERE BOXES REFERRED TO IN SENTENCE (2) ARE LOCATED ON BOTH SIDES OF WALLS REQUIRED TO PROVIDE A FIRE-RESISTANCE RATING, THEY SHALL BE OFFSET WHERE NECESSARY TO MAINTAIN THE INTEGRITY OF THE FIRE SEPARATION.



### 9.10.9.6. PENETRATION OF FIRE SEPARATIONS

8) COMBUSTIBLE OUTLET BOXES ARE PERMITTED IN AN ASSEMBLY REQUIRED TO HAVE A FIRE-RESISTANCE RATING WITHOUT BEING INCORPORATED IN THE ASSEMBLY AT THE TIME OF TESTING AS REQUIRED IN SENTENCE (3), PROVIDED THE OPENING THROUGH THE MEMBRANE INTO THE BOX DOES NOT EXCEED 160 CM².



## DUCTS

### 9.10.9.6. PENETRATION OF FIRE SEPARATIONS

13) FIRE DAMPERS ARE PERMITTED TO PENETRATE A FIRE SEPARATION OR A MEMBRANE FORMING PART OF AN ASSEMBLY REQUIRED TO HAVE A FIRE-RESISTANCE RATING WITHOUT HAVING TO MEET THE FIRE STOP REQUIREMENTS OF SENTENCE (1).

PROVIDED THE FIRE DAMPER IS

A) INSTALLED IN CONFORMANCE WITH NFPA 80, "FIRE DOORS AND OTHER OPENING PROTECTIVES," OR

B) SPECIFICALLY DESIGNED WITH A FIRE STOP.

### 9.10.13.13. FIRE DAMPERS

1) EXCEPT AS PERMITTED BY SENTENCES (2) TO (5) AND SENTENCE 9.10.5.1.(4), A DUCT THAT PENETRATES AN ASSEMBLY REQUIRED TO BE A FIRE SEPARATION WITH A FIRE-RESISTANCE RATING SHALL BE EQUIPPED WITH A FIRE DAMPER IN CONFORMANCE WITH ARTICLES 3.1.8.4. AND 3.1.8.10.

2) A FIRE DAMPER IS NOT REQUIRED WHERE A NONCOMBUSTIBLE BRANCH DUCT PIERCES A REQUIRED FIRE SEPARATION PROVIDED THE DUCT

A) HAS A MELTING POINT NOT BELOW 760°C,

B) HAS A CROSS-SECTIONAL AREA LESS THAN 130 CM², AND

C) SUPPLIES ONLY AIR-CONDITIONING UNITS OR COMBINED AIR-CONDITIONING AND HEATING UNITS DISCHARGING AIR AT NOT MORE THAN 1.2 M ABOVE THE FLOOR.

3) A FIRE DAMPER IS NOT REQUIRED WHERE A NONCOMBUSTIBLE BRANCH DUCT PIERCES A REQUIRED FIRE SEPARATION AROUND AN EXHAUST DUCT RISER IN WHICH THE AIRFLOW IS UPWARD PROVIDED

A) THE MELTING POINT OF THE BRANCH DUCT IS NOT BELOW 760°C,

B) THE BRANCH DUCT IS CARRIED UP INSIDE THE RISER NOT LESS THAN 500 MM, AND

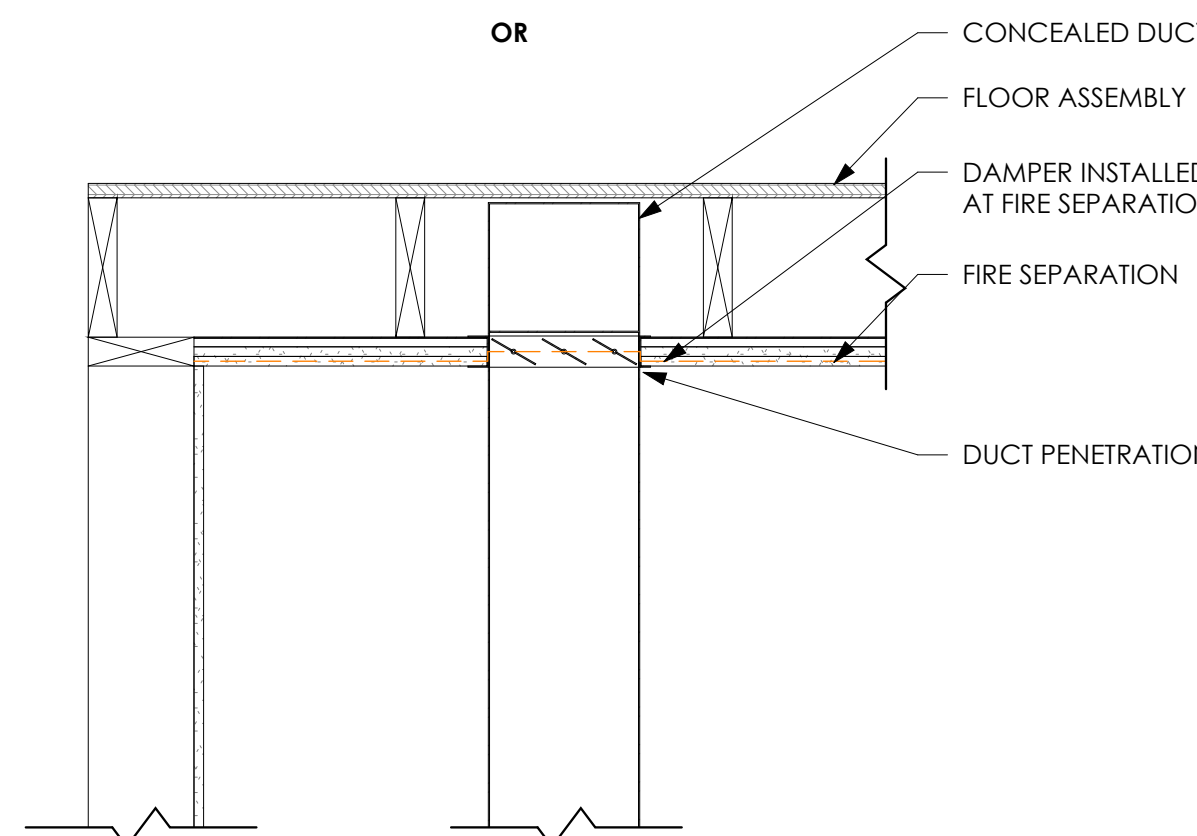
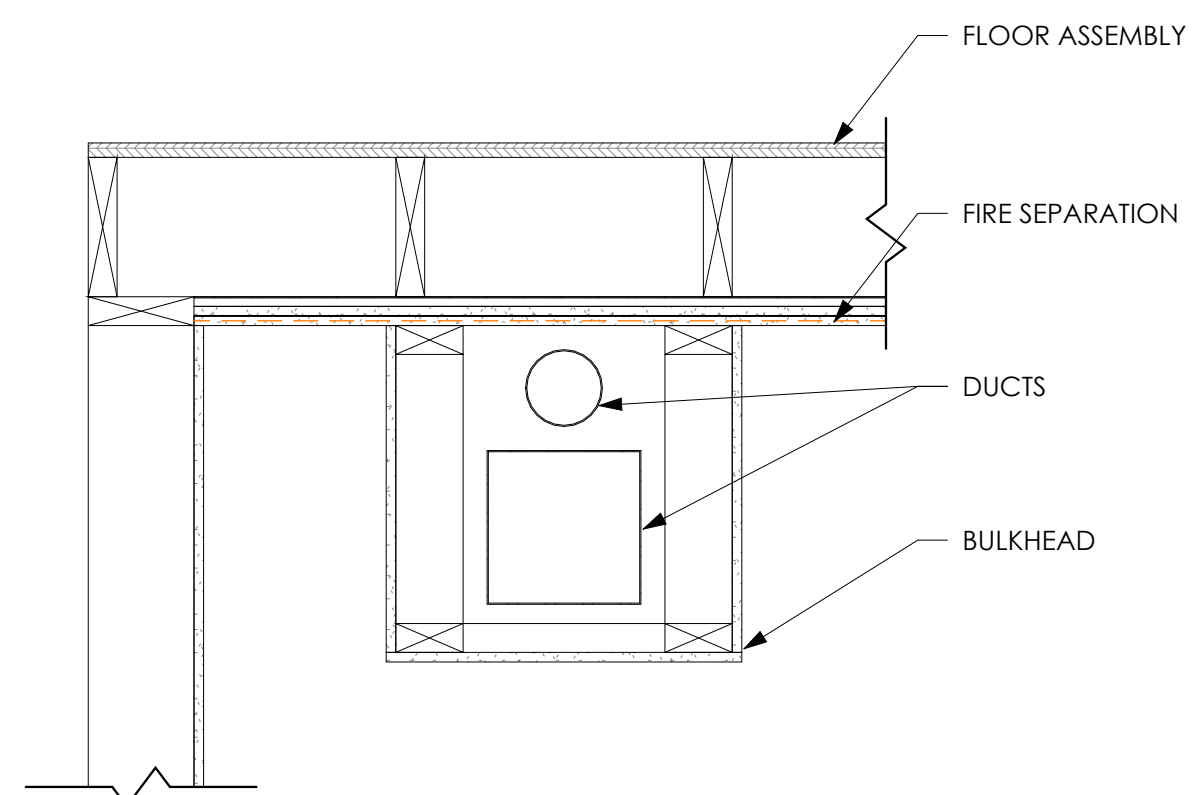
C) THE EXHAUST DUCT IS UNDER NEGATIVE PRESSURE AS DESCRIBED IN ARTICLE 9.10.9.18.

4) NONCOMBUSTIBLE DUCTS THAT PENETRATE A FIRE SEPARATION SEPARATING A VERTICAL SERVICE SPACE FROM THE REMAINDER OF THE BUILDING NEED NOT BE EQUIPPED WITH A FIRE DAMPER AT THE FIRE SEPARATION PROVIDED

A) THE DUCTS HAVE A MELTING POINT ABOVE 760°C, AND

B) EACH INDIVIDUAL DUCT EXHAUSTS DIRECTLY TO THE OUTSIDE AT THE TOP OF THE VERTICAL SERVICE SPACE.

5) A DUCT SERVING COMMERCIAL COOKING EQUIPMENT AND PIER



## BARE PIPES, CONDUITS, OR TUBING

### 9.10.9.6. PENETRATION OF FIRE SEPARATIONS

9) COMBUSTIBLE WATER DISTRIBUTION PIPING IS PERMITTED TO PARTLY OR WHOLLY PENETRATE A FIRE SEPARATION THAT IS REQUIRED TO HAVE A FIRE-RESISTANCE RATING WITHOUT BEING INCORPORATED IN THE ASSEMBLY AT THE TIME OF TESTING AS REQUIRED IN SENTENCE (3), PROVIDED THE PIPING IS PROTECTED WITH A FIRE STOP IN CONFORMANCE WITH SENTENCE 3.1.9.5.(4).

10) COMBUSTIBLE SPRINKLER PIPING IS PERMITTED TO PENETRATE A FIRE SEPARATION PROVIDED THE FIRE COMPARTMENTS ON EACH SIDE OF THE FIRE SEPARATION ARE SPRINKLERED.

### 3.1.9.5. COMBUSTIBLE PIPING PENETRATIONS

1) COMBUSTIBLE SPRINKLER PIPING IS PERMITTED TO PENETRATE A FIRE SEPARATION PROVIDED THE FIRE COMPARTMENTS ON EACH SIDE OF THE FIRE SEPARATION ARE SPRINKLERED.

2) COMBUSTIBLE WATER DISTRIBUTION PIPING IS PERMITTED TO PENETRATE A FIRE SEPARATION THAT IS REQUIRED TO HAVE A FIRE-RESISTANCE RATING WITHOUT BEING INCORPORATED IN THE ASSEMBLY AT THE TIME OF TESTING AS REQUIRED BY ARTICLE 3.1.9.2., PROVIDED THE PIPING IS PROTECTED AT THE PENETRATION WITH A FIRE STOP IN CONFORMANCE WITH SENTENCE (4).

3) EXCEPT AS PERMITTED BY SENTENCES (4) TO (5), COMBUSTIBLE PIPING SHALL NOT BE USED IN A DRAIN, WASTE AND VENT PIPING SYSTEM IF ANY PART OF THAT SYSTEM PENETRATES

A) A FIRE SEPARATION REQUIRED TO HAVE A FIRE-RESISTANCE RATING, OR

B) A MEMBRANE THAT FORMS PART OF AN ASSEMBLY REQUIRED TO HAVE A FIRE-RESISTANCE RATING.

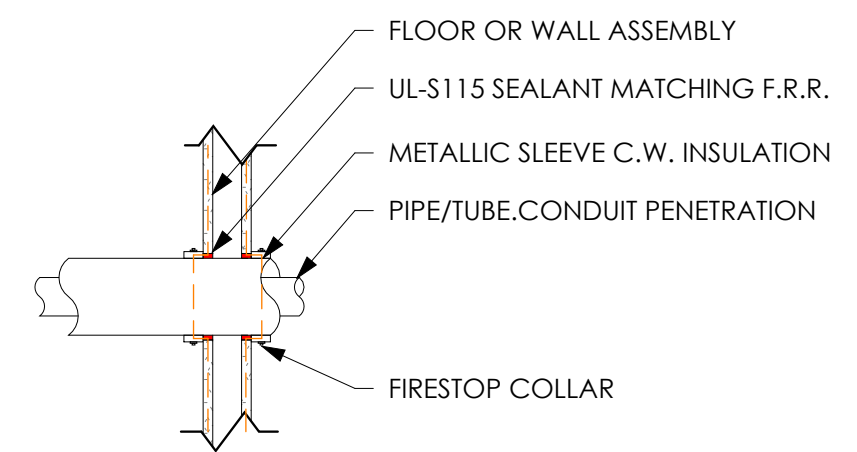
4) COMBUSTIBLE DRAIN, WASTE AND VENT PIPING IS PERMITTED TO PENETRATE A FIRE SEPARATION REQUIRED TO HAVE A FIRE-RESISTANCE RATING OR A MEMBRANE THAT FORMS PART OF AN ASSEMBLY REQUIRED TO HAVE A FIRE-RESISTANCE RATING, PROVIDED

A) THE PIPING IS SEALED AT THE PENETRATION BY A FIRE STOP THAT HAS AN F RATING NOT LESS THAN THE FIRE-RESISTANCE RATING REQUIRED FOR THE FIRE SEPARATION WHEN SUBJECTED TO THE FIRE TEST METHOD IN CAN/ULC-S115, "FIRE TESTS OF FIRESTOP SYSTEMS," WITH A PRESSURE DIFFERENTIAL OF 50 PA BETWEEN THE EXPOSED AND UNEXPOSED SIDES, WITH THE HIGHER PRESSURE ON THE EXPOSED SIDE, AND

B) THE PIPING IS NOT LOCATED IN A VERTICAL SERVICE SPACE.

5) COMBUSTIBLE DRAIN, WASTE AND VENT PIPING IS PERMITTED ON ONE SIDE OF A VERTICAL FIRE SEPARATION PROVIDED IT IS NOT LOCATED IN A VERTICAL SERVICE SPACE.

6) COMBUSTIBLE PIPING FOR CENTRAL VACUUM SYSTEMS IS PERMITTED TO PENETRATE A FIRE SEPARATION PROVIDED THE INSTALLATION CONFORMS TO THE REQUIREMENTS THAT APPLY TO COMBUSTIBLE DRAIN, WASTE AND VENT PIPING SPECIFIED IN SENTENCE (4).

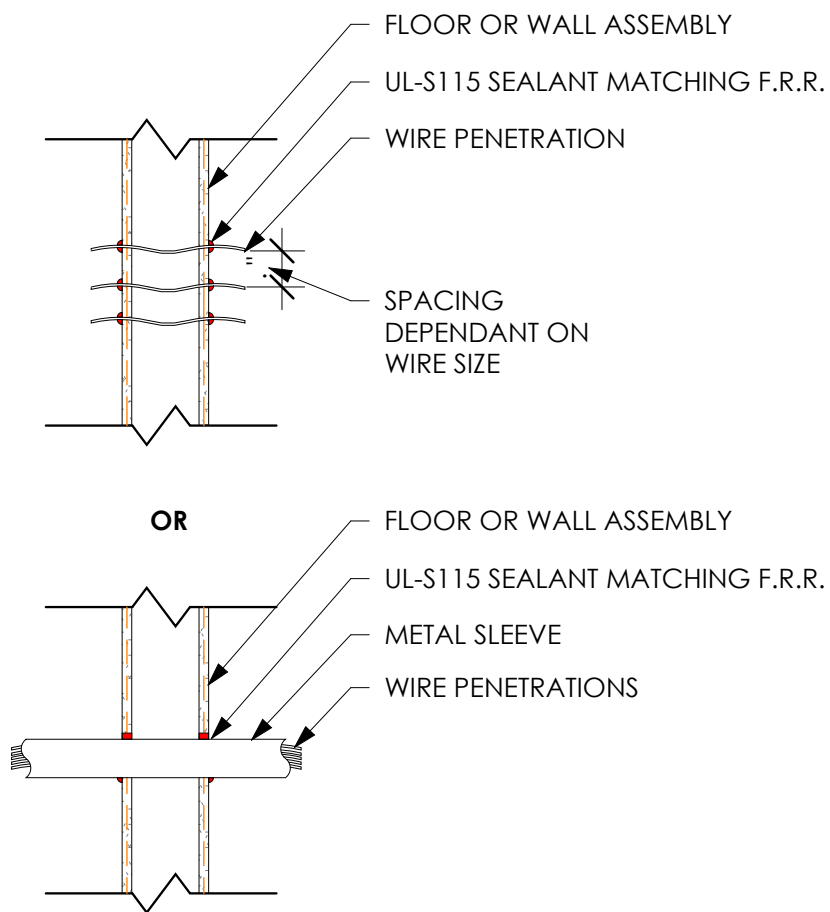


## WIRES, CABLING

### 9.10.9.6. PENETRATION OF FIRE SEPARATIONS

5) SINGLE CONDUCTOR METAL-SHEATHED CABLES WITH COMBUSTIBLE JACKETING THAT ARE MORE THAN 25 MM IN OVERALL DIAMETER ARE PERMITTED TO PENETRATE A FIRE SEPARATION REQUIRED TO HAVE A FIRE-RESISTANCE RATING WITHOUT BEING INCORPORATED IN THE ASSEMBLY AT THE TIME OF TESTING AS REQUIRED IN SENTENCE (3), PROVIDED THE CABLES ARE NOT GROUPED AND ARE SPACED A MINIMUM OF 300 MM APART.

6) ELECTRICAL WIRES OR CABLES, SINGLE OR GROUPED, WITH COMBUSTIBLE INSULATION OR JACKETING THAT IS NOT TOTALLY ENCLOSED IN RACEWAYS OF NONCOMBUSTIBLE MATERIAL, ARE PERMITTED TO PARTLY OR WHOLLY PENETRATE AN ASSEMBLY REQUIRED TO HAVE A FIRE-RESISTANCE RATING WITHOUT BEING INCORPORATED IN THE ASSEMBLY AT THE TIME OF TESTING AS REQUIRED IN SENTENCE (3), PROVIDED THE OVERALL DIAMETER OF THE WIRING IS NOT MORE THAN 25 MM



## PROJECT NAME

331 FRONT STREET RENOVATION

## ADDRESS

331 FRONT STREET  
KASLO BC  
VOG1M0

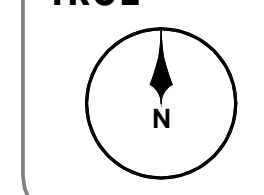
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OWNER

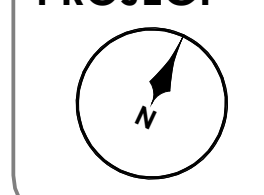
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## SEAL

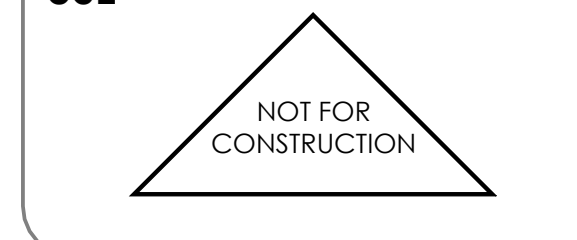
## TRUE



## PROJECT



## USE



## REVISIONS/HISTORY

| DATE       | NUMBER | DESCRIPTION |
|------------|--------|-------------|
| 2023-12-29 | 0      | DP/BP       |

## SHEET NAME

FIRESTOPPING

## SHEET NO.

A15

## REV. NO.



## **1896 Building**



### **Description:**

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

### **Historical Value:**

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

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

### **Character Defining Elements:**

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

Authors: Employment Edge Kaslo BC – Dale Callan, Jeremy Taylor, Samantha Howells, Kara-lee Bzowy, Celina Gabriel. March 9, 2011

### 16.3 Heritage and Commercial Core DPA

#### 16.3.1 Context and Purpose

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, pursuant to Sections 488(1)(d) and 488(1)(f) of the Local Government Act.

The lands within the Heritage and Commercial Core DPA are defined in Map C. This DPA also includes properties that are designated in municipal, provincial, or national heritage registries, including two National Historic Sites.

This area is the historical commercial centre of Kaslo and the primary focus of pedestrian-scale retail, commercial and institutional services. 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.

#### 16.3.2 Regulated Development

Within the Heritage and Commercial Core DPA, land shall not be subdivided and construction of, addition to, or alteration of a building or structure shall not be commenced unless the owner first obtains a development permit.

#### 16.3.3 Guidelines

1. The design guidelines for the Heritage and Commercial Core DPA are specified in Appendix II: Heritage Design Guidelines, and Appendix III: Colour Design Guidelines. These documents were originally produced by heritage designer Robert Inwood in 1991 through careful research into Kaslo's colonial period architecture and historic streetscape of

the 1890s through 1930s, which resulted in a successful Heritage Area Revitalization Program that restored and revitalized several downtown buildings in the 1990s.

2. 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.
3. Development of commercial and multi-family residential properties within the Heritage and Commercial Core DPA are subject to general form and character guidelines but not necessarily to particulars of the landscaping or of the exterior design and finish of buildings and other structures.
4. A development permit issued in the Heritage and Commercial Core Development Permit Area may include conditional requirements respecting the character of the development including the siting, massing, general landscaping, form, exterior design and colour choices of buildings and structures, and the design and installation of signage.

#### 16.3.4 Exemptions

1. Development permits are not required within the Heritage and Commercial Core DPA for:
  - a. internal alterations that do not affect the outer appearance of a building, or
  - b. for routine exterior maintenance, including painting provided that the paint colour is compatible with the Colour Design Guidelines.
2. Single-family dwelling and duplex residential development are not subject to the Heritage and Commercial Core DPA.
3. Street patios and chattels placed in public space shall be subject to regulation by bylaw or policy.



## LAND USE PLAN

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### 16.3.5 Application and Review Procedure

1. An application for a Heritage and Commercial Core DP should include a statement or report describing the design rationale and how the Building Design Guidelines and Colour Design Guidelines have been considered in the proposed development.
2. After receipt of a complete application, village staff shall review the application and, within 10 business days, may:
  - a. approve the application if it clearly meets the Heritage and Commercial Core DPA requirements;
  - b. approve the application with conditions relating to general form and character;
  - c. request additional design details or professionally rendered drawings from the applicant;
  - d. refer the application to Council, or;
  - e. may deny the permit if the development is not compatible with the Heritage and Commercial Core DPA requirements.
3. A denial, or conditions of approval, may be appealed to Council by the applicant.
4. An application that proposes signage, awnings, overhangs, lighting, or decorative facade features, such as cornices, that project into or over the public street must be approved by Council.
5. If an application is referred or appealed to Council, the village shall notify property owners within 60 metres of the property of Council's intention to consider the application at least seven days before the Council meeting.
6. When first considering the application, Council may assign a Heritage Design Review Committee to review the application and make a recommendation before deciding.
7. The Heritage Design Review Committee must provide its recommendation to Council within 21 days of Council's first consideration of the application.

OFFICIAL COMMUNITY PLAN  
APPENDIX II

**VILLAGE OF**  
**KASLO**



**BUILDING DESIGN GUIDELINES**

MAINSTREET CONSULTING ASSOCIATES, 1991  
(Revised by Village of Kaslo, 2022)

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# **INTRODUCTION**

## **I BUILDING DESIGN GUIDELINES**

The Village of Kaslo Building Design Guidelines have been created to meet the needs of the Heritage & Commercial Core Development Permit Area. By describing and illustrating the Village of Kaslo's approved design expectations, Building Design Guidelines assist in the difficult task of implementing and regulating quality revitalization design. Users of the Guidelines include property owners, merchants, prospective developers, and administrators.

## **II DEVELOPMENT GUIDELINES**

The Kaslo Building Design Guidelines are intended to be an aid to developers within the designated area, who are wishing to create attractive building exteriors, sympathetic to the village's design theme. Building Design Guidelines outline the design principles at work in the village and assist developers to use appropriate architectural standards and design principles when conceiving new, or revitalizing old, storefronts.

By combining ideas gleaned from vintage photographs with a creative application of the Building Design Guidelines, it will be possible to achieve a cohesive integrated appearance that will benefit the Village of Kaslo and its economy.

## **III THEMATIC GUIDELINES**

Proposals for storefront renovation and new construction in the Heritage & Commercial Core Development Permit Area should respect the Village of Kaslo's design objective, which is:

- (i) To protect and enhance the heritage buildings present in the village; and,
- (ii) to promote new building designs which are sympathetic to Kaslo's picturesque heritage core and its spectacular natural environment.

All detailing and decoration of buildings in Kaslo should be authentic or adapted from authentic designs. Vintage photographs of Kaslo can be an excellent reference for the village's original historic look and a source of ideas for both old and new buildings. Many photographs of Kaslo's buildings have been taken over the years and are now kept at the Kootenay Lake Historical Society's Archives. Should one wish to view these photographs for ideas, contact the Village Office or the Kootenay Lake Historical Society.

Incorporation of the Guidelines into the Official Community Plan gives a consistent, impartial framework for all design review decisions. Building Design Guidelines provide the standards by which applications are reviewed.

## **IV DESIGN REVIEW COMMITTEE**

The Design Review Committee has the mandate to review and make recommendations on Development Permit applications made in the Heritage & Commercial Core Permit Area. Positive interaction between the Design Review Committee and the people revitalizing within the Permit Area should be encouraged. By dealing promptly and fairly with applications, the Design Review Committee earns the community's trust.

## **V KASLO'S DEVELOPMENT PERMIT AREA**

A map (Schedule C of the Official Community Plan) shows the boundaries of the Heritage & Commercial Core Development Permit Area, further described in Section 4.2 of the Official Community Plan.

## **VI JURISDICTIONAL AUTHORITY**

Any recommendations contained herein notwithstanding, it shall be understood that permit applications must satisfy the requirements of the Building and Electrical Inspectors, as well as the Fire Commissioner; and/or be in accordance with Village of Kaslo Land Use By-law and Regional District of Central Kootenay Building By-law, and amendments thereto.

# **SECTION A: ELEMENTS OF THE STREETScape**

## **I ENVIRONMENTAL CONSIDERATIONS**

Consider the following general design and construction requirements posed by the area's weather conditions.

### **i. Wind**

All hanging signs, awnings and canopies should be constructed with sufficient bracing to withstand wind velocities of 0.3 KN/M.

### **ii. Rain**

Roofs, cornices, edges, canopies and other architectural elements exposed to precipitation, should be properly designed and flashed to protect the building structure and carry water away from pedestrian pathways or human-use areas. Diversion should be sufficient to direct water to municipal drainage systems.

### **iii. Snow**

Any building structure upon which snow accumulates (canopies, awnings, balcony roof forms) should be constructed in a manner conducive to spontaneous snow dump of accumulated loads into non-pedestrian or nonhuman-use areas. In cases where this is not feasible, the design should consider the factors involved in physical removal of snow build-up when it approaches carrying limits.

### **iv. Ice**

Repeated heating and cooling of snow loads can give rise to ice accumulations. Building design should therefore consider heat loss factors as a method of controlling ice build-up. Proper flashing should be accorded to areas subject to ice accumulation. Walkways, entries, and other human-use areas should be designed with the aim of minimum potential ice build-up and efficient removal of accumulations that do occur.

## **II STREETScape STYLE**

Style in the Heritage & Commercial Core Development Permit Area results from design principles used in the buildings of the streetscape. Building massing, setback, scale, proportion,

and pattern are design treatments that deserve careful consideration when planning development or revitalization activities. The recommendations put forward in this document have been derived from an analysis of the downtown based on these streetscape elements.

The key to creating an attractive downtown for Kaslo is to acknowledge in new designs the precedents set by the original historic buildings.

### **III BUILDING MASSING {Plate 1}**

Historic photographs indicate that Kaslo's turn of the century buildings were executed in wood, brick, or combinations of these with stone. Common turn of the century building massing included

- (i) the one storey building with false front;
- (ii) the two storey building;
- (iii) the two storey building with false front; and,
- (iv) the two storey building with tower.

Commercial architecture built after Kaslo's boom era was either one storey high (similar to historic building massing), or more typically modern: one or two storeys in height with strong horizontal emphasis. Plate 1 illustrates these building massing types.

Building massing typical of turn-of-the-century Kaslo is recommended over modern massing for all new structures in the Heritage & Commercial Core Development Permit Area.

### **IV SETBACK {Plate 2}**

A setback is the distance relationship between the building's front facade and the sidewalk. Kaslo's streetscape is typified by buildings located close to the sidewalk with very little, if any, open area between structures. Setback for new buildings should be governed by the precedent of adjacent buildings. Plans that propose a building to be placed substantially back from the established streetscape should be evaluated on an individual basis.

### **V SCALE {Plate 3}**

Most of Kaslo's early commercial structures were one or two stories in height. The popular false front treatment or steeply pitched roofs often added another storey to the building height. When new structures are planned for the area, efforts should be made to encourage building heights that compliment heights of existing, adjacent buildings. The imposition of a new structure that varies radically in height from the scale of existing buildings may prove detrimental to the overall look of the streetscape. For this reason, building height for new construction in the Heritage & Commercial Core Development Permit Area is limited to twelve (12) meters.

### **VI PROPORTION {Plate 4}**

By examining the height-to-width proportions (relationships) of various buildings in Kaslo's downtown core, characteristics of historic and modern design aesthetics emerge. Historic buildings tend to have a vertical emphasis which can be observed in window openings, façade shapes and detailing that guides the eye upwards. Conversely, many modern buildings appear to hug the ground. This horizontal emphasis is created by building shapes and window openings that extend in a direction parallel to the ground.



To be consistent with Kaslo's design theme, new buildings and revitalized structures within the Heritage & Commercial Core Development Permit Area should emphasize the vertical in window openings, facade shapes and ornamental detailing.

## **VII PATTERN {Plate 5}**

### **i. Walls, Windows & Skylines**

Balanced, symmetrical spacing of windows and doors was a common feature in buildings of the historic streetscape. The overall effect of alternating walls and openings created interesting pattern in the streetscape.

A building's skyline silhouette also added pattern to the streetscape. Framing on many of Kaslo's original wooden buildings was carried above the true roofline in the form of a false front' which would conceal a steeply pitched, gable-end roof. Others featured false fronts that covered only a portion of the gable end. Besides creating interest at the skyline, a false front provided an imposing commercial facade and a large rectangular area for signage.

Building profiles for existing structures and proposed construction should strive to create an animated, imaginative skyline through the use of massing and articulation. Plates 9 & 10 illustrate some historic; skyline treatments used in Kaslo.

### **ii. The 'Ins and Guts' {Plate 6}**

Pattern in the streetscape is created by the articulation, or 'ins and cuts', of the building facade. Exterior wall surfaces that are articulated should be encouraged over flat, unbroken surfaces. Typical historic features that create pattern include comer boards, window and door trims, lintels, pilasters, indented bays, wood siding, cornices, brackets, balconies and canopies. Relief detailing of this nature creates a lively and interesting pattern when worked into the design of the building face.

## **VIII SECONDARY FACADES**

A building is more than just the front facade. Historically, the highly visible front facade was reserved for more ornate detailing, whereas the secondary facades - the sides and rear of a building - received less expensive treatments. The street face in the commercial district is the most important, however secondary facades should be finished in a manner that is pleasing to the eye and consistent with Kaslo's design theme. Acceptable exterior wall treatments for secondary facades include horizontal board claddings, pressed metal panels, brick, and stucco parging.

All proposals for new construction in the Development Permit Area should consider the finished appearance of secondary facades.

## **IX MAINTENANCE**

The effectiveness of the building facade is greatly influenced by the tidiness of its appearance. Buildings require ongoing maintenance - for instance, awnings require cleaning on a regular basis and exterior paint should be re-applied every ten or so years. Business owners should hold to a maintenance regimen that ensures the attractiveness of their building's facade.

If in the opinion of the Design Review Committee, the maintenance of a building is so poor as to become a detriment to the look of the Heritage & Commercial Core Development Permit Area, the Committee may recommend to Council the enforcement of the Unsightly Premises By-Law, or any other action which Council may deem appropriate. This would encourage the upgrading of the building facade to an acceptable community standard.

## **SECTION B: ELEMENTS OF THE BUILDING FACADE**

### **I EXTERIOR WALL MATERIALS {Plate 7}**

Although a few buildings were made using bricks from the historic Millington Bros.' Brick & Tile Yard in Kaslo, vintage photographs show that most of Kaslo's original buildings were made of wood frame construction and that front facades were sheathed with horizontal sidings. In all wood buildings vertical boards (1 x 4's or 1 x 6's) were used to cover-trim the corners, and to outline door and window openings.

Wood siding was carried down to the window level on most commercial buildings in Kaslo. A common treatment was to highlight the support wall, or bulkhead, under the display window through the use of decorative wood paneling. The bulkheads were embellished with simple wood mouldings or with decorative wood siding applications.

Most buildings put up after the 1930s tended to be faced in masonry or stucco materials. Some of the earlier wood-clad buildings were covered with stucco at a later date. All new buildings should be sheathed in materials that are in harmony with the environment around Kaslo. Channeled wood sidings are a good choice for exterior materials. The selection of facade materials should respect the nature of the climactic conditions of the Kootenay Lake area, particularly sunlight, wind, rain or snow. Materials should be of a substantial nature to limit the effects of weathering and/or vandalism. Details should be sensibly designed to make certain that all portions of the building facade exposed to weathering are watertight.

Building code requirements for snow and wind loading, and fire prevention must be met.

#### **i. Wood**

Paint and stain finishes are preferred over unfinished or clear finished woods.

Encouraged:

- Horizontal wood board siding applications
- Vertical board-and-batten or shiplap jointed boards (secondary facades only)
- Wooden corner boards: 1"x 4" or 1"x 6"
- Window & door wood trims: 1" x 4" or 1" x 6"
- Hardi-board shingles or thin-split shakes

Discouraged:

- Plywood and chipboard as finished siding

#### **ii. Masonry**

Historic photographs of Kaslo indicate that brick and stone were occasionally used as exterior building materials or in corner detailing. Masonry provides an excellent low maintenance surface and is acceptable as a finish on new construction; nevertheless, the application of masonry veneer over historic; fabric is strongly discouraged. Designs for masonry will generally blend more successfully with the heritage core if they follow historic styling precedents. Traditional red bricks are favoured over alternate colours.

Encouraged:

- Brick, in traditional red hues
- Regular coursed stone
- Stucco that is flat and patternless

Discouraged:

- Stone veneers (esp. random coursed veneers)
- Unfinished cast concrete
- Unfinished regular concrete block

### iii. Metals and Synthetics

Many of Kaslo's turn-of-the-century buildings featured fire resistant "iron clad" pressed metal siding panels on secondary facades. In general, however, synthetic materials are discouraged in favour of natural, historic materials.

Encouraged:

- Pressed metal siding panels (secondary facades)

Discouraged:

- Artificial brick
- Artificial stone
- Asbestos shingles or panels
- Fiberglass panels
- Vinyl, metal or plastic siding

## II WALL OPENINGS {Plate 8}

### i. Windows

Windows are a key element in expressing the historic character of a building. Two types of windows were common in old Kaslo:

- i) the store display window, with multiple panes and fixed glazing; and
- ii) the double-hung window, with one or two panes of glass per sash.

In early Kaslo, display windows on commercial buildings were considerably larger than the double-hung window; double-hung windows were approximately three feet wide, and five or six feet high.

Up to the 1930s, frames, sashes, and glazing bars made of wood were far more common than today's metal-sashed windows. For this reason, the modern aluminum sash in place on some of



Kaslo's buildings can detract from a convincing period ambience. Possible corrective measures to this problem include:

- (i) putting wood trim around windows;
- (ii) using false muntin insets to create a multi-paned effect;
- (iii) giving large display windows period lettering treatments; and,
- (iv) applying paint to the aluminum sash to conceal the metallic surface.

Original transom windows - those small windows above a door or large plate glass display surface - should be retained whenever possible. These were occasionally covered up when a shopkeeper lowered the ceiling of his store. Today it is generally agreed that unobscured transom windows add greatly to the appeal of an older structure. In cases where retrieval is too costly, an alternate measure would be to recreate the transoms with mouldings and a trompe l'oeil paint scheme.

Upper storey window openings should respect the precedent of the original building style. Window sashes on older buildings should be retained whenever possible. If thermal upgrading is necessary, snap-in muntin insets that copy the original muntin pattern should be used.

New buildings should incorporate large display windows on the street level and vertically long and rectangular windows on upper storeys.

Encouraged:

- Wooden frames, glazing bars, sash, sill, & lintel
- Double hung windows
- Vertically long and rectangular window panes
- Authentic or false (snap-in) muntins
- Coloured metal or painted frames
- Transom windows
- Perked lettering: etched, painted or decaled

Discouraged:

- Metal frames, glazing bars, sash, sill, & lintel
- Flat, featureless, window surrounds
- Unpainted metal frames
- Small windows at street level
- Horizontally rectangular windows
- Altering the original shape of historic second storey windows

## ii. Doors

Doors are also capable of conveying an historic look in the downtown core. Older commercial buildings had wooden, paneled doors that were partially glazed with fixed glass panes. Additional glazing was occasionally used above the door in the form of transom lights. Trimming and capping of doors should follow the pattern established by windows treatments. A modern entrance treatment is to use a thick, single sheet of glass as a door. If present, glass doors should be etched, lettered or decaled. New building designs should incorporate wood and glass doors whenever possible.

Encouraged:

- Paneled doors with glass
- Doors with mouldings to give surface interest
- Paneled doors with transom lights
- Painted or anodized metal doors

Discouraged:

- Flush, rather than paneled, wooden doors
- Unpainted metal or aluminum doors
- Solid plate glass doors

### **III ORNAMENTATION {Plate 9}**

Kaslo buildings featured decorative treatments such as brackets, finials, quoins, carved fascia panels, jig-sawn cresting & scrollwork, and stepped false fronts. Balconies and canopies with chamfered vertical supports provided another opportunity for ornamentation. In the spirit of Kaslo's early appearance, ornamental details (based on authentic precedent when possible) should be used generously.

Encouraged:

- Large brackets
- Finials (ornaments at the top of the cornice)
- Quoins
- Carved fascia panels
- Jig-sawn cresting & scrollwork
- False fronts
- Balconies and canopies

Discouraged:

- Modern painted murals, except trompe l'oeil designs
- Stone mosaic murals

### **IV CORNICE TREATMENTS {Plate 10}**

Late nineteenth century style dictated that the wall-roof junction be 'capped off' by a series of decorative boards, collectively called the 'cornice.' Cornices could be as simple as a single horizontal board of 1" thick stock fastened to the top of the fronting wall, with a 2" thick cap covering it at right angles. A formed bracket in sawn wood could be integrated at right angles for decorative support.

More common in Kaslo were elaborate cornices constructed by building up a series of boards of varying thicknesses and widths under the cap. A distinctive trait to Kaslo's turn-of-the-century commercial architecture was the apparent whimsy displayed in diverse and exaggerated cornice treatments. This tradition was followed well into the 1920s.

Cornice design on older buildings should reflect the original style of the structure. Refer to historic photographs for design ideas whenever possible. Cornices should also be designed in a manner that prevents water seepage into materials below the cap.

Encouraged:

- Cornice profiles that project out from the building face
- Cornices that enliven the skyline using height variations appropriate to building style and massing
- Cornice design and detailing that can withstand prevailing weather patterns

Discouraged:

- Flat, unarticulated cornices

## **V ROOFS**

Roofs characteristic of downtown Kaslo include front-end gables with pitches of 12 in 12 and 8 in 12, and flat or stepped roofs with a slight downward grade toward the rear. False fronts and parapet wall roofs are frequently employed on wooden and brick buildings.

Encouraged:

- Front-end gables with 12/12 or 8/12 pitches
- Flat or stepped false fronts hiding gable roof or flat roof with gradual downward slant to the rear
- Parapet walls

Discouraged:

- Flat, level roofs - particularly those that do not feature an articulated skyline

## **VI ROOFING MATERIALS**

Roof structures should be designed to withstand a minimum snow loading of 3.2 KN/M (66 psf).

Encouraged:

- Finished metal panels
- Shingle textured synthetics

Discouraged:

- Rough shakes
- Tile
- Tar and gravel
- Wood shakes or shingles (due to wildfire hazard)

## **VII LIGHTING ON BUILDINGS**

Light fixtures attached to the building face should reflect the nature of the original building style, both historic and modern. Avoid "Ye Olde" fixtures which are uncharacteristic of the village's actual heritage.

Encouraged:

- Indirect, concealed fluorescent or incandescent
- Turned, enameled, metal shades
- Metal-cast fixtures
- LED



Discouraged:

- Old English-style carriage lanterns
- Anachronistic lighting fixtures

## **SECTION C: BUILDING SIGNAGE**

### **I TYPES OF SIGNAGE {PLATE 11}**

Signage should respect the decorative features of the building, the precedent of historic signage locations, and the overall street image. Wooden signs of fascia (flush-mounted), and projecting (hanging) types should be used. Lettering painted on the sides of buildings is desirable as a method of signage and is consistent with Kaslo's historic design theme. Fascia and projecting signage of the non-interior lit style is preferred over the modern, interior lit plastic type. An adequate means of indirect lighting should be provided. Maximum allowable sign size is determined by a ratio formula of linear frontage of building to surface area of sign, illustrated in Plate 13. (Section D discusses awning and canopy signage.)

Encouraged:

- Fascia
- Projecting
- Window
- Painted wall signage
- Awning and backlit awning
- Free-standing signs
- Canopy face and canopy underside

Not permitted:

- Sandwich board signs on sidewalk
- Rooftop signs
- Flashing or moving signs
- Third party signs

### **II LIGHTING SIGNS (Plate 12)**

Encouraged:

- Indirect lighting styles

Discouraged:

- Interior lit signs

### **III LETTER TYPEFACE & COLOUR DETAILS {Plate 12}**

Building style and colours, as well as the nature of the establishment, should be considered in the selection of appropriate sign typeface.

Encouraged:

- Clear, legible stylized lettering
- Creative graphics

Discouraged:

- Large expanses of white backgrounds
- Home-made, amateurish signs
- Ultra modern graphics and/or lettering styles

#### **IV MATERIALS AND SURFACES**

If plywood is used for sign making, use appropriate exterior grades of coated board (i.e. Krezon™) and seal all edges.

Encouraged:

- Painted, carved or shaped wood
- Painted metal
- Building facades with period lettering
- Awnings or canopies
- Glass with period lettering or decals
- Glass that is etched or sandblasted
- Iron or wood mounting brackets and bracing
- Neon tube

Discouraged:

- Unfinished plywood
- Flashing or moving illuminated signs
- Hanging or projecting illuminated plastic signs
- Interior lit signs
- Backlit fascia-mounted plastic

#### **V FASCIA & PROJECTING SIGNAGE {Plate 13}**

When interior lit signs are used, the light box should be mounted in a manner that minimizes its intrusive quality. Boxes and mounting brackets should compliment the building face in design and colour.

##### **i. Fascla Signs**

Encouraged:

- Maximum ratio of 1:1 (linear frontage: surface area of sign)
- Backlit plastic - dark backgrounds with light lettering preferred
- Painted plywood, coated Krezon™ plywood preferred
- Metal
- Carved wood

##### **ii. Projecting Signs**

Encouraged:

- Maximum ratio of 4:1 (linear frontage: surface area of sign)
- Carved wood
- Painted wood

- High quality, exterior grade plywood finished on all sides
- Metal

Discouraged:

- Interior lit plastic

## **SECTION D: OVERHANGS**

### **I AWNINGS {Plates 14 & 15}**

Historic photographs of Kaslo show that various forms of overhead sidewalk coverings were used on downtown buildings. Awnings, canopies and balconies protected pedestrians, boardwalks and the lower building facade from weather exposure. Today these coverings provide the opportunity for attractive decorative highlights to the commercial district.

An awning is a fabric-covered structure that is attached to the building facade and affords protective cover to the sidewalk area. Traditional awning frames were retractable, whereas modern awnings are usually constructed of fixed tube steel frames. Available awning materials include woven cotton, acrylic fabric, and sheet vinyl. Quality awning manufacturers will provide the information necessary to ensure the fabric is appropriate for local climactic conditions.

#### **i. Design**

Awning design should be sympathetic to the style, scale, form, and period of the building. Avoid awnings that are so small as to give inadequate weather protection to the sidewalk, or so large as to obscure the building facade or historic detailing. Awning projection should be designed to minimize the tendency to dump snow or rain on the centre of the sidewalk.

#### **ii. Encroachment**

Encroachment agreements between the building owner and the Village of Kaslo are required for all structures placed over public space.

#### **iii. Drawings**

Engineered drawings are required for all awning installations. Specifications should illustrate the awning structure and the building material to which the awning will be attached. Awnings should be installed by qualified experts.

#### **Iv. Critical Dimensions**

Minimum height above sidewalk: 8'-0" (2.66m)

Minimum projection: 3'-0"(1m)

Minimum setback of face from curb edge: 2'-0" (.61 m)

#### **v. Awning Styles**

Early twentieth century photographs show that the 'three-point' and 'four point' awning styles were used in Kaslo. Modern awning construction techniques allow for a much greater variety of shapes to be created, but discretion should be used in determining the suitability of the awning form to the subject building and ease in cleaning.



Encouraged for pre-1930 Buildings:

- Three-point traditional triangular style
- Four-point variation (triangular style with expanded fascia area for signage)
- Shapes with relatively steep roof pitches (35-50 degree angles preferred) which promote snow removal and self-cleaning
- Dome awnings in round arched window openings

Discouraged on pre-1930 Buildings:

- Quarter barrel or modern style awnings
- Any shape which has a horizontal top surface of substantial size
- Shapes which present top face angles of less than 30 degrees
- Fascia panels in excess of 2'-0" (.61 m) high

Encouraged for post-1930 Buildings:

- Four-point variation (triangular style with expanded fascia area for signage)
- Quarter barrel awnings
- Geometrically sculptured shapes which relate to the building's form

Discouraged on post-1930 Buildings:

- Any shape which has a horizontal top surface of substantial size
- Shapes which present top face angles of less than 30 degrees
- Fascia panels in excess of 3'-0" (.92 m) high

vi. Fabric, Pattern & Colour

Historic awning fabrics were made of cottons, which were dyed solid colours or painted in bold, two colour stripe patterns. Colours used were similar to the deeper paint tones of the day – deep yellow ochres, rusty reds and dark greens. To enhance the historic flavour of the community, care should be taken to select awning fabrics, colours and patterns which are of a period nature. Plain vinyl fabric should be limited to areas where back-lighting effects are required, for example, valances and signage fascia panels. Avoid the use of excessively brilliant colours now available in modern fabrics.

Encouraged:

- Cottons and acrylics
- Colour stripe patterns, particularly on the top sheet panel
- Solid colours taken from the historic palette
- \* PRE-1930 BUILDINGS: Vinyls are acceptable in stripe patterns and fascia panels only
- • POST-1930 BUILDINGS: Solid vinyls are acceptable

Discouraged:

- Excessively bright, modern colours
- Large areas of white or black vinyl fabric

vii. Awning Trim

A finishing detail on period style awnings was valance skirting. Typical edging patterns included the keyed, scalloped and saw-toothed treatments. The valance provides an area for signage and the variety of different edge treatments gives the potential for lively textures. As a precaution against vandalism, the lowest portion of the valance should be at least 8'-0" (2.46m) above sidewalk level. Detachable valances allow for sign changes when necessary.

Encouraged:

- Generously sized valance skirting
- Keyed, scalloped or saw-toothed bottom edge
- Cloth fabric rather than vinyl
- Detachable valance for signage alterations

Discouraged:

- Awnings without valance skirting
- Valances without edge patterns

#### viii. Lettering on Awnings

Encouraged:

- 'UPPER' and/or 'lower' case letters to a maximum height of 18" (0.45m)
- Graphic borders on fascia sign panels
- Clear, legible stylized lettering

#### ix. Lighting

Translucent vinyl fabrics allowed the option of blending awning elements with a backlit sign. The fluorescent tubes used for illumination help to brighten up the storefront at night and result in an overall positive effect to the street. Discretion must however be exercised in the selection of appropriate styles and fabrics for backlit awnings, to prevent an overly garish or too modern look for Kaslo's design theme.

Encouraged:

- Back-lit awnings that serve as signage
- Opaque top sheet fabrics are preferred with specific isolated backlit panels

Discouraged:

- Brightly coloured vinyl in plain sheets

## **II CANOPIES {Plate 16}**

Canopies are defined as permanent projecting sidewalk coverings made of materials other than fabric. Canopy roofs popular in Kaslo were sloped and supported by shaped or squared wood columns. Many featured ornamental brackets. Modern snow removal techniques requires that canopy posts not rest on the sidewalk; instead, support canopies with wooden knee braces.

#### i. Critical Dimensions

- Minimum height above sidewalk of any structural member: 8'-0" (2.46m)
- Minimum setback from curb edge: 18" (.46m)

- Maximum height of fascia: 3'-0" (.92m)

## ii. Canopy Fascia Materials

### Encouraged:

- Wood (Krezon™ plywood)
- Smooth, painted metal
- Plastic (back-lit fascia panels only)

### Discouraged

- Corrugated metals
- Fiberglass
- Stucco

## iii. Canopy Roofing Materials

### Encouraged:

- Sawn shingles
- Metal
- Tar & gravel
- Cold process tar

### Discouraged:

- Rough shakes
- Aluminum and fiberglass shingle
- Fiberglass
- Plywood
- Clay tile

## iv. Canopy Signage

The fascia provides a surface for eye-catching signage visible along the length of the street.

### Encouraged;

- Multiple signage on a single canopy should be of uniform size

### Discouraged:

- Sign boards that extend beyond the perimeter of the canopy fascia

## III BALCONIES

Where canopy structures includes balcony features, the detailing of the balcony should be in character with Kaslo's design theme and the subject building. Several examples can be seen in vintage photographs of Kaslo. Railings should be provided to conform to the standards of the National Building Code, with a minimum height of 3'.6" (1.08m). Plate 9 illustrates two of historic Kaslo's balcony rail designs.

## SECTION E: APPENDICES

## **A. DEVELOPMENT PERMIT APPLICATION PROCEDURE**

Any proposal to undertake work on the exterior of a building located within the designated boundaries of the Heritage & Commercial Core Development Permit Area must be approved by the Village. Applications for a Development Permit require the following documentation:

- 1) A completed application form, available from the Village Offices, completed by the building owner or their authorized agent.
- 2) A photograph of the building facade as it currently appears.
- 3) A rendering, preferably in colour, of the proposed façade improvements. Where applicable, sketches should be to scale and provide dimensions.
- 4) Colour chips of proposed paint colours, or reference to the comparable colour in the Village of Kaslo Colour Design Guidelines.
- 5) For awnings, sample or accurate approximating of proposed colours and pattern of the material to be used.

## **B. DESIGN REVIEW PROCEDURES**

Designs will be considered using the following criteria:

- 1) Appropriateness of the proposal within the Heritage & Commercial Core Development Permit Area.
- 2) Compatibility of the proposal with the overall streetscape.
- 3) The way the proposal affects a structure, site or area that has been awarded heritage classification.
- 4) The architectural style, massing, orientation, proportions, materials, details, and colours.
- 5) Approval of the Building, Electrical, and Fire Inspectors.



OFFICIAL COMMUNITY PLAN  
APPENDIX IV

VILLAGE OF  
KASLO



**COLOUR DESIGN GUIDELINES**

MAINSTREET CONSULTING ASSOCIATES, 1991

## **I COLOUR IN THE STREETScape**

Colour is one of the most powerful design elements used to establish an image of vitality and warmth within the downtown business area. Perhaps because of this, choosing appropriate paint colours for the building facade can be among the most difficult tasks in the revitalization program. Colour schemes which view the entire street as a whole, rather than individual buildings in isolation, result in an attractive, unified appearance for the retail area. Colour should also be used to accent the architectural elements of a building, as well as to minimize flaws and play up the building's best features. Colour Design Guidelines have been prepared to eliminate some of the guesswork from successful colour selection and yet still allow for a great deal of flexibility. By requiring colour schemes to be reviewed by the Design Review Committee, an opportunity to have control over this subjective area of design is offered to the Municipality.

## **II HISTORIC COLOURS**

Colours popular during Kaslo's historic period tended to be muted rather than pure tones. Colours ranged from buffs, greys, and ochres to shades and tints of brick red, olive green, earth tones and blues. In certain instances, the use of wood stains or coloured preservatives may be more appropriate than paint. When coloured roofing is used, it should be coordinated to the colour scheme of the building. Examples of recommended historic colours are in the attached collection of colour chips.

Encouraged:

- Muted, rather than pure tones.
- Good quality flat-finish or semi-gloss alkyd paints, exterior latex, or wood stains.
- Buffs, greys, & ochres; and shades and tints of brick red, olive green, dark brown & blue.
- Light siding with dark trim & dark siding with light trim.
- Multi-hued and multi-coloured schemes.
- Shaded and tinted colours.

Discouraged:

- Single colour paint schemes.
- Large areas of excessively bright, pure colour.
- Extremely dark or light colours, such as pure white, black, chocolate brown, or charcoal grey.

## **III PAINTS AND STAINS**

The wooden buildings of Kaslo were painted rather than stained to provide protection from the weather. A common scheme was to paint the body of the building one colour, and details – such as corner boards, cornices, doors and window trims – a second, contrasting colour. Smaller decorative trims provided the opportunity for a third accent colour. Window trims, door panels, and cornice details on masonry buildings were often painted in multicoloured schemes for decorative effect. If used, stains and preservatives should be limited to non-trim areas.

## **IV PROPERTIES OF COLOUR**

Colour properties of interest to those selecting building facade paint schemes include 'hue', 'value' and 'intensity'. Hue refers to the name of a colour - for example 'red', 'green', or 'blue';

value refers to a colour's brightness, as in 'dark' green or 'light' green; and, intensity (or 'chroma') indicates clarity or the extent to which the hue is free of white. A tint' is a gradation of colour made by adding white to it to lessen the vividness of the hue. 'Shade' refers to the degree to which a colour is mixed with black. The projected 'temperature' of a colour is similarly of interest. Colours are said to be 'cool' when blue forms a part of its make-up; 'warm' colours have red in their composition. The cooler blue-greens and blue-violets seem to recede, whereas the warmer colours of red-orange or red-violet appear to advance. 'Tone' is another word for colour or shade of colour.

## **V COLOUR SCHEMES**

Good colour schemes for buildings are made up of only a few colours which have been tastefully selected, mixed, and blended. Three colour schemes are discussed and illustrated below:

- i) the monochromatic scheme;
- ii) monochromatic plus complementary accent; and,
- iii) the complementary scheme.

Colour samples on the following pages should be taken as recommendations for basic colour direction, not as the only allowable colours or colour schemes for the downtown.

### **I. Monochromatic:**

Monochromatic; colour schemes are developed by using several values (relative degree of light or dark) of the same colour. A typical scheme would include a minimum of three values, for instance, dark, medium, and light. Not all colours can be used successfully in a monochromatic scheme - for instance, the lighter colours of yellow and orange will not show a tonal range sufficient for emphasis.

### **II. Monochromatic Plus Complementary Accent:**

This scheme uses a base of monochromatic colours, but adds a contrasting, complementary colour for accent. The attached colour wheel can be used to establish an opposite or complementary colour.

### **III. Complementary:**

Complementary colour schemes are formed by selecting colours which sit opposite each other on the colour wheel (refer to attached colour wheel). Examples of complementary colours include red & green, blue-violet & yellow-orange, and violet & yellow. Complementary schemes work best when contrasting colours are muted tints and/or shades.

## **VI PRACTICAL SUGGESTIONS**

### **I. Light versus Dark**

Surface irregularities can be optically reduced by using darker coloured paint since these tend to show fewer shadows than light colours. This rule of thumb can be used to camouflage problem areas rather than draw attention to them.

Another optical trick is to use light colours on projecting ornamentation and dark colours on recessed elements to producing a truly three-dimensional effect. In the example of a door, paint raised panels and mouldings a lighter colour and recessed panels in a darker colour.

## **II. Bright versus Dull**

Bright colours are best when used in accent situations rather than as a major trim colour. Large scale use of bright colours can easily result in a garish colour scheme which would be too intense and out of character for the historic downtown.

## **III. Sheens**

The relative reflective quality or sheen of a paint can be used to create optical effects on the building facade. Whereas a flat finish makes a colour recede, a glossy finish results in advancing colour. In other words, the same colour will appear deep in a glossy finish and dull in a flat finish. This phenomenon is explained by light absorption: flat finishes absorb light and glossy finishes bounce it. Like dark coloured paints, a flat finish will diminish surface irregularities.



# HISTORIC COLOURS



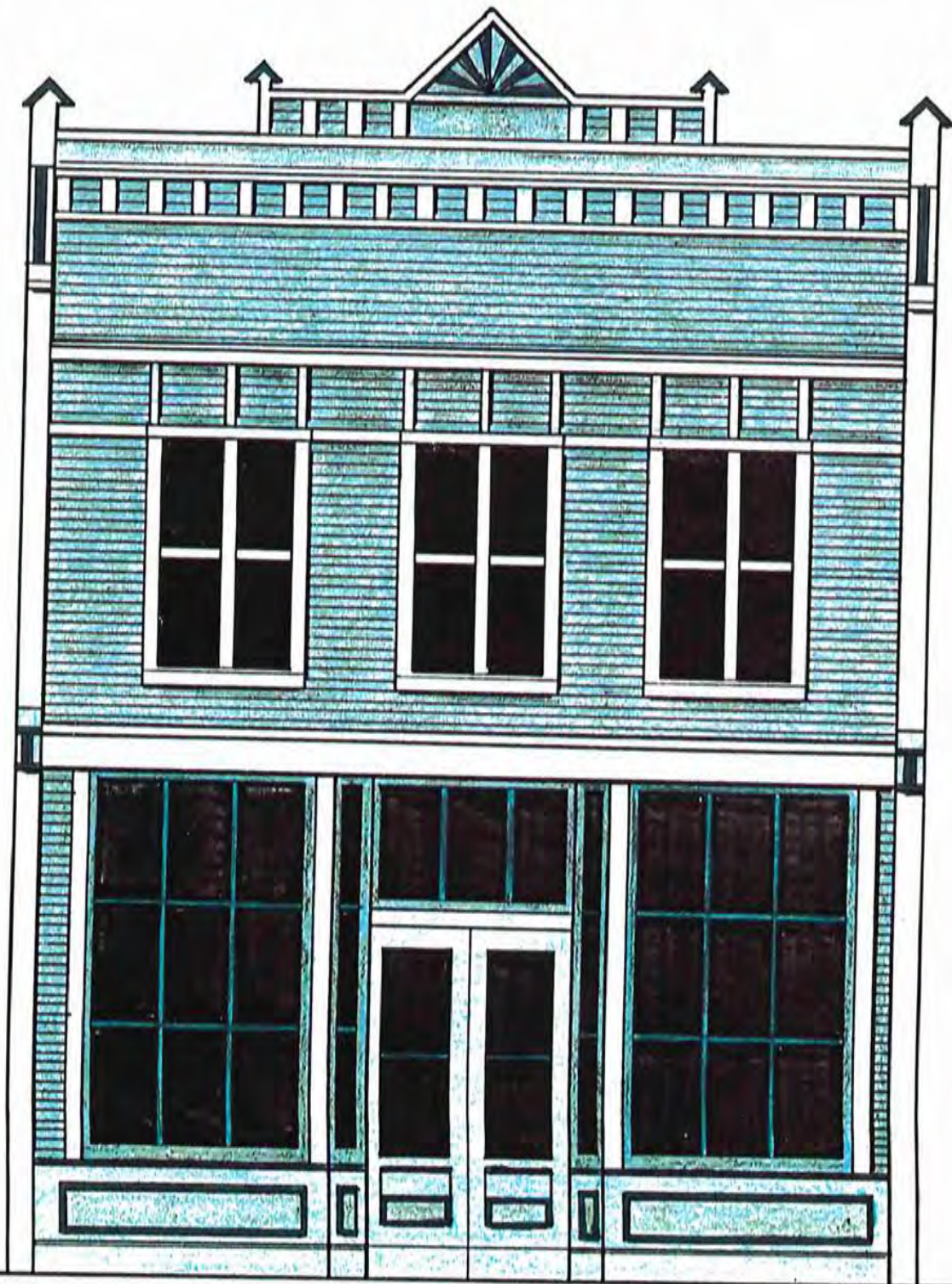
SHADES OR TINTS OF THESE COLOURS ARE ALSO ACCEPTABLE.

# HISTORIC COLOURS



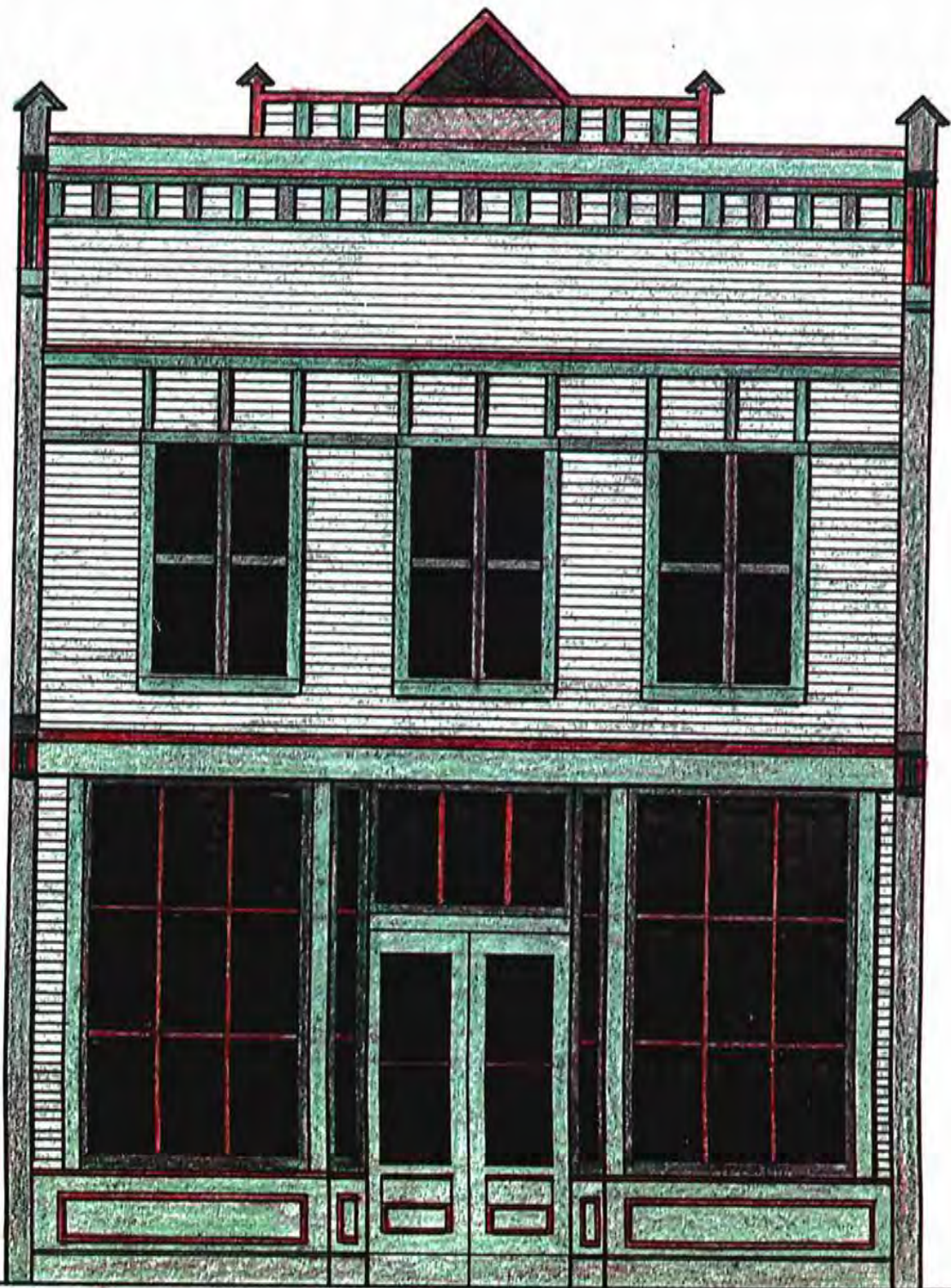
SHADES OR TINTS OF THESE COLOURS ARE ALSO ACCEPTABLE.





MONOCHROMATIC

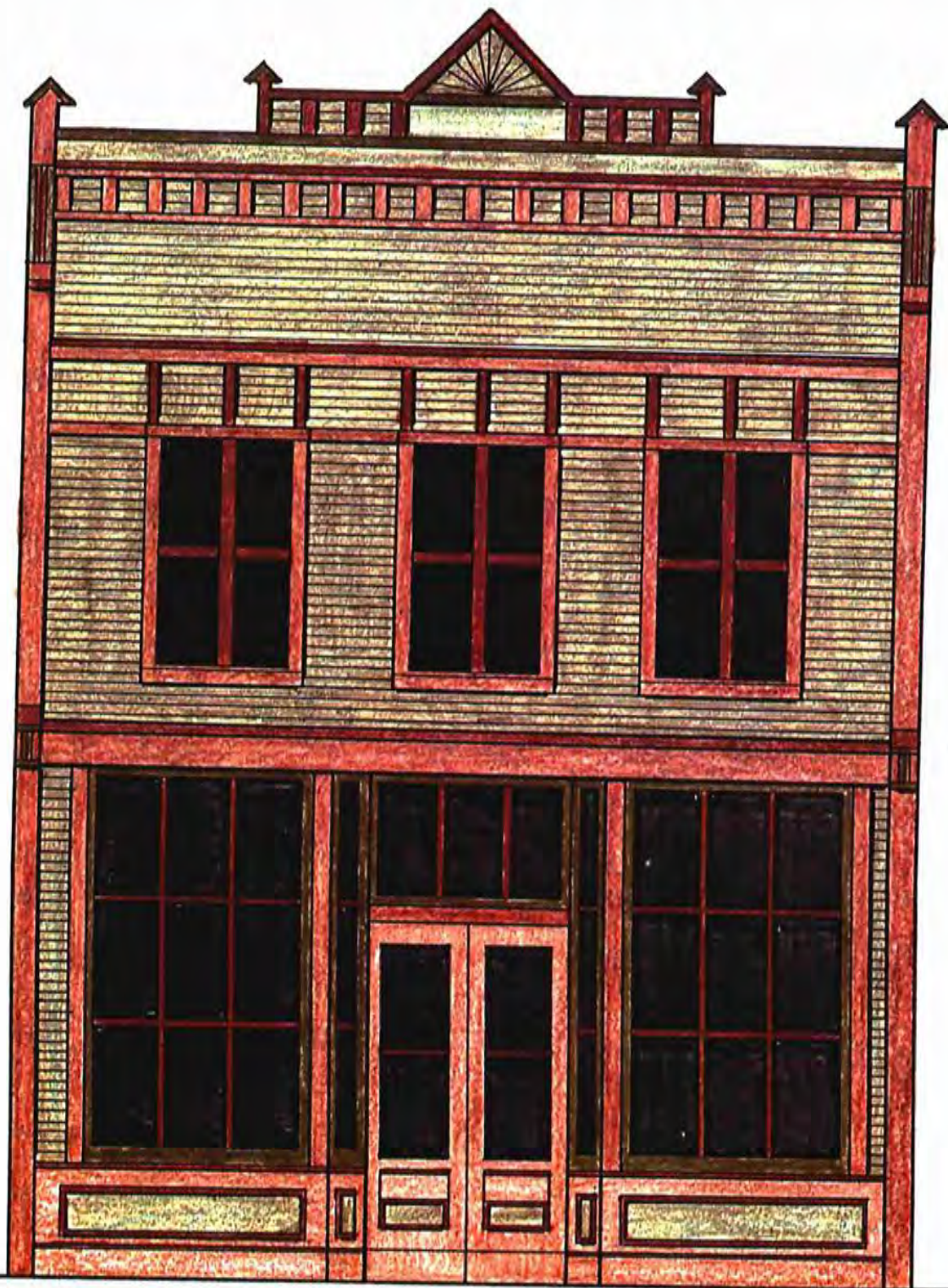




MONOCHROMATIC  
plus

COMPLEMENTARY ACCENT





COMPLEMENTARY

# EARTH TONES

Golden Ochre



Burnt Umber



Raw Umber



Terra Cotta



Taupe





# WARM COLOURS

Yellow



Orange



Red



Gray



# COOL COLOURS

Violet



Blue



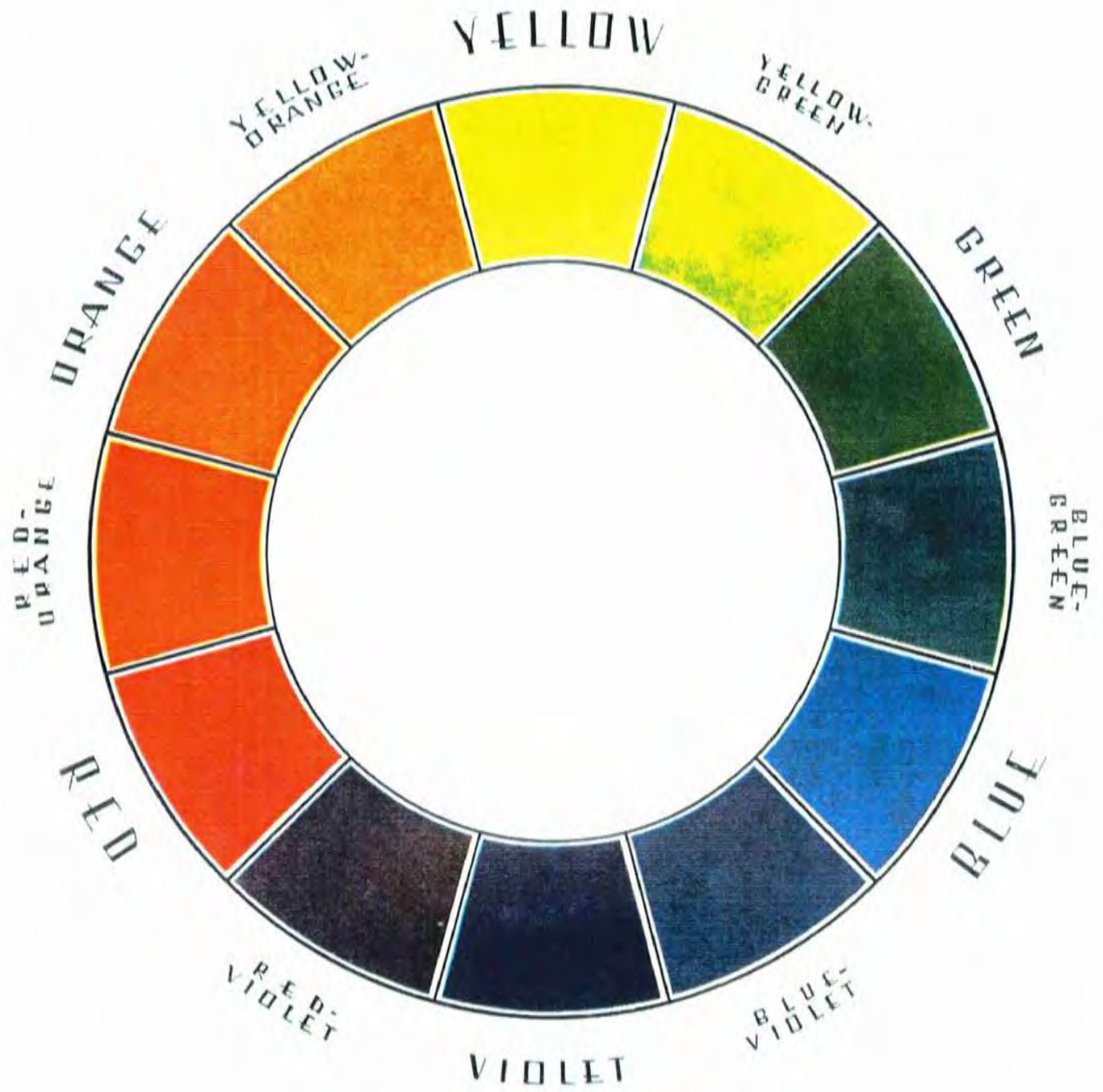
Green



Gray







Twelve-hue  
color wheel

# HUE

# TINT

# SHADE



COLOUR

MIXED WITH  
WHITE

MIXED WITH  
BLACK



## REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: February 6, 2024

SUBJECT: Kaslo Golf Club Request – RV Camping

**PURPOSE:** To consider a request from the Kaslo Golf Club to permit continued use of an RV for staff accommodation.

**OPTIONS:**

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

1. **Approve the request. *The Kaslo Golf Club will be advised of Council's decision.***
2. Do not approve the request. *The Kaslo Golf Club will be advised of Council's decision.*
3. Refer back to staff for further review and report.

**RECOMMENDATION:**

THAT the Kaslo Golf Club is granted permission to place a travel trailer next to the Maintenance Shop, to provide campground accommodation for the groundskeeper through October 31, 2024, in accordance with existing zoning.

**ANALYSIS:**

- A. **Background:** At the 2021.09.07 Council Meeting, the following resolution was adopted :

THAT the Kaslo Golf Club be granted permission to temporarily place a travel trailer next to the Maintenance Shop, to provide campground accommodation for the groundskeeper from March 1st, 2022 to October 31st, 2022, in accordance with existing zoning.

At the 2023.04.25 Council Meeting, the following resolution was adopted:

THAT the Kaslo Golf Club is granted permission to temporarily place a travel trailer next to the Maintenance Shop, to provide campground accommodation for the groundskeeper through October 31st, 2023, in accordance with existing zoning.

- B. **Discussion:** The Kaslo Golf Club has requested an extension to this arrangement, as their staff has been unable to secure alternate housing arrangements. The property is zoned P-1 so seasonal campground operation is permitted despite the general prohibition in section 2.17 (d) of the Zoning Bylaw:

*Use of a tent or recreation vehicle for habitation is prohibited in all zones with the exception of the P-1 Parks and Open Spaces Zone for the specific purpose of seasonal campground operations.*

Temporary residential accommodation is considered a secondary use of the property and requires written consent of Council in accordance with the terms of the lease agreement.

- C. **Attachments:** 2024.01.26 letter from the Kaslo Golf Club

- D. **Financial Implications:** The Kaslo Golf Club will be billed for an annual residential water connection (\$360).
- E. **Corporate Priority:** Nil
- F. **Environmental Implications:** Washroom and shower facilities are available on site. There is no environmental impact anticipated as a result of the proposed activities.
- G. **Communication Strategy:** Nil

CAO Approval: [Date approved by CAO]





P. O. Box 436  
Kaslo, BC V0G 1M0  
250-353-2262  
www.kaslogolf.org  
kaslogolfclub@gmail.com

January 26<sup>th</sup>, 2024

The Village of Kaslo

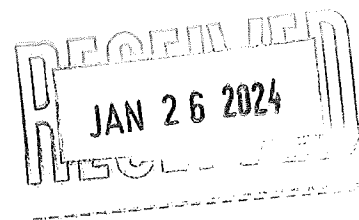
Please accept this letter as a formal request to grant the ~~the~~ Golf Course permission to temporarily extend the trailer accommodation for the Greenskeeping staff through October 31<sup>st</sup>, 2024, in accordance with existing zoning.

Thank You

George Wilson

GEORGE Wilson

President Kaslo Golf Club



PREPARED BY: Catherine Allaway, Corporate Officer

DATE: February 8, 2024

SUBJECT: Kaslo Community Garden – Request to Sponsor Grant Application

**PURPOSE:** To request sponsorship from the Village for an application on behalf of the Kaslo Community Garden Society for a grant from the Community Fund of North Kootenay Lake to purchase a composter.

**OPTIONS:**

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

1. **Sponsor the application. The KCGS will seek funding from CFNKLS, with a letter of support from the Village.**
2. Do not sponsor the application. *The KCGS will need to find an alternate sponsor or an alternate source of funds, or they will not be able to proceed with the project.*
3. Refer back to staff for further review and report.

**RECOMMENDATION:**

THAT the Village of Kaslo sponsor the Kaslo Community Garden’s application to the Community Fund of North Kootenay Lake for funding for a Jora Canada composter.

**ANALYSIS:**

- A. **Background:** The Kaslo Community Garden Society (KCGS) is a municipal service provider, operating the facilities located at the intersection of A Ave and Washington St. They wish to access funding from the Community Fund of North Kootenay Lake (CFNKLS) but require an eligible sponsor organization. A Council resolution is required to confirm the Village’s role.
- B. **Discussion:** KCGS wishes to purchase a Jora Canada composter unit, which allows up to 30 people’s kitchen waste to be composted in a manner that does not attract bears, rats or other pests.



- C. **Attachments:** 2024.01.31 email from KCGS Treasurer Donna Butt

- D. **Financial Implications:** The amount of the grant falls below the \$15,000 threshold and the amount of work anticipated by staff is less than 4 hours so the 10% administration fee outlined in the Village's Third Party Grant Administration Policy does not apply.
- E. **Corporate Priority:** This supports the goal of achieving Bear Smart Community status, identified as a priority in the 2023-2026 Strategic Plan.
- F. **Environmental Impact:** Composting diverts organic material from the waste stream, reducing the volumes that need to be transported. Composting systems that don't attract bears or rats are preferred.
- G. **Communication Strategy:** Nil

CAO Approval: [Date approved by CAO]

**From:** [Donna Butt](#)  
**To:** [Catherine Allaway](#); [kaslogarden](#)  
**Cc:** [Anne Heard](#); [Catherine McCormick](#); [Sophie MacNeil](#); [Lorraine Symmes](#); [Russell Precious](#)  
**Subject:** Re: Kaslo Community Garden CFNKLS grant application  
**Date:** January 31, 2024 1:08:55 PM  
**Attachments:** [image001.png](#)

---

Hello Catherine,

The Community Garden executive met yesterday. We decided on a project for the upcoming gardening season with supporting funds from a CFNKLS grant.

We would like to purchase a Joracanada composter. Our current compost system was installed in 2021 and is proving insufficient for the large demand by our gardeners and the community. We have a large group from the community regularly adding materials to the compost system and the result is that our current system is often too full. The Joracanada composter is large enough to accommodate up to 30 users. Keeping our current system and adding this new composter would be a big improvement.

The cost of the compost system including taxes, delivery, and installation is about \$1,800. We plan to request \$2,000 from CFNKLS in order to cover the 10% Village administration fee.

I can send you specifics about this compost system if you would like.

Thank you,

Donna.

On 2024-01-25 6:21 p.m., Catherine Allaway wrote:

Hi Donna,  
That sounds perfect, I look forward to hearing more about it!  
Best,  
Catherine



*Catherine Allaway*  
**Corporate Officer**  
**Village of Kaslo**  
250-353-2311 x105

---

**From:** kaslogarden <[kaslogarden@gmail.com](mailto:kaslogarden@gmail.com)>  
**Sent:** Thursday, January 25, 2024 6:18 PM  
**To:** Catherine Allaway <[callaway@kaslo.ca](mailto:callaway@kaslo.ca)>  
**Cc:** Karissa Stroshein <[admin@kaslo.ca](mailto:admin@kaslo.ca)>  
**Subject:** Re: Kaslo Community Garden CFNKLS grant application

Hello Catherine,

The Kaslo Garden Executive is meeting on January 30 to discuss our 2024 project. I will supply you with the details soon after that.

Thank you,

Donna.

On 2024-01-25 5:23 p.m., Catherine Allaway wrote:



Hi Donna,

Can you please provide me with some more details about the proposed project/grant application? This is a request that needs to go to Council (it can't be approved at the staff level) and the next meeting is scheduled for 2024.02.13 with an agenda deadline of noon on Tuesday, February 6th.

Please let me know if you have any questions or need assistance.

Kind regards,

Catherine



*Catherine Allaway*

**Corporate Officer**

**Village of Kaslo**

250-353-2311 x105

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

From: kaslogarden <[kaslogarden@gmail.com](mailto:kaslogarden@gmail.com)>

Sent: Tuesday, January 23, 2024 2:03 PM

To: Karissa Stroshein <[admin@kaslo.ca](mailto:admin@kaslo.ca)>

Subject: Re: Kaslo Community Garden CFNKLS grant application

Hi Karissa,

The Kaslo Community Garden is wondering if the Village would sponsor our CFNKLS grant application again this year?

Thank you,

Donna.

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: February 6, 2024

SUBJECT: Castlegar Sculpturewalk 2024

**PURPOSE:** To seek a decision from Council regarding the recommendation from the Art & Heritage Committee regarding a sculpture for Legacy Park.

**OPTIONS:**

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

1. **Adopt the recommendation. Staff will arrange for installation of new art in 2024.**
2. Select an alternative art piece from the catalogue. *Staff will arrange for installation of the selected art piece.*
3. *Do not change the art in 2024. "Reflect and Connect" will remain in place for another year.*
4. *Do not install art in Legacy Park. The plinth will remain empty.*
5. Refer back to staff [and committee] for further review and report.

**RECOMMENDATION:**

THAT the Village of Kaslo lease the sculpture "Song to Mothers" by Zen Wang from Castlegar Sculpturewalk for installation in Legacy Park in 2024.

**ANALYSIS:**

- A. **Background:** Castlegar Sculpturewalk is an annual, rotating exhibition of sculpture by local and international artists. In addition to a walking tour in downtown Castlegar, there is a Regional Sculpture Tour which includes a stop in Kaslo. "White Sturgeon" by Kevin Kratz was on display in 2021, "Interaction" by Lynn Van Pelt was installed in 2022 and "Reflect and Connect" by Bill Frymire was installed in 2023.

One of the roles of the Art & Heritage Committee is to make recommendations regarding public art to Council. The committee has met and recommends a new piece for Legacy Park in 2024. A Council resolution is required to approve the recommendation from the committee.

- B. **Discussion:** At the 2024.02.05 Art & Heritage Committee meeting, the available artworks in the Castlegar Sculpturewalk catalogue were reviewed. Consideration was given to installation and maintenance requirements, as well as cost and subject matter. Four pieces were selected and ranked in order of preference, as shown on the attached report. Staff has confirmed the availability of "Song to Mothers" the committee's first choice. Castlegar Sculpturewalk has indicated that the selected artwork is durable and does not require any special maintenance and it can be installed on the existing plinth.
- C. **Attachments:**
- 2023.02.05 Report from Art & Heritage Committee

D. **Financial Implications:**

The funds in the Public Art Reserve Fund are available for design and capital costs but may not be used for rental fees. The proposed lease cost for 2024 is lower than the amount spent in prior years.

| Artwork Lease Costs – Legacy Park |         |         |         |         |
|-----------------------------------|---------|---------|---------|---------|
| Year                              | 2024    | 2023    | 2022    | 2021    |
| Cost                              | \$1,475 | \$2,215 | \$1,600 | \$2,380 |

Additional fees for removal of the previous piece and installation of the new piece amounted to \$600 in 2023 and will be budgeted for again in 2024.

E. **Corporate Priority:** Continuing the public art program in Legacy Park was identified as a priority in the Village’s 2023-2026 Strategic Plan.

F. **Communication Strategy:** A plaque is placed next to the displayed artwork. The Village will announce the arrival of the new piece through a variety of channels. The artwork on display in Kaslo is listed on the Castlegar Sculpturewalk website.

CAO Approval: [Date approved by CAO]

PREPARED BY: Art & Heritage Committee

DATE: February 5<sup>th</sup>, 2024

SUBJECT: 2024 Sculpture Walk Selection

**SUMMARY:** The Art & Heritage Committee met on 2024.02.05 to consider the pieces in the 2024 Castlegar Sculpturewalk catalogue and recommend a selection for the rotating public art display in Legacy Park, to replace “Reflect and Connect” by Bill Frymire which was installed in 2023.

**RECOMMENDATION:**


THAT the Art & Heritage Committee recommends to Council that the Village of Kaslo lease the sculpture “Song To Mothers” by Zen Wang from Castlegar Sculpturewalk for installation in Legacy Park in 2024.

**DISCUSSION:**




The following criteria were considered during the evaluation process:

- Cost
- Durability
- Dimensions
- Subject matter
- Artistic merit

The members of the Art & Heritage Committee recommend the following selections to Council:

| Preference             | TITLE & Artist                                      | Image & dimensions   | Annual Lease Cost |
|------------------------|---|--|-------------------|
| 1 <sup>st</sup> Choice | SONG TO MOTHERS<br><br>Zen Wang<br>(Bonnington, BC) |  <p style="text-align: center;">2'2" x 1' x 1'</p> | \$1,475           |



|                              |   |  |                   |
|------------------------------|---|--|-------------------|
| <p>2<sup>nd</sup> Choice</p> | <p>ALL STRINGS ATTACHED</p> <p>Kate Tupper<br/>(Nakusp, BC)</p> |    | <p>\$2,125</p>    |
| <p>3<sup>rd</sup> Choice</p> | <p>INTERACTION</p> <p>Lynn Van Pelt<br/>(Nelson, BC)</p>        |   | <p>\$1,600</p>    |
| <p>4<sup>th</sup> Choice</p> | <p>THE KISS</p> <p>David Hunwick<br/>(Victoria, BC)</p>         |  | <p>\$1,862.50</p> |

6' x 3' x 3'

27" x 18.5" x 18.5"

4' x 4' x 2'

PREPARED BY: Colin Hawkins, Manager of Strategic Initiatives.

DATE: 24<sup>th</sup> January 2024

SUBJECT: **Water Treatment Actuator Replacement Approval**

**PURPOSE:** To request council approval to move forward with Mountain Logic Solutions

**SUMMARY:** Mountain Logic Solutions have completed the Village water treatment works previously. The controls aspect of the system is closed protocol, meaning they can only work on the system. Mountain Logic have already replaced one set of electronic actuators (Council approved), two more to go. This will allow the UV treatment project to move ahead.

**OPTIONS:**

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

1. **Council approves to proceed into contract with Mountain Logic Solutions**
2. *Alternative is not to proceed and proceed to public RFP, but the issue remains that only Mountain Logic Solutions have the knowledge and software to deal with the installed controls. A full new controls package would have to be implemented from another company, resulting in significant increased costs over and above the attached Mountain Logic Solutions quote.*
3. *Refer back to staff for further review and report.*

**RECOMMENDATION:**

THAT the Village of Kaslo contract with Mountain Logic Solutions to supply, install and commission two sets of electronic actuators and associated controls to Treatment Train #3 & #1, all for the sum of \$120,650 as outlined in their proposal dated 22<sup>nd</sup> January 2024.

**ANALYSIS:**

- A. **Background:** Mountain Logic Solutions, formerly Westek Controls, have completed the Village water treatment works for years. The controls aspect of the system is closed protocol, meaning they can only work on the system. Mountain Logic have already replaced one set of electronic actuators.
- B. **Discussion:** Due to the closed protocol controls system the only company with the skills, knowledge and software to work on the existing controls system is Mountain Logic Solutions. It should also be noted that Mountain Logic Solutions are our emergency callout company and tech support for the facility.
- C. **Attachments:** Mountain Logic Solutions PDF PROPSAL NO. 23-026 R1.
- D. **Financial Implications:** The total value for both sets of Train actuator replacement is \$120,650. A grant for both this replacement and the Ultraviolet light treatments have been secured. The grant is from Federal & Provincial Grants \$746,499.
- E. **Corporate Priority:** The electronic actuator valve replacements allow for the removal of all old air compressors and associated actuators, panels and the like. Thus, providing much needed room to design and install the new proposed Ultraviolet Light treatment. Improving the village's water quality and supply.

- F. **Environmental Impact:** The new systems should drastically reduce the breakdowns, issues and failures in the system. Reducing the need for Village staff to attend to these failures, less transport, reduced energy consumption and a more remotely addressable system.
- G. **Communication Strategy:** Yes, as part of the grant approvals we must provide signage for the project.

CAO Approval: [Date approved by CAO]



**JANUARY 29, 2024**

**CUSTOMER # KAS010**

**ATTENTION: MR. COLIN HAWKINS**

**VILLAGE OF KASLO  
312 FOURTH STREET  
KASLO, BC  
V0G 1M0**

**PROPSAL NO. 23-026 R1**

**VILLAGE OF KASLO – WTP VALVE(S) UPGRADE**



**SECTION 1 - CONTROLS**

**1.1 CONTROLS**

The purpose of this proposal is to upgrade the Water treatment plant’s existing air valves to electric actuated valves. The existing air valves are reliant on clean dry air and have a tendency of sticking. The Air compressors also require regular maintenance and rebuilding. The new electric actuators would replace the existing air valves and the plant would no longer require the air compressors. The new valves require electrical work and PLC programming. This is included in this quote.

As we have already upgraded Train #2 this proposal will be for upgrading Train #1 and Train #3.

This proposal includes the following;

UPGRADING TRAIN #3

- Two (2) 3” Bray electric actuators
- Two (2) 8” Bray electric actuators
- Three (3) 6” Bray electric actuators
- Installation of new actuators.
- Electrical cabling from PLC cabinets to new Valves.
- PLC programming and design
- I/O List
- Electrical AutoCAD drawings
- Start-up, Installation and commissioning

ADD.....\$ 60,325.00

UPGRADING TRAIN #1

- Two (2) 3” Bray electric actuators
- Two (2) 8” Bray electric actuators
- Three (3) 6” Bray electric actuators
- Installation of new actuators.
- Electrical cabling from PLC cabinets to new Valves.
- PLC programming and design
- I/O List
- Electrical AutoCAD drawings
- Start-up, Installation and commissioning

ADD.....\$ 60,325.00

**TOTAL SYSTEM PRICE.....\$ 120,650.00**

Plus applicable taxes (5%)

**Payment Terms**

**45% at award of project.**

**45% upon completion of project.**

**10% holdback**

All manufacture warranties apply.

Thank you for giving me the opportunity to bid for your business. I look forward to completing this job to your satisfaction. If you would like to discuss items in this quote, or if you need any additional information, please give me a call.

Best Regards,

Steve Williams  
Controls Manager  
250-512-9421  
[swilliams@mountainlogic.ca](mailto:swilliams@mountainlogic.ca)



## REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: February 7, 2024

SUBJECT: 2024 WildSafeBC Program

**PURPOSE:** To seek Council approval for participation in the 2024 WildSafe BC program

**OPTIONS:**

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

1. **Support the program. A 2024 program will be delivered locally.**
2. Do not support the program. *A 2024 program will not be delivered locally.*
3. Refer back to staff for further review and report.

**RECOMMENDATION:**

THAT the Village of Kaslo provide \$2,000 towards the delivery of a 2024 WildSafe BC program for the area.

**ANALYSIS:**

- A. **Background:** WildSafe BC is a program delivered by the BC Conservation Foundation which promotes and delivers public education to reduce human-wildlife conflicts. The Village of Kaslo has participated in the WildSafe BC program for several years, but in 2023 there weren't any applicants for the local Community Coordinator position resulting in lack of in-person support. A candidate for the role in 2024 has been identified. A Council resolution is required to confirm the Village's interest in and support for a local program for 2024.
- B. **Discussion:** The Village of Kaslo is working towards becoming a Bear Smart community. The partnership with WildSafe BC furthers this goal and allows the Village to assist residents in reducing conflicts with wildlife in a cost-effective manner. In past years establishing a Community Coordinator position locally required financial support of \$4,000. The local position covers the Village of Kaslo, as well as surrounding portions of Area D and the RDCK contributes on behalf of the Area D communities. A municipal contribution of at least \$2000 is recommended for 2024.
- C. **Attachments:**
  - WildSafe BC Community Program Application Information
  - WildSafe BC Community Application 2024 DRAFT
  - 2024.02.02 Correspondence from Kaslo Bear Smart Working Group
- D. **Financial Implications:** In 2023, the Village of Kaslo contributed \$2,000 towards the program, with an additional \$3,000 provided by the RDCK. Staff recommends a contribution of \$2,000 from the Village of Kaslo for 2024. Depending on the RDCK's commitment this year the funding combination will either meet or exceed the total minimum contribution requirement for a local Community Coordinator position.

E. **Corporate Priority:** Achieving Bear Smart Community status was identified as a priority in the Village's 2023-2026 Strategic Plan. Participating in the WildSafe BC program supports this goal by providing staff to deliver public education around reducing human-wildlife conflicts.

F. **Communication Strategy:** Nil

CAO Approval: [Date approved by CAO]





## WildSafeBC Community Program Application 2024

To apply for this program to be active in your community, **please review the information document** for this WildSafeBC Community Program Application and **submit** the completed application by **February 2<sup>nd</sup>, 2024 (deadline has been extended to February 15<sup>th</sup>, 2024)** by email to [bc@wildsafebc.com](mailto:bc@wildsafebc.com).

### Organization Information

Name of Organization: VILLAGE OF KASLO

Point of Contact Name and Title: Catherine Allaway, Corporate Officer

Contact Mailing Address: PO BOX 576 KASLO BC, VOG 1M0

Telephone: 250-353-2311 Email: allaway@kaslo.ca

### Community Information

Please list all of the communities included with this program application and the approximate population that would be serviced by this program:

| Community                       | Population (approximate) |
|---------------------------------|--------------------------|
| VILLAGE OF KASLO                | 1200                     |
| ARGENTA                         | 25                       |
| MEADOW CREEK                    | 200                      |
| MIRROR LAKE                     | 150                      |
| FLETCHER FALLS / TWIN BAYS      | 100                      |
| SCHRODER CREEK                  | 150                      |
| AINSWORTH                       | 200                      |
| <b>Total Population Served:</b> | <b>2105</b>              |

### Applicant Funding Contribution\*

| Funder               | Confirmed Amount | Tentative Amount** |
|----------------------|------------------|--------------------|
| VILLAGE OF KASLO     |                  | \$2,000            |
| RDCK                 |                  | \$3,000            |
|                      |                  |                    |
|                      |                  |                    |
|                      |                  |                    |
| <b>Total Amount:</b> |                  | <b>\$5,000</b>     |

\*communities are required to contribute a **minimum** of \$4000 in order to apply for community program for the 2024 season. *Note: The minimum contribution will be increasing in 2025 due to rising costs.*

\*\*contribution amounts that are tentative must be confirmed by March 31, 2024.



## In-Kind Support

Please check all items your community can provide to support the Community Program.

| ITEM  | YES | NO |
|---|-----|----|
| Toolkit storage – during season<br>(Coordinator needs regular access) | YES |    |
| Office space/office phone   |     | NO |
| Printing/copying services   |     | NO |
| Cell Phone  |     | NO |
| Toolkit storage space – post season                                   | YES |    |

Other: \_\_\_\_\_  
\_\_\_\_\_

## Bear Smart Community Progress

Please fill out the following form with regards to Bear Smart initiatives undertaken within your community. Consult the Province’s [Bear Smart Community criteria](#). *Note: The Province has an evaluator in place this 2024 season.*

| Provincial Bear Smart Community Program Criteria   | Not started | Will start in 2024 | In Progress | Completed* |
|--|-------------|--------------------|-------------|------------|
| 1. Prepare a bear hazard assessment of the community and surrounding area.   |             |                    |             | X          |
| 2. Prepare a human-bear conflict management plan that is designed to address the bear hazards and land-use conflict identified in the previous step.     | X           |                    |             |            |
| 3. Revise planning and decision-making documents to be consistent with the bear-human conflict management plan.  |             |                    | X           |            |
| 4. Develop and maintain a bear-resistant solid waste management system.  |             |                    |             | X          |
| 5. Implement “Bear Smart” bylaws prohibiting the provision of food to bears as a result of intent, neglect, and irresponsible management of attractants. |             |                    |             | X          |

**\*Please submit latest copies and/or examples with your application (e.g. Bear Hazard Assessment, wildlife attractant bylaw).**



With regards to implementing an education program, please indicate the years (e.g. 2018, 2019, 2022) your community has had a WildSafeBC Community Program: \_\_\_\_\_ 2006 - 2023 \_\_\_\_\_

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### Bear or Wildlife Working Groups

Human-wildlife conflicts cannot be addressed by one organization alone. Programs in reducing conflict with wildlife will be more effective when working collaboratively with engaged community groups. One of the ways this can be addressed is through the establishment of a bear and/or wildlife working group and/or committee. The composition of these working groups can vary by community but typically includes representation from local government, Conservation Office Service, local First Nations, community interest groups, waste management contractors, local RCMP, and WildSafeBC (if there is an existing program).

Please describe your community's recent efforts in participating in or establishing a working group and how often meetings have been held. Please limit your response to 250 words.

The Community Coordinator has collaborated closely with Village of Kaslo and a working group has been established along with a FACEBOOK page - Kaslo Bear Smart Working Group <https://my.facebook.com/Kaslo-Bear-Smart-Working-Group-106850017928798/videos/1052044438907822/> .



## Community Need and Support

Please describe your community's need for this program, how it will be supported and what goals are you trying to achieve regarding human-wildlife conflict reduction. Please limit your response to 500 words.

The Village of Kaslo hopes to continue to deliver WildSafeBC programming in the region and an individual has been identified to fill the local community coordinator role (this position was unfilled in 2023). The Village has taken measures to reduce the availability of attractants, adopting bylaws that regulate resident behaviour, and reviewing municipal plans and practices to ensure alignment with Bear Smart principles. For example, the recently adopted Tree Planting Plan only recommends tree species that will not attract bears.

In past years, the Community Coordinator has collaborated closely with Village of Kaslo staff, with additional support from the RDCK as required. By working together we ensure that local knowledge is shared, so programming can target known problem areas and be delivered efficiently. This also enables local government staff to become familiar with best practices, so that accurate information can be shared with the public during the off-season when the Community Coordinator is not available.

As our community grows, new residents and visitors arrive and need ongoing education to successfully manage attractants and reduce the risk of human-wildlife conflicts. Local businesses have signed the WildSafeBC Business Pledge, and we want to continue to encourage this type of responsible action. Delivering a WildSafeBC program in the area for 2024 is an excellent way for local government to collaborate with other agencies and subject matter experts to provide public education and reduce the potential for conflict with wildlife.



## CONDITIONS OF APPLICATION

1. **The applicant acknowledges that submission of an application does not guarantee WildSafeBC programming for the season.** WildSafeBC programs require support from key community entities and if there is not enough support for the program within the community the effectiveness of the program can be hindered. Additionally, without sufficient funding amounts to form an enticing Community Coordinator position recruitment efforts can be less successful.
2. Applications to bring WildSafeBC programming to communities for the season includes the possibility of additional funding to be provided to the community applying. This funding is sought out, secured and managed by the BC Conservation Foundation and the WildSafeBC Provincial Team. **The applicant acknowledges that submission of an application does not guarantee supplemental funding.** Should funding be provided by the BC Conservation Foundation to a successful applicant, it is only for the current year and does not guarantee continuation of supplemental funding in subsequent years. The BC Conservation Foundation is a charitable, not-for-profit society and funding availability changes annually and therefore, so does the amount of supplemental funding allocations available.
3. The applicant agrees to all funding commitments made herein during the term of the program.
4. Upon acceptance of an application, you will receive an invoice from the BC Conservation Foundation for the balance indicated on your application, which will be **due by May 1<sup>st</sup>, 2024**. Amounts listed as tentative will not be used to evaluate your application and must be confirmed by March 31<sup>st</sup>.
5. The applicant acknowledges that funding is to be used towards program delivery costs including the wages of a WildSafeBC Community Coordinator and a portion of the wages of the Regional Coordinator or as designated by the BC Conservation Foundation.
6. The WildSafeBC Community Coordinators are employees of the BC Conservation Foundation. **The hiring, training, program activities and supervision of WildSafeBC Community Coordinators are the responsibility of the BC Conservation Foundation and the WildSafeBC Provincial Team.**
7. The applicant agrees to work on completing some or all of the Bear Smart Community criteria in order to qualify for additional funding support.
8. A WildSafeBC final report for the 2024 season will be completed by the WildSafeBC Community Coordinators in the prescribed WildSafeBC format that will be made publicly available on our [website](#).
9. The WildSafeBC Program is politically, socially, and culturally impartial and non-partisan with respect to wildlife management.
10. The program is designed to run from **the start of May to the end of November 2024**. Returning coordinators may be able to start by April 8<sup>th</sup>, 2024.
11. Funds unspent during the program year will automatically be rolled over for use in subsequent years unless specified by applicant at the start of the season. Funds that are unspent and returned to the applicant will be pro-rated based upon original contributions. Carried over funds will not be considered as part of the annual required contribution in subsequent years.



Upon program approval by the BC Conservation Foundation, this signed application forms the contract between your community and the BC Conservation Foundation.

By signing below, I agree to the terms and conditions of the application, and I acknowledge that the information contained herein is true and correct to the best of my knowledge:

Date: \_\_\_\_\_ (dd/mm/yyyy) at \_\_\_\_\_ (place).

Name: \_\_\_\_\_ (print), \_\_\_\_\_ (signature).



## WildSafeBC Community Program Application Information 2024

WildSafeBC is the provincial leader in reducing conflict with wildlife across British Columbia through education, collaboration, and community solutions. WildSafeBC, formerly Bear Aware, has been managed and delivered by the British Columbia Conservation Foundation since 1998.

British Columbia has a great diversity of wildlife and boasts a variety of ecosystems supporting wildlife. However, the proximity of human habitation to prime wildlife habitat, our inclination to participate in recreational activities in outdoor spaces, and the requirement for work to be done in wilderness settings, sets the stage for substantial human-wildlife conflict within the Province. It is vital that residents and visitors have the tools and knowledge they need to reduce this potential for conflict. WildSafeBC staff works to ensure people are exposed to these tools and that they have the necessary information to encourage changes in their behaviors leading to humans coexisting with wildlife in BC.

### The WildSafeBC Community Program

For each WildSafeBC Community Program, a part-time community coordinator is hired, trained, and supervised by the British Columbia Conservation Foundation (BCCF) and the WildSafeBC Provincial Team. The Community Coordinator works on a contract-basis with the season typically occurring from mid-April/May to November 30, 2024. Community Coordinators who have been with the program for several seasons and who are qualified and capable of leading can step into a Regional Coordinator role which allows them to support nearby communities and new Community Coordinators. The Provincial WildSafeBC team provides program and budgetary support to the community coordinator while the regional coordinators provide area specific knowledge and support to coordinators. Each Community Program ideally includes a minimum of 400 contract hours, provided funding amounts are adequate. Community Coordinators are responsible for delivering the WildSafeBC Community Program by working closely with their community contact(s), local bylaw, and local Conservation Officers. Program activities vary for each community and the type and amount of programming completed each season is based on community needs and goals, local bylaw status, support from local contacts as well as the time and capacity of the Community Coordinator.

WildSafeBC strives to hire qualified, committed, and passionate people to work in the communities. Community Coordinators deliver school programs, bear spray workshops, wildlife awareness and safety presentations, newspaper and radio releases, door-to-door canvassing, presentation booths, business pledge program, bare camping training and social media campaigns which aim to help people reduce the potential for conflict with wildlife where residents 'live, play, work, or grow.' WildSafeBC also works closely with local governments to



facilitate the adoption and maintenance of the Provincial Bear Smart Community criteria. An annual report, summarizing the program activities for each community program, is made available each year on the WildSafeBC [website](#).

### How the Program is Funded

The BCCF and the WildSafeBC Provincial Team currently applies for funding from the Provincial Government, Columbia Basin Trust, Clayoquot Biosphere Trust and additional Grant opportunities in various parts of the Province, in order to provide communities with funds to supplement their contribution. The amount the BCCF receives annually varies and is not guaranteed. Communities that apply for a WildSafeBC Community Program will automatically be considered for additional funding support if available and as needed. Combined with community funds, the total program budget is used to pay for local program delivery including coordinator employment costs, mileage, office expenses, coordinator training and supervision, regional coordinator support, program toolkit materials, and program administration costs.

The WildSafeBC Community Program application process is competitive as the BCCF at times receives more requests than available funds can support. Applicants can strengthen their application in a number of ways:

- Work with funding partners or combine with neighbouring communities and increase contributions so as to not be reliant on the supplemental funding which is uncertain and varies in amount from season to season at this time.
- Provide support to the local coordinator with local in-kind resources such as providing office space, an office or mobile phone, storage area for materials, and/or access to printing services.
- Focusing efforts on completion and/or maintenance of the [Bear Smart Community](#) program criteria.
- Hosting Bear and/or Wildlife Working Group meetings, which includes attendance by key community members and partners such as the local government staff (e.g. bylaw, solid waste, environmental departments), Conservation Officer Service, local First Nations, stewardship groups, etc.

### Application Process

Communities are required to submit their application in the month of January each year. The application must include a minimum contribution amount in community funds in order to be considered. If the application is successful, and primary funding is secured, the community contribution may be augmented by additional funding. Communities are still required to apply even if they are fully self-funded and are not relying on any additional funding.





**To apply for this Program**, and to be eligible to receive supplemental funding from the BCCF, please complete the application form [here](#) by Friday, **February 2, 2024 (Deadline has been extended to February 15, 2024)**. If you have questions regarding the form, or need guidance on levels of funding required, please contact us at [bc@wildsafebc.com](mailto:bc@wildsafebc.com) to set up a mutually convenient time for discussion.

| Key Dates in 2024           | Description  |
|-----------------------------|--|
| January 8 <sup>th</sup>     | Application intake opens – <a href="#">click here to access the application form.</a>        |
| February 2 <sup>nd</sup>    | Applications are due   |
| February 15 <sup>th</sup>   | Applications are due   |
| February and March          | Community Program Applicants are notified of acceptance                                      |
| April 8 <sup>th</sup>       | Typical start date for returning WildSafeBC Community Coordinators                           |
| May 1 <sup>st</sup>         | Community Program funding payments are due for the community's portion of their contribution |
| May 6 <sup>th</sup>         | WildSafeBC New Community Coordinator Training begins   |
| Approx. May 9 <sup>th</sup> | New coordinators begin working in their communities following training                       |
| November 30 <sup>th</sup>   | Typical Program End Date   |

Thank you for your interest and support of WildSafeBC and our mission to keep wildlife wild and communities safe.

*Lisa Lopez*

WildSafeBC Program Manager

250-828-2551 ext. 110

[bc@wildsafebc.com](mailto:bc@wildsafebc.com)

**From:** [grizzlybearsolutions](mailto:grizzlybearsolutions)  
**To:** [Joan Murach](mailto:Joan Murach); [Karissa Stroshein](mailto:Karissa Stroshein)  
**Subject:** Re: Wildsafe Community Coordinator  
**Date:** February 2, 2024 3:56:17 PM

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Hi Catherine,

Joan forwarded this message to me as we are both part of the Kaslo Bear Smart Working Group. Could you please inform the Village Council that we have a very competent local person interested in being the WildSafeBC coordinator for 2024.

Also, that when reviewing this matter that it has been the norm for Kaslo to contribute to the WildSafeBC (formerly Bear Aware) program since 2006, and that having an ongoing community education program is a key step to fulfilling Kaslo's goal of becoming a recognized Bear Smart Community. Please also include this note: - now that we have a good local Kaslo based person interested in the position, it really is important that we can move ahead with the much needed education to manage food attractants to reduce wildlife presence in the Village- perhaps even more importantly with the new presence of rats our community- which eat all the same foods as bears do!! More food available = more rats. Less food available = less rats.

Thanks for sharing this email with the Council for their consideration in applying for the WildSafeBC program in 2024.

Best,  
Gillian

Sent from my iPhone

On Feb 2, 2024, at 11:37 AM, Joan Murach <[joanmurach@gmail.com](mailto:joanmurach@gmail.com)> wrote:

Joan Murach

----- Forwarded message -----

**From:** **Karissa Stroshein** <[admin@kaslo.ca](mailto:admin@kaslo.ca)>  
**Date:** Fri, Feb 2, 2024, 11:04 a.m.  
**Subject:** RE: Wildsafe Community Coordinator  
**To:** Joan Murach [REDACTED]

Hi Joan,

Thanks for checking back. I've received a copy of the application from WildSafe BC and it will be placed on the agenda for the 2024.02.13 Council Meeting. Council will decide at that point whether to apply for a 2024 program and make the required financial contribution. We haven't found any local candidates to fill the position for 2 years now which is too bad.

Kind regards,

Catherine



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**From:** Joan Murach [REDACTED]  
**Sent:** Friday, February 2, 2024 10:14 AM  
**To:** Karissa Stroshein <[admin@kaslo.ca](mailto:admin@kaslo.ca)>  
**Subject:** Wildsafe Community Coordinator

Good morning,

Has a decision been made regarding the 2024 position for a WildSafe Coordinator position?

Thank you

Joan Murach



## REQUEST FOR COUNCIL DECISION

PREPARED BY: Linda Tynan, Interim CAO

DATE: February 11, 2024

SUBJECT: Section 5 – Kaslo River Dike project

**PURPOSE:** To consider proceeding with work on section 5 of the Kaslo River dike.

**RECOMMENDATION:**

1. THAT staff be authorized to proceed with Section 5 of the Kaslo River Dike Project, subject to receipt of donated funds in the amount of \$60,000 from Mr. Dale Unruh AND FURTHER THAT staff be directed to prepare an amendment to the Village of Kaslo's Five Year Financial Plan bylaw to include a \$60,000 donation from Mr. Unruh and the repairs to Section 5 of the Kaslo River Dike, as detailed in the November 2016 Kaslo River Dike and Bank Remediation Plan prepared by Austin Engineering Ltd.
2. THAT the request from Mr. Dale Unruh to have a street named after his family in recognition of a \$60,000 donation to the Village of Kaslo **be denied**; AND FURTHER that the matter of development of policy related to recognition of donations be referred to staff for further research and report.

**OPTIONS:**

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

1. ***Proceed with Section 5 of the Kaslo River Dike Project subject to receipt of donated funds in the amount of \$60,000 from Mr. Dale Unruh with the expectation that the project will be completed prior to the 2024 freshet and further, advise Mr. Unruh that his request to have a street named after his family in recognition of a \$60,000 be denied.***
2. Do not proceed with Section 5 of the Kaslo River Dike project and inform Mr. Dale Unruh that the project will not move forward (decline his donation allowing the project to be completed prior to the 2024 freshet.
3. Refer back to staff for further review and report.

**ANALYSIS:**

**Background:** In 2016, the Village of Kaslo identified several sections of riverbank and dike along the Kaslo River that require remediation to continue to provide flood protection. Engineering plans for the entire project were developed and funding applications were submitted.

Project funding was secured through the UBCM CEPF program however costs defined in the tender exceeded original estimates. The project scope was reduced and work on sections 1, 2, and 4 were completed in 2021. Work on section 3 has been recently completed.

The work on section 3 went smoothly and the contractor is available to complete additional sections this spring, prior to freshet, pending the availability of funding. The Village has not allocated municipal funds to complete the work on section 5 and the project is not currently funded in the Five Year Financial Plan.



Mr. Dale Unruh has offered to donate \$60,000 towards the completion of the work for section 5. This would allow the Village to complete the final section of the original project, without having to seek additional funding sources.

**DISCUSSION:**

Completing the work on Section 5 (Kaslo River Project) would help to protect land at South Beach from flooding and complete all the sections of the initial project. Mr. Unruh is an interested party as he is the owner of the adjacent property. Without other sources of funding, the work is not scheduled to proceed in 2024.

Mr. Unruh's offer to donate funds to allow the project to proceed is not tied to any potential future development, applications, or other requests. **Mr. Unruh has been advised that acceptance of the donation must not be associated with expectation of any action by the Village of Kaslo other than the commencement of work on section 5 of the Kaslo River Dike project.**

Mr. Unruh initially requested that the Village consider naming a street after his family in exchange for the donation. Staff explained that the Village does not have a policy in place regarding recognition of donations to the municipality. In addition, Street naming and numbering is established by bylaw in accordance with the *Community Charter and a review of that bylaw would be required before street names could be assigned*. **Recognition of any donation should be done in an objective manner in accordance to pre-established policy and Mr. Unruh has been advised that at this time, these policy documents do not exist to establish the criteria. The donation should be received conditional only upon the undertaking of the defined Section 5 works.**

**Attachments:**

November 2016 Kaslo River Dike and Bank Remediation Plan prepared by Austin Engineering Ltd.

**Financial Implications:**

It is estimated that completing the work on section 5 will cost approximately \$70,000. This amount includes the environmental permitting and oversight, as well as materials, labour and project management costs. This amount will be covered by the donation of \$60,000 and the remaining funds from the UBCM CEPF grant (continuation of works from Section 3). If there are any unexpected cost overruns, they could be covered from the Village's Local Government Climate Action Plan fund.

**Corporate Priority:** Nil

**Environmental Impact:**

Extreme weather events are becoming more frequent. Repairing and reinforcing the dike along the Kaslo River will help to protect the municipality from flooding.

**Communication Strategy:** Nil

CAO Approval: February 13, 2024