



REGULAR MEETING OF COUNCIL AGENDA

DATE: 2023.12.12

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

1. Call to Order

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.12.12 Council Meeting

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.11.28 Council Meeting

4. Delegations

5. Information Items

5.1 Council Reports

5.2 Committee Minutes

5.2.1 2023.11.27 Accessibility Committee Minutes – Draft

5.2.2 2023.11.27 Health Advisory Committee Minutes – Draft

5.2.3 2023.12.05 Asset Management Committee – Draft

5.3 Staff Reports

5.3.1 CAO Report

5.3.2 2024 Draft 5-year Financial Plan & Asset Management Update

5.4 Correspondence

5.4.1 KORTS – Winter Solstice Celebration

5.4.2 RDCK – 2024 REDI Grant Program

5.4.3 2023.11.28 S. Mutter – Provincial Bills 44, 46 & 47

5.4.4 2023.12.04 J. & D. Apple – Baseball Park

5.5 2023.12.12 Circulation Package

6. Question Period

7. Business

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

7.1.1 Planning Report

7.1.2 South Beach Correspondence

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

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

To consider adoption of a bylaw that amends the Kaslo and Area D Arena Reserve to handle donated and raised funds that are directed to a specific recreational facility.

7.3 Fees & Charges Bylaw 1300, 2023

To consider adoption of a bylaw that will impose updated fees for 2024.

7.4 Development Variance Permit Application 2023-14 (Koen)

To consider a request for a variance to the minimum front setback for the property located at 426 Washington Street.

7.5 Development Variance Permit Application 2023-15 (Kaslo Community Services)

To consider a request for a variance to the minimum side yard setback and the number of required off-street parking spaces required for the property located at 336 B Avenue.

7.6 Acting Mayor Appointments

To appoint Acting Mayors for the coming year.

7.7 Reserve Transfers

To authorize additions and withdrawals from the Village's reserve accounts.

7.8 Accessibility Grant Application

To authorize an application for capacity building funding for the Accessibility Committee from the Disability Alliance of BC.

7.9 Community Development Program Grant Application – Kaslo Baseball & Softball Association

To consider a request from the Kaslo Baseball & Softball Association for Community Development grant funding.

7.10 Request for Support – Winter in the Forest

To consider a request for in-kind assistance to support the 2024 Winter In the Forest event.

7.11 Request for Grant-in-Aid – Langham Polar Bear Plunge

To consider a request for a grant to offset park rental fees for the Langham Polar Bear Plunge.

8. Late Items



9. In Camera Meeting

10. Raised from In Camera Meeting

11. Adjournment





REGULAR MEETING OF COUNCIL MINUTES

DATE: 2023.11.28

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair:	Mayor Hewat
	Councillors:	Brown, Lang, Leathwood
	Regrets:	Bird
	Staff:	CAO Dunlop, CO Allaway
	Public:	1

1. Call to Order

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

The meeting was called to order at 6:02 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.11.28 Council Meeting

325/2023 Moved, seconded and CARRIED

THAT the Agenda for the 2023.11.28 Regular Meeting of Council be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.11.14 Council Meeting

326/2023 Moved, seconded and CARRIED

THAT the Minutes for the 2023.11.14 Regular Meeting of Council be adopted as presented.

327/2023 Moved, seconded and CARRIED

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

4. Delegations

5. Information Items

5.1 Council Reports

5.1.1. Mayor's Report – Mayor Hewat provided a report on her recent activities and answered questions from Council.

5.1.2. FCM Report

5.1.3. Councillor Brown provided a verbal update on Kaslo and District Community Forest Society activities.

5.1.4. Councillor Leathwood provided a verbal update on Kaslo and District Public Library activities.

5.2 Committee Minutes

5.3 Staff Reports

5.3.1. CAO Report – CAO Dunlop provided a verbal update and answered questions about his written report.

5.3.2. QP Developments Rezoning Planning Report

5.4 Correspondence

5.4.1. AKBLG Call for Resolutions

5.4.2. 2023.11.15 D. Davies – Beaches

5.4.3. RDCK – Commission Appointments

5.4.4. 2023.11.13 Wildsight – Zincton

5.4.5. 2023.11.23 Interior Health & Regional Districts Partnership Agreement

5.5 2023.11.28 Circulation Package

6. Question Period

A member of the public asked questions about Council's view on recently proposed provincial legislation.

328/2023 Moved, seconded and CARRIED
THAT Council rise without reporting from Committee of the Whole.

7. Business

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

329/2023 Moved, seconded and CARRIED
THAT 2023-2027 Five Year Financial Plan Amendment Bylaw No. 1282, 2023 be adopted.

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

330/2023 Moved, seconded and CARRIED
THAT Kaslo and Area D Arena Property Reserve Amendment Bylaw 1299, 2023 be given first, second and third readings.

7.3 **Bylaw 1300, 2023 – Fees & Charges Bylaw**

331/2023 Moved, seconded and CARRIED
THAT Fees & Charges Bylaw 1300, 2023 be given first, second and third readings.



7.4 Temporary Licence of Occupation – Kootenay Mountain Holidays

332/2023

Moved, seconded and CARRIED

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

7.5 Temporary Licence of Occupation – Powder Creek Lodge

333/2023

Moved, seconded and CARRIED

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

7.6 2024 Council Meeting Schedule

334/2023

Moved, seconded and CARRIED

THAT the 2024 Council Meeting Schedule be adopted as presented.

7.7 Holiday Hours & Staff Gratuity

335/2023

Moved, seconded and CARRIED

THAT the Village Office close from noon on Friday, December 22, 2023, until 10:00 a.m. on Tuesday, January 2, 2024; and

THAT Christmas gratuities in the amount of \$100.00, in Chamber Bucks if available, be provided to each Village staff member.

8. Late Items – Nil

9. In Camera Meeting

336/2023

Moved, seconded and CARRIED

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

The open meeting recessed at 6:33 p.m.

The open meeting reconvened at 6:51 p.m.

10. Raised from In Camera Meeting

IC125/23

Moved, seconded and CARRIED

THAT Catherine Allaway be appointed as the Acting CAO/CFO for the period December 16, 2023 to January 1, 2024.



11. Adjournment

The meeting was adjourned at 6:51 p.m.

CERTIFIED CORRECT:

Corporate Officer

Mayor Hewat

DRAFT





Mayors Report

Regular Council Meeting

Tuesday, December 12, 2023

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

I have copied the Kaslo Community Development Grant Summary on the bottom of my report.

November 27th

RDCK All Recreation Commission

This meeting was postponed due to technical issues.

Kaslo Accessibility Committee

The minutes of this meeting are part of the agenda package,

Health Advisory Committee

We had delegation from Dr. Shelina Musaji who gave the committee an update on staffing at the Victorian Community Health Centre and from Leanne Blancher from BCEHS to outline the changes in service for Kaslo.

November 28th - Regular Meeting of Council

November 29th

RDCK Central Resource Recovery Budget Meeting

This was the initial budget discussions for the service.

Quality Properties open house regarding the South Beach Development Proposal

December 1st - St Andrews United Church Lauch Pad Coaching Grant planning meeting.

In April 2022 I attended a meeting with a group of people who manage and use the Sanctuary and Heritage Hall.

The questions for those in attendance were the following:

Is this building a valuable community asset? What value do you see in the maintenance of these spaces for community use? If we were no longer able to maintain this building and its resources were to disappear, would it matter to the community?

Since that time, they have secured a grant from the National Trust for Canada for Coaching. The application in part reads: We need coaching to help us form a viable and lasting legal structure with our community partners, with the goal of maintaining St. Andrews as an affordable space for community social services as well as a meeting place for community groups and the spiritual community, while maintaining St. Andrews' heritage character and status.

I was given permission to share this information in my report to share this information with the community. I encourage anyone who has an interest in helping to keep this facility operating in the community to let me know and I will put them in touch with the group. There are many organizations that use Heritage Hall for their activities, and it would be a shame to lose this space in the community.





Mayors Report

Langham 50th Anniversary Celebration Sub Committee meeting

December 4th - North Kootenay Lake Services Committee

There were delegations from the Kaslo & District Public Library and Kaslo Search & Rescue to go over their budget requests for 2024 and staff was instructed to put the figures in the draft financial plan.

RDCK staff went over Parks & Recreation budgets for the Ainsworth, Argenta, Johnsons Landing and Meadow Creek Halls, Kaslo Arena and Kaslo Curling Club and the Ainsworth, Glacier Creek, Lardeau Parks.

The Kaslo Fire budget was also presented for discussion purposes.

All budgets are in draft form until information has been received for all services that are shared either in full or in part with the either all or part of the RDCK or RDCK Area D.

The last item on the agenda was a discussion regarding possible extension of Kaslo's water service to Kaslo South. CAO Dunlop will be providing a report to council on this issue.

Residents of Kaslo and Area D are encouraged to attend these meetings.

Upcoming Meetings

December 5th

Kaslo Seniors Christmas Luncheon

Langham 50th Anniversary Committee meeting

December 6th - Asset management Committee

December 8th

Imagine Kootenay Zoom meeting

Kaslo and Area Chamber of Commerce Christmas Party

December 11th - Kaslo & Area D Economic Development Commission

December 12th

RDCK Community Sustainable Living Advisory Committee

Regular Meeting of Council

December 13th - RDCK Joint Resource Recovery

December 14th - RDCK Board

Respectfully submitted,

Mayor Suzan Hewat

KASLO	2022 carry forward			\$	94,113.45
	Kootenay Lake Historical Society	16-Mar-23	6,500.00		
	Village of Kaslo	16-Mar-23	5,000.00		
	2023 Budget Allocation	31-Mar-23			22,625.00
	Village of Kaslo	18-May-23	19,640.50		
	2023 Allocation Increase	4-Jul-23			15,650.74
	Kaslo Community Services Society	16-Nov-23	3,500.00		
	Total grants issued to date		34,640.50		
	Total Available Funds			\$	97,748.69



DATE: 2023.11.27

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair	Mayor Hewat
	Members	Councillor Bird, Deb Borsos, Elizabeth Brandrick, Liz Ross
	Absent	Victoria McAllister, Leni Neumeier
	Staff	CO Allaway
	Public	Shelina Musaji (dep. 6:23), Leanne Blancher (dep. 6:42)

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 2023.11.27 Health Advisory Committee Meeting.
Moved, seconded and CARRIED

THAT the agenda for the 2023.11.27 Health Advisory Committee Meeting be adopted as amended.

3. Adoption of the Minutes

- 3.1 Adoption of the Minutes of the 2023.09.25 Health Advisory Committee Meeting.
Moved, seconded and CARRIED

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

4. Delegations

- 4.1 Dr. Shelina Musaji – Victorian Community Health Centre
Dr. Musaji provided an update on staffing at the Victorian Community Health Centre.
- 4.2 Leanne Blancher – BC Emergency Health Services
Ms. Blancher provided an update on BC Ambulance staffing in Kaslo.

5. Information Items

- 5.1 Member Reports
- 5.1.1 Kaslo Acupuncture Society Report
 - 5.1.2 Kaslo Community Services – Senior Co-ordinator's Report
 - 5.1.3 Dialysis Service in Nelson – Bird 2023.11.20
 - 5.1.4 Staff Report – Radon Testing 2023.11.23

5.2 Correspondence

- 5.2.1 British Columbia Rural Health Matters – 2023.10.16
- 5.2.2 British Columbia Rural Health Matters – 2023.10.18
- 5.2.3 British Columbia Rural Health Matters – October Edition
- 5.2.4 BC Lung Foundation – Radon 2023.10.26
- 5.2.5 British Columbia Rural Health Matters – 2023.11.01
- 5.2.6 British Columbia Rural Health Matters – 2023.11.07
- 5.2.7 British Columbia Rural Health Matters – 2023.11.15
- 5.2.8 BCRHN Frailty Strategy Survey – 2023.11.21
- 5.2.9 2024 West Kootenay Boundary Regional Hospital District Board Meeting Schedule
- 5.2.10 Interior Health & Regional Hospital Districts Partnership Agreement

6. Question Period – Nil

7. Business

7.1 Interior Health – Victorian Community Health Centre 2023.10.26

The information regarding Victorian Community Health Centre operating hours was received for information.

7.2 2024 Health Advisory Committee Meeting Schedule

Moved, seconded and CARRIED

THAT the 2024 Health Advisory Committee meeting schedule be adopted as presented.

8. Next Meeting

The next Health Advisory Committee meeting will be held on January 15, 2024 at 6:00 p.m. in Council Chambers at City Hall.

9. Adjournment

The meeting was adjourned at 7:25 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair Hewat



DATE: 2023.11.27

LOCATION: Council Chambers – City Hall

TIME: 4:15 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair	Mayor Hewat
	Members	Councillor Leathwood, Karin Fraser, Cheryl King, Russell Semenoff
	Absent	Lawna Bourassa
	Staff	CO Allaway
	Public	0

1. Call to Order

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

The meeting was called to order at 4:15 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.11.27 Accessibility Committee Meeting.

Moved, seconded and CARRIED

THAT the agenda for the 2023.11.27 Accessibility Committee Meeting be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.09.26 Accessibility Committee Meeting.

Moved, seconded and CARRIED

THAT the minutes for the 2023.09.26 Accessibility Committee Meeting be adopted as presented.

4. Information Items

4.1 2023.09.26 Accessibility Goals – Summary

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

6.1 **Updates to Accessibility Plan**

The Committee reviewed the latest version of the draft plan.

6.2 **Accessibility Grant Application**

Moved, seconded and CARRIED

THAT the Accessibility Committee recommends to Council that the Village submit an application for capacity-building grant funding from the Disability Alliance of BC to support the committee's work.

6.3 **2024 Meeting Schedule**

Moved, seconded and CARRIED

THAT the Accessibility Committee meeting schedule be adopted as presented.

7. **Next Meeting**

The next Accessibility Committee meeting will be held on February 12, 2024 at 4:15 p.m. in Council Chambers at City Hall.

8. **Adjournment**

The meeting was adjourned at 5:13 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair Hewat

Recommendations to Council:

THAT the Accessibility Committee recommends to Council that the Village submit an application for capacity-building grant funding from the Disability Alliance of BC to support the committee's work.





ASSET MANAGEMENT COMMITTEE AGENDA with recommendations

DATE: 2024.12.06

LOCATION: Council Chambers – City Hall

TIME: 3:30 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair	Mayor Hewat
	Members	Councillor Lang, Derek Apple, Nathan Thomson, Chris Temple, Paul Van Deursen
	Staff	CAO Dunlop, CO Allaway
	Public	Nil

1. Call to Order

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

The meeting was called to order at 3:30 p.m. As Councillor Lang is participating remotely Mayor Hewat assumed the role of Chair.

2. Adoption of the Agenda

- 2.1 Adoption of the Agenda for the 2023.12.06 Asset Management Committee Meeting
Moved, seconded and CARRIED

THAT the agenda for the 2023.12.06 Asset Management Committee Meeting be adopted as presented.

3. Adoption of the Minutes

- 3.1 Adoption of the Minutes of the 2023.06.19 Asset Management Committee Meeting
Moved, seconded and CARRIED

THAT the minutes for the 2023.06.19 Asset Management Committee meeting be adopted as presented.

4. Information Items – Nil

5. Question Period – Nil

6. Business

- 6.1 **The State of Asset Management in Kaslo**

CAO Dunlop provided an update on the Asset Management project and demonstrated the MyCivitas application.

7. Next Meeting

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

8. Adjournment

The meeting was adjourned at 4:47 p.m.

CERTIFIED CORRECT:

Corporate Officer

Chair

DRAFT



Karissa Stroshein

Subject: KORTS Event notification

From: Kaslo Outdoor Recreation and Trails Society <kortsbc@gmail.com>
Sent: Friday, December 1, 2023 10:27 AM
To: Karissa Stroshein <admin@kaslo.ca>
Cc: KORTS Kaslo Outdoor Recreation & Trails Society <kortsbc@gmail.com>
Subject: KORTS Event notification

Hello. KORTS is planning its annual Winter Solstice Celebration event for Thursday December 21, 2023 from 4-6pm at the Unity Bridge. We will begin setting up in the afternoon on the south side of the bridge with tents, lights, propane cookstove for hot drinks, and enclosed raised fire bins for warmth.

This is a free social event for the public.

Thank you.
Regards,

KORTS

Stu Heard, Secretary
Kaslo Outdoor Recreation and Trails Society (KORTS)
Box 1024
Kaslo, BC V0G 1M0
kortsbc@gmail.com
www.korts.ca

2024 ReDi Grants

Date: November 28, 2023
To: Municipalities
From: Melissa Djakovic, Corporate Administration Assistant
Re: 2024 REDI GRANTS APPLICATION PROCESS

The 2024 Proposal Intake Period for the Resident Directed Grants will commence **Wednesday, January 3, 2024** and will end **Wednesday, February 21, 2024 at 4:30 p.m.**

Enclosed with this memo are the following:

- **Pre-Application Worksheet, Application Guide & ReDi Program Schedule**

2024 PROPOSAL INTAKE

- ReDi Grants proposal applications continue to be accepted once per year and applications **must be submitted through the Trust's online application system.**
- The Application Guide, Pre-Application Worksheet and Online Application FAQ's are available on our website at rdck.ca/ReDi.
- Organizations are encouraged to carefully read through the 2024 Pre-Application Worksheet and Application Guide for important information and instructions.
- The Application Guide and Application are developed by the RDCK in consultation with Columbia Basin Trust and align with the intent of the program and parameters outlined in the Contribution Agreement between the RDCK and the Trust.

If you have any questions or receive inquiries, please do not hesitate to direct any inquiries to the Grants Department, thank you.

Melissa Djakovic,
Corporate Administration Assistant
Email: grants@rdck.bc.ca
Phone: 250-352-8170

2024 ReDi Program Schedule

Wednesday January 3 – Wednesday February 21	2024 ReDi Call for Proposals – Applications must be submitted online only
December - January	First Call for Proposal advertisement to appear in local newspapers and online
January - February	Second Call for Proposal advertisement to appear in local newspapers and online
Monday February 12	Directors to provide information regarding Resident Input Meeting format, dates, committee members
Wednesday February 21	Application Deadline Wednesday February 21, at 4:30pm
Monday March 18	Information regarding Resident Input meeting dates on RDCK website
Tuesday March 19	List of proposals <u>not</u> eligible for 2024 ReDi funding consideration to be distributed to Directors
March - April	Advertisements for the Resident Input meetings appear in local papers
Tuesday, April 2 – Monday April 29	Resident Input meetings to be held and deliberation of recommendations
Wednesday May 1	Deadline for Area funding recommendations to be submitted to Grants Coordinator
Thursday May 2 – Tuesday May 7	Organization with unsupported projects will be formally notified
Thursday May 16	Funding recommendations presented to RDCK Board for approval
Monday May 27	RDCK Finance will be provided with a list of approved project proposals in preparation of funding disbursements in June
Thursday June 6	RDCK website will be updated to include listing of 2024 approved project proposals
June – July	ReDi grant cheques, letter and applicable contracts will be forwarded to successful proponents. Funding agreements will be forwarded to proponents in receipt of project funding support of \$5,000.00 or more (Funding agreements are required prior to the release of funds)
Sunday June 30	projects funded in 2023 should be completed by this date
Thursday October 31	Deadline for project extensions and change of scope for projects funded 2023 and earlier
Tuesday December 31	Deadline for Final Financial Reports for projects funded 2023 and earlier <i>(Organizations failing to satisfy reporting requirements will not be eligible for 2025 ReDi funding consideration)</i>

From: Picide55

Sent: Tuesday, November 28, 2023 8:53 PM

To: Karissa Stroshein <admin@kaslo.ca>; Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>;
brittany.anderson.mla@leg.bc.ca; Mayor Hewat <mayor@kaslo.ca>

Subject: Request for immediate action and addition to Council Meeting Agenda

Good morning,

please receive my request for immediate action and also addition to the next council agenda:

Provincial Bills 44, 46 and 47 currently passing through legislature without proper consultation including BC local governments and residents. Time is of the essence.

Please work proactively in concert and with what should be our allies, UBCM and MLA and other BC communities and demand that these bills be repealed, and instead, for the Province to enter into proper discussions with municipalities and the public.

Why are we silent in light of the jurisdictional creep into local decision making ? This is simply unacceptable and the trajectory is clearly visible: local residents will in the long run be held to task financially and lose important and rightful decision making power in our land use planning, despite Kaslo falling below the (current) 5000 resident margin. A united call to halt the overreach is in order.

You, our local elected government, have the mandate to ensure that the fundamental rights and interests of residents in BC communities are not trampled on by parallel jurisdictions with a focus much further afield. The fact that information and consultation we all should have freely received from provincial government is being withheld is a cause for alert concern and inquiry, not a sign to sit waiting in silent suspense. I understand Kaslo has aligned some zoning amendments voluntarily through our regular OCP update process and that is due course. Let's not wait however for what we have not agreed to arrive with a stick attached.

Please share this request with council and staff, including this link provided, which contains an open letter to BC Municipalities and much food for thought:

<https://cityhallwatch.wordpress.com/2023/11/27/letter-bc-mayors-bills-44-46-47-housing-finance-transit/>

Please explore the in-line links. Among other issues arising, we need to question the validity of the stakeholders consulted in the formation of these bills.

Thank you for your immediate attention, as these bills are currently fast-tracked through political channels.

Sincerely,

Sabrina Mutterer
Kaslo, BC

Karissa Stroshein

Subject: Proposed changes to park land

From: Derek Apple

Sent: Monday, December 4, 2023 10:59 AM

To: Mayor Hewat <mayor@kaslo.ca>; Erika Bird <bird@kaslo.ca>; Matthew Brown <brown@kaslo.ca>; Molly Leathwood <leathwood@kaslo.ca>; Rob Lang <lang@kaslo.ca>

Cc: Karissa Stroshein <admin@kaslo.ca>

Subject: Proposed changes to park land

Dear Members of Council:

It is our understanding that consideration is being given to proposed changes to the park land/ballpark and D. Avenue that include building a batting cage on the southeast corner of the park and closing the current pathway which is the bottom end of D Avenue. As a property owner whose home borders the park and whose legal address is D Avenue, we have questions regarding how these changes could affect the homeowners along this stretch and all Kaslo residents/taxpayers in general.

1. **Safety-Personal and Property:** The current usage of softball is completely within safe playing limits. Balls over the fence hit from homebase do not create a risk to personal safety or cause property damage. Hardball is a different game to softball and carries potential risk if due diligence and careful planning are not exercised in the building of a batting/pitching cage. Historical knowledge of hardball from previous residents of 145 D. Ave. indicates safety concerns. Don Paige was struck by a hardball while working on a ladder. Their children were not able to play in their yard during practices and games due to errant and home run balls. We experienced an episode during the Women's Home Run Derby last fall where batters were lined up at second base so as to directly hit balls over the fence into residential properties. A ball that cleared the fence came halfway into our backyard slamming into our BBQ and narrowly missing the head of a guest who was sitting at our patio table. This would have caused significant harm to this person. Although this incident involved softball it does underscore the significance of safety and liability.
2. **D Avenue:** What are the legalities regarding closing D Avenue (public thoroughfare) and redesignating it as parkland? If D Avenue is the legal address for the five properties along this stretch which would become parkland, how would this legally impact the addresses? There are already some safety concerns having D. Ave. as an address, case in point: being that last winter we called 911 for an emergency and were told that our address did not show up on their database.
3. **Pathway and Inclusion:** What are the proposed changes to the pathway? This pathway is well used on a daily basis by pedestrians, dog walkers and cyclists. The path provides a flat, safe, gravelled, and direct route for multiple types of users to access beaches, trails and the skatepark. In particular this pathway is beneficial for those who have mobility challenges and young families as the surrounding streets are potholed and busy during peak times. Hopefully the pathway will be improved so that it continues to be inclusive for all users. Furthermore, as this is a public thoroughfare should the public not have input to any changes?

We thank you for consideration of these points and look forward to council's recommendations.

Truly,
Jan and Derek Apple
D. Ave.
Kaslo

November 28, 2023

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

Dear Mayor Suzan Hewat and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: SECOND COMMUNITY WORKS FUND
PAYMENT FOR 2023/2024**

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2023/2024. An electronic transfer of \$52,652.25 is expected to occur in December 2023. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

This payment marks the final CWF disbursement of the current 10-year Canada Community-Building Fund agreement. Spanning from 2014 to 2024, this agreement has successfully allocated over \$1.25 billion in CWF funding to local governments in British Columbia. Looking ahead, UBCM anticipates the implementation of a new agreement in April 2024. Information on a renewed program will be communicated in the following months.

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund can be found on our [website](#).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Trish Mandewo
UBCM President

PC: Ian Dunlop, Chief Administrative Officer

Kaslo & District Arena Association

Board Meeting Agenda Date: Monday November 27 ,2023

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

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

THAT the agenda for the 2023.11.27 KDAA Board Meeting be approved as presented

Carried

3. **Adoption of the Minutes**

THAT the minutes of the 2023.10.2 KDAA Board Meeting be approved as presented

Carried

4. **Unfinished Business**

- Steve Scott will help between Christmas and New years.
- Christmas schedule: Closed Dec. 25th/26th and Jan. 1st
- The Ciderheads will not have an ice time on sat. Dec. 23rd due to KJAM.
- There will be a public skating on Dec. 27/28/29 from 12-2pm.
- Damon to order spare parts for the Zamboni.
- Staff/ Jambo committee to let players know to clean out the dressing rooms ASAP when the tournament is over. That it can be cleaned right away on Christmas eve.
- Pris will have the concessions open for minor hockey home games.
- Minor hockey to see if they could condense into using 2/3 dressing rooms and not take up all.
- Arena is looking into take on logger sports beer gardens. We would need to get minimum 20 volunteers and 10 people must have serve it right licences. Arena would pay for volunteers who are willing to help. Also looking into posting this on social media to see if we get any interest.

Resolution

Jo Davie is named a new member to sign on behalf of the arena.

Following members are signers: Molly Leathwood, Rick Wiltse, Blair Callibabba, Nathan Thompson, Jo Davie.

Receive

carried

5. **Treasurer's Report**

Receive financials

Carried

6. **Next Meeting** - Monday January 22 , 2024

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

From: Kaslo & Area Chamber <thekaslochamber@gmail.com>

Sent: Monday, November 27, 2023 11:59 AM

Subject: Chamber News!

Hi All,

Please see the latest addition of Chamber News below, click on any image to bring it up in your browser. A reminder that tickets are now on sale for our Christmas Party on December 8th hope to see you there!

If you could please take a moment to fill out this two question survey - thank you to those that already answered in person when receiving your Great Gift Give-Away packages. <https://forms.gle/bmM5BLz4RRDozNUt9>



IN THIS ISSUE

**THE GREAT GIFT
GIVEAWAY**

LIGHT UP!

**4 SEASONS OF
RECONCILIATION**

**SECURING SMALL
BUSINESS REBATE**

**OPEN GRANT
OPPORTUNITIES**

Chamber Christmas Party! December 8

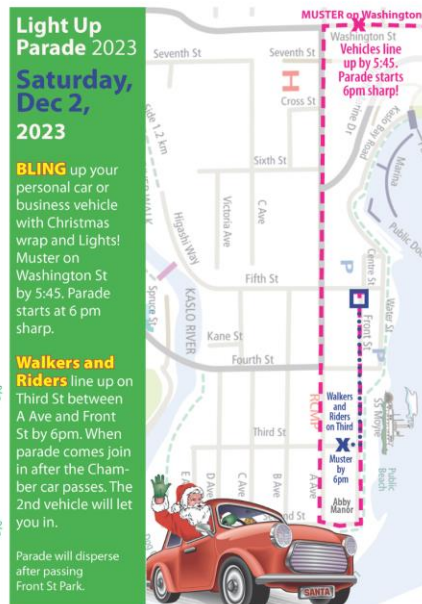
You're invited to join us for a Christmas Party on Friday, December 8th at 7 pm in the Kaslo Arena Mezzanine. We'll be celebrating the many achievements of our members throughout the year with live music, delectable sweet and savoury treats, and lots of fun with excellent company. Tickets are just \$25 each, include food and one beverage, and can be purchased by reaching out to thekaslochamber@gmail.com. Come out to jingle and mingle with your fellow Chamber Members, bring your staff and loved ones however we ask that all attendees be 19+.

NOVEMBER 27, 2023 VOL. 05

Light Up! 2023



The 35th Annual Kaslo Christmas Light Up Celebration will be happening on Saturday, December 2nd. There will be great events all running all day long, the full schedule is available on our [website](#) and in the Pennywise. We hope you'll check out the Craft Faire, take advantage of the great sales to work on that Christmas list, enjoy the children's scavenger hunt, holiday crafts and stories, the community bonfire, and join us in the parade! Please help us spread the word that candy cannot be thrown from vehicles, only by those walking. We had some close calls last year with children running between moving vehicles and appreciate the cooperation for the safety of everyone. The route has been slightly expanded this year to help spread the joy, we are asking vehicles to muster on Washington street and walkers on Third street where they will meet up with the parade to walk down Front Street together.



Chamber Cash

Make this holiday season special with Chamber Cash! It's more than just a gift; it's an opportunity to support local businesses. Chamber Cash can be used at any participating Chamber Member store, making it a versatile and thoughtful present. You can even share the holiday joy by donating Chamber Cash to a local charity of your choice. To purchase, reach out to us at thekaslochamber@gmail.com or give Jeff a call at 250-354-9207. Let's make a difference in our community together! 🌟

Great Gift Give-Away!



Thank you to those of you who signed up to participate in the Great Gift Give-Away! With over 50 generous participants we're going to have another great event. You can look forward to our Choose Local Elves dropping off a promotional poster on Friday. Shoppers will then enter from November 24th through December 16th at 12 pm. The winners of over \$2,000 in prizes will then be drawn at the Angry Hen and the winners contacted. If you have any questions don't hesitate to reach out.



Flashback to Great Gift Give-Away! 2020

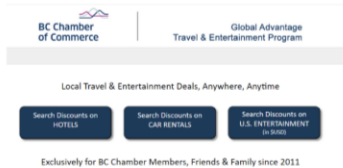
Chamber Board Meetings

The Chamber Board meets at 6:30 pm on the third Tuesday of each month in the Kaslo Arena meeting room. Members are always welcome to attend and/or to recommend agenda discussion items. This year we've had presentations by FireSmart, the Emergency Preparedness Committee, Dr Migdal re Disaster Resilience and more. Agenda items this month included discussion with EastShore Express on how to improve the brochure racking service on the Osprey 2000, Light Up! and Great Gift Give-Away planning and much more. If you're interested in getting more involved with the board please reach out to thekaslochamber@gmail.com



Member Benefit Spotlight - Global Advantage Travel & Entertainment

Provided exclusively for BC Chamber of Commerce members, the Global Advantage Travel & Entertainment program offers Hotel, Car Rental and Entertainment discounts worldwide. Members can save 10-20% on average and potentially more than 50%! DISCOUNT ACCESS: Visit our personalized webpage [here](#).



Your membership with the Kaslo & Area Chamber of Commerce comes with a wide variety of benefits including the Member Advantage Program which gives your business access to a suite of savings! View the full list of programs and services [here](#).

Invitation to Learn: 4 Seasons of Reconciliation

The BC Chamber of Commerce has partnered with Reconciliation Education to deliver "4 Seasons of Reconciliation" a course designed to empower and educate. The unique 3-hour online course promotes a renewed relationship

between Indigenous Peoples and Canadians through transformative learning about truth and reconciliation. Upon completion of the course, students will receive a certificate issued by the First Nations University of Canada.

We invite you to learn alongside your peers from across the provincial business community and to complete this self-paced online program, which offers 10 modules on truth and reconciliation. As a special offer for Chamber Members it is available at a reduced rate of \$49.75 - for more information or to register please [click here](#).

The BC Chamber of Commerce extends its heartfelt gratitude to the many contributors who created this remarkable course.



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 each retroactive to Jan 1, 2023, through Dec 31, 2024.

- Reporative - Provides relief for costs not covered by insurance or the insurance deductibles for those costs. Available as a one-time rebate of up to \$2,000 for each of 2023 and 2024.
- Preventative - Provides relief for costs incurred to prevent damage to commercial property. Available as a one-time rebate of up to \$1,000 for either 2023 or 2024.

The application portal opens 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 with questions.

Open Grant Opportunities

The Ministry of Jobs, Economic Development and Innovation has passed along a full list of grant opportunities currently available, please [click here](#) to access the complete list. Two of the opportunities have webinars coming up soon;

- Pacifican Tourism Growth Program, Dec 6 Webinar, open intake until Feb 20, 2024 - Businesses and not-for profit organizations are eligible to apply, with businesses applying for interest-free repayable contributions and not-for profit organizations receiving non-repayable grants. Funding of up to \$250,000 is available for projects. For all the details please [click here](#).
- CleanBC Plastics Action Fund - Nov 29 Webinar, open intake until Dec 2, 2024 (next year) - seeks to provide funding to support the prevention and reduction of plastic waste while developing the circular economy. For more information please [click here](#).

Native Woman's Association of Canada's National Apprenticeship Program

The Native Women's Association of Canada's National Apprenticeship Program is looking for businesses who would be interested in mentoring new red seal manufacturing and construction skilled trades labourers. Join them for a brief 15 min info session to learn how your company may qualify for up to \$20,000 in training support grants. Upcoming sessions - [Register Here](#)



All the best,

Alana Jenkins

Administration Manager

250-354-9792

Kaslo & Area Chamber of Commerce

www.kaslochamber.com

<https://www.facebook.com/kaslochamber>





Kootenay-Boundary Region Drought Snapshot

November 30, 2023

This Week's Update

- **This is the final drought level update for the season.** Please note that the BC Drought Information Portal will not be updated or monitored by the Province from December until May.
- Drought levels this week remain status quo with little change over the past week.
- Similar to last year, drought conditions and low flows will likely persist through much of the region through the winter with freeze up.
- Drought for the region next year will depend on the amount of winter snowpack, timing of freshet, and spring/summer precipitation.

Current Drought Levels and Associated Actions

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

* Stream Watch Sub-basin

Useful Drought Resources

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

Conservation resources and general information on drought in British Columbia

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

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

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

Streamflow conditions and forecasts

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

Water conservation, drought adaptation, and crop loss compensation resources

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

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

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

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

Interpreting Drought Levels / Responding to Enquiries and Impacts

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

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

Accounts of Suspected Unauthorized Water Use should be reported to the RAPP line at 1-877-952-7277 or via the [online incident portal](https://bit.ly/45vZ4ZW) (<https://bit.ly/45vZ4ZW>).

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

2024 RDCK APPLICATION GUIDE

This guide identifies what types of projects are eligible and gives you important information on how to complete the application form.

HOW DO I GET HELP?

Contact the RDCK Grants Coordinator at 250 352-8170 or grants@rdck.bc.ca

WHAT IS THIS PROGRAM ABOUT?

ReDi Grants (Resident Directed Grants) are flexible and incorporate community-based funding decisions. They support local projects that provide additional value to Columbia Basin communities and that benefit the broad community and public good.

Each year, Columbia Basin Trust distributes program funds to its local government partners: the regional districts of East Kootenay, Central Kootenay and Kootenay Boundary; the City of Revelstoke; the Town of Golden; the Village of Valemount; and First Nations partners ʔačam, ʔakisq̓nuk First Nation, yaqan nukiy, Yačit ʔa-knučit and Shuswap Band.

WHO CAN APPLY?

Eligible Applicants: You may apply if you are a registered non-profit society, First Nation, registered school or local government. Projects must meet community and public needs.

If your group does not fit any of those categories, if you are in the private sector, or if you are applying as an individual, you may only request support up to a maximum of \$4,999 and you must clearly demonstrate how your project will benefit the broad community. Unregistered groups may request support of \$5,000 or more **only** if they are sponsored by an eligible applicant.

Eligible applicants sponsoring an unregistered group or individual must submit the application on behalf of the unregistered group. If the project is successful in receiving funds, the eligible organization will receive the funds and complete the final report. Eligible applicants applying on behalf of unregistered groups or individuals assume all responsibility for the project outlined in the application.

If you have an **overdue or incomplete project final report** from a previous year, your application will be considered **ineligible** until all overdue reports are submitted.

If you're unsure if your organization is in good standing (or if you need to change your primary contact at any time), contact the RDCK Grants Coordinator as soon as possible.

HOW DO I APPLY AND WHAT'S THE DEADLINE?

Apply online, following the directions in the section Application Information and Instructions. Applications are accepted once per year.

You must apply by **4:30 p.m. on Wednesday, February 21, 2024.**

Late applications will **NOT** be accepted. Only applications submitted through the online application system will be considered. Projects eligible for funding consideration will be posted on the RDCK website in March.

WHAT ARE THE PROJECT CRITERIA?

Projects need to adhere to the spirit of programs provided by the Trust and support efforts by the people in the Basin for meeting community and public need rather than the needs of private interests or select individuals.

ReDi Grants should support projects that provide additional value for the public good, and assist communities in achieving their collective priorities. **Projects taking place in local communities in the RDCK will be prioritized.**

We encourage you to seek funding from other sources; don't rely solely on Trust funding.

Projects within the City of Nelson

The City of Nelson has specific criteria regarding Nelson's Sustainability Goals and Community Priorities. Visit the website [here](#) or contact Sonya Martineau, Legislative Coordinator at the City of Nelson: smartineau@nelson.ca or 250.352.8254 for more information.

Project period

The 2024/2025 project period is May 17, 2024, to June 30, 2025. You must complete your project within this period, and you must not incur expenses before the start date (May 17, 2024). **Expenses incurred prior to this date are NOT eligible.**

WHAT TYPES OF PROJECTS OR COSTS AREN'T ELIGIBLE?

The Columbia Basin Trust Act requires that Trust funding not relieve any level of government of its normal obligations. Program funds must not be used to fund core services normally funded through the government tax base such as publicly funded education or infrastructure such as roads, sewers, water systems and fire protection.

Applications for multi-year funding will not be accepted.

Operational costs—which ensure the continuity of your organization's operations, or costs that would be incurred even if the project didn't proceed—are **not** eligible for funding. These include **but are not limited to:**

- administrative fees;
- wages and other employment-related costs for permanent employees;
- rent and utilities;
- insurance;
- professional fees; and
- recurring contractual obligations.

Exception: Operational costs may be eligible if those costs are related to **start-up** costs for a new program or pilot project. You **must** provide a clear plan for ongoing support of the operations after ReDi funding has been spent.

HOW MUCH CAN I APPLY FOR?

If you are an eligible applicant including a First Nation, registered school, local government or non-profit society registered under the BC Societies Act and in good standing, you may request any amount of funding. However, keep in mind that there is a limited amount of total funding available. Please visit our website to view a list of projects funded in previous years.

If your organization is not a registered non-profit society or other eligible applicant, you may only request funding up to \$4,999 unless your application is sponsored by an eligible applicant. Visit OrgBook BC to see if your organization is registered and in good standing.

Each rural electoral area and municipality in the RDCK receives a share of ReDi funding to be awarded.

ReDi Area	Anticipated minimum funding*
Electoral Area A – Wynndel/ East Shore-Kootenay Lake	\$34,364
Electoral Area B	\$73,697
Electoral Area C	\$34,364
Electoral Area D/ Lardeau Valley	\$84,726
Electoral Area D/Village of Kaslo	\$58,283
Electoral Area E	\$58,280
Electoral Area F	\$59,499
Electoral Area G/Village of Salmo	\$68,728
Electoral Area H – The Slocan Valley	\$67,737
Electoral Area I	\$37,876
Electoral Area J – Lower Arrow/Columbia	\$128,515
Electoral Area K – Arrow Park	\$9,825
Electoral Area K – Burton	\$19,650
Electoral Area K – Edgewood	\$33,686
Electoral Area K – Fauquier	\$19,650
Electoral Area K/ Village of Nakusp, Bayview, Rural Nakusp	\$57,548
Village of New Denver	\$34,364
Village of Silverton	\$34,364
Village of Slocan	\$34,364
Town of Creston	\$75,689

City of Castlegar	\$113,846
City of Nelson	\$145,197

**amounts are approximate and subject to change*

WHAT IS THE COMMUNITY INVOLVEMENT PROCESS?

Public engagement is an integral part of this program. ReDi Grants are intended to be flexible and incorporate community-based funding decisions. Community participation is strongly encouraged.

In March 2024, projects eligible for funding consideration will be posted on the RDCK website.

Community involvement processes will take place in April 2024, and vary for each area and municipality based on the needs of the community. Dates, times, locations, meeting details for each community will be advertised in local newspapers and on the RDCK website.

We recommend applicants make note of the community engagement process for all areas applied to for ReDi Grants funding, learn about the format and process, and attend any planned meetings if possible.

WHEN WILL A DECISION BE MADE?

Final funding decisions are recommended to the RDCK Board by each local selection committee.

The RDCK Board of Directors will make the final project funding decision at the Board meeting on May 16, 2024. The results will be posted on the RDCK website at rdck.ca/ReDi, and the RDCK Grants Coordinator will email all applicants.

HOW DO I LODGE A COMPLAINT?

If you wish to lodge a complaint about the administration of the program or the public consultation meeting, submit a written complaint to the RDCK Corporate Officer no later than five working days after the public consultation meeting. This must contain:

- your name and contact information
- a detailed description of the issue.

WHAT HAPPENS IF MY APPLICATION IS SUCCESSFUL?

Recipients awarded \$5,000 or more **must** sign a funding agreement. Failure to meet the terms and conditions of this agreement may jeopardize your current and future funding through this program.

Grant awards are disbursed in June and July 2024. The funds are typically mailed by cheque or transferred electronically via direct deposit. If a registered organization applied on your behalf, or is acting as your sponsor, the funds will be paid directly to that organization.

For recipients awarded \$5,000 or more, a 10 per cent holdback will be applied and released after a final report is submitted.

WHAT ARE THE REPORTING REQUIREMENTS?

You must spend funds and prepare project reports according to your project budget and the terms of the funding agreement if applicable as well as what was indicated in the approved project. This includes spending all funds by the project period deadline of **June 30, 2025**. Projects can be audited at any time so ensure you keep accurate records.

Final reports must be submitted by **Wednesday, December 31, 2025**; we will *not* send you a reminder of this.

- Include a description of successes, challenges and outcomes of the project.
- Submit it at rdck.ca/ReDi.

If you have not spent all of the ReDi funding that you received, you must return all unused funds before the final report can be approved.

Organizations with overdue reports will not be eligible to receive funding in 2025.

You must contact the RDCK Grants Coordinator by October 31, 2024 if your project will:

- deviate from its original intent;
- incur expenses that differ from the proposed budget;
- be incomplete by June 30, 2025; or
- require an extension for your final report.

APPLICATION INFORMATION AND INSTRUCTIONS

Refer to the Pre-Application Worksheet for explanations, instructions and examples that will help you complete the online application form. Print it off to prepare your application offline if you wish.

Contact the RDCK Grants Coordinator if you have questions or require more assistance.

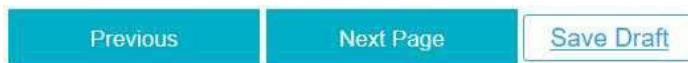
- 250.352.8170
- grants@rdck.bc.ca

USING THE ONLINE APPLICATION FORM

The Trust's online application system allows you to apply to its various programs. You will need to create an account to access application forms, save drafts and submit completed forms. Here are some tips for using the system:

- When logged in, you can only work on one draft application per program. You must submit an application before you can begin another application within that same program. You can edit submitted applications up until the deadline. (If you want to work on different applications to this program at once, use different worksheets until you are prepared to complete the online application.)
- You can view drafts and submissions after logging in.
- To ensure that your edits are saved, click the **Save Draft** button at the bottom of each page often, especially before navigating away from the page.

- **DO NOT CLICK YOUR BROWSER'S BACK BUTTON:** Your application will not auto-save and you will lose your work. However, the application will auto-save when you click the **Next Page** and **Previous** buttons to navigate between pages.



- Keep your entries precise and clear. It is important to note that space in some sections is limited: see the instructions for each particular section.
 - You have the option to use a worksheet to prepare your application entries or collaborate with others involved in your project. The worksheet is a Word document and will not be accepted as your application to the program. All of the questions you will be asked on the online application form are included on this worksheet.
 - **Drafts saved in the online portal are not a completed application, and your draft will not be submitted automatically. We will not consider any applications left in draft form at the application deadline.**
-

PRE-APPLICATION WORKSHEET

This worksheet is an optional tool for preparing your application entries and/or collaborating with others involved in your project. This worksheet will not be accepted as your application to the Program. You must apply using the online application form.

All the questions you will be asked to complete on the online application form are below. Keep your entries precise and clear. It is important to note that space in some sections is limited and the maximum word allotment is identified in the sections.

APPLICANT INFORMATION

Registered Applicant/Organization Information

(See Application Guide for details on who is eligible to apply)

Organization Legal Name

Registration Number

Registered non-profits must be in good standing with BC Registry Services. Enter your number here.

Mailing Address

City Province Postal Code

Signing Authority at the Registered Applicant/Organization

Signing Authority Name

Phone Number

Email Address

Primary Contact at the Registered Applicant/Organization – if different from above

Identify the person who will lead the project. If they are not in place at this time, identify someone in your organization who can be contacted about your project at the application stage or if your application is successful.

Primary Contact Name

Phone Number

Email Address

Is the **Registered Applicant/Organization** sponsoring an unregistered organization who will be leading the project? If yes, complete the details below for the **Project Lead/Sponsored Organization**.

If you are sponsoring an ineligible organization, the application must be completed and submitted by the eligible **Registered Applicant/Organization**.

☐ yes ☐ no

**the following section will only appear if the applicant indicates yes, above*

Project Lead/Sponsored Organization

Organization Legal Name

Mailing Address

City Province Postal Code

Primary Contact at Project Lead/Sponsored Organization

Identify the person who will lead the project. If they are not in place at this time, identify someone in your organization who can be contacted about your project at multiple stages of the project, including application, awarding of funds and completion.

Primary Contact Name

Phone Number

Email Address

Organization Mandate

Briefly describe your organization's purpose and mandate. Include the types of projects, programs and services you deliver, and your operating budget.

Section B - Screening Information

You must answer this to be considered for funding.

All partners involved in the project have been consulted.

☐ True ☐ False

If you do not have any other partners, indicate "True".

PROJECT DETAILS

Project Title

Your project title should be descriptive and no longer than five words.

Project Location

You will be asked to select location(s) from a drop-down menu which represents applicable Municipalities and Rural Areas, please choose all that are relevant.

Estimated Start Date

Tell us when the project will take place and when it will be completed. Grant funds can't be used for any project expenses incurred before you have received funding approval, so it is recommended that your start date is no earlier than May 17, 2024.

Estimated End Date

The end date should be when you anticipate all expenses will be paid for and final reports are ready, this should be no later than June 30, 2025.

What is the project? What will the project do? How will this be achieved? (220 words)

Describe your project and the shorter-term impacts or effects it aims to achieve. List the services or activities to be developed, delivered or completed.

What issues or opportunities will be addressed? How were they identified? (150 words)

Where will this project take place? (100 words)

Who will be involved in implementing the project? (100 words)

Describe the organizations, staff, consultants, partners or individuals, and the relevant experience and expertise that they bring to the project.

Why is this project important to your community? Who will benefit from the project? (150 words)

“Community” may refer to a community of interest, specific sector, professional community or geographic location. Explain why this project is important to your community and highlight how you identified it as a priority. Describe how your community will support or participate in your project’s development or delivery.

How will the project be evaluated and how will you know if it has been successful? (150 words)

Indicate a clear plan for evaluating and reporting on results related to the shorter-term impacts or effects that your project aims to achieve.

Why is your organization best suited to deliver the project, and does it have the capacity to do so? (150 words)

Describe past successes of your organization that relate to this project. Projects that have received previous funding should summarize results to date, either here or through a supporting document.

Is this project a one-time event or part of an ongoing initiative? If the project is part of an ongoing initiative, how will it be sustained after the grant ends? (150 words)

Outline your plan for continuing the project into the future.

Is this project, or a component of the project, viable if the full funding request is not approved? (y/n)

Which area will your project work toward?

- ☐ Cultural
- ☐ Social
- ☐ Environmental
- ☐ Economic
- ☐ Other _____

Will minors be working on this project?

☐ Yes ☐ No

If “yes,” you will need criminal record checks for those working with minors.

Is the project labour 100% volunteer?

☐ Yes ☐ No

If no, the proponent, contractor or sub-contractor MUST be able to provide proof of current Workers Compensation Board (WCB) coverage.

Work Plan

Provide brief descriptions of your proposed project activities along with timelines for each.

List all activities you plan to complete during the project's term. Click the +Add button to add another row.

Indicate who will take the lead on each proposed activity. All components of the project should be delivered or managed by someone with relevant experience or expertise.

Activity	Overseen by	Start Date	End Date

PROJECT EXPENSES

List specific budget items under each heading to identify your project's total expenses. In the final column, indicate the amount of funding from ReDi Grants you wish to allocate against each budget line.

- Round up values to the nearest dollar.
- Click the **+Add** button to add another row.
- Do not include any items that will be provided to the project as in-kind contributions; there is space to enter this further down.
- In the final column, indicate the amount of funding from ReDi Grants you wish to use for each budget item. Ensure that all items ReDi Grants will be used for are eligible for funding.

Budgets that contain excessive rates or unreasonable purchases will not be considered and may jeopardize project approval.

If successful in attaining ReDi Grants funding, you must use the funding according to the information presented in this application. Upon completing the project, you must submit a final report and include supporting documents showing project expenditures. We maintain the right to audit projects at any time.

Administration

Examples include overhead costs to deliver the project, such as office expenses and supplies and administrative wages. Any costs that would be incurred even if the project did not proceed, or otherwise not directly attributable to the project, are ineligible.

Budget Item	Total Amount Required	Requested from ReDi Grants

Contract Fees and/or Staff Wages

Each line item should include the position's title and hourly rate multiplied by the number of hours for the whole project. Do not include administration wages (see above). Any costs that would be incurred even if the project did not proceed, or otherwise not directly attributable to the project, are ineligible.

Budget Item	Total Amount Required	Requested from ReDi Grants

Capital Purchases and Equipment Rentals

These items are eligible if they're necessary to the project and the costs are reasonable. Capital and equipment purchases need to be justified to be eligible for funding.

If your organization already owns the equipment required to undertake the project, we don't fund the cost of renting this equipment. However, rental costs may be eligible if your organization has to rent the equipment from another organization.

Budget Item	Total Amount Required	Requested from ReDi Grants

Other Project Costs (be specific)

If there are other project-specific costs not included elsewhere, add them here with a specific description. Include items like advertising, brochure printing and distribution costs. Eligible travel expenses include mileage and necessary accommodation specific to your project.

Budget Item	Total Amount Required	Requested from ReDi Grants

TOTAL PROJECT EXPENSES \$

TOTAL REQUESTED FROM ReDi Grants

\$

PROJECT EXPENSES EXAMPLE

Budget Item	Total Amount Required	Requested from ReDi Grants
Administration		

Administrative costs of project	\$3,060	\$500
Project travel expenses	\$1,060	\$1,000
Contract Fees and/or Staff Wages		
Project coordinator: 50 hrs/month @ \$28/hr for 12 months	\$16,800	\$5,000
Capital Purchases and Equipment Rentals		
Laptop and projector	\$1,500	
Renovation of storage room for office space	\$2,300	\$2,000
Office furniture	\$1,500	
Building permits	\$190	
Other Costs (be specific)		
Advertising campaign	\$750	\$500
Refreshments for workshop	\$200	
Workshop supplies and materials	\$1000	\$1,000
Recognition event for volunteers and project wind-up	\$200	
TOTAL PROJECT EXPENSES	\$28,560	\$10,000

A

B

PROJECT REVENUE

Enter the funds received or requested from other sources. Your *Total Project Expenses* should equal your *Total Project Revenue* to show you have enough funds to complete your project.

We recommend that your organization seeks funding from a variety of sources. Projects that have secured multiple funding sources often demonstrate wide-ranging support and may be prioritized for funding.

The Trust has a directory of grants that may be applicable to your work; see the resource section of its Non-profit Advisors Program: ourtrust.org/nonprofit.

*The first revenue line will auto-populate with your Total Requested From ReDi Grants. In the lines below, identify your other sources of revenue. These may include other grants, cash donations or workshop registration fees. Click the **+Add** button to add another row.*

Indicate whether or not the contribution is confirmed at the time you submit this application. If the funder has confirmed that it will be committing resources to your project, select "yes." If you

have applied for funding but haven't heard back, select "no."

Source Name	Confirmed (Y/N)	Amount
ReDi Grants	No	Will auto-populate with TOTAL REQUESTED FROM ReDi Grants

TOTAL PROJECT REVENUE \$

FUNDING REQUESTED

Enter the amount of ReDi Grants funding you are requesting from each municipality or electoral area. This should equal your *Total Requested from ReDi Grants* above.

- Registered non-profits and not-for-profit organizations may request any value of funding from each electoral area and municipality.
- Each rural electoral area and municipality in the RDCK receives a share of ReDi funding to be awarded. Some areas pool their funding and others may conduct community involvement together.
- If a Registered Applicant/Organization is applying on behalf of an unregistered organization, they may request any value of funding from each electoral area and municipality.
- Non-registered organizations may only request funding support from electoral areas and municipalities to an overall maximum of \$4,999 per project.

ReDi Grants			
Electoral Area A	\$	City of Castlegar	\$
Electoral Area B	\$	Town of Creston	\$
Electoral Area C	\$	City of Nelson	\$
Electoral Area D/Kaslo	\$	Village of New Denver	\$
Electoral Area D - Lardeau Valley	\$	Village of Silverton	\$
Electoral Area E	\$	Village of Slocan	\$
Electoral Area F	\$	Area K - Arrow Park	\$
Electoral Area G/Salmo	\$	Area K - Burton	\$
Electoral Area H	\$	Area K - Edgewood	\$
Electoral Area I	\$	Area K - Bayview / Nakusp / Rural Nakusp	\$
Electoral Area J	\$		
Area K - Fauquier	\$	Area K - Edgewood	\$
		Total Request	\$

FUNDING REQUESTED EXAMPLE

ReDi Grants			
Electoral Area A	\$	City of Castlegar	\$2,000
Electoral Area B	\$	Town of Creston	\$
Electoral Area C	\$	City of Nelson	\$7,000
Electoral Area D/Kaslo	\$	Village of New Denver	\$
Electoral Area D - Lardeau Valley	\$	Village of Silverton	\$
Electoral Area E	\$500	Village of Slocan	\$
Electoral Area F	\$	Area K - Arrow Park	\$
Electoral Area G/Salmo	\$	Area K - Burton	\$
Electoral Area H	\$	Area K - Fauquier	\$
Electoral Area I	\$500	Area K - Edgewood	\$
Electoral Area J		Area K - Bayview / Nakusp / Rural Nakusp	\$
		Area K - Edgewood	\$
		Total Request	\$10,000

D

IN-KIND SOURCES & CONTRIBUTIONS

What contributions are being made to the project other than cash?

SUPPORTING DOCUMENTS

Are you providing additional material that provides further evidence to support your project idea (such as letters of support, outcomes of community engagement, report executive summaries, quotes, approvals maps, etc)?

Supporting documents provide additional evidence that the project is viable and important. These help us to evaluate and assess your project idea.

Ensure your supporting documents add value to your application. We will look at the strength of the document, not the quantity.

*List what you are submitting. Click the **+Add** button to add another row.*

*We prefer that you upload only **two one-page, single-sided documents** (but you may upload up to five one-page, single-sided documents if necessary—any additional ones will be deleted).*

*Before uploading your supporting document, ensure the file name is clear and identifies the content. The documents must be in PDF or picture formats (JPG, GIF, PNG, BMP).
File size may not exceed 3MB per document.*

List what you are submitting:

- 1.
- 2.
- 3.
- 4.
- 5.

ADDITIONAL INFORMATION

Is there anything else you would like to add that has not already been mentioned?

DECLARATION

Read this section, click the box next to "I agree," and then type in your name and title.

1. I represent the Registered Applicant/Organization and I am authorized to submit this Application.
2. The information I have provided in this application is true, accurate and complete in every respect.
3. The Regional District of Central Kootenay and its agents shall not be obligated in any manner to any applicant whatsoever and reserves the right to fully, partially or not fund any application submitted.
By submitting this application, I hereby acknowledge that the Regional District of Central Kootenay and its agents may disclose this application, and the information contained herein—including but not limited to name, budgets, location and the amount and nature of any related funding—to the public, individuals or any other entity to the extent allowed by FOIPPA.
4. I further agree that the Regional District of Central Kootenay and its agents may proactively disclose to the public my name and location and the amount and nature of funding granted.
5. Any questions regarding such may be directed to: foi@rdck.bc.ca

I have read and agree to the declaration above. *

☒ I Agree

Date

Applicant Name

Applicant Title

2024 ReDi Grants

Date: November 28, 2023
To: Municipalities
From: Melissa Djakovic, Corporate Administration Assistant
Re: 2024 REDI GRANTS APPLICATION PROCESS

The 2024 Proposal Intake Period for the Resident Directed Grants will commence **Wednesday, January 3, 2024** and will end **Wednesday, February 21, 2024 at 4:30 p.m.**

Enclosed with this memo are the following:

- **Pre-Application Worksheet, Application Guide & ReDi Program Schedule**

2024 PROPOSAL INTAKE

- ReDi Grants proposal applications continue to be accepted once per year and applications **must be submitted through the Trust's online application system.**
- The Application Guide, Pre-Application Worksheet and Online Application FAQ's are available on our website at rdck.ca/ReDi.
- Organizations are encouraged to carefully read through the 2024 Pre-Application Worksheet and Application Guide for important information and instructions.
- The Application Guide and Application are developed by the RDCK in consultation with Columbia Basin Trust and align with the intent of the program and parameters outlined in the Contribution Agreement between the RDCK and the Trust.

If you have any questions or receive inquiries, please do not hesitate to direct any inquiries to the Grants Department, thank you.

Melissa Djakovic,
Corporate Administration Assistant
Email: grants@rdck.bc.ca
Phone: 250-352-8170

2024 ReDi Program Schedule

Wednesday January 3 – Wednesday February 21	2024 ReDi Call for Proposals – Applications must be submitted online only
December - January	First Call for Proposal advertisement to appear in local newspapers and online
January - February	Second Call for Proposal advertisement to appear in local newspapers and online
Monday February 12	Directors to provide information regarding Resident Input Meeting format, dates, committee members
Wednesday February 21	Application Deadline Wednesday February 21, at 4:30pm
Monday March 18	Information regarding Resident Input meeting dates on RDCK website
Tuesday March 19	List of proposals <u>not</u> eligible for 2024 ReDi funding consideration to be distributed to Directors
March - April	Advertisements for the Resident Input meetings appear in local papers
Tuesday, April 2 – Monday April 29	Resident Input meetings to be held and deliberation of recommendations
Wednesday May 1	Deadline for Area funding recommendations to be submitted to Grants Coordinator
Thursday May 2 – Tuesday May 7	Organization with unsupported projects will be formally notified
Thursday May 16	Funding recommendations presented to RDCK Board for approval
Monday May 27	RDCK Finance will be provided with a list of approved project proposals in preparation of funding disbursements in June
Thursday June 6	RDCK website will be updated to include listing of 2024 approved project proposals
June – July	ReDi grant cheques, letter and applicable contracts will be forwarded to successful proponents. Funding agreements will be forwarded to proponents in receipt of project funding support of \$5,000.00 or more (Funding agreements are required prior to the release of funds)
Sunday June 30	projects funded in 2023 should be completed by this date
Thursday October 31	Deadline for project extensions and change of scope for projects funded 2023 and earlier
Tuesday December 31	Deadline for Final Financial Reports for projects funded 2023 and earlier <i>(Organizations failing to satisfy reporting requirements will not be eligible for 2025 ReDi funding consideration)</i>

Funding Opportunities Update

December 2023

Three sections:

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

Funding with deadlines

Investments in Forest Industry Transformation (IFIT) program **NEW**

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

Delivered in two streams:

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

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

Deadline: June 30, 2024.

Funding amount: Depends on grant type.

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

Declaration Act Engagement Fund

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

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

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

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

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

Contact: daef@nrtf.ca

Continuous Intake Funding

BC Manufacturing Jobs Fund NEW

Description: helps 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.

Eligible applicants: Businesses, For-profit organizations, Entities with for-profit manufacturing operations, including First Nations and Indigenous- and First Nation-owned enterprises.

Eligible activities: two funding streams:

- **Project Readiness:** Funding to complete final-stage business and project planning, including operational and technical assessments.
- **Capital Investment:** Funding to invest in new or renovated manufacturing infrastructure, technology, equipment, and processes, including renovating idle industrial buildings such as an unused mill site.

Deadline: Ongoing.

Funding amount: Project Readiness stream: \$50,000 max, capital investment stream: \$100,000- 10,000,000.

Contact: ManufacturingJobsFund@gov.bc.ca.

Extreme Weather Preparedness for Agriculture Program

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

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

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

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

Deadline: **Next intake scheduled for January 2024.** The Investment Agriculture Foundation will be accepting the applications. More information is coming soon.

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

Federal Rural Transit Solutions Fund

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

Eligible applicants:

- Municipalities, local and regional governments established under provincial or territorial statute, including local service districts;
- Provinces and territories (only for capital projects);
- Public sector bodies that are established by or under provincial or territorial statute, or by regulation, or are wholly-owned by a province, territory, municipal or regional government;
- Indigenous governing bodies;

- Federally or provincially incorporated not-for-profit organizations whose mandate is to improve Indigenous outcomes, organizations serving Indigenous communities living in urban centers and First Nations living off-reserve;
- Indigenous development corporations; and,
- Federally or provincially incorporated not-for-profit organizations.

Eligible activities:

- **Capital Projects stream:** Through this stream, eligible applicants can seek contributions of up to \$3 million to help cover the capital costs of a new or expanded transit solution (e.g., purchase of vehicles or digital platforms), and up to \$5 million to support zero-emission transit solutions (e.g., for the purchase of a zero-emission vehicles).
- **Planning and Design Projects stream:** Through this stream, eligible applicants can seek grants of up to \$50,000 in support of communities' projects to plan and design new or expanded transit solutions for their communities.

Deadline: A continuous intake of the Capital Projects stream and Planning and Design Projects stream are open.

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

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

Community Economic Development and Diversification in British Columbia

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

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

Eligible applicants:

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

Eligible activities: Strong projects demonstrate:

- strong market/industry demand (e.g., the project addresses a significant gap in the market, there is a demonstrated industry demand for the project or there is demonstrated labour/skills shortages)
- clear, measurable economic results for British Columbia
- effective governance measures and management team in place to carry out the project
- a strong rationale for the project

- financial statements that demonstrate the organization is financially self-sustaining
- leveraged funding from provincial governments, the private sector, and other non-government sources (typically 50 percent or more)
- source(s) of non-PacifiCan funding (requires proof of confirmed funding.)

Deadline: Ongoing until annual funding allocation has been reached.

Funding amount: not specified.

Contact: info@pacifican.gc.ca

Regional Innovation Ecosystems in British Columbia – PacifiCan

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

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

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

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

Deadline: Ongoing until annual funding allocation has been reached.

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

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

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

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

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

Eligible activities: Applications must demonstrate that the:

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

Deadline: Ongoing until annual funding allocation has been reached.

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

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

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

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

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

Eligible activities: Individual project eligibility is determined by the Trust at its sole discretion.

The types of projects that may be eligible include, but are not limited to:

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

Deadline: Ongoing until annual funding allocation has been reached.

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

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

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

From: Columbia Basin Trust <communications@ourtrust.org>

Sent: Monday, December 4, 2023 1:17 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Happy Holidays from Columbia Basin Trust ❄️



On behalf of the Board and staff at Columbia Basin Trust, we wish you the best for a wonderful holiday season, and a happy, healthy 2024!



Our 2023 #basinlife calendar showcases the beauty and wonder of the Columbia Basin through photos taken by people from around the region.

[Get your FREE calendar](#)



We're proud to have partnered with First nations, businesses, governments, non-profits and others on 2,700 projects in the last year.

[Watch our year in review](#)



ourtrust.org | 1.800.505.8998
Forward to a friend

Columbia
Basin **trust**

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

This email is intended for admin@kaslo.ca.
[Update your preferences](#) or [Unsubscribe](#)

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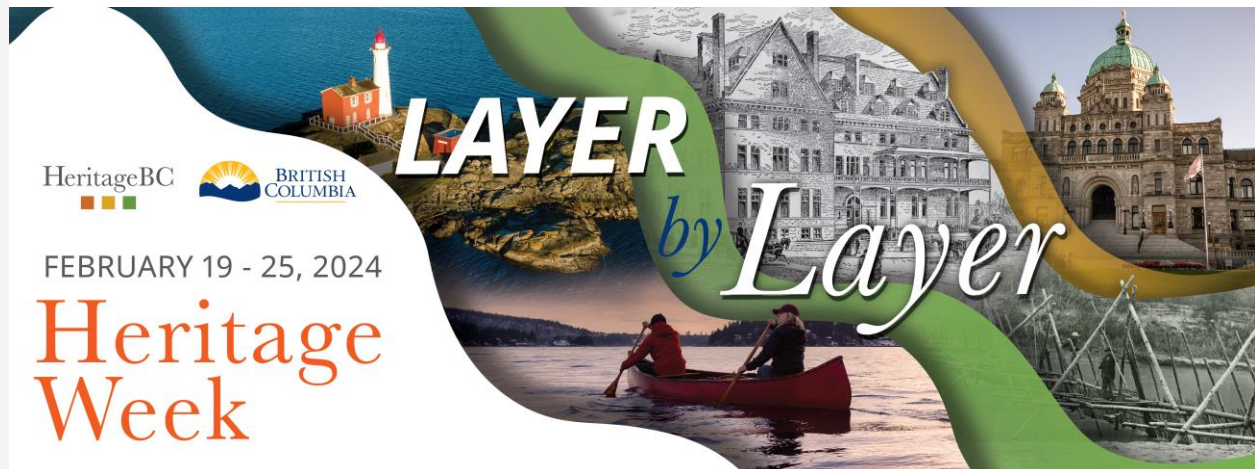
From: Heritage BC <info@heritagebc.ca>
Sent: Wednesday, December 6, 2023 11:15 AM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: The Heritage BC Update

[View this email in your browser](#)

The Heritage BC UPDATE



Participate in Heritage Week



Submit your Site or Event!

In three months, from February 19-25, 2024, communities across British Columbia are going to be taking part in Heritage Week, an annual event that encourages you to learn about and advocate for heritage in your community.

We encourage you to host an event, program, or just add your heritage site and location to our Events Calendar. We've partnered with local tourism organizations to highlight and encourage everyone to participate in Heritage Week. By adding your event or location to our Events Calendar we hope more people will get out and learn about heritage in their community. We'll also be sharing the Events Calendar in our Media Release in January where we'll encourage local news outlets to share your events and heritage sites even further.

[Submit your Event or Location](#)

[Submit your Event or Location](#)

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

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

You can find more tools, like printable posters and social media templates and graphics to share on our website.

[Learn More](#)

[Learn More](#)

Be a Sponsor for the 2024 Annual Heritage Conference



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

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

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

[View Sponsor Opportunities Available](#)

[View Sponsor Opportunities Available](#)

Request for Proposals: CLARA Shed Heritage Conservation Project



The Christina Lake Alpine Resort Association (CLARA) is seeking proposals or a quote for services from qualified heritage professionals for the heritage conservation of a building owned by the Association and lying on its property at Christina Lake, BC. The building has heritage significance to the community of Christina Lake.

For more details visit [Heritage BC's Job Board](#).



Check out these articles we find interesting!

UNESCO Canadian Commission - [Anti-colonial community planning and ethical space](#)

Caledonia Courier - [B.C. First Nation reclaims stewardship of prominent West Coast Trail beach](#)

Chek News - [BC Ferries changes name of vessel servicing Penelakut Island to honour Indigenous heritage](#)

BC Government News Release - [Public Engagement Begins for New South Asian Canadian Museum](#)

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

[Add us to your address book](#)

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe](#)

From: LCRB Liquor Policy LCRB:EX <LCRBLiquorPolicy@gov.bc.ca>
Sent: Monday, November 27, 2023 12:31 PM
Subject: Bulletin 23-09, 23-10, 23-11, 23-12: Liquor Amendments

Hello,

This email is to inform you of amendments that impact some liquor licensees.

You can read about the changes on our website:

- [Bulletin 23-09: Physical separation between liquor retailer and other businesses](#)
- [Bulletin 23-10: Accompanying minors in liquor stores and liquor primary establishments](#)
- [Bulletin 23-11: Increase in liquor transfers between licences](#)
- [Bulletin 23-12: Clarification of renewal fee calculations](#)

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

Kind regards,

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

Please consider the environment before printing this email.

To protect your privacy, Liquor and Cannabis Regulation Branch will not accept emailed applications containing credit card information.

This communication (both the message and any attachments) may be confidential and protected by privilege. It is intended only for the use of the person(s) to whom it is addressed.

Any distribution, copying, or other use by anyone else is strictly prohibited. If you have received this email in error, please destroy the email and any attachments immediately and notify me by email.

From: Selkirk Innovates <jjones1@selkirk.ca>

Sent: Wednesday, December 6, 2023 8:01 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: State of the Basin Focus - Exploring Regional Well-being: 2022 Snapshot Report Released



State of the Basin Focus

Stories of well-being in our region

2023 - Issue 09



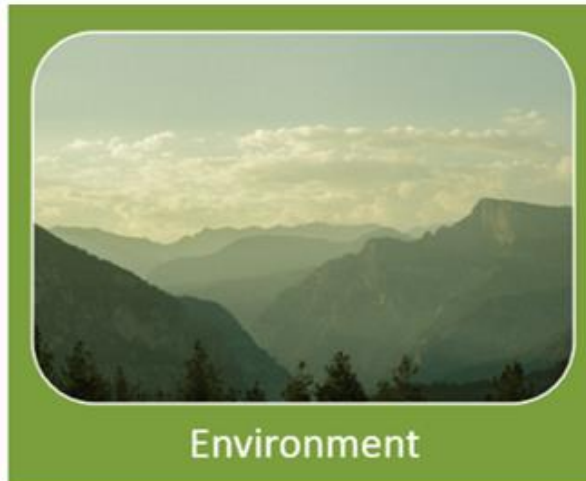
Exploring Regional Well-being: 2022 Snapshot Report Released

The [2022 Snapshot Report](#) is now released. This is a comprehensive visual summary of indicators of well-being in the Columbia Basin-Boundary Region. This 2022 report is released in late 2023 to capture data that takes time to be released from the diverse data sources.

For this exploration of 2022 data, we pair quantitative statistics from a variety of data sources (including the Census of Population, Labour Force Survey, and more) with qualitative results from the 2021

Subjective Well-being poll. Together, these economic, environmental, social, and cultural indicators paint a picture of well-being in the region.

With highlights from over 60 different indicators of well-being, the 2022 Snapshot Report contributes to the State of the Basin's goal of supporting evidence-based decision-making in our region.



In the 2022 Snapshot Report you can explore the conditions and trends for the following indicators and more...

Economy

- Wages
- Income
- Living wage
- Low Income measure
- Labour force replacement rate
- Workforce education
- Employment insurance
- Unemployment
- Residential property values
- Subsidized housing
- Housing affordability
- Vacancy rates and rents
- Housing stock diversity
- Commuting
- Waste generation and diversion

- Building permits
- Major projects
- Business starts and closures
- Employment
- Business counts
- Consumer bankruptcies

Environment

- Air quality
- Species at risk
- Human-wildlife conflict
- Threatened ecosystems
- Wildfires
- Snowpack

Society

- Population
- Age and gender
- Migration
- Dependency
- Voter turnout
- Charitable donations
- Low birth weight
- Illicit drug deaths
- Student enrolment
- Class size and composition
- High school completion
- College enrolment
- Educational attainment

Culture

- Public libraries
- Municipal spending on parks, recreation, and culture
- Tourist activity
- Ethnic origin
- Indigenous identity
- Park visitation
- Parks and protected areas
- Civic facilities

[Read the 2022 Snapshot Report Here](#)

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

New Resource Guide Available for Navigating Polarization

Discover a curated selection of resources – books, videos, websites, and podcasts – designed to help you understand, prevent, and navigate polarizing dynamics.

[Get the Guide Here](#)

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 Sn̓Ɂay̓čkstx (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.



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 **Forward**

Selkirk Innovates

Selkirk College

301 Frank Beinder Way

Castlegar BC V1N 4L3

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Council Member Motion
For the Committee of the Whole Meeting of September 7, 2023

To: Committee of the Whole **Date:** August 29, 2023
From: Councillor Dave Thompson and Councillor Matt Dell
Subject: Advocacy – red light cameras and speed cameras

BACKGROUND

ICBC data¹ shows that in Victoria during the period 2018 to 2022 there were 4,087 casualty crashes (crashes resulting in injury or fatality, as opposed to crashes involving just property damage).

As noted by the Government of BC:

- “Most crashes in British Columbia happen at intersections. To reduce injuries and save lives, B.C. installs intersection safety cameras—sometimes called red light cameras—at intersections where crashes occur frequently. Warning signs let drivers know the intersection has cameras. Stopping for red lights and observing the speed limits help to reduce collisions, injuries and fatalities.”²
- “There are intersection safety cameras at 140 high-crash intersections province-wide. 105 monitor red light violations, 35 monitor both red light and speed violations.”³
- “The cameras are proven to be effective at reducing side-impact, head-on and pedestrian crashes, and are located where red light running and high speed cause serious crashes.”⁴

There is only one red light camera in Victoria, and no speed cameras. That camera is at Lansdown and Shelbourne.⁵ More than 98% of casualty crashes in Victoria during 2018-2022 occurred at locations other than that intersection.⁶

RECOMMENDATION

That Council direct the Mayor to:

- write to the Provincial Government to request that it install speed and red light cameras at all locations in Victoria where there were over 20 casualty crashes during 2018-2022, or

¹ <https://public.tableau.com/app/profile/icbc/viz/VancouverIslandCrashes/VIDashboard>, accessible at ICBC, “Statistics” <https://www.icbc.com/about-icbc/newsroom/Pages/Statistics.aspx>

² <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras>

³ <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/statistics>

⁴ <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/where-the-cameras-are>

⁵ <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/where-the-cameras-are/vancouver-island>

⁶ <https://public.tableau.com/app/profile/icbc/viz/VancouverIslandCrashes/VIDashboard>

that it allow BC municipalities to install speed and red light cameras at their own cost and collect fines;

- ask other municipalities in the Capital Region and elsewhere in BC to write similar letters.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Dan Thompson", written in a cursive style.

Councillor Thompson

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "M Dell", written in a cursive style.

Councillor Dell

THE CITY OF VICTORIA



OFFICE OF THE MAYOR

November 1, 2023

Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
Sent via email: PSSG.Minister@gov.bc.ca

Dear Minister Farnworth,

I am writing to you today on behalf of Victoria City Council to inform that the below motion was passed at the September 14, 2023 Council meeting:

MOTION:

That Council direct the Mayor to:

- write to the Provincial Government to request that it install speed and red light cameras at all locations in Victoria where there were over 20 casualty crashes during 2018-2022, or that it allow BC municipalities to install speed and red light cameras at their own cost and collect fines;*
- ask other municipalities in the Capital Region and elsewhere in BC to write similar letters*

A copy of the original Council Motion is attached for your information.

Thank you in advance for your time and consideration of this matter. I look forward to continued collaboration between our two offices to improve safety in Victoria.

Sincerely,

Marianne Alto
Victoria Mayor

Enclosed: Original Council Motion – Red Light and Speed Cameras
Cc: Union of British Columbia Municipalities

“The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work “Hay swx qa”



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer
SUBJECT: Zoning Amendment Bylaw No. 1298, 2023

DATE: December 7, 2023

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

OPTIONS:

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

1. **Give second reading to the bylaw. *Changes can be made to the bylaw before it is presented for third reading at a future meeting.***
2. Give second and third reading to the bylaw. *No further changes can be made to the bylaw before it is presented for final adoption.*
3. Do not proceed with the bylaw. *The property will not be rezoned.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Zoning Bylaw No. 1298, 2023 be given second reading.

ANALYSIS:

- A. **Background:** The proposed bylaw responds to the rezoning application submitted by QP Developments and considered by Council at the 2023.10.10 meeting. At that time Council resolved to proceed without holding a Public Hearing, since the proposed rezoning is consistent with the Official Community Plan (OCP). This approach is consistent with current legislation, acknowledging the limited value of a public hearing, as its formal structure does not allow for dialogue or discussion. Notice of Council's intent to consider the bylaw was advertised in the October 19th Valley Voice, on the Village's website and on bulletin boards at City Hall. Council gave first reading to the bylaw at the 2023.10.24 Council meeting.

On November 29th the proponent held a public information session at the Legion Hall to present information about the project and answer questions from attendees. This opportunity for the public to learn about a proposed development is a requirement imposed by the Village, as is the duty of the proponent to present the Village with a summary of the feedback received. All members of the public are welcome to submit comments regarding the proposal directly to the Village.

Second reading of a bylaw provides the opportunity for Council to discuss the bylaw, review feedback, and provide direction to staff if more information is needed. Second reading does not obligate Council to adopt the bylaw.

- B. **Discussion:** See Planning Report

C. **Attachments:**

- Zoning Bylaw No. 1298, 2023
- Planning Report

D. **Financial Implications:** See Planning Report

E. **Corporate Priority:** Disposition of municipal land was identified as a priority in the 2023-2026 Strategic Plan.

F. **Environmental Impact:** See Planning Report

G. **Communication Strategy:** Notice of Council's intent to consider the bylaw at the 2023.10.24 Council meeting was advertised in the October 19th Valley Voice, on the Village's website and on bulletin boards at City Hall. No further advertising is required for the rezoning but any disposition of municipal lands would trigger additional public notice requirements.

CAO Approval: 2023.12.08

VILLAGE OF KASLO

BYLAW NO. 1298

A BYLAW TO AMEND VILLAGE OF KASLO LAND USE BYLAW NO. 1130

WHEREAS the *Community Charter* provides that Council may, by bylaw, may regulate land use through the enactment or amendment of a Zoning Bylaw;

AND WHEREAS an application has been made by CTQ Consultants Ltd. on behalf of Quality Property Developments Inc. to rezone the subject land being generally described as approximately 30 acres of land south of Kaslo River fronting on the shore of Kootenay Lake extending to the Village's southerly municipal boundary, as identified on the maps attached hereto;

AND WHEREAS the Village of Kaslo Official Community Plan designates the subject land as Waterfront Development Area, which allows a range of uses but limits development on floodplain to passive recreational uses;

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

1. This Bylaw may be cited as "**Land Use Amendment Bylaw No. 1298, 2023**".
2. Land Use Bylaw No. 1130 is hereby amended by inserting "C-4 Commercial Recreation – RV Camping" to the list of Zones in Section 1.3.
3. Land Use Bylaw No. 1130 is hereby amended by inserting the Zoning Regulations for "C-4 Commercial Recreation – RV Camping" as Section 3.8, as per the attached Schedule A, and then renumbering sections 3.8 to 3.12 as sections 3.9 to 3.13.
4. The map in Schedule 'B' (the "Zoning Map") of Land Use Bylaw No. 1130 is hereby amended to change the designation of those portions of "BLOCKS 26, 30, 33, 34, 35 and 36, of PLAN NEP393, and BLOCK 32 of PLAN NEP393A, DISTRICT LOT 208, KOOTENAY LAND DISTRICT" from "M-1 General Industrial" to "C-4 Commercial Recreation – RV Camping, RM-1 Residential – Multiple, and P-1 Park and Open Space" as shown in the attached Schedule B.
5. If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
6. This bylaw shall come into full force and effect on the adoption thereof.

READ A FIRST TIME this ____ day of _____, 202__.

READ A SECOND TIME this ____ day of _____, 202__.

READ A THIRD TIME this ____ day of _____, 202__.

VILLAGE OF KASLO
BYLAW NO. 1298, 2023

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

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Land Use Amendment Bylaw No. 1298, 2023"

CORPORATE OFFICER

VILLAGE OF KASLO — BYLAW 1298 SCHEDULE A

3.8 C-4 – COMMERCIAL RECREATION – RV CAMPING

Purpose

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

3.8.1 Permitted Uses

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

3.8.2 Accessory Uses

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

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

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

3.8.3 Height

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

3.8.5 Other

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

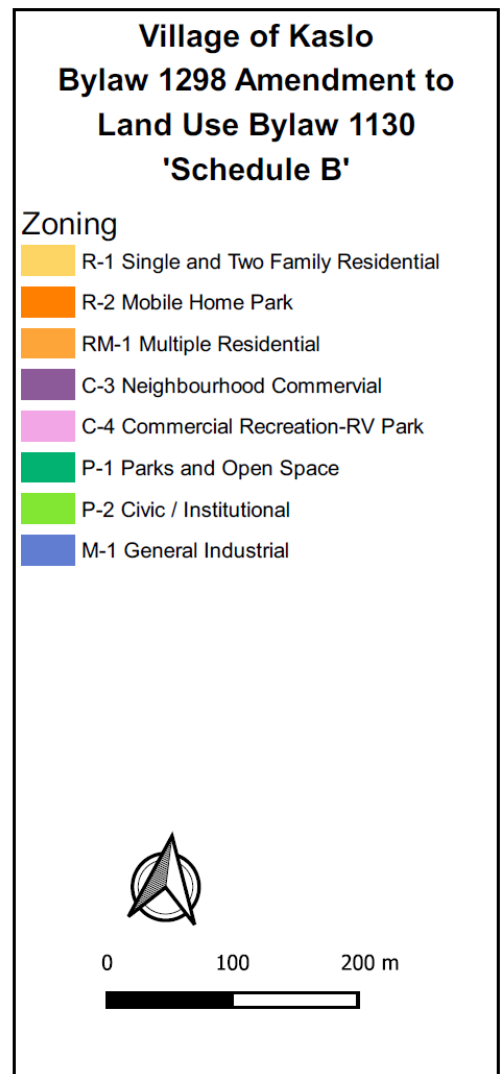
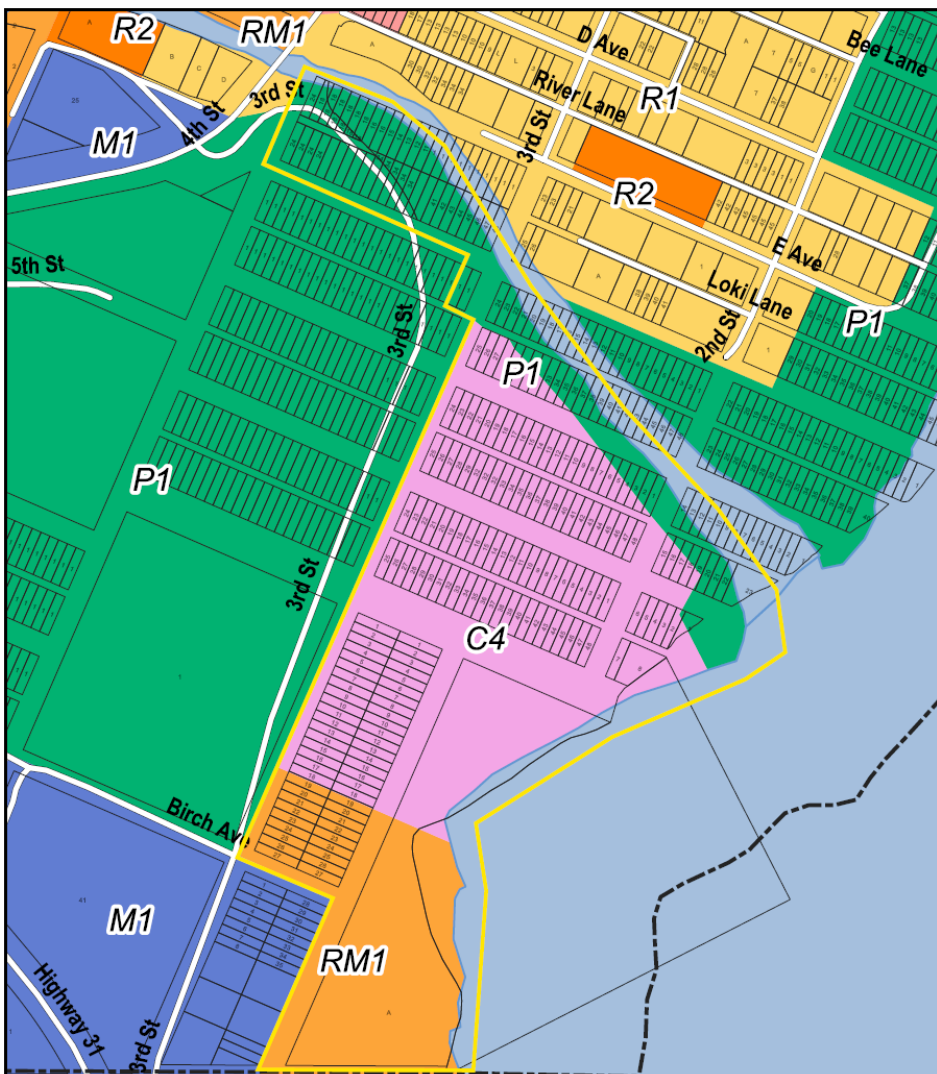
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|---|---|
| <p>e. Maximum site coverage</p> <p>f. Minimum pad depth</p> | <p>10%</p> <p>20 m from edge of internal road</p> |
| <p>c. Parking</p> | |
| <p>In addition to the parking regulations in Section 4 of this bylaw:</p> | <p>1 parking space provided at each RV stall and 1 visitor parking space per 4 RV stalls.</p> |

VILLAGE OF KASLO — BYLAW 1298 SCHEDULE B

The map in Schedule 'B' (the "Zoning Map") of Land Use Bylaw No. 1130 is hereby amended to change the designation of those portions of

1. BLOCKS 30, 33, 34, 35, 36, PLAN NEP393 AND BLOCK 32, PLAN NEP393A DISTRICT LOT 208, KOOTENAY LAND DISTRICT from "M-1 General Industrial" to "C-4 Commercial Recreation – RV Park", and;
2. BLOCKS 30, 33 and 34, PLAN NEP393 DISTRICT LOT 208, KOOTENAY LAND DISTRICT from "M-1 General Industrial" to "P-1 Parks and Open Space"; and,
3. BLOCK 32, PLAN NEP393A DISTRICT LOT 208, KOOTENAY LAND DISTRICT from "M-1 General Industrial" to "RM-1 Multiple Residential",

as shown below:



PREPARED BY: Ian Dunlop

DATE: November 20, 2023

SUBJECT: Rezoning Application by QP Developments

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

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



Figure 1 - Site Map

ANALYSIS:

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

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



Figure 2 - Land Tenures and proposed exchanges

B. Discussion:

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

Road Allowances

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

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

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

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



Figure 3 - Proposed road closures.

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

OCP and Development Permits

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

To recognize the importance of the waterfront and identify policies that promote a balance between development of sustainable tourism and recreational amenities, the need for attainable housing, environmental and cultural stewardship, prevention of unregulated marine development, and mitigation of climate change impacts.

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

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

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

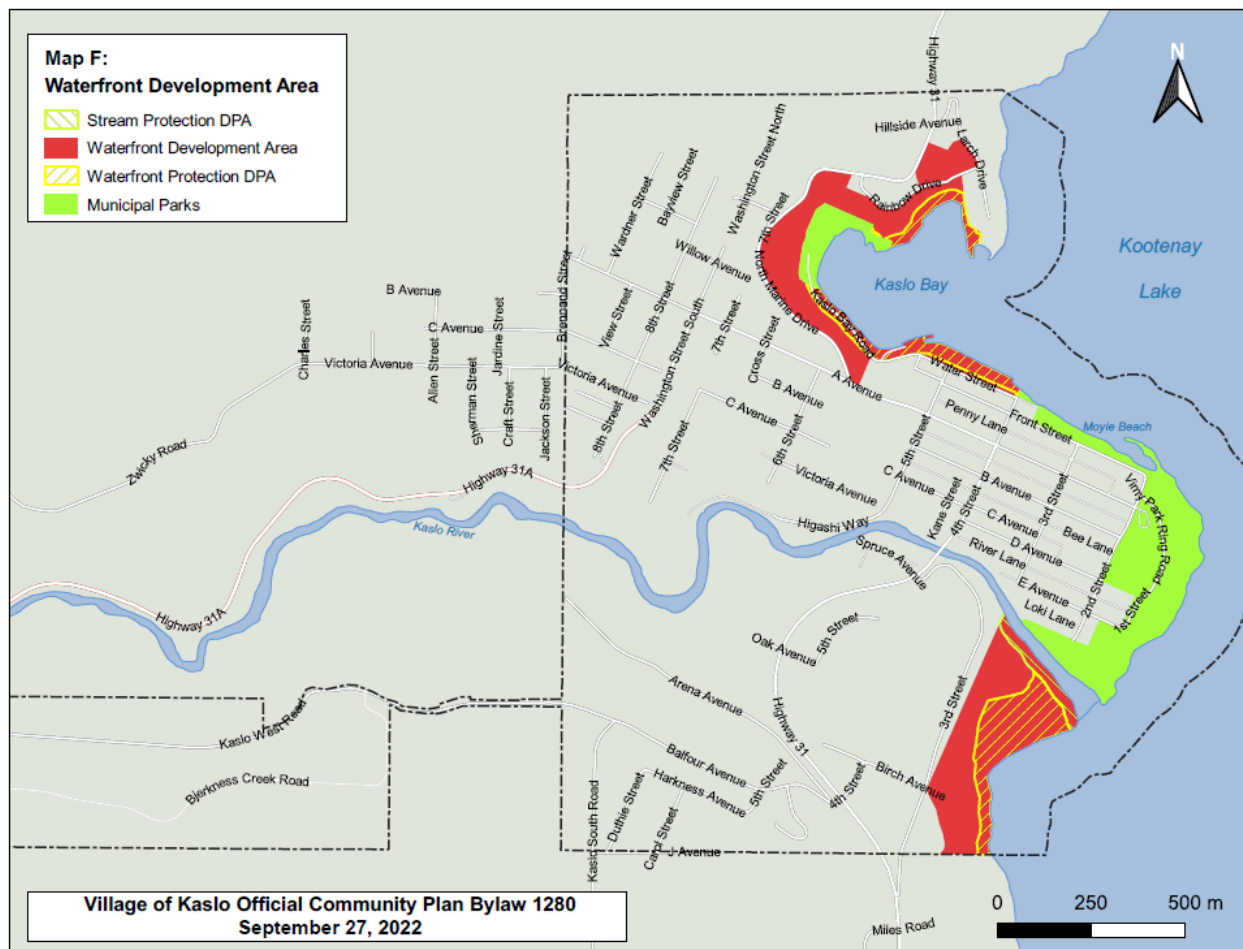


Figure 4 - Waterfront Development Area and Development Permit Areas

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

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

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

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

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

Floodplain

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

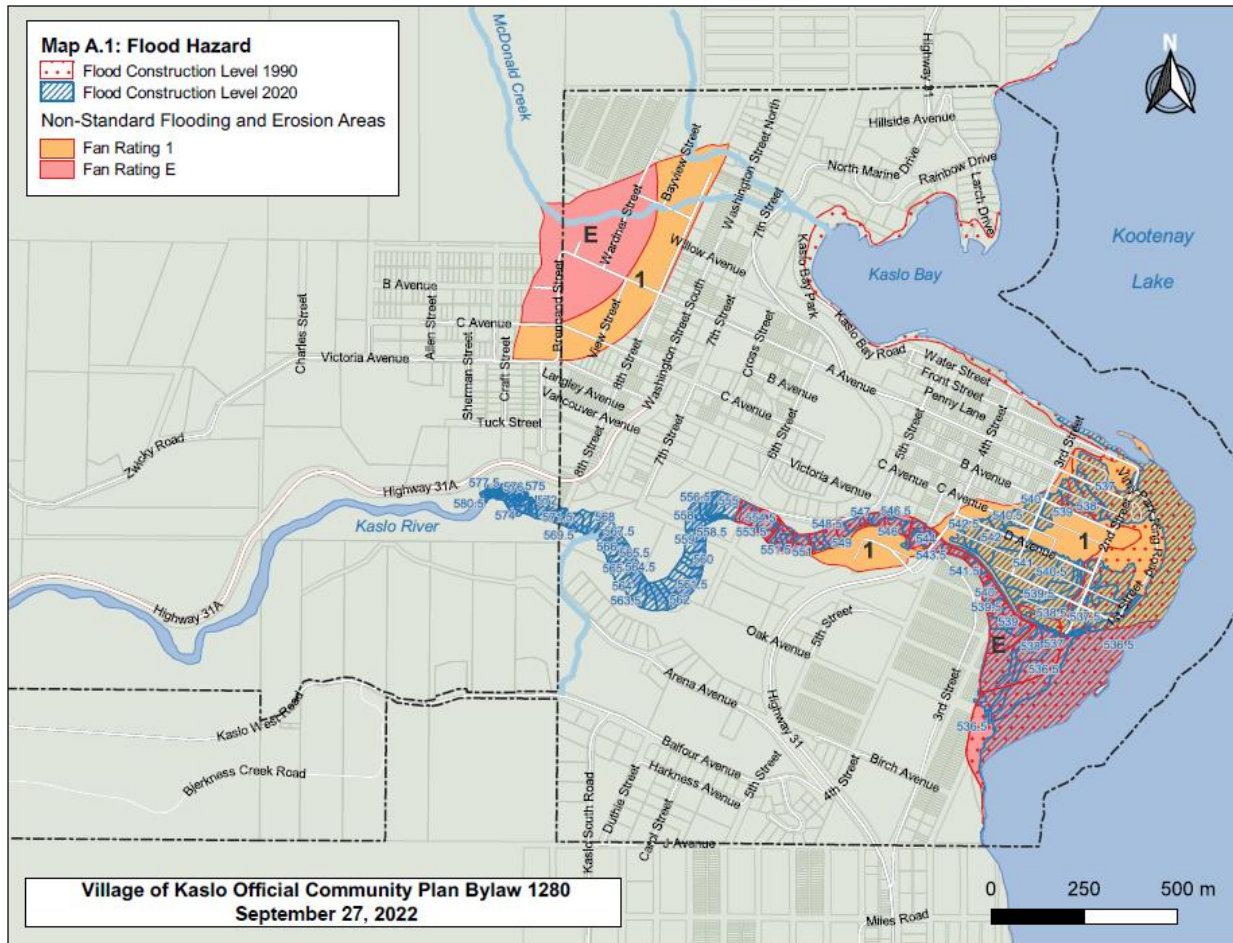


Figure 5 - Flood Hazard Map from OCP

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

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

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

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

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

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

Land Use Bylaw Zoning Amendment

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

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

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

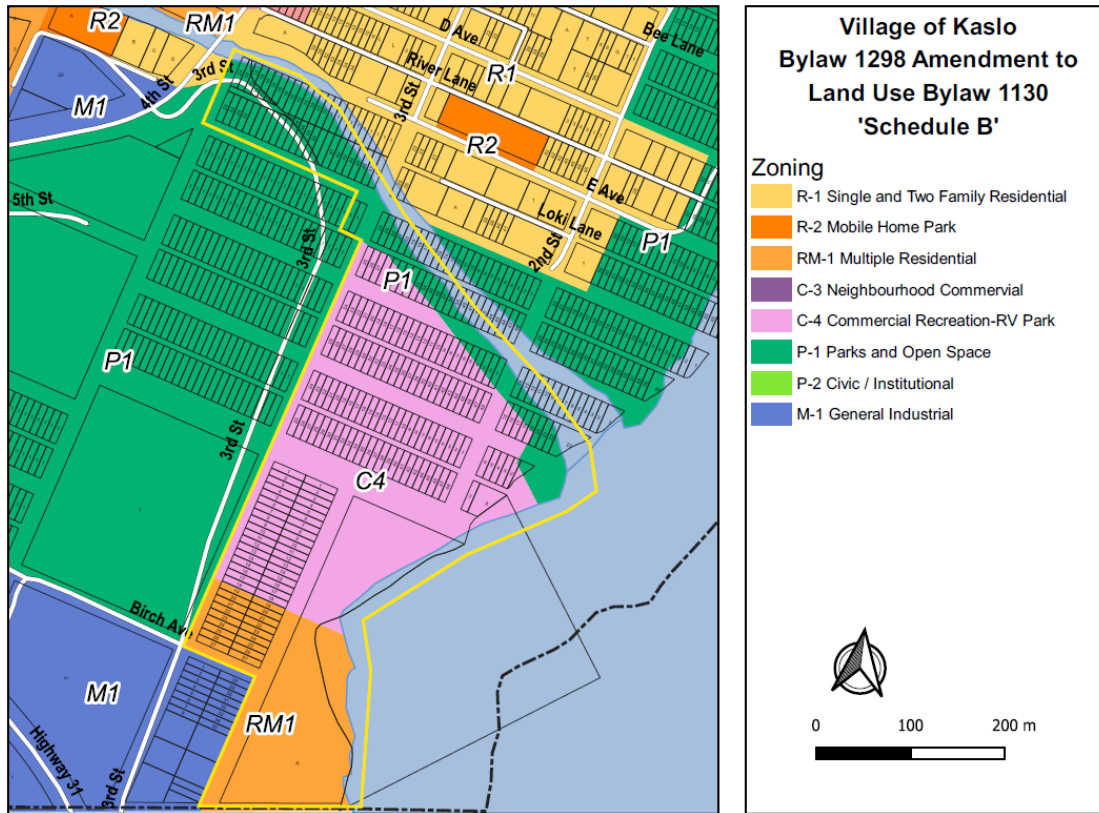


Figure 6 - Zoning Amendment Map

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

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

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

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

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

Land Disposition

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

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

Subdivision

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

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

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

Conclusion

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

C. Attachments:

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

D. Financial Implications:

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

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

F. Communication Strategy:

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

VILLAGE OF KASLO — BYLAW 1298
SCHEDULE A

3.8 C-4 – COMMERCIAL RECREATION – RV CAMPING

Purpose

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

3.8.1 Permitted Uses

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

3.8.2 Accessory Uses

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

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

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

3.8.3 Height

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

3.8.5 Other

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

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

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

3.3 RM-1 – MULTIPLE RESIDENTIAL

3.3.1 Permitted Uses

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

3.3.2 Site Area and Street Frontage

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

3.3.3 Density

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

3.3.4 Height

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

3.3.5 Setbacks and Projections

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

3.3.6 Site Coverage and Parking

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

3.3.7 Amenity Areas

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

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

3.10 P-1 – PARK AND OPEN SPACE

3.10.1 Permitted Uses

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

3.10.2 Accessory Uses

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

3.10.3 Lots Created by Subdivision

Area, minimum: 1000 square metres (0.25 acres)

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

3.10.4 Principal Buildings and Structures

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

3.10.5 Parking

- a. Subject to the regulations in Section 4.

Karissa Stroshein

Subject: South Beach development

From: John and Val Strampel

Sent: Wednesday, November 29, 2023 7:35 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: South Beach development

Re tonight's meeting

Unfortunately I will be unable to attend, but I do have one question/concern.

South Beach is the only CLOTHING OPTIONAL beach in the area, what happens to that status, will those wishing to skinny dip, or work on their all over tan still be able to use the beach, or will we be forced out.

Thank you,

John Strampel B Ave.

Dec 1st 2023

To Mayor and Council,

My name is Martin Lefebvre, I'm 43 and a relatively new, full time, resident. I am very grateful that I was able to purchase a house here 3 years ago and plan on making Kaslo home for a very long time. I am writing this letter to voice my disapproval of the proposed South Beach development and feel it is the wrong direction for Kaslo and this beautiful piece of land.

I attended the Nov 29th meeting and presentation by the proponents and feel I am well informed on their intentions. I understand that the main portion of this project is on private land and that the land has varied complexities in regards to septic and flood plain issues that limit building options. I also believe in the land owners best intentions and sincerity in regards to his love of Kaslo. But the fact remains that because this requires rezoning and has to go before town council, it also make this a public and resident issue.

Sadly it seems that building more affordable housing is simply not an option according to the proponents. I would like further assurances that the avenues to accommodate more affordable permanent resident housing have been exhausted. I also have concerns on the multi generational impact of this project, once rezoned and built, what assurances do we have that future owners wouldn't close off the public trail to the beach or not have Kaslo's best interests at heart.

I feel the RV Park proposal does nothing to address the issues the village has in regards to housing, employment and service industry staffing. Instead, the proponents would argue that the all mighty tourist dollar will save the day all the while exacerbating these issues and putting it to the town and residents to then figure out solutions.

To be clear I am not anti tourism or development, I actually work in tourism, but I support smart development, low impact and sustainable tourism.

My main concern is that the proponents vision of roughly 80 to 90 RV units would significantly change and deteriorate the quality of life of full time residents and poorly impact the current tourist experience to our village.

A conservative estimate of 80 -90 RV sites with 2 to 4 people per site could bring at least 200 more people living in the village, this is roughly a 20% increase in the towns population, and would take place at the height of tourist season. How does the village plan on accommodating all these extra people and the pressures this will put on infrastructure and services? We already have business' struggling with staffing issues due to the lack of housing, where will the people live that we will need to accommodate for this influx of people for months on end.

With 80-90 RV units comes 80-90 more big trucks pulling big rigs coming through town, there are already parking issues during the summer months in the village core. Some RV Park users may walk or bike to town for leisure strolls but many if not most will drive, especially to be getting groceries or gas. I believe the parking issues and traffic headache this will create at the Husky/Highway intersection will be a major problem. With already many logging trucks, normal tourist and residential traffic and now potentially 80-90 trucks pulling trailers trying to get to Highway 31a. Making a left turn with large trailers from the bridge or 4th street intersections will also be problematic with on coming traffic.

If approved, how could the Village justify bringing in this many more 80-90 big vehicles to town, most likely running 80-90 generators to power up the RV's, all the while being serious about reducing it's carbon footprint and addressing the climate crisis.

The Village is already attracting many tourist to the area during the summer months which seems to be increasing every year since the pandemic. I believe more and more will come and return to this area as long as they have a positive experience. If there is nowhere to eat, huge line ups at the grocery store, plugged up intersections, nowhere to park and over crowded beaches and trails, we give people a negative experience and defeat the reasons people come to Kaslo in the first place. Let's be stewards of the positive and peaceful experience people can have in our town with it's quiet trails and beaches and not exploit it until it is no longer recognizable.

And even more importantly the reasons I listed above will not only negatively impact the tourist experience but will greatly diminish the quality of life of the full time residents. Having lived and worked in many mountain towns in my 25 years in this part of the world. Sadly, I have seen first hand the quality of life of residents in those towns greatly diminished when rapid tourism growth comes to town. We can learn from others and avoid the same pitfalls of a poorer quality of life for residents, housing inequality and staff shortages with an aim for sustainable tourism growth. Let's build on what makes Kaslo special rather than try to change it!

I urge the Mayor and Council to think long and hard about the significant impact this proposal will have on our lives in the future. Once the shovels are in the ground it will be very difficult or impossible to go back. Please remember to represent the current and future interest of the community and not of the proponents.

Given the restraints and complexities of building in the South Beach area and if the owner is truly sincere about not being in it for the money and doing what's best for Kaslo, why not take the RV out of the Park project?

Is there a path for the Village with funding from CBT and/or other sources and the land owner to come to an agreement where the sale of the land to the village over the next few decades is an option? This would keep the area a park for residents and tourists, for current and future generations to enjoy, that would be a real legacy to be proud of for the owner and the Village!

Thanks for your time.

Martin

Karissa Stroshein

Subject: South Beach Comment Format

From: Martin Lefebvre
Sent: Friday, December 1, 2023 12:34 PM
To: Karissa Stroshein <admin@kaslo.ca>
Subject: South Beach Comment Format

Hello mayor and council,

My name is Martin Lefebvre and I'm a full time resident of beautiful Kaslo. I attended the recent meeting and presentation by the South Beach proponents and wrote this email to voice my concerns with how public feedback will be presented to the council.

I believe it was unclear to all or most attendees that the Comment Form presented at the meeting will be compiled by the proponents and surmised for consideration by the council.

My first concern is what assurances do we have that the consultants/proponents will pass along any negative and/or constructive feedback in a truthful manner after they have been filtered through? Seems like we are putting too much faith in a consulting firm who obviously have skin in the game and a clear conflict of interest.

My second concern is that I believe it is unclear to Kaslo residents and even most of the meeting attendees that there will be no other time period or clear avenues presented for sending in comments and concerns directly to the council.

It is also my understanding that comments need to be sent in by Dec 5th and that since residents have been ill informed, this period needs to be extended to give everyone a chance to voice their opinions. At a minimum the Village should use social media to inform residents of this current short timeline.

Thanks for your time

Martin Lefebvre

Karissa Stroshein

Subject: FW: Proposal by Quality Property Developments for South Beach

From: Kevin Flaherty

Sent: Sunday, December 3, 2023 10:00 PM

To: Karissa Stroshein <admin@kaslo.ca>; Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>; Mayor Hewat <mayor@kaslo.ca>

Subject: Proposal by Quality Property Developments for South Beach

Dear Mayor Hewat, All Councillors, CAO Dunlop

Please accept the attached submission (see attached PDF) for consideration regarding all decisions related to the proposal for development of South Beach/Old Mill site as proposed by Quality Property Developments.

This parcel of land has been and could be an important part of our community and the Village of Kaslo controls approximately 30% of that land. The process and subsequent decisions demand involvement of an informed and engaged public and respect for the OCP.

I request that Council not proceed with any re-development until such time that additional factors related to the development be fully vetted publicly and that an appropriate time be allowed for informed discussion by both the community and other stakeholders.

I believe the concerns expressed in my document are shared by others and would be shared by others if there were time and place to do so. Regardless, a more fulsome process will lead to a more satisfactory result.

Thank you for your consideration.

Kevin Flaherty
Kaslo

December 3, 2023

To the Mayor, CAO, Members of Council of the Village of Kaslo:

I would like to submit the following comments on the Proposal by Quality Property Developments for the re-zoning and development of the South Beach Project.

I request that the Village Council NOT proceed to rezone this area at this time.

I ask that you please read my entire document as it has taken into consideration information contained in the Information Meeting of November 29 and the Project Report by the CAO and submitted to council on November 28, 2023.

The speed at which this process has gone to third reading has left me and other interested parties with little time to prepare more detailed contributions. Thus, the first part of my submission is more general but there are specific concerns for my request that are expressed below. I would like to you to see my notes and the comments by other residents as starting points, not end points in a larger discussion.

Bottom Line: The Village of Kaslo should reject this proposal and not rezone at this time.

Surely there is a more appropriate proposal if we are willing to not trade our interests so quickly.

Lets Start Again

Citizens have had very little time and opportunity to respond to this proposal. While the Village and the proponents may choose to interpret rezoning as a first step and a non-commitment, I believe most people would see it as a closing of the door to further meaningful discussions and public input on further details. If the proponents are serious about having something that is consistent with the wishes of the public they should understand this and initiate a more substantive collaborative planning process.

The Village of Kaslo is currently a much larger stakeholder in this area than is known to the public at large. As a large stakeholder the VOK must take a more active role in the development and must include the residents in a meaningful way. This is a large parcel of land, in a very important location.

Future proposals for this area need to meet conditions that permit it to be of long-term benefit to the Village and the residents, as well as the long term benefit of Kootenay Lake and the Kaslo River. Let me explain.

It is good that the owners of some of the South Kaslo Beach area have made a proposal to the VOK for a non-industrial use of that area.

Let's start over in the spirit of developing the South Beach area in a way that benefits all of those connected to it now and historically.

Any exchange of Village interests and assets should be with a goal towards a vision that would be a better and more equitable use of those Village assets. Roadways, water, services etc are part of those assets.

The Village now owns about 30% of the area proposed for development. Who knew? Why trade it so cheaply?

Village assets being considered for exchange in this land exchange are not trivial. Maps showing all the roadways overlaid on the rest show a significant portion as potential roadway.

The CAO in his report to Council indicated that these roadways or road allowances are historically considered as “a way open to public space” and that “over the years, public road allowances were used in conjunction with the private sawmill site, and never improved as proper roads”. Although not stated by the CAO in his report, to me this historic use indicates a high value attributed to these roadways, accruing to the private owners of the land at the time and whose benefit has been passed on to the current owner. Furthermore and directly related to the current value of those roadways, the CAO reports that “Staff obtained legal advice that an undeveloped road allowance is still legally a “highway” for the purposes of section 41 of the Community Charter and the requirements of 41(1)(c) and (d) would apply. **Even though they are not roads, they are a “way open to public use”.** (my emphasis)

Surely the loss to the public of “a way open to public purpose”, in perpetuity, which is, according to the mapping provided, significant in both scope and permanency , should be considered highly valuable when looking at any exchange or replacement of that loss.

In fact, my hurried calculations based on the mapping provided suggests that the Village of Kaslo controlled roadways – ways open to public purpose – are approximately 30 percent of the total land being considered for the purposes proposed.

Indeed, the proponents have tried to portray the Village assets, such as the roadways, as negligible, vestigial - as if they only represent the small portion currently used for access to South Beach and as if they have little value. It is a local myth that the Village only owns or controls a very small portion of the land. If the roads are to be considered as vestigial and insignificant then such then so should the other ‘historical’ aspects of South Kaslo, including all the historical residential property lines that are seen by the proponents as defining the privately owned land. The land use has changed dramatically since prior to being surveyed, being used or envisioned as residential lots, then transferred somehow into a single use mill property, constructed and operated on multiple small lots. And now it is about to change again. And somehow the Village land is seen as less valuable. I disagree. I believe that it is very valuable..

This may seem like a complex undertaking (land swaps, multiple titles, river buffers etc) but should instead be seen as a collaboration that benefits all involved: the proponent, the VOK, the residents of Kaslo, Ktunaxa, etc.

I do not believe that the proposal should be supported by the Village Council at this point because it fails to meet the test as a collaboration that benefits all involved. The social and financial trade-offs have not been sufficiently assessed.

There are other possible options for that space. The Village is and should see itself as a partner in the development of that land, or at least a broker that would involve other partners whose input, including capital, might result in a plan that better meets the needs of the community. A more fulsome discussion could be held on how to use it for the betterment of the community. Kaslo is creative community. There are people who might love to invest in something else. Who knows where this would lead.

Alternatives to current proposal

In absence of such a vision, please consider alternatives that might meet the needs of the Proponent and the Village if the Village feels that it must make some decisions that fall short of my personal aspirations for that space.

- a smaller RV park, moved further south back from the Kaslo River and much higher up from the shores of Kootenay Lake.
- creation of a Kaslo Park that encompasses those areas along the river and the shore that is larger in both instances than that being proposed for the River buffer/trail and the beach.
- a proposal that includes a significant number of permanent residences that help meet the need for affordable housing. The proponents have already included some residential lots that don't need protection from flooding. Why not investigate growing this to include permanent affordable housing on the upper reaches.
- a number of manufactured homes in the upper reaches of the proposed property development would be possible with modest infills/inputs needed to enable them to be above the lowest level of the floodplain, which I understand is about 1 metre above current level. Instead of pads we could look at crawl spaces.
- better community integration of the development. Part of this would come from incorporating actual permanent residences in the upper part of the development and reducing the barriers from the rest of the community.
- meaningful involvement of the Ktunaxa people. I have no faith that an invitation to have **meaningful input** into this proposal/opportunity has been effectively and sincerely extended.

Development in South Beach should be centred in the aspirations that were expressed in the OCP and in the previous OCP, which are the most significant opportunities for the residents of Kaslo to express themselves. (see Appendix A, selected references from the Kaslo OCP, 2022)

Development in South Beach should respect the fact that development is enhanced by the existing ownership by the VOK of several roadway right of ways, along with the proponent's own vestigial land titles.

Development in South Beach should also respect the historic uses of this land, not restricting it to the last known 'taxable' use of the land (the mill) but the decades long post mill use of the land, as well as the pre-colonial use of the land. The fact that it is most commonly referred to as South Beach and not the Mill should tell how current residents view the land.

Development in South Beach should obviously be of benefit to the VOK and to the residents of Kaslo and immediate area and the descendants of the pre-colonial inhabitants.

Development in South Beach should substantially enhance the current protections for the Kaslo River and Kootenay Lake.

The development as proposed looks like it fits a vision of Kaslo in 1985. Development in South Beach should consider the realities of 2024, including reconciliation, economics of working people and climate change – with a strong eye to the challenges and benefits for the community in 2050.

Concerns

I have several specific concerns:

Land Use Concerns.

Loss of potential for better/higher use for such a key part of Kaslo.

Lack of integration of the RV Park or whatever housing is developed into the rest of the community.

Loss of Village land - the Village needs a better return for its valuable asset

The VOK land (roadways) has more value than the small strip of land along the river for which it is being traded.

Financial Concerns:

What is the financial gain for the Village for this trade of land and permanent loss of opportunity?

What is the annual taxable value of the improvements as proposed? Is it 10K per site? For 80 sites. Or \$800,000 per year? The value of 1 or 2 residences in Kaslo? Twice that?

What would the property tax revenue be for a significant number permanently residences, over the period of the next 80 years? Or longer?

This proposal does not represent a very equitable financial exchange for the municipal services provided to the RV park as described: emergency services such as Police, Fire, Ambulance; walking access to public parks, library, health care, recreation facilities, etc.

Permanent, year round residential housing that is affordable would result in much more significant spending than seasonal RV campers. There are many, many folks working in Kaslo year round and earning less than \$30,000 per year. But guess what. These folks spend almost all their money in Kaslo because they live here year round and their lives revolve around living here year round. What would the tax base of 30 manufactured homes be to the VOK?

What would the multiplier economic impact of 40 permanent residents each spending \$10,000 per year in Kaslo business become? (\$400,000. multiplied by 6 or 7 times as studies show is circulated in the community).

The proponents have proposed some eventual permanent housing some of it is designated for year round. Are they going to use Kaslo roads to access their homes or are they going to drive through the RV park? If they stay year round, they would make a good contribution.

80 Units of RV pads will generate almost zero in Kaslo construction jobs and no permanent residents.

The basis of the land swap with VOK

I believe the Village can and should do better if exchanging permanent claim over part of South Beach Kaslo for a development in that area.

The proposal calls for an exchange of VOK roadways and right of ways for a 30 metre parkway/pathway strip along the Kaslo River.

This proposed pathway is this is the only reasonable way for someone to walk or cycle to the rest of Kaslo. As such it is as much to the benefit of the temporary occupants of the RV Park as it is or will be to the residents of Kaslo and area.

The pathway is on the river side of the proposed concrete block wall, emphasizing the sense that the RV park/development is really a gated community and not an integral part of the Kaslo community. Imagine walking along the path towards the lake, the river on your left and a concrete wall on your right.

The river parkway should be wider. A wider path would provide more wild space for preserving the existing wildlife corridor, as well as the sense that at least part of South Beach is a park of some kind.

While the Kaslo River may not currently have regulation for maintaining a buffer of 30 metres along the river, the Government of BC has actively done so in most of the province. Current best practices for encouraging wildlife corridors, riparian habitat and lake shore preservation indicate that 30 metres is a bare minimum. I would maintain that the 30 metres from the river is where the north extreme of the pathway should be and then there should be at least a further 30 metres south before human developments (RV park).

The Wall

The development proposes a concrete barrier wall along the river bank, 30 metres from the Kaslo River. It is described as being for flood mitigation.

A rip rap barrier is being planned for the Kaslo River, to reduce the possibilities of erosion due to river high water. It is presumed that this will prevent flooding by the Kaslo River. Do we know what the impact of such a barrier might be on flooding on the North side of the Kaslo River and the residences there?

The most realistic threat to flooding has and will be, rising lake levels. This threat is particularly true if river flooding is being mitigated with the bank reinforcement as planned.

There is no barrier being planned for the protection of the RV park development from rising lake levels.

Thus, it begs the question of what the concrete block barrier wall is really for. To keep water out or to keep people out?

Lake Front

“They aren’t making lakefront any more” - famous saying that real estate folks like to say.

Regardless of who the proponent is, at a very minimal, the VOK must insist that any development of the foreshore of Kootenay Lake, including a significant area above the foreshore at South Beach itself:

- a) be in the form of a public park, under the control of the Village of Kaslo.
- b) provides for a much larger area of shoreline protection south of the River, extending all the way down to the end of the Village of Kaslo
- c) provides for a much, much more robust process for public input into any potential lakefront development.

A public park, under the control of the Village of Kaslo will allow for the short term use of the park to be determined with the guidance of the Village, the OCP and other processes and immediate and further use will be subject to much more democratic process (participation) and accountability than that being proposed. This includes discussion of applications for docks, boat launches, etc.

This also provides for a continuity of public parkway along to the south of the current boundary of Kaslo.

Water Use

Every summer Kaslo is under water use restrictions. What pressures will this put on our water system? Where will the additional water come from and what will the costs associated with that be, and who will pay for them?

Even if water were available, will the connection fees and water use fees pay for expansion of water treatment and delivery infrastructure going forward particularly?

Housing

Kaslo and area has a tremendous need for permanent housing, particularly housing that enables those living in it to meet the commonly accepted understanding of affordability, on a permanent, year round basis. 80 Units of RV park shows zero intent or capacity to attempt to meet that need, despite that need being expressed as a high priority by the OCP.

A commitment by the proponents to use some of this land to help meet those aspirations would likely result in a very creative and robust proposal that meets the needs of the proponent while meeting some community need.

Even the most free-market friendly municipalities have made attempts to insist that developers include a proportion of new development to help meet affordable housing goals. We are in a crisis. Let's get creative and insistent.

Environmental Protection

We do not know the scope and results of environmental assessments of the area that once hosted a mill. Why not wait until these can become part of a larger discussion?

I have concerns about the loss of habitat for birds and other wildlife. Re-wilding has been taking place since the mill shut down and was moved out, and the waste deposited somewhere. The re-wilding includes heron habitat as well as visually reported migration of bears and other land mammals. With the recent and ongoing destruction of natural habitat to the shoreline and land immediate south of the Village boundaries, wildlife, including birds, are moving into what remains of the Kaslo Beach area.

My concerns about the already significant impact of human encroachment into the lowest reaches Kaslo River are heightened by the lack of significant buffer contained in this proposal.

We do not need another Kelowna or even Nakusp artificial recreation-focused waterfront development.

A wilder Kaslo is already a unique and intriguing attraction to people from around the world.

Conclusion - Don't sell Kaslo and Kootenay Lake out so cheaply.

Let's Start Again

Let's start over in the spirit of developing the South Beach area in a way that benefits all of those connected to it through history and currently.

- all human activity moved further south back from the Kaslo River and much higher up from the shores of Kootenay Lake.
- creation of a VOK park that encompasses those areas along the river and the shore.
- any proposal that includes housing/human occupancy must include a significant number of permanent residents that help meet the need for affordable housing. The proponents have already included some residential lots that don't need protection from flooding. Some of the upper land may be suitable for residential with modest investment. Lots of ideas out there, if people ask.
- better community integration of any development. Part of this would come from reducing the barriers from those in South Beach area and the rest of the Kaslo community.

Respectfully Submitted by:

Kevin Flaherty
D Avenue
Kaslo

Karissa Stroshein

Subject: Rezoning south beach

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

From: Stu & Anne Heard

Sent: Sunday, December 3, 2023 2:52 PM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Rezoning south beach

Hello Village of Kaslo

I would like to comment on the Rezoning Application for the South Beach property put forward by CTQ. I attended the public meeting and appreciated the opportunity to see the maps and hear what the proposal contains.

I did fill in the comment sheet provided for compiling and submitting to the Village but wanted to directly voice my opinion to the VOK for your consideration.

I see the rezoning of the land in question to recreational/residential a better category than the current industry status. I do have some concerns I hope will be considered in the negotiations with the property owner and design company putting forward the application.

Most of the land in question is directly on the Kaslo River delta; a very active hydrogeologic area that changes seasonally and will be impacted by climate change.

The protection of the Kaslo River and Kootenay Lake shore riparian areas are paramount. The strip along the river and lakeshore provided for environmental protection and public access is important. Under the current plan this space is not sufficient to call a park or provide environmental protection and friendly public access. By gifting this area to the VOK the plan puts the responsibility on the VOK for future flooding and shore damage. The proposed green strip should be at least doubled to make open access and natural features attractive and allow for the change that is always happening. Providing a suitable park like green space would also be an asset to the proposed development. A park space would allow all users a sense of community, walkable/ridable links to all resources in the community and help protect ecosystems.

Seasonal use on the Kaslo River delta may be appropriate with due consideration of climate change in mind. Consider the constraints of this flood plane site and the climate change effects to come. Please plan to diminish effects of the proposed development on the natural environment now and into the future. RVs in the present market, although expensive are often most affected by natural disaster and do not withstand sudden weather events. An emergency evacuation plan should be in place to reduce damage and environmental degradation.

It would be optimum if the townhouses at the end of Birch Avenue were built as net zero emission or energy producing residences.

Some ideas to negotiate with the developer are:

- Increase the shore line riparian protection area that provides public access - make it a park
- Separation of public and private spaces should be seamless, open and use natural materials, with no concrete
- Septics systems should be flood protected
- Electric services should be flood, erosion and wind protected
- Infrastructure should be well built while also being portable on wheels or skids in case evacuation is necessary.
- Public lighting should be downward facing motion activated
- Marinas, docks, groins, boat ramps, and boat storage should not be included in the development

- I appreciate that trees will be planted.

Thank you for your considerations of these ideas I appreciate your due diligence and effort to make development in Kalso follow the aims of the OCP.

Best regards
Anne Heard

Karissa Stroshein

Subject: Regarding South Beach proposal and application

From: Kate O'Keefe

Sent: Sunday, December 3, 2023 6:16 PM

To: Karissa Stroshein <admin@kaslo.ca>; Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>; Mayor Hewat <mayor@kaslo.ca>

Subject: regarding South Beach proposal and application

I am not sure this email was previously sent to you. At any rate, there is a copy of my response to ctq attached for your information.

Thank you,
Kate

Dear Mayor, Council, CAO and administrators:

First, I request that the process of passing 3rd reading of any portion of the proposed South Beach Project application be delayed until several factors have been thoroughly considered and the community residents have had time to make their own assessments. A public information meeting held only 6 days prior to the input date for Council consideration is insufficient.

My letter contains several questions to which I request the answers as soon as possible.

Here are some of my concerns regarding this proposal.

1. WATER - our Village is always on water restrictions in the summer months, and this is the season for the trailer park operations. 70-80 units (more with the proposed residential units means at least 150 more people accessing water - flushing toilets, drinking, showering, sewage needs, hosing down boats, but hopefully, not washing a lot of cars.

2019 estimates of Canada's water consumption are 411 litres per person per day domestic, and 215 litres per person per day household use, which exclude golf course usage. Perhaps household use will be less in a trailer than in a house, but 600 litres per person per day times 150 persons equals a lot of draw on the Kaslo water system. 90,000 litres per day, times the 180 days of the proposed 6 month occupancy equals 16,200,000 litres of water from the Kaslo River.

However the data from the 2010 Climate Change Adaptaion Report (Kaslo and Area D) is:

There is only 3.5 years of data on domestic water use for Kaslo with the highest demand usually occurring in the July-August period. The average annual consumption (water provided by the treatment plant) per person is between 1,000-1,100 L / person / day (excluding water use for the golf course), reaching more than 2,300 L / person / day during hot summer days in July and August.

This totals 38,700,000 litres consumption (excluding golf course use) for the proposed period, using data collected 13 years ago, and so can be expected to be significantly higher now. Even considering the smaller or these estimates, 90,000 litres per day during this era of climate change when the flow in the Kaslo River can be expected to lessen is unacceptable to those who live here.

Where is the flow data and future projections for the Kaslo River? Where is the data of expected impacts on the water treatment facility?

Additionally, South Beach is low on the lines, and so the gravity fed water gets to the tourist park first, at the expense of existing residents.

2. ECONOMIC IMPACT - The proponents think that this project will positively impact local business, based on their research of tourism in general. But I have canvassed several Kaslo businesses. At best, they expect moderate summer increase, at worst there will be no benefit to this seasonal tourism. And summer increase does not dramatically affect annual income.

Where is the data from Kaslo's businesses?

There are obvious expenses to be borne by the Village resources - road maintenance, water systems, lighting, possible lake contamination, fire suppression. There is some gain in taxes. Will that offset expenses and the mitigation of disasters/

Where is the cost-benefit analysis?

3. FIRE - the possibility of a contaminating fire, burning all those plastic RVs, the effect on Kaslo's clean air and clean water (a tourism magnet), the ability of our volunteer fire fighters to suppress a fire like that, or fires if there is significant spread, the effect of mass exodus from the resort area in case of large spreading fires. We know this can happen, we saw the possibility 2 years ago with the Kemp Creek fire.

Do our firefighters have the capacity to fight a highly hazardous plastic fire? Do those resources exist within our area? Would response be in a timely manner?

4. HIGHWAY CONGESTION - a disaster threatens from lake, river, landslide, and all the RVs pull out; the highway is jammed, we have basically one exit road.....

5. HEALTH CARE - we no longer have a resilient health care facility. We have been short doctors for long periods, and now we have no emergency service on weekends. What is the impact on our paramedics and ambulances? Has the Interior Health authority considered the necessary increase in staffing for a 20% population increase? Has the BC government agreed to fund it?

Thank you for your consideration and reflection of these points.

Madeleine O'Keefe

C Avenue

.....

Kaslo / Area D Climate Change Adaptation Project
September 2010
Executive summary

1. Kaslo/AreaDclimatescenarioprojections2020,2040,2080

The projections are for warmer winters, higher minimum winter temperatures, more lower elevation rain, less high elevation snow, higher maximum summer temperatures, less summer rain, more extreme weather events, longer growing degree days, increased frost free days.

3. Kaslo/AreaDwatersupplyanddemand

The peak stream flow (fresht) is expected to occur earlier in the season, with an increased stream flow between November to April. The low stream flow is anticipated to occur during May-September, particularly in July, a time when the water demand and environmental stress is usually the highest.

There is only 3.5 years of data on domestic water use for Kaslo with the highest demand usually occurring in the July-August period. The average annual consumption (water provided by the treatment plant) per person is between 1,000-1,100 L / person / day (excluding water use for the golf course), reaching more than 2,300 L / person / day during hot summer days in July and August.

4. Kaslo/AreaDagricultureandfoodprovision

Without land clearing, there is insufficient agricultural land currently available within Kaslo / Area D to enable complete food self sufficiency. This is significant because of the potential for climate change and its corollary effects to disrupt the production and delivery of food from outside the region. Every effort should be made to protect existing agricultural designations. Access to and use of existing agricultural land is of considerable concern. There is limited commercial food production but active residential gardening occurs widely. Opportunities exist for new crops given projected climate change.

A temperature rise of more than 3 degrees C in BC is likely to have major negative consequences on crop production. The impact on freshwater and marine ecosystems gives rise for concern and livestock are sensitive to even limited increases in temperature. The increase in animal and crop diseases is considered to be one of the key climate change impacts on agriculture in BC, along with winter floods and summer droughts. Urbanisation has a massive impact on food production through the loss, degradation and contamination of arable land e.g. the Fraser Valley.

The damage to food distribution infrastructure, such as roads, bridges or ports in particular, could have impacts on food security. Given that most Canadian households no longer stock up on food for the winter and most North American grocery stores only have a three day supply of food in stock, transportation disruptions of longer than three days could have serious implications in some communities

.....

Dr. Mr. McTaggart and others

Thank you for your presentation in Kaslo. I wish it had been earlier so that I and my fellow residents had more than 6 days to respond to Council and 10 to you. Such a huge change requires reflection, which obviously you have done, having been in negotiations with the Village for 6 or so years, I know that these "public consultations" are one of the hurdles you must go through for your development, and I've been through enough of them to know that they really are presentations, not consultations. However, I hopeful that Mr. Unrau will want to consider all opinions.

Your presentation is based on the assumption that a trailer park is the best use of the land. Did you say "highest and best use"? That is the jargon. I disagree with that assumption and think that a better use is to allow it to return to its natural state and allow the flora to thrive and the fauna to have lake access. At best, I would like to see small residences along the hill edge and the reminder as green space, with some inexpensive tenting spaces for the tourists we love to share our environment with.

I am attaching my letter to Council which outlines the major concerns I have to this development in this place and time. I hope you will consider the points raised.

Your input form asks about specific things:

1. I do not support the assumption of the proposed use. Where are the tent spaces? How do the resources of Kaslo accommodate 150 people minimum for one-half the year?
2. I would like the see access to the waters' edge for fisherpersons, who presently augment their food in that location. Climate change affects us all, and affects the food security most of all. Many people in Kaslo use the Food Bank. I myself donate my extra produce and give a sizeable donation annually.
3. Public access should be enshrined as a right for all.
4. NO. I did not see "camping", meaning tents and walk-in backpackers, in your presentation.
5. YES and include low cost housing, not high cost. The folks who need housing are those at the lower end of the income scale.
6. I have a lot of concerns about environmental impacts. See my letter to Village for some. Knowing what we do about climate change, how much of your planning has considered water shortages of the future. What about disaster prevention? road access? flooding? landslides? heat waves? forest fires? How many years have you projected out?
7. No comment
8. I don't believe we have the resources locally and regionally to support the 20% increase in summer population.
9. In my opinion it is a shame that our society values land ownership above community benefit. I hope you receive a lot of good input and that you and Mr Unrau consider it and adapt your plans to suit Kaslovians.

Sincerely,
Madeleine O'Keefe
C Avenue

Karissa Stroshein

Subject: FW: Development proposal

From: Osa Thatcher

Sent: Sunday, December 3, 2023 6:09 PM

To: Karissa Stroshein <admin@kaslo.ca>; Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>; Mayor Hewat <mayor@kaslo.ca>

Subject: Development proposal

Dear Councillors, Mayor Hewat and Ian Dunlop,

After the South Beach development proposal presentation on November 29, 2023, I was left with many questions and concerns. I want to share directly with you some thoughts I have regarding this proposal. Many residents that I have been talking to didn't realize that the comment sheet at the presentation goes only to the developers who then present to Council their interpretation of the community response. I have been encouraging others to also write directly to you.

My concerns are mostly about the RV Park...

1. We all know what a lovely little town we live in, love, and care for. Trailers are ugly. Contrary to what Ed Grifone said, putting 80 RV sites on the property is packing them in fairly tight with little space left for green areas and a road to the potential future boat launch. Kaslo can do better than that.
2. Council has an obligation to consider climate change in the decisions it makes. RVs are heavy consumers of fossil fuels with huge emissions. This kind of tourism needs to and will change. Also the flood plain between the river and the lake is vulnerable to climate disasters. Wildfires in the mountains can cause landslides, huge debris flows, and abnormally high lake levels. The proposed cement block wall will not be adequate for the massive log jams that may come barrelling down. And it will do nothing to protect the riparian area. When trailers are burnt, damaged or abandoned they become trash! We often have water restrictions in the summer. A severe drought or a nearby wildfire will drastically affect our water supply. This development would get water at the expense of residences above, particularly when there is heavy pressure on our water supply. Seasonal smoke affects the viability of this resort and tourism in general.
3. When asked about the benefit to Kaslo of the proposal the developer said "economic". So we have to compare this advantage to the cost to the village and other government services, such as garbage and recycling, road maintenance, health services, policing, water supply, downtown parking (for RVs buying their groceries), emergency services, recreational facilities, river containment and general maintenance. This proposal creates a high density, transitory population that does not pay taxes nor volunteer nor contribute to village activities.
4. Most of the property is on Private land, they can do whatever they want. However this development needs zoning changes to move forward. How can the zoning change be negotiated to reflect our community values? Such as...
 - less density,
 - allowing more public and wildlife space including along the lakeshore above the beach,

- more green space,
- trees between the sites,
- providing tenting sites,
- adequate flood control,
- water use stipulations,
- clean up guarantees,
- lights directed downward,
- if there is to be a boat launch then make it public,
- invasive species control including washing boat bottoms,
- helping pay for the pending river containment projects,
- encourage walking to town

Is tweaking the zoning bylaw possible? Is it an all or nothing decision?

Could you please evaluate the possibility of having a tiny home community (on wheels to meet the RDCK flood plain requirement) instead?

My request is for the council to consider this proposal and the bylaw carefully. Allow time and public input and creative energy to direct you.

I understand that Ian Dunlop is leaving very soon. As his expertise and involvement with the developers has been extensive, his replacement needs to be well versed in this proposal and understand our community values before it should proceed.

Thank you for your consideration, Osa Thatcher 2nd st.

Karissa Stroshein

Subject: Comments regarding Kaslo South Beach Development

From: Stephen Fawcett <sfawcettkaslo@gmail.com>

Sent: Thursday, November 30, 2023 8:20 PM

To: Karissa Stroshein <admin@kaslo.ca>; amctaggart@ctqconsultants.ca

Subject: Comments regarding Kaslo South Beach Development

A Ave.

Kaslo, B.C. V0G 1M0

November 30, 2023

Village of Kaslo

admin@kaslo.ca

and

CTQ Consultants Ltd.

amctaggart@ctqconsultants.ca

Regarding: Village of Kaslo Bylaw 1298; Amendment to Land Use bylaw 1130

aka: South Beach Development

To Whom it may Concern;

I attended the open house on November 29th, and perused the information displayed.

My only real concern is that the P-1 (Parks and Open Space) zoning shown on the maps only goes along the Kaslo River as far as the river mouth. This plan would alienate the lakeside waterfront from the public forever. Waterfront access should never be allowed to become the private domain of the few. The British Columbia government no longer leases or sells crown land that includes waterfront. It has become recognized world-wide that waterfront must always be kept as public land.

The 30-meter wide band of P-1 zoning should continue south along the shore of Kootenay Lake, from the high-water mark inland. This would allow Kaslo families to enjoy the fine beach which exists there, but still allow the guests of the RV park to do the same.

Let's share the beauty of our area, not fence it off.

Yours truly,

Stephen Fawcett

Karissa Stroshein

Subject: Comments regarding South Beach RV park proposal

From: Bob Koen

Sent: Monday, December 4, 2023 9:29 AM

To: Karissa Stroshein <admin@kaslo.ca>

Subject: Comments regarding South Beach RV park proposal

Dear Mayor and Councillors,

December 4, 2023

I would like to voice my opposition to the proposed RV park development at South Beach. I simply don't see how allowing for that kind of use for such a terrific piece of land is in the best interests of the village or of the residents who know and love this place.

I would also like to register my dismay at the late in the game nature of the public consultation process that is going on here. It feels like council and the developer are merely ticking the public consultation box as late as possible in an attempt to ram this proposal through without allowing time to seriously address the concerns of the community.

My objections come down to two things...

1. It's seasonal, and
2. It doesn't address the needs of the community.

First of all this is a proposal for a seasonal business. It would boost tourism in the summer only. Kaslo already has all the summer tourism that we can handle. We need to boost the year round economy of Kaslo so that the restaurants and other tourism related businesses can survive through the rest of the year.

My second point is related to the needs of the community. We need more affordable housing, we need more jobs, and we need more reliable services, particularly health care. Using such valuable land for an RV park simply doesn't make sense to me. It would result in more demand for our limited services while contributing very little to the community. We would have a number of transient visitors who pump some money into the economy during our short summer season but who otherwise contribute nothing to the community.

Proposal

During the information session the subject of affordable housing came up several times. The objection to that idea from the developers was that it wasn't possible to build permanent structures on the land because it is 1.5 meters below the allowable minimum elevation for permanent buildings. Hence any accommodations on the land need to be on wheels to allow them to be moved in the event of a flood. Hence an RV park.

I would like to propose that it should be possible to meet the requirement for movable accommodation in the form of year round affordable housing. Why not put in a community of tiny houses built on wheels instead? It should be possible to design small homes on wheels with services that can be easily disconnected in the event that a flood does occur and the homes need to be temporarily moved. Doing something like this would begin to address the affordable housing crisis while also providing the village with an expanded population base that will support the local businesses year round.

I feel that this could be a win win situation for both the village and for the developer. Clearly the developer wants to make money from their development by selling strata lots and then renting out those lots on a seasonal basis. Frankly I am confused about how both selling the lots and also renting them works. If the land was divided into small lots for tiny homes it could still be set up as a strata where the developer could either build homes or sell lots with the owners building the homes.

Please consider this idea or any of the other fine ideas that are undoubtedly coming forward now that the residents of Kaslo are aware of what is being proposed here. If kaslo really needs another RV park then put it somewhere else and use this land for a higher purpose than for a seasonal eyesore.

Thanks for your consideration.

Bob Koen

Washington St, Kaslo

Karissa Stroshein

Subject: South Beach Development

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

From: Harvey

Sent: Monday, December 4, 2023 2:03 PM

To: Karissa Stroshein <admin@kaslo.ca>; Mayor Hewat <mayor@kaslo.ca>; Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>

Subject: South Beach Development

Dear Mayor and Council:

I request that the process of passing 3rd reading of the proposed South Beach Project application be delayed until several factors have been considered and community residents have had time to make their own assessments. A public information meeting held only 6 days prior to the input date for Council consideration is insufficient.

I don't think a development of this magnitude in Kaslo suits the needs of either the Village or its residents. I could see a compromise, such as a row of homes near the foot of the hill going up to the golf course, with the balance of the land being a village park, but anything beyond that creates problems.

The Village owns about 30% of the land in question, give or take, so has a significant bargaining chip. I think the place to start the conversation about this important parcel of land is to advance the vision of Kaslo bookended by two parks; the Kaslo Bay park on one side, and South Bay Park on the other. When I say 'conversation' I mean between the village, residents, the Ktunaxa (were they consulted?) and the proponents. Limiting the size of the proposed development is critical, in my view, for the following considerations:

Water use will be a problem, especially in light of the fact that we will, in the future, always have a reduced amount of water available to us in summer due to the changing climate.

There is only one road in; in an emergency (evacuation due to fire, for example) there would be a traffic jam. If the proposed trailers and RV's caught on fire, it would be like a fire in a plastics plant - special breathing gear would be needed.

The gain in tax money would most likely not offset the money the village would wind up paying for and maintaining infrastructure and municipal services.

The gain for local merchants would be minimal to nonexistent. The boost to business is needed in the winter, not in the season where Kaslo is already stretched to the limit by tourists and by the Jazz festival.

In the past, the 'best and highest use of the land' has always thought to be development. But in the light of the blight that development has often produced, and in the light of preserving green space for future generations, I think this paradigm needs to be thought through.

When development affects a whole community there needs to be a compromise between the wishes of the developers and the non monetized wishes of the community.

Thank you for your attention to this matter,

Harvey Armstrong, C Avenue, Kaslo

Dear Mayor Hewat and councillors,

We are writing this letter to address our concerns with rezoning the private land known locally as South Beach. Rezoning this parcel to allow for 80+ RV campsites and the potential development of condos would be step in the wrong direction for our community. The classic moniker 'development and tourism are good for the economy' has been played out time and time again. The outcome follows a predictable model of diminishing returns, promised tax revenues and tourist dollars fail to address a rising cost of living and the overcrowding of beautiful spaces, which then drive residents out. Our concerns are as follows:

Adding 80+ RV sites will increase the number of seasonal residents/tourists in Kaslo by ten to twenty percent. While this may seem like a good thing for the economy, it will only further compound the issues we are facing in the public service industry. The few restaurants we have in Kaslo are already struggling to find and house staff in order to remain open to the public. With an increase in temporary population this will only exacerbate these issues. People come to our quaint village for the peaceful, easy-going experience. The proposed RV park and condo development would take away from this experience by increasing demand on an already stretched service sector. We need more affordable housing for long-term local residents who will actually contribute to our community in meaningful ways, not more tourists who spend a few weeks/months here and then vacate when the weather shifts.

This development would also add significant demands on village infrastructure and resources. Traffic and parking are already an issue on a busy summer day. The modern RV now consists of large 'fifth-wheel' trailer and equally large truck to tow it. Is it being considered how a large increase in the number of these units moving around the village will impact traffic patterns? There will be significant impacts on the Highway 31 corridor, both at the parcel access intersection and others throughout the village. The reconstruction of the bridge into town is working well for local traffic, however we don't think this will work with 80+ RVs pulling in and out all summer long. We also think of Marine Ave and the public boat launch. This will turn into a nightmare for all trying to access and enjoy Kaslo Bay Park. How does all this added traffic fit into the village's climate initiative planning?

Added traffic volumes to the community's roads and highways also possess the problem of increased auto accidents. This burden will then be placed on community resources such as first responders and search & rescue. Both organizations can be stretched thin during summer months and may not have the capacity to deal with an increase in incidents.

If the land owner is genuine in his reasons for rezoning the land, 'for others to enjoy Kaslo the way he and his family have', then surely he will understand these concerns of local residents. We do not need more seasonal housing for out-of-towners to busy up our village. We strongly urge village councillors to consider all viewpoints in this matter and to make a decision that considers future generations. Many young people have moved from other areas, or moved back to Kaslo because we love what it has to offer and want to contribute to the economy and

community. We want to raise our families here, to enjoy the trail systems, lake and all that the natural surroundings it has to offer.

Thinking about solutions for all parties involved, we wonder if there is a way for the village to work with CBT or other granting organizations to fund the potential purchase of this land from the private owner. The village could then own the wetlands and further support public natural spaces for generations to come. This would be a legacy project that all parties could be proud of.

Thanks for taking the time to read our concerns.

Sincerely,
Sarah & Brian Pollick

Karissa Stroshein

Subject: Proposal by Quality Property Developments for South Beach

From: Michael Halliday

Sent: Tuesday, December 5, 2023 5:17 PM

To: Karissa Stroshein <admin@kaslo.ca>; Ian Dunlop (CAO Kaslo) <cao@kaslo.ca>; Mayor Hewat <mayor@kaslo.ca>

Subject: Fw: Proposal by Quality Property Developments for South Beach

Greetings Mayor Hewat, Councillors and CAO Dunlop

While our family currently resides in Upper Kaslo in the Allen Subdivision (Area D), we conduct most of our affairs in Kaslo proper and have real concerns about the proposal for South Beach.

I hope you do not mind that I speak frankly.

I do fear that the Developer will completely alter the nature of Kaslo as a community. We do not need corporate entities to keep on creeping in through the silent back door to turn Kaslo into a resort community in the summer and a ghost town in the winter with even less permanent affordable housing stock and a seasonal population of slave labourers to the seasonal Tourism Industry. Permanent jobs will be lost, because the vibrant small business and culture scene that makes Kaslo the hub for all the outlying communities will cease to exist. Kaslo will no longer be a 'community'. Having been born into and grown up in a highly tourism oriented country I am only all too familiar with the destabilizing and destructive consequences of small communities becoming economically dependent on Tourism, not least to mention the absolute loss of autonomy such communities face when corporations move in and streamline all activities in such communities with their business models as practiced in all other like communities.

Furthermore, Kaslo's already severely overstretched second hand water and sewer system will surely not be able to meet the demands of capacity of the 80 pad RV Park unless it is equipped with outhouses only and no running water except for maybe a communal water faucet.

I don't even want to think about the further substantial sewage load making its way straight into the lake... That makes me shudder.

And yes, what about that 'wall'? We'll either have a horde of Costco supplied summer tourists resorting there who have no interest in in any way integrating with or supporting the community of Kaslo or a bunch of trailer park boys whom we would want to keep as far removed from the community proper as we can.

As a long time board member of the Kaslo Housing Society I can't overstate how much our community needs affordable, attainable, secure housing for the people who have spent and spend their lives working, volunteering and in general making this community the vibrant cultural and economic hub it is in and of itself and for the outlying communities up and down the lake, which it serves.

Lastly, but not at all of least importance is the fact that such all encompassing decisions which could lead to the reshaping of the entire fabric of our Village should never be made without proper public input and consultation.

Thank you for your consideration.

With Kind Regards!
Alexandra Halliday

REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: December 8, 2023

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

PURPOSE: To consider adopting a bylaw that amends the Kaslo and Area D Arena Reserve to handle donated and raised funds that are directed to a specific recreational facility.

OPTIONS:

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

1. **Adopt the bylaw. *Targeted private donations can be held in the reserve as outlined.***
2. Do not adopt the bylaw. *No changes will be made to the reserve fund.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Kaslo and Area D Arena Property Reserve Amendment Bylaw 1299, 2023 be adopted.

ANALYSIS:

- A. **Background:** The Kaslo and Area D Arena Property Reserve was added to the Village's Consolidated Reserves by Bylaw 1184, 2016. Operators of the facilities served by the reserve fund would like to ensure that donations made through the Village can be directed to a specific facility. The existing bylaw is silent on this matter and the proposed bylaw provides clarification on this topic as well as other minor language changes described below. Any changes to the terms of the reserve fund must be made by bylaw. The bylaw received three readings at the 2023.11.28 Council meeting.
- B. **Discussion:** The proposed bylaw indicates that donations can be designated for the benefit of a particular facility: the arena, the curling rink, the racquet courts. It is clarified that only the principal amount of the donation can be earmarked, any interest earned will be pooled and added to the reserve fund (for use in any eligible project). Lessees can request use of reserve funds for eligible projects by providing advance notice to the Village. All withdrawals from reserve must be authorized by Council and included in the annual budget. The withdrawal of contributions made by lessees or private donors will not require the consent of the Area D Director. These funds will not be included in the \$50,000 minimum balance that must be in the fund.

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

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

C. **Attachments:**

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

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

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

F. **Environmental Impact:** Nil

G. **Communication Strategy:** Nil

CAO Approval: [Date approved by CAO]



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: November 24, 2023

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

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

OPTIONS:

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

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

RECOMMENDATION:

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

ANALYSIS:

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

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

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

C. **Attachments:**

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

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

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

F. **Environmental Impact:** Nil

G. **Communication Strategy:** Nil

CAO Approval: 2023.11.27

VILLAGE OF KASLO
BYLAW NO. 1299, 2023

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

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

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

1. Title

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

2. Provisions

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

3. Effective Date

This bylaw shall take effect upon adoption.

READ A FIRST TIME this ____ day of _____, 202_.

READ A SECOND TIME this ____ day of _____, 202_.

READ A THIRD TIME this ____ day of _____, 202_.

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

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Kaslo and Area D Arena Property Reserve Fund Amendment Bylaw No. 1299, 2023"

CORPORATE OFFICER

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

PURPOSE

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

FUNDING

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

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

DRAWS

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

Bylaw 1159 – Schedule ‘L’

Kaslo and Area D Arena Property Reserve Fund

[Added by Bylaw 1184]

PURPOSE

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

FUNDING

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

DRAWS

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

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

REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: December 7, 2023

SUBJECT: Bylaw 1300, 2023 – Fees & Charges

PURPOSE: To consider adoption of a bylaw that will impose updated fees for 2024.

OPTIONS:

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

1. **Adopt the bylaw. *The bylaw will take effect on January 1, 2024.***
2. Change the bylaw. *Third reading must be rescinded and then re-adopted as amended. Adoption prior to year end would require a Special Meeting.*
3. Do not adopt the bylaw. *No changes will be made to the fees, 2023 fees will remain in effect for 2024 billings.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Fees & Charges Bylaw 1300, 2023 be adopted.

ANALYSIS:

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

The Liquid Waste Monitoring Committee has recommended 5% increases to sewer rates for 2024 (Schedule I). Changes to Schedules A, B, C, E, F, G and H are also recommended, as outlined below. Because of the widespread updates, a replacement bylaw has been prepared. For the new rates to apply to 2024 billings, the bylaw must be adopted before year-end. The proposed bylaw received three readings at the 2023.11.28 Council Meetings. Making changes after third reading will require a Special Meeting in order to meet the deadline for 2024 billings.

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

Schedule A – Administrative Services

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

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

Schedule B – Rentals

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

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

Schedule C – Business Licences

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

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

Schedule E – Community Services

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

Schedule F – Protective Services

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

Schedule G – Public Works

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

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

Schedule H – Water

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

Schedule I – Waste

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

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

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

E. **Environmental Impact:** Nil

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

CAO Approval: 2023.12.08

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

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

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

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

1. Title

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

2. Definitions

Village means the Village of Kaslo

Council means the duly elected Council for the Village

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

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

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

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

10. Severability Clause

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

11. Repeal

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

12. Effective Date

This bylaw shall take effect January 1, 2024.

VILLAGE OF KASLO
BYLAW NO. 1300, 2023

READ A FIRST TIME this _____ day of _____, 202_.

READ A SECOND TIME this _____ day of _____, 202_.

READ A THIRD TIME this _____ day of _____, 202_.

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

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Fees and Charges Bylaw No. 1300, 2023."

CORPORATE OFFICER

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

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

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

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

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

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

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

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

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

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

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

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

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

Definitions applicable to this Schedule:

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

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

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

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

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

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

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

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

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

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

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

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

*Cost includes materials, wages, benefits, equipment rates

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

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

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

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

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

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

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

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

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

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

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

Fees and Charges
SCHEDULE I
Waste

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



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: December 7, 2023

SUBJECT: Development Variance Permit Application DVP 2023-14 (426 Washington St)

PURPOSE: To consider a request for a variance to the minimum front setback for the property located at 426 Washington Street

SUMMARY: The application referral process is incomplete – recommend deferring consideration until the next Council meeting.

RECOMMENDATION:

THAT consideration of the Development Permit Application DVP 2023-14 (426 Washington St) be referred to the 2024.01.09 Council Meeting.

ANALYSIS:

- A. **Background:** On December 1st notice was issued to properties within 60 m of the subject property advising that issuance of the permit would be considered at the 2023.12.12 Council meeting. The proposal has also been referred to the Ministry of Transportation and Infrastructure and they require additional time to prepare a response. Consideration of the permit should be delayed until the referral process is complete. It is recommended that the matter be referred to the 2024.01.09 Council Meeting.
- B. **Discussion:** Nil
- C. **Attachments:**
 - Notice DVP 2023-14
- D. **Financial Implications:** Nil
- E. **Corporate Priority:** Nil
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** No additional notice will be provided.

CAO Approval: 2023.12.08

PREPARED BY: Ian Dunlop, CAO

DATE: November 20, 2023

SUBJECT: DVP 2023-15 – 336 B Ave (PID 029-612-594, Folio 533.00132.000)

PURPOSE: This application requests a **Development Variance Permit** to reduce parking and setback requirements at Kaslo Community Services to accommodate a proposed office addition to add a residential unit.

RECOMMENDATION: That Council approve Development Permit application DVP 2023-15 to vary the requirements of Land Use Bylaw #1130 as follows:

- 1) To reduce the easterly side yard setback from 4.5 metres to 1.6 metres for the proposed addition.
- 2) To reduce the number of required off-street parking spaces for the office and residential use from 7 to 3.

And, that Kaslo Community Services enter into an agreement with the Village to pave and maintain that portion of the boulevard on B Avenue in front of their property for angled parking with a signed restriction that overnight parking be prohibited.

ANALYSIS:

A. Background:

The applicant, Cover Architecture on behalf of Kaslo Community Services, would like to expand their existing building to accommodate expanded office space and add a residential unit for transient accommodation.

Kaslo Community Services provides important support and programs for residents of Kaslo and North Kootenay Lake. Their current facility is too small to accommodate the services they provide. Our community also lacks residential accommodation for individuals or families that need transient accommodation. The existing facility is a converted house on a 75' x 110' (766 m²) lot. The building is connected to municipal water and sewer.

Under Kaslo's Land Use Bylaw #1130 as amended, the property is zoned C-2 – Central Business District, which allows a range of different uses along with residential subject to the RM-1 – Multiple Residential zone regulations, and transient accommodation subject to the C-1 – Waterfront Commercial regulations. The property was rezoned from C-4 – Office Commercial to C-2 in 2018. The properties on either side are zoned R-1 – Single and Two-Family Residential.

Staff met with the applicant on October 4, 2022, to discuss possible expansion and functionality improvements of the Community Services building. To better serve the community, the society needs to add approximately 1,000 square feet of space to the building for offices, waiting area, therapy, accessible washroom, and a meeting room. They also wanted to provide an emergency overnight space that could accommodate a family. The need for variances to setbacks and parking requirements of Bylaw 1130 was recognized.

B. Discussion:

The proposed development meets the objectives and policies of the Official Community Plan (OCP). The OCP objectives for the Core Commercial area include allowing residences to be located above and to the rear of commercial and office uses. The land use zoning regulations are explained in detail below.

C-2 Zoning Regulations:

Minimum Front Setback from property line	0.0 m
Minimum Side Setback from property line	4.5 m next to a residential zone
Minimum Rear Setback from property line	4.5 m
Maximum Building Height	12.0 m

The existing front setback of the building will be maintained. The easterly side setback will be reduced from 4.5 metres to 1.66 metres for the proposed addition. The rear setback will be reduced to 4.5 metres. An exit staircase will project approximately 2 metres into the rear setback, whereas a projection of 0.6 metres into a setback is allowed (projections include things like overhangs, eaves, stairs and railings attached to the principal building). The height of the proposed addition is 7.1 m, and the second storey will be limited to the residential unit.

Except for the side yard setback reduction from 4.5 m to 1.6 m and parking, the proposed development meets the requirements of Land Use Bylaw 1130.

Parking:

The office use requires 1 parking space per 46 m² of floor space. The total floor space of the ground floor is 272 m², so 6 parking spaces are required. The residential unit requires 1 parking space, for a total of 7. There will be 3 parking spaces provided on the rear of the property, one of which will be accessible. The applicant proposes to pave the boulevard in front of the property along B Avenue to provide 4 on-street parking spaces. A variance is therefore required to reduce the number of parking spaces provided on the property to 3, as the on-street parking spaces cannot be included.

Bylaw 1228, Payment in Lieu of Parking, requires a payment of \$5,000 in lieu of each off-street parking space that cannot be provided. By varying the parking requirement of Bylaw 1130, the applicant will not be required to pay the payment-in-lieu fee. The paving of the boulevard is a desirable improvement to ensure that there is reliable parking available for the use but there should be a restriction on overnight parking to ensure that the street can be cleared of snow. The property owner is responsible for clearing snow from the parking spots. Council approval for the applicant to pave and maintain the boulevard and install signage is required. However, exclusive use of public on-street parking spaces is not granted.

C. Conclusion

The proposed variances are within the intent of the Official Plan and Land Use Bylaw 1130 and are desirable for the community to ensure that programs and services can be effectively delivered by Kaslo Community Services.

D. Attachments:

- DVP2023-15 Application Package
- Pages from Land Use Bylaw 1130 pertaining to parking and C-2 requirements.

CAO Approval: 2023.11.29

The Village of Kaslo

Susan Hewat, Mayor
 & Ian Dunlop, Chief Administrative Officer
 PO Box 576, Kaslo, BC, V0G 1M0
 250-353-2311
 admin@kaslo.ca

RE: Request for Variance for Expansion and Renovation of Kaslo Community Services Society Facilities

Dear Mayor Hewat and Mr. Dunlop,

I am writing on behalf of Cover Architecture and Kaslo Community Services Society to formally request a variance from the Village of Kaslo zoning regulation for the expansion and renovation of the existing Kaslo Community Services Society (KCS) facilities located at 336 B Avenue. Our proposal, as outlined in our design report, encompasses the need for variances to certain zoning regulations to facilitate the project's successful execution.

Context

Cover Architecture has diligently worked on the design report, taking into account the specific requirements provided by KCS and in collaboration with the Village of Kaslo's Chief Administrative Officer (CAO) to ensure compliance with relevant bylaws and variances required for this project. The proposed design aims to accommodate KCS's need for additional space to enhance its community organisational operations while remaining within the allowable parameters of the site, subject to the acceptance of the presented variance requests.

Variance Requests

Our proposal entails the following variance requests:

- 1. Reduction of Side Setback:** We are seeking permission to reduce the side setback from 4.5 meters to 1.5 meters along the east property line. This adjustment is essential to maximize the utilization of the existing site boundaries effectively.
- 2. Residential Transition Accommodation:** Our design incorporates a second-floor addition at the rear of the building for residential transition accommodation. While the C-2 Zone permits RM-1 Zone, Multiple Residential uses, we are requesting permission for a residential transition accommodation use in addition to the commercial use on the main level.
- 3. Front Parking Spaces:** We propose utilizing the existing off-street diagonal parking spaces at the front of the building for five dedicated parking stalls. These stalls will be clearly demarcated with pavement and painted lines. With the expansion, the building will require a total of seven parking stalls. With three provided at the rear, including an accessible stall and accessible path



to the building, and five at the front, this would result in a total of eight paved and marked parking stalls. We are also providing secure bike storage for the staff.

Community Consultation: As recommended by the Village of Kaslo, the owner of the property, has engaged in communication with the neighbouring properties to discuss the variance plan. The surrounding neighbours are aware of the Variance process. KCS believes in the importance of transparency and collaboration with the local community in this endeavour.

Lot Coverage: It should be noted that there is ample space available on the site for an additional 1,540 square feet of lot coverage within current zoning regulations. While the C-2 zoning does not stipulate a maximum lot coverage, the introduction of residential use may potentially invoke the 40% maximum lot coverage from the RM-1 Zone. We seek further clarification on this matter, but we would like to note that with the proposed extension, the total lot coverage would be 35%.

Rationale and impact on the community

Our proposal aligns with the recommendations of the Official Community Plan, the BC Building Code and the Zoning Bylaw. We are committed to adhering to the guidelines and regulations outlined in these documents to ensure that our development is in harmony with the broader community vision.

By incorporating residential transition accommodation, this project addresses the pressing need for transitional housing options within the community. This is a crucial step towards meeting the growing demand for community services, which would undoubtedly benefit the area.

As for its impact on the surrounding area, the proposed development has been designed to complement and enhance the existing conditions. We have considered factors such as preserving natural landscape features where possible, adding planting to maintain privacy, especially on the eastern side. It's worth noting that the east-facing wall will have limited unprotected openings (doors and windows), given its proximity to the property line. This precaution is essential for the safety of both the facility and its occupants, and we have specified non-combustible construction and cladding on specific sides of the building. Moreover, the installation of a sprinkler system will enhance safety measures.

In its commitment to sustainability and energy efficiency, KCS has made it a priority to minimize the impacts of climate change. Our design team is working towards achieving Step Code 3 as the minimum requirement for energy efficiency and also using low-carbon, sustainable and local materials.

Our proposed development is in keeping with the community's character and anticipated development. We have carefully considered building height and the massing of the extension to be well suited to the pedestrian scale by adding the second floor to the back of the building.

Conclusion

Our application for a Development Variance Permit is based on practicality and necessity. The Kaslo Community Services Society facilities are currently insufficient to effectively serve the community and the social well being of the residents of Kaslo. The proposed expansion and renovation are essential to better serve the community's needs.

We have explored alternatives to minimize variances, but these are essential to accommodating the unique requirements of the project while maintaining compliance with relevant zoning bylaws.

We kindly request your support for the specified variance requests to enable us to proceed with this project effectively. Our team is readily available for any discussions or clarifications required to facilitate the approval process.

Thank you for your time and consideration of our proposal. We look forward to working closely with the Village of Kaslo to bring this project to fruition and continue our commitment to serving the community.

Sincerely,

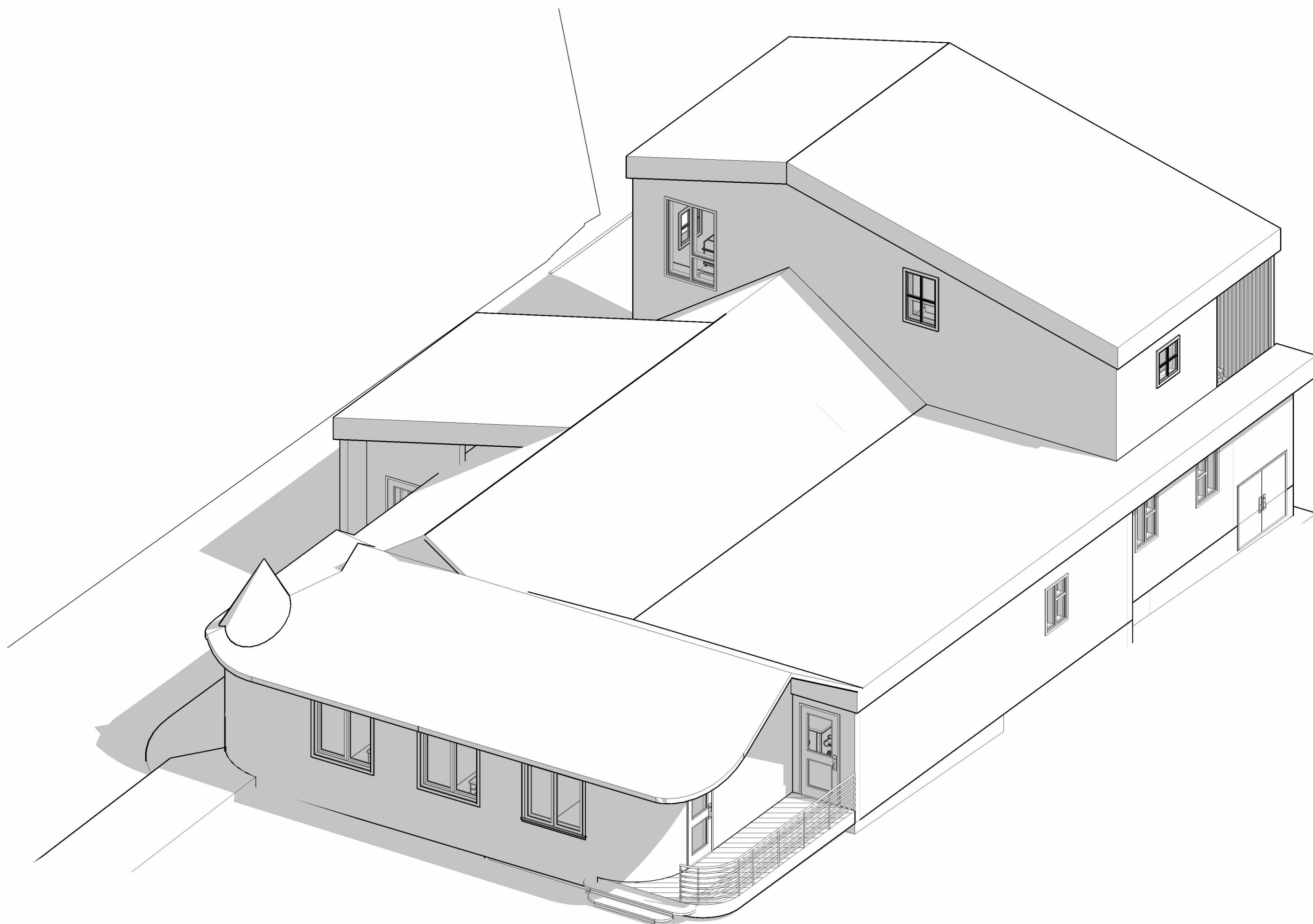
A handwritten signature in black ink, appearing to read "Joanie Madore", with a stylized, flowing script.

Joanie Madore, Architect AIBC
Cover Architectural Collaborative Inc.
joanie@coverac.ca
250-551-4497

KASLO COMMUNITY SERVICES BUILDING

ISSUED FOR DEVELOPMENT VARIANCE PERMIT

2023-09-29



CONSULTANTS

COVER ARCHITECTURAL COLLABORATIVE INC.
96 BAKER ST.
NELSON, BC V1L 4G9
250 354 4445

DRAWING LIST

A000	COVER PAGE
A001	NOTES, LEGEND
A004	CODE REVIEW & BYLAW REVIEW
A005	LIMITING DISTANCES
A101	SITE PLAN
A202	MAIN FLOOR DEMOLITION PLAN
A203	MAIN FLOOR PLAN
A204	SUITE FLOOR PLAN
A205	ROOF DEMOLITION PLAN
A206	ROOF PLAN
A301	ELEVATIONS
A302	ELEVATIONS
A401	BUILDING SECTIONS



ARCHITECTURE

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Nelson BC
V1L 4G9

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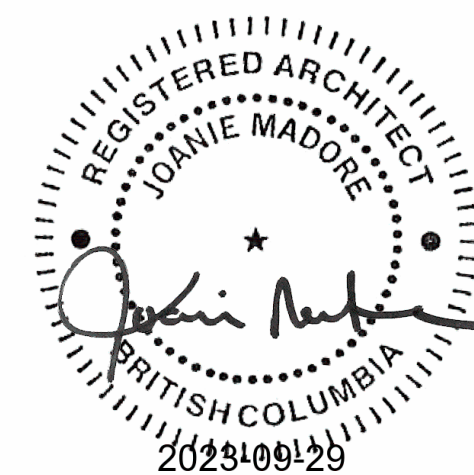
CONSULTANTS

CLIENT

KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

336 B Ave, Kaslo, BC V0G 1M0

PROJECT

23062

DATE

2023-09-29

REV.

DESIGNED BY

JM/AW

CHECKED BY

Checker

DRAWN BY

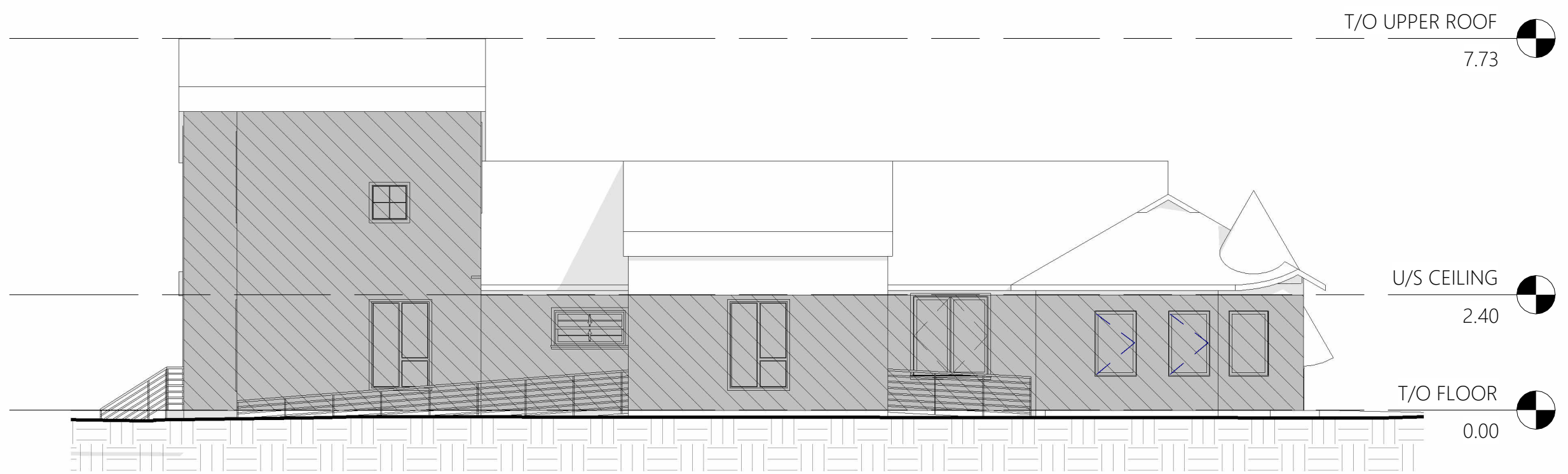
RD

SHEET

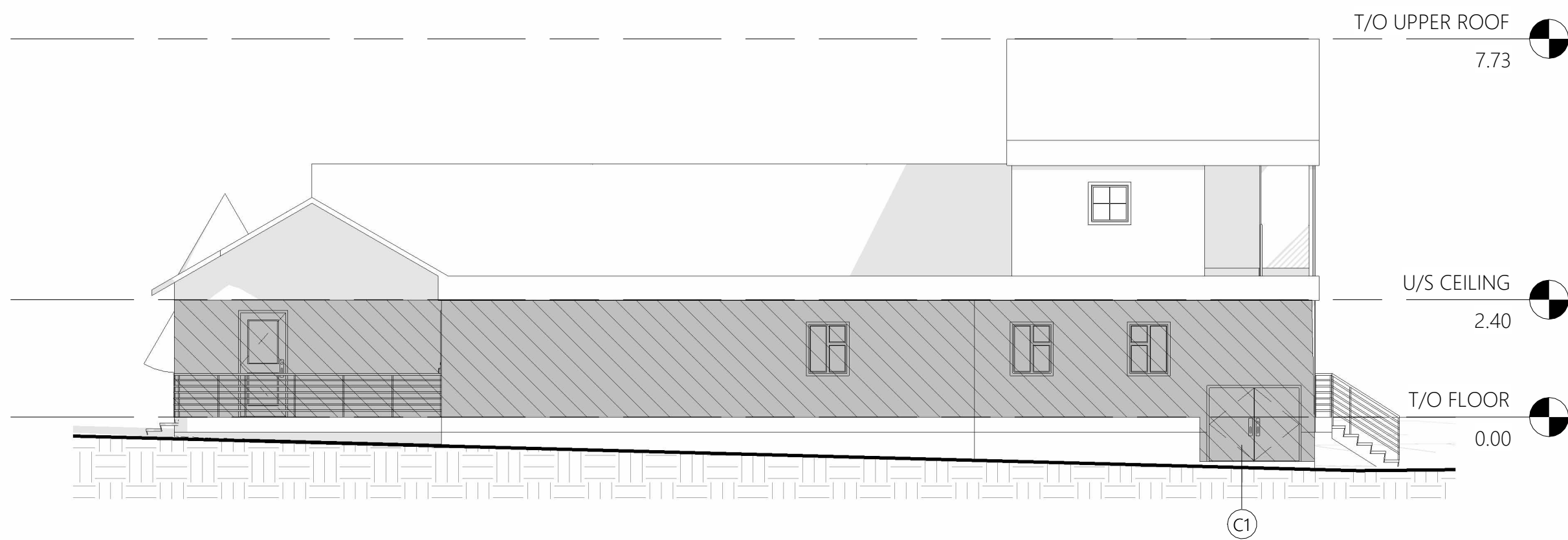
COVER PAGE

A000

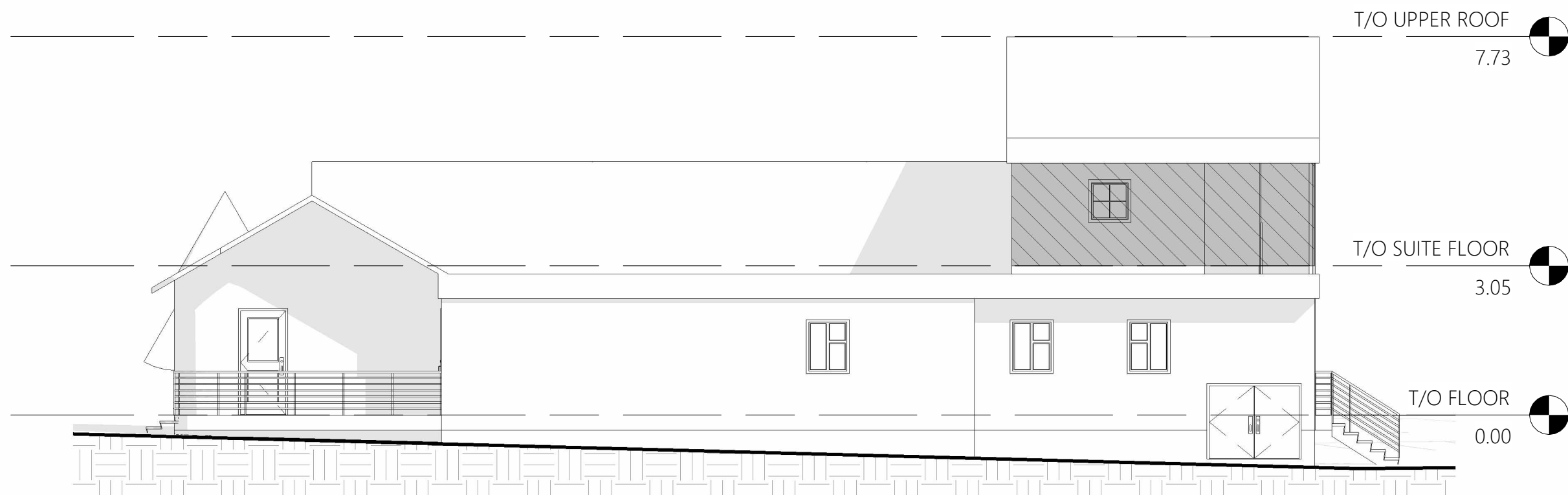
NOT FOR CONSTRUCTION



6 WEST ELEVATION UNPROTECTED OPENINGS
1 : 100



5 EAST ELEVATION UNPROTECTED OPENINGS
1 : 100



4 EAST ELEVATION UNPROTECTED OPENINGS - SUITE
1 : 100



2 SOUTH ELEVATION UNPROTECTED OPENINGS
1 : 100

BCBC 9.10.14.4 OPENINGS IN EXPOSED BUILDING
FACE - SOUTH ELEVATION

AREA : 83.858 m²
LIMITING DISTANCE : 14.210 m
% OF UNPROTECTED OPENINGS : 100%

BCBC 9.10.14.5 CONSTRUCTION OF EXPOSED
BUILDING FACE - SOUTH ELEVATION

AREA OF UNPROTECTED OPENING : > 50% TO < 100%
FIRE RATING : 45 min
TYPE OF CONSTRUCTION: COMBUSTIBLE OR
NONCOMBUSTIBLE
TYPE OF CLADDING: COMBUSTIBLE OR
NONCOMBUSTIBLE

BCBC 9.10.14.4 OPENINGS IN EXPOSED BUILDING
FACE - WEST ELEVATION

AREA : 79.487 m²
LIMITING DISTANCE : 6.226 m
% OF UNPROTECTED OPENINGS : 34%
% OF PROPOSED UNPROTECTED OPENINGS: 15.1%

BCBC 9.10.14.5 CONSTRUCTION OF EXPOSED
BUILDING FACE - WEST ELEVATION

AREA OF UNPROTECTED OPENING : > 25% TO < 50%
FIRE RATING : 45 min
TYPE OF CONSTRUCTION: COMBUSTIBLE OR
NONCOMBUSTIBLE
TYPE OF CLADDING: NONCOMBUSTIBLE

BCBC 9.10.14.4 OPENINGS IN EXPOSED BUILDING
FACE - EAST ELEVATION

AREA : 57.944 m²
LIMITING DISTANCE : 1.662 m
% OF UNPROTECTED OPENINGS : 8%
% PROPOSED UNPROTECTED OPENINGS: 7.4%

BCBC 9.10.14.5 CONSTRUCTION OF EXPOSED
BUILDING FACE - EAST ELEVATION

AREA OF UNPROTECTED OPENING : 0% to 10%
FIRE RATING : 1 hr
TYPE OF CONSTRUCTION: NONCOMBUSTIBLE
TYPE OF CLADDING: NONCOMBUSTIBLE

BCBC 9.10.14.4 OPENINGS IN EXPOSED BUILDING
FACE - EAST ELEVATION

AREA : 12.992 m²
LIMITING DISTANCE : 1.662 m
% OF UNPROTECTED OPENINGS : 9%
% PROPOSED UNPROTECTED OPENINGS: 4.3%

BCBC 9.10.14.5 CONSTRUCTION OF EXPOSED
BUILDING FACE - EAST ELEVATION

AREA OF UNPROTECTED OPENING : 0% to 10%
FIRE RATING : 1 hr
TYPE OF CONSTRUCTION: NONCOMBUSTIBLE
TYPE OF CLADDING: NONCOMBUSTIBLE



1 NORTH ELEVATION UNPROTECTED OPENINGS
1 : 100

BCBC 9.10.14.4 OPENINGS IN EXPOSED BUILDING
FACE - NORTH ELEVATION

AREA : 83.846 m²
LIMITING DISTANCE : 7.172 m
% OF GLAZED OPENINGS : 34%
% OF PROPOSED OPENINGS: 17.3%

BCBC 9.10.14.5 CONSTRUCTION OF EXPOSED
BUILDING FACE - NORTH ELEVATION

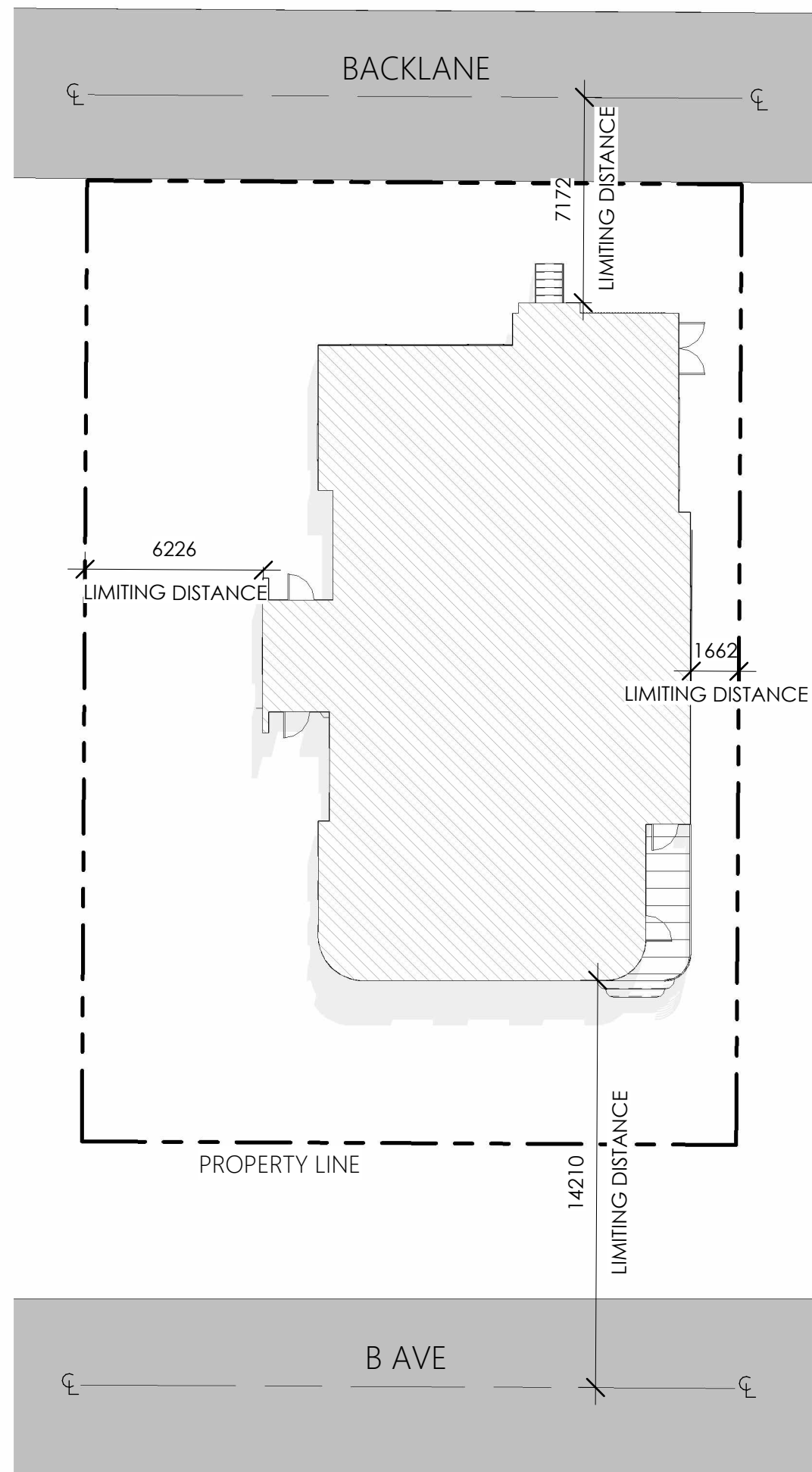
AREA OF UNPROTECTED OPENING : > 25% TO < 50%
FIRE RATING : 45 min
TYPE OF CONSTRUCTION: COMBUSTIBLE OR
NONCOMBUSTIBLE
TYPE OF CLADDING: NONCOMBUSTIBLE

SHEET NOTES - EXPOSED BUILDING FACES

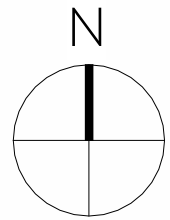
- CONSIDERATION FOR SPRINKLERING OR FIRE CLOSURES TO ALLOW FOR FULL LIMITING DISTANCE IN DESIGN.
- SECOND STORY RESIDENTIAL SUITE FIRE COMPARTMENTALIZED.

KEYNOTE LEGEND

C1 FIRE RATED STEEL DOOR



3 LIMITING DISTANCE
1 : 200



NOT FOR CONSTRUCTION



ARCHITECTURE

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CONSULTANTS

CLIENT

KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

336 B Ave, Kaslo, BC V0G 1M0

PROJECT

23062

DATE

2023-09-29

REV.

DESIGNED BY

JM/AW

CHECKED BY

Checker

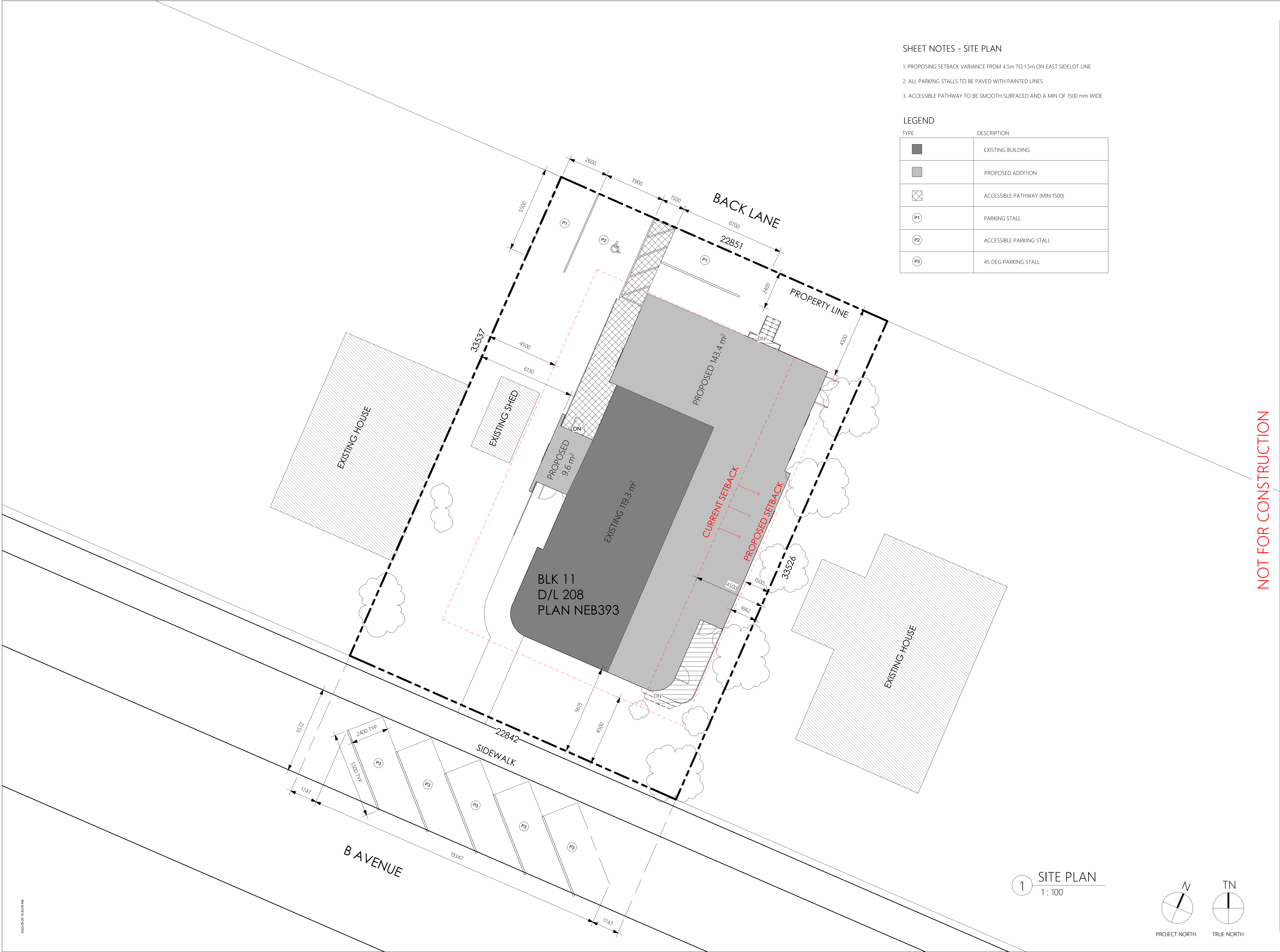
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RD

SHEET

LIMITING DISTANCES

A005



- SHEET NOTES - SITE PLAN
1. PROPOSING SETBACK VARIANCE FROM 4.5m TO 1.5m ON EAST SIDELOT LINE
 2. ALL PARKING STALLS TO BE PAVED WITH PAINTED LINES
 3. ACCESSIBLE PATHWAY TO BE SMOOTH SURFACED AND A MIN OF 1500 mm WIDE

TYPE	DESCRIPTION
	EXISTING BUILDING
	PROPOSED ADDITION
	ACCESSIBLE PATHWAY (MIN 1500)
	PARKING STALL
	ACCESSIBLE PARKING STALL
	45 DEG PARKING STALL

NOT FOR CONSTRUCTION



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KASLO COMMUNITY SERVICES

REVISIONS		
REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED
2	2023 09 06	Issued for Coordination



KCS BUILDING

ADDRESS
336 B Ave, Kaslo, BC V0G 1M0

PROJECT #
23062

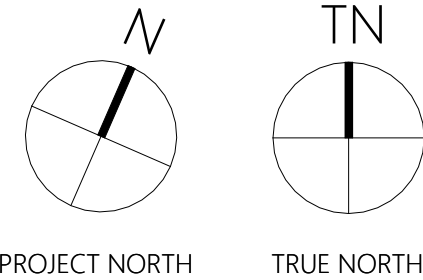
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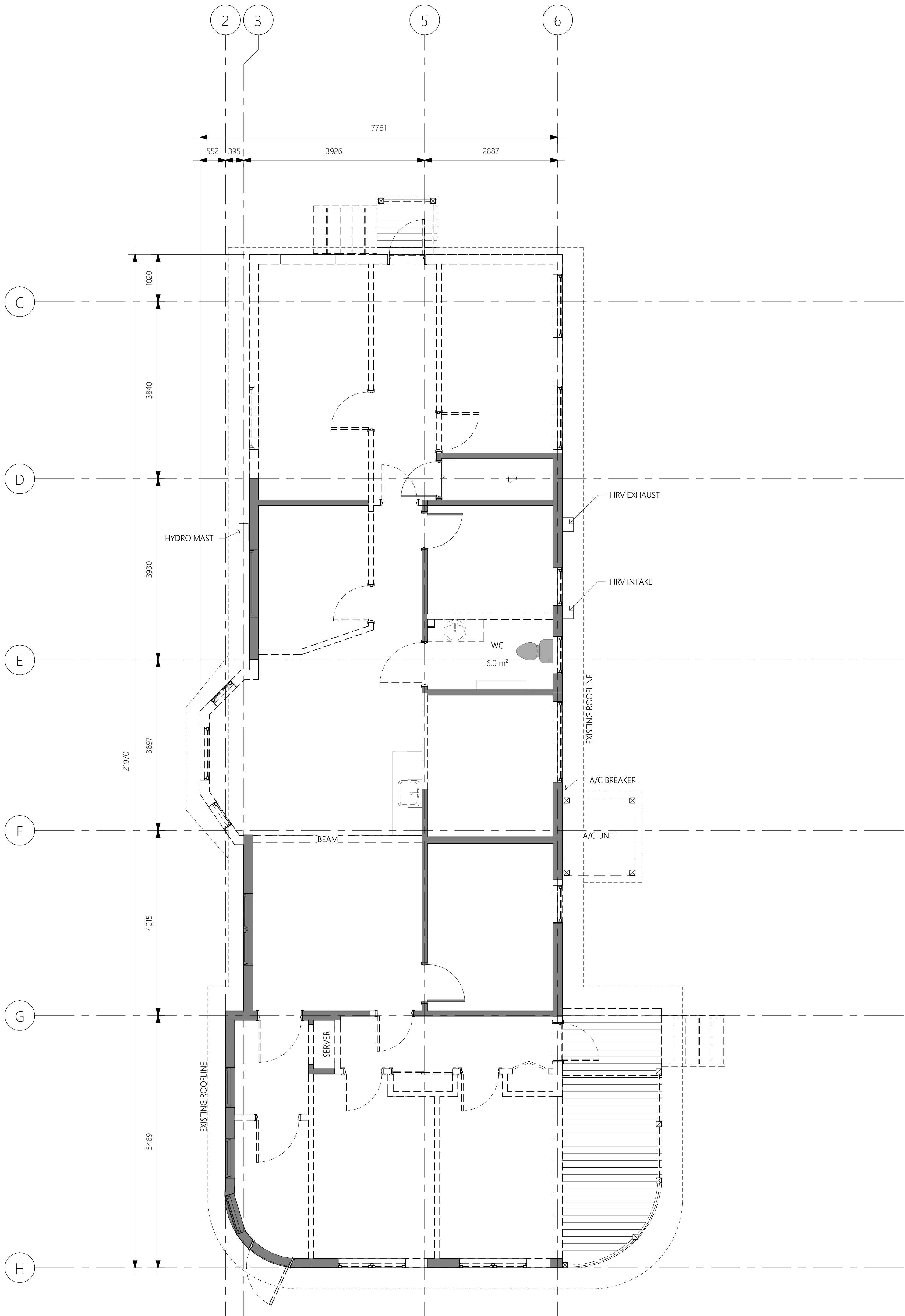
DESIGNED BY JM/AW
CHECKED BY Checker
DRAWN BY RD

SHEET
SITE PLAN

A101

1 SITE PLAN
1:100





1 EXISTING & DEMO FLOOR PLAN
1:50

SHEET NOTES - FLOOR PLAN

1. ALL EXTERIOR DIMENSIONS ARE TO CENTRE OF STUD OR FACE OF CONCRETE WALL, U.N.O. ALL ELEVATIONS ARE FROM DATUM ELEVATION MAIN FLOOR - 100 000 mm.

LEGEND

TYPE	DESCRIPTION
	EXISTING ELEMENTS
	EXISTING ELEMENTS TO BE DEMOLISHED
	OVERHEAD ELEMENTS

GROSS BUILDING AREAS

FLOOR	AREA
EXISTING MAIN FLOOR	154.1 m²
PROPOSED MAIN FLOOR	272.3 m²
PROPOSED SUITE FLOOR	58.3 m²



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CONSULTANTS

CLIENT

KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

336 B Ave, Kaslo, BC V0G 1M0

PROJECT #

23062

DATE

2023-09-29

REV.

DESIGNED BY

JM/AW

CHECKED BY

Checker

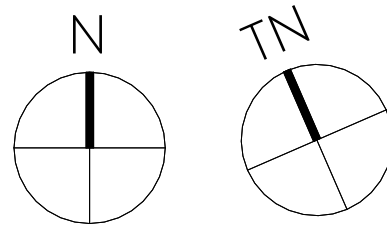
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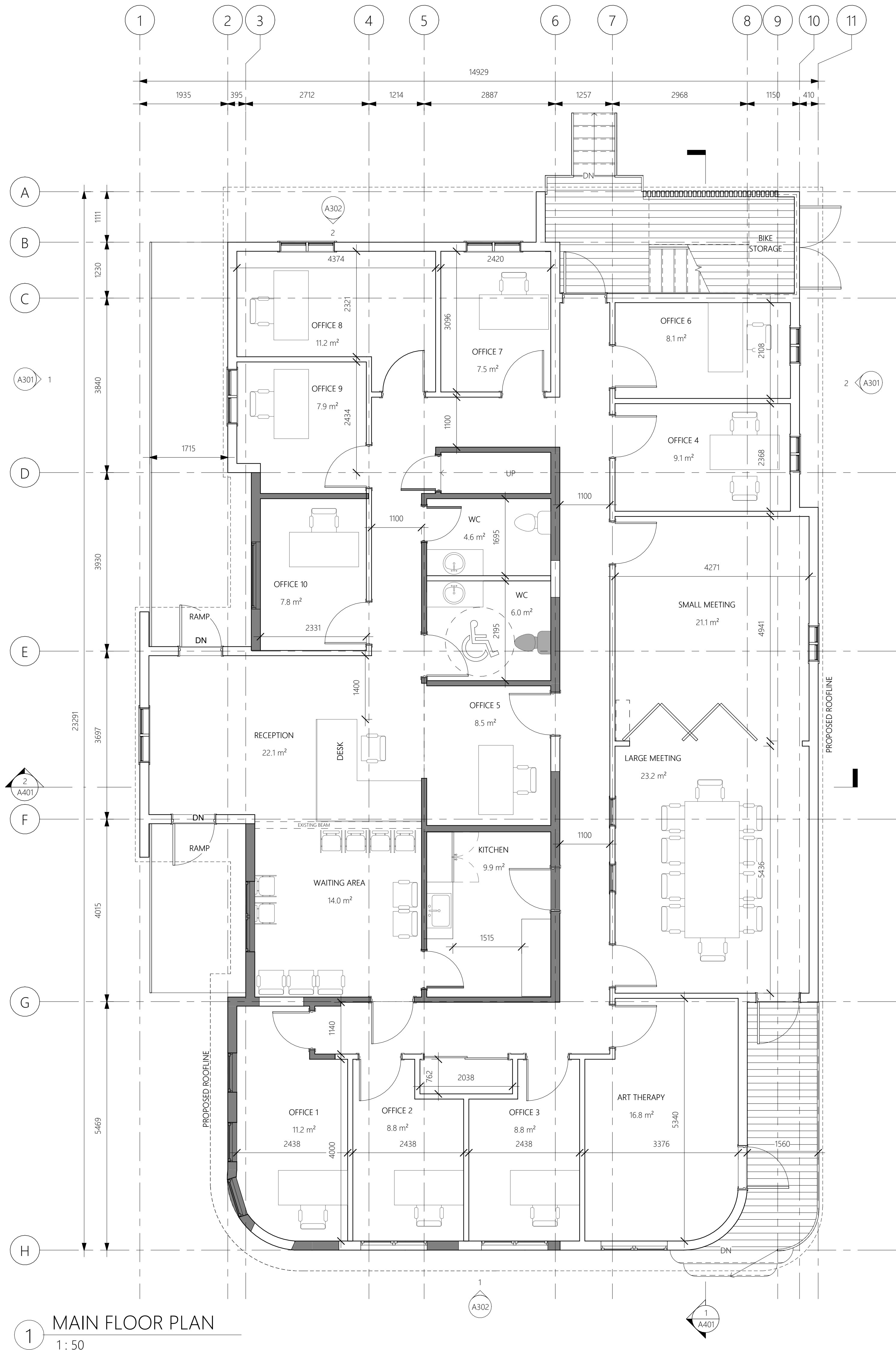
RD

SHEET

MAIN FLOOR DEMOLITION
PLAN

A202





1 MAIN FLOOR PLAN
1 : 50

SHEET NOTES - FLOOR PLAN

1. ALL EXTERIOR DIMENSIONS ARE TO CENTRE OF STUD OR FACE OF CONCRETE WALL, U.N.O. ALL ELEVATIONS ARE FROM DATUM ELEVATION MAIN FLOOR - 100 000 mm.

LEGEND

TYPE	DESCRIPTION
	EXISTING ELEMENTS
	NEW ELEMENTS
	OVERHEAD ELEMENTS

GROSS BUILDING AREAS

FLOOR	AREA
EXISTING MAIN FLOOR	154.1 m²
PROPOSED MAIN FLOOR	272.3 m²
PROPOSED SUITE FLOOR	58.3 m²



ARCHITECTURE

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CONSULTANTS

CLIENT

KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

336 B Ave, Kaslo, BC V0G 1M0

PROJECT #

23062

DATE

2023-09-29

REV.

DESIGNED BY

JM/AW

CHECKED BY

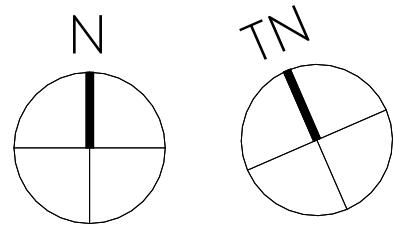
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RD

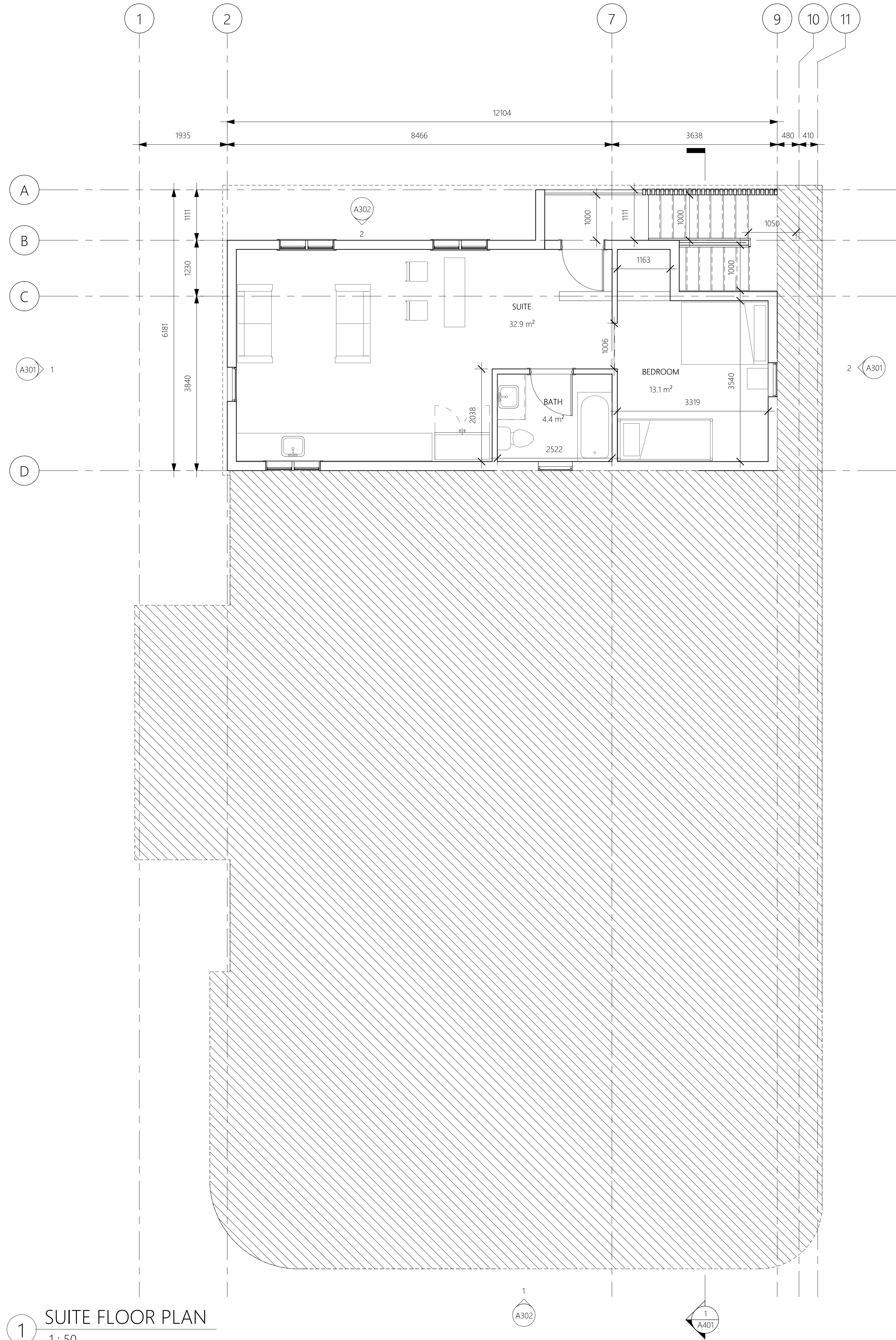
SHEET

MAIN FLOOR PLAN



A203

NOT FOR CONSTRUCTION



SHEET NOTES - SUITE PLAN

1. ALL EXTERIOR DIMENSIONS ARE TO CENTRE OF STUD OR FACE OF CONCRETE WALL, U.N.O. ALL ELEVATIONS ARE FROM DATUM ELEVATION MAIN FLOOR - 100 000 mm.
2. PROPOSING RESIDENTIAL SUITE VARIANCE FOR TRANSITIONAL ACCOMODATIONS.

LEGEND

TYPE	DESCRIPTION
	EXISTING ELEMENTS
	NEW ELEMENTS
	OVERHEAD ELEMENTS

GROSS BUILDING AREAS

FLOOR	AREA
EXISTING MAIN FLOOR	154.1 m ²
PROPOSED MAIN FLOOR	272.3 m ²
PROPOSED SUITE FLOOR	58.3 m ²



ARCHITECTURE

#156 Baker Street
Nelson BC
V1L 4G9

250 354 4445
cover.ca

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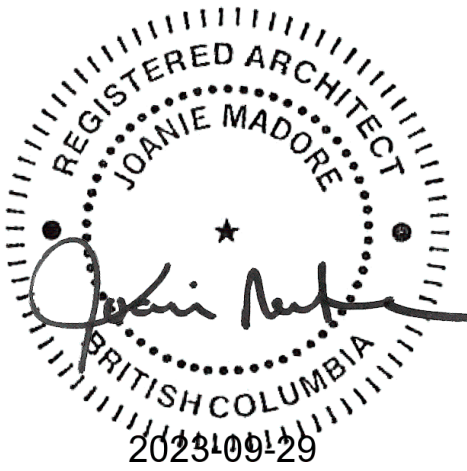
CONSULTANTS

CLIENT

KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

336 B Ave, Kaslo, BC V0G 1M0

PROJECT #

23062

DATE

2023-09-29

REV.

DESIGNED BY

JM/AW

CHECKED BY

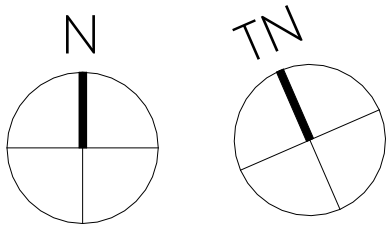
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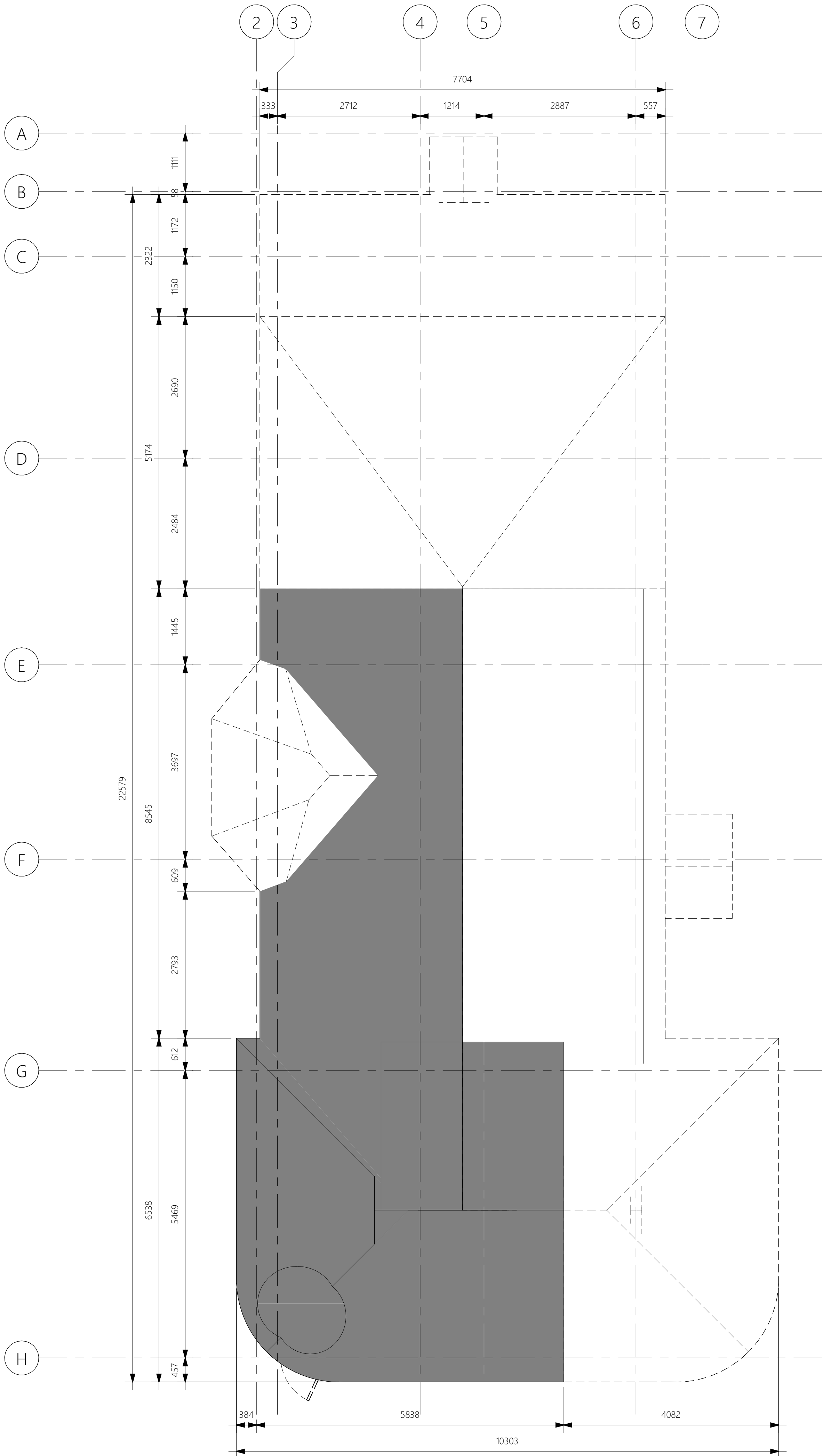
RD

SHEET

SUITE FLOOR PLAN



A204



2 EXISTING & DEMO ROOF PLAN
1 : 50

SHEET NOTES - ROOF PLAN

1. ALL EXTERIOR DIMENSIONS ARE TO CENTRE OF STUD OR FACE OF CONCRETE WALL, U.N.O. ALL ELEVATIONS ARE FROM DATUM ELEVATION MAIN FLOOR - 100 000 mm.

LEGEND

TYPE	DESCRIPTION
	EXISTING ELEMENTS
	EXISTING ELEMENTS TO BE DEMOLISHED
	OVERHEAD ELEMENTS



ARCHITECTURE

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CONSULTANTS

CLIENT

KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

336 B Ave, Kaslo, BC V0G 1M0

PROJECT #

23062

DATE

2023-09-29

REV.

DESIGNED BY

JM/AW

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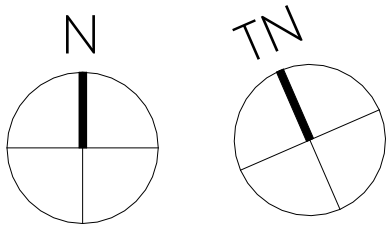
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RD

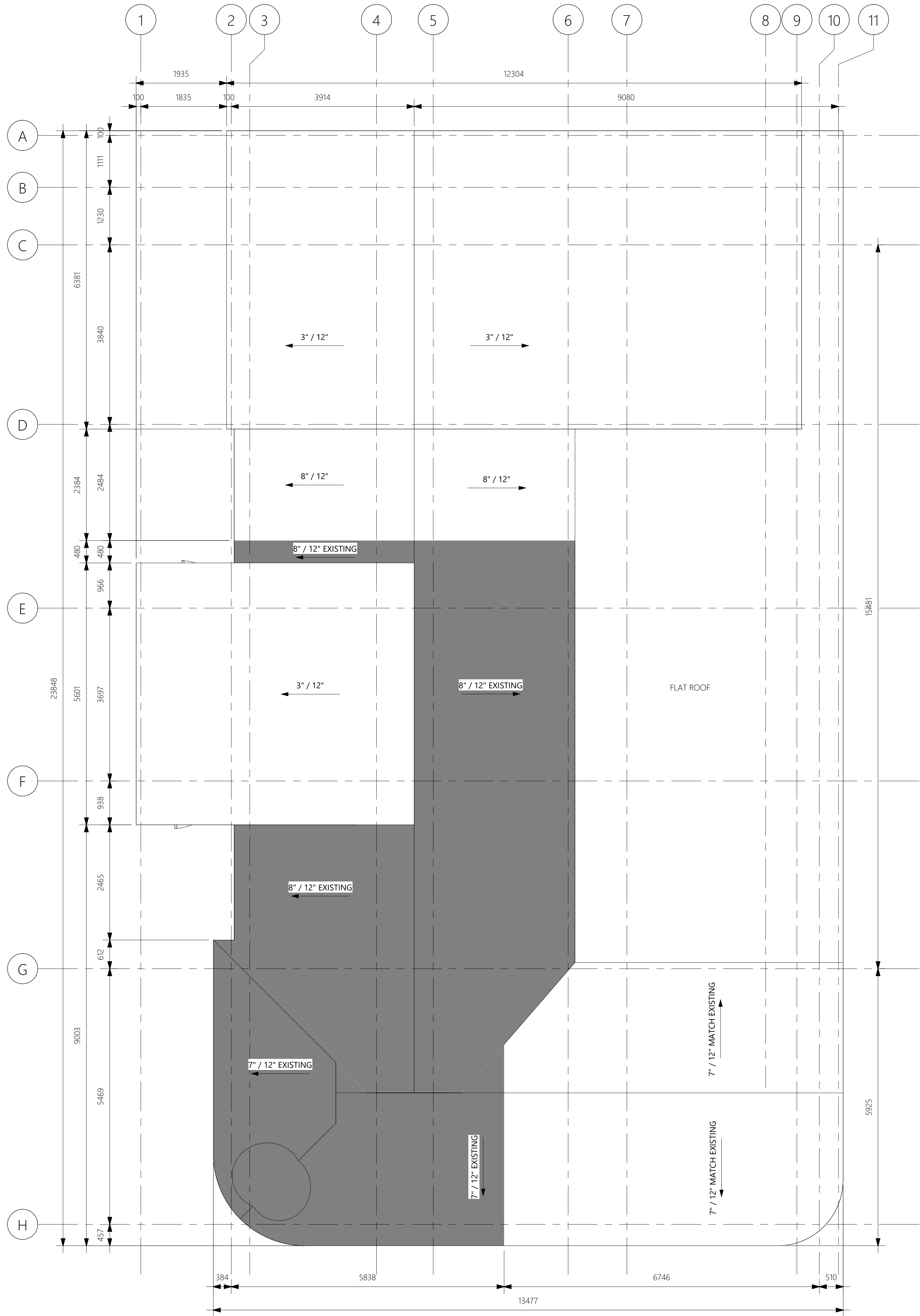
SHEET

ROOF DEMOLITION PLAN



A205

NOT FOR CONSTRUCTION



1 NEW ROOF PLAN
1 : 50

SHEET NOTES - ROOF PLAN

1. ALL EXTERIOR DIMENSIONS ARE TO CENTRE OF STUD OR FACE OF CONCRETE WALL, U.N.O. ALL ELEVATIONS ARE FROM DATUM ELEVATION MAIN FLOOR - 100 000 mm.

LEGEND

TYPE	DESCRIPTION
	EXISTING ELEMENTS
	NEW ELEMENTS
	OVERHEAD ELEMENTS

NOT FOR CONSTRUCTION



ARCHITECTURE

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KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS
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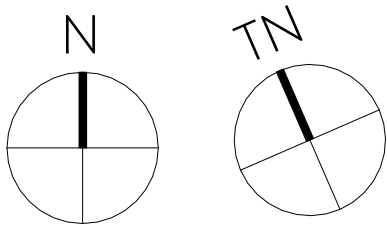
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DATE
2023-09-29

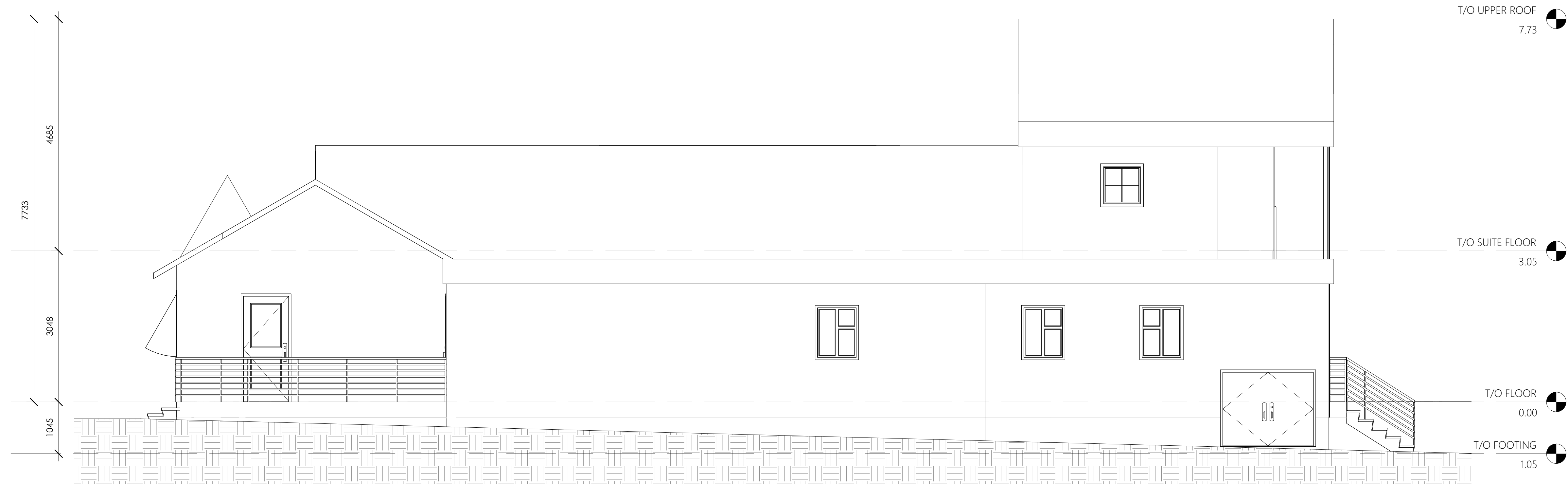
REV.

DESIGNED BY JM/AW
CHECKED BY Checker
DRAWN BY RD

SHEET
ROOF PLAN



A206



2 EAST ELEVATION
1: 50



1 WEST ELEVATION
1: 50



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CONSULTANTS

CLIENT

KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

336 B Ave, Kaslo, BC V0G 1M0

PROJECT #

23062

DATE

2023-09-29

REV.

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SHEET ELEVATIONS

A301



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KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

336 B Ave, Kaslo, BC V0G 1M0

PROJECT #

23062

DATE

2023-09-29

REV.

DESIGNED BY

JM/AW

CHECKED BY

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RD

SHEET

ELEVATIONS

A302

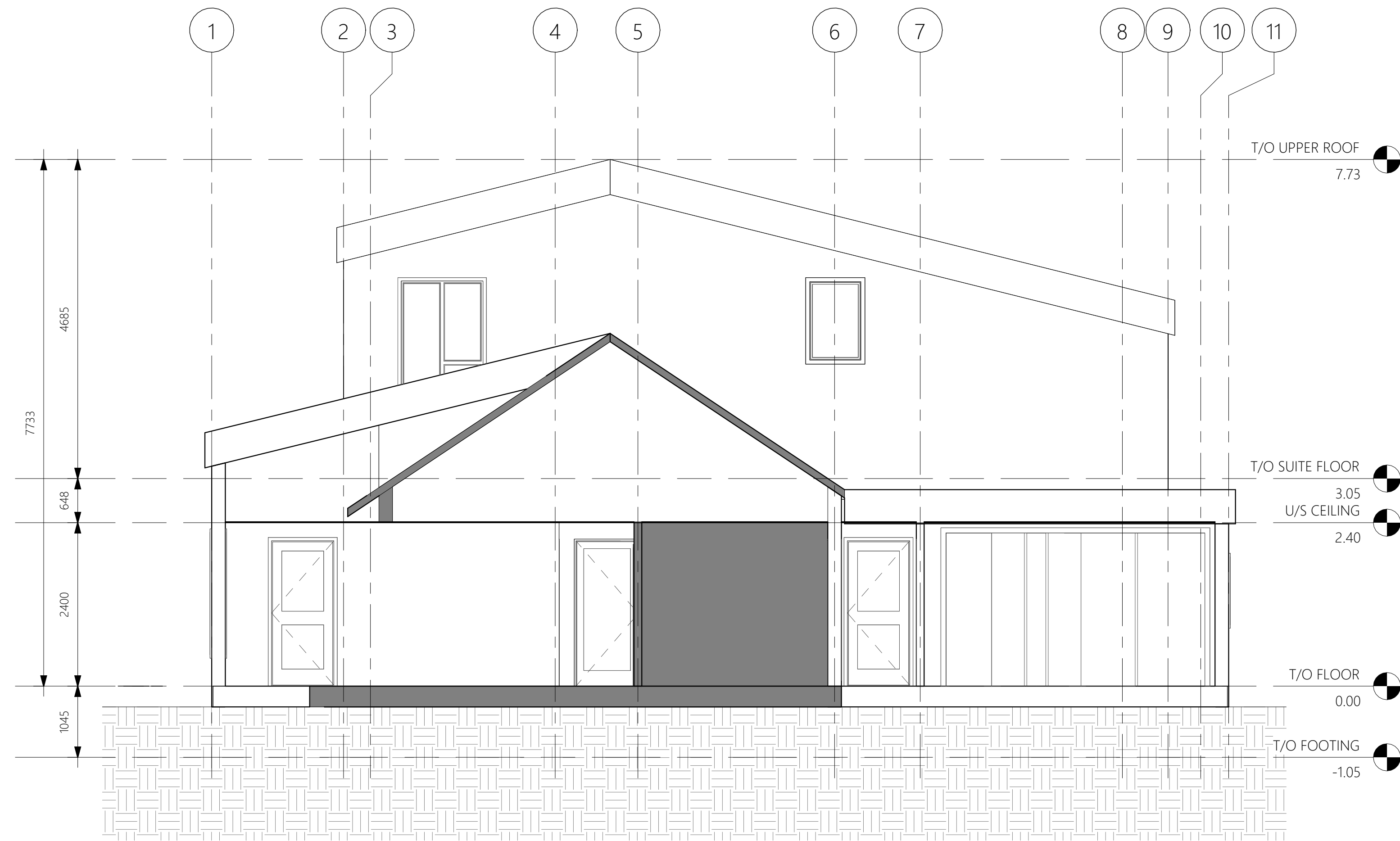
NOT FOR CONSTRUCTION



2 NORTH ELEVATION
1 : 50



1 SOUTH ELEVATION
1 : 50



2 BUILDING SECTION 1
1 : 50



1 BUILDING SECTION 2
1 : 50

SHEET NOTES - BUILDING SECTIONS

1. ALL EXTERIOR DIMENSIONS ARE TO CENTRE OF STUD OR FACE OF CONCRETE WALL, U.N.O. ALL ELEVATIONS ARE FROM DATUM ELEVATION MAIN FLOOR - 100 000 mm.

LEGEND

TYPE	DESCRIPTION
	EXISTING ELEMENTS
	NEW ELEMENTS
	OVERHEAD ELEMENTS



ARCHITECTURE

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CONSULTANTS

CLIENT

KASLO COMMUNITY SERVICES

REVISIONS

REVISION SCHEDULE		
NUMBER	DATE (YY/MM/DD)	ISSUED



KCS BUILDING

ADDRESS

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PROJECT #

23062

DATE

2023-09-29

REV.

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RD

SHEET

BUILDING SECTIONS

A401



REQUEST FOR COUNCIL DECISION

PREPARED BY: Karissa Stroshein, Legislative Assistant

DATE: December 5, 2023

SUBJECT: Acting Mayor Appointments

PURPOSE: To confirm the Acting Mayor appointments for January to December 2024.

OPTIONS:

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

1. **Confirm the existing appointments.**
2. Make alternate appointments.
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village of Kaslo's Acting Mayor for the period January 1, 2024 through December 31, 2024 be as follows:

Councillor Bird: Nov, Dec, Jan

Councillor Brown: Feb, Mar, Apr

Councillor Lang: May, Jun, Jul

Councillor Leathwood: Aug, Sept, Oct

ANALYSIS:

- A. **Background:** Annually the Village of Kaslo establishes an Acting Mayor schedule for the year.
- B. **Discussion:** Prior to December 31, 2023, Council must adopt a resolution regarding Acting Mayor appointments for 2024. Staff proposes following the established pattern of Acting Mayor appointments.
- C. **Attachments:** Nil
- D. **Financial Implications:** Nil
- E. **Corporate Priority:** Nil
- F. **Environmental Implications:** Nil
- G. **Communication Strategy:** Nil

CAO Approval: 2023.12.08



REQUEST FOR COUNCIL DECISION

PREPARED BY: Ian Dunlop, CAO

DATE: 2023.12.13

SUBJECT: **2023 Reserve Transfers**

PURPOSE: Transfers to/from reserves need to be finalized so they can be booked to the 2023 fiscal year end.

SUMMARY: Most reserve transfers into the accounts are already included in the annual budget. Other transfers, such as when the actual amount is not anticipated at budget time, and withdrawals for capital projects, can be completed by resolution of Council pursuant to the Reserve Bylaw #1159 before fiscal year-end, December 31, 2023.

Current reserve account balances, prior to these transfers, are summarized on the next page.

RECOMMENDATION:

THAT Council approves the reserve transfers as presented.

ALTERNATIVES & IMPLICATIONS:

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

- 1. Council approves the reserve transfers as presented. Staff will make the journal entries to transfer the funds before the current fiscal year end. Procedurally, Council can approve the transfers "as presented" rather than reading them out individually.**
2. Council approves some of the transfers but refers the remaining transfers to the next meeting. *The approved transfers will be completed before year-end and staff will report back at the next meeting to address Council's concerns on the referred transfers. Procedurally, the transfers that are approved must be read out individually.*
3. Council rejects the transfers. *Staff will not make the transfers before year end. The auditor will subsequently review the reserves and may provide adjusting entries for transfers that should have been made based on the approved budget and statutory requirements.*

PROPOSED 2023 RESERVE TRANSFERS:

The recommended net transfers including adjustments are:

1. Transfer to the Parks and Recreation Capital Reserve\$24,480.55
 - a. 80% of net campground revenue \$14,480.55, plus
 - b. \$10,000 RDCK contribution towards trails and Moyie beach
2. Transfer to Carbon Offset Reserve \$48,082.00
 - a. \$48,082 received from Local Government Climate Action Program
3. Transfer to Aerodrome ReserveNIL
 - a. Net logging revenues from aerodrome lands and net revenue from aerodrome
4. Transfer to Kaslo and Area D Arena Property Reserve\$111,467.35
 - a. \$10,000 RDCK contribution
 - b. \$96,967.35 Murray Pearson memorial donations being held in deferred revenue
 - c. \$4,500 estimated interested earned in 2023 on the Pearson donation funds
5. Transfer from the Kaslo and Area D Arena Property Reserve.....\$24,636.85

- a. Arena Fire Alarm System – note that this is not the final amount and will be adjusted accordingly (holdbacks and final invoices are yet to be paid out; previous approval from Area D Director was received).
- 6. Transfer to Transportation Reserve\$5,000.00
 - a. Net revenue from gravel pit.
- 7. Transfer to Sewer Capital Infrastructure Reserve\$34,176.35
 - a. Parcel tax collected \$16,764.50
 - b. Plus new connection charges - NIL
 - c. Plus 50% of Sani-dump revenue and 10% of net campground net revenue
\$4,210.07
- 8. Transfer to Water Capital Infrastructure Reserve.....\$124,793.85
 - a. Parcel Tax Collected \$75,139.52
 - b. Plus new connection charges \$12,754.81
 - c. Plus 50% of campground shower revenue and 10% of net campground revenue
\$3,168.07
- 9. Transfer to the Library Building Reserve Fund (donations)\$40,100.00
- 10. Transfer to the Cemetery Care reserve will be completed at year-end based on the statutory requirements and actual revenue for the year. The amount is currently \$3,500.
- 11. Transfer to the Sick Leave Reserve to reach the payout amount to balance to payout amounts at year end. This will be confirmed by the Auditor if required.
- 12. Transfer to Community Works Reserve (total received).....\$105,304.50
- 13. \$6,178.57 towards retrofit of 10 streetlamps to LED
- 14. Transfer from Community Works Reserve.....\$87,732.08
 - a. \$81,553.51 towards A Avenue Watermain project
 - b. \$6,178.57 towards retrofit of 10 streetlamps to LED
- 15. Transfer from the Parks and Recreation Reserve\$18,453.00
 - a. \$5,800 acoustic panels for Front St Park Stage
 - b. \$12,653 for Moyie Beach swim dock extension
- 16. Transfer to the Kemball Memorial Centre Reserve Fund (budgeted).....\$10,000.00
- 17. Transfer to the City Hall National Historic Site Reserve Fund (budgeted)\$5,000.00
- 18. Transfer to the Equipment Reserve (budgeted)\$21,099.00

CAO Approval: 2022.12.08



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: December 7, 2023

SUBJECT: Accessibility Capacity Grant Application

PURPOSE: To consider the Accessibility Committee's recommendation to apply for a capacity grant from Disability Alliance BC.

OPTIONS:

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

1. **Apply for the grant. *Grant funds will accelerate the committee's work plan.***
2. Don't apply for the grant. *Staff and budget limitations will continue to slow progress.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village of Kaslo request a grant from Disability Alliance BC to fund additional staff capacity to support the work of the Accessibility Committee, including development of a draft Accessibility Plan for the Village of Kaslo.

ANALYSIS:

- A. **Background:** The Village is subject to the provisions of the Accessible BC Act Accessibility, which requires an Accessibility Committee and an Accessibility Plan, with the aim of identifying and reducing barriers to municipal facilities or services for people with disabilities. Kaslo's Accessibility Committee was formed in 2023 and a draft Accessibility Plan has been developed and is posted on the Village website to generate feedback.

At their 2023.11.27 meeting the Accessibility Committee adopted the following resolution:

THAT the Accessibility Committee recommends to Council that the Village submit an application for capacity-building grant funding from the Disability Alliance of BC to support the committee's work.

- B. **Discussion:** The Accessibility Committee has already accomplished significant goals (successfully advocating for greater visibility for handicapped parking signage downtown) but progress is limited by budget and staff capacity constraints. Grant money could fund additional staff hours or contracted support positions to coordinate the work of the committee and accelerate workplan progress.

Disability Alliance BC (DABC) has funding available to assist local governments that lack the staff capacity to support the development of accessibility plans. There is no formal application process, but grants of up to \$4000 can be awarded on a case by case basis. With Council's permission, staff will work with DABC to secure funding for Kaslo.

- C. **Attachments:** Nil

- D. **Financial Implications:** Staff time is required to support the activities of all committees. Grant funds can relieve budgetary constraints on the amount of staff time available for committee work. Examples of expenses that could be covered include staff or contractor wages to assist with meeting administration, or public consultation, outreach and education related to the development of a useful Accessibility Plan
- E. **Corporate Priority:** Development of an Accessibility Plan is required by legislation.
- F. **Environmental Impact:** The goal is to reduce barriers and create a more inclusive environment.
- G. **Communication Strategy:** Development and implementation of a communication strategy is an example of the work that could be undertaken using grant funds.

CAO Approval: 2023.12.08



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: December 8, 2023

SUBJECT: Community Development Program Grant Application – Kaslo Baseball & Softball Association

PURPOSE: To consider a request from the Kaslo Baseball & Softball Association for Community Development grant funding

OPTIONS:

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

1. **Defer a decision. Staff will work to resolve outstanding issues and bring the matter back to a future meeting.**
2. Approve the grant application. *The funding application will be submitted but work on the project must wait until the proposal receives Council approval.*
3. Don't allow the grant application. *The group will need to find alternate sources of funds to complete the project.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT consideration of the Kaslo Baseball & Softball Association's request be referred to the 2024.01.09 Council meeting.

ANALYSIS:

- A. **Background:** Over the last several years the Kaslo Baseball & Softball Association (KBSA) has brought about significant improvements to the Murray Pearson Memorial Ball Park. The facility is owned by the Village but used intensively by the KBSA for various programs. Recent improvements include installing irrigation, resurfacing the infield and adding fencing and plans to replace the aging dugouts are under development.

At the 2023.11.14 Council meeting the following resolutions were adopted:

318/23	THAT Council approve allowing the Kaslo Baseball and Softball Association (KBSA) to proceed with a grant application for renovations to the outfield of the Murray Pearson Memorial Ball Field;
319/23	THAT staff be directed to investigate and report back on the closure of the D Avenue road allowance between First and Second Street for dedication to parkland; and,
320/23	THAT KBSA provide plans for the proposed ballfield improvements for the approval of Council.

As authorized by resolution 318/23 the KBSA has applied to the RDCK for funding from the Area D Community Works Fund. A copy of this application is attached for Council's information. The KBSA is also seeking financial assistance from the Village of Kaslo through the Community

Development Program (CDP) administered by the RDCK. A Council resolution is required to authorize the application for CDP funding.

- B. **Discussion:** Recent correspondence from ballfield neighbours identifies concerns about the proposed project so more discussion with stakeholders seems warranted. Staff has not completed the report on the closure of D Avenue referenced in resolution 319/23. Accessing Community Development Program funding is not time sensitive and can occur in 2024, to allow for refinement of the proposed design before seeking final approval from Council. Delaying a decision on the matter until outstanding issues are resolved is recommended.
- C. **Attachments:**
- KBSA Application for CDP funding
 - KBSA Application for Community Works Fund (info only)
- D. **Financial Implications:** Approximately \$6,000 of in-kind Village public works crew time and equipment is anticipated towards the installation of the new fencing, scoreboard and electrical.
- E. **Corporate Priority:** Considering long-term planning and objectives for Vimy Park, Campground, Loggersports and adjacent beaches is a corporate strategic priority.
- F. **Environmental Impact:** Nil
- G. **Communication Strategy:** The KBSA is willing to work with the Village and residents to address concerns. Stakeholders are invited to submit written comments to the Village by mail or email.

CAO Approval: 2023.12.06



Community Development Grant Application Form

REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4

Phone 250-352-6665 Fax 250-352-9300

Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-___

Contact Information:

Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.

Organization/Society Name: KASLO BASEBALL & SOFTBALL ASSOCIATION	Date of Application: Nov. 27, 2023
Contact Name: MATTHEW BROWN	RDCK Electoral Area/Member Municipality: <input type="checkbox"/> RDCK Electoral Area: <input checked="" type="checkbox"/> Municipality: VILLAGE OF KASLO
Mailing Address: P.O. BOX [REDACTED] KASLO, B.C. V0G 2M0	Payment Type: <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
Phone #: 250-353-[REDACTED]	Email: KasloYouthbaseball@gmail.com

Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)
Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

SEE ATTACHED DOCUMENT

Grant Application:

Total Grant Requested: \$ 12,000	Which funding criterion objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: RDCK COMMUNITY WORKS GRANT APPLIED FOR \$20,000.00	

Previous Community Development Grants Received – Year and Amount:

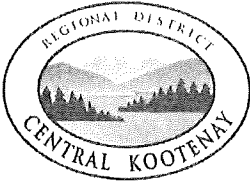
By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

[REDACTED SIGNATURE]
Signature

MATTHEW BROWN
Print Name

Authorization

Signature of Area Director	Total Grant Approved \$
Board Approved Date:	Resolution #



COMMUNITY DEVELOPMENT PROGRAM REGIONAL DISTRICT OF CENTRAL KOOTENAY

COMMUNITY DEVELOPMENT GRANT RECIPIENT OBLIGATIONS

The Recipient shall:

- (a) Use the funding received from the RDCK substantively in accordance with the purposes, methodologies and timeframes described in the funding application. Significant changes to project scope or budget require RDCK approval.
- (b) Comply with all applicable laws and adhere to good business practices in delivering the project or service funded through the community development program grants.
- (c) Unless agreed otherwise by the RDCK, retain ownership to all assets acquired or intangible property created with the funding provided by the RDCK.
- (d) When requested, co-operate with the RDCK in making public announcements regarding the projects or services funded by the RDCK.
- (e) Use the RDCK 's logo in any communications acknowledging the financial contribution of the RDCK and comply with the graphic standards and any conditions communicated by the RDCK.
- (f) Acknowledge that the Recipient and the RDCK are independent contractors, and nothing in the provision of the grant funding by the RDCK is intended to create any joint venture or agency relationship between the two parties. Neither party may purport to create or assume any obligation on behalf of the other.
- (g) Indemnify and save harmless the RDCK , its employees and agents, from and against any and all losses, claims, damages, actions, causes of action, cost and expenses that the RDCK may sustain, incur, suffer or be put to at any time either before or after the projects or services funded by the RDCK are complete, if the same or any of them are based on, arise out of or occur, directly or indirectly, by reason of any act or omission of the Recipient, or of any agent, employee, officer, director or sub-contractor of the Recipient pursuant to this Agreement, excepting always liability arising out of the independent negligent acts of the RDCK.
- (h) Within one year of grant award, submit a report to the RDCK which details how the funds were expended. Loss of eligibility for future Community Development grants may result from failure to submit required reports.
- (i) Where the grant award exceeds \$5,000 in total value, enter into a formal Funding Agreement with the RDCK.

Project Description:

The project will be to install the following:

Digital Scoreboard installed in center field w/ signage reading "Murray Pearson Memorial Field" attached

Batting Cage w/ pitching machine built to be removable so that in the offseason it can be stored to both keep it in good condition and to leave a clean space when not being used. This will include the cage frame (removable), the netting, the matting for the ground, and the pitching machine.

Outfield fence to section off an area to install the batting cage and scoreboard. A six foot fence will be installed to act as an outfield fence in center field. This will provide a space beyond this new centerfield fence, yet within the perimeter boundary fence where we can install a batting cage without affecting the use of the field or leaving the footprint designated for baseball/softball.

Electric run to the outfield area where the batting cage and the scoreboard will be housed. This will be run from an existing box near the site and has been looked at by the Village Public Works Foreman as well as a local certified electrician from Pace Electric.

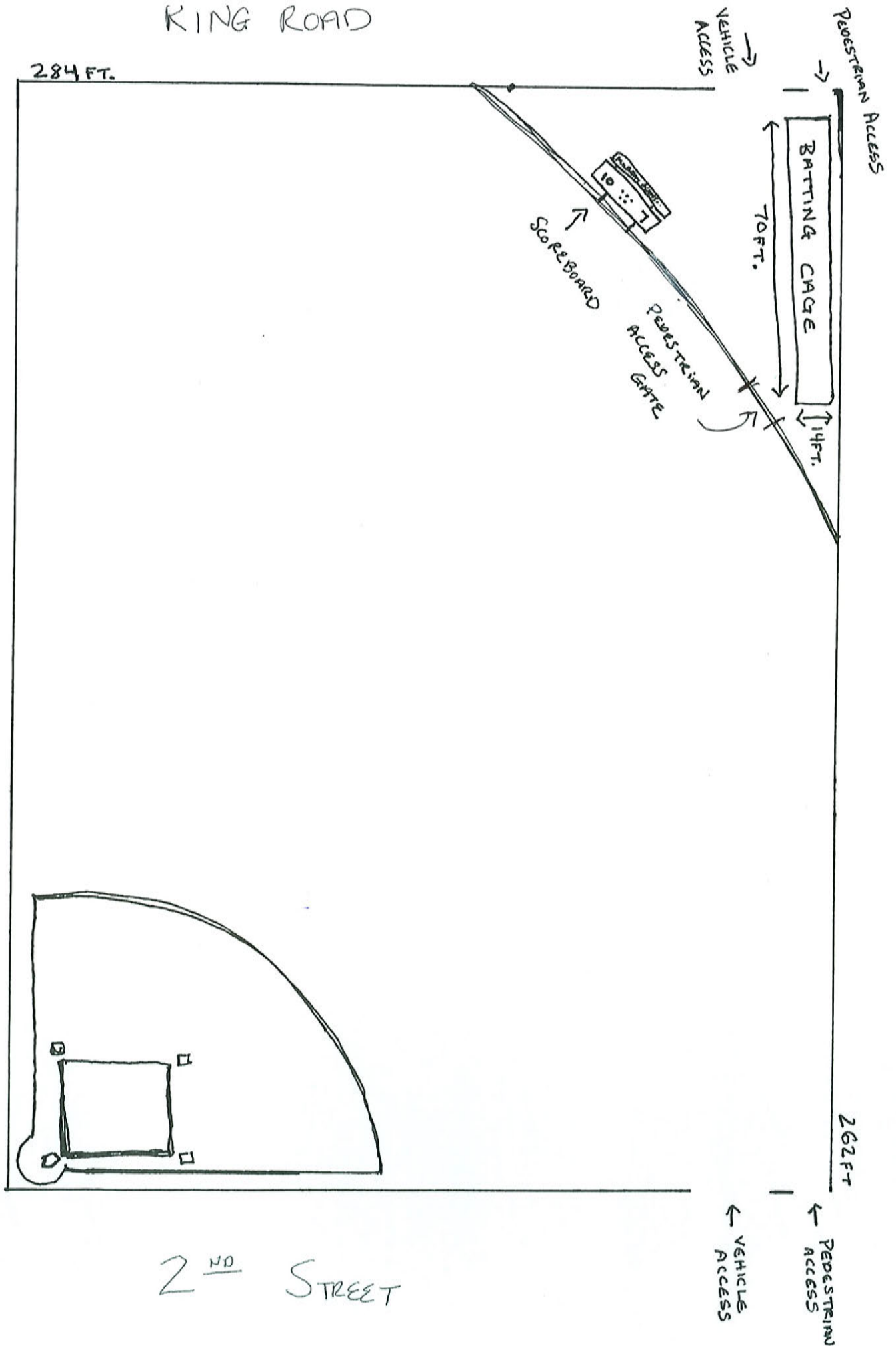
This project will have a huge impact in our community as well as RDCK Area D. We currently have nearly 50 youth every year from Kaslo and Area D that participate in youth baseball, with growth year over year. We also have an adult Slo-Pitch League that has over 150 players with potential for significant growth in the coming years as interest in this league is very strong.

By installing this addition to the outfield fence we are supplying an area to build a batting cage, and future bullpen within the footprint of the field, but outside of the playing field. Currently when we want to perform batting drills we are unable to utilize the rest of the field for other drills as the ball could potentially travel to any part of the field and risk the safety of the players. All eyes must be on the batter/pitcher when there are batting drills happening. This can lead to a lot of standing around for young kids which can lead to a loss of attention or interest. By having a designated safe place to practice hitting this opens the rest of the field for other drills with fielders, pitchers and catchers to happen simultaneously. This also provides batters a place to focus on their hitting skills utilizing a pitching machine designed to improve their skills including timing, hand-eye coordination and other fine aspects of hitting. This will not only improve the skills of players, but also offer a safe place to practice hitting without concern of balls coming at them from other drills. We have been to other communities with batting cages (Nelson, Cranbrook) and seen the huge impact that this has on the development of their players. It is a game changer.

The addition of the Scoreboard will be a huge benefit for not only the baseball/softball community, but the community at large. Currently we have no means of consistently keeping

score. Often teams and spectators are asking the questions: what is the score, how many outs are there, and what inning are we in? By adding a scoreboard we are providing players and spectators the necessary information to engage in the game fully. This will provide our community the opportunity to start to host Tournaments at the field which can be a significant economic driver in our community as when other communities players and families are in our Village for the weekend they will need accommodations, and will be patrons of our restaurants and local businesses. I can easily foresee hosting 2 to 3 tournaments a year between the youth and adults and that is a conservative estimate.

KING ROAD



1.4 Project Team and Qualifications

This project will be undertaken by the Village of Kaslo in coordination with the Kaslo Baseball and Softball Association. Working in partnership together we have raised and invested over \$60,000 in the last five years to upgrade and enhance Murrury Pearson Memorial Field. These upgrades include new perimeter fencing, expanded infield with red shale replacing the former dirt field, sod in the infield, irrigation lines installed throughout the entire field, as well as reseeding and leveling of the outfield. We have a great working history with the Village and the Village Public Works crew is very capable and qualified to perform all of the work necessary. For the electric work we have engaged Pace Electric to perform the electrical work required. Pace Electric is owned by Colin Anderson who was raised here in Kaslo playing ball and is very familiar with the electrical layout of the Vimy Park. I have met with Colin and Village of Kaslo Public Works foreman Geoff Scott and we have all agreed that this would be a great partnership and all of the required qualifications and team members are on board.

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description of Revenue	Value (\$)
RDCK - Community Works Grant		\$ 20,000.00
VOK Community Development Grant		\$ 12,000.00
VOK In-kind contribution	Labor	\$ 7,500.00
		\$
		\$
		\$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	\$ 39,500.00
Project Expenses (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description of Expenses	Value (\$)
Hack Attack Pitching Machine	Pitching Machine for Batting Cage	\$ 5,700.00
70'Lx14'Wx12'H w/ Entry Flap & Baffle	Batting Cage Netting	\$ 1,565.00
Removable 12' posts w/ sleeve plate	Removable 12' posts w/ sleeve plate	\$ 3,349.00
15X70 Sporturf PL357 Outdoor Batting	Batting Cage Outdoor Turf	\$ 4,725.00
Taxes & Shipping	Freight, Shipping & Handling, GST	\$ 1,928.00
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	\$ 17,267.00

Community Works Fund Application (Appendix-A)

Project Revenue (continued)		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Revenue	\$ 39,500.00
Project Expenses (continued)		
(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value (\$)
100' of 6' fencing w/ all necessary part	100' of 6' fencing for the outfield fence	\$ 2,033.00
		\$
Nevco - 1610W (w/o Pitch Counter)	Digital Scoreboard	\$ 10,930.00
Electrical	Material, Labor & Permits	\$ 2,738.00
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Expenses	\$ 32,968.00

Profit and Loss

Kaslo Baseball and Softball Association

Date Range: Jan 01, 2023 to Nov 23, 2023

ACCOUNTS	Jan 01, 2023 to Nov 23, 2023
Income	\$50,800.84
Cost of Goods Sold	\$0.00
Gross Profit	\$50,800.84
As a percentage of Total Income	100.00%
Operating Expenses	\$24,865.38
Net Profit	\$25,935.46
As a percentage of Total Income	51.05%

Balance Sheet

Kaslo Baseball and Softball Association

As of Nov 23, 2023

ACCOUNTS	Nov 23, 2023
Assets	
Total Cash and Bank	\$27,955.08
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
Total Assets	\$27,955.08
Liabilities	
Total Current Liabilities	\$0.00
Total Long-term Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Total Other Equity	\$0.00
Total Retained Earnings	\$27,955.08
Total Equity	\$27,955.08

Cash Flow

Kaslo Baseball and Softball Association

Date Range: Jan 01, 2023 to Nov 23, 2023

CASH INFLOW AND OUTFLOW	Jan 01, 2023 to Nov 23, 2023
Operating Activities	
Sales	\$50,800.84
Purchases	-\$24,865.38
Net Cash from Operating Activities	\$25,935.46
Investing Activities	
Net Cash from Investing Activities	\$0.00
Financing Activities	
Net Cash from Financing Activities	\$0.00
OVERVIEW	
Starting Balance	\$2,019.62 As of 2023-01-01
Gross Cash Inflow	\$50,800.84
Gross Cash Outflow	\$24,865.38
Net Cash Change	\$25,935.46
Ending Balance	\$27,955.08 As of 2023-11-23



Box 12435
Lloydminster, AB
T9V 3C6
GST/HST No. 809998677

Quote

Date	Quote #
2023-11-23	1452

Name / Address
Kaslo Minor Ball Att: Matt Brown Box [REDACTED] Kaslo, BC V0G 1M0

Description	Qty	Cost	Total
Commercial Cage Nets - Net Only 70'Lx14'Wx12'H - \$1,565.00 + GST -includes entry flap & Baffle Net	1	1,565.00	1,565.00
Hack Attack Pitching Machine 3 wheel design allows the hitter to see the ball clearly all the way through the feeding motion, acceleration and release, just like with a live pitcher. Throws pitches 60 feet @ 100+ MPH. Machine comes fully assembled, including baseball legs. Machine weighs 160 lbs with legs, 145 lbs. without legs.	1	5,700.00	5,700.00
Sporturf PL357 - Batting Cage Turf - 3MM - Field Green - 15'W x 70'L - Perforated for outdoor use	1,050	4.50	4,725.00
Freight/Shipping & Handling GST on sales	1	1,265.00 5.00%	1,265.00 662.75

Priced in Canadian dollars.
Includes all customs and clearance charges.
Freight quotes valid for 30 days.
Customer has 30 days after delivery to report deficiencies or inadequacies.

Subtotal	\$13,255.00
GST	\$662.75
Total	\$13,917.75

Phone #	E-mail	Web Site
780-875-7236	westernpro@shaw.ca	www.westernpro.ca



QUOTE

Kaslo Minor Baseball Association

Date
22 Nov 2023

Expiry
22 Dec 2023

Quote Number
QU-0508

Reference
Score board and batting cage
outlets

GST
72333 2888 RT0001

Pace Electric
Attention: Colin Anderson
116 5th Ave
CASTLEGAR BC V1N 1V3
CANADA
(250) 304-8930
info@paceelectric.ca

Description	Quantity	Unit Price	Tax	Amount CAD
Permit	1.00	287.00	5%	287.00
Hourly Labour, Journeyman	4.00	80.00	5%	320.00
Material	1.00	2,000.00	5%	2,000.00
			Subtotal	2,607.00
			TOTAL GST COLLECTED 5%	130.35
			TOTAL CAD	2,737.35

Terms

Material and labour to wire Outlets as discussed



Rite-Way Fencing (2000) Inc. Phone: (250) 491-9174
3535 Alcan Road Toll Free: (877) 422-3699
Kelowna, BC V1X 7R3

RITE-WAY
FENCING INC.

Quotation

Customer

Kaslo Building Supplies

6521 Highway 31

P.O. Box 1150

Kaslo, BC V0G 1M0

Attn: Jo

250-353-7628

Re: TAG: VILLAGE OF KASLO - BALLPARK - 6' OPTION

Quotation # LN36608

Quotation Date 11/16/2023

Reference Number

Sales Representative Lori Nell

Weight 916.7 lbs.

Fax or Email jo.davie@kaslobuilding.com

CHAIN LINK MESH

100 foot 72" X 2" X 9 GA. GALVANIZED MESH - KK

PIPE

5 each PIPE 1 5/8" SS 40 PIPE GALVANIZED 21 FT.

4 each PIPE 3 1/2" SS 40 PIPE GALVANIZED 9 FT.

CHAIN LINK FITTINGS

8 each 3 1/2" BRACE BANDS - GALVANIZED

4 each 3 1/2" DOME CAPS - DIE CAST ALUMINUM

8 each 1 5/8" RAIL ENDS - PRESSED STEEL

4 each 1 5/8" SLEEVES GALV. SLEEVES

8 each 70" TENSION BARS GALVANIZED 3/4" INDUSTRIAL

64 each 5/16" X 1 1/4" GALVANIZED c/w nuts CARRIAGE BOLTS

MATERIALS ONLY - FOB KELOWNA

QUOTATION IS VALID FOR 10 DAYS

GST @ 5.00%

Total : \$2,032.⁹⁹



Rite-way Fencing (2000) Inc. Phone: (250) 481-9174
3535 Alcan Road Toll Free: (877) 422-3699
Kelowna, BC V1X 7R3

RITE-WAY
FENCING INC.

Quotation

Customer

Kaslo Building Supplies
6521 Highway 31
P.O. Box 1150
Kaslo, BC V0G 1M0
Attn: Jo
250-353-7628
Re: TAG: VILLAGE OF KASLO - BALLPARK - 4' OPTION

Quotation # LN36609
Quotation Date 11/16/2023
Reference Number
Sales Representative Lori Nell
Weight 734.0 lbs.
Fax or E-mail jo.davie@kaslobuilding.com

CHAIN LINK MESH

100 foot 48" X 2" X 9 GA. GALVANIZED MESH

PIPE

5 each PIPE 1 5/8" SS 40 PIPE GALVANIZED 21 FT.
4 each PIPE 3 1/2" SS 40 PIPE GALVANIZED 7 FT.

CHAIN LINK FITTINGS

8 each 3 1/2" BRACE BANDS - GALVANIZED
4 each 3 1/2" DOME CAPS - DIE CAST ALUMINUM
8 each 1 5/8" RAIL ENDS - PRESSED STEEL
4 each 1 5/8" SLEEVES GALV. SLEEVES
8 each 46" TENSION BARS GALVANIZED 3/4" INDUSTRIAL
64 each 5/16" X 1 1/4" GALVANIZED c/w nuts CARRIAGE BOLTS

MATERIALS ONLY - FOB KELOWNA
QUOTATION IS VALID FOR 10 DAYS

GST @ 5.00%

Total

\$1,666.99

NEVCO

QUOTATION

Account Name	Kaslo Youth Baseball	Created Date	11/6/2023
Quote Number	00159545	Expiration Date	12/6/2023
Contact Name	Matthew Brown	Prepared By	John Schmidtke
Title	President	Title	Display and Scoring Consultant
Phone	[REDACTED]	Phone	(618) 664-0360
Email Address	kasloyouthbaseball@gmail.com	Fax	(618) 664-0398
		Email Address	jschmidtke@nevco.com

Quantity	Model/Part #	Product Description	Dimensions L x H x W/D	Total Price
1.00	1610-W	Baseball/Softball LED Scoreboard with All-White Digits	10'x4'x8"	CAD 5,689.80
1.00	ADO 10-2	Non-illuminated Outdoor Sign	10'x2'	CAD 932.40
1.00	802-0300 - MPCX2 Baseball/Softball	Wireless Handheld Control	0.3'x0.5'x0.1'	CAD 477.00
1.00	MPCX2 Rec - Outdoor x6xx	In-board Wireless Receiver Kit		CAD 810.00
1.00	MPCX/MPCX2 Case	MPCX/MPCX2 Control Carrying Case (holds 2 controls)	12.4'x8'x4"	CAD 49.50

Ttl Shipping Wt (lbs)	350	Subtotal	CAD 7,958.70
Sales Tax Rate	12.000%	Freight	CAD 1,800.00
County	West Kootenays	Tax	CAD 1,171.04
		Total (\$CND)	CAD 10,929.74

Due to supply chain issues resulting from the pandemic, freight pricing and anticipated schedule for delivery along with performance of services are subject to change.

Customers who purchased items in this quote also purchased the following:

Stadium Pro Sound Series

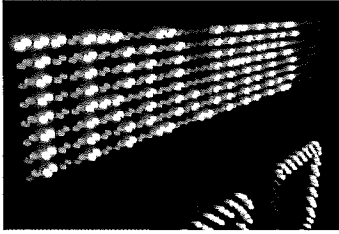


- Stadium Pro 1000 series and Stadium Pro 2000 series available
- Custom designed for the athletic market to provide complete coverage
- Single-point sound source system located at scoreboard
- Speakers and subwoofers will deliver clear, intelligible voice and concert quality music at high decibel levels throughout your facility
- 5 Year Warranty on loudspeakers and custom designed speaker cabinet

NEVCO

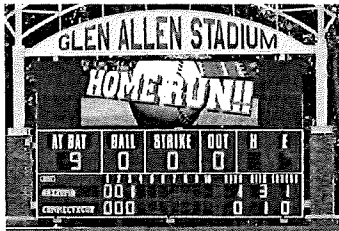
QUOTATION

Electronic Team Names (ETN)



- Customize the team names
- Easily changed from game to game
- Program team names using the console control
- Bright, long-lasting, energy-efficient LED
- Perfect for Multi-team Complexes or facilities that host Tournaments
- Available on most models

Message Centers



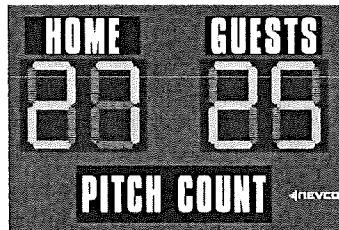
- Flexible advertising solution
- Exciting in-game animations
- Display additional stats and player info
- Long-lasting LED technology
- Full color and monochrome (red or amber)
- Many sizes to fit your scoreboard and venue

Extended Warranty



- Additional protection for 24 months
- Same terms as the included 5-year warranty
- Available for indoor or outdoor scoreboards
- Longest warranty available in industry

Pitch Counter Display



- Comply with league pitch count rules
- Prevent arm injury or fatigue
- Hand-held Wireless operation
- Connects with Nevco scoreboard controls
- Mounts next to new or existing scoreboard
- Multiple sizes and colors available

Pitch Timer Display



- Wireless operation
- Set any time up to 199 seconds
- Includes horn
- Track time in between pitches or innings
- Comply with NCAA regulations
- Reduce overall game time

NEVCO 100 YEARS

NEVCO

QUOTATION

Solar Power Kit



- Reduce installation costs
- Install "off-grid" scoreboards and accessories
- No wires, No electric bills.
- Built-in battery charge meter
- Designed for all weather conditions
- No Trenching. No boring. No overhead lines.
- Complies with NEC standards Section 690

Billing/Shipping Information

Bill To Name	Kaslo Youth Baseball	Ship To Name	Kaslo Youth Baseball
Bill To	Kaslo, BC 010 Canada		

Quote Terms and Conditions

The above pricing is for equipment only and does not include installation (unless specified) or taxes (if applicable). Unless shown specifically in the quote, shipping is an additional cost and is not included. Due to the custom nature of our products, our preferred payment terms are 50% down and remaining balance net 30. Additional payment terms available upon credit review. Shipping terms are F.O.B. Greenville, IL USA.

All Scoreboards and Message Centers are UL Listed and most come with our free 5-year guarantee (Exception: Special promotion/packages may have shorter warranty and are noted in product descriptions). Portable Production Kits carry a 3-year guarantee. Wireless components and Solar Power Kit carry a 2-year guarantee. Hand-held controls, switches and printed scrims carry a 1-year guarantee. Performance and Payment Bonds, if required, will include a one-year warranty after substantial completion.

STATE TAX EXEMPT FORM MUST BE SUBMITTED WITH ORDER OR TAXES WILL BE INVOICED.

Scoreboards are available in 15 standard colors at no extra charge. Please contact your consultant for production/shipping lead times.

Purchase Order	Nevco Scoreboard Company ULC	Remit To Address	Nevco Scoreboard Company ULC
Address	606B-55, Cedar Pointe Drive		P.O. Box 57339, STN A
	Barrie, ON L4N 5R7		Toronto, ON M5W 5M5
			800.461.8550 / 705.325.4005

Quote Acceptance

Signature _____	Title _____
Name _____	Date _____



Sold to
KASLO BASEBALL ASSOCIATION
KASLO
V0G 1M0 [REDACTED]

Ship to
KASLO BASEBALL ASSOCIATION
KASLO
BC
V0G 1M0 [REDACTED]

QUOTATION

Date		
11/10/2023		
11:08:29 AM	Order	0011336
Salesperson	Jo D.	Page 1

Customer	KASBAS
Reference	Fencing Quote
Purchaser	Jo/Matt

Item	Description	Quantity	U/M	Unit price	Amount
MISC	Quote 15pcs of 12' post 10pcs of 4' inground sleeves	1.000		2989.990	2989.99 FP

I agree to pay a 2 % monthly late fees on every past due account. Any purchased merchandise remains the property of the retailer until it is paid in full.

Any claim should be done within 30 days of the purchase. Returned special orders are subject to acceptance by the store and to returning fees

	Sub total	2989.99
(122373905)	G.S.T. 5%	149.50
(122373905)	P.S.T. 7%	209.30
	Total	3348.79



Thank you for visiting our store!

We look forward to serve you soon!

Customer

QUOTATION

Kaslo Building Supplies (1990) Ltd
6521 Highway 31 (Po Box 1150)
Kaslo (British Columbia)
V0G 1M0

Phone (250) 353-7628

info@kaslobuilding.com
kaslobuilding.com



Sold to
KASLO BASEBALL ASSOCIATION
KASLO
V0G 1M0 [REDACTED]

Ship to
KASLO BASEBALL ASSOCIATION
KASLO
BC
V0G 1M0 [REDACTED]

QUOTATION

Date	11/10/2023 11:05:19 AM	Order	0011335
Salesperson	Jo D.	Page	1

Customer	KASBAS
Reference	Quote
Purchaser	Jo/Matt

Item	Description	Quantity	U/M	Unit price	Amount
MISC	Fencing Quote 10pcs of 14' post 5pcs of 12' post	1.000		2622.990	2622.99 FP

I agree to pay a 2 % monthly late fees on every past due account. Any purchased merchandise remains the property of the retailer until it is paid in full.

Any claim should be done within 30 days of the purchase. Returned special orders are subject to acceptance by the store and to returning fees

	Sub total	2622.99
(122373905)	G.S.T. 5%	131.15
(122373905)	P.S.T. 7%	183.61
	Total	2937.75



Thank you for visiting our store!

We look forward to serve you soon!

QUOTATION

Customer



2023.11.16

Certified to be a true resolution adopted by the Council of the Village of Kaslo at their November 14, 2023 Regular Meeting:

318/2023

Kaslo Baseball and Softball Association Request

Moved, seconded, and CARRIED

THAT Council approve allowing the Kaslo Baseball and Softball Association (KBSA) to proceed with a grant application for renovations to the outfield of the Murray Pearson Memorial Ball Field.

Ian Dunlop
Chief Administrative Officer



Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
250-352-6665 1-800-939-9300 Email info@rdck.bc.ca

Community Works Fund Application (Appendix-A) Gas Tax Program Services – CWF Funding (UBCM)			
"The Project"		Murray Pearson Memorial Field Renovations	
Date of Application		2023/11/23	
Applicant Information			
Name of Organization	Kaslo Baseball & Softball Association		
Address	PO Box [REDACTED]		
City, Prov. Postal	Kaslo, BC, V0G1M0		
Phone No.	250-353-[REDACTED]	Fax No.	
Organization's Email	kasloyouthbaseball@gmail.com		
Name of Contact	Matthew Brown	Contact's Email	kasloyouthbaseball@gmail.com
Director in Support of Project			
Name of Director(s)	Area(s)/Municipality	Amount Requested	
Director Aimee Watson	Area D	\$ 20,000.00	
Project Time Line			
Project Commencement Date (yyyy/mm/dd)		Project Completion Date (yyyy/mm/dd)	
2024/08/15		2024/10/25	
Land Ownership			
Ownership and legal description information is required for all parcels of land on which the proposed work will occur.			
Legal Description of land(s)	Vimy Park		
Registered Owners of Land(s)	The Village of Kaslo		
Crown Land Tenure/License No./Permit No.(s)			
Compliance With Regulations			
The proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.			
Have you consulted with a building official?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Have you applied and received a building permit?	<input type="checkbox"/> Yes, Permit No. _____ <input checked="" type="checkbox"/> No		
If No, please explain: The VOK CAO Ian Dunlop directed there were no permits or licenses to obtain and we are compliant.			

Application Content

Must include all of the following:

1.0 - Description of the Project including management framework

1.1 - Project timeline and supporting documents

2.0 - Project budget

3.0 - Accountability Framework Financial statements that adhere to Project accountability

1.0 Description of the Project including management framework

Project Description

The project will be to install the following:

Digital Scoreboard installed in center field w/ signage reading "Murray Pearson Memorial Field" attached

Batting Cage w/ pitching machine built to be removable so that in the offseason it can be stored to both keep it in good condition and to leave a clean space when not being used. This will include the cage frame (removable), the netting, the matting for the ground, and the pitching machine.

Outfield fence to section off an area to install the batting cage and scoreboard. A six foot fence will be installed to act as an outfield fence in center field. This will provide a space beyond this new centerfield fence, yet within the perimeter boundary fence where we can install a batting cage without affecting the use of the field or leaving the footprint designated for baseball/softball.

Electric run to the outfield area where the batting cage and the scoreboard are housed. This will be run from an existing box near the site and has been looked at by the Village Public Works Foreman as well as a local certified electrician from Pace Electric.

Project Management

The project will be managed by the Village of Kaslo Public Works in coordination with Kaslo Baseball & Softball Association.

(If needed, please provide additional information on separate page)

1.1 Project Costs including Timeline and Supporting Documents

The total of Project Costs at the top end is \$32,968. That includes the highest estimates to ensure our budget will be sufficient. Pace Electric has provided a quote, though they have also offered to donate some of the electrical equipment such as connection boxes which will lower the total. We are applying for \$20,000 through the RDCK Community Works Fund (this grant application) as well as \$12,000 from the Village of Kaslo's Community Development Grant. This will cover the entire budget with any overages being covered by KBSA.

The project timeline is for work to begin at the end of the 2024 baseball and softball season in early August 2024. As the Village of Kaslo will be doing the work the actual dates will be dependant on when the Public Works Crew has time to perform the work. In speaking with Geoff Scott, the Public Works Foreman, a timeline of early August through the end of October is sufficient to provide a large enough window to provide the crew flexibility while also committing to a timeline we are very confident the work can be done within. Pace electric can perform their work in less then 1 day. This timeline has been provided by the Public Works Crew and they are confident that can complete this project in the summer/fall of 2024.

(If needed, please provide additional information on separate page)

1.2 Project Impact

This project will have a huge impact in our community as well as RDCK Area D. We currently have nearly 50 youth every year from Kaslo and Area D that participate in youth baseball, with growth year over year. We also have an adult Slo-Pitch League that has over 150 players with potential for significant growth in the coming years as interest in this league is very strong.

By installing this addition to the outfield fence we are supplying an area to build a batting cage, and future bullpen within the footprint of the field, but outside of the playing field. Currently when we want to perform batting drills we are unable to utilize the rest of the field for other drills as the ball could potentially travel to any part of the field and risk the safety of the players. All eyes must be on the batter/pitcher when there are batting drills happening. This can lead to a lot of standing around for young kids which can lead to a loss of attention or interest. By having a designated safe place to practice hitting this opens the rest of the field for other drills with fielders, pitchers and catchers to happen simultaneously.

This also provides batters a place to focus on their hitting skills utilizing a pitching machine designed to improve their skills including timing, hand-eye coordination and other fine aspects of hitting. This will not only improve the skills of players, but also offer a safe place to practice hitting without concern of balls coming at them from other drills. We have been to other communities with batting cages (Nelson, Trail) and seen the huge impact that this has on the development of their players. It is a game changer.

The addition of the Scoreboard will also be a huge benefit for not only the baseball/softball community, but the community at large. Currently we have no means of consistently keeping score. Often teams and spectators are asking the questions what is the score, how many outs are there, and what inning are we in? By adding a scoreboard we are providing players and spectators the necessary information to engage in the game fully. This will provide our community the opportunity to start to host Tournaments at the field which can be a significant economic driver in our community as when other communities are in our Village for the weekend they will need accommodations, and will be patrons of our restaurants and local businesses. I can easily foresee hosting 2 to 3 tournaments a year between the youth and adults and that is a conservative estimate.

(If needed, please provide additional information on separate page)

1.3 Project Outcomes

New outfield fence installed in Centerfield

New Scoreboard installed in Centerfield

New Batting cage with a pitching machine installed in area created by new outfield fence.

In the above sections (1.2 Project Impact) I highlight the numerous benefits and outcomes of the various aspects of this project.

(If needed, please provide additional information on separate page)

1.4 Project Team and Qualifications

This project will be undertaken by the Village of Kaslo in coordination with the Kaslo Baseball and Softball Association. Working in partnership together we have raised and invested over \$60,000 in the last five years to upgrade and enhance Murrar Pearson Memorial Field. These upgrades include new perimeter fencing, expanded infield with red shale replacing the former dirt field, sod in the infield, irrigation lines installed throughout the entire field, as well as reseeding and leveling of the outfield. We have a great working history with the Village and the Village Public Works crew is very capable and qualified to perform all of the work necessary. For the electric work we have engaged Pace Electric to perform the electrical work required. Pace Electric is owned by Colin Anderson who was raised here in Kaslo playing ball and is very familiar with the electrical layout of the Vimy Park. I have met with Colin and Village of Kaslo Public Works foreman Geoff Scott and we have all agreed that this would be a great partnership and all of the required qualifications and team members are on board.

(If needed, please provide additional information on separate page)

2.0 Project Budget

List anticipated and confirmed Project revenue and expenses that have been deemed necessary for the implementation of the Project. Schedule B outlines eligible costs for eligible recipients (see attached).

Project Revenue

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Revenue	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Revenue	\$ 0.00

Project Expenses

(Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)

Item	Description of Expenses	Value (\$)
Hack Attack Pitching Machine	Pitching Machine for Batting Cage	\$ 5,700.00
70'Lx14'Wx12'H w/ Entry Flap & Baffle	Batting Cage Netting	\$ 1,565.00
Removable 12' posts w/ sleeve plate	Removable 12' posts w/ sleeve plate	\$ 3,349.00
15X70 Sporturf PL357 Outdoor Batting	Batting Cage Outdoor Turf	\$ 4,725.00
Taxes & Shipping	Freight, Shipping & Handling, GST	\$ 1,928.00
(If needed, please see page 7 to provide additional budget information)	Sub-Total Project Expenses	\$ 17,267.00

Project Revenue (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Project Revenue	Value (\$)
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Revenue	\$ 0.00
Project Expenses (continued) (Capital, Professional, Environmental Assessment, Employee, Equipment, Incremental)		
Item	Description	Value (\$)
100' of 6' fencing w/ all neccesary part	100' of 6' fencing for the outfield fence	\$ 2,033.00
		\$
Nevco - 1610W (w/o Pitch Counter)	Digital Scoreboard	\$ 10,930.00
Electrical	Material, Labor & Permits	\$ 2,738.00
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	Total Project Expenses	\$ 32,968.00

2.1 Additional Budget Information

Quote rationale to be reviewed by RDCK Chief Administrative Officer

I have included the entire project budget though we are only applying for \$20,000 in this grant application. I have included all costs to show a total budget for the project and itemized where we intend to obtain these funds. I can provide a budget within the \$20,000 by removing the last two line items which will be the two items included in the Village of Kaslo Community Development Grant.

(If needed, please provide additional information on separate page)

3.0 Accountability Framework

The eligible recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for eligible Project and eligible costs
- Project is implemented in diligent and timely manner
- Where recipient is a Local Government, undertake Integrated Community Sustainability Planning
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provide a Project Completion Report including copies of all invoices
-

4.0 Schedule of Payments


The RDCK shall pay the grant to the proponent in accordance with the following schedule of payments:

- a) 75% upon signing of the Contract Agreement
- b) 25% upon receipt of a Project completion report indicating 100% completion of the Project and proof of meeting anticipated impacts and outcomes, a statement of income and expenses, and copies of invoices/receipts supporting funding expenditures.

5.0 Acknowledgement of Requirements

Gas Tax-funded projects aim to achieve national objectives: a clean environment; strong cities and communities; and productivity and economic growth.

By signing below, the recipient agrees to prepare and submit a Project completion report outlining Project outcomes that were achieved and information on the degree to which the Project has contributed to the above mentioned objectives. The Project completion report must include details of project revenue s and expenses and copies of invoices or receipts that support funding expenditures. In addition, an annual report (for 5 years) is to be submitted to the RDCK prior to October 31st of each year detailing the beneficial impacts on the community as a result of the completed Project.

Authorized Signature for Proponent	Name	Date
	MATTHEW BROWN	Nov. 27, 2023

REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: December 7, 2022

SUBJECT: Winter In The Forest – Request for Support

PURPOSE: To seek Council direction regarding the 2023 Winter in the Forest event.

OPTIONS:

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

1. **Provide in-kind support and seek grant funding. *Event preparations will proceed.***
2. Do not support the event. *The event will not be able to proceed without municipal support.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village submit an application for grant funding to offset the cost of the 2023 Winter in the Forest event; and,

THAT the Village provide in-kind assistance from the Public Works crew to prepare the site.

ANALYSIS:

- A. **Background:** Winter in the Forest is a popular community event that is held on the Family Day long weekend and celebrates outdoor winter activities. The event is normally held at the western end of the aerodrome, on municipal property, so Council permission is required. Public Works crew time is requested to move snow for the event, creating piles for slides and sculptures, as well as clearing parking and gathering spaces – a Council resolution is required to authorize the in-kind assistance. Grants of \$1000 may be available to the municipality again this year from the BC Recreation and Parks Association for Family Day activities – a Council resolution is required to authorize an application.
- B. **Discussion:** Winter in the Forest is being hosted by the Kaslo Housing Society with the assistance of Kaslo & District Community Forest Society and the organizers are seeking permission from Council to hold the event on municipal property. The organizers have been advised that they will need to obtain a Community Event licence, pay the Large Event Fee specified in the Fees & Charges bylaw and provide proof of insurance coverage.

The organizers are also requesting in-kind assistance from the Public Works crew, to move snow using Village equipment. An estimated 30-40 hours of crew time are required to complete the site preparation.

A grant of \$1000 may be available to the municipality for free public events held on Family Day long weekend (February 16-19, 2024). The grant intake usually opens in early January and funds are awarded on a first-come, first-served basis.

- C. **Attachments:** Email dated 2023.12.05 from Cloe Bayeur-Holland

- D. **Financial Implications:** In 2023, 28 hours of crew time and 13 hours of loader time were required to prepare the site. The in-kind contribution had an estimated value of \$3,665.
- E. **Corporate Priority:** The Corporate Strategic Plan suggests that the events committee coordinate special events in the Village with partner organizations.
- F. **Environmental Implications:** The necessary use of heavy equipment to remove and sculpt snow for the event results in additional GHG emissions.
- G. **Communication Strategy:** Event communications will be the responsibility of the organizer.

CAO Approval: 2023.12.08

To the Village of Kaslo Council

Subject: Winter in the Forest Festival 2024

December 5, 2023

Dear Mayor Hewat, Kaslo Council and Village staff,

I am writing on behalf of the Winter in the Forest Festival Committee, which is operating as a partnership between the Kaslo Community Forest Society and the Kaslo Housing Society. I would like to request that Council consider our request to bring back the festival again in 2024. We envision a festival much the same as in years previous, to be held on Family Day (February 19, 2024) at the west end of the Village Aerodrome.

This festival is only possible with the blessing of Council and the in-kind contribution of Kaslo Public Works. We are also hoping that the grant opportunities we have had will also be available (CBT and BC Recreation and Parks) but have yet to confirm those. Currently we have confirmed a generous sponsorship from the Kaslo Community Forest, and the participation of the Kaslo Housing Society.

Winter in the Forest Festival is a much-loved event with a history of almost 20 years. It's also a valuable fundraising vehicle for the Kaslo Housing Society and is a good promotion for other volunteer organizations, ranging from the Kaslo Fire Department to the Kootenay Lake Stewardship Society to the Kaslo and Area Youth Centre.

We understand the fee structure and the insurance requirements that will be necessary. What we are hoping for this December is a green light from Council for us to continue with our planning in consultation with Village staff. We'll have more details for you to consider in January should you give us an agreement in principle to support the return of the Winter in the Forest Festival in 2024.

Sincerely,
Cloe Bayeur-Holland
Executive Director
Kaslo Housing Society

REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: December 7, 2023

SUBJECT: Request for Grant-In-Aid – Langham Polar Bear

PURPOSE: To seek Council direction regarding a request for support for the upcoming Polar Plunge

OPTIONS:

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

1. Provide a grant-in-aid for the full amount of fees. *No revenue for the Village.*
2. Provide a grant-in-aid for some fees. *The organizers will pay the Village some fees.*
3. Do not provide a grant-in-aid. *The organizers will pay all applicable fees.*
4. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village [not] provide a grant-in aid to the Langham Cultural Society to offset the cost of [renting Kaslo Bay Park – \$150] and/or [any applicable Large Event fees – \$0-\$275] and/or [a Community Event Licence – \$15] for the Kaslo Polar Plunge on January 1, 2023.

ANALYSIS:

- A. **Background:** The Langham is holding a Polar Plunge fundraiser event at Kaslo Bay Park for three hours on January 1, 2024, and have requested relief from the applicable fees. In 2023, the Polar Plunge resumed after being on hiatus during the pandemic. A request was made in December 2022 to waive the fees for the 2023 event but was not granted by Council.

All fees charged by the municipality must be established by bylaw, and Council cannot waive fees by resolution. If Council wishes to support the event they can, by resolution, issue a grant-in-aid to offset costs.

- B. **Discussion:** Prior to 2022 the organizers were not charged any fees by the Village. In 2022 the funding request was denied but alternate sources of funding were suggested. There has been some recent employee turnover at the Langham so this information may not have been communicated to the current staff. In future years funding could be sought from the Columbia Basin Trust through their event sponsorship program or the ReDi Grant program. or from the Village through the Municipal Grant or Recreation Grant programs, but opportunities are limited this year since the event is just a few weeks away.

Council can choose whether or not to provide support in either a specified amount or the full amount of applicable costs. Any grant-in-aid issued should be recognized by the recipient as a municipal contribution towards the project.

C. **Attachments:**

- 2023.12.04 letter from Colette Enns, Langham Cultural Centre Vice Chair
- Special Event Permit Application

D. **Financial Implications:**

In accordance with Fees & Charges Bylaw 1271, as amended, the event organizers will be charged as follows:

Item	Amount
Community Event Licence	\$15
Kaslo Bay Park Rental	\$150
Large Event Fee (100-500 attendees)*	\$275

**if applicable*

The minimum cost will be \$165 and if the Large Event fee applies the total will be \$440. Any amounts not covered by a grant-in-aid will be recorded by the Village as revenue. Issuance of grants-in-aid to offset costs are revenue-neutral for the Village.

- E. **Corporate Priority:** The Corporate Strategic Plan suggests that the events committee coordinate special events in the Village with partner organizations.
- F. **Environmental Impact:** No environmental impacts have been identified.
- G. **Communication Strategy:** The need to recognize municipal support will be communicated to the recipient if a grant-in-aid is issued.

CAO Approval: 2023.12.08



Langham Cultural Society
PO Box 1000, Kaslo, BC V0G 1M0
Phone: 250 - 353 - 2661
Fax: 250 - 353 - 2671
Email: langham@netidea.com
Website: www.thelangham.ca

December 4, 2023

The Village of Kaslo
413 Fourth Street
Kaslo BC V0G1M0

Dear Council,

I am writing to you on behalf of the board of the Langham Cultural Centre.

We have applied for an event permit from the Village of Kaslo for our annual fundraising event: The Polar Plunge. We would like to request a grant from the Village to cover the cost of the permit as this is a fundraising event.

Funds raised from this event help the Langham support the arts and culture of our wonderful small town through its programming. Next year (2024) is the 50th Anniversary of the Langham and we are kicking it off with the plunge and planning a number of exciting events to celebrate the presence of the Langham in Kaslo and the contribution it has and continues to make to arts and culture.

Thank you for your consideration of this request.

Sincerely,

Colette Enns
Vice President
Langham Cultural Centre Board

“Special Event” means any publicly advertised event, open to the general public and conducted within a Park which attracts or is intended to attract participants or spectators, except weddings, christenings and group picnics.

Pages 1 and 2 of this form can be used for a basic park rental.

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Special Event Permit
(Section 8)

Permit No. _____

APPLICATION FOR SPECIAL EVENT PERMIT/PARK RENTAL

Name of Applicant: Charissa Hoppenbrouwers
(the “Applicant”)

On behalf of (may be same as Applicant): Langham Cultural Society
(the “Permittee”)

Address of Applicant and Permittee: PO BOX 1000, 447 A Ave Kaslo, BC, V0G 1M0

Telephone Number: 250-353-2661 Fax Number: _____

Nature of Event or Activity: Polar Dip Fundraising Event
(the “Event”)

Number of Participants (Estimated): 100

Date(s) of the event: Jan 1, 2024

Time: From: 10:30 am a.m./p.m. to 1:30 pm a.m./p.m.

Location of Event: Kaslo Bay

(the “Permit Area”)

The Permittee hereby applies to the Village of Kaslo (the “Village”) for permission to hold the Special Event in the Permit Area on the date and at the time specified above.

In consideration of the issuance to the Permittee of a permit for the Event, the Permittee agrees that the terms and conditions set out on the following pages form part of this Permit, and agrees to fully comply with and be bound by these terms and conditions.

THE APPLICANT HAS READ AND UNDERSTOOD THE TERMS AND CONDITIONS AND AGREES THAT THEY WILL BE OBSERVED BY THE PERMITTEE, ITS OFFICERS, EMPLOYEES, SERVANTS, AGENTS, LICENSEES AND INVITEES.

VOK INITIALS _____

PERMITEE INITIALS CH

The applicant warrants and represents that it has the power, authority and capacity to enter into this agreement on behalf of the Permittee and to bind the Permittee with its signature.

The return of this application to the Applicant, signed on behalf of the Village of Kaslo will constitute the issuance of a Permit for the Event.

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Dated this 5 day of December, 2023.

Signed, Sealed and Delivered by the)
Applicant ON BEHALF OF)
the Permittee in the)
presence of:)

Colette Enns)

Witness)

Colette Enns)

[REDACTED] Ave Kaslo BC)

Address)

Self-employed)

Occupation)

C Hoppenbrouwers

Signature of Applicant

Charissa Hoppenbrouwers

Applicant's Printed Name

THIS PERMIT IS HEREBY ISSUED ON THE TERMS AND CONDITIONS SET OUT BELOW.

VILLAGE OF KASLO, by its authorized signatory,

_____,
CHIEF ADMINISTRATIVE OFFICER

VOK INITIALS _____

PERMITEE INITIALS CH

TERMS AND CONDITIONS OF SPECIAL EVENTS PERMIT

Specific Terms and Conditions (to be completed by the CAO or Deputy Clerk)

Page | 3

Term of Permit

2. This permit shall be valid only for the date and time set out on the application unless the Permittee is granted an extension, in writing, by the Village.

Insurance

3. If required by the Village, the Permittee shall obtain and maintain comprehensive general liability insurance including, without limitation, coverage for indemnity provided herein, with an insurer and on terms satisfactory to the Village, including that the Village be a named insured. Prior to the issuance of this Permit, if so required, the Permittee shall deliver to the Village evidence, in a form satisfactory to the Village, that the Permittee has obtained comprehensive general liability insurance with coverage of not less than \$2,000,000 per accident or occurrence, including \$2,000,000 for the bodily injury, death, property damage, economic loss and all other loss and damage affecting any persons or property arising out of or in any way connected with the Event for which this Permit is issued.

Indemnity

4. The Permittee hereby releases, indemnifies and saves harmless the Village and its officers, servants, agents, employees and others from and against all costs, losses, damages, compensation, claims, demands, actions, judgements and expenses, including actual legal expenses of every kind, description and nature whatsoever, in any way connected with or arising from the Event, in whole or in part, including but not limited to, any death or injury to persons or property loss or damage resulting from any acts or omissions of the Permittee, its directors, officers, employees, agents, contractors, subcontractors and others, or that would have not occurred but for the use or occupation of the Permit Area by the Permittee.

5. The Permittee shall conduct the Event in the Permit Area only and no other lands or premises may be used by the Permittee for the Event.

6. The permission granted to the Permittee in this Permit to use the Permit Area for the Event is personal and cannot be assigned, conveyed, transferred or alienated in any way to another individual, organization or corporation without the prior written consent of the Village.

7. The Permittee shall use the Permit Area with care and in a manner that does not unreasonably interfere with or detract from the general public's enjoyment of the Permit Area. The Event shall be conducted in a manner which is compatible with public health, welfare, safety and recreation.

VOK INITIALS_____

PERMITEE INITIALS CH

8. At all times that the Event is in progress, two designated competent and trustworthy representatives of the Permittee must be present and responsible for the conduct of the Event in accordance with the terms and conditions of this permit.

9. The Permittee, or its designated representatives, shall advise all attendees of the Event that they must adhere strictly to the terms and conditions of this Permit.

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10. The Permittee shall leave all lands, buildings, structures, equipment and other property in a neat, clean, tidy and undamaged condition. Failure to do so may result in a fee being levied for maintenance and repair. The Permittee, or its designated representatives, shall immediately report any damage to the Village.

11. The Permittee shall ensure that persons attending the Event conduct themselves in an orderly manner and promptly comply with any reasonable instruction of any representative of the Village in respect of the conduct of the Event.

12. The Permittee represents and warrants that the event shall not include any violence, crime or disorderly conduct.

13. The Permittee shall comply with all applicable laws, including all bylaws, rules and regulations of the Village.

14. If alcohol is to be served at the Event, the following terms and conditions apply:

- (a) the Permittee shall obtain a special occasion liquor licence;
- (b) The Permittee shall comply with all provisions of the British Columbia Liquor Control and Licensing Act and regulations as amended;
- (c) if the Event is to continue past dusk, the Permittee shall ensure that the area is properly illuminated by artificial lights.

15. The Permittee shall ensure that all vehicles are parked only in designated parking areas.

16. The Permittee must conduct the Event so as not to interfere with normal traffic flow on roadways within the Park. No roadway closures shall be permitted except as set out in this Permit.

17. The Park Operator or other person designated by the Village may revoke this permit without notice and without payment of any damages if the Permittee does not comply with the terms and conditions of this permit or with any applicable legislation.

18. The Permittee must conduct the Event as described herein and shall not deviate from this description or the terms and conditions of this Permit.

19. This Permit shall endure to the benefit of and be binding on the parties hereto and their respective heirs, executors, administrators, successors and permitted assigns.

VOK INITIALS_____

PERMITEE INITIALS CH