



Agenda

Regular Meeting of Council

Tuesday, March 11, 2025

Council Chambers - City Hall
413 Fourth Street, Kaslo

Page

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 is called to order at _____ p.m.

2. ADOPTION OF THE AGENDA

2.1 Addition of Late Items

6 - 12

Additional applications and revised summary sheet for item 7.3 - 2025 Municipal Grants

[2025 Municipal Grants Summary Sheet - Updated](#)  (KLISS is eligible)

[Kaslo Car Show 'n Shine - Municipal Grant Application](#) 

2.2 Adoption of the agenda

Recommendation:

THAT the agenda for the March 11, 2025 Council Meeting be adopted as amended with the addition of the late items.

3. ADOPTION OF THE MINUTES

13 - 20

[2025.02.25 Council Minutes - DRAFT](#) 

[2025.03.04 Committee of the Whole Minutes - DRAFT](#) 

Recommendation:

THAT the minutes of the February 25, 2025 Council Meeting be adopted as presented; AND

THAT the minutes of the March 4, 2025 Committee of the Whole Meeting be adopted as presented.

4. DELEGATIONS

None

5. INFORMATION ITEMS

5.1	Council Reports Mayor's Report	21 - 40
	March 11 2025 Mayor's Report 	
	1. Stakeholder Call Presentation Feb 2025 	
	2. LGLA - 2025-Program 	
	3. FCM 2025 March Onsite 	
	Councillor Reports	
5.2	Committee Meetings	41 - 42
	Draft minutes from March 4, 2025 Kaslo Events Committee 	
5.3	Staff Reports CAO Report	
5.4	Correspondence	43 - 62
	2025.02.20 Lay RE Thank You! 	
	2025.02.24 Background - BCFS Engagement 	
	2025.02.24 BCFS Engagement LG Invite Letter 	
	2025.02.25 Baer RE More on Pickleball Court Mismanagement 	
	2025.02.27 Wells RE Some of my letters regarding the Back Road- Kaslo West road... 	
	2025.02.28 Braley RE Snowplowing - thank you 	
	2025.03.04 Lynch RE Thanks to Council and Purchase Proposal reminder 	
5.5	Letters of Support	63
	Letter of Support - Langham Exhibition 	
5.6	Outgoing Correspondence	64 - 65
	2025.02.28 Environmental Assessment Office Re: Zincton 	

[Notice Road Closure March 18 2025](#) 

6. QUESTION PERIOD

An opportunity for members of the public to ask questions or make comments regarding items on the agenda.

7. BUSINESS

- 7.1 2025 Council Meeting Schedule - Revised 67 - 69
To revise the schedule of Council meetings for 2025.

[Staff Report - 2025 Council Meeting Schedule - Revised Feb. 26](#) 

Recommendation:

THAT the 2025 Council meeting schedule be revised as detailed in the staff report titled 2025 Council Meeting Schedule - Revised, dated February 26, 2025.

- 7.2 2025 Logger Sports - Event of Significance 70 - 72
To consider a request from the Kaslo & District Arena Association to declare the 2025 Logger Sports a Municipal Event of Significance for the purpose of their special event permit application to the Liquor and Cannabis Regulation Branch.

[Staff Report - 2025 Logger Sports - Event of Significance](#) 

[Letter – Kaslo & District Arena Association - Event of Significance](#) 

Recommendation:

THAT the 2025 Logger Sports be declared a Municipal Event of Significance for the purpose of the Kaslo & District Arena Association’s special event permit application to the Liquor and Cannabis Regulation Branch.

- 7.3 2025 Municipal Grants 73 - 116
To provide Council with the 2025 Municipal Grant applications for review and decision.

[Staff Report - 2025 Municipal Grants](#) 

[2025 Municipal Grants - Summary](#) 

[2025 Municipal Grant Applications Package](#) 

THAT all eligible applicants for 2025 Municipal Grants be awarded the full amount of their request as identified in the

staff report titled 2025 Municipal Grants dated March 5, 2025.

7.4 EDMA Indigenous Engagement Requirements

117 - 134

To consider a Memorandum of Understanding (MOU) with the Regional District of Central Kootenay (RDCK) to collaborate on indigenous engagement activities.

[Staff Report - EDMA Indigenous Engagement Requirements](#) 

[DRAFT MOU - RDCK Indigenous Engagement](#) 

[RDCK Board Report, September 25, 2024, EDMA IER](#) 

THAT the Village enter into a Memorandum of Understanding with the RDCK to collaborate on indigenous engagement activities, AND FURTHER

THAT \$15,000 be transferred to the RDCK for the purpose of the RDCK managing pooled indigenous engagement funds on behalf of participating municipalities and meeting the engagement requirements under the Emergency and Disaster Management Act.

8. LATE ITEMS

9. IN CAMERA NOTICE

Recommendation:

THAT in accordance with Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following;

(g) litigation or potential litigation affecting the municipality;

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

THAT persons other than Council members and municipal officers be excluded from the meeting.

The open meeting recessed at ____ p.m.

10. RAISED FROM IN CAMERA MEETING

The open meeting reconvened at _____ p.m.

11. ADJOURNMENT

Recommendation:

THAT the meeting be adjourned at _____ p.m.

VILLAGE OF KASLO - MUNICIPAL GRANTS 2025

Request From:	REQUESTED	AWARDED	Purpose	Financial Statement	Previous Grant Reporting	PTE
Kaslo & District Community Forest Society (KDCFS)	\$ 500.00	\$ -	Purchase of virtual meeting equipment.	Dec 2024	N/A	N
Kaslo Community Accupuncture Society	\$ 500.00	\$ -	Purchase of supplies and facility rental fees.	Dec 2024	2024 on file	N
Kaslo Community Garden Society	\$ 400.00	\$ -	Purchase of two wheelbarrows.	Feb 2025	Not Submitted	N
Kaslo Outdoor Recreation and Trails Society (KORTS)	\$ 500.00	\$ -	Contracting arborist for hazard tree removal on local trails.	Dec 2024	2023 on file	N
Kaslo Wild Ultra	\$ 500.00	\$ -	Timing system for local race event.	Feb 2025	N/A	N
Kaslo Search and Rescue	\$ 499.00	\$ -	Purchase of supplies to restock trauma kits.	Dec 2024	2024 on file	Y
Kootenay Lake Historical Society	\$ 500.00	\$ -	Purchase of communication radios.	Feb 2025	Not Submitted	Y
Kootenay Lake Independent School Society (KLISS)	\$ 500.00	\$ -	Purchase of snacks and lunch program for children.	Aug 2024	2024 on file	Y
Langham Cultural Society	\$ 400.00	\$ -	To support Kootenay Roots Show.	Dec 2023	2024 on file	Y
Kaslo Car Show 'n Shine	\$ 500.00	\$ -	To offset expenses for advertising and insurance	Dec 2024	2024 on file	N
Total Applications	\$ 4,799.00	\$ -				

Policy is to give priority to **NON** Permissive or Statutory Tax Exempt Organizations

VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0



Name of Organization: Kaslo Car Show 'n Shine

Mailing Address: [REDACTED] Kaslo, BC V0G 1M0

Executive: President Dave Boland

Vice Pres AL Beik

Secretary John Allen

Treasurer Geri Aasen

AMOUNT REQUESTED: \$ 500.00

REASON FOR REQUESTING

FUNDING: To help offset increasing expenses for advertising, + insurance. We would like to purchase more directional signage for increased safety, and as the show expands further down Front Street we are considering purchasing more cones and a second spill kit.

OTHER SOURCES OF

REVENUE: Trophy sponsorships from local businesses; registration fees from vehicle entries; sales of posters; cash donations from local businesses; nominal bank interest

LOCATION OF ACTIVITIES: Front Street and Front Street Park

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES NO

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM: car/truck/motorcycle enthusiasts; Kaslo merchants; Trust for Kids. Free event for all ages.

CURRENT BANK BALANCE: \$ 5,506.61

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

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

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

Authorized Signatory: Geri Aasen

Print Name: Geri Aasen

Phone number: [REDACTED] Date: March 10/25

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

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

[REDACTED]

From: Geri Aasen <[REDACTED]>
Sent: Monday, March 10, 2025 7:15 AM
To: Village of Kaslo
Subject: Municipal Grant

Mayor and Council,

The Kaslo Car Show 'n Shine recently discovered that they had inadvertently completed and returned the Recreation Grant application, when we had intended to complete the Municipal Grant application. The Municipal Grant deadline had passed when we discovered this, so we are requesting special consideration to have our application be accepted as a late item. We truly appreciate the Village's support each year, and as our expenses increase this grant becomes more important to our bottom line, and the success of the Car Show.

Thank you,
Geri Aasen
for Kaslo Show 'n Shine

12:35 PM
12/29/24
Cash Basis

Kaslo Car Show
Balance Sheet
As of December 31, 2024

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Chequing/Savings	
1000 · KSCU - Maximizer	5,506.61
Total Chequing/Savings	<u>5,506.61</u>
Total Current Assets	<u>5,506.61</u>
TOTAL ASSETS	<u>5,506.61</u>
LIABILITIES & EQUITY	
Equity	
3000 · Opening Bal Equity	5,154.06
3900 · Retained Earnings	572.76
Net Income	-220.21
Total Equity	<u>5,506.61</u>
TOTAL LIABILITIES & EQUITY	<u>5,506.61</u>

12:34 PM

12/29/24

Accrual Basis

Kaslo Car Show Profit & Loss Detail January through December 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
4000 · Trophy Income									
Deposit	22/04/2024		Pennywise	Deposit			1000 · KSCU -...	100.00	100.00
Deposit	03/05/2024		Megla Trucking	Deposit			1000 · KSCU -...	100.00	200.00
Deposit	03/05/2024		Kaslo Building Sup...	Deposit			1000 · KSCU -...	100.00	300.00
Deposit	03/05/2024		Kootenay Customs	Deposit			1000 · KSCU -...	100.00	400.00
Deposit	03/05/2024		Jones Boys Devel.	Deposit			1000 · KSCU -...	100.00	500.00
Deposit	03/05/2024		Settle Holdings	Deposit			1000 · KSCU -...	100.00	600.00
Deposit	03/05/2024		CJ Logging	Deposit			1000 · KSCU -...	100.00	700.00
Deposit	03/05/2024		Schroeder Creek R...	Deposit			1000 · KSCU -...	150.00	850.00
Deposit	03/05/2024		Kaslo Mechanical	Deposit			1000 · KSCU -...	100.00	950.00
Deposit	03/05/2024		Stan Baker Trucking	Deposit			1000 · KSCU -...	100.00	1,050.00
Deposit	17/05/2024		Gilberts/Taylor Wilton	Deposit			1000 · KSCU -...	100.00	1,150.00
Deposit	17/05/2024		Balfour Autobody	Deposit			1000 · KSCU -...	100.00	1,250.00
Deposit	17/05/2024		Kaslo Automotive	Deposit			1000 · KSCU -...	100.00	1,350.00
Deposit	17/05/2024		Glacier Honda	Deposit			1000 · KSCU -...	100.00	1,450.00
Deposit	17/05/2024		DW Sicotte Trucking	Deposit			1000 · KSCU -...	100.00	1,550.00
Deposit	21/05/2024		DC Excavating	Deposit			1000 · KSCU -...	100.00	1,650.00
Total 4000 · Trophy Income								1,650.00	1,650.00
4010 · Registration Income									
Deposit	22/05/2024		Cash sales	117x 20.00			1000 · KSCU -...	2,340.00	2,340.00
Total 4010 · Registration Income								2,340.00	2,340.00
4020 · Donations & Grants									
Deposit	11/03/2024		Village	Grant			1000 · KSCU -...	418.00	418.00
Deposit	15/05/2024		Kaslo Woodstoves	Deposit			1000 · KSCU -...	50.00	468.00
Total 4020 · Donations & Grants								468.00	468.00
4040 · Poster Sales Income									
Deposit	22/05/2024		Cash sales	Deposit			1000 · KSCU -...	10.00	10.00
Total 4040 · Poster Sales Income								10.00	10.00
Total Income								4,468.00	4,468.00
Expense									
6030 · Trophy Expense									
Cheque	14/05/2024	172	V.H. Sport				1000 · KSCU -...	1,414.01	1,414.01
Cheque	01/06/2024	179	Ted Allen's Jewellery	Best of the B...			1000 · KSCU -...	44.80	1,458.81
Total 6030 · Trophy Expense								1,458.81	1,458.81
6040 · Dash Plaques									
Cheque	01/04/2024	168	Hall Printing	500 magneti...			1000 · KSCU -...	435.52	435.52
Total 6040 · Dash Plaques								435.52	435.52
6044 · Photography/Videos									
Cheque	27/05/2024	178	Rob Richardson				1000 · KSCU -...	150.00	150.00
Total 6044 · Photography/Videos								150.00	150.00
6053 · Posters for Sale and Promo									
Cheque	01/04/2024	168	Hall Printing	75x 11x17 po...			1000 · KSCU -...	109.62	109.62
Cheque	01/04/2024	168	Hall Printing	150x 8.5x11 ...			1000 · KSCU -...	113.87	223.49
Cheque	19/05/2024	175	Hall Printing	80x 8.5x11 p...			1000 · KSCU -...	88.13	311.62
Total 6053 · Posters for Sale and Promo								311.62	311.62
6055 · Registration Cards									
Cheque	01/04/2024	168	Hall Printing	125 vehicle ...			1000 · KSCU -...	79.03	79.03
Total 6055 · Registration Cards								79.03	79.03
6070 · Site Expenses									
Cheque	06/05/2024	171	Geri Aasen	Float for sho...			1000 · KSCU -...	300.00	300.00
Cheque	14/05/2024	174	Joe Ringrose	MC and musi...			1000 · KSCU -...	300.00	600.00
Deposit	21/05/2024		cash	Reimburse c...			1000 · KSCU -...	-300.00	300.00
Cheque	31/10/2024	181	AI Beix	reimburse K...			1000 · KSCU -...	26.86	326.86
Total 6070 · Site Expenses								326.86	326.86
6085 · Web Page Expense									
Cheque	10/03/2024	167	AI Beix				1000 · KSCU -...	288.87	288.87
Cheque	08/04/2024	169	AI Beix	Fillable onlin...			1000 · KSCU -...	47.46	336.33
Total 6085 · Web Page Expense								336.33	336.33

12:34 PM

12/29/24

Accrual Basis

Kaslo Car Show Profit & Loss Detail January through December 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
6130 - Advertising									
Cheque	27/05/2024	181	Pennywise				1000 · KSCU -...	285.99	285.99
Cheque	31/05/2024	170	Pennywise				1000 · KSCU -...	285.99	571.98
Cheque	29/06/2024	180	Pennywise				1000 · KSCU -...	594.29	1,166.27
Total 6130 - Advertising								1,166.27	1,166.27
6135 - Insurance									
Cheque	18/01/2024	166	Reliance Insurance				1000 · KSCU -...	425.00	425.00
Total 6135 - Insurance								425.00	425.00
Total Expense								4,689.44	4,689.44
Net Ordinary Income								-221.44	-221.44
Other Income/Expense									
Other Income									
7000 - Interest Income									
General Journal	31/01/2024	140					1000 · KSCU -...	0.10	0.10
General Journal	29/02/2024	141					1000 · KSCU -...	0.08	0.18
General Journal	31/03/2024	142					1000 · KSCU -...	0.10	0.28
General Journal	30/04/2024	143					1000 · KSCU -...	0.08	0.36
General Journal	31/05/2024	144					1000 · KSCU -...	0.11	0.47
General Journal	30/06/2024	145					1000 · KSCU -...	0.13	0.60
General Journal	31/07/2024	146					1000 · KSCU -...	0.12	0.72
General Journal	31/08/2024	147					1000 · KSCU -...	0.11	0.83
General Journal	30/09/2024	148					1000 · KSCU -...	0.10	0.93
General Journal	31/10/2024	149					1000 · KSCU -...	0.10	1.03
General Journal	30/11/2024	150					1000 · KSCU -...	0.10	1.13
General Journal	31/12/2024	151					1000 · KSCU -...	0.10	1.23
Total 7000 - Interest Income								1.23	1.23
Total Other Income								1.23	1.23
Net Other Income								1.23	1.23
Net Income								-220.21	-220.21



Council Meeting - Feb 25 2025 Minutes

Tuesday, February 25, 2025 at 6:00 PM

Council Chambers - City Hall 413 Fourth Street, Kaslo

1. CALL TO ORDER

The meeting is called to order at 6:03 p.m.

2. ADOPTION OF THE AGENDA

2.1 Addition of late items

a. Kaslo Softball & Baseball Association

041/25 THAT the late items be added to the agenda.

CARRIED

2.2 Adoption of the agenda

042/25 THAT the agenda for the February 25, 2025 Council Meeting be adopted as amended with the addition of the late items.

CARRIED

3. ADOPTION OF THE MINUTES

043/25 THAT the minutes from the February 11, 2025 Council Meeting be adopted as presented, AND

THAT the minutes from the February 18, 2025 Committee of the Whole Meeting be adopted as presented.

CARRIED

4. DELEGATIONS

None.

5. INFORMATION ITEMS

5.1 Council Reports

Councillor Brown reported on their recent meeting.
Councillor Leathwood reported on their recent meeting.

5.2 Committee Meetings

Draft Minutes of the Kaslo Events Committee Meeting Feb 11
2025

5.3 Staff Reports

*CAO Baker provided a verbal update on municipal activities
including ongoing and upcoming projects.*

5.4 Correspondence

2025.02.08 Malik RE Overflow camping
2025.02.09 Malik RE Sani-dump operations

**044/25 THAT Ms. Malik's letter dated 2025.02.09 be referred to
staff for response and a copy provided to council as
information.**

CARRIED

2025.02.10 Baer RE Pickleball Court Management
2025.02.11 Postnikoff RE South Beach
2025.02.13 Wells RE Again High Marks
2025.02.17 Malik RE Oppose Bylaw 1298
2025.02.17 Woodhurst RE Attachment Errors
2025.02.18 Scarlett RE Letter to Council 18 Feb 2025

5.5 South Kaslo Development Plan Project Proposal

Kaslo South - Barefoot Planning - for Council Information

5.6 Letters of Support

2025.02.10 Letter of Support for Central Kootenay Invasive Species Society for ReDi grant

2025.02.11 Letter of Support to KORTS for ReDi grant

5.7 Follow-Up to the Environmental Assessment: Kaslo RV Park

2025.02.11 Ecoscape Environmental Consultants Ltd RE

Follow-up to the Environmental Assessment - Kaslo RV Park

6. QUESTION PERIOD

7. BUSINESS

7.1 Kaslo Parks Regulation Amendment Bylaw 1311, 2025

1311 Amendment to Kaslo Parks Regulation Bylaw

1162 Kaslo Parks Regulation Bylaw - Consolidated

2025.02.21.pdf

045/25 THAT Kaslo Parks Regulation Amendment Bylaw 1311, 2025 be adopted.

CARRIED

7.2 Kaslo Municipal Campground Bylaw 1312, 2025

1312 Kaslo Municipal Campground Bylaw

046/25 THAT Kaslo Municipal Campground Bylaw 1312, 2025 be adopted.

CARRIED

Councillor Bird declared a conflict of interest as she is employed by the applicant, and left the meeting at 6:35 p.m.

7.3 For Council to consider an application for a street patio

License of Occupation for two parking spaces in front of Eric's Meat Market / The Dog House restaurant for up to 5 years.

047/25 THAT a Temporary License of Occupation for Eric's Meat Market to use two parking stalls in front of 425 Front Street for an outdoor patio be approved for up to 5 years (2025 to 2029) as described in the staff report titled Temporary License of Occupation – Eric's Meat Market dated February 20, 2025.

CARRIED

Councillor Bird returned to the meeting at 6:38 p.m.

7.4 Visitor Information Centre

048/25 THAT the Village provide Destination BC with a letter confirming the Kootenay Lake Historical Society as the operator of the Village's Visitor Information Centre for 2025.

CARRIED

7.5 Raised from Kaslo Events Committee

049/25 THAT the Events Committee proceed with planning a Volunteer Fair and Appreciation event on Saturday April 12, 2025; AND

THAT the Events Committee apply for a Community Development grant in the amount of \$4,000 to cover the cost of the event.

CARRIED

7.6 BC Association of Farmers' Markets

050/25 THAT the Village write a letter to Minister Osborne in support of BC Farmers Markets highlighting their importance to our community.

CARRIED

Councillor Lang left the meeting at 6:48 p.m.

7.7 Correspondence from the Environmental Assessment Office regarding the Zincton Resort Project

051/25 THAT the Mayor and CAO write a Letter to the Environmental Assessment Office in response to the questions posed in their February 14, 2025 Letter to the Mayor.

CARRIED

Councillor Lang returned to the meeting at 6:50 p.m.

8. LATE ITEMS

Councillor Brown declared a conflict of interest as he is the President of KBSA and left the meeting at 6:50 p.m.

8.1 Kaslo Baseball & Softball Association

052/25 THAT Kaslo Baseball & Softball Association be permitted to sell sponsorship recognition for the new dugouts constructed at Murray Pearson Memorial Ballpark, and that the design of the plaques be submitted to Village staff for approval.

CARRIED

Councillor Brown returned to the meeting at 6:56 p.m.

9. IN CAMERA NOTICE

053/25 THAT in accordance with Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following;

(c) labour relations or other employee relations;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

THAT persons other than Council members and municipal officers be excluded from the meeting.

CARRIED

Council recessed at 6:56 p.m.

Council reconvened in open meeting at 8:14 p.m.

10. RAISED FROM IN CAMERA MEETING

None.

11. ADJOURNMENT

054/25 THAT the meeting be adjourned at 8:14 p.m.

CARRIED

Corporate Officer

Mayor



Committee of the Whole - Mar 04 2025 Minutes

Tuesday, March 4, 2025 at 6:00 PM

Council Chambers - City Hall 413 Fourth Street, Kaslo

Chair: Mayor Hewat
Councillors: Bird, Brown, Lang, Leathwood
Staff: CAO Baker
Public: 2

1. CALL TO ORDER

The meeting is called to order at 6:12 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the agenda

055/25 THAT the agenda for the March 4, 2025 Committee of the Whole Meeting be adopted as presented.

Moved by: Councillor Brown

Seconded by: Councillor Leathwood

CARRIED

3. INFORMATION ITEMS

Robert Baker, CAO, and Ian Dunlop, Manager of Strategic Initiatives, presented the Draft 2025 Capital Budget.

Councillor Leathwood left the meeting at 8:05 p.m.

Councillor Leathwood returned to the meeting at 8:07 p.m.

4. QUESTION PERIOD

None

5. ADJOURNMENT

056/25 THAT the Committee of the Whole meeting be adjourned at 8:14 p.m.

Moved by: Councillor Brown

CARRIED

Corporate Officer

Mayor

VILLAGE OF KASLO - MAYORS REPORT

Regular Council Meeting

Tuesday, March 11, 2025

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

Please note: For RDCK meetings, I will only reference items that affect the Village of Kaslo either directly or indirectly.

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Feb 18 Board Workshop on Regional Local Community Needs Project
CAO Baker provided a good summary of this meeting at the February 25th Council meeting.

Community Sustainable Living Advisory Committee (CSLAC) – the resolutions passed at this meeting will be reported under the Board Item.

Feb 19 Joint Resource Recovery (JRRC) – the resolutions passed at this meeting will be reported under the Board Item.

Feb 20 Board meeting
Introduction

Dan Zayac was introduced as Regional Deputy Fire Chief, replacing Tristan Fehst who moved into the Regional Fire Chief role.

Committees/Commissions

CSLAC motions passed:

1. That the \$25,000 in grants for Community Sustainable Living Advisory Committee S105 be removed from the draft 2025 financial plan and that the requisition be reduced to reflect the removal of the grants.
2. That the 2025 draft Community Sustainable Living Advisory Committee financial plan, as amended be approved.

First, second and third readings were read for Community Sustainable Living Committee Establishment Bylaw No. 3004, 2025 and Rural Mobility Community Advisory Committee Bylaw No. 3005, 2025.

JRRC motion passed

That the Board approve the RDCK enter into a Purchase of Goods Agreement with Rollins Machinery for the purchase of a Deloupe Model HS483 tridem axle Compaction Pushout Trailer to a maximum value of \$278,134 plus GST, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that the costs be paid from S187 Refuse Disposal - Central Subregion.



VILLAGE OF KASLO - MAYORS REPORT

Memberships/Appointments

Emergency Program Executive Committee

That the Board appoint the following Directors to the Emergency Program Executive Committee for a term to end December 31, 2025:

Aimee Watson (Board Chair)

Aidan McLaren-Caux (Board Vice-Chair)

Kelly Vandenberghe (Electoral Areas A, B, C, G, Salmo, Creston)

Suzan Hewat (Electoral Areas D, E, F, Kaslo)

Teresa Weatherhead (Electoral Areas H, I, J, K, Nakusp, Silverton, New Denver, Slocan)

Stuart Horn (CAO/Designate)

Dan Séguin (Manager of Community Sustainability)

Bylaws

1. That the Kaslo and Area Regional Facilities, Recreation and Parks Service Commission Repeal Bylaw No. 3013, 2025 be read a FIRST, SECOND, and THIRD time by content, then it was adopted.
2. That the Glacier Creek Regional Park Commission Repeal Bylaw No. 3014, 2025 be read a FIRST, SECOND, and THIRD time by content, then it was adopted.

Development and Community Sustainability

Motion: That the Board approve a 2025 allocation of up to \$15,000 in the 2025-2029 Financial Plan for General Administration Service S100 budget, to support Indigenous Relations Workshops and/or training for staff and elected officials, and that staff be directed to recommend workshops and training opportunities.

Board Report Received: Manda McIntyre, Building Manager, provided the Board with an update on the 2024 BC Building Code requirements.

Administration & Finance

Motion: That the Board rescind Policy Number 300-09-07 Columbia Basin Trust Process, and adopt Policy Number 300-09-13 ReDi Grants, effective immediately.

The 2024 RDCK Quarterly Report (Q4) from Mike Morrison, Corporate Officer, was received for information. – I would like to find time to review this report with CAO Baker when he has time so we can analyze what is included for Kaslo that we would like to either remove or discuss with RDCK.

Feb 21

Special Budget meeting

Staff gave a presentation to Directors regarding the draft budget and answered questions.

Regional District Organizational Review

Motion: That the Board authorize staff to proceed with the organizational review at a budget not to exceed \$50,000 and that the amount be included in the General Administration Service S100 2025 Draft Financial Plan; AND FURTHER, that a Directors' workshop be held prior to the project start date.



VILLAGE OF KASLO - MAYORS REPORT

Unit4 Enterprise Resource Planning (ERP) Cloud Migration

Motion: That the Board authorize \$80,000 for implementation costs in the 2025-2029 Financial Plan for the Unit4 ERP cloud migration project; and an increase in annual software license fees from approximately \$55,000 per year to no more than \$140,000 per year.

RDCK Staffing Request: Asset Management Specialist

That the Board approve the hiring of a full-time, permanent Asset Management Specialist based in Nelson at an annual amount not to exceed \$123,500 in salary and benefits, plus approximately \$20,000 for position-related expenses (Supervision, IT, education and training, PPE, phone, etc.), plus \$18,377 for one-time costs to be prorated in 2025 based on the expected June 1 hiring date to \$74,100 salary and benefits, and approximately \$12,000 for position-related expenses; AND FURTHER, that staff include related expenses to fund the position in the General Administration Service S100 budget.

A copy of the revised draft budget pages has been provided to CAO Baker so he can incorporate the estimates into our budget.

- Feb 24 North Kootenay Lake Services
The draft budgets for the following services were discussed and staff answered questions regarding specific items.
S221 – Community Facility, Recreation and Parks, S280 – Fire Protection, S194 – Public Library, S150 – Jaws of Life (Kaslo Search & Rescue)
The budgets for these services were approved.
S109 – Economic Development Service – the items covered by funding through this service are Imagine Kootenay as well as LINKS and Kaslo and Area Chamber of Commerce, which were added this year.
- Feb 27 Kaslo & Area D Emergency Program Committee
CAO Baker and I attended this meeting at the Kaslo Emergency Services building.

VILLAGE OF KASLO

- Feb 18 Committee of the Whole – budget
Feb 25 Council

OTHER MEETINGS

- Feb 18 Kaslo and Area Chamber of Commerce
I was unable to attend this meeting since it conflicted with our Committee of the Whole meeting.
- Feb 25 Imagine Kootenay Steering Committee
There are some changes coming for the administration of the Imagine Kootenay program. Steering Committee members Pete Bourke (Columbia Valley) and Tom Thomson (Nelson and Area E – F) are not going to be able to continue in their roles (they are currently providing administration at no charge). Their contributions over the past year have been



VILLAGE OF KASLO - MAYORS REPORT

very valuable to the continuation of the program as they have overseen the rebuilding of the program basics after the departure of the previous administration including improvements to the website and financial infrastructure.

The organization represented by another member of the steering committee may be interested in taking on the role, which will need to be funded to maximize the efficiency and value of the organization.

The membership fees were discussed as well as a plan to try to increase the current membership. Grants may be sought to develop a program aimed at that goal.

Feb 26 Celgar Stakeholders Update
A copy of the presentation is included.

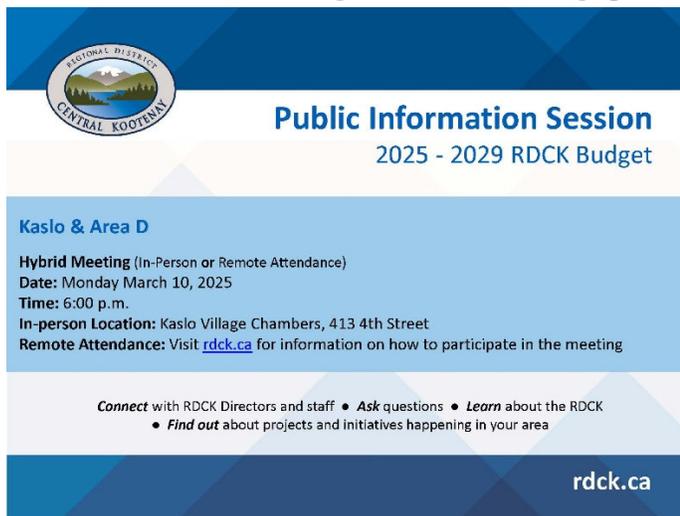
FEDERATION OF CANADIAN MUNICIPALITIES

Mar 3 FCM BC Caucus – virtual
I was asked to bring up a resolution being put forward by the RDEK regarding the development of a Standardized Wake Surfing Regulation.
This will also be discussed at the FIT Committee meeting on March 6th.

UPCOMING MEETINGS/EVENTS

Times have been included for meetings that are open for public participation. The Zoom links and agendas for the RDCK meetings can be accessed on their website.

Mar 6 FCM – Municipal Finance, Infrastructure and Transportation (FIT)– virtual.
FCM – Social Economic Development (SED) – virtual.
Mar 10 Kaslo & District Public Library AGM @ 5:00pm.
Kaslo/Area D Public Budget Review Meeting @ 6:00pm.



The poster features the logo of the Regional District of Central Kootenay at the top left. The main title is "Public Information Session 2025 - 2029 RDCK Budget". Below this, it specifies "Kaslo & Area D" and "Hybrid Meeting (In-Person or Remote Attendance)". The date is "Monday March 10, 2025" and the time is "6:00 p.m.". The in-person location is "Kaslo Village Chambers, 413 4th Street". The remote attendance information is "Visit rdck.ca for information on how to participate in the meeting". At the bottom, there is a call to action: "Connect with RDCK Directors and staff • Ask questions • Learn about the RDCK • Find out about projects and initiatives happening in your area". The website "rdck.ca" is listed at the bottom right.

Mar 11 Council @ 6:00pm.



VILLAGE OF KASLO - MAYORS REPORT

- Mar 12-14 Local Government Leadership Academy – Richmond.
A copy of the draft program is included.
- Mar 18-20 FCM Board meetings in Montreal.
A copy of the schedule is included.
In my RDCK Directors Report for this month, I am requesting that the RDCK Board support me in putting my name forward for an FCM Board position for 2025-2026.
- Mar 24 CBT Meeting – virtual.
- Mar 25 Council @ 6:00pm.
- Mar 26 Mayor meeting – Provincial Committee appointment - 10:00am to 3:00pm.
Kaslo and Area Chamber Mixer at the Angry Hen @ 6:30pm.
West Kootenay-Boundary Regional Hospital District Board in Castlegar @ 6:00pm.

Respectfully submitted,
Mayor Suzan Hewat





Mercer Celgar

Transforming biomass into bioproducts for a more sustainable world

Stakeholder Update

Feb 26/2025 with John McKay | Managing Director, Mercer Celgar

SAFETY MOMENT



John McKay - Managing Director, Mercer Celgar



Bio

- Grew up in Kimberley
- UBC graduate - Chemical Engineering
- Various leadership positions in Pulp and Paper industry over 30 year career
- Lived in BC, USA and Alberta before returning to the Kootenays



Shutdown Update

Mar 8 - 28 / 2025

- March 2025 Mercer Celgar will be shutting down its operations to carry out annual inspections, cleaning and maintenance required by Technical Safety BC & FM to remain permitted to operate
- 20 days, max 770 people (475 contractors-visitors), \$31M budget - *reach of economic impact? Observations?*
- We understand that having a short term influx of people in our community can be challenging for a small community. We would like to thank our community for the continued support and understanding.
- *Question? Comments?*



US Tariffs: What's happening

- The BC Council of Forest Industries (COFI) strongly opposes the U.S. government's decision to impose a 25% tariff on all exports including Canadian forest products effective spring 2025, a move that threatens the competitiveness of BC's forestry sector, jobs in local communities, and the affordability of essential goods for Americans.
- If the threatened 25 per cent tariff is added on top of current duties already in place, the combined total on softwood exports to the United States will be closer to the 50 or 55 % estimate.
- The U.S. last raised duties on softwood lumber from Canada in August 2024 from 8.05 per cent to 14.54 per cent.
- Uncertain if tariffs will directly affect the pulp market, Celgar has a strong presence in Asia



Industry Wide Challenges and Sustainability

The reality is that, despite strong global pulp markets...

The industry is facing greater uncertainty today in BC than at any time in our history.



Link: [Statement from the BC Council of Forest Industries on Trade Tariffs.](#)

What We are Doing to Improve Conditions

- Evaluating opportunities to increase bioproducts; lignin, biochar, biochemicals
- Increase production of renewable electricity
- Re-life bleach plant
- Renew work force
 - High number of retirements from people who came to mill for the rebuild in the early 90s
 - Recruiting, training
- Secure long term fibre supply



Government Commitments

Secured Grants

- **\$4.5M** IFIT Federal grant for the woodroom project
- An additional Grant has been **awarded** but not yet formally announced by Government

Approved Capital Projects

- Woodroom Upgrade
- Power Boiler Pressure Parts Re-life
- 64 kV Substation Re-life
- #2 BSPD Re-life
- IT Projects - Celgar
- Evaporator Effect Weld Overlay
- Digester OD Scraper Replacement
- Kiln CEMs Upgrade
- New 980M Loader Lease
- D2 Tower Launder Tile Replacement



Indigenous Relations Update

Mercer Celgar Announces Partnership with Skemxist Solutions

Mercer Celgar is proud to partner with Skemxist Solutions, an Osoyoos Indian Band (OIB) company, to jointly operate a log sort yard in Okanagan Falls, British Columbia. This collaboration highlights our shared commitment to sustainability, responsible forest resource utilization, and creating economic opportunities that respect cultural values and strengthen community connections.

- **Economic Development:** Skemxist Solutions will create skilled jobs for OIB members, such as log scalers and equipment operators. Mercer Celgar plays a direct role in supporting training programs designed to meet industry standards, ensuring participants gain the expertise needed for long-term forestry careers.
- **Sustainable Forestry:** The log sort yard will maximize fibre utilization, including timber from fire-damaged forests, and reduce inefficiencies. Operations will align with globally recognized forestry standards, reinforcing Mercer Celgar's dedication to sustainable resource management.
- **Cultural Respect and Community Engagement:** Skemxist Solutions is led by the OIB, ensuring hiring and operational decisions honour the Band's traditions and autonomy. Transparent communication and shared milestones will celebrate this initiative's progress while maintaining strong ties with the local community.

Comments/Ideas/Action

- Mercer Celgar suggests to meet with this Stakeholders group quarterly with one in person session per year in Q2 to report out on M25 and other updates.
- Q2 - In Person End of May, early June 2025
Q3 - Virtual September 2025
Q4 - Annual 2025 Wrap Up Early December 2025
- Suggested Q2 in person venue is the Mercer Celgar room at the Confluence located at: 1995 6th Ave. Castlegar BC. V1N 4B7
- Other suggestions, comments, opportunities for improvement?



Contact Information

Mercer Celgar

www.mercerint.com
publicrelations.mc@mercerint.com

P.: +1 250 365-7211
F.: +1 250 365-4211

PO Box 1000
1921 Arrow Lakes Drive
Castlegar, B.C. Canada



2025 LGLA LEADERSHIP FORUM

Effective Engagement for Inclusive and Transparent Governance

Radisson Vancouver Airport Hotel

March 12-14, 2025

Wednesday, March 12

1:30 pm -2:00 pm	President Ballroom	Opening Ceremony Welcome from Chief Wayne Sparrow, Musqueam Nation Welcome from Councillor Laurey-Anne Roodenburg, President, LGLA Welcome from Mayor Malcolm Brodie, Mayor, City of Richmond Welcome from Councillor Trish Mandewo, President, UBCM
2:00 pm-3:30 pm	President Ballroom	Engaging with the Province - Observations from the Balcony
3:30 pm-3:45 pm	Prefunction Ballroom	Refreshment Break Sponsored by Municipal Insurance Association of BC
3:45 pm-5:00 pm	President Ballroom	Align, Prioritize Communicate - How Coordinated Planning and Budgeting Realizes Community Vision
5:00 pm-6:30 pm	Prefunction Ballroom	Networking Reception Sponsored by Destination BC

Thursday, March 13

7:30 am-8:30 am	Prefunction Ballroom	Breakfast Sponsored by Young Anderson Barristers and Solicitors
8:30 am-9:45 am	President Ballroom	Building Trust Around the Table
9:45 am -10:00 am	Prefunction Ballroom	Refreshment Break
10:00 am-11:15 am	President Ballroom	Empowering Your CAO: <i>Key Strategies for Effective Leadership in Local Government</i>
11:15 am-12:15 pm	President Ballroom	Effective Community Engagement and Visioning
12:15 pm-1:30 pm	Prefunction Ballroom	Lunch Sponsored by Fortis BC
1:30 pm-2:45 pm	President Ballroom	Engagement with First Nations
2:45-3:00 pm		Refreshment Break
3:00 pm-4:15 pm	President Ballroom	Community Engagement and Revising Your OCP
4:15 pm-5:15 pm	President Ballroom	Signals in the Noise
5:00 pm		End of Day 2 – Dinner on Own



2025 LGLA LEADERSHIP FORUM

Effective Engagement for Inclusive and Transparent Governance

Radisson Vancouver Airport Hotel

March 12-14, 2025

Friday, March 14

7:30 am -8:30 am	Prefunction Ballroom	Breakfast Sponsored by BC Assessment
8:30 am -9:45 am	President Ballroom	Consultation and Cooperation Under EDMA
9:45 am -10:00 am	Prefunction Ballroom	Refreshment Break Sponsored by Lidstone & Company Law Corporation
10:00 am -11:30 am	President Ballroom	Beyond the Term: <i>Local Leaders Reflect</i>
11:30 am -12:00 pm		Closing

The Local Government Leadership Academy gratefully acknowledges the support of the following
Sponsors and Partner Organizations:

Municipal Finance Authority of BC - *Founding Partner and Overall Event Sponsor*

Municipal Insurance Association of BC - *Founding Partner*

UBCM - *Founding Partner*

The Ministry of Housing and Municipal Affairs - *Founding Partner*

BC Assessment - *Founding Partner*

Local Government Management Association - *Founding Partner*

Destination BC

FortisBC

Young Anderson Barristers and Solicitors

Lidstone & Company Law Corporation

Board of Directors Meeting | March 18 - 20, 2025
Hybrid meeting | Eastern Time

Réunion du conseil d'administration | 18 au 20 mars 2025
Rencontre hybride | Heure de l'Est

Dorval, Québec

Montreal Airport Marriott In-Terminal Hotel | Hôtel Marriott Terminal Aéroport de Montréal
 800 Place Leigh Capreol
 Dorval, Quebec, H4Y 0A4

Legend | Légende

Simultaneous interpretation | *Interpretation simultanée*  

*Updated as of January 29, 2025 | *Mise à jour le 29 janvier 2025*

Tuesday, March 18 | Mardi 18 mars

Eastern Time Heure de l'Est	Program Programme	Room Salle
9:00 – 12:00	Study Tour Visite d'étude	
10:00 – 12:00	Northern and Remote Forum Forum des collectivités nordiques et éloignées https://fcm-ca.zoom.us/j/84017958036?pwd=FtAda8Vl1ezAMMHXBNCb1gOiKuOjE0.1	Opale 456
12:00 – 13:00	Lunch Dîner	Topaze
13:00 – 16:00	Study Tour Visite d'étude	
13:00 – 16:00	Rural Forum Forum rural   https://fcm-ca.zoom.us/j/84017958036?pwd=FtAda8Vl1ezAMMHXBNCb1gOiKuOjE0.1	Opale 456
15:00 – 15:30	Light break for Rural Forum Pause-café pour le forum rural	
16:30 – 18:30	Reception Réception <i>Sponsored by GreenShield Canada / Commanditée par GreenShield Canada</i>	Opale Foyer
19:00 – 21 :00	Regional Caucus Dinners Soupers des caucus régionaux	

Wednesday, March 19 | Mercredi 19 mars

Eastern Time Heure de l'Est	Program Programme	Room Salle
8:30 – 9:30	Breakfast Déjeuner	Topaze

Eastern Time Heure de l'Est	Program Programme	Room Salle
9:30 – 12:00	Committee of the Whole Comité plénier 🗣️ 🗿 https://fcm-ca.zoom.us/j/83189725325?pwd=7aJSjDIWnQymnvriAGLvBSabqZN6h.1	Opale 123
10:35 – 10:50	Light Break Pause-café	
12:00 – 13:00	Lunch Dîner	Topaze
12:00 – 1:00	PTA Executive Directors and CEO's Lunch Dîner des directeurs généraux des associations provinciales et territoriales	
13:00 – 14:30	Committee of the Whole Comité plénier 🗣️ 🗿 https://fcm-ca.zoom.us/j/83189725325?pwd=7aJSjDIWnQymnvriAGLvBSabqZN6h.1	Opale 123
14:30 – 14:45	Light Break Pause-café	
14:45 – 16:45	PTA President and CEO/ED Meeting Réunion des présidents et directeurs généraux des associations provinciales et territoriales 🗣️ 🗿 https://fcm-ca.zoom.us/j/82396730886?pwd=wXd2n92X4cA9lxGwab4xn4bXnQ8arN.1	Opale 456
16:30	Shuttles to Reception Transport en navettes vers la réception	Marriott Lobby Hall du Marriott
17:00	Mayor's Welcome Reception & Dinner Réception et souper de bienvenue du maire	Reception Réception - Centre culturel Peter B. Yeomans Dinner Souper - Royal St. Lawrence Yacht Club Yacht- Club Royal Saint- Laurent

Thursday, March 20 | Jeudi 20 mars

Eastern Time Heure de l'Est	Program Programme	Room Salle
8:30 – 9:30	Breakfast Déjeuner	Topaze
9:30 – 12:00	Board of Directors Meeting Réunion du conseil d'administration 🗣️ 🗿 https://fcm-ca.zoom.us/j/81530922843?pwd=DhnEw4KgwAMYMB83EL399k0fgABfWh.1	Opale 123
10:30 – 10:45	Coffee Break Pause-café	
12:30 – 13:00	Lunch Dîner	Topaze
13:00 – 15:30	Board of Directors Meeting Réunion du conseil d'administration 🗣️ 🗿 https://fcm-ca.zoom.us/j/81530922843?pwd=DhnEw4KgwAMYMB83EL399k0fgABfWh.1	Opale 123



Kaslo Events - Mar 04 2025 Minutes

Tuesday, March 4, 2025 at 4:00 PM

Council Chambers - City Hall 413 Fourth Street, Kaslo

Chair: Mayor Hewat
Councillors: Leathwood
Public: 1

1. CALL TO ORDER

The meeting is called to order at 4:02 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the agenda

THAT the agenda for the March 4, 2025 Kaslo Events Committee Meeting be adopted as presented.

CARRIED

3. ADOPTION OF THE MINUTES

Kaslo Events Committee - Feb 11 2025 - Minutes - DRAFT.pdf

THAT the minutes of the February 11, 2025 Kaslo Events Committee Meeting be adopted as presented.

CARRIED

4. BUSINESS

4.1 Motion to accomodate guest attendee

THAT Alana Jenkins be given freedom of the floor.

CARRIED

4.2 Volunteer Fair & Appreciation Dinner

The Committee discussed arrangements for the event.

4.3 Citizen of the Year Award

The Committee discussed advertising for the award.

5. QUESTION PERIOD

None

6. NEXT MEETING

The next meeting is scheduled for March 31, 2025 at 4:00 p.m.

7. ADJOURNMENT

THAT the meeting be adjourned at 4:49 p.m.

CARRIED

Corporate Officer

Mayor

[REDACTED]

From: Jessie Lay <admin@kaslocommunityforest.org>
Sent: Thursday, February 20, 2025 11:35 AM
To: [REDACTED]
Subject: Thank you!
Attachments: WinterInTheForest_2025-79.jpg; WinterInTheForest_2025-70.jpg; WinterInTheForest_2025-57.jpg; WinterInTheForest_2025-21.jpg; WinterInTheForest_2025-6.jpg; WinterInTheForest_2025-30.jpg; WinterInTheForest_2025-1.jpg

Mayor and Council,

On behalf of the Kaslo & District Community Forest Society, thank you very much to the Village of Kaslo for supporting the 2025 Winter in the Forest Festival!

The event was a huge success with fun had by all! The Kaslo Housing Society had a fruitful fundraiser to support their important work. I have attached some photos of this year's festivities, thanks to our photographer, Louis Bockner.

Thank you again for your continued support of this community event, we look forward to working with you in the future.

--
Jessie Lay
(she/her)
Kaslo & District Community Forest Society

I respectfully acknowledge that I work and play on the unceded territory of the Sinixt, Ktunaxa, Secwepemc, and Syilx Okanagan peoples. This acknowledgement is a small step I take towards creating a society that respects, includes, and supports Indigenous peoples.











KASLO HOUSING SOCIETY

Page 49 of 134





Background

B.C. Flood Strategy Engagement

On March 21, 2024 the Province released [From Flood Risk to Resilience: a B.C. Flood Strategy to 2035](#). The Strategy sets the vision, principles, and priority areas for flood management in British Columbia. The Strategy is intended as a roadmap toward 2035, in recognition that a phased approach is required for implementing significant improvements to integrated flood hazard management over time. Initiated in 2020, the Strategy was developed with First Nations, federal and local governments, and stakeholders, including efforts towards sharing the pen with eight First Nations partners from B.C.'s major watersheds.

Modeled after the UN Sendai Framework for Disaster Risk Reduction, the Strategy contains 25 actions structured around four pathways: Understanding Flood Risk; Strengthening Flood Risk Governance; Enhancing Flood Preparedness, Response, and Recovery; and Investing for Flood Resilience. Initial priorities will be “understanding flood risk”, followed by “strengthening flood risk governance”.

The Province is currently advancing priority actions in alignment with other strategic objectives and existing funding, including updating floodplain mapping and provincial flood guidance

B.C. Flood Strategy Engagement Values



Links of Interest

B.C. Flood Strategy Webpage

<https://www2.gov.bc.ca/gov/content/environment/air-land-water/water/drought-flooding-dikes-dams/integrated-flood-hazard-management/bc-flood-strategy>

Video Interview

- [B.C. Flood Strategy – Stó:lo Tribal Council Chief Tyrone McNeil](#)

B.C. Flood Strategy & Intentions Paper

- [B.C. Flood Strategy](#)
- [B.C. Flood Strategy Summary](#)
- [From Flood Risk to Resilience in B.C.: An Intentions Paper](#)
- [From Flood Risk to Resilience in B.C.: Intentions Paper Summary](#)

WWH Reports from Engagement on the Intentions Paper

- [WWH – First Nations and local governments](#)
- [WWH – Public surveys and written reports](#)
- [WWH – Technical and economic partners](#)



February 21, 2025

RE: Invitation to Engage on Provincial Flood Policy Guidance

The Ministry of Water, Land and Resource Stewardship (WLRS) invites you to participate in two upcoming engagements to advance Provincial flood policy guidance. These half day virtual engagements will be held on **March 25** and **March 26** and led by [Daxgedim Haanak' Consulting](#), an Indigenous facilitator and engagement lead.

The [B.C. Flood Strategy](#) (BCFS) was released publicly March 21, 2024. WLRS is currently focused on advancing early flood policy work to support communities in advancing their flood resilience.

Please see attached **“Background: BCFS Engagement”** document for more information.

Engagement Opportunities

Two **virtual engagement sessions** have been scheduled and will focus on different, key guidance documents.

Session Date/Time		Topic
1.	Tuesday, March 25, 2025 1:00am-4:30pm PST	Partnership approaches and wise practices for local governments and First Nations to advance integrated flood management planning initiatives and projects
2.	Wednesday, March 26, 2025 9:00am-12:30pm PST	Design Guidelines for Nature-Based Solutions for B.C. Flood Infrastructure

You are welcome to attend one or both engagement sessions depending on your area of expertise and interest.

Once registration is received, a confirmation email will be sent with additional information and an Outlook calendar request.

Cyber Security and Cultural Safety

Please be advised that these sessions build upon earlier efforts by WLRS to engage on similar topics. However, due to a 'Zoom attack,' in which disturbing information interrupted these sessions, they were discontinued and put on hold. We have taken every effort to secure the virtual space for these new engagements, including pre-screening registration assessments, using Teams as the engagement platform, and implementing additional cybersecurity measures. While the Province and Daxgedim Haanak' Consulting are committed to maintaining a secure environment, we cannot guarantee 100% security with web-based sessions. We will strive to ensure these sessions are culturally-safe and trauma-informed, but please note that there is always some inherent risk with online engagement.

Culturally safety note: *We recognize that conversations on flood risk, and emergency and disaster management may trigger memories of culturally unsafe personal experiences, unpleasant feelings, or thoughts of past harm. Along with an Indigenous facilitator, a trauma counsellor from Daxgedim Haanak' will be present to ensure a culturally safe and respectful experience that protects the privacy of participants.*

Who is Invited:

In previous engagement, it was heard that value is placed on having parties who may be impacted by the content at the table early for input. Additionally, value is placed on enhancing relationships through working on these issues together, for true collaboration and greater outcomes for all involved. With this understanding, these engagement sessions will include Rights and Title holders, Modern Treaty Nations, Indigenous organizations, local governments, regional districts, and diking authorities in B.C.

Accessibility Requirements and Follow Up Questions

If you will require closed captioning, or any other support for accessibility features, please contact Daxgedim Haanak' at marcia@daxgedim-haanak.ca as soon as possible or at least one week prior to the session. Daxgedim Haanak' can also be contacted with any additional questions or inquiries.

Sincerely,

Kelly Sims
Director, Flood Policy
Ministry of Water, Land and Resource Stewardship

From: Hans Baer <[REDACTED]>
Sent: Tuesday, February 25, 2025 2:37 PM
To: Village of Kaslo
Cc: Catherine Allaway
Subject: More on Pickleball Court Mismanagement
Attachments: Survey Excerpt columns.xlsx; Summary of most important survey results and comparison with Kaslo situation.docx

Dear Mayor Hewat and Council Members:

Following my Open Letter in Valley Voice around February 13, 2025, the Board of Kaslo Racquet Club (KRC) has responded by alleging inaccuracies without specifying any, and has suggested that any further correspondence with club members from me should be treated as spam and disregarded. Furthermore, they have stated that the Board **has revoked my access to all KRC activities and facilities, including as a guest**. I am concerned whether the exclusive 5-year user lease you granted KRC allows them to prohibit me, a Kaslo resident, from accessing the court facilities and doing so without a membership vote.

It appears that the KRC Board has not even reviewed the details of my survey on management of community-owned courts across pickleball clubs BC locations, and I must wonder whether you, as members of the Kaslo Village Council, have taken the time to do so. I would understand this in light of maybe more important and demanding matters you have to deal with. Yet, barring residents of your community from using public recreation facilities freely is no small matter and thus deserves a a thorough inspection of relevant data. To be sure, I am attaching again the survey results (30 replies out of about 70 clubs surveyed) together with a summary document - and to further facilitating your access to this information I am inserting a condensed Quick Table, listing the key data from the survey with its most significant findings which are:

- Only one club has been granted an exclusive user lease.
- Two clubs collect daily user fees.
- Only one club locks their courts all the time, while most clubs never lock them, and some only do so overnight.

Quick Table: Summary of Survey Results					
Location	# Members	#Players	Lease Granted?	Fees?	Locking courts?
Salmo	?	?	No	No	Never
Cowichan Lake	120	100	No	No	Never
Richmond	600	300	No	No	Never
Naramata	100	100	Time slots	No	Never

Sorrento	40	36	No		?
Port Alberni	130	50	Time slots	Non-member	Always
Mission	30	80	Time slots	No	Never
Tofino	35	16	No	No	Never
Nelson	230	200	No	No	
Scotch Creek	95	95	Time slots	No	Never
Vernon	1200	1100	Exclusive	No	?
Nelson	180	65	No.	No	Nights
Interlakes	96	70%	Time slots	\$2-3	Yes
Nanoose Bay	150	75	Time slots	No	Never
Quesnel	213	75%	Time slots	No	Never
Shawnigan Lake	120	85	?	No	?
Golden	80	60	No	No	Never
Bulkley Valley	150	80%	No	?	?
Salmon Arm	150	90%	Yearly	Yearly	Never
Parksville	350	60	Time slots	Non-member	Nights
White Rock	600	?	No	Non-member	Never
Surrey	600	400	Time slots	Yearly	Never
Princeton	67	60	No	No	Nights
Osoyoos	167	130	Time slots	N0	Never
Jericho	200	100	No	No	Never
Creston Valley	200	120	No	No	Nights
Creston	85	35	No	No	Nights
Christina Lake	200	70	Time slots	No	Never
Kaslo	40	12	Exclusive	Non-member	Always

(The data for Kaslo are estimates by me! Embarrassingly, our Village is the taillight in terms of court accessibility and welcoming residents and visitors.)

The decision to grant KRC a 5-year exclusive user lease, allowing them to collect user fees (for what purpose) from non-member residents (\$10/day) and visitors (\$5/day) while exerting total control over access to a community-owned sports facility, raises significant concerns. The actions of the KRC Board, including their refusal to engage with me and my data-supported arguments for policy changes beneficial to Kaslo residents, visitors, and their own members, are deeply troubling and call into question their qualifications to serve on the Board and the community.

One argument in support of these unusual management decisions in Kaslo, by both KRC and your Council, revolves around the role of volunteers and their extensive contribution to our community. While **amazing volunteer efforts** in Kaslo benefit the community broadly, from creating river and mountain trails to essential services like the Fire Brigade, Search & Rescue teams, and the Hospital Auxiliary, they contrast sharply with type of volunteerism that contributed to the renovation of the tennis/pickleball courts in Kaslo: With locked courts and unnecessary user fees, it just serves the selective interests of a few KRC members rather than the broader community of tax-paying residents! That is not the type of volunteerism that needs to be rewarded such as by the existing exclusive lease arrangements.

Thus, my primary concern remains the lack of accessibility of our pickleball and tennis sports facility to all members of our community without unnecessary restrictions. I urge the Village Council to carefully reconsider this situation, in particular look at the policies exercised at other locations in BC, and to avoid conflating self-serving volunteerism with obligations to any particular club, neglecting the rights of the broader community which extends from youth to seniors – a unique feature of the sport of pickleball.

Yours sincerely,

Hans Baer, Pickleballer

Tel/Whatsapp/Signal:

Mexico phone until April 15:

[REDACTED]

From: Wells Thomson <[REDACTED]>
Sent: Thursday, February 27, 2025 11:46 AM
To: Mayor Hewat
Cc: Rob Lang; Erika Bird; Molly Leathwood; Matthew Brown; Village of Kaslo; Wells Thomson
Subject: Some of my letters regarding the Back Road/Kaslo West road...

Dear Mayor Hewat and Council Members,

In response to this matter being brought up in the discussion of South Kaslo in the last Regular Meeting, February 28, 2025, I am sending copies of two of the letters I have sent to VOK about the flood hazard from the Back Road vale and high risks to private residences on Arena Avenue. I have changed computers a couple of times and I don't have time to re-energize the hard drives from them to dig out older ones.

I had about given up on trying to get attention paid to this, but the discussion of development of the South Kaslo land motivates me to encourage your recognition of the need to understand the natural drainage patterns of the land between Balfour Ave and Arena Ave, as well as the land between the Arena and the Works Yard and the River. I am willing, and with some physical help, able to show on the ground what I mean, if you would like.

In the discussions about the South Beach development proposal I offered my comments regarding flood hazards along the River and from the lake. A prominent factor in these hazards on the South Beach as well as the hazard of flooding from the Back Road are related to the increasing frequency of extreme weather events. While drought would not be a factor in the Back Road situation, extreme snowfall and rain on snow events are.

From Wells Thomson [REDACTED] Thu, Feb 28, 2019, 11:20 AM

to Suzan, foreman, Kaslo, bcc: me



Waiting until April to address this situation is unacceptable.

This is very concerning to me and should be to the VOK. There is a high to very high flooding hazard, and Very High flood Risk for VOK residences that EXISTS NOW for Arena Ave. Although I am no longer a registered professional, I do have extensive experience in identifying these hazards. I have been notifying the VOK admin for years about this, and there have been several occasions when crew and equipment were called out to mitigate high volume flows during rain-on-snow and sudden thaw events. They could have been overwhelmed, but fortunately were not -- so far. This is a liability for the VOK!!!. I think it would be quite appropriate for Karen Pidcock and the Settles family to consider legal action for negligence if this human-caused, super-charged flood potential is not attended to.

If you think this sounds alarmist you are correct. I am alarmed and the Council and admin should be too. There is a lot of snow up the Backroad yet to thaw, and we know there are springs that flow into the Backroad ditch to add to the snow melt. All of the Backroad drainage has been diverted by culvert across the road and a field to another stream channel which joins the drainage from Kaslo West Rd and the stream draining to Arena Ave. This poor drainage system is supercharging a stream channel.

Last year, the Foreman, Norm Deverney (Geo-technical Engineer) and I looked at some potential short term mitigation possibilities in the part of the drainage near the VOK west boundary, between Kaslo

West rd and Arena Ave. Some of this could be done this winter to help absorb some of the drainage from the west (Airstrip/dump road).

With all due respect to the CAO's engineering degree, he is new here and has never seen the way the drainage works in this part of the VOK and surrounds. I have been studying this particular situation for 15 years!

I repeat, waiting until April to address this situation is unacceptable.

Yours truly,
Bill Wells,

██████████.

Here is one from 2015

6 May, 2015

Mayor and Council
Village of Kaslo

Re: Suggestion to relieve drainage and high-water issue on Arena Avenue across from Karen Pidcock's.

Dear Mayor and Councillors

The stream that runs onto Arena Avenue across from Karen Pidcock's house is draining an area larger than it's natural watershed because of diversions from other natural drainage pathways. Thus this catchment has been supercharged.

Over the last 13 years I have lived in the southwest part of the Village and have observed this situation. It has been a source of worry for the residents of the west end of Arena Ave when high water creates the need for the Village crew to undertake defensive work against flooding. The situation was exacerbated when the ditching was done to expand and expedite drainage into this stream.

This issue is compounded by the fact that the original development of building lots along Arena Avenue was accomplished in part by filling several gullies that are the natural drainage from the south in this part of the Village of Kaslo terrain. So the structure of the road and the fill on which it and the houses are built acts as a dam and as a result the stream must be diverted into the gutter-ditch on the south side of the avenue and sent down the utility right of way that crosses the river.

The natural catchment and source for the stream that encounters Arena Ave at Pidcock's has been *expanded* to carry drainage northward from all the land along the Backroad from L Street (Grahams' driveway) as well as drainage off of West Kaslo Road. In addition, a few years ago (~3yrs) the owner of property through which the Backroad runs ditched his property to hasten drainage in boggy portions. This ditching has expedited the diversion of surface and ground water drainage from the east side of the Backroad that naturally would drain to a stream gully ~50 m east of the stream that currently enters Arena Ave at Pidcock's.

I believe there is a reasonably inexpensive way to relieve as much as 25% of the water in this problematic stream by stemming or metering (by means of a culvert cap or plug) the diversion at the Backroad ditch low point, allowing the water to run further north over the high point and through a deepened ditch line* at Trotters' and Davies' driveways, then down to the intersection of the Backroad and Balfour Ave/Kaslo West Road where it would be culverted west across the Backroad toward the swale in front of Lang's. There may already be a culvert here to cross the Kaslo West Road to deliver the water into the existing natural drainage; otherwise a new culvert must be installed.

When I was recently talking with Works Foreman Glen Walker about the situation and my suggestion for relief, he expressed concern about future use of the land onto which my concept would deliver the water. Subsequently, I have walked the land in question and found that the natural water course that is still

there has a subhygric - hygric ecosystem with standing and slowly moving water and Skunk cabbage; it is already carrying water from upslope subsurface drainage. The water course disappears into the bouldery, cobbly glacial-fluvial terrace that is intermediate between the Kaslo West Road and the terrace on which the gymkhana arena and Arena Rd is located (this is east of Pidcock's). My understanding is that these are currently a VOK owned lots.

I urge Council to further investigate this concept for relieving the source of water to the existing stream that currently impacts and is a potential hazard to a residential area of Arena Avenue. I expect that you will want to consult a qualified professional about the efficacy of this, but I would be happy to participate in a field trip to better describe why I believe this to be a significant easing of this seasonal and perennial problem for the residents Arena Ave. and the Works crew.

Yours Truly,

Bill Wells

[REDACTED]
Kaslo, BC.

* Preferably the current shallow ditch could be replaced by buried pipe, but this is a section that is shallow to bedrock and so that would be a more expensive option. However, if no buried pipe, the ditch would have to be deeper than now.

If you think it is important that all of my letters on the subject are available for you to review in order for my comments to be valid, I will endeavour to find them. But I think these two correspondences express the essence of my concerns.

Yours truly,

Bill Wells, retired professional agrologist**.

[REDACTED], Kaslo

**

From my formal education and work experience I have learned/been learning about mountain land and drainage. I worked on a state soil survey in Wisconsin, USA; in soils, geological, and ecological research for the BC Forest Service (in its various

incarnations); done terrain and land use mapping for BC Parks; for the Village of Kaslo ; most of the forest licences in BC;

and private and the several Crown woodlot operations in Kootenay Lake Forest District. My colleagues and I (as prime contractor) completed the terrain analysis and mapping with interpretations for stability, flood , and other hazards for the Kaslo and District Community Forests, which surround our Village. That is my working background; I retired from professional practice in 2008. Since then I have been on various VOK committees that were in some way related to land use.

1. In 1980, Mayor Gaskill's Staff Engineer at the time, contracted me to provide a terrain analysis and map with interpretations for civic planning for the village and including surrounding areas (south to O Avenue, west to include the Allen Subdivision). As it happens, regulations requiring professional status came in shortly after I completed the project. Terrasol Consultants was then contracted to do the same thing, and now the VOK OCP documents include Terrasol's products. Subsequently, I became a registered Pag and QRP. Over the years since I have been involved in contracts elsewhere in BC that included partnering with Terrasol.

[REDACTED]

From: Jill B. <[REDACTED]>
Sent: Friday, February 28, 2025 8:48 AM
To: Village of Kaslo
Subject: Snowplowing ~ thank you

Please forward to the public works department on my behalf:

Public Works Team:

I just wanted to extend our thanks for all the great snow plowing this year. Being seniors, we greatly appreciated it. Also, the quick attention given to the broken water line on C Avenue in the Valley where we live. All your hard work was much appreciated.

Thanks again,

Regards,

Jill Braley

Kaslo

[REDACTED]

From: Linda Ullo Lynch [REDACTED]
Sent: Tuesday, March 4, 2025 8:00 AM
To: Mayor Hewat
Cc: Erika Bird; Matthew Brown; Molly Leathwood; Rob Lang; Robert Baker (CAO Kaslo)
Subject: Thanks to Council and Purchase Proposal reminder

March 3, 2025

Dear Mayor Suzan Hewat and Council members,

First, I'd like to send sincere thanks to you all for rejecting QP Development's proposal to build an RV Strata Park on South Beach. The time and effort you all made in delving through the abundance of information and maps presented to you from so many fronts does not go unnoticed and is greatly appreciated. I am grateful for the open mindedness you showed in considering so many angles of this complex proposal, trying to remain impartial, working with integrity for what is best for Kaslo and community. This was a huge undertaking. Again, thank you. I am fully convinced you made the correct decision.

We all know the job is not over. To this end, I want to remind you of the proposal the South Beach Working Group (SBWG), of which I am a member, made to Mr. Dale Unruh and QP Developments on December 4, 2024.

SBWG offered to purchase his properties in order to gift them back to the Village of Kaslo so that the land could become a park/conservancy or the like. SBWG has donors who can come up with the funds for the purchase as well as to cover the ongoing annual taxes the village was collecting from Mr. Unruh. SBWG is hoping this proposal would appeal to Mr. Unruh's community spirit and compensate him at fair market value for this piece of land which presently he cannot develop.

I request that Council take the initiative and contact QP Developments, putting forth support for SBWG's proposal. This could lead to a frank discussion between Council, QP Developments and South Beach Working Group. South Beach Working Group is very willing to meet with Council to elucidate further upon their proposal.

I look forward to your response.

Sincerely,
Linda Lynch
[REDACTED] Kaslo
[REDACTED]



Village of Kaslo

March 3, 2025

Brent Bukowski
Curator
The Langham Cultural Society
447 A Ave, PO Box 1000
Kaslo BC, V0G1M0

RE: 2026 Exhibition titled EVACUATION ALERT

On behalf of the Village of Kaslo and our FireSmart Program, we would like to provide our enthusiastic support for the Langham Cultural Society's efforts to secure the exhibition "Evacuation Alert". As wildfire continues to increase in frequency and severity, we believe that having holistic conversations about wildfire and its role in the landscape are integral to our community's resilience during climate change. Of particular interest to our community will be the exhibition's inclusion of multiple perspectives ranging from Indigenous fire stewardship to modern forestry practices, and the lived experiences of those directly affected by wildfires. These matters are well aligned with the priorities of Kaslo's FireSmart Program.

Our FireSmart Program, and the Village of Kaslo, fully support this initiative and is keen to utilize its funding to sponsor the closing event as it will undoubtedly provide a valuable opportunity for community members to engage in these important themes. We'll look forward to the evocative imagery, diverse voices, and artistic perspectives that this exhibition will bring!

Sincerely,

Suzan Hewat
Mayor



Village of Kaslo

February 28, 2025

Mathew Scarr
Project Assessment Director
Environmental Assessment Office
PO Box 9426 Stn Prov Govt
Victoria BC V8W 9V1

Mr. Scarr:

RE: ZINCTON ALL-SEASON RESORT

On behalf of our Village's Council, I am writing in response to your letter dated February 14, 2025 with respect to the proposed Zincton All-Season Resort. Based on our review of information in the Designation Application, the potential effect of the project includes significant environmental impacts including habitat loss, fragmentation, and increased human activity. The resort would negatively affect important grizzly bear habitat, including huckleberry patches, as well as the habitat of wolverines, mountain goats, and western toads. Meanwhile, the resort would fragment wildlife corridors, making it harder for animals to move between wilderness areas, including the blockage of a critical wildlife corridor between two provincial parks. We also have concern with the impact on old growth forest and fish habitat. Undoubtedly, the large number of visitors will increase highway traffic and impact wildlife, restrict access to land that local recreationists have used for decades, exploit public land to benefit the proponent's private land, and potentially neglect consultation with interested Indigenous Peoples.

Certainly, an environmental assessment by the Environmental Assessment Office would help ensure that this major project meets the goals of sustainability and serves the public interest. We are of the opinion that before the project proceeds, the government should identify potential impacts of this project, including any environmental, economic, social, and health effects whereby an assessment would identify ways to reduce or eliminate those negative effects. However, for the assessment to be effective, it must involve the public, First Nations, and other stakeholders. If the project proceeds, we hope that the Environmental Assessment Office will implement controls to ensure the applicant complies with the requirements of their environmental assessment certificate, and if necessary, order corrective actions if the project is not complying.

We trust that you will take our feedback into consideration, and we look forward to supporting the environmental assessment process as it unfolds.

Sincerely,



Suzan Hewat
Mayor

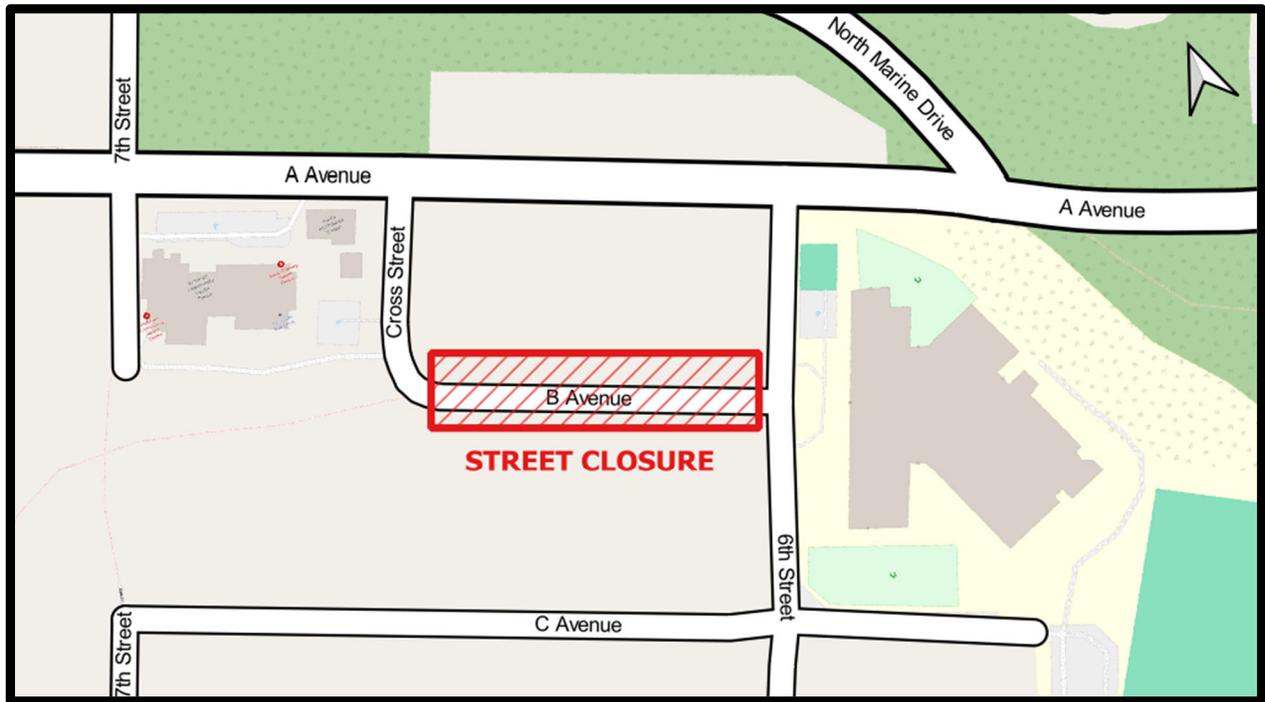


PUBLIC NOTICE

Temporary Road Closure

Tuesday March 18, 2025
7am – 3pm

B Avenue, from Cross Street to 6th Street



B Avenue will be closed to through traffic for watermain works. No interruption is expected to water services, however shut off without notice may be required in an emergency. Access for local residents and emergency vehicles will be maintained at all times. Garbage and Recycling pickup will not be affected.

Thank you for your patience while the work is in progress.

Box 576, Kaslo, BC V0G 1M0

Tel. 250-353-2311 Fax. 250-353-7767

E-mail: admin@kaslo.ca

<http://www.kaslo.ca>

DATE: February 26, 2025

FILE NUMBER: 0550-01

TO: Mayor & Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: 2025 Council Meeting Schedule - Revised

1.0 PURPOSE

To revise the schedule of Council meetings for 2025.

2.0 RECOMMENDATION

THAT the 2025 Council meeting schedule be revised as detailed in the staff report titled 2025 Council Meeting Schedule - Revised, dated February 26, 2025.

3.0 BACKGROUND

The 2025 schedule of Council meetings was approved by Council at their November 26, 2024, meeting. At the February 11, 2025, Council meeting, revision was made to the November meeting schedule and Committee of the Whole meetings were added for February 18th and May 6th. Elected officials have since indicated a conflict with the May 6th meeting. By way of this staff report, it is being recommended that the May 6th meeting be cancelled. A Council resolution is required to amend the schedule.

4.0 DISCUSSION

The May 6th Committee of the Whole meeting was intended to allow for discussion of Permissive Tax Exemptions, including policy. Given the scheduling conflict with elected officials, staff recommend that this meeting be cancelled, and the subject matter be referred to a regular Council meeting. The permissive tax exemption process is not a time sensitive issue, and the schedule can be adjusted without adverse effect.

5.0 OPTIONS

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

1. **The Council meeting schedule be revised as presented.** *Staff will implement the schedule and provide public notice.*
2. Refer back to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS

None to report.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

None to report.

8.0 STRATEGIC PRIORITIES

None to report.

9.0 OTHER CONSIDERATIONS

None to report.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

February 26, 2025

Date

ATTACHMENTS: 2025 Council Meeting Schedule (revised February 26, 2025)



2025 COUNCIL SCHEDULE

Revised February 26, 2025

REGULAR COUNCIL MEETINGS
<i>January 14th and 28th</i>
<i>February 11th and 25th</i>
<i>March 11th and 25th</i>
<i>April 8th and 22nd</i>
<i>May 13th and 27th</i>
<i>June 10th and 24th</i>
<i>July 8th and 22nd</i>
<i>August 12th and 26th</i>
<i>September 9th</i>
<i>October 14th and 28th</i>
<i>November 18th</i>
<i>December 9th</i>
<i>2nd & usually 4th Tuesday at 6:00 pm</i>

2025 ACTING MAYOR SCHEDULE
Councillor Bird: Jan, Nov, Dec,
Councillor Brown: Feb, Mar, Apr
Councillor Lang: May, Jun, Jul
Councillor Leathwood: Aug, Sept, Oct

ADDITIONAL EVENTS	
Open House	6:00 p.m. Tuesday, February 4 th – Municipal Priorities
Committee of the Whole Meeting	6:00 p.m. Tuesday, February 18 th – Budget Discussions
Committee of the Whole Meeting	6:00 p.m. Tuesday, March 4 th – Budget Discussions
Committee of the Whole Meeting	6:00 p.m. Tuesday, April 15 th – Presentation of draft budget
Special Council Meeting	6:00 p.m. Thursday, May 8 th – 3 rd reading of Tax Rates & Budget Bylaws
Special In Camera Meeting	9:00 a.m. Sunday, October 19 th – Strategic Planning
<i>Additional SPECIAL MEETINGS of Council, including COMMITTEE OF THE WHOLE MEETINGS are scheduled as needed</i>	

DATE: March 3, 2025

FILE NUMBER: 4320-50

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: 2025 Logger Sports - Event of Significance

1.0 PURPOSE

To consider a request from the Kaslo & District Arena Association to declare the 2025 Logger Sports a Municipal Event of Significance for the purpose of their special event permit application to the Liquor and Cannabis Regulation Branch.

2.0 RECOMMENDATION

THAT the 2025 Logger Sports be declared a Municipal Event of Significance for the purpose of the Kaslo & District Arena Association's special event permit application to the Liquor and Cannabis Regulation Branch.

3.0 BACKGROUND

The 2025 Logger Sports event during May Days will include a beer garden operated by the Kaslo & District Arena Association. They must adhere to the alcohol pricing guidelines set by the Liquor and Cannabis Regulation Branch unless the event is declared a Municipal Event of Significance in which they are then permitted to charge higher prices. For 2025, the Kaslo & District Arena Association has requested that the Village declare Logger Sports a Municipal Event of Significance. This will enable them to meet their fundraising goals without imposing a cover charge. A Council resolution is required for the declaration.

4.0 DISCUSSION

The Liquor and Cannabis Regulation Branch (LCRB) does not have any criteria for municipalities to declare an event of significance, and so the decision can be made at Council's discretion. LCRB staff noted that the maximum allowable pricing, in the absence of charitable status or a special designation, has remained unchanged for many years. Enabling the Kaslo & District Arena Association to charge higher prices would allow them to maximize their fundraising efforts and could also curb over consumption. There is no cost or financial benefit to the Village in declaring Logger Sports an event of significance.

5.0 OPTIONS

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

1. **Declare the 2025 Logger Sports as a Municipal Event of Significance.** *Kaslo & District Arena Association will be advised of the declaration, and they will proceed with their special event permit application with the Liquor and Cannabis Regulation Branch. If successful, they will be able to charge higher prices than the maximum set by the Liquor and Cannabis Regulation Branch.*
2. Decline the Kaslo & District Arena Association's request for the Village to declare the 2025 Logger Sports as a Municipal Event of Significance. *The Association will be advised of the decision, and they will adhere to the maximum prices set by the Liquor and Cannabis Regulation Branch.*

6.0 FINANCIAL CONSIDERATIONS

None to report.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Bylaw

In addition to the special event permit issued by the LCRB, the Kaslo & District Arena Association will have to apply to the Village of Kaslo for a Beer Garden License prior to the event. This will require Council approval, and financial reporting must be provided to the Village within 60 days of the event.

8.0 STRATEGIC PRIORITIES

None to report.

9.0 OTHER CONSIDERATIONS

None to report.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

Attachments: Letter – Kaslo & District Arena Association - Event of Significance

Box 543
Kaslo, BC V0G 1M0
3 March, 2025

Village of Kaslo
Box 517
Kaslo, BC

The Kaslo and District Arena Association is once again managing the Logger Sports Beer Garden as a fundraiser for the Kaslo Arena.

As part of our application to the Licensing Branch we require a resolution from the Village to deem the Logger Sports Competition an event of municipal significance. The Logger Sports Competition brings many people to our community for the May Day weekend. We appreciate that the Village gave us the resolution last year. We thought that once we had the resolution it would be sufficient going forward but we require the resolution every year.

Please resolve to mark the Logger Sports Competition an event of municipal significance again this year

Thank you
Kaslo and District Arena Association



DATE: March 5, 2025

FILE NUMBER: 1850-20

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: 2025 Municipal Grants

1.0 PURPOSE

To provide Council with the 2025 Municipal Grant applications for review and decision.

2.0 RECOMMENDATION

THAT all eligible applicants for 2025 Municipal Grants be awarded the full amount of their request as identified in the staff report titled 2025 Municipal Grants dated March 5, 2025.

3.0 BACKGROUND

The Village of Kaslo provides Municipal Grants under the direction of Council. To guide decision making, Council has adopted a policy titled Municipal Grants and Non-Profit Advertising Sponsorship. To prompt applications for 2025, the grant opportunity was advertised in the local newspaper, on the Village's website, social media, and public notice boards. The deadline for submitting applications was 12pm on March 3, 2025.

4.0 DISCUSSION

For 2025, 9 applications were received totaling \$4,299. Staff have reviewed the applications against policy requirements and note that 3 applicants did not submit a report for their use of prior year funds and are therefore not eligible to be considered for funding in 2025. The 6 other applicants either submitted a report of their use of funds, or did not apply for funding in the previous year.

Eligible applicants include:

Kaslo & District Community Forest Society	\$500	Purchase of virtual meeting equipment.
Kaslo Community Acupuncture Society	\$500	Purchase of supplies and facility rental fees.
Kaslo Outdoor Recreation and Trails Society	\$500	Arborist for hazard tree removal on local trails.
Kaslo Wild Ultra	\$500	Timing system for local race event.
Kaslo Search and Rescue	\$500	Purchase of supplies to restock trauma kits.
Langham Cultural Society	\$400	To support Kootenay Roots Show.

5.0 OPTIONS

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

1. **THAT eligible applicants are awarded Municipal Grants in the full amount requested.** *Applicants will be notified of Council's decision.*
2. Council provides direction to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS

For 2025, the Village has \$7,500 available for Municipal Grants.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Municipal Grants and Non-Profit Advertising Sponsorship, 2016 (excerpts)

Policy Statement

Council's vision for Kaslo is supported by a network of organizations that contribute to the wellness and vitality of the community. Funding will be allocated to the Municipal Grants program and advertising budget as part of the Village's business planning process and grants may be awarded to organizations that provide valuable community services in support of Council's objectives. It is recognized that community organizations contribute significant value to the Village. The goal of this policy is to establish open and transparent guidelines for the evaluation and distribution of municipal grants and advertising sponsorship, respecting the limited financial resources available for this purpose.

Application Policy

1. Only one (1) application is accepted from each group or society annually.
2. No applications will be accepted from individuals or businesses pursuant to Section 25 of the Community Charter.
3. The most current financial statement of the applicant must accompany an application.
4. Activity funded must be conducted within the Village of Kaslo.
5. An applicant awarded the grant in a previous year that has not provided a report with respect to their subsequent use of funds will not be considered for funding the following year.
6. Community organizations that receive a Permissive Tax Exemption worth in excess of \$500 per annum from the Village or from other legislative authority are automatically considered as lower priority for award in years where the funds available are outstripped by the applications submitted. This is in recognition of a significant financial benefit already being provided to those organisations at cost to municipal revenues.
7. Individual municipal grants made under this program will not exceed \$500.

8.0 STRATEGIC PRIORITIES

None to report

9.0 OTHER CONSIDERATIONS

None to report

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

Attachments: 2025 Municipal Grants - Summary
2025 Municipal Grant Applications

VILLAGE OF KASLO - MUNICIPAL GRANTS 2025

Request From:	REQUESTED	AWARDED	Purpose	Financial Statement	Previous Grant Reporting	PTE	
Kaslo & District Community Forest Society (KDCFS)	\$ 500.00	\$ -	Purchase of virtual meeting equipment.	Dec 2024	N/A	N	
Kaslo Community Accupuncture Society	\$ 500.00	\$ -	Purchase of supplies and facility rental fees.	Dec 2024	2024 on file	N	
Kaslo Community Garden Society	\$ 400.00	\$ -	Purchase of two wheelbarrows.	Feb 2025	Not Submitted	N	
Kaslo Outdoor Recreation and Trails Society (KORTS)	\$ 500.00	\$ -	Contracting arborist for hazard tree removal on local trails.	Dec 2024	2023 on file	N	
Kaslo Wild Ultra	\$ 500.00	\$ -	Timing system for local race event.	Feb 2025	N/A	N	
Kaslo Search and Rescue	\$ 499.00	\$ -	Purchase of supplies to restock trauma kits.	Dec 2024	2024 on file	Y	
Kootenay Lake Historical Society	\$ 500.00	\$ -	Purchase of communication radios.	Feb 2025	Not Submitted	Y	
Kootenay Lake Independent School Society (KLISS)	\$ 500.00	\$ -	Purchase of snacks and lunch program for children.	Aug 2024	Not Submitted	Y	
Langham Cultural Society	\$ 400.00	\$ -	To support Kootenay Roots Show.	Dec 2023	2024 on file	Y	
Total Applications	\$ 4,299.00	\$ -					

Policy is to give priority to **NON** Permissive or Statutory Tax Exempt Organizations

VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0

Name of Organization: Kaslo + District Community Forest Society (KDCFS)
Mailing Address: [REDACTED] Kaslo BC, V0G 1M0

Executive: President Chris Webster
Vice Pres Stephen Neville
Secretary Stephen Faucett
Treasurer Jeff Mattes

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING FUNDING:

We are requesting \$500 towards purchasing more robust virtual meeting equipment. This will make public participation more accessible as our board meetings take place upstairs in the Langham. Community participation is an integral aspect of KDCFS + this equipment will support participation from the village of Kaslo residents + improve the transparency of KDCFS. KDCFS will cover costs above \$500 in purchasing equipment.

OTHER SOURCES OF REVENUE:

Forestry + grants.

LOCATION OF ACTIVITIES: Kaslo - Langham loki room

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES NO *will seek alternative funding*

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM:

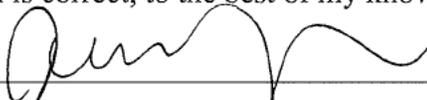
Residents of Kaslo that want to participate in KDCFS.

CURRENT BANK BALANCE: \$ see attached

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED: *via email*
 YES NO

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

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

Authorized Signatory: 

Print Name: Jessie Lay

Phone number:  Date: March 3, 2025

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

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

	\$/m3	m - M	April - June	July - Sept	Oct - Dec	Jan - Dec
WOODLANDS HARVESTING						
CP 51-1,2, CP 53-8 Keen (Cable)	105.0	0	6,000	9,450		
		0	\$0		\$0	1,626,000
CP 47-1 Branch 7	107.5	0			4,500	
		0	\$0	\$0	\$483,750	483,750
		0			0	
		0	\$0	\$0	\$0	0
		0	0			
		0	\$0	\$0	\$0	0
		0	0	\$0	0	0
		0				
		0		\$0	\$0	0
TOTAL M3	19,950	0	6,000	9,450	4,500	

LOGGING INCOME	0	0	0	0	483,750	2,109,750
-----------------------	---	---	---	---	---------	-----------

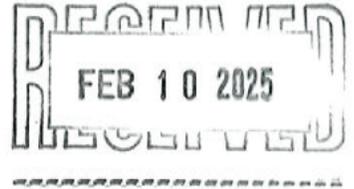
Kaslo and District Community Forest Society		MONTHLY FINANCIALS	
ASSET			
ACCOUNTS - OPERATIONS		RESERVES	
1020 Operations Working Account	\$ 1,027,735.66	1025 Operations Goal	\$ 1,000,000.00
Silviculture Working Account	\$ 122,708.06	Operations Reserve status	\$ 552.47
Other Assets	\$ 50.00	Silviculture Reserve	\$ 194,955.63
Total Cash	\$ 1,150,493.72	Contingency Reserve (Water)	\$ 95,022.08
		Total	\$ 290,530.18
ACCOUNTS - INVESTMENTS		Interest %	
Q-Trade Legacy Fund	\$ 82,100.88	Mutual Funds (update annually)	
Term 7 K3C Security Deposit	\$ 2,582.17	Total Interest Earned	\$ 11,905.99
Total Investments	\$ 84,683.05	Accounts Payable	\$ 67,954.67
Accounts Receivable	\$ 145,401.24	Silviculture Liability	\$ 909,500.00
Prepaid Expenses	\$ 822.17		
Total	\$ 146,223.41		
TOTAL CURRENT ASSETS	\$ 1,381,400.18		

INCOME		Budget	
Logging & Silviculture			
4020 Logging Income	\$528,272.63	\$ 2,109,750.00	25%
4085 Road Building Right of Way Income		\$ -	
Logging Income - Net	\$528,272.63	\$ 2,109,750.00	25%
		\$ -	
Net Logging & Silviculture	\$528,272.63	\$ 2,109,750.00	25%
OTHER INCOME			
4030 RDCK Grants	\$ 4,241.00		
4432 WRR Grant	\$ -		#DIV/0!
4410 FES Grant	\$ 19,875.00		
4085 Interest on Operations accounts	\$ 19,743.93	\$ 4,000.00	494%
4420 Memberships	\$ 90.00	\$ 705.00	13%
4185 Interest on Silviculture accounts	\$5,750.18	\$ 3,000.00	
4440 Investment interest		\$ 20,000.00	0%
Total Other Revenue	\$ 49,700.11	\$ 27,705.00	179%
TOTAL REVENUE	\$ 577,972.74	\$ 2,137,455.00	27%

Account #	Description	Actuals	Budget	
5010	WOODLANDS MANAGEMENT	57,840.00	80,000	72%
5770	SOCIETY MANAGEMENT		2,000	0%
	BUSINESS DEVELOPMENT PLANNING		4,000	0%
5025	TIMBER DEVELOPMENT	33,630.00	65,000	52%
5065	CP ROADS - SPURS (CP 51)		10,000	0%
5040	ROAD - MAIN (Asset) LL	132,094.66	150,000	88%
5050	HARVESTING	286,196.18	1,027,425	28%
5055	TRUCKING	160,404.94	658,350	24%
5060	STUMPAGE	8,415.34	169,575	5%
5155	POST HARVEST-W&R / HAZ ABATEMENT/ E		3,000	
5045	ROAD NETWORK ANNUAL MAINTENANCE	39,511.80	30,000	132%
5030	PROFESSIONAL SERVICES EXT.	19,634.28	30,000	65%
5775	SUBSCRIPTIONS & SOFTWARE		525	3740%
5022	GIS	2,180.00	9,000	24%
	Preparedness/Equipment	5,054.54		
	WWR work	85,917.63		
5240 total	WILDFIRE PREPAREDNESS / EQUIPMENT	90,972.17	3,000	3032%
5695	LEGAL EXPENSE		1,000	0%
5035	PROFESSIONAL DEVELOPMENT		3,700	0%
5650	LICENSE FEE - MOF	9,250.00	9,500	97%
5015	TSR/LTP		4,000	0%
WOODLANDS TOTAL		840,129.37	2,260,075	37%
5080	OPERATIONAL RESERVE \$0/m3		0	
5070	SILVICULTURE RESERVE current \$8/m3	51,575.26	159,600	32%
RESERVES TOTAL		51,575.26	159,600	32%
5610	BOOKKEEPING / ACCOUNTING	11,471.41	17,000	67%
5625	SOCIETY BUSINESS FEES / LICENSES	6,930.82	7,500	92%
5685	INSURANCE - CGL	2,266.00	2,400	94%
5685	INSURANCE - DIRECTORS	2,705.00	2,800	97%
5615	SPECIAL EVENTS - WIF	5,500.00	5,000	110%
5700	OFFICE EXPENSES / SUPPLIES	1,406.37	5,500	26%
			2,000	0%
VIRTUAL OFFICE TOTAL		30,279.60	42,200	72%
5612	ADVERTISING	147.88	2,000	7%
5710	WEBSITE / HOSTING	116.95	1,200	10%
5615	PUBLIC RELATIONS / COMMUNITY NETWORK	4,823.56	4,000	121%
5622	BURSARIES / DONATIONS	1,000.00	4,500	22%
SOCIETY OUTREACH TOTAL		6,088.39	11,700	52%
Total Expense		928,072.62	2,473,575.00	38%
Total Expense- Other Income		\$ 878,372.51	\$ 2,445,870.00	
Net income/Cashflow		-\$ 350,099.88	-\$ 336,120.00	

For reference :			
5070	SILVICULTURE RESERVE current \$8/m3	51,575.26	
5100	SEED AND NURSERY COSTS 2021	108,156.28	40,000 270.39%
5110	SURVEYS REPORTING, IMPLEMENTATION	7,099.50	21,500 33.02%
5150	SITE PREPARATION	745.00	0
5135	BROAD BURN	5,694.14	0
5120	PLANTING	134,795.10	140,000 96.28%
5130	BRUSHING	39,800.00	20,000 199.00%
5140	OTHER GIS	16,411.66	2,300 713.55%
Total Expense	SILVICULTURE IMPLEMENTATION 2024	364,276.94	223,800 162.77%

VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0



Name of Organization: Kaslo Community Acupuncture Society

Mailing Address: [REDACTED]

Executive: ^{Chair} President Laura Douglas

Vice-Pres _____

Secretary Victoria McAllister

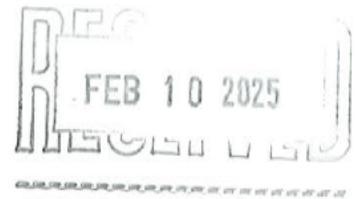
Treasurer Dawn Precious

AMOUNT REQUESTED: \$ 500.00

REASON FOR REQUESTING FUNDING: Support for Kaslo Acupuncture Clinic

Acupuncture needles required for bi-weekly clinic
Supplies and support for rental of Heritage Hall.

OTHER SOURCES OF REVENUE: ReDi grant, pending - BC Gaming Grant, Patient
Donations, CFNKUS, Victorian Hospital Auxiliary Society
in-kind donation of time from practitioners.



LOCATION OF ACTIVITIES: Heritage Hall - St. Andrew's Kaslo BC

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES NO

WHO WILL BENEFIT FROM THIS

EVENT/PROGRAM: All citizens of Kaslo are welcome. Our target audience is low income patients, including seniors. Since 2020 we've treated 928 patients.

CURRENT BANK BALANCE: \$ 3,415.19

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

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

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

Authorized Signatory: L. Douglas

Print Name: Laura Douglas

Phone number: [REDACTED] Date: Feb. 9, 2025

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

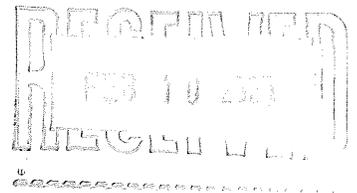
SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

Kaslo Community Acupuncture Society

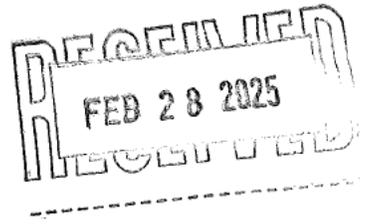
Profit and Loss

January - December 2024



	TOTAL
INCOME	
Clinic Donations (Not Received)	9,930.02
Discounts/Refunds Given	183.00
Donations (Received)	2,000.00
Fundraiser Donations (Received)	1,250.00
Grants	19,020.00
In Kind Donations	31.50
Memberships	65.00
MSP Deposits	966.00
Total Income	\$33,445.52
GROSS PROFIT	\$33,445.52
EXPENSES	
Accounting and Legal	1,500.00
Administration and Bookkeeping	961.25
Administrator Fees	7,047.50
Advertising/Promotional	401.52
Bank charges	17.25
Cleaning and Laundry Services	1,800.00
Clinic Supplies	812.76
Disbursement Charges	22.00
Gas Vouchers Area D	359.53
Gifts	58.58
Insurance	1,300.00
Licenses, Dues and Fees	245.40
Office Supplies	331.94
Practitioner Fees	23,170.00
Professional Development	477.50
Promotional Meals	44.60
Rental Expenses	3,481.00
Square Fees	0.80
Travel	84.00
Total Expenses	\$42,115.63
OTHER INCOME	
Interest earned	31.71
Total Other Income	\$31.71
PROFIT	\$-8,638.40

VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0



Name of Organization: KASLO Community GARDEN Society

Mailing Address: [REDACTED] KASLO, BC V0G-1M0

Executive: President ANNE Heard

Vice Pres _____

Secretary Catherine Mc Cormick

Treasurer DONNA BUTT

AMOUNT REQUESTED: \$ 400⁰⁰

REASON FOR REQUESTING FUNDING: To purchase two light weight wheel barrows. The wheel barrows we have in the garden are heavy and difficult for some of our membership to handle.

OTHER SOURCES OF REVENUE: CFNKLS GRANT (potential), membership Fees.

LOCATION OF ACTIVITIES: The KASLO Community GARDEN

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES NO

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM: The membership of the Community GARDEN, as well as the children attending our school programs.

CURRENT BANK BALANCE: \$ \$ 2,300⁰⁰

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:
 YES NO

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

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

Authorized Signatory: *Donna Butt*

Print Name: DONNA BUTT

Phone number: [REDACTED] Date: Feb. 14, 2025

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

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

KCGS Financial Statement

January 1 – February 14, 2025

Opening Balance – January 1, 2024 **\$1,691.31**

Income

Grants	\$2,318.00
Membership Fees	815.00
Plant Sale	970.50
Bank Interest	<u>0.39</u>
Total Income	\$4,103.89

Expenses

JorCanada Composter	\$1,667.40
Village Fees (water, insurance)	782.31
Manure	650.00
Advertising	25.26
Table Rental (AGM)	10.00
Table Rental (Seedy Sunday)	10.00
Website	240.00
Garden Hose	<u>89.59</u>
Total Expenses	\$3,474.56

Closing Balance – December 31, 2024 **\$2,320.64**

**VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0**

Name of Organization: Kaslo Outdoor Recreation & Trails Society

Mailing Address: [REDACTED] Kaslo BC. V0G 1M0

Executive: President Dan Miles

Vice Pres Dave Clement (Interim)

Secretary Stuart Heard

Treasurer Ken Butt

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING
FUNDING: _____

KORTS is requesting VofK Municipal grant funds to support a RDCK/CBT ReDi Grant application for hiring an arborist for hazardous tree removal. In December 2024 a significant wind and snow storm impacted the Kaslo River Trail, Family Mountain Bike Park, Kaslo Disc Golf Course, and surrounding local trails. After the storm, KORTS and Club volunteers put in over 135 hours clearing downed trees, fallen limbs, and other debris. However, KORTS does not have a professional Arborist skilled in hazardous tree removal, and so we were not able to undertake clean-up of all of the necessary tree hazards. KORTS is applying for funding to assist us in hiring / contracting with a local Arborist to remove hazardous and dangerous trees along the major local Kaslo & Area trails.

OTHER SOURCES OF
REVENUE: KORTS cash \$250
2025 ReDi grant application \$4500

LOCATION OF ACTIVITIES: Kaslo River Trail, Family Bike Park, Disc Golf Course, and local Kaslo trails

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES **NO**

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM: Village of Kaslo residents & visitors who use the Kaslo trail network

CURRENT BANK BALANCE: \$ 128,279

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:
 YES **NO**

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

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

Authorized Signatory: Stuart Heard

Print Name: Stuart Heard

Phone number: [REDACTED] Date: Jan 27 2025

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

SUBSTANTIATION OF EXPENSES **REQUIRED** **NOT REQUIRED**

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

Operations as of Dec 31 2024		2023 Operations		Balance Sheet	
Revenue		Revenue		Assets	
Memberships	2,437	Memberships	1,428	Chequing account	4,045
Donations	11,075	Donations	5,254	Summit account	120,677
Fundraising revenue	14,959	Fundraising revenue	14,972	Petty Cash	136
CBT 20222FY24-02 youth trail crew		CBT 20222 2024 youth trail crew	17,500		
REDIP 2022110189 Milford Ridge Trail Feasibility Assessment		REDIP 2022110189 Milford Ridge Trail Feasibility Assessment	79,556		
RDCK CBT ReDi 4 report of 4 in	6,453	CERIP DD0151			
		CBT 19364 trail upgrade	25,200		
		CBT # 19358 TEGP Friendly Giant	41,500		
Kaslo Municipal		Kaslo Municipal	500		
Kaslo spring rec	400	Kaslo spring rec grant print trail maps	500		
Kaslo fall rec grant	500	Kaslo fall rec grant	500		
KSCU Bridge restrain	2,000	CBT #19384 2023 CBT youth Trail Crew	15,500		
		REDI-127-D/KAS-345/23	4,500		
CBT trail crew 1935holdbacks	1,935	CBT holdbacks	11,535		
CBT Trail Enhancement 20237FY24-02		CBT 20237 20234 initial	70,000		
CFNKL trail crew support	4,000	CFNKL trail work	4,000		
		ORCBC \$300			
Sponsorship's - Plaques	1,211	Sponsorship's - Plaques	1,880		
RSTBC	5,000	RSTBC	5,000		
Bank interest + misc	5,760	Bank interest + misc	2,512		
Total Income	55,731	Total Income	301,838		124,858
Expenses		Expenses		Liabilities	0
Administration	460	Administration	361		
Advertising and promotion	579	Advertising and promotion	294		
WRR expenses	0	WRR expenses	3,150		
Plaques & Benches	130	Plaques & Benches	395		
KTS Trail maintenance	18,486	KTS Trail maintenance	53,059		
KMBC Trail work	102,949	KMBC Trail work	178,476		
KTS Trail crew CPP IE INC tax	42,249	KTS Trail crew CPP IE INC tax	8,901		
KDGC	0	KDGC	13,600		
Nordic expenses	4,744	Nordic expenses	9,327		
Total Expenses	169,597	Total Expenses	267,563		
Income - Expenses	-113,866	Income - Expenses	34,274		0
unreconciled	19	unreconciled	0		
restricted net assets beginning of year	238,743	Unrestricted net assets beginning of year	204,469		
restricted net assets to date	124,858	Unrestricted net assets end of year	238,743		124,858

124,877	Currently Chequing and savings	
	Less individual accounts	
15,741	Kaslo Nordic Club	(Nordic)
4,916	Kaslo Mountain Bike Club	(KMBC)
41	Kaslo Disc Golf Club	(KDGC)
4,903	Kids Mountain Bike Park	

99,276	Funds not linked to individual accounts	
---------------	--	--

Plus Funds to be received		
7,000	Hold back 2024. trail upgrade 20237	
0	RSTBC \$5000 (rcv'd Jul 25) Cash \$5000 inkind (waiting)don't think it is going to happen	
7,000	Total	

Less Future Projects costs		
0	Youth Trail Crew CBT #20222	
0	Trail Blazer Bridge staining project \$2000 KSCU	
430	Trail head signage True Blue trailhead and Wardner kiosks left over	
1500	commitment from NORDIC 2022 to moose meadow signage	
2,882	Kaslo and Area Trail Upgrades, Improvements and Construction , Project # 20,237	
	CBT 77000 Matching [\$13800 KMBC] [5000 RSTB] total project 95800	
54,674	REDIP Application #: 2022110189 Project Name: Milford Ridge Trail Feasibility Assessment	

6800	2025 KMBC 42%, KORTS 25% Riding Club 17% KNCS 8% KDGC 8% of 27200	
	Kmbc \$11424 riding 4624 KNCS and KDG 2176 each	
66,286	Total	

39,990	Future unreserved funds
---------------	--------------------------------

Financial Notes:

We currently have \$124,877 in chequing and saving accounts , but have \$66,286 in future expense Leaving \$58,591 split between 4 groups under the KORTS umbrella.

**VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0**

Name of Organization: Kaslo Wild Ultra

Mailing Address: [REDACTED]

Executive: President Amy LeBlanc

Vice Pres Danielle Newson

Secretary Jasmine Hoetjes

Treasurer _____

AMOUNT REQUESTED: \$ 500

REASON FOR REQUESTING FUNDING: _____

The Kaslo Wild Ultra is a three-day trail running event that will take place July 11
12, and 13, 2025. It is a community run event that is a fundraiser for the
Wildwood Discovery Program, a program that offers learning opportunities for
children, based in nature and the arts.

The event will promote mental and physical health and well-being and aims to
bring the community together to support a good cause.

The event is requesting funding to fund the timing system from Zone 4.

OTHER SOURCES OF REVENUE: _____

Race Registration

LOCATION OF ACTIVITIES: Kaslo Bay Park and Kaslo Area Trails

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES **NO**

WHO WILL BENEFIT FROM THIS
EVENT/PROGRAM: Local children and families, local businesses, the community

CURRENT BANK BALANCE: \$ \$900

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:
 YES **NO**

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

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

Authorized Signatory: *Amy LeBlanc*

Print Name: Amy LeBlanc

Phone number: [REDACTED] Date: February 20, 2025

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

SUBSTANTIATION OF EXPENSES **REQUIRED** **NOT REQUIRED**

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

MASTERPLAN COMMUNITY PLUS 0: \$0.00

Account Number 1790104

Current Interest Rate 0.010%

Date	Description	Amount	Balance
------	-------------	--------	---------

**VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0**

Name of Organization: Kaslo Search and Rescue

Mailing Address: [REDACTED], Kaslo BC V0G1M0

Executive: President Stefan Lettrari

Vice Pres Glen Skobalski

Secretary Jana Poborilova

Treasurer Franz Kocher

AMOUNT REQUESTED: \$ 499

REASON FOR REQUESTING
FUNDING: _____

KSAR is requesting funding to restock our trauma kits which we take in the
field when responding to a medical emergency. Some items have expired and others
have been used and require replacement. The funds will be used to purchase
AED pads, bag valve masks, a manual suction device, airway devices and restock
our gloves.

OTHER SOURCES OF
REVENUE: _____

Kaslo SAR

LOCATION OF ACTIVITIES: Kaslo & North Kootenay Lake Area

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES **NO**

WHO WILL BENEFIT FROM THIS
EVENT/PROGRAM: The entire community benefits from this project including residents, outdoor enthusiasts, and visitors who may find themselves in distress.

CURRENT BANK BALANCE: \$ 97,614

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:
 YES **NO**

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

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

Authorized Signatory: _____

Print Name: _____

Phone number: _____ Date: _____

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

SUBSTANTIATION OF EXPENSES **REQUIRED** **NOT REQUIRED**

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

Financial Report

Kaslo Search and Rescue 2024

For the period ended December 31, 2024

Prepared by

Rebecca Rutherford

Prepared on

January 12, 2025

Profit and Loss Comparison Monthly

December 2024

	Total
INCOME	
Non-Grant Funding	
Charitable Donations	2,723.00
Donations - Anonymous	924.12
Total Non-Grant Funding	3,647.12
Total Income	3,647.12
GROSS PROFIT	3,647.12
EXPENSES	
Equipment Purchases	
Equipment Maintenance	148.61
PPE Equipment Purchases	20,856.14
Truck Expenses	
Truck Fuel	388.00
Total Truck Expenses	388.00
Total Equipment Purchases	21,392.75
Office & Administrative Expenses	
Advertising & Promotions	388.01
Amortization/Depreciation Expense	4,501.61
Bank charges & Interest	32.75
Business Fees & Licenses	125.00
CanadaHelps Fees	19.66
Contract Admin	1,410.00
Events	2,910.12
Insurance	
Insurance - Boat & Trailer	1,545.00
Total Insurance	1,545.00
Office Expenses	532.30
Subscriptions & Dues	98.34
Telephone, Sat & Road Post	317.68
Total Office & Administrative Expenses	11,880.47
Rescue Teams	
Canine Team Expenses	978.88
Ground Search Team Expenses	83.16
Helicopter Operations Expenses	
Helicopter Operations Class D Equipment	45.25
Helicopter Operations Class D Training	7,732.12
Total Helicopter Operations Expenses	7,777.37
Total Rescue Teams	8,839.41
Total Expenses	42,112.63
OTHER INCOME	
Interest Revenue	172.11
Total Other Income	172.11

PROFIT

Total
\$ -38,293.40

Balance Sheet Monthly

As of December 31, 2024

	Total
ASSETS	
Current Assets	
Cash and Cash Equivalent	
1 Yr Non Redeemable Term 11 KSCU	204,279.76
9745 RBC Operating Account (Main)	12,222.29
Expense Reports Account	361.02
KSCU Maximizer Chequing	66,177.72
KSCU Shares	25.00
KSCU Summit Savings	5,952.91
RBC Charity Account	1,489.30
RBC Gaming Account	77,463.30
RBC Savings - Internally Restricted	82.16
Total Cash and Cash Equivalent	368,053.46
Total Current Assets	368,053.46
Non-current Assets	
Property, plant and equipment	
Boathouse	54,863.46
Boathouse - Accumulated Depreciation	-28,541.59
Total Boathouse	26,321.87
Climbing Wall	6,753.08
Climbing Wall - Accumulated Depreciation	-5,533.17
Total Climbing Wall	1,219.91
Command Trailer #1 & Equipment	5,790.38
CMD Trailer 1 - Accumulated Depreciation	-5,361.56
Total Command Trailer #1 & Equipment	428.82
Command Trailer #2 & Equipment	105,186.17
CMD Trailer 2 - Accumulated Depreciation	-86,480.27
Total Command Trailer #2 & Equipment	18,705.90
Marine Slip	20,747.50
Marine Slip - Accumulated Depreciation	-7,305.92
Total Marine Slip	13,441.58
Off-Road Vehicle	95,661.59
Off-Road Vehicle - Accumulated Depreciation	-84,783.01
Total Off-Road Vehicle	10,878.58
Office Furniture & Equipment	1,639.87
Rescue Boat	177,569.27
Rescue Boat - Accumulated Depreciation	-133,568.32
Total Rescue Boat	44,000.95
Rescue Equipment	64,498.25
Rescue Equipment - Accumulated Depreciation	-50,498.18
Total Rescue Equipment	14,000.07
Sea Can Storage Unit	5,807.61
Swiftwater Rafts	10,851.70
Swiftwater Rafts - Accumulated Depreciation	-5,700.41

	Total
Total Swiftwater Rafts	5,151.29
Vehicles 1,2,3	
Vehicle #1 - 2000 Ford F450	10,000.00
Vehicle #2 - 2018 Dodge RAM	77,497.35
Vehicle #3 - Unit 503	124,706.92
Vehicles 1,2,3 - Accumulated Depreciation	-121,507.51
Total Vehicles 1,2,3	90,696.76
Total Property, plant and equipment	232,293.21
RBC GIC Credit Card	2,020.00
RBC GIC Investment	4,500.00
Total Non Current Assets	238,813.21
Total Assets	\$606,866.67

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Accounts Payable (A/P)

Accounts Payable	39,797.25
------------------	-----------

Total Accounts Payable (A/P)	39,797.25
-------------------------------------	------------------

Credit Card

4271 VISA	312.36
-----------	--------

7168 VISA	775.00
-----------	--------

Total Credit Card	1,087.36
--------------------------	-----------------

GST 2.5% Suspense	-488.86
-------------------	---------

GST/HST Payable	-5,910.05
-----------------	-----------

Total Current Liabilities	34,485.70
----------------------------------	------------------

Total Liabilities	34,485.70
--------------------------	------------------

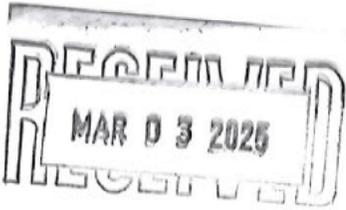
Equity

Retained Earnings	577,698.58
-------------------	------------

Profit for the year	-5,317.61
---------------------	-----------

Total Equity	572,380.97
---------------------	-------------------

Total Liabilities and Equity	\$606,866.67
-------------------------------------	---------------------



VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0

Name of Organization: Kootenay Lake Historical Society

Mailing Address: [Redacted] Kaslo

Executive: President Sarah Sinclair

Vice Pres Jordan Jones

Secretary Vacant (Shared with Board Members)

Treasurer Rita Ashenbust

AMOUNT REQUESTED: \$ 500.00

REASON FOR REQUESTING FUNDING: Communication Radios

Radios for safety, security, and emergencies by the staff for communication on site, ie between the Visitors Centre, S.S. Mayne, and grounds, are a necessary asset. See last page for recent history.

Between staff and maintenance personnel there are 4 radios required having a programmed single frequency @ approximately \$350 each. C.B. radios were once used but were not deemed suitable

OTHER SOURCES OF REVENUE: For reliability and long term daily use, other than admissions to the Mayne

other yearly grants sources of income is allocated to specific purpose ie. Visitor Centre staff and student wages

LOCATION OF ACTIVITIES: Visitor Centre/SS Mayja/Grounds

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES **NO** Best practices requires radios.

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM: Mayja & Visitors staff

on & public safety, security emergencies

CURRENT BANK BALANCE: \$ 78,000 (see attached statement)

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES **NO**

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

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

Authorized Signatory: K. Ashenburst

Print Name: K. Ashenburst

Phone number: [REDACTED] Date: March 21 '24

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

SUBSTANTIATION OF EXPENSES **REQUIRED** **NOT REQUIRED**

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

History of recent occurrences:

- Incidents of disgruntled persons confronting lone staff
- An elderly person reported wanting help on the Mayis
- Control of guided visiting groups from young children to Seniors
- Emergency evacuation control
- Reporting medical or other emergencies to the office.



Account Activity

Member Name Kootenay Lake Historical Society

Account Number 405118

Account Name CHEQUING COMMUNITY PREMIUM - OPERATIONS 0

Current Balance \$73,108.70

Current Interest Rate 0.050%

[More Details](#)

Account Number 100405118

Interest Earned YTD \$3.93

Interest Earned Last Year \$92.59

50 most recent transactions in the last 15 days

March 02, 2025

CHEQUING COMMUNITY PREMIUM - OPERATIONS 0

Date	Description	Amount	Balance
28-Feb-2025	System Generated Entry CAD Interest Amount \$2.03	\$2.03	\$73,108.70
28-Feb-2025	Pre-Authorized Debit CAD PAYROLL 481269796 KOOTENAY LAKE HISTOR Cheque Date 28-Feb-2025 Cheque Account Number 4239100405118 Reference Number 231264781	-\$703.05	\$73,106.67
21-Feb-2025	Outgoing Interac e-Transfer CAD To: Moneywell Accounting Ltd. Reference Number 20250221090723669561	-\$1,473.15	\$73,809.72
21-Feb-2025	Bill Payment FortisBC Electricity 70003939447 Online Banking Sarah Jolene Confirmation # 101716	-\$675.43	\$75,282.87
19-Feb-2025	Pre-Authorized Credit CAD CBT CAEF250501249039 KOOTENAY LAKE HISTOR Cheque Date 19-Feb-2025 Cheque Account Number 4239100405118 Reference Number 226387246	\$30,000.00	\$75,958.30
18-Feb-2025	Cheque Deposit CAD	\$864.00	\$45,958.30

See other side
→

Communication Radios

Our bank balance was \$46,000 with infusion of \$30,000 February 19 of a CBT hold back may seem excessive. With this current balance of \$73,000 there is a maintenance project to start mid-march to replace 40 percent of the boardwalk beside the Moyie, and the front apron of the Visitors Centre at a cost of \$32,000. Also, a 2025 parttime maintenance persons wage and materials \$30,000. Remaining funds for 2025 are for other unseen costs.

Other reserved funds are specially attached to a 3–5-year maintenance program for the S.S. Moyie. The S.S. Moyie reserved fund, funded by the admissions only, is strictly designated to the Moyie for future major maintenance projects in years to come.

Moyle 2026
Kootenay Lake Historical Society
January 2026 to December 2026

Account	Jan-2026	Feb-2026	Mar-2026	Apr-2026	May-2026	Jun-2026	Jul-2026
Income							
Admissions (4001)	\$0.00	\$0.00	\$0.00	\$0.00	\$17,400.00	\$17,600.00	\$17,600.00
Archives Income (4111)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consignment Sales (4075)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations (4210)	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
KLHS Memberships (4425)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Visitor Centre (Gift Shop) Sales (4131)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fundraisers (4437)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Card Surcharges (SQ-200011)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Discounts (SQ-200002)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Other Income (SQ-200000)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Sales (SQ-200001)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Service Charges (SQ-200012)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Shipping/Delivery Fee Revenue (SQ-200003)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Surcharges (SQ-200004)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Income	\$0.00	\$0.00	\$0.00	\$0.00	\$18,400.00	\$18,600.00	\$18,600.00
Gross Profit	\$0.00	\$0.00	\$0.00	\$0.00	\$18,400.00	\$18,600.00	\$18,600.00
Other Income							
Federal Grants (4300)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gifts (4211)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income (4475)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Municipal/regional Grants (4302)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Grants (4303)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Provincial Grants (4301)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PST Commission (4465)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rebates (4140)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Less Operating Expenses							
Cash over/short (5025)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consignment Payout (5711)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consulting (5135)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cost of Goods Sold (5835)	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00	\$150.00
Discounts (5001)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Payroll Expenses : Taxes (5906)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Penalties and Fines (5125)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Purchase Discounts (5787)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Returns (5002)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Small tools/equipment (5710)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Chargebacks (SQ-300002)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Fees (SQ-300000)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Square Third Party Fee (SQ-300001)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Waste Disposal (5709)	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$15.00	\$15.00
Total Operating Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$165.00	\$165.00	\$165.00
Less Overheads							
Accounting (5110)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Advertising/Promotional (5937)	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00
Bank charges (5120)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contracted Work (5210)	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00
Insurance (5106)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Materials & Supplies (5708)	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
Membership fees/Organization fees (5105)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies (5407)	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$75.00	\$75.00
Payroll Expenses: Wages (5905)	\$0.00	\$0.00	\$0.00	\$0.00	\$2,330.00	\$2,330.00	\$2,330.00
Property Tax (5721)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rent/Storage (5104)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Repairs & Maintenance (5700)	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
Telephone/Internet (5403)	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00
Travel/Mileage (5718)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities (5206)	\$240.00	\$240.00	\$240.00	\$240.00	\$100.00	\$100.00	\$100.00
Total Overheads	\$248.00	\$248.00	\$248.00	\$248.00	\$5,213.00	\$5,213.00	\$5,213.00
Less Depreciation							
Amortization (5993)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Total Expenses	\$248.00	\$248.00	\$248.00	\$248.00	\$5,378.00	\$5,378.00	\$5,378.00
Net Profit	-\$248.00	-\$248.00	-\$248.00	-\$248.00	\$13,022.00	\$13,222.00	\$13,222.00

Budget to Actuals - Moyle
Kootenay Lake Historical Society
For the year ended 31 December 2024

Department is Moyle.

Account	ACTUALS - Jan to last Month
Trading Income	
Admissions	87,000.00
Donations	4,200.00
Total Trading Income	91,200.00
Gross Profit	
	91,200.00
Operating Expenses	
Advertising/Promotional	0.00
Contracted Work	0.00
Cost of Goods Sold	0.00
Materials & Supplies	0.00
Office Supplies	0.00
Payroll Expenses: Wages	0.00
Repairs & Maintenance	35,550.00
Telephone/Internet	0.00
Utilities	2,880.00
Waste Disposal	0.00
Total Operating Expenses	38,430.00
Net Profit	52,770.00

LOCATION OF ACTIVITIES: 503 First St, Kaslo BC (beside Vimy Park)

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

YES **NO**

WHO WILL BENEFIT FROM THIS EVENT/PROGRAM: _____

Kaslo and RDCK Area D children aged 30 months to school age and their families

CURRENT BANK BALANCE: \$ 155,490 as of January 31, 2025

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES **NO**

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

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

Authorized Signatory: Tammy Horick

Print Name: Tammy Horick

Phone number: [REDACTED] Date: Feb 28, 2025

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

SUBSTANTIATION OF EXPENSES **REQUIRED** **NOT REQUIRED**

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

Statement of Operations

Kootenay Lake Independent School Society

For the year ending August 31, 2024

Revenues	2024	2023
Daycare	175,530	118,342
Daycare Operations Provincial Funding	33,355	20,021
Donations	0	668
Grants for Operating ¹	9,643	8,455
Interest Income	612	1,498
Other Income	0	237
Wage Subsidies	63,263	31,508
Year-end Cleaning	800	480
Total Revenues	283,202	181,210
Expenses	2024	2023
Advertising	11	184
Bank Charges	0	3
Bookkeeping	787	0
Building Supplies	1,513	1,331
Depreciation	12,132	1,400
Food	1,232	1,723
Health Care ²	4,531	2,931
Insurance	2,704	1,945
Licence and Memberships	105	175
Office	158	3,524
Other Expenses ³	1,100	0
Periwinkle Subsidies ⁴	1,193	1,071
Professional Development	441	853
Program Supplies & Activities	1,803	1,510
Rent	1,736	1,792
Repair and Maintenance	528	373
Staff Engagement	1,182	0
Toys	678	732
Utilities	2,429	4,461
Wages and Payroll ²	235,016	143,480
WCB	1,213	951
Total Expenses	270,491	168,440
Revenues less Expenses before Capital Grants	12,711	12,770
Capital Grants	89,987	274,690
Transfer to Invested in Capital Assets – Grants	(89,987)	(274,690)
Revenues less Expenses	12,711	12,770

Notes

- 1 Operating grant revenues are recognized in the same period as corresponding expenses.
- 2 Remuneration of \$97,450 for the Lead Early Childhood Educator/Manager position is included in:
 - Wages and Payroll (\$88,485 gross wages plus \$6,729 in employer paid CPP and EI)
 - Health Care (\$2,236 in employer paid premiums)
- 3 Includes \$1,000 given to a low income client family facing unusual hardship.
- 4 Periwinkle Subsidies cover daycare fees for low-income families, usually due to shortfalls in provincial Affordable Child Care Benefits. Was named Outstanding Fee Coverage in 2023.

Approved by:


Kaitlin Szucs, Treasurer

Statement of Financial Position

Kootenay Lake Independent School Society

At August 31, 2024

Assets	2024	2023
<i>Current Assets</i>		
Cash In Bank	42,419	187,519
Short-term Investments ¹	100,000	0
Accounts Receivable	16,038	8,145
Grant Holdbacks	2,162	29,008
Prepaid Expenses	3,894	3,311
<i>Capital Assets</i>		
Property & Equipment	405,796	23,638
Accumulated Depreciation	(12,132)	(1,400)
Construction In Progress ²	0	270,175
Total Assets	558,178	520,396
Liabilities and Fund Balances		
<i>Current Liabilities</i>		
Accounts Payable	1,015	4,239
Source Deductions Payable	10,031	4,724
Unearned Revenues ³	393	2,185
Deferred Revenues – Expansion Project ⁴	0	90,656
Deferred Revenues – Multi-Sensory + Paving ⁵	63,206	33,019
Deferred Revenues – Shed ⁶	0	4,420
<i>Fund Balances</i>		
Externally Restricted ⁷	3,164	3,482
Internally Restricted ⁸	30,000	12,776 ⁹
Invested in Capital Assets	38,773	17,724
Invested in Capital Assets – Grants	354,891	274,690
Unrestricted	56,705	72,481
Total Liabilities and Fund Balances	558,178	520,396

NOTES

- 1 GICs maturing Jan 17, 2025
- 2 Cubby/expansion project completed in Nov 2023
- 3 Unearned Revenues are daycare revenues received in advance of services
- 4 Deferred Revenues – Expansion Project completed in Nov 2023
- 5 Deferred Revenues – Multi-Sensory + Paving are externally restricted federal ESDC Accessibility grant funds for multi-sensory equipment and paving, completion by Mar 2025
- 6 Deferred Revenues – Shed completed in Jul 2024
- 7 Externally restricted BC Community Gaming provincial grant for operating
- 8 Internally restricted by Board motion on Jun 25, 2024 for a Contingency Fund
- 9 Internally restricted by Board motion for expansion project, released and completed in Nov 2023

Approved by:



Kaitlin Szucs, Treasurer

**VILLAGE OF KASLO
MUNICIPAL GRANT FUNDING APPLICATION
Box 576 Kaslo, B.C. V0G 1M0**

Name of Organization: Langham Cultural Society

Mailing Address: [REDACTED], Kaslo BC, V0G 1M0

Executive: President Russell Precious

Vice Pres Harel Challmie

Secretary Leah Honkanen

Treasurer Colette Enns

AMOUNT REQUESTED: \$ 400

REASON FOR REQUESTING FUNDING:

The Kootenay Roots Show is a community-driven initiative that showcases and uplifts local musicians by providing them with a professional performance and recording opportunity. This project will support five selected artists to perform on The Langham’s stage, professionally record their original music, and gain high-quality promotional materials—all essential tools for building a successful music career.

The project features a one-night live showcase at The Langham, where five local musicians/groups will perform in a professionally produced concert. The event will be captured with high-quality video and photography, giving artists valuable promotional assets to help them secure future bookings.

Each artist will also receive studio recording time at Propel Studios, where they will professionally record 1-2 songs. These tracks will be included in a compilation album that will be sold as a fundraiser to support future local artist initiatives.

Many talented local musicians lack the audience reach to successfully book and perform solo shows at established venues. We regularly receive inquiries from artists eager to perform but unable to fill enough seats to make it financially viable.

The Kootenay Roots Show addresses this challenge by providing these emerging musicians with a high-quality performance opportunity in a renowned venue, alongside other local artists, ensuring a built-in audience and greater exposure.

Beyond the live show, this initiative equips artists with essential professional assets—high-quality video, photography, and professionally recorded tracks—helping them promote themselves and secure future bookings. By offering a stepping stone for emerging artists, this project fosters artistic growth, strengthens the local music scene, and ensures more sustainable performance opportunities in our community.

OTHER SOURCES OF

REVENUE: Langham Funds (confirmed): \$2030, Corporate Sponsorship (pending): \$2500, Propel Studios donation (confirmed): \$2000, CBT Funding (pending): \$4010

LOCATION OF ACTIVITIES: Langham Thetare

WILL YOUR EVENT/PROGRAM/ACTIVITY BE ABLE TO GO FORWARD IF COUNCIL AWARDS LESS THAN YOUR FULL REQUEST?¹

Yes

WHO WILL BENEFIT FROM THIS

EVENT/PROGRAM: This initiative not only connects audiences with emerging talent but also equips musicians with professional recordings and promotional assets, helping them grow beyond Kaslo.

CURRENT BANK BALANCE: \$ 135,364.34 - primarily JCLS funding required to be used for current renovation

MOST RECENT ANNUAL FINANCIAL STATEMENT IS ATTACHED:

YES NO

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

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

Authorized Signatory: *C Hoppenbrouwers*

Print Name: Charissa Hoppenbrouwers

Phone number: [REDACTED] Date: Feb. 20/ 2025

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

SUBSTANTIATION OF EXPENSES REQUIRED NOT REQUIRED

¹ With applications annually exceeding the budget available, you are encouraged to answer this question if you have requested the maximum \$500.

LANGHAM CULTURAL SOCIETY

FINANCIAL STATEMENTS

(Unaudited)

DECEMBER 31, 2023

COMPILATION ENGAGEMENT REPORT

To Management of Langham Cultural Society:

On the basis of information provided by management, we have compiled the balance sheet of Langham Cultural Society as at December 31, 2023, the statement of income and retained earnings for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information (“financial information”).

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, Compilation Engagements, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

MONEYWELL ACCOUNTING LTD.
CHARTERED PROFESSIONAL ACCOUNTANTS
April 23, 2024
Creston, BC



LANGHAM CULTURAL SOCIETY
STATEMENT OF FINANCIAL POSITION
(Unaudited)

AS AT DECEMBER 31, 2023

	2023	2022
ASSETS		
Current		
Cash and investments	\$ 48,639	\$ 89,630
Accounts receivable	4,708	2,845
Prepaid expenses	3,089	2,808
	56,436	95,283
Property, Plant and Equipment, note 3	271,034	277,282
	\$ 327,470	\$ 372,565
LIABILITIES		
Current		
Accounts payable	\$ 9,623	\$ 11,282
Deferred revenue	-	36,983
	9,623	48,265
NET ASSETS		
Equity in Property, Plant and Equipment	271,034	277,282
Unrestricted	46,813	47,018
	317,847	324,300
	\$ 327,470	\$ 372,565

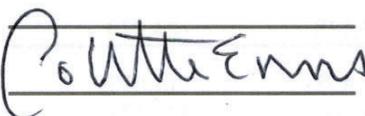
See accompanying notes to the financial statements.

APPROVED ON BEHALF OF THE BOARD:



President

Secretary



Treasurer

LANGHAM CULTURAL SOCIETY

STATEMENT OF REVENUE, EXPENDITURE AND NET ASSETS

(Unaudited)

FOR THE YEAR ENDED DECEMBER 31, 2023

	2023	2022
REVENUE		
Art sales	\$ 2,155	\$ 35
Concession income	661	146
Corporate sponsors	13,950	12,150
Donations	5,566	5,919
Fundraising income	6,991	2,661
Gift Shop income	128	1,202
Grants, note 4	122,996	116,761
Interest and other income	358	569
Membership dues	210	390
Rentals	43,104	36,471
Ticket admission income	10,524	5,145
Tour income	332	298
	206,975	181,747
EXPENDITURE		
Accounting and legal	2,358	1,948
Advertising	12,717	9,831
Amortization	7,344	7,624
Art sales to artists	1,418	277
Artists fees and show expenses	9,516	9,468
Bank charges and interest	172	253
Fundraising expense	5,501	1,908
Gift shop expenses	-	440
Guest curator	200	200
Insurance	2,544	2,500
Membership and dues expenses	497	714
Office, telephone and miscellaneous	8,904	4,964
Property and parcel taxes, Note 2	132	110
Repairs and maintenance	13,140	8,170
Special projects - expenses	59,150	57,791
Staff compensation and honoraria	66,305	62,614
Theatre and performance expenses	15,505	7,645
Training and professional development	-	170
Utilities	8,025	8,143
	213,428	184,770
SURPLUS (DEFICIENCY) FOR THE YEAR	(6,453)	(3,023)
Net Assets, beginning of year	324,300	327,323
NET ASSETS, end of year	\$ 317,847	\$ 324,300

See accompanying notes to the financial statements.

LANGHAM CULTURAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

(Unaudited)

DECEMBER 31, 2023

The Langham Cultural Society is a registered society and charitable organization. The Society's stated purpose is the operation of a community art gallery, a community theatre, a Japanese Canadian Museum and to ensure the preservation of the Langham Hotel. The society is a non-taxable entity.

These notes to the financial statements are not necessarily in full accordance with Canadian generally accepted accounting principles.

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the balance sheet of Langham Cultural Society as at December 31, 2023 and the income statement for the year then ended, reflects cash transactions with the addition of:

- accounts receivable less an allowance for doubtful accounts
- property, plant and equipment amortized on the same basis as for income tax
- accounts payable and accrued liabilities and deferred revenue

2. PERMISSIVE TAX EXEMPTION

The Society wishes to recognize the Permissive Tax Exemption granted to them by the Village of Kaslo which thereby reduces the total property/parcel taxes payable for 447 A Avenue from \$7,068 to \$132.

3. PROPERTY, PLANT AND EQUIPMENT

As at December 31, 2023

	Cost	Accumulated Amortization	Net Book Value
Land	\$ 1,000	\$ -	\$ 1,000
Building and improvements	378,261	113,578	264,683
Furniture & Fixtures	55,268	51,327	3,941
Computer	4,530	3,120	1,410
	\$ 439,059	\$ 168,025	\$ 271,034

As at December 31, 2022

	Cost	Accumulated Amortization	Net Book Value
Land	\$ 1,000	\$ -	\$ 1,000
Building and improvements	378,261	108,177	270,084
Furniture & Fixtures	55,268	50,341	4,927
Computer	3,434	2,163	1,271
	\$ 437,963	\$ 160,681	\$ 277,282

LANGHAM CULTURAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

(Unaudited)

DECEMBER 31, 2023

4. GRANT REVENUE

	2023	2022
British Columbia Arts Council	\$ 56,975	\$ 54,165
British Columbia Touring Council	1,270	6,175
Canadian Heritage & Parks Canada Agency	6,904	20,321
Columbia Basin Trust	14,300	1,500
Columbia Kootenay Cultural Alliance	12,600	7,250
Columbia Power Corporation	500	800
Creative BC	958	3,000
Nelson Kootenay Lake Tourism	2,500	2,500
Osprey Foundation (CFNKL)	3,900	4,250
Province of BC Gaming Commission	14,000	14,000
Province of BC Community Resiliency	2,789	-
Province of BC Festivals, Fairs & Events	3,800	-
Regional District of Central Kootenay	2,000	2,800
Other Grants	500	-
	\$ 122,996	\$ 116,761

DATE: March 6, 2025

FILE NUMBER: 1855-03

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: EDMA Indigenous Engagement Requirements

1.0 PURPOSE

To consider a Memorandum of Understanding (MOU) with the Regional District of Central Kootenay (RDCK) to collaborate on indigenous engagement activities.

2.0 RECOMMENDATION

THAT the Village enter into a Memorandum of Understanding with the RDCK to collaborate on indigenous engagement activities, AND FURTHER

THAT \$15,000 be transferred to the RDCK for the purpose of the RDCK managing pooled indigenous engagement funds on behalf of participating municipalities and meeting the engagement requirements under the Emergency and Disaster Management Act.

3.0 BACKGROUND

The Province's new Emergency and Disaster Management Act (EDMA) requires that consultation and cooperation with Indigenous Governing Bodies (IGBs) is undertaken by all local governments in a culturally safe manner, across all phases of emergency management. In 2024, the Province provided \$40,000 of funding to local governments to support their implementation of the Indigenous Engagement Requirements (IER) in the EDMA. The RDCK Board has directed RDCK staff to partner with interested member municipalities in completing the IER through a MOU with each local government. The purpose of this report is for Council to consider pooling funds received from the Province to enable regional collaboration with Indigenous engagement.

4.0 DISCUSSION

The RDCK has proposed the following scope of work through the MOU to include:

- Implementation of the IER for each local government with respect to each of their emergency management programs.
- Establish collaborative and substantive relationships with Indigenous groups regarding emergency management program delivery that includes consultation and coordination, relationship building, planning, reconciliation and capacity building, agreement building, cultural safety and humility training.

The RDCK has proposed the following road map for engagement efforts:

- Develop an MOU between the Village and RDCK
- RDCK to issue a Request for Proposal (RFP) and hire a consultant
- Commence engagement activities

The RDCK has requested that all provincial funding received by local governments be allocated towards regional collaboration, however, the RDCK's request is based on how much funding the Province has provided to local governments rather than what's required to achieve the intended result. Village staff and the Kaslo & Area Volunteer Fire Department had discussions in 2024 about developing Kaslo's emergency preparedness and response plans related to the Kaslo River, water sources, sewage, buildings etc., and staff are looking forward to continuing that discussion in 2025. A portion of the \$40,000 we received in provincial funding can be used for Indigenous engagement activities related to these other plans. More specifically, the Village is anticipating two capital projects in 2025, flood & erosion mitigation and sourcewater protection planning, as well as continuing to develop our FireSmart program. A component of these three initiatives is fostering our relationship with the Indigenous community and ensuring their interests are represented, and so it would be prudent of the Village to allocate a portion of our provincial funding towards this work.

Village staff have had discussions with the Ministry of Emergency Management & Climate Change, as well as RDCK staff, on how much provincial funding the Village should allocate towards regional collaboration. At this time, there doesn't appear to be a clear justification for the Village to contribute \$40,000. Staff would encourage the Village to retain a portion of the provincial funding for its own Indigenous engagement initiatives related to projects that do not involve the RDCK's emergency management services.

5.0 OPTIONS

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

1. **The Village may enter into an MOU with the RDCK to collaborate on indigenous engagement activities. This would include a financial contribution from the Village using funds provided by the Province. It is recommended that the Village retain some of its provincial funding to perform its own Indigenous engagement initiatives related to projects that do not involve the RDCK's emergency management services.** *Village staff will sign the MOU with the RDCK and allocate resources in accordance with Council's direction.*
2. Council provides direction to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS

None to report.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Legislation

Emergency and Disaster Management Act

8.0 STRATEGIC PRIORITIES

Indigenous reconciliation and relationship-building is identified as a corporate priority in the 2023-2026 Strategic Plan.

9.0 OTHER CONSIDERATIONS

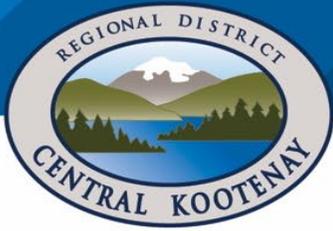
In addition to funding, the MOU will require the Village to allocate staff resources to participate in the deliverables of the project, including those activities identified in the Discussion of this staff report.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

Attachments: DRAFT MOU - RDCK Indigenous Engagement
RDCK Board Report, September 25, 2024, EDMA Indigenous Engagement Requirements



Memorandum of Understanding

MOU #: 2025-016-EM_VILLAGE-OF-KASLO

Project: RDCK Indigenous Engagement

GL Code: OPR501-105

Board Resolution: 611/24 (Board Report attached, Appendix B)

This Memorandum of Understanding is executed and dated for reference the:

21st day of February, 2025

(Day) (Month) (Year)

BETWEEN

REGIONAL DISTRICT OF CENTRAL KOOTENAY

(hereinafter called the “RDCK”)

AND

VILLAGE OF KASLO

(hereinafter called “the Municipality”)

at the following address:

Box 590, 202 Lakeside Drive

Nelson, BC V1L 5R4

Agreement Administrator: Stuart Horn

Telephone #: 250-352-7701

Email: shorn@rdck.bc.ca

at the following address:

413 4th St,

Kaslo, BC V0G 1M0

Agreement Administrator:

Telephone: 250-353-2311

Email:

IN WITNESS WHEREOF the Participants hereto have duly executed this Memorandum of Understanding as of the day and year first above written.

REGIONAL DISTRICT OF CENTRAL KOOTENAY	VILLAGE OF KASLO
<hr/> (Signature of Authorized Signatory)	<hr/> (Signature of Authorized Signatory)
<hr/> (Name and Title of Authorized Signatory)	<hr/> (Name and Title of Authorized Signatory)
<hr/> (Signature of Authorized Signatory)	<hr/> (Signature of Authorized Signatory)
<hr/> (Name and Title of Authorized Signatory)	<hr/> (Name and Title of Authorized Signatory)

PREAMBLE

- 1 This MEMORANDUM OF UNDERSTANDING (“MOU”) sets the terms and understanding between the Regional District of Central Kootenay, (the RDCK) and the Village of Kaslo (the Municipality) hereinafter collectively referred to as the Participants.
- 2 The Participants wish to collaborate to meet the objectives below, hereinafter referred as “the Works”:
 - (a) Implement the Indigenous Engagement Requirements under the Emergency and Disaster Management Act in respect to each of their Emergency Management programs.
 - (b) Fulfil their funding obligations to the Province of British Columbia, hereinafter referred to as “the Province”, for funding received to support this implementation.
 - (c) Establish collaborative and substantive relationships with Indigenous groups regarding emergency management program delivery that will include the following:
 - a. Consultation and Coordination
 - b. Relationship Building
 - c. Planning
 - d. Reconciliation and Capacity Building
 - e. Agreement Building
 - f. Cultural Safety and Humility Training

BACKGROUND

- 3 It is recognized that:
 - (a) The Province’s new Emergency and Disaster Management Act (EDMA) requires that consultation and cooperation with Indigenous Governing Bodies (IGBs) is undertaken by all municipalities and Regional Districts in a culturally safe manner, across all phases of emergency management.
 - (b) The Province has provided \$40,000 of funding to municipalities and Regional Districts to support their implementation of the Indigenous Engagement Requirements in the Emergency and Disaster Management Act.
 - (c) This funding requires that each municipality and Regional District complete eligible activities and related reporting requirements. The eligible activities and reporting requirements agreed to by the RDCK with the Province are enclosed in Appendix A.
 - (d) The RDCK Board has directed RDCK staff to partner with interested member municipalities in completing the Indigenous Engagement Requirements under the Emergency and Disaster Management Act.
 - (e) The RDCK and the Municipality would like to pool the funding they each received from the Province and collaborate to complete the Works.

PURPOSE

- 4 The Participants wish to establish a cooperative and mutually beneficial relationship to accomplish the Works. The purpose of this MOU is to set forth each of the Participant’s responsibilities and expectations for the Works, as well as the mechanism(s) by which changes to the agreed-upon Responsibilities and Expectations may occur.

RESPONSIBILITIES AND EXPECTATIONS

- 5 The RDCK will:
 - (a) Manage and utilize the pooled funds to:
 - (i) Issue a Request for Proposals and award a contract for a subject matter expert (consultant) to complete the Works in accordance with the eligible activities and reporting requirements in Appendix A;
 - (ii) Manage and administer the project, up to 10% of total project funds for incremental staffing costs.

- (b) Arrange for all appropriate staff and officials to participate in relevant training, education, and relationship-building activities to meet all provincial requirements.
- (c) Update regional EDMA-compliant Emergency Management plans with Indigenous Governing Body agreements.
- (d) Complete all provincially required reporting in 2025.
- (e) Provide monthly updates, and more, as needed.

6 The Municipality will:

- (a) Provide the Municipality's Council resolution to the RDCK. This resolution will include:
 - a. The agreement to transfer 2024 Indigenous Engagement funding to the RDCK.
 - b. The agreement to the RDCK managing all pooled funds on behalf of participating municipalities.
 - c. The agreement to meeting Indigenous Engagement requirements under EDMA through the RDCK project.
- (b) Arrange for all appropriate staff and officials to participate in relevant training, education, and relationship-building activities co-identified with the hired Consultant to meet all provincial requirements.
- (c) Provide input to hired Consultant on individual the Municipality's needs.
- (d) Update EDMA-compliant Emergency Management plan with Indigenous Governing Body agreements.
- (e) Coordinate any intended year 2 Indigenous Engagement funding with the RDCK to ensure alignment with the Works outlined in Appendix B.

FUNDING

7 The Participants have made the following financial arrangements:

- (a) The Municipality will transfer their 2024 Indigenous Engagement funding provided by the Province in the amount of \$40,000.00 to the RDCK on or before February 21, 2025. The Municipality will include the following GL code with their transfer: OPR501-105.

DURATION OF THE MOU

- 8** This MOU will commence once signed by both Participants and will remain in effect until all funding is dispersed and the Works (Appendix B) are complete.

DISPUTE RESOLUTION

- 9** In the event of a dispute, controversy, or claim arising out of or relating to the MOU, the Participants will use their best efforts to settle promptly such dispute through direct negotiation. Each Participant will give full and sympathetic consideration to any proposal advanced by the other to settle amicably any matter for which no provision has been made or any controversy as to the interpretation or applications of this MOU.

AMENDMENT OR CANCELLATION OF THE MOU

- 10** This MOU may be amended at any time in writing with both Participant's consent. It is intended to be living document where both Participants work to include and adjust Responsibilities and Expectations as the relationship evolves. Should this MOU no longer meet the needs of one or both of the Participants, with no viable amendments identified, this MOU may be cancelled by either Participant upon sixty (60) days written notice to the other Participant except where the cancellation is for cause (i.e. a significant breach of any of the Responsibilities and Expectations of this MOU), then it may be cancelled upon delivery of written notice to the other Participant.

NO LEGAL EFFECT

- 11** This MOU is not intended to constitute an agreement that will be legally binding on the Participants and is not intended to be relied upon by the Participants as creating any legal rights or obligations.

APPENDIX A – ELIGIBLE ACTIVITIES AND REPORTING REQUIREMENTS

ELIGIBLE ACTIVITIES

The Province will support activities that are responsive to other identified needs, and amendment to activities (scope change), as well as collaborative efforts through pooling of funds, that will assist with development and implementation of emergency management plans, and the inclusion of cultural safety and Indigenous knowledge in any or all phases of emergency management.

Eligible activities include (but are not limited to) the following:

- a) Activities where local authorities contact or engage with Indigenous governing bodies and make reasonable efforts to reach agreement on the areas to be described in local authority emergency management plans for the purposes of consultation and cooperation under s.120 of EDMA.
- b) Engagements to discuss, confirm, and document communication protocols that help local authorities understand which entities to consult, engage, coordinate, and cooperate with, when, and how, through any or all phases of emergency management.
- c) Activities that strengthen and develop relationships between Indigenous government bodies and local authorities, and support collaboration in emergency management.
- d) Collaboratively developed or delivered training and preparedness initiatives, to support shared understanding of respective emergency management practices.
- e) Activities that support collaboration in developing emergency management plans and/or risk assessments; for example, engagements to explore how to incorporate cultural safety and Indigenous knowledge, or how to identify and reduce disproportionate impacts in plans and/or risk assessments.
- f) Activities related to meeting consultation and cooperations requirements related to preparing, reviewing, and revising risk assessments or emergency management plans.
- g) Activities that support local reconciliation efforts such as meetings, engagements, and training, including building understanding of cultural safety and the integration of Indigenous knowledge in emergency management.
- h) Activities that enable self-determination, and governance of emergency management programs and services.
- i) Planning for and delivering cultural safety and humility training to local emergency management staff and volunteers.
- j) Activities to develop formal agreements about communications protocols that help local authorities understand which entities to consult, engage, coordinated, and cooperate with, when, and how, through any or all phases of emergency management.
- k) Meeting to review the effectiveness of agreements.
- l) Planning for and delivering cultural safety and humility training to regional Board of Directors and Elected Officials.

REPORTING REQUIREMENTS

Reporting requirements are to support management and evaluation of the funding program. If Recipients have chosen to pool contribution funds with other Recipients, reporting requirements obligations may be shared.

The Recipient must provide the Province with a final report that summarizes the outcomes(s) and work completed, including financial reporting, on the selected project(s). The final report will be required by March 31, 2025.

The Recipient must make all reasonable efforts to respond to ad-hoc requests by the Province for information on Project progress. The Recipient must also advise the Province immediately of any substantial events that could impact the project timeline.



Board Report

Date of Report: September 25, 2024 (1st), October 29, 2024 (2nd)
Date & Type of Meeting: November 14, 2024 – Open Board Meeting
Author: Tanya Pauls, Emergency Program Coordinator, and Dan Seguin, Manager of Community Sustainability
Subject: EDMA Indigenous Engagement Requirements
File: <\\files\RDCK\14\7625\20\1.0 Emergency Management Framework\2023 New Program Legislation\Indigenous Engagement Requirements>
Electoral Area/Municipality: All Electoral Areas and Municipalities

SECTION 1: EXECUTIVE SUMMARY

British Columbia's new Emergency and Disaster Management Act (EDMA) requires that consultation and cooperation with Indigenous Governing Bodies (IGBs) is undertaken by all municipalities and regional districts in a culturally safe manner, across all phases of emergency management. The Province has provided \$40,000 of funding to each Local Authority to meet the new requirements. Staff propose that RDCK Local Authorities pool their funding to maximize the effectiveness and efficiency of this funding.

This report includes:

- Background information to support the included proposal complete with BC legislation history and updates;
- Financial implications to the RDCK and participating municipalities;
- A proposed plan for meeting current legislation while continuing to build relationships with Indigenous Governing Bodies (IGBs).

Staff recommendation:

THAT the RDCK Board partner with those member municipalities who agree to do so in completing the Indigenous Engagement Requirements under the Emergency Disaster Management Act; AND FURTHER that the Board direct staff to write and issue an RFP requesting proposals from interested consulting firms based on the phased approach outlined in the staff report presented at the November 14, 2024 Open Regular Board Meeting; AND FURTHER that the Board approve an amendment to the 2024 Financial Plan for Service A101 Emergency Consolidated Services to increase External Contributions Revenue by up to \$360,000 and Contracted Services by up to \$360,000.

SECTION 2: BACKGROUND/ANALYSIS

BACKGROUND

In 2019, the Government of British Columbia passed the Declaration on the Rights of Indigenous Peoples Act (DRIPA). Among other requirements, this Declaration Act mandates the Province to bring provincial laws into alignment with the UN Declaration on the Rights of Indigenous Peoples (UN Declaration). The new Emergency and Disaster Management Act (EDMA) received Royal Assent on November 8, 2023, bringing with it new and updated requirements for regional districts and municipalities.

EDMA requires that consultation and cooperation with Indigenous Governing Bodies (IGBs) is undertaken by all municipalities and regional districts in a culturally safe manner, across all phases of emergency management. Municipalities and regional districts must work with IGBs to identify the areas of an IGB's traditional territory or treaty lands that fall within the municipalities and regional districts emergency management authority.

Municipalities and regional districts are currently required to consult and cooperate with IGBs in these geographic areas during response and recovery. Once the emergency management regulations for municipalities and regional districts have passed (expected Spring 2025), regulated entities will also be required to update their risk assessments and emergency management plans in consultation and cooperation with IGBs. Updated assessments and plans will then be required to incorporate available local Indigenous knowledge, describe measures to mitigate disproportionate impacts, and promote cultural safety.

Administered by BC's Ministry of Emergency Management and Climate Readiness (EMCR), the government of British Columbia has given funding to each regional district and municipality within the province for the 2024/25 fiscal year. This provincial funding stream is the Indigenous Engagement Requirements (IER) Funding Program. Local governments with common interests (regional districts and the municipalities within them) are encouraged to pool their funds together to achieve Indigenous engagement within the context of emergency management.

EMCR recently announced that the same funding program would continue with additional funds that will be dispersed in the 2025/26 fiscal year, opening the door to opportunities for continued and future connection and collaboration.

ISSUES

The RDCK oversees Emergency Management for 6 municipalities: Village of Salmo, Village of Nakusp, Village of Kaslo, Village of New Denver, Village of Silverton, and Village of Slocan. Within the RDCK, three municipalities oversee their own Emergency Management program: City of Nelson, City of Castlegar, and the Town of Creston. All municipalities and the RDCK have received separate IER funding allotments in the amount of \$40,000 each.

The RDCK and each of the 9 municipalities within it need to meet EDMAs requirements of IGB engagement with the same IGBs. This poses the concern that individually approaching local First Nations will cause engagement fatigue, and further, is not respectful of First Nations capacity for this work.

This engagement process is significant and vital. It will benefit from a coordinated project management by experienced professionals to meet the timelines laid out by the province. Further, by pooling local authority funding, the RDCK has the opportunity for a more substantive and comprehensive engagement all while respecting First Nation capacity.

RESEARCH

Since Spring 2024, the RDCK Emergency Management team connected with neighbouring regional districts to learn from their experiences. Pooling funds from all local authorities within a region is suggested and encouraged by EMCRC, and this strategy has been successful in Regional Districts that border the RDCK. The regional districts worked together with the municipalities in their area, each one individually meeting EDMA's requirements.

In addition, the RDCK Emergency Management team has organized educational meetings for all municipality CAO's within the RDCK. A representative from EMCR was invited to present on EDMA requirements and expectations, and CAO's were given the opportunity to ask questions. While only one CAO was able to attend, the complete slide deck of the presentations was sent to each CAO. These emails were followed up with phone calls to make sure that each CAO received the information. Follow up emails were sent to CAO's at each step of the research process in an attempt to ensure alignment in process with the partner municipalities.

SOLUTION

As has been done successfully by neighbouring Regional Districts, the solution to meeting EDMA's requirements in a timely manner while achieving the necessary results is the hiring of subject matter experts – a consulting firm that has a proven track record and significant experience planning and leading similar projects. The hiring of this consulting firm would be funded through the pooled IER funds. The consultants' role would be the design and facilitate the engagement process between the participating local authorities and First Nations.

Interested firms will be asked to quote a project which includes the following deliverables:

- The development of a project plan to be approved by RDCK Emergency Management staff that meet all EDMA requirements for all participants and include a needs assessment to ensure a regional yet individualized approach and outcomes;
- Project management guidance;
- Identification and confirmation of which First Nations needed to be consulted for each participating Local Authority;
- The implementation of the approved project plan, including training, facilitation/hosting of relationship-building activities, and drafting/facilitating agreements;
- The completion of final provincial reporting requirements;
- Content development for the EDMA-compliant RDCK and Partners Emergency Management Plan sections that relate to Indigenous involvement across all phases of emergency management;
- Additional priorities identified by project partners.

This approach is regional, yet individualized – meaning that all participating parties are able to meet their individual provincial requirements through their participation.

Below are the stated intentions for each Municipality collated during earlier consultation with them and RDCK emergency management staff. Note that other than Slokan, the intentions are pending individual Council approvals and resolution:

- | | |
|---|----------------------------|
| • Castlegar - Chris Barlow | • Nelson - Kevin Cormack |
| • Nakusp - Wayne Robinson | • Creston - Mike Moore |
| • Salmo - James Heth (needs revisiting – CAO has changed) | • Kaslo - Robert Baker |
| | • Slokan - Michelle Gordon |

Awaiting decision:

- Silverton - Elsie Lemke (needs revisiting – CAO has changed)
- New Denver - Ash Alam

PROCESS AND TIMELINE

1) **Contracting and Agreements: January-February 2025**

- Municipalities choosing to participate will seek Council resolutions to support the work and funds transfer
- Draft and establish agreements with participating municipalities
- Post RFP and award contract

2) **Fund Transfer: February 2025 – March 2025**

- Transfer of funds from participating municipalities to RDCK, which meets EMCR requirements for Municipalities “spending their funds” by March 2025

3) **Implementation: March 2025 – March 2026**

- Interim reports (March 2025) + RDCK and participating municipalities
- Consultants implement the proposed phased project scope as follows:

Phase 1: Project Initiation (2 months)

Identify Partners and Project Framework

- Confirm all parties that could have an interest in the project:
 - Elected Officials
 - Advisors or Elders
 - Administration and
 - Emergency Management Staff
- Confirm project governance structure
- Identify key decision points, decision-making framework, and feedback cycles to the Board and Councils.

Understand Background and Current Relationship

- Understand readiness to engage
- Review received education and training
- Review past successes in building relationships
- Collect and read any relevant material that will enhance working with emergency management partners (i.e. bylaws, terms of reference)

Phase 2: Project Plan Development (2 months)

Co-Develop Project Plan

- Seek feedback from local authority and Indigenous governing bodies (IGB) representatives to learn what engagement approach might work best for them
- Create a project plan that reflects what was heard from partners and respects Indigenous protocols and Indigenous data governance practices
- Create an education and training plan that reflects the level of engagement readiness of participating Municipalities and RDCK Elected Officials and Emergency Management staff
- Co-develop and confirm shared values and project goals
- Identify critical project contacts and relationships

Validate Mutual Scope of Work

- Complete planning discussions to develop an inclusive education and training plan, and workshop for the development of a communications protocol and/or road map
- Validate the mutual scope of work, timeframe, and outcomes

Phase 3: Engagement, Education, and Communications Protocol (3 months)

Complete Education and Training and Workshops

- Facilitate virtual or in-person workshop(s) with all parties to address identified areas of learning to increase engagement readiness of participating Municipalities and RDCK Elected Officials and Emergency Management staff. For example:
 - Cultural humility training
 - Education on specific local First Nations

Complete Interviews and Workshops

- Facilitate virtual or in-person workshop(s) with all parties to map out how to engage and communicate across jurisdictions, including how and when each party would like to be communicated with during an emergency event, as well as throughout each relevant phase of emergency management.
- Strengthen and enhance stress-resilient relationships through engagement processes.
- Complete additional interviews, as required.
- Provide a draft communications protocol that all parties could use to supplement emergency operations centre plans and operational tools.
- Host virtual meetings to seek feedback on the draft communications protocol.
- Finalize the communications protocol and distribute to all parties involved.

Phase 4: Create a Sub-Regional Roadmap for the RDCK and Participating Municipalities (3 months)

Build a Sub-Regional Roadmap

- The Consultant will lead the parties through a process to develop a multi-year sub-regional emergency management roadmap to uphold EDMA Indigenous engagement requirements
- This roadmap would establish a foundation for Indigenous engagement with Indigenous Governing Bodies and identify opportunities for future subregional collaboration and mutual aid across shared EM priorities.
- This project could include some or all of the following activities to co-develop a shortlist of opportunities for improved collaboration and alignment:
 - Formalizing the RDCK/Municipalities existing emergency management collaboration efforts;
 - Assessing the EDMA Indigenous engagement requirement needs of all respective authorities (including individual capacities and preferences)
 - Identify shared values and priorities to strengthen existing and new relationships
- This project will result in a road map summary and a more detailed action plan for further collaboration. The outcomes will help reduce the impact of new EDMA legislative requirements and identify short- and long-term opportunities for future emergency management alignment within the RDCK.
- Identify how future IER provincial funds could be utilized to continue engagement

Phase 5: Report Back and Close Out (2 months)

Complete the Province of BC’s IERFP Reporting Requirements

- The Consultant will draft and validate the final report documenting the collaboration process and how the IERFP funds contributed to program goals
- The Consultant will make final edits and share the final report for submission to EMCR

Closing Out / Project Conclusion

- Complete a final presentation to staff and elected officials
- Turnover products to the client

Draft Consultant Timeline

Phase/Month	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Phase 1: Project Initiation										
Phase 2: Project Plan Development co-developed with participating Municipalities and First Nations.										
Phase 3: Engagement, Education, and Communications Protocol.										
Phase 4: Create a Sub-Regional Roadmap for the RDCK and Participating Municipalities										
Phase 5: Revise final materials and distribute. Report Back and Close Out										

Timeliness Consideration:

An important factor to consider for this project is current and upcoming grant applications to provincial grants. Participating municipalities and RDCK departments are currently having challenges meeting grant application requirements of Indigenous engagement because this process has not yet been finalized. The potential consequence of this is the denial of grant funding that would otherwise be available.

It was recently announced that the IER program has been extended from March 2025 to March 2026. However, each regional district and municipality that has received funds must submit an interim report to the province detailing their progress on meeting EDMA requirements to avoid losing IER Funding for the current year and forfeiting further IER Funding in the coming fiscal year.

RISKS OF NOT POOLING FUNDS AND WORKING TOGETHER

All municipality and RDCK relationship-building capabilities would be limited if the option of pooling funds it not utilized. Each municipality within the RDCK would also risk alienating our First Nation partners with over-engagement – working together with one coordinated group is much more manageable than doing the same work with 10 different partners.

Additionally, not having a coordinated approach within the RDCK for building relationships and having clear emergency management procedures has the potential to cause confusion during emergencies, limiting the effectiveness of the RDCK emergency management program.

STAFF RECOMMENDATION

THAT the RDCK Board partner with those member municipalities who agree to do so in completing the Indigenous Engagement Requirements under the Emergency Disaster Management Act; AND FURTHER that the Board direct staff to write and issue an RFP requesting proposals from interested consulting firms based on the phased approach outlined in the staff report presented at the November 14, 2024 Open Regular Board Meeting; AND FURTHER that the Board approve an amendment to the 2024 Financial Plan for Service A101 Emergency Consolidated Services to increase External Contributions Revenue by up to \$360,000 and Contracted Services by up to \$360,000.

SECTION 3: DETAILED ANALYSIS

3.1 Financial Considerations – Cost and Resource Allocations:

Included in Financial Plan:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Financial Plan Amendment:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Debt Bylaw Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Public/Gov’t Approvals Required:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Administered by BC’s Ministry of Emergency Management and Climate Readiness (EMCR), the government of British Columbia has given \$40,000 to each regional district and municipality within the province for the 2024/25 fiscal year. This funding stream is called the Indigenous Engagement Requirements (IER) Funding Program.

Each municipality interested in partnering as detailed above will be asked to provide a resolution from their Council in support of the work and fund transfer, and sign an MOU to show their agreement to participate in the shared funding pool and collective participation in this project. Provided that all municipalities contribute their funds to this project would require an amendment to the 2024/25 Financial Plan from A101 Emergency Consolidated Services in OPR501-105 Emergency Management - Indigenous Engagement, to receive up to \$360,000 in 43500-External Contributions and include expenditures not to exceed \$360,000.

Eligible expenses outlined by Provincial funding directions include the following:

- All costs considered to be necessary for the successful implementation of an IER activity or activities
- Costs related to meeting recipients specific emergency management program requirements, where related to implementation of EDMA and Indigenous engagement requirements
- First Nations, community, and public engagement / education related to new procedures and processes in emergency management
- Incremental staffing costs (for example: for engagement facilitation or plan development)
- Administrative costs (for example: for internal financial or activity reporting to the Province)
- Travel costs to attend meetings and engagements (regular staff salaries are not eligible expenses)

3.2 Legislative Considerations (Applicable Policies and/or Bylaws):

In 2019, the Government of British Columbia passed the Declaration on the Rights of Indigenous Peoples Act (DRIPA). Among other requirements, this Declaration Act mandates the Province to bring provincial laws into alignment with the UN Declaration on the Rights of Indigenous Peoples (UN Declaration). The new Emergency and Disaster Management Act (EDMA) received Royal Assent on November 8, 2023, bringing with it new and updated requirements for regional districts and municipalities.

EDMA requires that consultation and cooperation with Indigenous Governing Bodies (IGBs) is undertaken by all municipalities and regional districts in a culturally safe manner, across all phases of emergency management. Municipalities and regional districts are currently required to consult and cooperate with IGBs on these geographic areas during emergency response and recovery.

Once the emergency management regulations for municipalities and regional districts have passed (expected Spring 2025), regulated entities will also be required to update their risk assessments and emergency management plans in consultation and cooperation with IGBs. Updated assessments and plans will then be required to incorporate available local Indigenous knowledge, describe measures to mitigate disproportionate impacts, and promote cultural safety.

3.3 Environmental Considerations

This section is not applicable.

3.4 Social Considerations:

RDCK residents benefit from an efficient and experienced Emergency Management team. This project will ensure that RDCK staff involved in emergency operations communicate clearly with all applicable parties, have previously agreed-upon procedures in place for communications with Indigenous partners, and can make sensitive decisions from a culturally safe perspective.

3.5 Economic Considerations:

This section is not applicable.

3.6 Communication Considerations:

This project will not require external communications. The successful consulting team and RDCK emergency staff members will conduct internal communications as needed.

3.7 Staffing/Departmental Workplan Considerations:

If the Board approves the staff recommendation, working with a consulting company will significantly reduce staff time required for the project. Efforts will go towards liaising with the Consultant and providing them required information, engaging with partner municipalities, and participating in engagement-related activities. Further, emergency management staff and Elected Officials from all participating Local Authorities will participate in the process to some extent (training sessions, collaborative discussions, etc.).

3.8 Board Strategic Plan/Priorities Considerations:

This project aligns with the following points of the RDCK Board's Strategic Plan:

- **Organizational Excellence:** Continue to focus on our core services to ensure effective delivery through our Region.
- **Develop Relationships and Partnerships:** Continue on the path to reconciliation through respectful and inclusive dialogue, AND Form long lasting, strong partnerships with Indigenous communities in support of their continued success.
- **Energy Efficiency and Environmental Responsibility:** Proactively prepare for and mitigate the impacts of natural risks, including preparedness at the community level, AND Support community resiliency with resident safety as our top priority.

This project also meets four of the RDCK Board’s Strategic Plan Values: Inclusivity, Integrity, Working together, and Reconciliation.

SECTION 4: OPTIONS & PROS / CONS

This proposal also assists the RDCK and partnering municipalities meet provincial requirements of EDMA in a timely manner. The project is extensive, and this proposal provides solutions for lack of RDCK staffing resources and detailed background knowledge of EDMA requirements.

Option 1: Pool funds, issue RFP, and hire a consultant

Pros:

- Lessens engagement fatigue on participating IGBs,
- Ensure that the RDCK meets the requirements set out in EDMA.
- Working with subject matter experts ensures that this work will build successful relationships in a culturally safe process.
- The proposed engagement approach fosters open dialogue, mutual respect, and collaborative decision-making.
- Efficient use of RDCK EM staff.
- Efficiently utilizes province-provided funds.
- Provides a learning opportunity for current EM staff from subject matter experts.

Cons:

- Some funding will go to consulting fees rather than actual engagement activities

Option 2: Pool funds, run the project internally (no RFP or consultant)

Pros:

- Allows for more funds to go to engagement activities rather than consulting fees

Cons:

- Potential to not meet the provincial deadline for utilization of IER funds
- Higher demand on RDCK emergency management staff.

Option 3: Do not pool funds, only spend the \$40,000 the RDCK received.

Pros:

- Would meet RDCK’s responsibilities under EDMA.

Cons:

- RDCK cannot guarantee that municipalities in its EM program will adequately engage IGBs.
- Places pressure on small regional municipalities to complete work they are not experienced in with limited resources.
- Increases engagement fatigue on participating IGBs,
- Risks not meeting the provincial deadline for utilization of IER funds due to limited capacity of RDCK emergency management staff,
- Does not efficiently utilize IER regional funds,

SECTION 5: RECOMMENDATIONS

THAT the RDCK Board partner with those member municipalities who agree to do so in completing the Indigenous Engagement Requirements under the Emergency Disaster Management Act; AND FURTHER that the Board direct staff to write and issue an RFP requesting proposals from interested consulting firms based on the phased approach outlined in the staff report presented at the November 14, 2024 Open Regular Board Meeting; AND FURTHER that the Board approve an amendment to the 2024 Financial Plan for Service A101 Emergency Consolidated Services to increase External Contributions Revenue by up to \$360,000 and Contracted Services by up to \$360,000.

Respectfully submitted,
Tanya Pauls – Emergency Program Coordinator

CONCURRENCE

Chief Administrative Officer – Stuart Horn	Approved	
Chief Financial Officer – Yev Malloff	Approved	
General Manager of Development and Community Sustainability Services – Sangita Sudan		Approved
Manager of Community Sustainability Services – Daniel Séguin	Approved	