



MINUTES
Regular Council Meeting Meeting
Tuesday, October 14, 2025 Council Chambers, 413 4th
Street, Kaslo, BC 6:00 PM

COUNCIL PRESENT: Suzan Hewat, Mayor, Erika Bird, Councillor, Matthew Brown, Councillor, Rob Lang, Councillor, and Molly Leathwood, Councillor

COUNCIL ABSENT:

STAFF PRESENT: Robert Baker, Chief Administrative Officer, Joni L'Heureux, Director of Finance & Corporate Services, and Ian Dunlop, Manager of Strategic Initiatives

1. CALL TO ORDER

The meeting was called to order at 6:00PM..

2. ADOPTION OF THE AGENDA

2.1. Adoption of the Agenda

R-208-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Molly Leathwood

THAT the agenda for the October 14, 2025 Regular Council Meeting be adopted as presented.

Carried

3. ADOPTION OF MINUTES

3.1. Meeting Minutes

R-209-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Rob Lang

THAT the minutes of the September 9, 2025 Regular Council Meeting be adopted as presented.

Carried

R-210-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Rob Lang

THAT the minutes of the October 7, 2025 Public Hearing be adopted as presented.

Carried

4. DELEGATIONS

- 4.1.** Dan Seguin, Manager of Community Sustainability, Regional District of Central Kootenay, provided Council with an overview of UBCM's Community Emergency Preparedness Fund ESS Equipment and Training grant funding and RDCK's request to apply for the funding on the Village of Kaslo's behalf. Council considered the request during Business of the meeting.

5. INFORMATION ITEMS

5.1. Council Reports

- Mayor Hewat provided a written report on her activities.
- Councillor Brown provided a written report on his activities.
- Councillor Bird provided a verbal summary on her activities.

5.2. Report from the Chief Administrative Officer

Robert Baker, Chief Administrative Officer, provided Council with an update on municipal activities.

5.3. Committee Meetings

R-211-2025

Moved by Councillor Molly Leathwood
Seconded by Councillor Matthew Brown

The Kaslo Events Committee recommends to Council that the Committee be authorized to hold a Volunteer Fair on November 22, 2025.

Carried

5.4. Correspondence

Mayor Hewat provided a Notice of Motion regarding her intention to bring the Correspondence Item "2025.09.15 - Youth Parliament of BC" as a business item at the October 28, 2025 Regular Council Meeting.

6. QUESTION PERIOD

Three (3) members of the public asked questions of Council relating to the Village's Correspondence Policy and Council Procedure Bylaw as well as the RV Park proposal.

7. BUSINESS

Councillor Bird left the meeting at 6:52PM and returned at 6:53PM.

7.1. Third Quarter Project Update

Ian Dunlop, Manager of Strategic Initiatives, provided Council with a presentation outlining the status of the Village's various projects as of the third quarter of 2025.

Councillor Lang left the meeting and the Mayor called a recess at 7:16PM. The meeting reconvened at 7:19PM.

7.2. OCP and Zoning Bylaw Amendments

Councillor Leathwood declared a conflict of interest as she works for Kaslo Community Services and left the meeting at 7:28PM.

R-212-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Erika Bird

THAT Official Community Plan Amendment Bylaw No. 1320, 2025 be read a third time.

Carried

R-213-2025

Moved by Councillor Erika Bird
Seconded by Councillor Matthew Brown

THAT Land Use Amendment Bylaw No. 1321, 2025 be read a third time.

Carried

R-214-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Erika Bird

THAT Official Community Plan Amendment Bylaw No. 1320, 2025 and be adopted.

Carried

R-215-2025

Moved by Councillor Erika Bird
Seconded by Councillor Matthew Brown

THAT Land Use Amendment Bylaw No. 1321, 2025 be adopted.

Carried

7.3. WWTP Upgrades - 2025 UBCM SPF Grant Application

Councillor Leathwood returned to the meeting at 7:31PM.

R-216-2025

Moved by Councillor Matthew Brown

Seconded by Councillor Erika Bird

THAT the Village applies to the UBCM Strategic Priorities Fund for upgrades to Kaslo's Wastewater Treatment Plant and, if successful, the Village provide overall grant management and support any cost overruns.

Carried

7.4 Permissive Tax Exemptions

Councillor Lang rejoined the meeting virtually at 7:39PM.

R-217-2025

Moved by Councillor Molly Leathwood

THAT the restaurant area at the Kaslo Golf Club be included in the Club's permissive tax exemption.

Defeated with no seconder

R-218-2025

Moved by Councillor Erika Bird

Seconded by Councillor Matthew Brown

THAT the restaurant area at the Kaslo Golf Club be excluded from the Club's permissive tax exemption.

Carried

R-219-2025

Moved by Councillor Matthew Brown

Seconded by Councillor Molly Leathwood

THAT the office spaces in the Langham building be included in the Langham Cultural Society's permissive tax exemption.

Ayes:

Nays: Mayor Suzan Hewat, Councillor Erika Bird, Councillor Matthew Brown, Councillor Rob Lang, and Councillor Molly Leathwood

DEFEATED. 0-5 on a recorded vote

R-220-2025

Moved by Councillor Erika Bird
Seconded by Councillor Molly Leathwood

THAT the Langham building be granted a permissive tax exemption of 88% of the building space.

Carried

R-221-2025

Moved by Councillor Molly Leathwood
Seconded by Councillor Matthew Brown

THAT third reading of Permissive Tax Exemption Bylaw No. 1325, 2025 be rescinded.

Carried

R-222-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Erika Bird

THAT the Kootenay Lake Innovation Centre be granted a permissive tax exemption for 50% of the building space for a period of one (1) year.

Carried

R-223-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Rob Lang

THAT Permissive Tax Exemption Bylaw No. 1325, 2025 be read a third time as amended.

Carried

7.5. Freedom of Information Bylaw

R-224-2025

Moved by Councillor Erika Bird
Seconded by Councillor Molly Leathwood

THAT Freedom of Information Bylaw No. 1324, 2025 be adopted.

Carried

7.6. Bylaw Consolidation Authority Bylaw

R-225-2025

Moved by Councillor Molly Leathwood

Seconded by Councillor Erika Bird

THAT Bylaw Consolidation Authority Bylaw No. 1322, 2025 be introduced and given first, second, and third readings.

Carried

7.7. Correspondence and Social Media Policies

R-226-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Erika Bird

THAT the draft Correspondence and Social Media policies be referred to the October 28, 2025 Regular Council Meeting for consideration.

Carried

7.8. Chamber of Commerce Grant Policy

R-227-2025

Moved by Councillor Matthew Brown
Seconded by Councillor Rob Lang

THAT the Conditional Grant to the Kaslo & Area Chamber of Commerce policy be rescinded.

Carried

7.9. Kaslo Aerodrome - Groundside Parking

R-228-2025

Moved by Councillor Molly Leathwood
Seconded by Councillor Rob Lang

***THAT the 2025 - 2029 Financial Plan Bylaw be amended to include the Kaslo Aerodrome groundside parking lot project with \$30,000 of funding from the Capital Municipal Aerodrome Reserve; AND
THAT this project be conditional upon an agreement acceptable to the Village being made with airport users to share in the cost of the project.***

Carried

7.10. Kaslo Aerodrome - Toilet

R-229-2025

Moved by Councillor Molly Leathwood
Seconded by Councillor Matthew Brown

THAT the proposed Kaslo Aerodrome toilet project be referred to Council's strategic planning meeting for consideration.

7.11. UBCM CEPF ESS Equipment and Training Grant Funding

R-230-2025

Moved by Councillor Matthew Brown

Seconded by Councillor Erika Bird

THAT Council approve the RDCK to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund (CEPF) ESS Equipment and Training grant funding on behalf of the Village of Kaslo.

Carried

8. LATE ITEMS

9. IN CAMERA NOTICE

9.1. Closed Meeting

R-231-2025

Moved by Councillor Molly Leathwood

Seconded by Councillor Matthew Brown

THAT the October 14, 2025 Regular Council Meeting be closed to the public pursuant to the Community Charter provisions, section 90(1)(a) "personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality"; AND THAT persons other than Council Members and municipal officers be excluded from the meeting.

The Regular Council Meeting recessed at 8:46PM.

Carried

10. RAISED FROM IN CAMERA MEETING

The Regular Council Meeting reconvened at 8:58.

10.1. Rise and Report

The following resolutions from the October 14, 2025 In Camera Meeting of Council were raised to the open meeting:

1. THAT Chance Sheffield & Dada Cornea be appointed to the Asset Management Committee for a term expiring December 31, 2026.
2. THAT Chance Sheffield be appointed to the Liquid Waste Monitoring Committee for a term expiring December 31, 2026.
3. THAT Graham Gaskell be appointed to the Recreation Grant Committee for a term expiring December 31, 2026.

11. ADJOURNMENT

11.1. Meeting Adjournment

R-232-2025

Moved by Councillor Molly Leathwood

Seconded by Councillor Rob Lang

THAT the Regular Council Meeting be adjourned at 8:58PM.

Carried

"Suzan Hewat"

Mayor

"Joni L'Heureux"

Corporate Officer