

DATE: 2023.12.12

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT:	Chair:	Mayor Hewat
	Councillors:	Bird, Lang, Leathwood
	Regrets:	Councillor Brown
	Staff:	CAO Dunlop, CO Allaway
	Public:	7

1. Call to Order

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

The meeting was called to order at 6:00 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.12.12 Council Meeting

337/2023 Moved, seconded and CARRIED

THAT the Agenda for the 2023.12.12 Regular Meeting of Council be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2023.11.28 Council Meeting

338/2023 Moved, seconded and CARRIED

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

339/2023 Moved, seconded and CARRIED

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

4. Delegations – Nil**5. Information Items****5.1 Council Reports**

5.1.1. Mayor's Report – Mayor Hewat provided written reports on her recent activities.

5.2 Committee Minutes

5.2.1. 2023.11.27 Accessibility Committee Minutes – Draft

5.2.2. 2023.11.27 Health Advisory Committee Minutes – Draft

5.2.3. 2023.12.05 Asset Management Committee – Draft

5.3 Staff Report

5.3.1. CAO Report – CAO Dunlop provided an update on municipal projects and operations.

5.3.2. 2024 Draft 5-year Financial Plan & Asset Management Update – CAO presented information about the draft 2024 budget and the asset management project.

5.4 Correspondence

5.4.1. KORTS – Winter Solstice Celebration

5.4.2. RDCK – 2024 REDI Grant Program

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

5.4.4. 2023.12.04 J. & D. Apple – Baseball Park

5.5 2023.12.12 Circulation Package

6. Question Period

Members of the public asked questions about agenda items 5.4.3 and 7.1.

340/2023 Moved, seconded and CARRIED
THAT Council rise without reporting from Committee of the Whole.

7. Business

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

341/2023 Moved, seconded and CARRIED (Councillor Lang recorded as opposed)
THAT decisions regarding further readings for Zoning Amendment Bylaw 1298, 2023 be referred to the 2024.01.09 Council Meeting.

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

342/2023 Moved, seconded and CARRIED
THAT Kaslo and Area D Arena Property Reserve Amendment Bylaw 1299, 2023 be adopted.

7.3 Fees & Charges Bylaw 1300, 2023

343/2023 Moved, seconded and CARRIED
THAT Fees and Charges Bylaw 1300, 2023 be adopted.

7.4 Development Variance Permit Application 2023-14 (Koen)

344/2023 Moved, seconded and CARRIED
THAT consideration of the Development Variance Permit Application DVP 2023-14 (426 Washington Street) be referred to the 2024.01.09 Council Meeting.

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

345/2023 Moved, seconded and CARRIED



THAT Development Variance Permit DVP2023-15 be approved to vary the requirements of Land Use Bylaw 1130 for the property located at 336 B Avenue (PID 029-612-594) as follows:

- 1. To reduce the easterly side yard setback from 4.5 metres to 1.6 metres for the proposed addition, and**
- 2. To reduce the number of required off-street parking spaces for the office and residential use from 7 to 3, and**

THAT Kaslo Community Services enter into an agreement with the Village to pave and maintain that portion of the boulevard on B Avenue in front of their property for angled parking with a signed restriction that overnight parking be prohibited.

7.6 Acting Mayor Appointments

346/2023

Moved, seconded and CARRIED

THAT the Village of Kaslo's Acting Mayor for the period January 1, 2024 through December 31, 2024 be as follows:

Councillor Bird: Jan

Councillor Brown: Feb, Mar, Apr

Councillor Lang: May, Jun, Jul

Councillor Leathwood: Aug, Sept, Oct

Councillor Bird: Nov, Dec

7.7 Reserve Transfers

347/2023

Moved, seconded and CARRIED

THAT Council approve the following net reserve transfers:

- *Transfer to the Parks and Recreation Capital Reserve* \$24,480.55
- *Transfer to Carbon Offset Reserve* \$48,082.00
- *Transfer from Carbon Offset Reserve* \$25,344.00
- *Transfer to Aerodrome Reserve* NIL
- *Transfer to Kaslo and Area D Arena Property Reserve* \$111,467.35
- *Transfer from the Kaslo and Area D Arena Property Reserve* \$36,791.02
- *Transfer to Transportation Reserve* \$5,000.00
- *Transfer to Sewer Capital Infrastructure Reserve* \$34,176.35
- *Transfer to Water Capital Infrastructure Reserve* \$124,793.85
- *Transfer to the Library Building Reserve Fund (donations)* \$40,100.00
- *Transfer to the Cemetery Care reserve will be completed at year-end based on the statutory requirements and actual revenue for the year. The amount is currently \$3,500.*
- *Transfer to the Sick Leave Reserve to reach the payout amount to balance to payout amounts at year end. This will be confirmed by the Auditor if required.*
- *Transfer to Community Works Reserve (total received)* \$105,304.50



- *Transfer from Community Works Reserve* \$87,732.08
- *Transfer from the Parks and Recreation Reserve* \$18,453.00
- *Transfer to the Kemball Memorial Centre Reserve Fund (budgeted)* \$10,000.00
- *Transfer to the City Hall National Historic Site Reserve Fund (budgeted)* \$5,000.00
- *Transfer to the Equipment Reserve (budgeted)* \$21,099.00

7.8 **Accessibility Grant Application**

348/2023

Moved, seconded and CARRIED

THAT the Village of Kaslo request a grant from Disability Alliance BC to fund additional staff capacity to support the work of the Accessibility Committee, including development of a draft Accessibility Plan for the Village of Kaslo.

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

349/2023

Moved, seconded and CARRIED

THAT consideration of the Kaslo Baseball & Softball Association's request be referred to the 2024.01.09 Council meeting.

7.10 **Request for Support – Winter in the Forest**

350/2023

Moved, seconded and CARRIED

THAT the Village submit an application for grant funding to offset the cost of the 2024 Winter in the Forest event; and,
THAT the Village provide in-kind assistance from the Public Works crew to prepare the site.

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

351/2023

Moved, seconded and CARRIED

THAT the Village provide a grant-in aid to the Langham Cultural Society to offset the cost of renting Kaslo Bay Park and associated fees for the Kaslo Polar Plunge on January 1, 2024.

8. **Late Items** – Nil

9. **In Camera Meeting**

352/2023

Moved, seconded and CARRIED

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

The open meeting recessed at 7:28 p.m.

The open meeting reconvened at 8:56 p.m.



10. Raised from In Camera Meeting

10.1 Insurance Renewal

IC131/2023 Moved, seconded and CARRIED

THAT the Village renew its 2024 Equipment, Crime, Property and Aerodrome Liability insurance with Acera Insurance Services Ltd. for a total premium of approximately \$130,839.

IC132/2023 Moved, seconded and CARRIED

THAT the Village renews its 2024 Municipal Insurance Program with Municipal Insurance Association of British Columbia for liability premium of approximately \$9,922 plus fees for Casual Legal Advice and Associate Membership subscriptions.

10.2 CTQ – South Beach Land Transaction

IC133/2023 Moved, seconded and CARRIED

THAT the Village acknowledge receipt of the offer from CTQ Consultants on behalf of QP Developments Inc to purchase Village land and road allowances and counter that it is too low and must not consider lands that the developer would be required to dedicate to the Village under subdivision at no cost; and,

THAT staff is directed to obtain legal advice on the disposition of land to QP Developments Inc under these circumstances.

10.3 Kaslo Racquet Club Insurance

IC134/2023 Moved, seconded and CARRIED

THAT the Kaslo Racquet Club be advised that their request to become an Associate Member of the Municipal Insurance Association of BC cannot be met.

10.4 Kaslo River Project

IC135/2023 Moved, seconded and CARRIED

THAT Council approves issuing a purchase order to BBA Engineering Ltd. with an upset limit of \$26,135 for tender support, project management, permit approvals, and field engineering services for the Kaslo River Dike and Bank Remediation Project (Section 3).

IC136/2023 Moved, seconded and CARRIED

THAT Council approves issuing a purchase order to Brenton Industries Ltd. with an upset limit of \$70,000 for construction of the Kaslo River Dike and Bank Remediation Project (Section 3).



IC137/2023

Moved, seconded and CARRIED

THAT the Chief Administrative Officer be authorized to make adjustments to these purchase orders and other procurement matters related to the Kaslo River Dike and Bank Remediation Project (Section 3) within the project budget of \$106,300.

11. Adjournment

The meeting was adjourned at 8:56 p.m.

CERTIFIED CORRECT:

Corporate Officer

Mayor Hewat

