

Regular Meeting of Council Agenda March 31, 2025

Regular Meeting of the City of Castlegar Council held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C., and via Zoom live meeting, commencing at **3:00 p.m.** for **Committee of the Whole Meeting**, immediately followed by a **Closed Council Meeting** and reconvening at **7:00 p.m.** for **Regular Council Meeting**.

Please click the link below to join the webinar for **Committee of the Whole**:
<https://us02web.zoom.us/j/81537391928?pwd=ZpfUEPd3ETadsVvNDRH9ds8b2lB8ar.1>
or telephone: Dial (for higher quality, dial a number based on your current location):
Canada: 1-438-809-7799, 1-587-328-1099, 1-647-374-4685, 1-647-558-0588,
1-778-907-2071, 1-780-666-0144

Webinar ID: 815 3739 1928 Passcode: 707182

International numbers available: <https://us02web.zoom.us/j/kca05W0hcf>

Please click the link below to join the webinar for the **Regular Council Meeting**:
<https://us02web.zoom.us/j/82308886136?pwd=WTLZWbRcR5BQhCQ9cAbGcSydCalqR.1>
or Telephone: Dial (for higher quality, dial a number based on your current location):
Canada: 1-780-666-0144, 1-204-272-7920, 1-438-809-7799,
1-587-328-1099, 1-647-374-4685

Webinar ID: 823 0888 6136 Passcode: 634712

International numbers available: <https://us02web.zoom.us/j/kb1SZ1ZRbv>

1 CALL TO ORDER (3:00 P.M.)

2 ADOPTION OF AGENDA

3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

4 DELEGATION:

- (a) Marc Savoie on behalf of Castlegar and Friends Dog Park Society re: request for approval in principle to work with the City regarding a gazebo and information kiosk.
- (b) Trisha Davison on behalf of the Regional District of Central Kootenay to present a summary of the Reimagining Recreation Engagement Project.

5 COMMUNITY WELLNESS, SAFETY & DEVELOPMENT (CHAIR BELL / DEPUTY BOJECHKO / DEPUTY HEATON-SHERSTOBIFF):

- (a) **Council Committee Liaison Verbal Updates**
- (b) **Castlegar & District Public Library Regular Meeting Minutes**

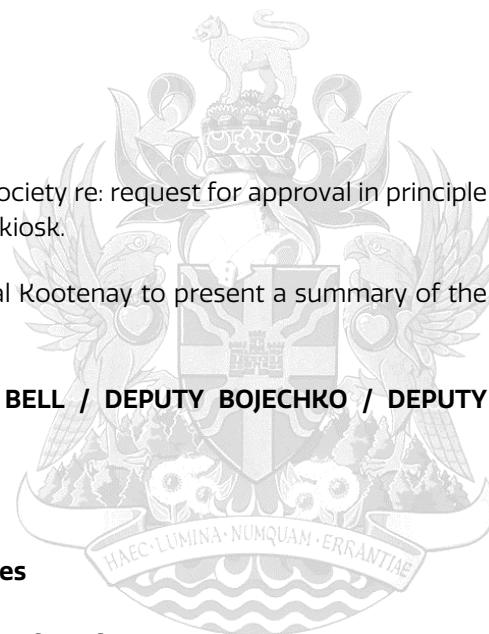
RECOMMENDATION: Council consider and resolve to receive for information:

- Castlegar & District Public Library Regular Meeting Minutes – January 15, 2025

(c) FIRE DEPARTMENT VERBAL UPDATE

(d) RCMP DETACHMENT VERBAL UPDATE

(e) WEST KOOTENAY REGIONAL AIRPORT VERBAL UPDATE



(f) **COMMUNITY SAFETY AND DEVELOPMENT VERBAL UPDATE.**

6 CULTURAL & CIVIC PRIDE (CHAIR HEATON-SHERSTOBITOFF / DEPUTY BOGLE / DEPUTY MACLEOD):

(a) **Council Committee Liaison Verbal Updates**

7 FINANCE AND CORPORATE SERVICES (CHAIR BOGLE / DEPUTY FALSTEAD):

(a) **FINANCE DEPARTMENT VERBAL UPDATE.**

(b) **CORPORATE SERVICES DEPARTMENT VERBAL UPDATE.**

(c) **Request For Proposal 2025-02 Physician Recruitment – Recommendation for Award (Report No. 25-33)**

Report from the Chief Administrative Officer to seek Council authorization for staff to award Request for Proposal (RFP) 2025-02 Physician Recruitment to Castlegar and District Chamber of Commerce for a term of 3 years, for a total amount of \$150,000, with the option to extend the agreement for two, one-year extensions.

RECOMMENDATION: Council consider and resolve:

THAT Council award Request for Proposal 2025-02 Physician Recruitment to Castlegar and District Chamber of Commerce for a term of 3 years, for a total amount of \$150,000, with the option to extend the agreement for two, one-year extensions,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

(d) **IT DEPARTMENT VERBAL UPDATE.**

8 MUNICIPAL SERVICES (CHAIR MACLEOD / DEPUTY BELL):

(a) **MUNICIPAL SERVICES DEPARTMENT VERBAL UPDATE.**

(b) **Contract No. 2240-20.368 Interchange Landscape Maintenance Services – Contract Extension (Report No. 25-25)**

Report from the Assistant Manager – Operations to seek Council authorization to extend Contract No. 2240-20.368 Interchange Landscape Maintenance with Kootenay Ground Maintenance (KGM) for an additional two years, for a total amount of \$82,882.

RECOMMENDATION: Council consider and resolve:

THAT Council extend Contract No. 2240-20.368 Interchange Landscape Maintenance Services with Kootenay Ground Maintenance for an additional two years, for a total amount of \$82,882,

AND FURTHER;

THAT Council authorize staff to execute the necessary documents.



(c) **Contract No. 2240–20.359 Millennium Ponds Maintenance Services – Contract Extension (Report No. 25–26)**

Report from the Assistant Manager – Operations to seek Council authorization to extend Contract No. 2240–20.359 Millennium Ponds Maintenance Services with Family Tree Gardening (Family Tree) for an additional two years, for a total amount of \$99,460.

RECOMMENDATION: Council consider and resolve:

THAT Council extend Contract No. 2240–20.359 Millennium Ponds Maintenance Services with Family Tree Gardening for an additional two years, for a total amount of \$99,460,

AND FURTHER;

THAT Council authorize staff to execute the necessary documents.

9 QUESTION PERIOD:

10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

Council consider and resolve to rise from the Committee of the Whole.

11 RESOLUTION TO EXCLUDE PUBLIC, RECESS THE PUBLIC MEETING UNTIL 7:00 P.M., AND IMMEDIATELY CONVENE INTO CLOSED SESSION:

RESOLUTION:

THAT pursuant to Section 90 of the *Community Charter*, the public be excluded from this portion of the meeting as the subject matter being considered relates to the following:

- ***Community Charter Section 90(1)(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.
- ***Community Charter Section 90(1)(L)***
Discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

AND FURTHER;

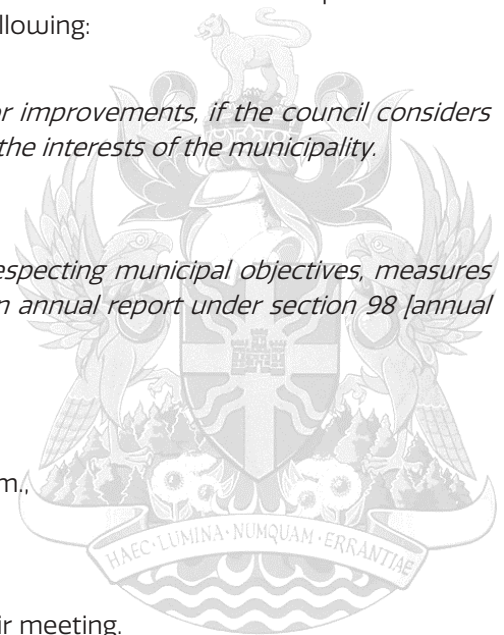
THAT the public portion of the meeting be recessed until 7:00 p.m.,

AND FURTHER;

THAT Council immediately resolve into the closed portion of their meeting.

12 RECONVENE (7:00 P.M.) MAYOR TO RECONVENE AT THE REGULAR MEETING AT 7:00 P.M.

13 DELEGATION: Nil



14 COUNCIL MEETING MINUTES FOR APPROVAL:

RESOLUTION: THAT the following Minutes be adopted:

- (a) Regular Meeting Minutes – March 17, 2025

15 RESOLUTION TO ADOPT COMMITTEE OF THE WHOLE RECOMMENDATIONS:

(a) Recommendations from the March 3, 2025 Committee of the Whole meeting to be considered for adoption (Motions may be considered individually). Full discussions, and reports on these recommendations can be viewed on the City's website during the March 3, 2025 Committee of the Whole Meeting.

1. THAT Council approve Development Variance Permit 1-25 for the construction of an addition to the front and an addition to the rear of a dwelling by varying the City of Castlegar Zoning Bylaw No. 14-28, 2024 as follows:

- a. 7.1.5.III) a) Minimum Setbacks, Interior Side Setback to Lot Line, Principle Building: from 1.5 m to 0.48 m as measured from the eave on the north side of the dwelling;
- b. 7.1.5.III) a) Minimum Setbacks, Interior Side Setback to Lot Line, Principle Building: from 1.5 m to 0.64 m as measured from the eave on the south side of the dwelling.

(b) Recommendations from the March 17, 2025, Committee of the Whole meeting to be considered for adoption (Motions may be considered individually). Full discussions, and reports on these recommendations can be viewed on the City's website during the March 17, 2025 Committee of the Whole Meeting.

1. THAT the following items considered and received for information at the March 17, 2025, Committee of the Whole meeting, be adopted:

- Emergency Services Monthly Report – February 2025
- Building Permit Report – February 2025
- Business Licence Report – February 2025

2. THAT Council extend Agreement No. 2320-20-247: Road Line Painting Services with Aardvark Pavement Marking Services for an additional two years in the amounts of \$103,904 for 2025 and \$107,021 for 2026,

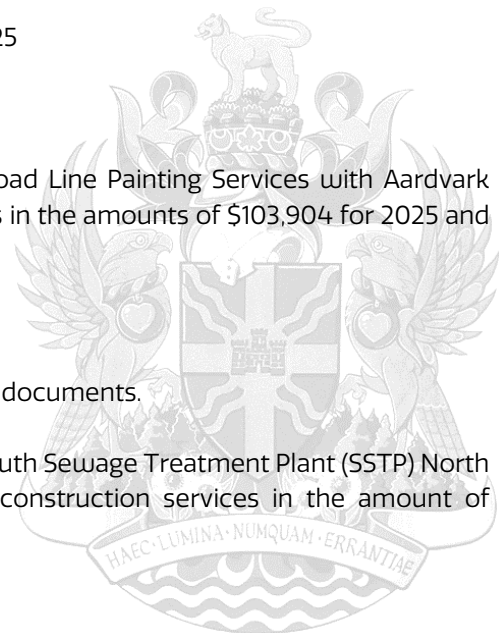
AND FURTHER;

THAT Council authorize staff to execute the necessary documents.

3. THAT Council award Request for Proposals 2025-03 South Sewage Treatment Plant (SSTP) North Train Renewal to Chandos Construction LP for pre-construction services in the amount of \$64,000 plus applicable taxes,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.



- (c) Committee of the Whole recommendations from the March 31, 2025, meeting for adoption (Motions to be brought forward from the Committee of the Whole portion of the meeting to be considered individually). Full discussions, and reports on these recommendations can be viewed on the City's website during the March 31, 2025 Committee of the Whole Meeting.

16 FINANCE AND CORPORATE SERVICES:

- (a) **Resolutions to be Released from Previous In-Camera Meetings July to December 2024 (Report No. 25-19)**

Report from the Manager of Legislative Services to seek Council approval to release to the public certain resolutions from In-Camera Meetings held between July and December 2024.

RECOMMENDATION: Council consider and resolve:

THAT Council approve the release of In-Camera resolutions to the public as listed in Report 25-19.

17 REGIONAL DISTRICT OF CENTRAL KOOTENAY (RDCK) MEETING MINUTES:

RECOMMENDATION: THAT the following minutes be received for information:

- (a) RDCK Regular Board Meeting Minutes – February 20, 2025
- (b) RDCK Special Board Meeting Minutes – February 21, 2025

18 CORRESPONDENCE:

- (a) Christina Kosinec, on behalf of 1st Robson Scouts re: Community Service Challenge.

19 REPORTS OTHER:

- (a) **Recreation Commission Member Verbal Update**

20 MAYOR'S REPORT:

21 NEW & UNFINISHED BUSINESS: Nil

22 BYLAWS FOR CONSIDERATION:

- (a) **Residential Curbside Collection and Disposal Amendment Bylaw No. 1433 – Adoption (Report No. 25-24)**

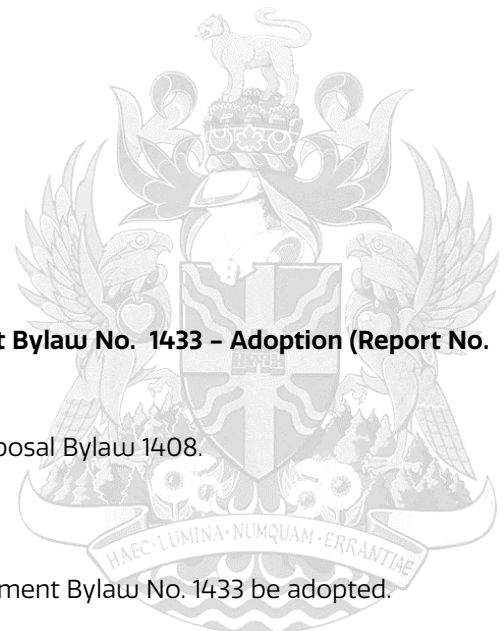
A Bylaw to amend Residential Curbside Collection and Disposal Bylaw 1408.

RECOMMENDATION: Council consider and resolve:

THAT Residential Curbside Collection and Disposal Amendment Bylaw No. 1433 be adopted.

23 NEXT MEETING(S):

April 14, 2025, at 3:00 p.m. for Committee of the Whole Meeting followed by the Regular Council Meeting at 7:00 p.m., held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.



24 NOTICE OF MOTION: Nil

25 QUESTION PERIOD:

26 ADJOURNMENT:

27 2023-2027 STRATEGIC PLAN INFORMATION PAGE



From: [coc mailer](#)
To: [Castlegar City of](#)
Subject: New submission from Apply to Appear Before City Council
Date: March 11, 2025 2:16:17 PM

Contact Details

Name

Marc Savoie

Email

marcsavoie0@gmail.com

Phone

(250) 304-8746

Enter the names of any other individuals who will be part of your Delegation.

Marc Savoie - President
Doreen Lewkowich - Vice President/ Treasure
Nancy Chambers -Secretary
Sandi Kalesnikoff- board member
Leaticia Mytchell- board member

On Behalf of

Castlegar and Friends Dog Park Society

Delegation Details

1st Meeting Choice Date

Council Meeting - March 17, 2025

2nd Meeting Choice Date

Council Meeting - March 31, 2025

Purpose of Delegation

Requesting a letter of support

Subject to be Presented

1. To introduce the Castlegar and Friends Dog Park Society and its officer to council.
2. State the society's purpose
- 3.To get approval in principle for our first project so that the society can speak to city services and work out plans and costs to more accurately estimate the project for fundraising.
4. Answer any questions or concerns

Delegation Presentation Guidelines & Procedures

- Yes

From: [coc mailer](#)
To: [Castlegar City of](#)
Subject: New submission from Apply to Appear Before City Council
Date: March 26, 2025 4:39:26 PM

Contact Details

Name

Trisha Davison

Email

bseabrook@castlegar.ca

Phone

(250) 304-8133

On Behalf of

Regional District of Central Kootenay

Delegation Details

1st Meeting Choice Date

Council Meeting - March 31, 2025

2nd Meeting Choice Date

Council Meeting - March 31, 2025

Purpose of Delegation

Information only

Subject to be Presented

Present a summary of the Reimagining Recreation engagement project and an update on the next steps.

Delegation Presentation Guidelines & Procedures

- Yes



Your place in the community to explore, create and share information and ideas

Regular Board Meeting Minutes

January 15th, 2025

Call to order: January 15th 2025, 6:02 p.m.

In attendance	Alex Seaborn (Library Director), Nova MacDougall (Chair), Lynn Piva (Co-Chair) Geeta Gillespie, Terry Gerling, Carmine Murano, Sarah Courtemanche, Dianne Galloway
Regrets	
Chair	Nova MacDougall
Recording	Nicole McCrea

Territorial acknowledgement:

We would like to begin by acknowledging that the land on which we gather is the traditional and unceded territory of the Ktunaxa, the Syilx, and the Sinixt peoples.

Item	Motion	Second
1. Approval of the Agenda	Dianne	Terry
2. Approval of the December Minutes	Nova	Dianne
3. Library Director’s Report (attached) <ul style="list-style-type: none"> Grant applications still in progress 	Terry	Sarah
4. Committee Reports		
a. Finance <ul style="list-style-type: none"> Not at this time 		
b. Personnel <ul style="list-style-type: none"> Not at this time 		
c. Friends of the Library <ul style="list-style-type: none"> On track for the book sale January 31st - February 1st Looking for volunteers February 1st and February 2nd to help with sale and recycling <ul style="list-style-type: none"> If volunteering on Sunday please bring own water and gloves 		
d. Kootenay Library Federation <ul style="list-style-type: none"> KLF Meeting to be held at Castlegar Library April 25th-26th. This will be geared towards Library Directors and members of Library Boards CBT Consultant is being used to help prepare a new strategic plan and KLF is currently looking for volunteers to help out 		
e. Policy / Building Committee <ul style="list-style-type: none"> Not at this time 		
f. Board Recruitment and Succession <ul style="list-style-type: none"> Not at this time 		
5. Old Business - <ul style="list-style-type: none"> Strategic Plan - Some goal dates to be changed to facilitate AGM Meeting and work culture at the Library <ul style="list-style-type: none"> Clarity will be provided on building upgrading and city etc. Carmine to bring examples of other similar sized libraries strategic plans for the board to look at 	Lynn	Sarah



Your place in the community to explore, create and share information and ideas

<p>6. New Business:</p> <ul style="list-style-type: none"> ● 'Addressing Rural Homelessness' Selkirk College Project <ul style="list-style-type: none"> ○ Castlegar Public Library does not have the staff member availability at the moment to facilitate the project. ○ Board members are encouraged to sign up to participate if they have interest. ● OHS Committee - Lynn Piva (Co-Chair) <ul style="list-style-type: none"> ○ Internal incident reports ○ Naloxone kit - to be kept at desk for emergency use ○ Library Staff will be renewing first aid ● Labour Relations board member's role and responsibility <ul style="list-style-type: none"> ○ Carmine - Director Roles - mediation, staff, representation, collective bargaining etc. ○ Committee is responsible for upcoming bargaining agreement for union staff members ● ReDi Grants <ul style="list-style-type: none"> ○ Will be submitted for 2026 as we are currently missing some information needed in order to apply ○ Sarah Courtemanche will look it over before next month's meeting 		
--	--	--

Adjourned: 6:56 p.m.

Next regular meeting: February 12th 2025, 6:00 p.m.

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 31, 2025 **REPORT NO.:** 25-33
SUBMITTED BY: Chief Administrative Officer **FILE NO.:** 4900-50
SUBJECT: Request For Proposal 2025-02 Physician Recruitment –
Recommendation for Award

RECOMMENDATION:

THAT Council award Request for Proposal 2025-02 Physician Recruitment to Castlegar and District Chamber of Commerce for a term of 3 years, for a total amount of \$150,000, with the option to extend the agreement for two, one-year extensions.

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

PURPOSE:

Report to authorize staff to award Request for Proposal (RFP) 2025-02 Physician Recruitment to Castlegar and District Chamber of Commerce for a term of 3 years, for a total amount of \$150,000 with the option to extend the agreement for two, one-year extensions.

This report is for consideration at the March 31, 2025, Committee of the Whole Meeting, and adoption at the March 31, 2025, Regular Council Meeting to expedite the start of the new Physician Recruiter.

SUMMARY/BACKGROUND:

Like the majority or rural communities, the City of Castlegar struggles to maintain a full complement of family physicians. To attract physicians, the City and Regional District Electoral Areas I & J have funded and participated in a physician recruitment program for the past ten years. The previous Physician Recruitment contract expired December 2024, making it an appropriate time to publicly re-tender the opportunity.

The main duties of the Physician Recruiter position are:

- Collaborating with local medical professionals and organizations to identify recruitment needs and develop comprehensive recruitment packages.
- Liaising with HealthMatch BC and maintaining an inventory of qualified external applicants.
- Coordinating travel, accommodation, and itineraries for community visits and following up with applicants and their families.
- Managing and facilitating the recruitment and selection process, including screening, background checks, and interviews.
- Acting as a community liaison for new physicians and their families to assist with relocation and integration into the community.

The City issued an RFP on January 13, 2025, seeking professional services for recruiting and attracting physicians to Castlegar and District.

The RFP closed on February 12, 2025, and the City received three proposals. An evaluation committee consisting of City staff reviewed the proposals for compliance with the RFP requirements. There were no non-compliant proposals received, and staff evaluated the proposals using the following weighted criteria:

Criteria	Weighting (%)
Work Plan	20
Team Composition	10
Experience & Qualifications	20
Previous Experience with Proponent	10
Pricing	40
Total	100

The evaluation committee scored the three proposals as follows:

Organization	Local Office	Score/100
Castlegar and District Chamber of Commerce	Castlegar, BC	84.5
1015080 B.C. LTD (Jon MacDonald)	N/A	66.75
LanceSoft Inc.	Richmond Hill, ON	37.5

The evaluation committee scored Castlegar and District Chamber of Commerce as the highest ranked proposal and deemed it to be the proposal that offers the best overall value for the City. Castlegar and District Chamber of Commerce has a growing team of skilled professionals in their Castlegar office, with extensive experience in recruitment, and thorough knowledge of our City and region.

The recommendation to award to Castlegar and District Chamber of Commerce has been approved by the Physician Recruitment Committee, which includes Castlegar Clinic Physician and Area I & J representatives.

ALTERNATIVES:

1. Council could choose not to award the Physician Recruitment agreement. Staff do not recommend this alternative as not having a dedicated recruiter would hurt our chances of acquiring any physicians, which our City needs.
2. Council could choose to award to a different proponent. This alternative is not recommended as Castlegar and District Chamber of Commerce was evaluated to provide the best value to the City and approved by both Castlegar Clinic Physician representatives.

IMPLICATIONS:

(1) Social

Recruiting physicians to Castlegar enhances residents' access to medical care and quality of life.

- (2) Environmental** N/A
- (3) Personnel** Approximately 25 hours of staff time were dedicated to completing the RFP process. Each month approximately 2-4 hours of staff time are dedicated to Physician Recruitment meetings and administering the contract.
- (4) Financial** The services provided by the Castlegar and District Chamber of Commerce will cost \$50,000 per year.

The City contributes \$25,000 annually to the program and Areas I & J provide \$12,500 each annually.

POLICY IMPLICATIONS:

Awarding this RFP and the continued support for the Physician Recruitment position directly supports the Principle of Access to Healthcare and specifically the goal of Recruiting Healthcare Professionals in Council’s 2023-2027 Strategic Plan.

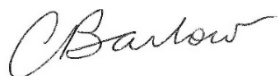
IMPLEMENTATION:

Upon Council approval, staff will issue a Notice to Award, request all required documentation, and execute an agreement with Castlegar and District Chamber of Commerce.

COMMUNICATION:

If approved, the City will work with the Physician Recruitment Committee and the Chamber of Commerce to announce this to the community. Council’s continued support for the Physician Recruitment program will also be included in the Council Highlights and the next quarterly Strategic Plan update.

Respectfully submitted,



Chris Barlow, AScT
Chief Administrative Officer

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 31, 2025 **REPORT NO.:** 25-25
SUBMITTED BY: Assistant Manager - Operations **FILE NO.:** 2240-20
SUBJECT: Contract No. 2240-20.368 Interchange Landscape Maintenance Services – Contract Extension

RECOMMENDATION:

THAT Council extend Contract No. 2240-20.368 Interchange Landscape Maintenance Services with Kootenay Ground Maintenance for an additional two years, for a total amount of \$82,882,

AND FURTHER;

THAT Council authorize staff to execute the necessary documents.

PURPOSE:

Report to extend Contract No. 2240-20.368 Interchange Landscape Maintenance with Kootenay Ground Maintenance (KGM) for an additional two years, for a total amount of \$82,882.

This report is for consideration at the March 31, 2025, Committee of the Whole Meeting, and adoption at the March 31, 2025, Regular Council Meeting to allow staff to execute the extension and begin interchange landscape maintenance as soon as possible.

SUMMARY/BACKGROUND:

Interchange landscape maintenance encompasses steep slope mowing, seasonal start-up and winterization, as well as ongoing care for UV-filtered and illuminated waterscapes and irrigation systems. Additionally, it includes weeding, planting, and pruning of shrub beds and tree wells. The City has historically retained the services of a qualified contractor who specializes in providing high-quality maintenance for three key City entrances including Robson Interchange, Highway 3 Interchange, and Rotary Interchange.

In 2024, staff issued an RFQ and awarded a Contract to KGM to perform interchange landscape maintenance services. The Contract was for a one-year period with the option to extend for two one-year terms. The one-year Contract commenced in March 2024 and ended in December 2024.

KGM have consistently met the requirements of the scope of work outlined in the Contract and have provided quality workmanship in a professional manner. As a result, staff requested pricing from KGM in consideration of extending the Contract for two additional years. KGM has committed to consistent pricing as follows:

2024	2025	2026
\$41,441.00	\$41,441.00	\$41,441.00

The proposed pricing provided by KGM results in no increase over the next 2 years from 2024 pricing. Staff have determined that the proposed pricing is favourable when compared against the 2025 Municipal Price Index of 4%.

ALTERNATIVES:

1. Council could direct staff to issue a new RFP for interchange landscape maintenance services. Staff do not recommend this alternative as KGM has been providing good service and quality workmanship and have provided pricing that is in line with industry standards.
2. Council could decide not to extend the Contract and not complete the work. Staff do not recommend this alternative as maintenance of the City's interchanges is necessary to maintain City infrastructure, uphold aesthetic appearances and remain in alignment with industry best practices.
3. Given the nature of the work, Council could direct staff to explore City crews performing this work. At this time, staff do not recommend this alternative as historically its been proven that the use of contracted services is the most effective and efficient means of delivering interchange landscape maintenance services to a high standard.

IMPLICATIONS:

- (1) Social** The community benefits from well-maintained interchange landscapes resulting in well-manicured city entrances that convey a positive impression to both residents and visitors.
- (2) Environmental** Interchange maintenance incorporates cultural practices that promote healthier plant growth, reduced environmental impacts, and enhanced soil quality over chemical controls. The landscaping services also support the City's water conservation efforts.
- (3) Personnel** It is anticipated that the project time commitment will be:
- Assistant Manager - Operations – 5 hours
 - Procurement and Contract Clerk – 1 hour
- (4) Financial** The budget for these services is included in the City's 2025-2029 Five-year Financial Plan.

POLICY IMPLICATIONS:

This recommendation supports Council's 2023-2027 Strategic Plan Principle #1 Governance and Service Excellence goals:

- #2 Show Fiscal Stewardship.
- #3 Be Efficient and Effective.

IMPLEMENTATION:

If Council adopts the recommendation, staff will amend the existing Contract to include the terms of the extension.

COMMUNICATION:

N/A

Respectfully submitted,

Crystal Bazar

Crystal Bazar
Assistant Manager of Operations

Approved by

C Barlow

Chris Barlow, AScT.
Chief Administrative Officer

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 31, 2025 **REPORT NO.:** 25-26
SUBMITTED BY: Assistant Manager - Operations **FILE NO.:** 2240-20
SUBJECT: Contract No. 2240-20.359 Millennium Ponds Maintenance Services – Contract Extension

RECOMMENDATION:

THAT Council extend Contract No. 2240-20.359 Millennium Ponds Maintenance Services with Family Tree Gardening for an additional two years, for a total amount of \$99,460,

AND FURTHER;

THAT Council authorize staff to execute the necessary documents.

PURPOSE:

Report to extend Contract No. 2240-20.359 Millennium Ponds Maintenance Services with Family Tree Gardening (Family Tree) for an additional two years, for a total amount of \$99,460.

This report is for consideration at the March 31, 2025, Committee of the Whole Meeting, and adoption at the April 14, 2025, Regular Council Meeting.

SUMMARY/BACKGROUND:

Millennium Pond maintenance involves daily, early morning tasks to ensure beach cleanliness, including litter and goose feces removal, and sand grooming. Additional duties include cleaning water slides and concrete channels, turf fertilization, irrigation inspections, supplying annual plant materials, and weeding. The City has historically retained the services of a qualified contractor who specializes in providing high-quality pond and park maintenance.

In 2024, the City issued an RFQ and a Contract was awarded to Family Tree to perform maintenance services related to the Millennium Ponds. The Contract was for a one-year period with the option to extend for two one-year terms. The one-year Contract commenced in March 2024, and ended in December 2024.

Family Tree has consistently met the requirements of the scope of work outlined in the Contract and have provided quality workmanship in a professional manner. As a result, staff requested pricing from Family Tree in consideration of extending the Contract for two additional years. Family Tree has committed to consistent pricing for the proposed extension years as follows:

2024	2025	2026
\$49,730	\$49,730	\$49,730

The proposed pricing provided by Family Tree results in no increase over the next 2 years from 2024 pricing. Staff have determined that the proposed pricing is favourable when compared against the 2025 Municipal Price Index of 4%.

ALTERNATIVES:

1. Council could direct staff to issue a new RFQ for Millennium Pond Maintenance Services. Staff do not recommend this alternative as Family Tree has been providing good service and quality workmanship and have provided pricing that is in line with industry standards.
2. Council could decide not to extend the Contract and not complete the work. Staff do not recommend this alternative as maintenance of the Millennium Ponds is necessary to maintain City infrastructure, uphold aesthetic appearances and remain in alignment with industries best practices.
3. Given the nature of the work, Council could direct staff to explore City crews performing this work. At this time, staff do not recommend this alternative as historically its been proven that the use of contracted services is the most effective and efficient means of delivering these services to a high standard.

IMPLICATIONS:

- (1) Social** The community benefits from high-quality maintenance at Millennium Ponds as it provides a safe and aesthetically pleasing environment for gathering, swimming, and recreation.
- (2) Environmental** Maintaining perennial and shrub beds helps prevent the spread of noxious and invasive weeds. Ensuring the ponds are free of goose feces mitigates the risk of biological disease agents.
- (3) Personnel** It is anticipated that the project time commitment will be:
- Assistant Manager - Operations – 5 hours
 - Procurement and Contract Clerk – 1 hour
- (4) Financial** The budget for these services is included in the City's 2025-2029 Five-year Financial Plan.

POLICY IMPLICATIONS:

This recommendation supports Council's 2023-2027 Strategic Plan Principle #1 Governance and Service Excellence goals:

- #2 Show Fiscal Stewardship.
- #3 Be Efficient and Effective.

IMPLEMENTATION:

If Council adopts this recommendation, staff will amend the existing Contract to include the terms of the extension.

COMMUNICATION:

N/A

Respectfully submitted,

Approved by

Crystal Bazar

Crystal Bazar
Assistant Manager of Operations

C Barlow

Chris Barlow, ASCT.
Chief Administrative Officer

Regular Meeting Minutes of Council March 17, 2025

Regular Meeting Minutes of the City of Castlegar Council held by Zoom live meeting and available to the public for live streaming in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C., commenced at 3:00 p.m. for Committee of the Whole, immediately followed by a Closed Meeting of Council and reconvened at 7:00 p.m. for Regular Council proceedings.

Members Present Mayor Maria McFaddin
Councillor Darcy Bell
Councillor Brian Bogle
Councillor Shirley Falstead
Councillor Cheryl MacLeod

Absent Councillor Sue Heaton-Sherstobitoff
Councillor Sandy Bojehko

Staff Present Chris Barlow, Chief Administrative Officer
Bree Seabrook, Director of Corporate Services
Chris Hallam, Director of Municipal Services
Meeri Durand, Acting Director of Community Safety & Development
Crystal Bazar, Assistant Manager – Operations
David Bristow, IT Manager
Jennifer Chamberlain, Executive Assistant
Maciej Habrych, Airport Manager
Alexandra Hadfield, Manager of Human Resources
Ginger Lester, Communications Manager
Kelly Robertson, Acting Manager of Finance
Monty Taylor, RCMP Sergeant
Aimee Uhlenbrauck, Manager of Finance

Other Public and Media

1 CALL TO ORDER: Mayor McFaddin called the meeting to order at 3:00 p.m.

2 ADOPTION OF AGENDA:

RO60-25 Moved and seconded, and
RESOLVED:

THAT the agenda for the Regular Council Meeting of March 17, 2025 be adopted.

CARRIED.

3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:

RO61-25 Moved and seconded, and
RESOLVED: THAT Council now resolve itself into Committee of the Whole.

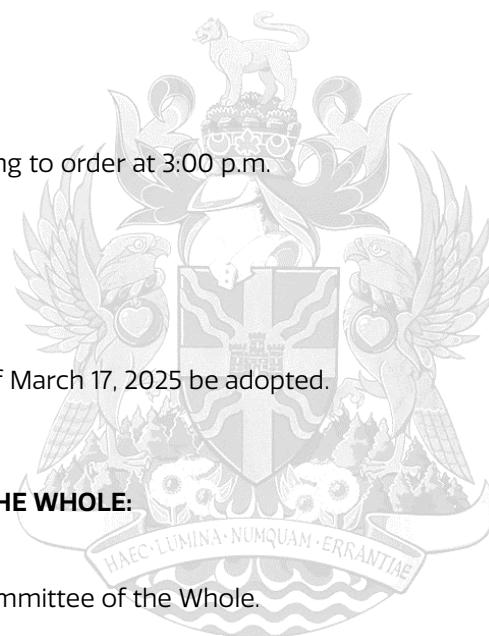
CARRIED.

4 DELEGATION: Nil.

5 COMMUNITY WELLNESS, SAFETY & DEVELOPMENT (Councillor Bell, Chair)

(a) **Council Committee Liaison Verbal Update.**

- There are no recent updates as the new Council Liaison appointments have recently been appointed.



(b) **FIRE DEPARTMENT VERBAL UPDATE:** Nil.

(c) **Emergency Services Monthly Report – February 2025 (Report No. 25-27)**

COW026-25

RECOMMENDATION: Council consider and resolve to receive for information:

- Emergency Services Monthly Report – February 2025

CARRIED.

(d) **RCMP DETACHMENT VERBAL UPDATE**

- 2 new members coming in April.
- Annual performance plan and priorities upcoming.

(e) **WEST KOOTENAY REGIONAL AIRPORT VERBAL UPDATE:** Nil.

(f) **COMMUNITY SAFETY AND DEVELOPMENT VERBAL UPDATE.**

- Selkirk College's Environmental Planning Class of 2025 hosted a City of Castlegar Official Community Plan Action Plan Open House, which was well attended. Final report to be submitted late April 2025.
- Launching campaign for accessory dwelling unit program.

(g) **Building Permit and Business Licence Reports – February 2025**

COW027-25

RECOMMENDATION: Council consider and resolve to receive for information:

- Building Permit Report – February 2025
- Business Licence Report – February 2025

CARRIED.

(h) **2024 FireSmart Community Funding & Supports Program (Report No. 25-29)**

Report from the Acting Director of Community Safety & Development to receive Council endorsement of a revised application to the Union of BC Municipalities for allocation-based funding for the 2024 FireSmart Community Funding & Supports Program in the amount of \$200,000.

COW028-25

RECOMMENDATION: Council consider and resolve:

THAT Council endorse a revised application to the Union of BC Municipalities for allocation-based funding for the 2024 FireSmart Community Funding & Supports Program in the amount of \$200,000.

CARRIED.

6 CULTURAL & CIVIC PRIDE (Councillor MacLeod, Deputy Chair)

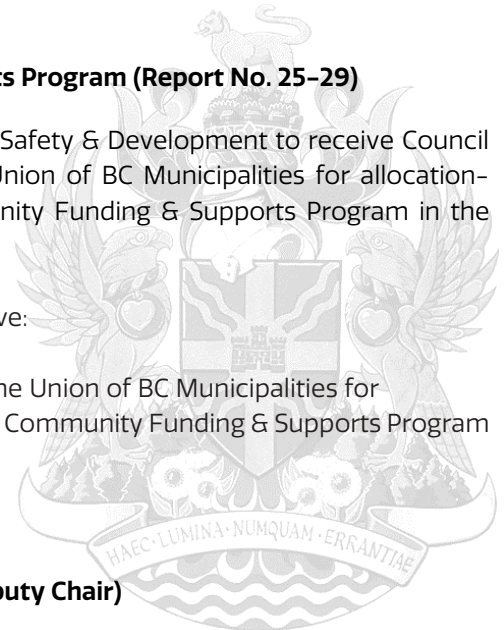
(a) **Council Committee Liaison Verbal Update**

- Councillor MacLeod attended the Soup for the Cultured Soul event.

7 FINANCE AND CORPORATE SERVICES (Councillor Bogle, Chair)

Finance Department Verbal Update (Manager of Finance)

- Preparing for upcoming 2025 audit, beginning March 31.



2025 Residential Curbside Collection & Disposal Amendment Bylaw 1433 (Report No. 25-24)

Report from the Manager of Finance to seek Council's approval for the 2025 Residential Curbside Collection & Disposal Amendment Bylaw 1433 to implement rate adjustments for 2025.

COW029-25 RECOMMENDATION: Council consider and resolve:

THAT Council considers the required readings of the 2025 Residential Curbside Collection & Disposal Amendment Bylaw 1433.

CARRIED.

Corporate Services Department Verbal Update (Director of Corporate Services, Manager of Human Resources)

- Update on current recruitment opportunities.
- Staffing updates.
- Appointment of Acting Director of Community Safety & Development.
- Appointment of Acting Manager of Finance.
- Acknowledgement of Sam Lattanzio, Fire Chief's upcoming retirement.

IT Department Verbal Update (IT Manager)

- The March 3, 2025 Committee of the Whole Meeting had 20 views and the Regular had 75 views.
- Ongoing transitioning to Sea to Sky Managed IT support services.

8 MUNICIPAL SERVICES (Councillor MacLeod, Chair)

Municipal Services Department Verbal Update (Manager of Engineering and Infrastructure and Director of Municipal Services): Nil.

Agreement No. 2320-20-247: Road Line Painting Services – Agreement Extension (Report No. 25-22)

Report from the Assistant Manager – Operations to seek Council authorization to extend Agreement No. 2320-20-247 Road Line Painting Services with Aardvark Pavement Marking Services (Aardvark) for an additional two years in the amounts of \$103,904 for 2025 and \$107,021 for 2026.

COW030-25 RECOMMENDATION: Council consider and resolve:

THAT Council extend Agreement No. 2320-20-247: Road Line Painting Services with Aardvark Pavement Marking Services for an additional two years in the amounts of \$103,904 for 2025 and \$107,021 for 2026,

AND FURTHER;

THAT Council authorize staff to execute the necessary documents.

CARRIED.



Agreement No. 2021-07 Professional Tree Trimming Services – Agreement Extension (Report No. 25-23)

Report from the Assistant Manager – Operations to seek Council authorization to extend Agreement No. 2021-07 Professional Tree Trimming Services with Glacier Valley Tree Care Ltd. (Glacier Valley) for an additional year ending December 31, 2025, in the amount of \$65,000.

COW031-25

RECOMMENDATION: Council consider and resolve:

THAT Council extend Agreement No. 2021-07 Professional Tree Trimming Services with Glacier Valley Tree Care Ltd. for an additional year ending December 31, 2025, in the amount of \$65,000,

AND FURTHER;

THAT Council authorize staff to execute the necessary documents.

CARRIED.

Request for Proposals 2025-03 South Sewage Treatment Plant (SSTP) North Train Renewal – Recommendation for Award (Report No. 25-28)

Report from the Project Manager to seek Council authorization for staff to award Request for Proposals (RFP) 2025-03 South Sewage Treatment Plant (SSTP) North Train Renewal to Chandos Construction LP (Chandos) for pre-construction services in the amount of \$64,000 plus applicable taxes.

COW032-25

RECOMMENDATION: Council consider and resolve:

THAT Council award Request for Proposals 2025-03 South Sewage Treatment Plant (SSTP) North Train Renewal to Chandos Construction LP for pre-construction services in the amount of \$64,000 plus applicable taxes,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

9 QUESTION PERIOD: Nil.

10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

R062-25

Moved and seconded, and
RESOLVED: THAT Council rise from Committee of the Whole.

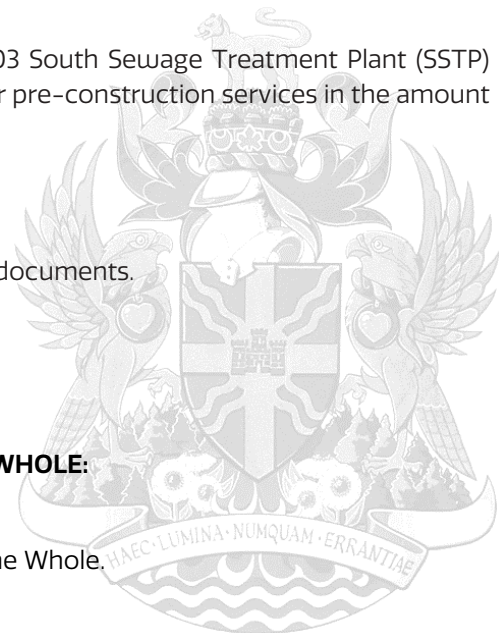
CARRIED.

11 RESOLUTION TO RECESS THE PUBLIC MEETING UNTIL 7:00 P.M.

R063-25

Moved and seconded, and
RESOLVED:

THAT pursuant to Section 90 of the *Community Charter*, the public be excluded from this portion of the meeting as the subject matter being considered relates to the following:



- **Community Charter Section 90(1)(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.
- **Community Charter Section 90(1)(L)**
Discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report]. CAO Verbal Report.

AND FURTHER;

THAT the public portion of the meeting be recessed until 7:00 p.m.,

AND FURTHER;

THAT Council immediately resolve into the closed portion of their meeting.

CARRIED.

The meeting recessed at 3:39 p.m.

12 RECONVENE: Mayor McFaddin reconvened the meeting at 7:00 p.m.

Members Present	Mayor Maria McFaddin Councillor Darcy Bell Councillor Brian Bogle Councillor Shirley Falstead Councillor Cheryl MacLeod
Absent	Councillor Sue Heaton-Sherstobitoff Councillor Sandy Bojechko
Staff Present	Chris Barlow, Chief Administrative Officer Bree Seabrook, Director of Corporate Services Chris Hallam, Director of Municipal Services Meeri Durand, Acting Director of Community Safety & Development David Bristow, IT Manager Maciej Habrych, Airport Manager
Other	Public and Media

13 DELEGATION: Nil

14 COUNCIL MEETING MINUTES FOR APPROVAL:

RO64-25 Moved and seconded, and
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – March 3, 2025

CARRIED.



15 RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE:

The following resolutions were recommended at the March 3, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R065-25 Moved and seconded, and
RESOLVED:

THAT the following items considered and received for information at the March 3, 2025 Committee of the Whole meeting, be adopted:

- Building Permit Report – January 2025
- Business Licence Report – January 2025

CARRIED.

The following resolutions were recommended at the March 17, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R066-25 Moved and seconded, and
RESOLVED:

THAT Council endorse a revised application to the Union of BC Municipalities for allocation-based funding for the 2024 FireSmart Community Funding & Supports Program in the amount of \$200,000.

CARRIED.

R067-25 Moved and seconded, and
RESOLVED:

THAT Council extend Agreement No. 2021-07 Professional Tree Trimming Services with Glacier Valley Tree Care Ltd. for an additional year ending December 31, 2025, in the amount of \$65,000,

AND FURTHER;

THAT Council authorize staff to execute the necessary documents.

CARRIED.

16 REGIONAL DISTRICT OF CENTRAL KOOTENAY (RDCK) MEETING MINUTES: Nil

17 CORRESPONDENCE:

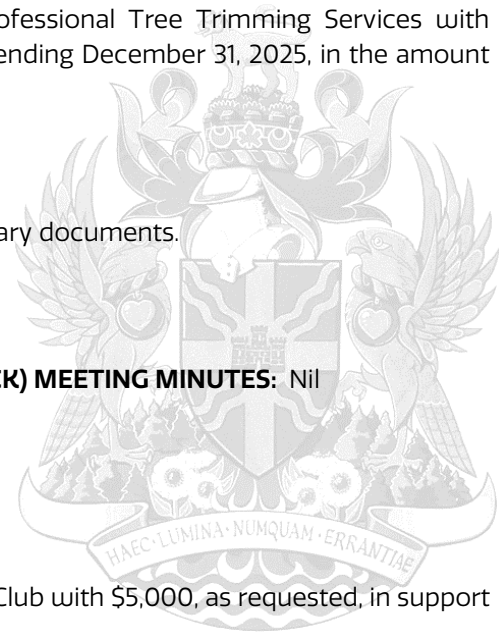
R068-25 Moved and seconded, and
RESOLVED:

THAT Council provide the Castlegar Interact Rotary Club with \$5,000, as requested, in support of their Castlegar Outdoor Basketball Court Project.

AND FURTHER;

THAT this be funded from the Community Enhancement Fund.

CARRIED.



R069-25 Moved and seconded, and
RESOLVED:

THAT Council approve the request from Shelley Werk on behalf of the Prostate Cancer Foundation Canada to illuminate the Kinnaird overpass lights in blue a day in September.

CARRIED.

18 REPORTS OTHER:

(a) **Recreation Commission Member Verbal Update**

- The RDCK will be attending the March 31, 2025 Council meeting to present the findings of the Reimagining Recreation project.

19 MAYOR'S REPORT: Nil

20 NEW & UNFINISHED BUSINESS: Nil

21 BYLAWS FOR CONSIDERATION:

Residential Curbside Collection and Disposal Amendment Bylaw No. 1433 – First, Second and Third Readings (Report No. 25-24)

A Bylaw to amend Residential Curbside Collection and Disposal Bylaw 1408.

R070-25 Moved, and seconded and
RESOLVED:

THAT Residential Curbside Collection and Disposal Amendment Bylaw No. 1433 be read a first, second, and third time.

CARRIED.

Zoning Amendment Bylaw No. 1435 – Third Reading and Adoption (Report No. 25-30)

Report from the Acting Director of Community Safety & Development for Council to consider Third Reading and Adoption of Zoning Amendment Bylaw 1435 to incorporate non-market housing as a permitted use in the P1-Public and Institutional Zone of Zoning Bylaw 1428.

A Bylaw to amend Zoning Bylaw 1428.

R071-25 Moved, and seconded, and
RESOLVED:

THAT Zoning Amendment Bylaw No. 1435 be read a third time.

CARRIED.



R072-25 Moved, and seconded, and
RESOLVED:

THAT Zoning Amendment Bylaw No. 1435 be adopted.

CARRIED.

West Kootenay Regional Airport Apron Rehabilitation and Taxiway Temporary Borrowing Bylaw No. 1437 – Adoption (Report No. 25-16)

A Bylaw to authorize the temporary borrowing pending the sale of debentures.

R073-25 Moved and seconded, and
RESOLVED:

THAT West Kootenay Regional Airport Apron Rehabilitation and Taxiway Temporary Borrowing Bylaw No. 1437 be adopted.

CARRIED.

2025 Revenue Anticipation Loan Authorization Bylaw No. 1438 – Adoption (Report No. 25-17)

A Bylaw to provide for the borrowing of money in anticipation of revenue.

R074-25 Moved and seconded, and
RESOLVED:

THAT 2025 Revenue Anticipation Loan Authorization Bylaw No. 1438 be adopted.

CARRIED.

22 NEXT MEETING(S):

March 31, 2025, at 3:00 p.m. for Committee of the Whole Meeting followed by the Regular Council Meeting at 7:00 p.m. via Zoom live meeting and available to the public for live streaming in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C.

23 NOTICE OF MOTION: Nil

24 QUESTION PERIOD: Nil

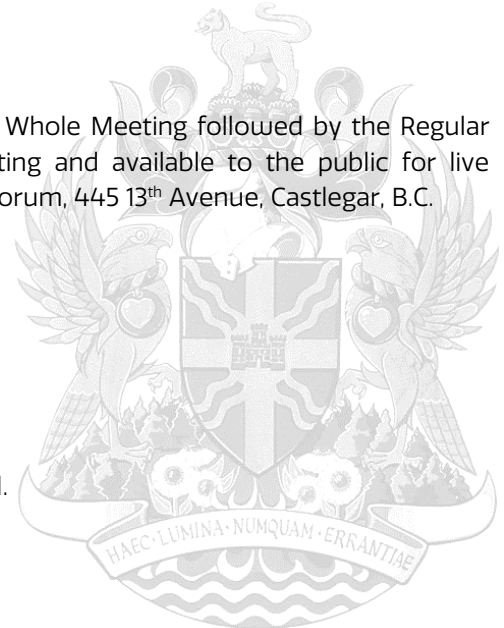
25 ADJOURNMENT:

R075-25 Moved and seconded, and
RESOLVED: THAT the Regular meeting be adjourned.

CARRIED.

The Regular Meeting was adjourned at 7:09 p.m.

CERTIFIED CORRECT:



CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 31, 2025 **REPORT NO.:** 25-19
SUBMITTED BY: Manager of Legislative Services **FILE NO.:** 0570-50
SUBJECT: Resolutions to be Released from Previous In-Camera Meetings
July to December 2024

RECOMMENDATION

THAT Council approve the release of In-Camera resolutions to the public as listed in Report 25-19.

PURPOSE:

Report to release to the public certain resolutions from In-Camera Council Meetings held between July and December 2024.

This Report is for approval at the March 31, 2025, Regular Meeting as the resolutions listed in report 25-19 were approved for release by Council at the February 18, 2025, In-Camera Council Meeting.

SUMMARY/BACKGROUND:

Twice per year, staff prepare a report to Council to release to the public eligible resolutions from previous In-Camera Meetings. The following In-Camera resolutions from meetings held between July and December 2024 were approved for release by Council resolution at the February 18, 2025, In-Camera Meeting.

90-IC-24 THAT Mayor McFaddin attend the 2024 Silver Wings Industry and Scholarship Awards Ceremony held in Vancouver, BC on October 18, 2024, with travel expenses to be allocated from the 2024 Council Conferences budget in accordance with Council Expense Allowance Bylaw No. 661,

AND FURTHER;

THAT Council authorize the release of this resolution to the public.

94-IC-24 THAT Kris Stanbra be appointed to the Abilities Awareness Advisory Committee, to be effective from November 1, 2024, and terminating on December 31, 2026.

95-IC-24 THAT the In-Camera resolution appointing Kris Stanbra to the Abilities Awareness Advisory Committee from Report 24-102IC be released to the public.

106-IC-24 THAT the updated job description for the Chief Administrative Officer be adopted, as amended.

ALTERNATIVES:

There is no alternative as the resolutions listed in report 25-19 were already approved by resolution for release to the public at the February 18, 2025 In-Camera Council Meeting.

IMPLICATIONS:

(1) Social

Releasing resolutions to the public from previous In-Camera Meetings contributes to the City's commitment to open and transparent communication.

(2) Environmental

N/A

(3) Personnel

Approximately 1 hour was allocated to preparing the resolutions to be released reports.

(4) Financial

N/A

POLICY IMPLICATIONS:

The *Community Charter, Part 4, Division 3* sets the rule for local governments in BC that meetings of Council must be open to the public. Meetings may be closed to the public if the subject matter relates to one or more of the topics listed in the *Community Charter, Part 4, Division 3, Section 90*.

IMPLEMENTATION:

N/A

COMMUNICATION:

By way of this report to Council at the March 31, 2025, Regular Meeting the items are made available to the public.

Respectfully submitted,



Nicole Brown
Manager of Legislative Services



Chris Barlow, ASCT
Chief Administrative Officer



Regional District of Central Kootenay REGULAR BOARD MEETING Open Meeting Minutes

The **second** meeting of the Board of the Regional District of Central Kootenay in 2025 was held on Thursday, February 20, 2025 at 9:00 a.m. through a hybrid meeting model.

Quorum was maintained throughout the meeting.

ELECTED OFFICIALS

PRESENT

Chair A. Watson	Electoral Area D	In-Person
Director G. Jackman	Electoral Area A	In-Person
Director R. Tierney	Electoral Area B	In-Person
Director K. Vandenberghe	Electoral Area C	In-Person
Director C. Graham	Electoral Area E	In-Person
Director T. Newell	Electoral Area F	In-Person
Director H. Cunningham	Electoral Area G	In-Person
Director W. Popoff	Electoral Area H	In-Person
Director A. Davidoff	Electoral Area I	
Director H. Hanegraaf	Electoral Area J	
Director T. Weatherhead	Electoral Area K	In-Person
Director M. McFaddin	City of Castlegar	In-Person
Director D. Dumas	Town of Creston	In-Person
Director S. Hewat	Village of Kaslo	In-Person
Director A. McLaren-Caux	Village of Nakusp	In-Person
Director K. Page	City of Nelson	In-Person
Director J. Fyke	Village of New Denver	
Director D. Lockwood	Village of Salmo	In-Person
Director L. Main	Village of Silverton	In-Person
Director J. Lunn	Village of Slocan	In-Person

ELECTED OFFICIALS

ABSENT

Director A. DeBoon	Town of Creston
Director L. Casley	Village of New Denver

STAFF PRESENT

S. Horn	Chief Administrative Officer
M. Morrison	Corporate Officer/Manager of Corporate Administration
A. Lund	Deputy Corporate Officer
J. Chirico	General Manager of Community Services
U. Wolf	General Manager of Environmental Services
Y. Malloff	General Manager of Finance, Information Technology and Economic Development
S. Sudan	General Manager of Community Sustainability and Development Services
C. Saari-Heckley	Human Resources Manager
D. Séguin	Manager of Community Sustainability
N. Wight	Planning Manager
A. Evenson	Senior Project Manager
P. Marshall Smith	Sustainability & Resilience Supervisor
C. Scott	Planner

S. Chezenko
Z. Giacomazzo
D. Elliott

Planner
Planner
Communications Coordinator

1. ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

9:00 a.m. PST
10:00 a.m. MST

Join by Video:

<https://rdck-bc-ca.zoom.us/j/95573345491?pwd=k4eCLxEF2ggHCiAbpTcQis1tMHnt5b.1>

Join by Phone:

855 703 8985 Canada Toll-free

*6 to unmute or mute
*9 to raise or lower your hand

Meeting ID: 955 7334 5491

Meeting Password: 142530

In-Person Location:

Nelson Office - Boardroom
202 Lakeside Drive

2. CALL TO ORDER & WELCOME

2.1 Traditional Lands Acknowledgement Statement

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

2.2 Adoption of the Agenda

Moved and seconded,
And Resolved:

62/25

The agenda for the February 20, 2025 Regular Open Board meeting be adopted with the following amendments:

- inclusion of Item 5.4.1.2 - Supporting Rural Contractors Service Income Qualified Households for Effective Home Retrofits;
- inclusion of Item 8.2.4 - Email from CUPW - Industrial Inquiry Commission Reviewing Canada Post; and
- with the addition of the addendum;

before circulation.

Carried

2.3 Adoption of the Minutes

Moved and seconded,
And Resolved:

63/25

The minutes from the January 16, 2025 Regular Open Board meeting be adopted as circulated.

Carried

2.4 Introduction

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

3. COMMITTEES & COMMISSIONS

3.1 With Recommendations

3.1.1 Riondel Commission: minutes February 4, 2025

Moved and seconded,
And Resolved:

64/25

That the garbage tag fees for Service S189 Refuse Transfer Area A, increased from \$3.50 per bag to \$4.00 per bag as of March 1, 2025.

Carried

3.1.2 Community Sustainable Living Advisory Committee: minutes February 18, 2025

Moved and seconded,
And Resolved:

65/25

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.

Carried

Moved and seconded,
And Resolved:

66/25

That the 2025 draft Community Sustainable Living Advisory Committee financial plan, as amended be approved.

Carried

Moved and seconded,
And Resolved:

67/25

That it be recommended to the Board that the RDCK enter into a Contribution Agreement with yaqan nuʔkiy for building our partnership of working together on water sustainability for yaqan nuʔkiy ʔamakʔis - Creston Valley, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that the costs be paid from S105 – Community Sustainability.

Carried

Moved and seconded,
And Resolved:

68/25

That the Community Sustainable Living Committee Establishment Bylaw No. 3004, 2025 be read a FIRST, SECOND, and THIRD time by content, as amended.

Carried

Moved and seconded,
And Resolved:

69/25

That the Rural Mobility Community Advisory Committee Bylaw No. 3005, 2025 be read a FIRST, SECOND, and THIRD time by content.

Carried

3.1.3 Joint Resource Recovery Committee: minutes February 19, 2025

Moved and seconded,
And Resolved:

70/25

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.

Carried

3.2 Membership/Appointments

3.2.1 RDCK Commission and Committee Appointments

Moved and seconded,
And Resolved:

71/25

That the Board appoint the individuals to the following RDCK Commissions and Committees:

Ymir Water Commission of Management - term to end December 31, 2025:

Thomas Nixon
Jay Leus
Theron Kingsley
Leslie Hamnett
Sophia Mountford

Joint Resource Recovery Committee and East Resource Recovery Committee (Creston):

Carolyn Hawton
Denise Dumas (Alternate)

Area D Advisory Planning and Heritage Commission - term to end December 31, 2026

William H. Wells

and that the Board send a letter to outgoing member Gerry Devine thanking them for their service to the Area D Advisory Planning and Heritage Commission.

Carried

3.2.2 Emergency Program Executive Committee

Directors Vandenberghe, Hewat and Weatherhead were nominated.

Moved and seconded,
And Resolved:

72/25

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)

Carried

4. BYLAWS

4.1 Bylaw 2975: Local Conservation Fund Committee

The Board Report dated February 6, 2025 from Nelson Wight, Planning Manager, seeking Board adopt Local Conservation Fund Committee Bylaw No. 2975, has been received.

Moved and seconded,
And Resolved:

73/25

That the Local Conservation Fund Committee Bylaw No. 2975, 2025 be read a THIRD time by content.

Carried

DIRECTOR PRESENT Director Lunn joined the meeting at 9:15 a.m.

Moved and seconded,
And Resolved:

74/25

That the Local Conservation Fund Committee Bylaw No. 2975, 2025 be ADOPTED, and that the Chair and Corporate Officer be authorized to sign the same.

Carried

4.2 Bylaw 2984: Electoral Area G Land Use Amendment (Pallagi - Area G)

The Board Report dated January 21, 2025 from Zachari Giacomazzo, Planner, seeking Board approve third reading for Electoral Area G Land Use Amendment Bylaw No. 2984, has been received.

Moved and seconded,
And Resolved:

75/25

That Electoral Area 'G' Land Use Amendment Bylaw No. 2984, 2024 being a bylaw to amend Electoral Area 'G' Land Use Bylaw No. 2452, 2018 is hereby given THIRD reading;

AND FURTHER, that the consideration of adoption BE WITHHELD for Land Use Amendment Bylaw No. 2984 being a bylaw to amend Electoral Area 'G' Land Use Bylaw No. 2452, 2018 until the following items have been obtained:

ii. Approval of Land Use Amendment Bylaw No. 2984 by the Ministry of Transportation and Infrastructure, pursuant to Section 52 (3)(a) of the Transportation Act.

Carried

4.3 Bylaw 2986: Electoral Area G Land Use Amendment (Renaissance Arts and Sustainability Society - Area G)

The Board Report dated January 21, 2025 from Zachari Giacomazzo, Planner, seeking the Board approve third reading for Electoral Area 'G' Land Use Amendment Bylaw No. 2986, has been received.

Moved and seconded,
And Resolved:

76/25

That Electoral Area 'G' Land Use Amendment Bylaw No. 2986, 2024 being a bylaw to amend Electoral Area 'G' Land Use Bylaw No. 2452, 2018 is hereby given THIRD reading;

AND FURTHER, that the consideration of adoption BE WITHHELD for Land Use Amendment Bylaw No. 2986 being a bylaw to amend Electoral Area 'G' Land Use Bylaw No. 2452, 2018 until the following items have been obtained:

- i. Approval of Land Use Amendment Bylaw No. 2986 by the Ministry of Transportation and Infrastructure, pursuant to Section 52 (3)(a) of the Transportation Act.

Carried

4.4 Bylaw 2988: RDCK Zoning Amendment (Scheffelmaier - Area F)

The Board Report dated January 17, 2025 from Sadie Chezenko, Planner, seeking the Board take no further action with RDCK Zoning Amendment Bylaw No. 2988, has been received.

Moved and seconded,
And Resolved:

77/25

That the following motion **BE REFERRED** to the March 20, 2025 Board meeting:

That the Board take no further action in regard to Regional District of Central Kootenay Zoning Amendment Bylaw No. 2988, 2024.

Carried

4.5 Bylaw 3013: Kaslo and Area Regional Facilities, Recreation and Parks Service Commission Repeal

Board Meeting - November 14, 2024

RES592/24

That the Board direct staff to prepare repeal bylaws for the Kaslo and Area Regional Facilities, Recreation, and Parks Service Commission Bylaw 2023, 2009 and the Glacier Creek Regional Park Commission Bylaw No. 1306, 1998; AND FURTHER, that going forward the governance matters for parks and recreation services in Kaslo and Area D be considered by the North Kootenay Lake Regional Services Committee.

Moved and seconded,
And Resolved:

78/25

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.

Carried

Moved and seconded,
And Resolved:

79/25 That the Kaslo and Area Regional Facilities, Recreation and Parks Service Commission Repeal Bylaw No. 3013, 2025 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

**4.6 Bylaw 3014: Glacier Creek Regional Park Commission Repeal
Board Meeting - November 14, 2024
RES592/24**

That the Board direct staff to prepare repeal bylaws for the Kaslo and Area Regional Facilities, Recreation, and Parks Service Commission Bylaw 2023, 2009 and the Glacier Creek Regional Park Commission Bylaw No. 1306, 1998; AND FURTHER, that going forward the governance matters for parks and recreation services in Kaslo and Area D be considered by the North Kootenay Lake Regional Services Committee.

Moved and seconded,
And Resolved:

80/25 That the Glacier Creek Regional Park Commission Repeal Bylaw No. 3014, 2025 be read a FIRST, SECOND, and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

81/25 That the Glacier Creek Regional Park Commission Repeal Bylaw No. 3014, 2025 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

**4.7 Bylaw 3015: Kaslo and Portion of Electoral Area D Library Financial Aid Service
Amendment
Board Meeting - December 12, 2024
RES632/24**

That the Board direct staff to prepare an amendment bylaw for Kaslo and Portion of Electoral Area D Library Financial Aid Service Bylaw No. 790, 1990 to increase the requisition limit by 25%.

Moved and seconded,
And Resolved:

82/25 That the following motion **BE REFERRED** back to the North Kootenay Lake Committee:

That the Kaslo and Portion of Electoral Area D Library Financial Aid Service Amendment Bylaw No. 3015, 2025 be read a FIRST, SECOND, and THIRD time by content.

Carried

**4.8 Bylaw 3016: Electoral Area D and Village of Kaslo Emergency Response/Jaws of Life Local
Service Area Establishment Amendment
Board Meeting - December 12, 2024
RES633/24**

That the Board direct staff to prepare an amendment bylaw for Electoral Area D and Village of Kaslo Emergency Response/Jaws of Life Local Service Area Establishment Bylaw No. 1340, 1998 to increase the requisition limit by 25%.

Moved and seconded,

And Resolved:

83/25

That the following motion **BE REFERRED** back to the North Kootenay Lake Committee:

That the Electoral Area D and Village of Kaslo Emergency Response/Jaws of Life Local Service Area Establishment Amendment Bylaw No. 3016, 2025 be read a FIRST, SECOND, and THIRD time by content.

Carried

**4.9 Bylaw 3017: Regional Accessibility Advisory Committee Amendment
Board Meeting - November 14, 2024**

RES600/24

That the Board direct staff to evaluate a less formal structure for the Regional Accessibility Advisory Committee Bylaw No. 2904, 2023 and bring forward an amendment bylaw for Board consideration.

RES607/24

That the Board direct staff to prepare an amendment to the Regional Accessibility Advisory Committee Bylaw No. 2904, 2023 that includes the removal of the Village of Nakusp from Schedule A.

Moved and seconded,
And Resolved:

84/25

That the Regional Accessibility Advisory Committee Amendment Bylaw No. 3017, 2025 be read a FIRST, SECOND, and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

85/25

That the Regional Accessibility Advisory Committee Amendment Bylaw No. 3017, 2025 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

**4.10 Bylaw 3018: Regional District of Central Kootenay Bylaw Enforcement Notice and
Dispute Adjudication System Amendment
Board Meeting - January 16, 2025**

RES08/25

That the Resource Recovery Facilities Regulatory Bylaw No. 2961, 2025, be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

NOTE: *Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Bylaw No. 2855, 2023 needs to incorporate the new fees adopted in Bylaw No. 2961 (Schedule 'A' – Appendices Index; and Schedule 'A' – Appendix 17)*

Moved and seconded,
And Resolved:

86/25

That the Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 3018, 2025 be read a FIRST, SECOND, and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

87/25

That the Regional District of Central Kootenay Bylaw Enforcement Notice and Dispute Adjudication System Amendment Bylaw No. 3018, 2025 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

4.11 Bylaw 3019: Regional District of Central Kootenay Municipal Ticketing Information Amendment

Board Meeting - January 16, 2025

RES08/25

That the Resource Recovery Facilities Regulatory Bylaw No. 2961, 2025, be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

***NOTE:** Regional District of Central Kootenay Municipal Ticketing Information System Bylaw No. 2814, 2023 needs to be amended to incorporate the new fees adopted in Bylaw No. 2961 (Schedule A and B).*

Moved and seconded,
And Resolved:

88/25

That the Regional District of Central Kootenay Municipal Ticketing Information Amendment Bylaw No. 3019, 2025 be read a FIRST, SECOND, and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

89/25

That the Regional District of Central Kootenay Municipal Ticketing Information Amendment Bylaw No. 3019, 2025 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

4.12 Bylaw 3020: Balfour Water Service Parcel Tax Amendment

Moved and seconded,
And Resolved:

90/25

The following resolution 21/25, being:

That Balfour Water Service Parcel Tax Amendment Bylaw No. 2990, 2025 is hereby ADOPTED and the Chair and Corporate Officer be authorized to sign the same;

BE RESCINDED.

Carried

Moved and seconded,
And Resolved:

91/25

That Balfour Water Service Parcel Tax Amendment Bylaw No. 3020, 2025 be read a FIRST, SECOND and THIRD time by content.

Carried

Moved and seconded,
And Resolved:

92/25

That Balfour Water Service Parcel Tax Amendment Bylaw No. 3020, 2025 is hereby ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

Carried

5. NEW BUSINESS

5.1 Community Services

5.1.1 Award: Creston & District Community Complex – Outdoor Washroom

The Board Report from Jeannine Bradley, Project Manager, seeking Board approval to award the Creston and District Community Complex - Outdoor Washroom contract, has been received.

Moved and seconded,
And Resolved:

93/25

That the Board award the Creston & District Community Complex – Outdoor Washroom to ZKO Construction Ltd., and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$172,347.06 plus GST; AND FURTHER, that the cost be included in the 2025 Financial Plan for Recreation Facility-Creston and Areas B, C and Area A Service S224.

Carried

5.2 Development and Community Sustainability

5.2.1 Contribution Agreement: CBT Community Readiness Partnership

The Board Report from Dan Séguin, Manager of Community Sustainability, seeking Board approval to enter into an agreement with CBT to augment rural emergency management mitigation and preparedness capacity, has been received.

Moved and seconded,
And Resolved:

94/25

That the Board approve the RDCK enter into a Contribution Agreement with the Columbia Basin Trust to augment rural emergency management mitigation and preparedness capacity; for two years until January 31, 2027, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that it be included to the 2025 Financial Plan and 5-year Plan from Emergency Consolidated Services (A101) in the amount of \$161,000 in 2025 and \$69,000 in 2026.

Carried

5.2.2 Flood Hazard Policy/Regulations Update

The Board Report dated February 5, 2025 from Corey Scott, Planner, providing an update on the RDCK's application to the Ministry of Emergency Management and Climate Readiness's Disaster Resilience and Innovation Funding (DRIF) Program, has been received.

The Board request staff bring a recommendation to the March 20, 2025 Board meeting to identify a certain limit.

Moved and seconded,
And Resolved:

95/25

That the Board supports the January 31, 2025 Ministry of Emergency Management and Climate Readiness's Disaster Resilience and Innovation Funding (DRIF) Program proposal submission for the Flood Hazard Policy and Regulations Update; and that the Board supports the project and commits to cost overruns.

Carried

5.2.3 RDCK Initiatives with First Nations and alignment with UNDRIP

The Board Report from Sangita Sudan, General Manager of Development and Community Sustainability Services, seeking Board approval to allocate funds to support Indigenous Relations training for staff and elected officials, has been received.

Moved and seconded,

MOTION ONLY

That the Board approve an annual allocation of up to \$15,000 in the 2025-2029 Financial Plan for General Administration Service S100 budget, to support Indigenous Relations training for staff and elected officials and direct staff to coordinate new training opportunities.

Moved and seconded,

And Resolved:

AMENDMENT TO THE MOTION

96/25

That the following recommendation, being:

That the Board approve an annual allocation of up to \$15,000 in the 2025-2029 Financial Plan for General Administration Service S100 budget, to support Indigenous Relations training for staff and elected officials and direct staff to coordinate new training opportunities;

be amend to read:

*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.***

Carried

Moved and seconded,

And Resolved:

MAIN MOTION

97/25

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.

Carried

**RECESS/
RECONVENED**

The meeting recessed at 10:30 a.m. for a break and reconvened at 10:43 a.m.

5.2.4 For Information: BC Building Code Revisions and New Requirements - Seismic, Accessibility, and GHG Emissions

The Board Report from Manda McIntyre, Building Manager, providing the Board with an update on the 2024 BC Building Code requirements, has been received.

5.3 Environmental Services

5.3.1 Award: Erickson Water System - Erickson Road Watermain Upgrades

The Board Report from AJ Evenson, Senior Project Manager, seeking Board approval to award the Erickson Water System - Erickson Road Watermain Upgrades contract, has been received.

Moved and seconded,
And Resolved:

98/25

That the Board direct staff to award the contract for the Erickson Water System – Erickson Road Watermain Upgrades to Riteway Holdings Ltd; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$444,824.91 plus GST; AND FURTHER, that the Board direct staff to include in the 2025 Financial Plan for Water Utility – Area B (Erickson) Service S250 a capital cost of \$480,000 for the replacement of the water mainline on Erickson Road with funds for the project to be paid from reserves associated with that service.

Carried

5.3.2 Award: West Robson - Broadwater Road Watermain Upgrades

The Board Report from AJ Evenson, Senior Project Manager, seeking Board approval to award the West Robson - Broadwater Road Watermain Upgrades, has been received.

Moved and seconded,
And Resolved:

99/25

That the Board direct staff to award the contract for the West Robson – Broadwater Road Watermain Upgrades to Valhalla Hydrovac Ltd; and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$152,062.90 plus GST; AND FURTHER, that the funds be drawn from Water Utility-Def J-West Robson Service S256.

Carried

5.4 Administration & Finance

5.4.1 2025 AKBLG Resolutions

The deadline for AKBLG resolutions is February 28, 2025.

5.4.1.1 Inland Ferry Services

Moved and seconded,
MOTION ONLY

WHEREAS, under section 25 of the Coastal Ferry Act, which supercedes the BC Labour Relation Code, “it is deemed that the delivery of ferry services is necessary for the protection of the health, safety and welfare of the residents of British Columbia”;

AND WHEREAS, the ferry services for the Interior of the Province of British Columbia provide crucial, and in many cases sole access for travel to hospitals, ambulance, police and fire department emergencies, supplying of home heating oil and propane, supplying food for local stores, transportation of children to and from schools and resident access for travel to work, but they are not designated

as necessary for the protection of health, safety and welfare of the residents for the interior of the Province of British Columbia;

THEREFORE BE IT RESOLVED, that the Province of British Columbia recognize that all ferry services within the Province of BC are necessary to the health, safety and welfare of all the residents and should be deemed as an essential service, and that the UBCM work with the affected areas and the Provincial Government to find a solution to ensure that rights of all British Columbia residents are protected equally on the Coast and the Interior of British Columbia.

Moved and seconded,
And Resolved:

AMENDMENT TO THE MOTION

100/25

That the foregoing motion, being:

WHEREAS, under section 25 of the Coastal Ferry Act, which supercedes the BC Labour Relation Code, "it is deemed that the delivery of ferry services is necessary for the protection of the health, safety and welfare of the residents of British Columbia";

AND WHEREAS, the ferry services for the Interior of the Province of British Columbia provide crucial, and in many cases sole access for travel to hospitals, ambulance, police and fire department emergencies, supplying of home heating oil and propane, supplying food for local stores, transportation of children to and from schools and resident access for travel to work, but they are not designated as necessary for the protection of health, safety and welfare of the residents for the interior of the Province of British Columbia;

THEREFORE BE IT RESOLVED, that the Province of British Columbia recognize that all ferry services within the Province of BC are necessary to the health, safety and welfare of all the residents and should be deemed as an essential service, and that the UBCM work with the affected areas and the Provincial Government to find a solution to ensure that rights of all British Columbia residents are protected equally on the Coast and the Interior of British Columbia;

be amended to read:

WHEREAS, under section 25 of the Coastal Ferry Act, which supercedes the BC Labour Relation Code, "it is deemed that the delivery of ferry services is necessary for the protection of the health, safety and welfare of the residents of British Columbia";

AND WHEREAS, the ferry services for the Interior of the Province of British Columbia provide crucial, and in many cases sole access for travel to hospitals, ambulance, police and fire department emergencies, supplying of home heating oil and propane, supplying food for local stores, transportation of children to and from schools and resident access for travel to work, but they are not designated as necessary for the protection of health, safety and welfare of the residents for the interior of the Province of British Columbia;

*THEREFORE BE IT RESOLVED, that the Province of British Columbia **increase essential services levels on all ferry services within the Province of BC as is necessary to the health, safety and welfare of all the residents, and that the UBCM work with the affected areas and the Province to find a solution to ensure that rights of all British Columbia residents are protected equally on the Coast and the Interior.***

Defeated

Moved and seconded,
And Resolved:

AMENDMENT TO THE MOTION

101/25

That the foregoing motion, being:

WHEREAS, under section 25 of the Coastal Ferry Act, which supercedes the BC Labour Relation Code, "it is deemed that the delivery of ferry services is necessary for the protection of the health, safety and welfare of the residents of British Columbia";

AND WHEREAS, the ferry services for the Interior of the Province of British Columbia provide crucial, and in many cases sole access for travel to hospitals, ambulance, police and fire department emergencies, supplying of home heating oil and propane, supplying food for local stores, transportation of children to and from schools and resident access for travel to work, but they are not designated as necessary for the protection of health, safety and welfare of the residents for the interior of the Province of British Columbia;

THEREFORE BE IT RESOLVED, that the Province of British Columbia recognize that all ferry services within the Province of BC are necessary to the health, safety and welfare of all the residents and should be deemed as an essential service, and that the UBCM work with the affected areas and the Provincial Government to find a solution to ensure that rights of all British Columbia residents are protected equally on the Coast and the Interior of British Columbia;

be amended to read:

WHEREAS, under section 25 of the Coastal Ferry Act, which supercedes the BC Labour Relation Code, "it is deemed that the delivery of ferry services is necessary for the protection of the health, safety and welfare of the residents of British Columbia";

AND WHEREAS, the ferry services for the Interior of the Province of British Columbia provide crucial, and in many cases sole access for travel to hospitals, ambulance, police and fire department emergencies, supplying of home heating oil and propane, supplying food for local stores, transportation of children to and from schools and resident access for travel to work, but they are not designated as necessary for the protection of health, safety and welfare of the residents for the interior of the Province of British Columbia;

*THEREFORE BE IT RESOLVED, that the Province of British Columbia recognize that all ferry services within the province are necessary to the health, safety and welfare of all the residents **should be considered when predetermining minimum inland ferry service levels on a site-by-site basis**, and that the UBCM work with the affected areas and the Provincial Government to find a solution to ensure that rights of all British Columbia residents are protected equally on the Coast and the Interior of British Columbia.*

Carried

Moved and seconded,

And Resolved:

MAIN MOTION

102/25

WHEREAS, under section 25 of the Coastal Ferry Act, which supercedes the BC Labour Relation Code, “it is deemed that the delivery of ferry services is necessary for the protection of the health, safety and welfare of the residents of British Columbia”;

AND WHEREAS, the ferry services for the Interior of the Province of British Columbia provide crucial, and in many cases sole access for travel to hospitals, ambulance, police and fire department emergencies, supplying of home heating oil and propane, supplying food for local stores, transportation of children to and from schools and resident access for travel to work, but they are not designated as necessary for the protection of health, safety and welfare of the residents for the interior of the Province of British Columbia;

THEREFORE BE IT RESOLVED, that the Province of British Columbia recognize that all ferry services within the province are necessary to the health, safety and welfare of all the residents should be considered when predetermining minimum inland ferry service levels on a site-by-site basis and that the UBCM work with the affected areas and the Provincial Government to find a solution to ensure that rights of all British Columbia residents are protected equally on the Coast and the Interior of British Columbia.

Carried

5.4.1.2 Supporting Rural Contractors Service Income Qualified Households for Effective Home Retrofits

Moved and seconded,

And Resolved:

103/25

WHEREAS home retrofits are essential for reducing emissions, improving energy efficiency, and increasing climate resilience, especially in rural communities facing extreme weather and energy poverty;

AND WHEREAS rural contractors face financial and administrative barriers in the CleanBC Better Homes Energy Savings Program (ESP) for low to medium income qualified households, reducing program participation and limiting access to retrofits;

THEREFORE BE IT RESOLVED that UBCM work with the Province of British Columbia, local governments and industry stakeholders to improve support for rural contractors in the ESP by:

1. Providing advance payments to contractors to ease financial strain;
2. Offering incentives for contractors working in rural areas;
3. Expanding rebate coverage to increase homeowner participation;
4. Promoting the health and climate resilience benefits of retrofits to increase homeowner participation;
5. Partnering with post-secondary institutions to train contractors in high-performance building and business administration.

Carried

5.4.2 Policy No. 300-09-13: ReDi Grants

Moved and seconded,
And Resolved:

104/25

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

Carried

**ORDER OF AGENDA
CHANGED**

The Order of Business has been changed to address public time with Item 9 Public Time considered at this time.

9. PUBLIC TIME

Chair Watson called for questions from the public and media at 11:45 a.m.

The members of the public asked questions regarding the following:

- How to address the costs to recreation areas throughout the RDCK due to climate change;
- At what level can the RDCK encourage economic development within these recreation areas;
- Encouraging the RDCK's input regarding the Nelson Official Community Plan;
- Planning for the cost of climate change; and
- Sue Big Oil lawsuit- if there is funding available.

**RECESS/
RECONVENED**

The meeting recessed at 12:00 p.m. for lunch and reconvened at 1:00 p.m.

4.4 Bylaw 2988: RDCK Zoning Amendment (Scheffelmaier - Area F)

Moved and seconded,
And Resolved:

RECONSIDERATION OF MOTION

105/25

That the foregoing motion, being:

*That the following motion **BE REFERRED** to the March 20, 2025 Board meeting:*

That the Board take no further action in regard to Regional District of Central Kootenay Zoning Amendment Bylaw No. 2988, 2024;

be reconsidered to read:

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 2988, 2024 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given THIRD reading by content;

AND FURTHER, that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 2988, 2024 until the following item has been obtained:

- *Approval from the Ministry of Transportation and Infrastructure pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).*

Carried

**DIRECTOR
PRESENT**

Director Hanegraaf joined the meeting at 1:05 p.m.

Moved and seconded,
And Resolved:

MAIN MOTION

106/25

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 2988, 2024 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given THIRD reading by content;

AND FURTHER, that the consideration of adoption BE WITHHELD for Regional District of Central Kootenay Zoning Amendment Bylaw No. 2988, 2024 until the following item has been obtained:

- Approval from the Ministry of Transportation and Infrastructure pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).

Carried

**ORDER OF AGENDA
RESUMED**

Item 5.4.3 considered at this time.

5.4.3 For Information: 2024 RDCK Quarterly Report (Q4)

The 2024 RDCK Quarterly Report (Q4) from Mike Morrison, Corporate Officer, has been received for information.

**DIRECTOR
ABSENT**

Director Hanegraaf left the meeting at 1:15 p.m.

5.5 Grants

5.5.1 Discretionary

5.5.1.1 2025 February Discretionary Grants

Moved and seconded,
And Resolved:

107/25

Discretionary grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA A

Kootenay Region - Skate Canada BC/YT Section	2025 Kootenay Region Figure Skating Championships	\$500
---	---	-------

AREA B

Canyon Community Association	Community Celebration Spud Night	\$1,000
Kootenay Region - Skate Canada BC/YT Section	2025 Kootenay Region Figure Skating Championships	\$600
Creston Valley Minor Hockey Association	U15 Provincials	\$2,500

AREA C

Kootenay Region - Skate Canada BC/YT Section	2025 Kootenay Region Figure Skating Championships	\$250
--	---	-------

AREA E

LV Rogers Secondary School	LV Rogers 2025 Grad	\$1,000
----------------------------	---------------------	---------

AREA F

North Shore Fire Department	First Responder Scope Expansion Project	\$4,005
North Shore Fire Department Social Club	NSFD Social Events and Community Development	\$4,000
LV Rogers Secondary School	LV Rogers 2025 Grad	\$1,200
Nelson Road Kings	2025 Queen City Cruise	\$1,500

AREA H

Slocan Valley Community Legacy Society	Volunteer Recognition	\$450
--	-----------------------	-------

Carried

5.5.1.2 Discretionary RES 700/23
Moved and seconded,
And Resolved:

108/25

That Resolution 700/23, being the allocation of Discretionary grant funds:

AREA B

Creston Valley Chamber of Commerce	\$3,000
------------------------------------	---------

AREA C

Creston Valley Chamber of Commerce	\$3,000
------------------------------------	---------

BE RESCINDED

Carried

5.5.2 Community Development
Moved and seconded,
And Resolved:

109/25

Community Development grants out of the funds available for the following Electoral Areas/Member Municipalities be approved as designated:

AREA B

Erickson Community Association	ECA Meeting and Hall Rental Expenses	\$2,500
--------------------------------	--------------------------------------	---------

AREA D

Kaslo Fire Department (Submitted by RDCK on KFD's behalf)	Area D Medical First Responder Establishment	\$25,000
Kaslo and Area Senior Citizens Society	Support for Kaslo and Area D Seniors	\$4,500

AREA E

West Shores Leisure Advancement Society	Snapdragons Arts and Nature Club	\$2,000
Community Futures Central Kootenay	Happipad	\$500

AREA F

Community Futures Central Kootenay	Happipad	\$1,500
Okanagan Nation Alliance	Fish in Schools	\$1,000

AREA G

Okanagan Nation Alliance	Fish in Schools	\$1,000
--------------------------	-----------------	---------

AREA H

Okanagan Nation Alliance	Fish in Schools	\$1,500
Lucerne Parent Advisory Committee (PAC)	Summit Lake Skiing	\$3,000

AREA I

Okanagan Nation Alliance	Fish in Schools	\$1,250
--------------------------	-----------------	---------

AREA J

Castlegar and District Chamber of Commerce	West Kootenay Trade Show	\$2,000
Kootenay Gallery of Art, History and Science Society	Soup for the Cultured Soul 2025	\$2,200
Poupore Improvement District	Replacement Pump and Building	\$12,000
Castlegar & District Hospital Foundation	Light up	\$2,500
Okanagan Nation Alliance	Fish in Schools	\$1,500

AREA K

Okanagan Nation Alliance	Fish in Schools	\$1,500
Bayview Residents Association	Bayview Fire Shed – Insurance, Hydro and Maintenance	\$2,300

NAKUSP

Village of Nakusp	Accessibility Plan Development	\$9,100
-------------------	--------------------------------	---------

Carried**5.6 Chair/CAO Reports**

Chair Watson discussed the letters/briefing notes that are sent on behalf of the Board and circulating the materials to the Board, as attached to the agenda. She indicated that she,

CAO Horn and Manager Séguin met with Minister Anderson, Ministry of State for Local Governments and Rural Communities, regarding the wildfires and the RDCK's request for provincial funding to go towards training. She provided an overview of the discussion at the Electoral Areas Forum regarding the changes to the Community Works funding model. She also let the Board know that there were two delegation requests to the Board that were redirected to the appropriate staff and committees.

CAO Horn had no report.

6. RURAL AFFAIRS COMMITTEE

Moved and seconded,
And Resolved:

- 110/25 That the Corporate Officer be authorized to remove the Notice on Title relating to 3306 Krestova Road, Electoral Area H, currently owned by Bruce McPherson, property legally described as LOT 1, DISTRICT LOT 8773, KOOTENAY DISTRICT PLAN NEP84367, the RDCK Building Department has confirmed that a building permit has been obtained and the deficiencies associated with the construction have been rectified.

Carried

Moved and seconded,
And Resolved:

- 111/25 That the Board APPROVE the issuance of Development Variance Permit V2419I to Rodney Kosianic and Hilary Cole for the property located at 1918 Makayev Road, Electoral Area I, and legally described as LOT 7, BLOCK 1, DISTRICT LOT 9, KOOTENAY DISTRICT PLAN 2938 (PID: 015-118- 894) to vary:

1. Section 701.7 in order to permit a maximum building height of 6.2 metres;
2. Section 701.8 in order to permit a Maximum GFA of 171 m2.

Carried

Moved and seconded,
And Resolved:

- 112/25 That the Board APPROVE the issuance of Development Variance Permit V2415J to 0889922 BC LTD for the property located at 50 Old Mill Road, Electoral Area J, and legally described as LOT 2, DISTRICT LOT 237, KOOTENAY DISTRICT PLAN EPP71075 (PID: 030-632-439) to vary Sections 611.1, 611.2, 611.13 and 621.3 of RDCK Zoning Bylaw No. 1675, 2004 for the following purposes:

- 611.1 and 611.2: Reduction of required parking spaces based on "Operation Area" from 11 to 2;
- 611.13: Reduction of area to be surfaced with concrete or asphalt to an area measuring 775 m2;
- 621.3: Reduction of landscape screen along the front property line to accommodate a wider driveway access for large commercial vehicles;

Subject to:

1. The following measures to control and mitigate dust being implemented:
 - a. Surfacing the non-paved portions of the site with a low dust alternative such as road base gravel;
 - b. Regular application of dust control treatment (e.g. water, calcium chloride or other suitable treatment) on non-paved portions of the site.

Carried

Moved and seconded,
And Resolved:

- 113/25 That the Board APPROVE the issuance of the Development Variance Permit to Paul Serghe and Christine Pearce for the property located 4260 Highway 6, Electoral Area K, and legally described as LOT 186, DISTRICT LOT 4269, KOOTENAY DISTRICT PLAN 827, EXCEPT THAT PART IN PLAN 8622 (PID: 016-046-536) to vary Section 2701.4 of Zoning Bylaw No. 1675 to allow a Farm Residential Footprint with a maximum depth of 165 metres from the front property line whereas the bylaw requires that the maximum depth of the Farm Residential Footprint shall not exceed 60 metres from the Front Lot Line.

Carried

Moved and seconded,
And Resolved:

- 114/25 That the Community Works Fund application submitted by the RDCK for the East Shore Connectivity – Fibre Optic Installation in the amount of \$15,000.00 be approved and that funds be disbursed to Service 107 – Economic Development – Area A from Community Works Funds allocated to Electoral Area A.

Carried

Moved and seconded,
And Resolved:

- 115/25 That the Community Works Fund application submitted by the Town of Creston for the Creston Education Centre in the amount of \$90,750.00 be approved and that funds be disbursed from Community Works Funds allocated equally from Electoral Areas A, B, and C.

Carried

7. DIRECTORS' MOTIONS

7.1 Director Watson: Johnson Landing - High Hazard Zone

Moved and seconded,
And Resolved:

- 116/25 That the Board direct staff to contract a geotechnical re-assessment of the Johnson Landing high hazard area with the intention, post the re-assessment, to adjust the high hazard zone accordingly; AND FURTHER, that the cost of the contract be fully funded from Area D Community Development or Community Works and be provided to service Emergency Programming Service A101 to complete the work.

Carried

7.2 Director Graham: Letter of Support - Harrop-Procter Committee

Director Graham no longer requires the letter of support.

7.3 Director Newell: RDCK Procedure Bylaw No. 2898, 2024

The recommendation can be included in the next round of amendments for the RDCK Procedure Bylaw No. 2898, 2024.

Moved and seconded,
And Resolved:

117/25 That the Board direct staff to prepare an amendment to the RDCK Procedure Bylaw No. 2898, 2024 to state that the public time on all RDCK Committee, Commission and Board meetings is intended for the public to ask questions of and make comments on the work of the Board.

Carried

7.4 Director Davidoff: Sue Big Oil

CAO Horn provided information received by legal counsel for the Board to consider.

**DIRECTOR
PRESENT**

Director Hanegraaf joined the meeting at 1:44 p.m.

Moved and seconded,
And Resolved:

118/25 That the following recommendation **BE REFERRED** to the March 20, 2025 Board Meeting:

That the Regional District of Central Kootenay commits to joining a class action suit lead by Sue Big Oil, its representatives, agents and/or assigns, against selected fossil fuel companies, contingent upon other B.C. municipalities joining and raising a combined minimum of \$500,000 to fund and initiate the same, and to allocate the equivalent of \$1 per Regional District resident for this purpose in the 2025 Budget for a total of \$62,509 to be charged to Service S100 (General Administration);

AND FURTHER, that any monies awarded to the Regional District as a result of any settlement, or judgement, arising from this lawsuit shall be used to mitigate any current or future damage caused within the Regional District by the defendants in the aforesaid class action suit.

Defeated

Moved and seconded,
And Resolved:

119/25 That the Regional District of Central Kootenay commits to joining a class action suit lead by Sue Big Oil, its representatives, agents and/or assigns, against selected fossil fuel companies, contingent upon other B.C. municipalities joining and raising a combined minimum of \$500,000 to fund and initiate the same, and to allocate the equivalent of \$1 per Regional District resident for this purpose in the 2025 Budget for a total of \$62,509 to be charged to Service S100 (General Administration);

AND FURTHER, that any monies awarded to the Regional District as a result of any settlement, or judgement, arising from this lawsuit shall be used to mitigate any current or future damage caused within the Regional District by the defendants in the aforesaid class action suit.

Defeated

8. CONSENT AGENDA

8.1 For Information: Committees & Commissions

Committee/Commission Reports for information have been received as follows:

8.1.1 Sanca Water Service Community Advisory Committee: Discussion Notes January 8, 2025

8.1.2 Community Sustainable Living Advisory Committee: minutes January 14, 2025

- 8.1.3 Balfour Water Service Community Advisory Committee: Discussion Notes January 17, 2025**
- 8.1.4 Grandview Water Service Community Advisory Committee: Discussion Notes January 20, 2025**
- 8.1.5 North Kootenay Lake Services Committee: minutes January 20, 2025**
- 8.1.6 Nelson, Salmo, Areas E, F and G Regional Parks Commission: minutes January 21, 2025**
Staff has received direction to draft a three-year term agreement for the municipalities that includes parameters for inflation and the amendments to the 2025-2029 draft Financial Plan.
- 8.1.7 Erickson Water Service Community Advisory Committee: Discussion Notes January 22, 2025**
- 8.1.8 Edgewood Water Service Community Service Committee: Discussion Notes January 27, 2025**
- 8.1.9 Woodbury Village Water Service Community Advisory Committee: Discussion Notes January 27, 2025**
- 8.1.10 Area A Economic Development Commission: minutes January 28, 2025**
- 8.1.11 Area B Advisory Planning and Heritage Commission: minutes January 28, 2025**
- 8.1.12 Creston Valley Services Committee: minutes January 30, 2025**
- 8.1.13 Woodland Heights Water Service Community Advisory Committee: Discussion Notes February 3, 2025**
- 8.1.14 Riondel Water and Drainage Service Community Advisory Committee: Discussion Notes February 5, 2025**
- 8.1.15 Nelson and District Recreation Commission No. 5: minutes February 5, 2025**
Staff has received direction to prepare a breakdown of how requisitions and user fees are distributed.
- 8.1.16 Water Services Committee: minutes February 12, 2025**
- 8.2 For Information: Communication**
 - 8.2.1 The letter from Tennessee Trent, Ministry of Environment and Parks, responding to the RDCK's letter regarding the Rosebery to Three Forks trail.**
 - 8.2.2 The letter dated February 12, 2025 from Lisa St-Amour, Environment and Climate Change Canada, responding to the RDCK's letter regarding "Bringing the Salmon Home".**
 - 8.2.3 The letter dated February 3, 2025 from Doug Campbell, E-Comm 911, providing an update on the E-Comm Governance Review project.**
 - 8.2.4 The email dated January 16, 2025 from Jan Simpson, CUPW, regarding the Industrial Inquiry Commission reviewing Canada Post.**
- 8.3 For Information: Accounts Payable**
The Accounts Payable Summary for January 2025 in the amount of \$4,898,484 has been received for information.

8.4 For Information: Directors' Reports

Each Director will be given the opportunity to provide a brief summary of the work they have been doing within their communities.

8.4.1 Director Jackman: CBRAC/RCC/IJC

8.4.2 Director Tierney

8.4.2.1 Letter of Support: Investment Agriculture Foundation of BC (Fields Forward Society)

8.4.2.2 Letter of Support: Agriculture and Agri-Food Canada (Fields Forward Society)

8.4.3 Director Vandenberghe: CKISS/Water Turbine – Creston

8.4.4 Director Watson: Activities and Area D 2025 Budget

8.4.5 Director Graham: Letter of Support - Balfour Daze

8.4.6 Director Popoff

8.4.6.1 Letter of Support: Kootenay Wellness Foundation

8.4.6.2 Letter of Support: Old South Slocan Schoolhouse Working Group

8.4.7 Director Hewat: CBT/RIS/Activities

8.4.8 Director McLaren-Caux: December 2024 - February 2025 Activities

Moved and seconded,
And Resolved:

120/25 That the verbal Directors' Report be postponed to after Item 10 Closed.

Carried

Moved and seconded,
And Resolved:

121/25 That a late item be included within Item 5.4.1 2025 AKBLG Resolutions - Ensuring a Balanced Approach to Building Code Updates to be addressed after Item 10 Closed.

Carried

RECESSED/ The meeting recessed at 2:26 p.m. for a break and reconvened at 2:38 p.m.
RECONVENED

10. CLOSED

10.1 Meeting Closed to the Public

The Open meeting will be adjourned after In Camera without reconvening back into the open session unless there is business that needs to be addressed.

Moved and seconded,
And Resolved:

122/25 In the opinion of the Board - and in accordance with Section 90 of the *Community Charter* - the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the bases identified in the following subsections:

- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

Carried

10.2 Recess of Open Meeting

Moved and seconded,
And Resolved:

- 123/25 The Open meeting be recessed at 2:39 p.m. in order to conduct the Closed Board meeting and reconvened at 4:22 p.m.

Carried

Moved and seconded,
And Resolved:

- 124/25 That the Directors' verbal reports **BE REFERRED** to the February 21, 2025 Special (Budget) Board Meeting.

Carried

Moved and seconded,
And Resolved:

- 125/25 That the AKBLG resolution - Ensuring a Balanced Approach to Building Code Updates **BE REFERRED** to the February 21, 2025 Special (Budget) Board Meeting.

Carried

11. MATTERS ARISING FROM CLOSED MEETING

No items.

12. ADJOURNMENT

Moved and seconded,
And Resolved:

- 126/25 That the meeting adjourn at 4:25 p.m.

Carried

Originally signed by

Aimee Watson, RDCK Board Chair

Originally signed by

Angela Lund, Deputy Corporate Officer



Regional District of Central Kootenay SPECIAL BOARD MEETING Open Meeting Minutes

The **first** Special (Budget) meeting of the Board of the Regional District of Central Kootenay in 2025 was held on Thursday, February 21, 2025 at 9:00 a.m. through a hybrid meeting model.

Quorum was maintained throughout the meeting.

ELECTED OFFICIALS

PRESENT

Chair A. Watson	Electoral Area D	In-Person
Director G. Jackman	Electoral Area A	In-Person
Director R. Tierney	Electoral Area B	In-Person
Director K. Vandenberghe	Electoral Area C	In-Person
Director C. Graham	Electoral Area E	In-Person
Director T. Newell	Electoral Area F	In-Person
Director H. Cunningham	Electoral Area G	In-Person
Director W. Popoff	Electoral Area H	In-Person
Director A. Davidoff	Electoral Area I	
Director H. Hanegraaf	Electoral Area J	In-Person
Director T. Weatherhead	Electoral Area K	In-Person
Director M. McFaddin	City of Castlegar	In-Person
Director D. Dumas	Town of Creston	In-Person
Director S. Hewat	Village of Kaslo	In-Person
Director A. McLaren-Caux	Village of Nakusp	In-Person
Director K. Page	City of Nelson	In-Person
Director D. Lockwood	Village of Salmo	In-Person
Director L. Main	Village of Silverton	In-Person
Director J. Lunn	Village of Slocan	In-Person

ELECTED OFFICIALS

ABSENT

Director A. DeBoon	Town of Creston
Director L. Casley	Village of New Denver

STAFF PRESENT

S. Horn	Chief Administrative Officer
M. Morrison	Corporate Officer/Manager of Corporate Administration
A. Lund	Deputy Corporate Officer
J. Chirico	General Manager of Community Services
U. Wolf	General Manager of Environmental Services
Y. Malloff	General Manager of Finance, Information Technology and Economic Development
S. Sudan	General Manager of Community Sustainability and Development Services
C. Saari-Heckley	Human Resources Manager
D. Séguin	Manager of Community Sustainability
N. Wight	Planning Manager
H. Smith	Finance Manager
D. Lau	Information Technology Manager
C. Gaynor	Regional Parks Manager

T. Davison	Recreation Manager – Recreation and Client Services
M. Friesen	Financial Analyst and Team Supervisor
T. Dool	Research Analyst
D. Elliott	Communications Coordinator

1. ZOOM REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Meeting Time:

9:00 a.m. PST

10:00 a.m. MST

Join by Video:

<https://rdck-bc-ca.zoom.us/j/95573345491?pwd=k4eCLxEF2ggHCiAbpTcQis1tMHnt5b.1>

Join by Phone:

- 855 703 8985 Canada Toll-free

*6 to unmute or mute

*9 to raise or lower your hand

Meeting ID: 955 7334 5491

Meeting Password: 142530

In-Person Location:

Nelson Office - Boardroom

202 Lakeside Drive, Nelson BC

2. CALL TO ORDER & WELCOME

2.1 Traditional Lands Acknowledgement Statement

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

2.2 Adoption of the Agenda

Moved and seconded,

And Resolved:

127/25

The agenda for the February 21, 2025 Special (Budget) Open Board meeting be adopted with the following amendments:

- inclusion of Item 3.16 Directors' Reports;
- inclusion of Item 3.17 2025 AKBLG Resolution - Ensuring a Balanced Approach to Building Code Updates; and
- with the addition of the addendum

before circulation.

Carried

**DIRECTOR
PRESENT**

Director Davidoff joined the meeting at 9:03 a.m.

3. NEW BUSINESS

CFO Malloff indicated to the Board that the financial plan is a "preliminary draft" and discussed the following:

- Budget review process;
- 2025 Public Budget Review and adoption schedule;

3.1 RDCK Budgeting 101

CFO Malloff provided an overview of the RDCK services.

3.2 2024 Summary

No summary.

3.3 2025 Assessment and Taxation Summaries

CFO Malloff discussed the following regarding the 2024 Assessments:

- How are annual property taxes calculated;
- Residential (Converted) Assessment Changes - 2024 to 2025;
- Annual Assessment Change - 1 Year vs 9 Year Average; and
- Assessment and Taxation Summary;

3.4 2025 Overall Outlook

CFO Malloff provided a 2025 outlook and discussed the following:

- Projected overall net tax increase for the average homeowner of approximately 7.9% for 2025;
- \$46.3M total requisitions for 2025 in the current draft plan is \$200K lower than the \$46.5M total for 2025 in the final 2024-2028 Financial Plan
- CPI Increase on staff salaries and Director stipends – 3.3%;
- Decreasing Interest rates are reducing interest charges on short term loans, but also reducing investment income;
- Continued work on implementing an Asset Management Plan;
- Trade Disputes including Tariffs & Counter Tariffs;
- Fluctuating Canadian Dollar;
- New Federal Government; and
- Artificial Intelligence.

3.5 General Administration Service S100

CFO Malloff provided an overview of the core service budget summary.

CFO Malloff provided an overview of the General Administration Service S100 and discussed the following:

- Includes Corporate Administration, Finance, Information Technology, Human Resources, CAO, and Municipal Directors;
- Mileage rate set by CRS increased as of on January 1, 2025;
- Year over year requisition increase of 27%. This equates to about a \$13.00 increase for a \$650K home in the Regional District;
- South side of Nelson lakeside office and fleet vehicle;
- 2025 projects summary;
- Staff recruitment;
- Human Resource initiatives;
- Migration to the Modern Workplace utilizing Microsoft 365;
- Cyber security initiatives;
- Utilizing reserve funding for the following capital projects;
- Continue work with internal and external business units;
- IT Services Agreement with Town of Creston ends in Q3 of 2025;
- IT fee allocation methods changed based on number of users and M365 licensing type; and
- IT maintenance and support fees increasing to 15% per year.

Staff answered the Board's questions.

**RECESS/
RECONVENED**

The meeting recessed at 10:25 a.m. for a break and reconvened at 10:40 a.m.

3.6 Rural Administration Service S101

CFO Malloff provided an overview of the Rural Administration Service S101 and discussed the following:

- Service houses rural director expenses, regional fire services and bylaw services;
- 34% increase in requisition;
- Estimated \$475K UBCM fire training grant in 2025 supports staff wages, equipment and other training costs – to be confirmed in March; and
- Includes \$75K for a fire services command unit to be funded from reserves.

Staff answered the Board's questions.

Moved and seconded,

And Resolved:

RURAL ADMINISTRATION SERVICE S101

128/25

That the Board direct staff to reduce the contribution to reserve by \$100,000 in Rural Administration Service S101 for 2025 and decrease requisitions accordingly.

Carried

Moved and seconded,

And Resolved:

GENERAL ADMINISTRATION SERVICE S100

129/25

That the Board direct staff to increase transfer from reserves in General Administration Service S100 by \$132,797 with \$100,000 to come from the stabilization reserve and \$32,797 from Covid restart funds reserve to be used for one-time costs in 2025 and reduce requisition accordingly.

Carried

3.7 Geospatial Information Technology (GIS) Service S102

CFO Malloff provided an overview of Geospatial Information Systems (GIS) Services S102 and discussed the following:

- Operations are stable – 3% increase in requisitions;
- GIS Strategic Plan underway to assess GIS client needs;
- Next Generation 911 transition project underway;
- Planning for required upgrades to Environmental Systems Research Institute Enterprise GIS System;
- Planning to upgrade Global Positioning System (Real Time Kinematics) unit; and
- 3% increase in requisition.

Staff answered the Board's questions.

**DIRECTOR
PRESENT**

Director Lunn joined the meeting at 11:21 a.m.

Moved and seconded,

And Resolved:

GEOSPATIAL INFORMATION TECHNOLOGY SERVICE S102

130/25

That the Board direct staff to increase transfer from reserves by \$20,000 in the 2025 draft financial plan for Geospatial Information Services S102 and reduce requisition by \$20,000.

Defeated

3.8 Building Inspection Service S103

CFO Malloff provided an overview of Building Inspection Services S103 and discussed the following:

- 26% increase in requisitions;
- Permit revenue softened considerably with lower construction overall in 2024;
- Two open building inspection positions have been removed from the budget due to reduced building permit activity;
- New revisions to BC Building Code;
- MS Doc scanning project continues in 2025; and
- Public Sector (PS) Accounting Standard Section PS 3400 will have an effect on recognizing permit revenue beginning in 2024.

ORDER OF AGENDA CHANGED The Order of Business was changed to address public time with Item 4 Public Time was considered at this time.

4. PUBLIC TIME

The Chair called for questions from the public and members of the media at 11:45 a.m.

The members of the public asked questions and provided comments regarding the following:

- Request to provide the public with the reserves for each service;
- Request for a description for each service within the Financial Plan;
- Assessment and Taxation; and
- Taxation increases within the region.

ORDER OF AGENDA RESUMED Item 3.8 Building Inspection Service S103 was continued.

Staff answered the Board's question.

RECESS/ RECONVENED The meeting recessed at 11:56 a.m. for lunch and reconvened 1:03 p.m.

3.9 Planning and Land Use Service S104

CFO Malloff provided an overview of Planning Service S104 and discussed the following:

- 18% Increase in requisitions; and
- Receiving Provincial funding to address housing regulation projects.

Staff answered the Board's questions.

3.10 Emergency Consolidated Service A101

D. Séguin provided an overview of Emergency Consolidated Services A101 and discussed the following:

- The seven (7) pay into A101;
- The nine (9) projects that align with programs;
- Requisition change - comparing 2024 to 2025; and
- Highlights for 2025.

Staff answered the Board's questions.

3.11 911 Emergency Communication Service S156

Staff answered the Board's questions.

Moved and seconded,
And Resolved:

911 EMERGENCY COMMUNICATION SERVICE

131/25

That the Board direct staff to take \$100,000 from reserves in Emergency Communications 911 Service S156 for the purchase of equipment.

Carried

3.12 West Transit Service: North Shore and Slocan Valley Transit Service S238

Tom Dool provided an overview of North Shore and Slocan Valley Budget Service S238 and discussed the following:

- North Shore Transit budget;
- Slocan Valley Transit budget;
- North Shore Slocan Valley Transit Aggregate Requisition and Taxation Impacts; and
- Options for increased revenue and cost savings.

Staff answered the Board's questions.

**RECESS/
RECONVENED**

The meeting recessed at 2:38 p.m. for a break and reconvened at 2:48 p.m.

**DIRECTOR
ABSENT**

Director Lunn left the meeting at 2:48 p.m.

3.13 Regional District Organizational Review

The Board Report from Connie Saari-Heckley, Human Resources Manager, seeking Board approval to proceed with the organizational review, has been received.

**DIRECTOR
PRESENT**

Director Lunn joined the meeting at 2:58 p.m.

Moved and seconded,
And Resolved:

132/25

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.

Carried

Director Graham recorded opposed.

Moved and seconded,
And Resolved:

133/25

That Item 3.17 2025 AKBLG Resolution - Ensuring a Balanced Approach to Building Code Updates be considered at this time.

Carried

ORDER OF AGENDA The Order of Business was changed to address an AKBLG resolution that

CHANGED

has a deadline of February 28, 2025 with Item 3.17 2025 AKBLG Resolution - Ensuring a Balanced Approach to Building Code Updates considered at this time.

3.17 2025 AKBLG Resolution - Ensuring a Balanced Approach to Building Code Updates

Moved and seconded,
And Resolved:

134/25

WHEREAS the Province of British Columbia has been implementing frequent and substantial updates to the BC Building Code to enhance safety, energy efficiency, and accessibility;

AND WHEREAS municipalities and local governments require sufficient time and resources to adapt to these changes, including training staff, updating bylaws, and supporting local builders and developers in compliance efforts;

AND WHEREAS an accelerated pace of code revisions can create unintended challenges, including increased construction costs, delays in project approvals, and difficulties for smaller municipalities with limited capacity to enforce new requirements effectively;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities (UBCM) request the Province of British Columbia to implement a more measured approach to Building Code updates by ensuring:

1. Longer transition periods between code changes to allow for adequate training and implementation;
2. More extensive consultation with local governments, industry stakeholders, and Indigenous communities to assess the practical impacts of proposed changes;
3. Increased financial and technical support for municipalities, especially smaller communities, to effectively adapt to new requirements; and
4. A focus on stability and predictability in the code update schedule to reduce uncertainty in the construction and development industry.

Carried

ORDER OF AGENDA That Item 3.14 be considered at this time.

RESUMED

3.14 Unit4 Enterprise Resource Planning (ERP) Cloud Migration

The Board Report from Yev Malloff, General Manager of Finance, IT and Procurement, seeking Board approve the Unit4 (ERP) cloud migration project, has been received.

Moved and seconded,
And Resolved:

135/25

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.

Carried

3.15 RDCK Staffing Request: Asset Management Specialist

The Board Report from AJ Evenson, Senior Project Manager, seeking Board approval to hire an Asset Management Specialist, has been received.

Moved and seconded,
MOTION ONLY

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.

Moved and seconded,
And Resolved:

AMENDMENT TO THE MOTION

136/25

That the foregoing motion, being:

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;

be amended to read:

*That the Board approve the hiring of a full-time, **for a three-year term with the option to renew**, 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.*

Defeated

Moved and seconded,
And Resolved:

MAIN MOTION

137/25

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.

Carried

**DIRECTOR
ABSENT**

Director Tierney left the meeting at 3:56 p.m.

Moved and seconded,
And Resolved:

GENERAL ADMINISTRATION SERVICE S100

138/25

That the Board direct staff to review the Information Technology resource needs of the RDCK in light of the Town of Creston no longer contracting IT services from the RDCK.

Defeated

3.16 Directors' Reports

Directors' Reports verbal reports will be addressed at the March Board meeting as a standing item.

5. ADJOURNMENT

Moved and seconded,
And Resolved:

139/25

That the meeting adjourn at 4:06 p.m.

Carried

Originally signed by

Aimee Watson, RDCK Board Chair

Originally signed by

Angela Lund, Deputy Corporate Officer

From: [Christina Kosinec](#)
To: [Castlegar City of](#)
Subject: 1st Robson Scouts - Community Service Challenge.
Date: March 19, 2025 2:18:27 AM

You don't often get email from ckosinec@gmail.com. [Learn why this is important](#)

Good Morning.

I am a Scouter with the 1st Robson Scouts.
We have recieved a challenge from our Coucil.

We would like to know if the City of Caslegar has a project that we, as a group, can help with.

My 1st thoughts were maybe:

- planting flowers in the pots or watering flowers
- maybe a park cleanup
- statue cleaning

Or any other project that could use a few extra hands!
Our whole group has 30+ kids, but we don't all need to help at once.

I have attached the description of the Challenge, from our Council, below.

Please let me know if you have any questions or if there is anything we can help with.

Christina Kosinec
250-687-1317

Cascadia Council is thrilled to announce a brand-new community service challenge, running from March 15th to May 15th. This is your chance to roll up your sleeves, get creative, and make a BIG impact on your local community – and YOUR Scout Group could win a \$1,000 prize!

How It Works:

Project Planning

(March 15th - March 31st): Start by brainstorming ideas with your fellow Scouts. What does your community need? Whether it's a park clean-up, tree planting, a fundraiser, or helping a local group, the possibilities are endless!

Project Execution

(April 1st - May 10th): Time to put your plan into action! Work together to bring your project to life, all while representing Scouting proudly. Don't forget to wear your uniform or neckerchief during the project!

Submission and Judging

(May 11th - May 15th): After completing your project, submit a report or presentation

highlighting your hard work, the challenges you overcame, and the positive change you created. A judging panel will review the submissions based on creativity, impact, and execution.

The most innovative, impactful, and well-executed project will win a \$1,000 prize!

Use it to support your Group and keep making a difference in your community. It's not just about the prize — it's about showcasing your teamwork, creativity, and dedication to service.

So, what are you waiting for? Let's get started and show the world the power of Scouts in action!

Residential Curbside Collection and Disposal Amendment Bylaw

Bylaw 1433

A bylaw to amend Residential Curbside Collection and Disposal Bylaw 1408.

WHEREAS it is deemed expedient and in the public interest to amend the Residential Curbside Collection and Disposal Bylaw 1408;

NOW THEREFORE the Council of the City of Castlegar, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as the "Residential Curbside Collection and Disposal Amendment Bylaw 1433".
2. Bylaw 1408 is amended by deleting schedule "A" and substituting in its place the new Schedule "A" attached here to as Appendix "I" and forming a part of this Bylaw.
3. Bylaw 1408 is amended by adding section 40.b as follows:
"Recycling containers shall not be placed on any City lane, street or boulevard prior to 4:00 a.m. on the day of collection. "
4. This Bylaw shall come into full force and effect on April 1, 2025.

READ A FIRST TIME this 17th day of March, 2025.

READ A SECOND TIME this 17th day of March, 2025.

READ A THIRD TIME this 17th day of March, 2025.

ADOPTED this day of March, 2025.

Mayor

Director of Corporate Services

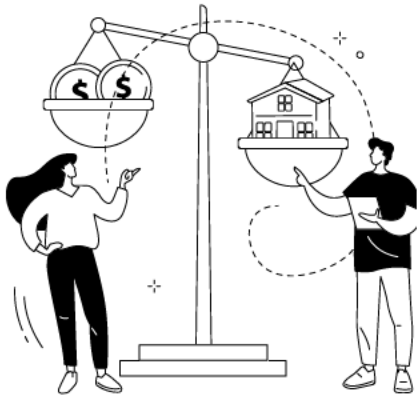
Appendix "I"
Schedule "A" to the Residential Curbside Collection and Disposal Bylaw

Residential Curbside Collection	2025 Annual Rate
(a) Garbage Collection	\$ 140.89
(b) Additional Garbage Collection Service	\$ 140.89
(c) Organics Collection	\$ 157.33
(d) Recycling Collection	\$ 6.93
(e) Yard Waste Facility Fee	\$ 8.30

Additional Charge Fees	
(a) Cart Fee (121 Litre / 242 Litre)	\$ 215 / \$ 230
(b) Additional Cart Fee (121 Litre / 242 Litre)	\$ 215 / \$ 230
(c) Additional Cart Administrative Fee	\$ 100
(d) Damaged Cart Lid Replacement	\$ 24
(e) Blue Box Replacement	\$ 25

Our Principles

These principles shape both short and long-term planning and decision making and they help set the direction the City of Castlegar takes during a Council's four-year term.



1 GOVERNANCE & SERVICE EXCELLENCE



2 A FUTURE WITH AFFORDABLE HOMES FOR ALL



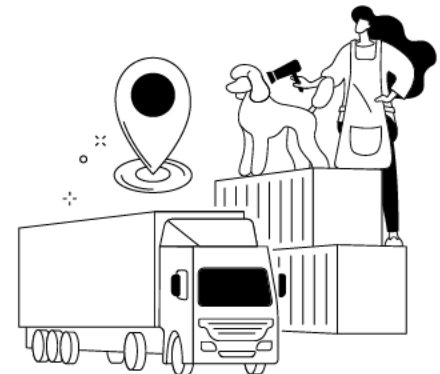
3 QUALITY OF LIFE



4 WEST KOOTENAY REGIONAL AIRPORT EXCELLENCE



5 ACCESS TO HEALTHCARE



6 A PROSPEROUS CITY